



## YEARLY STATUS REPORT - 2022-2023

### Part A

#### Data of the Institution

##### 1.Name of the Institution

DHARMAMURTHI RAO BAHADUR CALAVALA  
CUNNAN CHETTY'S HINDU COLLEGE  
(Linguistic Telugu Minority  
Status conferred by the  
Government of Tamil Nadu)

- Name of the Head of the institution **Dr.G. Kalvikkarasi**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **04426850621**
- Mobile no **9499051722**
- Registered e-mail **drbccchinducollege@yahoo.co.in**
- Alternate e-mail **iqachinducollege@gmail.com**
- Address **Dharmamurthi Nagar, Pattabiram**
- City/Town **Chennai**
- State/UT **Tamil Nadu**
- Pin Code **600072**

##### 2.Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
- Location **Semi-Urban**

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **University of Madras**
- Name of the IQAC Coordinator **Dr.K. Sridhar**
- Phone No. **04426850621**
- Alternate phone No. **9176887591**
- Mobile **9444280519**
- IQAC e-mail address **iqachinducollege@gmail.com**
- Alternate Email address **sridhar@drbccchinducollege.edu.in**

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

<https://www.drbccchinducollege.edu.in/images/aqar/AQAR%20REPORT%202021-2022.pdf>

**4.Whether Academic Calendar prepared during the year?**

**Yes**

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

<https://www.drbccchinducollege.edu.in/images/academic-calender.pdf>

**5.Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B+</b>	<b>79.05</b>	<b>2006</b>	<b>21/05/2006</b>	<b>20/05/2011</b>
<b>Cycle 2</b>	<b>B</b>	<b>2.83</b>	<b>2013</b>	<b>23/03/2013</b>	<b>22/03/2018</b>
<b>Cycle 3</b>	<b>B+</b>	<b>2.52</b>	<b>2021</b>	<b>10/08/2021</b>	<b>09/08/2026</b>

**6.Date of Establishment of IQAC**

**23/10/2003**

**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
<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>0</b>	<b>0</b>

**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 5

- 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)

- \* Deeksharambh programme conceived and conducted by IQAC at the beginning of 2022-2023 academic year.
- \* Brief discussion about NAAC forthcoming 4th cycle accreditation.
- \* Academic and Administrative Audit was conducted for the year of 2022-2023 in Two Phases.
- \* Creating motivation to our college faculty members to publish research articles in UGC care list journals, scopus database and web of science data base.
- \* Plan of action for the academic year of 2023-2024.

### 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
Deeksharambh programme 2022-2023	Successfully conducted Deeksharambh programme for the year of 2022-2023 for first year students on physical mode and their parents
Yoga to be offered to all the students for the academic year of 2022-2023	Successfully completed yoga programme in collaboration with Heartfulness Education Trust
Alumni Association 2022-2023	Alumni Association so far not registered and not functioned 2022-2023
Review of Third cycle SWOC analysis	Reviewed third cycle SWOC analysis and fulfilling the required analysis gaps.
Participation of NIRF Rankings 2023	Participated in NIRF Rankings 2023 and not achieved

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

- Name of the statutory body

Name	Date of meeting(s)
COLLEGE COUNCIL AND MANAGEMENT	01/07/2022

14. Whether institutional data submitted to AISHE

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	DHARMAMURTHI RAO BAHADUR CALAVALA CUNNAN CHETTY'S HINDU COLLEGE (Linguistic Telugu Minority Status conferred by the Government of Tamil Nadu)
• Name of the Head of the institution	Dr.G. Kalvikkarasi
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04426850621
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• Pin Code	600072
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• Affiliated /Constituent	Affiliated
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• Location	Semi-Urban
• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	University of Madras

• Name of the IQAC Coordinator	Dr.K. Sridhar
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• Alternate Email address	sridhar@drbccchinducollege.edu.in
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="https://www.drbccchinducollege.edu.in/images/aqar/AQAR%20REPORT%202021-2022.pdf">https://www.drbccchinducollege.edu.in/images/aqar/AQAR%20REPORT%202021-2022.pdf</a>
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://www.drbccchinducollege.edu.in/images/academic-calender.pdf">https://www.drbccchinducollege.edu.in/images/academic-calender.pdf</a>

**5.Accreditation Details**

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Cycle 2	B	2.83	2013	23/03/2013	22/03/2018
Cycle 3	B+	2.52	2021	10/08/2021	09/08/2026

<b>6.Date of Establishment of IQAC</b>	23/10/2003
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**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	0	0

<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>	Yes
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Plan of Action	Achievements/Outcomes
Deeksharambh programme 2022-2023	Successfully conducted Deeksharambh programme for the year of 2022-2023 for first year students on physical mode and their parents
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<b>13. Whether the AQAR was placed before statutory body?</b>	Yes
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<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>
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Name	Date of meeting(s)
COLLEGE COUNCIL AND MANAGEMENT	01/07/2022

<b>14. Whether institutional data submitted to AISHE</b>
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Year	Date of Submission
2022-2023	11/03/2024

<b>15. Multidisciplinary / interdisciplinary</b>
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As the college is affiliated to the University of Madras, the college follows the credit based curriculum framed by the University. The university curriculum reflects the necessity of the multidisciplinary and interdisciplinary aspects in the present educational system. The curriculum seeks a effective teaching and learning on the multidisciplinary ground. The syllabus includes skill oriented subjects included along with the

other main subjects to enhance the multi and interdisciplinary knowledge for a better preparation towards the career construction in the globalized arena. The non-major subjects are included to attain the requirement of the multidisciplinary skill in students. The university based qualitative academic curriculum is framed to foster this demand of the present Gen Z generation. The need of the present generation is fulfilled with the support of some Add on courses other than main subjects. The college organises programmes in humanities, sciences, information technology, Commerce and management. The college finds multiple paths to provide a qualitative knowledge to the students. The students are motivated to sense their passion in the field other than their opted subjects. The non curriculum programmes are arranged to equip the students to find a better jobs according to their ability. The college has MOUs with industries, colleges, universities to promote the student's ability to fix themselves in the global arena. Various clubs are established in the college campus to provide opportunity for the students to get trained in multidisciplinary fields.

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

The Dharmamurthi Rao Bahadur Calavala Cunnan Chetty's Hindu College, Pattabiram, Chennai - 72 is affiliated to the University of Madras. So far the State Government of Tamil Nadu Higher Education Department has not introduced the ABC system in Higher Education Institutions in Tamil Nadu. In this connection, our college is not able to fill the relevant column in Academic Bank of Credits in AQAR 2022-2023.

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

The ED Cell of DRBCCC HINDU COLLEGE conducts various Skill Development programmes to students to enhance their knowledge beyond syllabus.

The College has signed an MOU signed with KHADI VILLAGE INDUSTRIES COMMISSION (KVIC), a Govt. Of India enterprise through which many Skill Development programmes are conducted. Training on Bakery Products, Aari Work, Beautician Course, Candle Making, Agarbathi Making, etc are conducted to students of our college to enhance their Entrepreneurial skills and also to develop and nurture their knowledge on skills.

Our college has linkage with MGNCRE (Mahatma Gandhi National Council for Rural Education), an Govt. of India Institute through which National Entrepreneurship Day was Commemorated with Rural

Entrepreneurship Competitions for Youth. Products related to jute, millets, simple chemicals, etc were displayed by the students.

Workshop on current Issues in Intellectual Property Rights was conducted in our college through which students gain awareness on Applying PATENT for their Newly invented products at present and in future. This created an awareness among students to patent their new inventions and also to safeguard their rights towards their creations.

We also conduct ED expo which exclusively caters to students towards gaining practical knowledge on doing Business. Students gain exposure on the Practical applicabilities of Entrepreneurship by exhibiting their own products. Students gain an inward knowledge on the pros and cons of entrepreneurship.

App Development classes and Photoshop Classes are conducted to students, which makes them skilled on New techniques and also prepares them to future Job market.

