



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		BISHOP BENZIGER COLLEGE OF NURSING
Name of the head of the Institution		Dr. Anooa K.R.
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04742765582
Mobile no.		8281302895
Registered Email		bbcon_official@yahoo.co.in
Alternate Email		bbconnaac@gmail.com
Address		PB No. 46, Sastri Junction
City/Town		Kollam
State/UT		Kerala
Pincode		691001
<b>2. Institutional Status</b>		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed
Name of the IQAC co-ordinator/Director	Prof. Annal Angeline
Phone no/Alternate Phone no.	04742765582
Mobile no.	8156869689
Registered Email	bbconnaac@gmail.com
Alternate Email	bbcon_official@yahoo.co.in

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.bbconkollam.org/wp-content/uploads/2019/07/aqar_report.pdf">http://www.bbconkollam.org/wp-content/uploads/2019/07/aqar_report.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://www.bbconkollam.org/wp-content/uploads/2020/11/Academic-Calendar-2019-20.pdf">http://www.bbconkollam.org/wp-content/uploads/2020/11/Academic-Calendar-2019-20.pdf</a>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.77	2016	10-Jul-2016	10-Jul-2021

### 6. Date of Establishment of IQAC

07-Jan-2015

### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Establishment of KUHS Affiliated Research	30-Nov-2019 1	300

Center		
Occupational English training Course	29-Feb-2020 1	65
Academic Management System	28-Jan-2020 1	37
International Conference via webinar on topic	23-Jul-2020 3	567
Webinar on Revised Guidelines for Assessment and Accreditation Framework (SSR)	02-Jun-2020 1	580
Feedback from all Stake holders	08-Sep-2020 1	300
Internal Academic Audit	29-Jan-2020 8	26
External Academic Audit	16-Oct-2020 6	26
Performance appraisal feedback meeting	03-Oct-2019 4	24
Students Satisfaction Survey	08-Sep-2020 1	192
<a href="#">View File</a>		

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
nil	nil	nil	2020 0	0
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<b>9. Whether composition of IQAC as per latest NAAC guidelines:</b>	Yes
Upload latest notification of formation of IQAC	<a href="#">View File</a>
<b>10. Number of IQAC meetings held during the year :</b>	4
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	<a href="#">View File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities</b>	No

during the year?

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

1. Orientation given to faculty members regarding the values of institutional accreditation and revised accreditation frame work 2. Organised 3 Days International Virtual Conference on the theme "Professional integrity during pandemics:"implication and challenges in nursing"from 23.07.20 25.07.20. 3.conducted curriculum workshop on 13.7.19.the new academic planning was communicated to the faculty members. 4.conducted performance appraisal for teaching and nonteaching staffs. 5. conducted students satisfaction survey, course feedback and parents feedback and analyzed the findings and submitted to head of the institution.

[View File](#)

**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achivements/Outcomes
Mentor -mentee meeting	Conducted as per schedule
Release of college magazine, Research bulletin, Alumni news letter	Released on 17.8.19
Anti-ragging awareness program /squad visit	Completed-register maintained
Performance Appraisal of Faculty	Completed and conducted feedback meeting with department teachers.
Orientation program for new admission-BSc (N)	Completed on 18.09.19-28.9.19
orientation classes for 2nd ,3rd and 4th year BSc nursing students	Conducted on 26.8.19
Institution curriculum workshop	Conducted on 13.07.20
Feedback from all . students BSc/MSc . Parents . Graduates . Peer . Employer . Employees	Completed and fed d back forms are analyzed and head of the institution communicated the findings to the concerned members.
Preparation of IQAC calendar, academic calendar . SNA calendar . NSS calenadr . UNAI calendar . Subject Calendar . Department Calendar	Completed . handed over to students/available in website
Submission of AQAR to NAAC	Submitted on 10.07.2019
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**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
BISHOP BENZIGER HOSPITAL SOCIETY GOVERNING BODY	19-Oct-2020
<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	Yes
Date of Visit	11-Mar-2020
<b>16. Whether institutional data submitted to AISHE:</b>	Yes
Year of Submission	2020
Date of Submission	03-Feb-2020
<b>17. Does the Institution have Management Information System ?</b>	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>Yes.The institution has academic management system.the modules used in the MIIS are institution details ,subjects details of subject allotment to faculty members for UG/PG courses.Time table the monthly timetable are planned and communicated to the students in th begining of th month.any change in tghe time tabl can be include at any time and consolidated report is taken at the nd of he month.Attendance are marked every hour by the respective subject teacher and attndance percentage of the students are communicated to them monthly and internal marks are entered in periodically and consolidated statement is generated for preparing progress report.leave manager has the options for type f leave and number of leaves available.the faculty can apply leave through this module.Fee manager has the provision for the students to pay online and the it is tally at the office.Students personal data ,students enrollment including alumni are available.the teachers ,students and non teaching staff can access MIS using their individual password and username.staff details are available according to the department of specialization.students survey and feedback forms are available and the</p>

feedback are collected and verified by the head of the institutional and messages to parents, students are communicated in time. the students have the option to view their attendance status and internal marks using their username and password. The institution has promoted paperless communication. Periodically the functioning of the system is monitored by the head of the institution. It is effectively used by the teaching, non-teaching staffs and students. Thus transparency is ensured in the institution .

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Bishop Benziger college of Nursing, Kollam, is currently practicing following mechanism for smooth running of curriculum. At the beginning of the Academic year, Curriculum Workshop is held on a regular basis. The entire syllabus of particular course is planned and divided among the respective faculty members. Later the planned schedule of subject is being discussed in the department meetings in which topics in the syllabus are distributed among the respective faculty members. The frequency of classes for each topic is decided in the meeting. Our college has adopted a software application "EDIN" to prepare the monthly timetable for UG and PG programme and attendance of the students are monitored through this system. The class coordinators prepare the master rotation plan and clinical rotation plan of each batch for conducting academic activities in an effective way. All the Head of the Department prepare calendar of events of the department for the new academic year. All Class coordinators prepare a plan for academic activities of the upcoming year. The respective subject faculty members prepare lesson plans in prior to the theory sessions. There is a well-established central library with open access system and department library for faculty members and students. Various innovative teaching methods based on various needs of different subjects are implemented for effective delivery of curriculum. The innovative technologies includes ICT enabled classroom, Simulation, OSCE (Objective Structured Clinical Examination), Research Projects, Quizzes, WhatsApp, Zoom platform, Google Classroom and Moodle Software. Project Works and Dissertation are submitted by Students as a partial fulfilment of the curriculum. UG, PG and Department researches are being published in state, National and International Journals. An effective and periodic evaluation system is maintained in the college. Regular Class Test, Sessional examination, Clinical Evaluation of Students, Model Theory and Practical examinations and Viva voce are conducted during every academic year. Remedial sessions, Subject clinics/Tutorial Classes are conducted based on the need of students. The class coordinators and subject in charge faculty members maintains the records and registers of students, academic and administrative activities. Finally, College Administration has a vital role in the monitoring and supervising academic and non-academic activities for successful functioning of the Programme. At the end of the academic year feedback are received from all stakeholders regarding the implementation of the curriculum and analyzed by

the head of the institution and the result is communicated to the faculty members .

