



YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	SCHOOL OF MANAGEMENT SCIENCES, VARANASI
• Name of the Head of the institution	Prof. P.N. Jha
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	7052055555
• Alternate phone No.	8953761666
• Mobile No. (Principal)	9919995577
• Registered e-mail ID (Principal)	director@smsvaranasi.com
• Address	Khushipur (Mohan Sarai- Mughal Sarai Bypass, P.O. - Bachhaon, Varanasi- (U.P.)
• City/Town	Varanasi
• State/UT	Uttar Pradesh
• Pin Code	221011
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	03/11/2021
• Type of Institution	Co-education
• Location	Urban

• Financial Status	Self-financing				
• Name of the IQAC Co-ordinator/Director	Dr. Pallavi Pathak				
• Phone No.	7052055555				
• Mobile No:	7007828875				
• IQAC e-mail ID	iqac@smsvaranasi.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://iqac.smsvaranasi.com/AQAR.htm				
4.Was the Academic Calendar prepared for that year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://iqac.smsvaranasi.com/mandatory_disclosure				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	3.17	2017	12/09/2017	31/12/2026
6.Date of Establishment of IQAC			07/05/2013		
7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?					
Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Provide details regarding the composition of the IQAC:					
• Upload the latest notification regarding the composition of the IQAC by the HEI	View File				
9.No. of IQAC meetings held during the year	05				
• Were the minutes of IQAC meeting(s) and	Yes				

compliance to the decisions taken uploaded on the institutional website?		
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10. Did IQAC receive funding from any funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
7 Days Faculty Development Programme on "Faculty Preparedness Towards Education 4.0" from July 16 to 22, 2022		
Revision of syllabi across all programs as per LOCF		
? Workshop on Promotion of Quality Culture and AQAR preparation for Autonomous College on 21.01.2023		
? One-day Workshop on "Promoting reading habits and the role of the use of E-Resources" on 16 June 2023		
? Staff Development Program on "Personality & Skill Development." for non-teaching staff on 13th June 2023		
12. Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:		

Plan of Action	Achievements/Outcomes
To facilitate research work among faculties and assist them in seeking projects	Research ecosystem is being developed by providing incentives to the faculty members for publishing papers in Scopus-indexed and UGC-listed journals. Sixty papers were published in indexed journals Avenues for sending Research proposals are being shared from time to time
To encourage faculty members to seek professional Memberships	Forty-two faculty members sought professional memberships
To organise Faculty and staff development programmes to upkeep their knowledge base.	7 Days Faculty Development Programme on "Faculty Preparedness Towards Education 4.0
To arrange development programmes for non-teaching staff	Staff development programmes were organised for Library, Computer lab and Class IV staff
To make efforts to get one more NSS Unit allocated to the college to facilitate more contributions towards social causes.	One more NSS Unit allocated to conduct more programmes in our five adopted villages near our campus under the Unnat Bharat Abhiyan Scheme namely Bhadwar , Bandepur, Misirpur, Khushipur and Dhanpalpur. We regularly organize various social welfare activities like Plantation, Health and hygiene awareness, Voting awareness programmes, awareness about government policies and schemes etc.
To organise International Conference to promote Indian Knowledge System	Two-Day International Conference on Indian Knowledge Systems for Sustainable Well-Being Organized at SMS, Varanasi on 4-5th March 2023
13. Was the AQAR placed before the statutory body?	Yes

<ul style="list-style-type: none"> Name of the statutory body 	
Name of the statutory body	Date of meeting(s)
Governing Body	23/12/2023
14. Was the institutional data submitted to AISHE ?	Yes
<ul style="list-style-type: none"> Year 	
Year	Date of Submission
2023	28/02/2023
15. Multidisciplinary / interdisciplinary	
<p>With the 2020 education policy, our institution aims to become a multidisciplinary institution with an imaginative and flexible curriculum to enable interdisciplinary study.</p> <p>Multidisciplinary and interdisciplinary programmes help students expand their thinking and learning and prepare for new challenges. We want to merge eight courses and four departments. We want to incorporate our topics within the university first, then expand our campus-based courses. Our disciplines will also be included within the institution. We may also cooperate with a reputable institution near our campus in the future. The framework below will mix humanities with science and technology topics.</p> <p>Science—MCA & MBA</p> <p>Technology - MCA</p> <p>Mathematics; MBA, MCA, B.B.A., B.Com., BCA</p> <p>Humanities papers may now be combined with the aforementioned UG and PG courses. Yes, the school provides flexible and creative credit-based courses and projects. Details:</p> <ul style="list-style-type: none"> Community participation and service: We administer the NSS programme and often involve students in social welfare activities. 	

