YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	Bishop Benziger College of Nursing, Kollam, Kerala
• Name of the Head of the institution	Dr. Anoopa K R
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	04742765582
• Alternate phone No.	04742761801
• Mobile No. (Principal)	8281302895
• Registered e-mail ID (Principal)	bbcon_official@yahoo.co.in
• Alternate Email ID	bbconnaac@gmail.com
• Address	P.B No. 46, Sastri Junction, Kollam
• City/Town	Kollam
• State/UT	Kerala
• Pin Code	691001
2.Institutional status	
• Affiliated / Constitution Colleges	Private and Self Financing

• Type of Institution	Co-education
• Location	Urban
• Financial Status	Private
• Name of the Affiliating University	Kerala University of Health Sciences, Thrissur
• Name of the IQAC Co-ordinator/Director	Prof. Annal Angeline
• Phone No.	04742765582
• Alternate phone No.(IQAC)	
• Mobile No:	8156869689
• IQAC e-mail ID	annalangeline@gmail.com
• Alternate e-mail address (IQAC)	
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.bbconkollam.org/
4.Was the Academic Calendar prepared for that year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.bbconkollam.org/wp-content/uploads/2023/01/Academic-Calender-2021-2022.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B++	2.9	2021	22/11/2021	21/11/2026

6.Date of Establishment of IQAC	07/01/2015

7.Provide the list of funds by Central/ State Government-UGC/ICSSR/ IUCTE/CSIR/DST/DBT/CPE of UGC/PMMMNMTT etc.

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
Nil	Nil	Nil	Nil	Nil

8.Whether composition of IQAC as per latest NAAC guidelines	Yes
• Upload latest notification of formation of IQAC	**View File**
9.No. of IQAC meetings held during the year	8

• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes
• (Please upload, minutes of meetings and action taken report)	**View File**
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
• If yes, mention the amount	

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

* Submitted AQAR to NAAC on 29.03.2022 * Completed Second Cycle of NAAC visit and secured B++, CGPA at 2.9. *Conducted state level workshop on the topic Doctoral programme in nursing: significance and challenges on 30.7.2022. *Students satisfaction survey was conducted and report was updated in our website. *Course feedback collected and analyzed. *Three PTA and general body meting was conducted. *College union election and council meetings are conducted as per the institution policy. *Organized one day curriculum workshop on 24.08.2021. * Feedback received from various stake holders, analyzed and findings submitted to the head of the institution.

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year (web link may be provided).

Plan of Action	Achievements/Outcomes
Submission of AQAR to NAAC	Submitted AQAR to NAAC on 29.03.2022
Preparation of Academic Calendar	Academic Calendar prepared and available in the college website
Feedback from all students about course – B.Sc. / M.Sc.	Feedback received from all the students and analysed
Institution Curriculum Workshop	Curriculum Workshop conducted on 24.08.2021
One day orientation classes for 2nd, 3rd and 4th year B.Sc. Nursing students	orientation sessions conducted as planned
Handing over students to new academic year	The students handed over to new academic year in the month of November
Orientation program for PhD scholars	Orientation sessions organised for the Ph.D scholars
Performance appraisal of faculty / peer feedback	Performance appraisal of faculty / peer feedback completed and report submitted to management

Anti-ragging awareness program / squad visit	Anti-ragging awareness program conducted on 14.12.2022 / squad visit successfully completed
Release of college magazine / research bulletin / alumni new letter	Released college magazine / research bulletin / alumni new letter on 22.09.2022
Mentor - mentee meeting	Periodical Mentor - mentee meeting conducted
National Health days observance - SNA schedule	All the National Health days observed as per the schedule
University exams	University exams conducted and results published
Arts and Sports day	Arts and Sports days are organised as per the schedule
CNE at college / parent hospital	Conducted CNE at college / parent hospital according to the need
Department research	Department researchers are conducted and published
Internal academic audit and External academic audit	Conducted Internal academic audit - on 27.10.2022 and External academic audit - 28/11/2022 and report submitted to management
Lamp lighting / graduation ceremony / College Day	Conducted Lamp lighting ceremony on May 2nd 2022. Graduation ceremony on 21.09.2022. College Day celebrated on 22.09.2022
Tutorial for supplementary students	Special tutorial organised for supplementary students and the result was analysed
Monthly HoD / Faculty meeting	Conducted monthly HoD / Faculty meeting as per schedule
Periodical NSS Activity	Online NSS camp conducted for one week duration
Yearly Green Audit	Conducted Green Audit on 06/12/2021
Periodical Social Extension activities	Students participated in Covid-19 awareness activities
Participation in United Nations Academic Impact Activities	Students participated in United Nations Academic Impact Activities
Administrative audit	Administrative audit conducted in the month of march
Completion of syllabus and ready for handing over to new academic year	Syllabus completed as per the master plan and students are prepared for university exam
Preparation for university examination	Internal marks are uploaded and preparation for examination went on well as per the

schedule	

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

- Name of the statutory body

Name	Date of meeting(s)
BISHOP BENZIGER HOSPITAL SOCIETY GOVERNING BODY	21/02/2023

14. Does the Institution have Management Information System?	**Yes**

- If yes, give a brief description and a list of modules currently operational

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 plannd and communicated to the students in the begining of the month. Any change in the time table can be include at any time and consolidated report is taken at the end of the 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 of 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 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 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, nonteaching staffs and students. Thus transparency is ensured in the institution.

15. Multidisciplinary / interdisciplinary

Bishop Benziger College of Nursing envisions utilizing its resources as per the Indian Nursing Council recommendations. The institution offers creative human endeavors rooted in scientific knowledge and integrated with subjects like psychology, sociology, nursing informatics, community health nursing, and mental health nursing which are essential for nursing students to provide holistic care to the patients. Institution implements multidisciplinary and interdisciplinary education. It aims to equip the dynamic teachers with innovative teaching techniques and an environment to develop student's capacity – intellectual, aesthetic, physical, social, emotional and mental to the maximum extent possible. To develop reasoning skills, the students are exposed to nursing foundations in the first year to identify and solve the problems in the field of study. The institution is in collaboration with 'Fatima Mata National College'– an Autonomous

arts and science college, Kollam - for research and social activities. The departments are functioning in collaboration with other departments of nursing, and other institutions of excellence for multidisciplinary and interdisciplinary activities. The institution conducts community-based projects, surveys, interdisciplinary exhibitions, and awareness programmes and gets experts opinion from team of discipline experts.

16. Academic bank of credits (ABC):

Bishop Benziger College of Nursing faculty members are registered in the programme "Swayam" organized by UGC and had undergone certificate programmes in various streams. According to UGG (Establishment and operationalization of Academic Book of Credits Scheme in Higher Educational Regulations, 2021, the institution aims to encourage students in enrolling to courses and enable students to earn credits from various HEIS registered under this scheme and through Swayam on the online repository of courses as per clause 6.3 in UGC. Bishop Benziger College of Nursing also strives to achieve an "A" grade for NAAC in the future to become eligible for registration under ABC scheme as per clause 7.1 in the above-said regulation of UGC. In the forthcoming years, the students and staff will be trained to update them regarding the NEP. The institution has planned a strategic five-year plan to incorporate the vision and mission of NEP.

17. Skill development:

Nursing is a skill-oriented programme with an emphasis on the development of competencies. The revised Indian Nursing Council syllabus gives more emphasis on competency based and outcome-based approaches throughout the programme integrating, mastery and self-directed learning. Skill development of nursing students is the best way to empower our society. Skill development empowers nursing students work in and out of the country. Bishop Benziger College of Nursing has encouraged faculty to undergo programme under Indian Nursing Council to strengthen their skill in simulation training. Bishop Benziger College of Nursing is privileged with adequate infrastructure, good facilities, skill labs, and resourceful subject experts and offers clinical experience at multi super specialty parent hospital and students are getting clinical experience at various affiliated Government and Private super specialty hospitals. The students are absorbed by various specialized centers for excellence as soon as they complete their final year. As per the UGC norm, the nursing education system has to incorporate NEP 2020 to enhance the skill development programme. Bishop Benziger College of Nursing students are exposed to various skill development programmes like infection control, and geriatric care, and postgraduate students are specialized in Cardiovascular speciality. The students are posted at various departments such as medical nursing, surgical nursing, pediatric, mental health nursing, obstetrics and gynecological department to enhance skill development. Institution has its motto, Quality education ensured through this skill development training programme and appropriate integration of the Indian Knowledge system (teaching in Indian language, and culture using online course).

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

Bishop Benziger College of Nursing respects the diversity of cultures, languages, traditions, Indian heritage customs, and beliefs. Our institution adopts the values of the Indian language, and culture in

various aspects among students and strives to instill the values in students through respecting the culture and tradition and by celebrating all festivals. Students meet community people, and slum children and conduct awareness classes in their own languages and imbibe in them importance of Indian culture through role play, puppet shows, folk dances, skits and other traditional songs and dances. Our institution accomodates students and faculty from all districts of Kerala and the nearby state of Tamilnadu. There is an exchange of culture and language among the faculty members. The faculty members are from all over the country, speak different languages, and follow unique culture and students are sensitized to the Indian knowledge system. Transcultural nursing is taught in the MSc nursing curriculum and first year BSc (N) curriculum in Sociology, and students and teachers actively participate in online course conducted by Government and received certificates also.

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

Bishop Benziger College of Nursing is at par with global funds and focuses on outcome-based education. The strategic plan includes learner-centric education and participatory teaching-learning. Outcome Based Education has been outlined in the revised curriculum of the Indian Nursing Council. OBE aims to improve competency in knowledge acquisition, clinical skills, and nursing core competencies and behavioral skills. The student's competencies are assessed periodically by direct and indirect methods for evaluating the final Pos. Bishop Benziger College of Nursing continuously strives to deliver quality outcome-based education.

20.Distance education/online education:

Nursing education is full-time programme based on the technological advancement and existing needs of society. Bishop Benziger College of Nursing has incorporated online education both for students and faculty members. Our PG students and faculty members have completed online courses conducted by INC and Kerala University of Health Sciences. Teachers have completed certificate programmes online and they are using Moodle platform for curriculum transaction. Students and teachers are encouraged to attend webinar on special topics. MLHP is conducted through online moodle for final year students.

Students of our institution had completed six months certificate course in communicative English and forensic nursing webinar through online mode. For the fourth-year students, middle level health worker training programme and add-on courses are conducted through online mode and certificates are issued to the students who could complete the online course successfully.

Extended Profile

2.Student

2.1 Total number of students during the year:	214

File Description	Documents
Data Template	View File

2.2 Number of outgoing / final year students during the year:	48

File Description	Documents
Data Template	View File

2.3 Number of first year students admitted during the year	60

File Description	Documents
Data Template	View File

4.Institution

4.1 Total expenditure, excluding salary, during the year (INR in Lakhs):	59,54,637.00

File Description	Documents
Data Template	View File

5.Teacher

5.1 Number of full-time teachers during the year:	26

File Description	Documents
Data Template	View File

5.2 Number of sanctioned posts for the year:	26

File Description	Documents
Data Template	View File

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum planning, delivery and evaluation through a well defined process as prescribed by the respective regulatory councils and the affiliating University.

The institution strictly adheres to the curriculum of Kerala University of Health Sciences (KUHS) in tune with Indian Nursing Council (INC) for its undergraduate and post graduate programmes.

As per INC guidelines, semester system has been introduced in BSc (N) programme with effect from March 2022.

At the beginning of every academic year, the curriculum committee convenes a meeting for the entire teaching staff to evaluate the planning and execution phases of previous year's curriculum.

The class coordinators prepare master plan, academic calendar and master timetable for the courses. The Department head allocates the topics according as per the syllabi to the faculty members.

The faculty members prepare the lesson plan according to the syllabus and plan the activities.

Induction programme for the beginners is given to make the students aware of the academic culture, pattern of University Examination.

Innovative teaching methods based on the need and the demands of different subjects are used for effective transaction of the curriculum.

Model examination for theory and practicals is conducted prior to University examination. Progress of the students is regularly intimated to their parents through Parents- Teacher's meeting.

Course evaluation is done in theory through class test, sessional exam, model exam and university examination. The duly signed internal marks are sent to the university.

Feedback from the stakeholders is analyzed and remedial measures are planned to be implemented for the next academic year. The feedback analysis report is made available on the college website.

File Description	Documents
Minutes of the meeting of the college curriculum committee	https://www.bbconkollam.org/wp-content/uploads/2023/01/1.1.1.pdf
Any other relevant information.	https://www.bbconkollam.org/wp-content/uploads/2023/01/1.1.1-Other.pdf

1.1.2 - Number of fulltime teachers participating in BoS /Academic Council of Universities during the year. (Restrict data to BoS /Academic Council only)

0

File Description	Documents
Details of participation of teachers in various bodies(Data Template)	**View File**
Scanned copies of the letters supporting the participation of teachers	No File Uploaded
Any other relevant information	**View File**

1.2 - Academic Flexibility

1.2.1 - Number of inter-disciplinary / inter-departmental courses /training across all the Programmes offered by the College during the year

1.2.1.1 - Number of courses offered across all programmes during the year

38

File Description	Documents

List of Interdisciplinary /interdepartmental courses /training across all the programmes offered by the College during the year	**View File**
Minutes of relevant Academic Council/BoS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	**View File**
Any other relevant information	**View File**

1.2.2 – Number of students enrolled in subject-related Certificate/ Diploma / Add-on courses as against the total number of students during the year

190

File Description	Documents
Details of the students enrolled in subject-related	**View File**
Certificate/Diploma/Add-on courses	**View File**
Any other relevant information	**View File**

1.3 - Curriculum Enrichment

1.3.1 - The Institution integrates cross-cutting issues relevant to gender, environment and sustainability, human values, health determinants, Right to Health and emerging demographic issues and Professional Ethics into the Curriculum as prescribed by the University / respective regulative councils

The curriculum of the courses integrates cross cutting issues relevant to gender, environment and sustainability, human values, health determinants, right to health and emerging demographic issues and professional ethics through various topics in Foundations of Nursing, Sociology, Psychology, Community Health Nursing, Advanced Nursing Practice, Nursing Research and Nursing Administration.

