

DHANRAJ BAID JAIN COLLEGE (AUTONOMOUS)
Thoraipakkam, Chennai – 600 097

**Minutes of the Governing Body Meeting held on 23.09.2021 at
12.00 Noon in the College Campus.**

Members Present:

Dr. Harish L Metha	-	Chairman - Governing Body
Dr.C.Murugesan	-	Principal & Member Secretary
Dr.K.K. Vashishtha	-	UGC Nominee
Dr.T.Mohanashree	-	University Representative
Dr.M.Sakthivel Murugan	-	Member

Leave of Absence:

Mr.Jaswant Munoth	-	Member
Mr.M.Lalchand Munoth	-	Member
Mr.R.Dayachand Savansukha	-	Member
Mr.R.Dharmendra Savansukha	-	Member
Mr.S. Mahaveerchand Jain	-	Member
Mr.K. Vinaychand Galada	-	Member
Dr.R.Ravanan	-	Joint Director, JDCE Chennai Region, Government Nominee

Chairman Governing Body welcomed the members present in the meeting. He has thanked the UGC nominee Dr.K.K. Vashishtha who travel from Delhi for his active participation so far. Chairman read the minutes of the previous meeting. Chairman directed the principal to elaborate the members for the autonomous extension and NAAC accreditation preparation. Principal, member secretary informed the members about preparation of documents for UGC autonomous extension. He also highlighted the NAAC reaccreditation document preparation to the members. UGC Nominee

suggested to prepare in depth Self Study Report preparation with adequate documents for the same. Chairman thanked the members their active participation and their contribution in the meeting.

Resolution:

“Resolved that members unanimous approved previous Governing Body meeting minutes and documentation of autonomous Extension as well NAAC reaccreditation”.

Meeting ended with Vote of thanks by the chairman, Governing Body.

Harish - metha

**Dr. Harish L Metha
Chairman
Governing Body**

DHANRAJ BAID JAIN COLLEGE (AUTONOMOUS)
Thoraipakkam, Chennai - 600 097

**Minutes of the Governing Body Meeting held on 23.03.2022 at
11.30 in the College Campus.**

Members Present:

Dr. Harish L Metha	-	Chairman - Governing Body
Dr.C.Murugesan	-	Principal & Member Secretary
Prof.K.K. Vashishtha	-	UGC Nominee
Dr.T.Mohanashree	-	University Representative
Dr.M.Sakthivel Murugan	-	Member

Leave of Absence:

Mr.Jaswant Munoth	-	Member
Mr.M.Lalchand Munoth	-	Member
Mr.R.Dayachand Savansukha	-	Member
Mr.R.Dharmendra Savansukha	-	Member
Mr.S. Mahaveerchand Jain	-	Member
Mr.K. Vinaychand Galada	-	Member
Dr.R.Ravanan	-	Joint Director, JDCE Chennai Region, Government Nominee

Chairman Governing Body welcomed the members with special reference to UGC nominee Prof.K.K. Vashishtha to attend this meeting. Chairman read the previous minutes of the meeting which was unanimously approved by them. The members deliberated the academic activities of the College in detail and the university nominee suggested to have outcome of the academic activities for NAAC accreditation.

The chairman presented the academic performance of the autonomous results and they suggested to conduct remedial coaching classes to improve the academic quality of the Institution. Chairman thanked the members for their active participation and development of the College.

Resolution:

Resolved that the members unanimously approved previous Governing body minutes, academic activities of the College and autonomous examination performance of the students.

Meeting ended with Vote of thanks by the chairman, Governing Body.

Harish L Metha

**Dr. Harish L Metha
Chairman
Governing Body**

DHANRAJ BAID JAIN COLLEGE (AUTONOMOUS)
Thoraipakkam, Chennai – 600 097

**Minutes of the Governing Body Meeting held on 30.07.2022 at
11.30 in the College Campus.**

Members Present:

Dr. Harish L Metha	-	Chairman - Governing Body
Dr.C.Murugesan	-	Principal & Member Secretary
Dr.K.K. Vashishtha	-	UGC Nominee
Dr.R.Rangarajan	-	University Representative
Dr.M.Sakthivel Murugan	-	Member

Leave of Absence:

Mr.Jaswant Munoth	-	Member
Mr.M.Lalchand Munoth	-	Member
Mr.R.Dayachand Savansukha	-	Member
Mr.R.Dharmendra Savansukha	-	Member
Mr.S. Mahaveerchand Jain	-	Member
Mr.K. Vinaychand Galada	-	Member
Dr.R.Ravanan	-	Joint Director, JDCE Chennai Region, Government Nominee

Chairman welcomed the members of the Governing Body and presented the Action taken report and minutes of the previous meeting. He instructed the member secretary Principal of D.B.Jain College to narrate the academic activities of the College. He has described the academic activities of various activities which was well appreciated by members and UGC nominee advised to prepare outcome for every activity. Secretary informed the members about the College preparing documents for autonomous extension as well as accreditation with NAAC. University nominee suggested to prepare documents as per the Guidelines of UGC and NAAC.

