YEARLY STATUS REPORT - 2020-2021

Part A
Data of the Institution

1.Name of the Institution	Banarsidas Chandiwala Institute of Hotel Management and Catering Technology
• Name of the Head of the institution	Prof. R. K. Bhandari
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	49020303
• Mobile No:	9871200100
• Registered e-mail	director@bcihmct.ac.in
• Alternate e-mail	director@bcihmct.ac.in
• Address	BCIHMCT, Maa Anandmai Marg, kalkaji 110019
• City/Town	NEW DELHI
• State/UT	DELHI
• Pin Code	1100019
2.Institutional status	
• Type of Institution	Co-education
• Location	Urban

• Financial Status	**Self-financing**	
• Name of the Affiliating University	**Guru Gobind Singh Indraprastha University**	
• Name of the IQAC Coordinator	**Ms. Gagandeep Soni**	
• Phone No.	**49020301**	
• Alternate phone No.	**9953492549**	
• Mobile	**9953492549**	
• IQAC e-mail address	**iqac@bcihmct.ac.in**	
• Alternate e-mail address	**gagan@bcihmct.ac.in**	

3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.bcihmct.ac.in/download/NAAC/AQAR_2019-20.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://bcihmct.ac.in/download/calendar20-21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**A**	**3.13**	**2016**	**05/11/2016**	**04/11/2021**
Cycle 1	**B**	**2.68**	**2011**	**08/01/2011**	**07/01/2016**

6.Date of Establishment of IQAC	**30/07/2010**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NA	**NA**	**NA**	**NA**	**0**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	No File Uploaded

9.No. of IQAC meetings held during the year	4	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	Yes	
• If yes, mention the amount	80,000	

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

IQAC team has organized virtual Chandiwala Hositality Ensemble competitions, along with online KCCI events. Also , online IIHTTRC 2021 was a huge success, with increased reach from all over the world.

Creation of online recourses- Faculty members are well versed in using ICT tools in teaching and learning practices. Various tools are used for impart education and uploading notes i.e. Google Classroom, MS Teams, Blogger.com, 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. Besides the above, BCIHMCT has its own you tube channel to broadcast lectures of all subjects. College also offers excellent internet connectivity through Wi-Fi-hotspots and routers to enable the students to remain connected and online thus promoting digital access. Student Feedback System is switched to the online mode. It is prepared at the end of each semester and circulated amongst students via by Google form. This head towards improvements and involve students in this process. Also, The College also has a Designated Hotel Software helps in understanding of the subject (HOTEL LOGIX).

Promoting FDPS's- MS teams was introduced for managing online classes for students. Faculty development Program was organized for enhancement of practical knowledge of the faculty members. FDP on mentoring was also organized.

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-up. Signed MoU with KCCI , Hyejeon , IHG Academy The Suryaa , Seven Seas , Yummy Idea Sattvik India Council, Tiffins Chef Hospitality Pvt. Ltd , Financepeer, - Magadh University ,- KCCI ,Radisson Blu, Paschim Vihar.

Compilation of SSR. Involvement of alumni for the advancement / guidance of knowledge to students and Exposure in managing events.

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
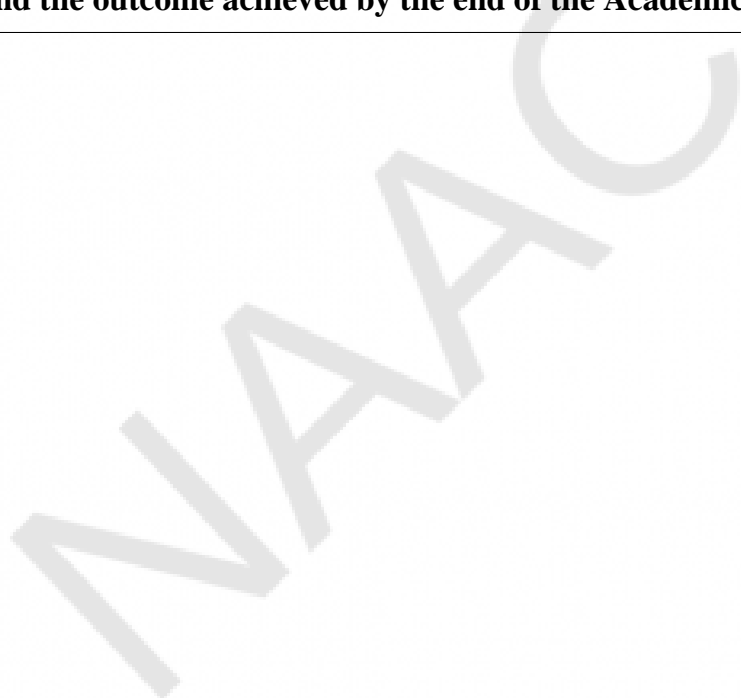
Plan of Action	Achievements/Outcomes
Better placement of students	Students to be placed in 5 stars hotels at Management trainee level. Entrepreneurship programs to be introduced, focus will be given on International Placements also.
Up gradation and renovation of LAB's	The institute is taking special 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.
Increased patnership with industry and academy	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 & 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.
Promoting research based culture in the institute.	For the Upliftment of student's knowledge , management always support and advise faculty members to write good quality

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	papers, pursue Higher education, present papers in UGC approved conferences, and for that regular meetings are held to inspire faculty members.
Upliftment of Faculty knowledge for betterment of studnets	Our Faculty members are being encouraged to attend and participate in various Seminars, Conferences, Faculty Development Programs, workshops, guest lectures and special trainings to update their knowledge and keep themselves abreast with the latest trends in hospitality Industry.
Students to be exposed to research practices	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 & 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.

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

- Name of the statutory body

Name	Date of meeting(s)
Nil	**Nil**

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021	**25/02/2022**

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**88**

File Description	Documents
Data Template	[View File]

2.Student

2.1 Number of students during the year	**440**

File Description	Documents
Data Template	[View File]

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

File Description	Documents
Data Template	[View File]

2.3 Number of outgoing/ final year students during the year	**109**

File Description	Documents
Data Template	[View File]

3.Academic	
3.1 Number of full time teachers during the year	**24**

File Description	Documents
Data Template	[View File](#)

| 3.2

Number of Sanctioned posts during the year | **24** |

File Description	Documents
Data Template	[View File](#)

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**11**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**59.29188**
4.3 Total number of computers on campus for academic purposes	**99**

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

BCIHMCT employs quality processes for the dissemination of the curriculum amongst students. An academic calendar is created by the programme coordinator in coordination with the institute examdepartment every year as per University guidelines to provide a frame work within which the organization seeks to achieve its yearly benchmarks. Allocation of subjects are done on the basis of expertise of the faculties and detail time table is made. Faculty members prepare Session Plans, Lessons Plans,Trainee & Trainer Notes to help students imbibe knowledge. Remedial classes for slow

learners is also taken into consideration. The session plan, before its implementation, is verified by the respective Head of Departments followed by subsequent submissions to the Programme coordinator & Principal. Approval for implementation is granted only after a minute analysis. Weekely submission of Faculty Report with updates of outcome of teaching weeks effectively helps in learning outcome.Based on the lesson plan, respective methodologies /Training tools are used by faculties. Use of information technology in power-point presentations, workshop, webinar & conferencing, live guest lectures, blogs, MS Teams & Videos (You Tube Channel to impart education are used). The Institute OrganizesNational & International events, conducts various PDP & Career Counselling sessions to provide holistic growth of students byenhancing their practical knowledge. Continuation evaluation covering various criterias in operational courses is effectively used. Internal examination for theory subjects is conducted on mid-term basis. Calendar for Event based activities and schedule for industry institute interaction are planned in advance.Mentors are allocated to every student.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.bcihmct.ac.in/download/NAAC/SSR/Criteria1/1.1.1_1634712991_7101.pdf

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

The academic calendar is made for each semester in accordance with the academic calendar of GGSIP University, Delhi. Due consideration for Academic activities, Industry- Institution interaction schedule, extracurricular and co-curricular aspects, event planning for imparting experiential and first hand knowledge to the students, and internal as well as external evaluation schedule is incorporated in the academic calander. The number of weeks for academic planning are calculated for students of different semester. Due consideration is emphasized on revision of the classes, preparatory holidays and examinations. All the concerned department HOD's submit the list of planned activities to the Programme coordinator who compiles the calendar in association with the Examination incharge (twice in a semester for both odd and even semesters) as per syllabus requirements after discussion with the respective faculty members in different departments. These activities are organised to hone and develop leadership skills amomgst the students.The academic calendar

is then approved by the principal and also 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, and practical exams. Continuous Internal Evaluation system for practical as well as projects are done on weekely basis on the basis of pre informed criterias. Processing of internal assessment is done and records are maintained by examination coordinator.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://www.bcihmct.ac.in/index.php?option=com_content&view=article&id=173

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. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

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	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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)

0

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)	View File

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

000

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

000

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Institute has very well integratedcrosscutting issues in the course curriculum of the Programme. Considering the importance of

inculcating the professional ethics and human values among the student's curriculum has a well-designed subject i.e., Hotel Law & Corporate Governance (BHCT-309/310). Issues such as gender sensitivity & equality and human values are also assimilated in subject Human Resource (BHCT-406) to be taught to the students aimed at instilling the same among them. Curriculum also includes a subject comprehensively focused on imparting the learning, knowledge and implication of Environment & Sustainability i.e., Environmental Studies (BHCT-110). Along with this institute is also committed to inculcate the values of Indian Culture & Heritage and a subject Indian Heritage & culture (BHCT-109) is also integrated in the curriculum.

Issues of Environmental Sustainability are always addressedin our annual research conference. The10th India International Hotel,Travel & Tourism Research Conference 2020 was entirely themed at "Transforming Hospitality & Tourism: Sustainable Goals & Strategies for Future", where deliberations were made from industry experts, researcher and scholars on this issue. BCIHMCT undertakes yearly programs with the support of Trust Society, students, teaching and nonteaching staff- Blood Donation Camp in association with Red Cross Society, Plantation Drives, Swachh Bharat Abhiyan, Ek Bharat Shrestha Bharat, Health Awareness Program and yoga, Covid Awareness program to foster oneness, responsibility and nurture human values which contributes to the growth and enrichment of the society and hospitality industry at large. Every year the International Chandiwala Hospitality Ensemble is organized by the Institute to promote the regional cuisines of India.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

3

File Description	Documents
Any additional information	[View File](#)
Programme / Curriculum/ Syllabus of the courses	[View File](#)
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	[View File](#)
MoU's with relevant organizations for these courses, if any	[View File](#)
Number of courses that include experiential learning through project work/field work/internship (Data Template)	[View File](#)

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

220

File Description	Documents
Any additional information	[View File](#)
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File](#)

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

File Description	Documents
URL for stakeholder feedback report	[View File](#)
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	[View File](#)
Any additional information(Upload)	[View File](#)

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	[View File](#)
URL for feedback report	http://www.bcihmct.ac.in/download/NAAC/1.4.2_DVV.pdf

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	[View File](#)
Institutional data in prescribed format	[View File](#)

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

13

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

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:

1. Faculty coordinators collect student profile data during the admission process like CET ranks & past academic/marks records.

2. Class coordinators and the subject faculty regularly review the academic progress of the students Attendance is monitored for all subjects on a monthly basis & is also communicated to the students as well as parents. Short attendance student list is prepared and circulated/posted on the notice board.

3. 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 for their mentees which helps in assessing the learning levels of the students. Strengths and weaknesses are also noted down along with the extracurricular activities they have participated in. Mentors keep a regular touch with the parents of the assigned mentees through whats app groups and phone calls.

Students are counseled regularly by the faculty class coordinators and 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 and referring to easy - to - understand material prepared by faculty members known as trainee notes. At BCIHMCT, the assessments are designed to develop slow as well as fast learners. We follow both the formative and summative assessments.The CIE (Continuous Internal Evaluation) is an effective system to take corrective measure and has helpsin improved performance. Organization of webinars, inter and intra college competitions and workshops are a regular feature of the institute for all the students to enhance their competency and learning.

The Institute also organizes Skill reformation (Personality Development) for all the students and Crack the Campus classes specially designed and implemented for the final year students by inviting industry experts.

The main objective of this process is to: Raise the level of confidence of the students while providing them with a strong foundation. Improving their overall performance throughout the semester and also during end term examinations. To provide them with better placement opportunities. To enhance the skill based learning of the slow learners

File Description	Documents
Link for additional Information	http://www.bcihmct.ac.in/index.php?option=com_content&view=article&id=173
Upload any additional information	View File

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

Number of Students	Number of Teachers
440	24

File Description	Documents
Any additional information	View File

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

BCIHMCT envisages engaging students intellectually, creatively, and socially through Group discussions, interactive question-answer Sessions, case studies, Role Plays, industry visits, guest expert talks (online/offline) depict our teaching pedagogybased on participative learning. IQAC department encourages faculty members to organize & attend FDPs associated with advanced teaching methods. The Institute has its own YouTube channel where faculty members upload demonstrative videos for various practical sessions. Regular hotel visits and trips are planned for the students: visit to Hyejeon college Korea for baking classes, SULA vineyards, Nasik, participation in competitions organised by the India Hospitality Expo and Skill India are a few to mention.

Students are encouraged to contribute to the e-newsletter- YUVA, Food festivals during Annual Day, are organized, Chandiwala Hospitality Ensemble - an international mega annual event hosted in the campus by students create an impact on recruiters as it places a heavy weightage in considering the candidate for placement.We uphold the annual IIHTTRCto sharpen young minds, to the importance of Research &Development and of course presentation of students' Project Report, as a major subject and a part of syllabus completion. Various committees and clubs have been also formulated by the Institute for promoting student participation across all areas. 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.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	https://www.bcihmct.ac.in/download/Campus/Report_on_IIHTTRC-2021.pdf

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/screens. The college has also installed a Wi-Fi unit for the faculty and students with a well equipped computer lab and language lab with internal LAN. Various tools are used for imparting education i.e. Google Classroom, Microsoft Teams, Blogger.com, 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.

The College also has a Designated Hotel Software helps in understanding of the subject (HOTEL LOGIX). Attendance records and allocation/submission of assignments and teaching material is achieved through Microsoft teams. Faculty membersmaintain blogs and You Tube channels andeffectively use Audio Visual aids to demonstrate the concepts to the students. Online tests are conducted and e-assignments are given on a regular basis. Sufficient number of e books, e-journals are available in the library.

The research journals INDIAN JOURNAL OF APPLIED HOSPITALITY AND TOURISM RESEARCH are also available online for accessing. The Institute has an online Grievance redressal system for the students, staff and parents. The institute also conducts webinars, workshops, guest lectures by collaborating with industry experts to introduce an effective teaching and learning system. College have signed MOU with service provider for maintaining ERP for student attendance. Assessments, declaration of results, grade card generation, distribution etc. are controlled by GGSIP University through their platform. Student satisfaction survey is conducted through an online mode.The college e- newsletter YUVAis maintained on a regular basis for the continual development of students. The college has its own YOU TUBE channel where videos related to the various practical

sessions conducted by faculty members are updated.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://www.bcihmct.ac.in/index.php?view=category&catid=18&option=com_joomgallery&Itemid=169

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

11

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

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

24

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	[View File](#)
List of the faculty members authenticated by the Head of HEI	[View File](#)

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

4

File Description	Documents
Any additional information	View File
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)	View File

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

200

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

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. It helps in improving student's performance by identifying his/her learning difficulties at regular time intervals right from the beginning of the academic session and employing suitable remedial measures for enhancing the same.The weightage for various components of evaluation is as follows:

Theory Courses 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 displayed on the college website. The notices are displayed on the exam department notice board and are also communicated by the faculty

class coordiantors 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.

Continuous evaluation is done throughout the semester by respective subject teachers during the Practical Course class. The component of 40% in practical courses involves assessment of grooming standards, technical knowledge, journals, modules & performance during the practical. While the 25% theoretical exam internal evaluation lays stress on class performance, submission/quality of assignments, tests/group activities or discussions conducted. Other appropriate assessment methods:open book test, surprise test, MCQ, project work, model designing, video presentations are also implemented for internal assessment. The college takes extra efforts for slow & advanced learners where they are assessed by different methods. Exam department is responsible for monitoring & conducting internal examinations. All teachers submit the question papers to the examination department as per prescribed syllabus. Timely declaration of results is done and the compiled marks are displayed and communicated to the students & also updated on the website. Answer sheets are also provided for cross checking to the students.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://www.bcihmct.ac.in/index.php?option=com_content&view=article&id=173

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 Universityis also taken care by this department. Internal examination schedule is prepared by Examination Department, BCIHMCT, 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 students.Parent teacher meetings are also conducted by the Institute in order to keep the parents updated about the performance of their respective wards. Internal assessment marks for subjects (theory and practical) are informed to students by respective subject teachers, before submission to Examination Department, BCIHMCT. 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.

Theory Courses 1. Continuous evaluation by teachers - 25% 2. Semester term end examination - 75% For theory courses, continuous evaluation is done on the basis of Mid-term examinations which are conducted once during the semester, in accordance with GGSIP University Academic calendar.

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. 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, BCIHMCT for resolution of any discrepancy or grievance. All grievances are dealt with in a time bound, transparent and efficient manner. Students can also use the online grievance link provided on the website for the resolution of any discrepancies related to examinations or marks allocated.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://grievance.bcihmct.ac.in/

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 Institution has implemented a ChoiceBased Credit System 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 as well as other stakeholders. The Institute has well defined Programme & Course Outcomes.

Programme Outcomes 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 the student will learn the industrial skills of the core operations of hospitality and learn through hands-on experience, on the job training where they will get apt industry experience and research and projects. Students manage various national and international level events at the college.

Course Outcomes

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.

Programme &course outcomes of the curriculum specified by the GGSIPU are effectively communicated to teachers, students & other interested groups. These are taken into consideration while planning lesson plan and matched with the outcome in faculty report. These are well defined and listed on institute website for convenient referral of teachers & students. Also academic calendar is created each year semester-wise to provide for the framework effective conversed of programmes & course outcome.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.bcihmct.ac.in/index.php?option=com_content&view=article&id=111&Itemid=227
Upload COs for all courses (exemplars from Glossary)	View File

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. Accordingly, Session plan for the semester; weekly or unit-based lesson plan; trainer/trainee notes for the unit are designed by faculty. According to that, 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. For the evaluation of attainment of Programme and course outcome, these are important tools used by the institute at primary level.

