



# YEARLY STATUS REPORT - 2020-2021

## Part A

### Data of the Institution

#### 1.Name of the Institution

BABA BANDA SINGH BAHADUR  
ENGINEERING COLLEGE

- Name of the Head of the institution **Dr. LAKHVIR SINGH**
- Designation **PRINCIPAL**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **01763503056**
- Mobile no **9814221213**
- Registered e-mail **PRINCIPAL@BBSBEC.AC.IN**
- Alternate e-mail **NAAC@BBSBEC.AC.IN**
- Address **CHANDIGARH ROAD**
- City/Town **FATEHGARH SAHIB**
- State/UT **PUNJAB**
- Pin Code **140407**

#### 2.Institutional status

- Affiliated /Constituent **AFFILIATED**
- Type of Institution **Co-education**
- Location **Urban**

- Financial Status **Self-financing**
- Name of the Affiliating University **IKG PUNJAB TECHNICAL UNIVERSITY,  
JALANDHAR**
- Name of the IQAC Coordinator **DR. JASPREET SINGH OBEROI**
- Phone No. **9855567977**
- Alternate phone No. **9815167977**
- Mobile **9815167977**
- IQAC e-mail address **NAAC@BBSBEC.AC.IN**
- Alternate Email address **DR.JPSOBEROI@GMAIL.COM**

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

<http://bbsbec.edu.in/>

**4.Whether Academic Calendar prepared  
during the year?**

**Yes**

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

[http://bbsbec.edu.in/academic-  
calendar/](http://bbsbec.edu.in/academic-calendar/)

### 5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>A</b>	<b>3.15</b>	<b>2021</b>	<b>16/03/2021</b>	<b>15/03/2026</b>

**6.Date of Establishment of IQAC**

**09/02/2018**

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

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>

**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**      **03**

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

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

**10.Whether IQAC received funding from any of the funding agency to support its activities during the year?**      **No**

- If yes, mention the amount

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

**EXCELLENCE IN PLACEMENT AND ALUMNI ACTIVITIES**

**RE-ACCREDITATION OF B.TECH(COMPUTER SCIENCE AND ENGG) FROM NATIONAL BOARD OF ACCREDITATION, NBA**

**AUGMENTATION IN RESEARCH AND INNOVATION ACTIVITIES**

**ENHANCEMENT IN PROFESSIONAL DEVELOPMENT ACTIVITIES**

**UPLIFTMENT OF ACADEMIC PERFORMANCE**

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

Plan of Action	Achievements/Outcomes
TO ACHIEVE EXCELLENCE IN PLACEMENT AND ALUMNI ACTIVITIES	INCREASE IN STUDENT PLACEMENTS AND UP-RISE IN TIER-1 COMPANY SELECTIONS
TO ATTAIN RE-ACCREDITATION OF B.TECH(COMPUTER SCIENCE AND ENGG) FROM NATIONAL BOARD OF ACCREDITATION, NBA	NBA RE-ACCREDITATION FOR FOURTH TIME FOR THREE YEARS DURATION
TO AUGMENT THE RESEARCH AND INNOVATION ACTIVITIES	AUGMENTATION IN QUALITY PUBLICATIONS, IIC ACTIVITIES
TO ENHANCE PROFESSIONAL DEVELOPMENT ACTIVITIES	CONDUCT OF PROFESSIONAL DEVELOPMENT TRAININGS AND SEMINARS
UPLIFTMENT OF ACADEMIC PERFORMANCE	ENHANCEMENT OF UNIVERSITY MERIT POSITIONS
TO ACHIEVE PERFORMANCE IN ENERGY CONSERVATION	ENERGY CONSERVATION AWARD BY Govt of Punjab, Punjab Energy Development Agency

13. Whether the AQAR was placed before statutory body? **No**

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

**Part A****Data of the Institution**

<b>1.Name of the Institution</b>	BABA BANDA SINGH BAHADUR ENGINEERING COLLEGE
• Name of the Head of the institution	Dr. LAKHVIR SINGH
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01763503056
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• Address	CHANDIGARH ROAD
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• State/UT	PUNJAB
• Pin Code	140407
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• Location	Urban
• Financial Status	Self-financing
• Name of the Affiliating University	IKG PUNJAB TECHNICAL UNIVERSITY, JALANDHAR
• Name of the IQAC Coordinator	DR. JASPREET SINGH OBEROI

• Phone No.	9855567977				
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• Alternate Email address	DR.JPSOBEROI@GMAIL.COM				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="http://bbsbec.edu.in/">http://bbsbec.edu.in/</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://bbsbec.edu.in/academic-calendar/">http://bbsbec.edu.in/academic-calendar/</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	3.15	2021	16/03/2021	15/03/2026
<b>6.Date of Establishment of IQAC</b>			09/02/2018		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		
<b>9.No. of IQAC meetings held during the year</b>			03		
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?			Yes		

<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
EXCELLENCE IN PLACEMENT AND ALUMNI ACTIVITIES		
RE-ACCREDITATION OF B.TECH(COMPUTER SCIENCE AND ENGG) FROM NATIONAL BOARD OF ACCREDITATION, NBA		
AUGMENTATION IN RESEARCH AND INNOVATION ACTIVITIES		
ENHANCEMENT IN PROFESSIONAL DEVELOPMENT ACTIVITIES		
UPLIFTMENT OF ACADEMIC PERFORMANCE		
<b>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</b>		

Plan of Action	Achievements/Outcomes
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UPLIFTMENT OF ACADEMIC PERFORMANCE	ENHANCEMENT OF UNIVERSITY MERIT POSITIONS
TO ACHIEVE PERFORMANCE IN ENERGY CONSERVATION	ENERGY CONSERVATION AWARD BY Govt of Punjab, Punjab Energy Development Agency

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

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

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

Year	Date of Submission
2020-21	28/02/2022

**15. Multidisciplinary / interdisciplinary**

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



<b>17.Skill development:</b>
<b>18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)</b>
<b>19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):</b>
<b>20.Distance education/online education:</b>

### Extended Profile

<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	<b>593</b>
<b>File Description</b>	<b>Documents</b>
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	<b>1178</b>
<b>File Description</b>	<b>Documents</b>
Institutional Data in Prescribed Format	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	<b>142</b>
<b>File Description</b>	<b>Documents</b>
Data Template	<a href="#">View File</a>
2.3	<b>318</b>

Number of outgoing/ final year students during the year						
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td><a href="#">View File</a></td> </tr> </tbody> </table>			File Description	Documents	Data Template	<a href="#">View File</a>
File Description	Documents					
Data Template	<a href="#">View File</a>					
<b>3.Academic</b>						
3.1 Number of full time teachers during the year		146				
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td>No File Uploaded</td> </tr> </tbody> </table>			File Description	Documents	Data Template	No File Uploaded
File Description	Documents					
Data Template	No File Uploaded					
3.2 Number of sanctioned posts during the year		146				
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td><a href="#">View File</a></td> </tr> </tbody> </table>			File Description	Documents	Data Template	<a href="#">View File</a>
File Description	Documents					
Data Template	<a href="#">View File</a>					
<b>4.Institution</b>						
4.1 Total number of Classrooms and Seminar halls		61				
4.2 Total expenditure excluding salary during the year (INR in lakhs)		191.35307				
4.3 Total number of computers on campus for academic purposes		904				
<b>Part B</b>						
<b>CURRICULAR ASPECTS</b>						
<b>1.1 - Curricular Planning and Implementation</b>						
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process						
<p>Baba Banda Singh Bahadur Engineering College follows the Curriculum prescribed by the IKG, Punjab Technical University, Jalandhar. For effective implementation of the curriculum, the following process is developed and deployed.</p>						

- Our institute follows the academic calendar provided by the University, which is discussed in Higher Forum Meetings. Then college academic calendar is designed by Dean Academics and Dean Examination, which is also discussed in Higher Forum Meetings and reported to IQAC. The department meetings are conducted in each department for effective planning and implementation of curriculum. The points discussed in department meetings are:
  - dissemination of college academic calendar
  - distribution of subjects among faculty
  - design of time table by the time-table committee of each department
  
- Each faculty member maintains student attendance and continuous evaluation record book, prepares lesson plan, assignments, tutorial sheets and course files for effective course delivery. Besides the traditional chalk-board methods, teachers are encouraged to impart the curriculum through innovative teaching methods such as presentations, seminars and industrial visits. The College encourages its faculty members to participate in Faculty Development Programmes/Workshops/ Seminars organized by the University or other institutes so as to update their knowledge and to improve the teaching practices. The Institution provides ample books and other teaching and reference materials like journals, magazines, e-journals and softwares to enable teachers to ensure effective delivery of curriculum. To encourage innovation in learning and teaching, curriculum enrichment activities like, seminars, expert lectures, workshops, industry visits, MOUs with various industries and institution etc. are also conducted in each department.
  
- Moreover since March 2020 due to Pandemic COVID-19, each faculty member is utilizing Google classroom for sharing lecture notes, assignments, and tutorial sheets for maintaining evaluation record of students.
  
