



## **YEARLY STATUS REPORT - 2022-2023**

### **Part A**

#### **Data of the Institution**

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	<b>B.C.M. College of Education, Ludhiana</b>
• Name of the Head of the institution	<b>Dr. Monika Dua</b>
• Designation	<b>Principal</b>
• Does the institution function from its own campus?	<b>Yes</b>
• Alternate phone No.	<b>01612223252</b>
• Mobile No:	<b>9815408765</b>
• Registered e-mail ID (Principal)	<b>bcmcollegeedu@gmail.com</b>
• Alternate Email ID	<b>monikasethi840@gmail.com</b>
• Address	<b>Sector-32 A, Urban Estate, Chandigarh Road</b>
• City/Town	<b>Ludhiana</b>
• State/UT	<b>Punjab</b>
• Pin Code	<b>141010</b>
<b>2.Institutional status</b>	
• Teacher Education/ Special Education/Physical Education:	<b>Teacher Education</b>
• Type of Institution	<b>Co-education</b>

• Location	<b>Urban</b>				
• Financial Status	<b>Self-financing</b>				
• Name of the Affiliating University	<b>Panjab University, Chandigarh</b>				
• Name of the IQAC Co-ordinator/Director	<b>Dr. Manminder Kaur</b>				
• Phone No.	<b>9914043721</b>				
• Alternate phone No.(IQAC)	<b>01612223252</b>				
• Mobile (IQAC)	<b>9914043721</b>				
• IQAC e-mail address	<b>iqacbcm@gmail.com</b>				
• Alternate e-mail address (IQAC)	<b>me.manminder@gmail.com</b>				
<b>3.Website address</b>	<a href="http://www.bcminstitutes.org/">http://www.bcminstitutes.org/</a>				
• Web-link of the AQAR: (Previous Academic Year)	<a href="https://assessmentonline.naac.gov.in/public/index.php/hei/generateAqar_PDF/MjU3NDY=">https://assessmentonline.naac.gov.in/public/index.php/hei/generateAqar_PDF/MjU3NDY=</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://www.bcminstitutes.org/documents/naac/Academic_Calendar_2022_23.pdf">http://www.bcminstitutes.org/documents/naac/Academic_Calendar_2022_23.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>A</b>	<b>3.10</b>	<b>2009</b>	<b>29/01/2009</b>	<b>29/01/2014</b>
<b>6.Date of Establishment of IQAC</b>			<b>28/05/2007</b>		
<b>7.Provide the list of funds by Central/ State Government-UGC/ICSSR/ IUCTE/CSIR/DST/DBT/CPE of UGC/PMMMNMNTT etc.</b>					

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
Education	Financial Subsidy to Organise the Seminar	College Development Council, Panjab University	19/01/2023	22727
8.Whether composition of IQAC as per latest NAAC guidelines			Yes	
<ul style="list-style-type: none"><li>• Upload latest notification of formation of IQAC</li></ul>			<a href="#">View File</a>	
9.No. of IQAC meetings held during the year			10	
<ul style="list-style-type: none"><li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li></ul>			Yes	
<ul style="list-style-type: none"><li>• (Please upload, minutes of meetings and action taken report)</li></ul>			<a href="#">View File</a>	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?			No	
<ul style="list-style-type: none"><li>• If yes, mention the amount</li></ul>				
11.Significant contributions made by IQAC during the current year (maximum five bullets)				
Internal Quality Assurance Cell (IQAC) of the college successfully conducted Annual Physical Stock Taking in the month of June 2022 in order to keep a comprehensive check on the records and stock registers and keep them updated.				
Social Sciences Club in Collaboration with IQAC organized Inter - College Poem Writing Competition on the theme - Aatamnirbhar Bharat in the month of January, 2023 to celebrate Republic Day.				
IQAC of the College organized National Level Seminar on 'Paradigm Shift in Education in Post-COVID World' sponsored by College Development Council, Panjab University, Chandigarh on Feb. 21, 2023.				

IQAC in collaboration with Skill Enhancement Cell of the college organized a week long Skill Enhancement Week from March 1 to 7, 2023 with a solemn aim to foster Communication Skills, Employability Skills & Life Skills of Pupil Teachers so as to prepare them for the future world of work.

BCM Research Colloquium, a peer reviewed Half Yearly Research Journal with ISSN 2320- 9321, Volume - 06, Number 01 & 02 was published in the month of July, 2022 and January, 2023 respectively.

**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 (web link may be provided).**

Plan of Action	Achievements/Outcomes
Skill Enhancement of Pupil Teachers	<p>¶NSS Wing of the college celebrated World Cycle Day as per the guidelines of Ministry of Youth Affairs and Sports on June 03, 2022. ¶Mr. Baldeep Singh bagged third position in Powerpoint Presentation Competition on the theme, 'Invest in our Planet' organized by RRC &amp; NCC Wing of G.H.G. Khalsa College of Education, Gurusar, Sadhar on June 05, 2022 to celebrate World Environment Day. ¶Electoral Literacy Club in collaboration with Eco Club celebrated World Environment Day on June 04, 2022. ¶NSS Wing of the College in collaboration with Department of Physical Education organized a Yoga Session on June 21, 2022 to celebrate 8th International Yoga Day. ¶Anti-Drug and Har Ghar Tiranga campaign was organized on August 12, 2022, the students took pledge to stay away from drugs and vowed wholeheartedly to spend a healthy and peaceful life. ¶An activity-'Poem in the Pocket' was organised in respective tutorial groups on</p>

Aug 24, 2022 to chisel the skills of oratory of the students. Talent Development Cell of the College organised a three day long programme titled 'Skills N Thrills' from Aug. 25-27, 2022 to identify and chisel the hidden talents of BCMites. Ms. Preeti, a B. Ed. Sem III student made college proud by winning First Position and a cash prize of Rs. 10,000/- at District level in Desh Bhakti Geet Competition organized by Govt. Of India to commemorate 75 years of Independence. Students of College made the college proud by winning Runner-Up Trophy and achieved Total 32 prizes (First prizes-13, Second prizes-13 and Third Prizes-06) at the Panjab University Zonal Youth & Heritage Festival 2022 (Education Colleges-Zone A) held at Sant Baba Hari Singh Memorial Khalsa College of Education, Mahilpur, Hoshiarpur from Oct. 28-31, 2022. NSS Wing and Peace Club of College celebrated International Day of Non-violence to commemorate the birthday of Mahatma Gandhi, leader of the Indian Independence Movement and Pioneer of the Philosophy and Strategy of non-violence on Oct. 01, 2022. Eco Club of BCM College paid homage to 'Missile Man of India' Dr. APJ Abdul Kalam by celebrating his 92nd birth anniversary on Oct. 15, 2022. NSS Wing of the college organised Clean India Campaign from Oct. 17-22, 2022. All the students of the college participated in various

activities scheduled to be conducted under this campaign. Students made the college proud by winning 05 medals during 74th Annual Athletic Meet held at Panjab University, Chandigarh from Nov. 21-23, 2022. College observed Vigilance Awareness Week from Oct. 31 - Nov. 06, 2022. During the week, Integrity Oath taking ceremony was observed and a live telecast of PM Narendra Modi ji 's address was shown to the students.

Punjabi Department of the College celebrated November as Punjabi Month from Nov. 01-11, 2022. Book Lovers Club of the College organised Vocabulary Enrichment Activity on Nov. 15, 2022. Students learnt various new words and shared with their peers. An Extension Lecture on 'Effective Teaching Skills' was organised in the college on Nov.

17, 2022. Ms. Kusum Lata, National & State Awardee, Principal (Red.), Govt. High School, Sarabha Nagar, Ludhiana was resource person of the day

Peace Club of the college observed Communal Harmony Week from Nov. 19-25, 2022 with great zest and zeal to bring together people of different caste, creed and sects of society. A series of events like Theme Based Morning Assembly, Slogan Writing, Book Mark Making, Showcasing of short videos promoting Communal Harmony, A Run for Communal Harmony and Flag Day were organised.

Subject Seminars for different compulsory subjects were conducted from Dec. 06-13, 2022.

Under the able guidance of subject teachers, students presented various topics with the help of Power point Presentations. ?Red Ribbon Club of the College observed World AIDS Day on Dec 01, 2022 by conducting theme based Morning Assembly and organizing AIDS Awareness Rally. ?Fine Arts Workshop was organized in association with Pidilite for all the students on Dec. 12, 2022. Ms. Veenu Verma and Ms. Aman, a Freelance Artist were the Resources person of the day. She conducted a Workshop on 'How to make Arylic Painting'. ?Trips and Tours Committee organised one day trip to Saada Pind, Amritsar to rejuvenate students and give enthralling experience and memories for lifetime. 72 students were accompanied by 5 teachers. ?Mathematics Club celebrated National Mathematics Day on Dec. 22, 2022 to commemorate the Birth Anniversary of the Great Mathematical Genius, Srinivasa Ramanujan. ?Content Based Employability Workshops were conducted by Skill Enhancement Cell of the college from Dec. 26, 2022 - Jan. 04, 2023. ?College organized a galaxy of competitions to celebrate the 'G20 Youth Fortnight' from 15th February 2023-28th February, 2023 as per the guidelines of DCDC. ?Trips and Tours Committee organised one day trip to Kasauli on March 18, 2023 to rejuvenate students and give enthralling experience and memories for lifetime. 87

students were accompanied by Ms. Hardeep Kaur and Dr. Ramandeep Arora enjoyed quality time with their peers and teachers.

Students made the college proud by winning medals in Panjab University Sports Tournament 2022-23. Gold medal was won in Volleyball (Men) C- Division on March 22, 2023 and Bronze Medal in Table Tennis (Men) C- Division on March 25, 2023. 10 students participated and won 08 prizes in Inter - College 'Dhee Punjab Di' competition organized by Kirpal Sagar College of Education, Nawashehar on March 10, 2023. It is worth mentioning here that Ms. Jasmeet Kaur was adorned with the title of 'Dhee Punjab Di' at third place with a cash prize of Rs. 11,000.

Overall Trophy was won by ingenious students of the college who participated in GNE'S ACME 2023 organized by Guru Nanak Dev Engineering College, Ludhiana on March 14, 2023. Skill Enhancement Week 2023 was organised from March 1 to 7, 2023 at college, in which various activities were performed to enhance the skills of would be teachers. Zest and zeal among the students and staff marked the 22nd Annual Sports Meet of the College on March 15, 2023. Mr. Onkar Singh, State Organising Commissioner, Bharat Scouts and Guides, Punjab graced the occasion as Chief Guest. To enhance the skills of students by exploring their talents and boosting their confidence and making them brilliant future teachers, Intra-

House Talent Development Activity was organised from March 27-April 06, 2023. Hard work and perseverance of the students of B.Ed Sem IV clinched 16 prizes in P.U. Zonal Skill-in-Teaching Competitions in varied subjects. World Art Day titled 'Kala Utsav to Create & Connect' was celebrated to provide a platform to students for self expression on April 15, 2023. Placement Cell organised a Placement Drive for the students of outgoing batch (2021-23) with the sole aim to prepare them for the future world of work on April 21, 2023. Reputed schools of Ludhiana city participated in the drive.

#### Inter - College Competition

NSS Wing in collaboration with IQAC organized Inter College Online Essay & Slogan Writing Competition on Azadi Ka Amrit Mahotsav. Peace Club observed International Peace Day on Sept. 21, 2022 by organizing Inter - College Poem Writing Competition and Extension Lecture. College hosted District Level Red Ribbon Club Poster Making and Slogan Writing Competitions on the topics-AIDS Awareness, Blood Donation, Drug Awareness and T.B. organised by the Youth Services Department, Ludhiana on Dec. 07, 2022. Social Sciences Club in Collaboration with IQAC organized Inter - College Poem Writing Competition on the theme - Aatamnirbhar Bharat in the month of January, 2023 to celebrate Republic Day. Eco Club of BCM College of Education organized Inter College

	<p>Declamation Competition on 'Global Science for Global Wellbeing' to celebrate National Science Day as tribute to the great Nobel Laureate Sir C.V. Raman and to sensitize the young minds by making them aware about relevance of Science in 21st century.</p>
Teacher Training Programme	<p>?Principal and Faculty members attended 'National Level FDP on NAAC Accreditation for Teacher Education Institutes' organized by Azad College of Education, Satara (Maharashtra, India) in association with Council for Teacher Education Foundation Delhi - NCR Chapter from July 01-08, 2022. ?NSS programme Officers, Mrs. Manjit Kaur &amp; Mrs. Shilpa Kaura attended Online meeting conducted by NSS Department, P.U., Chd. on July 27, 2022. ?Dr. Ramandeep Arora attended 15 days long Online Refresher Course in Teacher Education organized by UGC Human Resource Development Center, University of Kashmir from Aug 26 - Sept.08, 2022. ?Dr. Jasmeet Kaur Bedi attended one day virtual National Workshop on Writing Research Proposal in Social Sciences and Humanities organised by School of Social Sciences and Management, Dr. B.R. Ambedkar University of Social Sciences on Dec. 14, 2022. ?Dr. Manminder Kaur, Ms. Shilpa Kaura and Ms. Hardeep Kaur attended an Orientation Workshop conducted by IGNOU related to CPDT Programme on Dec. 29, 2022. ?Dr. Manminder Kaur and Ms. Gagandeep Kaur</p>

attended Five Days National Webinar Series on UGC Guidelines on Transforming B.Ed colleges into Multidisciplinary from Dec. 27-31, 2022. ?Dr. Monika Dua being a member of College Development Council attended its meeting at P.U., Chandigarh on Dec. 27, 2022. ?Dr. Monika Dua attended an Online meeting of P.U. Extension Library Advisory Committee on Dec. 28, 2022. ?Dr. Monika Dua attended CDC sponsored National Seminar virtually on Implementation of NEP 2020 on Jan. 19, 2023. ?Ms. Hardeep Kaur attended One Day Inter-College Workshop on Heritage Items organised by Gobindgarh Public College, Alour, Khanna under the patronage of Deptt. of Youth Welfare Punjab University, Chandigarh on Jan. 20, 2023. ?Dr. Ramandeep Arora and Ms. Kanwalpreet Kaur attended a Workshop on Introducing New Avtaar of Wisetime Maths Solution - H.O.M.E. 2023-24 at B.C.M. Sen. Sec. School, Sec-32A, Chandigarh Road, Ludhiana on Jan. 28, 2023. ?Dr. Monika Dua and Dr. Manminder Kaur attended seminar on NEP 2020: Towards A Multidisciplinary Approach to education at GHG Khalsa College of Education, Ludhiana on Feb. 4, 2023. ?Dr. Suprerna and Mrs. Amita presented paper on the topic "Foreign University Campus: A Welcome possibility in India" at National Seminar on Paradigm Shift in Learning Content & Experience for Futuristic Education, on Feb. 23, 2023.