The institute applies system of continuous evaluation of the performance of its students based on the guidelines issued by the GGSIPU. It acts as a continuous and comprehensive evaluation mechanism that covers all the aspects of student development in attainment of stated Programme and course outcome. The aforesaid process of continuous assessment is fair and transparent that helps in improving student's performance by identifying his/her learning difficulties at regular time intervals right from the beginning of the academic session and employing suitable remedial measures for enhancing the same. 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.

File Description	Documents
Upload any additional information	[View File](View_File)
Paste link for Additional information	http://www.bcihmct.ac.in/download/Letter-CBCS_CO.pdf

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

106

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://bcihmct.ac.in/download/NAAC/AQAR2021/2.6.3_AnnualExamReport.pdf

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://www.bcihmct.ac.in/download/Files/FeedbackEven2021.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

.80000

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

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

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

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

30

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

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

2

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

10

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

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

Students of BCIHMCT show active participation in services towards the community. The institute has received a Social entrepreneurship Swachhata and Rural engagement cell recognition award by MGNCRE, Directorate of Higher Education, Govt of India. The Institute regularly plans visits to neighbouring areas as a part of the Swachhta Abhiyaan for raising awareness towards the importance of cleanliness.

Promotional Activities based on Health and Safety: - BCIHMCT regularly organises Blood Donation Camps in Association with the Red Cross, Disaster Management & Firefighting workshop, Workshop on First-aid training, COVID-19 Sanitation drive, Cleanliness drives, self-defence workshops for female faculty members and girl students, cyber crime workshop.

Programs Based on Environment Awareness: Jal Shakti Abhiyaan- for conservation of water, Swacch Bharat Abhiyan- For Community cleaning and development, Awareness Drive on Idol Immersion and its repercussions, Tree plantation drives, pledge ceremony for Swachta hi seva, Ban on Manjha drive - for protection of Birds, Campaign on Ban of Plastic, Anti Cracker Campaign- Go Green with Crackers, Awareness drives on Noise Pollution and Water Pollution.

Other extension activities celebrated regularly.

International Yoga day for Emphasizing the power of yoga for mental & physical health

Constitution Day to imbibe the feeling of patriotism

World Tourism Day

Earth Day

International Women's Day

Responsibility towards the Upliftment of Society: Regular visits to NGO's like GOONJ, SHANTI SAHYOG- A GANDHIAN NGO, NAAZ FOUNDATION (specifically dedicated to AIDS patients) Donation for the KERELA RELIEF FUND

Visit to Old age homes & Blind schools for community development and to familiarize with concepts like importance of hygiene, proper procedure of washing hands, use of toilets.

Visit to the slum areas near for making the people aware about the use of PUBLIC TOILETS and preventing OPEN DEFECATION.

Missions like: Ek Bharat Shreshth Bharat- For Promoting unity in Diversity

Voter's Awareness to generate a sense of responsibility amongst the students.

File Description	Documents
Paste link for additional information	http://www.bcihmct.ac.in/index.php?view=category&catid=19&option=com_joomgallery&Itemid=169
Upload any additional information	View File

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

3

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

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

15

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

2016

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

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

37

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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	View File
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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.

INSTRUCTIONAL AREA FOR STUDENTS: College has 10 class rooms to accommodate 60 students & tutorial rooms forseating 30 students. All rooms are air-conditioned & equipped with LCD Projectors. Laboratories are well equipped with latest equipments. College is having 5 labs for Food Production with cold room and 2 for Bakery and Confectionery. 2 Well equipped Restaurants with Training Bar, 3 Conference rooms, 1 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, lobby and front office with latest software and other amenities form part of the Institute. A state of the art 240 seat modern Auditorium helps in student's all round development in different aspects of the Hospitality Industry,noperational laundry, and Guest rooms provides support to the residents and college.

LIBRARY AND ICT: Wi-Fi enabled Campus& hostel, an automated library with a large collection of latest books, journals & magazines along with Online Journal GALE-Hospitality. It also has a hospital and hostels for boys & girls.

OFFICES: The main college building has the Principal's & Administrative Office, Programme & academic coordinator's office, Placement office, board room, Library, two faculty rooms, IQAC Department, exam department, Stores etc.

OTHER FACILITIES The institute building has an elevator, makeshift ramps for stairs, and provides wheel chairs, handrails in washroom cubicles.Separate residential hostel facility available for boy and girl students in the campus.

The institute, Boys & Girls hostel is well equipped with RO water purification technology24X7.

Indoor games facilities: table tennis, carom, chess, badminton with grounds for outdoor activities & Lush green lawns are present. The institution premise is manned by the security personnel 24X7 along with the monitoring through CCTV.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	[View File]()
Paste link for additional information	[https://www.bcihmct.ac.in/index.php?option=com_content&view=article&id=150&Itemid=163]()

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.

As a philanthropic institution,BCIHMCT and its stakeholders emphasize on 'fun in learning. Hence, students are entrusted with the task to set up theme-based restaurants- to promote and develop their sense of innovation, teamwork and leadership. Learning through designing 3D models, cutting the cloth to draft, devise and don uniforms for different job positions in hotels and restaurant etc. is emphasized upon.

Lawns are created for aesthetic pleasure, as well for sports and other outdoor recreational use. Annual day, founders' day, sports day are celebratedhere. Tree plantation drives are a regular practice at BCIHMCT to promote environment sustainability and conservation which is embedded in the Institutional value system. A designated team of faculty members coordinate, conduct and initiate sports and actively reach out to the students whenever we get invited from university or plan our own sports meets.Wetake pride in our BCIHMCT jerseys for the tug-of-war, cricket, volley, badminton and of course the indoor games of carrom, chess, table tennis too which happens in our sports room and beautiful grounds of the campus.

International Yoga Day is celebrated every year on 21stJune, in our Banquet Hall.Various cultural events likefreshers' party, managing the anchoring & stage performances duringinternational conference and the Chandiwala Hospitality Ensemble, Annual day for inter college folk dance competition are organized at the Institute facilitating aholistic development of students.

The College also motivates students for participation in inter & Intra college events likeplays, designing advertisements,gaming, skits, folks dance, one act plays, street plays,Rangoli and painting competitions.The Instititute has a well equipped air conditioned seminar hall for various cultural activities. Faculty members & students represents various committeesto promote the sports, cultural, environment and CSR activities on a regular basis.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.bcihmct.ac.in/index.php?option=com_joomgallery&Itemid=169

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

11

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

11

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.bcihmct.ac.in/index.php?option=com_joomgallery&Itemid=169.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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)

9.97780

File Description	Documents
Upload any additional information	[View File](#)
Upload audited utilization statements	[View File](#)
Upload Details of budget allocation, excluding salary during the year (Data Template)	[View File](#)

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4.2 - Library as a Learning Resource

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

Our Library automation is managed by an Integrated Library Management System which oversees the different functions of the library. 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.

LMS at BCIHMCT works on various modules:

1.Management: Used for maintaining a computerized catalogue of library holdings. It enables us to do maintenance functions (i.e. adding, editing and deleting) for Catalogue, Accession, Authority and look up files. It also generates reports for resources, duplicate bar codes etc.

2.Periodicals: Facilitates the control of periodical subscriptions and the receipting in of periodical issues by the library.

3.Acquisitions:Helps in keeping effective track of library budgets, previewing and purchasing items from supplier that are recorded in the supplier authority file, tracking standing orders, quickly processing received order into a catalogue and tracking non- book expenses.

4.Inquiry: Provision of access to the resources included in catalogue. It is used for basic as well as advanced search and helps to identify and locate all resources within the collection suited to the requirement of faculty and students.

5.Circulation: Utlised for all the normal library based functions of issue, return, renewal and reservations for individual resources and for resources linked together in sets.

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 amd 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 100 mbps is provided to the library to ensure fast & uninterrupted access.Resource sharing of electronic resources is also made available for users from sister institutions. BCIHMCT has its own YOUTUBE channel &College magazine " YUVA.The Institute's publishes its own journal.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://link.gale.com/apps/menu?userGroupName=bcihmct&prodId=MENU

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	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

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)

3.07828

File Description	Documents
Any additional information	[View File](#)
Audited statements of accounts	[View File](#)
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

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

45

File Description	Documents
Any additional information	[View File]()
Details of library usage by teachers and students	[View File]()

4.3 - IT Infrastructure

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

The college assesses the requirements as per the number of students, faculty members & other end users. An annual maintenance budget is prepared by the IT incharge and approval for the same is granted by Principal for maintaining the hardware/IT related infrastructure of the Institute. BCIHMCT possesses state of the art Computer lab & language Lab having best configured computers & audio facilities. The Computer Lab/Language lab can accommodate 60 students at a time to enhance their learning abilities with awell equipped Server room.

Classrooms are equipped with good quality Audio-visual devices like LCD projectors, speakers, Wi-Fi for interactive lecture delivery Online and offline. The Institute building is Wi-Fienabled with a speed of100 MBPS. 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 signed MoU with proCampuz/ Financepeer (ERP) for facilitating the various activities related to the students as well as for carrying out various academic/administrative activities. A permanently appointed technical staff for all IT related facilities is available in the Institute for providing assistance as and when required by the HOI, faculty members and students.

The Institute has implemented facility of online teaching by using best quality applications like, Microsoft Teams, Google Classroom and Zoom so that the students can be benefitted with quality education during any situation.. 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 HOTEL LOGIX is also used.Online Grievance facility is also available for all the stakeholders.

For maintaining its commitment, Institute has purchased 10 Computers and 2 Laptops with highest technology & configuration in the month of March 2021 and June 2021. The library of the Institute also has 5 computers for student use. Apart from the subscribed journals in the library, easy access to E-Journal, GALE Hospitality has backed the efforts of faculty members towards a research oriented approach in teaching.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://www.bcihmct.ac.in/index.php?view=category&catid=18&option=com_joomgallery&Itemid=169

4.3.2 - Number of Computers

99

File Description	Documents
Upload any additional information	[View File](#)
Student – computer ratio	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	[View File](#)

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)

6.20728

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

The trust society administration of BCIHMCT plans and takes decision on major infrastructure issues like painting, infrastructure changes to meet the statutory requirement on the recomendation of HOI. Departmental recomendations and Proposals are sent for management approval.Any Maintenance (regarding carpentry, plumbing, civil, electrician) work required is carried out by the in-house personnel from centralized maintenance department. The college ensures optimal allocation and utilization of the available financial recourses for maintenance and upkeep of different facilities by holding regular meetings of various committees constituted for this purpose. and using the grants received for the college as per the requirements in the interest of students.

Staff members are assigned duties to assist the lab assistants. Critical equipment's are regularly serviced. AMC is given for equipment's which needs specialized care. Policy for Physical and Academic facilities: The institute has large classrooms for routine classes and tutorials with a spacious library, an administrative office and other basic facilities as per required norms. The housekeeping department has Cleaning responsibilities. Aduty roster is prepared for the staff members highlighting their areas of responsibility.Locker room and common room facility isprovided to all the students.

The college has a board room, a well-maintained seminar hall and separatewashrooms for males/females. The campus is under CCTV surveillance. Requirements from the department for day to day operation is indented and approved by the Principal. Every

department maintains a stock register for the equipment as well as other operating supplies. All kitchens and production areas follow the color coded bin system for collecting waste. Departmental reports are submitted annually. Proper inspection is done periodically & regular audits/inspections are conducted to check stocks maintained by all departments.

Proper guidelines for the department and facility concerned is available& are available on the website of the college. Auditorium, Guest Houses and transport facilities are booked advance as perrequirements.

Library is managed by an experienced librarian assisted by a library attendant. Library books/records areupdated every year. Students and faculty members using the library need to enter their details in the library record register. Stock verification is done as a part of regular monitoring and control. Pest control is done on regular basis for maintaining books safe from termites.

The advisory committee recommended for the library has been appointed by the Principal and has the responsibility for finalizing the annual purchase of the reference books, text books along with the journals and periodicals.

Computer/Language Lab: The institute has an adequate number of computers with internet connections and utility software's. Computers are provided with UPS to take care of data in case of emergency. Computer systems and Servers are maintained by outsourced technicians, Lab Assistants and Lab-In Charges. IT infrastructure is maintained by the head, IT Coordinator along with a Lab attendant.

All staff/students have to record the use of computers in Computer Usage Register mentioning time-in/out. IT in-charge is responsible for the upkeep, maintenance and periodic inspection of all IT related facilities in the Institute. Issues concerning the system/software are addressed to the lab-in charge. Repairs and maintenance work is done through the vendors after getting approval from the Principal and management depending uponthe extent of work.

Sports facilities are maintained by the sports committee. The play-ground and overall maintenance of the ground and 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.

1.Housekeeping for regular cleanliness of corridors, washrooms,

classrooms, laboratories premises and Sanitizing of washrooms is done on regular basis.

2.Water coolers are maintained and cleaned on regular basis. 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 the unnecessary storage of water in the campus.

3.Dining hall facility is offered to students for having meals during the break times. A canteen is also available which provides good quality food items at affordable rates.

4.Online Grievance Redressal system and internal marks records are available on college website.

5.AMC are also available for major equipment's like Elevators, RO and EPABX.

6.Students with physical disabilities: Ramps, Rail, Lift and wheel chairs are available in the college. University has provisions for giving writer and additional time for writing the exams depending on the case to case.

7.Regular monitoring and check on earthing problems is done. Institution has a generator / backup system for any electricity supply failure or voltage fluctuation

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.bcihmct.ac.in/index.php?view=category&catid=16&option=com_joomgallery&Itemid=169

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

36

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

00

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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	http://www.bcihmct.ac.in/index.php?option=com_joomgallery&Itemid=169
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

431

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

431

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

30

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

7

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

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

7

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

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.

8

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

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 appoints student representatives for each class is one of the tools used to achieve the aforesaid objective. Campus ambassadorsselectedrepresent the Institute to the University every year. Under the supervision of the faculty, various student committees/clubs are prepared/managed by students.These committees help in enforcing cultural values-ethics, writing & management skills, which help students in developing awareness, confidence & self-esteem and help in developing leadership skill.

Committee Responsibilities · To formulate plans for extra-curricular

activities & coordinate with the members of different committees.

· To take up regular meetings while recordingall activities undertaken in the academic year.

Event Organizing Committee : Helps the students in becoming more informed individuals & responsible citizens who are agents for change.Events like, IIHTTRC, CHE, Annual day, Sports Day are arranged by the Institute & managed by the students.

Class Representatives:areappointed 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: To facilitate training &placement activities of the Institute, coordinate/counsel students.

Anti Ragging Committee: The cell receives complaints and investigates the same.

Grievance and Redressal Cell Grievances are shared with faculty coordinators via student representatives, in the form of written applications which are then handled by the respective committeesas per the nature of the grievance.

The Cultural Committee is responsible for organizing Fresher's Day, Cultural Activities for CHE &IIHTTRC , Independence Day, Republic Day, Farewells, etc.There are various categories of events that are conducted namely dance, song, play, skit.

Environment Society:Eco Cluborganises various competitions and environmental awareness programmes. Field activities such as Nature Trails, Quiz/Poster/Essay competitions are organised to create enthusiasm regarding issues pertaining toPlants/Forest/Wildlife/Bio-diversity and Nature.

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. The Cell also incorporates awareness regarding sexual harassment and tries to equip them with the knowledge of their legal rights to redress their grievances.

Media Cell: Recording and reporting of the events and activities

coverage of the Institute, while establishing cordial relations with the media.

File Description	Documents
Paste link for additional information	https://bcihmct.ac.in/download/NAAC/data/CSR 2020-21.pdf
Upload any additional information	View File

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

5

File Description	Documents
Report of the event	View File
Upload any additional information	**No File Uploaded**
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)	View File

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

College is having a regular Alumni Association since 2008.The Institute alumni are really working hard to support the institute by connecting students of the college through participation in guest lectures, conducting expert talks and workshops, direct counseling, social media (Facebook/Instagram) and making efforts to coach them for their career growth. Especially during the pandemic, when students were worried about their placements, education and career, alumni were continuously engaged in motivating students by sharing their experience by giving live interviews on social media and conducting webinars. Financial and nonfinancial support is also provided . Alumni are engaged for placement smart classes; crack the

campus events, seminars, workshops and judging competitions for students. Alumni who joined various sectors like academics, consultancies, entrepreneurs and working in human resources and training department have been supporting current students of the institute by helping them to prepare for interview process and by sharing potential employment opportunities (online and offline). Alumni also support the examination team during external practical examinations (online/offline) by evaluating student's performance during examination as external examiners. They have also supported in designing course curriculum by giving feedback for the improvisation of proposed syllabus.

Along with that alumni were asked to evaluate the college on certain parameters which were already set in the alumni feedback form. Alumni association committee is presently undergoing the process of registration; Although new committee of Alumni Association has been formed in 2018 .Recent Alumni meet was conducted in BCIHMCT in the presence of present Alumni (batch 1999 to 2008), current faculty members, Administrative staff and Principal of the college. Mr. Varun Balwani (batch 2004-08) was elected as President of the core committee and three of the faculty members of BCIHMCT i.e. Mr. Manish Malhotra(General Secretary), Ms. Reshma Kamboj(Treasurer) & Ms. Neha Sahni(Board Member) are also the part of the committee. Alumni association / Name of the alumnus: Sno. Name Position 1. Varun Balwani President 2. Sahil Rampal Vice President 3. Manish Malhotra General Secretary 4. Sumit Gulati Joint Secretary 5. Siddharth Joint Secretary 6. Reshma Kamboj Treasurer 7. Sushant Board Member 8. Chetan Chauhan Board Member 9. Nitin Sharma Board Member 10. Neha Sahni Board Member 11. Sahil Arora Board Member 12. Devender Board Member 13. Gaurav Mitra Board Member 14. Siddharth Lohani Board Member 15. Apurv Sareen Board Member 16 Utkarsh Bhalla Board Member https://www.facebook.com/groups/2634095286874021

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

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 definitive method used by the college management to inherit the value of refining the perception and approach to learn as well as foster innovation through intellectual creativity. These increase the capacity for growth and intelligence to help in quickly adjust to new information and technology accepted globally. Responsibilities and tasks are assigned and teams of students under able guidance of learned faculties understand the task through experiential learning. Result in placement validates the outcome. Visionary and Futuristic Curriculum revised as per the need of the Industry. Frequent feedback and suggestions from the best hotels are taken. Syllabus drafted as per NEP is also submitted to the University for approval. Continuous support from industry through transference of knowledge & skills imparted by expert faculty from hospitality sector is ensured. The availability of extensive library with the ample of books on every genre also helps in achieving the vision of the institute.