“Resolved the members unanimously approved the extension of autonomous as well as NAAC accreditation. Chairman thanked the members for the active participation towards academic development of the College”.

Meeting ended with Vote of thanks by the chairman, Governing Body.

Harish - metha

Dr.Harish L Metha
Chairman
Governing Body

DHANRAJ BAID JAIN COLLEGE (AUTONOMOUS)
Thoraipakkam, Chennai – 600 097

**Minutes of the Governing Body Meeting held on 25.03.2023 at
12.00 Noon in the College Campus, Board Room**

Members Present:

Dr. Harish L Metha	-	Chairman - Governing Body
Prof.K.K. Vashishtha	-	UGC Nominee
Mr.M.Lalchand Munoth	-	Member
Mr.Jaswant Munoth	-	Member
Dr.C.Murugesan	-	Principal & Member Secretary
Dr.M.Sakthivel Murugan	-	Member

Leave of Absence:

Dr.R.Rangarajan	-	University Representative
Dr.R.Ravanan	-	Joint Director, JDCE Chennai Region, Government Nominee
Mr.R.Dayachand Savansukha	-	Member
Mr.R.Dharmendra Savansukha	-	Member
Mr.S. Mahaveerchand Jain	-	Member
Mr.K. Vinaychand Galada	-	Member

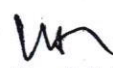
Dr.Harish L Metha, Chairman, Governing Body welcomed the members for this meeting and Chairman had a special word of appreciation for UGC Nominee Prof.K.K.Vashishtha's participation in the meeting. Action taken in the minutes of the previous meeting held on 30.12.2020 at D.B.Jain College Campus is being discussed and approved. Minutes of the Academic Council meeting held on 23.03.2023 discussed and approved. Agenda was taken by the chairman one by one with elaborate discussion on the agenda matters to improve the quality of education in D.B.Jain College. Members appreciated the academic activities of the College and UGC nominee suggested to focus on NAAC Parameters to improve the quality of education. UGC nominee also suggested that the examination and result performance of the students can be categorized as I class, II class and III class in order to analyse the students quality of performance in the examination. He appreciated about alumni participation in academic activities and placement of students of the College as well as research activities of the College. Chairman of the Governing Body highlighted

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Skill training program imparted for students at a free of cost on JAVA Programming and informed that maximum students are placed in this program. He has also suggested to conduct tally program for students. Finance Secretary Shri.Jaswant Munoth suggested to conduct SEBI NSIM program for students for skill upliftment coupled with upgradation of knowledge for higher level of placement of students in corporates. He also suggested to view JITO JOBS for students placement activities in the College. The University nominees of academic council who attended the present meeting are Dr.Tamil Selvi, Professor & Head, Dept. of Kannada, University of Madras, Marina Campus, Chennai - 600 005 and Dr.S.Gopinathan, Professor of Computer Science, University of Madras, Chepauk, Chennai -600 005. Members unanimously discussed in depth all agenda matters approved the same and passed the following resolution as under:

"Resolved that the members unanimously approved the previous Minutes and Action taken report, Minutes of the Academic Council, Students Examination performance and Academic Activities of the College"

Meeting ended with Vote of thanks by the chairman, Governing Body.


Dr.Harish L Metha
Chairman
Governing Body

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DHANRAJ BAID JAIN COLLEGE (AUTONOMOUS)
Thoraipakkam, Chennai – 600 097

**Minutes of the Governing Body Meeting held on 23.09.2023 at
12.00 Noon in the College Campus, Board Room**

Members Present:

Dr. Harish L Metha	-	Chairman - Governing Body
Prof.K.K. Vashishtha	-	UGC Nominee
Mr.M.Lalchand Munoth	-	Member
Mr.Jaswant Munoth	-	Member
Dr.R.Rangarajan	-	University Representative
Dr.C.Murugesan	-	Principal & Member Secretary
Dr.M.Sakthivel Murugan	-	Member

Leave of Absence:

Dr.R.Ravanan	-	Joint Director, JDCE Chennai Region, Government Nominee
Mr.R.Dayachand Savansukha	-	Member
Mr.R.Dharmendra Savansukha	-	Member
Mr.S. Mahaveerchand Jain	-	Member
Mr.K. Vinaychand Galada	-	Member

Chairman Governing body welcomed the members for the meeting. He has welcomed the UGC nominee Dr.Vashistha to come from all the way from New Delhi to attend the meeting. He also welcomed University nominee Dr.R.Rangarajan, Professor and Head, Department as well College development cell of university of Madras. The Chairman presided over the meeting, and deliberation among the members one being carried out as per agenda. Members approved the previous Governing Body meeting along with action taken report.