- A Series of lectures, Workshops, Rallies and Campaigns related to Women Safety and Empowerment are regularly organized.
- An Eco friendly campus is maintained in our institution.
- World Environment day, named as "vanamahotsava" is celebrated every year.
- Students are posted in community setting for acquiring awareness related to their health issues of people residing at community area and execute activities that sensitizes the population on environment conservation.
- The institutional unit of United Nations Academic Impact (UNAI) organizes activities in line with the sustainable goals on environment conservation.
- Students actively participate in maintaining a vegetable garden.
- Signage for all trees has been done in the campus.
- Indoor plants are kept in all departments to foster nature friendly
- Modular courses for a duration of 20 hrs. on human value development for first year students are conducted every year.
- Professional enrichment programmes are conducted on a monthly basis for faculty members.
- Anti-ragging committee ensures student dignity and safety by strictly following UGC guidelines.
- A suggestion Box is placed inside the campus.

- **The health determinants related topics are incorporated in the curriculum.**

File Description	Documents
List of courses with their descriptions	https://www.bbconkollam.org/wp-content/uploads/2023/02/list-of-courses.pdf
Any other relevant information	https://www.bbconkollam.org/wp-content/uploads/2023/02/1.3.1.pdf

1.3.2 - Number of value-added courses offered during the year that impart transferable and life skills

3

File Description	Documents
Number of value-added courses offered during the year that impart transferable and life sk	**View File**
List of-value added courses (Data template)	**View File**
Any other relevant information	**View File**

1.3.3 - Number of students enrolled in the value-added courses during the year

110

File Description	Documents
List of students enrolled in value-added courses (Data template)	**View File**
Any other relevant information	**View File**

1.3.4 - Number of students undertaking field visits/Clinical / industry internships/research projects/industry visits/community postings (data for the academic year)

214

File Description	Documents
Any other relevant information	**View File**
List of programmes and number of students undertaking field visits/internships/research projects/industry visits/community postings (Data template)	**View File**
Total number of students in the Institution	**View File**

1.4 - Feedback System

1.4.1 - Mechanism is in place for obtaining structured feedback on curricula/syllabi from various stakeholders Students Teachers Employers Alumni Professionals	**A. All 4 of the above**

File Description	Documents

Stakeholder feedback reports as stated in the minutes of meetings of the College Council /IQAC/ Curriculum Committee	**View File**
URL for feedback report	**https://www.bbconkollam.org/wp-content/uploads/2023/02/1.4.2-1curriculum-feedack-Report.pdf**
Data template	**View File**
Any other relevant information	**View File**

1.4.2 - Feedback on curricula and syllabi obtained from stakeholders is processed in terms of: Options (Opt any one that is applicable): Feedback collected, analyzed and action taken on feedback besides such documents made available on the institutional website Feedback collected, analyzed and action has been taken Feedback collected unanalyzed Feedback collected E. Feedback not collected	**A. All of the Above**

File Description	Documents
URL for stakeholder feedback report	**https://www.bbconkollam.org/wp-content/uploads/2023/02/1.4.2-1curriculum-feedack-Report.pdf**
Action taken report of the Institution on the feedback report as stated in the minutes of meetings of the College Council/IQAC	**View File**
Any other relevant information	**View File**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Due consideration is given to equity and inclusiveness by providing reservation of seats to all categories during the admission process.

2.1.1.1 - Number of seats filled against seats reserved for various categories as per applicable reservation policy during the year

8

File Description	Documents
Copy of letter issued by State Govt. or and Central Government (which-ever applicable) Indicating there served categories to be considered as per the GO rule (translated in English)	**View File**
Final admission list published by the HEI	**View File**
Admission extract submitted to the state OBC, SC and ST cell every year.	**View File**

Annual Report/ BOM report/ Admission report duly certified by the Head of the Institution	**View File**
Information as per data template	**View File**
Any other relevant information	**View File**

2.1.2 – Number of seats filled in for the various programmes as against the approved intake

File Description	Documents
Relevant details certified by the Head of the Institution clearly mentioning the programs that are not covered under CET and the number of applications received for the same	**View File**
Any other relevant information	**No File Uploaded**
Data template	**View File**

2.1.3 – Number of Students enrolled demonstrates a national spread and includes students from other states

2.1.3.1 - Number of students from other states; during the year

0

File Description	Documents
Total number of students enrolled in th	**View File**
E-copies of admission letters of the students enrolled from other states	**View File**
Institutional data in prescribed format (Data template)	**View File**
Any other relevant information	**No File Uploaded**

2.2 - Catering to Student Diversity

2.2.1 – The Institution assesses the learning levels of the students, after admission and organizes special Programmes for advanced learners and slow performers The Institution: Follows measurable criteria to identify slow performers Follows measurable criteria to identify advanced learners Organizes special programmes for slow performers Follows protocol to measure student achievement	**A. All of the Above**

File Description	Documents
Any other relevant information	**View File**
Criteria to identify slow performers and advanced learners and assessment methodology	**View File**
Details of special programmes for slow performers and advanced Learners	**View File**

Student participation details and outcome records	No File Uploaded

2.2.2 - Student - Fulltime teacher ratio (data for the academic year)

Number of Students	Number of Full Time Teachers
214	26

File Description	Documents
List of students enrolled in the preceding academic year	**View File**
List of full time teachers in the preceding academic year in the college	**View File**
Institutional data in prescribed format (data templates)	**View File**
Any other relevant information	No File Uploaded

2.2.3 - Institution facilitates building and sustenance of innate talent /aptitude of individual students (extramural activities/beyond the classroom activities such as student clubs, cultural societies, etc)

The college has well-functioning student centred forums like Student Nurses' Association (SNA), Kerala forum on United Nations Academic Impact (KFUNAI), National Service Scheme (NSS) and student council.

College union

Every year our college union conducts college election.

National Service Scheme (NSS)

The NSS unit conducts regular activities and annual special camp in the campus. Every year college enrols new volunteers as per the instructions by KUHS.

Student Nurses' Association (SNA)

The SNA of the college mainly focuses on programmes suited to the all-round development of the students. SNA organizes annual sports & arts competitions, health awareness programmes and festival celebrations of the institution.

United Nations Academic Impact (UNAI)

As the one and only health institution from Kerala having the UNAI membership, the unit activities focused on 17 Sustainable Development Goals as envisioned by UN. Community Radio Club -Voice of Nightingale

Our students are Active member of the community radio Benziger 107.8 FM. The high light of the radio club is "Swashraya" the community radio project to empower the coastal women.

PROLIFE

Our students are active members of the prolife unit since 2015 and participated in programs such as Kerala Catholic Bishops Council Prolife Samithi, seminars, workshops and training programs.

File Description	Documents
Appropriate documentary evidence	**https://www.bbconkollam.org/wp-content/uploads/2023/02/2.2.3.pdf**
Any other relevant information	**https://www.bbconkollam.org/wp-content/uploads/2022/03/VID-20220324-WA0001.mp4**

2.3 - Teaching- Learning Process

2.3.1 - Student-centric methods are used for enhancing learning experiences by: Experiential learning Integrated/inter disciplinary learning Participatory learning Problem solving methodologies Self-directed learning Patient-Centric and Evidence-Based Learning Learning in the Humanities Project-based learning Role play

The institution follows student centred strategies, to meet the needs of all categories of students namely, advanced learners, average category and slow learners. Learning based on experience and observations is used specially in clinical practice. Interdepartmental activities are carried out to support students learning experience such as collaboration with other departments and conducting visits to other institutions and classes by teachers of other discipline. The institution promotes participatory learning through group discussions, seminars, workshops, panel discussions, peer group teaching, ward rounds, case presentations and Lactation Consultancy Clinic. Library hours are allotted to enhance their participatory learning. UG & PG students are exposed to clinical practice to acquire more real life experiences. There are definite clinical rotation plan every year so that all students get equal opportunity to learn patient case and acquire efficiency in evidence based practice. Students are posted in specialty hospitals for gaining advanced clinical and evidence based practices during their clinical exposure. The teachers assign projects to the UG students as per University norms and PG students undertake dissertation as part of their curriculum. To promote students involvement and participation, students are given opportunity to conduct role play in clinical and community areas.

File Description	Documents
Learning environment facilities with geo tagged photographs	**View File**
Any other relevant information	**View File**

2.3.2 - Institution facilitates the use of Clinical Skills Laboratory / Simulation Based Learning The Institution: Has Basic Clinical Skills / Simulation Training Models and Trainers for skills in the relevant disciplines. Has advanced simulators for simulation-based training Has structured programs for training and assessment of students in Clinical Skills Lab / Simulation based learning. Conducts training programs for the faculty in the use of clinical skills lab and simulation methods of teaching-learning	

File Description	Documents

List of clinical skills models	**View File**
Geo tagged photographs of clinical skills lab and simulation centre	**View File**
List of training programmes conducted in the facilities during the year	**View File**
Any other relevant information	**View File**

2.3.3 - Teachers use ICT-enabled tools for effective teaching and learning process including online e-resources

Institution uses ICT based tools to make teaching learning more effective and meaningful. Teachers are well experienced in incorporating suitable information technology in the teaching learning process. The institution has Well-established seminar hall with smart class room facility. All the class rooms are ICT enabled class rooms with LCD projector, overhead projectors and Wi-Fi facility available to show live video and power point presentation. The students are having active learning session in class room. All the teachers use video and well prepared contents in CD and make the classes very interesting. Faculty also use different e-resources like Swayam, MOOC platform, GOOGLE meet, zoom platform for teaching – learning process. The institution has adopted NAMS (EDIN) since 2019 that helps for the administration, documentation, tracking, reporting, and delivery of educational materials for the students. Teachers use Nursing Academic Management System (NAMS) application for marking daily attendance, time table and subject attendance, internal marks entry, communicating to parents regarding students attendance and performances. Campus is enabled with Wi-Fi Facility. All the teachers are provided with password and departments are equipped with computers and Wi-Fi facility. All the teachers utilize the facility and adopt advanced teaching methods.

File Description	Documents
Details of ICT-enabled tools used for teaching and learning	**https://www.bbconkollam.org/wp-content/uploads/2023/02/2.3.4-1.pdf**
List of teachers using ICT-enabled tools (including LMS)	**https://www.bbconkollam.org/wp-content/uploads/2023/02/2.3.4-1.pdf**
Webpage describing the "LMS/ Academic Management System"	**https://user.edin.in/login.php?status=info&message=Please%20login%20to%20continue.**
Any other relevant information	**Nil**

2.3.4 - Student :Mentor Ratio (preceding academic year)

Number of Mentors	Number of Students
25	208

File Description	Documents
Details of fulltime teachers/other recognized mentors and students	**View File**

Any other relevant information	View File

2.3.5 - The teaching learning process of the institution nurtures creativity, analytical skills and innovation among students

The Institution provides opportunities to promote critical thinking among students through quiz, poster competition, health exhibition, reference book review, scientific paper presentation etc. The students are awarded for their creative presentation during arts day celebration. The institution motivates the students to undertake projects at UG and PG levels and organizes soft skill programmes like personality development programme and leadership training programme. The college encourages the students to publish their ideas, thoughts and creativity in college magazine "Calista". The creative thoughts and ideas of the students are published in the college Research bulletin "Nursing Enquete- Abstract of Investigation in Nursing education and practice". Learning is encouraged through the activities and functions organized by various bodies like, NSS, KFUNAI and SNA and college council. The institution provides opportunities for students to participate in many community programmes and deliver health talk through community radio Benziger 107.8FM. The NSS Unit of Bishop Benziger College organizes an annual NSS residential camp for the volunteers every year under the guidance of faculty and direction of Kerala University of Health Sciences. The volunteers play a crucial role in the social and cultural development of the society through their activities.

File Description	Documents
Appropriate documentary evidence	https://www.bbconkollam.org/wp-content/uploads/2023/02/2.3.5.pdf
Any other relevant information	https://www.bbconkollam.org/wp-content/uploads/2023/02/2.3.5-Other.pdf

2.4 - Teacher Profile and Quality

2.4.1 - Number of fulltime teachers against sanctioned posts during the year

26

File Description	Documents
Any other relevant information	View File
List of fulltime teachers and sanctioned posts for year certified by the Head of the Institution (Data template)	View File
Sanction letters indicating number of posts (including Management sanctioned posts) by competent authority (in English/ translated in English)	View File

2.4.2 - Number of fulltime teachers with Ph.D./D.Sc./D.Lit./ DM/M Ch/DNB in super specialities /other PG degrees (like MD/ MS/ MDS etc.,) in Health Sciences for recognition as Ph.D guides as per the eligibility criteria stipulated by the Regulatory Councils during the year

2.4.2.1 - Number of fulltime teachers with Ph.D/ D.Sc./ D.Lit./DM/ M Ch/ DNB in super specialities / other PG degrees in Health Sciences (like MD/ MS/ MDS etc.,) for recognition as Ph.D guides as per the eligibility criteria stipulated by the Regulatory Councils. During the year data to be entered

5

File Description	Documents
List of fulltime teachers with Ph.D/D.Sc./D.Lit./DM/M Ch/DNB in super specialities / other PG degrees in Health Sciences (like MD/ MS/ MDS etc.,) for recognition as Ph.D guides as per the eligibility criteria stipulated by the Regulatory Councils /Affiliating Universities and the number of fulltime teachers for the year	**View File**
Copies of Guide-ship letters or authorization of research guide provided by the university	**View File**
Any other relevant information	**View File**

2.4.3 - Total Teaching experience of fulltime teachers in number of years (data for the academic year)

172

File Description	Documents
List of teachers including their designation, qualifications, department and number of years of teaching experience (Data Template)	**View File**
Any other relevant information	**View File**

2.4.4 - Number of teachers trained for development and delivery of e-content / e-courses during the year

26

File Description	Documents
Reports of the e-training programmes	**View File**
e-contents / e-courses developed	**View File**
Year –wise list of full time teachers trained during the year	**View File**
Certificate of completion of training for development of and delivery of econtents / e-courses / Video lectures / demonstrations	**View File**
Web-link to the contents delivered by the faculty hosted in the HEI's website	**View File**
Any other relevant information	**View File**

2.4.5 - Number of fulltime teachers who received awards and recognitions for excellence in teaching, student mentoring, scholarships, professional achievements and academic leadership at State, National, International levels from Government / Government-recognized agencies / registered professional associations / academies during the year

5

File Description	Documents

Institutional data in the prescribed format/ Data template	**View File**
e-copies of award letters (scanned or softcopy)	**View File**
Any other relevant information	**View File**

2.5 - Evaluation Process and Reforms

2.5.1 - The Institution adheres to the academic calendar for the conduct of Continuous Internal Evaluation and ensures that it is robust and transparent

Our institution has a well-defined evaluation system for monitoring students performance in theory and clinical area. The academic calendar of the college is prepared and displayed in the college website and a copy of it is available in the head of the departments. Students are informed well in advance regarding the details of the theory and practical work and the evaluation techniques of the institution. The internal examination schedules are prepared by the college examination cell. Internal examination dates are specified in academic calendar of the institution. The faculty members prepare question papers for the internal assessment examinations and these papers are verified by the Heads of the respective Department. Evaluation of internal examination papers is done within two weeks period and results are communicated to the students. The evaluated answer papers are shown to the students to assure fairness and transparency in the evaluation process. Internal examinations are conducted for both UG and PG courses and their marks are informed to the students, parents and the marks are recorded in the progress report and internal mark register. The institution conducts model practical examination for assessing practical skills of students in their concerned clinical areas.