Academic plan and activitieshelpin strengthening the teaching learning process. Implemented CBCS with industry participation for enhancing experiential learning. Event Management, Research orientation, regular participation in industry events and activities helps in developing competitive sprit and building achievers, who have created difference in their areas.

Promoting research: The India International Hotel Travel and Tourism Research Conference series has become the most prominent International Conference in the field of Hotel, Travel and Tourism. The Institute publishes its own Journal IJAHTR-Indian Journal of Applied Hospitality and Tourism Research (ISSN 0975-4954). The journal is a double-peer-reviewed journal published annually. The Institute has signed MoU with the KCCI. Institute celebrated

International Kimchi Day in 2020 and 2021.

File Description	Documents
Paste link for additional information	https://www.bcihmct.ac.in/
Upload any additional information	View File

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

The Institute implements a systems approach with well defined roles and supports decentralization in authority & responsibility. The college follows a hirerarchy based on seniority, experience and capability. This is visible in the entire operations of the college from administrative to teaching / learning process.The Principal of the college has appointed head of operational departments who are assigned a team of faculty members and are responsible for the effective functioning of their department. For the academic functioning Programme coordinator, academic coordinator and the Examination in charge function together as a team and directly report to the Principal.

Administrative cooordinator, Accounts and Cost centre Coordinator and Coordinator for extension activities all work in a decentralized and participative manner. The functions and JD are clearly specified and assigned. The programme coordinator prepares a time table and allocates subjects after a thorough discussion with the concerned Head of the Departments. Mechanism for feedback through faculty report is assed. Regular meetings with the HODs' for the preparation of Annual Budget in order for procurement/purchase of up gradation of the premises is undertaken by the HoI. Preparation/ revision of the curriculum are done by the respective faculty members and HODs' before getting final approval from the Head of the Institute. Procurement of library books is done on the basis of the recomendations of the expertise of the Faculty members.All the mega Annual Events of the institite i.e CHE & IIHTTRC are the perfect examples of decentralisation & Participative Management implemented in the Institute.There are Incharges and Coordinators that work for the respective activities under various Committees. Under the respective Committee students representatives also work Each committee and activity incharge ensure that objectivity is being met and students involvement is satisfactory.Faculty Coordinators select

Student Coordinators for the respective coordinating team. Numbers of students coordinator will be as per the need and requirement of the task.

File Description	Documents
Paste link for additional information	http://www.bcihmct.ac.in/index.php?option=com_joomgallery&Itemid=169
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategic planning is based on analysis of future opportunities to achieve its set goals and objectives. With a vision to be the leading Institution of Hotel Management & Catering Technology, BCIHMCT strives to create dynamic hospitality industry leaders through integration of knowledge and skills imparted by committed and expert faculty from hospitality sector with the stated future plan of action for the next academic year. The institute's prime focus will remain on delivery of industry required training and to create & develop a research environment through which the institute fulfills its Mission and Objectives.Institute aims to provide research and innovation oriented atmosphere and support for continual improvement and development of our students and faculty members and facilitates expertise & consultancy services to other stakeholders. Our Faculty members are being encouraged to attend and participate in various Seminars, Conferences, Faculty Development Programs, workshops, guest lectures and special trainings to expertize & update their knowledge and keep themselves abreast with the latest trends in hospitality Industry. For offering an experiential and enhanced learning to the students of BCIHMCT for upgrading their knowledge , management always supports and advises faculty members to write good quality research papers, pursue Higher education, present/publish papers in UGC/Scopus indexed journals and conferences. 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 & Tourism Research Conference and Chandiwala Hospitality Ensemble is organized for our students to encourage them to plan, create and present their innovative research oriented recipes at a national level.The institute always looks forward to maintain multiple Industrial partnerships and International academic cooperation, to strengthen to develop new

opportunities for exposure to the students and faculty by reassuring exchange programs. BCIHMCT is also associated with Korean Cultural Center of India and organizes All India Korean Culinary Challenge where budding chefs and hospitality professionals are invited to participate and showcase their skills to prepare and present research based innovative recipes from Korean cuisine.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.bcihmct.ac.in/download/IJAHTR/HomePage.htm
Upload any additional information	View File

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.

The Managing committe as per the recomendation of the Principal take decision and approval is granted. Proper HR Policy is defined with clear cut guidelines. Apart from the governing body, College development committee,IQAC and the college has divided its activities into various hierarchial levels to establish clarity of operational guidelines to be followed by the employees.The process decentralization helps in increasing operational effectivenenss, accountability & productivity. Every department has clearly defined responsibility & guidelines. The HOD is provided the operational responsibility and ensures supervison of the process on a micro level for operational efficiency and effectiveness. The HOD reports to the Principal who analyses the department performance at a macro level, provides guidance and channelizes the efforts for organizational objectives. HOD prepares an annual departmental report and submits it to the HoI. SOP's are designed and implemented in every department.The quality policy of BCIHMCT acts as a guiding force for departmental operation.Job descriptions are created for Academic, Programme, IQAC, Exam and Accountancy & Administrative coordinators that clarifies the respective process. Documents and records maintained by every department indicate the productivity and performance standards.

Decentralized Processes: 1. Role of Department helps in decentralization thereby ensuring control at the micro level within each department. 2. HOD of the departmental operations is a connection link between the team members and HoI. 3. Faculty members

self appraise themselves and submit their appraisal to the principal who appraises the respective team members. 4. Departmental meetings are conducted regularly by HODs for allocation of departmental work.HOD ensures that all team members work as per the duties and responsibilities allocated. 5. Committtees/cells having faculty representatives, who are regularly updated with clearly defined roles/responsibilities. They are displayed on the college website.

Evidence of Success: BCIHMCT has been ranked No.2 amongst India's top 30 Private HM Institutes by OUTLOOK-ICARE ranking 2021. In fact, we have maintained Top 10 rank successfully among India's 10 Best Professional HM colleges of the nation by The Outlook Magazine, from last 11 years (2010 onwards). The Institute has been rated as the best Private HM College (1st Position) in North India and 4th Best HM College Pan India in The Week Magazine Survey (THE WEEK -Hansa Research Survey) and 6th best HM College Pan India and 2nd best College in Delhi by INDIA TODAY Magazine. College organises annual mega events.Faculty members pursue higher education & publish research articles. Students participate in various inter/intra college/ Regional/ national competitions and won medals/awards. The college has a repute in the industry & The same is reflected in admissions & recruitment.

File Description	Documents
Paste link for additional information	https://bcihmct.ac.in/download/NAAC/data/HR_MANUAL.pdf
Link to Organogram of the Institution webpage	https://www.bcihmct.ac.in/download/NAAC/data/Org_chart.pdf
Upload any additional information	View File

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	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

BCIHMCT believes in implementing various welfare measures for boosting the employee morale, for ensuring a healthy competitive edge and also improving the social well being of its team members for creating a positive and healthy work environment.

Welfare measures for the Teaching and Non-teaching staff; General Insurance by the Aditya Birla Group for the faculty, students and staff members of the Institute.

Maternity leave for Female employees are granted for a period of 6 months as per the government norms.

Provision of Employee Provident Fund, ESI Provision for on-duty lunch and tea (twice)- both to the teaching and non-teaching staff on duty without any charges.

Birthday cake cutting ceremony – teaching and non teaching staff having their birthdays in the month celebrate by cutting a cake, the expenses for the same are borne by the college.

Festival gifts are distributed to teaching and nonteaching staff during Diwali.

Provision of staff uniform to the non-teaching staff free of cost.

Organisation of trips/picnics/outdoor lunches for both teacing anf non-teaching staff.

Faculty members are encouraged for higher education- staff is encouraged by allowing them to enroll and appear for exams.

Currently 6 faculty members are enrolled inPhD. Academic leave is provided for PhD/higher education.Leave for attending training programmes or any trade fair,AAHAR.

Parking facility is free of charge

Subsidized canteen facility- food prepared in the institutional canteen/food court is available at subsidized rates.

Early leaving-Provision of short leave incase of emergency or urgent work is provided.

Booking of lawns for personal use (eg: Mr Manish's parent's anniversary).

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	https://www.bcihmct.ac.in/download/NAAC/data/HR_MANUAL.pdf
Upload any additional information	View File

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

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File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

6

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	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

22

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

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

Well structured Performance Appraisal System is being followed at BCIHMCT. Appraisal system takes in to 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 skil 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, etc.

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. It is based on their technical skills, Team work, punctuality, regularity, discipline and communication skills. Self Appraisal is submitted by the staff and faculties. These appraisals are evaluated by the Principal, who is appraising authority. For Principal, appraisal is done by the management.

Appraisal for the Non-teaching Admninistrative staff is done by the principal on various parameters namely Performance factors, ability for effective execution for the work, relationship with other team members. For the Non-teaching Attendants, HOD's are also responsible

for providing regular updates on their working to the Principal. They are also monitored and evaluated based on their punctuality in reporting to the work, quality of work hygiene, grooming and personal appearance, work related habits. Rating and recognition is assigned based on the performance shown in the preceding year.Deserving persons were recommended for the increment and promotions.

File Description	Documents
Paste link for additional information	https://www.bcihmct.ac.in/download/NAAC/SSR/Criteria6/6.3.5_1636449761_7101.pdf
Upload any additional information	View File

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

Effective system of managing requisitions, and recording expenses and income is in place. Hotel Management is capital intensive department and also need day to day expenses for its practical operation unlike other institutions. Robust system of check and balances is being followed to stop pilferage and maintaining transparencies through designed systems. Cash and Credit handling with detail record is reconsiled periodically by Accounts and Cost Coordinator along with Storekeeper. Summaries with bills and statement is submitted to accounts department for settlement and processing. Two tier Audit system is in place: Internal Audit and External Audit. The External Audit is done by the Certified Charted 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 reconsile 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	https://www.bcihmct.ac.in/download/NAAC/SSR/Criteria6/6.4.1_1636455725_7101.pdf
Upload any additional information	View File

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)

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File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

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. The College also conducts Short Term Courses mainly Hunar Se Rozgar. This ensures optimum use of the infrastructure and Manpower. Fund is also received from non-government bodies and

philanthrophers 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. College prepare annual budget every year before the starting of the session. Adequate budgetary provision are kept by the institution for conducting practical, organizing events, seminars etc. the institute also provideds adequate infrastructural facilities, well equipped library with E-Journals, laboratories, Computer labs, and latest teaching aids. Budgets are provided by the Institute to support the Co-curricular activities related to the core syllabus and upgrading of labs/ infrastructure.There is also provision of an annual budget for purchase of books every year. The books are purchased as per the norms prescribe by AICTE & University. Teachers also recommend books related to their subjects which are then purchased accordingly.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.Income expenditure account is approved by the Management committee.

The trust society of BCIHMCT has centralized maintenance department for the building maintenance. Any Maintenance (regarding carpentry, plumbing, civil, electrician) work required is carried out by in-house personnel from maintenance department. The trust society administration plans and takes decision on major infrastructure issues like painting, infrastructure changes to meet the requirement of AICTE. The procedure of daily cleaning, maintenance is followed and looked after by the Housekeeping Department of the institution. Infrastructure maintenance checklists are maintained in each area of the institution. AMC are available for major equipments like Elevators and RO. These Annual Maintenance Contracts with the different vendors are updated regularly. Budgets are also allocated for the upkeep and maintenance of institutional equipments and infrastructure.The Institute follows a standard procedure for bill settlement and payments.

File Description	Documents
Paste link for additional information	https://www.bcihmct.ac.in/download/NAAC/SSR/ 6.4.2 Budget-Expenditure.pdf
Upload any additional information	View File

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

The Internal Quality Assurance Cell functional since 2010 has contributed significantly for institutionalizing the quality assurance strategies and processes.

1.APPLICATION OF EXPERIENTIAL LEARNING METHODOLOGY With a vision to be a leading Institution, BCIHMCT strives to create dynamic hospitality industry leaders through integration of knowledge & skills. Institute has implemented the Choice Based Credit System for facilitating specialization during final year. Active industry-institution partnership helps in developing a better understanding of the hospitality industry and course. This also helps in providing opportunities for better exposure through experiential learning opportunities. Institute organises events of National & International importance providing pragmatic learning opportunities to students for effective implementation of quality assurance strategies. Guest lectures/expert talks/webinars/panel discussions are a regular feature of teachinglearning process at BCIHMCT.Institute has tied up various MoU's with Industry partners. BCIHMCT celebrated International Kimchi Day with Korean Culinary centre' India in 2020 on the occasion of International Kimchi Day. MoU with IHG Academy, Crowne Plaza Okhla; Hotel Seven Seas; The Suryaa, Radisson Blu Plaza.

2. DEVELOPING LEARNING CULTURE THROUGH RESEARCH IQAC has initiated numerous measures towards developing research culture at the Undergraduate level and making this as an important methodology, focused on Research & Development.Motivation is offered to faculty & students to involve themselves in research & associated activities. Research offered at UG level encourages students to innovate recipes, present their research-based projects/articles/case studies. The Institute motivates faculty members to attend/participate in various Seminars, Conferences, FDP, workshops, guest lectures & special trainings to update their knowledge & keep themselves abreast with latest trends in hospitality Industry. Faculties are advised & supported to write quality research papers & pursue Higher education,which helps in improved learning opportunities to students of BCIHMCT. The series of India International Hotel Travel & Tourism Research Conference is organized for knowledge upgradation of research for students. Curriculum for final year students offers an exposure of research-based practices to students. Faculty mentors are provided to students who provide them personalized research guidance.

File Description	Documents
Paste link for additional information	bcihmct.ac.in/download/FuturePlanOfAction.pdf
Upload any additional information	View File

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

The teaching-learning process commences with the allocation of subjects to the dedicated faculty members by well-appointed academic coordination committee. Assigned faculty members diligently plan the structure of course content and decide upon the methodologies to be employed in teaching pedagogy amidst to the stated course and program outcomes. Session Plan, Lesson Plan, Trainer's notes & trainee notes of their assigned subject before delivery of teaching is assessed. Post-deliverance, all faculty members are required to present Faculty Report on last working day of the week to the Programme Coordinator for review and monitoring, which is subsequently evaluated by the principal. Academic Coordination Committee also keeps a weekly check on the academic affairs. Periodic Principal and faculty meets at the initiative of IQAC discuss the progress and plan, based on the collective feedback. The Institute also has an effective professional counselling/mentoring/academic advise system through which students' performance and difficulties are assessed at academic and personal level. Each student 's performance record is been maintained and he/she is counselled for excellence in their areas. Feedback from External Examiners, from industry experts during Campus Placement and exit interview feedback by final year students beside recommendations from academic audit team by GGSIP University annually helps us in reviewing teaching learning process, structure and methodologies. The documents used in the teaching-learning process clearly outline the well-defined and all- inclusive structure of the teaching plan and categorically specifies the various teaching aids and methodologies for an effective teaching pedagogy. The assessments are designed to develop slow as well as fast learners. CIE helps in timely help to the students. We follow both the formative assessments (during the entire semester) and summative assessment (at the end of the course) to determine the students learning levels as we develop them into Effective hospitality professionals. The CIE provides an ample opportunity for the faculty to provide feedback to each student which includes

identifying strengths and weaknesses, and discussions. Continuous evaluation of the students keeps track of the students on day to day basis and remedial actions are taken well in time. Some of the prominent Academic and Administrative quality initiatives are as under: The Institute employs various effective feedback mechanisms i.e. Stakeholders, students and Industry experts feedback to evaluate the accomplishment of the learning outcomes of the students. Keeping them in view, Choice based Credit system is introduced from session 2018 and New Syllabus based on New Edication Policy is submitted to the University. The Institute has stated program outcomes, course objectives and outcomes well-aligned with each of the course content of curriculum. Due consideration is being given to the attainment of learning outcomes in deciding the teaching learning process. Weekly Faculty report format is modified by IQAC team, for the improvisation of teaching learning process. The session plan, before its implementation, is verified by the respective HOD's followed by subsequent submissions to the Programme coordinator and Principal. The lesson plan also involves various pedagogical systems & process which makes the class environment more engaging and interactive. Faculty maintains trainer notes which include Introduction, Development, and Definitions & Summary of the topic to be taught in class. Effective and committed mentor/mentee system optimizes the latent potential of mentees. 1. 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 faculties 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. BCIHMCT, always look forward to invite experts of Hospitality Sector in Panel discussion. 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 winners in Regional/ national round Skill India Competitions etc. 2. 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. Our curriculum is revised based on industry recomendation specially from Oberoi Centre Of Learning and Development have contributed with their valuable feedback and recomendations. 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. Faculties have visited Singapore, Portugal, UAE during these years. Students have been to international assignment also. 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 Support from Korean Cultural Centre in organizing major Cooking Competition like Korean Culinary Challenge have given international exposure to the students. 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.

File Description	Documents
Paste link for additional information	http://www.bcihmct.ac.in/download/Letter-CBCS_CO.pdf
Upload any additional information	View File

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://bcihmct.ac.in/download/NAAC/AQAR2021/AnnualReport-2021.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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

The college ensures an all-inclusive atmosphere for the students,faculty and staff members irrespective of their gender. Regular self-defence classes and Expert talks/lectures are orgnaised by inviting eminent experts from the field. Male students are also senstized towards gender-equity. Symposiums, debates and talks are organised on various sensitive topics like female foeticide, grooming and personality development. The college has a well appointed team of faculty members representing the Sexual Harassment committee, Anti-ragging committee & anti-agging squad. The college has put up a complaint box specially for women where they can drop in their grievances anonymously. Students of the first year, during their induction /orientation are briefed about these committtees and the mobile number of all these faculty representatives are shared with them on the very first day of college. .Stringent measures implemented at the Institute has resulted in zero ragging cases till date.Safety and Security measures undertaken by the Institute: Committee against Sexual Harassment is established as per the directives of Supreme Court Judgment & guidelines issued in 1997 to provide for the effective enforcement of the basic human right of gender equality and guarantee against sexual harassment and abuse, more particularly against sexual harassment at work places, the UGC has issued circulars since 1998 to combat sexual harassment, Violence against women and ragging at the colleges.