• Campus courses organise environmental education seminars. value-based education for comprehensive and transdisciplinary learning. MBA courses provide value-based education by discussing human values and professional ethics. Multidisciplinary flexible curriculum institution plans Undergraduate degree programmes of either 3 or 4 years, with multiple entry and exit points and reentry options, and appropriate certifications such as a certificate after completing 1 year (2 semesters) of study in the chosen fields of study, a diploma after 2 years (4 semesters), a bachelor's degree after 3 years (6 semesters), or a bachelor's degree with honours after 4 years (8 semesters). The 4-year interdisciplinary bachelor's degree programme is popular because it provides a comprehensive and multidisciplinary education as well as a concentration on the student's major and minor.

Multidisciplinary research will include all four departments. In urgent situations, universities may join with adjacent reputable institutions to involve students in transdisciplinary and societal problem-solving initiatives. We are incorporating courses into our institutional architecture to promote transdisciplinary courses.

Management students study machine learning and AI, while courses like BBA, BCA, and BCom students learn about sustainability and the environment. Eight courses teach transdisciplinary disciplines, and more to be added soon.

16.Academic bank of credits (ABC):

As a learning organisation, we have completed the necessary steps to make use of the ABC facility, and we are now in a position to make this opportunity available to our students. Yes, the educational establishment has signed up to be a part of the ABC framework so that it may provide its students with the opportunity to reap the benefits of various entrances and exits during their selected programme. We have already established ties with seven foreign institutions, and we are in the process of wrapping up negotiations for an academic partnership. In addition to this, the development of joint degrees and an academic and faculty exchange programme are also on the agenda for the near future. One of the universities in Indonesia is collaborating with us on a research project that we are doing together. Within the company, there is a methodical procedure for the creation of curricula and their subsequent approval. The faculty members have complete autonomy in developing their own curricula while adhering to the framework that is required. In addition to this, they are encouraged to develop their textbooks,

reading materials, assignments, and assessment routines. Each one of these works comes with its unique offer of motivation. The ACB procedure has been included in the institute's internal operations, and the institution intends to make this capability available to its students as well. The procedures for registering and enrolling students have already been completed at the institution level, and preparations have been made to put these procedures into effect in the next sessions.

17.Skill development:

The educational establishment is now working on compiling a list of topics that will be required for graduation as part of a vocational program. We are now in the process of forming a partnership with a number of the NSDC centres. The following is a list of some of the classes that we are currently working on:

- Education in the Field of Paramedicine • Alternative Sources of Energy
- Plantation management • Food processing • Software development • Financial services • Beauty therapy • Hotel management and catering technology • Arts and craft • Printing technology • Textile technology • Data and web analytics • Visual media • Network and H.R.

In addition to this, the following programmes are currently being developed by our company:

- Data and Web Analytics • Visual Media • Network and Hardware Technology • IT and ITES • Journalism and Mass Communication • Office Management and Practices • Renewable Energy • Retail Management • Fashion Technology • Nutrition and Healthcare • Acting and Filmmaking • Travel and Tourism • Software Development • Financial Services • Data and Web Analytics • Visual Media • Network and Hardware Technology • IT and ITES •

The Institute is exerting a great deal of effort to provide a value-based education. This education will include the development of humanistic, ethical, constitutional, and universal human values such as truth (satya), righteous conduct (dharma), peace (shanti), love (prem), nonviolence (ahimsa), scientific temper, citizenship values, and also life skills. Lessons in seva (service) and participation in community service programmes will be considered an integral part of a holistic education. Learners will be given Global Citizenship Education (GCE), which is a response to contemporary global

challenges, to empower them to become aware of and understand global issues, as well as to become active promoters of more peaceful, tolerant, inclusive, secure, and sustainable societies. This will be accomplished through the provision of GCE. This is a reaction to the reality that there is a growing interconnection between people and places all over the globe.

Participate in the endeavors of the organisation to achieve this:

- i. Conceive a system of credits that will guarantee that every student will be enrolled in at least one vocational class before they graduate.
- ii. Utilizing the expertise of seasoned industry professionals and master craftspeople to fill in knowledge gaps regarding qualified faculty provisions and provide necessary vocational skills.
- iii. To provide learners with access to online, blended, and on-campus modular forms of vocational education.
- iv. NSDC organisation to enable all of this by developing a uniform platform to handle the enrolment of learners (both students and employees), as well as skill mapping and certification.
- v. Instructional classes for students are going to start being made available to them through online and/or distant learning.

Students enrolled in the Management programme will participate in special seminars taught in the format of a workshop to acquire the fundamental skills necessary for effective communication and proper business etiquette.