?Mrs. Manjit Kaur presented paper on the topic "Drug Abuse and Youth" and Mrs. Shilpa Kaura also presented her paper on "The Role of Institutions in Drug Abuse Prevention" in National Level Seminar on "The Role of Institutions in Drug Abuse Prevention" held on Feb. 24, 2023 at D.D. Jain College of Education, Ludhiana. ?Dr. Monika Dua attended and Mrs. Kanwal Preet presented paper on the topic "Resilience, Capacity Building and Professional Learning among Teachers" at Partap IPDA International Conference 2023 on "Professional Learning in Multidimensional and Multicultural Educational Context held at Partap College of Education, Ludhiana on 25 February, 2023. Dr. Manminder Kaur, Dr. Sangeeta, Mrs. Shilpa, Dr. Jasdeep Kaur and Ms. Gagandeep Kaur approved counsellors of IGNOU attended webinar on "Environment Protection & Sustainability" held by IGNOU regional Centre Khanna to celebrate National Science Day 2023.

#### Extension Services

?Dr. Jasdeep Kaur performed the duty of External Examiner for paper EPC-4.2 Communication, Employability Skills and Resource Development at Malwa Central College of Education, Ludhiana on June 20, 2022 and on June 22, 2022, at Guru Nanak College of Education, Gopalpur, Ludhiana. ?Ms. Hardeep Kaur performed judgment duty at Miss World Punjaban Competition organized by International

Beauty Pageant on June 26, 2022 at Ramgarhia Girls College, Ludhiana. ?Ms. Hardeep Kaur performed Judgment duty at Semi - Final Ms. World Punjaban 2022 Competition at Ramgarhia Girls College organized by Sabyacharak Sathh Punjab on July 10, 2022. ?Dr. Jasdeep Kaur performed judgment duty at Inter - School Poem Recitation Contest organized by Sacred Heart Sen. Sec. School, Ludhiana on Aug 10, 2022. ?Dr. Manminder Kaur performed the duty of observer for June, 2022 Term End Examinations organized by IGNOU at Guru Nanak Girls College, Ludhiana on Aug 16, 2022. ?Dr. Suprerna Khanna performed judgment duty at Inter - School Declamation Contest organized by R.S. Model Sen. Sec. School, Ludhiana on Aug 20, 2022. ?Dr. Sangeeta performed judgment duty at the Poem Recitation, Braille Reading and Braille Writing Competitions organised by Empowerment Association For the Blind, Ludhiana on Nov. 05, 2022. ?Dr. Jasdeep Kaur delivered an extension lecture on the topic Drug Abuse to the students of class XI and XII studying in B.C.M. Sen. Sec. School, Focal Point on Nov. 09, 2022. ?Dr. Suprerna Khanna delivered an extension lecture to the parents of teenagers studying in B.C.M. Sen. Sec. School, Focal Point, Ludhiana on Nov. 19, 2022. Her topic of deliberation was Parenting Tips for Dealing with Teen Years. ?Dr. Suprerna Khanna performed judgment duty at declamation

contest organised by Ved Prachar Mandal at Valley Garden Public School, Sangrur on Nov. 22, 2022. ?Dr. Ramandeep Arora performed duty as Centre Supreintendent at Partap College of Education, Ludhiana during P.U. Final M.Ed Examinations from Dec.24, 2022 - Jan.07, 2023. ?Ms. Hardeep Kaur performed duty as Centre Supreintendent and Dr. Jasmeet Kaur Bedi as Deputy Supreintendent at B.C.M. College of Education, Ludhiana during P.U. Final B.Ed Spl. Edu.Examinations from Dec.22, -30, 2022. ?Dr. Manminder Kaur performed the duty as an Observer at Guru Nanak Girls College, Ludhiana on Dec. 15, 2022 during Term End Examinationsconducted by IGNOU. ?Dr. Monika Dua Principal of the college deliberated on "The Role of Institutions in Drug Abuse Prevention" as a resource person in National Level Seminar held on Feb. 24, 2023 at D.D. Jain College of Education, Ludhiana. ?Dr. Ramandeep performed the duty of Centre Superintendent at Partap College of Education, Ludhiana for Panjab University, Chandigarh Final Examinations of B.Ed. Sem. I from Jan. 27, 2023 to Feb. 27, 2023 ?Dr. Monika Dua chaired the Earth Day Function and Vedic Declamation Competition organized by Ved Prachar Mandal in collaboration with Nobel Foundation at Durga Mata Mandir, BRS Nagar, Ludhiana on April 22, 2023. Dr. Monika Dua acted as a Keynote Speaker and Panelist at National

	Conference on Higher Education organised by CT University, Ludhiana on April 29, 2023.
Community based Rehabilitation Activities	11 NSS volunteers of B.Ed Sem I visited Empowerment Association for the Blind to assist blind students during Competitions held at their institution on Nov. 05, 2022.
Workshop on Communication Skills	?Skill Enhancement Cell organised workshops for students of Sem. IV to chisel their communication skills on Jan.24, 2023. Dr. Jasdeep Kaur engaged the students with Communication games entitled Enigmatic Self and Stand -up for Fillers and Mrs. Shilpa Kaura made them learn through Communication Games viz. Dumb Charades and Once Upon a Time.
Alumni Meet	Alumni Meet titled 'Reunion 2023' of BCM College of Education was hosted in its sprawling campus on March 25, 2023.
Kind Heart Movement Activity	?NSS Wing of the college under the Kind Heart Movement initiated donated stationery and eatables etc. to the needy students studying in Nishkaam Sewa Mandir, Sanjay Gandhi Colony, Tajpur Road, Ludhiana on Sept. 28, 2022. ?NSS Wing of the College under its altruistic initiative 'Kind Heart Movement' visited Sanjay Gandhi Colony, a slum area near Chandigarh Road on Dec. 14, 2022 to serve the underprivileged section of the society. In order to commemorate 75th Anniversary of India's Freedom 'Azaadi ka Amrit

	<p>Mahotsav', Social Sciences Club in collaboration with NSS Wing of the College under its altruistic initiative 'Kind Heart Movement' visited a slum area near Vishal Mega Mart Market, Chandigarh Road to serve the underprivileged section of the society on May 12, 2023.</p>
Campus Placement	<p>?Placement Cell of the College organized Placement Drive at District Bureau of Employment &amp; Enterprises (DBEE), Ludhiana on June 01, 2022.</p>
NSS Camp	<p>?NSS wing of the College organised a Poster Making competition as a part of Anti-Drug Awareness Campaign on July 16, 2022. ?12th NSS Camp on the theme 'Swachh Bharat Abhiyan and Fit India Campaign' was organised from Jan.05 to 11, 2023.</p>
Need Based Coaching	<p>?College organized Need Based Coaching for the students of B.Ed. Sem.-II &amp;IV from June 15-24, 2022 in order to address queries of the students and help them to prepare for the Panjab University Final Examinations.          ?College organized Need Based Coaching for the students of B.Ed. Sem.- I from Jan. 19 to 25, 2023 in order to address queries of the students and help them to prepare for the Panjab University Final Examinations.          ?College organized Need Based Coaching for the students of B.Ed. Sem IV from May 15-24, 2023 in order to address queries of the students and help them to prepare for the Panjab University Final Examinations.</p>

	<p>?BCM family organized a function to commemorate 106th Birth Anniversary of Revered Mahatma Satyanand ji Munjal on May 24, 2023.</p>
National Level Seminar	<p>IQAC of the College organized National Level Seminar on 'Paradigm Shift in Education in Post-COVID World' sponsored by College Development Council, Panjab University, Chandigarh on Feb. 21, 2023.</p>
Publications	<p>Volume I, Issue I of Monthly E - Newsletter 'BCM In Touch' was released during Alumni Meet in the prestigious presence of Dr. Prem Kumar, Dr. Anuradha Kumar and alumni of the college on March 25, 2023.</p>
Guidance and counseling	<p>?Dr. Manminder Kaur conducted two Counselling Sessions for the parents of teenagers studying in class X-XII at B.C.M. Sen. Sec. School, Focal Point, Ludhiana on Nov. 10, 2022. ?Admission Committee in collaboration with Guidance and Counseling Cell conducted counseling session 2023 regarding various career options and employment opportunities at National College for Women, Macchiwara on March 06, 2023.</p>
13. Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name of the statutory body	Date of meeting(s)
Nil	Nil

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2022-23	14/03/2024

**15. Multidisciplinary / interdisciplinary**

N/A

**16. Academic bank of credits (ABC):**

N/A

**17. Skill development:**

For skill development college organizes many activities in every academic year. In 2022-23, college organized following activities for skill development among pupil teachers: An activity-'Poem in the Pocket' was organised in respective tutorial groups on Aug 24, 2022 to chisel the skills of oratory of the students. Talent Development Cell of the College organised a three day long programme titled 'Skills N Thrills' from Aug. 25-27, 2022 to identify and chisel the hidden talents of BCMites. Content Based Employability Workshops were conducted by Skill Enhancement Cell of the college from Dec. 26, 2022 - Jan. 04, 2023. Skill Enhancement Cell organised workshops for students of Sem. IV to chisel their communication skills on Jan. 24, 2023. Dr. Jasdeep Kaur engaged the students with Communication games entitled Enigmatic Self and Stand -up for Fillers and Mrs. Shilpa Kaura made them learn through Communication Games viz. Dumb Charades and Once Upon a Time. Skill Enhancement Week 2023 was organised from March 1 to 7, 2023 at college, in which various activities were performed to enhance the skills of would be teachers.

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

Multiple teaching learning is followed by using the regional, national and international languages. College encouraged students to participate in various activities organised by college. NSS Wing in collaboration with IQAC organized Inter College Online Essay & Slogan Writing Competition on Azadi Ka Amrit Mahotsav. Peace Club observed International Peace Day on Sept. 21, 2022 by organizing Inter - College Poem Writing Competition and Extension Lecture. College hosted District Level Red Ribbon Club Poster Making and Slogan Writing Competitions on the topics-AIDS Awareness, Blood Donation, Drug Awareness and T.B. organised by the Youth Services

Department, Ludhiana on Dec. 07, 2022. Social Sciences Club in Collaboration with IQAC organized Inter - College Poem Writing Competition on the theme - Aatamnirbhar Bharat in the month of January, 2023 to celebrate Republic Day. Eco Club of BCM College of Education organized Inter College Declamation Competition on 'Global Science for Global Wellbeing' to celebrate National Science Day as tribute to the great Nobel Laureate Sir C.V. Raman and to sensitize the young minds by making them aware about relevance of Science in 21st century.

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

College focuses on Outcome Based Education. Its main focus is to develop professionally efficient teachers. For this college organizes Skill Enhancement Week, Various Curricular and Co-Curricular Activities to enhance teaching skills of Pupil Teachers. To enhance the professional and pedagogical skills of students, College organized Internship programme in 23 schools from August 29, 2022 to December 3, 2022. Content Based Employability Workshops were conducted by Skill Enhancement Cell of the college from Dec. 26, 2022 - Jan. 04, 2023. Skill Enhancement Cell organised workshops for students of Sem. IV to chisel their communication skills on Jan.24, 2023. Moreover college is working towards achieving its vision "Achieving Inclusive Education: Transforming Society". The college is providing appropriate infrastructural facilities, flexible and vibrant curriculum transactions to meet the needs of the future teachers who will help society in transformation. Institute helps to develop the life skills among the students and further motivate them to accomplish their goals of life.

#### **20.Distance education/online education:**

College is the study Centre of B.Ed. under University school of Open Learning (USOL) of Panjab University, Chandigarh and Learner Support Centre of IGNOU University, New Delhi for Courses M. A. (Education), M.A.(Adult Education), CIG, PGDHE, PGDSLM, PGDET, PGDCAE, PGDAE, PGDEMA, CVE.

### **Extended Profile**

#### **1.Student**

2.1

201

Number of students on roll during the year

File Description	Documents
Data Template	<a href="#">View File</a>
2.2	400
Number of seats sanctioned during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2.3	120
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	
File Description	Documents
Data Template	<a href="#">View File</a>
2.4	115
Number of outgoing / final year students during the year:	
File Description	Documents
Data Template	<a href="#">View File</a>
2.5	115
Number of graduating students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2.6	201
Number of students enrolled during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2. Institution</b>	
4.1	40.65
Total expenditure, excluding salary, during the year (INR in Lakhs):	

4.2	50
Total number of computers on campus for academic purposes	
<b>3. Teacher</b>	
5.1	18
Number of full-time teachers during the year:	
File Description	Documents
Data Template	<a href="#">View File</a>
Data Template	<a href="#">View File</a>
5.2	18
Number of sanctioned posts for the year:	
<b>Part B</b>	
<b>CURRICULAR ASPECTS</b>	
<b>1.1 - Curriculum Planning</b>	
1.1.1 - Institution has a regular in house practice of planning and/or reviewing, revising curriculum and adapting it to local context /situation. Describe the institutional process of planning and/or reviewing, revising curriculum and adapting it to the local context in not more than 100 - 200 words	
<p>Curriculum serves as the guiding map to attain the ultimate goals of education. The college strictly follows the curriculum prescribed by the Panjab University, Chandigarh and gives its valuable inputs by participating in Curriculum Revision Workshops. Certain Quality Enhancing Academic Strategies are also adopted by the institution which adds value to the effectiveness of teaching learning process of prospective teachers. These are detailed below:</p> <ul style="list-style-type: none"> <li>• Meeting by IQAC to plan out the detailed schedule of curricular and co-curricular activities in the session.</li> <li>• Unit planning of each subject is done by the staff members.</li> <li>• Faculty attends National level workshops/seminars to discuss revision of curriculum construction as per the requirements of contemporary global world.</li> <li>• Educational tours with the purpose to supplement the theoretical knowledge with practical aspect are frequently organized by the institution.</li> <li>• Workshops regarding planning of lessons with innovative methodology are organized.</li> </ul>	

- Extension lectures by experts are organized for disseminating knowledge regarding evaluation techniques and methodology in various subjects.
- Value Education through theme based morning assemblies and disciplined environment is an integral part of curriculum.
- ICT enabled teaching learning process is employed for the transaction of curriculum.
- Regular staff meetings with the Principal for curriculum review serves the purpose very aptly.

