



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution

**BASELIOS MATHEWS II COLLEGE OF
ENGINEERING**

- Name of the Head of the institution **Dr.L.PADMA SURESH**
- Designation **PRINCIPAL**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **09443474555**
- Mobile no **09443474555**
- Registered e-mail **padmasuresh77@gmail.com**
- Alternate e-mail **bm2coe@gmail.com**
- Address **Lake View, Muthupilakadu,
Sasthamcotta**
- City/Town **Kollam, Kerala**
- State/UT **KERALA**
- Pin Code **690520**

2.Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
- Location **Rural**

- Financial Status **Self-financing**
- Name of the Affiliating University **APJ Abdul Kalam Technological University**
- Name of the IQAC Coordinator **Dr. GOURI M.S**
- Phone No. **9746640576**
- Alternate phone No. **7907272078**
- Mobile **8281289115**
- IQAC e-mail address **gourimohans@gmail.com**
- Alternate Email address **geethumolpv@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)

<https://bmce.ac.in/IQAC>

4.Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://bmce.ac.in/downloads/AcademicCalendar-B.TechS6,S4,S2.pdf>

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.64	2021	01/03/2021	28/02/2026

6.Date of Establishment of IQAC

03/10/2019

7.Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional 1	Grant for organizing Conference	AICTE	2021	1,58,300

8.Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of

[View File](#)

IQAC

9.No. of IQAC meetings held during the year **2**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

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

10.Whether IQAC received funding from any of the 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)

Effective implementation of Outcome based education. Practicing innovative pedagogical methods. Orientation and motivation for faculty to pursue research and sponsored projects. Training and guidance for students to secure better placements and opportunities for higher studies. NBA Accreditation Expert Team Visit completed and awaiting result for two departments.

12.Plan of action chalked out by the IQAC in 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
Implementation of Outcome based education.	All faculty and students were trained in OBE.
Practicing innovative pedagogical methods.	Flipped classrooms, Experiential learning, Collaborative learning, Project based learning etc were effectively practiced.
Orientation and motivation for faculty to pursue research and sponsored projects.	Around 10 faculty members registered for PhD.
Training and guidance for students to secure better placements and opportunities for higher studies.	Improvement in percentage and quality of placements.

13. Whether the AQAR was placed before statutory body? **Yes**

- Name of the statutory body

Name	Date of meeting(s)
governing Body	Nil

14. Whether institutional data submitted to AISHE

Part A

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• if yes, whether it is uploaded in the Institutional website Web link:	https://bmce.ac.in/downloads/AcademicCalendar-B.TechS6,S4,S2.pdf				
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Name	Date of meeting(s)
governing Body	Nil
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2019	Nil
15.Multidisciplinary / interdisciplinary	
Multidisciplinary	
16.Academic bank of credits (ABC):	
NIL	
17.Skill development:	
<p>Our Institution is providing various skill development programs for the benefits of our students and faculties including: 1. Soft Skill Training 2.Aptitude Training 3.Gate coaching 4. Personality development 5.Reasoning and Communication Training 6.Workshop, STTP, FDP</p>	
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
<p>For the beneficial of our students our institution is providing different courses including: 1. Professional communication 2. Language lab facilities 3. MOOC courses 4. Life Skills 5. Professional Ethics 6. Constitution Of INDIA 7. Industrial Economics</p>	
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):	
<p>The key aspects in Outcome-Based Education (OBE) are the assessment of course outcomes. At the initial stage of OBE implementation, the Course Outcomes (COs) for each course are defined based on the Programme Outcome (POs) and other requirements. At the end of each course, the COs needs to be assessed and evaluated, to check whether it has been attained or</p>	

not. Assessment is one or more processes, carried out by the department, that identify, collect, and prepare data to evaluate the achievement of programme educational objectives and programme Outcomes. Attainment is the action or fact of achieving a standard result towards accomplishment of desired goals. Primarily attainment is the standard of academic attainment as observed by test or examination result. Attainment of the COs can be measured directly and indirectly. Direct attainment basically displays the student's knowledge and skills from their performance. It can be determined from the performance of the students in all the relevant assessment instruments - like internal assessments, assignments, quiz and final university examination. These methods provide a sampling of what students know and/or can do and provide strong evidence of student learning. Indirect methods such as surveys and interviews ask the stakeholders to reflect on student's learning. They assess opinions or thoughts about the graduate's knowledge or skills.

A. List of assessment processes

Internal Assessment
End Semester Examination
Assignments
Evaluation of lab experiment/exercise
Model Exam
Design project
Comprehensive Exam
Seminar and Project
Preliminary Final Year Project
Course Exit survey

B. The quality /relevance of assessment processes & tools used

Internal Assessment process

Tests, assignments, seminars, laboratory tests, viva, quizzes etc. are included in internal assessment process. For KTU, the internal evaluation comprises of minimum 2 tests with 80% weightage and minimum 2 assignments with 20% weightage. The assignments are in the form of quiz, home works, presentations, problem solving, group discussions, team projects, seminars, software exercises, tutorials etc. In case of practical for KTU, 60% weightage for continuous evaluation which includes performance of the students in the lab, practical records/outputs, 10% for regular viva and 30% for final test/quiz.

External assessment process

The external theory examination question paper is set by the University. Since University does not provide the external examination marks based on COs, the grade obtained by the student in the course is taken as the direct measure of related COs. Hence equal weightage is given to all COs.

20.Distance education/online education:

NIL

Extended Profile

1.Programme

1.1	278
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	View File
2.Student	
2.1	871
Number of students during the year	
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2	48
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	153
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	86
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	86
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	42
4.2 Total expenditure excluding salary during the year (INR in lakhs)	2,52,83,287
4.3 Total number of computers on campus for academic purposes	350

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

- Institute follows an academic calendar framed by IQAC with reference to university schedule. Principal conducts a common meeting with all teaching and non teaching staff before commencement of every semester. Meticulous planning is done at department and college level meetings at the beginning of every academic year. The effective implementation of curriculum is ensured by supplementing classroom teaching with seminars, mini projects, in-house and industry supported projects, industry visits, industrial internships, hands-on-sessions, tutorials elearning assignments, internal-tests etc. Contents beyond curriculum are identified and taught both in the classroom and in the laboratory to expose students to recent trends in the industry.
- The faculty member responsible for teaching a course, continuously measures and evaluates the academic performance of students through internal tests before they appear for the University Examinations. Course file is maintained by individual faculty which contains time table, syllabus, teaching plan, attendance, assignment/tutorial questions and marks, internal assessment marks, question bank and previous

university questions. Remedial classes are arranged for weak students for improving their academic performance.

- To improve the teaching quality of the faculty feedback system is implemented in the institute, students can give feedback about the lectures and rating is given by the students to the faculty.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://bmce.ac.in/Mentoring%20System me.php

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

B.Tech programme in all branches of study is structured on a credit based system following the semester pattern with continuous internal evaluation allowing flexibility for students to decide on the duration of programme completion. For every academic year, the university publishes an academic calendar; based on the university academic calendar the institution prepares an academic calendar. The institutional academic calendar helps the smooth functioning of academic as well as extracurricular activities in the institution. It includes the dates of re-opening, bridge course, orientation course, commencement of internal tests, commencement of semester examinations, important functions of the college and Government, local and institutional holidays etc. Based on the number of working days in the academic calendar the teaching plan is prepared by the individual faculty under the guidance of respective Head of the Department. Internal examinations are conducted strictly based on the guidelines of APJKTU and as per the academic calendar. The marks are published as per the schedule given in Academic calendar; University examination dates, result declaration as well as approved holidays falling within the semester are also mentioned in the academic calendar. Schedules for the supplementary examinations and result declaration dates will be included in the calendar. The schedule of summer courses is also mentioned in the calendar. The schedule for academic-oriented activities like seminars/workshops/ conferences to be organized, cultural programs for various activities, schedule of UG and PG project. reviews are decided in the respective

departments/committees etc., based on the institutional academic calendar.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://bmce.ac.in/assessment Internal%20Assessment

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

Academic council/BoS of Affiliating University

Setting of question papers for UG/PG programs

Design and Development of Curriculum for Add on/ certificate/ Diploma Courses

Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

27

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

1

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

1

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

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

The Institution believes that integrating cross cutting issues with the curriculum would create positive effect on the student in both in terms of his education and societal commitment. Accordingly courses, awareness sessions and related activities in gender sensitization, environment and sustainability, human values and professional ethics are offered by the Institution.

Professional Ethics: APJ Abdul Kalam Kerala Technological University has introduced the course Professional Ethics HS482 to create awareness on morals, values and ethics, and to become responsible engineers, experimenters, researchers or business men.

Gender issues: For the empowerment of women we have a well developed Women cell in our college. The Women cell is headed

by a senior faculty member and student representatives as executive members. Counselling sessions and awareness programs are conducted for women each year during the women's day.

Human values:BMC is a member of "UNITED NATIONS" Academic impact program, UNAI-ASPIRE (Action by Students to promote Innovation and Reform through Education) is sharing a culture of Intellectual social responsibility.

Environment and Sustainability:The Institute has established a National Social Service (NSS) unit under the KTU. NSS organizes activities like Swachha Bharat Abhiyan, Tree Plantation, and Plastic Kachra Mukta Abhiyan,Blood Donation Camps and Flood Relief are organized.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

13

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

233

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://bmce.ac.in/downloads/forms/Parent%20feedback.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://bmce.ac.in/downloads/forms/Parent%20feedback.pdf

TEACHING-LEARNING AND EVALUATION**2.1 - Student Enrollment and Profile**

2.1.1 - Enrolment Number Number of students admitted during the year**2.1.1.1 - Number of students admitted during the year****244**

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**2.1.2.1 - Number of actual students admitted from the reserved categories during the year****52**

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Based on the merit marks analysis, entry-level analysis, test marks, module tests, assignments, one to one communication with student and class interaction, weak and strong students are identified. Information regarding weak and strong students is communicated to teachers and parents. Strategies adopted for weak students:

- Care is taken by the faculty in monitoring the performance of weak students, the students deviations from studies is observed by the respective mentors and corrective measures are suggested.
- The mentors also have periodic interaction with the parents about the performance of weak students.
- A blended motivation and responsibility from both parents and faculty will create a positive mindset and will help to overcome the inabilities and hurdles faced by the weak students.

- Every parent is regularly informed about the Internal Assessment marks and the attendance of their wards.
- Additional coaching is given to weak students through Remedial classes

Actions taken for encouraging bright students:

- Bright students are given merit scholarship (based on marks they scored in HSS level), which can be carried forward in all the semesters if they perform well consistently.
- The bright students are encouraged to participate in national level symposiums, workshops and seminars to gain knowledge on the latest developments.

File Description	Documents
Paste link for additional information	http://bmce.ac.in/Slow%20Learners&Fast%20Learners_cse.php
Upload any additional information	View File

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

Number of Students	Number of Teachers
871	86

File Description	Documents
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

Flipped Classroom

- Flipped lessons replace teacher lectures with instructional material often a video that students watch and interact with at home.
- They apply what they learned in class the next day through a variety of activities or assignments that could once have been homework, with the teacher working as a coach or guide.

