



ABAR of 2012-13

**INSTRUCTIONS:**

This questionnaire is designed to make a survey of the basic processes related to quality management efforts in your institution. The survey consists of five sections.

1. General Profile
2. IQAC (Internal Quality Assurance Cell) activities
3. Academic and Research Outputs
4. Student Mentoring and Support System
5. Governance and Innovation

The activities of the institution in the above five sections or in other relevant areas are being surveyed to create a quality profile for the year in relation to institutional vision and goals. The survey results would enable the institution and IQAC to create a quality index profile, which would be a self learning exercise. Apart from the responses to the online survey, all the evidence are to be sent to NAAC to audit and to create an output profile of the institution in relation to NAAC core values on higher education.

This would enable NAAC to make a diagnostic survey of national higher education scenario and the feedback will be provided to each participating institution.

No judgement or categorization on institutional quality is intended. However, incremental growth profile of the institution for every year will be consolidated and the accreditation / reaccreditation process SSR/RAR will be prepared based on the survey response pattern by the concerned institution.

### **1. Kindly provide the details of the institution**

Name of Institution : B.C.M College of Education, Ludhiana  
Year of Establishment of the Institution : 1998  
Address Line 1 : B.C.M College of Education, Sec. 32A, Chd. Road,  
Urban Estate, Ludhiana.  
Address Line 2 :  
City/Town : Ludhiana  
State : Punjab  
Postal Code : 141010  
Email Address : [bcmcollege@gmail.com](mailto:bcmcollege@gmail.com)

### **2. NAAC Accreditation/ Reaccreditation Details**

Year of Accreditation/Reaccreditation : 2009  
Current Grade : A  
CGPA : 3.10

**3. Institutional Status** : Self Financed

### **4. Contact Person Details**

Name of Head of Institution : Dr. Khushvinder Kumar  
Contact Phone : 98148-14477  
Email : [dr.khush01@gmail.com](mailto:dr.khush01@gmail.com)  
Website URL : [www.bcminstitutes.org](http://www.bcminstitutes.org)  
Name of IQAC Coordinator : Dr. Monika Sethi  
Email : [monikasethi840@gmail.com](mailto:monikasethi840@gmail.com)

## SECTION I

This section is related to institutional goals, vision and mission, academic programmes and activities, strategies and action plans for institution building.

### **5. Number of academic programmes existing ( Enter a number; 0 for nil)**

Undergraduate (BA/B.Sc./B.Com etc.)	:	0
Post Graduate (MA/M.Sc./M.Com etc.)	:	0
Research Programmes (M.Phil/P.hD)	:	0
Certificate Programmes	:	0
Professional Programmes (B.Tech/M.Tech/B.Ed/M.Ed/Medicine/Pharmacy/Paramedical/Nursing etc)	:	02
Other value added programmes	:	01
Any other programme offered (Specify)	:	0

### **6. Details on Programme Development ( Enter a number; 0 for nil)**

New programmes added during the year	:	01
New programmes designed	:	01
Programmes under revision	:	0
Interdepartmental collaborative programmes	:	0
Inter institutional collaborative programmes	:	0
Number of review committee recommendations implemented (Total)	:	02
Number of NAAC peer team recommendations implemented	:	02
Number of UGC/any other expert committee recommendations implemented	:	0
Number of review committee recommendation under implementation	:	0
Number of NAAC peer team recommendations under implementation	:	0
Number of UGC/ any other expert committee recommendations under implementation	:	0

### **7. Faculty Details ( Enter a number; 0 for nil)**

Total faculty strength required as per norms for all programmes	:	21
Total faculty on rolls	:	21
Faculty added during the year	:	0
Faculty positions vacant	:	0
Faculty left during the year	:	0
Total number of visiting faculty	:	0
Total number of guest Faculty	:	0

### **8. Qualification of Faculty**

PhD and Above	:	06
MPhil	:	11
Masters	:	21
Any other (Specify)	:	00

### **9. Faculty qualification improvement**

PhD awarded to existing faculty	:	01
MPhil awarded to existing faculty	:	00
Any other degree awarded to existing faculty	:	01

### **10. Administrative Staff Details ( Enter a number; 0 for nil)**

Administrative staff (total sanctioned)	:	03
Administrative staff (Actual strength)	:	03
Added during the year of reporting	:	0
Left during the year	:	0
Number of posts vacant	:	0

### **11. Technical Support Staff Details ( Enter a number; 0 for nil)**

Technical Support Staff (Total sanctioned strength)	:	05
Technical Support Staff (Actual strength)	:	05
Added during the year	:	0
Left during the year	:	0
Number of posts vacant	:	0

## SECTION II

This section surveys the quality sustenance and development activities during the year taken up by IQAC. It reflects quality management structure, strategies, and processes which would enhance academic quality of the institution as perceived by faculty, students, alumni, and other stakeholders (social perception of the institution) inline with the vision, mission and goals of the institution.

