



## YEARLY STATUS REPORT - 2022-2023

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	<b>BANARSIDAS CHANIWALA INSTITUTE OF HOTEL MANAGEMENT AND CATERING TECHNOLOGY</b>
• Name of the Head of the institution	<b>Prof. R. K. Bhandari</b>
• Designation	<b>Principal</b>
• Does the institution function from its own campus?	<b>Yes</b>
• Phone no./Alternate phone no.	<b>011- 49020303</b>
• Mobile No:	<b>9871200100</b>
• Registered e-mail	<b>director@bcihmct.ac.in</b>
• Alternate e-mail	<b>iqac@bcihmct.ac.in</b>
• Address	<b>Banarsidas Chandiwala Institute of Hotel Management &amp; Catering Technology Chandiwala Estate, Maa Anandmai Marg, Kalkaji</b>
• City/Town	<b>New Delhi</b>
• State/UT	<b>Delhi</b>
• Pin Code	<b>110019</b>
<b>2.Institutional status</b>	
• Affiliated / Constitution Colleges	<b>Affiliated</b>
• Type of Institution	<b>Co-education</b>

• Location	<b>Urban</b>																								
• Financial Status	<b>Self-financing</b>																								
• Name of the Affiliating University	<b>Guru Gobind Singh Indraprastha University</b>																								
• Name of the IQAC Coordinator	<b>Dr. Gagandeep Soni</b>																								
• Phone No.	<b>011- 49020301</b>																								
• Alternate phone No.																									
• Mobile	<b>9953492549</b>																								
• IQAC e-mail address	<b>iqac@bcihmct.ac.in</b>																								
• Alternate e-mail address	<b>gagan@bcihmct.ac.in</b>																								
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://assessmentonline.naac.gov.in/public/index.php/hei/generateAqar_PDF/MjUxMjk=">https://assessmentonline.naac.gov.in/public/index.php/hei/generateAqar_PDF/MjUxMjk=</a>																								
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>																								
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://www.bcihmct.ac.in/download/Calendar22-23.jpg">https://www.bcihmct.ac.in/download/Calendar22-23.jpg</a>																								
<b>5.Accreditation Details</b>																									
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<b>6.Date of Establishment of IQAC</b>	<b>30/07/2010</b>																								
<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
INSTITUTIONAL	UGC	NAAC	2022-23	30000
L				
INSTITUTIONAL	CHE 22	SPONSORS	2022-23	690010
L				

<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>
<b>9.No. of IQAC meetings held during the year</b>	<b>5</b>
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>	<b>30000</b>

<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>
<p>IQAC team has organized series of IIHTTRC and CHE for our students, They are designed to encourage students to plan, create and present their well-researched innovative recipes at a national level.</p>
<p>IQAC also coordinated to invite industry experts for guest lecture and webinars to develop the interest of students in variety of fields ie. Mental health, personality development etc. Effective industry institute tie-ups. Signed MoU Royex Hospitality, HALP Technologies, KCCI- 2021, PROCAMPUZ/ FINANCEEPER, Yummy Idea, KCCI, The Suryaa Hotel, Tiffin Chefs, Sattvik India Council and IHG Academy.</p>

IQAC always look forward to organizes national and international events and get confidence by participating and organizing in all activities of these events beside gaining the knowledge. It is due to this initiative that vision of our students is broadened now and the result in the form of Awards won at various renowned forum by our students like Students Chef of the Year by India Culinary Forum, Indian Hospitality Expo and Skill India Competitions etc.

The IQAC has stated program outcomes, course objectives and outcomes well-aligned with each of the course content of curriculum. Due consideration is given to the attainment of learning outcomes in deciding the teaching-learning process in accordance with the New Education Policy.

Compilation of SSR. Involvement of alumni for the advancement /guidance of knowledge to students and Exposure in managing events. Accomplishment of Grade A+ in the third cycle.

**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
<p>Best Placement for students</p>	<p>Students to be placed in 5 stars hotels at the Management trainee level. Focus will be given on International Placements opportunities also.</p>
<p>Research Oriented Training</p>	<p>Final year students are exposed to research practices in their modified syllabus. Faculty mentors are also provided to students who provide them personalized research guidance. The series of India International Hotel Travel &amp; Tourism Research Conference and Chandiwala Hospitality Ensemble is organized for our students, They are designed to encourage students to plan, create and present their innovative recipes at a national level. For IIHTTRC brings together a unique and international mix of experts, researchers and decision makers both from academia and industry across the globe to exchange their knowledge, experience and research innovations in Hospitality and Tourism sector.</p>
<p>Digitisation and Virtual learning</p>	<p>BCIHMCT is exposing students to learn virtual methods of learning during practicals.rning.</p>
<p>More Industry connect</p>	<p>To provide students with insights into current industry practices and trends, BCIHMCT organizes regular guest lectures, workshops, and seminars conducted by industry experts. The curriculum is up to date and designed keeping in mind the latest industry trends and needs.</p>

<p><b>Renovation of Labs</b></p>	<p>The institute is taking special care of maintenance and upgradation of physical facilities such as labs, classrooms, common areas, washrooms etc. throughout the academic year facilitate better, safe and secure learning environment to the students. The banquet hall is equipped with Interactive panel board for a better facilitation of expert sessions and lectures.</p>
<p><b>Emphasis on Communication and Personality Development of students</b></p>	<p>.BCIHMCT has a department of communication and soft skills for nurturing well-rounded professionals equipped not only with technical skills but also exceptional communication skills and a strong personality.focusing on cEncouraging the formation of debate and public speaking clubs where students can regularly practice and improve their speaking skills.</p>
<p><b>New Education Policy</b></p>	<p>Inclusion of MOOC courses in alignment with the New Education Policy. Experiential learning. Course outcom mapped with programme outcome</p>
<p><b>13.Whether the AQAR was placed before statutory body?</b></p>	<p><b>Yes</b></p>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
<p><b>Name</b></p>	<p><b>Date of meeting(s)</b></p>
<p><b>JAC</b></p>	<p><b>11/05/2023</b></p>
<p><b>14.Whether institutional data submitted to AISHE</b></p>	

Year	Date of Submission
2022-23	17/01/2023

### 15. Multidisciplinary / interdisciplinary

BCIHMCT creates real life situations by organizing events and make practical classes or events more cases oriented. It exposes them in multi disciplinary events. Students manages guest check-ins, resolve reservation discrepancies, and ensuring a seamless arrival experience. They handle challenging scenarios like guest complaints, aiming for quick and satisfactory resolutions. In the food and beverage department, students coordinate busy restaurant services, plan a virtual order taking system along with guest feedback, handle special requests, and manage unexpected shortages. In other operations, they plan for events and conferences, overseeing logistics and guest satisfaction. These experiences prepare students for the dynamic and customer-focused nature of the hospitality industry, equipping them with practical skills and problem-solving abilities essential for successful careers. BCIHMCT has designed its curriculum in which the students are required to choose any one MOOC course ( ability enhancement courses) at UG level as per his or her own choice from SWAYAM portal. SWAYAM is the indigenous platform of the MHRD, GOI providing an integrated portal and platform for hosting Massive Open Online Courses (MOOCs) developed under the aegis of NME-ICT. After completion of the course, students has to produce succesful course completion certificate for claiming the credits. Also the curriculum has Research Methodology, Entrepreneurship Skills and Development, Environmental Science Human Resourse Planning and management and Event Management subjects. Incorporation of Research in curriculum and establishing college as pioneer in hospitality and tourism research is the initiative that has shown continuous improvement in these years. This has motivated faculty members to upgrade their qualifications and many of them have completed their PhD. This learning culture is being transferred to the students and they are getting benefit from their learned and experienced faculties. Final year students are exposed to research practices in their modified syllabus. Faculty mentors are also provided to students who provide them personalized research project guidance. The series of IIHTTRC and CHE is organized for our students, They are designed to encourage students to plan, create and present their well-researched innovative recipes at a national level. Annual IIHTTRC brings together a unique and international mix of experts, researchers and decision makers both from academia and industry across the globe to exchange their knowledge, experience and research innovations in Hospitality and

Tourism sector. Students organizes national and international events and get confidence by participating and organizing in all activities of these events beside gaining the knowledge. It is due to this initiative that vision of our students is broadened now and the result in the form of Awards won at various renowned forum by our students like Students Chef of the Year by India Culinary Forum, Indian Hospitality Expo and Skill India Competitions etc.

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

BCIHMCT has recently started Academic Bank of credits. The Batch 2022- 2026 (First Year's) and Batch 2021- 2025 have registered at [abc.gov.in](http://abc.gov.in). Procedure is also uploaded on the college website: [http://bcihmct.ac.in/download/AcademicBankOfCredits\(ABC\).pdf](http://bcihmct.ac.in/download/AcademicBankOfCredits(ABC).pdf) [AcademicBankOfCredits\(ABC\).pdf \(bcihmct.ac.in\)](http://bcihmct.ac.in/AcademicBankOfCredits(ABC).pdf)

#### **17.Skill development:**

IQAC of BCIHMCT has initiated numerous measures towards the establishment of BCIHMCT as a pioneer Institute at the Undergraduate level, focused on Skill and Leadership Development. Students have demonstrated their resilience and adaptability by handling various Events, G20 is one example of it. The G20 outdoor catering event provided not only a platform to showcase the talents and capabilities of our students but also a unique networking opportunity. They had the privilege of interacting with diplomats, dignitaries, and industry leaders, fostering connections that will undoubtedly shape their future careers. BCIHMCT Students have gain hands-on experience in managing large-scale catering operations, including procurement and service execution. They have practiced wine and beverage pairing, adding a sophisticated touch to the event. The students have also organized variuos inter level events i.e. Debate competition, Chef Competition ( CHE), Self Defence Workshops etc . Leadership blossoms as students take charge, delegate tasks, and inspire teamwork among peers. These experiences nurture confidence and decision-making skills, essential for leadership roles. Overall, event management provides a practical platform for students to cultivate a diverse set of skills, preparing them to excel in various professional spheres. Through internships, simulated scenarios, and practical training, students gain valuable insights into the intricacies of the hospitality industry. This immersive approach hones their problem-solving skills, adaptability, and customer service prowess. This learningnot only equips students with real-world competencies but also fosters confidence and teamwork. By bridging the gap between theory and practice, BCIHMCT ensures that graduates are well-prepared to meet the challenges of the dynamic and demanding hospitality sector,



making them highly sought-after professionals in the field.

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

BCIHMCT has incorporated Regional Indian Cuisine (BHCT201) in its curriculum to enrich students' culinary knowledge and to celebrate the diverse and rich tapestry of Indian cuisine. By delving into regional specialties, ingredients, and cooking techniques, students gain a deeper understanding of the culinary heritage of India. Moreover, it equips them with a broader skill set, making them versatile in catering to diverse tastes and preferences. BCIHMCT's inclusion of this course reflects its commitment to providing a holistic culinary education that prepares students to excel in the ever-evolving and globalized world of hospitality and gastronomy. Guests from Bhartiya Yog Sansthan, Faridabad presented BCIHMCT students with practical guidance on the fantastic and natural advantages of yoga. On June 21, 2023, BCIHMCT commemorated the 9th International Yoga Day 2022 with fervour and passion with its students, teachers, and staff. To develop hospitality awareness among the youth, an elaborate programme consisting of Advantages of Yoga and hands-on training of students was implemented. Also, BCIHMCT enthusiastically celebrates "Ek Bharat Shresth Bharat," a program that promotes cultural exchange and unity among India's diverse states and union territories. This initiative fosters a deeper understanding of India's rich heritage and traditions by encouraging interactions between students from different regions. BCIHMCT's celebration of this program reflects its commitment to cultural diversity and unity. Through events, food festivals, language exchange programs, and more, students at BCIHMCT not only learn about the cultural nuances of various Indian regions but also forge lasting connections, promoting the idea that unity in diversity is the essence of our great nation.

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

In embracing Outcome-Based Education (OBE), the primary emphasis is on holistic growth, particularly in personality development and communication skills. BCIHMCT focuses from rote learning to measurable outcomes, ensuring that students not only acquire knowledge but also the ability to apply it effectively. By prioritizing personality development, students cultivate essential soft skills like leadership, adaptability, and empathy. Meanwhile, communication proficiency is honed through interactive learning methods, encouraging articulate expression and active listening. To achieve it, a special department is formed and HOD has been made. The institute always look forward to maintain active industry-

institution partnership and International academic cooperation, to strengthen and develop new opportunities for exposure to the students and faculties. Active Industry-Institution connect has helped in exploring better learning opportunities and exposure to the faculties and students. Collaborative learning, experiential and independent learning are emphasized in order to make the whole educational programme entirely student-centric. Today institution is having better connect with National and international organizations. Students have been to Doha for International internship and two students have gone to USA on J1 visa. Academic partnership with city hotels is great support. Industry visit, guest lectures and expert talk, workshops, academic support is provided by these partners from the industry in a regular manner. Annual CHE see more than 40 Hoteliers in these events every years as experts, judges and speakers. Annual IIHTTRC helps us in connecting best institutions across the world. Students do get world class exposure by these industry-institution connect. The result of various competitions at National/ Regional level validates the same. The placement quality over the years have shown remarkable improvement including international opportunities. The Curriculum of BCIHMCT is also designed in such a way that every course is mapped with the Programme outcome. Each course offered is thoughtfully mapped to ensure that students acquire the essential skills and knowledge needed for success in the hospitality industry. This approach not only fosters a comprehensive understanding of hotel management but also prepares graduates to excel in their careers. BCIHMCT's commitment to this outcome-driven curriculum ensures that students receive a well-rounded education that equips them with the practical and theoretical expertise required to thrive in the dynamic world of hotel management.

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

Digitalizing education in hotel management colleges involves leveraging technology for an enhanced learning experience. It includes virtual simulations for practical training i.e. Creating of QR codes for menu designing, Taking online feedback form guests during practical classes. Interactive virtual classes and e-libraries enable flexible learning. Data analytics ensures curriculum improvements, and internship portals connect students with industry opportunities. Online assessments and digital certifications enhance the digital learning ecosystem, equipping students with the skills needed for success in the ever-evolving hospitality industry. BCIHMCT offers excellent internet connectivity through Wi-Fi-hotspots and routers to enable the students to remain connected and online thus promoting digital access. Also, the

College also has a Designated Hotel Software helps in understanding of the various modules related to the housekeeping, food and beverage service and Front Office subject (MY CLOUD HOSPITALITY). BCIHMCT has subscribed AICTE recommended Online Resources, which has availability of sufficient Online Resources as per the following: Gale One File: Culinary Arts Title counts: Total titles=438; Total full-text titles=344; Active full-text titles, no embargo=129 Online Journal and Resources are also available, Gale OneFile: Hospitality and Tourism with Total titles of 1,675, Total full-text titles of 1,026. Active full-text titles, no embargo are 547

### Extended Profile

#### 1.Programme

1.1	167
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

#### 2.Student

2.1	414
Number of students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.2	28
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	97
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	<b>22</b>
File Description	Documents
Data Template	<a href="#">View File</a>
3.2 Number of Sanctioned posts during the year	<b>23</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1 Total number of Classrooms and Seminar halls	<b>11</b>
4.2 Total expenditure excluding salary during the year (INR in lakhs)	<b>105.60864</b>
4.3 Total number of computers on campus for academic purposes	<b>99</b>

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The program coordinator creates an academic calendar in coordination with the examination department every academic year as per the guidelines issued by the GGSIPU.

SUBJECT ALLOCATION:HODs in discussion with the program coordinator

allocate subjects to faculty members keeping in mind the expertise of the faculty.