File Description	Documents
Academic calendar	**https://www.bbconkollam.org/wp-content/uploads/2023/01/Academic-Calender-2021-2022.pdf**
Dates of conduct of internal assessment examinations	**https://www.bbconkollam.org/wp-content/uploads/2023/02/2.5.1.pdf**
Any other relevant information	**https://www.bbconkollam.org/wp-content/uploads/2023/02/2.5.1-Other.pdf**

2.5.2 - Mechanism to deal with examination-related grievances is transparent, time-bound and efficient. Provide a description on Grievance redressal mechanism with reference to continuous internal evaluation, matters relating to University examination for submission of appeals, providing access to answer scripts, provision of re-totaling and provision for reassessment within 100 - 200 words

The Institution is affiliated to KUHS, the rules and regulations for evaluation process are laid down by the affiliating university and are communicated to students at the beginning of every academic year. A Chief Superintendent and an Internal Vigilance Officer have been appointed by the college as per the examination guidelines of the Kerala University of Health science. The Grievance Redressal Cell is constituted under the chairmanship of the Principal with members including the Vice-Principal, Head of Departments, and the senior faculty members. The institution has an internal examination cell and an internal examination policy. If a

student is not satisfied with exam corrections, the student may approach the Grievance Redressal Cell. In the university examination, the answer sheets with laser barcode and security features supplied by the University from time to time are used. The institution follows KUHS re-totaling policy for revaluation and obtaining photocopy of answer sheets. To clarify any issues related to evaluation, students can apply to have the photocopy of his/her answer sheet within 10 days after declaring the result and there is scope for retotaling as per the norms of KUHS exam cell.

File Description	Documents
Details of University examinations / Continuous Internal Evaluations (CIE) conducted during the last year	**[View File](#)**
Number of grievances regarding University examinations/ Internal Evaluation	**[View File](#)**
Any other relevant information	**[View File](#)**

2.5.3 - Reforms in the process and procedure in the conduct of evaluation/examination; including the automation of the examination system. Describe the reforms implemented in internal evaluation/ examinations with reference to the following within 100 - 200 words Examination procedures Processes integrating IT Continuous internal assessment system Competency-based assessment Workplace-based assessment Self assessment OSCE/OSPE

The institution is following university examination policy for internal assessment and final examination. The time table for the university final examination of UG and PG is available in the university website one month prior to commencement of the examination. Appointment of Chief Superintendent and Internal Vigilance Officer are done by the university. Pervious question papers are available in university site. An internal examination cell operates in our institution. All the course coordinators are to submit the scheduled sessional examination question paper to exam cell. As per the direction of university, the institution is using the barcoded answer sheets for university examination. All data related to internal exam have been kept in institution Exam cell. The average of best three sessional examination marks will be taken as the final internal assessment mark. The institution keeps separate internal registers for entering the internal marks of students. The copies of university mark are kept in separate files. The examination hall is equipped with internet, CCTV, Software, photocopier, scanner and printers. Hall tickets generation is computerized and they are distributed to the students two days ahead of the examinations. The whole system is surveyed under CCTV and report is sent to the university to prevent malpractices.

File Description	Documents
Information on examination reforms	https://www.bbconkollam.org/wp-content/uploads/2022/03/2.5.3a-Reforms-in-Exam-Process-and-procedure-.pdf
Any other relevant information	https://www.bbconkollam.org/wp-content/uploads/2022/03/2.5.3a-Kerala-University-of-Health-Science-Examination.pdf

2.5.4 - The Institution provides opportunities to students for midcourse improvement of performance through specific interventions. Opportunities provided to students for midcourse improvement of performance through: Timely administration of CIE On time assessment and feedback Makeup assignments /tests Remedial teaching/ support	A. All of the Above

File Description	Documents
List of opportunities provided for the students for midcourse improvement of performance in the examinations	**View File**
Information as per Data template	**View File**
Policy document of midcourse improvement of performance of students	**View File**
Re-test and Answer sheets	**View File**
Any other relevant information	**View File**

2.6 - Student Performance and Learning Outcomes

2.6.1 - The Institution has stated the learning outcomes (generic and programme-specific) and graduate attributes as per the provisions of the Regulatory bodies and the University; which are communicated to the students and teachers through the website and other documents

The Institution has clearly stated Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs) according to curriculum designed by KUHS which is uploaded in the institutional website. The curriculum is revised for academic year for 2021.The curriculum is changed as semester system for B.sc nursing programme. Based on the new curriculum the (POs, Cos, PSOs) are planned and implemented since 2021 admission onwards. Concrete mechanisms have been designed and adopted to ensure that the desired outcomes are achieved according to the defined outcomes of curriculum, teaching-learning methodology and the supporting facilities. Induction and orientation programmes are conducted for the students at beginning of each academic session. According to new syllabus seminars, practice teaching and micro-teaching are included in the teaching and learning strategies. A culture of scientific research is developed in students through compulsory dissertation related to their respective fields of expertise under the guidance of the senior faculty. The passing out graduates of our institution are made fit to practice independently with due confidence and skills and prepared to face the professional challenges. Periodical faculty meetings are conducted to assess the progress of a course and a review is done at the end of the academic year.

File Description	Documents
Relevant documents pertaining to learning outcomes and graduate attributes	**https://www.bbconkollam.org/wp-content/uploads/2022/03/2.6.1a-Learning-Outcome-and-Program-Outcome.pdf**

Methods of the assessment of learning outcomes and graduate attributes	https://www.bbconkollam.org/wp-content/uploads/2023/02/2.6.1.pdf
Upload Course Outcomes for all courses (exemplars from Glossary)	https://www.bbconkollam.org/wp-content/uploads/2022/03/2.6.1a-Learning-Outcome-and-Program-Outcome.pdf
Any other relevant information	Nil

2.6.2 - Incremental performance in Pass percentage of final year students in the year

File Description	Documents
List of Programmes and the number of students passed and appeared in the final year examination for the year	**View File**
Link for the annual report of examination results as placed before BoM/ Syndicate/ Governing Council for the year.	**View File**
Reports from Controller of Exam (COE) office/ Registrar evaluation mentioning the relevant details and the result analysis performed by the institution duly attested by the Head of the Institution	**View File**
Trend analysis for the last year in graphical form	**View File**
Data template	**View File**
Any other relevant information	No File Uploaded

2.6.3 - The teaching learning and assessment processes of the Institution are aligned with the stated learning outcomes. Provide details on how teaching learning and assessment processes are mapped to achieve the generic and program-specific learning outcomes (for each program) within 100 – 200 words

The institution has well framed programme outcomes and course outcomes as per the university norms. COs for each course of the program and its mapping for relevance of particular PSOs are planned by the respective course faculty members. The attainment of COs, POs and PSOs are measured through scores and pass percentage secured in internal and final university examinations. The KUHS syllabus clearly stated the teaching learning and assessment process of UG /PG and the institution has followed the teaching learning process and examination manual for university examination. The revised semester wise syllabus included credit system and evaluation pattern reframed and implemented since 2021 academic year. The assessment of course outcomes is conducted through sessional examinations, model examinations and university final examinations. Students must score a minimum 50% internal marks for theory and practical separately in each subject in order to appear for university examinations. Each candidate should have minimum 80% of attendance in theory and clinical practicum for appearing for university examination and to complete the course the students has to complete 100% clinical attendance in the practical area. The institution has provided facilities for add on courses for students to improve their professional ethics and skill.

File Description	Documents

Programme-specific learning outcomes	https://www.bbconkollam.org/wp-content/uploads/2022/03/2.6.1a-Learning-Outcome-and-Program-Outcome.pdf
Any other relevant information	https://www.bbconkollam.org/wp-content/uploads/2023/02/2.6.3.pdf

2.6.4 - Presence and periodicity of parent-teachers meetings, remedial measures undertaken and outcome analysis. Describe structured mechanism for parent-teachers meetings, follow-up action taken and outcome analysis within 100 - 200 words

Institution has an active Parent Teachers Association and it supports the college in all its achievements and progress. The executive committee members of PTA actively participate in all the programmes organized by the institution. PTA meets before each academic year. Every year new office bearers are elected by the parents. Open forum is given for selection of the executive members of the Parent Teachers Association. The executive committee of the PTA meets once in six months and takes necessary decision to promote the college activities. Class PTA meetings are conducted once every three months. The head of the institution addresses all the parents and explain expected learning outcomes from the students. The progress of the students is discussed during the meeting and the parent's suggestions are invited for further smooth functioning of the institution. Parents of slow learners are invited to discuss about the measures taken to improve their wards performance. The head of the institution and the class coordinators meets the parents periodically based on the necessity and student's performance. The Parent Teachers Association has contributed fund for academic welfare activities. Parents suggestions are incorporated in the academic planning.

File Description	Documents
Proceedings of parent – teachers meetings held during the year	https://www.bbconkollam.org/wp-content/uploads/2023/02/PTA-minutes.pdf
Follow up reports on the action taken and outcome analysis.	https://www.bbconkollam.org/wp-content/uploads/2023/02/action-taken-and-outcome-analysis.pdf
Any other relevant information	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Online student satisfaction survey regarding teaching learning process

https://www.bbconkollam.org/wp-content/uploads/2023/01/Student-Satisfaction-Survey-2021-2022.pdf

File Description	Documents
Any other relevant information	View File

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 – Number of teachers recognized as PG/ Ph.D research guides by the respective University during the year

3

File Description	Documents
Copies of Guide-ship letters or authorization of research guide provide by the university	**View File**
Information as per Data template	**View File**
Any other relevant information	**No File Uploaded**
List of full time teachers recognized as PG/ Ph.D guides during the year.	**View File**
List of full time teacher during the year.	**View File**

3.1.2 – Number of teachers awarded national /international fellowships / financial support for advanced studies/collaborative research and participation in conferences during the year

0

File Description	Documents
Fellowship award letter / grant letter from the funding agency	**No File Uploaded**
List of teachers and their national/international fellowship details (Data templates)	**View File**
E-copies of the award letters of the teachers	**No File Uploaded**
Any other relevant information	**No File Uploaded**

3.1.3 – Number of research projects/clinical trials funded by government, industries and non-governmental agencies during the year

Number of Research Projects	Amount / Funds Received
0	0

File Description	Documents
List of research projects and funding details during the year (Data template)	**No File Uploaded**
List of research projects and funding details during the year (Data template)	**View File**
Link for funding agencies websites	**Nil**
Any other relevant information	**No File Uploaded**

3.2 – Innovation Ecosystem

3.2.1 – The Institution has created an ecosystem for innovations including Incubation Centre and other initiatives for creation and transfer of knowledge. Describe the available Incubation Centre and evidence of its functioning (activities) within 100 - 200 words

Our college is a recognized Research Center of Kerala University of Health Sciences since 2019 for conducting part time Ph D programme.

- Institution has a well-functioning Research Committee and institutional ethics committee (IEC) to

monitor the research activities of faculty and students.

- Institution has a recognized Doctoral Committee.

- Faculty and students are motivated to publish their research work in national and international UGC recommended journals.

- The institution gives financial assistance to the faculty members to attend conferences, workshops and

seminars and to present scientific papers.

- Releases yearly research bulletin 'Nursing Enquete' the abstract of investigations in nursing education

and practice.

- Institution has started faculty exchange programme with International centre for collaboration research of Omayal Achi college of Nursing, Chennai for conducting research classes for research scholars.

- Periodical department meetings are conducted with journal presentation on recent trends and issues in

nursing. PG students have separate journal presentation and all the assignments of the PG students include 3-4 journal references.

- Institution motivates students and faculty to involve in research related activities through organizing

national and international conference on research methodology.

- Research committee is actively involved in organising workshops and conferences at institutional,

national and international levels.