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
nil	nil	30/10/2020	00	nil	nil

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
PhD or DPhil	MEDICAL SURGICAL NURSING	25/09/2020
PhD or DPhil	CHILD HEALTH NURSING	25/09/2020
PhD or DPhil	COMMUNITY HEALTH NURSING	25/09/2020
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#### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BSc Nursing	nil	30/10/2020

#### 1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

### 1.3 – Curriculum Enrichment

#### 1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Human Values Development Programme	23/10/2019	50
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#### 1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc Nursing	Mental Health Nursing	48
BSc Nursing	Community Health Nursing	96
BSc Nursing	Medical Surgical Nursing	10
BSc Nursing	Community Health Nursing	10
MSc Nursing	Medical Surgical Nursing	4
MSc Nursing	Obstetrics and	6

**1.4 – Feedback System**

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?  
(maximum 500 words)**Feedback Obtained**

Feedback system is an important part of assessment process. It has a significant effect on student's learning and has been described as the Most Powerful tool to enhance overall development of the institution. The feedback from different stakeholders including students, Teachers, Alumni, Employers, Alumni and Parents. The student's feedback are received at the end of every academic year. The students provide their suggestions regarding the entire course and subject teachers for overall improvement in teaching learning process. The Graduate feedback is taken at the end of the UG/PG Programme based on the academic, accommodation, infrastructure, transportation, teaching-learning, resources and overall opinion about the course. The subject/course feedback is taken from students at the end of the academic year based on covered the content in depth, completed the portion on time, used variety of teaching learning methods, used additional resource materials, answer paper corrected and given back and feedback given after the exam. The faculty members provide their feedback during the annual performance appraisal meeting, which is based on the individual performance, completion of theory/practical hours, career development programmes, undertaking research projects, presentations and Publications. The employer's feedback is taken from different institutions about our students performances as efficient staff nurses. The analysis is made base3d on Professional integrity, Professional Knowledge, Skill in Nursing Procedures, team spirit, Leadership Qualities, ability to work under Pressure, acceptance of responsibilities, communication Skill, Interest in Professional Development. The Alumni feedback is collected from students after completion of programme based on Physical Facilities, Clinical Facilities, Library, Research/Projects, Safety/ Security in Campus, Co- curricular activities and academic initiatives. The Parent teacher Association has an active role in development of curriculum. The meetings are conducted regularly. During the meeting, PTA members give their valuable opinion and suggestions that enhances in overall development of students curriculum. The feedback from different stakeholders has been carefully collected, recorded, analysed and documented well. The different areas where improvements are recommended, will be discussed in the respective meetings/departments. The Proposals given by different committee and department are discussed in the General Body meeting for necessary action. The achievements of the college are taken into consideration for further up gradation and development of campus.

**CRITERION II – TEACHING- LEARNING AND EVALUATION****2.1 – Student Enrolment and Profile**

2.1.1 – Demand Ratio during the year



Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc Nursing	B.Sc. Nursing	50	7535	50
MSc Nursing	Community Health Nursing	3	28	3
MSc Nursing	Child Health Nursing	5	28	2
MSc Nursing	Medical Surgical Nursing	5	28	4
PhD or DPhil	Community Health Nursing	1	1	1
PhD or DPhil	Child Health Nursing	3	3	3
PhD or DPhil	Medical Surgical Nursing	1	1	1

[View File](#)

## 2.2 – Catering to Student Diversity

### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	195	16	4	21	25

## 2.3 – Teaching - Learning Process

### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
25	25	5	6	1	7

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The mentor mentee system was initiated in the college since 2014. The mentor system is actively functioning the campus. Under the system there are 25 full time faculty members. Each faculty member is assigned with 7 to 8 students for mentoring. The mentor are allotted in the beginning of the academic year and the same faculty will be continuing the mentoring till the students graduates from the institutions each mentor maintains individual report book and it is verified by the head of the institution. The details schedule of mentor mentee list is displayed in the students notice board and communicated to the mentors. This academic new mentoring register is introduced. All the faculty members are oriented to the new mentor register. The out going batch students are replaced by the newly admitted 1st year students. The mentors conduct the periodical meetings and reports are maintained and verified by the head of the institution. Mentors are available on all working days of the college. The name of the mentor and mentee are displayed on the notice board and the list is given to the faculty members for the regular follow up. The mentor are entrusted with responsibility of monitoring their mentee

academic, co curricular activities, attendance and completion of requirements and the result of all test papers and exams. The mentor renders primary counselling service to the mentee and if there is any need for reference support is extended. The needy students are referred to students support and guidance cell and based on the report they will be refer to the institutional counsellor appointed in the campus. The mentors are maintaining detailed record of the mentees and countersign by the mentees. The mentor mentee having formal and informal meeting. By this mentoring system students are benefited and progress is observed in their academic and non academic activities. Because of the system student, friendly campus is maintained. During this pandemic lock down period the faculty members frequently contacted their mentees through phone and whatsapp and enquired about their safety and academic activities. The finding of the meeting was communicated to the head of the institution. The mentors periodically gave suggestion to complete the requirements and proceed with the exam preparation. The slow learners are motivated to attend the online revision classes as scheduled by the institution. Some students reported some physical and psychological issues and it was taken care by the concerned mentors. Feedback was collected from students regarding the mentoring services in the college. The report shows excellent .thus student mentoring is in appreciable state among the students and parents.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
216	25	1 : 7

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
24	25	Nil	9	1

### 2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2020	nil	Lecturer	nil
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## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MSc Nursing	271, 273, 275	Second Year	05/09/2019	05/11/2019
MSc Nursing	271, 275	First Year	30/09/2019	10/12/2019
BSc Nursing	006	Fourth Year	27/09/2019	16/11/2019
BSc Nursing	006	Third Year	17/10/2019	04/02/2020
BSc Nursing	006	Second Year	30/10/2019	11/02/2020
BSc Nursing	006	First Year	13/11/2019	09/03/2020
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### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

In the beginning of the academic year, academic curriculum workshop is conducted to evaluate the progress of the students based on the feedback given

by the students on course, graduate feedback of the individual teacher teaching learning system is evaluated at the end of the year and incorporated in new academic planning. CIE for the next academic year is well planned and given in students handbook. The institution conducts three-sessional exam same like university pattern and unit test are conducted after completing each unit. The institution has formulated examination cell to monitor the CIE strictly from planning phase of time table, question paper submission to the cell, announcement of result to the students. periodically conducting Parents Teachers Association Meeting once in three months. The progress reports are signed by the parents. The failed students are provide with opportunity to write retest and improve the internal marks .Same sessional marks are entered in the internal mark register. The consolidated marks of the written test, seminars, assignments and presentation are taken as internal marks and sent to the university after verification and countersigned by the student. Model exams are conducted in the pattern of university exam..during the lock down period sessional exam and unit test are conducted through online and answer sheets are corrected and feedback given to students and parents through online. Thus reforms are made according to the need of the hour and students. The head of the institution also closely monitors the CIE to ensure quality education.