WORK LOAD CALCULATION: Each faculty is given the teaching workload as per the norms issued by AICTE and GGSIPU.

Faculty members prepare Session Plans, Lessons Plans, Trainee & Trainer Notes to help students imbibe knowledge. Time tables are designed for every semester and remedial classes for slow learners are also taken into consideration. Faculty class coordinators are appointed every year for the first year students. The session plan, before its implementation, is verified by the respective HODs followed by subsequent submissions to the Academic and Programme coordinator. Lesson plan involves various pedagogical systems which makes class environment engaging. Faculty maintains trainer notes which include Introduction, Development, Definitions & Topic Summary to be taught. Weekly submission of Faculty Report with updates of outcome of teaching weeks effectively helps in learning outcome. This report cover topics covered, objectives, teaching-aids used, content along with class feedback of the students is one of the self-evaluation tools. Use of information technology in power-point presentations, workshop, conferences, guest lectures, MS Teams & Videos to impart education are used. PDP & Career Counselling sessions are conducted to provide holistic growth of students. Departmental activity calendars are created in accordance with the academic calendar.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="http://www.ipu.ac.in/pubinfo/syllBHMCT151118.pdf">http://www.ipu.ac.in/pubinfo/syllBHMCT151118.pdf</a>

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

Academic calendar is designed for each semester in accordance with the academic calendar of GGSIP University, Delhi. Due consideration for Academic activities, Industry- Institution synergy, extracurricular aspects, event planning for delivering experiential knowledge to the students, and internal as well as external evaluation schedule is incorporated in the academic calendar. The weeks for academic planning are calculated for the students of different semesters while emphasising on preparatory leave,

examinations & revision classes. Programme coordinator in close coordination with the examination incharge design the academic calendar while ensuring its adherence by all faculty members. Departmental activity calendar is prepared by the Academic coordinator in coordination with the IQAC department. All HODs submit monthly departmental reports to the IQAC department. The respective departmental HODs work in close coordination with the InCharges of Room Division Operations and Management and the Food and Beverage Management. Annual departmental reports for every departments are submitted to the Principal of the college. Departmental activities as per syllabus requirements including Fieldtrips, hotel visits, lectures from industry experts, workshops offering first hand knowledge and training are organised to inculcate and develop the qualities of a true hospitality professional which helps in developing competent hospitality manager.

The academic calendar after approval from the Principal is uploaded on the college website. The college follows the evaluation process as designed by the GGSIP University for internal and external evaluation which consists of continuous internal evaluation, internal exams & practical exams.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="http://www.ipu.ac.in/Pubinfo2024/acadcal280723.pdf">http://www.ipu.ac.in/Pubinfo2024/acadcal280723.pdf</a>

**1.1.3 - Teachers of the Institution participate in B. Any 3 of the above 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**

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

1

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)

00

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
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

0

#### 1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

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

Even in the newly introduced curriculum (aligned with NEP) from 2022 onwards, due consideration is given to integrate the crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability. Environmental Science (BHCT-109) is introduced in first semester to impart the understanding, learning and application of environmental and sustainability issues. Also the Hotel Law & Corporate Governance (BHCT-309) is reintroduced for inculcating the professional ethics and human values among the students. Human Resource Planning & Management (BHCT-406) in the curriculum addresses the issues of gender sensitivity and gender equality. Course such as Regional Indian Cuisine help the students in learning of Indian Knowledge System and values in the domain of culinary acquaintance.

Beside the curriculum, the practices of professional ethics, gender sensitivity and human values is always demonstrated by the experienced faculty and staff to be followed by the students. Institute also has an internal Eco-club consists of Faculty and Student members in this pursuit. The aim of this club is to generate awareness and to implements necessary corrective action towards following sustainable practices in the institute by faculty, staff and students. Issues of Environmental Sustainability were always addresses and well discussed in our annual research conference every year and our 13th India International Hotel, Travel & Tourism Research Conference 20203 was entirely themed at "Green Investment, Inclusive Growth & Digital Futures", where deliberations were made from industry experts, researcher and scholars on the issues pertaining to Environment & 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

2

File Description	Documents
Any additional information	<a href="#">View File</a>
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>
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

908

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

from the following stakeholders Students  
Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	<a href="#">View File</a>

**1.4.2 - Feedback process of the Institution may be classified as follows**

**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://docs.google.com/forms/d/1oIv6_UxTHrW_IknxPaPMx9c5d-a7IkqpUk3DHmEtpJGI/edit#response=ACYDBNhRc35RQfl0C-W6swotpUf6q44F6_lgThMH-18ISXjYUpXTLr7fyWJaViY6vA">https://docs.google.com/forms/d/1oIv6_UxTHrW_IknxPaPMx9c5d-a7IkqpUk3DHmEtpJGI/edit#response=ACYDBNhRc35RQfl0C-W6swotpUf6q44F6_lgThMH-18ISXjYUpXTLr7fyWJaViY6vA</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

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

##### 2.1.1.1 - Number of sanctioned seats during the year

120

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

**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)**

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

14

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

Learning level of the students are assessed by the following:

**Student's profile-** Faculty coordinators collect student profile data during the admission process like CET ranks & past academic/marks records. Mentors do maintain records and share feedback regularly with concerned faculties and coordinators.

**Faculty Assessment-**The class coordinators and the subject faculty regularly review the academic progress of the students and ensure better performance and academic growth.

Mentoring system is also implemented in the institute where every mentor conducts regular meetings with the mentees to help them in every area possible. Mentors also prepare detailed filed records like meeting logs, mentoring tracker format, mentee profile sheets which helps in assessing the learning levels of the students.

**Counseling Sessions** -The students are counseled regularly by faculty class coordinators & mentors as required. Any special cases referred by the coordinator after discussion with the Principal are recommended to the professional counselor appointed by the college. Academically weak students are encouraged to learn through remedial classes, assignments, group activities, and referring to easy - to - understand material prepared by faculty members known as trainee notes.

Continuous Internal Evaluation provides ample opportunity for the faculty to provide feedback to each student which includes identifying strengths and weaknesses, & discussions. The Slow Learners are motivated and encouraged to participate in different institutional activities to develop social skills.

File Description	Documents
Link for additional Information	<a href="http://bcihmct.ac.in/cpi.php">http://bcihmct.ac.in/cpi.php</a>
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
414	22

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

Trained faculty engage students' interest in classes. Group discussions, interactive question-answer Sessions, case studies, Role Plays, industry visits, guest expert talks (online/offline) depict our teaching pedagogy that is based on participative learning. Faculty members demonstrate & elaborate the difficult concepts with the aid of ICT tools/presentations. IQAC department encourages faculty members to organize & attend FDPs associated with advanced teaching methods (Cloud hospitality software for front office, housekeeping, fnb service). To elevate the standards of hospitality education, BCIHMCT has launched its Communication & Softskills department. Various committees/clubs have active student members from all years.

The Institute has its own YouTube channel where faculty members upload demonstrative videos for various practical sessions. Regular hotel visits/trips are planned for the students: participation in competitions organised by the India Hospitality Expo and Skill India are a few examples. Students contribute to the e-newsletter- YUVA, as students who wish to make a career in hospitality journalism can achieve the same in the long run.

Students get actively involved during Chandiwala Hospitality Ensemble & IIHTTRC to gain firsthand knowledge- indenting, purchasing, storing, issuing, setting up stations for various competitions, reception, registration, food, accommodation for various

participants, media handling, presentation, judgment team, participating/organizing cultural activities, event anchoring while announcing award winners & event sponsors. Industry Internship for the 3rd year students is for 22 weeks wherein for 16 weeks, students cover various core areas in Hospitality Industry & shall undergo the last 6 weeks training in their area of specialization that is communicated to the hotel beforehand.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://bcihmct.ac.in/download/event/IIHTTRC_Report_2023.pdf">https://bcihmct.ac.in/download/event/IIHTTRC_Report_2023.pdf</a>

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

Every classroom is well equipped with LCD projectors and screens. The Institute has also equipped the banquet hall with an Interactive Panel Board. The college has a Wi-Fi unit for the faculty and students inside the campus. It also has a well equipped computer lab and language lab with internal LAN. Assessment and evaluation techniques through ICT enabled tools have helped us in continuing effective teaching -learning process. Various tools are used for imparting education i.e. Google Classroom, Microsoft Teams, Google Meet and other related tools are used as Learning Management System. Quizzes are conducted through Google Forms. Zoom software is used for conducting webinars and guest Lectures. Student Feedback System is present in the online mode. The College has a Designated Hotel Software helps in understanding of the different subjects. It has three modules corresponding to the front office, housekeeping and food and beverage service department (CLOUD HOSPITALITY). Attendance records and allocation/submission of assignments and teaching material is achieved through Microsoft teams. Institute has its own YOUTUBE channel. The Institute also has a digital library that can be accessed by the faculty and students. The research journals INDIAN JOURNAL OF APPLIED HOSPITALITY AND TOURISM RESEARCH are also available online for accessing <https://www.bcihmct.ac.in/download/IJAHTR/Publications.htm>. The Institute has an online Grievance redressal system for the students, staff and parents, for better and timely addressing of grievances and complaints.

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="http://bcihmct.ac.in/digital-library.php">http://bcihmct.ac.in/digital-library.php</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

22

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

22

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

9

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

241

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.

BCIHMCT conducts continuous evaluation of the performance of its students based on the guidelines issued by the GGSIPU.

The continuous evaluation is done during the semester by the teachers of BCIHMCT. The weightage for various components of evaluation is as follows:

1. Internal Assessment by teachers - 25% 2. Semester term end examination - 75%

For theory courses, Internal evaluation is done on the basis of Mid-term examinations which are conducted once during the semester, in accordance with GGSIP University Academic calendar. The Institute prepares the Academic Calendar which also includes the internal examination schedule. It is displayed on the website of the college. The notices are displayed on the exam department notice board and are also communicated by the faculty class coordinators to the

respective student batches. Mentors also keep an update on the dissemination of regular information related to examination schedules and assessments to the students as well their parents.

Practical Courses 1. Continuous evaluation by teachers - 40% 2. Semester term end examination - 60%

With the exception of Training Report, for which the weightage of continuous evaluation and Semester term end evaluation are 50% each.

The internal assessment system is explained to the students by the faculty instructor during the commencement of the academic session and the assessment parameters and assigned marks are elaborated as well. Answer sheets after evaluation are shown to students and their signature is taken on the internal marks sheet, indicating they are aware of the marks received and suggestions are also given for improvement.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://www.bcihmct.ac.in/cpi.php">http://www.bcihmct.ac.in/cpi.php</a>

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

To address all examination and evaluation related issues and grievances, the Institute has appointed an Examination Incharge. The examination committee team members under the guidance of the Principal and Examination Incharge handle the overall functioning of the exam department in the college. Coordination with GGSIP University is also taken care by this department. the Institute has a well appointed University liasion officer. Internal examination schedule is prepared in accordance with GGSIP university's Academic Calendar. The schedule is circulated through notice board/ website and by all faculty class coordinators as well as mentors who are in regular communication with the parents as well.

Internal assessment marks for subjects (theory and practical) are informed to students by respective subject teachers, before submission to Examination Department. Internal marks are compiled and displayed on Institute Website. These marks are also shown to the students, answer sheets are also shown to the students to avoid any



discrepancies. For Practical courses, continuous evaluation is done throughout the semester by respective subject teachers during the Practical Course class. Continuous Internal Evaluation has reduced the examination related grievances as performance on day to day basis is shared and discussed and corrective measures are taken by faculties and students in progressive manner. During the above process, students may approach respective subject teacher and Examination Department, for resolution of any discrepancy or grievance.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://www.bcihmct.ac.in/grievance-redressal.php">http://www.bcihmct.ac.in/grievance-redressal.php</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The curriculum of BCIHMCT is comprehensive & is designed in a manner so that it aligns with the program structure and the course content suited as per latest requirements of the dynamic hospitality industry. The Institution has implemented a CBCS offering specialised courses to the final year students. Regular updation of the Curriculum is undertaken after implementing an integrated feedback system from the industry & other stakeholders. The Institute has well defined Programme & Course Outcomes.

The vision and mission statement are highlighted during the student induction. Faculty members design lesson plans corresponding to the POs, COs & communicate these to the students during their classroom sessions.

POs This Programme offers a learning arena for the students to gain knowledge of the industrial and operational skills required by hospitality industry. During the Programme students will learn through hands-on experience, on the job training and research and projects. Students manage various national and international level events at the college helping them in working as a team. Students also undergo industrial training where they get apt industry experience.

COs To prepare students with the operational aspects and knowledge

of the underlying principles of the International Hospitality Industry. To familiarize students with the practical aspects of the hospitality industry and the strategic management issues involved in operating various types of Hospitality industry Prepare students as a strong work force for national and international organizations in service sector. To train students for both operational and administrative duties at supervisory and management positions

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://www.bcihmct.ac.in/bhmct.php">http://www.bcihmct.ac.in/bhmct.php</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

As per the academic calendar, provided by GGSIPU before the commencement of academic session, faculty members prepare themselves for the upcoming session. Time table is circulated well in advance. Session plan for the semester; weekly/unit-based lesson plan; trainer, trainee notes are designed by faculty. Classes are conducted and evaluated against specified continuous evaluation practice. Faculty report is also prepared by the faculty and PO and CO are evaluated. Regular learning, feedback and mentoring practices helps in enhancing the learning outcomes.

The institute applies system of continuous evaluation of the performance of students based on the guidelines issued by GGSIPU. The specific program outcomes are evaluated both through academic as well as non-academic performance of the students. Student performance in the internal assessment/examination and end term external examinations along with the continuous internal evaluation for practical conducted, assignments, participation in class activities, teamwork and leadership roles played in various departmental activities are few other means through which the program outcomes are evaluated. Students are motivated/trained for participating in various competitions. They are trained by experienced faculty to help them develop special managerial skills. Also, the class conduct maintained by the students, level of participation in classroom discussions on case studies and hypothetical situations are also inculcated by the Institute for enhancing their learning outcome.

Other than this good placement and internships earned by the students also reveal a higher achievement of the POs and COs. Participation and representing the Institute at various national level competitions is another means that is practiced

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://www.bcihmct.ac.in/bhmct.php">https://www.bcihmct.ac.in/bhmct.php</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

97

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="https://bcihmct.ac.in/download/NAAC/2023/2.6.3-AnnualReport.pdf">https://bcihmct.ac.in/download/NAAC/2023/2.6.3-AnnualReport.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)

[https://docs.google.com/forms/d/1oIv6\\_UxTHrWIkNxPaPMx9c5d-a7IkqpUk3DHmEtpJGI/viewform?pli=1&pli=1&edit\\_requested=true#response=ACYDBNhRc35RQfl0C-W6swotpUf6q44F6\\_lgThMH-18ISXjYUpXTLr7fyWJaViY6vA](https://docs.google.com/forms/d/1oIv6_UxTHrWIkNxPaPMx9c5d-a7IkqpUk3DHmEtpJGI/viewform?pli=1&pli=1&edit_requested=true#response=ACYDBNhRc35RQfl0C-W6swotpUf6q44F6_lgThMH-18ISXjYUpXTLr7fyWJaViY6vA)

## 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)

## 6.1

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

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

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

2

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="http://www.naac.gov.in">www.naac.gov.in</a>

### 3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

#### 3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

48

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

#### 3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

##### 3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

5

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>

#### 3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

##### 3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

3

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>

### 3.3 - Extension Activities

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

BCIHMCT believes that it is essential for students to have an overall and holistic development for honing their skills.