File Description	Documents
Details of a. the procedure adopted including periodicity, kinds of activities b. Communication of decisions to all concerned c. Kinds of issues discussed	<a href="#">View File</a>
Plan developed for the academic year	<a href="#">View File</a>
Plans for mid- course correction wherever needed for the academic year	No File Uploaded
Any other relevant information	No File Uploaded

**1.1.2 - At the institution level, the curriculum planning and adoption are a collaborative effort; Indicate the persons involved in the curriculum planning process during the year**  
**Faculty of the institution Head/Principal of the institution Schools including practice teaching schools Employers Experts Students Alumni**

**D. Any 2 of the above**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
List of persons who participated in the process of in-house curriculum planning	<a href="#">View File</a>
Meeting notice and minutes of the meeting for in-house curriculum planning	<a href="#">View File</a>
A copy of the programme of action for in- house curriculum planned and adopted during the academic year	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**1.1.3 - While planning institutional curriculum, focus is kept on the Programme Learning Outcomes (PLOs) and Course Learning Outcomes (CLOs) for all programmes offered by the institution, which are stated and communicated to teachers and students through Website of the Institution Prospectus Student induction programme Orientation programme for teachers**

**A. All of the Above**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
URL to the page on website where the PLOs and CLOs are listed	<a href="http://www.bcminstitutes.org/documents/naac/ProgrammeOutcomes.pdf">http://www.bcminstitutes.org/documents/naac/ProgrammeOutcomes.pdf</a>
Prospectus for the academic year	<a href="#">View File</a>
Report and photographs with caption and date of student induction programmes	<a href="#">View File</a>
Report and photographs with caption and date of teacher orientation programmes	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## **1.2 - Academic Flexibility**

**1.2.1 - Curriculum provides adequate choice of courses to students as optional / electives**

**including pedagogy courses for which teachers are available****1.2.1.1 - Number of optional / elective courses including pedagogy courses offered programme-wise during the year****16**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Circular/document of the University showing duly approved list of optional /electives / pedagogy courses in the curriculum	<a href="#">View File</a>
Academic calendar showing time allotted for optional / electives / pedagogy courses	<a href="#">View File</a>
Any other relevant information	<b>Nil</b>

**1.2.2 - Number of value-added courses offered during the year****01****1.2.2.1 - Number of value-added courses offered during the year****01**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Brochure and Course content along with CLOs of value-added courses	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**1.2.3 - Number of students enrolled in the value-added courses as mentioned in 1.2.2 during the year****201****1.2.3.1 - Number of students enrolled in the value-added courses as mentioned in 1.2.2 during the year****201**

File Description	Documents
List of the students enrolled in the value-added course as defined in 1.2.2	<a href="#">View File</a>
Course completion certificates	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**1.2.4 - Students are encouraged and facilitated to undergo self-study courses online/offline in several ways through Provision in the Time Table Facilities in the Library Computer lab facilities Academic Advice/Guidance**

File Description	Documents
Data as per Data Template	No File Uploaded
Relevant documents highlighting the institutional facilities provided to the students to avail self study courses as per Data Template	No File Uploaded
Document showing teachers' mentoring and assistance to students to avail of self-study courses	No File Uploaded
Any other relevant information	No File Uploaded

**1.2.5 - Number of students who have completed self-study courses ( online /offline, beyond the curriculum) during the year**

00

**1.2.5.1 - Number of students who have completed self-study courses (online /offline, beyond the curriculum) during the year**

00

File Description	Documents
Data as per Data Template	No File Uploaded
Certificates / evidences for completing the self-study course(s)	No File Uploaded
List of students enrolled and completed in self study course(s)	No File Uploaded
Any other relevant information	No File Uploaded

### 1.3 - Curriculum Enrichment

1.3.1 - Curriculum of the institutions provides opportunities for the students to acquire and demonstrate knowledge, skills, values and attitudes related to various learning areas Describe the curricular thrusts to achieve the following in not more than 100 - 200 words each A fundamental or coherent understanding of the field of teacher education Procedural knowledge that creates teachers for different levels of school education skills that are specific to one's chosen specialization Capability to extrapolate from what one has learnt and apply acquired competencies Skills/Competencies such as: Emotional Intelligence, Critical Thinking, Negotiation and Communication Skills, Collaboration with others, etc.

- Institution focuses on the holistic growth and development of pupil teachers. Knowledge, skills, values and attitudes related to various learning areas are developed in the pupil teachers through the application of diverse curriculum. Curriculum prescribed by Panjab University, Chandigarh is supported by number of co-curricular activities. Extension Lectures by experts, Inter College Competitions, Coaching for competitive exams (TET), Community Engagements, Pre and Post Internship Programmes, Exhibitions, Youth Festival participation, Participation in Youth Training Camps, Organisation of Guidance Services, Focus on development of Communication and Employability Skills, Workshops to give hands on experiences, Yoga Sessions, NSS Camps, Rallies, Kind Heart Movement Activities and participation in various activities organized by different Cells and Clubs of the college prepare pupil teachers in an apt and appropriate manner to face the challenges of neoteric times. Institution leaves no stone unturned to provide below mentioned opportunities to the pupil teachers:
- To become techno savvy by developing ICT enabled TLMs.
- To develop Soft Skills viz. Communication and Employability Skills.
- To imbibe values to serve and uplift society.
- To maintain mental, physical and emotional wellbeing and

strive for holistic growth and development.

- To build confidence extension services in liaison with community are also carried on.

File Description	Documents
List of activities conducted in support of each of the above	<a href="#">View File</a>
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>
Photographs indicating the participation of students, if any	<a href="#">View File</a>

1.3.2 - Institution familiarizes students with the diversities in school system in Indian as well as international and comparative perspective. Describe in not more than 100-200 words how students are familiarized with the diversity in school system in India with respect to: Development of school system Functioning of various Boards of School Education Functional differences among them Assessment systems Norms and standards State-wise variations International and comparative perspective

Curriculum of Panjab University, Chandigarh has been so well framed that it covers two major compulsory subjects which deals with enlightening students about diverse culture of schools. During Semester I, through paper 1.4 'Contemporary Indian Schools', the teacher educators familiarizes the students with the concept of modern times Indian schools with respect to types of schools; general types, schools by means of ownership, schools by means of educational board affiliation, their functioning and problems. Moreover, pupil teachers are also sensitized regarding different assessment criteria adopted in schools, norms and standards being followed in different schools. During their pre - internship programs of 15 days each in two Semesters and Internship program of 16 weeks, the prospective teachers are able to identify the existing differences prevailing in urban and rural schools with respect to differences in social background of students, medium of instruction, methodology adopted by the teachers, infrastructure, scholarships offered etc. Through various seminars and webinars also students are familiarized about diversity existing in education system. During 16 week internship programme, pupil teachers helped the school in organising various activities, evaluation process and even play an important role during parent teacher meeting.

File Description	Documents
Action plan indicating the way students are familiarized with the diversities in Indian school systems	<a href="#">View File</a>
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

1.3.3 - Students derive professionally relevant understandings and consolidate these into their professional acumen from the wide range of curricular experiences provided during Teacher Education Programme Describe the efforts made by the institution to enable students to develop understanding of the interconnectedness of the various learning engagements and to make them ready for the professional field in not more than 100-200 words

Interdisciplinary approach of teaching and learning is of paramount importance in the contemporary education system. Teacher training programme is an umbrella term which encompasses wide range of intertwined learning experiences which make them professionally competent. Internship phase provides opportunity to the pupil teachers to confront challenges faced by schools, teachers, students, parents and other stakeholders involved in teaching learning process. Syllabi of P.U., Chd has been so comprehensively drafted that it covers all the aspects of growth and development of teacher through its varied subjects like Techniques of Teaching, Growth and Development of Learner, Curriculum and Understanding the Disciplines, Principles of Guidance and Counseling etc. Moreover, co-curricular activities conducted by different clubs and cells chisel the professional skills of pupil teachers in a well - organized manner and prepare them to adjust well in the world of work. Organization of Skill Enhancement Week by the Institution serves as an icing on the cake in this regard. During this week, workshops on communication and employability skills comprising conduct of mock interviews, resume writing, public speaking, do's and don'ts of interview, proficiency in speaking English etc. are conducted to acquaint the pupil teachers with desirable professional competencies.

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

#### 1.4 - Feedback System

**1.4.1 - Mechanism is in place for obtaining structured feedback on the curriculum – semester wise from various stakeholders. Structured feedback is obtained from Students Teachers Employers Alumni Practice Teaching Schools/TEI**

**All of the above**

File Description	Documents
Sample filled-in feedback forms of the stake holders	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

**1.4.2 - Feedback collected from stakeholders is processed and action is taken; feedback process adopted by the institution comprises the following**

**Feedback collected, analyzed, action taken and available on website**

File Description	Documents
Stakeholder feedback analysis report with seal and signature of the Principal	<a href="#">View File</a>
Action taken report of the institution with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

#### TEACHING-LEARNING AND EVALUATION

##### 2.1 - Student Enrollment and Profile

##### 2.1.1 - Enrolment of students during the year

**201**

##### 2.1.1.1 - Number of students enrolled during the year

**201**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Document relating to sanction of intake from university	<a href="#">View File</a>
Approval letter of NCTE for intake of all programs	<a href="#">View File</a>
Approved admission list year-wise/ program-wise	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC) as per applicable reservation policy during the year

48

#### 2.1.2.1 - Number of students enrolled from the reserved categories during the year

48

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Copy of letter issued by State Govt. or Central Govt. indicating the reserved categories (Provide English version)	<a href="#">View File</a>
Final admission list published by the HEI	<a href="#">View File</a>
Admission extract submitted to the state / university authority about admissions of SC, ST, OBC students every year	No File Uploaded
Any other relevant information	No File Uploaded

### 2.1.3 - Number of students enrolled from EWS and Divyangjan categories during the year

00

#### 2.1.3.1 - Number of students enrolled from EWS and Divyangjan categories during the year

nil

File Description	Documents
Data as per Data Template	No File Uploaded
Certificate of EWS and Divyangjan	No File Uploaded
List of students enrolled from EWS and Divyangjan	No File Uploaded
Any other relevant information	No File Uploaded

## 2.2 - Honoring Student Diversity

2.2.1 - Assessment process is in place at entry level to identify different learning needs of students and their level of readiness to undergo professional education programme and also the academic support provided to students Describe the assessment process at entry level to identify different learning needs of students and their level of readiness to undergo professional education programme and also the academic support provided to students, in not more than 100-200 words.

College follows the streamlined procedure to admit the studnets as perscribed by the state government through the centralised counselling to identify the learning needs at the entry level. For the session 2022-23,Guru Nanak Dev University, Amritsar conducted the Common entrance test for admission in B.Ed. Course in the Colleges of Education situated in Punjab as authorized by Punjab Government. The Common entrance test had five major areas for testing i.e. General Awareness, Teaching Potential, General Mental ability, English and Punjabi/ Hindi. Test consisted total 150 multiple choice questions of 150 marks. There was no negative marking. As per notification given by university, only those candidate were admitted in colleges of education, who qualified that common entrance test with minimum 25% for all and 20% for SC/ST candidates. Merit list was provided by the GNDU for the admission in the college After that students filled their choices of colleges and they were allotted colleges according to the merit list compiled on the basis of their marks in common entrance and their qualifying degree marks.

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Documents showing the performance of students at the entry level	<a href="#">View File</a>
Any other relevant information	No File Uploaded

<b>2.2.2 - Mechanisms are in place to honour student diversities in terms of learning needs; Student diversities are addressed on the basis of the learner profiles identified by the institution through Mentoring / Academic Counselling Peer Feedback / Tutoring Remedial Learning Engagement Learning Enhancement / Enrichment inputs Collaborative tasks Assistive Devices and Adaptive Structures (for the differently abled) Multilingual interactions and inputs</b>	<b>All of the above</b>												
<table> <tr> <th data-bbox="86 656 552 719">File Description</th><th data-bbox="552 656 1477 719">Documents</th></tr> <tr> <td data-bbox="86 719 552 784">Data as per Data Template</td><td data-bbox="552 719 1477 784"><a href="#">View File</a></td></tr> <tr> <td data-bbox="86 784 552 925">Relevant documents highlighting the activities to address the student diversities</td><td data-bbox="552 784 1477 925"><a href="#">View File</a></td></tr> <tr> <td data-bbox="86 925 552 1025">Reports with seal and signature of Principal</td><td data-bbox="552 925 1477 1025"><a href="#">View File</a></td></tr> <tr> <td data-bbox="86 1025 552 1126">Photographs with caption and date, if any</td><td data-bbox="552 1025 1477 1126"><a href="#">View File</a></td></tr> <tr> <td data-bbox="86 1126 552 1193">Any other relevant information</td><td data-bbox="552 1126 1477 1193"><b>No File Uploaded</b></td></tr> </table>	File Description	Documents	Data as per Data Template	<a href="#">View File</a>	Relevant documents highlighting the activities to address the student diversities	<a href="#">View File</a>	Reports with seal and signature of Principal	<a href="#">View File</a>	Photographs with caption and date, if any	<a href="#">View File</a>	Any other relevant information	<b>No File Uploaded</b>	
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Photographs with caption and date, if any	<a href="#">View File</a>												
Any other relevant information	<b>No File Uploaded</b>												
<b>2.2.3 - There are institutional provisions for catering to differential student needs; Appropriate learning exposures are provided to students No Special effort put forth in accordance with learner needs Only when students seek support As an institutionalized activity in accordance with learner needs Left to the judgment of the individual teacher/s Whenever need arises due to student diversity</b>	<b>One of the above</b>												

File Description	Documents
Relevant documents highlighting the activities to address the differential student needs	<a href="#">View File</a>
Reports with seal and signature of the Principal	<a href="#">View File</a>
Photographs with caption and date	<a href="#">View File</a>
Any other relevant information	No File Uploaded

#### 2.2.4 - Student-Mentor ratio for the academic year

11:1

##### 2.2.4.1 - Number of mentors in the Institution

17

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Relevant documents of mentor-mentee activities with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

#### 2.3 - Teaching- Learning Process

2.3.1 - Multiple mode approach to teaching-learning is adopted by teachers which includes experiential learning, participative learning, problem solving methodologies, brain storming, focused group discussion, online mode, etc. for enhancing student learning Describe the varied modes of learning adopted and their basic rationale for adopting such learning mode/s for different courses of each programme in not more than 100-200 words.

