



YEARLY STATUS REPORT - 2021-2022

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./Alternate phone no.	9841373433
• Mobile no	9841373433
• Registered e-mail	dbjainprincipal@gmail.com
• Alternate e-mail	dbjainmca@yahoo.co.in
• Address	RAJIV GANDHI SALAI, JYOTHI NAGAR, IT CORRIDOR, THORAIPAKKAM
• City/Town	CHENNAI
• State/UT	TAMIL NADU
• Pin Code	600097
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

- Financial Status **Self-financing**
- Name of the Affiliating University **University of Madras**
- Name of the IQAC Coordinator **Dr.B.Jagadhesan**
- Phone No. **9444532133**
- Alternate phone No. **07200071798**
- Mobile **9444532133**
- IQAC e-mail address **dbjciqac@gmail.com**
- Alternate Email address **dbjcerp@gmail.com**

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

https://www.dbjaincollege.org/wp-content/uploads/2023/02/AQAR_2020_2021_Submission_Report.pdf

4.Whether Academic Calendar prepared during the year?

Yes

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

https://www.dbjaincollege.org/wp-content/uploads/2022/03/AC_2021_2022.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	B+	2.72	2018	16/08/2018	15/08/2023
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 funds by Central / State Government

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

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

8.Whether composition of IQAC as per latest

Yes

NAAC guidelines

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year 6

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

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

- If yes, mention the amount

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

- Inter disciplinary workshop, National conference on Emerging trends in Business were organised
- Virtual webinars and awareness programmes organised for teaching staff, non teaching staff and students
- Placement cell organised training programmes on aptitude, communication, employability and domain skills training to enhance employability for the students
- Women empowerment cell conducted awareness programme on COVID19 and counselling sessions for students
- Voluntary service programmes were organised with the support of NSS and NCC

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

Plan of Action	Achievements/Outcomes
To conduct interdisciplinary workshop	Building Skills and Knowledge for being a good teaching Professional workshop was conducted from 7/06/2021 to 14/06/2021
National conference to be conducted for the staff	5th National Business Research conference Business Opportunities in India after Covid-19 was organised
Virtual seminars, workshops conducted for teaching and non teaching staff	Online workshops and seminars conducted by departments as a part of academic curriculum
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 and inter college competitions
Awareness programmes were planned by NSS and NCC	NSS conducted blood donation camps and beach cleaning activities

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

- Name of the statutory body

Name	Date of meeting(s)
Academic Council	23/03/2023

14. Whether institutional data submitted to AISHE

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6.Date of Establishment of IQAC			07/07/2006		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
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8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

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14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	15/02/2023

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 teachinglearning 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	460
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	2321
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	305
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	643
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic	
3.1 Number of full time teachers during the year	76
File Description	Documents
Data Template	View File
3.2 Number of sanctioned posts during the year	76
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	54
4.2 Total expenditure excluding salary during the year (INR in lakhs)	2,19,47,165
4.3 Total number of computers on campus for academic purposes	336
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>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</p>	

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 relevant supporting document	No File Uploaded
Link for Additional information	https://www.dbjaincollege.org/wp-content/uploads/2019/12/2.6.1.pdf

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

The academic calendars assist faculty members in organising their individual course delivery, research projects, academic engagements, and extracurricular pursuits. The fulfilment of the curriculum in accordance with the lesson plan created by faculty members is rigorously supervised and tracked by department leaders. Each CIE's syllabus is defined in advance, and faculty members follow it. The Continuous Internal Evaluation (CIE) of students includes seminars, assignments, quizzes, and Internal Assessment (IA) examinations. According to the calendar of activities, the CIE is conducted according to a clearly defined process.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://www.dbjaincollege.org/wp-content/uploads/2022/03/AC_2021_2022.pdf

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

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

16

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

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

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

15

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

1115

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

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability 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
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

5

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

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

295

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
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File Description	Documents
URL for stakeholder feedback report	https://www.dbjaincollege.org/feedback/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.dbjaincollege.org/feedback/
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	
988	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	
305	
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 the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
The capability of the students is diverse in terms of language and standard of understanding with 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 of the students.

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

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

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

Number of Students	Number of Teachers
2321	76

File Description	Documents
Any additional information	No File Uploaded

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, extracurricular 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, Traffic awareness programs, Tree Plantation, De-addiction Drives, Swachh Bharat Abhiyan, Water Management, Drive for Fund Raising during Natural Disasters in order to make the students responsible citizens.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

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.