Project Based Learning

- Students work on a project over an extended period of time from a week up to a semester that engages them in solving a real world problem or answering a complex question.
- They demonstrate their knowledge and skills by creating a public product or presentation for a real audience.
- As a result, students develop deep content knowledge as well as critical thinking, collaboration, creativity, and communication skills. Project Based Learning unleashes a contagious, creative energy among students and teachers.

Collaborative learning

- Through collaborative learning students are exposed to various topics through hands-on experience under different laboratories related to their program curriculum.

Bridge course

- A Bridge Course for newly admitted students is conducted every year before the commencement of the first semester classes.
- Objective of the course is to bridge the gap between subjects studied at Pre-University level and subjects in the Graduation level.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://bmce.ac.in/Flipped_Mode_Of_Teaching_cse.php

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

ICT Based Classes

- All the department faculties are using Information and Communication Technologies (ICT) for various purposes including teaching and learning.
- Faculty members use online resources and lectures as part of their courses, video lectures are also used.
- Faculty members prepare presentations of the course topics they are teaching, at the beginning of the semester itself and use the presentations during the lectures.

- The departments are equipped with smart class rooms which constitutes of a projector and laptop for ICT. Students have enrolled for MOOC courses.
- The library has digital resources such as eBooks, ejournals and multimedia content to support ICT in teaching. Extensive use is made for e-learning resources by individual faculty.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

59

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

86

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

9

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

539.91

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Procedures for Internal assessment of different courses are enumerated in the following section. a)Theory courses:For all theory courses, two internal examinations are conducted. The question paper prepared is scrutinized. The evaluation of answer scripts is done as per the scheme. Marks are intimated to the parents at regular PTA meetings. b)Laboratory courses/Mini project:The total number of experiments/ works is divided into different lab cycles. Output and viva marks secured are daily updated on the student's work record. At the end of the semester,a lab examination is conducted under an external expert.

c) Comprehensive course viva: At the end of the sixth semester, a comprehensive viva to assess the knowledge gained in basic courses is conducted by an assessment committee consisting of an external subject expert. d) Seminar: The report and the presentation shall be evaluated by a team of internal members. The committee evaluates the seminar of individual students based on their presentation, ability to answer questions and reports submitted. f) Project: One third of the project credit shall be completed in the VII semester and two third in the VIII semester. Final evaluation by a committee comprising of the department project coordinator, guide and an external expert.

File Description	Documents
Any additional information	View File
Link for additional information	https://bmce.ac.in/assessment Internal%20Assessment

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Institution level: The institution conducts internal and external examinations. The question paper prepared is scrutinized. Based on internal examination, attendance and assignments, internal marks are generated and published. If the students have any grievances regarding internal marks can be reported to the head of the department and also a central grievances redressal committee. The Institution will follow a zero-tolerance policy against malpractices. If an invigilator on duty found a candidate involved in any sort of malpractice during an internal examination he/she should be sent out of the hall immediately. The matter should be reported to the authorities in writing, along with the answer script. Based on the statement of the invigilator the superintendent of the examination shall proceed with any further disciplinary action. Copies of the order shall be forwarded to the respective senior adviser of the candidate through the head of the department. **University level:** Once the university examination results are declared, the credit details of each subject are available in the student's login. If the student is not satisfied with the mark, he/she can apply for a copy of the answer script and request for revaluation by paying a special fee. The revaluation fee will be refunded in case the student passes the exam.

File Description	Documents
Any additional information	View File
Link for additional information	https://bmce.ac.in/assessment_Exam%20Related%20Grievances

2.6 - Student Performance and Learning Outcomes

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

- The Program Outcomes are displayed on the website and efforts are made to attain all the POs to the maximum extent as per University syllabus and additional activities.
- The PSOs are defined and they are made available on the website. The faculty frames the course outcomes (CO) and lesson plan of the concerned course in the beginning of every semester.
- The course outcomes of all the programmes offered by the institution are displayed on the institution website, through this way the course outcomes are communicated to students and teachers.
- Course outcomes are also displayed on the class notice boards.
- Based on the course outcomes, the faculty maps the CO with the program outcomes (PO).
- During the academic semester, faculty maintains the course file and delivers lectures as per academic calendar.
- The CO-PO attainment is calculated at the end of every semester and corrective measures are discussed to increase the attainment.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://bmce.ac.in/peo_pso_me.php
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The Programme outcomes, Programme specific outcomes, course outcome attainment are measured on the basis of direct and

indirect attainment. The direct attainment is calculated from 1. Internal tests conducted internally by the college 2. Continuous assessment which is considered from various assignments given by the teachers and Class test is also conducted. Internal tests, continuous assessment and class test is used for the calculation of direct attainment. A weightage is given to each course outcome based on the obtained value. Based on the student satisfaction survey of each course, indirect attainment is calculated. Once both the direct and indirect attainment are achieved, the total attainment of each course outcome are generated by considering 80% of direct attainment weightage and 20% of indirect attainment weightage. A target level for each course outcome is set by the subject experts; then attainment is compared with the target value. If the total attainment is greater than or equal to the target value, then we can conclude that the attainment of that course outcome is successfully achieved. If the attainment is lesser than the target value, corrective measures will be taken for improving the attainment. The PO's, PSO's are correlated with COs by the subject experts at the beginning of the semester. Once the total attainment of CO is achieved, it is used for measuring the level of attainment of POs and PSOs. If the compared value is either equal to or near to the correlated value, we can conclude that attainment is achieved successfully.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://bmce.ac.in/assessment_Attainment%20Of%20CO%20And%20PO

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

75

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	NIL

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://bmce.ac.in/downloads/forms/request.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

2

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

1

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

2

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	NIL

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The mission of the IEDC is to "develop institutional mechanism to create an entrepreneurial culture among the stakeholders and to foster growth entrepreneurship amongst the students, faculty and the society at large". Objectives of the IEDC

- To act as an institutional mechanism for providing various services including information on all aspects of enterprise building to budding entrepreneurs.
- To guide and assist prospective entrepreneurs in various aspects such as preparing project reports, obtaining project approvals, loans and facilities.
- To arrange visits to industries for prospective entrepreneurs.
- To respond effectively to the emerging challenges and opportunities at state, national and international levels.
- To organize entrepreneurship awareness camps.

BMC TECHNOLOGIES: This is a venture of student entrepreneurs registered under the BMC Student Entrepreneur Society and managed by Baseliros Mathews II College of Engineering, Sasthamcotta, Kollam. This exploits the benefits of IEDC through Technopark-Technology Business Incubator (TTBI) to nurture young

student entrepreneurs. This venture aims at product development in Applet applications, Consumer electronics, Robotics, Energy systems, Mechatronics, Instrumentation etc. Four new products were released during the official launch (i) 7 Watt LED Bulbs; (ii) Fully Automated Home Security System; (iii) Automatic Bell (iv) Water Pump Auto Actuator, and (v) BMC LED Panel lights.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://bmce.ac.in/entrepreneurship_development_cell

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

6

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

8

File Description	Documents
URL to the research page on HEI website	https://bmce.ac.in/researchataglance
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

13

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

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

21

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Holistic learning aims to connect the mind, body, and spirit. This method is through life skills training that is required for personal growth and successful living is what makes students

confident and progressive thinkers. To ensure that the students achieve holistic development, we offer a set of programs such as the National Service Scheme (NSS) unit, Physical education activities, Innovation and Entrepreneurship Development Cell (IEDC) under the KTU. Counselling Cell functions in our college to facilitate wise choices and decisions and promote a healthy mindset and helps students to work constructively toward life/career planning. The objectives of NSS are to make the students responsible and productive citizens of the country. NSS organizes activities such as RUDHIRASENA ORIENTATION THE MAGICAL DRUG WEB : AWARENESS AND REVIVAL SWACHH SAGAR PROGRAM HUMAN CHAIN Our students and faculty have actively coordinated these activities in Kerala. Every year our college organizes activities for the welfare of the people in and around our neighbourhood community. The faculty and students of our institution usually celebrate days of national importance such as Republic day, Independence day etc to make our students aware of the history and culture of our nation.

File Description	Documents
Paste link for additional information	https://bmce.ac.in/Social%20Contribution
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS

awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

0

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

125

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

5

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	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 equipment etc.

Response: The institution aims to provide world class infrastructure adequate for professional and personal growth of engineering students as well as to meet the academic and administrative requirements of the college. The infrastructure consists of various buildings including 30 classrooms, 38 laboratories, 7 seminar halls, auditorium, gym center, smart classrooms, library, health centre, restrooms, store, cafeteria etc, which are spread over an area of 27.1 acres. Sports facilities at our college are adequate for hosting of inter-college tournaments. The college also has indoor and outdoor facilities, for sports and cultural activities. A modern gym has been set up in the college campus to ensure a sound body and mind.

Ramps and lift are provided for physically disabled students. All buildings provided with fire-fighting equipment and first aid box. Library comprises of 27626 books, 50 journals with 656 sq.m library area. Rare books collection in the library enables students and faculties to access books which are difficult to find from other sources. The Library is using commercial software LIBSOFT for automation of Library Services. Institute has a rich IT infrastructure and it is regularly updated. The institute has 385 computers with 50Mbps internet connectivity to fulfill the academic and research needs of the institute. The computers and their accessories are maintained by technical staff in labs. To ensure hassle free and safe transportation to staff and students, the college buses are plying to and from Kollam, Kottarakara, Mavelikkara, Kayamkulam, Chavara, Anchalumood, Pathanapuram, Adoor, Pandalam etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://bmce.ac.in/library.php

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

Sports facilities can truly expand opportunities, impact the on campus culture, and encourage healthy habits on a college campus. BMCE specially developed to keep our students engaged and physically fit. The college has adequate sports and games, gymnasium, yoga center etc. and cultural activities to promote to the physical development of the students. Indoor games facilities include Chess, Carroms and Badminton. Large outdoor playing courts for sports like Volleyball, Cricket, Basketball, Football, and Kabaddi were established for the students to participate in the game of their choice. The college provides Gymnasium facility A full time physical director guides the students in various sports activities. Every year intra and inter-college competitions are conducted. An annual athletic meet is conducted every year to review their athletic abilities.

BMCE is aimed at promoting cultural interaction by organizing events and cultural fests every year, namely MALHAR. The fests are aimed at promoting innovative and creative blend of art, culture

and technology. Yoga training was conducted for the benefit of students for achieving increased flexibility, muscle strength, improved respiration, energy and vitality, and also for maintaining a balanced metabolism. Yoga day is celebrated every year to create awareness among the students and faculty members.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://bmce.ac.in/library.php

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

10

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.bmce.ac.in/smart_Facilities.php
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

52,07,719

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

Our college library is fully automated with an integrated window based, multi-user, menu driven Library management Software package -LIBSOFT. All library routines like book Accession, Membership, Book issue, Book return, Book renew, Book reservation, Information retrieval, Journal accession, Journal indexing and high level documentation services like generating reports, Barcode printing facility are possible in a user friendly manner. Our college library also facilitates DELNET database which has a network of about 6,300 libraries providing access to more than 79 lakh full text documents including e-books, e-articles etc. It also provides access to the 'World e-book library' which provides access to more than three crore catalogue records of books, journals, articles, etc. with the facility to borrow books and get copies of journal articles. Our college library is registered member of National Digital Library, An initiative of MHRD, Govt. of India. NDL India is designed to hold content of any language and provides interface support for leading Indian languages. It is arranged to provide support for all academic levels including researchers and lifelong learners. Our college library also facilitates Knimbus e-library platform. Knimbus curates and categorizes high quality content useful for students including 1000s of open access journals, e-books, videos, research theses and course documents.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://bmce.ac.in/library.php

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

35

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college has a well developed system for providing IT facilities such as LCD projectors, printers and scanners to the users. The computers and printers of all the departments have software installed in them and the hardware is also maintained from time to time. There are 29 printers available in the college.