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

We intend to use Hindi as a subsidiary language, and we are in the process of integrating Hindi as a medium of instruction as well as allowing questions to be asked in Hindi as well. Students are encouraged to answer in their language of choice.

Not only this, we are in the process of creating a database of online content recorded in Hindi as well as English. It will serve the purpose of duality, and if some students are not comfortable understanding the concept in one language, they may refer to these online contents for their clarity. We have already implemented it at the institutional level; we are going to elaborate things in both

languages as and when required as per the learners' requirements. Apart from this, the inclusion of lecture videos in a subsidiary language will surely aid classroom learning. It is implemented across all 8 courses deciphered from our own campus.

1. MBA
2. MCA
3. M.Com
4. BBA
5. BCA
6. B. Com
7. B. Com(Hons)
8. BAMC

We are in the process of providing one separate elective for students, which students can opt for during their first two semesters.

- List of subjects provided to fulfill this requirement
- CC-4 - Physical Education & Yoga
- BCOMME-306 - Indian Knowledge System
- The institute organizes hi-life lecture series which help the students in a proper appreciation of human value to promote proper awareness of Human Values under the aegis of the Center for Spiritualism and Human Enrichment(C-SHE).

Subjects on Indian Arts will be incorporated as an open elective. Subjects about Indian Culture and traditions will be incorporated as an open elective. We have already incorporated the following subjects as part of the Indian knowledge system dissemination.

Professional Ethics	Gender	Human Values	Environment and Sustainability
BBA-105 Business Ethics	BBA-ME-408 Population &	CC-3 Human Values & Environmental	CC-1 Food, Nutrition & Hygiene

Governance	Demographic Studies	Studies		
MC 201 Business Environment		CC-4 Physical Education & Yoga	CC-2 First Aid & Health	
		(BCA) CC-3 Human Values and Environment Studies	BBA-ME-308Rural Development	
		(BCA) CC-4 Physical Education and Yoga	CC-3 Human Values Environmental Studies	
		BCOMME-306 Indian Knowledge System	(BCA) CC-1 Food, Nutrition a Hygiene	
		BA(H)MCCC-3 Human Values and Environment Studies	(BCA) CC-3 Human Values and Environment Studi	
			BCOMME-407 Rural Development	
			BA(H)MCCC-3 Human Values and Environment Studi	

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

The criteria of the OBE have been incorporated into every aspect of the academic programme, we provide. As part of the effort to update the curriculum, we have added new course objectives that are specific to each course at the level of the course. On the other hand, we have integrated a variety of programmed objectives at the level of the programme. In addition, the educational goals of the programme, together with its purpose and vision statements, have been synchronised so that the degree to which they have been

accomplished may be evaluated at each stage. The organisation has developed a system in which every member of the teaching staff is tasked with the responsibility of providing the computed accomplishment level of the course result. After some time has elapsed, the same score is sent to the course organiser, who then compiles a variety of course outcomes. After that, he determines, on a programmatic level, whether or not the desired objective has been achieved. Calculations need to be done to determine whether or not the educational goals of the programme and the mission and vision statements have been met. The OBE structure has already been put into place at our institution. The examinations are carried out by the mandatory OBE requirements. Every passing out batch is subjected to a thorough analysis of the whole process of achievement calculation and corrective action.

20.Distance education/online education:

For the sake of meeting the standards of ODL, a distinct center for online learning will be established. Both long-term and shorter-term courses have been made available via the use of this platform. To facilitate the distribution of online resources for the class, the Moodle platform has been included. A mixed mode with a 60:40 split is already in place, as required by the UGC requirements. Physical lectures are utilized to cover the material for regular courses, whereas online lectures are used to transmit information about current and relevant advancements that are going place in the market. During COVID, our institution was the first in our area to upload 10,000 individual pieces of educational content relating to a variety of topics. Despite this, Moodle is a critical component in the process of providing students with access to a variety of learning resources.

Extended Profile

1.Programme

1.1

08

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1

2439

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2

691

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3

224

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

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic

3.1

338

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2

51

Number of full-time teachers during the year:

Extended Profile	
1.Programme	
1.1 Number of programmes offered during the year:	08
File Description	Documents
Institutional Data in Prescribed Format	View File
2.Student	
2.1 Total number of students during the year:	2439
File Description	Documents
Institutional data in Prescribed format	View File
2.2 Number of outgoing / final year students during the year:	691
File Description	Documents
Institutional Data in Prescribed Format	View File
2.3 Number of students who appeared for the examinations conducted by the institution during the year:	224
File Description	Documents
Institutional Data in Prescribed Format	View File
3.Academic	
3.1 Number of courses in all programmes during the year:	338
File Description	Documents
Institutional Data in Prescribed Format	View File
3.2	51