Multiple mode approach to teaching-learning is adopted by the college to prepare pupil teachers for the world of work. Teachers use various techniques and approaches to make their lectures interesting and effective. Students are engaged in field and educational trips, Seminars and extension lectures by the experts. Students are assigned projects, assignments focusing on self-study and independent learning. They are also assigned group projects and activities which promote peer learning and team work. To ensure experimental learning, streamlined internship Programme, community service, NSS camps and trips are organised. Co- Curricular activities including the participation in Punjab University Youth

Festival are organised to encourage maximum participation. Various activities like classroom discussion, debate, presentations by the students, brainstorming, role play are conducted to develop problem solving skills. National Seminar sponsored by CDC Panjab University on the theme Paradigm Shift in Education in the Post- Covid World was organised to enhance students learning. Analytical point of view and creative academic writing skills are developed through projects and paper presentation. In Performing Arts, students learn poem recitation, music, drama and others co-curriculum activities that helps in developing moral and ethical values among students.

File Description	Documents
Course wise details of modes of teaching learning adopted during the academic year in each programme	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.3.2 - Number of teachers integrating ICT (excluding use of PPT) for effective teaching with Learning Management Systems (LMS), Swayam Prabha etc., Learning Resources and others excluding PPT during the year**

18

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Link to LMS	<a href="https://www.microsoft.com/">https://www.microsoft.com/</a>
Any other relevant information	No File Uploaded

**2.3.3 - Number of students using ICT support (mobile-based learning, online material, podcast, virtual laboratories, learning apps etc.) for their learning, during the academic year**

201

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Programme wise list of students using ICT support	<a href="#">View File</a>
Documentary evidence in support of the claim	<a href="#">View File</a>
Landing page of the Gateway to the LMS used	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.3.4 - ICT support is used by students in various learning situations such as Understanding theory courses Practice teaching Internship Out of class room activities Biomechanical and Kinesiological activities Field sports**

Four of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Lesson plan / activity plan / activity report to substantiate the use of ICT by students in various learning situations	<a href="#">View File</a>
Geo-tagged photographs wherever applicable	<a href="#">View File</a>
Link of resources used	Nil
Any other relevant information	No File Uploaded

**2.3.5 - Continual mentoring is provided by teachers for developing professional attributes in students**  
Describe in not more than 100-200 words the nature of mentoring efforts in the institution with respect to working in teams dealing with student diversity conduct of self with colleagues and authorities balancing home and work stress keeping oneself abreast with recent developments in education and life

The development of professional attributes at BCM College is inculcated through mentoring and is an inherent part of development of student-teachers. This initiative provides avenues to its student teachers to learn behavioural dimensions necessary for their professional growth. Each faculty member is allotted a group of student-teachers. The mentoring groups are formed where in students

from B.Ed. programmes are intermixed in each group and is ensured that all levels and categories of students are present in each group. The mentors try to inculcate professional attributes in the students and guide them in their studies and in co-curricular activities. The mentors discuss their personal problems inside as well as outside the classroom and motivate their students to develop qualities like leadership, cooperation, collaboration etc. As mentor, each teacher educator try to develop reading habits by organising the book review activities and vocabulary workshops in their tutorial groups. Mentors also emphasize on minimising home and work stress on its student teachers and address issues related to stress and help students to establish balance between the home and work.

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.3.6 - Institution provides exposure to students about recent developments in the field of education through Special lectures by experts Book reading & discussion on it Discussion on recent policies & regulations Teacher presented seminars for benefit of teachers & students Use of media for various aspects of education Discussions showcasing the linkages of various contexts of education- from local to regional to national to global**

Five/Six of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Documentary evidence in support of the selected response/s	<a href="#">View File</a>
Reports of activities conducted related to recent developments in education with video graphic support, wherever possible	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.3.7 - Teaching learning process nurtures creativity, innovativeness, intellectual and thinking skills, empathy, life skills etc. among students**

To nurture creativity among students ,different houses of college organize different types of activities .Students participate in various curricular and co-curricular activities. For enhancing innovation , students are motivated to participate in Art and Craft , Model Making, Group and individual projects,Craft classes, best out of waste activities. Kind Heart Moment initiative of the College is for inculcating empathy among the students as they collect extra cloths, toys and eatable and distribute among the kids of slum areas. Students participate in Skill- in -Teaching and on the spotteaching Aid preparation at college and university level to enhance professional competencies. Students participate in Zonal and inter Zonal youth festival organized by Panjab University Chandigarh every year and by these students identify their talents and gain confidence to excel in their future endeavors. Different Clubs and Cells work to develop the creativity, innovativeness, intellectual and thinking skills, empathy, life skills etc. among students.

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 2.4 - Competency and Skill Development

**2.4.1 - Institution provides opportunities for developing competencies and skills in different functional areas through specially designed activities / experiences that include Organizing Learning (lesson plan) Developing Teaching Competencies Assessment of Learning Technology Use and Integration Organizing Field Visits Conducting Outreach/ Out of Classroom Activities Community Engagement Facilitating Inclusive Education Preparing Individualized Educational Plan(IEP)**

Seven/Eight of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Documentary evidence in support of the selected response/s	<a href="#">View File</a>
Reports of activities with video graphic support wherever possibl	<a href="#">View File</a>
Any other relevant information	No File Uploaded

<b>2.4.2 - Students go through a set of activities as preparatory to school- based practice teaching and internship. Pre practice teaching / internship orientation / training encompasses certain significant skills and competencies such as Formulating learning objectives Content mapping Lesson planning/ Individualized Education Plans (IEP) Identifying varied student abilities Dealing with student diversity in classrooms Visualising differential learning activities according to student needs Addressing inclusiveness Assessing student learning Mobilizing relevant and varied learning resources Evolving ICT based learning situations Exposure to Braille /Indian languages /Community engagement</b>	<b>Ten/All of the above</b>												
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Data as per Data Template</td><td><a href="#">View File</a></td></tr> <tr> <td>Reports and photographs / videos of the activities</td><td><a href="#">View File</a></td></tr> <tr> <td>Attendance sheets of the workshops / activities with seal and signature of the Principal</td><td><a href="#">View File</a></td></tr> <tr> <td>Documentary evidence in support of each selected activity</td><td><a href="#">View File</a></td></tr> <tr> <td>Any other relevant information</td><td><b>No File Uploaded</b></td></tr> </tbody> </table>	File Description	Documents	Data as per Data Template	<a href="#">View File</a>	Reports and photographs / videos of the activities	<a href="#">View File</a>	Attendance sheets of the workshops / activities with seal and signature of the Principal	<a href="#">View File</a>	Documentary evidence in support of each selected activity	<a href="#">View File</a>	Any other relevant information	<b>No File Uploaded</b>	
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Documentary evidence in support of each selected activity	<a href="#">View File</a>												
Any other relevant information	<b>No File Uploaded</b>												
<b>2.4.3 - Competency of effective communication is developed in students through several activities such as Workshop sessions for effective communication Simulated sessions for practicing communication in different situations Participating in institutional activities as ‘anchor’, ‘discussant’ or ‘rapporteur’ Classroom teaching learning situations along with teacher and peer feedback</b>	<b>All of the above</b>												

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Details of the activities carried out during the academic year in respect of each response indicated	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.4.4 - Students are enabled to evolve the following tools of assessment for learning suited to the kinds of learning engagement provided to learners, and to analyse as well as interpret responses Teacher made written tests essentially based on subject content Observation modes for individual and group activities Performance tests Oral assessment Rating Scales**

All of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Samples prepared by students for each indicated assessment tool	<a href="#">View File</a>
Documents showing the different activities for evolving indicated assessment tools	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.4.5 - Adequate skills are developed in students for effective use of ICT for teaching learning process in respect of Preparation of lesson plans Developing assessment tools for both online and offline learning Effective use of social media/learning apps/adaptive devices for learning Identifying and selecting/developing online learning resources Evolving learning sequences (learning activities) for online as well as face to face situations**

All of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Documentary evidence in support of each response selected	<a href="#">View File</a>
Sample evidence showing the tasks carried out for each of the selected response	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.4.6 - Students develop competence to organize academic, cultural, sports and community related events through Planning and scheduling academic, cultural and sports events in school Planning and execution of community related events Building teams and helping them to participate Involvement in preparatory arrangements Executing/conducting the event**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Documentary evidence showing the activities carried out for each of the selected response	<a href="#">View File</a>
Report of the events organized	<a href="#">View File</a>
Photographs with caption and date, wherever possible	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.4.7 - A variety of assignments given and assessed for theory courses through Library work Field exploration Hands-on activity Preparation of term paper Identifying and using the different sources for study**

All of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Samples of assessed assignments for theory courses of different programmes	<a href="#">View File</a>
Any other relevant information	No File Uploaded

2.4.8 - Internship programme is systematically planned with necessary preparedness Describe institution's preparatory efforts at organizing internship programme in not more than 100-200 words with respect to the following: Selection/identification of schools for internship: participative/on request Orientation to school principal/teachers Orientation to students going for internship Defining role of teachers of the institution Streamlining mode/s of assessment of student performance Exposure to variety of school set ups

Being TEI, College provides best internship experiences to the students by selecting the best schools of the city. Planned Internship Programme is followed as per Panjab University guidelines. During session 2022-23, 23 schools of Ludhiana city were selected and allotted to students according to the subject requirements in schools. College oriented students about various types of Lesson Plans, How to use technology and teaching learning material in classroom for effective teaching practice. Besides this, teacher educators demonstrated various micro skills and lesson plan for the smooth running of the internship programme. Principal of the school allotted mentor teachers to the students according to their teaching subjects to monitor their performance during internship. Teacher educators visited allotted schools to orient the teachers about the requirements of students regarding Teaching Practice. Principal of respective school, Mentor Teacher and Supervisor evaluated the performance of Pupil teachers and gave the feedback in prescribed performa provided by the college.

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.4.9 - Number of students attached to each school for internship during the academic year**

**2.4.9.1 - Number of final year students during the academic year**

115

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Plan of teacher engagement in school internship	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.4.10 - Nature of internee engagement during internship consists of Classroom teaching Mentoring Time-table preparation Student counseling PTA meetings Assessment of student learning – home assignments & tests Organizing academic and cultural events Maintaining documents Administrative responsibilities- experience/exposure Preparation of progress reports**

Nine/All of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Sample copies for each of selected activities claimed	<a href="#">View File</a>
School-wise internship reports showing student engagement in activities claimed	<a href="#">View File</a>
Wherever the documents are in regional language, provide English translated version	No File Uploaded
Any other relevant information	No File Uploaded

**2.4.11 - Institution adopts effective monitoring mechanisms during internship programme. Describe in not more than 100-200 words, the monitoring mechanisms adopted to ensure optimal impact of internship in schools with specific reference to the role of teacher educators, school principal, school teachers and peers.**

Institution adopted effective monitoring mechanisms during internship programme. Teacher educators used to visit schools once a week and take feedback from the mentor teachers of the students. They themselves also observed students in their classes and give feedback on their lesson plans. They also guide them regarding their weaknesses and tell them various strategies to improve their real classroom teaching. School Principals also play very important role in monitoring students during internship. They provide certificates to the students after the completion of their teaching practice in

their schools. They also gave them marks on the Performa-A provided by the college as per Panjab University curriculum. Principal of the school allot one mentor teacher to every student according to their teaching subjects. They used to observe the students in classes and guide them. They prepare and develop the students with pedagogical and professional skills to make them ready for jobs. Feedback from peer group also help the pupil teachers for further improvement. To adopts effective monitoring mechanisms during internship programme, feedback regarding the internship is taken from the school principal.