**2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)**

The institution has prepared the academic calendar in advance to regularize the academic activities. It is planned and implemented under the head of the institution. In the beginning of the academic year the academic calendar is distributed to the students and displayed in the website and given to all the faculty members. All the details of the academic year including curricular and co curricular activities such as leaves, student nurses association ,NSS,UNAI and National heath days. It includes exam details, PTA meeting schedules and special programs. It has details of college rule of conduct .all the departments and students are strictly adhering to the academic calendar. Each departments also plans the calendar of events including seminars, assignments, preplanned timetable .each department conducts meeting to monitor the progress of the teaching and learning activities. Monthly PG and UG coordinators ,faculty meeting and course coordinator meeting are conducted to analyze the implementation of academic calendar. Periodical feedback is taken from students and communicated to the head of the institution. Head of the institution monitor the examinations through college examination cell. According to the need of the students, slight changes are incorporated in the academic plan and it is marked in the remarked column of timetable. All these activities scheduled in the beginning of the year, students are encouraged to participate in all the activities .Thus academic calendar helps to adhere to the curriculum and transparency, and punctuality is maintained among the faculty and students to attain the quality motto of the institution.

**2.6 – Student Performance and Learning Outcomes**

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://www.bbconkollam.org/wp-content/uploads/2019/07/Subject-details.pdf>

**2.6.2 – Pass percentage of students**

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage

275	MSc Nursing	Obstetric & Gynecological Nursing	1	1	100%
273	MSc Nursing	Child Health Nursing	1	1	100%
271	MSc Nursing	Medical Surgical Nursing	1	1	100%
006	BSc Nursing	Nursing	44	43	93.9%
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## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://www.bbconkollam.org/wp-content/uploads/2020/10/Student-Satisfaction-Survey-2019-2020.pdf>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	260	Bishop Benziger college of nursing	25000	13539
<a href="#">View File</a>				

### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Pediatric Interventional Cardiology	Child health nursing	08/08/2020
Documentation In Nursing	Nursing Administration	10/08/2020
National Education Policy - 2020: Rejuvenating Health Profession Education	Nursing Education	10/08/2020
Social Graces: Secret behind professional success	Foundations of nursing	11/08/2020
Crash Review on Communicable Disease	Community Health Nursing	11/08/2020
Revised NAAC Accreditation Process of Health Sciences Colleges: Lessons Learned	IQAC	03/09/2020

Strategies to ensure job satisfaction among nurses during COVID -19	Nursing Administration	05/09/2020
Professional integrity during Pandemics: "Implications and challenges in Nursing"	College	25/07/2020
Emotional Intelligence: Implications and Relevance in Health Care Professionals	Mental health nursing	04/08/2020
Impact of COVID -19: Challenges and issues of Breastfeeding - Role of Midwives	Obstetrical and gynaecological nursing	06/08/2020
Innovations in Healthcare Technology and its Future	Medical surgical nursing	07/08/2020
Covid 19: Trends in Public Health	Community health nursing	07/08/2020
Pursuit of happiness in the midst of COVID crisis	Kerala Forum United Nations Academic Impact	07/08/2020

### 3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
nil	nil	nil	30/10/2020	nil
<a href="#">View File</a>				

### 3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
nil	nil	nil	nil	nil	30/10/2020
<a href="#">View File</a>					

## 3.3 – Research Publications and Awards

### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
4	10	2

### 3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
0	Nil

### 3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Medical surgical nursing	4	5.7
International	Obstetrics and Gynaecological nursing	3	5.7

International	Mental Health Nursing	2	6.04
International	Community Health Nursing	5	5.7
International	Child Health Nursing	4	6.04
International	Foundations of Nursing	1	0
International	Obstetrics and Gynaecological Nursing1	1	0.28
<a href="#">View File</a>			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
nil	Nil
<a href="#">View File</a>	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Academic integrity among nursing students	Dr. Anoop KR	International journal of health science and research	2019	1	Bishop Benziger college of nursing, kollam2	2
Academic integrity among nursing students	Mrs. Manila Mathews	International journal of health science and research	2019	1	Bishop Benziger college of nursing	2
Academic integrity among nursing students	Mrs. PV Greeshma	International journal of health science and research	2019	1	Bishop Benziger college of nursing	2
Academic integrity among nursing students	Mrs. Mercy	International journal of health science and research	2019	1	Bishop Benziger college of nursing	2

Academic integrity among nursing students	Mrs. Sindhu Ambika	International journal of health science and research	2019	1	Bishop Benziger college of nursing	2
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Academic integrity among nursing students	Mrs. Manila Mathews	International journal of health science and research	2019	1	2	Bishop Benziger college of nursing
Academic integrity among nursing students	Mrs. PV Greeshma	International journal of health science and research	2019	1	2	Bishop Benziger college of nursing
Academic integrity among nursing students	Mrs. Sindhu Ambika	International journal of health science and research	2019	1	2	Bishop Benziger college of nursing
Academic integrity among nursing students	Dr. Anoop KR	International journal of health science and research	2019	1	2	Bishop Benziger college of nursing, kollam
Academic integrity among nursing students	Mrs. Mercy	International journal of health science and research	2019	1	2	Bishop Benziger college of nursing

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented	2	Nil	Nil	Nil

papers				
Resource persons	Nil	1	Nil	Nil
Attended/Seminars/Workshops	95	299	67	176
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### 3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Awareness on solid and liquid waste management	NSS/SNA	2	96
Awareness on prevention of communicable diseases and personal hygiene	NSS/SNA	2	94
Solid and liquid management	NSS/SNA	2	95
Breast feeding week celebration	NSS/SNA	1	92
Palliative awareness program	NSS/SNA	1	96
NSS day celebration	NSS/SNA	1	96
Gandhi Jayanthi day	NSS/SNA	2	95
Rashtriya ektha diwas	NSS/SNA	2	96
Clean kollam safe kollam	NSS/SNA	2	97
World diabetic day	NSS/SNA	1	97
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
0	0	0	Nil
<a href="#">View File</a>			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating	Name of the activity	Number of teachers participated in such	Number of students participated in such
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	agency		activites	activites
Health education class on Vitamin A	Community health nursing department	Awareness class	4	48
National nutritional week celebration	Community health nursing department	Awareness class	2	48
National eyedonation fortnight	Community health nursing department	Awareness class	1	48
Health education class on viral fever	Community health nursing department	Awareness class	2	48
Organ donation day	Community health nursing department	Awareness class	2	48
World breast feeding week celebration	Community health nursing department	Awareness class	3	48
Health education class on ORS	Community health nursing department	Awareness class	3	48
World population day	Community health nursing department	Awareness class	3	48
Health education class on family planning	Community health nursing department	Awareness class	3	48
National Doctor's day	Community health nursing department	Awareness class	3	48