Number of full-time teachers during the year:		
File Description	Documents	
Institutional Data in Prescribed Format	View File	
3.3	51	
Number of sanctioned posts for the year:		
4.Institution		
4.1	339	
Number of seats earmarked for reserved categories as per GOI/State Government during the year:		
4.2	36	
Total number of Classrooms and Seminar halls		
4.3	450	
Total number of computers on campus for academic purposes		
4.4	1037.53	
Total expenditure, excluding salary, during the year (INR in Lakhs):		

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

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

Curricula designed and deployed by the institution properly accommodate the contents catering to the developmental needs at local, national, regional and global levels. Each course curriculum undergoes scrutiny and approval by the Board of Studies (BoS) and Academic Council, comprising internal faculty and external field specialists. The design of course outcomes follows Bloom's taxonomy, catering to various cognitive levels. There's a deliberate effort to synchronize Programme Outcomes (POs) and Course Outcomes (COs) across different programs with local,

regional, national, and global contexts.

- By tailoring curricula to address local needs, institutions ensure that students are grounded in the realities and intricacies of their immediate surroundings.

- Curricula integrated national and regional perspectives broaden students' horizons, offering insights into broader frameworks, policies, and economic landscapes.

- Aligning curricula with global developmental needs prepares students to engage with the interconnected world. It cultivates a global mindset, encouraging adaptability, cross-cultural competence, and an awareness of global challenges like sustainability, technology advancements, and socio-economic disparities.

- Bi-annual meetings of the (BoS) and Academic Council allow for curriculum updates in response to evolving academic priorities and market demands.

- Adopting the Choice Based Credit System (CBCS), The Institute has significantly modified all its programs. Furthermore, Institute regularly revises its curriculum based on feedback from students, faculty, and stakeholders.

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

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

08

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

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

offered by the Institution during the year**120**

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

1.2 - Academic Flexibility**1.2.1 - Number of new courses introduced across all programmes offered during the year****338**

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System**08**

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

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human

Values, Environment and Sustainability, and Human Values into the curriculum

Several papers have been included related to Human Value, Professional Ethics and Environment in the syllabus as a course named "NMB107 - UNIVERSAL HUMAN VALUES & PROFESSIONAL ETHICS, CC-3 - Human Values & Environmental Studies (BBA, BCA, B. Com, B.Com (H), and B.A. (MC))".

Papers on environment and sustainability have been stated in the institute curriculum under courses named "CC-1- Food, Nutrition & Hygiene (BBA, BCA, B. Com, B.Com. (H), CC-4- Physical Education & Yoga (BBA, BCA, B.Com, B.Com. (H), BCOMME -22-306 - Indian Knowledge System, B.A. (H) MCCC-22-4 - Physical Education and Yoga".

Also, a paper on Gender issues has been included in the curriculum as a minor elective paper named "B.A. (H) MC-22-504 - Global Politics and Media".

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

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

08

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

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

1707

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

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

1183

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

1.4 - Feedback System

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

A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://igac.smsvaranasi.com/feedback.htm
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - The feedback system of the Institution comprises the following

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	https://igac.smsvaranasi.com/feedback.htm
Any additional information	No File Uploaded

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment of Students	
2.1.1.1 - Number of students admitted (year-wise) during the year	
1132	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)	
339	
File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File
2.2 - Catering to Student Diversity	
2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.	
<p>Advanced and slow learners are identified based on grades received on qualifying exams, entrance exams, semester exams, annual exams, performance on class tests, and interactions between students and faculty members. It is also assessed by their involvement and performance in various activities. Students are exposed to the induction program before the start of the course. This enables the students to attain the best possible outcome of the college resources. The following significant exercises are organised for students who are advanced learners:</p> <ul style="list-style-type: none"> • Organising an annual business plan competition for the students and recognising the top submissions. • Organising a contest for students to analyse business cases. • Teachers provide students individualised support like assignments, solving old examination papers, discussions, etc. <p>Participation in regional, national, and worldwide conferences is</p>	

- encouraged for students.
- Counselling from individual teachers and class mentors
- The planning of contests and quizzes

For slow learners, the following additional exercises are organised:

- Bridge course is organised for students who are new/ weak in certain areas
- Remedial classes are offered on a regular basis
- As necessary, giving students access to additional study materials
- Academic and personal counselling on individual basis.

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

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
Nil	2439	51

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

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

The following student-centric methods like experiential learning, participatory learning, and problem-solving methodologies are adopted for our students -

- Exercises, role plays, case studies, brainstorming sessions, and group presentations are added to the lectures in the classroom.
- Running enrichment and value-added programmes that place a strong emphasis on students' practical orientation.