Students of Various Departments have registered for Online Entrepreneurship Training conducted by EDII (Entrepreneurship Development and Innovation Institute, TN, through which students have gained ample knowledge on newer skills to be possessed to face the business world with confidence. They are provided with real time projects and ideas which can be easily converted into products.

All the 3 year students of our college have been enrolled into Naan Mudhalvan Scheme by the Government of T.N. which aims at skill development of students beyond their syllabus. Students gain knowledge through various job oriented courses conducted by experts from National Skill Development Council.

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

Our college is intended to equip itself with the basic skills based on the term Indian Knowledge System initiated by the Ministry of Education, Government of India. As a part of the initiative measures, Historical Studies department has conducted a 15 days Internship program for the students in Tamil Nadu Government Museum from 05.12.2022 to 23.12.2022. III B.A. Historical Studies students were the beneficiaries.

30 Hours Certificate Programme on "Heartfulness Enabled Leadership Mastery" in Collaboration with Heartfulness Education Trust conducted for the students from 05.09.2022 to 12.09.2022, 19.09.2022 to 23.09.2022 (Phase-1) and 18.01.2023 to 24.01.2023 (Phase-2). This programme helped the students to live a balanced, purposeful, peaceful life through emotion balancing exercises. It includes topics such as multiple intelligence, teamwork - collaboration, love-discipline, the real purpose of Yoga and many more related to the balanced mind practice living. A Herbal garden is maintained and renovated in the campus to educate the students about the organic living which is traditional to the Indian Culture.

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

DRBCCC Hindu College has taken several measures to implement the Outcome Based Education in the teaching and learning process. Since the college follows the syllabus and curriculum prescribed by the affiliated University (University of Madras), the Learning Objectives (LOs), Course Outcomes (COs), the Programme Outcomes (POs) and the Programme Specific Outcomes (PSOs) are provided with the syllabus. The students are briefed about the LOs and POs at the beginning of the academic year and semester. The faculty may act as an instructor, trainer, facilitator, and/or mentor, based on the outcomes targeted. The clearly defined learning outcomes allow the faculty to make well-informed decisions about delivering the course content. They also frame the internal assessments which allow students to demonstrate their knowledge and skills. The learning activities implemented in the classroom help students develop their skills and knowledge. The academic mentoring system followed in the college enables the faculty to identify the strengths and weaknesses of the student and administer customized learning based on the competencies. The high achievers and low achievers are provided differentiated learning in the classroom. The lesson plans, the daily workload summary log book and the snippets log book enables the teachers to implement the LOs, COs and POs in a systematic manner. Students have demonstrated a positive attitude and growth oriented mindset towards learning. This is quite evident in the way the assignments are submitted and seminars are conducted in the classroom. The Online Students' Curriculum Survey conducted by the college periodically helps to provide curriculum related feedback to the University. The Outcome Based Education also serves as sign post for planning the co-curricular activities like industrial visits and field trips. For example, the Department of Electronics and Communication conducted two

industrial visits to Indian Space Research Organization. These visits enabled students to learn about the use of electronics and communication devices and were also part of the participative and experiential learning. The industry-academic interaction which is executed through the MOUs signed with various organizations and institutions enable the students to achieve the learning outcomes through various activities.

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

The Dharmamurthi Rao Bahadur Calavala Cunnan Chetty's Hindu College, Pattabiram, Chennai - 72 is affiliated to the University of Madras. Since our college is affiliating to State University, we do not have any authority to conduct under graduate and post graduate courses through distance education. However, our students and staff have enrolled MOOCs (Massive Open Online Courses) through Online spoken tutorial course conducted by Indian Institute of Technology, Mumbai from June 2022 to December 2022. 3231 students are benefitted. In addition to that Swayam (Study Webs Of Active-Learning For Young Aspiring Minds), 642 students enrolled in the Online Certificate Courses. Out of which, 36 Students registered for the exams. 15 students cleared the online examination.

**Extended Profile**

**1.Programme**

1.1	941
Number of courses offered by the institution across all programs during the year	

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

**2.Student**

2.1	4711
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	909
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Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		
File Description		Documents
Data Template	<a href="#">View File</a>	
2.3 Number of outgoing/ final year students during the year		1534
File Description		Documents
Data Template	<a href="#">View File</a>	
<b>3.Academic</b>		
3.1 Number of full time teachers during the year		170
File Description		Documents
Data Template	<a href="#">View File</a>	
3.2 Number of sanctioned posts during the year		176
File Description		Documents
Data Template	<a href="#">View File</a>	
<b>4.Institution</b>		
4.1 Total number of Classrooms and Seminar halls		108
4.2 Total expenditure excluding salary during the year (INR in lakhs)		324.8715995
4.3 Total number of computers on campus for academic purposes		439
<b>Part B</b>		
<b>CURRICULAR ASPECTS</b>		

## 1.1 - Curricular Planning and Implementation

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

The institution is affiliated to University of Madras and follows Choice Based Credit System (CBCS) curriculum. The curriculum is framed by the University of Madras through a systematic Board of Studies and the same is approved by the syndicate. The Head of the institution receives it and channelizes the same to the respective Head of the Departments. A systematic Lesson plan is prepared and scrutinized by Head of the department and the institution Head, which consist of the schedule of delivery with specific learning outcome, teaching aids used number of assignment and seminars. Through a systematic time table schedule the curriculum is executed. The teachers use ICT tools, chalk and talk method, quiz, flash cards, brain storming techniques, minute card, group discussions, power point presentations, video lecturing to deliver the curriculum. Snippets book are maintained to record the everyday syllabus handling. The students are evaluated on a continuous process. The Internal Evaluation of students consists of three Internal Assessment tests (Internal assessment - I, Internal assessment-II and revision examination), assignments and seminars. Blended teaching method are used by the teachers of all the departments by using online videos, swayam courses, spoken tutorial courses etc., seminars, workshops and invited lectures help in updation of knowledge among students. Parent- Teacher Meeting is conducted every year to review the students' appraisal, wherein the students overall performance including academics and the conduct of the student is discussed.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://drive.google.com/file/d/1cBw0iOxu5_n4UYOvwSWk7f0gOegfbrFj/view?usp=sharing">https://drive.google.com/file/d/1cBw0iOxu5_n4UYOvwSWk7f0gOegfbrFj/view?usp=sharing</a>

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

Before the commencement of each semester, University notifies an academic calendar for all the programs, which contains the date of commencement, last working day of the semester and revision examination. The college follows the calendar issued by the University strictly and plans all its activities including the

conduct of Continuous Internal Evaluation (CIE). Syllabus coverage for each CIE is decided well in advance and faculty members adhere to it. Internal Assessment tests (IA), assignments, quizzes, and seminars are part of the Continuous Internal Evaluation (CIE) of students. The course instructors prepare IA question papers based on the revised Bloom's Taxonomy along with the scheme of evaluation, reviewed by the stream coordinator and approved by the department Head. The revision examination timetable prepared by the examination committee is published to stakeholders, and conducted as per the schedule. Post IA tests, evaluation of answer scripts, and calculation of CO-PO/PSO attainment are carried out by respective Course Instructors. Continuous evaluation and assessments are also done for laboratory course, project work, seminars, and internships. Conduction of laboratory experiments and viva, Submission of records are the major components of laboratory course evaluation. As per the laboratory rubrics, the internal test is conducted at the end of the semester. The Principal, through the academic committee meetings, frequently reviews the semester's progress and provides suitable suggestions. In case of revision of academic calendar by the university, institute incorporates the necessary changes accordingly.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://drive.google.com/file/d/1TwBgyfsK5AKRke0XXAWZwAjmbGnF90Ja/view?usp=drive_link">https://drive.google.com/file/d/1TwBgyfsK5AKRke0XXAWZwAjmbGnF90Ja/view?usp=drive_link</a>

**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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

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

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

29

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

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

47

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

4094 out of 4311

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

The college curriculum effectively integrates Cross-cutting issues of the society like Moral Values, Human Values, Professional Ethics, Ethical Values Gender Equality, Environmental Awareness, which are inseparable part of our curriculum. Moral Values, Human Values & Professional Ethics Twenty one days Induction programme related to values and ethics is an integral part of the curriculum of the first year. College celebrates days of National and International importance as Republic day, Women's day, Independence Day, Teacher`s day, Human Right Day, International Yoga Day etc.