[View File](#)

### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
INTERPROFESSIONAL	203	0	2

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Inter	TRAINING		14/09/2019	18/09/2019	30

Professional	ON FIRST AID AND ITS DEMO NSTRATION	Karmalarani B.Ed training centre		
<a href="#">View File</a>				

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
International centre for collaborative research(ICCR) Omayal Achi College of Nursing(Chennai, Tamilnadu)	30/11/2019	Exchange of faculty, research staff and students, Introduction of new research program, Collaborative research and scholarly projects, Exchange of publications and training materials and Development of joint academic programming in research	222
The British Institutes managed by Aman Group,	29/02/2020	The budding graduates from the institutions could upgrade the language skills and face competitiveness of the industry	29
<a href="#">View File</a>			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
750000	836289

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Classrooms with LCD facilities	Newly Added
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing

Laboratories	Newly Added
<a href="#">View File</a>	

#### 4.2 – Library as a Learning Resource

##### 4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Libsoft	Fully	4.1	2008

##### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
e-Journals	40000	13500	Nill	Nill	40000	13500
CD & Video	347	Nill	2	Nill	349	Nill
Digital Database	1	Nill	Nill	Nill	1	Nill
Text Books	6430	3076000	106	41534	6536	3117534
Reference Books	992	422000	6	4200	998	426200
e-Books	266616	13500	Nill	Nill	266616	13500
Journals	38	5910048	38	565090	76	6475138

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##### 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
S. Anand	Human Value Development Programme	GNOMIO	15/09/2020
Jyothilekshmi	Family Health Nursing process	GNOMIO	07/10/2020
Annal Angeline	High Risk Pregnancy	GNOMIO	15/10/2020
Manila Mathews	Growth and Developmentr	GNOMIO	27/09/2020
Greeshma P V	Neonatology	GNOMIO	27/09/2020
Lincy	Introduction to Pediatrics	GNOMIO	27/09/2020
Jerin James	OT techniques EYE	GNOMIO	12/09/2020

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#### 4.3 – IT Infrastructure

#### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	30	10	19	0	0	4	5	0	11
Added	1	0	4	0	0	0	0	50	1
<b>Total</b>	<b>31</b>	<b>10</b>	<b>23</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>5</b>	<b>50</b>	<b>12</b>

#### 4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

50 MBPS/ GBPS

#### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
GNOMIO	<a href="https://classroom.google.com/c/NDY5ODYyMTM0OTFa">https://classroom.google.com/c/NDY5ODYyMTM0OTFa</a>
GNOMIO	<a href="http://sanad.gnomio.com/course/view.php?id=4">sanad.gnomio.com/course/view.php?id=4</a>
GNOMIO	<a href="http://bbcon4thbsc.gnomio.com">bbcon4thbsc.gnomio.com</a>
GNOMIO	<a href="http://bbcon3rdbsc.gnomio.com">bbcon3rdbsc.gnomio.com</a>
GNOMIO	<a href="http://bbcon2ndbsc.gnomio.com">bbcon2ndbsc.gnomio.com</a>

#### 4.4 – Maintenance of Campus Infrastructure

##### 4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
450000	463492	300000	372797

##### 4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Laboratory 1. All the labs are assigned to a Staff In-charge 2. The articles in each lab are under the supervision of the Staff In-charge. 3. An inventory register, issue register and gate register is maintained in the lab. 4. The Lab In-charge should take inventory monthly and it should be signed by In-charge and approved by the Principal. 5. No one is expected to enter the lab without the permission of the Lab In-charge. 6. The Lab In-charge should issue the articles after entering it in the issue register. 7. Any items damaged should be replaced by the responsible person. 8. Damaged articles should be sent for repair through proper channel. 9. Any items in the Lab can only be condemned after reporting to the Principal. 10. The Lab In-charge should add or delete items in the lab according to the need, with proper permission / information to the Principal. Sports Facility 1. Sports facility can be availed for the students from the Student Nurses Association. 2. A faculty is In-charge of the Sports facility room allotted in the campus. 3. The sports items should be kept in the Student Nurses Association's room and locked by the faculty In-charge. 4. Issue register should be maintained for the utilization of sports items. 5. Inventory should be maintained monthly by the Faculty In-charge. 6. For the 1st

year B. Sc. (N) students, two hours of physical training can be allotted in a month under the guidance of a Physical education trainer, without affecting the academics. 7. Physical education training sessions to be arranged as per university norm. Computers 1. Gate register should be maintained in the computer lab. 2. Students can avail internet facility at free of cost, from 8am to 5pm. 3. Command for printing should only be given by the IT technician. 4. Facility can be given to students at comparatively low cost. 5. No food items are allowed inside the Labs. 6. Students must shutdown the system while leaving computer lab. 7. Disciplinary action will be taken regarding students who are using non educational website in the computer lab 8. If any computers are found to be not working or any error in working, it should be informed to the IT technician rather than self operating. 9. Anyone utilizing the computer facility should not cause any damage to the systems. Classroom 1. Classroom should be well equipped with sufficient AV Aids like black board, Notice board, flannel board, Overhead projector and LCD projector. 2. Timetable should be displayed in the classroom. 3. Pen drives are not allowed in computers in the classroom. 4. No items in the classroom should be transferred to anywhere without informing the class coordinator. 5. Classrooms should be maintained neat and clean. 6. Students are not expected to cause any damage to the items in the classroom, if found so, necessary disciplinary action will be taken.

<http://www.bbconkollam.org/wp-content/uploads/2019/07/Policy-for-Maintenance-and-Utilization-of-Physical-Academic-and-Support-Facilities.pdf>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	SC-ST Scholarship	15	1589740
Financial Support from Other Sources			
a) National	SNA Scholarship	2	23000
b) International	Indian Nurses Association of Illinois, USA	1	75000

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#### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Subject Clinic - Community health Nursing	28/03/2019	9	Bishop Benziger College of Nursing
Subject Clinic - Surgical Nursing	23/03/2019	16	Bishop Benziger College of Nursing
Subject Clinic - Medical nursing Including Pathology	04/03/2019	16	Bishop Benziger College of Nursing
Subject Clinic - Fundamental of Nursing	20/03/2019	9	Bishop Benziger College of Nursing