- Panel and Group Discussions.
- International and domestic industrial visits.
- Student involvement in the planning and execution of conferences, seminars, cultural events, sporting competitions, and other extracurricular activities.
- There are competitions for business plans, websites, and other things in which students form teams and compete. Faculty coaches them in these competitions.

Numerous groups are formed where faculty and students collaborate to plan

- different events. Students' participation in learning is aided by this.
- To keep students informed, interactive seminars on recent developments in the topic are occasionally scheduled.
- On the day on which the Union Budget is presented to the House, a budget analysis is organised for students within college premises.
- The distribution of online learning materials via NPTEL.
- Working together with universities abroad to benefit students
- Mentoring and counselling programme

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

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

- A sufficient number of internet-connected computers available in the institution for free unrestricted use by teachers and students.
- The entire campus is Wi-Fi enabled for effective teaching and learning.
- LCD is available in every classroom. Few are smart classes, equipped with smart computer screens.
- The learning management system - MOODLE is being used by the institute in its online teaching and learning resources. Through the web-link www.moodle.smsvaranasi.com, students may access class notes, video links, old question papers, and presentations shared by faculty members.

- E-learning resources are accessible as a Local NPTEL Chapter (National Programme on Technology Enhanced Learning). Students are also guided to access the entire study material on any subject by joining the related course on NPTEL.
- Workshops on spoken tutorials (A project of the MHRD and IIT Bombay) are often held for students.
- Students are encouraged to use the resources of the National Digital Library of India (NDLI) for downloading books and reading material.
- Students are encouraged to use the resources of the National Library and Information Services (N-LIST) for downloading reading materials.
- In the Institute's Employability Enhancement Program, students may access an online testing option.
- Simulation exercises (for example - based on Android mobile apps) are also carried out.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://moodle.smsvaranasi.com/
Upload any additional information	View File

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

2.3.3.1 - Number of mentors

51

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

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

Separate Academic calendars are prepared for undergraduate and postgraduate courses. Classes for all the courses start almost at the same time. Postgraduate students pass three sessional tests whereas undergraduate students pass two sessional tests. Out of three tests for postgraduate students, one test is organised in

the online atmosphere with the help of Moodle learning management system. Tests for various undergraduate courses start almost at the same time. Similarly, tests for all the postgraduate courses also start simultaneously. Both the academic calendars are provided for reference.

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

2.4 - Teacher Profile and Quality

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

51

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

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

34

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

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

419

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

2.5 - Evaluation Process and Reforms

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

20

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

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

07

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

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

SMS, Varanasi adheres to an objective, student-centered, and trustworthy Examination Management System that ensures the institution's integrity. The examination design consists of two components- Continuous Internal Assessment (CIA) and End Semester Examination (ESE). Major IT integration and reforms related steps are as follows:

- Online filling of End-Semester Examination Forms using

Examination Portal.

- Online Payment of Examination Fees & generation of online Admit Cards.
- Generating Examination Verification Card.
- Examination Circulars and Notices for students from time-to-time.
- Conduction of Examination under CCTV surveillance.
- Day-wise feeding of Exam Attendance & generating Absenteeism Report.
- Feeding of Sessional (internal) Marks and External marks.
- Generating Tabulation of different courses.
- Complete processing, compilation and declaration of Result.
- Generation of Grade-sheets immediately after publication of Results.
- The Institute has registered with National Academic Depository (NAD) for uploading Academic Marksheets / Transcripts for the benefit of students.
- Automated Result Analysis of different courses for further improvement.
- IT enabled Grievance Portal for handling academic issues of the students in real time.
- Students may access study material for different subjects, old question papers on Moodle LMS.
- Inclusion of attendance, class test, project assignment and presentations etc., as components of internal evaluation.

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

2.6 - Student Performance and Learning Outcomes

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

SMS offers a number of programmes in Management, Commerce, and Computer stream, each of them with unique and well-defined outcomes. The specific learning outcomes of various courses are built into the curriculum of each discipline and are

available on the college website.

The college has well-designed and effective mechanisms to communicate programme and course outcomes to all stakeholders,

which are:

- Fresh applicants can get the requisite information from the college website and the prospectus.
 - At the time of admission, the Counselling Cell also apprises students of what to expect from various courses.
 - The outcomes of courses are clearly outlined during the orientation program of the course, organised on the opening day of each academic session.
 - During various academic, co-curricular, and extra-curricular programmes students are informed about the programme and course outcomes.
 - Students are also informed about the course outcomes while discussing about formats of their term tests and end-semester examination question papers.
-
- All the Program outcomes and Course Outcomes are attached for reference.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	No File Uploaded
Link for additional Information	https://iqac.smsvaranasi.com/PO_CO.htm

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

Attainment of Program outcomes and course outcomes are evaluated on completion of the semester. For this purpose, the following process is used:

1. Examination papers (Internal and External) of various subjects are drafted in line with specific Course outcomes, as per Bloom's Taxonomy.
2. Actual marks (internal and external) scored by students in subjects are compiled.
3. Attainments of marks are studied with the related course outcomes.
4. In this way attainment of course outcomes is mapped.
5. Further, program outcomes are mapped with the course

outcomes.