File Description	Documents
Details of the facilities and innovations made	https://www.bbconkollam.org/?page_id=5916
Any other relevant information	https://www.bbconkollam.org/wp-content/uploads/2023/02/3.2-list.pdf

3.2.2 - Number of workshops/seminars conducted on Intellectual Property Rights (IPR) Research methodology, Good Clinical, Laboratory, Pharmacy and Collection practices, writing for Research Grants and Industry-Academia Collaborations during the year

1

File Description	Documents
List of workshops/seminars during the year(Data template)	View File

Reports of the events	**View File**
Any other relevant information	**View File**

3.3 - Research Publications and Awards

3.3.1 - The Institution ensures implementation of its stated Code of Ethics for research. The Institution has a stated Code of Ethics for research, the implementation of which is ensured by the following: There is an Institutional ethics committee which oversees the implementation of all research projects All the projects including student project work are subjected to the Institutional ethics committee clearance The Institution has plagiarism check software based on the Institutional policy Norms and guidelines for research ethics and publication guidelines are followed	**A. All of the Above**

File Description	Documents
Institutional Code of Ethics document	**View File**
Minutes of meetings of the committees with reference to the code of ethics	**View File**
Any other relevant information	**View File**

3.3.2 - Number of Ph.D/ DM/ M Ch/ PG Degree in the respective disciplines received per recognized PG teachers* of the Institution during the year

3.3.2.1 - Number of Ph.D.s /DM/M Ch/PG degrees in the respective disciplines received per recognized PG teachers* of the Institution during the year

1

File Description	Documents
Any other relevant information	**No File Uploaded**
List of Ph.D.s /DM/MCh/PG degrees in the respective disciplines received during the year	**No File Uploaded**
List of teachers recognized as guides during the year	**View File**
Information as per Data template	**View File**
Letter of PG guide recognition from competent authority	**View File**

3.3.3 - Number of papers published per teacher in the Journals notified on UGC -CARE list in the UGC website/Scopus/ Web of Science/ PubMed during the year

3.3.3.1 - Number of research papers published per teacher in the Journals notified on UGC website/Scopus/ Web of Science/ PubMed during the year

29

File Description	Documents

Number of research papers published per teacher in the Journals notified on UGC website/Scopus/ Web of Science/ PubMed during t	**View File**
Web-link provided by institution in the template which redirects to the journal webpage published in UGC notified list	**View File**
Information as per Data template	**View File**
Any other relevant information	**No File Uploaded**

3.3.4 – Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings indexed in UGCCARE list on the UGC website/ Scopus/ Web of Science/ PubMed/ during the year

0

File Description	Documents
List of books and chapters in edited volumes/books published with ISBN and ISSN number and papers in national/ international conference proceedings during the year	**No File Uploaded**
Information as per Data template	**View File**
Any other relevant information	**No File Uploaded**

3.4 - Extension Activities

3.4.1 – Number of extension and outreach activities carried out in collaboration with National and International agencies, Industry, the community, Government and NonGovernment organized bodies through NSS/NCC during the year

29

File Description	Documents
List of extension and outreach activities during the year (Data Template)	**View File**
List of students in NSS/NCC involved in the extension and outreach activities during the year	**View File**
Detailed program report for each extension and outreach program should be made available, with specific mention of number of students and collaborating agency participated	**View File**
Any other relevant information	**No File Uploaded**

3.4.2 – Number of students participating in extension and outreach activities during the year

214

File Description	Documents
Reports of the events organized	**View File**
List of extension and outreach activities conducted with industry, community etc for the last year (Data template)	**View File**

List of students who participated in extension activities during the year	[View File](#)
Geotagged photographs of extension activities	[View File](#)

3.4.3 - Number of awards and recognitions received for extension and outreach activities from Government / other recognised bodies during the year. Describe the nature and basis of awards /recognitions received for extension and outreach activities of the Institutions from Government /other recognised bodies during the year within 100 - 200 words

BBCON observed breast feeding week and carried out different activities for the period of seven days under the direction of World Alliance for Breastfeeding Action (WABA). The activities included awareness rally, and awareness class for the public in community and in hospitals. The institution also conducted education programmes for the public through Community Radio Benziger 107.8 FM. The report was submitted to WABA every year and institution received a certificate of participation from WABA.

BBCON has received letter of appreciation from the NGO –Fishermen Community Development Programme (FCDP) for the voluntary services rendered by the students and faculty members of Community Health Nursing Department to the coastal community of Pallithottam, Kollam.

One faculty of BBCON has received letter of appreciation for health awareness classes to students of Govt. Vocational higher secondary school, Thrissur and Higher secondary school Valayanchirangara, Ernakulam.

File Description	Documents
List of awards for extension activities in the year	Nil
e-copies of the award letters	Nil
Any other relevant information	Nil

3.4.4 - Institutional social responsibility activities in the neighbourhood community in terms of education, environmental issues like Swachh Bharath, health and hygiene awareness and socio-economic development issues carried out by the students and staff during the year. Describe the impact of extension activities in sensitizing students to social issues and holistic development within 100 - 200 words

Our institution encourages a spirit of selfless service and cultivates respect for all human beings. Various extension activities have been carried out through students organizations like SNA and NSS and by various departments.

• Students and faculty actively involved in pulse polio immunization program ,awareness rally on AIDS day and TB day organized by DMO office, Kollam.

• Health talk on breast feeding, importance of mental health through Radio club; voice of Nightingale

• Awareness classes on drug abuse, use of mobile, self-defense and prevention of road traffic accidents.

• Vigilance department of Kerala held virtual class on anticorruption.

- Conducted awareness programme Swachh Bharath Pakhwada initiated by the government of India aiming at student empowerment regarding environmental issues.

- Programmes "Poshan Abhiyan, Poshan Pakhwada" meant to improve nutritional outcomes for children, pregnant and lactating women , under the direction of UNICEF and Ministry of health and Family Welfare Servies were broadcasted through Community Radio Benziger.

- Books and newspapers supplied to coastal library, Kollam for imbibing reading habits to the people residing at coastal areas.

.• During Covid lockdown period, management and all staff of the institution donated Covid kit to nearby community.

File Description	Documents
Details of Institutional social responsibility activities in the neighbourhood community during the year	https://www.bbconkollam.org/wp-content/uploads/2023/02/3.4.4social-responsibilities.pdf
Any other relevant information	https://www.bbconkollam.org/wp-content/uploads/2023/02/TapScanner-02-23-2023-11:26.pdf

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, faculty exchange, student exchange/ Industry-internship etc. per year for the year

0

File Description	Documents
Certified copies of collaboration documents and exchange visits	**View File**
Any other relevant information	No File Uploaded
List of collaborative activities for research, faculty/student exchange etc. (Data template)	**View File**
Detailed program report for each extension and outreach program should be made available, with specific mention of number of students and collaborating agency participated and amount generated	No File Uploaded

3.5.2 - Total number of Functional MoUs with Institutions/ Industries in India and abroad for academic, clinical training / internship, on-the job training, project work, student / faculty exchange, collaborative research programmes etc. during the year

5

File Description	Documents
List of functional MoUs for the year (Data Template)	**View File**
E-copies of the MoU's with institution/ industry/corporate house, Indicating the start date and completion date	**View File**

List of partnering Institutions/ Industries /research labs with contact details	No File Uploaded
Any other relevant information	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc. Describe the adequacy of facilities for teaching-learning viz., classrooms, ICT-enabled classrooms, seminar halls, facilities for clinical learning, learning in the community, Teleconferences, AYUSH-related learning cum therapy centre, well-equipped laboratories, skills labs etc. as stipulated by the appropriate Regulatory bodies within 100 - 200words

Bishop Benziger College of Nursing is situated at the heart of Kollam city, spreads over 5 acres of eco-friendly land. The college houses eleven spacious ICT and WIFI enabled classrooms and 10 well-equipped laboratories. The College runs a community health center at Pallithottam. The College also facilitates learning through Community Radio-Radio Benziger- 107.8F.M.

Clinical training is facilitated through our parent hospital; Bishop Benziger Hospital, a 400 bedded multi and super specialty hospital with NABH entry level certification and NABL. Students are enriched with hands-on experience at various clinical settings like the parent hospital, Community Health Centres, and other affiliated institutions

Advanced Skill training laboratory is unique with modern equipment and facilities which include mannequin for CPR training, ET tube intubation, venipuncture, various injection and urinary catheterization. Computer laboratory is equipped with 10 computers for the research related activities and e- learning of students.

The campus holds academic support facilities like Ph.D. Scholar room, Seminar Hall, auditorium, examination hall, academic lounge, conference hall, etc. All HODs have individual offices with a department library, small meeting space for personalized faculty - student interaction and a WiFi enabled computer.

File Description	Documents
List of available teaching-learning facilities such as Class rooms, Laboratories, ICT enabled facilities including Teleconference facilities etc., mentioned above	https://www.bbconkollam.org/wp-content/uploads/2022/12/4.1.1-F-LIST-OF-available-tl-facilities-.pdf
Geo tagged photographs	https://www.bbconkollam.org/?page_id=6878
Any other relevant information	https://www.bbconkollam.org/wp-content/uploads/2022/12/A-4.1.1-Facilities-for-Clinical-Learning.pdf

4.1.2 - The Institution has adequate facilities to support physical and recreational requirements of students and staff - sports, games (indoor, outdoor), gymnasium, auditorium, yoga centre, etc.) and

for cultural activities. Describe the adequacy of facilities for sports, games and cultural activities including specification about area/size, year of establishment and user rate within 100 - 200 words

College offers amenities for a wide-range of sports facilities including badminton, basketball, long jump, Shot-put, etc. At the end of each academic year, students who excel in sports are honoured during the College Day celebration and the events are published in the college magazine. Our institution also offers its facilities as a venue for conducting various sports events at university level.

College auditorium (2000 sq. ft) is utilized for conducting indoor games, cultural activities, Arts fest, Monthly SNA activities and other student enhancement programmes like self-defence training, disaster management training, BLS training, soft skill training and Yoga training.

Seminar hall is utilized for academic support facilities like monthly faculty meeting, faculty development programs, guest lectures, and career guidance programmes. A separate room is kept for student nurses association for storing items related to sports, games and cultural activities. Physical Training is given to the students under the guidance of a PT trainer. The college creates platforms for developing diverse talents in students like debate, quiz, singing, dance, drama, instrumental music, etc. Monthly SNA competitions are held and the winners are awarded prizes on college day. Talented students are encouraged to take part in inter-collegiate and state level competitions.

File Description	Documents
List of available sports and cultural facilities	https://www.bbconkollam.org/wp-content/uploads/2022/12/4.1.2-F-sports-facility.pdf
Geo tagged photographs	https://www.bbconkollam.org/?page_id=6927
Any other relevant information	https://www.bbconkollam.org/wp-content/uploads/2022/12/edit-4.1.2.pdf

4.1.3 - Availability and adequacy of general campus facilities and overall ambience: Describe the availability and adequacy of campus facilities such as hostels, medical facilities, toilets, canteen, post office, bank, roads and signage, greenery, alternate sources of energy, STP, water purification plant, etc. (within 100 - 200 words)

Our college offers hostel facilities with full time warden for girls within the premises and for boys, hostel facilities are arranged on request. All hostels are well furnished and have 24 hours uninterrupted water supply, electric supply, and safe drinking water facility. The mess is operated four times a day. Medical Facilities for staff and students are provided in our parent hospital at moderate fee. A wellness clinic is actively functioning in our college which does regular health check-up for staff and students and basic first aid treatments.

Toilet facilities and separate common rooms are available for girls, boys and staff. Canteen facility is available both in the college and the hospital. Post office and Banking services are accessible within 1.5 kms. Signages and specific parking area are available at both the college and the hospital. The campus is safe and secured under 24 hours CCTV surveillance with well-trained security staff and boundary fencing.

An eco-friendly campus is maintained with ancient trees and greenly rich environment. Alternate sources of energy like biogas plant, LED lamps, water conservation system, solar plant, sewage treatment plant and water purification plant are available. An academic lounge and chapel are also accessible in the campus.

File Description	Documents
Photographs/ Geo tagging of Campus facilities	**https://www.bbconkollam.org/?page_id=6941**
Any other relevant information	**https://www.bbconkollam.org/wp-content/uploads/2022/12/FS-certificate-hostel-canteen.pdf**

4.1.4 - Number of expenditure incurred, excluding salary, for infrastructure development and augmentation during the year

800000.00

File Description	Documents
Audited utilization statements (highlight relevant items)	**View File**
Details of budget allocation, excluding salary during the year (Data template)	**View File**
Any other relevant information	**View File**

4.2 - Clinical, Equipment and Laboratory Learning Resources

4.2.1 - Teaching Hospital, equipment, clinical teaching-learning and laboratory facilities as stipulated by the respective Regulatory Bodies. Describe the adequacy of the Teaching Hospital, equipment, clinical teachinglearning and laboratory facilities as stipulated by the respective Regulatory Bodies within 100 - 200 words

Bishop Benziger Hospital is a 400 bedded hospital situated at the heart of Kollam town managed by the Latin Catholic Diocese of Quilon. The facilities available for the patient care include Emergency, Cardiology, Anaesthesiology, Gastroenterology, Gastrosurgery, Gynaec And Obstetrics, Laparoscopic Surgery, Neonatology, Nephrology, Neurology, Neurosurgery, Ophthalmology, Orthopaedics, Paediatrics, Paediatric Surgery, Physiotherapy, Psychiatry, Radiology, Spine Surgery, Urology, Oncology, Oro-Maxillo Facial Surgery. Our parent hospital has Outpatient and Inpatient Services, ICU Complex, Dialysis Centre, Cathlab, Cardiac Station, OT Complex, Blood Bank, Laboratory Services, spiritual Counselling, A/C and non A/C ambulance. Our hospital also hosts various CNE and in-service education programmes in a well-equipped conference hall. There are service areas like CSSD, Mortuary, Laundry, and Cafeteria. The hospital has well-defined policies for the prevention of hospital-acquired infections, approved by regulatory authorities for disposal of bio-hazardous waste and other types of wastes.