**Gender Sensitivity:** Gender related courses are an integral component of various programmes. Students are sensitized and encouraged to work towards gender equity from a cross-cultural perspective. Free counseling services are provided through a Counseling Cell. Gender sensitization awareness programmes are organized that include women's rights, human rights, child rights, gender justice and gender equality. The college has Gender Cell and Grievance Redressal Cell to provide counseling to students, promote gender equity among students and also deal with related issues of safety and security of female students, staff and faculty. There are separate Boys & Girls waiting hall (In-campus) for providing the safe environment to all students.

**Environment & Ecology:** A compulsory core course on Environment studies is included in all UG programmes related to ecosystem, its balance & sustainability is an integral part of the curriculum of the second year. University prescribed this course for creating awareness and developing importance of environment among students.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

20

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

907

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

**1.4 - Feedback System**

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution**

**A. All of the above**

from the following stakeholders Students  
Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	<a href="https://www.drbccchinducollege.edu.in/images/2022-2023%20-%20STAKE%20HOLDER%20FEEDBACK%20REPORT%20ON%20THE%20SYLLABUS%20(1).pdf">https://www.drbccchinducollege.edu.in/images/2022-2023%20-%20STAKE%20HOLDER%20FEEDBACK%20REPORT%20ON%20THE%20SYLLABUS%20(1).pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://www.drbccchinducollege.edu.in/images/2022-2023%20-%20STAKE%20HOLDER%20FEEDBACK%20REPORT%20ON%20THE%20SYLLABUS%20(1).pdf">https://www.drbccchinducollege.edu.in/images/2022-2023%20-%20STAKE%20HOLDER%20FEEDBACK%20REPORT%20ON%20THE%20SYLLABUS%20(1).pdf</a>

**TEACHING-LEARNING AND EVALUATION**

**2.1 - Student Enrollment and Profile**

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

**2.1.1.1 - Number of students admitted during the year**

**1706**

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

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

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

856

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

**2.2 - Catering to Student Diversity**

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

When the students approach the various departments for enrollment, the Placement and Counselling Cell of the college provides one-to-one advising related to the course that they can choose. In the beginning of the academic year, the Department of English conducts the diagnostic test or the placement test to gauge the language competency of the students. This test is administered to all the first-year students every year. The departments also conduct bridge courses for the first-year students to make their academic transition from the higher secondary school system to the college system smooth and hassle free. The slow or the emergent learners are made part of the department remedial programmes. Through the mentoring logbook the progress made by the low achieves is monitored and necessary feedback is given to improve their academic status. DRBCCC Hindu College is one of the few colleges in India which distributes English newspaper to all the students. This practice is also an example for learning beyond the syllabus. Based on the news headlines flagged every day, a monthly quiz is conducted to assess the general awareness and knowledge of all the students. The high or the advanced learners are given special preference when it comes to participating in inter-collegiate competitions.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1hQ2EcBgWMeGxeXtjZGy_sqnoTCCnXPd_/view?usp=sharing">https://drive.google.com/file/d/1hQ2EcBgWMeGxeXtjZGy_sqnoTCCnXPd_/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
4711	170

File Description	Documents
Any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

DRBCCC Hindu College provides many platforms for the students to learn by doing. Through these instances of experiential learning, the students can connect theories and knowledge learned in the classroom to real-world situations. The department of Business Administration conducts the annual event 'Business Expo' where the students are given hands-on experience in creating live business models (exhibits) and presenting them to a panel of judges in the college auditorium. The Department of Historical Studies commemorates the founding of the city of Madras / Chennai every year. Students of the department actively participate in this event by creating exhibits of the major landmarks of the city and exhibiting them in the auditorium for the public. Both these events involve brainstorming, research, critical thinking, and creativity. The Entrepreneurial Cell of the college in association with Khadi and Village Industries Commission, Government of India provides hands on training in making incense sticks, soaps and bakery items which enhances the entrepreneurial skills and leadership skills of the students. The documentary project done by the Department of Historical Studies titled 'Thiruvallur's Legacy: A Tourist's tale is a fascinating example of how participative learning techniques like community mapping, interviews and group discussions help the students to learn. The e-content developed by the students of the department of English (Shift 2) based on the topics in the syllabus encourages them to immerse themselves in

learning through participation.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://drive.google.com/file/d/1v-n JcAbr_XB9r2qdTEeeKNWVhmfeRL8C/view?usp=sharing">https://drive.google.com/file/d/1v-n JcAbr_XB9r2qdTEeeKNWVhmfeRL8C/view?usp=sharing</a>

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

Our College teachers are increasingly utilizing ICT-enabled tools to improve teaching-learning processes. These tools include learning management systems like Moodle and Google Classroom, video conferencing tools like Zoom and Google Meet, presentation tools like PowerPoint and Google Slides, collaboration tools like Google Docs and Sheets, and assessment tools like Google Forms and Quizizz.

The use of ICT enabled tools is having a number of positive impacts on the teaching-learning process at our college. Students are more engaged and motivated in their learning, and they are able to develop a wider range of skills and knowledge

- A physics teacher uses a learning management system to create a virtual classroom for students to access course materials, complete quizzes, and participate in discussion forums.
- A math teacher uses video conferencing for live online lessons. A chemistry teacher uses software simulations to visualize photosynthesis processes.
- An economics teacher uses an online database for economic trends analysis.
- Computer science teachers use ICT tools like LMS and Google classrooms, programming software, software development tools, and online resources to support teaching and learning goals.

Our College teachers are utilizing ICT tools to enhance teaching-learning processes, resulting in more engaging and effective learning experiences for all students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

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

**2.3.3.1 - Number of mentors**

170

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

**2.4 - Teacher Profile and Quality**

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

178

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

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

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

82

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<a href="#">View File</a>

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

**2.4.3.1 - Total experience of full-time teachers**

1231

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

**2.5 - Evaluation Process and Reforms**

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

The College follows a fair and transparent internal assessment process and robust mechanism to enhance the quality of higher education and make available various facilities to students to achieve good results in the examination. The continuous internal evaluation (CIE) component includes class tests, tutorials, assignments, class seminars, group discussion etc. Assessment is an integral part of teaching-learning process. The college internal evaluation process is decentralized in order to make it more transparent and objective. As per the academic calendar the college prepare tentative schedule and displayed on the notice board. The Departments takes extra efforts for slow and advanced learners and they are assessed by different methods. The examination committee monitors and conducts internal examination in the college. The college has mechanism for transparent and robust internal assessment as below:-

- Class tests semester, class seminar is organized by every

department.

- Students are provided question bank which is maintained in the college library.
- The subject teacher monitors students field work, visit report and project works.
- The college has various skill oriented certificate courses which are also assessed by the respective subjects.
- The attendance record is a part of internal assessment maintained by each subject department.
- Group discussion, essay competition, and quizzes are conducted and assessed by the departments.
- The college selects class toppers from each department for the student award in the revision examination
- Marks of various internal examinations are told and discussed in the classroom.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://drive.google.com/file/d/11M-NKH6BDk9FwWUnfpcoVtySGVrejV3w/view?usp=sharing">https://drive.google.com/file/d/11M-NKH6BDk9FwWUnfpcoVtySGVrejV3w/view?usp=sharing</a>

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

The institute has devised an efficient mechanism to deal with examination related grievances which transparent in the pattern and conduction of CIE and rectification of grievances is time bound.