Subject Clinic - Psychology	19/03/2019	2	Bishop Benziger College of Nursing
Subject Clinic - Bio Chemistry	18/03/2019	9	Bishop Benziger College of Nursing
Subject Clinic - Nutrition	16/03/2019	9	Bishop Benziger College of Nursing
Subject Clinic - Physiology	11/03/2019	Nil	Bishop Benziger College of Nursing
Subject Clinic - Anatomy	04/03/2019	5	Bishop Benziger College of Nursing
CPR training program	26/02/2020	48	Mr Mukesh ,Holy Cross Hospital
<a href="#">View File</a>			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Occupation English Test (OET)	48	48	9	5
2019	RCC CENTRAL GOVERNMENT EXAM	16	16	1	1
2019	SREE CHITRA TIRUNAL INSTITUTE FOR MEDICAL SCIENCE AND TECHNOLOGY	48	48	1	1
2019	OMAN PROMETRIC EXAM	10	10	1	1
<a href="#">View File</a>					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	Nil

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of	Number of	Number of	Name of	Number of	Number of

organizations visited	students participated	stduents placed	organizations visited	students participated	stduents placed
nil	Nill	Nill	The Madras Medical Mission	44	14
<a href="#">View File</a>					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	Nill	nil	nil	nil	nil
<a href="#">View File</a>					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
GRE	Nill
TOFEL	Nill
Civil Services	Nill
Any Other	23
NET	Nill
SET	Nill
SLET	Nill
GATE	Nill
GMAT	Nill
CAT	Nill
<a href="#">View File</a>	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Story Writing - Malayalam Nill	Unit Level	21
Recitation - Malayalam Nill	Unit Level	6
Poem Writing - English Nill	Unit Level	4
Poem Writing - Malayalam Nill	Unit Level	16
Recitation - English Nill	Unit Level	1
Cartoon Drawing Nill	Unit Level	9
Poster Presentation Nill	Unit Level	9
Pencil Drawing Nill	Unit Level	16
Floor Decoration Nill	Unit Level	5

Spot painting Nill	Unit Level	3
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### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	nil	National	Nill	Nill	nil	nil
<a href="#">View File</a>						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Students has representation in various committes of the college Activities of College council College council for the academic year 2019-2020 is formulated as per the guidelines mentioned by the kerala university of health sciences.Members of college council for the academic year (2019-2020) include Chairman, (the principal), Department heads, Chairman of college Union/Student representative, Administrative officer, PTA Vice president and Secretary / Staff representative. The objectives of the college council are to address any issues related to college activities and discuss solutions for the smooth functioning of the college . The meeting will be held if all the members or 80 of the members are present. Any replacement of the members can be done only with the approval of council members College council meeting held on 18.11.19 discussed the activities of college as follows 1. Discussed about NAAC reaccreditation 2. Discussed about IELTS/OET and BLS training for the final year students and waiting for the feed back from the students. 3. Discussed about the payment of exam fees by Supplementary students 4. Discussed about the hostel fee dues of students Activities of Student Nurses Association Onam celebration organizedi on 07.09.2019, various competitions were held for the students College day celebration Calista 2K19 was organized on 17.08.2019 at college auditorium. and college magazine released. Teachers days celebration conducted on September 5th . Guruvandanam and speech delivered on importance of teacher’s day. Speak for india competition organized on 24 th September 2019. And 8 students participated. 16th batch Fresher’s day - ARC ANGELS celebrated on 4 October 2019. Christmas day was celebrated on 21.12.2019 at college auditorium. Lamplighting of 16th batch and graduation ceremony of 12th batch B.Sc and 7th batch M.Sc. were commenced on 26.01.2019 at college auditorium. Unit level SNA sports competition were held on 7th December2019. SNA arts day were held on 14.12.2019 SNA monthly cultural/ educational program organizing regularly. Nurses week celebration organized on 6th may to 12th may 2020 through online platform various individuals and group competition were organized. Various online competitions were conducted by SNA south zone, SNA North zone , SNA North East zone and our students participated and won prizes

### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Bishop benziger college of nursing alumni association was officially inaugurated on 29 august 2014 by Rev.Msgr.Ferdinand peter.The alumni association get registered by district registrar of kollam on 04 march 2020.If alumni wish to join in alumni association they should pay RS. 1000/- to get membership. A facebook, G mail and whats upaccount were created to invite all former students of bishop benziger college of nursing to join and strengthen



the association. Currently the general body members takes efforts to enroll more alumni members in this association .The alumni fund were used for the purpose of advanced infrastructure development of our college as per the decision taken by the Executive Committee Members. In every year alumni newsletter has been published and keep in touch with our alumni.

5.4.2 – No. of enrolled Alumni:

388

5.4.3 – Alumni contribution during the year (in Rupees) :

53000

5.4.4 – Meetings/activities organized by Alumni Association :

- In every year three general body meetings and one executive committee meeting has been conducted by alumni association.
- Career guidance programme where conducted for alumni.

## **CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 – Institutional Vision and Leadership**

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Decentralization 1. PG and UG coordinators conduct the meeting for the student supervision of the teaching learning activities. Monthly report of each course is presented in the faculty meeting before the head of the institution and any clarification regarding the teaching learning activities is clarified during the faculty meeting. 2. In the beginning of the academic year curriculum committee had meeting with the stake holders like students, parents and college council members regarding the previous year curriculum implementations and the suggestions given by the stake holders are incorporated in the planning phase and new academic plan will be discussed with the faculty members during the academic curriculum workshop. 3. Clinical coordinator is a person who supervise the clinical instructors in terms of direct patient care by the students and periodical meeting is conducted with the Director of the hospital. 4. HODs are responsible to maintain the departmental activities. Periodical HOD's meetings are conducted and report is presented by the HOD. 5. Mentors are conducting the frequent meeting with the respected mentees for their academic and personal issues. Document is maintained and reported to the head of the institution. During the lockdown period also mentors contacted their mentees through phone and whatsapp and gave necessary suggestions for their safety. 6. Administrative officer is responsible to supervise the non-teaching staffs and quarterly meetings are conducted and feedback is collected regarding their function. 7. Administrative officer decides the financial matters of the day to day activities of the college. Participative Management 1. Involving the teaching faculty in various committees to take the appropriate decision. Involving stakeholders in the planning and implementation phase of all the college activities. 2. Involve the non-teaching staff in various activities to enhance the quality improvement of the college.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