The college website is monitored and updated from time to time by the IQAC cell of the college. The whole campus of the college has Wi-Fi facility with a speed of 10 mbps. Five Wi-Fi routers are available in the college. The college has two leased line connections for broadband. Students are given limited accessibility to this facility. The internet usage is controlled using cyberoam firewall. The entire campus is monitored with CCTV facility including 17 Hik Vision cameras. The college is facilitated with 385 computers that are accessible to the students as well as the teachers for academic and co-curricular purposes. Dedicated software for tracking books is available in the library. The library is equipped with 25 computers with internet connection. Students and their parents can view internal marks and attendance using this software. Effective utilization of infrastructure is ensured by lab technicians/system administrator.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://bmce.ac.in/it_Infrastructure.php

4.3.2 - Number of Computers

350

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

1,53,85,242

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The college has a well-established system for maintaining and utilizing all the facilities. Classrooms and Seminar halls The cleaning of the classrooms and seminar halls, and any damage to the projector, internet or audio systems and furniture is monitored by heads of the departments.

Library

Books are issued on producing the library card and are to be returned before the due date. If books are lost, then the borrower has to replace the book or pay the fine prescribed by the librarian. Stock rectification is done periodically. Laboratories Laboratory inspection, the requirements for the upcoming semester, the status and working condition of the equipment, reporting of maintenance, verification of lab equipment, and periodic maintenance are done by the technical staff and lab-in-charge.

Computers

The manufacturers provide maintenance under warranty for a specific period. After the warranty, the in-house, IT team provides hardware and software support. Periodic maintenance is done by software updates and antivirus updates.

Sports

Under the guidance of physical instructor, proper maintenance is being done for the sports equipment. Students are permitted to utilize the gym facility and take sports material with prior permission from the Physical Director.

Transport

Bus facilities are provided for students and staff plying from different locations. The transport staff are responsible for the maintenance of the vehicle.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bmce.ac.in/downloads/Document%20.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

0

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://bmce.ac.in/softskill_training.php
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

100

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

100

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

159

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

8

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

one) during the year

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

15

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The student council of BMCE comprises class representatives from all classes. Arts & Sports Committee The arts and sports committee consists of members from each branch of final year students for the smooth conduct of arts and sports fests. Class Committee Class Committee for a B.Tech/MBA class shall comprise of a senior faculty who does not handle any course for the class as Chairman, faculty Advisor and all the faculty members engaging in different courses and 2 student representatives from the class. Course Committee The chairman shall be a senior faculty member not offering the course. All faculty members handling the course and 4 student representatives among different classes shall be members. The course and class committees shall meet at least twice a semester. Women Cell The College has established a Women Cell on the college campus for the female staff and students, to enhance understanding of issues related to women and to make the campus a safe place for them. SC/ST Committee The SC/ST committee in the college promotes the special interest of students in the reserved category and provides special inputs in areas where the students experience difficulty. The committee also creates awareness regarding the various Scholarship schemes.

File Description	Documents
Paste link for additional information	https://bmce.ac.in/IOAC.php
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

60

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Our institution is having a well organized and active alumni association. The association was registered under "Travancore/Cochin Literary, scientific and charitable societies Act (Act XII of 1955)" with register number 152/07, signed under Kollam district registrar on the date 14th of March 2007. In the year 2015, a UAE chapter of BMCE alumni association was formed. The objective of the alumni association is to establish a link between alumni, faculty, staff and students of the institution and to help interaction between alumni and current students. Every year Soft Skill training programs are conducted for the final year students, under the banner of alumni association. The main aims of the programs are to prepare the students for group discussions and placement interviews. In the years 2017-18, on behalf of alumni association, placement cell has arranged Soft Skill development

program for the final year students. The Resource person was Ms. Mary Amritha, Project Manager, UST global, and Trivandrum. A motivational program was conducted with Dr. G Madhavan Nair as the chief guest in the year 2015. Apart from that BMC UAE chapter has given a helping hand to one of our family member who was suffering from blood cancer.

File Description	Documents
Paste link for additional information	https://bmce.ac.in/alumni_association
Upload any additional information	View File

5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in 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 and in tune with the vision and mission of the institution

Vision

To become an icon of technical education that creates responsible professionals with social commitment.

Mission

To provide the best learning with individual attention to students by imparting ICT enabled pedagogy, critical thinking skills and problem-solving to inspire lifelong learning with strict adherence to the principles of academic integrity and transform them into technically competent engineers.

Core Values:

- Leadership, Honesty and Integrity
- Freedom of thought and expression
- Excellence and Encouragement
- Social responsibility, Respect and trust

- Inter-departmental collaboration

Nature of Governance The success story of BMCE has been brought to reality due to the relentless efforts of many hands that came forward to build this institution brick by brick. BMCE is a project of Dr. C. T. Eapen Trust under Malankara Orthodox Syrian Church. It was the vision and relentless efforts of the Late H. H. Moran Mar Baselios Marthoma Mathews II that helped the Institution become a centre of excellence. The Management is currently headed by H.H Marthoma Paulose II, Catholicos and Malankara Metropolitan of Malankara Orthodox Syrian Church. The college is currently managed by His Grace Zachariah Mar Anthonios. The institution has a governing body with representation from management, all departments and chairman as its head. The head of the institution to the lead all the academics of the college. The institute has five engineering departments and a management department headed by experienced and qualified academicians.

File Description	Documents
Paste link for additional information	http://bmce.ac.in/vision_mission.php
Upload any additional information	View File

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

Institute delegates adequate and systematized authority to the departments to work towards decentralized governance system. The decentralization and transparency is practiced by the management through the constitution of governing body which is headed by the chairman of the institution. The academic committees involving faculty are Class committees, Course committees, Placement cell, Exam cell, IQAC, Alumni association, Antiragging committee, Women cell, Parent teacher association and Grievance redressal committee. The co-curricular committees are cultural and sports committee, NSS units and Department associations. The departments are encouraged to arrange various activities with the support of management for the benefit of students and faculty. The suggestions by teachers and students in the class and course committee meetings are discussed in the department meetings, and conveyed to the principal and the management. The relevant suggestions are implemented for college development. All department heads are invited to submit budget proposals for every academic year. Along with this, lab-in charges are also asked to

come up with a proposal of their requirements. The finance officer prepares and consolidates all the budget proposals with the advice of principal and management. Accounts department releases funds as per requirement. Through effective decentralization, the institution practices successful delegation and enhances the productivity of the college.

File Description	Documents
Paste link for additional information	http://bmce.ac.in/IQAC.php
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

To attain global standards in Engineering, the management council has a strategic plan which includes getting NBA accreditation by 2022. One of the strategic plans was attaining ISO certification which was initiated by the IQAC cell of the institution to improve the overall quality of the teaching learning process. ISO 9001:2015 certification was received in the year 2018 from the Ministry of Electronics and Information Technology, Government of India. The scope of quality management covers Admission, Instructional Delivery, Examination, Award of Degree as per the Curriculum and Syllabus are given. By APJKTU and guidelines of AICTE and also Co-curricular activities, Administration and other supporting services for B.Tech (CSE, CE, EEE, ECE, ME) and MBA programmes. The Internal Quality Assurance Cell headed by the principal facilitates the audit process. A software called 'Ezygo' procured by the institution maintains e-database for the academic processes. The documents are maintained in the departments as directed by the IQAC cell. The university also has an e-governance portal with individual login credentials for faculties and students. The following are the key plans of the institution for the next five years: 1. Start more postgraduate and degree programmes 2. Receiving funds through research projects. 3. Provide more scholarships for economically and socially backward students. 4. Utilizing renewable sources of energy.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.bmce.ac.in/about_bmce.php
Upload any additional information	No File Uploaded

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

Our institution started functioning in 2002 is managed by the Dr.C T Eapen Trust under Malankara Orthodox Syrian Church. Governing Body The governing body of the college consists of 16 members including the chairman and manager, Principal and the member secretary. Administrative Setup The Management is currently headed by H.H.Baselios Marthoma Paulose II, Catholicos and Malankara Metropolitan of Malankara Orthodox Syrian Church. The college is currently managed by H.G.Zachariah Mar Anthonios Metropolitan, the head of the Kollam diocese. Rev.Fr.Thomas Varghese is the administrator of the institution. Principal looks after the academic activities and the office superintendent is the head of the administrative office. The finance officer and the accountant are responsible for all financial transactions.

Appointment

As per the requirement for staff reported by the head of departments to the principal, the eligible candidates are invited for a personal interview. The selected candidates will be on probation for one year after the appointment. IQAC The Institute has set up an internal quality assurance cell (IQAC), headed by the principal, including representatives of different groups of stakeholders. Grievance Redressal Committee The grievance redressal cell in the college addresses complaints of students and faculty. Service rules Promotion, Maternity and other leaves are given to eligible staff as per AICTE and govt norms.

File Description	Documents
Paste link for additional information	https://www.bmce.ac.in/governing_body.php
Link to Organogram of the institution webpage	http://bmce.ac.in/organogram.php
Upload any additional information	View File

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) Document	View File
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

An institution is only as good as its staff. This means that the welfare of the institution depends on the welfare of the staff. Our institution understands this and appreciates the efforts of the staff. As a result, the institution has a very strong welfare policy for its teaching and non-teaching staff. Faculty Development Programs (FDP), conferences, workshops and national seminars are organized by the institution For teaching staff, financial support is provided for attending seminars, conferences, and industrial visits. All the staff are insured through a group insurance policy by United India Insurance Company Ltd. EPF contribution is facilitated for teaching and nonteaching staff as per government norms. Training and Study Leave (TSL) is approved for the faculty who go for doctoral programs or career advance schemes. The teaching and non-teaching faculty members are eligible for availing of casual leave of 15 days per year. Vacation leave of 30 days is provided at the end of an academic

year for regular faculty. Maternity leave is provided to the woman employees, for 180 days. All teaching and nonteaching staff is eligible for transport on the college bus. Canteen and medical facilities are also being provided.

File Description	Documents
Paste link for additional information	https://www.bmce.ac.in/downloads/Hand%20book%20BMCE-1.pdf
Upload any additional information	View File

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

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

1

File Description	Documents
Upload any additional information	No File Uploaded
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 programs organized by the institution for teaching and non-teaching staff during the year

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

8

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

108

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

High-quality teaching is essential for improving student outcomes. The Institute is following the appraisal scheme suggested by AICTE viz. Performance Based Appraisal System (PBAS) provides teachers with meaningful appraisals that encourage professional growth and

learning. In this scheme, the performances are classified into three major categories. (i) Teaching, Learning and Evaluation related activities (ii) CoCurricular, Extension and Professional Development related activities (iii) Research Publications and Academic Contributions. At the end of each academic year, a self-appraisal form is collected from each faculty member in the format suggested by AICTE, wherein he/she provides the necessary information about his/her performance to the above categories. Based on the data collected, API (Academic Performance Indices) scores are calculated for the award of career advancements and promotion to the next higher position for faculty members. The faculty member is free to raise a grievance which will be duly addressed and actions to be taken in case he/she is not satisfied with the decisions of the institution. Feedback is collected from the students for each of the courses attended by them and based on feedback suggestions are given to improve the teaching-learning process. For non-teaching staff feedback is collected from each department and based on that appraisals are given.