At Institute level: An examination committee, comprising of a senior teacher as convener and other teaching and non-teaching staff as members, is constituted to handle the issues regarding evaluation process. The teacher distributes evaluated answer scripts to students, and any clarifications or grievances are addressed by the teacher. Students are counseled by the faculty mentor, and remedial classes are conducted for students who have failed in the examinations.

At University level: If students have grievances related to evaluation of university answer scripts it is intimated to the subject handling faculty and head of the department if necessary, for further action.

Re-Evaluation: Students can apply for re-evaluation of their

answer scripts within a week from the declaration of results if they are not satisfied with their results. The results of re-evaluation will be announced as per the university norms.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://drive.google.com/file/d/1JoOYDSzyIDxTKxNm2ZL6qGacOxWme94s/view?usp=sharing">https://drive.google.com/file/d/1JoOYDSzyIDxTKxNm2ZL6qGacOxWme94s/view?usp=sharing</a>

## 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.

The course objectives are communicated the website of the institution. They are also communicated along with the syllabus copy presented to the students. The students are exposed to the course objectives in the orientation programme too. Such familiarization of course objectives helps the institution to realize the objectives with ease and comfort. The students are oriented during the pre admission process about the Higher Educational Opportunities and Employment opportunities of all the programmes. This is also displayed in the website along with the copy of the prospectus.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://drive.google.com/file/d/1pLtrznHEk_uVMRsrRk33T6D0Gt3Ex2bnP/view?usp=sharing">https://drive.google.com/file/d/1pLtrznHEk_uVMRsrRk33T6D0Gt3Ex2bnP/view?usp=sharing</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

The level of attainment of Program Outcomes, Program Specific Outcomes and Course Outcomes are measured using various indicators throughout the semester of the academic year.

The faculty records the performance of each student with the help of the specified course outcomes through a continuous evaluation

process. The faculty provides home assignments to students, conducts internal tests, viva voce, surprise tests, open book tests, quiz, projects etc. in order to assess the Programme Outcomes and Programme Specific outcomes attained by each student.

End Semester University Examination: Being a constituent college of university of Madras, the students of the college are required to take examinations as per the semester and annual pattern set by the university.

Internal Assessment: The Internal Assessment constitutes 25% weightage of the total marks (100) in each subject. The students are given assignments which are designed in alignment with Programme Outcomes of the respective subject.

Practical Assessment/ External Assessment: It is evaluated by inviting external experts appointed by the university to evaluate each student by conducting Practical examinations, and taking Viva-Voce and evaluating the practical files.

Result Analysis: This is an effective indicator in order to evaluate the level of attainment of POs, PSOs and COs as specified by the university.

Internships and Placements: Students are encouraged to take up internships, projects, fieldwork, etc. The Placement Cell of the college helps and polishes the students according to industry standards and provides ample opportunities for students to get placed in esteemed companies.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://drive.google.com/file/d/17MoEFxZvRZs1cy90lBcQbKfzcTrKQPDk/view?usp=sharing">https://drive.google.com/file/d/17MoEFxZvRZs1cy90lBcQbKfzcTrKQPDk/view?usp=sharing</a>

### 2.6.3 - Pass percentage of Students during the year

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

1436

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://drive.google.com/file/d/1Mnm8cI6GPMLGARsVljSsvTWB6tja4zWc/view?usp=sharing">https://drive.google.com/file/d/1Mnm8cI6GPMLGARsVljSsvTWB6tja4zWc/view?usp=sharing</a>

## 2.7 - Student Satisfaction Survey

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

<https://www.drbccchinducollege.edu.in/images/2.7.1%20STUDENT%20SATISFACTION%20SURVEY.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)

1.61

File Description	Documents
Any additional information	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

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

##### 3.1.2.1 - Number of teachers recognized as research guides

8

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

### 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

1

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="https://tnuhdb.tn.gov.in/search? token=YEDltzaMNEKEoT6JulLlkmiAV5B6JF9JPxNIHN4F&amp;searchval=social+audit">https://tnuhdb.tn.gov.in/search? token=YEDltzaMNEKEoT6JulLlkmiAV5B6JF9JPxNIHN4F&amp;searchval=social+audit</a>

### 3.2 - Innovation Ecosystem

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

Cunnam Knowledge Centre and Youth Resource Centre serve as a kind of incubation centre for learning. These two centre of learning support incubation by exposing the learners to the subjects beyond the syllabus. They also provide information on the recent trends in various important fields such as commerce, trade Economics, Science Sociology and History. The college avails the services of internal and external subject experts. Eminent personalities from the corporate sector such as Andhra Chamber of Commerce, Hindustan Chamber of Commerce, Madras Chamber of Commerce and industry and Madras Management Association delivered inspiring lectures and conducted practical sessions for the students. The lectures and seminars include sessions on VAT and Service Tax Amendments in service tax, conference on companies Act, Analyses of union Budgets, Foreign Trade GST, Labor Law Reforms and Eco Systems. These incubation methods immerse the student with the new

perceptions of the curriculum. The students gain deeper insights into the recent developments in various fields. The students whole heartedly welcome these ideas of incubation and make good uses of the incubation resources and facilities. The other allied organizations such as SIMCA, centre for value addition programmes and skill enhancement, Seethamma Institute of Foreign Languages and Cunnan Academy for Excellence have innovatively evolved a learner friendly academic environment for the college. Each of these organizations is entrusted with specific functions and objectives.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://drive.google.com/file/d/16A0xaf_ZC9Psblrnugn3swC3m8ouHFV_/view?usp=sharing">https://drive.google.com/file/d/16A0xaf_ZC9Psblrnugn3swC3m8ouHFV_/view?usp=sharing</a>

### 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

1

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

### 3.3 - 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

23

File Description	Documents
URL to the research page on HEI website	<a href="https://www.unom.ac.in/index.php?route=research/research/departments">https://www.unom.ac.in/index.php?route=research/research/departments</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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

12

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 3.3.3 - 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

7

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - 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

Extension activities are carried out in our college to improve our students' sustainability skills and job seeking abilities along

with the curriculum learning. Our college is very keen in providing value-based education through several culture centered programs. Various clubs are established to conduct several activities to ensure their good learning development both physically and mentally. The NSS and NCC Volunteers extended their serving hands to assist the Tiruvallur District Police for regulating the traffic and streamlined. Rotaract club is more active in teaching the students a value based living through various lively activities to reach the needy in the society. Gender cell is more focused on neutralizing the gender issues to the young generation with a value centered gender equality. The students were made to realize their responsibility in nation building is taught to the students through various programs like mock parliament, voters day celebration, republic day awareness and many other programs.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1SwNn2zBmjNg3LSjVTCQHR-CRy4geGB7L/view?usp=sharing">https://drive.google.com/file/d/1SwNn2zBmjNg3LSjVTCQHR-CRy4geGB7L/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

**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**

3

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

**3.4.3 - 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**

35

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

**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**

2545

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.5 - 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**

3

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

**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**

20

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

**INFRASTRUCTURE AND LEARNING RESOURCES**

**4.1 - Physical Facilities**

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

The institution boasts excellent infrastructure to support effective learning. Spacious, well furnished classrooms for shift 1 22 classrooms and for shift 2 80 classrooms are allotted to ensure individual spaces for each class.

- Cunnan Block consist 22 classrooms, staffrooms, a language lab, auditorium, exam cell, IQAC/NAAC cell, board room, 3 ICT seminar halls, Administrative offices, Principal's cabin, staff repose room and cloakrooms.
- Seethamma block houses 13 classrooms, a lab, and a room for rotaract club.
- Dharmamurthy block have 18 classrooms, 4 staffrooms, 3 labs

and 6 ICT equipped seminar halls a spacious and full equipped library with internet facility and a reading room is also there in the block.