Student committee members represented on the sexual Harassment and

Anti-ragging committee regularly interact with students, take rounds and bring matters of concern to the respective faculty members. The institution premise is manned by the security personnel 24X7, CCTV to ensure the safety of students and staff. Separate facility of lockers & residential hostel for girls and boys students is available. Facility of car drop is available for female faculty members and girl students during the time of events and urgency. MentorsProvide counselling to students for solving their problems so that they gain confidence. BCIHMCT has also appointed a well-qualified Professional counsellor who regularly visits the Institute and conducts counseling sessions with students as per required.

File Description	Documents
Annual gender sensitization action plan	https://bcihmct.ac.in/download/NAAC/AQAR2021/7.1.1_GenderSens_AQAR2021.pdf
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	https://bcihmct.ac.in/download/NAAC/AQAR2021/7.1.1_Women_AQAR2021.pdf

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	View File
Any other relevant information	View File

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

Dustbins are placed at all prominent locations and in all classrooms and labs. Colour coded bin system is followed for garbage disposal in all food production and service labs including bakery. The 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. These compost pits are maintained by the Gardening department of the Chandiwala Estate and the manure procured is used for the gardening purposes in the entire estate. 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. Major equipments in non-working condition or items that are to be discared are recorded on a regular basis by the college's housekeeping department. A proper discard list is prepared and is submitted to the Principal annually. 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. Management of E-waste:

When various types of electronicgadgets like computers, printers, photocopiers, UPSbecome obsolete or out of order and cannot be repaired, these items are replaced by new ones. The IT incharge is responsible for preparing and submitting a list of these items to the Principal. After approval is granted by the Principal, the e-waste scrap is collected and is provided to the vendor authorized for the same. It is ensured that the selected vendor has a proper license for handling and disposal of e-waste.

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. All the waste generated from the Chandiwala Eye hospital established in the premises of the Estate is segregated/categorised as per the required norms provided by the authorities and is sent to the waste disposal area after proper inspection/segregation on a regular basis

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	[View File]()
Geo tagged photographs of the facilities	https://bcihmct.ac.in/download/NAAC/AQAR2021/7.1.3_GeoTag_AQAR2021.pdf
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore   B. Any 3 of the above

well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

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	View File
Any other relevant documents	View File

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	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	View File
Any other relevant information	View File

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	View File

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

BCIHMCT undertakes include cultural programs, events and festivals and national days to celebrate the cultural diversity of India. Educational seminars, workshops and webinars conducted by various committees aim to develop tolerance and tranquility among the students. The Institute believes in sensitizing the students on

social issues and incorporates events and activities related to such issues as a part of the regular academic activities calendar.

Institute motivates its students to participate in various activities conducted by other institutions/organizations. Ample chances are offered to students to explore their talents and helpimprove their psychological balance. Cultural programs depicting values, cultures and traditions are organized during the Induction/freshers, Teacher's Day,Farewell, Annual Day, gradfuation ceremony are celebrated. Theme dinners during the Chandiwala Hospitality Ensemble & also during the Annual Conference. Activities are organized.

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

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. During the Republic day and Independence day celebrations, students and faculty dress up in colourful attire.

Women's Day is celebrated by encouraging Students to put forward their thoughts through extempore activities and poster making competitions.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. The well-equipped library of BCIHMCTconsists of books and resources on diverse subjects, culture, tradition, freedom struggle and about India which helps students enhance their linguistic skills.Involvement of students in various events such as Hospitality Ensemble, Food Kiosks, Hospitality Competitions and Conferences/Seminars, inculcates in them the team player spirit andtraits of a leader. These events provide the students with a platform for showcasing their talent & skills while at the same time enhancing their understanding of different culture and socio-cultural diversity of the country

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

BCIHMCT aims at developing its students into responsible, influential and inspiring leaders.

Ek Bharat Shrestha Bharat: For promoting unity and integrity.

Vigilance Awareness week: 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,

Voter's Awareness Week: 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.

Disaster Management Workshop: It is one of the most critical areas of concern in recent years.

Blood donation camps in association with the RED Cross

Jal Shaki Abhiyan: Apledge, "Jal-Shapath", tis aken by the students pledging to be more responsible & work towards conservation of water.

Awareness on Noise Pollution: This drive aimed at creating a focus & awareness not only on noise, but also on means of reducing noise level.

Ban on Manjha Drive & Awareness towards water pollution.

Faculty and staff of the Institute are motivated by the Principal to attend faculty development programmes on Universal Human values. The induction program of the batch 2020 of students,session on UHV was conducted to inculcate value-system in students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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

A. All of the above

File Description	Documents
Code of ethics policy document	View File
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	View File
Any other relevant information	View File

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

The institute makes tremendous efforts in celebrating the national and international days, events and festivals throughout the year. Creating awareness amongst the youth of the country by making them comprehend their duties and responsibilities through the celebration of these days and events are a means to keep the enthusiastic students of the Institute actively involved while imparting them learning in the best possible way.

National commemorative 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/Week

Teacher's Day

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

Jal Shakti Abhiyaan- for conservation of water

Swachh Bharat Abhiyan- For Community cleaning and development

Awareness Drive on Idol Immersion and its repercussions

Tree plantation drives

Ban on Manjha drive - for protection of Birds

Campaign on Ban of Plastic

Go Green with Crackers Awareness drives on Noise Pollution and Water Pollution

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

2. World Tourism Day: Celebrated every year in the Institute for promoting the value of tourism amongst the youth of the society

3. Earth Day: For inculcating thesupport towards environmental protection.

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

5. World Noise Pollution Day: Celebrated to raise awareness of the effects of noise on the welfare and health of people

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Best Practice 1:- Event Management

Event Management has become an effective training methodology to acquire best managerial practices and professional skills. BCIHMCT organizes National and International events and has placed itself at the National Horizon in the field of Hospitality and Tourism Education with benchmarking standards. The activities provide the students with different platforms to gain exposure ,live practical opportunities and have a distinctive edge by participating in events and competitions organized throughout the country. These events include Conferences, Seminars, Chef Competitions, Hospitality Competitions, Brain Twisters, Debates, Poster Making, Environment Awareness and Panel/ Expert Discussions, etc. These activities cover a range of disciplines for enhancing the personality and skills of the students. These events and activities are most exciting part of campus life in BCIHMCT and not only helps students unwind, but also gives them exposure to manage such events successfully. Real life operations helps in better learning through organizing, planning , executing and reviewing.

A) Event Name:- Annual India International Hotel Travel and Tourism Research Conference:

The annual International conference provides 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 on an identified theme of relevance with its insight.

Objective: The objective of India International Hotel, Travel & Tourism Research Conference is to bring 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 Strategies.

Context: IIHTTRC is an annual two days International Conference organized by BCIHMCT. This conference aims to provide a platform for industry and academia to share their thoughts on latest innovations, challenges and trends on diverse themes and sub- themes. The themes of IIHTTRC have always been contemporary and divergent. The conference is marked by talks by experts and plenary sessions where delegates from industry and academia present papers on various subject. These sessions are chaired by well-known hoteliers, academicians and administrators from across the globe. The highlight of the conference is the release of book of proceedings which includes selected papers received for the conference which is identified as IJAHTR. Each year, this conference has been growing bigger in terms of participants and more diverse in terms of themes involved.

Practice: India International Hotel Travel and Tourism Research Conference series has become the most prominent International Conference in the field of Hotel, Travel and Tourism education field. Realizing the scope in this area, BCIHMCT has been conducting the conference since 2009 involving the Tourism & Hospitality Industry. There have been various edition of the conference that have focused on various themes of Hospitality & Tourism. The conference covers related fields of the respective industries through application of theory and practices along with perspective of education, food, films, technology and innovation, business, industry, facilities, services, humanity, environment, and government. This conference is designed & conducted by the students & faculty to provide a platform for distillation of various thoughts, by bringing together leaders, professionals, academicians, scholars, policy makers to put forth their views on future strategies in tourism and hospitality industry. A dedicated research department with high profile researchers reviews the papers received during the conference – selected papers are included in the International journal on Hospitality (IJAHTR) published annually on variety of issues and themes. This practice helps in supporting Resaerch orientation amongst the stakeholders.

Evidence of success: Overwhelming response with international participation by the experts, speakers, industry representative and

studentsand feedback given shows that this conference is much awaited research conference. The 11th India International Hotel Travel and Tourism Research Conference added a significant milestone in the evolution of BCIHMCT. Due to the unprecedented times of COVID-19 crisis the Institute took the opportunity and organized the 11th edition of the conference virtually during 25th -27th, February 2021 focusing on the theme "Re-Strategizing Hospitality & Tourism: Through Food, Facilities & Films. Shri S.K. Misra (I.A.S.), Former Principal Secretary to the Hon'ble Prime Minister (India) was invited as the Chief Guest and was felicitated by the Lifetime Achievement award for his outstanding contribution in Hospitality & Tourism Industry.

The conference includes formal presentations, workshops and awards. Apart from the regular presentations, the conferences have included keynote addresses by eminent speakers and experts from both industry and academia along with approximately 400 participants every year. The previous conferences held at BCIHMCT, were well attended by national and international delegates. Publication of Research Journal and Book of Conference proceeding comprising out come of the conference is in demand by the various libraries accross the country.

Problems Encountered:

- Finding research grants is one of the major challenges faced during the conference.
- No dedicated Tourism and Hotel Management Department in the University Hotel oriented research papers needs more encouragement in the country.
- Hotel Management programme need more advancement in curriculum to develop research orientation accross the country as majority of the IHM's are having 3 years diploma/ degree

B) Event Name:- Annual Chandiwala Hospitality Ensemble Chandiwala Hospitality Ensemble

Objective: To provide an opportunity to the aspiring Hotel Management Professionals by giving them a platform to demonstrate their knowledge, skill and talent leading to enhanced learning from each other's experience and expertise.

Context: A three days mega event that mirrors the traits of creativity, passion & innovation thereby grooming hospitality students in all aspects. Students present their creative, research

based innovative Food and Beverage and other related products. It is an arena where participants discover their passion for hospitality and their ability to perform complex tasks in a time-bound manner. It offers a great opportunity to the industry to discover a new generation of leaders and help them hone their skills. Institutes from all over India participate in these competitions.

Practice: This Mega Event of Hospitality Ensemble aims to provide an opportunity to the aspiring Hotel Management Professionals by giving them a platform to demonstrate their Knowledge, Skill,Talent in various Culinary Competitions along with plethora of other hospitality competitions like Bar wizard Bar Challenge, Bakery Competitions, Hospitality Quiz, Role Play "Manage The Damage Contest", Floral Decoration & Towel Origami Competition. "Learning through sharing" is best at this ensemble as it provides an appropriate platform to the budding Hospitality Executives, not only to display their skills but also to have an opportunity to refine and enrich the same. Through this ensemble, participants discover their passion for hospitality & their ability to perform under pressure. This is also a great opportunity for the industry to discover a new generation of leaders who will shape the way hospitality evolves in the next decade.

Evidence of success: • There have been various editions (19) of Chandiwala Hospitality Ensemble that have commenced with a grand inaugural ceremony each year, along with a lot of enthusiasm at the campus with a record presence of Hospitality Students, Industry Experts, Trade Media &Faculty Members. Learning through competing and sharing the knowledge and skill during the annual hospitality ensemble is best seen in this event. Show of Regional food, culture, tradition through food competitions is seen in this event beside exchange of knowledge and ideas. The event is organized at the national level with an objective to provide an opportunity to the aspiring Hotel Management Professionals who participate from Institutions located across the nation. It gives the students a platform to demonstrate their knowledge, skill and talent, leading to enhanced learning based on each other's experience and expertise. Succinctly put, the event allows the participants to explore and unveil the talent within. Through these major events, Institute enables participants to present their creativity at bigger plateform and do get exposure too. These events also provide a great opportunity for the industry to discover new leaders who will shape the way hospitality evolves in the future. To create value addition, BCIHMCT also conducts additional classes/workshops and webinars related to fields like Personality Development, Accommodation Management, Culinary Skills, Food & Beverage Techniques with a view

to refine their talent and groom them further to meet the needs of the industry. These activities have shown an impact on the overall personality enhancement and placement performance and winning spirit of the students. Every year new events are conceptualized and are included in a competitive mode to create an atmosphere of learning and enhancement of knowledge motivating the students to achieve higher standards of excellence. CHE is actively being supported by Industry, boith Hospitality and FMCG sector. Presence of more than 40 industry experts in this event during these days itself tells its importance. These experts not only judge the events but do guide aspirants assembled. The learn expert advices and feel honoured for participating in this annual event. The feed back of all the stakeholders along with dignitaries speaks about the success of the event.

BCIHMCT inaugurated the 19th Chandiwala Hospitality Ensemble 2020 in association with KCCI (Korean Cultural Center India) on November 22, 2020. The program began by national anthem of People Republic of Korea and then, India. Subsequently, the video address by Honorable Minister of the Embassy of the Republic of Korea to India, Mr. Choi Jongho was screened for the auguste gathering. Chief Guest, Prof. (Dr.) Mahesh Verma, Honorable Vice Chancellor, Guru Gobind Singh Indraprastha University and Mr. Hwang Il-Yong, Director, Korean Cultural Center India also addressed the gathering. The ceremony was graced by eminent dignitaries Chef Parvinder S. Bali, Programme Manager, Culinary Services, Oberoi Center of Learning and Development (OCLD), Mr. Hwang Il-Yong, Director, Korean Cultural Center India, Chef Vaibhav Bhargava, Consultant Chef, Chef Lokesh, Korean Chef at Crowne Plaza, Greater NOIDA. Mr. Choi Jongho, Honorable Minister of the Embassy of the Republic of Korea to India, gave a virtual video address and appreciated the efforts of BCIHMCT along with strengthening of Indo Korean relations. He was especially pleased to know the successful implementation of Pan India Cultural Korean Culinary Challenge & congratulated all participant/winners. • The various competitions held during the three day Mega Event include, inter alia, R-Pure Regional India Culinary Contest, Barwizard Bar Challenge, Future Chef Contest, Live Sushi Challenge, Taj Hospitality Brain Twister, Food Service India Biryani Competition, Asian Culinary Challenge, Dress the Cake in 90 minutes, California Walnut Festive Culinary Challenge, IHG "Manage The Damage" Contest, Floral Decoration & Towel Origami Competition as well as Fruit & Vegetable Carving Competition. • Theme dinner is also organized post valedictory function to celebrate the true spirit of Hospitality. * 25-30 Colleges in the past have participated • CHE Championship Trophy is awarded to the team with the most exemplary performance. • Faculty Representative from the

institute of Champions is also awarded. Best students are felicitated with the various titles of Young Talent Award

Problems Encountered:

- Increased logistic cost for the mega event at times becomes challenging.
- Interminent disruption by Covid/lockdown etc

Best Practice 2:- Industry Institute Interaction

Objectives:

- To give industrial exposure to the students, enabling them to enrich their knowledge in tune with the industrial trend. * Giving opportunity of experiential learning to the students
- To have an atmosphere of understanding between the Institute and the industry so as to bring the two sides academically, strategically and emotionally closer.
- To explore and identify common avenues of interaction with the industry as per the requirements of the Institution.

Context: Better interaction between Technical institutions and industry helps in giving the latest to the students. This has great bearing on the Hospitality Curriculum, exposure of students to industrial atmosphere and subsequent placement of young graduating hoteliers across the country. Such interaction keeps institutions active and updated and provide opportunities to the students to be connected with the industry during the college study.

To meet the needs of guests, the hotels look up to budding professionals as interns or trainees to help them serve the guests alongside the regular staff. Similarly, there is an urgent need to prepare hotel management students for jobs in hotels, by exposing them to newer standard operating procedures of providing service and facilities to the guests. These objectives can only be achieved by bridging the gap between industry and academics.

Practice:

- Invite senior management from hotels for guest lectures & experts talk.
- Send students on outdoor catering to understand the latest trends followed in hotels.

- To invite experts from hospitality industry to judge various mega events conducted at the institute. * Inviting industry sponsored National level CHE Awards in events at national level like Taj Group and Crowne Plaza Hotels
- To invite Human Resource teams from five star Hotels to explain their requirements to students so that students can hone their skills to become employable.
- To stimulate, encourage and support new members of teaching staff in their academic careers by sending them to cross exposure training in hotels.
- Encourage students to pursue internships during the vacation and acquire necessary problem solving skills.
- To assist the Departments in organizing workshops, with joint participation of experts from the industry.
- Encouraging specialists from industries for visit the institution to deliver lectures.
- Participation of Industry experts getting the feedback and recommendation in designing and development of curriculum.
- To organize industrial visits, job training and opportunities for experiential training for students.
- To assist the Training and Placement .

Evidence of success: The Institute had an International collaboration with Hyjeon college, South Korea for faculty and student exchange for exposure training to enriching their knowledge and learning.

The Institute also celebrated International Kimchi Day with the Korean Culinary centre of India in the year 2020 on the occasion of International Kimchi Day. The Institute has signed MoU with the KCCI and has also organised a Korean Culinary Camp on baking for the students and faculty in the year 2016. ? A joint partnership MOU was signed between The Surya Hotel New Friends colony and Crowne Plaza, Okhla, New Delhi and BCIHMCT for closer collaboration for Educational Excellence. Cooperation in the field of Faculty Exposures, Students Training and visit of industrial experts to conduct special sessions. Other opportunities which are being utilized for academic development.

MOU signed with Crowne Plaza, Okhla, New Delhi and Hotel Seven Seas, New Delhi for hospitality education and training.

MOU with Tiffin Chef-Interaction provided for Mutual recognition in start ups and Entrepreneurial schemes.

MOU with Sattvik India Council- Quality process certification,

Faculty development programme, Students training and internship programme, setting up of incubation centre.

ICF-Indian Culinary forum a tie up with all culinary masters of the institutes facilitating inclusive education and activities related to culinary skills.