Classrooms :

Classrooms are equipped with smart tv's along with projector facility to enable smart learning.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

76

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

76

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

31

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

620

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

As per the guidelines of University of Madras the institution appointed college exam officer for smooth conducting the Examinations and making policy decisions in regard to organizing examinations, improving the systems of examinations. Institute Adopted Centralized Continuous Internal Evaluation (CIE) System to assess student's development in both the semester. The institute have faculty wise internal exam committees who made aware of the CIE and evaluation process.

The orientation programme are conducted at the beginning of the semester as per guidelines and also conducts induction Programme. Exam department inform to students 'examination pattern, schedule and regulations Academic Calendar with CIA Exam dates. Schedule Display in the College and Department Notice Board. Result Analysis is done by the class tutors after CIA Test. The Principal conducts Review Meetings department wise to give necessary feedback for the improvement of students' performance.

Whenever necessary, the tutor shall recommend the visit of the parent to the college for a discussion about the Student. Remedial Classes are conducted for the slow learners, absentees. Assessments of group discussions, seminars, assignments and periodically held written tests help to know the performance of the students and to take remedial measure if needed.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

Internal Assessments (CAT 1 and CAT 2):

- Immediately, after the CAT test, the solution of the test along with question wise marking scheme is displayed on notice board within a week after the test to maintain transparency and uniformity in the assessment of the internal tests.
- At the end of the semester the average marks of both the CAT test is calculated and verified with the students. If any discrepancies are reported by the students, then they are resolved by the faculty immediately.

Assignments :

- Faculty evaluates assignments based on the rules which is also shared with the students. The rules consist of criteria- timely submission, clarity, neatness, etc. The evaluated assignments are given back to students thus maintaining the transparency of the marks assigned and to resolve grievances is any.

Lab experiments:

- The experiment performed in lab by the student is immediately evaluated by the faculty and the performance marks are assigned based on the lab rubric designed by the faculty. The lab submissions are taken in Google classroom, and the marks given by the faculty are available to the students immediately, this providing a transparent way for students to reflect on their strengths and areas of improvements.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

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 any additional information	View File
Paste link for Additional information	https://www.dbjaincollege.org/wp-content/uploads/2019/12/2.6.1.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are 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 Undergraduate 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 the POs, 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	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

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

579

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://www.dbjaincollege.org/wp-content/uploads/2023/05/Annual-Report-2021-2022-send-on-15.03.23.pdf

2.7 - Student Satisfaction Survey

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

https://www.dbjaincollege.org/wp-content/uploads/2022/07/SSA_2021_22.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

2

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

0

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

3.2 - Innovation Ecosystem

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

The 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, Page 26/115 25-01-2023 12:16:42 Self Study Report of DHANRAJ BAID JAIN COLLEGE 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

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

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

41

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

4

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

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year	
20	
File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File
3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year	
3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year	
4	
File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File
3.4 - Extension Activities	
3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year	
<p>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 contacted 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</p>	

vaccination on their own interest.

File Description	Documents
Paste link for additional information	https://www.dbjaincollege.org/ncc/
Upload any additional information	View File

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

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

6

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

51

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

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

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

4209

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

40

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

5

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

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, sports, games (indoor, outdoor), gymnasium, yoga centre 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
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 such as smart class, LMS, etc.

10

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

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

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

10,910,734.00

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

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 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	A. Any 4 or more of the above
File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File
4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)	
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)	
367,733.00	
File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File
4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)	
4.2.4.1 - Number of teachers and students using library per day over last one year	
250	

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

4.3 - IT Infrastructure

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

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 - Number of Computers

336

File Description	Documents
Upload any additional information	View File
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

17,109,064

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

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 benefited by scholarships and free ships provided by the Government during the year

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

341

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

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year	
5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year	
336	
File Description	Documents
Upload any additional information	View File
Number of students benefitted by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
File Description	Documents
Link to Institutional website	https://www.dbjaincollege.org/capacity-development-programme-2021-2022/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
457	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
457	

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

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

431

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

42

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

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

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

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	No File Uploaded

5.3 - Student Participation and Activities

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

one) during the year

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

10

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

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

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

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

3

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

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
Paste link for additional information	https://www.dbjaincollege.org/wp-content/uploads/2023/02/Details-of-Alumni-2.pdf
Upload any additional information	View File

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

E. <1Lakhs

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 and in tune with the vision and mission of the institution

- Transformation of the human mind and development of a new culture that is patient with rules, regulations, code of conduct, moral principles, common courtesy, and human dignity are necessary in order to instill in people the energy and vitality they need to function well and bring wealth and peace to society.
- Emphasis is laid on the quality of education—human beings with honesty, sincerity, and truthfulness along with knowledge.
- Create a powerful army of young people who are knowledgeable and sensitive to nature, proactive with a spirit of

adventure, scientific temper, and a deep inner desire to build a world of peace and harmony.