- The adherence to curriculum delivery plan is reviewed by IQAC

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

- Our institute follows the academic calendar provided by the University, which is discussed in Higher Forum Meetings. Then college academic calendar is designed by Dean Academics and Dean Examination, which is also discussed in Higher Forum Meetings and reported to IQAC. The college academic calendar is disseminated to faculty through Heads of department. The new session is commenced and mid semester tests (MSTs) are conducted as per academic calendar schedule. Date sheets of all MSTs are disseminated to faculty through emails via Deputy Controller Examinations and same is sent to students through faculty. In case the dates of mid semester tests are required to be rescheduled due to any un-avoidable circumstances, same is intimated to faculty by Deputy Controller Examinations/Principal and related information is conveyed to the students by faculty.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

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

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

18

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

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

10

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

1269

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

- All the departments in the institute have courses in curriculum that deals with major issues related to Gender, Environment and Sustainability, Human values and Professional ethics.
- To inculcate human values and moral ethics in students a subject on Human Values is taught at UG level of college.
- There are full credit courses which are compulsory for UG students to provide awareness about the cross-cutting issues like gender, environment sustainability, human values and professional ethics These courses are included in IKGPTU & MRSPTU syllabus and conducted by various departments every semester as part of curriculum.

The list of subjects is as under:

1. Environmental Engineering (BTCE-504-18), (Civil Engineering): The subject included various aspects related to environmental sustainability.
2. Environmental Engineering laboratory (BTCE-508-18), (Civil Engineering): The laboratory experience provides the student opportunity to tackle practical problems regarding environment.
3. Solid and Hazardous Waste Management (PECE-702D-18) (Civil Engineering): The subject includes various separation, handling and storage techniques of solid wastes.
4. Professional Practice, Law & Ethics (HSMC-255) (Civil Engineering): The subject includes roles of all participants in the process-owners, developers, designers, consultants, architects, contractors, and suppliers -are described.

5. Management- I (Organizational Behaviour and Entrepreneurship) (BTMC701-18) (Civil Engineering): This course is based on three themes; Individuals Behaviour in an individual context Groups/teams Behaviour in a n organizational context ? Organizations
6. Environment Science (Non- credit) (EVS-101-18) (Civil Engineering): The subject included various aspects related to environmental behaviour and sustainability.
7. Constitution of India (BTMC-101-18) (Civil Engineering): The subject includes various fundamental rights of human and sovereign power by state.
8. Environmental Technology & Safety (BCIE0-F91) (Civil Engineering): This course targets various aspects of use of environmental technology and safety protocols.
9. Foundational Course in Humanities (Development of Societies or Philosophy) (HSMC101-18 /HSMC102-18\*) (ECE): This course will provide a relation between engineering and humanities. It enables to understand that development is not money-oriented but it means overall social, political and economic human development. This course links philosophy to literature, culture, society considering lived experience.
10. Universal Human Values - 2: Understanding Harmony (HSMC122-18) (ECE): This course objective is to form an integrated view based on self-exploration about human, family, society and nature. It enables to understand harmony in the human being, family, society and nature and improves self-reflection.
11. Mandatory Course Environmental Sciences (EVS-101-18) (ECE): This course enables to understand environmental problems. Students understand major environmental issues and interpret them to explore the ways to reduce them.
12. Human Value, De- Addiction and Traffic Rules (HVPE101-18) (MBA and BBA): This course includes the content related to Human Value education, Solution to De-Addiction and basic rules of Traffic.
13. Mentoring and Professional Development (BMPD302-18) (BBA): This course includes personality development of student by doing Group Discussion, Aptitude test, Quiz, Presentation,

Current Affairs, Team building exercises.

14. Environmental Studies (EVS-101-18), (Electrical Engineering): The subject included various aspects related to environmental behaviour sustainability.
15. Indian Constitution non-credit (BTMC-101-18), (Electrical Engineering): The course is to provide the basic knowledge about the Political System of the Country. The basic idea is to make the students aware of their duties and rights.
16. Essence of Indian Traditional knowledge (BTMC-102-18): The course aims at imparting basis principals of thought process. Reasoning and inferencing Sustainability is at the core of Indian Traditional Knowledge Systems connecting society and nature.
17. Humanities and social including Management (HSMCXXX-18): The course aims at imparting basis principals of thought process. Reasoning and inferencing Sustainability is at the core of Indian Traditional Knowledge Systems connecting society and nature.
18. Education technology and society (HSMC-103-18): Educational technology facilitates efficiency in the system of education as it eliminates the traditional way of sourcing for information and learning
19. Development of Societies (HSMC101-18): The main objective of this course is to make the students aware about social, political and economic development.
20. Universal Human Values (HSMC122-18): The students are expected to become more aware of themselves, and their surroundings (family, society, nature); they would become more responsible in life, and in handling problems with sustainable solutions, while keeping human relationships and human nature in mind. The main emphasis of this course is on process for Value Education, whole existence as co-existence, implications of the holistic understanding of harmony on Professional Ethics.
21. Environmental Sciences (EVS101-18): The subject includes various aspects related to environment, social issues and sustainability.



File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

11

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

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

1187

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

A. All of the above

<b>from the following stakeholders Students Teachers Employers Alumni</b>	
File Description	Documents
URL for stakeholder feedback report	<a href="http://bbsbec.edu.in/naac/1.4.1_FAR.pdf">http://bbsbec.edu.in/naac/1.4.1_FAR.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="http://bbsbec.edu.in/curriculumfeedback/">http://bbsbec.edu.in/curriculumfeedback/</a>
<b>TEACHING-LEARNING AND EVALUATION</b>	
<b>2.1 - Student Enrollment and Profile</b>	
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>	
<b>2.1.1.1 - Number of students admitted during the year</b>	
<b>363</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>
<b>2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)</b>	
<b>2.1.2.1 - Number of actual students admitted from the reserved categories during the year</b>	
<b>136</b>	

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

During 2020-2021, due to the COVID lockdown, it was decided to take all the classes online through Zoom or Google Meet. The college organized Students' Induction Program in the online mode for the new batches. The induction program was made compulsory for the students to attend. The main objective of the program was to make the students familiar with the institution, curricular and co-curricular activities held in the institution, central and departmental facilities, rules and regulations etc. Further the students were provided training on communication skills, personality development, time management and motivational session's in the online mode. The college higher forum members and the management decided to identify the slow and advanced learners from batch 2020 and batch 2021 as and when the classes will be conducted offline. However, the students were motivated and encouraged during the COVID time with various online special programs as mentioned below.

Following are the special programs arranged for them:

- Students are enrolled in various professional /creative clubs/sports events
- Various club activities through the Google meet platform are conducted by all departments in the respective areas to mould the students in their corresponding fields
- NPTEL sessions was joined for various subjects to enhance the skills of the students
- Alumni webinar organized under Alumni interaction programs.
- IIT spoken tutorials lads test was conducted online.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
1178	146

File Description	Documents
Any additional information	<a href="#">View File</a>

**2.3 - Teaching- Learning Process**

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Student Centric Methods adopted by the faculty members include Lecture Method, Interactive Method, Project-based Learning, Computer-assisted Learning, Experiential Learning etc. The Teaching-learning activities are made effective through illustration and special lectures. The college follows the following student-centric methods:

- **ICT Enabled Teaching:** ICT enabled teaching includes Wi-Fi enabled classrooms with projectors and desktops, Smart Class rooms, E-learning resources. In our college 80% classrooms are ICT enabled.
- **Event Organization:** Students attain the experience to implement their skills by organizing various competitions and quizzes
- **Industry Visits:** Field visits activities are conducted to enhance students' learning experience. During 2020-2021 many industrial tours were organized for the students of various branches.
- **Sessions by Alumni:** Alumni meet and expert talks by alumni are conducted every year. The alumni share their experiences and expertise with the students
- **Workshops:** To upgrade the technical knowledge of students in emerging fields many workshops and seminars are conducted by experts from industry and academia.
- **Student Seminars** The student seminars are organized wherein the topics are presented by students on contemporary topics to enrich their learning experience.

- **Value Added Certifications:** In addition to the regular courses, students do many certifications. The institute has IIT Spoken Tutorial labs in association with IIT Bombay and NPTEL courses
- **Participation in Student Chapter Activities:** The student chapters are formed with the help of many professional bodies like IE(I), ACM, ISHRAE, and many others where students participate in many national and international events
- **Assignments and Tutorials:** Tutorials are conducted in groups and students try to solve their numerical problems in groups under a group learning methods. Each student has to submit assignments and tutorial sheets
- **Project-Based Learning:** The courses demand project-based learning. All the UG courses have the major project as the subject of their final semester. The students make working projects using recent technologies
- **Research papers and Dissertation work:** M.Tech students have their dissertation work in their final year which is a compulsory part of their degrees. Research papers are submitted by the both graduate as well as post graduate students at national and international conferences.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

The ICT tools are used to support, enhance, and optimize the delivery of education. The students, educators, scholars and researchers can be connected through web based ICT tools such as Google meet, ZOOM etc. These platforms are to communicate, provide material and syllabus, make announcements, conduct tests, upload assignments, make presentations, address queries, and share information. The teaching of various courses through online platforms such as Swayam courses, Couresera, EDx etc. in higher education provides independent learning to the students. It helps the students to improve their knowledge retention. The quality and efficiency of education is enhanced by innovative learning

techniques offered by the latest technologies. Students can use their laptops or mobile phones to gain quick access to the information which is available and accessible any time and from any place.