Partnership with Taj Group of Hotels for various competitions held during Chandiwala Hospitality Ensemble

Problems Encountered and Resources required

- **Students get demotivated at times as hotel employees have low remuneration.**
- **Some of the students especially girls are not allowed for internships and jobs in the hospitality sector by the parents due to the uncalled fear**
- **Recommended to have supervised/ guided industrial training in the industry to fulfill academic objective**

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	[View File](#)

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 and model Institute at the Undergraduate level portraying its distinctiveness through Research and Development.

Research is a primary activity through which the Institute aims to attain its vision and Mission. The institution has created a niche environment of research among the faculty and students, with an aim to introduce innovative and research based teaching methodology while traning professional for future hotel industry. Research is an integral part of any institution imparting education.This initiative has helped students to explore new areas under the experienced faculties who too have developed their vision through advanced research.

Our faculty members are contributing towards research on various topics of Hospitality importance. Faculty members regularly publish papers in UGC care and Scopus Indexed journals. Our faculty members

are also writing and publishing Research papers in collaboration with International Authors. We feel proud in informing that faculty write-ups in the relevant hospitality magazines are a regular feature. 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.

The Institute also publishes its own journal IJAHTR-Indian Journal of Applied Hospitality and Tourism Research.The journal is a part of BCIHMCT's series of India International Hotel Travel and Tourism Research Conference, and is devoted to the gamut of current and emerging trends, challenges and issues being faced by Hospitality and Tourism Operators in a high growth business environment. Another annual publication is ISSBN Book on Conference Proceeding. Today our Research Publications are available in various college/ University libraries. This journal is published annually to represent the growing need of Research in Hospitality and Tourism

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

BCIHMCT employs quality processes for the dissemination of the curriculum amongst students. An academic calendar is created by the programme coordinator in coordination with the institute examdepartment every year as per University guidelines to provide a frame work within which the organization seeks to achieve its yearly benchmarks. Allocation of subjects are done on the basis of expertise of the faculties and detail time table is made. Faculty members prepare Session Plans, Lessons Plans,Trainee & Trainer Notes to help students imbibe knowledge. Remedial classes for slow learners is also taken into consideration. The session plan, before its implementation, is verified by the respective Head of Departments followed by subsequent submissions to the Programme coordinator & Principal. Approval for implementation is granted only after a minute analysis. Weekely submission of Faculty Report with updates of outcome of teaching weeks effectively helps in learning outcome.Based on the lesson plan, respective methodologies /Training tools are used by faculties. Use of information technology in power-point presentations, workshop, webinar & conferencing, live guest lectures, blogs, MS Teams & Videos (You Tube Channel to impart education are used). The Institute OrganizesNational & International events, conducts various PDP & Career Counselling sessions to provide holistic growth of students byenhancing their practical knowledge. Continuation evaluation covering various criterias in operational courses is effectively used. Internal examination for theory subjects is conducted on mid-term basis. Calendar for Event based activities and schedule for industry institute interaction are planned in advance.Mentors are allocated to every student.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.bcihmct.ac.in/download/NAAC/SSR/Criteria1/1.1.1_1634712991_7101.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous

Internal Evaluation (CIE)

The academic calendar is made for each semester in accordance with the academic calendar of GGSIP University, Delhi. Due consideration for Academic activities, Industry- Institution interaction schedule, extracurricular and co-curricular aspects, event planning for imparting experiential and first hand knowledge to the students, and internal as well as external evaluation schedule is incorporated in the academic calander. The number of weeks for academic planning are calculated for students of different semester. Due consideration is emphasized on revision of the classes, preparatory holidays and examinations. All the concerned department HOD's submit the list of planned activities to the Programme coordinator who compiles the calendar in association with the Examination incharge (twice in a semester for both odd and even semesters) as per syllabus requirements after discussion with the respective faculty members in different departments. These activities are organised to hone and develop leadership skills amomgst the students.The academic calendar is then approved by the principal and also 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, and practical exams. Continuous Internal Evaluation system for practical as well as projects are done on weekely basis on the basis of pre informed criterias. Processing of internal assessment is done and records are maintained by examination coordinator.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://www.bcihmct.ac.in/index.php?option=com_content&view=article&id=173

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/	B. Any 3 of the above

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	[View File](#)
Any additional information	[View File](#)

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	[View File](#)
Minutes of relevant Academic Council/ BOS meetings	[View File](#)
Institutional data in prescribed format (Data Template)	[View File](#)

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)

0

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)	[View File](#)

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

000

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

000

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Institute has very well integratedcrosscutting issues in the course curriculum of the Programme. Considering the importance of inculcating the professional ethics and human values among the student's curriculum has a well-designed subject i.e., Hotel Law & Corporate Governance (BHCT-309/310). Issues such as gender sensitivity & equality and human values are also assimilated in subject Human Resource (BHCT-406) to be taught to the students aimed at instilling the same among them. Curriculum also includes a subject comprehensively focused on imparting the learning, knowledge and implication of Environment & Sustainability i.e., Environmental Studies (BHCT-110). Along with this institute is also committed to inculcate the values of Indian Culture & Heritage and a subject Indian Heritage & culture (BHCT-109) is also integrated in the curriculum.

Issues of Environmental Sustainability are always addressedin our annual research conference. The10th India International Hotel,Travel & Tourism Research Conference 2020 was entirely themed at "Transforming Hospitality & Tourism: Sustainable Goals & Strategies for Future", where deliberations were made from industry experts, researcher and scholars on this issue. BCIHMCT undertakes yearly programs with the support of Trust Society, students, teaching and nonteaching staff- Blood Donation Camp in association with Red Cross Society, Plantation Drives, Swachh Bharat Abhiyan, Ek Bharat Shrestha Bharat, Health Awareness Program and yoga, Covid Awareness program to foster oneness, responsibility and nurture human values which contributes to the growth and enrichment of the society and hospitality industry at large. Every year the International Chandiwala Hospitality Ensemble is organized by the Institute to promote the regional

cuisines of India.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

3

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

220

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

07-04-2022 12:17:30

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

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

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	View File
URL for feedback report	http://www.bcihmct.ac.in/download/NAAC/1.4.2_DVV.pdf

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	View File
Institutional data in prescribed format	View File

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

13

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

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:

1. Faculty coordinators collect student profile data during the admission process like CET ranks & past academic/marks records.

2. Class coordinators and the subject faculty regularly review the academic progress of the students Attendance is monitored for all subjects on a monthly basis & is also communicated to the students as well as parents. Short attendance student list is prepared and circulated/posted on the notice board.

3. 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 for their mentees which helps in assessing the learning levels of the students. Strengths and weaknesses are also noted down along with the extracurricular activities they have participated in. Mentors keep a regular touch with the parents of the assigned mentees through whats app groups and phone calls.

Students are counseled regularly by the faculty class coordinators and 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 and referring to easy - to - understand material prepared by faculty members known as trainee notes. At BCIHMCT, the assessments are designed to

develop slow as well as fast learners. We follow both the formative and summative assessments.The CIE (Continuous Internal Evaluation) is an effective system to take corrective measure and has helpsin improved performance. Organization of webinars, inter and intra college competitions and workshops are a regular feature of the institute for all the students to enhance their competency and learning.

The Institute also organizes Skill reformation (Personality Development) for all the students and Crack the Campus classes specially designed and implemented for the final year students by inviting industry experts.

The main objective of this process is to: Raise the level of confidence of the students while providing them with a strong foundation. Improving their overall performance throughout the semester and also during end term examinations. To provide them with better placement opportunities. To enhance the skill based learning of the slow learners

File Description	Documents
Link for additional Information	http://www.bcihmct.ac.in/index.php?option=com_content&view=article&id=173
Upload any additional information	View File

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

Number of Students	Number of Teachers
440	24

File Description	Documents
Any additional information	View File

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

BCIHMCT envisages engaging students intellectually, creatively, and socially through Group discussions, interactive question-answer Sessions, case studies, Role Plays, industry visits, guest expert talks (online/offline) depict our teaching pedagogybased

on participative learning. IQAC department encourages faculty members to organize & attend FDPs associated with advanced teaching methods. The Institute has its own YouTube channel where faculty members upload demonstrative videos for various practical sessions. Regular hotel visits and trips are planned for the students: visit to Hyejeon college Korea for baking classes, SULA vineyards, Nasik, participation in competitions organised by the India Hospitality Expo and Skill India are a few to mention.

Students are encouraged to contribute to the e-newsletter- YUVA, Food festivals during Annual Day, are organized, Chandiwala Hospitality Ensemble - an international mega annual event hosted in the campus by students create an impact on recruiters as it places a heavy weightage in considering the candidate for placement.We uphold the annual IIHTTRCto sharpen young minds, to the importance of Research &Development and of course presentation of students' Project Report, as a major subject and a part of syllabus completion. Various committees and clubs have been also formulated by the Institute for promoting student participation across all areas. 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.

File Description	Documents
Upload any additional information	[View File]()
Link for additional information	https://www.bcihmct.ac.in/download/Campus/Report_on_IIHTTRC-2021.pdf

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/screens. The college has also installed a Wi-Fi unit for the faculty and students with a well equipped computer lab and language lab with internal LAN. Various tools are used for imparting education i.e. Google Classroom, Microsoft Teams, Blogger.com, 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.

The College also has a Designated Hotel Software helps in understanding of the subject (HOTEL LOGIX). Attendance records

and allocation/submission of assignments and teaching material is achieved through Microsoft teams. Faculty membersmaintain blogs and You Tube channels andeffectively use Audio Visual aids to demonstrate the concepts to the students. Online tests are conducted and e-assignments are given on a regular basis. Sufficient number of e books, e-journals are available in the library.

The research journals INDIAN JOURNAL OF APPLIED HOSPITALITY AND TOURISM RESEARCH are also available online for accessing. The Institute has an online Grievance redressal system for the students, staff and parents. The institute also conducts webinars, workshops, guest lectures by collaborating with industry experts to introduce an effective teaching and learning system. College have signed MOU with service provider for maintaining ERP for student attendance. Assessments,declaration of results, grade card generation, distribution etc. are controlled by GGSIP University through their platform. Student satisfaction survey is conducted through an online mode.The college e- newsletter YUVAis maintained on a regular basis for the continual development of students. The college has its own YOU TUBE channel where videos related to the various practical sessions conducted by faculty members are updated.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://www.bcihmct.ac.in/index.php?view=category&catid=18&option=com_joomgallery&Itemid=169

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

11

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

24

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

4

File Description	Documents
Any additional information	View File
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)	View File

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

200

File Description	Documents
Any additional information	[View File](#)
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File](#)

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. It helps in improving student's performance by identifying his/her learning difficulties at regular time intervals right from the beginning of the academic session and employing suitable remedial measures for enhancing the same.The weightage for various components of evaluation is as follows:

Theory Courses 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 displayed on the college website. The notices are displayed on the exam department notice board and are also communicated by the faculty class coordiantors 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.

Continuous evaluation is done throughout the semester by respective subject teachers during the Practical Course class. The component of 40% in practical courses involves assessment of grooming standards, technical knowledge, journals, modules & performance during the practical. While the 25% theoretical exam internal evaluation lays stress on class performance,

submission/quality of assignments, tests/group activities or discussions conducted. Other appropriate assessment methods:open book test, surprise test, MCQ, project work, model designing, video presentations are also implemented for internal assessment. The college takes extra efforts for slow & advanced learners where they are assessed by different methods. Exam department is responsible for monitoring & conducting internal examinations. All teachers submit the question papers to the examination department as per prescribed syllabus. Timely declaration of results is done and the compiled marks are displayed and communicated to the students & also updated on the website. Answer sheets are also provided for cross checking to the students.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.bcihmct.ac.in/index.php?option=com_content&view=article&id=173

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 Universityis also taken care by this department. Internal examination schedule is prepared by Examination Department, BCIHMCT, 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 students.Parent teacher meetings are also conducted by the Institute in order to keep the parents updated about the performance of their respective wards. Internal assessment marks for subjects (theory and practical) are informed to students by respective subject teachers, before submission to Examination Department, BCIHMCT. 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.

Theory Courses 1. Continuous evaluation by teachers - 25% 2. Semester term end examination - 75% For theory courses,

continuous evaluation is done on the basis of Mid-term examinations which are conducted once during the semester, in accordance with GGSIP University Academic calendar.

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. 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, BCIHMCT for resolution of any discrepancy or grievance. All grievances are dealt with in a time bound, transparent and efficient manner. Students can also use the online grievance link provided on the website for the resolution of any discrepancies related to examinations or marks allocated.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://grievance.bcihmct.ac.in/

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 Institution has implemented a ChoiceBased Credit System 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 as well as other stakeholders. The Institute has well defined Programme & Course Outcomes.

Programme Outcomes 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 the student will learn the industrial skills of the core operations of hospitality and learn through hands-on experience, on the job training where they will get apt industry experience and research and projects. Students manage various national and international

level events at the college.

Course Outcomes

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.

Programme &course outcomes of the curriculum specified by the GGSIPU are effectively communicated to teachers, students & other interested groups. These are taken into consideration while planning lesson plan and matched with the outcome in faculty report. These are well defined and listed on institute website for convenient referral of teachers & students. Also academic calendar is created each year semester-wise to provide for the framework effective conversed of programmes & course outcome.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.bcihmct.ac.in/index.php?option=com_content&view=article&id=111&Itemid=227
Upload COs for all courses (exemplars from Glossary)	View File

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. Accordingly, Session plan for the semester; weekly or unit-based lesson plan; trainer/trainee notes for the unit are designed by faculty. According to that, 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. For the evaluation of attainment of Programme and course outcome, these are important tools used by the institute at primary level.

The institute applies system of continuous evaluation of the performance of its students based on the guidelines issued by the GGSIPU. It acts as a continuous and comprehensive evaluation mechanism that covers all the aspects of student development in attainment of stated Programme and course outcome. The aforesaid process of continuous assessment is fair and transparent that helps in improving student's performance by identifying his/her learning difficulties at regular time intervals right from the beginning of the academic session and employing suitable remedial measures for enhancing the same. 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.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	http://www.bcihmct.ac.in/download/Letter-CBCS_CO.pdf

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

106

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://bcihmct.ac.in/download/NAAC/AQAR2021/2.6.3_AnnualExamReport.pdf

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://www.bcihmct.ac.in/download/Files/FeedbackEven2021.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

`.80000`

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

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

`1`

File Description	Documents
List of research projects and funding details (Data Template)	[View File](#)
Any additional information	[View File](#)
Supporting document from Funding Agency	[View File](#)
Paste link to funding agency website	**Nil**

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

30

File Description	Documents
Report of the event	[View File](#)
Any additional information	[View File](#)
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

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

2

File Description	Documents
Any additional information	[View File](#)
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

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

10

File Description	Documents
Any additional information	[View File]()
List books and chapters edited volumes/ books published (Data Template)	[View File]()

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

Students of BCIHMCT show active participation in services towards the community. The institute has received a Social entrepreneurship Swachhata and Rural engagement cell recognition award by MGNCRE, Directorate of Higher Education, Govt of India. The Institute regularly plans visits to neighbouring areas as a part of the Swachhta Abhiyaan for raising awareness towards the importance of cleanliness.

Promotional Activities based on Health and Safety: - BCIHMCT regularly organises Blood Donation Camps in Association with the Red Cross, Disaster Management & Firefighting workshop, Workshop on First-aid training, COVID-19 Sanitation drive, Cleanliness drives, self-defence workshops for female faculty members and girl students, cyber crime workshop.

Programs Based on Environment Awareness: Jal Shakti Abhiyaan- for conservation of water, Swacch Bharat Abhiyan- For Community cleaning and development, Awareness Drive on Idol Immersion and its repercussions, Tree plantation drives, pledge ceremony for Swachta hi seva, Ban on Manjha drive - for protection of Birds, Campaign on Ban of Plastic, Anti Cracker Campaign- Go Green with Crackers, Awareness drives on Noise Pollution and Water Pollution.

Other extension activities celebrated regularly.

International Yoga day for Emphasizing the power of yoga for mental & physical health

Constitution Day to imbibe the feeling of patriotism

World Tourism Day

Earth Day

International Women's Day

Responsibility towards the Upliftment of Society: Regular visits to NGO's like GOONJ, SHANTI SAHYOG- A GANDHIAN NGO, NAAZ FOUNDATION (specifically dedicated to AIDS patients) Donation for the KERELA RELIEF FUND

Visit to Old age homes & Blind schools for community development and to familiarize with concepts like importance of hygiene, proper procedure of washing hands, use of toilets.

Visit to the slum areas near for making the people aware about the use of PUBLIC TOILETS and preventing OPEN DEFECATION.

Missions like: Ek Bharat Shreshth Bharat- For Promoting unity in Diversity

Voter's Awareness to generate a sense of responsibility amongst the students.

File Description	Documents
Paste link for additional information	http://www.bcihmct.ac.in/index.php?view=category&catid=19&option=com_joomgallery&Itemid=169
Upload any additional information	View File

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

3

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

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

15

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

2016

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

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

37

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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	View File
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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.

INSTRUCTIONAL AREA FOR STUDENTS: College has 10 class rooms to accommodate 60 students & tutorial rooms forseating 30 students. All rooms are air-conditioned & equipped with LCD Projectors. Laboratories are well equipped with latest equipments. College is having 5 labs for Food Production with cold room and 2 for Bakery and Confectionery. 2 Well equipped Restaurants with Training Bar,

3 Conference rooms, 1 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, lobby and front office with latest software and other amenities form part of the Institute. A state of the art 240 seat modern Auditorium helps in student's all round development in different aspects of the Hospitality Industry,noperational laundry, and Guest rooms provides support to the residents and college.

LIBRARY AND ICT: Wi-Fi enabled Campus& hostel, an automated library with a large collection of latest books, journals & magazines along with Online Journal GALE-Hospitality. It also has a hospital and hostels for boys & girls.

OFFICES: The main college building has the Principal's & Administrative Office, Programme & academic coordinator's office, Placement office, board room, Library, two faculty rooms, IQAC Department, exam department, Stores etc.

OTHER FACILITIES The institute building has an elevator, makeshift ramps for stairs, and provides wheel chairs, handrails in washroom cubicles.Separate residential hostel facility available for boy and girl students in the campus.