### **6.2 – Strategy Development and Deployment**

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
---------------	---------

Human Resource Management	<p>1. Motivating the faculty members to participate the certificate program of the university. 2. Facilitate the faculty members by continue nursing education. 3. Arrangement of computer training program related to photoshop for teaching staffs 4. Teaching and non teaching recruitment as per the college policy. 5. Performance appraisal of the teachers are maintained.</p>
Research and Development	<p>1. Motivates faculty members for research publication in peer viewed journal of high impact factor with financial support. 2. Encourage faculty to present paper in international/ national/ state level seminars, workshops and do the presentation as a resource person. 3. Exhibit the publication of research work of the faculty members in the college library to inspire further research. 4. Motivate the faculty members and students to organize various seminars/ workshops at institutional/ state/ national /international level. 5. Departmental research is mandatory in every year 6. Every year college publish a research bulletin NURSING ENQUETE. 7. Motivate the faculty member to do the Phd. Program.</p>
Admission of Students	<p>1. Students admission as per the government direction. 2. Approved Prospectus 3. Admission details published in newspapers 4. Students register their admission application through online. 5. Lal Bahadur Shastri (LBS) BS allotment of government quota for 50 percentage students 6. Association of the Managements of Christian Self Financing Nursing Colleges of Kerala (AMCSFNCK) allotment of management students through merit basis. 7. All admissions and fees collections are supervised by Admission Supervisory committee and fee regulatory Committee.</p>
Curriculum Development	<p>1. Integrated plan for teaching learning process was planned for institutional curriculum committee. Curriculum planning incorporate the UG, PG student representative feedback. 2. Curriculum planning will be implemented by the class coordinator and team in class room and clinical settings. 3. College Council feedback meeting was conducted to analyse the quality improvement strategies</p>

implemented by the Institution. 4. Academic Monitoring cell is formed in the institution as per the guidelines of Kerala University of Health Sciences and reports are submitted to the University Periodically.

Teaching and Learning

1. Subject Clinic and tutorials along with conventional method of teaching.  
2. DELNET as a e learning resources.  
3. Seminar, group teaching, project work and clinical presentation are regularly conducted for the effective delivery of the curriculum.

Examination and Evaluation

1. Formative evaluation at college level in terms of unit test, sessional exams and model exams. Internal assessment and calculation on the basis of above. 2. Summative evaluation at university level by theory exam and practical exam 3. Project work and dissertation are mandatory for the PG and UG students. 4. Examination cell is established in the institution including teaching and non teaching staffs to monitor the formative examinations conducted in the institutions.

Library, ICT and Physical Infrastructure / Instrumentation

Library 1. E learning Resources DELNET 2. LIBSOFT Library management system. 3. Entry and exit of faculty and students are recorded in library register. 4. Every year new books are purchased in library. 5. Main library along with department library for books and journal reference. ICT 1. There are adequate ICT facility in the institution and well established policy for their development and maintenance. 2. Computer labs provide opportunity for hands on training in computer works. 3. Smart board in seminar hall  
Physical Infrastructure / Instrumentation 1. Green campus protocol maintained 2. Audio Visual room 3. Logistics support to the students and staffs 4. Cafeteria function effectively 5. Air conditioned seminar Hall 6. CCTV camera installed 7. Adopted number of fire extinguisher at vantage point. 8. Provision for WiFi facility in campus for the use of e learning process 52 MBPS. 9. UV filtered Purified drinking water available in the campus. 10. Rain water harvesting.

Industry Interaction / Collaboration

1. Planned field visit to get the

awareness regarding government and non government agencies and its activities

2. Collaboration with district hospital, Bishop Benziger hospital, Community radio Benziger and Sarvathrika Sahodarya Samithi, Mayyanad (NGO) to organize the health day programs.
3. Other nursing college/school students are permitted to visit the college infrastructure and our activities.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Examination	<ol style="list-style-type: none"> <li>1. Examinations are intimated through university website and email communication, which will be informed to the students through college notice board and digital notice board.</li> <li>2. Examination hall is equipped with computers and printers for downloading the question paper and attendance of the student.</li> <li>3. Students Examination registration through university website.</li> <li>4. PG students synopsis and dissertation uploaded through university.</li> </ol>
Planning and Development	<ol style="list-style-type: none"> <li>1. Students admission application through online.</li> <li>2. Students scholarship particulars are uploaded directly in official website.</li> <li>3. Computer Laboratory, Library and department have hi speed internet facility.</li> <li>4. Performance appraisal and graduate survey data are computer based analysis.</li> </ol>
Administration	<ol style="list-style-type: none"> <li>1. College utilizing the email, whatsapp communication as e governance technology.</li> <li>2. The college have biometric attendance for teaching and non teaching staffs.</li> <li>3. College campus equipped with CCTV camera at very place of need.</li> <li>4. SMS communication to the parents of their wards and staffs.</li> </ol>
Finance and Accounts	<ol style="list-style-type: none"> <li>1. The tally software for transparent function of finance and accounts of the college. This helps to increase the efficiency of the staff towards the accuracy in financial transactions.</li> <li>2. College conduct regular annual audit of college account.</li> <li>3. Administrative office keeps all the financial records separately as per events and transaction made for.</li> </ol>
Student Admission and Support	<ol style="list-style-type: none"> <li>1. The college has associated with Association of the Managements of Christian Self Financing Nursing</li> </ol>

Colleges of Kerala (AMCSFNCK) for getting the students, which is approved by the state government. 2. All admissions are applied through online only. 3. The college has extended the helping counter for students which provide them several services such as online admission form filling, scholarship form filling at one place. 4. All admitted candidates eligibility verified by the admission supervisory committee and university.

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	Mrs. Ann Benzily	State level conference Ananthapuri college of nursing Trivandrum	Bishop Benziger college of nursing	500
2020	Mrs. Reshma	National conference N.S Memorial institute of medical science kollam	Bishop Benziger college of nursing	500
2020	Mrs. Sheeja	National conference N.S Memorial institute of medical science kollam	Bishop Benziger college of nursing	500
2020	Mrs. Binutha V.P	National conference N.S Memorial institute of medical science kollam	Bishop Benziger college of nursing	500
2020	Mrs. Feby Fulgen	National conference N.S Memorial institute of medical science kollam	Bishop Benziger college of nursing	500
2020	Mrs .Joyce Yesudas	National conference N.S Memorial institute of medical science	Bishop Benziger college of nursing	500

		kollam		
2019	Mrs.Nisha John	National conference N.S Memorial institute of medical science kollam	Bishop Benziger college of nursing	500
2019	Prof. S Anand	International conference Indian institute of science	Bishop Benziger college of nursing	1000
2019	Dr.Anoopa K R	International conference Indian institute of science	Bishop Benziger college of nursing	1000
2019	Mrs.Manila Mathew	Little Lourdes college of nursing	Bishop Benziger college of nursing	250
<a href="#">View File</a>				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	EDIN Orientation Programme	EDIN Orientation Programme	28/01/2020	28/01/2020	25	13
2020	Fire and Safety class	Fire and Safety class	01/02/2020	01/02/2020	25	13
2020	Disaster management	Disaster management	01/02/2020	01/02/2020	25	13
2020	KUHS Accreditation Programme Orientation Class	KUHS Accreditation Programme Orientation Class	20/01/2020	20/01/2020	25	13
2020	Anti-ragging Awareness class	Anti-ragging Awareness class	21/11/2019	21/11/2019	25	13
<a href="#">View File</a>						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Plagiarism	12	30/07/2019	30/07/2019	1
Nursing Academic Management System	16	03/08/2019	03/08/2019	1
Orientation to MLHP	20	03/08/2019	03/08/2019	1
KUHS QAS Orientation	16	01/10/2019	01/10/2019	1
Student satisfaction - significance and role of family	10	14/10/2019	14/10/2019	1
Nursing Academic Management System	17	12/12/2019	12/12/2019	1
Virtually integrated care	10	09/01/2020	09/01/2020	1
Nursing Academic Management System	22	28/01/2020	28/01/2020	1
Robotic rehabilitation of stroke	17	31/01/2020	31/01/2020	1
ICT based tools and its applications in teaching learning process	24	02/07/2020	02/07/2020	1
<a href="#">View File</a>				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
25	25	12	4