### 12. Establishment details

Year of establishment of IQAC : 21 /05 /2007

### 13. Composition of IQAC (Enter a number; 0 for nil)

Number of IQAC members	:	06
Number of Alumni in IQAC	:	04
Number of Students in IQAC	:	04
Number of Faculty in IQAC	:	03
Number of Administrative Staff in IQAC	:	01
Number of Technical Staff in IQAC	:	01
Number of Management Representatives	:	01
Number of External experts in IQAC	:	00
Number of any other stakeholder and community representatives	:	0

### 14. IQAC Meetings

Number of IQAC meetings held during the year : 09

### 15. Whether Calendar of activities of IQAC formulated for the accademic year

- YES

### **16. IQAC Plans for Development ( Enter a number; 0 for nil)**

Number of academic programmes proposed	:	0
Number of value added programmes proposed	:	01
Number of skill oriented programmes proposed	:	01
Number of faculty competency and development programmes proposed :		04
Number of other staff development programmes proposed	:	01
Number of student mentoring programmes proposed	:	05
Number of cocurricular activities proposed	:	08
Number of inter departmental cooperative schemes proposed	:	01
Number of community extension programmes proposed	:	01
Any other programmes proposed (Specify)	:	0

### **17. IQAC Plans for development & Implementation ( Enter a number; 0 for nil)**

Number of academic programmes implemented	:	00
Number of value added programmes implemented	:	01
Number of skill oriented programmes implemented	:	01
Number of faculty competency and development programmes implemented	:	04
Number of other staff development programmes implemented	:	01
Number of student mentoring programmes implemented	:	05
Number of cocurricular activities implemented	:	08
Number of inter departmental cooperative programs implemented	:	01
Number of community extension programmes implemented	:	01
Any other programmes suggested that are implemented (Specify)	:	00

**18. IQAC Seminars and Conferences (Enter a number; 0 for nil)**

Number of seminars/conferences/ workshops organized by IQAC within the institution	:	02
Number of participants from the institution	:	24
Number of participants from outside	:	315
Number of external experts invited	:	10
Number of external conferences/seminars/ workshops on institutional quality attended	:	01
Number of events conducted with IQACs of other institutions as collaborative programs	:	00

**19. Did IQAC receive any funding from UGC during the year?**

- No

**20. If the response to Qn. 18 is Yes, please provide the amount received from UGC- (Input 0 if NA/NIL) Any other source including internal financial support from the management (Specify amount)**

Amount Received from UGC	:	00
Amount Received from any other source including the college management	:	00

**21. Any significant contribution made by IQAC on quality enhancement during current year**

**(Please provide details in bullet format)**

- NAAC sponsored national level seminar on Quality Culture in Education on Mach 8& 9, 2013 was organized. Dr. K. Rama, Regional Director Northern Region delivered keynote address. Ten resource persons were invited. 315 educationists, Academicians, Scholars attended the seminar and 129 papers were published in the form of book 'Resurgence of Education' with ISBN No.: 978-81-923919-6-0.

### SECTION III

In this section the events, activities, and outputs in the field of research and academic areas are being surveyed.

#### **22. Academic Programmes**

Number of new academic programmes developed or designed by faculty	:	01
Number of faculty members involved in curriculum restructuring/revision/syllabus development	:	21
Number of programmes in which evaluation process reformation taken up and implemented	:	00
Number of active teaching days during the current academic year	:	192
Average percentage of attendance of students	:	90%
Percentage of classes engaged by guest faculty and temporary teachers	:	00
Number of self financed programmes offered	:	B.Ed. & M.Ed.
Number of aided programmes offered	:	00
Number of programmes discontinued during the year	:	00

#### **23. Whether any systematic student feedback mechanism is in place?**

- YES

#### **24. Feedback Details (If answer to Question 20 is Yes)**

Percentage of courses where student feedback is taken	:	100%
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#### **25. Is feedback for improvement provided to the faculty?**