File Description	Documents
Documentary evidence in support of the response	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.4.12 - Performance of students during internship is assessed by the institution in terms of observations of different persons such as Self Peers (fellow interns) Teachers / School\* Teachers Principal / School\* Principal B. Ed Students / School\* Students (\* ‘Schools’ to be read as “TEIs” for PG programmes)**

All of the above

File Description	Documents
Assessment criteria adopted by each of the selected persons (For Bachelor and PG Programmes as applicable)	<a href="#">View File</a>
Two filled in sample observation formats for each of the claimed assessors	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.4.13 - Comprehensive appraisal of interns’ performance is in place. The criteria used for assessment include Effectiveness in class room teaching Competency acquired in evaluation process in schools Involvement in various activities of schools Regularity, initiative and commitment Extent of job readiness**

Five of the above

File Description	Documents
Format for criteria and weightages for interns' performance appraisal used	<a href="#">View File</a>
Five filled in formats for each of the aspects claimed	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 2.5 - Teacher Profile and Quality

### 2.5.1 - Number of fulltime teachers against sanctioned posts during the year

18

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Sanction letters indicating number of posts (including management sanctioned posts) with seal and signature of the principal	<a href="#">View File</a>
English translation of sanction letter, if it is in regional language	No File Uploaded
Any other relevant information	No File Uploaded

### 2.5.2 - Number of fulltime teachers with Ph. D. degree during the year

07

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Certificates of Doctoral Degree (Ph.D) of the faculty	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 2.5.3 - Number of teaching experience of full time teachers for the during the year

271 hours of 18 Teachers

#### 2.5.3.1 - Total number of years of teaching experience of full-time teachers for the academic year

271

File Description	Documents
Copy of the appointment letters of the fulltime teachers	<a href="#">View File</a>
Any other relevant information	No File Uploaded

2.5.4 - Teachers put-forth efforts to keep themselves updated professionally Describe the nature of efforts by teachers to keep themselves updated professionally in not more than 100-200 words 1. In house discussions on current developments and issues in education 2. Share information with colleagues and with other institutions on policies and regulations

All the teacher educators of college update themselves fromtime to time to improve their professional skills. They equip themselves with the latest development in the field of education and information technology. Theystudy regularly from different resources . Teacher educators enhance their knowledge and skills by publishing papers in national and international journals, attending conferences, seminars, symposium, workshops and training programmes. Faculty members also attend online seminars, workshops and expert talks. They attend orientation and refresher courses organised by various universities. In addition to it college organize FDP (faculty development programme) from time to time to update knowledge related to concerns and issues in the field of Education. The faculty members also share information with each other regarding policies, technology viaWhatsApp and other e-resources.

File Description	Documents
Documentary evidence to support the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 2.6 - Evaluation Process

2.6.1 - Continuous Internal Evaluation (CIE) of student learning is in place in the institution Describe details of the Continuous Internal Evaluation in the institution highlighting its major components in not more than 100-200 words

Continuous Internal Evaluation for B.Ed. programme is conducted as per norms of Panjab University Chandigarh. College conduct snap test, unit tests and house tests during each semester to evaluate the students performane. Internal practicals, assignments, project works,presentations, class-seminars and sessional work are the important components of continuous internal evaluation. Apart from all this,students are evaluated on the basis of their participation in various activities like skill enhancement, youth festival and

other cocurricular activities. Students are oriented about the criteria related to internal evaluation at the beginning of the session. Moreover teachers are also oriented to conduct objective and impartial analysis of student activities.

File Description	Documents
Relevant documents related to Internal Evaluation System at the institution level with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.6.2 - Mechanism of internal evaluation is transparent and robust and time bound; Institution adopts the following in internal evaluation Display of internal assessment marks before the term end examination Timely feedback on individual/group performance Provision of improvement opportunities Access to tutorial/remedial support Provision of answering bilingually**

Five of the above

File Description	Documents
Copy of university regulation on internal evaluation for teacher education	<a href="#">View File</a>
Annual Institutional plan of action for internal evaluation	<a href="#">View File</a>
Details of provisions for improvement and bi-lingual answering	<a href="#">View File</a>
Documentary evidence for remedial support provided	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.6.3 - Mechanism for grievance redressal related to examination is operationally effective**

The grievances related to examinations are carefully addressed by the institution. Students who are not able to appear in the internal examination due to unavoidable circumstances or on the basis of medical grounds, they submit the application with authentic documents to the dean student welfare. After discussing their case with the principal of the college, students are allowed to take the

leave during the internal examination. Further the individual has to appear in special examination/ assignment to fulfil all the conditions given by the Panjab university. Guidelines prescribed by the university are provided to the candidate if he is unable to appear in external theory and practical examinations due to any unavoidable circumstances. Students having UGC(NET), Banking or any competitive exams are allowed to appear in their exams and special chance is provided to appear in internal practical's and internal theory papers as per Panjab university. Guidelines .

File Description	Documents
Academic calendar of the Institution with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

2.6.4 - The institution adheres to academic calendar for the conduct of Internal Evaluation Describe the mechanism of adhering to academic calendar for the conduct of Internal Evaluation in the institution in not more than 100-200 words.

The institution conducts academic and co-curricular activities as per the academic calendar for internal evaluations. The Academic calendar of the Institute is prepared by IQAC alongwith the course coordinators mentioning the tentative schedule of internal examinations, class tests and other internal evaluation activities as per Panjab University Academic Calendar. Institution conducted unit tests, house test and internal practicals to maintain the transparency in internal evaluation system of the college. Internal Evaluation is conducted through the Unit Tests/ House Tests, internal Practical of all the subjects and on the basis of participation in curricular and co-curricular activities.

File Description	Documents
Academic calendar of the Institution with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 2.7 - Student Performance and Learning Outcomes

2.7.1 - The teaching learning process of the institution is aligned with the stated PLOs and CLOs. Describe the way in which institution ensures alignment of stated PLOs and CLOs with the teaching learning process in not more than 100 - 200 words.

The teaching learning process of the institution is aligned with the

PLOs and CLOs stated in the syllabus prescribed by Panjab University, Chandigarh for concerned programs and is displayed on the website of the institute. The teaching-learning process is strictly guided by the Institute Time-Table and the Academic Calendar. As the teachers are well aware about the PLOs and CLOs, they conduct their classroom activities in the line of PLOs and CLOs. Co-Curricular are also organized to achieve the PLOs and CLOs and these activities are mentioned in the Academic Calendar clearly. The objectives of Program (B. Ed.) are uploaded on the Institute website. the learning outcomes are defined for course offered by the Institute. These are linked to the broad program outcomes. This helps the students appreciate the topic being covered in class and appreciate its relevance. The syllabus describing the learning objectives for all subjects is also available for students and teachers on Institute website.

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 2.7.2 - Pass percentage of Students during the year

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Result sheet for each year received from the Affiliating University	<a href="#">View File</a>
Certified report from the Head of the Institution indicating pass percentage of students program-wise	<a href="#">View File</a>
Any other relevant information	No File Uploaded

2.7.3 - The progressive performance of students and attainment of professional and personal attributes in line with the PLOs and CLOs is monitored and used for further improvements

Keeping in mind the PLOs and CLOs, the institute is committed to provide the best infrastructure facilities and curriculum. Teacher educators use the technology in their classes for curriculum transition by using the different strategies to equip the pupil teachers with the pedagogical and professional skills. Being the PG college in teacher education faculty develops the research oriented skills among the students. The monitoring of professional and

personal attributes as per the PLOs and CLOs is based on the course outcomes, regular participation of the students in various cocurricular activities. The continuous internal assessment structure provides feedback on the efficacy of the teachinglearning process, and learning outcomes, gauged through of each course and is monitored thoroughly.

File Description	Documents
Documentary evidence showing the performance of students on various internal assessment tasks and the LOs achieved	<a href="#">View File</a>
Any other relevant information	No File Uploaded

#### 2.7.4 - Performance of outgoing students in internal assessment

##### 2.7.4.1 - Number of students achieving on an average 70% or more in internal assessment activities during the year

115

File Description	Documents
Number of students achieving on an average 70% or more in internal assessment activities during t	<a href="#">View File</a>
Record of student-wise / programme-wise / semester-wise internal assessment of students during the year	<a href="#">View File</a>
Any other relevant information	No File Uploaded

2.7.5 - Performance of students on various assessment tasks reflects how far their initially identified learning needs are catered to. Describe with examples the extent to which the assessment task and the performance of students reflect their initially identified learning needs in not more than 100 -200 words.

After getting exposure to various aspects of teaching profession at B.C.M.College of Education, students are assessed internally and externally. Their knowledge of psychology, sociology is assessed. Their professional skills are assessed during Internship Programme. Diversity of students is addressed by giving them remedial teaching. Assessment task and the performance of students reflect their initially identified learning needs through their learning outcome, results and assessment by the teachers. Our all 115 students

of B.Ed. semester IV secured more than 70 % marks. Students got opportunities to participate in various co-curricular activities according to their capabilities.

File Description	Documents
Documentary evidence in respect to claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 2.8 - Student Satisfaction Survey

### 2.8.1 - Online student satisfaction survey regarding teaching learning process

<https://forms.gle/jrBiE7Z6ZQi52p5o9>

## RESEARCH AND OUTREACH ACTIVITIES

### 3.1 - Resource Mobilization for Research

#### 3.1.1 - Number of research projects funded by government and/ or non-government agencies during the year

NA

File Description	Documents
Data as per Data Template	No File Uploaded
Sanction letter from the funding agency	No File Uploaded
Any other relevant information	No File Uploaded

#### 3.1.2 - Number of grants received for research projects from government and / or non-government agencies during the year (INR in Lakhs)

NA

File Description	Documents
Sanction letter from the funding agency	No File Uploaded
Income Expenditure statements highlighting the research grants received certified by the auditor	No File Uploaded
Any other relevant information	No File Uploaded

#### 3.1.3 - In-house support is provided by the institution to teachers for research purposes

Two of the above

**during the year in the form of Seed money for doctoral studies / research projects Granting study leave for research field work Undertaking appraisals of institutional functioning and documentation Facilitating research by providing organizational supports Organizing research circle / internal seminar / interactive session on research**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Institutional Policy document detailing scheme of incentives	No File Uploaded
Sanction letters of award of incentives	<a href="#">View File</a>
Income Expenditure statements highlighting the relevant expenditure with seal and signature of the Principal	No File Uploaded
Documentary evidence for each of the claims	No File Uploaded
Any other relevant information	No File Uploaded

**3.1.4 - Institution has created an eco-system for innovation and other initiatives for creation and transfer of knowledge that include Participative efforts (brain storming, think tank etc.) to identify possible and needed innovations Encouragement to novel ideas Official approval and support for innovative try-outs Material and procedural supports**

All of the above

File Description	Documents
Documentary evidences in support of the claims	<a href="#">View File</a>
Details of reports highlighting the claims made by the institution	<a href="#">View File</a>
Reports of innovations tried out and ideas incubated	<a href="#">View File</a>
Copyrights or patents filed	No File Uploaded
Any other relevant information	No File Uploaded

**3.2 - Research Publications****3.2.1 - Number of research papers / articles per teacher published in Journals notified on UGC website during the year**

00

File Description	Documents
Data as per Data Template	No File Uploaded
First page of the article/journals with seal and signature of the Principal	No File Uploaded
E-copies of outer jacket/contents page of the journals in which articles are published	No File Uploaded
Any other relevant information	No File Uploaded

**3.2.2 - Number of books and / or chapters in edited books published and papers in National / International conference-proceedings per teacher during the year**

02

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
• First page of the published book/chapter with seal and signature of the Principal	<a href="#">View File</a>
E-copies of outer jacket/contents page of the books, chapters and papers published along with ISBN number in national / international conference-proceedings per teacher	No File Uploaded
Any other relevant information	No File Uploaded

**3.3 - Outreach Activities****3.3.1 - Number of outreach activities organized by the institution during the year****3.3.1.1 - Total number of outreach activities organized by the institution during the year**

27

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Report of each outreach activity organized along with video/ photographs with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 3.3.2 - Number of students participating in outreach activities organized by the institution during the year

#### 3.3.2.1 - Number of students participating in outreach activities organized by the institution during the year

201

File Description	Documents
Event-wise newspaper clippings / videos / photographs with captions and dates	<a href="#">View File</a>
Report of each outreach activity with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 3.3.3 - Number of student participation in national priority programmes such as Swachh Bharat, AIDs awareness, Gender sensitivity, Yoga, Digital India, National Water Mission during the year

201

#### 3.3.3.1 - Number of students participated in activities as part of national priority programmes during the year

201

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Documentary evidence in support of the claim along with photographs with caption and date	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

3.3.4 - Outreach activities in the community in terms of influencing and sensitizing students to social issues and contribute to community development Describe the way in which outreach activities conducted sensitized students to social issues and community development in not more than 100-200 words.

Our Institution organizes various outreach activities under the guidelines of Youth Service Club and NSS deptt. of Panjab University, Chandigarh to influence, aware and sensitize students towards social issues such as-

- Dr. Jasdeep Kaur deliberated on the topic 'Say No to Drugs' to the students of Government High School, Khasi Kalan and B.C.M. Sen. Sec. School, Focal Point on August 12, 2022 and Nov. 09, 2022. Dr. Manminder Kaur and Dr. Suprerna Khanna delivered an extension lecture to the parents of teenagers studying in B.C.M. Sen. Sec. School, Focal Point, Ludhiana on Nov. 10 & 19, 2022.
- Under the Kind Heart Movement initiative our students donated stationery and eatables etc. to the needy students studying in Nishkaam Sewa Mandir, Sanjay Gandhi Colony, Tajpur Road, Ludhiana on Sept. 28, 2022 and Dec. 14, 2022, cleaned Community Parks on Jan. 06, 2023 and visited slum areas on May 12, 2023.
- Visited Empowerment Association for the Blind on Nov. 05, 2022 and Old Age Home on Jan.08, 2023.
- Conducting rallies on Sawach Bharat, Fit India Campaign, AIDS Awareness.
- Performing "Nukkad Natak on social issue like Nasha Chudao, Punjab Bachao" on Jan. 07, 2023 and Jan.09, 2023.