The institute, Boys & Girls hostel is well equipped with RO water purification technology24X7.

Indoor games facilities: table tennis, carom, chess, badminton with grounds for outdoor activities & Lush green lawns are present. The institution premise is manned by the security personnel 24X7 along with the monitoring through CCTV.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	[View File](#)
Paste link for additional information	https://www.bcihmct.ac.in/index.php?option=com_content&view=article&id=150&Itemid=163

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.

As a philanthropic institution,BCIHMCT and its stakeholders emphasize on 'fun in learning. Hence, students are entrusted with the task to set up theme-based restaurants- to promote and develop their sense of innovation, teamwork and leadership. Learning through designing 3D models, cutting the cloth to draft, devise and don uniforms for different job positions in hotels and restaurant etc. is emphasized upon.

Lawns are created for aesthetic pleasure, as well for sports and other outdoor recreational use. Annual day, founders' day, sports day are celebratedhere. Tree plantation drives are a regular practice at BCIHMCT to promote environment sustainability and conservation which is embedded in the Institutional value system. A designated team of faculty members coordinate, conduct and initiate sports and actively reach out to the students whenever we get invited from university or plan our own sports meets.Wetake pride in our BCIHMCT jerseys for the tug-of-war, cricket, volley, badminton and of course the indoor games of carrom, chess, table tennis too which happens in our sports room and beautiful grounds of the campus.

International Yoga Day is celebrated every year on 21stJune, in our Banquet Hall.Various cultural events likefreshers' party, managing the anchoring & stage performances duringinternational conference and the Chandiwala Hospitality Ensemble, Annual day for inter college folk dance competition are organized at the Institute facilitating aholistic development of students.

The College also motivates students for participation in inter & Intra college events likeplays, designing advertisements,gaming, skits, folks dance, one act plays, street plays,Rangoli and painting competitions.The Instititute has a well equipped air conditioned seminar hall for various cultural activities. Faculty members & students represents various committeesto promote the sports, cultural, environment and CSR activities on a regular basis.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.bcihmct.ac.in/index.php?option=com_joomgallery&Itemid=169

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

11

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

11

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.bcihmct.ac.in/index.php?option=com_joomgallery&Itemid=169.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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)

9.97780

File Description	Documents
Upload any additional information	[View File](#)
Upload audited utilization statements	[View File](#)
Upload Details of budget allocation, excluding salary during the year (Data Template)	[View File](#)

4.2 - Library as a Learning Resource

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

Our Library automation is managed by an Integrated Library Management System which oversees the different functions of the library. 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.

LMS at BCIHMCT works on various modules:

1.Management: Used for maintaining a computerized catalogue of library holdings. It enables us to do maintenance functions (i.e. adding, editing and deleting) for Catalogue, Accession, Authority and look up files. It also generates reports for resources, duplicate bar codes etc.

2.Periodicals: Facilitates the control of periodical subscriptions and the receipting in of periodical issues by the library.

3.Acquisitions:Helps in keeping effective track of library budgets, previewing and purchasing items from supplier that are recorded in the supplier authority file, tracking standing orders, quickly processing received order into a catalogue and tracking non- book expenses.

4.Inquiry: Provision of access to the resources included in catalogue. It is used for basic as well as advanced search and helps to identify and locate all resources within the collection suited to the requirement of faculty and students.

5.Circulation: Utlised for all the normal library based functions of issue, return, renewal and reservations for individual resources and for resources linked together in sets.

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 amd 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 100 mbps is provided to the library to ensure fast & uninterrupted access.Resource sharing of electronic resources is also made available for users from sister institutions. BCIHMCT has its own YOUTUBE channel &College magazine " YUVA.The Institute's publishes its own journal.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	[https://link.gale.com/apps/menu?userGroupName=bcihmct&prodId=MENU](#)

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	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

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)

3.07828

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

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

45

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The college assesses the requirements as per the number of students, faculty members & other end users. An annual maintenance budget is prepared by the IT incharge and approval for the same is granted by Principal for maintaining the hardware/IT related infrastructure of the Institute. BCIHMCT possesses state of the art Computer lab & language Lab having best configured computers & audio facilities. The Computer Lab/Language lab can accommodate 60 students at a time to enhance their learning abilities with awell equipped Server room.

Classrooms are equipped with good quality Audio-visual devices like LCD projectors, speakers, Wi-Fi for interactive lecture delivery Online and offline. The Institute building is Wi-Fienabled with a speed of100 MBPS. 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 signed MoU with proCampuz/ Financepeer (ERP) for facilitating the various activities related to the students

as well as for carrying out various academic/administrative activities. A permanently appointed technical staff for all IT related facilities is available in the Institute for providing assistance as and when required by the HOI, faculty members and students.

The Institute has implemented facility of online teaching by using best quality applications like, Microsoft Teams, Google Classroom and Zoom so that the students can be benefitted with quality education during any situation.. 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 HOTEL LOGIX is also used.Online Grievance facility is also available for all the stakeholders.

For maintaining its commitment, Institute has purchased 10 Computers and 2 Laptops with highest technology & configuration in the month of March 2021 and June 2021. The library of the Institute also has 5 computers for student use. Apart from the subscribed journals in the library, easy access to E-Journal, GALE Hospitality has backed the efforts of faculty members towards a research oriented approach in teaching.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.bcihmct.ac.in/index.php?view=category&catid=18&option=com_joomgallery&Itemid=169

4.3.2 - Number of Computers

99

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

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

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	View File

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)

6.20728

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

The trust society administration of BCIHMCT plans and takes decision on major infrastructure issues like painting, infrastructure changes to meet the statutory requirement on the recomendation of HOI. Departmental recomendations and Proposals are sent for management approval.Any Maintenance (regarding carpentry, plumbing, civil, electrician) work required is carried out by the in-house personnel from centralized maintenance department. The college ensures optimal allocation and utilization of the available financial recourses for maintenance and upkeep of different facilities by holding regular meetings of various committees constituted for this purpose. and using the grants received for the college as per the requirements in the interest of students.

Staff members are assigned duties to assist the lab assistants. Critical equipment's are regularly serviced. AMC is given for

equipment's which needs specialized care. Policy for Physical and Academic facilities: The institute has large classrooms for routine classes and tutorials with a spacious library, an administrative office and other basic facilities as per required norms. The housekeeping department has Cleaning responsibilities. Aduty roster is prepared for the staff members highlighting their areas of responsibility.Locker room and common room facility isprovided to all the students.

The college has a board room, a well-maintained seminar hall and separatewashrooms for males/females. The campus is under CCTV surveillance. Requirements from the department for day to day operation is indented and approved by the Principal. Every department maintains a stock register for the equipment as well as other operating supplies. All kitchens and production areas follow the color coded bin system for collecting waste. Departmental reports are submitted annually. Proper inspection is done periodically & regular audits/inspections are conducted to check stocks maintained by all departments.

Proper guidelines for the department and facility concerned is available& are available on the website of the college. Auditorium, Guest Houses and transport facilities are booked advance as perrequirements.

Library is managed by an experienced librarian assisted by a library attendant. Library books/records areupdated every year. Students and faculty members using the library need to enter their details in the library record register. Stock verification is done as a part of regular monitoring and control. Pest control is done on regular basis for maintaining books safe from termites.

The advisory committee recommended for the library has been appointed by the Principal and has the responsibility for finalizing the annual purchase of the reference books, text books along with the journals and periodicals.

Computer/Language Lab: The institute has an adequate number of computers with internet connections and utility software's. Computers are provided with UPS to take care of data in case of emergency. Computer systems and Servers are maintained by outsourced technicians, Lab Assistants and Lab-In Charges. IT infrastructure is maintained by the head, IT Coordinator along with a Lab attendant.

All staff/students have to record the use of computers in Computer Usage Register mentioning time-in/out. IT in-charge is responsible for the upkeep, maintenance and periodic inspection of all IT related facilities in the Institute. Issues concerning the system/software are addressed to the lab-in charge. Repairs and maintenance work is done through the vendors after getting approval from the Principal and management depending uponthe extent of work.

Sports facilities are maintained by the sports committee. The play-ground and overall maintenance of the ground and 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.

1.Housekeeping for regular cleanliness of corridors, washrooms, classrooms, laboratories premises and Sanitizing of washrooms is done on regular basis.

2.Water coolers are maintained and cleaned on regular basis. 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 the unnecessary storage of water in the campus.

3.Dining hall facility is offered to students for having meals during the break times. A canteen is also available which provides good quality food items at affordable rates.

4.Online Grievance Redressal system and internal marks records are available on college website.

5.AMC are also available for major equipment's like Elevators, RO and EPABX.

6.Students with physical disabilities: Ramps, Rail, Lift and wheel chairs are available in the college. University has provisions for giving writer and additional time for writing the exams depending on the case to case.

7.Regular monitoring and check on earthing problems is done. Institution has a generator / backup system for any electricity supply failure or voltage fluctuation

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.bcihmct.ac.in/index.php?view=category&catid=16&option=com_joomgallery&Itemid=169

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

36

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

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

00

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	[View File]()

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	http://www.bcihmct.ac.in/index.php?option= com_joomgallery&Itemid=169
Any additional information	[View File]()
Details of capability building and skills enhancement initiatives (Data Template)	[View File]()

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

431

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

431

File Description	Documents
Any additional information	[View File]()
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File]()

5.1.5 - The Institution has a transparent

A. All of the above

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

30

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

7

File Description	Documents
Upload supporting data for student/alumni	[View File](#)
Any additional information	**No File Uploaded**
Details of student progression to higher education	[View File](#)

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

7

File Description	Documents
Upload supporting data for the same	[View File](#)
Any additional information	[View File](#)

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.

8

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

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 appoints student representatives for each class is one of the tools used to achieve the aforesaid objective. Campus ambassadorsselectedrepresent the Institute to the University every year. Under the supervision of the faculty, various student committees/clubs are prepared/managed by students.These committees help in enforcing cultural values-ethics, writing & management skills, which help students in developing awareness, confidence & self-esteem and help in developing leadership skill.

Committee Responsibilities · To formulate plans for extra-curricular activities & coordinate with the members of different committees.

· To take up regular meetings while recordingall activities undertaken in the academic year.

Event Organizing Committee : Helps the students in becoming more informed individuals & responsible citizens who are agents for change.Events like, IIHTTRC, CHE, Annual day, Sports Day are arranged by the Institute & managed by the students.

Class Representatives:areappointed 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: To facilitate training &placement activities of the Institute, coordinate/counsel students.

Anti Ragging Committee: The cell receives complaints and investigates the same.

Grievance and Redressal Cell Grievances are shared with faculty coordinators via student representatives, in the form of written applications which are then handled by the respective committeesas per the nature of the grievance.

The Cultural Committee is responsible for organizing Fresher's Day, Cultural Activities for CHE &IIHTTRC , Independence Day,

Republic Day, Farewells, etc.There are various categories of events that are conducted namely dance, song, play, skit.

Environment Society:Eco Cluborganises various competitions and environmental awareness programmes. Field activities such as Nature Trails, Quiz/Poster/Essay competitions are organised to create enthusiasm regarding issues pertaining toPlants/Forest/Wildlife/Bio-diversity and Nature.

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. The Cell also incorporates awareness regarding sexual harassment and tries to equip them with the knowledge of their legal rights to redress their grievances.

Media Cell: Recording and reporting of the events and activities coverage of the Institute, while establishing cordial relations with the media.

File Description	Documents
Paste link for additional information	https://bcihmct.ac.in/download/NAAC/data/CSR2020-21.pdf
Upload any additional information	View File

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

5

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
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)	View File

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

College is having a regular Alumni Association since 2008.The Institute alumni are really working hard to support the institute by connecting students of the college through participation in guest lectures, conducting expert talks and workshops, direct counseling, social media (Facebook/Instagram) and making efforts to coach them for their career growth. Especially during the pandemic, when students were worried about their placements, education and career, alumni were continuously engaged in motivating students by sharing their experience by giving live interviews on social media and conducting webinars. Financial and nonfinancial support is also provided . Alumni are engaged for placement smart classes; crack the campus events, seminars, workshops and judging competitions for students. Alumni who joined various sectors like academics, consultancies, entrepreneurs and working in human resources and training department have been supporting current students of the institute by helping them to prepare for interview process and by sharing potential employment opportunities (online and offline). Alumni also support the examination team during external practical examinations (online/offline) by evaluating student's performance during examination as external examiners. They have also supported in designing course curriculum by giving feedback for the improvisation of proposed syllabus.

Along with that alumni were asked to evaluate the college on certain parameters which were already set in the alumni feedback form. Alumni association committee is presently undergoing the process of registration; Although new committee of Alumni Association has been formed in 2018 .Recent Alumni meet was conducted in BCIHMCT in the presence of present Alumni (batch 1999 to 2008), current faculty members, Administrative staff and Principal of the college. Mr. Varun Balwani (batch 2004-08) was elected as President of the core committee and three of the faculty members of BCIHMCT i.e. Mr. Manish Malhotra(General Secretary), Ms. Reshma Kamboj(Treasurer) & Ms. Neha Sahni(Board Member) are also the part of the committee. Alumni association / Name of the alumnus: Sno. Name Position 1. Varun Balwani President 2. Sahil Rampal Vice President 3. Manish Malhotra General Secretary 4. Sumit Gulati Joint Secretary 5. Siddharth Joint Secretary 6. Reshma Kamboj Treasurer 7. Sushant Board Member 8. Chetan Chauhan Board Member 9. Nitin Sharma Board

Member 10. Neha Sahni Board Member 11. Sahil Arora Board Member 12. Devender Board Member 13. Gaurav Mitra Board Member 14. Siddharth Lohani Board Member 15. Apurv Sareen Board Member 16 Utkarsh Bhalla Board Member
https://www.facebook.com/groups/2634095286874021

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

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 definitive method used by the college management to inherit the value of refining the perception and approach to learn as well as foster innovation through intellectual creativity. These increase the capacity for growth and intelligence to help in quickly adjust to new information and technology accepted globally. Responsibilities and tasks are assigned and teams of students under able guidance of learned faculties understand the task through experiential learning. Result in placement validates the outcome. Visionary and Futuristic Curriculum revised as per the need of the Industry. Frequent feedback and suggestions from the best hotels are taken. Syllabus drafted as per NEP is also

submitted to the University for approval. Continuous support from industry through transference of knowledge & skills imparted by expert faculty from hospitality sector is ensured. The availability of extensive library with the ample of books on every genre also helps in achieving the vision of the institute.

Academic plan and activitieshelpin strengthening the teaching learning process. Implemented CBCS with industry participation for enhancing experiential learning. Event Management, Research orientation, regular participation in industry events and activities helps in developing competitive sprit and building achievers, who have created difference in their areas.

Promoting research: The India International Hotel Travel and Tourism Research Conference series has become the most prominent International Conference in the field of Hotel, Travel and Tourism. The Institute publishes its own Journal IJAHTR-Indian Journal of Applied Hospitality and Tourism Research (ISSN 0975-4954). The journal is a double-peer-reviewed journal published annually. The Institute has signed MoU with the KCCI. Institute celebrated International Kimchi Day in 2020 and 2021.

File Description	Documents
Paste link for additional information	https://www.bcihmct.ac.in/
Upload any additional information	View File

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

The Institute implements a systems approach with well defined roles and supports decentralization in authority & responsibility. The college follows a hirerarchy based on seniority, experience and capability. This is visible in the entire operations of the college from administrative to teaching / learning process.The Principal of the college has appointed head of operational departments who are assigned a team of faculty members and are responsible for the effective functioning of their department. For the academic functioning Programme coordinator, academic coordinator and the Examination in charge function together as a team and directly report to the Principal.

Administrative cooordinator, Accounts and Cost centre Coordinator and Coordinator for extension activities all work in a decentralized and participative manner. The functions and JD are clearly specified and assigned. The programme coordinator prepares a time table and allocates subjects after a thorough discussion with the concerned Head of the Departments. Mechanism for feedback through faculty report is assed. Regular meetings with the HODs' for the preparation of Annual Budget in order for procurement/purchase of up gradation of the premises is undertaken by the HoI. Preparation/ revision of the curriculum are done by the respective faculty members and HODs' before getting final approval from the Head of the Institute. Procurement of library books is done on the basis of the recomendations of the expertise of the Faculty members.All the mega Annual Events of the institute i.e CHE & IIHTTRC are the perfect examples of decentralisation & Participative Management implemented in the Institute.There are Incharges and Coordinators that work for the respective activities under various Committees. Under the respective Committee students representatives also work Each committee and activity incharge ensure that objectivity is being met and students involvement is satisfactory.Faculty Coordinators select Student Coordinators for the respective coordinating team. Numbers of students coordinator will be as per the need and requirement of the task.

File Description	Documents
Paste link for additional information	http://www.bcihmct.ac.in/index.php?option=com_joomgallery&Itemid=169
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategic planning is based on analysis of future opportunities to achieve its set goals and objectives. With a vision to be the leading Institution of Hotel Management & Catering Technology, BCIHMCT strives to create dynamic hospitality industry leaders through integration of knowledge and skills imparted by committed and expert faculty from hospitality sector with the stated future plan of action for the next academic year. The institute's prime focus will remain on delivery of industry required training and to create & develop a research environment through which the institute fulfills its Mission and Objectives.Institute aims to

provide research and innovation oriented atmosphere and support for continual improvement and development of our students and faculty members and facilitates expertise & consultancy services to other stakeholders. Our Faculty members are being encouraged to attend and participate in various Seminars, Conferences, Faculty Development Programs, workshops, guest lectures and special trainings to expertize & update their knowledge and keep themselves abreast with the latest trends in hospitality Industry. For offering an experiential and enhanced learning to the students of BCIHMCT for upgrading their knowledge , management always supports and advises faculty members to write good quality research papers, pursue Higher education, present/publish papers in UGC/Scopus indexed journals and conferences. 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 & Tourism Research Conference and Chandiwala Hospitality Ensemble is organized for our students to encourage them to plan, create and present their innovative research oriented recipes at a national level.The institute always looks forward to maintain multiple Industrial partnerships and International academic cooperation, to strengthen to develop new opportunities for exposure to the students and faculty by reassuring exchange programs. BCIHMCT is also associated with Korean Cultural Center of India and organizes All India Korean Culinary Challenge where budding chefs and hospitality professionals are invited to participate and showcase their skills to prepare and present research based innovative recipes from Korean cuisine.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.bcihmct.ac.in/download/IJAHTR/HomePage.htm
Upload any additional information	View File

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.