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Social Empowerment and personality improvement classes, festival gift, seed money for departmental research,	Contribution to ESI, Provident Fund, Salary Advance, festival gifts, TA for special duties, uniform to supportive	Health Insurance, Scholarship, Yoga, Counselling, Logistics support, Hostel, Special days seminars, and

conference leave and  
Maternity leave.

staffs and grievance  
redressal cell

exhibitions.

## 6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

College have own financial audit mechanism. Every year auditing is done internally in prescribed time period. The internal audit monitors the income and expenditures, salary, maintenance of the infrastructure of institution and library maintenance, student fee collection, bank details and tax reduction at various payments and income. The reports are periodically forwarded to Bishop Benziger hospital society for verification and presented in executive committee meeting for approval and further action. At the end of the financial year external audit is carried out by the Alphonse and Co. After the conduction of the external audit the report is forwarded to Bishop Benziger hospital society for centralized auditing. The director of the society is the only authorized signatory person for all payments approval. After that the internal and external audit report is presented in the executive committee by administrative officer and further decision are made for the welfare and smooth functioning of the institution. Thus transparency is ensured in financial matter of the institution.

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

Name of the non government funding agencies /individuals	Funds/ Grants received in Rs.	Purpose
Nil	0	Nil
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

1000000

## 6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Fathima Matha National College Kollam	Yes	Bishop Benziger College of Nursing
Administrative	Yes	Alphonse Co.	Yes	Administrative officer Bishop Benziger College of Nursing

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

In the academic year 2019-20, we conducted two P.T.A meeting for each year and one executive P.T.A. As per the suggestions from the meeting, we implemented Occupational English Test (OET) training from The British Institutes for fourth year B.Sc. nursing students and faculty. P.T.A also provide support for the upcoming events and extracurricular activities of the students and infrastructure development.



6.5.3 – Development programmes for support staff (at least three)

1. 13 office staffs attended EDIN Orientation classes. 2. 2 office staffs attends E-Grants training program 3. 3 IT staffs attended the Moodle training program by Kerala University of Health Sciences

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. New Research centre was opened and it was approved by KUHS. Five Ph.D. students are joined in our research centre. 2. Implemented Academic Management System (EDIN). 3. MOU between Bishop Benziger college of nursing and Omayal Achi college of nursing for Research activities. 4. MOU between Bishop Benziger College of nursing and The British Institutes for training OET for students and faculty. 5. Initiated inter professional research collaborative activities in the campus. 6. Inter professional collaboration with Fatima National College, Kollam.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Release of • college magazine • Research bulletin • Alumni news letter	17/09/2019	17/09/2019	17/09/2019	229
2019	Faculty picnic/faculty development activity	02/10/2019	02/10/2019	02/10/2019	25
2019	Orientation on Nursing Academic Management System	03/11/2019	03/11/2019	03/11/2019	43
2020	Internal academic audit	01/01/2020	29/01/2020	29/01/2020	43
2019	Submission of AQAR to NAAC	10/07/2019	10/07/2019	10/07/2019	25
2019	Preparation of • IQAC calendar • academic	01/07/2019	01/07/2019	31/07/2019	25

	<ul style="list-style-type: none"> <li>calendar •</li> <li>SNA calendar</li> <li>• NSS</li> <li>calenadr •</li> <li>UNAI</li> <li>calendar •</li> <li>Subject</li> <li>Calendar •</li> <li>Department</li> <li>Calendar</li> </ul>				
2019	<ul style="list-style-type: none"> <li>Feedback</li> <li>from all •</li> <li>students</li> <li>BSc/MSc •</li> <li>Parents •</li> <li>Graduates •</li> <li>Peer •</li> <li>Employer •</li> <li>Employees</li> </ul>	17/08/2019	17/08/2019	27/08/2019	400
2019	Institution curriculum workshop	13/08/2019	13/08/2019	13/08/2019	26
2019	orientation classes for 2nd ,3rd and 4th year BSc nursing students	26/08/2019	26/08/2019	26/08/2019	198
2019	Orientation program for new admission-BSc (N)	18/09/2019	18/09/2019	28/09/2019	50
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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Awareness class on self defence by women cell, Traffic awareness and fire and safety Bishop Benziger College of Nursing	03/02/2020	03/02/2020	180	6

Flash mob, speech and skit conducted on empowerment of women in Women's day celebration	08/03/2020	08/03/2020	47	3
Radio Project "Swasraya" Radio based Open learning Program for Women	06/12/2019	05/03/2020	83	Nil

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Biogas Plant Percentage of power requirement of the College met by the renewable energy sources: LED Lights

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nil
Provision for lift	No	Nil
Ramp/Rails	Yes	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	5	5	01/08/2019	7	Public awareness Rally Health Education Puppet show Radio Talk CNE	Breast feeding week-Importance of breast feeding	157
2019	2	2	30/09/2019	5	Health camp Exhibition	World heart day	52
2019	1	1	10/10/2019	3	Awareness class	World mental health day	27
2019	2	2	11/10/2019	5	Rally,	Clean	26

			019		Tableau	kollam campaign	
2019	2	2	10/11/2019	2	Radio talk Health education	World immunization day	26
2019	3	3	14/11/2019	5	Medical camp Diabetic clinic Radiotalk	World diabetic day	54
2019	1	1	16/11/2019	3	Public awareness	National Road safety week	26
2019	1	1	21/11/2019	3	Health education	World COPD day	26
2019	1	1	14/12/2019	3	Health awareness	National pollution control day	9
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Student Hand Book	18/09/2019	<p>The institution has published Student Handbook in the year 2015 with the content on Code of Conduct, expected from them during their four years training along with the other information. It has since been given to the students on their admission to the course and are instructed to read and understand the conduct to be practiced in the college premises. Clarifications and explanations are given as necessary. The students are also exposed to a session on Code of Ethics during the orientation classes. The laid down principles help in guiding the students and building their future on solid foundation. The disciplinary committee also refers to its</p>

		guidelines during any actions taken against the breach of conduct.
Policy Manual for Employees	13/08/2019	All new employees are equipped with a policy manual termed as Employees Service Rules during their induction and orientation phase. The book has well laid down guidelines on code of conduct and misconduct. It also has guidelines for the consequences of breach in case any. The disciplinary committee of the institution refers to it in collaboration with management, when required. The teaching and non teaching faculty is expected to follow the rule book and are given appraisal and weightage as well. Staff manual is given for reference during the time of appointment and orientation program to all faculty.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
'Angel' -An awareness programme against child abuse at kollam beach	31/01/2020	31/01/2020	9
Residential camp at St.John's school, Thirumullavaram under National Service scheme	21/02/2020	24/02/2020	49
Visit to Shantidham, Old Age Home	18/02/2020	18/02/2020	49
International Day of person with disability Radio programme, Homevisit, motivation class	03/12/2019	03/12/2019	10
Matryers Day Observance(Rally)	30/01/2020	30/01/2020	48