6. Mapped program outcomes and course outcomes are compared with the desired levels.

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

2.6.3 - Pass Percentage of students

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

672

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

2.7 - Student Satisfaction Survey

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

<https://iqac.smsvaranasi.com/sss.htm>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

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

The institution has framed a Research and Publication Incentive Policy to motivate the faculty members of the institute to undertake quality research and publication of such research outcomes.

According to the said policy, a faculty publishing articles/papers in Scopus/ Web of Science indexed journals shall get 1 credit, whereas publication in journals indexed with UGC Care shall attract 0.5 credit. Those who publish books or chapters are entitled to earn 2 Credits for a Reputed International Publisher and 1.5 Credits for a Reputed National Publisher; Up to 6 credits for the generation of research grants from funding agencies in India and abroad; Any Collaborative Research Project undertaken by a faculty member with a foreign university/agency with a tangible outcome will entitle him/her to earn a Credit of 2.00 per Project; Faculty member will also be entitled to one additional increment effective from the month of award of Ph.D. degree from any recognized university/institution.

At the end of the academic year, the total Credits earned by a faculty member will be calculated by the 'Technical Cell' based upon the evidence produced by the concerned faculty member(s) and the incentive payable to such faculty member(s) will be arrived @ Rs. 10, 000/- per Credit and disbursed. However, for fractional Credit, the amount of Rs. 10, 000/- will be proportionately paid.

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

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

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

0

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

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

1

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

3.2 - Resource Mobilization for Research

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

0

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

3.2.2 - Number of teachers having research projects during the year

0

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

3.2.3 - Number of teachers recognised as research guides

0

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	No File Uploaded
Institutional data in Prescribed format	View File

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

0

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

3.3 - Innovation Ecosystem

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

The institution has created an ecosystem for the innovations, creation, and transfer of knowledge by establishing Centre For Entrepreneurship, Innovation & Skill Development (CEISD) and Institutions Innovation Council (IIC) of the Ministry of Education of Govt. of India. This centre is established to promote the ecosystem for entrepreneurship and incubation; nourish & mentor innovations and enhance multidimensional skill development. The

Centre also works for the underprivileged segment of society to make them financially independent through Entrepreneurship and create job opportunities for others. CEISD and IIC Activities include

1. **Business Model Contest:** To develop the entrepreneurial acumen of the students by developing the startup culture in the institute.
2. **Case Chase Contest:** To develop their exploratory research aptitude and enable Students to present cases on various Business & Non-Business Organizations in the presence of eminent judges.
3. **Ad Manthan Contest:** To make the students aware of the various dimensions of Ad-Film Making through a contest in which teams of students present Films made by them on different products and services.
4. **Jan Samadhan Contest:** To develop constructive skills, social consciousness, and social problem-solving ability in students.
5. **Startup Incubation**
6. **Journal Publication:** The CEISD publishes a Research Journal titled "SMS Journal of Entrepreneurship & Innovation" with ISSN 2349-7920 bi-annually.
7. **Workshop and Guest Lectures on Entrepreneurship & Innovations**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.ceisd.smsvaranasi.com/

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

2

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

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software	A. All of the above								
<table border="1"> <thead> <tr> <th data-bbox="76 521 539 589">File Description</th> <th data-bbox="539 521 1445 589">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="76 589 539 846">Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check</td> <td data-bbox="539 589 1445 846" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="76 846 539 913">Any additional information</td> <td data-bbox="539 846 1445 913" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File	Any additional information	View File			
File Description	Documents								
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File								
Any additional information	View File								
3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year									
3.4.2.1 - Number of PhD students registered during the year									
0									
<table border="1"> <thead> <tr> <th data-bbox="76 1182 539 1249">File Description</th> <th data-bbox="539 1182 1445 1249">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="76 1249 539 1361">URL to the research page on HEI website</td> <td data-bbox="539 1249 1445 1361" style="text-align: center;">Nil</td> </tr> <tr> <td data-bbox="76 1361 539 1507">List of PhD scholars and details like name of the guide, title of thesis, and year of registration</td> <td data-bbox="539 1361 1445 1507" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="76 1507 539 1574">Any additional information</td> <td data-bbox="539 1507 1445 1574" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	URL to the research page on HEI website	Nil	List of PhD scholars and details like name of the guide, title of thesis, and year of registration	No File Uploaded	Any additional information	No File Uploaded	
File Description	Documents								
URL to the research page on HEI website	Nil								
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	No File Uploaded								
Any additional information	No File Uploaded								
3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year									
19									
<table border="1"> <thead> <tr> <th data-bbox="76 1765 539 1832">File Description</th> <th data-bbox="539 1765 1445 1832">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="76 1832 539 1977">List of research papers by title, author, department, and year of publication</td> <td data-bbox="539 1832 1445 1977" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="76 1977 539 2045">Any additional information</td> <td data-bbox="539 1977 1445 2045" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	List of research papers by title, author, department, and year of publication	View File	Any additional information	No File Uploaded			
File Description	Documents								
List of research papers by title, author, department, and year of publication	View File								
Any additional information	No File Uploaded								

