



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution		DHANRAJ BAID JAIN COLLEGE
• Name of the Head of the institution		Dr C MURUGESAN
• Designation		PRINCIPAL
• Does the institution function from its own campus?		Yes
• Phone No. of the Principal		7200071798
• Alternate phone No.		9841373433
• Mobile No. (Principal)		9444232369
• Registered e-mail ID (Principal)		dbjainprincipal@gmail.com
• Address		RAJIV GANDHI SALAI, JYOTHI NAGAR, IT CORRIDOR, THORAIPAKKAM
• City/Town		CHENNAI
• State/UT		TAMIL NADU
• Pin Code		600097
2.Institutional status		
• Autonomous Status (Provide the date of conferment of Autonomy)		11/06/2006
• Type of Institution		Co-education
• Location		Urban

• Financial Status	Self-financing				
• Name of the IQAC Co-ordinator/Director	Dr B JAGADHESAN				
• Phone No.	07200071798				
• Mobile No:	9444532133				
• IQAC e-mail ID	dbjciqac@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://www.dbjaincollege.org/wp-content/uploads/2021/10/2019_2020_AQAR.pdf				
4.Was the Academic Calendar prepared for that year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.dbjaincollege.org/wp-content/uploads/2022/07/Academic-Calendar-2020-2021.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	B+	2.72	2018	01/08/2018	31/07/2023
Cycle 2	A	3.11	2013	05/01/2013	04/01/2018
Cycle 1	B++	80.15	2005	20/05/2005	19/05/2010
6.Date of Establishment of IQAC			07/07/2006		
7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?					
Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount	
Nil	Nil	Nil	Nil	0	
8.Provide details regarding the composition of the IQAC:					
• Upload the latest notification regarding the composition of the IQAC by the HEI			View File		

9.No. of IQAC meetings held during the year	6	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Did IQAC receive funding from any funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<ul style="list-style-type: none"> • National conference on Emerging trends in Business was organised • Online certification courses , virtual webinars organised for staff and students • Voluntary service programmes were organised with the support of NSS and NCC • Women empowerment cell conducted awareness programme on COVID19 • Placement cell conducted training programmes to enhance employability for the students 		
12.Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:		

Plan of Action	Achievements/Outcomes				
To organize a IQAC National conference	4th National Business Research conference on Emerging Business Trends in Post Covid19(EBTPC19) was conducted on 04/12/2021				
Enhancing employability skillset by virtual motivational training programmes and organizing virtual job drive by Training and placement cell	Training for Soft skill, communication and public speaking.Organized virtual job drive for final year students by Indian school of science & Management				
More Online Seminars and workshops planned	Online workshops and seminars conducted by departments as a part of academic curriculum.				
Planned to conduct Awareness programmes by NSS and NCC	NSS participated in One day Education Programme and Slum cleaning programme				
Planned to conduct virtual women empowerment programmes and counselling sessions.	Inspire Yourself ' webinar was conducted for all college women staff on 14th june 2020. 'Self Motivation' seminar for girls during pandemic was organized online on March 8th 2021				
To encourage students participation in extra curriculum during pandemic to enhance their personality development	Students participated in online Quiz competitions, Poetry and essay competitions conducted in college, Also participated in inter college competitions				
13.Was the AQAR placed before the statutory body?	No				
<ul style="list-style-type: none"> Name of the statutory body 					
<table border="1"> <thead> <tr> <th>Name of the statutory body</th> <th>Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td>NIL</td> <td>Nil</td> </tr> </tbody> </table>		Name of the statutory body	Date of meeting(s)	NIL	Nil
Name of the statutory body	Date of meeting(s)				
NIL	Nil				
14.Was the institutional data submitted to AISHE ?	Yes				

- Year

Year	Date of Submission
14/02/2020	14/02/2020

15. Multidisciplinary / interdisciplinary

Multidisciplinary course combines several fields of study or academic interests for the benefit of the students to excel in various fields. It can be helpful to consider the curriculum, application requirements, and career possibilities in interdisciplinary courses. With the support of these courses the students are exposed to develop their employability skills.

16. Academic bank of credits (ABC):

ERP system contains the information of the credits earned by individual students throughout their learning journey. It will enable students to open their accounts and view their results approved by Controller of examination.

17. Skill development:

The course focuses on aspects like - Employability Enhancement (Skill Development) and Sustainable Employment (Employment Generation) of students. The Skill Development courses aim to create the demand of the skilled workforce of students in various industries by way of carrying job mapping drives and making the candidates competent and skilled to perform the job.

The program encompasses Basic Skill building, Sector Specific training Pre-Employment Training, Allied Activities and Regular Assessments, and Feedback.

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

The objective of this course is to create awareness and commitment of the students to social responsibilities and to inculcate moral values in them, for improving the quality of life through education. The course being interdisciplinary in character, the content has been designed keeping in mind the theoretical as well practical aspects of ethics. Value Education Committee organised a series of online lectures delivered by eminent speakers from different fields. Value Education Committee organised a series of online

lectures delivered by eminent speakers from different fields.

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

Program educational objectives describe the professional accomplishments of the graduates to be attained within a few years of their graduation.

Program-specific outcomes are specific statements about what the student should be able to do at the time of graduation concerning cognitive, affective and psychomotor learning domains.

Course-specific learning outcomes or Competencies are designed to be a measurable, observable, and specific statement indicating what the student must know and should be able to do at the end of a teaching-learning process.

20.Distance education/online education:

- Every class has a structured timetable and sessions allotted for each subject.
- Each student is kept on track by the staff taking the subjects
- Attendance through google forms were maintained and intimated to the students
- Assessments and assignments were posted through classroom and scores were revealed to the students periodically
- ?Parents teachers meet was conducted through zoom platform, Google meet and MS Teams for betterment of the students

Extended Profile

1.Programme

1.1 17

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1 2438

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2

963

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3

1132

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic

3.1

17

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2

91

Number of full-time teachers during the year:

Extended Profile	
1.Programme	
1.1 Number of programmes offered during the year:	17
File Description	Documents
Institutional Data in Prescribed Format	View File
2.Student	
2.1 Total number of students during the year:	2438
File Description	Documents
Institutional data in Prescribed format	View File
2.2 Number of outgoing / final year students during the year:	963
File Description	Documents
Institutional Data in Prescribed Format	View File
2.3 Number of students who appeared for the examinations conducted by the institution during the year:	1132
File Description	Documents
Institutional Data in Prescribed Format	View File
3.Academic	
3.1 Number of courses in all programmes during the year:	17
File Description	Documents
Institutional Data in Prescribed Format	View File

3.2	91
Number of full-time teachers during the year:	
File Description	Documents
Institutional Data in Prescribed Format	View File
3.3	91
Number of sanctioned posts for the year:	
4.Institution	
4.1	745
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	
4.2	44
Total number of Classrooms and Seminar halls	
4.3	330
Total number of computers on campus for academic purposes	
4.4	1,08,04,088
Total expenditure, excluding salary, during the year (INR in Lakhs):	

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

Dhanraj Baid Jain College Curriculum always reflects the requirements of industrial and society needs. New courses are added and updated in existing program often to increase the employability and entrepreneurship for the students. Inputs for updating syllabus are collected from stakeholders, teaching staffs, industrial experts based on their teaching experience, resource experience and consultancy practices. According to the

university and UGC guidelines, courses are updated and implemented. Some new programs will be introduced according to the Global industry. After the inspection of PO, PSO and Co, Program Advisory Committee, Board of Studies Committee and Academic Council will approve the curriculum

File Description	Documents
Upload additional information, if any	No File Uploaded
Link for additional information	https://www.dbjaincollege.org/wp-content/uploads/2019/12/2.6.1.pdf

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

0

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	No File Uploaded
Details of syllabus revision during the year	View File
Any additional information	No File Uploaded

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

200

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

0

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	No File Uploaded
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

17

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Dhanraj Baid Jain College not only concentrated on employability, entrepreneurship, and skill development, it also give importance to develop students personality, creating awareness to protect the environment and to understand the values of humans.

Dhanraj Baid Jain College curriculum includes Value Education, Environment Studies and Personality Enrichment Courses to the Students.

Value Education Course helps students to understand the perspective of Life in a better way and leads a successful life as a citizen. It helps students to understand to develop a strong relationship with family and friends. It helps students to become more and more responsible and sensible.

Environment Studies helps to protect the nature. It helps to conserve biodiversity and adopt a more sustainable life style and to utilize the resources in responsible way.

Personality Development course help students to learn individual discipline, punctual and become asset for learning institution, working organization and to their family.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

12

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	No File Uploaded
Any additional information	View File

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

681

File Description	Documents
List of students enrolled	View File
Any additional information	No File Uploaded

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

242

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni **A. All 4 of the above**

File Description	Documents
Provide the URL for stakeholders' feedback report	https://www.dbjaincollege.org/wp-content/uploads/2022/01/final-REPORT-Student-Satisfaction-Survey-20-21.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	No File Uploaded
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following **C. Feedback collected and analysed**

File Description	Documents
Provide URL for stakeholders' feedback report	https://www.dbjaincollege.org/wp-content/uploads/2022/01/final-REPORT-Student-Satisfaction-Survey-20-21.pdf
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

960

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

929

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

The capability of the students is diverse not in terms language and standard of understanding but also their level of intelligibility. Thus it would be appropriate to divide the class into sections based on the periodic assessment.

The department use mentoring of the slow learners and the students are encouraged with revision classes.

Evaluation of Assignments and answer scripts are shared with the students and discussed to improve their difficulties in the subjects.