File Description	Documents
Paste link for additional information	https://www.bmce.ac.in/assessment_faculty_Assessment.php
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The internal auditor appointed by the college management conducts audits and verifies all financial transactions with the supporting documents in accordance with Auditing standards generally accepted in India quarterly and the suggestions of internal auditor are compiled as per procedure. Since ours is a government controlled self-financing college, 50% seats in the member college will be filled up by the Commissioner of Entrance Examination (CEE) from the rank list prepared. The source of income is verified with the list of CEE allotted students and management admitted students. Fee amount received and fee dues will be reconciled. Grants received from the government through scholarships are verified and checked. Proper records of all the expenses are maintained. Bank accounts are reconciled and confirmations are checked. Depreciation of fixed assets is calculated. Statutory dues payment like

EPF,ESI,TDS and Professional Tax are paid before the due dates. Salary payments with the statements are checked and any other statutory compliances required as per IT Act are verified. External auditor appointed by the management conducts audit once in a year.Finalization of the account is completed in July/August.Audited statements like Balance Sheet and Income & Expenditure Statement are prepared and duly signed by the chartered accountant.The finalized audit report is submitted by chartered accountant to the management.

File Description	Documents
Paste link for additional information	https://bmce.ac.in/downloads/AUDIT%20REP%20&%20STATEMTS%202020-21.pdf
Upload any additional information	View File

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

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

305000

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college has a well-formulated financial policy which ensures effective and optimal utilization of finances for academic, administrative and development purposes. For the Institution, the resources of funds are: • Tuition Fee collections from the students. • Fee collections for the other services rendered to the students • Fines from the students • Collections for workshops and skill enhancement activities in concerned departments Such collections from the students will be kept as fixed deposits and short-term deposits. The Institute has a well defined procedure to

monitor financial resources. Every year, the budget is prepared by all Departments. Management puts up the budget in Governing Body meeting and after necessary corrections Governing Body approves the budget. The Principal and the Head of Departments discuss and decide the priorities before allotting financial resources. The Institute has a standardized procedure for sanctioning funds for various activities and also for settlement of advances and passing of bills for payment. The Management has given complete support to the Principal for the organization of co-curricular & extracurricular activities, sponsoring of faculty & staff for various skill development programs etc. Financial audits are conducted by a chartered. Apart from this the college also provides financial assistance to students for participation in various national & state-level cultural & Sports competitions.

File Description	Documents
Paste link for additional information	https://bmce.ac.in/downloads/AUDIT%20REP%20&%20STATEMTS%202020-21.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Institute has set up an internal quality assurance cell (IQAC), headed by the Principal, including representatives of different groups of stakeholders. The IQAC cell has been constituted on 3rd October 2019. The various strategies include: . Arranging bridge courses and orientation courses for freshers . Identifying slow and fast learners . Remedial classes for slow learners . Zeroth hour test for improving student performance . Conduct centralized internal evaluation tests . Delivering lecture notes for all courses . Question banks should be maintained and shared with students . Regulations for the conduct of projects and seminar . Training for newly inducted faculty members . Faculty training for all teaching staff at the beginning of every academic year. . Arranging regular seminars, workshops, and FDPs for faculty members. . Placement training on aptitude and soft skills. Best practices that have been implemented are: Practice - 1: Faculty quality improvement programmes The IQAC has initiated and organized several training programs, motivational classes and

teamwork training programmes, publish research papers at international conferences to encourage faculties. Practice -2: Advisory System Every department has a department advisory committee to direct policies to excel students in academics and co-curricular activities. Parents are also well-informed development of their ward through PTA meetings and the SMS system.

File Description	Documents
Paste link for additional information	https://www.bmce.ac.in/IQAC
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

BMCE aims to be a centre of excellence in professional education by establishing a system of quality assurance. Some of the initiatives of IQAC contributing to incremental improvements are:

1. Academic Committee
2. Continuing education and staff development
3. Entrepreneurship development
4. ISO certification
5. International conferences
6. Remedial classes
7. Students Welfare committee and grievance redressal committee
8. Anti-ragging committee
9. Zeroth hour test
10. Placement drives and training
11. Tutorial classes

IQAC sets the benchmark for various activities and processes. Timetable coordinator of each department prepares a timetable schedule for theory and practical subjects. The institution has constituted several committees such as the Course and Class committee, Timetable committee, Placement Cell, Discipline committee, Attendance committee, Departmental associations and Exam Cell. Digital social learning platforms, NPTEL video lectures etc. are adopted by faculty members in the teaching-learning process. Question banks are prepared by all department faculty members. The institution conducts Zeroth hour tests every alternative day, to improve the student learning process. Remedial classes are arranged to uplift the defaulters. The institute took an initiation for getting ISO certification and got certified in 2018. International conferences technically sponsored by IEEE, and Springer were organized. There is a special Placement team that includes faculty members from all departments helps to enhance placement readiness.

File Description	Documents
Paste link for additional information	https://bmce.ac.in/Slow%20Learners&Fast%20Learners_me.php
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.bmce.ac.in/IOAC
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	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

Our institution provides various facilities such as safety and security measures, counselling and common room which are gender sensitized.

Safety and Security

1. Student Welfare Committee

Basic functions for the welfare of students include the following:

- Listening to their problems and understanding what is required for their development.
- Assisting the students in their learning process
- Conducting periodic meetings to talk over student welfare.
- Various co-curricular activities, facilitating student interests
- Special coaching for slow learners is also organized.

2. Fire Extinguisher-Fire extinguishers are installed in the college campus for fire safety as a first line of defence and are checked and serviced periodically. 3. CCTV- CCTVs installed helps in monitoring student behaviour and tracking individuals/vehicles entering/leaving the premises. 4. Counselling-The counselling cell is headed by Rev Fr. Dr. K. M. Koshy Vaidyan, Dean - Student Affairs formed a counselling cell to monitor and improve the performance of students in academics. 5. Women Cell- A Women Cell for the female faculties and students is established to enhance understanding of issues related to women and to make the college campus a safe place for them. 6. Common Room-The institution has established a common room for females to relax, study outside class hours.

File Description	Documents
Annual gender sensitization action plan	https://www.bmce.ac.in/IQAC.php
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.bmce.ac.in/health%20centre.php

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of

degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Institute practices waste management including solid waste management, liquid waste management and E-waste management. Solid waste management Institute practices the segregation of solid waste and its effective management on campus. The waste bins are placed separately for dry and wet waste. The dry and wet waste is handed over to the municipal waste collection agency. Old newspapers, journal files etc. are given for recycling to external agencies. Incineration - The incineration of waste materials converts the waste into ash and heat. Pits - Our College also uses a rubbish pit for solid waste disposal. Compost - Organic materials such as vegetable peelings etc are used to make compost. Liquid waste management Our college sewage consists mostly of grey water and black water soaps and detergents which are connected to a septic tank through outlet pipes Lab liquid wastes are allowed to flow towards the garbage disposal. Liquid Waste from the washrooms is conveyed to the separate soak pit. E-waste management E-waste management is done by collecting all the electronic waste generated in the institute premises at a central storage space allocated for the same and sold to intermediaries outside the college. Old computers have been kept in an isolated room for disposal.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	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 **C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

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
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institutional environment and energy initiatives 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

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms.

Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
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 socioeconomic and other diversities (within 200 words).

Our college, being a minority institution, strives at creating a harmonious campus culture. Developing art education and promoting the progress of cultural harmonization on campus. In lieu of this, we celebrate all festivals of all religions like Onam, Christmas, Ramzan, New Year etc ensuring the total participation of all

students. The task of a teacher has many dimensions. • It involves the provision of a broad context of knowledge within which students can locate and understand the content of their more specific studies. • It also involves the creation of a learning environment. • It involves constantly monitoring and reflecting on teaching and student understanding and seeking to improve them. At BMCE, the appointments of faculty members are done purely based on the above qualities. No priority whatsoever is given to any community while considering appointments to various vacancies. Our principal and two other faculties are natives of Tamil Nadu. Our college provides scholarships to students who excel in academics. Dr C T Eapen Memorial scholarship is provided to economically backward students. Education is a vital factor in the process of tolerance and harmony. Our college thus works towards bringing up this vital task of providing an inclusive environment, harmony in various spheres like cultural, regional, linguistic and communal socio-economic in our campus.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

Right to vote

Our institution encourages students to exercise their right to vote. One of the most critical ways that individuals can influence government decision-making is through voting. APJ Abdul Kalam Technological University has introduced a new course 'Indian Constitution' in the 2019 scheme. 'MY VOTE MY RIGHT' was a program conducted on the 14th of August 2019. It was done to create awareness among the students about the right to vote. Passport Seva Programme The Ministry of External Affairs is conducting campaigns among students for uplifting the youth of India and thereby developing the national economy. The Passport Seva Programme (PSP) by the Ministry of External Affairs has been one of the flagship technology implementations in the history of Indian citizen services. It deals with the issue of travel documents, administers passport related rules and manages passport services across the country. Citizenship rights and

responsibilities The success of democracy lies in the hands of citizens. SWEEP was a program organized by our college on 8th November 2019 to create awareness about citizenship rights and responsibilities which was inaugurated by the principal. A talk was delivered on the topic 'The fundamental rights and duties' by Advocate Sudhikumar, Notary, Kollam.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.bmce.ac.in/NSS.php
Any other relevant information	NIL

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. 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 **B. Any 3 of the above**

4. Annual awareness programmes on 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 programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

The institution organizes commemorative days, events and festivals every year. A P J Abul Kalam Remembrance Day Campus cleaning

activities and blood donation camps were arranged at the college by the NSS student volunteers. Teachers Day A meeting is held, where students and teachers interact about importance of student teacher relationship. Gandhi Jayanthi The day starts with 'plogging' run. The volunteers collected as much as plastic wastes and clean the college premises. NSS Day is organized by the NSS Unit of the college with a series of social activities . Children's Day was celebrated on November 14th, outside the campus, with the kids of Manovikas, a school for the differently abled students. International Women's Day was organized by the students. Talks and debates are arranged on topics Women empowerment. On the World Heart Day, NSS team of the college has participated in 'KOOTTAYOTTAM' organized by N S Hospital. District Collector Sri. Abdul Nasar IAS was the chief guest. Independence Day On that day a meeting is held, with flag hoisting followed by a speech by the chief guest. Republic Day On that day a meeting is held, with flag hoisting followed by a speech by the chief guest.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

1. Title of the practice: Women Empowerment and Skill Building The Context: To create a more inclusive and equitable society where women can realize their full potential. The practice: 120 hrs training on RPA was organised for all final year girl students in association with ICT Academy Kerala to empower them in the community by providing vocational skills training to enhance their employability and promote economic independence. Evidence of success: Placement training and certification from online certifying bodies. Future plans: • Conduct more workshops on skill development. • Conduct seminar talks by successful women entrepreneurs. 2. Title of the practice: ENERGY CONSERVATION The Context: To help reduce your carbon footprint by pinpointing trouble areas in your home that may be wasting energy. The

practice: Conducted an awareness class in a residential area and gave some recommendations to reduce the usage of electricity.