File Description	Documents
Relevant documentary evidence for the claim	<a href="#">View File</a>
Report of each outreach activity signed by the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

3.3.5 - Number of awards and honours received for outreach activities from government / recognized agency during the year

22

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Appropriate certificates from the awarding agency	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 3.4 - Collaboration and Linkages

#### 3.4.1 - Number of linkages for Faculty exchange, Student exchange, research etc. during the year

00

##### 3.4.1.1 - Number of linkages for faculty exchange, student exchange, research etc. during the year

00

File Description	Documents
Data as per Data Template	No File Uploaded
List of teachers/students benefited by linkage – exchange and research	No File Uploaded
Report of each linkage along with videos/photographs	No File Uploaded
Any other relevant information	No File Uploaded

#### 3.4.2 - Functional MoUs with institutions of National and / or International importance, other universities, industries, corporate houses etc. during the academic year

6

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Copies of the MoU's with institution / industry/ corporate houses	<a href="#">View File</a>
Any other relevant information	No File Uploaded

#### 3.4.3 - Institution has linkages with schools and other educational agencies for both academic and outreach activities and jointly organizes Local community based activities Practice

All of the above

teaching /internship in schools Organizes events of mutual interest- literary, cultural and open discussions on pertinent themes to school education Discern ways to strengthen school based practice through joint discussions and planning Join hands with schools in identifying areas for innovative practice Rehabilitation Clinics Linkages with general colleges

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Report of each activities with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The institution has adequate facilities for Teaching- Learning. viz., classrooms, laboratories, sports field, fitness center, equipment, computing facilities, sports complex, etc. for the various programme offered Describe the adequacy of facilities for Teaching –Learning as per the minimum specified requirement by statutory bodies in not more than 100 - 200 words

The institution ensures adequate availability and optimum utilization of physical infrastructure. There are sufficient number of classrooms, seminar hall with ICT facilities, air conditioned auditorium to facilitate the teaching learning process. All the rooms are well ventilated with sufficient infrastructure facilities. ICT enabled classrooms facilitate effective teaching learning with fully sophisticated technological gadgets. Innovative teaching learning practices are utilized by teachers for optimum utilization of resources. There is a seminar hall with internet and projector for organizing annual functions, guest lectures etc. All the laboratories- science lab, maths lab, social studies lab, home science lab, psycho lab, computer room, AV aid room, craft room etc. are well equipped and well maintained. There is a well equipped ET lab with LCD projectors, computers and microphones. Sports room is available where students can play indoor games like chess, carrom, table tennis etc. There is a big playground with provisions of open gym and facilities for outdoor games like basket ball, volley ball and badminton etc. The college also provides latest equipments like computer technology, projector, smart panels for enhanced learning. The institution continuous to excel in its commitment to teaching learning.

File Description	Documents
List of physical facilities available for teaching learning	<a href="#">View File</a>
Geo-tagged photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

#### 4.1.2 - Number of classrooms and seminar hall(s) with ICT- enabled facilities such as smart classroom, LMS, video and sound systems etc. during the year.

##### 4.1.2.1 - Number of classrooms and seminar hall(s) with ICT facilities

5

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Geo-tagged photographs	<a href="#">View File</a>
Link to relevant page on the Institutional website	<a href="http://www.bcminstitutes.org/Facilities1.asp">http://www.bcminstitutes.org/Facilities1.asp</a> <a href="#">x</a>
Any other relevant information	No File Uploaded

#### 4.1.3 - Expenditure for infrastructure augmentation excluding salary during the year (INR in lakhs)

7358123

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Income Expenditure statements highlighting the expenditure on infrastructure augmentation with seal and signature of CA and the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

#### 4.2 - Library as a Learning Resource

4.2.1 - Institution has adopted automation of library using Integrated Library Management System (ILMS) or any other software Describe the features of Library Automation in not more than 100 – 200 words.

College Library is fully automated to reduce the repeated manual

efforts of daily routine. Data Soft Tech software (an Integrated Library Management System) is used to make library reader friendly. By the use of library automation, one can access the collection easily with a systemized database. It saves time of the reader as the database is automated. Barcode technology is used for the circulation of books. Issuing and receiving records can be generated through software. At the end of year, it also helps in clearance of library dues against all the registered students.

File Description	Documents
Bill for augmentation of library signed by the Principal	<a href="#">View File</a>
Web-link to library facilities, if available	<a href="http://www.bcminstitutes.org/Facilities1.asp">http://www.bcminstitutes.org/Facilities1.asp</a> <a href="#">x</a>
Any other relevant information	No File Uploaded

4.2.2 - Institution has remote access to library resources which students and teachers use frequently Give details of Gateway for remote access to library resources used by teachers and students in not more than 100 - 200 words

N/A

File Description	Documents
Landing page of the remote access webpage	No File Uploaded
Details of users and details of visits/downloads	No File Uploaded
Any other relevant information	No File Uploaded

**4.2.3 - Institution has subscription for e-resources and has membership / registration for the following e-journals e-Shodh Sindhu Shodhganga e-books Databases**

File Description	Documents
Data as per Data template	No File Uploaded
Receipts of subscription /membership to e-resources	No File Uploaded
E-copy of the letter of subscription /member ship in the name of institution	No File Uploaded
Any other relevant information	No File Uploaded

#### 4.2.4 - Annual expenditure for purchase of books, journals, and e-resources during the year (INR in Lakhs)

0.06008

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Income Expenditure statements highlighting the expenditure on purchase of books, journals, e-resources with seal and signature of both the Principal and Chartered Accountant	<a href="#">View File</a>
Any other relevant information	No File Uploaded

#### 4.2.5 - Per day usage of library by teachers and students during the academic year

##### 4.2.5.1 - Number of teachers and students using library for Month one (not less than 20 working days) during the academic year

100

File Description	Documents
Document showing the number of teachers and students using library / e-library per working day/ logins in remote access for 10 days each for five months during the academic year with seal and signature of both the librarian and principal	<a href="#">View File</a>
Link to certified copies of the ledger pages/screenshots of the data for 5 days each for 5 working months selected by the institution	Nil
Any other relevant information	No File Uploaded

**4.2.6 - Efforts are made to make available National Policies and other documents on education in the library suitable to the three streams of teacher education –general teacher education, special education and physical education by the following ways Relevant educational documents are obtained on a regular basis Documents are made available from other libraries on loan Documents are obtained as and when teachers recommend Documents are obtained as gifts to College**

Two of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 4.3 - ICT Infrastructure

4.3.1 - Institution updates its ICT facilities including Wi-Fi Describe ICT facilities including Wi-Fi with date and nature of updation in not more than 100 - 200 words

The institution is totally technology enabled where 24\*7 internet and Wi-Fi connection is available for the staff and students. There are Four Portable LCD projectors, laptop, Audio-visual equipment like tape-recorder, television, CDs and DVDs, DVD player, microphones (Collar and wireless), speakers, amplifier and Digital Camera. All these resources are well utilized to make teaching-learning meaningful. Our college is facilitated with well equipped Computer

Lab with high speed internet for Staff and Students. Institution have 300Mbps unlimited Broadband connection from Jio Fiber. High Speed Unlimited Broadband connection is activated from 13-02.2020. Before 13-02-2020 we had BSNL 1Mbps Lease line internet connection. With this updation, our campus is also fully Wi-fi with high speed internet. Our Library system is also connected with internet. Institution also added Interactive Panel for Teaching. Projectors are installed in classrooms for making teaching learning more effective. Institution used Microsoft Teams app for Online Classes and Assignment .

File Description	Documents
Document related to date of implementation and updation, receipt for updating the Wi-Fi	<a href="#">View File</a>
Any other relevant information	No File Uploaded

#### 4.3.2 - Student – Computer ratio during the academic year

4:1

File Description	Documents
Data as per data template	<a href="#">View File</a>
Purchase receipts and relevant pages of the Stock Register with seal and signature of the principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

#### 4.3.3 - Available bandwidth of internet connection in the Institution (Leased line) Opt any one:

C. 250 MBPS - 500MBPS

File Description	Documents
Receipt for connection indicating bandwidth	<a href="#">View File</a>
Bill for any one month during the academic year indicating internet connection plan, speed and bandwidth	<a href="#">View File</a>
Any other relevant Information	No File Uploaded

#### 4.3.4 - Facilities for e-content development are available in the institution such as Facilities for

**e-content development are available in the institution such as Studio / Live studio Content distribution system Lecture Capturing System (LCS) Teleprompter Editing and graphic unit**

File Description	Documents
Data as per Data Template	No File Uploaded
Link to videos of the e-content development facilities	Nil
List the equipment purchased for claimed facilities along with the relevant bills	No File Uploaded
Link to the e-content developed by the faculty of the institution	Nil
Any other relevant information	No File Uploaded

#### **4.4 - Maintenance of Campus and Infrastructure**

##### **4.4.1 - Expenditure incurred exclusively on maintenance of physical and academic support facilities during the year (INR in Lakhs)**

**7358123**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Income Expenditure statements highlighting relevant items with seal and signature of the Principal and Chartered Accountant	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**4.4.2 - Systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. are in place. Describe policy details of systems and procedures for maintaining and utilizing physical, academic and support facilities in not more than 100 - 200 words**

**The college has a set of established procedures and policies for maintaining and utilizing physical, academic and support facilities. The college ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of different facilities by holding regular meetings of various committees. College campus is maintained through regular inspection.**

Maintenance of classrooms is a regular exercise. Supervising officer takes care of academic requirements and maintenance of wooden furniture, electrification and plumbing. For the maintenance of library, the requirement and list of books is taken from concerned subject teachers before the beginning of every academic year. The library committee ensures required purchase and withdrawal of documents. For the maintenance of sports room and playground, sports committee is deputed and necessary sport articles are purchased from time to time. ICT facilities are maintained by IT skilled instructor of the college. Maintenance of washrooms, water purifiers, canteen etc. is done on regular basis. Stock verification is also done every year by Internal Quality Assurance Cell. IQAC conducted annual internal audit.

File Description	Documents
Appropriate link(s) on the institutional website	<a href="http://www.bcminstitutes.org/">http://www.bcminstitutes.org/</a>
Any other relevant information	No File Uploaded

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

**5.1.1 - A range of capability building and skill enhancement initiatives are undertaken by the institution such as Career and Personal Counseling Skill enhancement in academic, technical and organizational aspects Communicating with persons of different disabilities: Braille, Sign language and Speech training Capability to develop a seminar paper and a research paper; understand/appreciate the difference between the two E-content development Online assessment of learning**

Three of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Report on each capability building and skill enhancement initiative adopted with seal and signature of the Principal	<a href="#">View File</a>
Sample feedback sheets from the students participating in each of the initiative	<a href="#">View File</a>
Photographs with date and caption for each initiative	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**5.1.2 - Available student support facilities in institution are Vehicle Parking Common rooms separately for boys and girls Recreational facility First aid and medical aid Transport Book bank Safe drinking water Hostel Canteen Toilets for girls Indicate the one/s applicable**

Nine or more of the above

File Description	Documents
Geo-tagged photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**5.1.3 - 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**

B. Any 3 of the above

File Description	Documents
Data as per Data Template for the applicable options	<a href="#">View File</a>
Institutional guidelines for students' grievance redressal	<a href="#">View File</a>
Composition of the student grievance redressal committee including sexual harassment and ragging	<a href="#">View File</a>
Samples of grievance submitted offline	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**5.1.4 - Institution provides additional support to needy students in several ways such as Monetary help from external sources such as banks Outside accommodation on reasonable rent on shared or individual basis Dean student welfare is appointed and takes care of student welfare Placement Officer is appointed and takes care of the Placement Cell Concession in tuition fees/hostel fees Group insurance (Health/Accident)**

**Three of the above**

File Description	Documents
Data as per Data template	<a href="#">View File</a>
Income Expenditure statement highlighting the relevant expenditure towards student concession along with approval / sanction letter	<a href="#">View File</a>
Report of the Placement Cell	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

## **5.2 - Student Progression**

**5.2.1 - Number of students of the institution placed as teachers/teacher educators during the year**

Number of students placed as teachers/teacher educators	Total number of graduating students
<b>60</b>	<b>115</b>

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Reports of Placement Cell for during the year	<a href="#">View File</a>
Appointment letters of 10 percent graduates for each year	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

## 5.2.2 - Number of student progression to higher education during the academic year

### 5.2.2.1 - Number of outgoing students progressing from Bachelor to PG (A1).

**13**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Details of graduating students and their progression to higher education with seal and signature of the principal	<a href="#">View File</a>
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

## 5.2.3 - Number of students qualifying state/national level examinations during the year (eg: NET/SLET/ TET/ CTET)

**14**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Copy of certificates for qualifying in the state/national examination	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

### 5.3 - Student Participation and Activities

5.3.1 - Student council is active and plays a proactive role in the institutional functioning Describe the ways in which student council plays a proactive role in the institutional functioning and contribute for students welfare in not more than 100 - 200 words

In order to decentralize the powers, BCM College has a very well structured Student Council. The Student Council of the college has an unbiased and democratic election system in order to choose members of the executive committee. Every year elections are conducted in a democratic way in respective tutorial groups. Every section is divided into 4 Tutorial groups. Each tutorial group has about 15 students. Out of these 15 students, one class representative or CR is chosen, so there are 4 CRs from each section of B.Ed. (General) Class. These class representatives then later on stand for the post of President, Vice President, Secretary and Joint Secretary. Meetings of the Student Council are conducted from time to time to discuss issues and grievances of the students. Class Representatives (2021-23): B.Ed. (General) Section A: Mr.Jatin Kharbanda, Ms. Ravneet, Ms. Ishika Section B: Ms.Harpreet, Mr. Suraj, Ms. Ankita Section C: Ms. Garima, Ms. Simran Singh, Ms. Guneet Class Representatives (2022-24): B.Ed. (General) Section A: Ms. Sapna Garhwal, Ms. Rajvir Kaur, Ms. Manpreet Kaur, Ms. Meeta Sarkar Section B: Ms. Anshika, Ms. Riya, Ms. Pooja Mehta, Ms. Rohini

File Description	Documents
Copy of constitution of student council signed by the Principal	<a href="#">View File</a>
List of students represented on different bodies of the Institution signed by the Principal	<a href="#">View File</a>
Documentary evidence for alumni role in institution functioning and for student welfare	<a href="#">View File</a>
Any other relevant information	No File Uploaded

5.3.2 - Number of sports and cultural events organized at the institution during the year

75

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Reports of the events along with the photographs with captions and dates	<a href="#">View File</a>
Copy of circular / brochure indicating such kind of events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 5.4 - Alumni Engagement

5.4.1 - Alumni Association/Chapter (registered / non-registered but functional) contributes significantly for the development of the institution Describe the role of alumni association in the development of institution in not more than 100 - 200 words highlighting two significant contributions in any functional aspects

- **Mentoring:** Alumni serve as mentors to current students, offering guidance on career choices and professional development. They organize career development workshops, guest lectures, or alumni interaction sessions to help current students.