Promotional Activities based on Health and Safety: Disaster Management Workshop, Firefighting workshop, Workshop on First-aid training, Cleanliness drive, self-defence workshops for female faculty members and girl students, field trip to Talkatora stadium for Health mela.

Programs Based on Environment Awareness: I Love Yamuna for conservation of water, Swacch Bharat Abhiyan- For Community cleaning and development, Tree plantation drives, pledge ceremony for Swachta

hi seva, E-waste drive, World environment day, Clean Air Asia Program

BCIHMCT is active member of Eco Club of Dept of Environment, Delhi Government. The college adheres to the Eco-club Manual as prescribed by them and plans the activities adhering to the same.

1. International Yoga day celebrated on 21st June every year for Emphasizing the power of yoga for mental & physical health

2. Constitution Day: The college celebrates Constitution Day every year on 26th November to imbibe the feeling of patriotism

3. World Tourism Day

4. International Women's Day

5. World Food Day

6. Earth Day

To promote Unity in Diversity BCIHMCT also focuses on missions like:

- Ek Bharat Shreshth Bharat- For Promoting unity in Diversity
- Voter's Awareness to generate a sense of responsibility amongst the students
- Kprean Buddhism Temple Food Activity
- CSR activities for BSF war widows for inculcating life skills.

File Description	Documents
Paste link for additional information	<a href="http://bcihmct.ac.in/download/Files/CSR.pdf">http://bcihmct.ac.in/download/Files/CSR.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

**3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies 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>

**3.3.3 - 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**

**3.3.3.1 - 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**

29

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**

**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

1521

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>

**3.4 - Collaboration**

### 3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

64

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

#### 3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

7

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college has 11class rooms to accommodate 60 students in each class rooms other than tutorial rooms. All rooms are air-conditioned and are equipped with LCD Projectors.College is having labs for Food Production with cold room andfor Bakery and Confectionery.Well equipped Restaurants with Training Bar, Conference rooms, Model room, along with a Front office and a well equipped Housekeeping Lab, 2 computer labs and Language lab provide best of the resources



for the training. A banquet hall of contemporary design with an Interactive panel, lobby and front office with latest software cloud hospitality having modules for housekeeping and food and beverage, a state of the art 240 seat modern Auditorium, an operational laundry, and Guest rooms provides support to the residents and college. The main college building has office of the Principal's office, Administrative Office, Programme & academic coordinator's office, Placement office, board room, Library and reading room, two faculty rooms, IQAC Department, exam department, Stores etc. The institute building has an elevator, makeshift ramps for stairs, and provides wheel chairs, handrails in washroom cubicles etc. We have a separate residential hostel facility available for boy and girl students in the campus. Indoor games facilities: table tennis, carom, chess, badminton with grounds for outdoor activities & Lush green lawns are present. Facility of lockers for girls & boys is available for safekeeping of valuables at the institute. Lunch option is also provided to students with dining facility in college cafeteria and canteen.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.bcihmct.ac.in/infrastructure.php">https://www.bcihmct.ac.in/infrastructure.php</a>

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

BCIHMCT has state-of-the-art 240-seater auditorium, equipped with latest audio-visual equipment in a centrally air-conditioned environment for hosting intra and inter-college event like the annual International conference-IIHTTRC, Chandiwala hospitality Ensemble, debates, seminars, workshops, orientation, graduation ceremony and numerous other cultural activities. Lawns are created for aesthetic pleasure, as well for sports and other outdoor recreational use. Inter college events like Chandiwala Hospitality Ensemble which is a regular feature of the institute every year is planned and organized with a gala theme dinner in these lawns. Annual day, founders' day, sports day are also celebrated in the same area. Tree plantation drives are a regular practice at BCIHMCT to promote environment sustainability. Sports activities like tug-of-war, cricket, volley, badminton, indoor games of carrom, chess, table tennis also happens in our sports room and beautiful grounds of the campus. Various events like organizing freshers' party, managing the anchoring as well as stage performances on the occasion of

international conference and the Chandiwala Hospitality Ensemble, Annual day, inter college folk dance competition are a few regular features of the Institute for facilitating a universal and holistic development of students. The Institute has a well equipped air conditioned seminar hall used for various cultural activities for the students. the banquet hall of the institute has an Interactive panel and all expert sessions and workshops are conducted here. Faculty members as well as students represents various committees in order to promote the sports, cultural, environment and CSR activities on a regular basis.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.bcihmct.ac.in/category.php">https://www.bcihmct.ac.in/category.php</a>

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

27

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

27

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.bcihmct.ac.in/infrastructure.php">https://www.bcihmct.ac.in/infrastructure.php</a>
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)**

105.60864

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)

OPAC is made available in the library in the form of a software called Alice for Windows Version-5.50a.002, this integrated library automation software package was introduced in the year 2007. BCIHMCT has a Research Data Base, GALE, which was introduced in 2017. This database is used by the faculty and students of BCIHMCT and it works on two modules. The first module is based on Hospitality, tourism and leisure collection where as the other one focuses on the Culinary Arts collection. These modules provide access to e-journals, e-books, databases, magazines, and many trade publications that include varied aspects associated with travel and tourism. The Culinary Arts module has a collection of more than five million articles related to cooking, nutrition, Wine, topics related to catering, bread and pastry. Internet bandwidth/speed of 150 mbps is provided to the library to ensure fast and uninterrupted access. Institutional Repository Data is also provided in the Software Content management system for e-learning. Internet facility is available for students for content management system for the purposes of e-learning and participation in resource sharing. Resource sharing of electronic resources is also made available for users from sister institutions. To help in students learning various hospitality online resources links, BCIHMCT You tube link, College magazine " YUVA and college Publications are available in library systems. Digitised resources links are also available in library systems and on the college website for upgrading students knowledge.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://link.gale.com/apps/menu?userGroupName=bcihmct&amp;prodId=MENU">https://link.gale.com/apps/menu?userGroupName=bcihmct&amp;prodId=MENU</a>

**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)**

**4.18969**

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**

**169**

File Description	Documents
Any additional information	<a href="#">View File</a>
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 Institute possesses state of the art Computer lab and language Lab which includes best configured computers and audio facilities in the labs. The Computer Lab and Language lab can accommodate 60 students at a time to enhance their learning abilities. A well equipped Server room is present in the computer lab of the Institute. All the classrooms are equipped with good quality Audio-visual devices like LCD projectors, Interactive panel board, speakers, Wi-Fi for interactive lecture delivery Online and offline. The Institute building is Wi-Fi enabled and provides high-speed internet facility to its teachers, students and other stakeholders free of cost. The Internet speed is 150 MBPS. Other essential facilities like a video surveillance system, electrical power supply with round the clock generator backup, facility for high-speed communication links, LCD projectors to all departments, anti-virus facility for all computers is also maintained. The Institute has also signed MoU with proCampuz/ Financepeer (ERP) for facilitating the various activities related to the students as well as for carrying out various academic and administrative activities. The Institute also implemented facility of online teaching by using best quality applications like, Microsoft Teams, Google Classroom and Zoom Meeting. The Institute maintains its own You tube channel along with various other social-media platforms for highlighting various promotional activities and events organized at the Institute. An online hotel software CLOUD HOSPITALITY for food and beverage, front office and housekeeping modules is also used. Online Grievance facility is also available for all the stakeholders of the Institute.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.bcihmct.ac.in/category.php">https://www.bcihmct.ac.in/category.php</a>

#### 4.3.2 - Number of Computers

100

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

#### 4.3.3 - Bandwidth of internet connection in the A. ? 50MBPS

## Institution

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)

8.97480

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.

BCIHMCT trust society plans and takes decision on major infrastructure issues like painting, infrastructure changes. Any Maintenance (regarding carpentry, plumbing, civil, electrician) work required is carried out by centralized maintenance department. Sports facilities are maintained by the sports committee. The playground and overall maintenance of the ground, indoor hall is done by housekeeping staff. They are also maintained regularly by students under Swachh Bharat Abhiyaan scheme. Greenery is maintained by the gardeners. Housekeeping for regular cleanliness of corridors, washrooms, classrooms, laboratories premises and Sanitizing of washrooms is done. Safe and potable RO water is available for the students, faculty and staff. Overhead water tanks and water coolers are cleaned periodically. MCD department visits on a regular basis to check unnecessary storage of water in the campus. Fumigation/pest

control is done by an outsourced agency weekly. Dining hall facility is offered to students for having meals during break. Canteen is available & provides good quality food items at affordable rates. Online Grievance Redressal system and internal marks records are available on college website. AMC is done for major equipment's like Elevators, RO and EPABX. Ramps, Rail, Lift, wheel chairs are available. University has provisions for giving writer and additional time for writing exams depending on case to case. Regular monitoring and check on earthing problems is done. Institution has a generator/backup system for any electricity supply failure or voltage fluctuation. Classrooms and tutorials are airy/well ventilated with desired infrastructure. <https://bcihmct.ac.in/download/NAAC/2023/4.4.2.pdf>

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.bcihmct.ac.in/download/Lab_Rules.pdf">https://www.bcihmct.ac.in/download/Lab_Rules.pdf</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

58

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>

**5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**

**5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

4

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>

**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**

**A. All of the above**

File Description	Documents
Link to institutional website	<a href="https://www.bcihmct.ac.in/category.php">https://www.bcihmct.ac.in/category.php</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**

1109

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

1109

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	<a href="#">View File</a>
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**

67

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<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

5

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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

1

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<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.

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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 )

BCIHMCT believes in a representative system that enables students to voice their opinions & play an active role as far as their academic development is concerned. Campus ambassadors (student representatives) are selected for the Institute every year.

Under the supervision of the faculty, various student committees/clubs are prepared/managed by students.

Event Organizing Committee : Events like, IIHTTRC, CHE, Sports Day are arranged by the Institute & managed by the students.

Class Representatives is appointed for feedback on classroom teaching/learning, compliance with the syllabus done by the subject teacher/grievance if any.

Editorial Committee: BCIHMCT e-newsletter YUVA & Ek Bharat Shresth Bharat Abhiyan activities are also being managed by the students.

Training & Placement Committee: facilitates training & placement activities of the Institute.

Anti Ragging Committee: Objective is to adopt preventive measures against ragging through the Code of Conduct.

Grievance Redressal Cell: Grievances are aired to the faculty coordinators via student representatives.

Cultural committee: is responsible for organizing Fresher's Day,

**Cultural Activities for CHE & IIHTTRC , Independence Day, Republic Day, Farewells Purpose**

Eco Club is to organise various competitions and environmental awareness programmes.

Sexual Harassment Cell: The functions of this cell are purely to safeguard the rights of students and also to provide a platform for resolving grievances.

Media & photography Cell: Recording and reporting of the events and activities coverage of the Institute.

CSR Committee: Responsible for conducting visits to NGOs, blind schools, old age homes for societal upliftment and awareness activities.

File Description	Documents
Paste link for additional information	<a href="https://bcihmct.ac.in/download/Notice/student's_committee_2023-24.pdf">https://bcihmct.ac.in/download/Notice/student's_committee_2023-24.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**

62

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

BCIHMCT Alumni's Association plays a pivotal role in shaping the future of aspiring hospitality professionals at BCIHMCT through multifaceted contributions. One notable initiative involves conducting specialised sessions on international cuisine for current students. These sessions serve as a bridge between academic curriculum and industry expectations, ensuring that students are well-prepared for the challenges of the culinary world. As part of the institute's commitment to producing industry-ready graduates, the alumni association actively participates in organising special classes. These classes, focused on international cuisine, provide students with practical insights, honing their skills and knowledge. This pre-placement preparation is invaluable, enhancing the students' confidence and competence as they enter the final batch campus placements. Furthermore, the alumni association actively engages with the institute as external examiners during the end-term semester exams. Their involvement brings a real-world perspective to the assessment process, aligning academic evaluation with industry standards. This collaborative effort enriches the learning experience and ensures that students are well-rounded in both theory and practical applications. Beyond examinations, the alumni association contributes as judges during various hospitality events, notably the Chandiwala Hospitality Ensemble. Their expertise and experience bring credibility to the judging process, inspiring students to strive for excellence and providing a platform for showcasing their talents. The alumni's commitment to nurturing the next generation of hospitality professionals is evident in their multifaceted involvement, creating a symbiotic relationship between the institute and its illustrious graduates.

File Description	Documents
Paste link for additional information	<a href="https://www.bcihmct.ac.in/download/SESSION_ALUMNI.pdf">https://www.bcihmct.ac.in/download/SESSION_ALUMNI.pdf</a>
Upload any additional information	<a href="#">View File</a>

5.4.2 - Alumni contribution during the year A. ? 5Lakhs  
(INR in Lakhs)

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

**Vision:** To be a leading Institution in Hotel Management & Catering Technology by creating dynamic hospitality industry leaders through integration of knowledge and skills imparted by committed and expert faculty from hospitality sector.

**Mission:** To groom globally competitive, high quality professionals through intensive training with the aid of upgraded curriculum in hotel management and catering technology.

The college management employs a definitive approach to instill the value of refining perception and learning approaches, fostering innovation through intellectual creativity. Responsibilities and tasks are allocated, with teams of students guided by experienced faculty members comprehending the tasks through experiential learning. The validation of outcomes is evident through successful placements.

The curriculum is visionary and futuristic, regularly revised to align with industry needs. Continuous feedback and suggestions are sought from top hotels. The syllabus, crafted in accordance with the National Education Policy (NEP), has received university approval. The unique feature of industrial exposure during the course enhances the learning experience. Project-based research, facilitated by expert faculty, imparts forward-thinking education. Ongoing industry support ensures the transfer of knowledge and skills from hospitality sector experts.

The institute boasts an extensive library, featuring a plethora of books across genres, contributing to the realization of its vision. Academic plans and activities are executed in a predetermined manner. Events management, research orientation, and active participation in industry events cultivate a competitive spirit, nurturing achievers who make a significant impact in their respective fields.

File Description	Documents
Paste link for additional information	<a href="https://www.bcihmct.ac.in/the-institute.php">https://www.bcihmct.ac.in/the-institute.php</a>
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 college adheres to a hierarchy based on seniority, experience, and capability. The Principal has designated Incharges and heads for operational departments, each responsible for a team of faculty members and ensuring the efficient functioning of their respective departments. For academic matters, the Programme Coordinator, Academic Coordinator, and Examination Incharge collaborate as a team, reporting directly to the Principal as needed. The Administrative Coordinator, Accounts and Cost Centre Coordinator, and Coordinator for Extension Activities operate in a decentralized and participative manner. The operational department has Incharges for rooms Division Management and Food and Beverage Service Management.

Budgeting is department-specific, with each Head of Department responsible for creating an annual budget. This budget is presented to the college principal, who reviews and collectively approves it with the management for all departments.

The institute's mega annual events, including CHE and IIHTTRC, exemplify decentralization and participative management. The Chandiwala Hospitality Ensemble and the IIHTTRC, the annual International conference, are significant occasions. The Principal appoints event coordinators, while department heads establish core committees comprising faculty members and student heads. These committees autonomously plan department activities for both mega annual events. Leadership grooming is evident in roles such as HODs, Committee Incharges, various teams, representatives, class coordinators, and class representatives. Faculty Coordinators select Student Coordinators for their respective teams, highlighting the collaborative and leadership-driven approach.

File Description	Documents
Paste link for additional information	<a href="https://www.bcihmct.ac.in/category.php">https://www.bcihmct.ac.in/category.php</a>
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

Effective strategic planning plays a crucial role in realizing the Vision and Mission of an institution. BCIHMCT, with a vision to emerge as the foremost institution in Hotel Management & Catering Technology, is dedicated to cultivating dynamic leaders in the hospitality industry. This involves integrating knowledge and skills imparted by dedicated and expert faculty members from the hospitality sector, aligning with a meticulously planned course of action for the upcoming academic year.