The different ICT tools used by the faculty/staff and the students are as below:

1. Projectors- available in different classrooms/labs
2. Desktop and Laptops- with faculty/staff and laboratories
3. Smart Board- Two smart boards installed in two departments
4. Online Classes through Zoom, Google Meet, Microsoft Team, Google Classroom
5. MOOC Platform (NPTEL, Coursera, SAP, Udemmy, Edx etc)
6. Digital Library resources (DEL NET, e-journals, eshodh sindhu etc)

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

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

#### 2.3.3.1 - Number of mentors

80

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

146

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

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

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

47

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

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

#### 2.4.3.1 - Total experience of full-time teachers

1769

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

Internal examination schedules are distributed to students and faculty at the start of the semester via the institute academic calendar. Internal theoretical tests consist of three Mid Semester Exams (MSTs) of 24 marks each, with the best two exams being averaged for internal assessment. The MSTs are developed with Course Outcomes (COs), Performance Outcomes (POs), and Performance Indicators (PIs) in mind, and the question sheets follow the Bloom Taxonomy. Each mid-semester examination test publishes the course outcomes. During the period 2020-2021, most of the MSTs were conducted in the online mode. The answer sheets are shown to the students in the google classrooms. Students see their mistakes and put effort to correct them.

Each external theory examination is worth 60 marks. The external end semester examinations are conducted in college as scheduled by university and same is shared with faculty and students.

Regular evaluation takes place in the laboratory during practical sessions, with internal examinations of 60 marks and external practical of 40 marks. During the lean phase, slow learners are given the opportunity to enhance their abilities. The institution has established an internal rationalization committee to guarantee that all students in all departments are moderated in a consistent manner.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://bbsbec.edu.in/naac/2.5.1 A.pdf">http://bbsbec.edu.in/naac/2.5.1 A.pdf</a>



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

The students write to his/her mentor and examination cell regarding his queries.

- MST answer sheets are shown to the students after marking. The students check their performance, marks and mistakes. In case of grievances, he/she discussed with the concerned teachers and the errors are rectified on the spot, if any
- The MST marks of the students are displayed on the department notice board. The examination cell of the college also keeps record of all the mid-session tests conducted in the form of consolidated marks sheet. The consolidated marks sheet also includes the attendance and the assignment marks awarded to the students
- In case of the queries/problems in the end semester examinations results like corrections in the subject marks, pending result, etc., the student approaches the Deputy Controller of Examinations through the email at dcoe@bbsbec.ac.in. The college examination branch forwards to the university, and solves the problem of the students at the earliest
- In case of re-evaluation, reappear and challenged evaluation, the students apply by paying necessary processing fee to university. If required, the student gets the copy of the scanned answer sheet in their login. The university has its own structure for redressal of grievances which is communicated to the students
- In case a student requires provisional degree certificate, migration certificate and transcripts, the college writes to the university and issues the no-objection certificate to the student. The student takes the documents to the university and/or applies online on the university portal to meet his necessary requirements and the same are issued by the university well in time

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://bbsbec.edu.in/naac/2.5.2 A.pdf">http://bbsbec.edu.in/naac/2.5.2 A.pdf</a>

## 2.6 - Student Performance and Learning Outcomes

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

### Mechanism of communication of POs, PSOs and COs to the stakeholders

- Display on the college website under each Department
- Displayed on the boards in each department
- Displayed in Class rooms and labs
- CO's are mentioned on each Mid-Semester Examination test for each subject
- Apart from this, POs and PSOs and COs are disseminated to all stakeholders of the program through the Student Handbook

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://bbsbec.edu.in/course_outcomes/">http://bbsbec.edu.in/course_outcomes/</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

The institute is following the outcome based education. The Program Outcomes (POs) and Program Specific Outcomes (PSOs), and Course Outcomes (COs) are designed for each department/course as per the guidelines mentioned by AICTE and NBA.

To implement the same, the following initiatives are taken.

1) Distribution of all courses into different Modules

2) Appointment of Course Coordinator, Module Coordinator and Programme Coordinator.

Further the attainment of POs, PSOs and COs is calculated in each department for all subjects.

The method of measuring attainment is explained below:

Step 1: Mapping of questions in the MSTs is done with COs of the subject.

Step 2: The excel sheet for calculating the attainment is prepared for every subject. The MST marks, assignment and tutorials sheet marks are filled in the respective excel sheets. The number of students above and below average ( $N_1$ ,  $N_2$ ) is obtained. The average marks of each question are also calculated. 100% achievement is considered for the students scoring above and equal to average marks and 50% achievement is considered for the students below average marks. If a student appeared in the MST but does not attempt a particular question, then he/she is marked zero in the excel sheet. With the help of the above calculated average values, the final attainment of MSTs is obtained.

Step 3: Further the mapping of assignments and tutorials with the course outcomes is carried out. Following the same procedure mentioned in step 2, the final attainment of assignments and tutorials is obtained.

Step 4: External end semester university examination results are taken for each subject. The grades/marks are filled in the prepared format in the excel sheet. Again the average of the marks is calculated and the university attainment is evaluated.

Step 5: To obtain the final attainment, 40% weightage is given to the internal examinations, 30% weightage is given to MSTs, 5% weightage is given to assignments and 5% weightage is given to tutorials and 60% weightage is given to university examination.

Step 6: Applying the formula in the excel sheet the final attainment of COs is calculated. The mapping of POs with CO is done and the mapping of PSOs with COs is done and further the final attainment of POs and PSOs from COs is calculated. The required results are automatically generated.

(The above method is a direct method to calculate the attainment. While calculating the attainment via indirect method Course End Survey, Graduate Survey and Alumni Survey are considered).

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://bbsbec.edu.in/naac/2.6.2 Method Attainment.pdf">http://bbsbec.edu.in/naac/2.6.2 Method Attainment.pdf</a>

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

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

318

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="http://bbsbec.edu.in/naac/2.6.3 Annual Report_2020.pdf">http://bbsbec.edu.in/naac/2.6.3 Annual Report_2020.pdf</a>

### 2.7 - Student Satisfaction Survey

#### 2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

[http://bbsbec.edu.in/naac/2.7\\_SSS.pdf](http://bbsbec.edu.in/naac/2.7_SSS.pdf)

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

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

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

0

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

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

#### 3.1.2.1 - Number of teachers recognized as research guides

18

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

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

0

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

## 3.2 - Innovation Ecosystem

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

**The state-of-the-art, technologically advanced research facility**

has been created at Baba Banda Singh Bahadur Engineering College Fatehgarh Sahib in the form of an exclusive Research and Innovation Centre. The Research and Innovation Centre was established on 19 December 2015. The research equipment such as High-Temperature Tribometer, Air jet Erosion Test Rig, Stir-casting set-up procured under various sponsored projects has been placed in the centre. The undergraduate and postgraduate students are motivated to conduct research work on the equipment. The students from nearby colleges also visit the centre to conduct their experiments. Invigorating the students has always been the key point in the academic culture of the College and on these lines, the college has a vibrant ecosystem in the form of an active Incubation Center through which the students and faculty of the college are motivated to bring in innovative ideas for resolution of any practical problem. An MoU has been signed with a consulting agency through which they assist in doing the prior research for the project. The inventor fills a Patent Information Extraction (PIE) form and the PIE form is then evaluated by the consulting agency. If the new invention is patentable then the patent is filed. After the initial filing, the full examination of the patent is done.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

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

7

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

<b>3.3.1 - Number of Ph.Ds registered per eligible teacher during the year</b>	
<b>3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year</b>	
17	
File Description	Documents
URL to the research page on HEI website	<a href="http://bbsbec.edu.in/list-of-phd-supervisors/">http://bbsbec.edu.in/list-of-phd-supervisors/</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
<b>3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year</b>	
<b>3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year</b>	
48	
File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>
<b>3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year</b>	
<b>3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year</b>	
19	
File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>
<b>3.4 - Extension Activities</b>	

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

The prime aim of education is the holistic development of an individual by imbuing right qualities of head and heart. The institution thus promotes a good rapport with neighbourhood community through extension activities catering to the local needs and social issues for the betterment of society. With respect to the development of technological intervention for improving village economy, under Unnat Bharat Abhiyan by Government of India, BBSBEC has adopted four villages. A team of students and faculty along with NSS Unit of institute have been addressing the problems of these villages through surveys, campaigns and counselling. The problems like lack of cleanliness and hygiene, energy conservation, education, drug abuse, water scarcity etc. were addressed. Furthermore, few research projects have been proposed to overcome the problems identified for improvement of living conditions of village population. Specific campaigns like 'Say No to Plastic', 'Swachh Bharat Abhiyaan' and 'Use of Solar Energy for Sustainability' have also been undertaken. Institute's NSS unit has been involved throughout the year in organizing different community-oriented activities in and outside the campus to develop a sense of social responsibility, service orientation and holistic development of the students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

2



File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

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

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

**8**

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

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

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

**3488**

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

<b>3.5 - Collaboration</b>	
<b>3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year</b>	
<b>3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year</b>	
3	
<b>File Description</b>	<b>Documents</b>
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>
<b>3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year</b>	
<b>3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year</b>	
2	
<b>File Description</b>	<b>Documents</b>
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>
<b>INFRASTRUCTURE AND LEARNING RESOURCES</b>	
<b>4.1 - Physical Facilities</b>	
4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.	
The campus is spread over an area of 74.5 acres comprising buildings of high-standard, classrooms with proper ventilation, well furnished laboratories, smart classrooms and Computer centre	

. The institution has state of the art infrastructure with well furnished and fully air-conditioned lecture halls with the facility of LCD Projectors/Overhead projectors. Conference rooms, seminar halls, Wi-Fi campus and free internet access are also there to cater the needs of the students and faculty.