Training and Placement Cell invites Companies and Industries to hold their placement drive at the University and students are encouraged to actively register for the interviews.

Proficiency in English classes, Functional Use of English, Personality Development programs are organized to enhance employability of the students.

Online resources like study materials, notes, assignments, question banks, old university question papers are made available to strengthen the knowledge-base.

Students are encouraged to participate in seminars, national and international conferences and workshops conducted by other colleges, to gain knowledge.

Advanced learners are encouraged to ask their concern freely and frequently with the teachers, in a formal way. Students are encouraged to refer advanced textbooks, journals and for their advanced studies.

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

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
30/09/2020	2438	87

File Description	Documents
Upload 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:

- The college conducts various student centric activities throughout the year. The learning becomes more experiential, participatory and socialistic by organizing activities like group discussions, industrial visits, debates, quiz, assignments, seminars, project writing, exhibitions, publication of wallpapers, writing articles, poetry recitation and power point presentation.
- The college organizes co-curricular activities, extra-curricular activities, sports and cultural events which help the students for their all-round personality developments.

- To imbibe patriotic and social values among students various Days like Teachers? Day, Independence Day, Republic Day, NSS Day, NCC Day are celebrated.
- NSS & NCC conduct activities like Blood Donation Camps, AIDS Awareness Campaigns, Tree Plantation, De-addiction Drives, Swachh Bharat Abhiyan, Water Management, Drive for Fund Raising during Natural Disasters in order to make the students responsible citizen.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

Today, it is essential for the students to learn and master the latest technologies in order to be corporate ready. As a consequence, teachers are combining technology with traditional mode of instruction to engage students in long term learning. College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education. The following tools are used by the Institute.

ICT Tools:

- **Projectors:** Projectors are available in different Labs.
- **Desktop and Laptops-** Arranged at Computer Lab and Faculty cabins all over the campus.
- **Printers-** They are installed at Labs, HOD Cabins and all prominent places.
- **Photocopier machines and Scanners - Multifunction printers** are available at all prominent places in the institute like in office and in library.

- Seminar Rooms- Two seminar halls are equipped with all digital facilities.
- Auditorium- It is digitally equipped with mike, projector, cameras and computer system.
- Online Classes through Zoom, Google Meet, Microsoft Team, Google Classroom.

Use of ICT By Faculty:

- PowerPoint presentations : Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors. They are also equipped by digital library, online search engines and websites to prepare effective presentations.
- Industry Connect : Seminar and Conference room are digitally equipped where guest lectures, expert talks and various competitions are regularly organized for students.
- Video Conferencing : Students are counseled with the help of Zoom / Google meet applications.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://www.dbjaincollege.org/wp-content/uploads/2022/08/ICT_pictures.pdf
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

1:28

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	No File Uploaded

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

1. Institution prepared a Calendar as per the scheduled prescribed by the affiliating university for implementation of Curriculum and participation in Extracurricular and co-curricular Activities.
2. Semester wise Teaching Plans, Tentative University Examination days of semester, Tentative practical examination days, allocation of Internal Assessment work i.e. Seminar activity, Project Assignment, Theory Assignment , Class tests, Practical assignment, Submission of Internal Assessment work, ICT Lectures, Celebration of National Science day, Departmental unit tests, Educational tour.
3. As per academic calendar institution Participated in the Extra- curricular activities like participation Athletics, participation in Youth Festival, Participation Inter-collegiate sport competitions like cricket, kabaddi, chess, badminton table tennis organised by the affiliating university.
4. In ERP System, the following modules enable college to keep track of
 - o Maintenance and reporting of student data
 - o Handling inquiries from prospective students
 - o Handling the admissions process
 - o Enrolling new students and enabling online scheduling
 - o Student accounts and financial aid processing (see student financial aid)
 - o Maintaining records of absences and attendance
 - o Handling records of examinations, assessments, marks, grades
 - o Academic progression of students
 - o Recording communications with students
 - o Maintaining discipline records of students
 - o Timely access to statistical reports. With the implementation of ERP attendance, examination schedules and marks can be accessed by the students.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

87

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	No File Uploaded
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

31

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	No File Uploaded

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

610

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	No File Uploaded

2.5 - Evaluation Process and Reforms

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

18 days

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	No File Uploaded

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

0

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	No File Uploaded
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

- With ERP system, Subject teacher login with their user id and enters the marks for the Continuous Internal Assessment system. The Marks entry for CIA by the subject teacher concerned ensures transparency and integrity. The Head of department approves the marks through their log-in after verification which ensures zero error.
 - Hall ticket generation for the fees paid students.
 - Conduct of examinations,
 - Hall plan,
 - and Question paper distribution .
 - Internal mark entry in ERP System
 - Online access to Examination application forms, Online fees payment, Online Hall ticket access by students.
 - Online result declaration from ERP System, Mark sheet generation, Printing and Consolidated certificate

generation and printing.

Well sequenced and automated ERP system is place for coordination of Examination activites from the generation of Exam Application form to Permanent Pass Register(PPR) for UG ,PG and M.phil courses.Automated system of Question paper setters facilitated on-time and Quality output from setters.Automated Dummy Numbering for confidentiality has been adopted to ensure confidentiality in valuation system since autonomy.

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

2.6 - Student Performance and Learning Outcomes

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

Describe Course Outcomes (COs) for all courses and mechanism of communication within a minimum of 500 characters and maximum of 500 words

The College adopts Outcome based education rather than input oriented bell shaped curve of learning. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students:

- Learning Outcomes of the Programs and Courses are observed and measured periodically.
- Soft Copy of Curriculum and Learning Outcomes of Programmes and Courses are uploaded on the Institution website for reference.
- The importance of the learning outcomes has been communicated to the teachers in every IQAC Meeting and Staff Meeting.
- The students are also communicated about the Programme outcomes, Programme Specific Outcomes and Course outcomes through Tutorial Meetings.
- Identify the most relevant concepts that arise in everyday life, and devise a strategy in order to arrive at the

solutions in the respective subjects and are made to understand the connection between key concepts and applications.

- Use software tools and coding at a level necessary to perform mathematical operations, statistical analysis and simulations in solving complex problems.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	No File Uploaded
Link for additional Information	https://www.dbjaincollege.org/wp-content/uploads/2019/12/2.6.1.pdf

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The Programme outcomes, Programme specific outcomes and course outcomes are evaluated by the institution and the same are communicated to the students in the formal way of the discussion in the classroom and departmental notice board.

After measuring attainment of POs ,PSOs and COs, it has been observed that the strength of the students as well as passing percentage of the students is increasing progressively. Besides, students' progression to the higher studies that is from Under Graduate to Post Graduate seems to be increasing consistently and rapidly in the last five years. In a similar way, the ratio of students' placement is also increasing. We took utmost care of measuring the level of attainment of POs, PSOs and COs and followed formal as well as informal mechanism for the measurement of attainment of the outcomes. Even we took feedback from all the stakeholders in this respect and try to take necessary steps accordingly.

Subsequently, the College took care of the attainment to measure thePOs, PSOs and COs and implemented the mechanism as follows:-

- The institute followed the Academic Calendar of our affiliated university.
- All the subject teachers maintained Academic Diary in every

academic year.

- All the subject teachers prepared Semester-Wise evaluation Reports.
- Internal examination committee analyzed evaluation reports of results.
- Institute considered Feedback from the Stakeholders for the attainment of PO, PSO and CO.
- Placement committee took the review of the Students' Progression to Higher Studies and their Placement.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	https://www.dbjaincollege.org/wp-content/uploads/2019/12/2.6.1.pdf

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

996

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

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.dbjaincollege.org/wp-content/uploads/2022/01/final-REPORT-Student-Satisfaction-Survey-20-21.pdf>

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Promotion of Research and Facilities**

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The institute provides all necessary infrastructural facilities and a conducive environment to promote research activity in the campus.

Due to limited resources, the institute may not be able to fund all the research activities taken up by the faculty and students.

Faculty are encouraged to apply for various funding agencies and pursue their research.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	No File Uploaded
Provide URL of policy document on promotion of research uploaded on the website	Nil
Any additional information	No File Uploaded

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

Nil

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	No File Uploaded
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

5

File Description	Documents
e-copies of the award letters of the teachers	View File
List of teachers and details of their international fellowship(s)	View File
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

5,00,000

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

Nil

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	No File Uploaded

3.2.3 - Number of teachers recognised as research guides

7

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

Nil

File Description	Documents
Supporting document from Funding Agencies	No File Uploaded
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The College has established a full fledged Entrepreneurship Development Cell which addresses

- All the needs of students to become dynamic entrepreneurs.
- The ED Cell of the College conducts various awareness programmes such as Seminars, Workshops, Industrial Visits,

Food Fest and Interaction with young Entrepreneurs etc.

- These programmes are aimed at making the student community more enthusiastic towards entrepreneurial activity.

Earth Club -

- Motivate the students to fabricate a green environment by undertaking plantation of trees.
- Promote ethos of conservation of water by minimizing the use of water.
- Educate students to create awareness amongst public for the conversion of biodegradable waste into organic manures.
- Sensitize the students to minimize the use of nondegradable plastic.

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

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

48

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

C. Any 2 of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	No File Uploaded

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

8

File Description	Documents
URL to the research page on HEI website	https://www.dbjaincollege.org/research-guides-ph-d/
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	No File Uploaded

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

35

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	No File Uploaded

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

14

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

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

73

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	No File Uploaded

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

11

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	No File Uploaded

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

Nil

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	No File Uploaded
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

Nil

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

Dhanraj.Baid Jain college has conducted many extension activities through NSS, NCC, YRC, and RRC. Many welfare programs listed below

- Mega blood Donation camp,
- Dental screening,
- Mega medical camp,
- Traffic awareness program,
- Swatch Bharath (Clean India),
- Tree plantation,
- Peace marathon,
- Leprosy Awareness program

- Aids Awareness program
- Vigilance Awareness
- Drug Abuse Awareness
- Mega Vaccination Camp
- Covid 19- Campaign etc.