The institute's primary focus remains on providing industry-relevant training, fostering a research-oriented environment, and fulfilling its Mission and Objectives. BCIHMCT aspires to create an atmosphere conducive to research and innovation, supporting the continuous improvement and development of both students and faculty members. The institution also extends its expertise and consultancy services to various stakeholders. Embracing new opportunities in research, the institute actively pursues avenues such as securing research funding, establishing partnerships with external institutions to broaden research prospects, and adapting to institutional changes.

BCIHMCT is committed to maintaining multiple industrial partnerships and fostering international academic cooperation to enhance opportunities for student and faculty exposure through exchange programs.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.bcihmct.ac.in/download/FuturePlanOfAction.pdf">https://www.bcihmct.ac.in/download/FuturePlanOfAction.pdf</a>
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.

BCIHMCT has established several sub-departments and committees to ensure efficient operation. The roles and responsibilities of Heads of Departments (HODs) and every department member are clearly outlined. Job descriptions have been developed for Academic, Programme, IQAC, Exam, and Accountancy & Administrative coordinators, providing clarity on their respective processes. Each department maintains documents and records that reflect productivity and performance standards. Incharges are appointed to oversee the work of HODs.

#### Decentralized Processes:

1. The role of the department contributes to decentralization, ensuring control at the micro-level within each department.
2. HODs of departmental operations serve as a connecting link between team members and the Head of the Institution (HoI).
3. Faculty members engage in self-appraisal and submit their evaluations to the principal, who then appraises the respective team members.
4. Regular departmental meetings, facilitated by HODs, allocate departmental work, ensuring that all team members adhere to assigned duties and responsibilities.
5. Committees and cells with faculty representatives, regularly updated with clearly defined roles and responsibilities, are showcased on the college website.

#### Evidence of Success:

- Organizational policies and goals permeate down to the faculty and staff in each department.
- The college organizes annual mega events, recognized for their exemplary organization.
- Faculty members pursue higher education and contribute to research by publishing articles.
- Students actively participate in various inter/intra college, regional, and national competitions, securing medals and awards.
- The college has earned a reputable standing in the industry as a high-quality institute, reflected in admissions and recruitment.

File Description	Documents
Paste link for additional information	<a href="https://www.bcihmct.ac.in/category.php">https://www.bcihmct.ac.in/category.php</a>
Link to Organogram of the Institution webpage	<a href="https://bcihmct.ac.in/download/NAAC/2023/Organogram_BCIHMCT.pdf">https://bcihmct.ac.in/download/NAAC/2023/Organogram_BCIHMCT.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

## 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

- General Insurance by the Aditya Birla Group for the faculty, students and staff members.
- Best faculty award certificate.
- Maternity leave for Female employees are granted for a period of 6 months as per the government norms. Paternity leave of two weeks has also been provided to the male faculty members.
- Provision of Employee Provident Fund, ESI Provision for staff.
- On-duty lunch and tea (twice)- both to the teaching and non-teaching staff on duty without any charges.
- Birthday cake cutting ceremony, Festival gifts are distributed to teaching and nonteaching staff during Diwali.
- Provision of staff uniform to the non-teaching staff free of cost.
- Faculty members are encouraged for higher education- staff is encouraged by allowing them to enroll and appear for exams.

Academic leave is provided for PhD/higher education, training programmes or any trade fair.

- Annual support to the faculty members for presenting papers and attending good quality workshops/FDP and TA/DA.
- Free Parking facility.
- Subsidized canteen facility- food prepared in the institutional canteen/food court is available at subsidized rates.
- Early leaving-Provision of short leave in case of emergency or urgent work is provided.
- Booking of lawns for personal use.
- Subsidised hospital facilities are provided to staff of BCIHMCT in Trust Hospital. 20 percent waiver on medical facilities (within the BanarsidasChandiwala Eye Institute).
- Library facility available to faculty members.
- Availability of journals and e- journals to the faculty members for enriching their knowledge.
- Free wi-fi facility available in the campus for faculty members for effective functioning.
- Voluntary contribution by staff to the needy person

File Description	Documents
Paste link for additional information	<a href="http://bcihmct.ac.in/category.php">http://bcihmct.ac.in/category.php</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

00

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

18

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**

18

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
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**

**Well structured Appraisal system takes into consideration the entire**

activities and contribution by the faculty for the academic year. The system covers following parameters-Operational Attributes focusing on Teaching/Learning load, regularity in taking classes, teaching effectiveness vis-à-vis students' Academic Performance/ contribution towards co-curricular & extra-curricular activities Publication and Projects undertaken. General Attributes focusing Basic Traits/Potential/ Attitude and Interpersonal skill Performance appraisal is based on many factors such as Details of position held for co-curricular activities, Details of innovative approaches made in teaching, Efforts for enhancing qualification and self Development, leadership qualities etc.The more concern for academic staff is based on Performance and General Attributes and also based on various parameters like qualification enhancement, publication/participation, Assistance in administrative support, student's performance and teaching by faculty member. Student evaluation is done by creating a google form that is submitted for faculty evaluation as a part of teaching-learning parameters such as knowledge of the topic and technical skills, assignments - its value addition, assessment parameters being fair. In case of non teaching staff a set criteria is given which is task based and performance is rated on the same. It is basically annual based system with an approval system. All the staff are asked to submit their tasked performed in an academic year also to highlight any extra initiative is being taken to enhance the skill during this period. Rating and recognition is assigned based on the performance shown in the preceding year.

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

## 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

Two tier Audit system is in place: Internal Audit and External Audit. The External Audit is done by the Certified Chartered Accountant. Audit report is prepared once the financial audit is completed. Banarsidas Chandiwala Sewa Smarak Trust Society appoints external auditors and this audit is conducted annually. The financial audit is conducted in a single session between the months of May to July. Finalization of the account is accomplished in the

month of March and audited statements are prepared and organized till July/August. The audit team confirms and reconciles the recording of all transactions and ensures that these transactions appropriately tally and match with the data provided. The audit team then undertakes the statutory financial audit. The Institute has a tie up with Bansal and COLLP Chartered Accountants currently for the external audit of the financial records. They audit the records at the end of every financial year and issue the certified balance sheet for that financial year. Internal audit is conducted twice in a year for Banarsidas Chandiwala Sewa Smarak Trust Society. The college also has a well-appointed administrative and accountancy coordinator who ensure the proper documentation and functioning of Institute's day to day finances. All repair/maintenance tasks along with the practical and miscellaneous expenses incurred are efficiently handled by them. Regular internal audits are also conducted for ensuring the effective functioning of different departments.

File Description	Documents
Paste link for additional information	<a href="https://bcihmct.ac.in/download/NAAC/2023/6.4.1_InternalAudit.pdf">https://bcihmct.ac.in/download/NAAC/2023/6.4.1_InternalAudit.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)

3.6

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
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

1. Students Fee is the Major source of institutional receipts. Scholarships & Free-ships are provided as an aid by the

Delhi Government to the students of reserved category, Minority Category and also to the economically backward class of students. The fees for the students belonging to Jammu and Kashmir is provided by the AICTE, GOI under the Prime Minister Special Scholarship Scheme. Deficit is managed by the additional fund provided by the BCSST Society.

2. Fund is also received from non-government bodies and philanthropers for sponsorship during the National/International events organised that need large sums of money to organize at such scale. Sponsorship is received from Government & non-government agencies for research projects. Expertization, Consultancy and use of infrastructure for expert services is provided.

3. Adequate budgetary provision are kept by the institution for conducting practical, organizing events, seminars etc. The institute also provides adequate infrastructural facilities, well equipped library with E- Journals, laboratories, Computer labs, and latest teaching aids. Budget is prepared on the basis of past trends and expenses and keeping the provision of future expenditure and expansion plan and development in mind. All departmental HOD's present an annual budget for their respective departments to the Principal. College budget is made and presented to the Governing Body for the approval. The trust society has centralized maintenance department for the building maintenance. AMC are available for major equipments like Elevators and RO.

File Description	Documents
Paste link for additional information	<a href="https://www.bcihmct.ac.in/download/Campus/CH E_Brochure2023.pdf">https://www.bcihmct.ac.in/download/Campus/CH E_Brochure2023.pdf</a>
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

### APPLICATION OF EXPERIENTIAL LEARNING METHODOLOGY:

The institute has implemented the CBCS to facilitate specialization during the final year. An active industry-institution partnership contributes to a deeper understanding of the hospitality industry and the curriculum, providing enhanced exposure through experiential

learning opportunities. Events of national and international significance, offering practical learning experiences for the effective implementation of quality assurance strategies are organised. Students are regularly updated on the latest hospitality trends to align with industry requirements. The institute has established various MoUs with industry partners.

**NEW INITIATIVE IN INDUSTRIAL TRAINING( International Exposure)** New initiative is taken by sending Batch of trainees (5 th Semester) to international destination. 09 students have undergone through their 22 weeks Industrial Training in St. Regis Hotel, Doha (UAE).

**DEVELOPING LEARNING CULTURE THROUGH RESEARCH:**

IQAC has implemented numerous measures to foster a research culture at the undergraduate level, emphasizing Research & Development as a crucial methodology. Undergraduate-level research encourages students to innovate recipes and present research-based projects, articles, and case studies. The institute encourages faculty members to attend and participate in seminars, conferences, FDPs, workshops, guest lectures, and special training sessions to update their knowledge and stay abreast of the latest hospitality trends. Faculty members are motivated through the provision of Director's Recognition Award on Teacher's Day. The series of the India International Hotel Travel & Tourism Research Conference is organized to upgrade research knowledge for students. The final year curriculum provides exposure to research-based practices, and students are assigned faculty mentors who offer personalized research guidance.

File Description	Documents
Paste link for additional information	<a href="https://www.bcihmct.ac.in/download/Letter-CBCS_CO.pdf">https://www.bcihmct.ac.in/download/Letter-CBCS_CO.pdf</a>
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

Teaching-learning process involves the allocation of subjects to faculty members by a well-organized academic coordination committee.



The designated faculty members formulate the course content and determine the methodologies to be employed in teaching, aligning with the specified course and program outcomes. Session Plan, Lesson Plan, Trainer's and trainee notes for their assigned subject are assessed before the delivery of teaching. Faculty members are obligated to present a Faculty Report on the last working day of the week to the operational Incharges, the Academic coordinator and Programme Coordinator for review and monitoring, subsequently evaluated by the principal. Periodic meetings between the principal and faculty, initiated by the IQAC, are held to discuss progress and plans based on collective feedback. Inculcation of ICT in education adds value to the teaching learning process by improving student involvement and knowledge retention.

**Smart Classroom:** The College has the facility of smart classrooms that assists and supports the modernized teaching and learning method.

ERP software simplifies processes and increases the efficiency of the entire operations. Property Management System Software: My Cloud Hospitality having 3 modules.

The institute has an effective professional counseling, mentoring, and academic advice system through which students' performance and difficulties are evaluated at both academic and personal levels. Feedback from External Examiners and industry experts during Campus Placement, as well as exit interview feedback from final-year students, along with recommendations from the academic audit team of GGSIP University annually, contribute to the review of the teaching-learning process, structure, and methodologies.

File Description	Documents
Paste link for additional information	<a href="https://bcihmct.ac.in/download/NAAC/2023/6.1.1.pdf">https://bcihmct.ac.in/download/NAAC/2023/6.1.1.pdf</a>
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,**

**B. Any 3 of the above**

**national or international agencies (ISO Certification, NBA)**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://bcihmct.ac.in/download/NAAC/2023/AnnualReport_2022-23.pdf">https://bcihmct.ac.in/download/NAAC/2023/AnnualReport_2022-23.pdf</a>
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

- Self-defence classes for the students and female faculty members.
- Expert talks and lectures on cybercrime and mindfulness are organised.
- Sensitization of male students towards gender equity.
- Symposiums, debates/talks are organised on various sensitive topics like female foeticide, grooming and personality development.
- College has a well appointed Sexual Harassment committee with vigilant & senior faculty members..
- College has put up a complaint box specially for women where they can drop in their grievances anonymously.
- Counseling through a professional counselor.
- International Women's day is celebrated every year in the Institute.
- Nukkad natak/dramas are organised focusing on women empowerment through education.
- Flower arrangement on Chandrayan theme: a project lead by women scientists was prepared by the students during CHE 2023, covered by DD urdu channel.
- Student committee members represented on the ICC and Anti-ragging committee regularly interact with students, take rounds and bring matters of concern to the respective faculty members.

- All faculty class coordinators ensure that students submit the anti-ragging form available at amanmovement.org duly signed by their parents to them.
- The institution premise is manned by the security personnel 24X7, CCTV to ensure the safety and security of the students and staff.
- Separate facility of lockers and common room for girls and boys students is available for safekeeping of valuables.
- Separate residential hostel facility for boys and girls is present.
- Single gate entry manned by security personnel for the Institute.
- Facility of car drop is available for female faculty members and girl students during the time of events and urgency.

File Description	Documents
Annual gender sensitization action plan	<a href="https://bcihmct.ac.in/download/NAAC/2023/7.1.1_GenderSensatizationPlan.pdf">https://bcihmct.ac.in/download/NAAC/2023/7.1.1_GenderSensatizationPlan.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="https://bcihmct.ac.in/download/NAAC/2023/7.1.1.pdf">https://bcihmct.ac.in/download/NAAC/2023/7.1.1.pdf</a>

**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**

**D. Any 1 of the above**

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**

1. Colour coded bin system is followed for garbage disposal in all food production and service labs including bakery.

2. Dustbins are placed at all prominent locations, classrooms, labs.
3. Lab attendants of the kitchen and bakery have been assigned the duty for collecting the food waste from the kitchens to the garbage disposal area. Under the supervision of the head gardener of the Chandiwala Estate, all food waste is transferred to the compost pits for the process of vermicomposting on a regular basis. The compost pits are maintained by the Gardening department of the Estate and the manure procured is used for the gardening purposes in the entire estate.
4. Other recyclable waste generated in the food areas, labs and the main store like tins, cans, boxes are sold to the vendors after following a proper process.
5. Major equipment in non-working condition or items that are to be discarded are recorded on a regular basis by the college's housekeeping department. These items are then sold to approved vendors after a proper approval is granted by the Principal followed by the approval from the Trust society.
6. IT incharge is responsible for preparing and submitting a list of the e-waste scrap to the principal. After approval it is ensured that the selected vendor has a proper license for handling and disposal of e-waste.
7. The Chandiwala Estate has established a centralised Bio Medical waste disposal system specifically established for the Medical Institution under the umbrella of Banarsidas Chandiwala Sewa Smarak Trust Society.

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="https://bcihmct.ac.in/download/NAAC/2023/7.1.3.pdf">https://bcihmct.ac.in/download/NAAC/2023/7.1.3.pdf</a>
Any other relevant information	<a href="#">View File</a>

**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**

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

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

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**
- 5. Landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

**7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution**

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following**  
**1. Green audit 2. Energy audit 3. Environment audit 4. Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

**C. Any 2 of the above**

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

**7.1.7 - The Institution has disabled-friendly,**

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

**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**

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	No File Uploaded
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).

1. Institute motivates its students to participate in various activities conducted by other institutions/organizations. Ample chances are provided to students to explore their talents and improve their psychological balance.

2. Cultural programs depicting values, cultures and traditions are organized during Induction/freshers, Teacher's Day, Farewell apart from statutory events of the college.