The college also provides residential facilities for the Principal, Faculty and Non-teaching staff. There are separate and spacious hostels for boys and girls (4 boys and 2 girls) to cater the needs of the students from various regions of the nation. There is 24 hour power supply available in the campus. For any power outage, there are two AC Generators in college sub-station of 600kVA and 320kVA respectively.

Apart from these a Centralized Library, Health Care Centre, Sports complex, Canteen and Guest House are available in the campus. The canteen is the hub of out-of-class discussions and exchange of information, it provides snacks, drinks and lunch at subsidised rates.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

#### Sports -

The institute understands the vital role of sports in grooming and overall development of the students , thus equal importance is given to sports as academics, encouraging them to participate and excel. Well kept courts, training under professional coaches, funds and necessary psychological support are imparted to the budding sportsperson for the betterment of their performance. Our students had also not disappointed us, they have brought several laurels at various levels making the whole institute to stand up with pride and appreciation. Institute has its full-fledged Sports Department to manage the various sports activities.

Outdoor Games -The institute has state of the art playgrounds for

various outdoor sports activities like Cricket, Football, Basketball, Volleybal ,Hockey and Lawn-tennis.Apart from the playgrounds we have well groomed Athletics Standard Track.

Indoor Games - The indoor games at our college provide facilities for Table-tennis, Badminton and other indoor games. Students can enjoy a game of Carrom, engage in a battle of minds by playing Chess.

Swimming Pool -There is indoor swimming pool in the campus of standard size meeting all the norms.

Gymnasium and Yoga Centre - Well equipped Gymnasium is available within campus for students as well as faculty for regular exercise. To enrich the students and faculty with spiritual feeling there is separate Yoga Centre in the campus.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

49

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

191.35

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

Library is fully automated since the year 2007 with Software for University Libraries i.e. SOUL 2.0 developed by INFLIBNET, Ahmedabad and the same is operative till date. The software contains various modules such as Acquisition, Catalogue, Circulation, Administration, Serial Control and Online Public Access Catalogue. Circulation module takes care of all possible functions of circulation like Membership, Transaction, Inter-library loan, Overdue charges, Reminder, Search status, Maintenance of the items such as binding, lost, replace, missing, withdrawal and Report generation based on the various requirements. Managing serials is the most complicated job in a library and Serial Control module keeps track of serials in the library effectively and efficiently. The serial control module is developed based on the KARDEX system. Online Public Access Catalogue (OPAC) has simple and advanced search facility with the minimum information of the item by using author, title, corporate body, conference name, subject headings, keywords, class number, series name, accession number or combination of any two or more of these regarding the item and OPAC users can export their search results in to PDF, MS Excel, and MARCXML format. An Online Public Access Catalogue (WEBOPAC) has been created (<http://192.168.24.100/webopac>) to facilitate the use of library resources.

Name of the Software: SOUL

Nature of Automation: Fully Automated

Version: 2.0

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	Nil

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

**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

**4.17**

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

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

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

**159**

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

- The college has 904 desktop computers, which are connected through 155 Mbps wired and Wi-Fi internet.
- All computers in the campus, including hostels and residential flats, are connected to the internet through Local Area Network.
- IT Technical support team of five members headed by Dr. Jatinder Singh Saini monitors and maintains the hardware, software as well as the network issues. This team is also responsible for installing and configuring computer systems, diagnosing hardware and software faults, and managing the operation of computer centre (CC), college network and computer labs.

#### Updation in IT facilities:

- College has upgraded its security firewall with Sophos worth 4 Lacs in 2019.
- College purchased Network components worth 2 Lacs in 2019.
- Currently, college has its security firewall with Sophos

#### Details of desktop and network components are as follows:

- Desktop computer: Lenovo/Dell/HP(Total no. of systems) : 904
- NETSERVER E45 HEWLETT PACKARD 2.4 & Dumb Terminal : 01
- HP Proliant DL 380 G4 NAS & SAN Storage Server with 5 Tera-byte Storage space: 02

- Server Dell Power Edge 2950: 03
- Server Dell Power Edge 2650: 02
- Sun Ray T5240: 04
- Sun Ray X4275 : 02
- No. of thin clients: 160

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://bbsbec.edu.in/desktop-computers-and-network-components-detail/">http://bbsbec.edu.in/desktop-computers-and-network-components-detail/</a>

#### 4.3.2 - Number of Computers

904

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

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



22.60

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

For Campus infrastructure servicing and maintenance in the institute, during the year 2020-21 that was the COVID period the expenditures on maintenance of academic facilities (excluding salary) were done but as we know that the class work during that period was online i.e., work from home, even then wherever the need was required utmost care was done for the smooth functioning of the academic activities on the other hand regarding physical facilities no compromise was considered for their proper functioning (excluding salary). Every work of maintenance was completed as was done in the previous years without any hesitation from the management. It was kept in mind to take care of the facilities of students and faculty members with full financial support of management. Annual Pest control, sanitary works, servicing of all items required for institute functioning was done at proper intervals of time. Gensets for uninterrupted power supply to the whole institute were serviced from time to time. The hostels were painted and decorated beautifully when the students returned from home after lockdown period. All the physical facilities needed for the students on their arrival were made up to date as the things were out of working order due to lockdown in the country. All credit goes to the management of the institute.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

## STUDENT SUPPORT AND PROGRESSION

<b>5.1 - Student Support</b>	
<b>5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>	
<b>5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>	
407	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>
<b>5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year</b>	
<b>5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year</b>	
264	
File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>
<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</b>	<b>A. All of the above</b>

File Description	Documents
Link to Institutional website	<a href="http://bbsbec.edu.in/capability-enhancement-and-development-schemes/">http://bbsbec.edu.in/capability-enhancement-and-development-schemes/</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

111

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

183

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

101

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

10

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

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

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

5

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

### 5.3 - Student Participation and Activities

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

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

0

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

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

BBSBEC has established a two tier Student Council at each department level, consisting of Student Academic Council (SAC) & Student Administration Council (SAdC).

### Role of Student Academic Council (SAC)

The various roles of student academic council are as follows:

1. Provide feedback and suggestions regarding the timetable.
2. Provide feedback and suggestions regarding the content of various subjects.
3. Obtain and provide students feedback on each subject delivery, quality of instructions and other related issues.
4. Bring to the notice of the chairperson any immediate problem regarding academics at any time being faced by the student.
5. Discuss and suggest any changes or any inclusions keeping in view the industry requirements.
6. Suggest any projects which could facilitate better understanding of subjects.

### Role of Student Administrative Council (SAdC)

The various roles of student academic council are as follows:

1. Provide feedback and suggestions regarding the administrative issues in the academic complex e.g. LHs, Labs, Seminar Halls, Auditorium etc.
2. Provide feedback and suggestions regarding various Sports facilities, hostels, mess, transport, Wi-fi and security.
3. Provide feedback and suggestions regarding the improvement of various facilities.
4. Obtain and provide students administrative feedback to the chairperson, whenever required or called for.
5. Bring to the notice of the chairperson any immediate problem regarding administration at any time being faced by the students.
6. Ensure passage and implementation of admin instructions issued from time to time by the faculty/ HOD/ Principal by multiple and fastest means.

File Description	Documents
Paste link for additional information	<a href="http://bbsbec.edu.in/naac/Students_clubs_compressed.pdf">http://bbsbec.edu.in/naac/Students_clubs_compressed.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

6

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	<a href="#">View File</a>

### 5.4 - Alumni Engagement

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

**Contribution of alumni association to the institution within a maximum of 200 words**

BBSBEC ALUMNI ASSOCIATION has been registered as a Society under the Societies Registration Act 1860 on July 16, 2020. The BBSBEC Alumni Association aims to build a strong network between the college alumni and its alma mater. The association encourages the Alumni to take enduring interest in the progress and development of the college. The college alumni have deep love and regard for the institute and hence are always passionate to extend all sort of contribution for growth of institute, staff and students. The

Alumni Association is willingly contributing to the development of the college. The alumni are conducting the technical workshops in the department as and when required. They are giving the technical and motivational talks thus sharing their experiences and their expertise. Alumni with their strong linkage across industry verticals play an important role in student internships mock interviews and placements. Realizing the importance of Social media in this high-tech age, BBSBEC Alumni cell has created its own LinkedIn and Facebook pages.