Further, several covid awareness program conducted among the students with help of government regional health authorities. Apollo Shine Nurse and health-conscious volunteers also participated to provide the health counselling to the students and staffs.

The Mega Vaccination camp conducted in our college with NSS volunteers helped lot to the poor people living around the college and enhanced the positive thought about vaccination. This is ultimately helped to increase awareness about vaccination, and we could be able to find general public start to come to college for vaccination on their own interest.

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

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

5

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

13

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

631

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration**3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work**

19

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	View File

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

4

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	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 equipments, etc.

College has adequate physical facilities and infrastructure for the existing academic programmes and administrative functions, cocurricular and extracurricular activities. The pandemic has opened gates to adopt digital technologies to deliver education. An innovative method of transmission of knowledge using digital equipments. With the availability of internet, efforts were made to continue education at all levels with online methods. E-Study materials was made available through ERP portal for the benefit of the students. In the present situation with online teaching Google classroom a alternative method was adapted for collection of students work that includes digital assignments, record work, digital exams etc.. The departments with wellfurnished class rooms, language laboratory, Library with internet facilities, Computer lab, Photo copying Centre, well-furnished seminar halls and auditorium, and smart class room are available for students. The common facilities like auditoriums and seminar halls are utilized by booking in advance. These are used for conducting guest lectures, training, conferences, workshops and activities for faculty and students. The College auditorium is used for conducting all academic and cultural functions of the college. Wellequipped seminar halls are available for organizing seminar and conducting departmental association activities. Smart Class room and auditorium are airconditioned.All departments have well equipped.

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

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

The Institute, with its integrates sports and extra-curricular activities as essential components. This is done not only for participation but also for assessment of students. It has adequate facilities for sports, games and cultural activities. The two large playgrounds with provision for multiple games, such as, Volleyball, Kabaddi, Athletics, Kho-Kho, Cricket, Cricket Nets ,Tennis, Football, and Throw ball.

Another field provides Lawn Tennis courts. Indoor and outdoor badminton courts and

gymnasium are available.

All faculties have well-equipped Auditorium for organizing annual functions and cultural events. Major cultural events are organized at the Shri Champalal Savansukha Auditorium and also Aluminum block Seminar Hall.

Facilities for outdoor and indoor sports and games that include badminton, volleyball, basketball, carrom, table tennis and chess, gymnasium and cultural activities also exist in

the Girls and Boys Hostels.

Intra-faculty and inter-faculty games and sports competitions are organized regularly every year for students. Students are specially trained for participation South Zone & All India Inter University Kabaddi Tournament Organized by University of Madras,

Some of the faculty members serve as instructors at the Krishnamacharya Yoga Mandiram .

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

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

10

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR

in Lakhs)

12,50,112

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

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

The Library plays a central role in enhancing the quality of academic and research environment in Education institutions. The Institute library is a place in the Institute where huge collections of academic books, journals, magazines, research projects, rare books, other knowledgeable books and newspapers are kept. These books are made available to the students to increase their knowledge and understanding on various subjects. The college library is an important hub of student life.

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

4.2.2 - Institution has access to the following: A. Any 4 or more of the above
**e-journals e-ShodhSindhu Shodhganga
 Membership e-books Databases Remote
 access to e-resources**

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

1,46,385

File Description	Documents
Audited statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

21

File Description	Documents
Upload details of library usage by teachers and students	No File Uploaded
Any additional information	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

Cyber Security Initiatives of the College – Overview

? An IT Policy designed to prevent internal and remote data breaches

? Maintenance of Server Logs

? Provision for Server Backup

? Provision for Firewall

? Round the clock CCTV monitoring of the Server room

? Website - Secure Hosting

? Use of Secure Protocols (HTTPS, SSH)

? Use of Official Email Address for all communications

? Secure Database for Exam Purposes - Question Paper Bank Database is Encrypted

? Secure login portal for ERP Software

? Individual Login Credentials for Staff and Students

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

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
3048	336

File Description	Documents
Upload any additional information	View File

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. ?50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	No File Uploaded

4.3.4 - Institution has facilities for e-content

A. All four of the above

**development: Facilities available
for e-content development Media Centre
Audio-Visual Centre Lecture Capturing
System (LCS) Mixing equipments and
software for editing**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

93,95,603

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	No File Uploaded

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

College has adequate physical facilities and infrastructure for the existing academic programmes and administrative functions, cocurricular and extracurricular activities. E-Study materials was made available through ERP portal for the benefit of the students. In the present situation with online teaching Google classroom a alternative method was adapted for collection of students work that includes digital assignments, record work, digital exams etc.. The departments with wellfurnished class rooms, language laboratory, Library with internet facilities, Computer lab, Photo copying Centre, well-furnished seminar halls and auditorium, and smart class room are available for students. The common facilities like auditoriums and seminar halls are utilized by booking in advance. WiFi enabled for all the blocks. Apart from central library, PG and Research Department of Computer Science has utilitybased library. Students and faculty members can access electronic journals and ebooks from any machine. Students and

faculty members can access NPTEL. All the laboratories possess licensed software's, equipments and systems in a functioning condition. Each laboratory maintains a stock register detailing the history of the equipments available. Each laboratory functions as per the schedule specified in the time table of the programme. Access to the INFLIBNET, MALIBNET (Madras LIBRARYNETWORK) are available.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

300

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

78

File Description	Documents
Upload any additional information	No File Uploaded
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and A. All of the above

**Communication Skills Life Skills (Yoga,
Physical fitness, Health and Hygiene)
Awareness of Trends in Technology**

File Description	Documents
Link to Institutional website	https://www.dbjaincollege.org/wp-content/uploads/2022/10/Capacity_Development_Prg.pdf
Details of capability development and schemes	View File
Any additional information	View File

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

333

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

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

C. Any 2 of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
Upload any additional information	View File

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

105

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

5.2.2 - Number of outgoing students progressing to higher education

4

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

2

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

11

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

Our college students are actively represented in academic as well as in administrative bodies. class committees Our Head of the department and faculty members for each course have separate class committees for all programmes, which consist of student members for their meritorious work and for the weaker students too. For each and every respective course, all the class committees collect feedback from the students for their respective courses. Each semester, twice the class meetings are held regularly. sports and culture Students represent themselves in all the management events conducted, and the sports and games committees help them to participate and to practise all the events. Hostel Our hostel has a mess committee, a cultural committee, sports committee, a cleanliness committee, and students. With the help of management and good administration, they do everything students manage with the entire functioning of the events, which includes competitions throughout the year. Special events Our college observes Teachers' Day, Republic Day, Independence Day, Founders' Day, a food festival, and a special function for female students to commemorate Women's Day. Interfaculty and interfaculty competitions and sports We honour our retired professors too. Students community looking for fun events also

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

5.3.3 - Number of sports and cultural events / competitions organised by the institution

0

File Description	Documents
Report of the event	No File Uploaded
List of sports and cultural events / competitions organised per year	No File Uploaded
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The Alumni Association of DBJC was initiated with the aim of imparting a sense of belonging and togetherness even after a year of separation. The Trust Committee Members of DBJC, Principal, Professor i/c, Faculty of all the departments will take part in the annual Alumni Meet of DBJC. Keeping in mind the welfare of the present students, the Alumni Association meets as often as possible.

The Alumni contribution for the development of the institution and students are:

1. Our Alumni who got placed in companies gave guidance to our Students through Google Meet/Zoom, regarding Placement opportunities in our college and how to prepare for the Interviews during their Course duration. Also the Alumni share their ideas about preparing and writing Competitive Exams with their Juniors.
2. Our Alumni gave Guest Lectures in the field of their specialization.
3. Our Alumni invited as resource person for Workshops, Seminars and Conferences.

4. Our Alumni refer their junior's in their workplace for Internship and Project work.
5. Our Star Alumni invited as guest to give Career guidance programme for our junior students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	https://www.youtube.com/watch?v=qnEuDoh51Ls

5.4.2 - Alumni's financial contribution during the year E. <2 Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

- Transformation of human mind and creation of an ew culture that has patience for rules, lawscod of conduct, moral values, natural courtesies and human dignity. To develop energy andvitality to them and to perform effectively to bring peace and prosperity to the society
- Emphasis is laid on quality of education-human being with honesty, sincerity and truthfulnessalong with knowledge
- Create powerful army of youth, knowledgeable sensitive to nature proactive with a spirit ofadventure, scientific temper and a deep inner craving for structuring a globe of concord andharmony
- The board of management follows the hierarchy that begins with the secretary,Principal,Professor-Incharge, Head of the departments, staff , students and non teaching staff.
- It's main function is to ensure that stakeholders, including students, faculty and institutionalmanagement, as well as those from the wider society, have full confidence and trust in ourinstitution. All those who have governance responsibilities and accountabilities, both withinand outside institutions carry out their responsibilities

effectively.