3. Students participate in various inter-collegiate hospitality, cultural and sports competitions. It creates opportunities for students to showcase and enhance their potential and achievements.

4. Theme dinner during the Chandiwala Hospitality Ensemble & during the Annual Conference are organised showcasing cuisines and culture of the country.

5. Activities are organized in the college and important days like

Women's Day, Yoga Day, Earth Day along with other festivals like Holi, Diwali, Lohri, Ganesh Chaturthi, Christams are celebrated with an enthusiastic spirit.

6. Restaurant Theme Decoration: The menus are planned as per the themes and food production practicals are conducted accordingly. Staff and students dress up in appropriate festival attire during the celebrations. Students create a live ambience suited to the theme.

7. Students are encouraged to wear traditional attire twice a year on Independence Day and during the Republic Day celebrations. Women's Day is celebrated by encouraging Students to put forward their thoughts through extempore activities and poster making competitions.

8. BCIHMCT organizes several activities & competitions throughout the year for overall development of students. Rangoli, Painting, Poster Making, Chef Competition, Bartending, Flower Arrangement, Facility Planning, Symposium, Debate and various Sports Activities give opportunity to students to show their talent.

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

**Ek Bharat Shrestha Bharat: For promoting unity and integrity.**

Celebration of Republic day and Independence day every year to inculcate the feeling of oneness.

Vigilance Awareness day :Competitions such as Debate, Poster Making, Extempore, Quiz etc. are conducted, the purpose of which is to empower students & make them aware about the importance of vigilance in the society as a means to be able to identify the menace of corruption.

Constitution Day: To give students knowledge about the founding document of our policy through online reading, discussing the

fundamentals of the Constitution and by debating to discover more about the branches of government established by the Constitution as well as the Preamble.

Encouraging faculty members to participate in FDps on Universal Human Values.

Voter's Awareness Competition: In Collaboration with Delhi Election Commission, students were encouraged to come out in large numbers with their friends and family and cast their votes during the upcoming assembly elections.

Visit to Goonj- Purpose is to instill in the students the idea of serving humanity, and the importance of philanthropic activity.

Disaster Management Workshop: A number of initiatives are taken in mainstreaming Disaster Risk Reduction (DRR) to promote disaster preparedness & youth involvement for effective disaster management. in association with the team.

International Day for Non Violence: Celebrating Swacch Bharat Abhiyan whilst taking the pledge for the mission.

Conservation of Water and plastic Awareness Drives : This drive aimed at creating a focus on saving the river Yamuna.

Tree Plantation drives and E-waste prevention drives

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**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



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

National commemorative days impart a feeling of oneness and also strengthen the National Integrity. These days help in rejuvenating history while reinforcing patriotism and an essence of belongingness towards the Nation.

#### Commemorative Days of National Importance

- Republic Day
- Independence Day
- Constitution Day: The college celebrates Constitution Day every year on 26th November to imbibe the feeling of patriotism
- National Vigilance Awareness Day
- Teacher's Day

Programs Based on Environment Awareness As directed by The Department of Environment, Delhi Secretariat:

- I Love Yamuna- for conservation of water
- Swachh Bharat Abhiyan- For Community cleaning and development
- Tree plantation drive

International Yoga Day: Emphasizing the power of yoga for mental & physical health.

World Tourism Day: Celebrated for promoting the value of tourism amongst the youth of the society

Earth Day: Importance of sustainable practices to demonstrate support towards environmental protection.

International Women's Day: Celebrated to support the achievements of the women of the society, and to accelerate gender equity.

World Food Day: Celebrated to raise awareness of the effects of noise on the welfare and health of people

International Chef's Day: To honour the Chefs

World Environment Day

International Day for Non Violence

Festivals contribute immensely to feelings of social cohesion. Many such celebrations focus on cultural or ethnic topics and seek to inform the students of their traditions through celebrating Christmas, Diwali, Holi, Lohri, Ganesh Chaturthi and many more.

Celebrations play a pivotal role in nation-building; bringing everyone from religious, economic and social background together.

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	No File Uploaded

## 7.2 - Best Practices

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

### 1 Event Management

India International Hotel Travel and Tourism Research Conference & Chandiwala Hospitality Ensemble

### 2 Industry Institute Interaction

These practices provide students with in-depth research-based knowledge beside assisting in organizing and provides them with an opportunity to interact with leading academicians, practitioners, research scholars, other stakeholders and Industry experts to acquaint themselves with latest developments and best practices with

its insight.

**Objective of best practices:** Events provide an opportunity for aspiring young professionals to demonstrate their skills and talent. Industrial exposure enables students to enrich their understanding and knowledge about the industry.

**Context:** Events help in enhancing creativity, passion, and innovation and provide a platform to share thoughts on the latest innovations and challenges. Industrial exposure provides the opportunity to be connected with the industry.

**Practice:** Events are designed & conducted by the students & faculty. Events provide a platform to bring together industry leaders, professionals, academicians, scholars, and policy-makers. For establishing industry institute synergy BCIHMCT invites experts from hotels for lectures, experts talk, and judgment of various events. Students are sent for field-trip, cross-exposure training; and outdoor catering too

**Evidence of success:** Learning through competing and sharing knowledge and skill during events will shape the budding hospitality professional in evolving in the next decade. Institute has several industrial collaborations for educational excellence.

**Problems Encountered:**

- No dedicated Tourism and Hotel Management Department in the University
- Hotel oriented research papers needs more encouragement in the country.
- Students get demotivated at times as hotel employees have low remuneration.

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

BCIHMCT is a Pioneer Institute at the UG level portraying its distinctiveness through Research and Development. Research is a

primary activity through which the Institute aims to attain its vision and Mission. Research in hospitality sector is in a nascent stage and in view of the current scenario, BCIHMCT has taken upon itself to develop a research environment in the country. Our Research oriented Conference is great assistance to the students and helping in developing culture for Research oriented teaching and giving exposure of different segments related to the industry. Annual India International Hotel Travel and Tourism Research Conference series has become the most prominent International Conference in the field of Hotel, Travel and Tourism. BCIHMCT has been conducting the conference since 2009 involving the Tourism & Hospitality Industry and have national and international partners association.

The Institute also publishes its own journal IJAHTTR-Indian Journal of Applied Hospitality and Tourism Research, ISSN: 0975 4954. Another annual publication is ISBN Book on Conference Proceeding. Today our Research Publications are available in various college/ University libraries. Research comes alive in our classrooms, giving students a competitive edge in whatever field they pursue. The course of Research Methodology (BHCT-401) is an integral part of the Curriculum designed for final year students. For being eligible for the award of the degree, it is mandatory for students to successfully complete the course of Research Project Report (BHCT-452). Guides are allocated to students.

[IIHTTRC\\_brochure-2023.pdf \(bcihmct.ac.in\)](#)

[bcihmct.ac.in/download/Publications/ISBNBook\\_2023.pdf](#)

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The program coordinator creates an academic calendar in coordination with the examination department every academic year as per the guidelines issued by the GGSIPU.

**SUBJECT ALLOCATION:**HODs in discussion with the program coordinator allocate subjects to faculty members keeping in mind the expertise of the faculty.

**WORK LOAD CALCULATION:**Each faculty is given the teaching workload as per the norms issued by AICTE and GGSIPU.

Faculty members prepare Session Plans, Lessons Plans, Trainee & Trainer Notes to help students imbibe knowledge. Time tables are designed for every semester and remedial classes for slow learners are also taken into consideration. Faculty class coordinators are appointed every year for the first year students. The session plan, before its implementation, is verified by the respective HODs followed by subsequent submissions to the Academic and Programme coordinator. Lesson plan involves various pedagogical systems which makes class environment engaging. Faculty maintains trainer notes which include Introduction, Development, Definitions & Topic Summary to be taught. Weekly submission of Faculty Report with updates of outcome of teaching weeks effectively helps in learning outcome. This report cover topics covered, objectives, teaching-aids used, content along with class feedback of the students is one of the self-evaluation tools. Use of information technology in power-point presentations, workshop, conferences, guest lectures, MS Teams & Videos to impart education are used. PDP & Career Counselling sessions are conducted to provide holistic growth of students. Departmental activity calendars are created in accordance with the academic calendar.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="http://www.ipu.ac.in/pubinfo/syllBHMCT151118.pdf">http://www.ipu.ac.in/pubinfo/syllBHMCT151118.pdf</a>

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

Academic calendar is designed for each semester in accordance with the academic calendar of GGSIP University, Delhi. Due consideration for Academic activities, Industry- Institution synergy, extracurricular aspects, event planning for delivering experiential knowledge to the students, and internal as well as external evaluation schedule is incorporated in the academic calendar. The weeks for academic planning are calculated for the students of different semesters while emphasising on preparatory leave, examinations & revision classes. Programme coordinator in close coordination with the examination incharge design the academic calendar while ensuring its adherence by all faculty members. Departmental activity calendar is prepared by the Academic coordinator in coordination with the IQAC department. All HODs submit monthly departmental reports to the IQAC department. The respective departmental HODs work in close coordination with the InCharges of Room Division Operations and Management and the Food and Beverage Management. Annual departmental reports for every departments are submitted to the Principal of the college. Departmental activities as per syllabus requirements including Fieldtrips, hotel visits, lectures from industry experts, workshops offering first hand knowledge and training are organised to inculcate and develop the qualities of a true hospitality professional which helps in developing competent hospitality manager.

The academic calendar after approval from the Principal is uploaded on the college website. The college follows the evaluation process as designed by the GGSIP University for internal and external evaluation which consists of continuous internal evaluation, internal exams & practical exams.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="http://www.ipu.ac.in/Pubinfo2024/acadcal280723.pdf">http://www.ipu.ac.in/Pubinfo2024/acadcal280723.pdf</a>

<b>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</b>	<b>B. Any 3 of the above</b>
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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

1

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)**

00

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
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**

0

**1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year**

0

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

Even in the newly introduced curriculum (aligned with NEP) from 2022 onwards, due consideration is given to integrate the crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability. Environmental Science (BHCT-109) is introduced in first semester to impart the understanding, learning and application of environmental and sustainability issues. Also the Hotel Law & Corporate Governance (BHCT-309) is reintroduced for inculcating the professional ethics and human values among the students. Human Resource Planning & Management (BHCT-406) in the curriculum addresses the issues of gender sensitivity and gender equality. Course such as Regional Indian Cuisine help the students in learning of Indian



Knowledge System and values in the domain of culinary acquaintance.

Beside the curriculum, the practices of professional ethics, gender sensitivity and human values is always demonstrated by the experienced faculty and staff to be followed by the students. Institute also has an internal Eco-club consists of Faculty and Student members in this pursuit. The aim of this club is to generate awareness and to implements necessary corrective action towards following sustainable practices in the institute by faculty, staff and students. Issues of Environmental Sustainability were always addresses and well discussed in our annual research conference every year and our 13th India International Hotel, Travel & Tourism Research Conference 20203 was entirely themed at "Green Investment, Inclusive Growth & Digital Futures", where deliberations were made from industry experts, researcher and scholars on the issues pertaining to Environment & 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**

2

File Description	Documents
Any additional information	<a href="#">View File</a>
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>
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

908

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 from the following stakeholders Students Teachers Employers Alumni	A. All of the above
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File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	<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>
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File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://docs.google.com/forms/d/1oIv6_UxTHrWIknpaPMx9c5d-a7IkqpUk3DHmEtpJGI/edit#response=ACYDBNhRc35RQfl0C-W6swotpUf6q44F6_1gThMH-18ISXjYUpXTLr7fyWJaViY6vA">https://docs.google.com/forms/d/1oIv6_UxTHrWIknpaPMx9c5d-a7IkqpUk3DHmEtpJGI/edit#response=ACYDBNhRc35RQfl0C-W6swotpUf6q44F6_1gThMH-18ISXjYUpXTLr7fyWJaViY6vA</a>

**TEACHING-LEARNING AND EVALUATION**

**2.1 - Student Enrollment and Profile**

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of sanctioned seats during the year**

120

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

**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)**

**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

14

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

Learning level of the students are assessed by the following:

Student's profile- Faculty coordinators collect student profile data during the admission process like CET ranks & past academic/marks records. Mentors do maintain records and share feedback regularly with concerned faculties and coordinators.

Faculty Assessment-The class coordinators and the subject faculty regularly review the academic progress of the students and ensure better performance and academic growth.

Mentoring system is also implemented in the institute where every mentor conducts regular meetings with the mentees to help them in every area possible. Mentors also prepare detailed filed records like meeting logs, mentoring tracker format, mentee profile sheets which helps in assessing the learning levels of the students.

Counseling Sessions -The students are counseled regularly by faculty class coordinators & mentors as required. Any special cases referred by the coordinator after discussion with the Principal are recommended to the professional counselor appointed by the college. Academically weak students are encouraged to learn through remedial classes, assignments, group activities, and referring to easy - to - understand material prepared by faculty members known as trainee notes.

Continuous Internal Evaluation provides ample opportunity for the faculty to provide feedback to each student which includes identifying strengths and weaknesses, & discussions. The Slow Learners are motivated and encouraged to participate in different institutional activities to develop social skills.

File Description	Documents
Link for additional Information	<a href="http://bcihmct.ac.in/cpi.php">http://bcihmct.ac.in/cpi.php</a>
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
414	22

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

Trained faculty engage students' interest in classes. Group discussions, interactive question-answer sessions, case studies, Role Plays, industry visits, guest expert talks (online/offline) depict our teaching pedagogy that is based on participative learning. Faculty members demonstrate & elaborate the difficult concepts with the aid of ICT tools/presentations. IQAC department encourages faculty members to organize & attend FDPs associated with advanced teaching methods (Cloud hospitality software for front office, housekeeping, fnb service). To elevate the standards of hospitality education, BCIHMCT has launched its Communication & Softskills department. Various committees/clubs have active student members from all years.

The Institute has its own YouTube channel where faculty members upload demonstrative videos for various practical sessions. Regular hotel visits/trips are planned for the students: participation in competitions organised by the India Hospitality Expo and Skill India are a few examples. Students contribute to the e-newsletter- YUVA, as students who wish to make a career in hospitality journalism can achieve the same in the long run.

Students get actively involved during Chandiwala Hospitality Ensemble & IIHTTRC to gain firsthand knowledge- indenting, purchasing, storing, issuing, setting up stations for various competitions, reception, registration, food, accommodation for

various participants, media handling, presentation, judgment team, participating/organizing cultural activities, event anchoring while announcing award winners & event sponsors. Industry Internship for the 3rd year students is for 22 weeks wherein for 16 weeks, students cover various core areas in Hospitality Industry & shall undergo the last 6 weeks training in their area of specialization that is communicated to the hotel beforehand.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://bcihmct.ac.in/download/event/IIHTT-RC-Report-2023.pdf">https://bcihmct.ac.in/download/event/IIHTT-RC-Report-2023.pdf</a>

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

Every classroom is well equipped with LCD projectors and screens. The Institute has also equipped the banquet hall with an Interactive Panel Board. The college has a Wi-Fi unit for the faculty and students inside the campus. It also has a well equipped computer lab and language lab with internal LAN. Assessment and evaluation techniques through ICT enabled tools have helped us in continuing effective teaching -learning process. Various tools are used for imparting education i.e. Google Classroom, Microsoft Teams, Google Meet and other related tools are used as Learning Management System. Quizzes are conducted through Google Forms. Zoom software is used for conducting webinars and guest Lectures. Student Feedback System is present in the online mode. The College has a Designated Hotel Software helps in understanding of the different subjects. It has three modules corresponding to the front office, housekeeping and food and beverage service department (CLOUD HOSPITALITY). Attendance records and allocation/submission of assignments and teaching material is achieved through Microsoft teams. Institute has its own YOUTUBE channel. The Institute also has a digital library that can be accessed by the faculty and students. The research journals INDIAN JOURNAL OF APPLIED HOSPITALITY AND TOURISM RESEARCH are also available online for accessing <https://www.bcihmct.ac.in/download/IJAHTR/Publications.htm>. The Institute has an online Grievance redressal system for the students, staff and parents, for better and timely addressing of grievances and complaints.