Evidence of success: The awareness program conducted among consumers in residential area was a success. **Future plans:**

- To conduct more energy awareness classes in residential areas.
- A proposal is made to put a PV system to generate electrical energy.
- To constitute Expert talks in schools and colleges by forming energy conservation clubs

File Description	Documents
Best practices in the Institutional website	https://bmce.ac.in/Social%20Contribution
Any other relevant information	NIL

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Our institution is named after its founder, the late H H Moran Mar Baselios Marthoma Mathews II, and managed by Dr. C T Eapen Trust under Malankara Orthodox Syrian Church. The institution started functioning in 2002. The institution is affiliated to the Kerala Technological University, and offers 6 AICTE-approved UG courses and 1 PG course in Computer science. Vision of the institution: To become an icon of technical education that creates responsible professionals with social commitment. VALUE BASED EDUCATION Our college provides value based education to students. The curriculum provides a means to implement values in the form of courses like "Life Skills". The students are given bridge courses, orientation classes, remedial classes and tutorial sessions are scheduled for improving the performance of students. The performance of students are reported to the parents. The NSS unit at our college proposes relief and rescue operations. Value based extracurricular activities are initiated during the technical fest conducted every year. At BMCE we have an entrepreneur cell which organizes various activities like seminars and workshops. Moral values should go hand in hand with discipline. Appreciation of necessary educational implications is given to them in the form of awards.

Thus, our institution strives to have a cheerful disposition capable of inspiring students to pursue values, morals and excellence.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

- Institute follows an academic calendar framed by IQAC with reference to university schedule. Principal conducts a common meeting with all teaching and non teaching staff before commencement of every semester. Meticulous planning is done at department and college level meetings at the beginning of every academic year. The effective implementation of curriculum is ensured by supplementing classroom teaching with seminars, mini projects, in-house and industry supported projects, industry visits, industrial internships, hands-on-sessions, tutorials elearning assignments, internal-tests etc. Contents beyond curriculum are identified and taught both in the classroom and in the laboratory to expose students to recent trends in the industry.
- The faculty member responsible for teaching a course, continuously measures and evaluates the academic performance of students through internal tests before they appear for the University Examinations. Course file is maintained by individual faculty which contains time table, syllabus, teaching plan, attendance, assignment/tutorial questions and marks, internal assessment marks, question bank and previous university questions. Remedial classes are arranged for weak students for improving their academic performance.
- To improve the teaching quality of the faculty feedback system is implemented in the institute, students can give feedback about the lectures and rating is given by the students to the faculty.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://bmce.ac.in/Mentoring%20System_me.php

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

B.Tech programme in all branches of study is structured on a credit based system following the semester pattern with continuous internal evaluation allowing flexibility for students to decide on the duration of programme completion. For every academic year, the university publishes an academic calendar; based on the university academic calendar the institution prepares an academic calendar. The institutional academic calendar helps the smooth functioning of academic as well as extracurricular activities in the institution. It includes the dates of re-opening, bridge course, orientation course, commencement of internal tests, commencement of semester examinations, important functions of the college and Government, local and institutional holidays etc. Based on the number of working days in the academic calendar the teaching plan is prepared by the individual faculty under the guidance of respective Head of the Department. Internal examinations are conducted strictly based on the guidelines of APJKTU and as per the academic calendar. The marks are published as per the schedule given in Academic calendar; University examination dates, result declaration as well as approved holidays falling within the semester are also mentioned in the academic calendar. Schedules for the supplementary examinations and result declaration dates will be included in the calendar. The schedule of summer courses is also mentioned in the calendar. The schedule for academic-oriented activities like seminars/workshops/ conferences to be organized, cultural programs for various activities, schedule of UG and PG project. reviews are decided in the respective departments/committees etc., based on the institutional academic calendar.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://bmce.ac.in/assessment_Internal%20Assessment

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic

A. All of the above

bodies during the year. Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs
Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

27

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

1

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

1

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The Institution believes that integrating cross cutting issues with the curriculum would create positive effect on the student in both in terms of his education and societal commitment. Accordingly courses, awareness sessions and related activities in gender sensitization, environment and sustainability, human values and professional ethics are offered by the Institution.

Professional Ethics: APJ Abdul Kalam Kerala Technological University has introduced the course Professional Ethics HS482 to create awareness on morals, values and ethics, and to become responsible engineers, experimenters, researchers or business men.

Gender issues: For the empowerment of women we have a well developed Women cell in our college. The Women cell is headed by a senior faculty member and student representatives as executive members. Counselling sessions and awareness programs are conducted for women each year during the women's day.

Human values: BMC is a member of "UNITED NATIONS" Academic

impact program, UNAI-ASPIRE (Action by Students to promote Innovation and Reform through Education) is sharing a culture of Intellectual social responsibility.

Environment and Sustainability: The Institute has established a National Social Service (NSS) unit under the KTU. NSS organizes activities like Swachha Bharat Abhiyan, Tree Plantation, and Plastic Kachra Mukta Abhiyan, Blood Donation Camps and Flood Relief are organized.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

13

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

233

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni**

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://bmce.ac.in/downloads/forms/Parent%20feedback.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://bmce.ac.in/downloads/forms/Parent%20feedback.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

244

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

52

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Based on the merit marks analysis, entry-level analysis, test marks, module tests, assignments, one to one communication with student and class interaction, weak and strong students are identified. Information regarding weak and strong students is communicated to teachers and parents. Strategies adopted for weak students:

- Care is taken by the faculty in monitoring the performance of weak students, the students deviations from studies is observed by the respective mentors and corrective measures are suggested.
- The mentors also have periodic interaction with the parents about the performance of weak students.
- A blended motivation and responsibility from both parents and faculty will create a positive mindset and will help to overcome the inabilities and hurdles faced by the weak students.
- Every parent is regularly informed about the Internal Assessment marks and the attendance of their wards.
- Additional coaching is given to weak students through

Remedial classes**Actions taken for encouraging bright students:**

- Bright students are given merit scholarship (based on marks they scored in HSS level), which can be carried forward in all the semesters if they perform well consistently.
- The bright students are encouraged to participate in national level symposiums, workshops and seminars to gain knowledge on the latest developments.

File Description	Documents
Paste link for additional information	http://bmce.ac.in/Slow%20Learners&Fast%20Learners_cse.php
Upload any additional information	View File

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

Number of Students	Number of Teachers
871	86

File Description	Documents
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

Flipped Classroom

- Flipped lessons replace teacher lectures with instructional material often a video that students watch and interact with at home.
- They apply what they learned in class the next day through a variety of activities or assignments that could once have been homework, with the teacher working as a coach or guide.

Project Based Learning

- Students work on a project over an extended period of time from a week up to a semester that engages them in solving a real world problem or answering a complex question.
- They demonstrate their knowledge and skills by creating a public product or presentation for a real audience.
- As a result, students develop deep content knowledge as well as critical thinking, collaboration, creativity, and communication skills. Project Based Learning unleashes a contagious, creative energy among students and teachers.

Collaborative learning

- Through collaborative learning students are exposed to various topics through hands-on experience under different laboratories related to their program curriculum.

Bridge course

- A Bridge Course for newly admitted students is conducted every year before the commencement of the first semester classes.
- Objective of the course is to bridge the gap between subjects studied at Pre-University level and subjects in the Graduation level.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://bmce.ac.in/Flipped_Mode_Of_Teaching_cse.php

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

ICT Based Classes

- All the department faculties are using Information and Communication Technologies (ICT) for various purposes including teaching and learning.
- Faculty members use online resources and lectures as part of their courses, video lectures are also used.
- Faculty members prepare presentations of the course

topics they are teaching, at the beginning of the semester itself and use the presentations during the lectures.

- The departments are equipped with smart class rooms which constitutes of a projector and laptop for ICT. Students have enrolled for MOOC courses.
- The library has digital resources such as eBooks, ejournals and multimedia content to support ICT in teaching. Extensive use is made for e-learning resources by individual faculty.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

59

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

86

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

9

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

539.91

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Procedures for Internal assessment of different courses are enumerated in the following section. a) Theory courses: For all theory courses, two internal examinations are conducted. The question paper prepared is scrutinized. The evaluation of answer scripts is done as per the scheme. Marks are intimated to the parents at regular PTA meetings. b) Laboratory courses/Mini project: The total number of experiments/ works is divided into different lab cycles. Output and viva marks secured are daily updated on the student's work record. At the end of the semester, a lab examination is conducted under an external expert. c) Comprehensive course viva: At the end of the sixth semester, a comprehensive viva to assess the knowledge gained in basic courses is conducted by an assessment committee consisting of an external subject expert. d) Seminar: The report and the presentation shall be evaluated by a team of internal members. The committee evaluates the seminar of individual students based on their presentation, ability to answer questions and reports submitted. f) Project: One third of the project credit shall be completed in the VII semester and two third in the VIII semester. Final evaluation by a committee comprising of the department project coordinator, guide and an external expert.

File Description	Documents
Any additional information	View File
Link for additional information	https://bmce.ac.in/assessment_Internal%20Assessment

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

Institution level: The institution conducts internal and external examinations. The question paper prepared is scrutinized. Based on internal examination, attendance and assignments, internal marks are generated and published. If the students have any grievances regarding internal marks can be reported to the head of the department and also a central grievances redressal committee. The Institution will follow a zero-tolerance policy against malpractices. If an invigilator on duty found a candidate involved in any sort of malpractice during an internal examination he/she should be sent out of the hall immediately. The matter should be reported to the authorities in writing, along with the answer script. Based on the statement of the invigilator the superintendent of the

examination shall proceed with any further disciplinary action. Copies of the order shall be forwarded to the respective senior adviser of the candidate through the head of the department. University level: Once the university examination results are declared, the credit details of each subject are available in the student's login. If the student is not satisfied with the mark, he/she can apply for a copy of the answer script and request for revaluation by paying a special fee. The revaluation fee will be refunded in case the student passes the exam.