- The employees easily connect themselves with the organization, which results in improved performance. Each staff member is given a responsibility in one or more committees to participate and contribute for the development of the institution

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

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

- The Principal, Heads of the departments, teaching and non teaching faculty along with student union members, class student representatives together concentrate on fostering the progress of institution by sharing the responsibilities and participate growth of institution and to act according to the aims and objectives of the Institution.
- The Principal, governing body, Teachers and the IQAC are involved in defining policies & procedures, framing guidelines and rules & regulations pertaining to admission, examination, code of conduct-discipline, grievance, support services, finance etc
- Role of heads: Department heads take charge of departments. They monitor, lead, train, and manage staff. They may also conduct research and set goals. Department heads ensure that overall day-to-day operations run smoothly.
- Role of senior staff: : Representation in various committees/cells nominated by the principal and the Governing body, in the IQAC and other committees. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for academic and professional development of faculty members.
- Students Representatives : Efficient running of all day to day aspects , responsibility including effective communication, regular monitoring and feed back, fully implementing the initiatives taken by the class mentors.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	No File Uploaded
Paste link for additional Information	https://www.dbjaincollege.org/wp-content/uploads/2022/08/strategic-deployment.pdf

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

- Teaching learning process
- Leadership and participative management
- Good governance
- Staff welfare and development
- Financial management
- Student's development and participation
- Internal Quality Assurance System
- Alumni Interaction
- Community Services
- Physical infrastructure

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.dbjaincollege.org/wp-content/uploads/2022/08/strategic-deployment.pdf
Upload any additional information	No File Uploaded

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

Dhanraj Baid Jain College has been practicing decentralization and participative management of its leadership functions since the beginning. The Governing Body takes the responsibility of the overall functioning of the Institution. The College Committee constituted by the Governing Body comprises President, Secretary, Trustee members, College academic administrators, academic council members and Senior Teaching Faculties. It takes care of the

academic and non-academic duties and responsibilities. The Examination section led by the controller of the examinations and additional controller of the examinations along with five staff members ensure an impeccable examination process. The Principal heads various activities and evolves policies towards institutional vision. The Various departmental heads, coordinators and various committees of the college faculty members have specific roles and freedom to conduct developmental programs. The college supports faculty members to attend and organize seminars/conferences / other quality initiatives. Research has been recognized as an essential component of institutional quality. The college encourages interested faculty members and supports formulation, presentation and implementation of research projects. The easy accessibility of various committees and tutorial system is to contribute a successful participatory governance, quality assurance and fulfilment of the institutional vision. The college has obtained Autonomy, NAAC Accreditation and ISO certificate and has helped the faculty members to keep the track with current trends in the educational spectrum and to motivate them towards quality enhancement for facing new challenges.

File Description	Documents
Paste link to Organogram on the institution webpage	https://www.dbjaincollege.org/documents/organogram.pdf
Upload any additional information	View File
Paste link for additional Information	Nil

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) Documen	No File Uploaded
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	No File Uploaded

6.3 - Faculty Empowerment Strategies

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

- Casual, maternity and sick leave, duty leave for academic purposes,
- Loan facility,
- Increments based on qualifications,
- HRA, EPF, ESI, facility
- Doctor available inside the campus,
- EPF and Medical insurance can be availed by teaching and non teaching staff

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

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

0

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)	No File Uploaded

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	No File Uploaded
Upload any additional information	No File Uploaded

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

55

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

D.B.Jain College accounts are prepared with help of Tally system wherein accountancy are maintained and updated regularly. Daily receipts and payments can be prepared. In addition, Tally accounting is integrated with well design Enterprise Resource Planning System (ERP). Students fees collection is online mode with help of Credit Card/Debit Card, Net Banking, UPI/VPA and Google Pay. College appointed internal auditor and external auditor and both are Chartered Accounts (CA).

Internal Audit is conducted on monthly basis and objections are rectified immediately which is placed in the trust meeting regularly. Over and above Statutory Audit of annual accounts are prepared and finalized by External Auditor which is placed in the trust meeting and finally filed properly to income tax offices (Filing of IT returns). In addition, GST filling is also done regularly along with PF and ESI.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	No File Uploaded
Any additional information	No File Uploaded

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

The institute maintains & follows a well-planned process for the mobilization of funds and resource. The process involves various committees of the institute as well as the Department Heads and Accounts office. Institute has designed some specific rules for the fund usage and resource utilization.

Utilization of Funds

A finance committee has been constituted to monitor the optimum utilization of funds for various recurring and non-recurring expenses. The purchase committee seeks quotations from vendors for the purchase of equipment, computers, books, etc. The quotations are scrutinized by the finance and purchase committee before a final decision is made based on parameters like pricing, quality, terms of service, etc. The Principal, finance and purchase committees along with the accounts department ensure that the expenditure lies within the allotted budget.

Resource Mobilization Policy and Procedure

Before the financial year begins, Principal and Heads of Departments prepare the college budget. The institutional budget includes recurring expenses such as salary, electricity and

internet charges, stationary & other maintenance costs. It includes planned expenses such as lab equipment purchases, furniture, and other development Expenses. The budget is scrutinized and approved by the top management and Governing Council.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

- The communication skills of the students need to be both intensively and extensively addressed and therefore a 100 System Language Laboratory with the software necessary may be created and regular modules may be offered to the students.
- Approach road to the college may be black topped and extensive tree plantation by the students made around the campus in order to promote greenery.
- Faculty Development Programmes and programmes for non teaching staff development may be organised at the inter collegiate level to pave the way for exchange of faculty, the Cluster approach

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

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process. The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed. All newly admitted students have to compulsorily

attend the Orientation Programme, in which they are made aware of the philosophy, the uniqueness of the Education system, the teaching-learning process, the system of continuous evaluation, compulsory core courses, various cocurricular activities, discipline and culture of the Institute. Students are apprised of the Time-Table, Programme structure, syllabi of the courses before the semester commences. Important announcements are made in the morning assembly and attendance and conduct of classes are monitored by the Deans of faculties, HODs and proctors of various classes. The Chief Proctor and the Discipline Committee members make random visits to ensure smooth functioning of classes. Class Committees are regularly conducted with students to take feedback and appropriate steps are taken to enhance the teaching-learning process. Feedback from students is also taken individually by teachers for their respective courses, by Proctors, AAAC and directly through IQAC. Students are also free to approach the Director of the Institute for feedback and suggestions.

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

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

B. Any 3 of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://www.dbjaincollege.org/wp-content/uploads/2022/10/Annual-Report-2020-2021.pdf
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	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

Gender Equity

Our College organized programs throughout the year insisting gender equity among the students. Special days such as Women's day are celebrated in spirit. The Gender Sensitization program agenda is designed to create awareness programs for both boys and girls and faculty members.

The webinar's were focused to help students understand the impact of media in the feminist movement, describing its opportunities and limitations in the society. The Programme's addressed gender inequalities that limit a person's ability to access opportunities to achieve better health, education and economic opportunity based on their gender. It successfully offered a comprehensive conceptual framework that focuses on the need to use socio-politically sensible language while covering a variety of issues.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	https://www.dbjaincollege.org/womens-empowerment-cell/

7.1.2 - The Institution has facilities for

C. Any 2 of the above

alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment

File Description	Documents
Geotagged 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 a maximum of 200 words)

7.1.3 the Institution for the management of the types of degradable and non-degradable waste

Dhanraj Baid Jain College has less impact on the environment. It is because we focus on generating little waste and recycling it. The college has segregated waste into solid and liquid waste.

Solid Waste:

The Solid waste is generated in the College such as includes paper, plastics, glass, metals, foods, etc. are segregated. The cleaning workers segregate into Degradable and non degradable. The College recycles them and disposes them at the landfills authorised by the government.

Liquid Waste:

Sewage waste are rightly disposed with the college's waste management system without creating any health hazards.

E-Waste Management:

Electronic wastes in our campus are recycled. In situations where one cannot be recycled, the E-Waste are disposed as per government regulations.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	No File Uploaded
Any other relevant information	View File

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

File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **B. Any 3 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

File Description	Documents
Geotagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

C. Any 2 of the above

- 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	No File Uploaded
Any other relevant information	View File

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

B. Any 3 of the above

File Description	Documents
Geotagged photographs / videos of facilities	No File Uploaded
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing 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, socio-economic and other diversities (within a maximum of 200 words).

1. The institute is proactively taking efforts in providing an inclusive environment. The initiatives are to promote better education, economic upliftment of the needy and setting communal harmony.
2. D. B. Jain College Organizes extension activities in schools as a part of Education Social Responsibility. The extension activities are targeted towards enabling a holistic environment for student development.
3. The Institute has also donated money from TEAM Trust provide education fees for below poverty and orphan students.
4. Blood donation camp is annually organized at Dhanraj Baid Jain College in association with Rotary Club of Chennai, NSS students; faculty and staff contributed voluntarily by donating blood for the noble cause of serving society and proudly adorn the badge of a blood donor.
5. Centre of Skill & Personality Development Program (SPDP) organized a Two Week Training Program for SC/ST students for every year. The program was technically sponsored by TCS, Chennai. During this training program, the center conducted classes free of cost on Soft Skill and Aptitude class for SC/ST students.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded

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

To equip students with the knowledge, skill, and values that are necessary for sustaining one's balance between a livelihood and life by providing an effective, supportive, safe, accessible, and affordable learning environment.

The students are inspired by participating in various programs on culture, traditions, values, duties, and responsibilities by inviting prominent people. The institute conducted awareness programs on the ban on plastics, cleanliness, Swachh Bharat, etc. involving students.

The college establishes policies that reflect core values. Code of conduct is prepared for students and staff and everyone should obey the conduct rules.

The affiliating University curriculum is framed with mandatory courses like Professional ethics and human values, Constitution of India, Essence of Indian Traditional Knowledge, as a small step to inculcate constitutional obligations among the students. Major Initiative during last academic 2020-2021years.