File Description	Documents
The facilities as per the stipulations of the respective Regulatory Bodies with Geo tagging	**https://www.bbconkollam.org/?page_id=6951**
The list of facilities available for patient care, teaching-learning and	**https://www.bbconkollam.org/wp-content/uploads/2022/12/4.2.1-F.pdf**

	research
Any other relevant information	https://www.bbconkollam.org/wp-content/uploads/2022/12/4.2.1-research-project.pdf

4.2.2 - Number of patients per year treated as outpatients and inpatients in the teaching hospital for the year

4.2.2.1 - Number of patients treated as outpatients in the teaching hospital during the year

File Description	Documents
Any other relevant information	**View File**
Details of the teaching hospitals (attached hospital or shared hospitals after due approval by the Regulatory Council/ University) where the students receive their clinical training.	**View File**
Outpatient and inpatient statistics for the year	**View File**
Link to hospital records/ Hospital Management Information System	https://www.bbconkollam.org/wp-content/uploads/2022/12/4.2.2-HIS.pdf

4.2.3 - Number of students exposed to learning resource such as Laboratories, Animal House & Herbal Garden (in house OR hired) during the year

4.2.3.1 - Number of UG students exposed to learning resource such as Laboratories, Animal House & Herbal Garden (in house OR hired) during the year

208

File Description	Documents
Detailed report of activities and list of students benefitted due to exposure to learning resource	**View File**
Details of the Laboratories, Animal House & Herbal Garden	**View File**
Number of UG, PG students exposed to Laboratories, Animal House & Herbal Garden (in house OR hired) per year based on time-table and attendance	**View File**
Any other relevant information	**View File**

4.2.4 - Availability of infrastructure for community based learning. Institution has: Attached Satellite Primary Health Center/s Attached Rural Health Center/s other than College teaching hospital available for training of students Residential facility for students / trainees at the above peripheral health centers /hospitals Mobile clinical service facilities to reach remote rural locations	C. Any 2 of the Above

File Description	Documents

Description of community-based Teaching Learning activities (Data Template)	**View File**
Details of Rural and Urban Health Centers involved in Teaching Learning activities and student participation in such activities	**View File**
Government Order on allotment/assignment of PHC to the institution	**View File**
Any other relevant information	**View File**

4.3 - Library as a Learning Resource

4.3.1 - Library is automated using Integrated Library Management System (ILMS). Describe the Management System of the Library within 100 - 200 words

Library is partially automated with LIBSOFT server version 5.1. LIBSOFT is an integrated multi user, user friendly library management software package which manages all library routines like book accession, multimedia accession, journal accession and indexing, classification based on Dewey decimal classification, membership, circulation and information retrieval (OPAC). WEB OPAC system provides a user-friendly interface for learning facility.

Partially automated Integrated Library Management System (ILMS) facilitate the easy location of books that are categorized and cascaded according to subjects and titles; The book stock is continuously updated with regular budget allocation from the college and is well maintained. The library uses barcode technology for easy transactions. Library has a separate reading area for faculty and students. There are separate sections for the books, journals, reference copies and newspaper reading. Separate gate registers are maintained for faculty and students. A separate room is utilized for maintaining the back volumes.

Specialized service provided by the library includes reference services for both in-house members and research scholars from outside, display of new books and journals, photocopying facility, internet browsing and book bank.

File Description	Documents
Geo tagged photographs of library facilities	**https://www.bbconkollam.org/?page_id=7200**
Any other relevant information	**https://www.bbconkollam.org/wp-content/uploads/2022/12/4.3.1.pdf**

4.3.2 - Total number of textbooks, reference volumes, journals, collection of rare books, manuscripts, Digitalized traditional manuscripts, Discipline-specific learning resources from ancient Indian languages, special reports or any other knowledge resource for library enrichment

Library with a seating capacity of 130 has a vast collection of 6643 books, 39 Journals including 23 international and 16 national journals and magazines, 650 back volumes, 403 CDs on various subjects, 276 Dissertation & Thesis and 3 Newspapers. Reference section has Encyclopedia and latest editions of books for all subjects. A number of valuable books on varied topics of study and interests are added every year. The library also has a developing section on digital learning resources.

The college has MoU with Karmela Rani Training College, Kollam (sister concern) for interlibrary loan and interlibrary E – resource sharing. The library has introduced the system of open access where students and staff are allowed to check the stock and choose books for themselves. Only the librarian and library assistant are entrusted to verify and enter the stock. Every year 'User Education', a library orientation program is held for new students and faculty members.

Our institution is running a book bank to support the economically backward students of our college. Books are collected under this scheme from various sources like alumni, faculty members and others.

File Description	Documents
Data on acquisition of books / journals /Manuscripts /ancient books etc., in the library	**https://www.bbconkollam.org/wp-content/uploads/2022/12/4.3.2-book-journal-list.pdf**
Geotagged photographs of library ambiance	**https://www.bbconkollam.org/?page_id=7209**
Any other relevant information	**https://www.bbconkollam.org/wp-content/uploads/2022/12/4.3.2-65652020-21.xlsx**

4.3.3 - Does the Institution have an e-Library with membership / registration for the following: 1 e – journals / e-books consortia E-Shodh Sindhu Shodh ganga SWAYAM Discipline-specific Databases	**D. Any 1 of the Above**

File Description	Documents
Details of subscriptions like e-journals, e-Shodh Sindhu, Shodh ganga Membership etc. (Data template)	**View File**
E-copy of subscription letter/member ship letter or related document with the mention of year to be submitted	**View File**
Any other relevant information	**View File**

4.3.4 - Annual expenditure for the purchase of books and journals including e- journals during the year (INR in Lakhs)

402387

File Description	Documents
Audited Statement highlighting the expenditure for purchase of books and journal / library resources	**View File**
Details of annual expenditure for the purchase of books and journals including e-journals during the year (Data template)	**View File**
Any other relevant information	**View File**

4.3.5 - In-person and remote access usage of library and the learner sessions/library usage programmes organized for the teachers and students (data for the academic year) Describe in-

person and remote access usage of library and the learner sessions/library usage programmes organized for the teachers and students data for the preceding academic year within 100 - 200 words

Students and faculty members have access to the library facilities from 8:00 am to 6:00 pm and the book issuing will continue till 4:00 pm. The library facility is also accessible for the research scholars of our college as well as for students and staff from other institutions on request.

DELNET facility is also open to all users. Library has WEB OPAC facility to create a user-friendly environment. Remote access for DELNET is also provided for all in-house members and other research scholars from other institutions. 'Annual Book fair' is conducted by the library and team. Through this exhibition, students and faculty members are enriched with information about new books. Students and faculty members give suggestions to the librarian regarding the addition of latest books.

A library orientation program is held for new students and faculty members to get an awareness of various services available in the library and the procedure to be followed to borrow books and other reading materials. A special orientation has been given regarding DELNET for faculty members and students.

File Description	Documents
Details of library usage by teachers and students	**https://www.bbconkollam.org/wp-content/uploads/2022/12/library-gate-register.pdf**
Details of library usage by teachers and students	**https://www.bbconkollam.org/wp-content/uploads/2022/12/4.3.5-Certificates-for-DELNET-Orientation-Programme-1.pdf**
Any other relevant information	**https://www.bbconkollam.org/wp-content/uploads/2022/12/4.3.5.pdf**

4.3.6 - E-content resources used by teachers: MOOCs platforms SWAYAM Institutional LMS e-PG-Pathshala Any other	D. Any 1 or 2 of the Above

File Description	Documents
Links to documents of e-contents used	**View File**
Data template	**View File**
Any other relevant information	**View File**

4.4 - IT Infrastructure

4.4.1 - Number of classrooms, seminar halls and demonstration rooms linked with internet /Wi-Fi-enabled ICT facilities (data for the academic year)

21

File Description	Documents
Number of classrooms and seminar halls and demonstration rooms linked with internet /Wi-Fi-enabled ICT facilities (Data Template)	**View File**

Geo-tagged photos of the facilities	[View File](#)
Any other relevant information	[View File](#)

4.4.2 - Institution frequently updates its IT facilities and computer availability for students including Wi-Fi . Describe computer availability for students and IT facilities including Wi-Fi with the date(s) and nature of updation within 100 - 200 words

All classrooms have IT facilities like mounted LCDs with Wi-Fi and OHPs. A fully airconditioned ICT enabled seminar hall with an interactive smart board, mounted LCD projector, an LED TV is available.

The college has a computer lab with 10 systems having high speed internet connection The computer lab is equipped with a 2 KVA UPS facilitating uninterrupted supply. Advanced logistic support is provided in the computer lab like spiralling, scanning and printing facility.

Library has 4 computers with internet facility and one Wi-Fi access point. 2 computers are provided exclusively for DELNET. Reprographic and scanning facility is provided in the library. CCTV monitoring is also kept in the library.

University examination centre is equipped with CCTV monitoring, mobile jammer, 2 computers and three printers. Optical fiber installation is done to upgrade the speed of the internet to 100 mbps. An LED display board has been set up in front of the seminar hall which displays the major events / activities of the campus. The auditorium has a mounted 10 x 8 feet display screen. It also has a good sound system (studio master mixer) with four speakers and codeless microphone.

File Description	Documents
Documents related to updation of IT and Wi-Fi facilities	https://www.bbconkollam.org/wp-content/uploads/2022/12/ict-enabled-class.pdf
Any other relevant information	Nil

4.4.3 - Available bandwidth of internet connection in the Institution (Leased line) Opt any one:	D. 50 MBPS - 250MBPS

File Description	Documents
Details of available bandwidth of internet connection in the Institution(Data Template)	[View File](#)
Bills for any one month of the last completed academic year indicating internet connection plan, speed and bandwidth	[View File](#)
Any other relevant information	[View File](#)

4.5 - Maintenance of Campus Infrastructure

4.5.1 – Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)	
5121105.00	

File Description	Documents
Audited statements of accounts on maintenance o f physical facilities and academic support facilities duly certified by Chartered Accountant / Finance Officer	**View File**
Details about approved budget and expenditure on physical and academic support facilities (Data templates)	**View File**
Any other relevant information	**View File**

4.5.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports facilities, computers, classrooms etc. Describe policy details of systems and procedures for maintaining and utilizing physical and academic support facilities within a maximum of 100 -200 words.

Classrooms and premises are kept neat and tidy on regular basis by the team of cleaning staff. Maintenance/cleaning schedules are prepared and exhibitedat regular points and they are well monitored bythe designated staff member. All laboratories are well equipped as per the academic requirements and statutory rules. Each department maintains separate stock register and regular maintenance of equipment is done by concerned staff in charge.

The library resources are continuously updated with regular budget allocation from the college. Library committee meetings are held regularly where the library-related issues and policies are reviewed and reframed, if necessary. Computer Lab and ICT facilities are maintained by the service providers and the college technicians. Reprography machineries, computers, printers, CCTV cameras, audio systems, air conditioners, water purifiers and fire and safety equipment are maintained properly with the support and consultation with management referred qualified personnel. A fulltime computer technician is available in the campus for the maintenance of IT facilities.

Essential sports articles are purchased and maintained regularly. Day to day maintenance and other minor repairs are handled by electrician and a plumber is available round the clock in the campus. Annual maintenance of all vehicles is done promptly at the end of the academic year.

File Description	Documents
Minutes of the meetings of the Maintenance Committee	Nil
Log book or other records regarding maintenance works	https://www.bbconkollam.org/wp-content/uploads/2022/12/maintenance-register.pdf
Any other relevant information	https://www.bbconkollam.org/wp-content/uploads/2022/12/4.5.1-maintainance-policy.pdf

STUDENT SUPPORT AND PROGRESSION	

5.1 - Student Support

5.1.1 – Number of students benefited by scholarships/ freeships / fee-waivers by Government / Non-Governmental agencies / Institution during the year

123

File Description	Documents
Attested copies of the sanction letters from the sanctioning authorities	**View File**
List of students who received scholarships/ free ships/fee-waivers	**View File**
Any other relevant information	**View File**
Data template	**View File**

5.1.2 – Capability enhancement and development schemes employed by the Institution for students: Soft skill development Language and communication skill development Yoga and wellness Analytical skill development Human value development Personality and professional development Employability skill development	**A. All of the Aboe**

File Description	Documents
Any other relevant information	**View File**
Link to Institutional website	**https://www.bbconkollam.org/wp-content/uploads/2023/02/5.2.capabilitie-enhancement-.pdf**
Details of capability enhancement and development schemes(Data Template)	**View File**

5.1.3 – Number of students provided training and guidance for competitive examinations and career counseling offered by the Institution during the year

208

File Description	Documents
List of students benefited by guidance for competitive examinations and career counselling during the year (Data template)	**View File**
Institutional website. Web-link to particular program/scheme mentioned in the metric	**https://www.bbconkollam.org/wp-content/uploads/2023/02/5.1.3-web-link.pdf**
Copy of circular/ brochure/report of the event/ activity report Annual report of Pre-Examination Coaching centres	**View File**

list of students attending each of these schemes signed by competent authority	**View File**
Any other relevant information	**No File Uploaded**

5.1.4 - The Institution has an active international student cell to facilitate study in India program etc.., Describe the international student cell activities within 100 - 200 words

Bishop Benziger College of nursing does not have an international student cell as international students are not admitted for admission to nursing courses according to Government policy.

As per the Prospectus for admission to Professional Degree Courses in Nursing and paramedical Streams 2021-2022- Approved -Orders issued. HEALTH &FAMILY WELFARE (C) DEPARTMENT G.O. (Ms)No.148/2021/H&FWD Dated Thiruvananthapuram 09/08/2021 (Read Letter No. B6/06/2021/DME dated, 20.07.2021 from the Director Of Medical Education): Only Indian citizens are eligible for admission to professional courses unless otherwise notified. Holders of Persons of Indian Orgin (PIO) cards /Overseas Citizen of India (OIC) will also be treated at par with Indian citizens for the limited purpose of admission. However, PIO/OCI candidates will not be eligible for any kind of reservation. As per the 2021-2022 notification no international students are eligible for admission in the self- financing nursing colleges of Kerala.