- Decennial Block provides 11 classrooms, a computer lab, and cloakrooms.
- The Cunnan Ruby Jubilee Block features 20 classrooms, 15 staffrooms, 2 labs, a preview theatre, multimedia lab, and rooms for NCC, NSS and YRC and an ICT equipped seminar hall.
- Cunnan Ramanujam Science Block offers 9 classrooms, a conference hall, and 4 ICT-equipped labs.

The basic requirements like purified drinking water, rest rooms for staff and students, ladies lounge for girl student, clinic facility for emergency situations, staff repose rooms are also provided. This comprehensive infrastructure fosters a conducive learning environment.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://drive.google.com/file/d/1PzzgZwSVKwxkmECCcZb4dJ-XK896Cp9Y/view?usp=sharing">https://drive.google.com/file/d/1PzzgZwSVKwxkmECCcZb4dJ-XK896Cp9Y/view?usp=sharing</a>

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

Institute has created both infrastructural and instructional facilities to bring about all round development for the students including games & sports and cultural activities. Large playing fields support a wide variety of games.

A 400-metre athletic track and court for basket ball, considering the demand and passion for cricket the college has established 3 net practice pitches and 4 cricket grounds. The institute also has a large indoor gymnasium facility for both boys and girls. The Institute has appointed a full-time qualified Sports Personnel to train and guide students in various sports. Institute teams have been proving their excellence in various Inter and Intra-Institutional, University, National level competitions. Dedicated spaces for Indoor sport are also available.

Cultural activities: The College has a fine arts club, which organise cultural activities to exhibit the talent of the students in music, dance, band, etc. with uniqueness and magnanimity.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://drive.google.com/file/d/li-m6NiGKWY8IIzdDbZ_re3xmRuTzP5Q5/view?usp=sharing">https://drive.google.com/file/d/li-m6NiGKWY8IIzdDbZ_re3xmRuTzP5Q5/view?usp=sharing</a>

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

23

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://drive.google.com/file/d/lqWbif2CJWse-fda_kie509JWYwDJJBZ-/view?usp=sharing">https://drive.google.com/file/d/lqWbif2CJWse-fda_kie509JWYwDJJBZ-/view?usp=sharing</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

373.410378

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

**4.2 - Library as a Learning Resource**

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

The library is automated with the Integrated Library Management System with the ILMS software called Autolib Software, Automated Library Software, with updated and current version Java based software. The integrated operations enable the institution to manage the library automatically efficiently. It considerably enhances the reference, borrowing, return and reserving of books very easy for the stake holders. It saves a lot of time and energy for the librarians as well as the stake holders. Autolib makes the tracking of library resources easier. This allows the users to develop a customizable workflow that optimizes the efficiency of the library services and resources. The Autolib software updating records ensure dynamic reporting and oversight capabilities. This capabilities support efficient circulation system and user tracking. The followings are the major points of the automated system. Name of the ILMS software: Autolib Software: Automated Library Software Nature of automation (Fully or partially): Fully Version: Current version of Java based software Salient Features of the Library

1. Our college library has a Autolib Software (Automated Library System)
2. Updated current version Java Based Software is available.
3. This helps the pupils to track the library resources easier.
4. It helps us to develop a customized workflow that reduces time in accessing information regarding borrowing and returning the library resources.
5. The Autolib self updating records support dynamic reporting and provide oversight capabilities.
6. The entire library resources are monitored
7. It helps the library to function efficiently.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://drive.google.com/file/d/1m7mJFrj96BhEhNGr947H42cDTl20GYU9/view?usp=sharing">https://drive.google.com/file/d/1m7mJFrj96BhEhNGr947H42cDTl20GYU9/view?usp=sharing</a>

**4.2.2 - The institution has subscription for the** | **B. Any 3 of the above**

**following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**

**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

**1.86**

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

**4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)**

**4.2.4.1 - Number of teachers and students using library per day over last one year**

**238**

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

**4.3 - IT Infrastructure**

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

**Our College upgrades its IT infrastructure regularly to meet the**

current technical requirements. The college has a strong IT infrastructure.

Wi-Fi connectivity is provided in the administrative and academic areas through Wi-Fi router with 50Mbps bandwidth of internet. LAN network facility is implemented to connect all the systems with internet. There are 8 computer labs with 372 computers for around 4625 students.

Labs

No. of computers

Dharmamuthy Lab

53

Seethamma Lab

55

Decennial Lab

70

Multimedia Lab

50

Cunnam Lab

61

RJB Lab

55

Commerce Lab

24

Statistics Lab

4

The college has well established language laboratory to enhance

communication skills of students. All the seminar halls in the institution are ICT equipped. 89 CCTV cameras with Wi-Fi connection are installed throughout the campus and monitored. All the departments are provided with a computer for efficient data handling and effective teaching. The library is having internet facility for the access of students as well as the staff members. Updated version of Windows 10 software is installed with Quick Heal Antivirus. The hardware and soft ware servers are updated periodically.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://drive.google.com/file/d/18ubbjsDoEScLkLUbFj3Toh1MHGCR6nfF/view?usp=sharing">https://drive.google.com/file/d/18ubbjsDoEScLkLUbFj3Toh1MHGCR6nfF/view?usp=sharing</a>

#### 4.3.2 - Number of Computers

439

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

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

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

40.73701

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

There are well developed procedures for this where all stakeholders are involved. The procedures involve labelling all college files, stock register maintenance, signing of annual maintenance contracts and delegating responsibilities for actual maintenance/utilization of college facilities. Students are given proper instructions for usage of the equipment, books etc. All the purchases and repair & maintenance expenditure have maintained properly. Central purchase and stock verification committee ensures that purchases follow the right procedures and that stock verification takes place periodically. Library maintenance is carried out by librarian and her team who ensures good condition of books, regular book binding, and removal of old books; laboratories are regularly maintained by the Laboratory attendant and lab assistants; computers, UPS, Software and LCDs are maintained by technicians, Lab Assistants, and TICs; and Lab attendants clean rooms/labs; Director of Physical Education, Sports committee and support staff look after the sports facilities while gardeners are assigned for the upkeep of the gardens. The college has a building subcommittee constituted by the Governing Body of college which recommends repairs and expansion of college infrastructure.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://drive.google.com/file/d/1kKa2iYXNNOc0LBRzzANR4V5h6AyXd2Th/view?usp=sharing">https://drive.google.com/file/d/1kKa2iYXNNOc0LBRzzANR4V5h6AyXd2Th/view?usp=sharing</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

727

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

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

116

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

**A. All of the above**

File Description	Documents
Link to Institutional website	<a href="https://www.drbccchinducollege.edu.in/images/CAPACITY%20BUILDING%20AND%20SKILLS%20ENHANCEMENT%20INITIATIVES%20TAKEN%20BY%20THE%20INSTITUTION%20(1).pdf">https://www.drbccchinducollege.edu.in/images/CAPACITY%20BUILDING%20AND%20SKILLS%20ENHANCEMENT%20INITIATIVES%20TAKEN%20BY%20THE%20INSTITUTION%20(1).pdf</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

3

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

3

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

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

**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

40

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

333

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

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

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

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

**5.3 - Student Participation and Activities**

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

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

10

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

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

The college features a comprehensive Students' Union with elected office bearers including a Chairman, Chairwoman, Secretary-Man, and Secretary-Woman, chosen by class representatives who

themselves have been elected into office. The union is formed by the Principal and the President. The President provides guidance to the office bearers in accordance with institutional norms. Annually, the union is formally inaugurated by a notable personality. The office bearers coordinate competitive events, cultural shows, and extra-curricular activities, actively assisting the college in organizing various academic activities and celebrations.

In addition to the General Students' Union, each department hosts its own associations and forums. These associations have two office bearers each, namely a Chairman and a Secretary, who are guided by the association presidents and faculty members of their respective departments.