Guest lectures and workshops are arranged by eminent personalities to deliver lectures on ethics, values, duties, and responsibilities and on saving the environment. Ethical Values, rights, duties, and responsibilities of citizens are some of the topics that are enlisted in Elocution, debates, and class presentation.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	No File Uploaded
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 sensitization programmes in this regard: The Code of Conduct is displayed on B. Any 3 of the above

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 Annual awareness programmes on the Code of Conduct are organized

File Description	Documents
Code of Ethics - policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	No File Uploaded
Any other relevant information	View File

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

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

The traditions are mostly associated with the identity of a person which helps him/her to learn about the importance of one's culture and creed. Dhanraj Baid Jain college acknowledges the various cultures and traditional that exist in India and celebrates them in order to promote happy coexistence of every religion and culture.

International Women's Day Celebration (8th March) - online

8th March is celebrated as international women's day. Dhanraj Baid Jain college celebrated women's day virtually during the pandemic. The students gave speeches and poems were recited describing the multitasking roles played by women in today's times especially during the COVID times. The program was informative as well as entertaining for all.

Birth Anniversary of the Dr. A.P.J. Abdul Kalam -

Webinar On the Occasion of the Birth Anniversary of the Late Former President Dr. A.P.J. AbdulKalam, Dhanraj Baid Jain

College's Abdul kalam quiz club celebrated 15th October as "Knowledge Day".

National Voter's Day - 25th January -

Online On 25th January, National Voter's Day was celebrated in our College. The teachers discussed with students and asked their responses to open statement TO VOTE - Is A Right Or A Duty!

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

7.2.1 - Describe at least two institutional best practices

1. Diploma and certificate courses Autonomy gives the college the advantage of offering training programmes that cater to the human resources development and capacity building of the individuals. This in turn, caters to the needs of the economy, society and as a whole contributing to

the development of the country. Hence the need to conduct courses over and above the prescribed curriculum has been recognized. This has been meeting with by conducting diploma and certificate courses. The diploma courses are reviewed and new ones are introduced to maintain the quality of education. 2. Teaching Learning methodology Objectives are, to provide quality education to the students, to maintain excellent standards by continuously evaluating teaching methodologies, to align the curriculum with the mission of the institution.

File Description	Documents
Best practices in the Institutional website	https://www.dbjaincollege.org/wp-content/uploads/2022/07/Best_Practice_2020_2021.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

7.3.1

Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Our Vision is to Transformation of human mind and creation of a new culture that has patience for rules, laws, code of conduct, moral values, natural courtesies and human dignity. The college has ceaselessly advocated the above through continuous moral and value classes with the help of the staffs.

Our Mission in Dhanraj Baid Jain college is to instil an everlasting urge in the students to learn to think clearly and objectively. We believe that education are truly an upliftment in society and we encourage our students to focus on developing any skills to sustain their lives.

We in Dhanraj Baid college make it as a Goal to emphasis importance of education to our students who are mostly first generation learners. Our college aims in creating a powerful army of youth, knowledgeable sensitive to nature proactive with a spirit of adventure, scientific temper and a deep inner craving for structuring a globe of concord and harmony. In correspondence to which we shape our students through various webinars, guest lectures and developmental programs which help them stand high in the society.

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

Dhanraj Baid Jain College Curriculum always reflects the requirements of industrial and society needs. New courses are added and updated in existing program often to increase the employability and entrepreneurship for the students. Inputs for updating syllabus are collected from stakeholders, teaching staffs, industrial experts based on their teaching experience, resource experience and consultancy practices. According to the university and UGC guidelines, courses are updated and implemented. Some new programs will be introduced according to the Global industry. After the inspection of PO, PSO and Co, Program Advisory Committee, Board of Studies Committee and Academic Council will approve the curriculum

File Description	Documents
Upload additional information, if any	No File Uploaded
Link for additional information	https://www.dbjaincollege.org/wp-content/uploads/2019/12/2.6.1.pdf

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

0

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	No File Uploaded
Details of syllabus revision during the year	View File
Any additional information	No File Uploaded

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development

offered by the Institution during the year	
200	
File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	No File Uploaded
1.2 - Academic Flexibility	
1.2.1 - Number of new courses introduced across all programmes offered during the year	
0	
File Description	Documents
Minutes of relevant Academic Council/BoS meetings	No File Uploaded
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded
1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System	
17	
File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File
1.3 - Curriculum Enrichment	

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Dhanraj Baid Jain College not only concentrated on employability, entrepreneurship, and skill development, it also give importance to develop students personality, creating awareness to protect the environment and to understand the values of humans.

Dhanraj Baid Jain College curriculum includes Value Education, Environment Studies and Personality Enrichment Courses to the Students.

Value Education Course helps students to understand the perspective of Life in a better way and leads a successful life as a citizen. It helps students to understand to develop a strong relationship with family and friends. It helps students to become more and more responsible and sensible.

Environment Studies helps to protect the nature. It helps to conserve biodiversity and adopt a more sustainable life style and to utilize the resources in responsible way.

Personality Development course help students to learn individual discipline, punctual and become asset for learning institution, working organization and to their family.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

12

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	No File Uploaded
Any additional information	View File

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

681

File Description	Documents
List of students enrolled	View File
Any additional information	No File Uploaded

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

242

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://www.dbjaincollege.org/wp-content/uploads/2022/01/final-REPORT-Student-Satisfaction-Survey-20-21.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	No File Uploaded
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following

C. Feedback collected and analysed

File Description	Documents
Provide URL for stakeholders' feedback report	https://www.dbjaincollege.org/wp-content/uploads/2022/01/final-REPORT-Student-Satisfaction-Survey-20-21.pdf
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

960

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

929

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

The capability of the students is diverse not in terms language and standard of understanding but also their level of intelligibility. Thus it would be appropriate to divide the class into sections based on the periodic assessment.

The department use mentoring of the slow learners and the students are encouraged with revision classes.

Evaluation of Assignments and answer scripts are shared with the students and discussed to improve their difficulties in the subjects.

Training and Placement Cell invites Companies and Industries to hold their placement drive at the University and students are encouraged to actively register for the interviews.

Proficiency in English classes, Functional Use of English, Personality Development programs are organized to enhance employability of the students.

Online resources like study materials, notes, assignments, question banks, old university question papers are made available to strengthen the knowledge-base.

Students are encouraged to participate in seminars, national and international conferences and workshops conducted by other colleges, to gain knowledge.

Advanced learners are encouraged to ask their concern freely and frequently with the teachers, in a formal way. Students are encouraged to refer advanced textbooks, journals and for their advanced studies.

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

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
30/09/2020	2438	87

File Description	Documents
Upload 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:

- The college conducts various student centric activities throughout the year. The learning becomes more experiential, participatory and socialistic by organizing activities like group discussions, industrial visits, debates, quiz, assignments, seminars, project writing, exhibitions, publication of wallpapers, writing articles, poetry recitation and power point presentation.
- The college organizes co-curricular activities, extra-curricular activities, sports and cultural events which help the students for their all-round personality developments.
- To imbibe patriotic and social values among students various Days like Teachers' Day, Independence Day, Republic Day, NSS Day, NCC Day are celebrated.
- NSS & NCC conduct activities like Blood Donation Camps, AIDS Awareness Campaigns, Tree Plantation, De-addiction Drives, Swachh Bharat Abhiyan, Water Management, Drive for Fund Raising during Natural Disasters in order to

make the students responsible citizen.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

Today, it is essential for the students to learn and master the latest technologies in order to be corporate ready. As a consequence, teachers are combining technology with traditional mode of instruction to engage students in long term learning. College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education. The following tools are used by the Institute.

ICT Tools:

- **Projectors:** Projectors are available in different Labs.
- **Desktop and Laptops-** Arranged at Computer Lab and Faculty cabins all over the campus.
- **Printers-** They are installed at Labs, HOD Cabins and all prominent places.
- **Photocopier machines and Scanners -** Multifunction printers are available at all prominent places in the institute like in office and in library.
- **Seminar Rooms-** Two seminar halls are equipped with all digital facilities.
- **Auditorium-** It is digitally equipped with mike, projector, cameras and computer system.

- Online Classes through Zoom, Google Meet, Microsoft Team, Google Classroom.

Use of ICT By Faculty:

- PowerPoint presentations : Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors. They are also equipped by digital library, online search engines and websites to prepare effective presentations.
- Industry Connect : Seminar and Conference room are digitally equipped where guest lectures, expert talks and various competitions are regularly organized for students.
- Video Conferencing : Students are counseled with the help of Zoom / Google meet applications.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://www.dbjaincollege.org/wp-content/uploads/2022/08/ICT_pictures.pdf
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

1:28

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	No File Uploaded

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

1. Institution prepared a Calendar as per the scheduled prescribed by the affiliating university for implementation of Curriculum and participation in Extracurricular and co-curricular Activities.
2. Semester wise Teaching Plans, Tentative University Examination days of semester, Tentative practical examination days, allocation of Internal Assessment work i.e. Seminar activity, Project Assignment, Theory Assignment , Class tests, Practical assignment, Submission of Internal Assessment work, ICT Lectures, Celebration of National Science day, Departmental unit tests, Educational tour.
3. As per academic calendar institution Participated in the Extra- curricular activities like participation Athletics, participation in Youth Festival, Participation Inter-collegiate sport competitions like cricket, kabaddi, chess, badminton table tennis organised by the affiliating university.
4. In ERP System, the following modules enable college to keep track of
 - Maintenance and reporting of student data
 - Handling inquiries from prospective students
 - Handling the admissions process
 - Enrolling new students and enabling online scheduling
 - Student accounts and financial aid processing (see student financial aid)
 - Maintaining records of absences and attendance
 - Handling records of examinations, assessments, marks, grades
 - Academic progression of students
 - Recording communications with students
 - Maintaining discipline records of students
 - Timely access to statistical reports. With the implementation of ERP attendance, examination schedules and marks can be accessed by the students.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full-time teachers against sanctioned posts during the year	
87	
File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	No File Uploaded
Any additional information	No File Uploaded
2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year	
31	
File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	No File Uploaded
2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)	
610	
File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	No File Uploaded
2.5 - Evaluation Process and Reforms	
2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year	
18 days	

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	No File Uploaded

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

0

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	No File Uploaded
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

- With ERP system, Subject teacher login with their user id and enters the marks for the Continuous Internal Assessment system. The Marks entry for CIA by the subject teacher concerned ensures transparency and integrity. The Head of department approves the marks through their log-in after verification which ensures zero error.
 - Hall ticket generation for the fees paid students.
 - Conduct of examinations,
 - Hall plan,
 - and Question paper distribution .
 - Internal mark entry in ERP System
 - Online access to Examination application forms, Online fees payment, Online Hall ticket access by students.
 - Online result declaration from ERP System, Mark sheet generation, Printing and Consolidated certificate generation and printing.