File Description	Documents
Any additional information	View File
Link for additional information	https://bmce.ac.in/assessment_Exam%20Related%20Grievances

2.6 - Student Performance and Learning Outcomes

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

- The Program Outcomes are displayed on the website and efforts are made to attain all the POs to the maximum extent as per University syllabus and additional activities.
- The PSOs are defined and they are made available on the website. The faculty frames the course outcomes (CO) and lesson plan of the concerned course in the beginning of every semester.
- The course outcomes of all the programmes offered by the institution are displayed on the institution website, through this way the course outcomes are communicated to students and teachers.
- Course outcomes are also displayed on the class notice boards.
- Based on the course outcomes, the faculty maps the CO with the program outcomes (PO).
- During the academic semester, faculty maintains the course file and delivers lectures as per academic calendar.
- The CO-PO attainment is calculated at the end of every semester and corrective measures are discussed to increase the attainment.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://bmce.ac.in/peo_pso_me.php
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The Programme outcomes, Programme specific outcomes, course outcome attainment are measured on the basis of direct and indirect attainment. The direct attainment is calculated from 1. Internal tests conducted internally by the college 2. Continuous assessment which is considered from various assignments given by the teachers and Class test is also conducted. Internal tests, continuous assessment and class test is used for the calculation of direct attainment. A weightage is given to each course outcome based on the obtained value. Based on the student satisfaction survey of each course, indirect attainment is calculated. Once both the direct and indirect attainment are achieved, the total attainment of each course outcome are generated by considering 80% of direct attainment weightage and 20% of indirect attainment weightage. A target level for each course outcome is set by the subject experts; then attainment is compared with the target value. If the total attainment is greater than or equal to the target value, then we can conclude that the attainment of that course outcome is successfully achieved. If the attainment is lesser than the target value, corrective measures will be taken for improving the attainment. The PO's, PSO's are correlated with COs by the subject experts at the beginning of the semester. Once the total attainment of CO is achieved, it is used for measuring the level of attainment of POs and PSOs. If the compared value is either equal to or near to the correlated value, we can conclude that attainment is achieved successfully.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://bmce.ac.in/assessment_Attainment%20Of%20CO%20And%20PO

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

75

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	NIL

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://bmce.ac.in/downloads/forms/request.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

2

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

1

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

2

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	NIL

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The mission of the IEDC is to "develop institutional mechanism to create an entrepreneurial culture among the stakeholders and to foster growth entrepreneurship amongst the students, faculty and the society at large". Objectives of the IEDC

- To act as an institutional mechanism for providing various services including information on all aspects of enterprise building to budding entrepreneurs.
- To guide and assist prospective entrepreneurs in various aspects such as preparing project reports, obtaining project approvals, loans and facilities.
- To arrange visits to industries for prospective entrepreneurs.
- To respond effectively to the emerging challenges and opportunities at state, national and international levels.
- To organize entrepreneurship awareness camps.

BMC TECHNOLOGIES: This is a venture of student entrepreneurs registered under the BMC Student Entrepreneur Society and managed by Baselios Mathews II College of Engineering, Sasthamcotta, Kollam. This exploits the benefits of IEDC through Technopark-Technology Business Incubator (TTBI) to nurture young student entrepreneurs. This venture aims at product development in Applet applications, Consumer electronics, Robotics, Energy systems, Mechatronics, Instrumentation etc. Four new products were released during the official launch (i) 7 Watt LED Bulbs; (ii) Fully Automated Home Security System; (iii) Automatic Bell (iv) Water Pump Auto Actuator, and (v) BMC LED Panel lights.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://bmce.ac.in/entrepreneurship_development_cell

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

6

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

8

File Description	Documents
URL to the research page on HEI website	https://bmce.ac.in/researchataglance
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

13

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

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

21

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Holistic learning aims to connect the mind, body, and spirit. This method is through life skills training that is required for personal growth and successful living is what makes students confident and progressive thinkers. To ensure that the students achieve holistic development, we offer a set of programs such as the National Service Scheme (NSS) unit, Physical education activities, Innovation and Entrepreneurship Development Cell (IEDC) under the KTU. Counselling Cell functions in our college to facilitate wise choices and decisions and promote a healthy mindset and helps students to work constructively toward life/career planning. The objectives of NSS are to make the students responsible and productive citizens of the country. NSS organizes activities such as RUDHIRASENA ORIENTATION THE MAGICAL DRUG WEB : AWARENESS AND REVIVAL SWACHH SAGAR PROGRAM HUMAN CHAIN Our students and faculty have actively coordinated these activities in Kerala. Every year our college organizes activities for the welfare of the people in and around our neighbourhood community. The faculty and students of our institution usually celebrate days of national importance such as Republic day, Independence day etc to make our students aware of the history and culture of our nation.

File Description	Documents
Paste link for additional information	https://bmce.ac.in/Social%20Contribution
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year**

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

0

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

125

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

5

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	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 equipment etc.

Response: The institution aims to provide world class infrastructure adequate for professional and personal growth of engineering students as well as to meet the academic and administrative requirements of the college. The infrastructure consists of various buildings including 30 classrooms, 38 laboratories, 7 seminar halls, auditorium, gym center, smart classrooms, library, health centre, restrooms, store, cafeteria etc, which are spread over an area of 27.1 acres. Sports facilities at our college are adequate for hosting of inter-college tournaments. The college also has indoor and outdoor facilities, for sports and cultural activities. A modern gym has been set up in the college campus to ensure a sound body and mind. Ramps and lift are provided for physically disabled students. All buildings provided with fire-fighting equipment and first aid box. Library comprises of 27626 books, 50 journals with 656 sq.m library area. Rare books collection in the library enables students and faculties to access books which are difficult to find from other sources. The Library is using commercial software LIBSOFT for automation of Library Services. Institute has a rich IT infrastructure and it is regularly updated. The institute has 385 computers with 50Mbps internet connectivity to fulfill the academic and research needs of the institute. The computers and their accessories are maintained by technical staff in labs. To ensure hassle free and safe transportation to staff and students, the college buses are plying to and from Kollam, Kottarakara, Mavelikkara, Kayamkulam, Chavara, Anchalumood, Pathanapuram, Adoor, Pandalam etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://bmce.ac.in/library.php

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

Sports facilities can truly expand opportunities, impact the on campus culture, and encourage healthy habits on a collegecampus. BMCE specially developed to keep our students engaged and physically fit. The college has adequate sports and games, gymnasium, yoga center etc. and cultural activities to promote to the physical development of the students. Indoor games facilities include Chess, Carroms and Badminton. Large outdoor playing courts for sports like Volleyball, Cricket, Basketball, Football, and Kabaddi were established for the students to participate in the game of their choice. The college provides Gymnasium facility A full time physical director guides the students in various sports activities. Every year intra and inter-college competitions are conducted. An annual athletic meet is conducted every year to review their athletic abilities.

BMCE is aimed at promoting cultural interaction by organizing events and cultural fests every year, namely MALHAR. The fests are aimed at promoting innovative and creative blend of art, culture and technology. Yoga training was conducted for the benefit of students for achieving increased flexibility, muscle strength, improved respiration, energy and vitality, and also for maintaining a balanced metabolism. Yoga day is celebrated every year to create awareness among the students and faculty members.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://bmce.ac.in/library.php

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

10

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.bmce.ac.in/smart_Facilities.php
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

52,07,719

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

Our college library is fully automated with an integrated window based, multi-user, menu driven Library management Software package -LIBSOFT. All library routines like book Accession, Membership, Book issue, Book return, Book renew, Book reservation, Information retrieval, Journal accession, Journal indexing and high level documentation services like generating reports, Barcode printing facility are possible in a user friendly manner. Our college library also facilitates DELNET database which has a network of about 6,300 libraries providing access to more than 79 lakh full text documents including e-books, e-articles etc. It also provides access to the 'World e-book library' which provides access to more than three crore catalogue records of books, journals, articles,

etc. with the facility to borrow books and get copies of journal articles. Our college library is registered member of National Digital Library, An initiative of MHRD, Govt. of India. NDL India is designed to hold content of any language and provides interface support for leading Indian languages. It is arranged to provide support for all academic levels including researchers and lifelong learners. Our college library also facilitates Knimbus e-library platform. Knimbus curates and categorizes high quality content useful for students including 1000s of open access journals, e-books, videos, research theses and course documents.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://bmce.ac.in/library.php

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

35

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college has a well developed system for providing IT facilities such as LCD projectors, printers and scanners to the users. The computers and printers of all the departments have software installed in them and the hardware is also maintained from time to time. There are 29 printers available in the college. The college website is monitored and updated from time to time by the IQAC cell of the college. The whole campus of the college has Wi-Fi facility with a speed of 10 mbps. Five Wi-Fi routers are available in the college. The college has two leased line connections for broadband. Students are given limited accessibility to this facility. The internet usage is controlled using cyberoam firewall. The entire campus is monitored with CCTV facility including 17 Hik Vision cameras. The college is facilitated with 385 computers that are accessible to the students as well as the teachers for academic and co-curricular purposes. Dedicated software for tracking books is available in the library. The library is equipped with 25 computers with internet connection. Students and their parents can view internal marks and attendance using this software. Effective utilization of infrastructure is ensured by lab technicians/system administrator.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://bmce.ac.in/it_Infrastructure.php

4.3.2 - Number of Computers

350

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

1,53,85,242

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The college has a well-established system for maintaining and utilizing all the facilities. Classrooms and Seminar halls The cleaning of the classrooms and seminar halls, and any damage to the projector, internet or audio systems and furniture is monitored by heads of the departments.

Library

Books are issued on producing the library card and are to be returned before the due date. If books are lost, then the borrower has to replace the book or pay the fine prescribed by the librarian. Stock rectification is done periodically. Laboratories Laboratory inspection, the requirements for the upcoming semester, the status and working condition of the equipment, reporting of maintenance, verification of lab equipment, and periodic maintenance are done by the technical staff and lab-in-charge.

Computers

The manufacturers provide maintenance under warranty for a specific period. After the warranty, the in-house, IT team provides hardware and software support. Periodic maintenance is done by software updates and antivirus updates.

Sports

Under the guidance of physical instructor, proper maintenance is being done for the sports equipment. Students are permitted to utilize the gym facility and take sports material with prior permission from the Physical Director.

Transport

Bus facilities are provided for students and staff plying from different locations. The transport staff are responsible for the maintenance of the vehicle.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bmce.ac.in/downloads/Document%202.pdf

STUDENT SUPPORT AND PROGRESSION**5.1 - Student Support****5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

0

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://bmce.ac.in/softskill_training.php
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

100

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

100

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

159

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

8

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

15

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The student council of BMCE comprises class representatives from all classes. Arts & Sports Committee The arts and sports committee consists of members from each branch of final year students for the smooth conduct of arts and sports fests. Class Committee Class Committee for a B.Tech/MBA class shall comprise of a senior faculty who does not handle any course for the class as Chairman, faculty Advisor and all the faculty members engaging in different courses and 2 student representatives from the class. Course Committee The chairman shall be a senior faculty member not offering the course. All faculty members handling the course and 4 student representatives among different classes shall be members. The course and class committees shall meet at least twice a semester. Women Cell The College has established a Women Cell on the college campus for the female staff and students, to enhance understanding of issues related to women and to make the campus a safe place for them. SC/ST Committee The SC/ST committee in the college promotes the special interest of students in the reserved category and provides special inputs in areas where the students experience difficulty. The committee also creates awareness regarding the various Scholarship schemes.

File Description	Documents
Paste link for additional information	https://bmce.ac.in/IQAC.php
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

60

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Our institution is having a well organized and active alumni association. The association was registered under "Travancore/Cochin Literary, scientific and charitable societies Act (Act XII of 1955)" with register number 152/07, signed under Kollam district registrar on the date 14th of March 2007. In the year 2015, a UAE chapter of BMCE alumni association was formed. The objective of the alumni association is to establish a link between alumni, faculty, staff and students of the institution and to help interaction between alumni and current students. Every year Soft Skill training programs are conducted for the final year students, under the banner of alumni association. The main aims of the programs are to prepare the students for group discussions and placement interviews. In the years 2017-18, on behalf of alumni association, placement cell has arranged Soft Skill development program for the final year students. The Resource person was Ms. Mary Amritha, Project Manager, UST global, and Trivandrum. A motivational program was conducted with Dr. G Madhavan Nair as the chief guest in the year 2015. Apart from that BMC UAE chapter has given a helping hand to one of our family member who was suffering from blood cancer.