? **Role models:** Alumni act as great role models for current students. They offer practical support to students as they start their careers. ? **Institutional ambassadors:** Alumni serve as powerful ambassadors for their alma maters. Their success in the professional world reflects positively on the institution and influences its reputation and ranking. ? **Job opportunities:** Alumni assist juniors with job opportunities through social media groups. ? **Awareness of Technological intervention in teaching process:** Alumni guide the current students about role of technology in teaching learning process

File Description	Documents
Details of office bearers and members of alumni association	<a href="#">View File</a>
Certificate of registration of Alumni Association, if registered	No File Uploaded
Any other relevant information	No File Uploaded

**5.4.2 - Alumni has an active role in the regular institutional functioning such as Motivating the freshly enrolled students Involvement in**

Three/Four of the above

**the in-house curriculum development  
Organization of various activities other than  
class room activities Support to curriculum  
delivery Student mentoring Financial  
contribution Placement advice and support**

File Description	Documents
Documentary evidence for the selected claim	<a href="#">View File</a>
Income Expenditure statement highlighting the alumni contribution	No File Uploaded
Report of alumni participation in institutional functioning for the academic year	<a href="#">View File</a>
Any other relevant information.	No File Uploaded

#### **5.4.3 - Number of meetings of Alumni Association held during the year**

**01**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Agenda and minutes of the meeting of Alumni Association with seal and signature of the Principal and the Secretary of the Association	<a href="#">View File</a>
Any other relevant information	No File Uploaded

5.4.4 - Alumni Association acts as an effective support system to the institution in motivating students as well as recognizing, nurturing and furthering any special talent/s in them. Describe the mechanism through which Alumni Association acts as an effective support system to the institution in motivating, nurturing special talent in not more than 100 - 200 words

Alumni Association acts as an effective support system for BCM College of Education in motivating students as well as nurturing their special talents. one of the Alumnus Mr. Gurdeep Singh (session 2011-12) was the guest of the day at 22nd Annual Athletic Meet held on 15th March 2023. He along with Sardar Onkar Singh, State Organising Commission and Bharat Scouts and Guides Punjab inaugurated the event. He motivated Pupil teachers to take active part in sports and emphasized on the relevance of exercising daily. Gurdeep Singh also encouraged students to make constructive use of

time and highlighted the importance of self discipline in life. Ms. Khushi from batch 2016-18 also guided Ms. Priyanka for participation in Panjab University Skill-in-Teaching in Pedagogy of Social Studies. Ms. Rajneet Kaur from batch 2020-22 provided her services to train students in Gidda for participation in Panjab University Youth Festival.

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership and participatory mechanism in tune with the vision and mission. Describe the vision and mission statement of the institution on the nature of governance, perspective plans and participation of the teachers, students and non-teaching staffs in its decision making bodies of the institution in not more than 100 - 200 words.

#### VISION

The vision of "Achieving Inclusive Education: Transforming Society" is being advocated by BCM College of Education Ludhiana. The institution is offering adaptable and dynamic curricula to suit the needs of future teachers who will aid in the transformation of society, as well as the necessary infrastructure to satisfy the demands of inclusive education. Students' life skills are developed at the institute, which also serves to inspire them to pursue their personal objectives.

#### Mission

As the Teacher Education Institute, we provide a standard for professional demeanour grounded in a caring ethic that is founded on accountability and integrity. The mission of the institution is achieved by providing value integration of theory and Practice to support the transformation of school & society. Teacher educators grow into outstanding Nation Builders by cultivating a strong sense of responsibility and self-discipline. In order to assess, promote and maintain excellence in teacher education, the institution works in partnership with all relevant stakeholders. Our college is committed to promote academic excellence and socially relevant education to meet the national and global standards in the field of

**education.**

File Description	Documents
Vision and Mission statements of the institution	<a href="#">View File</a>
List of teachers, students and non-teaching staff on decision making bodies of the institution with seal and signature of the Principal	<a href="#">View File</a>
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

6.1.2 - Institution practices decentralization and participative management Describe the process of decentralization and participative management practiced in the institution in not more than 100 - 200 words

For participative management, authority is distributed from the highest level of management to the lowest level. The smooth functioning of the institution depends on the decisions taken at all levels of the hierarchy. The college is administered by a variety of Committees, Cells, and Clubs. Through the various Cells, Clubs and Committees, all of the faculty members are involved in providing mentorship to the student teachers. The college has a well-organized Student Council with several executive roles i.e. President, Vice President, Secretary and Joint Secretary as well as Principal as Chairperson, DSW and the student council Serving as a liaison between the principal, faculty and students. To select candidates for the executive positions, the democratic election system is used to elect the student representatives. The Student Council Meetings are organized at regular intervals to discuss issues and grievances of the students

File Description	Documents
Relevant documents to indicate decentralization and participative management	<a href="#">View File</a>
Any other relevant information	No File Uploaded

6.1.3 - The institution maintains transparency in its financial, academic, administrative and other functions Describe the efforts of the institution towards maintenance of transparency in its financial, academic, administrative and other functions in not more than 100 - 200 words.

At BCM College of Education, all administrative, financial and

academic processes are fully open and visible. The committee responsible for purchases makes purchases of commodities. The committee requests quotes from several vendors and after that, a comparison table is created to determine which vendor offers the highest quality at the lowest possible price. Payment methods for vendors and service providers are NEFT and cheque. Both teaching and non-teaching staff members' accounts are directly credited with their salaries. Every year, balance sheets and accounts for income and expenses are created. Regular financial audits are carried out by chartered accountants and institutions publish their annual balance sheet and audit reports. Internal Academic Audits are done and Monthly Reports are maintained by the institute. The Code of Conduct for teachers, non-academic employees and students is displayed on BCM website. Employees' personal files are maintained. The institution complies with the Panjab University's Academic Calendar and Internal Assessment norms in text and spirit.

File Description	Documents
Reports indicating the efforts made by the institution towards maintenance of transparency	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic plan is effectively deployed Describe one activity successfully implemented based on the strategic plan with details of deployment strategy, during the year in not more than 100 - 200 words

Institutional Strategic plan is effectively deployed by taking consideration of various aspects of teacher education programme. One activity successfully implemented based on the strategic plan is the placement of our students in various schools. On April 21, 2023, Placement cell of BCM College of Education organised a placement drive for the students of outgoing batches. Several reputed schools of Ludhiana participated in the drive. Students very effectively answered the question asked by Senior teachers and coordinators from schools. With the wide range of schools on the college campus, students had a great learning experience which was both informative and enjoyable. The placement drive included following schools:

- BCM Senior Secondary School Dugri
- BCM Senior Secondary School Focal Point
- BCM Senior Secondary School Basant City
- BVM School Sector 39
- Darshan Academy Tajpur Road

- Rs Model Senior Secondary School
- RK School bhamiya Road
- Decent Public School
- Garden Valley School

After the placement drive, there was a feedback session, in which teachers from different schools shared their experiences. The coordinators and teachers appreciated the efforts of college and even recruited students for the coming session.

File Description	Documents
Link to the page leading to Strategic Plan and deployment documents	<a href="http://www.bcminstitutes.org/images/docs/Strategic_plan_2022_23.pdf">http://www.bcminstitutes.org/images/docs/Strategic_plan_2022_23.pdf</a>
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant 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. Describe the functioning of the institutional bodies in not more than 100 - 200 words.

To expedite the academic operation of the institute, the administrative setup, staff appointments and service regulations and procedures are closely adhered to Punjab University guidelines. For curriculum transactions, the College adheres to the academic schedule that the University specifies. The college uses a democratic setting to put the several plans and guidelines that are discussed at management committee meetings into practice. Committees, Cells and Clubs facilitate decentralized organization of a variety of activities. Each Committee is chaired by a coordinator and consists of a group of dedicated teachers. The Process of Recruitment of the faculty is done as per Panjab University/National Council for Teacher Education Guidelines Service Books of all the teaching and non-teaching staff are maintained and an Annual Increment are given to Staff Members as per Panjab University Guidelines. For Staff Welfare, the Institution facilitates staff with gifts/outings on Teachers' Day to Teaching Staff and gifts is given to supporting Staff as a token of gratitude on Diwali festivals.

File Description	Documents
Link to organogram on the institutional website	<a href="http://www.bcminstitutes.org/BrainBehind.asp">http://www.bcminstitutes.org/BrainBehind.asp</a> <a href="#">x</a>
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**6.2.3 - Implementation of e-governance are in the following areas of operation Planning and Development Administration Finance and Accounts Student Admission and Support Examination System Biometric / digital attendance for staff Biometric / digital attendance for students**

All of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Screen shots of user interfaces of each module	<a href="#">View File</a>
Annual e-governance report	<a href="#">View File</a>
Geo-tagged photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

6.2.4 - Effectiveness of various bodies / cells / committees is evident through minutes of meetings and implementation of their resolutions / decisions Describe one decision based on the minutes of the meetings of various Bodies / Cells / Committees which is successfully implemented in not more than 100 - 200 words.

All the cells and committees coordinators worked collectively for the implementation of strategic plan discussed during different meetings. One decision based on the minutes of the meeting was to organise the TalentDevelopment Cell Activities. The objectives of Talent Development Cell was to enhance the requisite skills and boosting the confidence of future teachers and to provide opportunities for the development of communication skills so that they can be recruited, awarded and retained in the institution. Moreover, the sole aim of the cell is to develop the future teachers holistically. To achieve the target the student were divided into four houses i.e. Mars, Mercury, Venus and Jupiter house. Intra-house activities were organized Talent Development Cell organized Skills 'N' Thrills Inter House Competitions for Talent Retention in

**Extempore, Poem Recitation, Declamation, Role Play, Story Telling, Ad- Mad Show and Power Point Presentation on April 13, 2023. Mercury House was adjudged the Best House.**

File Description	Documents
Minutes of the meeting with seal and signature of the Principal	<a href="#">View File</a>
Action taken report with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 6.3 - Faculty Empowerment Strategies

6.3.1 - Effective implementation of welfare measures for teaching and non-teaching staff is in place  
Describe the existing welfare measurements for teaching and non-teaching staff and their implementation in not more than 100 - 200 words

BCM College of Education provides a variety of welfare benefits to its teachers and non-teaching staff. Employees Provident Fund, Employee State Insurance(ESI), Labour Welfare and Gratuity are applicable to all the employees as per government norms. The Teaching staff is also provided with Study Leave, Casual Leave, opportunities to attend FDP, seminars/workshops and orientation and refresher. The institute honours teaching staff by organizing Lunch and Gift on the Teachers' Day. The supporting staff is felicitated with sweets and gifts on the eve of Diwali. Concession in Tuition Fees is given to wards of the employees working in the organization. Free Uniforms are provided to Non-Teaching staff twice a year.

File Description	Documents
List of welfare measures provided by the institution with seal and signature of the Principal	<a href="#">View File</a>
List of beneficiaries of welfare measures provided by the institution with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

00

File Description	Documents
Data as per Data Template	No File Uploaded
Institutional Policy document on providing financial support to teachers	No File Uploaded
E-copy of letter/s indicating financial assistance to teachers	No File Uploaded
Certificate of participation for the claim	No File Uploaded
Certificate of membership	No File Uploaded
Income Expenditure statement highlighting the financial support to teachers	No File Uploaded
Any other relevant information	No File Uploaded

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

02

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Brochures / Reports along with Photographs with date and caption	<a href="#">View File</a>
List of participants of each programme	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**6.3.4 - Number of teachers undergoing online / face to face Faculty Development Programmes (FDPs) viz., Orientation Programme and Refresher Course of the ASC / HRDC, Short Term Course and any other similar programmes**

06

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Copy of Course completion certificates	<a href="#">View File</a>
Any other relevant information	No File Uploaded

6.3.5 - The institution has a performance appraisal system for teaching and non-teaching staff Describe the process of performance appraisal system for teaching and non-teaching staff in not more than 100 - 200 words.

Teachers are required to update themselves professionally through keeping record of teaching activity and academic contribution in terms of participation in conferences/seminars, workshops and FDPs, contribution to organizational culture of the College including extra-curricular, co-curricular and administrative duties assigned to them. Teachers are required to fill the Annual Performance Appraisal Report in the light of above records and submit the same along with Performance Based Appraisal system form and relevant supporting documentary evidence to the College.

File Description	Documents
Proforma used for performance appraisal for teaching and non-teaching staff with seal and signature of the Principal	<a href="#">View File</a>
Performance Appraisal Report of any three teaching and three non-teaching staff with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

#### 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal or /and external financial audit regularly Describe the process of internal and external financial audits along with the mechanism for settling audit objections, if any, during the year in not more than 100 - 200 words

In Internal Audit, every purchase or repair purchase order is placed & duly signed vouchers are passed by the Accountant, Principal, and Secretary of the managing committee. Vouchers of the vendors are passed before making Payments. IQAC cell of the college organized a meeting to discuss the schedule of Internal Academic Audit to be conducted in the month of June, 2022. Annual Physical Stock Taking was done by Internal Quality Assurance Cell (IQAC) in order to keep

a comprehensive check on the records and stock registers and keep them updated. External Audit is done by statutory auditors appointed by management. Income and Expenditure account, balance sheet & depreciation chart is duly signed by Secretary, Principal & Chartered Accountant.

File Description	Documents
Report of Auditors of during the year signed by the Principal.	<a href="#">View File</a>
List of audit objections and their compliance with seal and signature of the Principal	No File Uploaded
Any other relevant information	No File Uploaded

#### 6.4.2 - Funds / Donations received from non-government bodies, individuals, philanthropists averaged over the year (not covered in Criterion III)(INR in Lakhs)

00

File Description	Documents
Data as per Data Template	No File Uploaded
Income Expenditure statements highlighting the relevant items with seal and signature of both the Chartered Accountant / Principal	No File Uploaded
Copy of letter from the NGO / Individual / Philanthropists stating the Fund / Donation given	No File Uploaded
Any other relevant information	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources are in place. Describe the procedure of mobilization of funds and its optimal utilization in not more than 100 - 200 words.