Well sequenced and automated ERP system is place for coordination of Examination activities from the generation of

Exam Application form to Permanent Pass Register(PPR) for UG ,PG and M.phil courses.Automated system of Question paper setters facilitated on-time and Quality output from setters.Automated Dummy Numbering for confidentiality has been adopted to ensure confidentiality in valuation system since autonomy.

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

2.6 - Student Performance and Learning Outcomes

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

Describe Course Outcomes (COs) for all courses and mechanism of communication within a minimum of 500 characters and maximum of 500 words

The College adopts Outcome based education rather than input oriented bell shaped curve of learning. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students:

- Learning Outcomes of the Programs and Courses are observed and measured periodically.
- Soft Copy of Curriculum and Learning Outcomes of Programmes and Courses are uploaded on the Institution website for reference.
- The importance of the learning outcomes has been communicated to the teachers in every IQAC Meeting and Staff Meeting.
- The students are also communicated about the Programme outcomes, Programme Specific Outcomes and Course outcomes through Tutorial Meetings.
- Identify the most relevant concepts that arise in everyday life, and devise a strategy in order to arrive at the solutions in the respective subjects and are made to understand the connection between key concepts and applications.

- Use software tools and coding at a level necessary to perform mathematical operations, statistical analysis and simulations in solving complex problems.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	No File Uploaded
Link for additional Information	https://www.dbjaincollege.org/wp-content/uploads/2019/12/2.6.1.pdf

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The Programme outcomes, Programme specific outcomes and course outcomes are evaluated by the institution and the same are communicated to the students in the formal way of the discussion in the classroom and departmental notice board.

After measuring attainment of POs ,PSOs and COs, it has been observed that the strength of the students as well as passing percentage of the students is increasing progressively. Besides, students' progression to the higher studies that is from Under Graduate to Post Graduate seems to be increasing consistently and rapidly in the last five years. In a similar way, the ratio of students' placement is also increasing. We took utmost care of measuring the level of attainment of POs, PSOs and COs and followed formal as well as informal mechanism for the measurement of attainment of the outcomes. Even we took feedback from all the stakeholders in this respect and try to take necessary steps accordingly.

Subsequently, the College took care of the attainment to measure thePOs, PSOs and COs and implemented the mechanism as follows:-

- The institute followed the Academic Calendar of our affiliated university.
- All the subject teachers maintained Academic Diary in every academic year.

- All the subject teachers prepared Semester-Wise evaluation Reports.
- Internal examination committee analyzed evaluation reports of results.
- Institute considered Feedback from the Stakeholders for the attainment of PO, PSO and CO.
- Placement committee took the review of the Students' Progression to Higher Studies and their Placement.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	https://www.dbjaincollege.org/wp-content/uploads/2019/12/2.6.1.pdf

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

996

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

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.dbjaincollege.org/wp-content/uploads/2022/01/final-REPORT-Student-Satisfaction-Survey-20-21.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The institute provides all necessary infrastructural facilities and a conducive environment to promote research activity in the campus.

Due to limited resources, the institute may not be able to fund all the research activities taken up by the faculty and students.

Faculty are encouraged to apply for various funding agencies and pursue their research.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	No File Uploaded
Provide URL of policy document on promotion of research uploaded on the website	Nil
Any additional information	No File Uploaded

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

Nil

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	No File Uploaded
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

5

File Description	Documents
e-copies of the award letters of the teachers	View File
List of teachers and details of their international fellowship(s)	View File
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

5,00,000

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year**Nil**

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	No File Uploaded

3.2.3 - Number of teachers recognised as research guides**7**

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year**Nil**

File Description	Documents
Supporting document from Funding Agencies	No File Uploaded
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The College has established a full fledged Entrepreneurship Development Cell which addresses

- All the needs of students to become dynamic entrepreneurs.
- The ED Cell of the College conducts various awareness programmes such as Seminars, Workshops, Industrial Visits, Food Fest and Interaction with young Entrepreneurs etc.
- These programmes are aimed at making the student community more enthusiastic towards entrepreneurial activity.

Earth Club -

- Motivate the students to fabricate a green environment by undertaking plantation of trees.
- Promote ethos of conservation of water by minimizing the use of water.
- Educate students to create awareness amongst public for the conversion of biodegradable waste into organic manures.
- Sensitize the students to minimize the use of nondegradable plastic.

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

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

48

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for

C. Any 2 of the above

Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	No File Uploaded

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

8

File Description	Documents
URL to the research page on HEI website	https://www.dbjaincollege.org/research-guides-ph-d/
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	No File Uploaded

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

35

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	No File Uploaded

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

14

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

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

73

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	No File Uploaded

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

11

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	No File Uploaded

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)**Nil**

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	No File Uploaded
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year**Nil**

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

Dhanraj.Baid Jain college has conducted many extension activities through NSS, NCC, YRC, and RRC. Many welfare programs listed below

- **Mega blood Donation camp,**
- **Dental screening,**

- Mega medical camp,
- Traffic awareness program,
- Swatch Bharath (Clean India),
- Tree plantation,
- Peace marathon,
- Leprosy Awareness program
- Aids Awareness program
- Vigilance Awareness
- Drug Abuse Awareness
- Mega Vaccination Camp
- Covid 19- Campaign etc.

Further, several covid awareness program conducted among the students with help of government regional health authorities. Apollo Shine Nurse and health-conscious volunteers also participated to provide the health counselling to the students and staffs.

The Mega Vaccination camp conducted in our college with NSS volunteers helped lot to the poor people living around the college and enhanced the positive thought about vaccination. This is ultimately helped to increase awareness about vaccination, and we could be able to find general public start to come to college for vaccination on their own interest.

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

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

5

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

13

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

631

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

19

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	View File

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

4

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	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 equipments, etc.

College has adequate physical facilities and infrastructure for the existing academic programmes and administrative functions, cocurricular and extracurricular activities. The pandemic has opened gates to adopt digital technologies to deliver education. An innovative method of transmission of knowledge using digital equipments. With the availability of internet, efforts were made to continue education at all levels with online methods. E-Study materials was made available through ERP portal for the benefit of the students. In the present situation with online teaching Google classroom a alternative method was adapted for collection of students work that includes digital assignments, record work, digital exams etc.. The departments with wellfurnished class rooms, language laboratory, Library with internet facilities, Computer lab, Photo copying Centre, well-furnished seminar halls and auditorium, and smart class room are available for students. The common facilities like auditoriums and seminar halls are utilized by booking in advance. These are used for conducting guest lectures, training, conferences, workshops and activities for faculty and students. The College auditorium is used for conducting all academic and cultural functions of the college. Wellequipped seminar halls are available for organizing seminar and conducting departmental association activities. Smart Class room and auditorium are airconditioned.All departments have well equipped.

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

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

The Institute, with its integrates sports and extra-curricular activities as essential components. This is done not only for participation but also for assessment of students. It has adequate facilities for sports, games and cultural activities. The two large playgrounds with provision for multiple games, such as, Volleyball, Kabaddi, Athletics, Kho-Kho, Cricket, Cricket Nets ,Tennis, Football, and Throw ball.

Another field provides Lawn Tennis courts. Indoor and outdoor badminton courts and

gymnasium are available.

All faculties have well-equipped Auditorium for organizing annual functions and cultural events. Major cultural events are organized at the Shri Champalal Savansukha Auditorium and also Aluminum block Seminar Hall.

Facilities for outdoor and indoor sports and games that include badminton, volleyball, basketball, carrom, table tennis and chess, gymnasium and cultural activities also exist in

the Girls and Boys Hostels.

Intra-faculty and inter-faculty games and sports competitions are organized regularly everyyear for students. Students are specially trained for participation South Zone & All India Inter University Kabaddi Tournament Organized by University of Madras,

Some of the faculty members serve as instructors at the Krishnamacharya Yoga Mandiram .

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

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

10

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

12,50,112

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

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

The Library plays a central role in enhancing the quality of academic and research environment in Education institutions. The Institute library is a place in the Institute where huge collections of academic books, journals, magazines, research projects, rare books, other knowledgeable books and newspapers are kept. These books are made available to the students to increase their knowledge and understanding on various subjects. The college library is an important hub of student life.