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="http://bcihmct.ac.in/digital-library.php">http://bcihmct.ac.in/digital-library.php</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**

22

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**

22

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**

9

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

241

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.

BCIHMCT conducts continuous evaluation of the performance of its students based on the guidelines issued by the GGSIPU.

The continuous evaluation is done during the semester by the teachers of BCIHMCT. The weightage for various components of evaluation is as follows:

1. Internal Assessment by teachers - 25% 2. Semester term end examination - 75%

For theory courses, Internal evaluation is done on the basis of Mid-term examinations which are conducted once during the semester, in accordance with GGSIP University Academic calendar. The Institute prepares the Academic Calendar which also includes the internal examination schedule. It is displayed on the website of the college. The notices are displayed on the exam department



notice board and are also communicated by the faculty class coordinators to the respective student batches. Mentors also keep an update on the dissemination of regular information related to examination schedules and assessments to the students as well their parents.

Practical Courses 1. Continuous evaluation by teachers - 40% 2. Semester term end examination - 60%

With the exception of Training Report, for which the weightage of continuous evaluation and Semester term end evaluation are 50% each.

The internal assessment system is explained to the students by the faculty instructor during the commencement of the academic session and the assessment parameters and assigned marks are elaborated as well. Answer sheets after evaluation are shown to students and their signature is taken on the internal marks sheet, indicating they are aware of the marks received and suggestions are also given for improvement.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://www.bcihmct.ac.in/cpi.php">http://www.bcihmct.ac.in/cpi.php</a>

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

To address all examination and evaluation related issues and grievances, the Institute has appointed an Examination Incharge. The examination committee team members under the guidance of the Principal and Examination Incharge handle the overall functioning of the exam department in the college. Coordination with GGSIP University is also taken care by this department. the Institute has a well appointed University liasion officer. Internal examination schedule is prepared in accordance with GGSIP university's Academic Calendar. The schedule is circulated through notice board/ website and by all faculty class coordinators as well as mentors who are in regular communication with the parents as well.

Internal assessment marks for subjects (theory and practical) are

informed to students by respective subject teachers, before submission to Examination Department. Internal marks are compiled and displayed on Institute Website. These marks are also shown to the students, answer sheets are also shown to the students to avoid any discrepancies. For Practical courses, continuous evaluation is done throughout the semester by respective subject teachers during the Practical Course class. Continuous Internal Evaluation has reduced the examination related grievances as performance on day to day basis is shared and discussed and corrective measures are taken by faculties and students in progressive manner. During the above process, students may approach respective subject teacher and Examination Department, for resolution of any discrepancy or grievance.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://www.bcihmct.ac.in/grievance-redressal.php">http://www.bcihmct.ac.in/grievance-redressal.php</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The curriculum of BCIHMCT is comprehensive & is designed in a manner so that it aligns with the program structure and the course content suited as per latest requirements of the dynamic hospitality industry. The Institution has implemented a CBCS offering specialised courses to the final year students. Regular updation of the Curriculum is undertaken after implementing an integrated feed back system from the industry & other stakeholders. The Institute has well defined Programme & Course Outcomes.

The vision and mission statement are highlighted during the student induction. Faculty members design lesson plans corresponding to the POs, COs & communicate these to the students during their classroom sessions.

POs This Programme offers a learning arena for the students to gain knowledge of the industrial and operational skills required by hospitality industry. During the Programme students will learn through hands-on experience, on the job training and research and projects. Students manage various national and international

level events at the college helping them in working as a team. Students also undergo industrial training where they get apt industry experience.

COs To prepare students with the operational aspects and knowledge of the underlying principles of the International Hospitality Industry. To familiarize students with the practical aspects of the hospitality industry and the strategic management issues involved in operating various types of Hospitality industry Prepare students as a strong work force for national and international organizations in service sector. To train students for both operational and administrative duties at supervisory and management positions

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://www.bcihmct.ac.in/bhmct.php">http://www.bcihmct.ac.in/bhmct.php</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

As per the academic calendar, provided by GGSIPU before the commencement of academic session, faculty members prepare themselves for the upcoming session. Time table is circulated well in advance. Session plan for the semester; weekly/unit-based lesson plan; trainer, trainee notes are designed by faculty. Classes are conducted and evaluated against specified continuous evaluation practice. Faculty report is also prepared by the faculty and PO and CO are evaluated. Regular learning, feedback and mentoring practices helps in enhancing the learning outcomes.

The institute applies system of continuous evaluation of the performance of students based on the guidelines issued by GGSIPU. The specific program outcomes are evaluated both through academic as well as non-academic performance of the students. Student performance in the internal assessment/examination and end term external examinations along with the continuous internal evaluation for practical conducted, assignments, participation in class activities, teamwork and leadership roles played in various departmental activities are few other means through which the program outcomes are evaluated. Students are motivated/trained for participating in various competitions. They are trained by

experienced faculty to help them develop special managerial skills. Also, the class conduct maintained by the students, level of participation in classroom discussions on case studies and hypothetical situations are also inculcated by the Institute for enhancing their learning outcome.

Other than this good placement and internships earned by the students also reveal a higher achievement of the POs and COs. Participation and representing the Institute at various national level competitions is another means that is practiced

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://www.bcihmct.ac.in/bhmct.php">https://www.bcihmct.ac.in/bhmct.php</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

97

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="https://bcihmct.ac.in/download/NAAC/2023/2_6.3-AnnualReport.pdf">https://bcihmct.ac.in/download/NAAC/2023/2_6.3-AnnualReport.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)

[https://docs.google.com/forms/d/1oIv6\\_UxTHrWIkknxPaPMx9c5d-a7IkqpUk3DHmEtpJGI/viewform?pli=1&pli=1&edit\\_requested=true#response=ACYDBNhRc35ROfl0C-W6swotpUf6q44F6\\_lgThMH-18ISXjYUpXTLr7fyWJaViY6vA](https://docs.google.com/forms/d/1oIv6_UxTHrWIkknxPaPMx9c5d-a7IkqpUk3DHmEtpJGI/viewform?pli=1&pli=1&edit_requested=true#response=ACYDBNhRc35ROfl0C-W6swotpUf6q44F6_lgThMH-18ISXjYUpXTLr7fyWJaViY6vA)

### 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)**

6.1

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

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

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

2

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="http://www.naac.gov.in">www.naac.gov.in</a>

**3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**

**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

48

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

#### 3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

##### 3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

5

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>

#### 3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

##### 3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

3

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>

### 3.3 - Extension Activities

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

BCIHMCT believes that it is essential for students to have an overall and holistic development for honing their skills.

Promotional Activities based on Health and Safety: Disaster Management Workshop, Firefighting workshop, Workshop on First-aid training, Cleanliness drive, self-defence workshops for female faculty members and girl students, field trip to Talkatora stadium for Health mela.

Programs Based on Environment Awareness: I Love Yamuna for conservation of water, Swachh Bharat Abhiyan- For Community cleaning and development, Tree plantation drives, pledge ceremony for Swachta hi seva, E-waste drive, World environment day, Clean Air Asia Program

BCIHMCT is active member of Eco Club of Dept of Environment, Delhi Government. The college adheres to the Eco-club Manual as prescribed by them and plans the activities adhering to the same.

1. International Yoga day celebrated on 21st June every year for Emphasizing the power of yoga for mental & physical health

2. Constitution Day: The college celebrates Constitution Day every year on 26th November to imbibe the feeling of patriotism

3. World Tourism Day

4. International Women's Day

5. World Food Day

6. Earth Day

To promote Unity in Diversity BCIHMCT also focuses on missions like:

- Ek Bharat Shreshth Bharat- For Promoting unity in Diversity
- Voter's Awareness to generate a sense of responsibility amongst the students
- Kprean Buddhism Temple Food Activity
- CSR activities for BSF war widows for inculcating life skills.

File Description	Documents
Paste link for additional information	<a href="http://bcihmct.ac.in/download/Files/CSR.pdf">http://bcihmct.ac.in/download/Files/CSR.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

**3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies 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>

**3.3.3 - 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**

**3.3.3.1 - 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**

29

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**



**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

1521

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>

**3.4 - Collaboration**

**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

64

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year**

**3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year**

7

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college has 11class rooms to accommodate 60 students in each class rooms other than tutorial rooms. All rooms are air-conditioned and are equipped with LCD Projectors.College is having labs for Food Production with cold room andfor Bakery and Confectionery.Well equipped Restaurants with Training Bar, Conference rooms, Model room, along with a Front office and a well equipped Housekeeping Lab, 2 computer labs and Language lab provide best of the resources for the training. A banquet hall of contemporary design with an Interactive panel, lobby and front office with latest software cloud hospitality having modules for housekeeping and foof and beverage, astate of the art 240 seat modern Auditorium,an operational laundry, and Guest rooms provides support to the residents and college.The main college building has office of the Principal's office, Administrative Office, Programme & academic coordinator's office, Placement office, board room, Library and reading room, two faculty rooms, IQAC Department, exam department, Stores etc.The institute building has an elevator, makeshift ramps for stairs, and provides wheel chairs, handrails in washroom cubicles etc. We have a separate residential hostel facility available for boy and girl students in the campus.Indoor games facilities: table tennis, carom, chess, badminton with grounds for outdoor activities & Lush green lawns are present.Facility of lockers for girls & boys is available for safekeeping of valuables at the institute. Lunch option is also provided to students with dining facility in college cafeteria and canteen.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.bcihmct.ac.in/infrastructure.php">https://www.bcihmct.ac.in/infrastructure.php</a>

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

BCIHMCT has state-of-the-art 240-seater auditorium, equipped with latest audio-visual equipment in a centrally air-conditioned environment for hosting intra and inter-college event like the annual International conference-IIHTTRC, Chandiwala hospitality Ensemble, debates, seminars, workshops, orientation, graduation ceremony and numerous other cultural activities .Lawns are created for aesthetic pleasure, as well for sports and other outdoor recreational use. Inter college events like Chandiwala Hospitality Ensemble which is a regular feature of the institute ever year is planned and organized with a gala theme dinner in these lawns. Annual day, founders' day, sports day are also celebrated in the same area.Tree plantation drives are a regular practice at BCIHMCT to promote environment sustainability. Sports activities like tug-of-war, cricket, volley, badminton, indoor games of carrom, chess, table tennis also happens in our sports room and beautiful grounds of the campus.Various events like organizing freshers' party, managing the anchoring as well as stage performances on the occasion of international conference and the Chandiwala Hospitality Ensemble, Annual day, inter college folk dance competition are a few regular features of the Institute for facilitating a universal and holistic development of students.The Institute has a well equipped air conditioned seminar hall used for various cultural activities for the students.the banquet hall of the institute has an Interactive panel and all expert sessions and workshops are conducted here.Faculty members as well as students represents various committees in order to promote the sports, cultural, environment and CSR activities on a regular basis.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.bcihmct.ac.in/category.php">https://www.bcihmct.ac.in/category.php</a>

<b>4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.</b>	
27	
<b>4.1.3.1 - Number of classrooms and seminar halls with ICT facilities</b>	
27	
File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.bcihmct.ac.in/infrastructure.php">https://www.bcihmct.ac.in/infrastructure.p hp</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>
<b>4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)</b>	
<b>4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)</b>	
105.60864	
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>
<b>4.2 - Library as a Learning Resource</b>	
4.2.1 - Library is automated using Integrated Library Management System (ILMS)	
<p>OPAC is made available in the library in the form of a software called Alice for Windows Version-5.50a.002, this integrated library automation software package was introduced in the year 2007. BCIHMCT has a Research Data Base, GALE, which was introduced in 2017. This database is used by the faculty and students of</p>	

BCIHMCT and it works on two modules. The first module is based on Hospitality, tourism and leisure collection where as the other one focuses on the Culinary Arts collection. These modules provide access to e-journals, e-books, databases, magazines, and many trade publications that include varied aspects associated with travel and tourism. The Culinary Arts module has a collection of more than five million articles related to cooking, nutrition, Wine, topics related to catering, bread and pastry. Internet bandwidth/speed of 150 mbps is provided to the library to ensure fast and uninterrupted access. Institutional Repository Data is also provided in the Software Content management system for e-learning. Internet facility is available for students for content management system for the purposes of e-learning and participation in resource sharing. Resource sharing of electronic resources is also made available for users from sister institutions. To help in students learning various hospitality online resources links, BCIHMCT You tube link, College magazine " YUVA and college Publications are available in library systems. Digitised resources links are also available in library systems and on the college website for upgrading students knowledge.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://link.gale.com/apps/menu?userGroupName=bcihmct&amp;prodId=MENU">https://link.gale.com/apps/menu?userGroupName=bcihmct&amp;prodId=MENU</a>

**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)**

4.18969

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**

169

File Description	Documents
Any additional information	<a href="#">View File</a>
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 Institute possesses state of the art Computer lab and language Lab which includes best configured computers and audio facilities in the labs. The Computer Lab and Language lab can accommodate 60 students at a time to enhance their learning abilities. A well equipped Server room is present in the computer lab of the Institute. All the classrooms are equipped with good quality Audio-visual devices like LCD projectors, Interactive panel board, speakers, Wi-Fi for interactive lecture delivery Online and offline. The Institute building is Wi-Fi enabled and provides high-speed internet facility to its teachers, students and other stakeholders free of cost. The Internet speed is 150 MBPS. Other essential facilities like a video surveillance system, electrical power supply with round the clock generator backup, facility for high-speed communication links, LCD projectors to all departments, anti-virus facility for all

computers is also maintained. The Institute has also signed MoU with proCampuz/ Financepeer (ERP) for facilitating the various activities related to the students as well as for carrying out various academic and administrative activities. The Institute also implemented facility of online teaching by using best quality applications like, Microsoft Teams, Google Classroom and Zoom Meeting. The Institute maintains its own You tube channel along with various other social-media platforms for highlighting various promotional activities and events organized at the Institute. An online hotel software CLOUD HOSPITALITY for food and beverage, front office and housekeeping modules is also used. Online Grievance facility is also available for all the stakeholders of the Institute.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.bcihmct.ac.in/category.php">https://www.bcihmct.ac.in/category.php</a>

#### 4.3.2 - Number of Computers

100

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<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)**

8.97480

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.