Distribution of food kits for eligible community people on behalf of COVID-19 Scenario within the limitations of college	29/05/2020	29/05/2020	5
International webinar on professional integrity during pandemics	23/07/2020	25/07/2020	560
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

- i. Green Campus and Green audit ii. Strengthening of Plastic Free initiative  
iii. Rain water Harvesting iv. Biogas plant v. Herbal garden

## 7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

**BEST PRACTICE - 1: Implementation of Nursing academic management system (EDIN.IN)** The objectives of implementing Nursing academic management system is to achieve operational excellence in the institution. The concepts of the system provide number of options through which the institution can share information stored within, with the parents and other bodies and also make them feel to be a part of the institution. The system automates the academic information, improves the quality and standards of performance and share events and resources. Modification of the software is done based on the requirement and expectation to manage the task such as timetable management, attendance management, fee management etc. The system assists in decision making for quality and standard performance by result analysis, detailed internal analysis, individual assessment analysis and student absence analysis. More over it helps in planning and tracking upcoming academic year or semester, online assessment, continuous analysis of performance, digital online library, online leave manager and online fee manager. The invention and implementation of academic management system has been a vital part of the institution. Digitalization is mandatory to manage the lockdown period. 100 of faculty, students and parents are regularly using the software either by web login or by mobile application. It makes the task easier by saving time and effort. To implement the academic management system, the users need a good internet connectivity. The success of academic management system normally dependent on how well users are able to use it. The technical and non-technical staff members in the institution should know how to use the software. The end users (institutional staff, students and parents) got hands-on training. And also vendor gives technical support for the users up on demand.

**BEST PRACTICE -2 : IETS/OET Training** As a part of career guidance programme an IETS/ OET Training session for 60 hrs is conducting for the outgoing IV year B.Sc Nursing students. It was officially inaugurated on 24/02/2020. The training provider is British Institutes, Trivandrum. A memorandum of understanding is signed between British institutes ,Trivandrum and Bishop Benziger college of Nursing. The purpose of this training programme is to prepare the students for IELTS/OET examination within a frame work not exceeding 60 hrs. The test preparation programme includes apart from IELTS/OET training ,personality development and communication skills enrichment sessions. The classes are conducting on Saturdays every week from 3-6 pm.29 students and 4 faculty members enrolled for

the programme.25 hrs out of 60 completed and it includes 8.5 hrs taken at the college and 16.5 hrs take through online platform during lockdown. Now classes are continuing through online platform.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://www.bbconkollam.org/wp-content/uploads/2020/11/best-practices-.pdf>

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Health care of people living at coastal area Our college has made substantial efforts in covering health care of people living at coastal area. The college with collaboration with parent hospital, Fisherman community development programme and Theeradesa mahila society is running two community health centres which aim at enhancing health of people in that community area. The community health centres are in Eravipuram and Pallithottam both are coastal areas. The goal of Bishop benziger community health centres is to deliver community based healthcare services at home and closer to home that meet the needs of individual and families. The college has organized various health programme, health camps, awareness programmes from time to time. Further the college has conducted many research projects which benefits the costal area community to enhance knowledge, attitude and practice. Community Radio Benziger FM 107.8 First hospital radio of the country established in the year 2010.The institution in association with Community Radio Benziger has also conducted awareness programmes, health tips, health talks and role plays which covers the coastal area populations. Various Extension programme conducted which covers the health of coastal area people are listed below

01.08.19 World Breast Feeding Week - Public Awareness ,Rally and Roleplay- CHC, Eravipuram and CHC,Pallithottam

14.11.19 World Diabetes Day / Awareness class at Pallithottam

14.11.19 World Diabetes Day / Non communicable disease and Geriatric clinic ,Health Education at CHC,Eravipuram

16.11.20 National Road Safety week celebration / Awareness class at PHC,Shakthikulangara

03.12.19 World Aids Day / Health Awareness at Eravipuram

03.12.19 International Day of Disability / Radiotalk, Home visit and motivational class at Eravipuram

6.12.19 Non communicable disease camp / Medical camp at vallakadavu flat,Eravipuram

18.01.20 Fit India movement / Cyclathon and Public awareness rally at Bishop benziger community health centre, Pallithottam

19.01.20 Pulse Polio immunization program / Immunization clinic at PHC, Shakthikulangara

23.02.20 Medical camp / Blood donation and Blood Grouping Campaign and NCD clinic, St.John's U.P school, Thirumullavaram

24.02.20 School Health programme / School health clinic and health exhibition St.John's U.P school, Thirumullavaram

Provide the weblink of the institution

<http://www.bbconkollam.org/wp-content/uploads/2020/10/Health-care-of-people-living-at-coastal-area.pdf>

### 8.Future Plans of Actions for Next Academic Year

Establishment of a Well being Clinic for Employee and Students: 1. The college have the vision to improve the health standards especially physical and mental wellbeing of faculty and students for which the college has a plan to establish a health clinic in the college campus under the leadership of community health nursing department. The health clinic would be equipped with bed, equipment for monitoring vital signs ,blood glucose levels, anthropometric measurements and primary medications for treating minor ailments . It will also conduct periodic health check-up for all faculty and students. It would help in early identification of diseases and quicker access to primary health care at no cost

Endeavour to start add on courses. 2. Institution has planned for at least two add on courses every year through online platform. The courses will be designed in Moodle gnomio platform. 3. Multicentric involvement with international Universities. Forthcoming collaboration with international universities in terms of research activities and fraternizing other academic activities. The beneficiaries of the programme will be the students of the institution which will further helps them to understand the diversities of institutions from different parts of the world. This will also enhance the adoption of culture practices from different parts of the world National and International alumni lecture series Biannual organization of lecture series by National and International alumni members of the institution is a proposed programme. The beneficiaries will be students, faculty of our institution and members from other institution 4. Registration of Ethical committee The institution has a plan to register the ethical committee and the proceedings are going on in a systemic manner. 5. Development of E-learning material E-learning materials are the core of the academics during this lock down period. Every efforts is taken from the side of students both post graduate and undergraduate and faculty in the development of e-learning materials. Students and faculty are encouraged to develop E-learning materials which will help them in all their academic endeavors.