[LinkedIn.com:

[https://www.linkedin.com/home?trk=nav\\_responsive\\_tab\\_home](https://www.linkedin.com/home?trk=nav_responsive_tab_home)]

And college LinkedIn page:

<https://www.linkedin.com/school/15098533/admin/>

[facebook id BBSBEC Alumni page :

<https://www.facebook.com/alumni cell.bbsbec>]

And college facebook page:

<https://www.facebook.com/theofficialBBSBEC>

[facebook page: Baba Banda Singh Bahadur Engineering College Alumni Page]

College Website alumni portal: [alumni@bbsbec.ac.in](mailto:alumni@bbsbec.ac.in)

File Description	Documents
Paste link for additional information	<a href="http://bbsbec.edu.in/naac/5.4.1_Expert_lectures.pdf">http://bbsbec.edu.in/naac/5.4.1_Expert_lectures.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

**E. <1Lakhs**

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership



6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The College vision to evolve as a centre of learning with total commitment aimed at excellence in academics to produce socially responsible and synergetic leaders, with its mission to enrich the academic experience of the students to help them meet the evolving needs of the society, is seen in its governance. Its high morals and values are reflected in its policy of welcoming staff as well as students from all strata of society.

Keeping the Strategic Plan in mind, medium and long term issues are generally discussed in meetings of Higher Forum (HF) and forwarded to Secretary, Trust for further discussion in BOG or College Trust. The decisions are then taken by BOG in accordance with the Strategic Plan of the college during its meetings which are normally held twice a year. The minutes of those meetings are provided to the Principal for execution through various action plans which is assured by IQAC.

The decisions about operational issues are taken at the Principal level in consultation with HF. Regarding it, meetings are held to discuss the routine issues of the college on regular basis. There are Extended Forums in every department and their meetings are also held at regular intervals. The feedback or issues raised during EF meetings are placed before the HF by the respective heads. After deliberation, the decision is either taken by the principal on the spot in consultation with HF members or the case is forwarded to the Management for decision with recommendations of all concerned.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

The Management always encourages the involvement of the staff in the quality assurance, enhancement and developmental activities of the College by being members of various committees such as IQAC, Clubs/ Professional Societies Incharge/members, Academic Committees / Grievances Redressal Committees etc.

As all operational issues are discussed in decentralized forums and the decisions are taken on participative management basis. One such annual activity is the preparation of college budget.

- In the month of Jan/Feb every year, Principal requests all members of HF to compile and submit the budget proposal for next financial year.
- Each HF member then requests all staff members of his/her department/section to submit the budget proposal for next financial year.
- Each incharge of lab / club / cell then proposes the budgetary requirements for next financial year in consultation with other concerned staff.
- Each HF member discusses, compiles and consolidates the budgetary requirements for his / her deptt /section.
- It is then discussed in HF meeting.
- Then the Principal discusses, compiles and consolidates the budgetary requirements for whole college and submits it to the BOG / Trust through Secretary (Trust) for final approval.
- Finally the BoG / College Trust discusses and approves the annual budget during its meeting.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Looking into the prevalent scenario of admission trends, the Strategic Plan of the college was prepared in 2019-20, primarily to focus on critical areas for ensuring sustainable development of the college.

The Strategic Plan focused on following key areas:

- Academic Processes
- Student Development
- Industry - Institute Interaction
- Human Resource
- 
-

- **Building Relationships**

#### CASE STUDY

One of the key points mentioned in the strategic plan of the college was about the enhancement of employability of students. To accomplish this target, it was necessary to train students on other associated fronts such as soft skills, quant and aptitude, in addition to technical skills.

The concept of major and minor degrees was introduced in the university curriculum so as to better equip the students to take up the multidisciplinary knowledge and skills. Several faculty members of the college are the members of Board of Studies of the university. They all were able to convince the university to adopt the minor and major degree concept. As a result, now the students are able to select the minor degree along with their main stream branch of degree. Students of all branches of B.Tech. can now opt for minor degree of their choice.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

#### Governing Bodies:

BBSBEC is established by Shiromani Gurdwara Prabandhak Committee, Sri Amritsar Sahib in 1993. SGPC has formed BBSB Education Trust with nominated members to govern the College. Under the trust, there is a BOG which comprises of academicians, professionals, senior level politicians and nominees of regulatory bodies. The BOG plans, implements and monitors the academic progress of the college.

#### Administrative Setup

The principal governs the college with the guidance from BOG and

proposes new initiatives to Top Management in-line with Strategic Plan. The policies are executed by the college faculty and staff at all levels through Higher Forum. Deans take care of the academics, examination, research, training & placement, Industrial relations and co-curricular activities of the college. HODs lead the departmental faculty to implement plans and extend coordination whenever necessary. Prof-in-charge (Administration) supervises and controls medical facility, Security, Transportation, Store and Establishment. Senior wardens designated with responsibilities of formulating and implementing hostel policies, rules and regulations. They manage and administrate hostel with the help of assistant warden and care taker. Estate office looks after all construction and maintenance work. There are several committees constituted for the specific statutory and other tasks. These following committees are working according to their SOPs and prescribed guidelines to fulfill the assigned tasks.

1. Higher forum
2. Extended Higher Forum
3. IQAC
4. NAAC Committee
5. Standing Internal Complaint Committee
- 6.
7. Anti-Ragging Committee
8. Legal committee
9. SC/ST/OBC Grievances Redressal Committee
10. Anti-Sexual Harassment Committee
11. Women Grievance Redressal Committee
12. SC/ST/OBC Scholarship Committee
13. Central Purchase Committee
14. Conditioning and disposal Committee
15. CCTV Cell

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	<a href="#">View File</a>

<b>6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination</b>	<b>A. All of the above</b>
File Description	Documents
ERP (Enterprise Resource Planning)Document	<b>No File Uploaded</b>
Screen shots of user inter faces	<b>No File Uploaded</b>
Any additional information	<b>No File Uploaded</b>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>
<b>6.3 - Faculty Empowerment Strategies</b>	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
<p><b>The institution has effective welfare measures for teaching and non-teaching staff</b></p> <p><b>Provide the list of existing welfare measures for teaching and non-teaching staff within a maximum of 500 words</b></p> <p><b>Effective welfare measures for teaching and not teaching staff:</b></p> <ul style="list-style-type: none"> <li>• <b>Group Health Insurance (GIS)</b></li> <li>• <b>On- Campus Accommodation</b></li> <li>• <b>Computing facilities to all faculty members</b></li> <li>• <b>Bus service</b></li> <li>• <b>Creche</b></li> <li>• <b>Recreational facilities for staff &amp; their families:</b> <ul style="list-style-type: none"> <li>◦ <b>Swimming Pool,</b></li> <li>◦ <b>Gymnasium,</b></li> <li>◦ <b>Sports</b></li> </ul> </li> <li>• <b>Rest/Guest House</b></li> <li>• <b>Dispensary</b></li> <li>• <b>Provident Fund as per approved norms</b></li> <li>• <b>Study Leave, Special Leave, Medical, Maternity and other Leaves</b></li> <li>• <b>Gratuity as per government norms</b></li> <li>• <b>Independent offices / cabins to all faculty members.</b></li> </ul>	

- Provision of advance in case of critical medical treatment.

File Description	Documents
Paste link for additional information	<a href="http://bbsbec.edu.in/naac/6.3.1 L.pdf">http://bbsbec.edu.in/naac/6.3.1 L.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

01

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

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

05

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

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

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

59

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

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

The Management of BBSBEC, which is well-known in the service of education as part of their social responsibility, understands the importance of the human resources. It provides a strong moral as well as financial support to the college staff. Yearly appraisal

system of the college staff is well in its place. The appraisal system is developed in such a way that it motivates staff members to willingly involve themselves in each criterion and pave the way for improvement. Performance appraisal is done before the annual increment in case of regular employees and renewal of contract in case of contractual staff.

The Performance appraisal of staff is classified in two different systems: (i) Faculty and (ii) Non-teaching Staff. Further, separate criterion are used for annual appraisal of Class III and Class IV employees and the performance appraisal form is filled by the reporting officer.

Final assessment in all cases is done by the Principal.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

#### 6.4 - Financial Management and Resource Mobilization

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

The institution has adequate mechanism for auditing undertaken by both Internal and external auditors. Internal Audit is performed by officials deputed by the principal periodically and the reports are obtained before the conduct of the external audit which is normally done after the closure of the accounts in all respects.

External Audit is done by the Statutory Auditors after 30th June of the subsequent year. During the course of Internal Audit, all the required steps are taken to check the accounts and obtain confirmations for the credit balances. All documentary evidences are collected wherever there is any inadequacy in respect of payments, compliances of TDS and Statutory Formalities. Subsequently, External Statutory Audit is conducted by the appointed auditors and the final audit report with audit findings are submitted to the Management. The consolidations of the findings of the Institutions with Trust are completed and the annual returns are submitted to Income Tax Authorities. In addition to routine accounts of the College, whenever some funds are received for various activities, the audited utilization



certificate is sent to the funding agency.