The Managing committe as per the recomendation of the Principal take decision and approval is granted. Proper HR Policy is defined with clear cut guidelines. Apart from the governing body,

College development committee,IQAC and the college has divided its activities into various hierarchial levels to establish clarity of operational guidelines to be followed by the employees.The process decentralization helps in increasing operational effectivenss, accountability & productivity. Every department has clearly defined responsibility & guidelines. The HOD is provided the operational responsibility and ensures supervison of the process on a micro level for operational efficiency and effectiveness. The HOD reports to the Principal who analyses the department performance at a macro level, provides guidance and channelizes the efforts for organizational objectives. HOD prepares an annual departmental report and submits it to the HoI. SOP's are designed and implemented in every department.The quality policy of BCIHMCT acts as a guiding force for departmental operation.Job descriptions are created for Academic, Programme, IQAC, Exam and Accountancy & Administrative coordinators that clarifies the respective process. Documents and records maintained by every department indicate the productivity and performance standards.

Decentralized Processes: 1. Role of Department helps in decentralization thereby ensuring control at the micro level within each department. 2. HOD of the departmental operations is a connection link between the team members and HoI. 3. Faculty members self appraise themselves and submit their appraisal to the principal who appraises the respective team members. 4. Departmental meetings are conducted regularly by HODs for allocation of departmental work.HOD ensures that all team members work as per the duties and responsibilities allocated. 5. Committtees/cells having faculty representatives, who are regularly updated with clearly defined roles/responsibilities. They are displayed on the college website.

Evidence of Success: BCIHMCT has been ranked No.2 amongst India's top 30 Private HM Institutes by OUTLOOK-ICARE ranking 2021. In fact, we have maintained Top 10 rank successfully among India's 10 Best Professional HM colleges of the nation by The Outlook Magazine, from last 11 years (2010 onwards). The Institute has been rated as the best Private HM College (1st Position) in North India and 4th Best HM College Pan India in The Week Magazine Survey (THE WEEK -Hansa Research Survey) and 6th best HM College Pan India and 2nd best College in Delhi by INDIA TODAY Magazine. College organises annual mega events.Faculty members pursue higher education & publish research articles. Students participate in various inter/intra college/ Regional/ national competitions and won medals/awards. The college has a repute in

the industry & The same is reflected in admissions & recruitment.

File Description	Documents
Paste link for additional information	https://bcihmct.ac.in/download/NAAC/data/HR_MANUAL.pdf
Link to Organogram of the Institution webpage	https://www.bcihmct.ac.in/download/NAAC/data/Org_chart.pdf
Upload any additional information	View File

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	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

BCIHMCT believes in implementing various welfare measures for boosting the employee morale, for ensuring a healthy competitive edge and also improving the social well being of its team members for creating a positive and healthy work environment.

Welfare measures for the Teaching and Non-teaching staff; General Insurance by the Aditya Birla Group for the faculty, students and staff members of the Institute.

Maternity leave for Female employees are granted for a period of 6 months as per the government norms.

Provision of Employee Provident Fund, ESI Provision for on-duty lunch and tea (twice)- both to the teaching and non-teaching staff on duty without any charges.

Birthday cake cutting ceremony – teaching and non teaching staff having their birthdays in the month celebrate by cutting a cake, the expenses for the same are borne by the college.

Festival gifts are distributed to teaching and nonteaching staff during Diwali.

Provision of staff uniform to the non-teaching staff free of cost.

Organisation of trips/picnics/outdoor lunches for both teacing anf non-teaching staff.

Faculty members are encouraged for higher education- staff is encouraged by allowing them to enroll and appear for exams. Currently 6 faculty members are enrolled inPhD. Academic leave is provided for PhD/higher education.Leave for attending training programmes or any trade fair,AAHAR.

Parking facility is free of charge

Subsidized canteen facility- food prepared in the institutional canteen/food court is available at subsidized rates.

Early leaving-Provision of short leave incase of emergency or urgent work is provided.

Booking of lawns for personal use (eg: Mr Manish's parent's anniversary).

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	https://www.bcihmct.ac.in/download/NAAC/data/HR_MANUAL.pdf
Upload any additional information	View File

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

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File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

6

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	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

22

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

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

Well structured Performance Appraisal System is being followed at BCIHMCT. Appraisal system takes in to 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 skil 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, etc.

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. It is based on their technical skills, Team work, punctuality, regularity, discipline and communication skills. Self Appraisal is submitted by the staff and faculties. These appraisals are evaluated by the Principal, who is appraising authority. For Principal, appraisal is done by the management.

Appraisal for the Non-teaching Administrative staff is done by the principal on various parameters namely Performance factors, ability for effective execution for the work, relationship with other team members. For the Non-teaching Attendants, HOD's are also responsible for providing regular updates on their working to the Principal. They are also monitored and evaluated based on their punctuality in reporting to the work, quality of work hygiene, grooming and personal appearance, work related habits. Rating and recognition is assigned based on the performance shown in the preceding year.Deserving persons were recommended for the

increment and promotions.

File Description	Documents
Paste link for additional information	https://www.bcihmct.ac.in/download/NAAC/SSR/Criteria6/6.3.5_1636449761_7101.pdf
Upload any additional information	View File

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

Effective system of managing requisitions, and recording expenses and income is in place. Hotel Management is capital intensive department and also need day to day expenses for its practical operation unlike other institutions. Robust system of check and balances is being followed to stop pilferage and maintaining transparencies through designed systems. Cash and Credit handling with detail record is reconsiled periodically by Accounts and Cost Coordinator along with Storekeeper. Summaries with bills and statement is submitted to accounts department for settlement and processing. Two tier Audit system is in place: Internal Audit and External Audit. The External Audit is done by the Certified Charted 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 reconsile 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	https://www.bcihmct.ac.in/download/NAAC/SSR/Criteria6/6.4.1_1636455725_7101.pdf
Upload any additional information	View File

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)

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File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

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. The College also conducts Short Term Courses mainly Hunar Se Rozgar. This ensures optimum use of the infrastructure and Manpower. Fund is also received from non-government bodies and philanthrophers 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. College prepare annual budget every year

before the starting of the session. Adequate budgetary provision are kept by the institution for conducting practical, organizing events, seminars etc. the institute also provideds adequate infrastructural facilities, well equipped library with E-Journals, laboratories, Computer labs, and latest teaching aids. Budgets are provided by the Institute to support the Co-curricular activities related to the core syllabus and upgrading of labs/ infrastructure.There is also provision of an annual budget for purchase of books every year. The books are purchased as per the norms prescribe by AICTE & University. Teachers also recommend books related to their subjects which are then purchased accordingly.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.Income expenditure account is approved by the Management committee.

The trust society of BCIHMCT has centralized maintenance department for the building maintenance. Any Maintenance (regarding carpentry, plumbing, civil, electrician) work required is carried out by in-house personnel from maintenance department. The trust society administration plans and takes decision on major infrastructure issues like painting, infrastructure changes to meet the requirement of AICTE. The procedure of daily cleaning, maintenance is followed and looked after by the Housekeeping Department of the institution. Infrastructure maintenance checklists are maintained in each area of the institution. AMC are available for major equipments like Elevators and RO. These Annual Maintenance Contracts with the different vendors are updated regularly. Budgets are also allocated for the upkeep and maintenance of institutional equipments and infrastructure.The Institute follows a standard procedure for bill settlement and payments.

File Description	Documents
Paste link for additional information	https://www.bcihmct.ac.in/download/NAAC/SSR/6.4.2 Budget-Expenditure.pdf
Upload any additional information	View File

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

The Internal Quality Assurance Cell functional since 2010 has contributed significantly for institutionalizing the quality assurance strategies and processes.

1. APPLICATION OF EXPERIENTIAL LEARNING METHODOLOGY With a vision to be a leading Institution, BCIHMCT strives to create dynamic hospitality industry leaders through integration of knowledge & skills. Institute has implemented the Choice Based Credit System for facilitating specialization during final year. Active industry-institution partnership helps in developing a better understanding of the hospitality industry and course. This also helps in providing opportunities for better exposure through experiential learning opportunities. Institute organises events of National & International importance providing pragmatic learning opportunities to students for effective implementation of quality assurance strategies. Guest lectures/expert talks/webinars/panel discussions are a regular feature of teachinglearning process at BCIHMCT. Institute has tied up various MoU's with Industry partners. BCIHMCT celebrated International Kimchi Day with Korean Culinary centre' India in 2020 on the occasion of International Kimchi Day. MoU with IHG Academy, Crowne Plaza Okhla; Hotel Seven Seas; The Suryaa, Radisson Blu Plaza.

2. DEVELOPING LEARNING CULTURE THROUGH RESEARCH IQAC has initiated numerous measures towards developing research culture at the Undergraduate level and making this as an important methodology, focused on Research & Development. Motivation is offered to faculty & students to involve themselves in research & associated activities. Research offered at UG level encourages students to innovate recipes, present their research-based projects/articles/case studies. The Institute motivates faculty members to attend/participate in various Seminars, Conferences, FDP, workshops, guest lectures & special trainings to update their knowledge & keep themselves abreast with latest trends in hospitality Industry. Faculties are advised & supported to write quality research papers & pursue Higher education, which helps in improved learning opportunities to students of BCIHMCT. The series of India International Hotel Travel & Tourism Research Conference is organized for knowledge upgradation of research for students. Curriculum for final year students offers an exposure of research-based practices to students. Faculty mentors are provided to students who provide them personalized research guidance.

File Description	Documents
Paste link for additional information	bcihmct.ac.in/download/FuturePlanOfAction.pdf
Upload any additional information	View File

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

The teaching-learning process commences with the allocation of subjects to the dedicated faculty members by well-appointed academic coordination committee. Assigned faculty members diligently plan the structure of course content and decide upon the methodologies to be employed in teaching pedagogy amidst to the stated course and program outcomes. Session Plan, Lesson Plan, Trainer's notes & trainee notes of their assigned subject before delivery of teaching is assessed. Post-deliverance, all faculty members are required to present Faculty Report on last working day of the week to the Programme Coordinator for review and monitoring, which is subsequently evaluated by the principal. Academic Coordination Committee also keeps a weekly check on the academic affairs. Periodic Principal and faculty meets at the initiative of IQAC discuss the progress and plan, based on the collective feedback. The Institute also has an effective professional counselling/mentoring/academic advise system through which students' performance and difficulties are assessed at academic and personal level. Each student 's performance record is been maintained and he/she is counselled for excellence in their areas. Feedback from External Examiners, from industry experts during Campus Placement and exit interview feedback by final year students beside recommendations from academic audit team by GGSIP University annually helps us in reviewing teaching learning process, structure and methodologies. The documents used in the teaching-learning process clearly outline the well-defined and all- inclusive structure of the teaching plan and categorically specifies the various teaching aids and methodologies for an effective teaching pedagogy. The assessments are designed to develop slow as well as fast learners. CIE helps in timely help to the students. We follow both the formative assessments (during the entire semester) and summative assessment (at the end of the course) to determine the students learning levels as we develop them into Effective hospitality professionals. The CIE provides an ample opportunity for the

faculty to provide feedback to each student which includes identifying strengths and weaknesses, and discussions. Continuous evaluation of the students keeps track of the students on day to day basis and remedial actions are taken well in time. Some of the prominent Academic and Administrative quality initiatives are as under: The Institute employs various effective feedback mechanisms i.e. Stakeholders, students and Industry experts feedback to evaluate the accomplishment of the learning outcomes of the students. Keeping them in view, Choice based Credit system is introduced from session 2018 and New Syllabus based on New Edication Policy is submitted to the University. The Institute has stated program outcomes, course objectives and outcomes well-aligned with each of the course content of curriculum. Due consideration is being given to the attainment of learning outcomes in deciding the teaching learning process. Weekly Faculty report format is modified by IQAC team, for the improvisation of teaching learning process. The session plan, before its implementation, is verified by the respective HOD's followed by subsequent submissions to the Programme coordinator and Principal. The lesson plan also involves various pedagogical systems & process which makes the class environment more engaging and interactive. Faculty maintains trainer notes which include Introduction, Development, and Definitions & Summary of the topic to be taught in class. Effective and committed mentor/mentee system optimizes the latent potential of mentees. 1. 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 faculties 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. BCIHMCT, always look forward to invite experts of Hospitality Sector in Panel discussion. 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 winners in Regional/ national round Skill India Competitions etc. 2. 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. Our curriculum is revised based on industry recomendation specially from Oberoi Centre Of Learning and Development have contributed with their valuable feedback and recomendations. 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. Faculties have visited Singapore, Portugal, UAE during these years. Students have been to international assignment also. 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 Support from Korean Cultural Centre in organizing major Cooking Competition like Korean Culinary Challenge have given international exposure to the students. 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.

File Description	Documents
Paste link for additional information	http://www.bcihmct.ac.in/download/Letter-CBCS_CO.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for	C. Any 2 of the above

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	https://bcihmct.ac.in/download/NAAC/AQAR2021/AnnualReport-2021.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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

The college ensures an all-inclusive atmosphere for the students,faculty and staff members irrespective of their gender. Regular self-defence classes and Expert talks/lectures are orgnaised by inviting eminent experts from the field. Male students are also senstitized towards gender-equity. Symposiums, debates and talks are organised on various sensitive topics like female foeticide, grooming and personality development. The college has a well appointed team of faculty members representing the Sexual Harassment committee, Anti-ragging committee & anti-agging squad. The college has put up a complaint box specially for women where they can drop in their grievances anonymously. Students of the first year, during their induction /orientation are briefed about these committtees and the mobile number of all these faculty representatives are shared with them on the very first day of college. .Stringent measures implemented at the Institute has resulted in zero ragging cases till date.Safety and Security measures undertaken by the Institute: Committee against Sexual Harassment is established as per the directives of Supreme Court Judgment & guidelines issued in 1997 to provide for the effective enforcement of the basic human right of gender equality

and guarantee against sexual harassment and abuse, more particularly against sexual harassment at work places, the UGC has issued circulars since 1998 to combat sexual harassment, Violence against women and ragging at the colleges.

Student committee members represented on the sexual Harassment and Anti-ragging committee regularly interact with students, take rounds and bring matters of concern to the respective faculty members. The institution premise is manned by the security personnel 24X7, CCTV to ensure the safety of students and staff. Separate facility of lockers & residential hostel for girls and boys students is available. Facility of car drop is available for female faculty members and girl students during the time of events and urgency. MentorsProvide counselling to students for solving their problems so that they gain confidence. BCIHMCT has also appointed a well-qualified Professional counsellor who regularly visits the Institute and conducts counseling sessions with students as per required.

File Description	Documents
Annual gender sensitization action plan	https://bcihmct.ac.in/download/NAAC/AQAR2021/7.1.1_GenderSens_AQAR2021.pdf
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	https://bcihmct.ac.in/download/NAAC/AQAR2021/7.1.1_Women_AQAR2021.pdf

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	View File
Any other relevant information	View File

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

Dustbins are placed at all prominent locations and in all classrooms and labs. Colour coded bin system is followed for garbage disposal in all food production and service labs including bakery. The 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. These compost pits are maintained by the Gardening department of the Chandiwala Estate and the manure procured is used for the gardening purposes in the entire estate. 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. Major equipments in non-working condition or items that are to be discarded are recorded on a regular basis by the college's housekeeping department. A proper discard list is prepared and is submitted to the Principal annually. 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. Management of E-waste:

When various types of electronicgadgets like computers, printers, photocopiers, UPSbecome obsolete or out of order and cannot be repaired, these items are replaced by new ones. The IT incharge is responsible for preparing and submitting a list of these items to the Principal. After approval is granted by the Principal, the e-waste scrap is collected and is provided to the vendor authorized for the same. It is ensured that the selected vendor has a proper license for handling and disposal of e-waste.

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. All the waste generated from the Chandiwala Eye hospital established in the premises of the Estate is segregated/categorised as per the required norms provided by the authorities and is sent to the waste disposal area after proper inspection/segregation on a regular basis

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://bcihmct.ac.in/download/NAAC/AQAR2021/7.1.3_GeoTag_AQAR2021.pdf
Any other relevant information	**No File Uploaded**

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. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 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	**A. Any 4 or All of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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	**C. Any 2 of the above**

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	View File
Any other relevant information	View File

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	View File

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

BCIHMCT undertakes include cultural programs, events and festivals and national days to celebrate the cultural diversity of India. Educational seminars, workshops and webinars conducted by various committees aim to develop tolerance and tranquility among the students. The Institute believes in sensitizing the students on social issues and incorporates events and activities related to such issues as a part of the regular academic activities calendar.

Institute motivates its students to participate in various activities conducted by other institutions/organizations. Ample chances are offered to students to explore their talents and helpimprove their psychological balance. Cultural programs depicting values, cultures and traditions are organized during the Induction/freshers, Teacher's Day,Farewell, Annual Day, gradfuation ceremony are celebrated. Theme dinners during the Chandiwala Hospitality Ensemble & also during the Annual Conference. Activities are organized.

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

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. During the Republic day and Independence day celebrations, students and faculty dress up in colourful attire.

Women's Day is celebrated by encouraging Students to put forward their thoughts through extempore activities and poster making competitions.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. The well-equipped library of BCIHMCTconsists of books and resources on diverse subjects, culture, tradition, freedom struggle and about India which helps students enhance their linguistic skills.Involvement of students in various events such as Hospitality Ensemble, Food Kiosks, Hospitality Competitions and Conferences/Seminars, inculcates in them the team player spirit andtraits of a leader. These events provide the students with a platform for showcasing their talent & skills while at the same time enhancing their understanding of different culture and socio-cultural diversity of the country

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

BCIHMCT aims at developing its students into responsible, influential and inspiring leaders.

Ek Bharat Shrestha Bharat: For promoting unity and integrity.

Vigilance Awareness week: 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,

Voter's Awareness Week: 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.

Disaster Management Workshop: It is one of the most critical areas of concern in recent years.