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

11

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

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed**3.4.5.1 - Total number of Citations in Scopus during the year**

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

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University**3.4.6.1 - h-index of Scopus during the year**

5

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

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

0.35

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

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

0.53

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

3.6 - Extension Activities

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

As an autonomous college, it is also our social responsibility to conduct social welfare programmes. We regularly conduct programmes under the NSS and Unnat Bharat Abhiyan

- We have adopted Five different villages near our campus under the Unnat Bharat Abhiyan Scheme namely Bhadwar, Bandepur, Misirpur, Khushipur, and Dhanpalpur. Regularly we organize various social welfare activities like Plantation, Blood Donation Camp, Road Safety Camp, Anti-Narcotics Camp, Unity Day Exhibition, Cleanliness Drive, Computer Literacy Awareness, Women's Health and Hygiene, Interaction on

Livelihood Improvement, and Saghat Village programme.

- To know effectively the impact of the Awareness programme in the villages on Government policies we organized a survey programme in the adopted villages. Salient points are as given below:

The activity chosen under Unnat Bharat Abhiyan Scheme, Activity performed with the help of NSS student members of the college. Villagers too participated and cooperated in the survey. Most of the villagers were already familiar with the different government schemes like PM Suraksha Bima Yojana, Atal Pension Yojana, PM Jiwan Jyoti Bima Yojana etc.

Students interacted with the villagers with great respect and enthusiasm and learned about their culture and work style.

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

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

23

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

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

11

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

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

794

File Description	Documents
Reports of the events	View File
Any additional information	No File Uploaded

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

46

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

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

6

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

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

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

- Institute has up-to-date and state-of-the-art infrastructural facilities on its campus.
- Campus is spread in about 10 acres with multi-storied buildings in four different blocks known as Academic Block I & II, Administrative Block and Computer Centre-cum-Library Block.
- An auditorium with a capacity of 400 people and a conference hall with a capacity of 120 people, both equipped with audio-visual aids and requisite furniture.
- There are 25 air-conditioned and air-cooled classrooms with the latest ICT facilities & cameras, including 6 with smart class solutions.
- A group discussion room for effective group discussion and a centralized library with a reading hall for 100 students, two stack rooms, and one reference section, academic books section and online journals.
- Eight computer labs and a language lab with latest machines and licensed software, all connected to LAN and the high speed internet through RF.
- A media lab with a television watching and news editing room, monitoring room, and studio for shooting.
- A Behavior dynamics lab to offer counselling for stress related and other behavioral problems and aims to inculcate positive attitude in students.
- An examination cell with adequate computer systems, A3 & A4 scanners and printers, and proper furniture.

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

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

- The sports ground established in 2003 offers various facilities to cater to the different interests and needs of its students and staff.
- The sports ground, with an extensive area of 10,000 square meters, serves as a venue for outdoor sports such as cricket, volleyball, and other similar activities.

Additionally, there are indoor game facilities available, including Table Tennis, Chess, and Carom. User rate 50 students/day.

- Well-equipped gymnasium established in 2003. Spanning an area of 73.4 square meters, equipped with essential fitness equipment such as treadmills, multi-station gyms, and exercise bikes. User rate 30 students/day.
- An open-air theater established in 2003. It comprises a permanent stage covering an area of 104.9 square meters and a wooden stage spanning 64 square meters. This space is utilized for various entertaining performances and events. User rate 60 students/day.
- An auditorium for cultural activities of 600 Sq. Mtr for a capacity of 400 people with facilities like audio-visual aids and furniture & fixtures etc. User rate 60 students/day.
- The Center for Spiritualism & Human Enrichment (C-SHE) within the institute offers yoga facilities. With an area of 24.5 square meters, this space provides mats and a suitable environment for yoga activities. User rate 35 students/day.
- Overall, the institute prioritizes physical fitness, recreation, entertainment, and spiritual well-being, providing a comprehensive range of facilities such as sports grounds, gymnasium, open-air theater, auditorium and yoga facilities for the holistic development of its community members.