File Description	Documents
For international student cell	**https://www.bbconkollam.org/wp-content/uploads/2023/02/Adobe-Scan-Feb-10-2023-7.pdf**
Any other relevant information	**https://www.bbconkollam.org/wp-content/uploads/2023/02/prospectus-2.pdf**

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances / prevention of sexual harassment and prevention of ragging Adoption of guidelines of Regulatory Bodies Presence of the committee and mechanism of receiving student grievances (online/ offline) Periodic meetings of the committee with minutes Record of action taken	**A. All of the Above**

File Description	Documents
Minutes of the meetings of student Grievance Redressal Committee and Anti-Ragging Committee/Cell	**View File**
Circular/web-link/ committee report justifying the objective of the metric	**https://www.bbconkollam.org/wp-content/uploads/2023/02/5.1.5-circular.pdf**
Details of student grievances and action taken (Data template)	**View File**
Any other relevant information	**View File**

5.2 - Student Progression

5.2.1 - Number of students qualifying in state/ national/ international level examinations during the year (eg:NET/SLET/GATE/GMAT/CAT/ GRE/TOEFL/Civil Services/State government examinations)		
5.2.1.1 - Number of students qualifying in state/ national/ international level examinations (eg: GATE/ GMAT/ GPAT/ CAT/ NEET/ GRE/ TOEFL/ PLAB/ USMLE/ AYUSH/ Civil Services/ Defence/ UPSC/ State government examinations/ AIIMSPGET, JIPMER Entrance Test, PGIMER Entrance Test etc.,) during the year.		
16		
File Description		Documents
List of students qualifying in state/ national/ international level examinations during the year (Data template)		**View File**
Pass Certificates of the examination		**View File**
Copies of the qualifying letters of the candidate		**View File**
Any other relevant information		**View File**
5.2.2 - Number of outgoing students who got placed / self-employed during the year		
21		
File Description		Documents
Annual reports of Placement Cell		**View File**
Self-attested list of students placed /self-employed		**View File**
Details of student placement / self-employment during the year (Data template)		**View File**
Any other relevant information		**View File**
5.2.3 - Number of the graduated students of the preceding year, who have progressed to higher education		
2		
File Description		Documents
Supporting data for students/alumni as per data template		**View File**
Details of student progression to higher education (Data template)		**View File**
Any other relevant information		**No File Uploaded**
5.3 - Student Participation and Activities		
5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year		
62		
File Description		Documents
Duly certified e-copies of award letters and certificates		**View File**

Any other relevant information	[View File]()

5.3.2 - Presence of a Student Council, its activities related to student welfare and student representation in academic & administrative bodies/ committees of the Institution. Describe the Student Council, its activities related to student welfare and student representation in academic & administrative bodies /committees of the Institution within 100 - 200words

Bishop Benziger College of Nursing exhibits its excellence in academic as well as co-curricular activities through forums like Student Nurses' Association (SNA), Kerala FORUM on United Nations Academic Impact (KFUNAI), National Service Scheme (NSS) and Students Union / Council. Two representatives from PG Section and Four representatives from UG section are contributing their valuable views and suggestions during curriculum committee meeting

- All the student representatives are members of Anti ragging committee. They are actively involved in all the programmes.
- Magazine editor shoulders the sole responsibility of releasing the college magazine with the assistance from principal, staff and administrative section of BBCON.
- Two representatives are actively participating in the programmes of IQAC, contributing valuable suggestion towards achieving academic excellence.
- One student representative is actively involved in the activities of college council.
- All class representatives included in the hostel committee are providing their contribution for the smooth running of the hostel.

Major events organized by the student's council.

- Arts Festival, Sports Day and College Day Celebration.
- Onam and Christmas celebration.
- International Women's Day Celebration and Celebration of all significant Days.
- Publication of college magazine.
- Charitable programmes like blood donation, books to coastal library and cleaning activities.
- Conducts Radio talk related to health issues of the public

File Description	Documents
Reports on the student council activities	https://www.bbconkollam.org/wp-content/uploads/2023/02/Adobe-Scan-Feb-13-2023-1.pdf
Any other relevant information	https://www.bbconkollam.org/wp-content/uploads/2023/02/2.2.3-college-union.pdf

5.3.3 - Number of sports and cultural activities/competitions organised by the Institution during the year

29

File Description	Documents
List of sports and cultural activities / competitions organized during the year (Data Template)	[View File]()

Report of the events with photographs	[View File](#)
Any other relevant information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association is registered and holds regular meetings to plan its involvement and developmental activates with the support of the college during the year. Describe the contributions of the Alumni Association to the Institution during the year within 100 – 200 words

The college has an active and registered Alumni association which was officially inaugurated on 29/08/2014and registered on 04.03.20 with Reg no:-KLM/TC/119/2020. The association takes special interest in providing scholarships, financial assistance, undertaking charitable works and many other public welfare activities within and outside the campus.

At present there are 491 alumni registered with association who are spread over nationally and internationally in top ranking hospitals or Universities and serving of different capacities in health care sector throughout the world. The association conducts its general and executive body meetings regularly. The last general body meeting was conducted on 07.11.2022. Life time membership is available with a registration fee of Rs.1000 per year. The members can utilize the benefit of visiting the college library, Preference for Passes to the college Events, Regular contact with faculties, peers, current students and other alumni members.

Our Alumni members have donated books to library for boosting the students and some of our alumnis take more initiation for conducting alumni lecture series. They are participating in national and international programs for the all-round development of the students and institution. Few of the alumni's are directing their juniors for better placement.

File Description	Documents
Registration of Alumni association	https://www.bbconkollam.org/wp-content/uploads/2023/01/alumni-registration.pdf
Details of Alumni Association activities	https://www.bbconkollam.org/wp-content/uploads/2023/01/alumni-bookdonation.pdf
Frequency of meetings of Alumni Association with minutes	https://www.bbconkollam.org/wp-content/uploads/2023/01/MyDoc-121617.pdf
Quantum of financial contribution	https://www.bbconkollam.org/wp-content/uploads/2023/01/alumni-income-and-expenses.pdf
Audited statement of accounts of the Alumni Association	https://www.bbconkollam.org/wp-content/uploads/2023/01/alumni-audit-report.pdf

5.4.2 - Provide the areas of contribution by the Alumni Association / chapters during the year Financial /kind Donation of books /Journals/volumes Students placement Student exchanges Institutional endowments	C. Any 2 or 3 of the Above

File Description	Documents
List of Alumni contributions made during the year	**View File**
Extract of Audited statements of highlighting Alumni Association contribution	**View File**
Certified statement of the contributions by the head of the Institution	**View File**
Any other relevant information	**View File**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The Institution has clearly stated Vision and Mission which are reflected in its academic and administrative governance. Describe the Vision and Mission of the Institution, nature of governance, perspective plans and stakeholders' participation in the decision-making bodies highlighting the activities leading to Institutional excellence.

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Our vision

To make qualitative contribution to health care through educational
preparation based on sound educational principles and Christian values to
personnel who are dedicated to healing ministry.

Significant mission

    • To prepare young nursing professionals, competent to deliver
      comprehensive holistic health care with special emphasis on community
      health services to meet the health needs of medically underprivileged
      areas of our community.
    • To conduct research activities, execute social services and motivate
      community development programs.

Our institution follows participatory governance system and is governed by
the Patron — The Bishop of Quilon, Governing council of Benziger Hospital
Society, College Management Committee, College council, Internal Quality
Assurance Cell and administrative personnel. The Principal oversees the
working of all committees meant for academic, co-curricular and
administrative tasks. College has active Parent Teacher Association,
College Management Committee, Curriculum Committee, College Council,
Students Nurses Association, NSS, etc which are involved in decision
making process with participation of stakeholders. The institution has
well-functioning NAMS and Gnomio. The College has signed MOU with British
training Institute, Omayal Achi College of Nursing, Fatima Mata National
College, Cardiology Department -Bishop Benziger Hospital, Quilon Social
Service Society, Karmela Rani Training College, Bishop Benziger Hospital,
Sarvarthrika Sahodariya Samithi for various activities.
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File Description	Documents
Vision and Mission documents approved by the College bodies	**https://www.bbconkollam.org/wp-content/uploads/2023/01/6.1.1.pdf**
Achievements which led to Institutional excellence	**https://www.bbconkollam.org/wp-content/uploads/2023/02/6.1.1-Achievements.pdf**
Any other relevant information	**Nil**

6.1.2 - Effective leadership is reflected in various Institutional practices such as decentralization and participative management. Describe the organogram of the college management structure and its functioning system highlighting decentralized and participatory management and its outcomes in the Institutional governance within 100 - 200 words

Our college has a well-defined organizational structure for the fruitful and systematic functioning at both academic and administrative levels to promote effective leadership. The college organizes regular meetings of IQAC, HOD, PG and UG Coordinators, Faculty meeting, Joint clinical committee meeting, non-teaching staff meeting for an effective decentralization at regular intervals. Academic Monitoring Committee under the guidelines of Kerala University of Health Sciences draft, regulate and implement the students' academic policies and activities. The participative management is the success of BBCON which is ensured through the active functioning of various mandatory committees like College Advisory Committee, Curriculum Committee, SC/ST Cell, Anti-Ragging committee, Internal Complaints Committee and Minority cell. All the committees meet regularly for discussing matters and taking appropriate decision for the smooth running of the college. Participatory Management of Students is ensured in Academic planning and implementation process particularly in Curriculum Committee. Student's extracurricular activities are planned by Student Nurses Association and College Union. Separate election is conducted every year for the SNA and College union Office bearers. Staff and students get involved in various Actives.

File Description	Documents
Relevant information /documents	https://www.bbconkollam.org/wp-content/uploads/2023/02/6.1.2-2.pdf
Any other relevant information	https://www.bbconkollam.org/wp-content/uploads/2023/02/6.1.2-Other.pdf

6.2 - Strategy Development and Deployment

6.2.1 - The Institutional has well defined organisational structure, Statutory Bodies/committees of the College with relevant rules, norms and guidelines along with Strategic Plan effectively deployed. Provide the write-up within 100 - 200 words

Organizational Structure

The college has a well-defined organizational structure with a proper line of communication for the effective deployment of activities for ensuring quality of education. The institution functions under Bishop Benziger Hospital Society. The patron of the college is the bishop of Quilon. The director is the signing authority for financial matters. The day-to-day activities are managed by manager, principal, vice principal and the administrative officer. The academic matters are planned by the principal with the head of the departments and implemented through all other staff members of the institution.

Strategic Plan

College has prepared strategic plan for period of five years. It defines the goal and implementation strategies for future excellence. The strategic plan of the institution, highlights seat enhancement, add on courses, collaborative teaching, mentoring programme, skill training, institutional collaboration with other institutions of excellence and

extension activities with the cooperation of governmental and non-governmental organizations like UNAI, WABA etc.

Statutory Bodies

Institution is affiliated to the statutory bodies such as Indian Nursing Council (INC), Kerala Nurses and Midwifes Council (KNMC), Kerala University of Health Sciences (KUHS). Every year institution continues of affiliation process with these statutory bodies.

File Description	Documents
Minutes of the College Council/ other relevant bodies for deployment/ deliverables of the strategic plan	https://www.bbconkollam.org/wp-content/uploads/2023/02/6.2.1-college-council.pdf
Any other relevant information	https://www.bbconkollam.org/wp-content/uploads/2023/02/Gantt-Chart.pdf
Organisational structure	https://www.bbconkollam.org/wp-content/uploads/2023/01/organization-structure.pdf
Strategic Plan document(s)	https://www.bbconkollam.org/wp-content/uploads/2022/03/6.2.1-College-Strategic-Plan-2021-2026_removed.pdf

6.2.2 - Implementation of e-governance in areas of operation Academic Planning and Development Administration Finance and Accounts Student Admission and Support Examination	**A. All of the Above**

File Description	Documents
Data template	**View File**
Institutional budget statements allocated for the heads of E_governance implementation	**View File**
e-Governance architecture document	**View File**
Screen shots of user interfaces	**View File**
Policy documents	**View File**
Any other relevant information	**View File**

6.3 - Faculty Empowerment Strategies

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

The college ensures various welfare measures for the teaching and non-teaching staff in order to improve their professional skills and help them achieve personal and professional satisfaction. The institution is generous in promoting its faculty members to avail Faculty Development Program and pursue higher studies. The faculty members are constantly encouraged to take up projects and research activities. Financial assistance is provided in the form of seed money and incentives for promoting research activities thus ensuring professional competencies.

Staff members are given due recognition for their achievements by felicitating them in gatherings organized by the staff association. BBCON family members are always supported financially on times of special need. Celebration of festivals, irrespective of religion or caste differences and staff tour strengthen the bonding among the staff. Hospital canteen provides food on subsidized rates for staff and students during their duty time. Our recent initiative 'Digital Evaluation centre' with the direction of KUHS for digital evaluation of university answers paper. It is a stepping stone in the academic progress of the institution. The staffs of BBCON enjoys best possible work facilities and infrastructure facilities, code of conduct, service and leave rules, staff welfare policy implementation, rewards, recognitions and incentives, deputation for seminars, conferences, workshops, Sponsorship/Motivation for quality improvement, support for research, consultancy, and innovations.