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

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

A. Any 4 or more of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

1,46,385

File Description	Documents
Audited statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

21

File Description	Documents
Upload details of library usage by teachers and students	No File Uploaded
Any additional information	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

Cyber Security Initiatives of the College - Overview

? An IT Policy designed to prevent internal and remote data breaches

? Maintenance of Server Logs

? Provision for Server Backup

? Provision for Firewall

? Round the clock CCTV monitoring of the Server room

? Website - Secure Hosting

? Use of Secure Protocols (HTTPS, SSH)

? Use of Official Email Address for all communications

? Secure Database for Exam Purposes - Question Paper Bank Database is Encrypted

? Secure login portal for ERP Software

? Individual Login Credentials for Staff and Students

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

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
3048	336

File Description	Documents
Upload any additional information	View File

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus	A. 250 Mbps
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File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	No File Uploaded

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing	A. All four of the above
--	---------------------------------

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

93,95,603

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	No File Uploaded

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

College has adequate physical facilities and infrastructure for the existing academic programmes and administrative functions, cocurricular and extracurricular activities. E-Study materials was made available through ERP portal for the benefit of the students. In the present situation with online teaching Google classroom a alternative method was adapted for collection of students work that includes digital assignments, record work, digital exams etc.. The departments with wellfurnished class rooms, language laboratory, Library with internet facilities, Computer lab, Photo copying Centre, well-furnished seminar halls and auditorium, and smart class room are available for students. The common facilities like auditoriums and seminar halls are utilized by booking in advance. WiFi enabled for all the blocks. Apart from central library, PG and Research Department of Computer Science has utilitybased library. Students and faculty members can access electronic journals and ebooks from any machine. Students and faculty members can access NPTEL. All the laboratories possess licensed software's, equipments and systems in a functioning condition. Each laboratory maintains a stock register detailing the history of the equipments available. Each laboratory functions as per the schedule specified in the time table of the programme. Access to the INFLIBNET, MALIBNET (Madras LIBRARYNETwork) are available.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the

Government during the year	
300	
File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File
5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year	
78	
File Description	Documents
Upload any additional information	No File Uploaded
Institutional data in prescribed format	View File
5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology	A. All of the above
File Description	Documents
Link to Institutional website	https://www.dbjaincollege.org/wp-content/uploads/2022/10/Capacity_Development_Prg.pdf
Details of capability development and schemes	View File
Any additional information	View File
5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year	
333	

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 adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

C. Any 2 of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
Upload any additional information	View File

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

105

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

5.2.2 - Number of outgoing students progressing to higher education

4

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year**5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year**

2

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year**

11

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

Our college students are actively represented in academic as well as in administrative bodies. class committees Our Head of the department and faculty members for each course have separate class committees for all programmes, which consist of

student members for their meritorious work and for the weaker students too. For each and every respective course, all the class committees collect feedback from the students for their respective courses. Each semester, twice the class meetings are held regularly. sports and culture Students represent themselves in all the management events conducted, and the sports and games committees help them to participate and to practise all the events. Hostel Our hostel has a mess committee, a cultural committee, sports committee, a cleanliness committee, and students. With the help of management and good administration, they do everything students manage with the entire functioning of the events, which includes competitions throughout the year. Special events Our college observes Teachers' Day, Republic Day, Independence Day, Founders' Day, a food festival, and a special function for female students to commemorate Women's Day. Interfaculty and interfaculty competitions and sports We honour our retired professors too. Students community looking for fun events also

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

5.3.3 - Number of sports and cultural events / competitions organised by the institution

0

File Description	Documents
Report of the event	No File Uploaded
List of sports and cultural events / competitions organised per year	No File Uploaded
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The Alumni Association of DBJC was initiated with the aim of imparting a sense of belonging and togetherness even after a year of separation. The Trust Committee Members of DBJC,

Principal, Professor i/c, Faculty of all the departments will take part in the annual Alumni Meet of DBJC. Keeping in mind the welfare of the present students, the Alumni Association meets as often as possible.

The Alumni contribution for the development of the institution and students are:

1. Our Alumni who got placed in companies gave guidance to our Students through Google Meet/Zoom, regarding Placement opportunities in our college and how to prepare for the Interviews during their Course duration. Also the Alumni share their ideas about preparing and writing Competitive Exams with their Juniors.
2. Our Alumni gave Guest Lectures in the field of their specialization.
3. Our Alumni invited as resource person for Workshops, Seminars and Conferences.
4. Our Alumni refer their junior's in their workplace for Internship and Project work.
5. Our Star Alumni invited as guest to give Career guidance programme for our junior students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	https://www.youtube.com/watch?v=gnEuDoh51Ls

5.4.2 - Alumni's financial contribution during the year E. <2 Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

- Transformation of human mind and creation of an ew culture that has patience for rules, lawscode of conduct,

- moral values, natural courtesies and human dignity. To develop energy and vitality to them and to perform effectively to bring peace and prosperity to the society
- Emphasis is laid on quality of education-human being with honesty, sincerity and truthfulness along with knowledge
 - Create powerful army of youth, knowledgeable sensitive to nature proactive with a spirit of adventure, scientific temper and a deep inner craving for structuring a globe of concord and harmony
 - The board of management follows the hierarchy that begins with the secretary, Principal, Professor-Incharge, Head of the departments, staff, students and non teaching staff.
 - It's main function is to ensure that stakeholders, including students, faculty and institutional management, as well as those from the wider society, have full confidence and trust in our institution. All those who have governance responsibilities and accountabilities, both within and outside institutions carry out their responsibilities effectively.
 - The employees easily connect themselves with the organization, which results in improved performance. Each staff member is given a responsibility in one or more committees to participate and contribute for the development of the institution

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

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

- The Principal, Heads of the departments, teaching and non teaching faculty along with student union members, class student representatives together concentrate on fostering the progress of institution by sharing the responsibilities and participate growth of institution and to act according to the aims and objectives of the Institution.
- The Principal, governing body, Teachers and the IQAC are involved in defining policies & procedures, framing guidelines and rules & regulations pertaining to admission, examination, code of conduct-discipline,

grievance, support services, finance etc

- Role of heads: Department heads take charge of departments. They monitor, lead, train, and manage staff. They may also conduct research and set goals. Department heads ensure that overall day-to-day operations run smoothly.
- Role of senior staff: : Representation in various committees/cells nominated by the principal and the Governing body, in the IQAC and other committees. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for academic and professional development of faculty members.
- Students Representatives : Efficient running of all day to day aspects , responsibility including effective communication, regular monitoring and feedback, fully implementing the initiatives taken by the class mentors.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	No File Uploaded
Paste link for additional Information	https://www.dbjaincollege.org/wp-content/uploads/2022/08/strategic-deployment.pdf

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

- Teaching learning process
- Leadership and participative management
- Good governance
- Staff welfare and development
- Financial management
- Student's development and participation
- Internal Quality Assurance System
- Alumni Interaction
- Community Services
- Physical infrastructure

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.dbjaincollege.org/wp-content/uploads/2022/08/strategic-deployment.pdf
Upload any additional information	No File Uploaded

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

Dhanraj Baid Jain College has been practicing decentralization and participative management of its leadership functions since the beginning. The Governing Body takes the responsibility of the overall functioning of the Institution. The College Committee constituted by the Governing Body comprises President, Secretary, Trustee members, College academic administrators, academic council members and Senior Teaching Faculties. It takes care of the academic and non-academic duties and responsibilities. The Examination section led by the controller of the examinations and additional controller of the examinations along with five staff members ensure an impeccable examination process. The Principal heads various activities and evolves policies towards institutional vision. The Various departmental heads, coordinators and various committees of the college faculty members have specific roles and freedom to conduct developmental programs. The college supports faculty members to attend and organize seminars/conferences / other quality initiatives. Research has been recognized as an essential component of institutional quality. The college encourages interested faculty members and supports formulation, presentation and implementation of research projects. The easy accessibility of various committees and tutorial system is to contribute a successful participatory governance, quality assurance and fulfilment of the institutional vision. The college has obtained Autonomy, NAAC Accreditation and ISO certificate and has helped the faculty members to keep the track with current trends in the educational spectrum and to motivate them towards quality enhancement for facing new challenges.

File Description	Documents
Paste link to Organogram on the institution webpage	https://www.dbjaincollege.org/documents/organogram.pdf
Upload any additional information	View File
Paste link for additional Information	Nil

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) Documen	No File Uploaded
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	No File Uploaded

6.3 - Faculty Empowerment Strategies

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

- Casual, maternity and sick leave, duty leave for academic purposes,
- Loan facility,
- Increments based on qualifications,
- HRA, EPF, ESI, facility
- Doctor available inside the campus,
- EPF and Medical insurance can be availed by teaching and non teaching staff

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

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

0

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)	No File Uploaded

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	No File Uploaded
Upload any additional information	No File Uploaded

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

55

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

D.B.Jain College accounts are prepared with help of Tally system wherein accountancy are maintained and updated regularly. Daily receipts and payments can be prepared. In addition, Tally accounting is integrated with well design Enterprise Resource Planning System (ERP). Students fees collection is online mode with help of Credit Card/Debit Card, Net Banking, UPI/VPA and Google Pay. College appointed internal auditor and external auditor and both are Chartered Accounts (CA).

Internal Audit is conducted on monthly basis and objections are rectified immediately which is placed in the trust meeting regularly. Over and above Statutory Audit of annual accounts are prepared and finalized by External Auditor which is placed in the trust meeting and finally filed properly to income tax offices (Filing of IT returns). In addition, GST filling is also done regularly along with PF and ESI.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	No File Uploaded
Any additional information	No File Uploaded

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

The institute maintains & follows a well-planned process for the mobilization of funds and resource. The process involves various committees of the institute as well as the Department

Heads and Accounts office. Institute has designed some specific rules for the fund usage and resource utilization.