File Description	Documents
Paste link for additional information	<a href="http://bbsbec.edu.in/naac/6.4.1.pdf">http://bbsbec.edu.in/naac/6.4.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

89934

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

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

##### Mobilization of Funds

Being a self-financing college, the main source of income is the fee collected from the students.. In order to generate funds additional courses such as BBA, BCA and B.Vocational have been started in the college in the year 2020-21. The students are admitted as per the approved intake and Punjab Govt norms Apart from fees, some other sources of income include various research and travel grants, grants for conducting various curricular and co-curricular activities. Another active source is the PMKVY i.e., Pradhan Mantri Kaushal Vikas Yojana for skill development and providing subsidized training in-campus through MoUs. Some funds are also collected by permitting the use of college infrastructure to outside agencies like NTA, local government departments, PCERT Chandigarh etc.

##### Utilization of Resources

The resource utilization is always tried to be kept at optimum level. With most of the infrastructure already in place, the major part of expenditure of college is towards the salary of staff, utility bills, maintenance, student development activities (PEP, T&P, cultural, sports, projects etc), student scholarships, faculty development, regular consumable goods, various statutory charges, waste management and green initiatives etc

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

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

### Upliftment of Academic Standards

IQAC has implemented examination reforms in the institute as per the instructions of AICTE. Institute is following CO-PO Mapping and CO attainment assessment strategy for outcome-based education.

IQAC is working to improve institute's professional and academic performance. Students have bagged a number of gold and silver medals at the university level. As the academic standards have been raised, so pass percentage in university examinations is also improved as compared to last years.

During pandemic time academic delivery & evaluation has been conducted out through Google Meet. The students were provided the required study material through google classrooms too.

### Research Activities

Institute has enhanced its research prospects by implementing IIC activities where in a number of expert talks has been conducted which were helpful to the students to enhance their professional knowledge. 09 faculty members has enhanced their education qualification by completing their Ph. D. Faculty members have published research work in 48 Journal and 19 Conferences in the year 2020-2021. 12 Patents were also filed in the same time period.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

#### Academic delivery assurance

The Institute is proud of its State of - the art high class infrastructure and academic excellence. It is mandatory for the teaching staff to ensure delivery of highquality contents as per the university syllabi as well as personality enhancement requirements to make the students 'Industry fit Engineers'. Realizing the importance of thequalityrequirements the institute puts quality measures for the focus on implementation, monitoring and the effectiveness of the measures and strive to continually refine the same as per the changing industry and social requirements.

IQAC is conducting academic audit once in a semester for each department to assess lesson plan, delivery schedule, conduct of classes, syllabus coverage, conduct of seminars for students, assignments and tutorial sheets for the courses, remedial coaching, student feedback, conduct of MSTs, compilation of internal assessment, lab manuals, lab compilation report, evaluation of lab courses, project evaluation and industrial training evaluation. A Central Audit Committee assesses all the above mentioned aspects and submits the compliance report to the IQAC. On the basis of analysis of these audit reports incremental improvements have been suggested by IQAC in the institute.

#### Interaction with Alumni

IQAC collects feedback regarding the curriculum annually from various stake holders' viz. students, faculty, employer and alumni. .

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Baba Banda Singh Bahadur Engineering College gives priority to gender equality in all stages of its operation. One of the objectives of this institution is to promote education that would be sensitive to the needs of the various sections of society with special emphasis on gender equality and gender sensitivity. The college takes pride in its commitment to maintain a working and learning environment that is free of intimidation, fear, bullying, revenge, retaliation in which students, faculty and staff can develop intellectually, professionally, personally, and socially. The institute addresses any act of indiscipline at all levels seriously and necessary corrective measures / actions are taken at

the earliest. College makes efforts to maintain gender balance at all levels and amongst faculty members also. Some of the departments are also headed by Women professors. Female teaching and non-teaching faculty are also reasonable in number as compared to other gender. The women staff members are given maternity leave as per the regulations. They are provided with full salary during the said leave period to encourage their service to the institution. Their employment service is also accounted during their maternity leave. Their service is taken into account even if they extend their leave during maternity and child birth. The institution aims to groom students to be self-reliant, specialists in their chosen discipline, continuous learners and effective communicators, aware of their social and civic responsibilities, sensitive to gender issues with zero tolerance towards sexual harassment, women safety and security. Students of both the genders are given equal opportunities to grow and develop into able and responsible citizens of the future. There are various student clubs vibrant in the institution comprising both the genders. Stereotypes of gender roles are broken and students of any gender are allowed to take up their membership, roles and responsibilities of their interest in the clubs. The institution encourages the female students to actively take part in sports also. Girl students can take part in all intra and inter curricular sports events. Sports activities for girls range from table tennis, basketball, football, badminton and so on. Among the cultural activities they participate in Dance, Singing, Musical instruments, Debate, public speaking, quiz and many more. They have actively participated in these activities with various inter universities fest in the past also. Every year there is a huge celebration of women's day and inspiring women personalities are invited to share their life experiences. Such kind of programs are organized to pay respect and understand the importance of women to make them realize their inner potential and to make them women come out of their routine work and have fun and enjoyment. Various initiatives as mentioned under are taken by the institute to provide following facilities to female staff as well as students: 1. Safety and Security ? There is a Committee for Combating Sexual Harassment named as 'Standing Women Grievances Redressal Committee' which works with an aim to provide for the effective enforcement of the basic human right of gender equality and guarantee against sexual harassment and abuse. Complaints can be made verbally, through email, phone or in a letter to any member of Committee for Combating Sexual Harassment.

? The college has installed closed circuit (CC) cameras to monitor the security and safety of the girl students in all the academic blocks and hostels. ? A complaint box has also been installed on

the premises of the college to ensure redressal of the grievances. The girl students are assured of their well-being, safety, security and mental health and are thus encouraged to approach any faculty for their any kind of grievances. The college has separate hostel(s) for girl students, which is completely secure and thus protects their privacy. Each hostel is having a separate visitor logbook to ensure the safety of girl students. The hostel is supported with lady wardens, lady care taker and lady security officers. The girl students are also provided with a sports arena in their hostels also.

Thus our institute maintains zero tolerance towards sexual harassment and is very sensitive to issues related to women safety and security. Some of the other initiatives undertaken for girl students are: 1. Restricted hostel Entry in hostels. 2. Control of In and Out Timings for girl students. 3. Special pick up arranged by the institute for the girl students arriving in late hours after 7:30 PM to the institute, after any kind of vacation. 4. Round the clock availability of female medical staff on campus. 5. In house washing machine for washing of clothes in hostel. 6. Sanitary pad dispensing machine in common room of hostel.

2. Counselling The college has strong mentor-mentee/buddy system to discuss the problem of students. Approximately a group of twenty students is assigned a mentor/Senior Buddy by individual department. This mentor/senior buddy is one of the teachers of the respective department in which the student is pursuing his/her studies. Each senior Buddy meet his buddies in a dedicated one hour time slot as mentioned in time table to discuss the problem of his/her buddies. There is weekly interaction of girl students with hostel warden to discuss general issues or certain issues in particular.

Girl students are counseled from time to time for making regular use of Sanitary Napkin Incinerator by Girls hostel warden

Counseling on 'Health and Malnutrition' is done by Ms Vimmi Dhiman of the College Health department.

3. Common Room BBSBEC has established a spacious and comfortable common room for girls/females on the ground floor of North block of college. This space has been designed to give female students a place to relax, study, have informal discussions in free time available.

?The room is also equipped with drinking water facility, an attached washroom, elegant furniture, indoor games, electricity, fans etc. The room is properly ventilated, well-lit, neat and clean to provide a friendly ambience to its users. ?Some games such as Carom, chess and also some magazines are available there for leisure time. Female students appreciate this facility a great deal. ?A separate common room is also made available in the girl's hostel also, having all the above mentioned facilities. In addition the common room of girl's hostel is also equipped with a television and sanitary pads dispensing machine.

4. Day care centre for young children ?The day care facility is also provided by Baba Banda Singh Bahadur Engg College to the children of staff and faculty. It is located near the residential area of the campus to facilitate the working parents. ?Children of almost all age groups from infants up to 12 years can get the facility of institute day care centre. ?As most of the faculty of the institute is female and they are not able to spend much time with their children due to long working hours. ?Many parents choose day care centre because they believe the presence of multiple caregivers, larger groups of children, and state inspections make them both safer and more dependable. ?The staff of the care centre is well trained and supervised. There are a number of toys and other activity equipments available for the entertainment, learning and enjoyment of children.