File Description	Documents
Policy document on the welfare measures	https://www.bbconkollam.org/wp-content/uploads/2022/03/6.3.1-Policy-Document-on-Providing-Welfare-Measures.pdf
List of beneficiaries of welfare measures	https://www.bbconkollam.org/wp-content/uploads/2023/02/6.3.1-list-of-beneficiaries.pdf
Any other relevant document	Nil

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

18

File Description	Documents
Details of teachers provided with financial support to attend conferences, workshops etc. during the year (Data Template)	View File
Policy document on providing financial support to teachers	View File
List of teachers provided membership fee for professional bodies	View File
Receipts to be submitted	View File
Any other relevant information	View File

6.3.3 - Number of professional development / administrative training programmes organized by the University for teaching and non- teaching/technical staff during the year (Continuing education programmes, entrepreneurship development programmes, Professional skill development programmes, Training programmes for administrative staff etc.,)

7

File Description	Documents
List of professional development / administrative training programmes organized by the Institution during the year and the lists of participants who attended them (Data	View File

template)	
Reports of Academic Staff College or similar centers Verification of schedules of training programs	**View File**
Copy of circular/ brochure/ report of training program self conducted program may also be considered	**View File**
Any other relevant information	**No File Uploaded**

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

24

File Description	Documents
Days limits of program/course as prescribed by UGC/ AICTE or Preferably Minimum one day programme conducted by recognised body/academic institution	**View File**
Any other relevant information	**No File Uploaded**
Details of teachers who have attended FDPs during the year (Data template)	**View File**
E-copy of the certificate of the program attended by teacher	**View File**

6.3.5 - Institution has Performance Appraisal System for teaching and non- teaching staff. Describe the functioning of the Performance Appraisal System for teaching and nonteaching staff within 100 - 200 words

Every year the institution conducts performance appraisal for both teaching and non-teaching staff. For the teaching staff, the institution has adopted 360 degree evaluation system criteria such as student's evaluation, self-appraisal, peer evaluation, HOD and principal evaluation. At the end of every academic year, in the month of September, the performance appraisal process starts with self- appraisal and completes in October with the feedback session by the head of the institution. Appraisal forms are distributed to all teaching faculty and the evaluation is done at three levels – self, head of the department, and principal. At the end of the process, the principal analyses and conducts individual feedback meeting. It has helped the faculty members to upgrade their personal and professional development. Students also have a major role in the performance appraisal system. Based on the appraisal, one faculty member is selected as 'Best Performer' of that year and award the as conferred during major functions of the college like Graduation/Lamp lighting ceremony. Annual academic and curriculum feedback are collected from students and other stake holders to brief the faculty about their strength and weakness thus improving their performance.

File Description	Documents
Performance Appraisal System	https://www.bbconkollam.org/wp-content/uploads/2022/03/6.3.5-Performance-Appraisal-System.pdf
Any other relevant information	https://www.bbconkollam.org/wp-content/uploads/2022/03/6.3.5-Performance-Appraisal-

	Forms-.pdf

6.4 - Financial Management and Resource Mobilization

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

Our institution has resource mobilisation policies and procedures for the optimal utilization of resources ensuring the quality of education and welfare of staff. The fund is utilized in a transparent way, and the institution is bound to go through stringent auditing measures. The mobilizations of physical, financial, human, and social resources are well discussed in the governing council. However the majority of the resources that make up the inputs are financial resources. Finance management is collectively done by Director, manager, principal, administrative officer and the internal accountant to monitor the fund mobilization and proper utilization of the funds generated. Optimal utilization of fund is ensured through periodical maintenance of the infrastructure and inventory of the all the labs, stock verification and auditing. Policy and procedures are available for scrapping the damaged equipment, e-waste and liquid waste. Thus BBCON has established processes and procedures for effective utilization of financial resources received as Governmental and Non-Governmental funds. The institution has a well-defined mechanism for proper mobilization of funds to ensure transparency and optimum use of the funds.

File Description	Documents
Resource mobilization policy document duly approved by College Council/other administrative bodies	https://www.bbconkollam.org/wp-content/uploads/2022/03/6.4.1-Resource-Mobilization-Policy.pdf
Procedures for optimal resource utilization	https://www.bbconkollam.org/wp-content/uploads/2022/03/6.4.1-Procedure-for-Optimal-Resourse-Utilization.pdf
Any other relevant information	https://www.bbconkollam.org/wp-content/uploads/2021/03/6.4.1-Policy-for-Maintenance-and-Utilization-of-Physical-Academic-and-Support-Facilities.pdf

6.4.2 - Institution conducts internal and external financial audits regularly. Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling any audit objections within 100 -200 words

The college fund is utilized in a transparent and systematic way, and the institution is bound to go through stringent auditing measures. The internal financial audit is conducted once in six months by administrative officer with the internal charted accountant. External financial audits are done by the chartered accountant Alphonse & Co at the end of every financial year. The Internal Accountant maintains online transactions and verifies the monthly tally sheet and salary statement. Monthly cost analysis is done by the administrative officer. The Director, Manager, Administrative officer, Principal and the External auditor plans the budget based on the income and expected expenditure of the institution. Audit objections/ clarifications, if any, are taken care of immediately, and irregularities, if any, are rectified and resolved. All the financial transactions of the College are strictly supervised by the Director,

Manager, Principal, Administrative officer and the Internal charted accountant. The Administrative Committee advises the Governing Council on financial matters and meets at least twice a year. The committee steers the purchasing procedure also. The other resources like PTA fund, Alumni association fund, NSS fund and Student Nurses Association funds are also included in the annual audit system.

File Description	Documents
Documents pertaining to internal and external audits for the last year	**https://www.bbconkollam.org/wp-content/uploads/2023/01/Audit-report-2021-22.pdf**
Any other relevant information	**https://www.bbconkollam.org/wp-content/uploads/2022/03/6.4.2-Internal-Audit.pdf**

6.4.3 - Total Grants received from government/non-government bodies, individuals, philanthropists during the year (INR in Lakhs)

Funds/grants received from government bodies (INR in Lakhs)	Funds/grants received from nongovernment bodies (INR in Lakhs)
0	0

File Description	Documents
Audited statements of accounts for the year	**View File**
Copy of letter indicating the grants/ funds received by respective agency as stated in metric	**No File Uploaded**
Provide the budget extract of audited statement towards Grants received from Government / non-government bodies, individuals, philanthropist duly certified by chartered accountant/ Finance Officer	**No File Uploaded**
Information as per Data template	**View File**
Any other relevant information	**View File**

6.5 - Internal Quality Assurance System

6.5.1 - Institution has a streamlined Internal Quality Assurance Mechanism. Describe the Internal Quality Assurance Mechanism in the Institution and the activities of IQAC within 100 - 200 words

IQAC functions on the Quality Motto, "Quality Education – The key to standard nursing care" and with Quality Policy:" we are committed to provide the value based and skill oriented holistic health care education for developing world class nurse leaders with professionalism and social responsibility. Activities of IQAC

- Prepares and communicates the calendar of events to students every academic year.
- Organizes curriculum workshop every year to find strength and weakness of the teaching learning and evaluation system.
- Submits AQAR to NAAC on stipulated time IQAC conducts internal and external academic audit.
- Collects and analyzes feedback from all stakeholders.
- Organizes faculty development programmes, Conducts performance appraisal for teaching and non-teaching staff, Releases college magazine, research bulletin and alumni newsletter.

- Monitors the continuous evaluation, organizes quality related workshops for staffs and students.
- Organizes state, national conference and international webinar.
- Identifies best performer of the year among teaching staff and confers the award during main event of the college.
- Monitors the completion of syllabus and tutorial sessions.
- Analyses the university examination results and takes necessary steps for further progress
- Provides consultancy to other colleges for their accreditation process.
- Maintains the overall quality of the institution.
- Organised programmes on all national and international Health days at hospital and community setup.
- Conducts student's satisfaction survey, analysis and submit feedback to the head of the institution to ensure the quality of the teaching learning process and management system.

File Description	Documents
The structure and mechanism for Internal Quality Assurance	https://www.bbconkollam.org/wp-content/uploads/2023/01/6.5.1-structure-and-mechanism-for-Internal-Quality-Assurance.pdf
Minutes of the IQAC meetings	https://www.bbconkollam.org/wp-content/uploads/2023/02/IQAC-meeting-2022-2-2.pdf
Any other relevant information	https://www.bbconkollam.org/wp-content/uploads/2023/02/IQAC-Academic-Callender.pdf

6.5.2 - Number of teachers attending programs/ workshops/ seminars specific to quality improvement in the year (Please exclude participations in Faculty Development Programmes (FDP) mentioned in metric 6.3.4)

File Description	Documents
Details of programmes/ workshops/ seminars specific to quality improvement attended by teachers during the year	View File
List of teachers who attended programmes/ workshops/ seminars specific to quality improvement during the year	View File
Certificate of completion/participation in programs/ workshops/ seminars specific to quality improvement	View File
Information as per Data template	View File
Any other relevant information	View File

6.5.3 - The Institution adopts several Quality Assurance initiatives. The Institution has implemented the following QA initiatives: Regular meeting of Internal Quality Assurance Cell (IQAC) Feedback from stakeholder collected, analysed and report submitted to college management for improvements Organization of workshops, seminars,	A. All of the Above

orientation on quality initiatives for teachers and administrative staff. Preparation of documents for accreditation bodies (NAAC, NBA, ISO, NIRF, NABH, NABL etc.,)

File Description	Documents
Information as per Data template	**View File**
Annual report of the College	**View File**
Minutes of the IQAC meetings	**View File**
Copies of AQAR	**https://www.bbconkollam.org/?page_id=675**
Report of the feedback from the stakeholders duly attested by the Board of Management	**View File**
Report of the workshops, seminars and orientation program	**View File**
Copies of the documents for accreditation	**View File**
Any other relevant information	**View File**

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Total number of gender equity sensitization programmes organized by the Institution during the year

3

File Description	Documents
List of gender equity sensitization programmes organized by the Institution (Data template)	**View File**
Copy of circular/brochure/ Report of the program	**View File**
Extract of Annual report	**View File**
Geo tagged photographs of the events	**View File**

7.1.2 - Measures initiated by the Institution for the promotion of gender equity during the year. Describe gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus within 100 - 200 words

The institution has a conducive environment for gender equity as no separate norms based on gender for the admission/recruitment of students and staff. '

There is no gender discrimination in selecting students to various courses. Topics on gender-related issues and sexuality are included in curricula. Gender sensitization programs are conducted regularly.

"Swashraya" is a radio based learning programme specially meant for people residing at coastal area.

The campus is characterized by boundary fencing, security guards and CCTV cameras at strategic locations including hostels. Essential fire and safety equipment is available in the campus. Separate common rooms for boys and girls in the campus.

Lockers, drinking water facilities and washrooms are available

All employees and students are strictly instructed to wear identity cards.

Vacations of students are pre planned and notified to parents to assure the safety of their wards.

Classes on anti-ragging are arranged annually for freshers and for all members in the campus to make them proactive on matters related to ragging.

Lectures by experts and workshops on gender sensitization, child abuse and self-defense training programs are regularly conducted.

Each student receives personal attention through mentor-mentee system and proper guidance on gender issues through counseling.

An expert student counselor is available for students.

File Description	Documents
Annual gender sensitization action plan	https://www.bbconkollam.org/wp-content/uploads/2022/12/gender-sensitization-action-plan.pdf
Specific facilities provided for women in terms of a. Safety and security b. Counselling c. Common Rooms d. Day care centre for young children	https://www.bbconkollam.org/wp-content/uploads/2022/12/Specific-facilities.pdf
Any other relevant information	https://www.bbconkollam.org/wp-content/uploads/2022/12/7.1.2.pdf

7.1.3 - The Institution has facilities for alternate sources of energy and energy conservation devices 1 Solar energy Wheeling to the Grid Sensor based energy conservation Biogas plant Use of LED bulbs/ power efficient equipment	B. Any 3 or 4 of the Above

File Description	Documents
Geotagged Photos	https://www.bbconkollam.org/wp-content/uploads/2022/12/geotagged-pht.pdf
Installation receipts	View File
Facilities for alternate sources of energy and energy conservation measures	View File

Any other relevant information	[View File](#)

7.1.4 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 100 - 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid waste is collected as per standard protocol and segregated into biodegradable and non-biodegradable waste.

A biogas plant installed near the student hostel treats the food waste and gas generated is used for cooking purposes in the hostel.

An incinerator is installed in the college campus for the management of solid waste. Plastic wastes are minimally generated in the campus. .

Drainage facilities for liquid waste management are available both in the college and hostel campus. Our parent hospital possesses a well-functioning waste water treatment plant.

The waste is collected in colour-coded bags and disposed in coordination with IMAGE (Indian Medical Association goes ecofriendly).

The college does repairing and reusing of gadgets to avoid E-Waste. If not repairable, E- Waste collected from the institution is handed over to an external agency.

Our parent hospital has a waste water treatment plant where the treated water is used for hospital purpose.

No radioactive waste is generated in the campus.

The institution follows a green protocol and a 'green audit' is conducted by the college annually. A number of initiatives have been implemented to promote reduction of plastic waste on campus.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	https://www.bbconkollam.org/wp-content/uploads/2022/12/7.1.4a-Agreement-for-Biogas-Plant_removed.pdf
Geotagged photographs of the facilities	https://www.bbconkollam.org/wp-content/uploads/2022/12/facilities.pdf
Any other relevant information	https://www.bbconkollam.org/wp-content/uploads/2022/12/Greenauditreport.pdf

7.1.5 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	B. Any 3 of the above

File Description	Documents

Geotagged photos / videos of the facilities	https://www.bbconkollam.org/wp-content/uploads/2022/12/facilities-1.pdf
Installation or maintenance reports of Water conservation facilities available in the Institution	View File
Any other relevant information	View File

7.1.6 - Green campus initiatives of the Institution include: Restricted entry of automobiles Battery-powered vehicles Pedestrian-friendly pathways Ban on use of plastics Landscaping with trees and plants

B. Any 4 of the Above

File Description	Documents
Geotagged photos / videos of the facilities if available	https://www.bbconkollam.org/wp-content/uploads/2022/12/7.1.6-b1.jpg
Geotagged photo Code of conduct or visitor instruction displayed in the institution	View File
Any other relevant information	View File
Reports to be uploaded (Data Template)	View File

7.1.7 - The Institution has Divyangjan friendly, barrier-free environment Built environment with ramps/lifts for easy access to classrooms. Divyangjan friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for Divyangjan to access NAAC for Quality and Excellence in Higher Education AQAR format for Health Sciences Universities Page 68 website, screen-reading software, mechanized equipment Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading material, screen reading

C. Any 2 or 3 of the Above

File Description	Documents
Geo tagged photos of the facilities as per the claim of the institution	View File
Any other relevant information	View File
Data template	View File
Relevant documents	View File

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

Our institution strives to render quality education in the field of nursing with a view to produce competent and dedicated nurses.Management

and staff do not discriminate students based on race, caste and socioeconomic status.