Both the Students' Union and departmental associations play a pivotal role in managing Fresher's parties, farewell celebrations, and educational tours. The Principal and the staff members attentively listen to the office bearers when they advocate for certain collective needs of the students, ensuring the fulfilment of their expectations and requirements. This collaborative approach ensures the effective functioning of the Students' Union within the college.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1N8Bh2y4yERRGJJgO2h2s1066GQ93bh10/view?usp=sharing">https://drive.google.com/file/d/1N8Bh2y4yERRGJJgO2h2s1066GQ93bh10/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

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

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

350

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

#### 5.4 - Alumni Engagement

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

The institution has an engaged supportive alumni committee. It plays an important role in shaping the future of the institution. The association has registered under Tamil Nadu Societies Registration Act, 1975. A separate webpage for alumni is created for which there is good response from the alumni have been received. A good number of alumni are occupying eminent position and contribute to their parent institution. Each member contributes Rs 100 towards the contribution of alumni association. This fund is used to conduct activities of the association.

The members of the association contribute in the following manner

- Feedback on curriculum
- Teaching learning process
- Bridging the gap between industry and academia
- Important suggestions about changing trends about business and industry
- Guest Lectures to the students of current year batch.
- Interaction and mentoring the students
- Financial contribution

Alumni meets are conducted periodically for networking strengthening the social relations and sharing the expertise with the students for guidance projects placements internship and competitive examination. Alumni are also engaged in providing placement support and Research activities.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/13bTe6e1E8ka_sNmKH_3Kquna3nFsYDD9/view?usp=sharing">https://drive.google.com/file/d/13bTe6e1E8ka_sNmKH_3Kquna3nFsYDD9/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

<b>5.4.2 - Alumni contribution during the year (INR in Lakhs)</b>	<b>D. 1 Lakhs - 3Lakhs</b>
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File Description	Documents
Upload any additional information	<a href="#">View File</a>

**GOVERNANCE, LEADERSHIP AND MANAGEMENT**

**6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

**Vision:**

"To improve the Quality of education on par with the international Standards so as to enable our students to occupy high position in the National and international Arena".

**Mission:**

"Providing Quality and Value Based Education to the needy, downtrodden and first generation students of the society"

**GOALS AND OBJECTIVES:**

- To achieve academic excellence
- To compete them at national and international level in all areas of life.
- To develop leadership qualities.
- To develop all round personalities of the students.
- To provide orientation to students towards research, To promote the faculty towards quality research and examination.

The empowered team of the college involves Principal, convener of different committees, Teaching-staff, IQAC committee, non-teaching

and supporting staff, student's union, student representative, stakeholders, alumni and local management committee. There are many committees to support the vision and mission of the college. For example, these are Examination cell, NSS, NCC, YRC, carrier and counselling cell, library and sports committee, cultural and literacy committee, internal examination committee, anti-ragging committee, college-magazine committee, RUSA and UGC committee, disciplinary committee, scholarship committee, grievance redressal committee, etc. All the committees take its responsibility for the plans and activities, and successfully tackle these responsibilities in every academic session. For academic performance meetings with college council, HOD's and faculty of various departments is done. Also, the teaching-progress is checked monthly by teaching register.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1hwzBhovck_ebeTqFOgjb_L5VFA-mvUvYg/view?usp=sharing">https://drive.google.com/file/d/1hwzBhovck_ebeTqFOgjb_L5VFA-mvUvYg/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

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

The institution follows the academic calendar provided by the university which describes about admission, internal assessment, extracurricular activities and its analysis etc.

Under the direct supervision of principal all the departments of the institute function.

Day to day academic activities of the departments is taken care by the HODS.

The Plans and the Policies for fulfilment of the mission of the institute are executed by the active faculty members. For the proper functioning of the institute and promotion of participative management, the institute runs on a decentralized management operative process, wherein different committees have been framed by the principal in the governance of the institute. Such decentralized and participative management leads to a situation of harmony and congenial atmosphere in the institute for the development of the students. Senior members of different faculties head the respective committees. Principal along with the faculty

and the staff are being involved in the process of decision making and its implementation. Principal and HODS always welcomes the suggestion and proposals of the faculty members and committees and transforms them to applicative practices in the institute.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1a00wXH35tnvDuuSVgnPePw7Sb2J8NItN/view?usp=sharing">https://drive.google.com/file/d/1a00wXH35tnvDuuSVgnPePw7Sb2J8NItN/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Over years the college has shown tremendous growth. If this is to be sustained, strategies must be formulated, communicated and implemented effectively. The following plans are projected after a discussion on the basis of analysis, assessment and estimates. Keeping in mind, the short term, medium term and long term development plans, the college always adopts a bottom-up approach with a strategic directive given from the top administration management.

#### Strategic Plan

- Planned to introduce job oriented courses
- Offering certificate and diploma courses through various excellences
- Introduce skill development and value oriented courses Implementation
- Extension activities were carried out through NSS
- Staff Development Programmes were conducted to enhance the skill and knowledge of the teaching and non-teaching staff
- More students from the socially deprived society were admitted with nominal fee, merit scholarship
- The college established functional Memorandum of Understanding with various organizations for skill development training
- To improve the employability skills of the students
- To encourage the students participating in co-curricular/ extracurricular activities
- To encourage the Faculty for Paper publishing & UGC approved national and international journal Publishing.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://drive.google.com/file/d/1pZ6gu70Kcs70Qgq2c2rKYIpTCj009PTV/view?usp=sharing">https://drive.google.com/file/d/1pZ6gu70Kcs70Qgq2c2rKYIpTCj009PTV/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

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

**Governing Body:**

The Board of Trustees stands as the highest authority within the governing body, comprising all members of the Trust Board. Subsequently, the College Committee is formed, including members of the Trust Board, a university representative, the Principal, the two most senior staff members, and the office superintendent. Additionally, the College Council consists of the Principal, the Head of the Department, and two teachers elected as members.

**Administrative Set Up:**

The Principal effectively takes forward the day-to-day management of the College in its academic and administrative matters. She has her team of Departmental Heads, the IQAC Coordinator, the Teachers, and the office superintendent to assist her in the discharge of work. The administrative setup is followed as governing bodies, academic council (Principal, HOD's, staffs, students), IQAC coordinator, students' council.

**Service Rules, Procedures, Recruitment and Promotion Policies:**

The Constitution of the college has been amended from time to time based on the requirements. The recruitment rules for the teaching staff are along with the eligibility criteria designed by the UGC. The promotional opportunities for teachers and non teaching staff are according to the rules and regulations of the institution.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1mESyfa6Yt_5QdhrQY9R7zjgas0r7DJZi/view?usp=sharing">https://drive.google.com/file/d/1mESyfa6Yt_5QdhrQY9R7zjgas0r7DJZi/view?usp=sharing</a>
Link to Organogram of the institution webpage	<a href="https://drive.google.com/file/d/1QuOeURQwan3Vwy5q_J9JH2TGYhmZYB7D/view">https://drive.google.com/file/d/1QuOeURQwan3Vwy5q_J9JH2TGYhmZYB7D/view</a>
Upload any additional information	<a href="#">View File</a>

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

**A. All of the above**

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

**6.3 - Faculty Empowerment Strategies**

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

The institution effectively implements the welfare schemes for the teaching and Nonteaching faculties.

The College makes arrangements for availing all the government schemes such as Gratuity, Pension, Commutation of Pension, Casual Leave encashment, Maternity Leave, Medical Facility, Permission to attend FDP such as Orientation programmes and Refresher courses, short term courses, etc. for the career development and progression of the teaching as well as non-teaching staff.

Besides the above, the following benefits are given to the teaching and non-teaching staff.

**Financial Support**

- To the staff to attend workshops and conferences both at the national and international level
- For celebrating festivals, festival advance to the teaching and non-teaching staff
- The self-financed staffs of the institution also receive Provident Fund, permission to attend Faculty Development Programme, and Maternity leave with salary.