File Description	Documents
Annual gender sensitization action plan	<a href="http://bbsbec.edu.in/wp-content/uploads/2019/10/Gender-Sensitisation-Action-Plan.pdf">http://bbsbec.edu.in/wp-content/uploads/2019/10/Gender-Sensitisation-Action-Plan.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="http://bbsbec.edu.in/wp-content/uploads/2019/10/Gender-Equity-Promotion-Supporting-photos.pdf">http://bbsbec.edu.in/wp-content/uploads/2019/10/Gender-Equity-Promotion-Supporting-photos.pdf</a>
<b>7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment</b>	<b>A. 4 or All of the above</b>

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

### **Solid Waste Management**

After collecting the waste from all around the college, waste segregation has been done into dry waste and wet waste. Dry waste includes paper, cardboard, glass tin cans etc. Wet waste on the other hand, refers to organic waste such as vegetable seeds, left-over food etc. Separating our waste is essential as the amount of waste being generated today causes immense problems. Household waste are separated daily into different bags for the different categories of waste such as wet and dry waste, which are disposed off separately. The material is composted and evaluated as a fertilizing material. Composting of these waste resulted in the production of good quality materials that can be used as soil amendments and source of plant nutrients.

The biological reusable waste generated are processed as organic manure for the plants available in the college campus and the other solid waste generated in the college campus is taken to the community bin of Fatehgarh Sahib Municipality for recycling and disposal.

- Wooden scraps found on campus are reused in mending damaged furniture.
- Paper waste is sold to vendors for recycling at regular intervals.
- NSS regularly conduct campus cleaning drives, and also help to segregate waste after college events.
- Students also reuse solid waste to make decorative items for college cultural events.



## Liquid Waste Management

A sewage treatment plant is operational near the swimming pool since May, 2015 and the capacity of the plant is 700m<sup>3</sup>/day. Sewage Treatment Plant is well-maintained by the College and functions efficiently. The Plant uses natural techniques to recycle water, making it eco-friendly. The purified water is used for irrigation and the excess is fed to a nearby water body.

The wide network of sewage system in campus is perfectly functional and carries the liquid waste across campus to the sewage treatment plant. The drainage system is underground, and there is no open sewage or sewerage system on campus.

## E-Waste Management

The institute follows the E-Waste management policy of the state under the Environment (Protection) Act, 1986 (29 of 1986). To tackle with E-Waste, college has signed MOU with RAMKY ENVIRO ENGINEERS LTD. RAMKY is the operating facility for collection, transportation, dismantling, refurbishing and disposal of the E-Waste at Village Nimbua, The Derabassi, Dist Mohali, Punjab Authorised by Punjab Pollution Control Board.

- RAMKY collects, transports and Dispose off E-Waste collected from the college.
- The college shall segregate the e-waste at designated place.
- Upon the intimation from the college, RAMKY arranges collection of e-waste within 15 days from the College.

E-Waste material include such as scratched CD's and DVD's, laptops, servers, PCBs, mobile or communication devices, batteries, data cables and wires, control systems, printers, scanners, telecom equipments, security devices and mother boards etc.

## Waste Recycling System

- Waste recycling is a key component of modern waste reduction

and is the third component of the "Reduce, Reuse, and Recycle" waste hierarchy. It promotes environmental sustainability by removing raw material input and redirecting waste output in the economic system. Any waste management system depends not only on technical factors and availability, but also the motivation of the users to participate in the process. The Campus waste recycling system consists of Solid waste management, liquid waste management and E-waste management in which recyclables are being diverted from the environmental waste to useful product. To support the waste recycling system, the following points are being considered:

- Getting support and approval from top level administration. Involve all employees and students. Custodial staff should be completely educated on the recycling program.
- Finding a waste hauler who picks up recyclable material or a local business who is in need of the material(s).
- Evaluating where the recyclable materials are generated and locate recycling bins efficiently.
  - Cafeteria- Locate bins for paper plates, cardboard, cans, bottles and plastic.
  - Administrative- Locate bins for office paper, cardboard and toner cartridges.
  - Library- Locate bins for magazines, newspaper, paper, and books.
  - Classrooms- Locate bins for paper, bottles and cans.
  - Vending areas- Locate bins for cans, glass and possibly plastic.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

<b>7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus</b>	<b>A. Any 4 or all of the above</b>
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File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>	<b>A. Any 4 or All of the above</b>
<ol style="list-style-type: none"> <li><b>1. Restricted entry of automobiles</b></li> <li><b>2. Use of bicycles/ Battery-powered vehicles</b></li> <li><b>3. Pedestrian-friendly pathways</b></li> <li><b>4. Ban on use of plastic</b></li> <li><b>5. Landscaping</b></li> </ol>	

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the</b>	<b>A. Any 4 or all of the above</b>

**following 1.Green audit 2. Energy audit  
3.Environment audit 4.Clean and green  
campus recognitions/awards 5. Beyond the  
campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment  
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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).

**The institute has organized various events to provide inclusive**

environment for the students. Following are the events which were conducted by the college:

Year

Title of the programme/Activity

Duration (from-to)

Number of participants

2020-2021

Fateh Marathon

23-Oct-21

350

2020-2021

Sweep Activity

27-Oct-21

13

2020-2021

Blood Donation Camp

28-Oct-21

110

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

Baba Banda Singh Bahadur Engineering College sensitizes the students and the employees of the institution to the constitutional obligations about values, rights, duties, and responsibilities of citizens, which transforms them into being responsible citizens.

Apart from imparting quality technical education to students. The institute organizes various events and activities to impart moral values, responsibilities and educate the students and employees to become responsible citizens by sensitizing them to the constitution of the country and to give back to society.

The students are motivated to take part in various constitutional obligations events like blood donation camps, engineers day celebrations, Birth Anniversary celebrations of national identities. The institute also organises various motivational webinar's on Human Values and De-addiction & Traffic rules, Management of Traffic Rules, spirituality & Career, Peace, Love and Success, Stress Management and Happiness in the present Era, Coping with Covid: Youth and Mental Health, "How to live life in times of Covid: PSYCHOLOGICAL FIRST AID", How to Become Entrepreneur & Develop Start-ups to make them aware and encourages students to spread the moral and constitutional values back to the mankind.

During the Covid-19 pandemic, the institute also organised a Covid vaccination camp for the employees and students in the college campus.

The affiliated university curriculum is framed with mandatory courses like Professional ethics and human values, the Constitution of India, to inculcate constitutional obligations among the students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="http://bbsbec.edu.in/outreach/sensitization/">http://bbsbec.edu.in/outreach/sensitization/</a>
Any other relevant information	<a href="http://bbsbec.edu.in/wp-content/uploads/2022/03/7.1.9_Aditional-Details.xlsx">http://bbsbec.edu.in/wp-content/uploads/2022/03/7.1.9_Aditional-Details.xlsx</a>

<p><b>7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized</b></p>	<p><b>A. All of the above</b></p>
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File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

Our students are on a mission towards better India. The institution celebrates Days of National Importance with fervor and festivity. Death and Birth anniversaries of great personalities, Important Days of National and International events are also celebrated meaningfully. The institution celebrates these days of national importance to recall the events and the contribution of our leaders in nation building pursuits. Thoughts of great Indian personalities are sowed into the young minds through the exhibitions and programmes are conducted in their remembrance with religious fervor. It inculcates a sense of pride among students as well as teachers. This helps students to feel at home and integrates the values of unity and diversity.

Following events are conducted annually on regular basis:

Fateh Marathon, Blood conation camp and Shri Sehaj Path Sahib is organised in remembrance of birth anniversary of Baba Banda Singh Bahadur (Great Sikh General, on whose name college has been

named).

National Mathematics day and National Science day is celebrated on 16th february

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

### PRACTICE 1: MENTOR-MENTEE SYSTEM

#### OBJECTIVES OF THE PRACTICE:

What are the objectives /intended outcomes of this "Best Practice" and What are the underlying principles of this practice (in about 100 words)?

Mentor Mentee System goal is to establish a trusted relationship between the Mentor and the Mentee so as to help the mentees attain their aims by building and supporting effective relationships, provide objective guidance and feedback, and to facilitate reflective thinking. It is a formative period where the knowledge, skills and attitudes acquired during a program of education are applied in practice. It is therefore a period when a mentee is in need of guidance and support in order to develop confidence and competence. Mentors act as guide by sharing their experiences of challenges and assertions required to progress through personal and professional life to reduce anxiety or concerns and act as role models for students. The mentor acts as a 'Single Point of Contact' for parents on all matters. They fulfill their function through formal and informal interaction with their student mentees at various opportunities.

#### THE CONTEXT:



What are the contextual features or challenging issues that needed to be addressed in designing and implementing this practice (in about 150 words)?

The students are assigned to faculty members from their first year. Mentors create a better environment for their mentees and provide a smooth and open communication. Every week an hour is devoted in the time table as 'Mentee Session'. On the other side, the challenge for mentor is to show initiative intelligently and make mentee take his/her responsibility for development. This system helps to identify individual goals, seeking input from mentor commitment by following up on points set in meetings; making time to attend meetings punctually, maintaining confidentiality and seeking to understand roles, responsibilities and boundaries. Thus, ensuring the momentum and enthusiasm to be built up systematically, leading to a very positive and constructive experience for the mentee.

#### THE PRACTICE:

Describe the practice and its uniqueness in the context of Indian higher education. What were the constraints and limitations, if any faced ( in about 400 words )?