- YES



## 26. Faculty Research, Projects, and Publication details for the year

Number of major research projects undertaken during the year	:	00
Number of minor research projects undertaken during the year	:	00
Number of major ongoing projects	:	00
Number of minor ongoing projects	:	00
Number of major projects completed	:	00
Number of minor projects completed	:	00
Number of major project proposals submitted for external funding	:	00
Number of minor project proposals submitted for external funding	:	00
Number of research publications in peer reviewed journals	:	28
Number of research publications in International peer reviewed journals	:	02
Number of research publications in National peer reviewed journals	:	26
Number of research papers accepted for publication in international peer reviewed journals	:	00
Number of research papers accepted for publication in national peer reviewed journals	:	00
Average of impact factor of publications reported	:	00
Number of books published	:	02
Number of edited books published	:	02
Number of books (single authored) published	:	02
Number of books (coauthored) published	:	00
Numbers of conferences attended by faculty	:	07
Number of international conferences attended	:	00
Number of national conferences attended	:	07
Number of papers presented in conferences	:	13
Number of papers presented in international conferences	:	00
Number of papers presented in national conferences	:	13
Number of conferences organized by the institution	:	01
Number of faculty acted as experts resource persons	:	12
Number of faculty acted as experts resource persons international	:	00
Number of faculty acted as experts resource persons national	:	12
Number of collaborations with international institutions	:	00
Number of collaborations with national institutions	:	00
Number of linkages created during the year	:	00
Total budget for research for current year as a percentage of total institution budget	:	00
Amount of external research funding received in the year	:	00
Number of patents received in the year	:	00
Number of patents applied for in the year	:	00
Number of research awards/ recognitions received by faculty and research fellows of the institute in the year	:	00
Number of PhDs awarded during the year	:	01
Percentage of faculty members invited as external experts/resource persons/reviewers/referees	:	57%

or any other significant research activities

#### SECTION IV

This section deals with Student Mentoring and Support System existing in the institution. This includes student activities, mentoring, and opportunities for development and inclusive practices.

### 27. Student Details and Support Mechanisms

The total intake of students for various courses (Sanctioned)	:	315
Actual enrollment during the year	:	280 in B.Ed., 35 in M.Ed.
Student dropout percentage during the year	:	2.189% in B.Ed., 5.71% in M.Ed.
Success percentage in the final examination across the courses	:	100% in B.Ed., 100% in M.Ed.
Number of academic distinctions in the final examination and percentage	:	148 in B.Ed. & 28 in M.Ed.
Number of students who got admitted to institutions of national importance	:	01
Number of students admitted to institutions abroad	:	00
Number of students qualified in UGC NET/ SET	:	02
Number of students qualified GATE/ CAT/ other examination (Specify)	:	00

### 28. Does student support mechanism exist for coaching for competitive examinations?

- Yes

### 29. Student participation, if response is yes to Qn. 27

Number of students participated	:	26
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### 30. Does student counselling and guidance service exist?

- Yes

### 31. Student participation, if answer to Qn. 29 is yes

Number of students Participated	:	03
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### 32. Career Guidance

Number of career guidance programmes organized	:	14
Percentage of students participated in career guidance programmes	:	100%

**33. Is there provision for campus placement?**

- Yes

**34. If yes to Qn. 32**

Number of students participated in campus selection programmes	:	150
Number of students selected for placement during the year	:	82

**35. Does gender sensitization program exist?**

- Yes

**36. If Answer is Yes to Qn 34**

Number of programmes Organized	:	01
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### **37. Student activities**

Number of students participated in external cultural events	:	80
Number of prizes won by students in external cultural events	:	37
Number of cultural events conducted by the institute for the students	:	03
Number of students participated in international sports and games events	:	00
Number of students participated in national level sports and games events	:	00
Number of students participated in state level sports and games events	:	00
Number of students participated in university level sports and games events	:	04
Number of prizes won by students in international sports and games events	:	00
Number of prizes won by students in national level sports and games events	:	00
Number of prizes won by students in state level sports and games events	:	00
Number of prizes won by students in university level sports and games events	:	01
Number of sports and games events conducted by the institute for the students	:	01

### **38. Composition of students**

Percentage of Scheduled Caste	:	9.28% in B.Ed., 20% in M.Ed.
Percentage of Scheduled Tribe	:	00%
Percentage of other backward communities	:	21.4% in B.Ed., 2.85% in M.Ed.
Percentage of women students	:	95.71% in B.Ed., 77.14% in M.Ed.
Percentage of physically challenged	:	0.35% in B.Ed., 00% in M.Ed.
Percentage of rural students	:	12.5% in B.Ed., 28.57% in M.Ed.
Percentage of urban Students	:	87.5% in B.Ed., 71.43% in M.Ed.

### **39. Scholarships and Financial Support**

Number of students availing financial support from the institution	:	11
Amount disbursed as financial support from the institution	:	44000
Number of students awarded scholarship from the institution	:	67
Number of students received notable national/international achievements/recognition	:	00

### **40. Student initiatives**

Number of community upliftment programmes initiated by students	:	01
Number of literary programmes initiated by students	:	01
Number of social action initiatives based on science / environment initiated by students	:	01
Number of student research initiatives	:	00

## SECTION V

This section surveys the Governance and Innovation at the institution related to quality management. The educational management strategies adopted and in practice for achieving the objectives are focused.