Discussion on examination Results, performance:

UGC nominee appreciated the students performance when comparing with previous years. University nominee also welcomed the presentation of results as I class II class and no III class as per university Guidelines and Government norms. Chairman, governing body

insisted that the results are in the range of 75% to 79% which is to be improved upon in the upcoming autonomous examinations to upgrade the quality of education. Dr.M.Sakthivel Murugan informed the Governing Body stating that the valuation of answer papers are only done by external examiner for all courses in the Central Valuation method including dummy number system and question paper is printed which is followed by various universities.

Academic Activities:

Chairman informed the members about the various academic activities of department as well College level program. University nominee suggested to focus on upgrading the students skill development program to equip themselves to meet the needs of present Corporate employers. Controller of Examinations informed that our College is implementing Tamil Nadu State Council for Higher Education syllabus from this academic year 2023 – 2024 which contains skill development subjects for all courses in our College. Chairman Governing Body suggested to take the advice of controller of examinations in conducting skill development program. All the members of Governing Body unanimous to develop and train the students on communication skill which will help for their employment. Chairman informed the principal that teachers should engage class only in English and not in Tamil.

NAAC Document Preparation:

Chairman, Governing Body informing the members about the College preparedness for NAAC reaccreditation. To meet the needs of NAAC, infrastructure requirements of civil work is in progress and Road laying working is also in progress which is well appreciated by all members. UGC nominee appreciated the College about No Capitation and No Donation and nominal fees charged by the College is good for NAAC accreditation. UGC nominee suggested digitalization of (RFID) library which is accepted by the Chairman Governing Body which will be implemented before NAAC visit to our College. Further UGC nominee suggested to focus on presentation and preparation of documents pertaining to sports activities to be highlighted and placement activities in a proper way with highlighting by

Illustrating in the form of pictures with colour graphs also. Social service activities and research is being carried out by the faculties also to be focused on elaborating commerce and computer labs also. Principal presentation must be best one. University nominee suggested that power point presentation must be in brief. Each department must prepare brochure and criteria wise data which must be accurate. They should focus on remedial classes for slow learners. Enrolment of foreign students, Funding and scholarship to students and measures to protect COVID from people by NSS Volunteers to be highlighted upon. ICT Teaching, staff welfare measures of staff, medi claim to staff and students, best practices of the College and road map plan for next five years to be presented in proper way to upgrade the quality of education of our College. Principal informed the members of the Governing Body that the advice and recommendations will implemented in order to enhance the quality of the institution.

Approval of Policies, manuals and standard operating procedures:

Dr.M.Sakthivel Murugan presented College polices and manuals along standard operating procedures to the members which is approved unanimously by all.

“Resolved that the Governing body members unanimously approved the previous Governing Body meeting minutes along with action taken report, Academic performance of students for April 2023, academic activities of the College for 2022-23, submission of NAAC document preparation for reaccreditation and policies manual including E-Governance Policy (ERP) and operating procedures of the College for upgradation and quality enhancement of the College.”

The meeting ended with Vote of thanks by Chairman, Governing Body for members for their active participation to improve quality of education of the College.


Dr.Harish L Metha
Chairman
Governing Body

DHANRAJ BAID JAIN COLLEGE (AUTONOMOUS)
Thoraipakkam, Chennai – 600 097

**Minutes of the Governing Body Meeting held on 19.03.2024 at
12.00 Noon in the College Campus, Board Room**

Members Present:

Dr. Harish L Metha	-	Chairman - Governing Body
Prof.K.K. Vashishtha	-	UGC Nominee
Mr.M.Lalchand Munoth	-	Member
Mr.Jaswant Munoth	-	Member
Dr.R.Rangarajan	-	University Representative
Dr.C.Murugesan	-	Principal & Member Secretary
Dr.M.Sakthivel Murugan	-	Member

Leave of Absence:

Dr.R.Ravanan	-	Joint Director, JDCE Chennai Region, Government Nominee
Mr.R.Dayachand Savansukha	-	Member
Mr.R.Dharmendra Savansukha	-	Member
Mr.S. Mahaveerchand Jain	-	Member
Mr.K. Vinaychand Galada	-	Member

Chairman Governing body welcomed the members for the meeting. He welcomed University nominee Dr.R.Rangarajan, Professor and Head, Department as well College development cell of university of Madras. The Chairman presided over the meeting, and deliberation among the members one being carried out as per agenda. Members approved the previous Governing Body meeting along with action taken report.