A streamlined process is followed for funds mobilization and utilisation of resources. Proposed Budget and its utilization is approved every year during the meeting of college managing committee. Funds are utilized for Salaries, Purchases and Maintenance Purposes. Income and expenditure account is maintained to manage the mobilization of funds and the optimal utilization of resources.

File Description	Documents
Documentary evidence regarding mobilization and utilization of funds with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) or any other mechanism has contributed significantly for institutionalizing the quality assurance strategies Describe the process adopted by the institution for quality assurance through IQAC or any other mechanism in not more than 100 - 200 words

**IQAC, being the nodal cell, conducts regular meetings for improving quality in all the areas of the institute. An adequate and consistent system of monitoring and refinement is adopted to improve the academic and administrative performance of the institution. IQAC suggests measures for quality enhancement through application of best practices. IQAC plans, prepares and facilitates execution of the best practices for enhancing quality with the support of all the concerned coordinators. It also reviews the performance of the institution and discusses the scope for new initiatives to be implemented in the Institute. The scope of functioning of IQAC is wide enough from planning and preparing, to coordinating activities of all functional teams for upkeeping, maintaining the effective functioning of quality systems at BCM, organising internal academic audits. IQAC felicitates the institution to fill the AQARs every year.**

File Description	Documents
List of activities responsible for ensuring quality culture in the Institution with seal and signature of the principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

6.5.2 - The institution reviews its teaching-learning process periodically through IQAC or any other mechanism Describe the process adopted by the institution for reviewing Teaching-Learning Process periodically in not more than 100 - 200 words.

**The teaching learning process, structures and methodology of operations and learning outcomes are reviewed consistently by IQAC for quality improvement. The IQAC reviews the quality of teaching learning process, curriculum and methodology. All the pivotal issues like Internal Academic Audit, Strategic Planning of the institution, organisation of webinars of national repute, Organisation of**

Workshops/ Seminars, conducting meetings for Youth festival, Panjab University, Skill in Teaching competitions and Faculty Development Programmes are planned and reviewed by IQAC. IQAC, continuously tries to improve the quality perspective of institute through planning and review meetings, communicating through personal feedback and staff meetings. IQAC has contributed through various strategies like Arranging Remedial classes for weak students and Booster Classes for bright students. To bridge the gap between skills possessed by the students teachers and their content knowledge base IQAC conducted Content Based Employability Workshops from Dec, 26,2022 to Jan. 04, 2023

File Description	Documents
Appropriate documents to show the visible improvement/s in Teaching-Learning Process with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 6.5.3 - Number of quality initiatives taken by IQAC or any other mechanism for promoting quality culture during the year

6

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Report of the work done by IQAC or other quality mechanisms	<a href="#">View File</a>
List of quality initiatives undertaken by IQAC / other quality mechanism signed by the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**6.5.4 - Institution engages in several quality initiatives such as Regular meeting of Internal Quality Assurance Cell (IQAC) or other mechanisms; Feedback collected, analysed and used for improvements Timely submission of AQARs (only after 1st cycle) Academic Administrative Audit (AAA) and initiation of follow up action Collaborative quality**

Two of the above

**initiatives with other institution(s)**  
**Participation in NIRF**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Link to the minutes of the meeting of IQAC	<a href="http://www.bcminstitutes.org/documents/naac/Minutes of Meeting 2022 23.pdf">http://www.bcminstitutes.org/documents/naac/Minutes of Meeting 2022 23.pdf</a>
Link to Annual Quality Assurance Reports (AQAR) of IQAC	<a href="http://www.bcminstitutes.org/Naac.aspx">http://www.bcminstitutes.org/Naac.aspx</a>
Consolidated report of Academic Administrative Audit (AAA)	<a href="#">View File</a>
e-Copies of the accreditations and certifications	<a href="#">View File</a>
• Supporting document of participation in NIRF	No File Uploaded
Feedback analysis report	No File Uploaded
Any other relevant information	No File Uploaded

6.5.5 - Institutions keeps track of the incremental improvements achieved in academic and administrative domains of its functioning through quality assurance initiatives For first cycle: Describe two examples to show incremental improvements achieved within the institution during the year in not more than 100 - 200 words each For second and subsequent cycles: Describe two examples to show incremental improvements achieved within the institution due to quality initiatives since the previous accreditation in not more than 100 - 200 words each

BCM has achieved the number of incremental improvements and examples in this respect are mentioned below:- First cycle: BCM has achieved the number of incremental improvements and examples in this respect are mentioned below:- First cycle: 1. BCM College of Education was awarded by NCERT, New Delhi with Cash Price for participation in All India Competition on Innovative practice and experiments in education for school and educational institutions. The Project entitled "Effect of Mobile Learning on Achievement on B.Ed Students" was presented by Dr. Khushwinder Kumar, Principal, Dr. Monika Sethi, Team Leader and Ms. Gagandeep Kaur, Project Coordinator. \* 2. Publication of Book Reviews in the form of book 'Reverberates' with ISBN978-93-84507-75-6. 3. Skill Will Week Second Cycle- 1. \*NCERT, New Delhi awarded the project entitled "Soft Skills Education Programme to Foster Communication and Employability Skills among Pupil Teachers" in All India Competition on Innovative Practices

presented by Dr. Monika Sethi, Team Leader and Dr. Jasdeep Kaur, Project Coordinator.\* 2.Need-Based Remedial Coaching · Third Cycle-1. NCERT, New Delhi awarded the project entitled " Skills Development Programme to Prepare Competent Teachers" in All India Competition on Innovative Practices. 2. Skill Enhancement Week3. Talent Development Cell Activities

File Description	Documents
Relevant documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

7.1.1 - Institution has a stated energy policy streamlining ways of energy conservation, use of alternate sources of energy for meeting its power requirements Describe the institution's energy policy streamlining ways of energy conservation, use of alternate sources of energy for meeting its power requirements in not more than 100 - 200 words.

Consuming large amount of energy has a negative impact on environment. The college promotes energy conservation practises within the premises. Students and teachers practice energy conservation in the college. They turn off overhead lights while leaving the room and utilise natural sunlight. Computers,monitors,projectors,printers etc are turned off when not in use.Window blinds are opened up to allow natural sunlight. This helps in reducing overall power consumption.Energy consumption is minimised by using ENERGY STAR label equipments such as computers, refrigerators, air-conditioners. Students and teachers are encouraged to make use of digital platforms for sharing information and submitting assignments.This helps to minimise use of paper. Students were encouraged to use recycle bins in classrooms, corridors, doors, canteens, etc. The college has vermi compost pit which generates eco friendly compost to be used for gardening .Eco-club of the college creates awareness by celebrating various days such as Energy Conservation day, Environment Day and by organising plantation drives, rallies etc.Water is also conserved by turning of facets ,repairing leaking pipes etc.

File Description	Documents
Institution's energy policy document	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.2 - Institution has a stated policy and procedure for implementation of waste management Give a brief note on the institution policy for waste management along with its implementation procedure in not more than 100 - 200 words.

The institution has waste management policy for disposing off dry and wet waste management by practicing waste segregation. It includes separating waste into dry waste and wet waste. The administrative supervisor ensures that the waste is collected at regular intervals. This waste is segregated and thrown into separate dustbins meant for dry and wet waste. The college has contract with A 2 Z Waste Management Company that collects waste from the designated places, segregates them, recycles them and disposes them at authorized land fills. Segregation of Solid Waste and wet waste is done on daily basis. To make the best use of waste water from AC and water filters, the college uses the strategy of reusing this water in watering the plants in the institution. Rainwater harvesting pit is there which is monitored regularly. The college is also taking initiative to go paperless in several official and academic work, thus reducing the wastage of paper. Instead of taking paper assignments and CD'S from students, data is taken in Pen drives or students upload their pdfs of the assignments and other sessional and project work through emails provided by the subject incharges.

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.3 - Institution waste management practices include Segregation of waste E-waste management Vermi-compost Bio gas plants Sewage Treatment Plant**

Two of the above

File Description	Documents
Documentary evidence in support of each selected response	<a href="#">View File</a>
Geo-tagged photographs	<a href="#">View File</a>
Income Expenditure statement highlighting the specific components	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.4 - Institution has water management and**

Three of the above

**conservation initiatives in the form of 1. Rain water harvesting 2. Waste water recycling 3. Reservoirs/tanks/ bore wells 4. Economical usage/ reduced wastage**

File Description	Documents
Income Expenditure statement highlighting the specific components	No File Uploaded
Documentary evidence in support of the claim	<a href="#">View File</a>
Geo-tagged photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.5 - Institution is committed to maintenance of cleanliness, sanitation, green cover and providing a pollution free healthy environment Describe the efforts of the institution towards maintenance of cleanliness, sanitation, green cover and providing a pollution free healthy environment in not more than 100 - 200 words

Institution promotes clean and green campus by adopting several environment friendly practices. The institution is itself located in clean and pollution free environment away from the city. Eco club of the college encourages the students to adopt ecofriendly practices such as use of paper bags ,cloth bags ,saving electricity and water etc. Every year several important days such as environment day, earth day etc. Are celebrated to generate awareness among the students. The institution maintains its green cover by organising plantation drives and cleanliness campaigns regularly with the assistance of gardener appointed for the purpose. For the maintenance of goodhygiene and sanitation, regular service staff is there. The provision of waste bins in every room, around corridors etc. Water filters are also installed at different places for clean drinking water. The cleanliness of classrooms is also done on daily basis. The institution also provides environmental education subject and gardening craft to develop the right attitude for saving environment.

File Description	Documents
Documents and/or photographs in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.6 - Institution is committed to encourage**

Three of the above

**green practices that include Encouraging use of bicycles / E-vehicles Create pedestrian friendly roads in the campus Develop plastic-free campus Move towards paperless office Green landscaping with trees and plants**

File Description	Documents
Videos / Geotagged photographs related to Green Practices adopted by the institution	<a href="#">View File</a>
Circulars and relevant policy papers for the claims made	<a href="#">View File</a>
Snap shots and documents related to exclusive software packages used for paperless office	<a href="#">View File</a>
Income- Expenditure statement highlighting the specific components	<a href="#">View File</a>

#### **7.1.7 - Number of expenditure on green initiatives and waste management excluding salary component during the year (INR in Lakhs)**

**0.18**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Income Expenditure statement on green initiatives, energy and waste management	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

7.1.8 - Institution puts forth efforts leveraging local environment, locational knowledge and resources, community practices and challenges. Describe institution's efforts showcasing the way it leverages local environment, locational knowledge and resources, community practices and challenges in not more than 100 - 200 words

**The institution strives to promote value based education and adopts practices to preserve the ecosystem. The eco club and NSS wing of the college work in collaboration to sensitize and generate awareness among students and local residents. Environmental issues such as global warming ,climatic change , resource depletion ,pollution ,etc are address through extension lectures ,rallies,etc.Plantation drives and cleanliness campaign both inside and outside the campus**

are a regular feature of the institution. Various National and international days such as National science day, environment day, NSS day, AIDS day, etc. are celebrated every year to develop environmental consciousness. NSS wing of the institution has adopted two government schools and supporting them by organising workshops, donating audio visual aids etc. One of the best practices of the NSS wing is the, "kind heart movement" in which clothes, eatables etc are donated to needy people of the community.

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

A. All of the above

File Description	Documents
Copy of the Code of Conduct for students, teachers, administrators and other staff of Institution / Affiliating University	<a href="#">View File</a>
Web-Link to the Code of Conduct displayed on the institution's website	<a href="#">View File</a>
Reports / minutes of the periodic programmes to appraise adherence to the Code of Conduct	No File Uploaded
Details of the Monitoring Committee, Professional ethics programmes, if any	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices (as per NAAC format given on its website)  
Describe any two best practices successfully implemented by the institution as per NAAC format

### Best Practice I

**Title of The Practice: Content-Based Employability Workshop**

#### Objectives

- To enhance the content mastery of Future Teachers.
- To help students to identify various skills required for the world of work.
- To empower students with a set of employability to make them competitive in the job market.
- To bridge the gap between skills possessed by the students teachers and their content knowledge base.
- To focus on jump starting the writing process, qualities of a strong writer and critical components of strong academic writing.

### Best Practice II

**Title of the Practice : National Service Scheme**

#### Objectives

- To identify the needs and problems of the community and involve NSS volunteers in problem solving process.
- To develop a sense of social and civic responsibility among NSS volunteers.
- To extend helping hand to the needy section of the society.
- To inculcate the values like cooperation, coordination, sharing and caring amongst youth of nation.
- To create a happy and peaceful world by spreading smiles.

File Description	Documents
Photos related to two best practices of the Institution	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.3 - Institutional Distinctiveness

7.3.1 - Performance of the institution in one area of distinctiveness related to its vision, priority and thrust Describe the institutional performance in one area of distinctiveness related to its vision,

priority and thrust in not more than 100 -200 words

### **DISTINCTIVENESS (Research on Happiness Among Adolescents)**

**2022-2023**

During Session 2022-23, institute conducted a study on Happiness among adolescents. The present study aimed to measure adolescents' Happiness on a sample of secondary and senior secondary school students. The sample consisted of 400 (200 of IXth class and 200 of XIth class) randomly selected male and female students of Private schools of Ludhiana District. The Oxford Happiness Questionnaire (OHQ, Hills & Argyle, 2002): An improved instrument, the Oxford Happiness Questionnaire (OHQ), has been derived from the Oxford Happiness Inventory, (OHI) was used for the present study t-test was used to ascertain the difference between mean scores of the variable under study.

File Description	Documents
Photo and /or video of institutional performance related to the one area of its distinctiveness	<a href="#">View File</a>
Any other relevant information	No File Uploaded