BCIHMCT trust society plans and takes decision on major infrastructure issues like painting, infrastructure changes. Any Maintenance (regarding carpentry, plumbing, civil, electrician) work required is carried out by centralized maintenance department. Sports facilities are maintained by the sports committee. The play-ground and overall maintenance of the ground, indoor hall is done by housekeeping staff. They are also maintained regularly by students under Swachh Bharat Abhiyaan scheme. Greenery is maintained by the gardeners. Housekeeping for regular cleanliness of corridors, washrooms, classrooms, laboratories premises and Sanitizing of washrooms is done. Safe and potable RO water is available for the students, faculty and staff. Overhead water tanks and water coolers are cleaned periodically. MCD department visits on a regular basis to check unnecessary storage of water in the campus. Fumigation/pest control is done by an outsourced agency weekly. Dining hall facility is offered to students for having meals during break. Canteen is available & provides good quality food items at affordable rates. Online Grievance Redressal system and internal marks records are available on college website. AMC is done for major equipment's like Elevators, RO and EPABX. Ramps, Rail, Lift, wheel chairs are available. University has provisions for giving writer and additional time for writing exams depending on case to case. Regular monitoring and check on earthing problems is done. Institution has a generator/backup system for any electricity supply failure or voltage fluctuation. Classrooms and tutorials are airy/well ventilated with desired infrastructure. <https://bcihmct.ac.in/download/NAAC/2023/4.4.2.pdf>



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.bcihmct.ac.in/download/Lab_Rules.pdf">https://www.bcihmct.ac.in/download/Lab_Rules.pdf</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

58

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>

#### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

##### 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

4

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="https://www.bcihmct.ac.in/category.php">https://www.bcihmct.ac.in/category.php</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>
<b>1109</b>

<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>
<b>1109</b>

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

<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student</b>	<b>A. All of the above</b>
--	----------------------------

**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**

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	<a href="#">View File</a>
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

67

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<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

5

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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**

1

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<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.**

28

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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 )

BCIHMCT believes in a representative system that enables students to voice their opinions & play an active role as far as their academic development is concerned. Campus ambassadors (student representatives) are selected for the Institute every year.

Under the supervision of the faculty, various student committees/clubs are prepared/managed by students.

Event Organizing Committee : Events like, IIHTTRC, CHE, Sports Day are arranged by the Institute & managed by the students.

Class Representatives is appointed for feedback on classroom teaching/learning, compliance with the syllabus done by the subject teacher/grievance if any.

Editorial Committee: BCIHMCT e-newsletter YUVA & Ek Bharat Shresth Bharat Abhiyan activities are also being managed by the students.

Training & Placement Committee: facilitates training & placement activities of the Institute.

Anti Ragging Committee: Objective is to adopt preventive measures against ragging through the Code of Conduct.

Grievance Redressal Cell: Grievances are aired to the faculty coordinators via student representatives.

Cultural committee: is responsible for organizing Fresher's Day, Cultural Activities for CHE & IIHTTRC , Independence Day, Republic Day, Farewells Purpose

Eco Club is to organise various competitions and environmental awareness programmes.

Sexual Harassment Cell: The functions of this cell are purely to safeguard the rights of students and also to provide a platform for resolving grievances.

Media & photography Cell: Recording and reporting of the events and activities coverage of the Institute.

CSR Committee: Responsible for conducting visits to NGOs, blind schools, old age homes for societal upliftment and awareness activities.

File Description	Documents
Paste link for additional information	<a href="https://bcihmct.ac.in/download/Notice/student's_committee_2023-24.pdf">https://bcihmct.ac.in/download/Notice/student's_committee_2023-24.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

62

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

BCIHMCT Alumni's Association plays a pivotal role in shaping the future of aspiring hospitality professionals at BCIHMCT through multifaceted contributions. One notable initiative involves conducting specialised sessions on international cuisine for current students. These sessions serve as a bridge between academic curriculum and industry expectations, ensuring that students are well-prepared for the challenges of the culinary world. As part of the institute's commitment to producing industry-ready graduates, the alumni association actively participates in organising special classes. These classes,

focused on international cuisine, provide students with practical insights, honing their skills and knowledge. This pre-placement preparation is invaluable, enhancing the students & confidence and competence as they enter the final batch campus placements. Furthermore, the alumni association actively engages with the institute as external examiners during the end-term semester exams. Their involvement brings a real-world perspective to the assessment process, aligning academic evaluation with industry standards. This collaborative effort enriches the learning experience and ensures that students are well-rounded in both theory and practical applications. Beyond examinations, the alumni association contributes as judges during various hospitality events, notably the Chandiwala Hospitality Ensemble. Their expertise and experience bring credibility to the judging process, inspiring students to strive for excellence and providing a platform for showcasing their talents. The alumni's commitment to nurturing the next generation of hospitality professionals is evident in their multifaceted involvement, creating a symbiotic relationship between the institute and its illustrious graduates.

File Description	Documents
Paste link for additional information	<a href="https://www.bcihmct.ac.in/download/SESSION_ALUMNI.pdf">https://www.bcihmct.ac.in/download/SESSION_ALUMNI.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

**A. ? 5Lakhs**

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

**Vision:** To be a leading Institution in Hotel Management & Catering Technology by creating dynamic hospitality industry leaders through integration of knowledge and skills imparted by committed and expert faculty from hospitality sector.

**Mission:** To groom globally competitive, high quality professionals through intensive training with the aid of upgraded curriculum in hotel management and catering technology.

The college management employs a definitive approach to instill the value of refining perception and learning approaches, fostering innovation through intellectual creativity. Responsibilities and tasks are allocated, with teams of students guided by experienced faculty members comprehending the tasks through experiential learning. The validation of outcomes is evident through successful placements.

The curriculum is visionary and futuristic, regularly revised to align with industry needs. Continuous feedback and suggestions are sought from top hotels. The syllabus, crafted in accordance with the National Education Policy (NEP), has received university approval. The unique feature of industrial exposure during the course enhances the learning experience. Project-based research, facilitated by expert faculty, imparts forward-thinking education. Ongoing industry support ensures the transfer of knowledge and skills from hospitality sector experts.

The institute boasts an extensive library, featuring a plethora of books across genres, contributing to the realization of its vision. Academic plans and activities are executed in a predetermined manner. Events management, research orientation, and active participation in industry events cultivate a competitive spirit, nurturing achievers who make a significant impact in their respective fields.

File Description	Documents
Paste link for additional information	<a href="https://www.bcihmct.ac.in/the-institute.php">https://www.bcihmct.ac.in/the-institute.php</a>
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 college adheres to a hierarchy based on seniority, experience, and capability. The Principal has designated Incharges and heads for operational departments, each responsible for a team of faculty members and ensuring the efficient functioning of their respective departments. For



academic matters, the Programme Coordinator, Academic Coordinator, and Examination Incharge collaborate as a team, reporting directly to the Principal as needed. The Administrative Coordinator, Accounts and Cost Centre Coordinator, and Coordinator for Extension Activities operate in a decentralized and participative manner. The operational department has Incharges for rooms Division Management and Food and Beverage Service Management.

Budgeting is department-specific, with each Head of Department responsible for creating an annual budget. This budget is presented to the college principal, who reviews and collectively approves it with the management for all departments.

The institute's mega annual events, including CHE and IIHTTRC, exemplify decentralization and participative management. The Chandiwala Hospitality Ensemble and the IIHTTRC, the annual International conference, are significant occasions. The Principal appoints event coordinators, while department heads establish core committees comprising faculty members and student heads. These committees autonomously plan department activities for both mega annual events. Leadership grooming is evident in roles such as HODs, Committee Incharges, various teams, representatives, class coordinators, and class representatives. Faculty Coordinators select Student Coordinators for their respective teams, highlighting the collaborative and leadership-driven approach.

File Description	Documents
Paste link for additional information	<a href="https://www.bcihmct.ac.in/category.php">https://www.bcihmct.ac.in/category.php</a>
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

Effective strategic planning plays a crucial role in realizing the Vision and Mission of an institution. BCIHMCT, with a vision to emerge as the foremost institution in Hotel Management & Catering Technology, is dedicated to cultivating dynamic leaders in the hospitality industry. This involves integrating knowledge and skills imparted by dedicated and expert faculty members from the hospitality sector, aligning with a meticulously planned course of action for the upcoming academic year.

The institute's primary focus remains on providing industry-relevant training, fostering a research-oriented environment, and fulfilling its Mission and Objectives. BCIHMCT aspires to create an atmosphere conducive to research and innovation, supporting the continuous improvement and development of both students and faculty members. The institution also extends its expertise and consultancy services to various stakeholders. Embracing new opportunities in research, the institute actively pursues avenues such as securing research funding, establishing partnerships with external institutions to broaden research prospects, and adapting to institutional changes.

BCIHMCT is committed to maintaining multiple industrial partnerships and fostering international academic cooperation to enhance opportunities for student and faculty exposure through exchange programs.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.bcihmct.ac.in/download/FuturePlanOfAction.pdf">https://www.bcihmct.ac.in/download/FuturePlanOfAction.pdf</a>
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.

BCIHMCT has established several sub-departments and committees to ensure efficient operation. The roles and responsibilities of Heads of Departments (HODs) and every department member are clearly outlined. Job descriptions have been developed for Academic, Programme, IQAC, Exam, and Accountancy & Administrative coordinators, providing clarity on their respective processes. Each department maintains documents and records that reflect productivity and performance standards. Incharges are appointed to oversee the work of HODs.

**Decentralized Processes:**

1. The role of the department contributes to decentralization, ensuring control at the micro-level within each department.
2. HODs of departmental operations serve as a connecting link between team members and the Head of the Institution (HoI).

3. Faculty members engage in self-appraisal and submit their evaluations to the principal, who then appraises the respective team members.
4. Regular departmental meetings, facilitated by HODs, allocate departmental work, ensuring that all team members adhere to assigned duties and responsibilities.
5. Committees and cells with faculty representatives, regularly updated with clearly defined roles and responsibilities, are showcased on the college website.

**Evidence of Success:**

- Organizational policies and goals permeate down to the faculty and staff in each department.
- The college organizes annual mega events, recognized for their exemplary organization.
- Faculty members pursue higher education and contribute to research by publishing articles.
- Students actively participate in various inter/intra college, regional, and national competitions, securing medals and awards.
- The college has earned a reputable standing in the industry as a high-quality institute, reflected in admissions and recruitment.

File Description	Documents
Paste link for additional information	<a href="https://www.bcihmct.ac.in/category.php">https://www.bcihmct.ac.in/category.php</a>
Link to Organogram of the Institution webpage	<a href="https://bcihmct.ac.in/download/NAAC/2023/Organogram_BCIHMCT.pdf">https://bcihmct.ac.in/download/NAAC/2023/Organogram_BCIHMCT.pdf</a>
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>
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File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

#### 6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

- General Insurance by the Aditya Birla Group for the faculty, students and staff members.
- Best faculty award certificate.
- Maternity leave for Female employees are granted for a period of 6 months as per the government norms. Paternity leave of two weeks has also been provided to the male faculty members.
- Provision of Employee Provident Fund, ESI Provision for staff.
- On-duty lunch and tea (twice)- both to the teaching and non-teaching staff on duty without any charges.
- Birthday cake cutting ceremony, Festival gifts are distributed to teaching and nonteaching staff during Diwali.
- Provision of staff uniform to the non-teaching staff free of cost.
- Faculty members are encouraged for higher education- staff is encouraged by allowing them to enroll and appear for exams. Academic leave is provided for PhD/higher education, training programmes or any trade fair.
- Annual support to the faculty members for presenting papers and attending good quality workshops/FDP and TA/DA.
- Free Parking facility.
- Subsidized canteen facility- food prepared in the institutional canteen/food court is available at subsidized rates.
- Early leaving-Provision of short leave in case of emergency or urgent work is provided.
- Booking of lawns for personal use.
- Subsidised hospital facilities are provided to staff of

BCIHMCT in Trust Hospital. 20 percent waiver on medical facilities (within the BanarsidasChandiwala Eye Institute).

- Library facility available to faculty members.
- Availability of journals and e- journals to the faculty members for enriching their knowledge.
- Free wi-fi facility available in the campus for faculty members for effective functioning.
- Voluntary contribution by staff to the needy person

File Description	Documents
Paste link for additional information	<a href="http://bcihmct.ac.in/category.php">http://bcihmct.ac.in/category.php</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**

00

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

18

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**

**18**

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
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**

Well structured Appraisal system takes into consideration the entire activities and contribution by the faculty for the academic year. The system covers following parameters-Operational Attributes focusing on Teaching/Learning load, regularity in

taking classes, teaching effectiveness vis-à-vis students' Academic Performance/ contribution towards co-curricular & extra-curricular activities Publication and Projects undertaken. General Attributes focusing Basic Traits/Potential/ Attitude and Interpersonal skill Performance appraisal is based on many factors such as Details of position held for co-curricular activities, Details of innovative approaches made in teaching, Efforts for enhancing qualification and self Development, leadership qualities etc. The more concern for academic staff is based on Performance and General Attributes and also based on various parameters like qualification enhancement, publication/participation, Assistance in administrative support, student's performance and teaching by faculty member. Student evaluation is done by creating a google form that is submitted for faculty evaluation as a part of teaching-learning parameters such as knowledge of the topic and technical skills, assignments - its value addition, assessment parameters being fair. In case of non teaching staff a set criteria is given which is task based and performance is rated on the same. It is basically annual based system with an approval system. All the staff are asked to submit their tasked performed in an academic year also to highlight any extra initiative is being taken to enhance the skill during this period. Rating and recognition is assigned based on the performance shown in the preceding year.

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

#### 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

Two tier Audit system is in place: Internal Audit and External Audit. The External Audit is done by the Certified Chartered Accountant. Audit report is prepared once the financial audit is completed. Banarsidas Chandiwala Sewa Smarak Trust Society appoints external auditors and this audit is conducted annually. The financial audit is conducted in a single session between the months of May to July. Finalization of the account is accomplished in the month of March and audited statements are prepared and organized till July/August. The audit team confirms

and reconcile the recording of all transactions and ensures that these transactions appropriately tally and match with the data provided. The audit team then undertakes the statutory financial audit. The Institute has a tie up with Bansal and COLLP Chartered Accountants currently for the external audit of the financial records. They audit the records at the end of every financial year and issue the certified balance sheet for that financial year. Internal audit is conducted twice in a year for Banarsidas Chandiwalla Sewa Smarak Trust Society. The college also has a well-appointed administrative and accountancy coordinator who ensure the proper documentation and functioning of Institute's day to day finances. All repair/maintenance tasks along with the practical and miscellaneous expenses incurred are efficiently handled by them. Regular internal audits are also conducted for ensuring the effective functioning of different departments.

File Description	Documents
Paste link for additional information	<a href="https://bcihmct.ac.in/download/NAAC/2023/6.4.1_InternalAudit.pdf">https://bcihmct.ac.in/download/NAAC/2023/6.4.1_InternalAudit.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)**

3.6

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
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**

1. Students Fee is the Major source of institutional receipts. Scholarships & Free-ships are provided as an aid by the Delhi Government to the students of reserved category, Minority



Category and also to the economically backward class of students. The fees for the students belonging to Jammu and Kashmir is provided by the AICTE, GOI under the Prime Minister Special Scholarship Scheme. Deficit is managed by the additional fund provided by the BCSST Society.

2. Fund is also received from non-government bodies and philanthropers for sponsorship during the National/International events organised that need large some of money to organize at such scale. Sponsorship is received from Government & non-government agencies for research projects. Expertization, Consultancy and use of infrastructure for expert services is provided.

3. Adequate budgetary provision are kept by the institution for conducting practical, organizing events, seminars etc. the institute also provides adequate infrastructural facilities, well equipped library with E- Journals, laboratories, Computer labs, and latest teaching aids. Budget is prepared on the basis of past trends and expenses and keeping the provision of future expenditure and expansion plan and development in mind. All departmental HOD's present an annual budget for their respective departments to the Principal. College budget is made and presented to the Governing Body for the approval. The trust society has centralized maintenance department for the building maintenance. AMC are available for major equipments like Elevators and RO.