Utilization of Funds

A finance committee has been constituted to monitor the optimum utilization of funds for various recurring and non-recurring expenses. The purchase committee seeks quotations from vendors for the purchase of equipment, computers, books, etc. The quotations are scrutinized by the finance and purchase committee before a final decision is made based on parameters like pricing, quality, terms of service, etc. The Principal, finance and purchase committees along with the accounts department ensure that the expenditure lies within the allotted budget.

Resource Mobilization Policy and Procedure

Before the financial year begins, Principal and Heads of Departments prepare the college budget. The institutional budget includes recurring expenses such as salary, electricity and internet charges, stationary & other maintenance costs. It includes planned expenses such as lab equipment purchases, furniture, and other development Expenses. The budget is scrutinized and approved by the top management and Governing Council.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

- The communication skills of the students need to be both intensively and extensively addressed and therefore a 100 System Language Laboratory with the software necessary may be created and regular modules may be offered to the students.

- Approach road to the college may be black topped and extensive tree plantation by the students made around the campus in order to promote greenery.
- Faculty Development Programmes and programmes for non teaching staff development may be organised at the inter collegiate level to pave the way for exchange of faculty, the Cluster approach

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

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process. The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed. All newly admitted students have to compulsorily attend the Orientation Programme, in which they are made aware of the philosophy, the uniqueness of the Education system, the teaching-learning process, the system of continuous evaluation, compulsory core courses, various cocurricular activities, discipline and culture of the Institute. Students are apprised of the Time-Table, Programme structure, syllabi of the courses before the semester commences. Important announcements are made in the morning assembly and attendance and conduct of classes are monitored by the Deans of faculties, HODs and proctors of various classes. The Chief Proctor and the Discipline Committee members make random visits to ensure smooth functioning of classes. Class Committees are regularly conducted with students to take feedback and appropriate steps are taken to enhance the teaching-learning process. Feedback from students is also taken individually by teachers for their respective courses, by Proctors, AAAC and directly through IQAC. Students are also free to approach the Director of the Institute for feedback and suggestions.

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

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

B. Any 3 of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://www.dbjaincollege.org/wp-content/uploads/2022/10/Annual-Report-2020-2021.pdf
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	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

Gender Equity

Our College organized programs throughout the year insisting gender equity among the students. Special days such as Women's day are celebrated in spirit. The Gender Sensitization program agenda is designed to create awareness programs for both boys and girls and faculty members.

The webinar's were focused to help students understand the impact of media in the feminist movement, describing its opportunities and limitations in the society. The Programme's addressed gender inequalities that limit a person's ability to access opportunities to achieve better health, education and economic opportunity based on their gender. It successfully offered a comprehensive conceptual framework that focuses on the need to use socio-politically sensible language while covering a variety of issues.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	https://www.dbjaincollege.org/womens-empowerment-cell/

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment

C. Any 2 of the above

File Description	Documents
Geotagged 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 a maximum of 200 words)

7.1.3 the Institution for the management of the types of degradable and non-degradable waste

Dhanraj Baid Jain College has less impact on the environment. It is because we focus on generating little waste and recycling it. The college has segregated waste into solid and liquid waste.

Solid Waste:

The Solid waste is generated in the College such as includes

paper, plastics, glass, metals, foods, etc. are segregated. The cleaning workers segregate into Degradable and non degradable. The College recycles them and disposes them at the landfills authorised by the government.

Liquid Waste:

Sewage waste are rightly disposed with the college's waste management system without creating any health hazards.

E-Waste Management:

Electronic wastes in our campus are recycled. In situations where one cannot be recycled, the E-Waste are disposed as per government regulations.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	No File Uploaded
Any other relevant information	View File

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

A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

B. Any 3 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**

File Description	Documents
Geotagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy 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	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms

B. Any 3 of the above

and centres Disabled-friendly washrooms
Signage including tactile path lights,
display boards and signposts Assistive
technology and facilities for persons with
disabilities: accessible website, screen-
reading software, mechanized equipment,
etc. Provision for enquiry and information:
Human assistance, reader, scribe, soft
copies of reading materials, screen reading,
etc.

File Description	Documents
Geotagged photographs / videos of facilities	No File Uploaded
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing 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, socio-economic and other diversities (within a maximum of 200 words).

1. The institute is proactively taking efforts in providing an inclusive environment. The initiatives are to promote better education, economic upliftment of the needy and setting communal harmony.
2. D. B. Jain College Organizes extension activities in schools as a part of Education Social Responsibility. The extension activities are targeted towards enabling a holistic environment for student development.
3. The Institute has also donated money from TEAM Trust provide education fees for below poverty and orphan students.
4. Blood donation camp is annually organized at Dhanraj Baid Jain College in association with Rotary Club of Chennai, NSS students; faculty and staff contributed voluntarily by donating blood for the noble cause of serving society and proudly adorn the badge of a blood donor.
5. Centre of Skill & Personality Development Program (SPDP) organized a Two Week Training Program for SC/ST students for every year. The program was technically sponsored by

TCS, Chennai. During this training program, the center conducted classes free of cost on Soft Skill and Aptitude class for SC/ST students.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded

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

To equip students with the knowledge, skill, and values that are necessary for sustaining one's balance between a livelihood and life by providing an effective, supportive, safe, accessible, and affordable learning environment.

The students are inspired by participating in various programs on culture, traditions, values, duties, and responsibilities by inviting prominent people. The institute conducted awareness programs on the ban on plastics, cleanliness, Swachh Bharat, etc. involving students.

The college establishes policies that reflect core values. Code of conduct is prepared for students and staff and everyone should obey the conduct rules.

The affiliating University curriculum is framed with mandatory courses like Professional ethics and human values, Constitution of India, Essence of Indian Traditional Knowledge, as a small step to inculcate constitutional obligations among the students. Major Initiative during last academic 2020-2021years.

Guest lectures and workshops are arranged by eminent personalities to deliver lectures on ethics, values, duties, and responsibilities and on saving the environment. Ethical Values, rights, duties, and responsibilities of citizens are some of the topics that are enlisted in Elocution, debates, and class presentation.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	No File Uploaded
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 sensitization 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 Annual awareness programmes on the Code of Conduct are organized

B. Any 3 of the above

File Description	Documents
Code of Ethics - policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	No File Uploaded
Any other relevant information	View File

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

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

The traditions are mostly associated with the identity of a person which helps him/her to learn about the importance of one's culture and creed. Dhanraj Baid Jain college acknowledges the various cultures and traditional that exist in India and celebrates them in order to promote happy coexistence of every religion and culture.

International Women's Day Celebration (8th March) - online

8th March is celebrated as international women's day. Dhanraj Baid Jain college celebrated women's day virtually during the pandemic. The students gave speeches and poems were recited describing the multitasking roles played by women in today's times especially during the COVID times. The program was informative as well as entertaining for all.

Birth Anniversary of the Dr. A.P.J. Abdul Kalam -

Webinar On the Occasion of the Birth Anniversary of the Late Former President Dr. A.P.J. AbdulKalam, Dhanraj Baid Jain College's Abdul kalam quiz club celebrated 15th October as "Knowledge Day".

National Voter's Day - 25th January -

Online On 25th January, National Voter's Day was celebrated in our College. The teachers discussed with students and asked their responses to open statement TO VOTE - Is A Right Or A Duty!

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

7.2.1 - Describe at least two institutional best practices

1. Diploma and certificate courses Autonomy gives the college the advantage of offering training programmes that cater to the human resources development and capacity building of the individuals. This in turn, caters to the needs of the economy, society and as a whole contributing to

the development of the country. Hence the need to conduct courses over and above the prescribed curriculum has been recognized. This has been meeting with by conducting diploma and certificate courses. The diploma courses are reviewed and new ones are introduced to maintain the quality of education.

2. Teaching Learning methodology Objectives are, to provide quality education to the students, to maintain excellent standards by continuously evaluating teaching methodologies, to align the curriculum with the mission of the institution.

File Description	Documents
Best practices in the Institutional website	https://www.dbjaincollege.org/wp-content/uploads/2022/07/Best_Practice_2020_2021.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

7.3.1

Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Our Vision is to Transformation of human mind and creation of a new culture that has patience for rules, laws, code of conduct, moral values, natural courtesies and human dignity. The college has ceaselessly advocated the above through continuous moral and value classes with the help of the staffs.

Our Mission in Dhanraj Baid Jain college is to instil an everlasting urge in the students to learn to think clearly and objectively. We believe that education are truly an upliftment in society and we encourage our students to focus on developing any skills to sustain their lives.

We in Dhanraj Baid college make it as a Goal to emphasis importance of education to our students who are mostly first generation learners. Our college aims in creating a powerful

army of youth, knowledgeable sensitive to nature proactive with a spirit of adventure, scientific temper and a deep inner craving for structuring a globe of concord and harmony. In correspondence to which we shape our students through various webinars, guest lectures and developmental programs which help them stand high in the society.

File Description	Documents
Appropriate link in the institutional website	Nil
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

7.3.2 Action Plan for Next Academic Year (2021 - 2022)

1. To recruit and retain well qualified motivated faculty.
2. To provide amenities and sports facilities in harmony with nature.
3. To provide holistic value based education and inculcate entrepreneurial abilities in students to face the challenges of corporate world.
4. To arrange career guidance programmes.
5. To obtain better NIRF Ranking .
6. To Focus to get topgrades in NAAC Accreditation in Fourth Cycle.