Every year students and staff celebrate festivals like Onam and Christmas, significant days such as republic day, independence day, national unity day and Ambedkar Jayanthi etc

NSS activities such as annual camps and awareness classes help students to work with different cultural and socio economic communities establishing link between community and the institution.

Institution extends its service to the community people at Kollam by functioning community health center at Pallithottam

Festival Holidays are availed by staff and students

Counselling services are available to all students

Students receive government scholarships like Merit Cum Means scholarship, E-grants for SC/ ST students, Scholarships for fishermen community students and SNA scholarship / KUHS studentship.

Institution organizes School health programmes as part of community extension activities.

Cybercrime awareness programs conducted for the students to preserve their moral integrity.

Conducted awareness program for the coastal community on the significance of cashless transaction.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	https://www.bbconkollam.org/wp-content/uploads/2023/02/7.1.8.pdf
Any other relevant information/documents	Nil

7.1.9 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organized professional ethics programmes for students, teachers, administrators and other staff during the year Annual awareness programmes on Code of Conduct were organized during the year	A. All of the Above

File Description	Documents
Information about the committee composition, number of programmes organized etc., in support of the claims	View File

Web link of the code of conduct	https://www.bbconkollam.org/wp-content/uploads/2022/03/7.1.9b-Code-of-Conduct.pdf
Details of the monitoring committee of the code of conduct	**View File**
Details of Programs on professional ethics and awareness programs	**View File**
Any other relevant information	**View File**
Institutional data in Prescribed format (Data Template)	**View File**

7.1.10 - The Institution celebrates/ organizes national and international commemorative days, events and festivals. Describe the efforts of the Institution in celebrating /organizing National and International commemorative days and events and festivals within 100 - 200 words

List of commemorative days, events and festivals celebrated in the BBCON

Republic Day (January 26): observes by flag hosting, message by the principal and related programmes.

Martyr's Day (January 30): observes every year in collaboration with Kollam Corporation. International Women's Day (March 8): observes by role play, panel discussion and awareness class.

International Nurses Week (May 6 - May 12) : observes by nurses rally, seminar, quiz competition and cultural activities.

World Environment Day (June 5): observes by awareness class, planting saplings and related activities.

International Yoga Day (June 21): observes by organizing Yoga classes for students and staff. Teachers' Day (September 5): observes by organizing cultural programmes including Guru Vandhanam by students.

Gandhi Jayanti (October 2): observes by participating in public rally, oath taking and preparing and updating YouTube videos in the official channel of the Institution.

National Unity Day: observes by taking pledge and conducting competitions like quiz, essay writing, pencil drawing for students.

Indian constitution Day (November 26): observes by taking oath, awareness programme to reinforce the significance of Indian Constitution.

Festivals like Onam and Christmas are celebrated every year with Cultural programes. The programs are organized by SNA, KFUNAI and NSS unit of BBCON.

7.2 - Best Practices

7.2.1 - Describe two Institutional Best Practices as per the NAAC format provided in the Manual (Respond within 100 - 200 words)

Best Practice - 1

Student support and guidance programme (SSGP)

SSGP is a recommended programme by Kerala University of Health Sciences. The activities initiated are communication skill development programme, lecture series on values, sexuality and gender, reproductive health, professionalism, time management, interpersonal relationships and spiritual ideologies, interactive session on adolescent stress, positive living and self-esteem. An online study skill inventory is used at the beginning of the course to identify the student's strength and weakness in academics. Personality assessment is done for the 1st year BSc nursing students during their orientation program. Mentor- mentee programme has been initiated to empower the students and subject clinic is functioning in the designated

space to improve the academic standards and to raise the level of comprehension. For the career advancement of students, campus interview and recruitment are regularly conducted in the college by various esteemed institutions.

Best Practice – 2

Implementation of Nursing Academic Management System (NAMS).

The system assists in decision making for quality and standard performance by result analysis, detailed internal analysis, individual assessment analysis and student absence analysis. Moreover, 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.

File Description	Documents
Best practices page in the Institutional website	https://www.bbconkollam.org/?page_id=5143
Any other relevant information	https://www.bbconkollam.org/wp-content/uploads/2022/12/7.2.1.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution during the year in one area distinctive to its priority and thrust within 100 - 200 words

Health care of people living at coastal area

The college in collaboration with parent hospital, Fishermen Community Development Programme (FCDP) and Theeradesa Mahila Society (TMS) is running a community health center at Pallithottam which covers a population of 7000 people. The center offers medical treatment for an average of 40 patients per day on minimal registration fee. The community health centers function every working day from 9am to 2 pm. It runs adolescent clinic, geriatric clinic, non-communicable disease clinic and antenatal clinic. The staff members include a doctor, two nurses, one helper and one sweeper. The activities of the center are monitored by Department of Community Health nursing . The students carry out research projects based on the health issues of coastal community. Radio club of the institution-Voice of Nightingale conducts health related programmes which are broadcasted through Community Radio Benziger 107.8 FM. Our recent radio based project (SWASHRAYA) is a joined venture of our college

with Community Radio Benziger and National Health Mission to empower the coastal women to render home based basic health care services. The institution in collaboration with NGO'S like FCDP and Quilon Social Service Society conducts awareness programs, exhibitions, radio projects and palliative services.

File Description	Documents
Appropriate web page in the institutional website	https://www.bbconkollam.org/wp-content/uploads/2023/02/community-extension-activities-at-costal-area.pdf
Any other relevant information	https://www.bbconkollam.org/wp-content/uploads/2023/02/swasraya.pdf

NURSING PART

8.1 - Nursing Indicator

8.1.1 - Training in the clinical skills and simulation labs are organized with reference to acquisition and enhancement of skills in basic and advance procedures such as BLS/ALS, Venepuncture, ET intubation/suctioning, central line insertion procedures (PG- as per clinical specialty).

All laboratories in the college are well furnished according to the academic requirement and statutory rule. Bishop Benziger College of Nursing has fully equipped and functional clinical laboratories with mannequine for skill training, equipment and audiovisual aids necessary for demonstration and practice. The college has a good infrastructure with 8 clinical laboratories(Advanced skill Lab, Anatomy Lab , Foundations Lab, Maternity Lab, Child Health Lab, Community Health Nursing, Lab, Nutrition Lab, Audio Visual Aids Lab) and one Computer Lab, to teach clinical subjects and policies and standard operating procedures for maintenance of these laboratories are properly maintained . Advanced Skill training laboratory is the unique feature of the college with modern equipment and facilities which include CPR training mannequin, ET tube intubation mannequins, venipuncture mannequins, various injection mannequins, urinary cathereization mannequins, and mannequine for doing basic nursing procedures. Foundation laboratory and advanced skill laboratory are utilized for practicing OSCE under the guidance of concerned teachers for both UG and PG students. The concerned teacher in charge prepares the laboratory schedule for the practice of PG and UG students in consultation with subject coordinators. Experts and resource persons are invited for providing training in BLS for both students and staff at minimum fees.

File Description	Documents
Policy on the use of clinical skills and simulation labs inthe acquisition and enhancement of skills in basic and complex procedures such as endoscopic surgery and interventional procedures	https://www.bbconkollam.org/wp-content/uploads/2023/01/8.1.1-lab-policy.pdf
Geotagged photographs/videos of the facilities	https://www.bbconkollam.org/wp-content/uploads/2022/03/8.1.jpg
Student feedback on the effectiveness of the facilities	https://www.bbconkollam.org/wp-content/uploads/2023/01/8.1.1.c.students-

	feedback-on-the-effectiveness-of-facilities.pdf
Any other relevant information	https://www.bbconkollam.org/wp-content/uploads/2023/01/graduates-satisfaction-survey.pdf

8.1.2 - Number of fulltime teachers who have acquired additional postgraduate Degrees/Diplomas/Fellowships/ Master trainer certifications beyond the eligibility requirements from Universities/ Recognized Centers/ /Professional bodies in India or abroad. (Eg: additional PG degree, Ph D, Fellowships, Master trainer certifications etc.)

21

File Description	Documents
List of fulltime teachers with additional Degrees, Diplomas suchas PG degree, Fellowships, Ph D, Master trainer etc. during the year	**View File**
Attested e-copies of certificates of postgraduate Degrees,Diplomas or Fellowships certificates.	**View File**
Any other relevant information.	**No File Uploaded**
Institutional Data in Prescribed Format (Data Template)	**View File**

8.1.3 - Students are exposed to quality of care and patient safety procedures including infection prevention and control practices as practiced by the teaching hospital in didactic and practical sessions during their clinical postings.

As a reputed nursing institution, the college has the responsibility to equip nursing students to deliver safe and high quality nursing services for patients under any clinical circumstances. Our vision is to make qualitative contribution to health care through educational preparation based on sound educational principles and Christian values to personnel who are dedicated to healing ministry. our aim is to create expert group of nurses who can recognize and act on the problems related with patient safety to avoid mishaps due to the negligence of safety management and nosocomial infection to patients and nurses.

Quality policy

We are committed to provide value based and skill oriented holistic health care education for developing world class nurse leaders with professionalism and social responsibility

Quality Motto

Quality Education: The key to standard Nursing care.

Infection prevention and control practices

The first year B.SC nursing syllabus prescribed by the university and INC covers patients safety, infection control and preventive measures. Students are given ample opportunity to practice infection control and standard safety precautions in foundation laboratory. At the beginning of the clinical posting, the students are given orientation to various infection control measures practiced in the teaching hospital.

File Description	Documents
Documents pertaining to quality of care and patient safetypractices followed by the teaching hospital	**https://www.bbconkollam.org/wp-content/uploads/2023/02/8.1.3.pdf**
Any other relevant information	Nil

8.1.4 - Number of first year students, provided with prophylactic immunization against communicable diseases like Hepatitis-B during their clinical work during the year.

Number of students admitted in the first year of the teaching programmes during the year	Number of First year students administered immunization /prophylaxis
60	60

File Description	Documents
Policies documents regarding preventive immunization ofstudents, teachers and hospital staff likely to be exposed to communicable diseases during their clinical work.	**View File**
List of students, teachers and hospital staff, who received such immunization during the preceding academic year	**View File**
Any other relevant information	**View File**
Institutional Data in Prescribed Format (Data Template)	**View File**

8.1.5 - Is the teaching hospital / clinical laboratory accredited by any National Accrediting Agency? NABH Accreditation of the teaching hospital NABL Accreditation of the laboratories ISO Certification of the departments / divisions Other Recognized Accreditation / Certifications	A. All of the above

File Description	Documents
e-copies of Certificate/s of Accreditations	**View File**
Any other relevant documents	**View File**
Institutional Data in Prescribed Format (Data Template)	**View File**

8.1.6 - Describe how the College facilities were utilized by students from other institutions (PG/UG/GNM) for administrative/educational visits and critical evaluation during the year.

Bishop Benziger college of Nursing serves as a pioneer institution for training and development of health care professionals. Students from various other institutions in and around Kollam district come for observational visits as part of their clinical and administration requirements. Administrative heads from other institutions also pays a visit to this institution to know details regarding accreditation process Annually one workshop is conducted by this institution for nurses in and around Kerala. This institution attained the glory of being a research centre. We have a well equipped library with Delnet facility with 6565 books, 650 bound volumes of journals,16 national and 23 international

journals, net accessible computers which are utilized by various research scholars. Library facilities such as 135 e – nursing journals in Delnet . 84 UG,179 PG dissertations, 3 M.Phil thesis, 10 Ph.D. theses,403 CDS and databases are also utilized by students and research scholars. Our multipurpose hall also houses students from other institutions for attending various nursing university examinations under KUHS. This institution also hosts competitions as part of SNA activities.

File Description	Documents
List of facilities used by other Institutions	https://www.bbconkollam.org/wp-content/uploads/2023/01/8.1.6.a.List-of-facilities-used-by-other-institutions_2.pdf
List of Institutions utilizing facilities in the College	https://www.bbconkollam.org/wp-content/uploads/2023/01/8.1.6.a.List-of-facilities-used-by-other-institutions_1.pdf
Any other relevant information	https://www.bbconkollam.org/wp-content/uploads/2023/01/8.1.6.relevant-documents.pdf

8.1.7 - College undertakes community oriented activities.

The institution is affiliated to Government health centres like Community health centre, Thrikkadavoor, and Primary health centre, Sakthikulangara, Kollam. Students are also sent to various renowned community health training institutions like RUHSA(the rural unit for health and social affairs), CMC (Christain medical college vellore) Gandhigram, Dindigal. The institution has two adopted community health centres which serve the coastal population of Kollam district namely Bishop Benziger Communiy health centre, Pallithottam, Kollam and Bishop Benziger Community Health Centre Eravipuram, Kollam (closed with effect from July 2020). Students also paticipate in community awareness programme through community Radio Benziger 107.8. Radio club of the college 'Voice of Nightingale' organizes and conducts programmes like narrative talks, discussions, question and answer sessions etc. Students are also sent for observational visits to various institutions. Institution offers wide range of community based teaching learning activities like home visit and family assessment, national and international day celebrations, conducting health surveys , mass awareness campaign, outreach clinics, awareness ralleys, collaboration with national health programs, school health services, community research projects, community nutrition demonstrations, health exhibition, health camps etc.

File Description	Documents
Geo-tagging / Photographs of events / activities	https://www.bbconkollam.org/wp-content/uploads/2023/02/community-oriented-activities.pdf
Any other relevant document	Nil

8.1.8 - Number of full time faculty serving in various committees of the University/ Technical advisory group/ Core Committee members of various committees of Govt/WHO/INC/State/National Bodies during the year. (Memberships included in 1.1.2 should not be included)

05	
File Description	Documents
Nomination letter of the faculty or invitation letter to attend the meetings in various committees of the University/ Technical advisory group/ Core Committee members of various committees of Govt/WHO/INC/State/National Bodies	**View File**
Any other relevant information	**No File Uploaded**