**Avenues for Career Development and Progression**

- Annual orientation, workshops for teaching staff at the beginning of every academic year
- Initiation and training programmes for the newly recruited staff
- Incentive in the form of salary hike for the staff of the self financed stream for completing their PhD degree

Seed Money provided for faculties to encourage them to undertake research projects and publications.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1wMSJ4KPWYgeRMfQz1s0kNHOjLfbRYsCx/view?usp=sharing">https://drive.google.com/file/d/1wMSJ4KPWYgeRMfQz1s0kNHOjLfbRYsCx/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

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

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

17

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

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

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<a href="#">View File</a>
Reports of Academic Staff College or similar centers	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

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

**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

175

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

**Functioning of self appraisal system in college for teaching and non teaching staff**

The institute has an established performance appraisal system which is used to refine, modify and change the working skills of the employees.

Self appraisal is taken annually from each employee in a standard proforma detailing the academic performance & achievements. This is then evaluated by the respective heads of the departments which is forwarded to the principal along with a consolidated report. Principal scrutinizes the reports and initiates appropriate actions.

The self-appraisal form seeks the details such as of teaching-learning & evaluation related activities; co-curricular, extension & professional development related activities; professional related contributions; research related contribution; conferences, seminars, workshops, training programs and involvement in institutional activities.

The outcome of the appraisal is communicated to the employee with appreciations and suggestions if any. Following are the some of the measures suggested in light of the review of the performance appraisal report.

- Enhance competency through strengthening knowledge in the subject.
- Increase interaction with the students and promote participation in the learning.
- Concentrate on research and development activities.
- Contribute to the specific events organized by the institution. Participate in faculty development programs.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1K-LtdXIaULqr8-vJIPaHuSob-XNYcNnq/view?usp=sharing">https://drive.google.com/file/d/1K-LtdXIaULqr8-vJIPaHuSob-XNYcNnq/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

**6.4 - Financial Management and Resource Mobilization**

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

audit objections within a maximum of 200 words

The Institution has established a mechanism for conducting internal and external audits on the financial transactions every year to ensure financial compliance. The committee thoroughly verifies the income and expenditure details and the compliance report of internal audit are submitted to the management of the institution through principal. External audit is conducted once in every year by an external agency.

- Before the commencement of every financial year, principal submits a proposal on budget allocation, by considering the recommendations made by the heads of all the departments, to the management.
- College budget includes recurring expenses such as salary, electricity, internet charges, maintenance cost, stationery, other consumable charges etc., and non - recurring expenses like lab equipment purchases, furniture and other development expenses.

Process of the internal audit: The expenses incurred under different heads are thoroughly checked by verifying the bills and vouchers. If any discrepancy is found, the same is brought to the notice of the principal.

Process of the external audit: The accounts of the college are audited by chartered accountant regularly as per the government rules. The auditor ensures that all payments are duly authorized after the audit, the report is sent to the management for review. The audited statement is duly signed by the authorities of the management and chartered accountant.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1soBlyfMsQVr9Dy0lVx2iso770PZToV7j/view?usp=sharing">https://drive.google.com/file/d/1soBlyfMsQVr9Dy0lVx2iso770PZToV7j/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

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

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

5.75116

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

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

The college derives its primary revenue from three main sources: management contributions, student fee payments, and funds from the University Grants Commission (UGC). These funds are allocated to cover expenses related to academic activities and administration, all of which are managed by the college's administration. The salaries of Shift-1 faculty members and non-teaching staff are covered by the Tamil Nadu state government, while the fees collected are utilized for Shift-2 faculty salaries, infrastructure upgrades, and recurring expenditures such as electricity, telephone bills, and consumables.

Additionally, financial support is received from various avenues, including sponsors, alumni, and endowments. The college secures funds for specific projects, such as the Swachh Bharat project, from the Ministry of Human Resource Development (MHRD) and the UGC. Research projects from entities like the Indian Council of Social Science Research (ICSSR), National Cadet Corps (NCC), National Service Scheme (NSS), and Youth Red Cross (YRC) also contribute to the overall funds received from the university.

Throughout the academic year, departments submit proposals for association activities and academic initiatives, which are then reviewed and forwarded to the Board of trustees. The sanctioned funds are distributed among the various departments, and both internal and external audits are conducted at the year's end to ensure proper financial management.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1jwfpE3goGN7ifo3tDxZ20wf8qpH316gs/view?usp=sharing">https://drive.google.com/file/d/1jwfpE3goGN7ifo3tDxZ20wf8qpH316gs/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

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

The primary aim of IQAC is

- To develop a system for conscious, consistent, and catalytic action to improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of the quality circle and institutionalization of best practices.

IQAC evolves mechanisms and procedures for

- Ensuring timely, efficient, and progressive performance of academic, administrative, and financial tasks
- The relevance and quality of academic and research programmes
- Equitable access to and affordability of academic programs for various sections of society
- Optimization and integration of modern methods of teaching and learning;
- The credibility of evaluation procedures.
- Leveraging ICT for efficiency and effectiveness in administrative, academics, research, library, and placement.
- Conduct Academic and Administrative audit to evaluate the performance of the departments and activities.
- Ensuring the adequacy, maintenance and proper allocation of support structure and services
- Sharing of research findings and networking with other institutions in India and abroad.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1pA7amk_D3zhpCxjiKDAhID81NB8L2r7e/view?usp=sharing">https://drive.google.com/file/d/1pA7amk_D3zhpCxjiKDAhID81NB8L2r7e/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

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

The learning and teaching outcomes are monitored by conducting regular Continuous Assessment Tests which are evaluated for its output. It examines the learners' competency and comprehensive skills at regular intervals covering the portions. The fundamental gap is identified, discussed for improvement and rectified at all stages.

Feedback forms as an essential evaluative tool for measuring the quality of educational steps taken. Feedback forms are given to the teachers and students to voice out the suggestions and are taken into consideration for areas of improvement by IQAC.

Review meetings are conducted regularly to evaluate the performance of the students on the performance of University examination result analysis. The consolidated mark statements are prepared by the class tutors and the performance review meeting is held. The problems and difficulties of the students in each subject, facilities required, strategies for improvement and practical solutions are discussed. The gap between the learner's needs and the teacher's expectations are sorted.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1tnngm2sZ4PLsLYmS5DmP2h1EFFI-ehLJ/view?usp=sharing">https://drive.google.com/file/d/1tnngm2sZ4PLsLYmS5DmP2h1EFFI-ehLJ/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality**

**C. Any 2 of the above**

**initiatives with other institution(s)  
Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://www.drbccchinducollege.edu.in/images/annual-report-2022-23.pdf">https://www.drbccchinducollege.edu.in/images/annual-report-2022-23.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

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

**Our Institute performs gender sensitivity by the following measures**

- 1. Safety and security**
- 2. Counselling**
- 3. Special Rooms**
- 4. Any other relevant information**

The institution possesses a privileged right to promote advanced technical education and to ensure women's empowerment through gender equality. To promote women's education, the institute makes consistent efforts. The Institute organises several training programs, seminars, workshops, etc. on gender equality and sensitization.

The Institute also organises various programmes for the upliftment and empowerment of women in collaboration with various organisations and non-governmental organizations. In addition to these, Women's Day is also celebrated every year.

The Institute has taken several steps to improve campus safety and security, including the formation of the grievance cell, the installation of CCTV cameras, and the provision of security 24 hours a day, seven days a week.

Women's security guards are also available on the premises of the institute to ensure the safety of women. The Institute has also ensured gender equality in the representation of women in all top positions. The placement cell, office of the principal, examination department, and HR are all headed by women. The institute employs counsellors who offer regular counselling sessions to both female and male students.