The mentors closely monitor their mentee all round performance and provide an ongoing support. They also provide awareness and guidance about competitive examinations and courses required for placements. As per the mentees interest, a mentor encourages the students for pursuing higher studies and encourages entrepreneurship/placement. Each and every detail regarding the student is noted down in their 'Mentee book' to maintain a hard copy for reference. Frequent counseling sessions help the student in expressing their opinions and problems with ease. Mentee books are updated with their results, achievements, certifications, attendance, scholarships and project details and the uniqueness regarding mentor- mentee system are given below-

**Establish** - During the first few meetings, both the mentor and mentee get to know each other, and build trust.

**Elucidate** - Mentoring program spreads awareness and understanding on various issues Academic and Institutional.

**Expand** - The mutual trust, which has developed between the two, can give the mentee the confidence to challenge the ideas of the mentor, just as the mentor will challenge the protégés ideas.

**Engage** - This phase embarks the start of a personal action plan of the protégé to attain his/her goal. The mentor here is like a facilitator of protégés goals.

**Evolve** - At this stage the mentor step back from the formal relationship to discuss together with the protégé how they wish to continue their relationship.

The above phases are not exclusive or time bound. The pace of progress of mentoring depends upon the strength of the relationship and the enthusiasm of the mentor and mentee. The relationship is not limited to the duration of stay with college and is lifelong in many cases. So, it is a powerful and emotional relationship. It enables the mentee to learn and grow in a safe and protected environment. But the quality of the relationship is crucial to a successful outcome. A good relationship recognizes the need for personal development. Also that, at the early stages the mentee will be relatively dependent and the mentor needs to be supportive, helpful, friendly and encouraging the mentee to learn and grow. The common problems being found by the mentees are forwarded to higher forms for remedial actions. The ratio for mentor mentee of students is 1:14

#### EVIDENCE OF SUCCESS:

Provide evidence of success such as performance against targets and benchmarks, review results. what do these results indicate ? Describe in 200 words.

Mentoring has helped the students to tackle smoothly their challenges and difficulties in day to day life.

Mentoring has helped the mentor to know and relate with the students better develop judgment skills. Establishing measurable outcomes for mentor/student relationship is essential to determine the impact of mentoring on student and the degree to which it is contributing to the goals of the mentoring system. These are some evidence of success:

- Improvement in mentees discipline, interaction and communication skills.
- Improvement in students' attendance.
- Establishment of a vibrant relationship between teachers and students, which has provided a congenial atmosphere in the

class room as well as in the campus.

- Establishing a trusted relationship between teachers and parents.

#### PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED:

Please identify the problems encountered and resources required to implement practice (in about 150 words).

The diversity in students' background and upbringing i.e. lack in the art of effective articulation, introversion, indifferent attitude, etc. In some circumstances, an introvert student might not be able to express clearly. The scheduling of time for mentoring the students had been challenging because of students getting adjusted to the time schedule of mentoring. For informal interaction, mentor has to put in extra efforts for same. The entire mentoring approach is built on personal interactions with the student and parents.

To make the mentoring system effective, training is imparted to new faculty on counseling and handling the students. Inhibition of some parents on regular interaction, which is mandatory.

#### PRACTICE 2: PDP(Personality Development Program)

Objectives of the Practice :

What are the objectives /intended outcomes of this "Best Practice" and what are the underlying principles of this practice (in about 100 words)?

The objective of PDP is to provide in-campus online and offline personality Development Program. This programme provides a space for the students to know themselves (know thyself) better and shape their personality with positive traits and multiple intelligence. The central focus of this formation programme is intra-personal development. The students will undergo intellectual and values-centered formation through which they will be able to: identify their own potentials and limitations; apply ethical and moral principles in personal and professional forefronts; and develop a positive outlook towards humanity.

The Context

What were the contextual features or challenging issues that needed to be addressed in designing and implementing this practice?

The students are assigned to faculty members from their respective departments. This Program provides strong practical orientation to the students and helps them in building and improving their skills in communication, presentations, team building, leadership, time & stress management, group discussions, interview skills, knowledge of entrepreneur, knowledge of small enterprises.

To keep the students motivated and manage the newly admitted students from different backgrounds entering into engineering discipline is a big challenge. Thus it is very challenging to develop a sense of leveling of all students by the time they graduate.

#### The Practice

Describe the best practice and its uniqueness in the context of India higher education. What were the constraints / limitations, if any, faced? (in about 50 words)

Personality development is defined as a process of developing and enhancing one's personality. Personality development helps an individual to gain confidence and high self esteem. Personality development also is said to have a positive impact on one's communication skills and the way he sees the world. Individuals tend to develop a positive attitude as a result of personality development.

Communication Skills and Personality Development Effective Communication skills play a crucial role in honing one's personality. Communication helps individuals to express themselves in the most convincing way. Your thoughts, feelings and knowledge should be passed on in the most desirable manner and effective communication skills help you in the same. A person should speak really well to make a mark of his/her own. Remember, no one would take you seriously if you do not master the art of expressing yourself clearly and in the most convincing manner. People with great communication skills tend to have a better and impressive personality than those who have problems in communicating as interacting with others is not a challenge for them. Individuals with effective communication skills can easily converse with other people around be it their fellow workers, peers, family and so on. Effective communication skills strengthen the bond among

individuals. Take care of your body language. Correct body language exudes confidence which further hones an individual's personality. Do not fiddle with things around while speaking.

#### Evidence of Success

Provide evidence of success such as performance against targets and benchmarks, review results. what do these results indicate? Describe in 200 words.

The program has always met with astounding response from participants. The students found most of the topics were relevant, the number of students attending the personality development program willingly have increased over the years.

The major evidences of success are noticed as follows:

- Personality development program indicates that the students who have undergone life skills training programs are really helpful in balancing their work and personal life. Tremendous boost has been noticed in professionalism and work ethics. The students have progressively gained confidence and feel better in managing the placement recruitment process.
- The success rate of students in getting placed has improved constantly.
- The overall development of soft skills, team skills, leadership skills, attitude and aptitude skills are the lifelong assets for them.

#### Problems Encountered and Resources Required

Please identify the problems encountered and resources required to implement the practice.

Problems encountered: A lot of background work had to be done before, during and after organizing program activities. These included identifying appropriate topics, identifying best of faculty members and skill needed to be imparted. To keep the students motivated and to engage in such activities had been a big challenge, as some students were from different cultural backgrounds therefore they took some time to understand the psychology of the students.

Resources required: Being a technical institution, the entire faculties are from technical background and they resist delivering the Personality Development classes due to non-technical sessions. Secondly, sometime the faculty required to take the students outside the college for some team building activities, which has been proven an expensive activity and institute need to hire or arrange some outside places for these activities.

File Description	Documents
Best practices in the Institutional website	<a href="http://bbsbec.edu.in/best-institutional-practices/">http://bbsbec.edu.in/best-institutional-practices/</a>
Any other relevant information	<a href="http://bbsbec.edu.in/naac/7.2.1_attendance.pdf">http://bbsbec.edu.in/naac/7.2.1_attendance.pdf</a>

### 7.3 - Institutional Distinctiveness

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

"To evolve as an eminent Centre of Learning with total commitment to provide career focused technical training aimed at excellence in inter-disciplinary education, research and innovation in order to produce socially responsible and synergetic leaders with a global profile".

The distinctiveness of BBSBEC primarily consists in creating student centric research environment. We encourage the undergraduate students towards research and innovation practices. To develop scholarly traits, institute encourages the research induction at undergraduate level under the guidance of faculty. For incubating research environment, a well equipped research centre has been established in the college. The faculty of the college not only provides guidance to the students but also work in collaborative manner with them to provide platform to the budding researchers. The outcome of the same has come up in the form of collaborative patents, research publications, projects, making and representing models at IITs and NITs.

Responsibility, persistence, synthesis, analysis, thoroughness, teamwork, leadership, commitment, patience, perspective-taking, and ethical behaviour are the hallmarks of a quality undergraduate research at BBSBEC. Understanding the need of early genesis of these concepts in students, they are guided to take active part in

ongoing research activities in the college.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

1. The pandemic has transformed our world and changed the skills requirements. In today's environment, varied skills such as those related to IT, entrepreneurship, coping, and research have become increasingly vital. The institute will equip itself for facing such challenges in future and will try to fissure the gaps of pandemic by conducting activities that will help the students and staff to become more skilled. 2. The institute will try to fulfill its social obligations, in the manner of providing formal & informal education, dissemination of knowledge by organizing programmes and activities for the benefit of the community and other stakeholders. The IQAC plans to increase the college's outreach efforts. 3. The institute will be prepared to implement NEP reforms in education. IQAC will frame a committee to focus on NEP guidelines and its implementation. 4. The institute will provide amenities and sports facilities in harmony with nature.

5. The focus will be laid on developing more formal linkages with other universities and colleges through MoUs and the IQAC will focus its efforts in the direction of creating research oriented environment for students as well as faculty. To enhance the employability, career guidance programmes will be the regular feature.