File Description	Documents
Paste link for additional information	https://bmce.ac.in/alumni_association
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

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 and in tune with the vision and mission of the institution

Vision

To become an icon of technical education that creates responsible professionals with social commitment.

Mission

To provide the best learning with individual attention to students by imparting ICT enabled pedagogy, critical thinking skills and problem-solving to inspire lifelong learning with strict adherence to the principles of academic integrity and transform them into technically competent engineers.

Core Values:

- Leadership, Honesty and Integrity
- Freedom of thought and expression
- Excellence and Encouragement
- Social responsibility, Respect and trust
- Inter-departmental collaboration

Nature of Governance The success story of BMCE has been brought to reality due to the relentless efforts of many hands that came forward to build this institution brick by brick. BMCE is a project of Dr. C. T. Eapen Trust under Malankara Orthodox

Syrian Church. It was the vision and relentless efforts of the Late H. H. Moran Mar Baselios Marthoma Mathews II that helped the Institution become a centre of excellence. The Management is currently headed by H.H Marthoma Paulose II, Catholicos and Malankara Metropolitan of Malankara Orthodox Syrian Church. The college is currently managed by His Grace Zachariah Mar Anthonios. The institution has a governing body with representation from management, all departments and chairman as its head. The head of the institution to the lead all the academics of the college. The institute has five engineering departments and a management department headed by experienced and qualified academicians.

File Description	Documents
Paste link for additional information	http://bmce.ac.in/vision_mission.php
Upload any additional information	View File

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

Institute delegates adequate and systematized authority to the departments to work towards decentralized governance system. The decentralization and transparency is practiced by the management through the constitution of governing body which is headed by the chairman of the institution. The academic committees involving faculty are Class committees, Course committees, Placement cell, Exam cell, IQAC, Alumni association, Antiragging committee, Women cell, Parent teacher association and Grievance redressal committee. The co-curricular committees are cultural and sports committee, NSS units and Department associations. The departments are encouraged to arrange various activities with the support of management for the benefit of students and faculty. The suggestions by teachers and students in the class and course committee meetings are discussed in the department meetings, and conveyed to the principal and the management. The relevant suggestions are implemented for college development. All department heads are invited to submit budget proposals for every academic year. Along with this, lab-in charges are also asked to come up with a proposal of their requirements. The finance officer prepares and consolidates all the budget proposals with the advice of principal and management. Accounts department releases funds as per requirement. Through

effective decentralization, the institution practices successful delegation and enhances the productivity of the college.

File Description	Documents
Paste link for additional information	http://bmce.ac.in/IOAC.php
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

To attain global standards in Engineering, the management council has a strategic plan which includes getting NBA accreditation by 2022. One of the strategic plans was attaining ISO certification which was initiated by the IQAC cell of the institution to improve the overall quality of the teaching learning process. ISO 9001:2015 certification was received in the year 2018 from the Ministry of Electronics and Information Technology, Government of India. The scope of quality management covers Admission, Instructional Delivery, Examination, Award of Degree as per the Curriculum and Syllabus are given. By APJKTU and guidelines of AICTE and also Co-curricular activities, Administration and other supporting services for B.Tech (CSE, CE, EEE, ECE, ME) and MBA programmes. The Internal Quality Assurance Cell headed by the principal facilitates the audit process. A software called 'Ezygo' procured by the institution maintains e-database for the academic processes. The documents are maintained in the departments as directed by the IQAC cell. The university also has an e-governance portal with individual login credentials for faculties and students. The following are the key plans of the institution for the next five years: 1. Start more postgraduate and degree programmes 2. Receiving funds through research projects. 3. Provide more scholarships for economically and socially backward students. 4. Utilizing renewable sources of energy.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.bmce.ac.in/about_bmce.php
Upload any additional information	No File Uploaded

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

Our institution started functioning in 2002 is managed by the Dr.C T Eapen Trust under Malankara Orthodox Syrian Church. Governing Body The governing body of the college consists of 16 members including the chairman and manager, Principal and the member secretary. Administrative Setup The Management is currently headed by H.H.Baselios Marthoma Paulose II, Catholicos and Malankara Metropolitan of Malankara Orthodox Syrian Church. The college is currently managed by H.G.Zachariah Mar Anthonios Metropolitan, the head of the Kollam diocese. Rev.Fr.Thomas Varghese is the administrator of the institution. Principal looks after the academic activities and the office superintendent is the head of the administrative office. The finance officer and the accountant are responsible for all financial transactions.

Appointment

As per the requirement for staff reported by the head of departments to the principal, the eligible candidates are invited for a personal interview. The selected candidates will be on probation for one year after the appointment. IQAC The Institute has set up an internal quality assurance cell (IQAC), headed by the principal, including representatives of different groups of stakeholders. Grievance Redressal Committee The grievance redressal cell in the college addresses complaints of students and faculty. Service rules Promotion, Maternity and other leaves are given to eligible staff as per AICTE and govt norms.

File Description	Documents
Paste link for additional information	https://www.bmce.ac.in/governing_body.php
Link to Organogram of the institution webpage	http://bmce.ac.in/organogram.php
Upload any additional information	View File

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) Document	View File
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

An institution is only as good as its staff. This means that the welfare of the institution depends on the welfare of the staff. Our institution understands this and appreciates the efforts of the staff. As a result, the institution has a very strong welfare policy for its teaching and non-teaching staff. Faculty Development Programs (FDP), conferences, workshops and national seminars are organized by the institution For teaching staff, financial support is provided for attending seminars, conferences, and industrial visits. All the staff are insured through a group insurance policy by United India Insurance Company Ltd. EPF contribution is facilitated for teaching and nonteaching staff as per government norms. Training and Study Leave (TSL) is approved for the faculty who go for doctoral programs or career advance schemes. The teaching and non-teaching faculty members are eligible for availing of casual leave of 15 days per year. Vacation leave of 30 days is

provided at the end of an academic year for regular faculty. Maternity leave is provided to the woman employees, for 180 days. All teaching and nonteaching staff is eligible for transport on the college bus. Canteen and medical facilities are also being provided.

File Description	Documents
Paste link for additional information	https://www.bmce.ac.in/downloads/Hand%20book%20BMCE-1.pdf
Upload any additional information	View File

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

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

1

File Description	Documents
Upload any additional information	No File Uploaded
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 programs organized by the institution for teaching and non-teaching staff during the year

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

8

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

108

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

High-quality teaching is essential for improving student outcomes. The Institute is following the appraisal scheme suggested by AICTE viz. Performance Based Appraisal System

(PBAS) provides teachers with meaningful appraisals that encourage professional growth and learning. In this scheme, the performances are classified into three major categories. (i) Teaching, Learning and Evaluation related activities (ii) CoCurricular, Extension and Professional Development related activities (iii) Research Publications and Academic Contributions. At the end of each academic year, a self-appraisal form is collected from each faculty member in the format suggested by AICTE, wherein he/she provides the necessary information about his/her performance to the above categories. Based on the data collected, API (Academic Performance Indices) scores are calculated for the award of career advancements and promotion to the next higher position for faculty members. The faculty member is free to raise a grievance which will be duly addressed and actions to be taken in case he/she is not satisfied with the decisions of the institution. Feedback is collected from the students for each of the courses attended by them and based on feedback suggestions are given to improve the teaching-learning process. For non-teaching staff feedback is collected from each department and based on that appraisals are given.

File Description	Documents
Paste link for additional information	https://www.bmce.ac.in/assesment_faculty_Assesment.php
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The internal auditor appointed by the college management conducts audits and verifies all financial transactions with the supporting documents in accordance with Auditing standards generally accepted in India quarterly and the suggestions of internal auditor are compiled as per procedure. Since ours is a government controlled self-financing college, 50% seats in the member college will be filled up by the Commissioner of Entrance Examination (CEE) from the rank list prepared. The source of income is verified with the list of CEE allotted students and management admitted students. Fee amount received and fee dues will be reconciled. Grants received from the

government through scholarships are verified and checked. Proper records of all the expenses are maintained. Bank accounts are reconciled and confirmations are checked. Depreciation of fixed assets is calculated. Statutory dues payment like EPF,ESI,TDS and Professional Tax are paid before the due dates. Salary payments with the statements are checked and any other statutory compliances required as per IT Act are verified. External auditor appointed by the management conducts audit once in a year. Finalization of the account is completed in July/August. Audited statements like Balance Sheet and Income & Expenditure Statement are prepared and duly signed by the chartered accountant. The finalized audit report is submitted by chartered accountant to the management.

File Description	Documents
Paste link for additional information	https://bmce.ac.in/downloads/AUDIT%20REP%200&%20STATEMENTS%202020-21.pdf
Upload any additional information	View File

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

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

305000

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college has a well-formulated financial policy which ensures effective and optimal utilization of finances for academic, administrative and development purposes. For the Institution, the resources of funds are: • Tuition Fee

collections from the students. • Fee collections for the other services rendered to the students • Fines from the students • Collections for workshops and skill enhancement activities in concerned departments Such collections from the students will be kept as fixed deposits and short-term deposits. The Institute has a well defined procedure to monitor financial resources. Every year, the budget is prepared by all Departments. Management puts up the budget in Governing Body meeting and after necessary corrections Governing Body approves the budget. The Principal and the Head of Departments discuss and decide the priorities before allotting financial resources. The Institute has a standardized procedure for sanctioning funds for various activities and also for settlement of advances and passing of bills for payment. The Management has given complete support to the Principal for the organization of co-curricular & extracurricular activities, sponsoring of faculty & staff for various skill development programs etc. Financial audits are conducted by a chartered. Apart from this the college also provides financial assistance to students for participation in various national & state-level cultural & Sports competitions.

File Description	Documents
Paste link for additional information	https://bmce.ac.in/downloads/AUDIT%20REP%20&%20STATEMENTS%202020-21.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Institute has set up an internal quality assurance cell (IQAC), headed by the Principal, including representatives of different groups of stakeholders. The IQAC cell has been constituted on 3rd October 2019. The various strategies include: • Arranging bridge courses and orientation courses for freshers • Identifying slow and fast learners • Remedial classes for slow learners • Zeroth hour test for improving student performance • Conduct centralized internal evaluation tests • Delivering lecture notes for all courses • Question banks should be maintained and shared with students •

Regulations for the conduct of projects and seminar • Training for newly inducted faculty members • Faculty training for all teaching staff at the beginning of every academic year. • Arranging regular seminars, workshops, and FDPs for faculty members. • Placement training on aptitude and soft skills. Best practices that have been implemented are: Practice - 1: Faculty quality improvement programmes The IQAC has initiated and organized several training programs, motivational classes and teamwork training programmes, publish research papers at international conferences to encourage faculties. Practice -2: Advisory System Every department has a department advisory committee to direct policies to excel students in academics and co-curricular activities. Parents are also well- informed development of their ward through PTA meetings and the SMS system.