File Description	Documents
Annual gender sensitization action plan	<a href="https://drive.google.com/file/d/1F2wSgASkkU-Qy7xDkjccPB5LqraQy11i/view?usp=sharing">https://drive.google.com/file/d/1F2wSgASkkU-Qy7xDkjccPB5LqraQy11i/view?usp=sharing</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://drive.google.com/file/d/1NVOMchLUD1E0UzXgzFPXzv01MmsxvYqf/view?usp=sharing">https://drive.google.com/file/d/1NVOMchLUD1E0UzXgzFPXzv01MmsxvYqf/view?usp=sharing</a>

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

The key operations of our institute has very less impact on the environment as generating less waste and recycling it by passing it through a system that enables the used material to be reused ensuring that less natural resources are consumed.

**(a) Solid Waste:**

The waste is generated by all sorts of routine activities carried out in the College that includes paper, foods, and other materials etc. The waste is segregated at each level and source. The floor dustbins are emptied in movable containers/dustbins provided for each block and is taken to the dumping yard provided by the College. The food and vegetable wastes from the canteen are dumped in the pit and manures are extracted and used for college greenery.

**(b) Liquid Waste:**

Liquid waste generated by the College is of two types:

1. Sewage waste
2. Laboratory, and cafeteria effluent waste, is disposed properly

**(c) E-Waste Management:**

Flip flops, memory chips, motherboard, compact discs, cartridges etc generated by electronic equipments such as Computers, Phones, Printers, Fax and Photocopy machines are recycled properly. The e-waste generated from hardware which cannot be reused or recycled is being disposed off centrally through authorized vendors.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

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

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

**7.1.5 - Green campus initiatives include**

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

- 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	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

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

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

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.7 - The Institution has disabled-friendly, 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	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

To develop the emotional and religious feelings among the students and the faculty, commemorative days are celebrated on the campus with the initiative and support of the management for not only recreation and amusement but also to generate the feeling of oneness and social harmony.

The institution believes in equality of all cultures and traditions as is evident from the fact that students belonging to different caste, religion, regions are studying without any discrimination. Though the institution has diverse socio-cultural background and different linguistic, we do not have any intolerance towards cultural, regional, linguistic, communal socio economic and other diversities.

The college and its teacher and staff jointly celebrate the cultural and regional festivals, like New-year's day, teacher's day, orientation and farewell program, Induction program, oath, plantation, Women's day, Yoga day, and also festivals like Ayudh Pooja celebration, Ganesha Festival, Pongal celebration. Motivational lectures of eminent persons of the field are arranged for all-round development of the students for their personality development and to make them responsible citizens following the national values of social and communal harmony and national integration. Besides academic and cultural activities, we have built up many strong infrastructures for a variety of sports activities for the physical development of the students.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

Sensitization of students and employees of the Institution to the constitutional obligations is done through curriculum as well as through extra-curricular activities. Many of the subjects offered have topics which sensitize the students about the constitutional obligations. The University has introduced a compulsory paper on the Environmental Studies at Degree level across all disciplines to create awareness and sensitizing the students which gives them insight into environment acts, wildlife protection act, forest act, global environmental concerns etc.

In addition to this many regular programs are conducted by NSS NCC, YRC, Electoral Literacy Clubs, Gender Cell etc., of the institute to educate women about their rights. Also seminars and workshops are conducted on days of national importance on various

rights, duties and responsibilities of citizen. Every year Republic Day and Independence Day are celebrated to highlight struggle of freedom and importance of Indian constitution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://drive.google.com/file/d/1ZoY-hcbm16d3xeNRMDKDta2EV7a6JCP1/view?usp=sharing">https://drive.google.com/file/d/1ZoY-hcbm16d3xeNRMDKDta2EV7a6JCP1/view?usp=sharing</a>
Any other relevant information	<a href="https://drive.google.com/file/d/1kUPrROdbgA6EFGylnXnzeRkVrXP1aihX/view?usp=sharing">https://drive.google.com/file/d/1kUPrROdbgA6EFGylnXnzeRkVrXP1aihX/view?usp=sharing</a>

**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	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

Institution celebrates national and international commemorative days, events and festivals. Our institution celebrates these events with great enthusiasm to commemorate the ideology of nationalism and to pay tribute to our great National Leaders. The

Faculty, Staff and Students of the institution all come together under one umbrella to celebrate these occasions and spread the message of Unity, Peace, Love and Happiness throughout.

Republic day - The institution celebrates Republic day on 26th January every year, commemorating the adoption of Indian constitution and spreading the message that India is the largest democratic country in the world.

Independence Day -It is celebrated every year on 15th of August, parades and flag hoisting is organized and is celebrated to mark freedom of India from British rule. The institution encourages students to remember our national leaders and their sacrifices.

Gandhi Jayanti - It is celebrated every year on 2nd October to understand the ideology of our great leader Mahatma Gandhi wherein pledge is taken by students and staff. International

Yoga day - It is celebrated on 21st June every year. The yoga Instructor organizes the yoga camp and a speech is conducted to make everyone aware of it.

Voters Day - It is celebrated on 25th January wherein the students are given awareness on their duties and rights as loyal citizens.

Other celebration like Pongal, Diwali, Chathurthi, Ayudha pooja, Margazhi Vizha, Thiruppavai and Thiruvembhavai recitation and Venkateshwara SubrabhataSeva are celebrated in our college.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

### Best Practices - 1

One of the best practices identified by the College is the 'Community Development through Education' in the villages of Tiruvallur District. The best practice is based on the interface between the college and the community. This will be a value-added practice and will be part of the civic mission of the HIEs. The thrust area of this best practice is to promote education which will be carried out respecting the culture, traditions, mannerisms, language and heritage of the population. Significant attempts will be made to customize the learning based on the indigenous systems of knowledge. DRBCCC Hindu College developed the participatory community development awareness programme related to education which includes mobile library and transport.

### Best Practices - 2

The pandemic has brought in a colossal change in the way the teaching-learning process is conducted. One of the feasible ways to remotely engage the learner is the creation of effective e-content based on the topics discussed. DRBCCC Hindu College has identified the creation and distribution of e-content as the second-best practice for the upcoming cycle of the accreditation process. The e-content will include images, text, videos, animations, and audio. The e-content developed by the college will enable the learner to quickly achieve the learning outcomes. The process of learning will become more interactive, experiential, and participatory. DRBCCC Hindu College makes the e-content development a flagship project in the coming years to meet the demands of a blended learning environment.

File Description	Documents
Best practices in the Institutional website	<a href="https://www.drbccchinducollege.edu.in/best-practice-1/best-practices-2">https://www.drbccchinducollege.edu.in/best-practice-1/best-practices-2</a>
Any other relevant information	<a href="https://drive.google.com/file/d/18xcVVGRL8NcLwLjsXBePpzaXAk0oMyeN/view?usp=sharing">https://drive.google.com/file/d/18xcVVGRL8NcLwLjsXBePpzaXAk0oMyeN/view?usp=sharing</a>

### 7.3 - Institutional Distinctiveness

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

The college established "Centre for Climate Literacy and Campaign" and the Climate Literacy and Campaign is based on the following

areas:

1. Water Conservation and rain water harvesting
2. Energy conservation
3. Air pollution
4. Agriculture and food security
5. Waste management
6. Reducing the use of plastic in the campus and its neighbourhood and planting of trees

The Community Development practice plans to conduct various awareness programmes for the villages and it identifies socio - economic changes in the communities in backward district of Tiruvallur, Tamil Nadu.

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

### 7.3.2 - Plan of action for the next academic year

- Initiating various Competitive Examinations wing to establish for forth coming years in collaboration with Directorate of Employment Exchange, Tamil Nadu.
- Registering Alumni Association and ensuring effective functioning for the academic year 2023-2024.
- Expanding the Centre for Climate Literacy and campaign in rural and urban places.
- Streamlining office administration through effective learning management system updated software.
- Community Development activities in the villages to be continued for 2023-2024 includes Government Schools and Special Children Institutions.
- Revised syllabus in affiliating University E-content development to be made more robust for blended teaching and for remote learning for the students with user name and password through our institution web portal during 2023-2024.