- The board of management follows a hierarchy that begins with the secretary, the principal, the professor-in-charge, the head of the departments, and the staff, students, and non-teaching staff.
- Its main function is to ensure that all 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 assigned a role in one or more committees to participate in and contribute to the institution's growth.

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

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

- The principal, heads of the departments, teaching and non-teaching faculties, student union members, and class student representatives together concentrate on fostering the progress of the institution by sharing the responsibilities, participating in the growth of the institution, and acting according to the aims and objectives of the institution.
- The principal, governing body, teachers, and IQAC are involved in defining policies and procedures, framing guidelines, and making rules & regulations pertaining to admission, examination, a code of conduct and discipline, grievances, 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 and 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 uniform exposure to duties for the academic and professional development of faculty members.

- **Student Representatives:** Efficient running of all day-to-day aspects; responsibility including effective communication; regular monitoring and feedback; and fully implementing the initiatives taken by the class mentors.

File Description	Documents
Paste link for additional information	https://www.dbjaincollege.org/wp-content/uploads/2022/08/strategic-deployment.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

- 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 institutional bodies is effective and efficient as visible from policies, administrative setup, 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 responsibility for the overall

functioning of the institution. The College Committee constituted by the Governing Body comprises the 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 an additional Controller of the Examinations along with five staff members, ensures an impeccable examination process. The principal heads various activities and evolves policies toward the 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' efforts 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 the formulation, presentation, and implementation of research projects. The easy accessibility of various committees and the tutorial system contributes to successful participatory governance, quality assurance, and fulfilment of the institutional vision. The college has obtained autonomy, NAAC Accreditation, and an ISO certificate, which has helped the faculty members keep track of current trends in the educational spectrum and motivate them towards quality enhancement as they face new challenges.

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

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

- 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.
- Free lunch for all non teaching staff

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

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

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

50

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

12

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

23

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

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

The performance of each employee is assessed annually after completion of one year of service. The objective is not only to objectively evaluate the performance as per established norms, but also to identify potential aspects for improvement that can eventually lead to further progress and growth of the employee. The institute undertakes a wide range of activities besides academics, for which faculty members are assigned additional duties and responsibilities, which are mostly voluntary. The Institute accords appropriate weightage for these contributions in their overall assessment.

All non-teaching staff are also assessed through annual confidential reports and annual performance appraisal. The various parameters for staff members are assessed under different categories like Departmental Abilities, Capacity to do hard work, Discipline, Reliability, power of drafting, efficient organization of documents and technical abilities.

File Description	Documents
Paste link for additional information	https://www.dbjaincollege.org/performance-appraisal-system/
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling

audit objections within a maximum of 200 words

The institution has the system of conducting internal audits on a monthly basis. The internal audit is conducted by a firm of Chartered Accountants. The team is led by a Chartered Accountant.

- The internal audit team conduct the audit and submit the report to the Management. The internal audit report highlights the various financial transactions carried out in the month and statutory compliances of the month.
- The internal audit team has raised audit clarifications only and no audit objections were raised in the FY 2021-22.
- Statutory Audit is conducted by another firm of Chartered Accountants. For the FY 2021-22, our Statutory Auditors have also raised only Audit Clarifications and no Audit Objections were raised.
- Even if audit objections are raised, we have the mechanism of settling the audit objections. The auditee team Finance Manager and senior staff from Accounts department along with the CA of the audit firm discuss about the audit objection raised and is settled with a note on the audit objection raised with the knowledge of the Management.

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

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

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

0

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

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

The institute maintains and follows a well-planned process for the mobilisation of funds and resources. The process involves various committees of the institute as well as the department heads and accounts office. The institute has designed some specific rules for 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 expenditures lie within the allotted budget.

Resource Mobilization Policy and Procedure

Before the financial year begins, the principal and heads of departments prepare the college budget. The institutional budget includes recurring expenses such as salary, electricity, and internet charges, stationary, and other maintenance costs. It includes planned expenses such as lab equipment purchases, furniture, and other development expenses. The budget is scrutinised and approved by the top management and governing council.

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

6.5 - Internal Quality Assurance System

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

- The students' communication skills need to be rigorously and widely addressed, thus a 100-system language lab with the required software should be built and regular modules could be made available to the students.