File Description	Documents
Paste link for additional information	<a href="https://www.bcihmct.ac.in/download/Campus/CHE_Brochure2023.pdf">https://www.bcihmct.ac.in/download/Campus/CHE_Brochure2023.pdf</a>
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

### APPLICATION OF EXPERIENTIAL LEARNING METHODOLOGY:

The institute has implemented the CBCS to facilitate specialization during the final year. An active industry-institution partnership contributes to a deeper understanding of the hospitality industry and the curriculum, providing enhanced

exposure through experiential learning opportunities. Events of national and international significance, offering practical learning experiences for the effective implementation of quality assurance strategies are organised. Students are regularly updated on the latest hospitality trends to align with industry requirements. The institute has established various MoUs with industry partners.

**NEW INITIATIVE IN INDUSTRIAL TRAINING( International Exposure)**

New initiative is taken by sending Batch of trainees (5 th Semester) to international destination. 09 students have undergone through their 22 weeks Industrial Training in St. Regis Hotel, Doha (UAE).

**DEVELOPING LEARNING CULTURE THROUGH RESEARCH:**

IQAC has implemented numerous measures to foster a research culture at the undergraduate level, emphasizing Research & Development as a crucial methodology. Undergraduate-level research encourages students to innovate recipes and present research-based projects, articles, and case studies. The institute encourages faculty members to attend and participate in seminars, conferences, FDPs, workshops, guest lectures, and special training sessions to update their knowledge and stay abreast of the latest hospitality trends. Faculty members are motivated through the provision of Director's Recognition Award on Teacher's Day. The series of the India International Hotel Travel & Tourism Research Conference is organized to upgrade research knowledge for students. The final year curriculum provides exposure to research-based practices, and students are assigned faculty mentors who offer personalized research guidance.

File Description	Documents
Paste link for additional information	<a href="https://www.bcihmct.ac.in/download/Letter-CBCS_CO.pdf">https://www.bcihmct.ac.in/download/Letter-CBCS_CO.pdf</a>
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

Teaching-learning process involves the allocation of subjects to faculty members by a well-organized academic coordination committee. The designated faculty members formulate the course content and determine the methodologies to be employed in teaching, aligning with the specified course and program outcomes. Session Plan, Lesson Plan, Trainer's and trainee notes for their assigned subject are assessed before the delivery of teaching. Faculty members are obligated to present a Faculty Report on the last working day of the week to the operational Incharges, the Academic coordinator and Programme Coordinator for review and monitoring, subsequently evaluated by the principal. Periodic meetings between the principal and faculty, initiated by the IQAC, are held to discuss progress and plans based on collective feedback. Inculcation of ICT in education adds value to the teaching learning process by improving student involvement and knowledge retention.

**Smart Classroom:** The College has the facility of smart classrooms that assists and supports the modernized teaching and learning method.

ERP software simplifies processes and increases the efficiency of the entire operations. Property Management System Software: My Cloud Hospitality having 3 modules.

The institute has an effective professional counseling, mentoring, and academic advice system through which students' performance and difficulties are evaluated at both academic and personal levels. Feedback from External Examiners and industry experts during Campus Placement, as well as exit interview feedback from final-year students, along with recommendations from the academic audit team of GGSIP University annually, contribute to the review of the teaching-learning process, structure, and methodologies.

File Description	Documents
Paste link for additional information	<a href="https://bcihmct.ac.in/download/NAAC/2023/6.1.1.pdf">https://bcihmct.ac.in/download/NAAC/2023/6.1.1.pdf</a>
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);**

**B. Any 3 of the above**

**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)**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://bcihmct.ac.in/download/NAAC/2023/AnnualReport_2022-23.pdf">https://bcihmct.ac.in/download/NAAC/2023/AnnualReport_2022-23.pdf</a>
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**

- Self-defence classes for the students and female faculty members.
- Expert talks and lectures on cybercrime and mindfulness are organised.
- Sensitization of male students towards gender equity.
- Symposiums, debates/talks are organised on varioussensitive topics like female foeticide, grooming and personality development.
- College has a well appointed Sexual Harassment committee with vigilant & senior faculty members..
- College has put up a complaint box specially for women where they can drop in their grievances anonymously.
- Counseling through a professional counselor.
- International Women's day is celebrated every year in the Institute.
- Nukkad nataks/dramas are organised focusing on women empowerment through education.
- Flower arrangement on Chandrayan theme: a project lead by women scientists was prepared by the students during CHE

2023, covered by DD urdu channel.

- Student committee members represented on the ICC and Anti-ragging committee regularly interact with students, take rounds and bring matters of concern to the respective faculty members.
- All faculty class coordinators ensure that students submit the anti-ragging form available at amanmovement.org duly signed by their parents to them.
- The institution premise is manned by the security personnel 24X7, CCTV to ensure the safety and security of the students and staff.
- Separate facility of lockers and common room for girls and boys students is available for safekeeping of valuables.
- Separate residential hostel facility for boys and girls is present.
- Single gate entry manned by security personnel for the Institute.
- Facility of car drop is available for female faculty members and girl students during the time of events and urgency.

File Description	Documents
Annual gender sensitization action plan	<a href="https://bcihmct.ac.in/download/NAAC/2023/7.1.1_GenderSensatizationPlan.pdf">https://bcihmct.ac.in/download/NAAC/2023/7.1.1_GenderSensatizationPlan.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="https://bcihmct.ac.in/download/NAAC/2023/7.1.1.pdf">https://bcihmct.ac.in/download/NAAC/2023/7.1.1.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>D. Any 1 of the above</b>
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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

1. Colour coded bin system is followed for garbage disposal in all food production and service labs including bakery.
2. Dustbins are placed at all prominent locations, classrooms, labs.
3. Lab attendants of the kitchen and bakery have been assigned the duty for collecting the food waste from the kitchens to the garbage disposal area. Under the supervision of the head gardener of the Chandiwala Estate, all food waste is transferred to the compost pits for the process of vermicomposting on a regular basis. The compost pits are maintained by the Gardening department of the Estate and the manure procured is used for the gardening purposes in the entire estate.
4. Other recyclable waste generated in the food areas, labs and the main store like tins, cans, boxes are sold to the vendors after following a proper process.
5. Major equipment in non-working condition or items that are to be discarded are recorded on a regular basis by the college's housekeeping department. These items are then sold to approved vendors after a proper approval is granted by the Principal followed by the approval from the Trust society.
6. IT incharge is responsible for preparing and submitting a list of the e-waste scrap to the principal. After approval it is ensured that the selected vendor has a proper license for handling and disposal of e-waste.
7. The Chandiwala Estate has established a centralised Bio Medical waste disposal system specifically established for the Medical Institution under the umbrella of Banarsidas Chandiwala Sewa Smarak Trust Society.

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="https://bcihmct.ac.in/download/NAAC/2023/7.1.3.pdf">https://bcihmct.ac.in/download/NAAC/2023/7.1.3.pdf</a>
Any other relevant information	<a href="#">View File</a>

<p><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></p>	<p><b>C. Any 2 of the above</b></p>
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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>

**7.1.5 - Green campus initiatives include**

<p><b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b></p> <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 with trees and plants</b></li> </ol>	<p><b>A. Any 4 or All of the above</b></p>
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File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

**7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution**

<p><b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</b></p>	<p><b>C. Any 2 of the above</b></p>
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

<p><b>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</b></p> <p><b>5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b></p>	<p><b>A. Any 4 or all of the above</b></p>
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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	No File Uploaded
Any other relevant information	<a href="#">View File</a>

<p>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).</p> <p><b>1. Institute motivates its students to participate in various activities conducted by other institutions/organizations. Ample chances are provided to students to explore their talents and improve their psychological balance.</b></p>
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2. Cultural programs depicting values, cultures and traditions are organized during Induction/freshers, Teacher's Day, Farewell apart from statutory events of the college.

3. Students participate in various inter-collegiate hospitality, cultural and sports competitions. It creates opportunities for students to showcase and enhance their potential and achievements.

4. Theme dinner during the Chandiwala Hospitality Ensemble & during the Annual Conference are organised showcasing cuisines and culture of the country.

5. Activities are organized in the college and important days like Women's Day, Yoga Day, Earth Day along with other festivals like Holi, Diwali, Lohri, Ganesh Chaturthi, Christams are celebrated with an enthusiastic spirit.

6. Restaurant Theme Decoration: The menus are planned as per the themes and food production practicals are conducted accordingly. Staff and students dress up in appropriate festival attire during the celebrations. Students create a live ambience suited to the theme.

7. Students are encouraged to wear traditional attire twice a year on Independence Day and during the Republic Day celebrations. Women's Day is celebrated by encouraging Students to put forward their thoughts through extempore activities and poster making competitions.

8. BCIHMCT organizes several activities & competitions throughout the year for overall development of students. Rangoli, Painting, Poster Making, Chef Competition, Bartending, Flower Arrangement, Facility Planning, Symposium, Debate and various Sports Activities give opportunity to students to show their talent.

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

**Ek Bharat Shrestha Bharat:** For promoting unity and integrity.

Celebration of Republic day and Independence day every year to inculcate the feeling of oneness.

Vigilance Awareness day :Competitions such as Debate, Poster Making, Extempore, Quiz etc. are conducted, the purpose of which is to empower students & make them aware about the importance of vigilance in the society as a means to be able to identify the menace of corruption.

Constitution Day: To give students knowledge about the founding document of our policy through online reading, discussing the fundamentals of the Constitution and by debating to discover more about the branches of government established by the Constitution as well as the Preamble.

Encouraging faculty members to participate in FDps on Universal Human Values.

Voter's Awareness Competition:In Collaboration with Delhi Election Commission, students were encouraged to come out in large numbers with their friends and family and cast their votes during the upcoming assembly elections.

Visit to Goonj-Purpose is to instill in the students the idea of serving humanity, and the importance of philanthropic activity.

Disaster Management Workshop:A number of initiatives are taken in mainstreaming Disaster Risk Reduction (DRR) to promote disaster preparedness &youth involvement for effective disaster management.in association with the team.

International Day forNon Violence: Celebrating Swacch Bharat Abhiyan whilst taking the pledge for the mission.

Conservation of Water and plastic Awareness Drives : This drive aimed at creating a focus on saving the river Yamuna.

Tree Plantation drives and E-waste prevention drives

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

<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>

<p>7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals</p> <p>National commemorative days impart a feeling of oneness and also strengthen the National Integrity. These days help in rejuvenating history while reinforcing patriotism and an essence of belongingness towards the Nation.</p> <p>Commemorative Days of National Importance</p> <ul style="list-style-type: none"> <li>• Republic Day</li> <li>• Independence Day</li> <li>• Constitution Day: The college celebrates Constitution Day</li> </ul>
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every year on 26th November to imbibe the feeling of patriotism

- National Vigilance Awareness Day
- Teacher's Day

Programs Based on Environment Awareness As directed by The Department of Environment, Delhi Secretariat:

- I Love Yamuna- for conservation of water
- Swachh Bharat Abhiyan- For Community cleaning and development
- Tree plantation drive

International Yoga Day: Emphasizing the power of yoga for mental & physical health.

World Tourism Day: Celebrated for promoting the value of tourism amongst the youth of the society

Earth Day: Importance of sustainable practices to demonstrate support towards environmental protection.

International Women's Day: Celebrated to support the achievements of the women of the society, and to accelerate gender equity.

World Food Day: Celebrated to raise awareness of the effects of noise on the welfare and health of people

International Chef's Day: To honour the Chefs

World Environment Day

International Day for Non Violence

Festivals contribute immensely to feelings of social cohesion. Many such celebrations focus on cultural or ethnic topics and seek to inform the students of their traditions through celebrating Christmas, Diwali, Holi, Lohri, Ganesh Chaturthi and many more.

Celebrations play a pivotal role in nation-building; bringing everyone from religious, economic and social background together.

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	No File Uploaded

## 7.2 - Best Practices

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

### 1 Event Management

India International Hotel Travel and Tourism Research Conference & Chandiwala Hospitality Ensemble

### 2 Industry Institute Interaction

These practices provide students with in-depth research-based knowledge beside assisting in organizing and provides them with an opportunity to interact with leading academicians, practitioners, research scholars, other stakeholders and Industry experts to acquaint themselves with latest developments and best practices with its insight.

Objective of best practices: Events provide an opportunity for aspiring young professionals to demonstrate their skills and talent. Industrial exposure enables students to enrich their understanding and knowledge about the industry.

Context: Events help in enhancing creativity, passion, and innovation and provide a platform to share thoughts on the latest innovations and challenges. Industrial exposure provides the opportunity to be connected with the industry.

Practice: Events are designed & conducted by the students & faculty. Events provide a platform to bring together industry leaders, professionals, academicians, scholars, and policy-makers. For establishing industry institute synergy BCIHMCT invites experts from hotels for lectures, experts talk, and judgment of various events. Students are sent for field-trip, cross-exposure training; and outdoor catering too

Evidence of success: Learning through competing and sharing knowledge and skill during events will shape the budding hospitality professional in evolving in the next decade. Institute has several industrial collaborations for educational excellence.

**Problems Encountered:**

- No dedicated Tourism and Hotel Management Department in the University
- Hotel oriented research papers needs more encouragement in the country.
- Students get demotivated at times as hotel employees have low remuneration.

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

BCIHMCT is a Pioneer Institute at the UG level portraying its distinctiveness through Research and Development. Research is a primary activity through which the Institute aims to attain its vision and Mission. Research in hospitality sector is in a nascent stage and in view of the current scenario, BCIHMCT has taken upon itself to develop a research environment in the country. Our Research oriented Conference is great assistance to the students and helping in developing culture for Research oriented teaching and giving exposure of different segments related to the industry. Annual India International Hotel Travel and Tourism Research Conference series has become the most prominent International Conference in the field of Hotel, Travel and Tourism. BCIHMCT has been conducting the conference since 2009 involving the Tourism & Hospitality Industry and have national and international partners association.

The Institute also publishes its own journal IJAHTR-Indian Journal of Applied Hospitality and Tourism Research, ISSN: 0975 4954. Another annual publication is ISBN Book on Conference Proceeding. Today our Research Publications are available in various college/ University libraries. Research comes alive in

our classrooms, giving students a competitive edge in whatever field they pursue. The course of Research Methodology (BHCT-401) is an integral part of the Curriculum designed for final year students. For being eligible for the award of the degree, it is mandatory for students to successfully complete the course of Research Project Report (BHCT-452). Guides are allocated to students.

IIHTTRC\_brochure-2023.pdf (bcihmct.ac.in)

bcihmct.ac.in/download/Publications/ISBNBook\_2023.pdf

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

The institute's primary focus will persist in delivering effective teaching and fostering a research-oriented environment to fulfill its mission and objectives. The curriculum of the institute is designed in such a way that it encourages a holistic approach to education, integrating academic, extracurricular and conforming to the current industry requirement and therefore from 2024 onwards we will continue to strive for necessary amendments and restructuring to our existing curriculum as per New Education policy 2020. The institute will remain committed for upkeep, maintenance and upgradation of infrastructure and facilities and latest equipment. Various co-curricular and extra-curricular activities will be planned. Faculty and students will be encouraged and supported financially to attend and participate in various Seminars, Conferences, FDPs, Workshops, guest lectures and special training to update their knowledge and keep themselves abreast with the latest trends in hospitality Industry. Institute aims to provide research oriented atmosphere and support for continual improvement and development of our faculty members and facilitates consultancy services to the industry. The institute always look forward to maintain multiple Industrial partnership and International academic cooperation, to strengthen to develop new opportunities for exposure to the students and faculty by reassuring exchange programs, to facilitate frequent interactions and continuous support from the

industry for student's industrial exposure, on-the-job training, campus recruitment, faculty development & re-orientation, joint research, consultancy and representation of community development programs collectively. Minimizing environmental degradation and generating alternative energy resources will be our top priority in our academic year.

FuturePlanOfAction.pdf (bcihmct.ac.in)