Blood donation camps in association with the RED Cross

Jal Shaki Abhiyan: Apledge, "Jal-Shapath", tis aken by the students pledging to be more responsible & work towards conservation of water.

Awareness on Noise Pollution: This drive aimed at creating a focus & awareness not only on noise, but also on means of reducing noise level.

Ban on Manjha Drive & Awareness towards water pollution.

Faculty and staff of the Institute are motivated by the Principal to attend faculty development programmes on Universal Human values. The induction program of the batch 2020 of students,session on UHV was conducted to inculcate value-system in students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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

A. All of the above

File Description	Documents
Code of ethics policy document	View File
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	View File
Any other relevant information	View File

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

The institute makes tremendous efforts in celebrating the national and international days, events and festivals throughout the year. Creating awareness amongst the youth of the country by making them comprehend their duties and responsibilities through

the celebration of these days and events are a means to keep the enthusiastic students of the Institute actively involved while imparting them learning in the best possible way.

National commemorative 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/Week

Teacher's Day

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

Jal Shakti Abhiyaan- for conservation of water

Swachh Bharat Abhiyan- For Community cleaning and development

Awareness Drive on Idol Immersion and its repercussions

Tree plantation drives

Ban on Manjha drive - for protection of Birds

Campaign on Ban of Plastic

Go Green with Crackers Awareness drives on Noise Pollution and Water Pollution

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

2. World Tourism Day: Celebrated every year in the Institute for promoting the value of tourism amongst the youth of the society

3. Earth Day: For inculcating thesupport towards environmental

protection.

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

5. World Noise Pollution Day: Celebrated to raise awareness of the effects of noise on the welfare and health of people

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Best Practice 1:- Event Management

Event Management has become an effective training methodology to acquire best managerial practices and professional skills. BCIHMCT organizes National and International events and has placed itself at the National Horizon in the field of Hospitality and Tourism Education with benchmarking standards. The activities provide the students with different platforms to gain exposure ,live practical opportunities and have a distinctive edge by participating in events and competitions organized throughout the country. These events include Conferences, Seminars, Chef Competitions, Hospitality Competitions, Brain Twisters, Debates, Poster Making, Environment Awareness and Panel/ Expert Discussions, etc. These activities cover a range of disciplines for enhancing the personality and skills of the students. These events and activities are most exciting part of campus life in BCIHMCT and not only helps students unwind, but also gives them exposure to manage such events successfully. Real life operations helps in better learning through organizing, planning , executing and reviewing.

A) Event Name:- Annual India International Hotel Travel and

Tourism Research Conference:

The annual International conference provides 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 on an identified theme of relevance with its insight.

Objective: The objective of India International Hotel, Travel & Tourism Research Conference is to bring 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 Strategies.

Context: IIHTTRC is an annual two days International Conference organized by BCIHMCT. This conference aims to provide a platform for industry and academia to share their thoughts on latest innovations, challenges and trends on diverse themes and sub-themes. The themes of IIHTTRC have always been contemporary and divergent. The conference is marked by talks by experts and plenary sessions where delegates from industry and academia present papers on various subject. These sessions are chaired by well-known hoteliers, academicians and administrators from across the globe. The highlight of the conference is the release of book of proceedings which includes selected papers received for the conference which is identified as IJAHTR. Each year, this conference has been growing bigger in terms of participants and more diverse in terms of themes involved.

Practice: India International Hotel Travel and Tourism Research Conference series has become the most prominent International Conference in the field of Hotel, Travel and Tourism education field. Realizing the scope in this area, BCIHMCT has been conducting the conference since 2009 involving the Tourism & Hospitality Industry. There have been various edition of the conference that have focused on various themes of Hospitality & Tourism. The conference covers related fields of the respective industries through application of theory and practices along with perspective of education, food, films, technology and innovation, business, industry, facilities, services, humanity, environment, and government. This conference is designed & conducted by the students & faculty to provide a platform for distillation of various thoughts, by bringing together leaders, professionals,

academicians, scholars, policy makers to put forth their views on future strategies in tourism and hospitality industry. A dedicated research department with high profile researchers reviews the papers received during the conference - selected papers are included in the International journal on Hospitality (IJAHTR) published annually on variety of issues and themes. This practice helps in supporting Resaerch orientation amongst the stakeholders.

Evidence of success: Overwhelming response with international participation by the experts, speakers, industry representative and studentsand feedback given shows that this conference is much awaited research conference. The 11th India International Hotel Travel and Tourism Research Conference added a significant milestone in the evolution of BCIHMCT. Due to the unprecedented times of COVID-19 crisis the Institute took the opportunity and organized the 11th edition of the conference virtually during 25th -27th, February 2021 focusing on the theme "Re-Strategizing Hospitality & Tourism: Through Food, Facilities & Films. Shri S.K. Misra (I.A.S.), Former Principal Secretary to the Hon'ble Prime Minister (India) was invited as the Chief Guest and was felicitated by the Lifetime Achievement award for his outstanding contribution in Hospitality & Tourism Industry.

The conference includes formal presentations, workshops and awards. Apart from the regular presentations, the conferences have included keynote addresses by eminent speakers and experts from both industry and academia along with approximately 400 participants every year. The previous conferences held at BCIHMCT, were well attended by national and international delegates. Publication of Research Journal and Book of Conference proceeding comprising out come of the conference is in demand by the various libraries accross the country.

Problems Encountered:

- Finding research grants is one of the major challenges faced during the conference.
- No dedicated Tourism and Hotel Management Department in the University Hotel oriented research papers needs more encouragement in the country.
- Hotel Management programme need more advancement in curriculum to develop research orientation accross the country as majority of the IHM's are having 3 years diploma/ degree

B) Event Name:- Annual Chandiwala Hospitality Ensemble Chandiwala Hospitality Ensemble

Objective: To provide an opportunity to the aspiring Hotel Management Professionals by giving them a platform to demonstrate their knowledge, skill and talent leading to enhanced learning from each other's experience and expertise.

Context: A three days mega event that mirrors the traits of creativity, passion & innovation thereby grooming hospitality students in all aspects. Students present their creative, research based innovative Food and Beverage and other related products. It is an arena where participants discover their passion for hospitality and their ability to perform complex tasks in a time-bound manner. It offers a great opportunity to the industry to discover a new generation of leaders and help them hone their skills. Institutes from all over India participate in these competitions.

Practice: This Mega Event of Hospitality Ensemble aims to provide an opportunity to the aspiring Hotel Management Professionals by giving them a platform to demonstrate their Knowledge, Skill,Talent in various Culinary Competitions along with plethora of other hospitality competitions like Bar wizard Bar Challenge, Bakery Competitions, Hospitality Quiz, Role Play "Manage The Damage Contest", Floral Decoration & Towel Origami Competition. "Learning through sharing" is best at this ensemble as it provides an appropriate platform to the budding Hospitality Executives, not only to display their skills but also to have an opportunity to refine and enrich the same. Through this ensemble, participants discover their passion for hospitality & their ability to perform under pressure. This is also a great opportunity for the industry to discover a new generation of leaders who will shape the way hospitality evolves in the next decade.

Evidence of success: • There have been various editions (19) of Chandiwala Hospitality Ensemble that have commenced with a grand inaugural ceremony each year, along with a lot of enthusiasm at the campus with a record presence of Hospitality Students, Industry Experts, Trade Media &Faculty Members. Learning through competing and sharing the knowledge and skill during the annual hospitality ensemble is best seen in this event. Show of Regional food, culture, tradition through food competitions is seen in this event beside exchange of knowledge and ideas. The event is organized at the national level with an objective to provide an

opportunity to the aspiring Hotel Management Professionals who participate from Institutions located across the nation. It gives the students a platform to demonstrate their knowledge, skill and talent, leading to enhanced learning based on each other's experience and expertise. Succinctly put, the event allows the participants to explore and unveil the talent within. Through these major events, Institute enables participants to present their creativity at bigger plateform and do get exposure too. These events also provide a great opportunity for the industry to discover new leaders who will shape the way hospitality evolves in the future. To create value addition, BCIHMCT also conducts additional classes/workshops and webinars related to fields like Personality Development, Accommodation Management, Culinary Skills, Food & Beverage Techniques with a view to refine their talent and groom them further to meet the needs of the industry. These activities have shown an impact on the overall personality enhancement and placement performance and winning spirit of the students. Every year new events are conceptualized and are included in a competitive mode to create an atmosphere of learning and enhancement of knowledge motivating the students to achieve higher standards of excellence. CHE is actively being supported by Industry, boith Hospitality and FMCG sector. Presence of more than 40 industry experts in this event during these days itself tells its importance. These experts not only judge the events but do guide aspirants assembled. The learn expert advices and feel honoured for participating in this annual event. The feed back of all the stakeholders along with dignitaries speaks about the success of the event.

BCIHMCT inaugurated the 19th Chandiwala Hospitality Ensemble 2020 in association with KCCI (Korean Cultural Center India) on November 22, 2020. The program began by national anthem of People Republic of Korea and then, India. Subsequently, the video address by Honorable Minister of the Embassy of the Republic of Korea to India, Mr. Choi Jongho was screened for the auguste gathering. Chief Guest, Prof. (Dr.) Mahesh Verma, Honorable Vice Chancellor, Guru Gobind Singh Indraprastha University and Mr. Hwang Il-Yong, Director, Korean Cultural Center India also addressed the gathering. The ceremony was graced by eminent dignitaries Chef Parvinder S. Bali, Programme Manager, Culinary Services, Oberoi Center of Learning and Development (OCLD), Mr. Hwang Il-Yong, Director, Korean Cultural Center India, Chef Vaibhav Bhargava, Consultant Chef, Chef Lokesh, Korean Chef at Crowne Plaza, Greater NOIDA. Mr. Choi Jongho, Honorable Minister of the Embassy of the Republic of Korea to India, gave a virtual video address and appreciated the efforts of BCIHMCT along with

strengthening of Indo Korean relations. He was especially pleased to know the successful implementation of Pan India Cultural Korean Culinary Challenge & congratulated all participant/winners. • The various competitions held during the three day Mega Event include, inter alia, R-Pure Regional India Culinary Contest, Barwizard Bar Challenge, Future Chef Contest, Live Sushi Challenge, Taj Hospitality Brain Twister, Food Service India Biryani Competition, Asian Culinary Challenge, Dress the Cake in 90 minutes, California Walnut Festive Culinary Challenge, IHG "Manage The Damage" Contest, Floral Decoration & Towel Origami Competition as well as Fruit & Vegetable Carving Competition. • Theme dinner is also organized post valedictory function to celebrate the true spirit of Hospitality. * 25-30 Colleges in the past have participated • CHE Championship Trophy is awarded to the team with the most exemplary performance. • Faculty Representative from the institute of Champions is also awarded. Best students are felicitated with the various titles of Young Talent Award

Problems Encountered:

- Increased logistic cost for the mega event at times becomes challenging.
- Interminent disruption by Covid/lockdown etc

Best Practice 2:- Industry Institute Interaction

Objectives:

- To give industrial exposure to the students, enabling them to enrich their knowledge in tune with the industrial trend. * Giving opportunity of experiential learning to the students
- To have an atmosphere of understanding between the Institute and the industry so as to bring the two sides academically, strategically and emotionally closer.
- To explore and identify common avenues of interaction with the industry as per the requirements of the Institution.

Context: Better interaction between Technical institutions and industry helps in giving the latest to the students. This has great bearing on the Hospitality Curriculum, exposure of students to industrial atmosphere and subsequent placement of young graduating hoteliers across the country. Such interaction keeps institutions active and updated and provide opportunities to the

students to be connected with the industry during the college study.

To meet the needs of guests, the hotels look up to budding professionals as interns or trainees to help them serve the guests alongside the regular staff. Similarly, there is an urgent need to prepare hotel management students for jobs in hotels, by exposing them to newer standard operating procedures of providing service and facilities to the guests. These objectives can only be achieved by bridging the gap between industry and academics.

Practice:

- Invite senior management from hotels for guest lectures & experts talk.
- Send students on outdoor catering to understand the latest trends followed in hotels.
- To invite experts from hospitality industry to judge various mega events conducted at the institute. * Inviting industry sponsored National level CHE Awards in events at national level like Taj Group and Crowne Plaza Hotels
- To invite Human Resource teams from five star Hotels to explain their requirements to students so that students can hone their skills to become employable.
- To stimulate, encourage and support new members of teaching staff in their academic careers by sending them to cross exposure training in hotels.
- Encourage students to pursue internships during the vacation and acquire necessary problem solving skills.
- To assist the Departments in organizing workshops, with joint participation of experts from the industry.
- Encouraging specialists from industries for visit the institution to deliver lectures.
- Participation of Industry experts getting the feedback and recommendation in designing and development of curriculum.
- To organize industrial visits, job training and opportunities for experiential training for students.
- To assist the Training and Placement .

Evidence of success: The Institute had an International collaboration with Hyjeon college, South Korea for faculty and student exchange for exposure traininig to enriching their knowledge and learning.

The Institute also celebrated International Kimchi Day with the

Korean Culinary centre of India in the year 2020 on the occasion of International Kimchi Day. The Institute has signed MoU with the KCCI and has also organised a Korean Culinary Camp on baking for the students and faculty in the year 2016. ? A joint partnership MOU was signed between The Surya Hotel New Friends colony and Crowne Plaza, Okhla, New Delhi and BCIHMCT for closer collaboration for Educational Excellence. Cooperation in the field of Faculty Exposures, Students Training and visit of industrial experts to conduct special sessions. Other opportunities which are being utilized for academic development.

MOU signed with Crowne Plaza, Okhla, New Delhi and Hotel Seven Seas, New Delhi for hospitality education and training.

MOU with Tiffin Chef-Interaction provided for Mutual recognition in start ups and Entrepreneurial schemes.

MOU with Sattvik India Council- Quality process certification, Faculty development programme, Students training and internship programme, setting up of incubation centre.

ICF-Indian Culinary forum a tie up with all culinary masters of the institutes facilitating inclusive education and activities related to culinary skills.

Partnership with Taj Group of Hotels for various competitions held during Chandiwala Hospitality Ensemble

Problems Encountered and Resources required

- Students get demotivated at times as hotel employees have low remuneration.
- Some of the students especially girls are not allowed for internships and jobs in the hospitality sector by the parents due to the uncalled fear
- Recommended to have supervised/ guided industrial training in the industry to fulfill academic objective

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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 and model Institute at the Undergraduate level portraying its distinctiveness through Research and Development.

Research is a primary activity through which the Institute aims to attain its vision and Mission. The institution has created a niche environment of research among the faculty and students, with an aim to introduce innovative and research based teaching methodology while traning professional for future hotel industry. Research is an integral part of any institution imparting education.This initiative has helped students to explore new areas under the experienced faculties who too have developed their vision through advanced research.

Our faculty members are contributing towards research on various topics of Hospitality importance. Faculty members regularly publish papers in UGC care and Scopus Indexed journals. Our faculty members are also writing and publishing Research papers in collaboration with International Authors. We feel proud in informing that faculty write-ups in the relevant hospitality magazines are a regular feature. 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.

The Institute also publishes its own journal IJAHTR-Indian Journal of Applied Hospitality and Tourism Research.The journal is a part of BCIHMCT's series of India International Hotel Travel and Tourism Research Conference, and is devoted to the gamut of current and emerging trends, challenges and issues being faced by Hospitality and Tourism Operators in a high growth business environment. Another annual publication is ISSBN Book on Conference Proceeding. Today our Research Publications are available in various college/ University libraries. This journal is published annually to represent the growing need of Research in Hospitality and Tourism

File Description	Documents
Appropriate web in the Institutional website	[View File]()
Any other relevant information	[View File]()

7.3.2 - Plan of action for the next academic year

Future Plans of Action for Next Academic Year

With a vision to be the leading Institution of Hotel Management & Catering Technology, BCIHMCT strives to create dynamic hospitality industry leaders through integration of knowledge and skills imparted by committed and expert faculty from hospitality sector with the future plan of action for the next academic year. The Institute will focus on the overall development of its students through variety of methodology and extracurricular activity in the next academic year. Institute prime focus will remain on delivery of effective teaching and to create & develop a research environment through which the institute fulfills its Mission and Objectives.

The curriculum of the institute is designed conforming to the current industry requirement and in next academic year we continue to strive for necessary amendments and restructuring to our existing curriculum as per New Education policy to provide our students with the opportunity for meaningful academic development of knowledge with respect to the rapidly changing environment of the industry. Latest pedagogy and teaching aids amidst with ICT will be exercised to impart the best education to the students.

The institute will remain committed for upkeep, maintenance and upgradation and this upgradation may be done in three phases.

Phase 1.Procurement of essentialequipment'sneeded as per the list submitted in budget statement.(Equipment'sprocurement for Kitchen,Bakery, restaurantand Housekeeping, Library and Computer lab).

Phase 2. Upgrading and renovation task. Due to competition among the colleges of Hotelmanagement, Infrastructure,upgradationand renovation is needed.The institute will remain committed for upkeep, 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.

- Phase 3. Refurnishing advanced gadgets andequipments. Upgradation of Smart Classroom, Increasing of internet band width and speed.Phased up gradation of computers.New upgraded look for Front Office, Restaurants, Smart Class, Studio Kitchen, Mock Up Room need to be done.

Apart from this, BCIHMCT is continuously exploring new academic partners from academia and International academic cooperation. This will also be in our agenda to strengthen to develop new opportunities for exposure to the students and faculty by reassuring exchange programs.

The institute also aims to develop strong industry institute interface 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.Career Guidance and Placement Cell strengthened and Implemented personality development programs will remain in our priority for the academic year and students will be encouraged to opt for exploring International opportunities.

The institute aim to be socially responsible and also to inculcate the same among students, faculty & staff. Minimizing environmental degradation, generating alternative energy resources, effective decomposition plan for food and other waste, plantation drive, institute cleanliness drive, plastic free, tobacco free campus, water management system and related activities will be our top priority in our academic year. The institute also thrives to remain connected with NGO's through-out the academic year to undertake the responsibilities of CSR activities and facilitate the upliftment of the society.

BCIHMCT is also working to apply for autonomous status (12 f and 12B) and upgrading the curriculum. And soCBCS (Choice based Credit system) is introduced from session 2018.

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