- In an effort to encourage greenery, students may have planted numerous trees throughout campus and the entrance road to the college may be blacktopped.
- Faculty Development Intercollegiate programs and non-teaching staff development programs may be organized to pave the way for faculty exchange, as part of the cluster approach.

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

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

The 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
Paste link for additional information	Nil
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.dbjaincollege.org/wp-content/uploads/2023/05/Annual-Report-2021-2022-send-on-15.03.23.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Our college's Gender Sensitization programs are designed to create awareness among all the genders. Women's day were celebrated not only in spirit of cultural but also included skill development for women. our college's women cell is keen working towards the upliftment of underprivileged female students. In light to that our Dhanraj Baid Jain College organized several programs to promote gender equity. One of the best programs among them was "Women safety and Respective" Workshop Which was conducted by advocate Thilagavathy. It successfully focused on the need for

women's safety while covering a variety of issues.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.dbjaincollege.org/womens-hostel/

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Dhanraj Baid Jain College makes it a personal mission to give back to the younger generation without compromising the needs. 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
Geo tagged photographs of the facilities	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
Geo tagged 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:

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
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 are regularly undertaken by the institution

7.1.6.1 - The institutional environment and

B. Any 3 of the above

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

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

B. Any 3 of the above

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

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

Our institution concerned about the dynamic efforts taken in providing an inclusive environment. The initiatives are to promote better education, financial upliftment of the needy and setting communal harmony. D. B. Jain College Organizes extension things to do in schools as a phase of Education Social Responsibility. The extension activities that centered in enabling a holistic surroundings for scholar development. The Institute has additionally donated cash from TEAM Trust provide training costs for beneath poverty and orphan students. Blood donation camp is yearly geared up at Dhanraj Baid Jain College in affiliation with NSS students; school and body of workers contributed voluntarily by donating blood. Personality Development Program (SPDP) organized a Two Week Training Program for SC/ST students for each year. The software used to be technically subsidized by TCS, Chennai. During this coaching program, the center conducted training free of fee 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
Any other relevant information	View File

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

The students are motivated in participating various programs on culture, traditions, values, duties, and responsibilities to promote communal harmony and universal brotherhood. The institute conducted awareness programs on the ban on plastics, cleanliness, Swachh Bharat, etc. involving students. The college establishes policies that reflect core values.

Through out the year the faculties and the studnets were trained through numerousworkshops which were 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.

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.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.dbjaincollege.org/students-counselling/
Any other relevant information	https://www.dbjaincollege.org/students-counselling/

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

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

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

Dhanraj Baid Jain college acknowledges the variety of cultures and standard that exist in India and celebrates them in order to promote comfortable coexistence of every religion and culture.

Republic Day Celebration- This was celebrated where students and faculty are invited for flag hoisting. Students and teachers perform patriotic events to raise awareness of constitutional rights and historical achievements. This is followed by sweets distribution.

Independence Day celebration- This was celebrated where students and faculty are invited for flag hoisting. Students and teachers perform patriotic events to raise awareness of constitutional rights and historical achievements. This is followed by sweets distribution.

International Women's Day Celebration (8th March) - 8th March is celebrated as international women's day. Dhanraj Baid Jain college celebrated women's day, The students gave speeches, performances and poems were recited highlighting the multitasking roles played by women in the contemporary world.

APJ Birthday celebration- The birthday of Dr. APJ Abdul Kalam is celebrated in the auditorium to discuss the achievements of the former in his loving memory.

International Yoga day- It is also celebrated in the institute where students and teachers practice Yogas to relieve stress and sadness. Usually, it is conducted in the presence of Yoga experts.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

1. Dhanraj baid Jain college believes in education for all. so the managements firmly iron gates the policy of "no captiation and no donation". this policy favour our students who are mostly from a economically unstable section. 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.

2. The courses and Teaching Learning methodology Objectives are reviewed timely and new ones are introduced to maintain the quality of education, 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/2023/05/BEST-PRACTICES-2021-2022.pdf
Any other relevant information	https://www.dbjaincollege.org/wp-content/uploads/2023/05/BEST-PRACTICES-2021-2022.pdf

7.3 - Institutional Distinctiveness

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

We in Dhanraj Baid college ceaselessly work in creating awarenes on the importance of education to our students who are mostly first generation learners. we aimin creating a suceessful citizens who are 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. with regard to that DBJC conducts several programs thatshapes our students through various webinars, guest lectures and developmental programs which help them stand high in the society.

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.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

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.