File Description	Documents
Paste link for additional information	https://www.bmce.ac.in/IQAC
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

BMCE aims to be a centre of excellence in professional education by establishing a system of quality assurance. Some of the initiatives of IQAC contributing to incremental improvements are: 1. Academic Committee 2. Continuing education and staff development 3. Entrepreneurship development 4. ISO certification 5. International conferences 6. Remedial classes 7. Students Welfare committee and grievance redressal committee 8. Anti-ragging committee 9. Zeroth hour test 10. Placement drives and training 11. Tutorial classes I IQAC sets the benchmark for various activities and processes. Timetable coordinator of each department prepares a timetable schedule for theory and practical subjects. The institution has constituted several committees such as the Course and Class committee, Timetable committee, Placement Cell, Discipline committee, Attendance committee, Departmental associations and Exam Cell. Digital social learning platforms, NPTEL video lectures etc. are adopted by faculty members in the teaching-

learning process. Question banks are prepared by all department faculty members. The institution conducts Zeroth hour tests every alternative day, to improve the student learning process. Remedial classes are arranged to uplift the defaulters. The institute took an initiation for getting ISO certification and got certified in 2018. International conferences technically sponsored by IEEE, and Springer were organized. There is a special Placement team that includes faculty members from all departments helps to enhance placement readiness.

File Description	Documents
Paste link for additional information	https://bmce.ac.in/Slow%20Learners&Fast%20Learners_me.php
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.bmce.ac.in/IQAC
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	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

Our institution provides various facilities such as safety and security measures, counselling and common room which are gender sensitized.

Safety and Security

1. Student Welfare Committee

Basic functions for the welfare of students include the following:

- Listening to their problems and understanding what is required for their development.
- Assisting the students in their learning process
- Conducting periodic meetings to talk over student welfare.
- Various co-curricular activities, facilitating student interests
- Special coaching for slow learners is also organized.

2. Fire Extinguisher-Fire extinguishers are installed in the college campus for fire safety as a first line of defence and are checked and serviced periodically.

3. CCTV- CCTVs installed helps in monitoring student behaviour and tracking individuals/vehicles entering/leaving the premises.

4. Counselling-The counselling cell is headed by Rev Fr. Dr. K. M. Koshy Vaidyan, Dean - Student Affairs formed a counselling cell to monitor and improve the performance of students in academics.

5. Women Cell- A Women Cell for the female faculties and students is established to enhance understanding of issues related to women and to make the college campus a safe place for them.

6. Common Room-The institution has established a common room for females to relax, study outside class hours.

File Description	Documents
Annual gender sensitization action plan	https://www.bmce.ac.in/IQAC.php
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.bmce.ac.in/health%20centre.php

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above
File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded
7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management	
<p>Institute practices waste management including solid waste management, liquid waste management and E-waste management. Solid waste management Institute practices the segregation of solid waste and its effective management on campus. The waste bins are placed separately for dry and wet waste. The dry and wet waste is handed over to the municipal waste collection agency. Old newspapers, journal files etc. are given for recycling to external agencies. Incineration - The incineration of waste materials converts the waste into ash and heat. Pits - Our College also uses a rubbish pit for solid waste disposal. Compost - Organic materials such as vegetable peelings etc are used to make compost. Liquid waste management Our college sewage consists mostly of grey water and black water soaps and detergents which are connected to a septic tank through outlet pipes Lab liquid wastes are allowed to flow towards the garbage disposal. Liquid Waste from the washrooms is conveyed to the separate soak pit. E-waste management E-waste management is done by collecting all the electronic waste generated in the institute premises at a central storage space allocated for the same and sold to intermediaries outside the college. Old computers have been kept in an isolated room for disposal.</p>	

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

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
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institutional environment and energy initiatives 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	D. Any 1 of the above										
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Reports on environment and energy audits submitted by the auditing agency</td><td>View File</td></tr> <tr> <td>Certification by the auditing agency</td><td>No File Uploaded</td></tr> <tr> <td>Certificates of the awards received</td><td>No File Uploaded</td></tr> <tr> <td>Any other relevant information</td><td>No File Uploaded</td></tr> </tbody> </table>	File Description	Documents	Reports on environment and energy audits submitted by the auditing agency	View File	Certification by the auditing agency	No File Uploaded	Certificates of the awards received	No File Uploaded	Any other relevant information	No File Uploaded	
File Description	Documents										
Reports on environment and energy audits submitted by the auditing agency	View File										
Certification by the auditing agency	No File Uploaded										
Certificates of the awards received	No File Uploaded										
Any other relevant information	No File Uploaded										
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	D. Any 1 of the above										
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Geo tagged photographs / videos of the facilities</td><td>View File</td></tr> <tr> <td>Policy documents and information brochures on the support to be provided</td><td>No File Uploaded</td></tr> <tr> <td>Details of the Software procured for providing the assistance</td><td>No File Uploaded</td></tr> <tr> <td>Any other relevant information</td><td>View File</td></tr> </tbody> </table>	File Description	Documents	Geo tagged photographs / videos of the facilities	View File	Policy documents and information brochures on the support to be provided	No File Uploaded	Details of the Software procured for providing the assistance	No File Uploaded	Any other relevant information	View File	
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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 socioeconomic and other diversities (within 200 words).

Our college, being a minority institution, strives at creating a harmonious campus culture. Developing art education and promoting the progress of cultural harmonization on campus. In lieu of this, we celebrate all festivals of all religions like Onam, Christmas, Ramzan, New Year etc ensuring the total participation of all students. The task of a teacher has many dimensions. • It involves the provision of a broad context of knowledge within which students can locate and understand the content of their more specific studies. • It also involves the creation of a learning environment. • It involves constantly monitoring and reflecting on teaching and student understanding and seeking to improve them. At BMCE, the appointments of faculty members are done purely based on the above qualities. No priority whatsoever is given to any community while considering appointments to various vacancies. Our principal and two other faculties are natives of Tamil Nadu. Our college provides scholarships to students who excel in academics. Dr C T Eapen Memorial scholarship is provided to economically backward students. Education is a vital factor in the process of tolerance and harmony. Our college thus works towards bringing up this vital task of providing an inclusive environment, harmony in various spheres like cultural, regional, linguistic and communal socio-economic in our campus.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

Right to vote

Our institution encourages students to exercise their right to vote. One of the most critical ways that individuals can influence government decision-making is through voting. APJ Abdul Kalam Technological University has introduced a new course 'Indian Constitution' in the 2019 scheme. 'MY VOTE MY

RIGHT' was a program conducted on the 14th of August 2019. It was done to create awareness among the students about the right to vote. Passport Seva Programme The Ministry of External Affairs is conducting campaigns among students for uplifting the youth of India and thereby developing the national economy. The Passport Seva Programme (PSP) by the Ministry of External Affairs has been one of the flagship technology implementations in the history of Indian citizen services. It deals with the issue of travel documents, administers passport related rules and manages passport services across the country. Citizenship rights and responsibilities The success of democracy lies in the hands of citizens. SWEEP was a program organized by our college on 8th November 2019 to create awareness about citizenship rights and responsibilities which was inaugurated by the principal. A talk was delivered on the topic 'The fundamental rights and duties' by Advocate Sudhikumar, Notary, Kollam.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.bmce.ac.in/NSS.php
Any other relevant information	NIL

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. 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
4. Annual awareness programmes on Code of Conduct are organized

B. Any 3 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 programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

The institution organizes commemorative days, events and festivals every year. A P J Abul Kalam Remembrance Day Campus cleaning activities and blood donation camps were arranged at the college by the NSS student volunteers. Teachers Day A meeting is held, where students and teachers interact about importance of student teacher relationship. Gandhi Jayanthi The day starts with 'plogging' run. The volunteers collected as much as plastic wastes and clean the college premises. NSS Day is organized by the NSS Unit of the college with a series of social activities . Children's Day was celebrated on November 14th, outside the campus, with the kids of Manovikas, a school for the differently abled students. International Women's Day was organized by the students. Talks and debates are arranged on topics Women empowerment. On the World Heart Day, NSS team of the college has participated in 'KOOTTAYOTTAM' organized by N S Hospital. District Collector Sri. Abdul Nasar IAS was the chief guest. Independence Day On that day a meeting is held, with flag hoisting followed by a speech by the chief guest. Republic Day On that day a meeting is held, with flag hoisting followed by a speech by the chief guest.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

1. Title of the practice: Women Empowerment and Skill Building
The Context: To create a more inclusive and equitable society where women can realize their full potential. **The practice:** 120 hrs training on RPA was organised for all final year girl students in association with ICT Academy Kerala to empower them in the community by providing vocational skills training to enhance their employability and promote economic independence. **Evidence of success:** Placement training and certification from online certifying bodies. **Future plans:**

- Conduct more workshops on skill development.
- Conduct seminar talks by successful women entrepreneurs.

2. Title of the practice: ENERGY CONSERVATION
The Context: To help reduce your carbon footprint by pinpointing trouble areas in your home that may be wasting energy. **The practice:** Conducted an awareness class in a residential area and gave some recommendations to reduce the usage of electricity. **Evidence of success:** The awareness program conducted among consumers in residential area was a success. **Future plans:**

- To conduct more energy awareness classes in residential areas.
- A proposal is made to put a PV system to generate electrical energy.
- To constitute Expert talks in schools and colleges by forming energy conservation clubs

File Description	Documents
Best practices in the Institutional website	https://bmce.ac.in/Social%20Contribution
Any other relevant information	NIL

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Our institution is named after its founder, the late H H Moran Mar Baselios Marthoma Mathews II, and managed by Dr. C T Eapen Trust under Malankara Orthodox Syrian Church. The institution started functioning in 2002. The institution is affiliated to the Kerala Technological University, and offers 6 AICTE-approved UG courses and 1 PG course in Computer science. Vision of the institution: To become an icon of technical education that creates responsible professionals with social commitment. VALUE BASED EDUCATION Our college provides value based education to students. The curriculum provides a means to implement values in the form of courses like "Life Skills". The students are given bridge courses, orientation classes, remedial classes and tutorial sessions are scheduled for improving the performance of students. The performance of students are reported to the parents. The NSS unit at our college proposes relief and rescue operations. Value based extracurricular activities are initiated during the technical fest conducted every year. At BMCE we have an entrepreneur cell which organizes various activities like seminars and workshops. Moral values should go hand in hand with discipline. Appreciation of necessary educational implications is given to them in the form of awards. Thus, our institution strives to have a cheerful disposition capable of inspiring students to pursue values, morals and excellence.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

The College IQAC has identified the broad objectives which the College should strive to achieve during this period, which are enumerated as under –

1. To fulfil its Social Obligations, in the manner of providing formal & informal education, dissemination of Knowledge, organizing programme and activities for the benefit of the community and other stakeholders
2. To give an in-house internship program in collaboration with software training centers.
3. To give placement training for final year students in collaboration with placemnt training center.
4. To provide thrust to achieve excellence in MOOC courses
5. To continuosly innovate,introduce new clubs and remain relevant to the changing needs of the stakeholders.
6. To provide online course contents, video lectures, etc to overcome space constraints.
7. To conduct a 1 day industrial visit to any reputed organization near to the college.
8. To arrange an alumni guest lecture session for students
9. Planning to get approval from AICTE for an Artificial Intelligence and Machine learning lab.
10. To automate various office administration processes.
11. Digital Content in the form of video lectures,study notes etc to be made available in the website by teachers.
12. To enter MOU'S with corporate and Industry associations to promote placements,internships,training etc for the students.
13. To facilitate a Research Environment in the college,which encourages faculty and students to undertake research.
14. To intiate more scholarships to reward the students for various achievements.