### **41. Whether perspective plan for overall developmental activities is created?**

- Yes

### **42. If the answer for Qn. 40 is Yes, is the plan implemented and monitored?**

- Yes

### **43. Whether benchmarking is created for institutional quality management efforts?**

- Yes

### **44. If the answer to Question 42 is Yes, please list the benchmarking in various areas of development in bullet format**

- Shift in Classroom Pedagogy from traditional teaching to innovative practices by developing curriculum transaction modules.
- Strengthening of Mentoring system by conducting SWOT analysis of students and Teaching Practicing schools by M.Ed. students.
- Recoding and analysis of Macro lessons on the college portal for peer and teacher feedback.
- Qualitative refinement in portfolios of students to express themselves at effective level.
- Streamlining of practice programmes by observation of self, peer and school mentor recorded lessons.
- TET coaching provided to perspective teachers.

### **45. Is a Management Information System (MIS) in place?**

- Yes

### **46. If answer to question 45 is Yes, please provide details of MIS applied to**

1. Administrative procedures including finance	:	Yes
2. Student admission	:	Yes
3. Student records	:	Yes
4. Evaluation and examination procedures	:	Yes
5. Research administration	:	Yes
6. Others	:	Yes

(enter the respective details corresponding to the serial numbers)

- Management Information System is applied to administration procedure including finance, Library record, student admission through Data Soft Tech Software by a server installed in the college.

### **47. Existence of learning resource management**

e-database in library	Yes
ICT and smart class room	Yes
Elearning sources (e-Books,e-Journals)	Yes
Production of teaching modules	Yes
Interactive learning facilities	Yes

**48. Internal resource mobilization : Kindly provide the amount contributed**

Research	:	00
Consultancy and training	:	00
Student contribution	:	548000
Alumni contribution	:	00
Well-wishers	:	00

**49. Infrastructure and welfare spending: Please specify the amount**

Amount spent for infrastructure development	:	Rs. 1296889/-
Amount spent for student welfare	:	Rs. 44000/-
Amount spent for staff Welfare	:	Rs. 14733/-

**50. Is delegation of authority practiced?**

- Yes

**51. Does grievance redressal cell exist?**

Faculty	:	No
Students	:	Yes
Staff	:	No.

**52. Grievances received from faculty and resolved (Enter a number; 0 for nil)**

Number of grievances received	:	00
Number of grievances resolved	:	00

**53. Number of grievances received from students and resolved ( Enter a number; 0 for nil)**

Number of grievances received	:	01
Number of grievances resolved	:	01

**54. Number of grievances received from other staff members and resolved ( Enter a number; 0 for nil)**

Number of grievances received : 00  
Number of grievances resolved : 00

**55. Has the institution conducted any SWOT analysis during the year**

- Yes

**56. The SWOT analysis was done by internal or by external agency**

- Internal

**57. Kindly provide three identified strengths from SWOT Analysis (in bullet format)**

- Visionary and proactive management.
- Experienced and Well-qualified faculty to ignite the minds of Pupil Teachers.
- Well Stocked Library and Labs.
- Urban Location of college with connectivity
- Intake with good percentage

**58. Kindly provide three identified weaknesses from the SWOT analysis (in bullet format)**

- Monitoring system of auxiliary staff.

**59. Kindly provide two opportunities identified from the SWOT analysis (in bullet format)**

- A large pool of students seeking admission to the college.
- Up gradation of courses by adding new courses (ETT, NTT, B.Ed Special Education)
- NET caching can be provided for better placement of B.Ed./M.Ed. students.
- Special training on soft skills to enhance the employability skills

**60. Kindly provide two identified challenges/threats from SWOT analysis (in bullet format)**

- Lax Attitude of other Teacher Education Institutes regarding attendance and dummy seats.
- The narrowing scope of course by RTE.
- Another check to employment in the form of TET

**61. Identify any significant progress made by the institution towards achieving the goals and objectives during the year (list below in bullet format)**

- Add on course of Life and an Employability skill was started.
- TET Coaching to enhance employability skills.
- Strengthening of mentoring system to unearth and to enrich creative potential.

**62. How do you perceive the role of NAAC in the quality development of your institution (Suggestions in bullet format to be given below)**

- NAAC plays an important role in quality enhancement of Higher Education Institutes as it encourages the institutions for self evaluation, consultancy and quality related research studies.
- The formation of IQAC as mandatory by NAAC for all the accredited institutes helps in the internalization of Quality Culture and institutionalization of best practices.