Academic Activities:

Chairman informed the members about the various academic activities of department as well College level program. University nominee suggested to focus on upgrading the students skill development program to equip themselves to meet the needs of present Corporate employers. All the members of Governing Body unanimous to develop and train the students on communication skill which will help for their employment. Chairman informed the principal that teachers should engage class only in English and not in Tamil. Members deliberated on the academic activities of the College and University nominee emphasized about outcome of the academic activities.

Principal informed the members of the Governing Council an all criteria document preparation members unanimously approved the submission of SSR to NAAC soon.

The meeting ended with Vote of thanks by Chairman, Governing Body for members for their active participation to improve quality of education of the College.

Harish - metha
Dr. Harish L Metha
Chairman
Governing Body

DHANRAJ BAID JAIN COLLEGE (AUTONOMOUS)

Thoraipakkam, Chennai – 600 097

**Minutes of the Governing Body Meeting held on 25.04.2026 at
11.00 a.m. in the College Campus, NAAC Room**

Members Present:

Dr. Harish L Metha	-	Chairman - Governing Body
Mr.Jaswant Munoth	-	Member
Dr.Tamilselvi	-	University Representative
Dr.C.Sundar	-	Principal & Member Secretary
Dr.M.Sakthivel Murugan	-	Member

Leave of Absence:

Mr.M.Lalchand Munoth	-	Member
Dr.K.Sudarkodi	-	Joint Director, JDCE Chennai Region, Government Nominee
Mr.Abishek Siroya	-	Member
Mr.R.Dharmendra Savansukha	-	Member
Mr.S. Mahaveerchand Jain	-	Member
Mr.K. Vinaychand Galada	-	Member

The Chairman welcomed the members of the Governing body members who attended the meeting.

The chairman read the minutes of the previous Governing body meeting which is unanimously approved by the members.

The chairman, governing body instructed the Principal to present activities of the College in Power Pont Presentation of the contents (PPT).

- Graduation day
- Special Graduation day
- Memorandum of understanding
- Ph.D. Completed faculties between 25 -26
- Faculty publications
- Student achievements

- World record achievement
- Result analysis
- Placements
- Awards and recognition
- Alumni meet
- Excellence in education awards
- Proposal of new courses
- Entrepreneurship development cell
- Activities: guest lecture, club inauguration & activities, inter collegiate festivals, industrial visit
- Skill development program

As per the approval of Academic Council, Principal presented the Internal components of Internal assessment marks from 25 to 40 with detailed explanation which is approved unanimously by the members.

“Resolved that the Governing body members unanimously approved the Internal marks to 40 from 25 from the academic year 2026 - 2027 form all the courses.”

Resolution of 4 credits:

“Resolved that the members unanimously approved 4 credits to MOOC and NPTEL and French 4 credits to the students who pursue above course from the academic year 2026 - 2027”.

Resolution of New courses:

“Resolved that the members unanimously approved to start M.Com., (General) and B.Sc. Computer Science with Artificial Intelligence which is approved by board of studies from the academic year 2026 - 2027”.

After presentation of PPT report by the Principal both University nominee and chairman, governing body suggested the following academic observations.

- 1) Chairman, governing body suggested to create Parents Teachers Association for all departments consist of Principal Chairman, Department faculty members, students and their parents. Conduct meeting at least once in a semester by maintain agenda, minutes and action taken must go the subsequent meeting.

- 2) University Nominee and Chairman Governing body meeting welcomed the celebration of women's day and keep the Chief Guest as an awarded and College award can be provided to the tune of Rs.10,000/- .
- 3) University Nominee advised the English department to focus on communication development of students for all courses in order to improve the placement of students.
- 4) Governing body chairman suggested to increase one more smart board to the departments to enhance online teaching and also IQAC Board in the main auditorium of the College.
- 5) Dr.M.Sakthivel Murugan suggested to provide Journal publication incentive of reimbursement for development of research and development for NAAC upgradation of grade.
- 6) Chairman governing body suggested that the Tutorial visit to students house must be implemented by all departments and see the students attendance must be improved coupled with improving the quality education of the College.

Chairman thanked the members for active participation of the meeting.

Harish L Metha

Dr.Harish L Metha
Chairman
Governing Body

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