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

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

36

File Description	Documents
Upload any additional information	No File Uploaded
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

223.95

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

4.2 - Library as a Learning Resource

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

We have library management solution LibSys with a web OPAC facility to enhance the total library experience. It is based on library standards and open technologies. It is designed to manage all the functions of a library. It helps the librarian to maintain the database of new books and the books that are borrowed by members along with their due dates. This system completely automates all library activities and provides the best way to maintain, organize, and handle countless books systematically. It tracks the records of the number of books in the library, how many books are issued, or how many books have been returned or renewed or late fine charges, etc. ILSM covers the functionalities such as acquisition, Cataloguing, Circulation, Serials, Article Indexing, E-Books, with enriched OPAC. you can find books in an instant, issue/reissue books quickly, and manage all the data efficiently and orderly using this system. The purpose is to provide instant and accurate data regarding any type of book, thereby saving a lot of time and effort.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.smsvaranasi.com/library-infrastructure.html
4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources	A. Any 4 or more of the above
File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	No File Uploaded
4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)	
4.7	
File Description	Documents
Audited statements of accounts	View File
Any additional information	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File
4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)	
4.2.4.1 - Number of teachers and students using the library per day during the year	
87	
File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	No File Uploaded

4.3 - IT Infrastructure

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

Institute has policy to upgrade its IT infrastructure as and when required such as replacing low configuration system to high, implementing SMART classrooms, enabling our campus with Wi-Fi facility & equipping all classrooms with equipments needed to take the classes online & recorded, converting Cat5 to Cat6 & Fiber Optics so that our network can support the high rate of data transferring over local network.

- Wi-Fi implementation: 2016
- 1GBPS bandwidth carrier implementation started (Cat-5 to Cat-6): 2016
- 1GBPS bandwidth carrier implementation ended (Fibre Optic): 2019
- Wi-Fi implementation in Hostel from campus through own configured intranet using RF: 2019
- Smart Class implementation started: 2019
- Started to use Face recognition Biometric for Employee In & Out: 2020

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

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
2439	450

File Description	Documents
Upload any additional information	No File Uploaded

4.3.3 - Bandwidth of internet connection in

A. 50 Mbps

the Institution and the number of students on campus	
File Description	Documents
Details of bandwidth available in the Institution	No File Uploaded
Upload any additional information	No File Uploaded
4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing	A. All four of the above
File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.smsvaranasi.com/media-lab.html
List of facilities for e-content development (Data Template)	View File
4.4 - Maintenance of Campus Infrastructure	
4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)	
813.58	
File Description	Documents
Audited statements of accounts	View File
Upload any additional information	View File
4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities – classrooms, laboratory, library, sports complex, computers, etc.	
The School of Management Sciences, Varanasi owns and operates an extensive infrastructure to deliver its teaching, learning, and research programmes. The Institute has an established system for the maintenance and utilization of computers, a library, classrooms, a sports complex, equipment, and laboratories on the	

campus. The attached link document provides a management framework and an outline of allocating responsibilities to ensure the effective use and maintenance of existing infrastructure facilities. Diagrammatic representations and formats of a procedure for maintaining various infrastructural facilities are presented in this document. The institute has a full-fledged 'Maintenance Cell' with a Project Engineer, System Administrator, Network Engineer, Electrical Engineer, Senior Maintenance Supervisor, Junior Maintenance Supervisor and maintenance personnel. Different coordination committees with documented policies have been formed to ensure the maintenance of Infrastructure.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://smsvaranasi.com/procurement-regulation/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

270

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	No File Uploaded

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

538

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

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Details of capability development and schemes	View File
Any additional information	No File Uploaded

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

500

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

through appropriate committees

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

5.2 - Student Progression

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

126

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of outgoing students progressing to higher education

175

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

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

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

18

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

5.3 - Student Participation and Activities

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

05

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded

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

- Representation of students in various cells like Anti Ragging Committee, Women's Anti Harassment Committee and Training & Placement Cell
 - Mr. Utsav Jaiswal, (Student), & Ms. Shivani Singh (Student) represented the student council in the Anti Ragging committee.
 - Ms. Sonali Shukla (MCA), Ms. Satakshi Srivastava (MBA)

represented the student council in the Women's Anti-Harassment Committee.

- Mr. Kritarth Singh (MBA), Mr. Harshit Srivastava (MBA), and

Ms. Riti Kumari (MCA) represented the Student Council in the

- Training & Placement Cell.
- Student body organizes events like Fresher's Party and Farewell Party for their courses and Teachers Day as well.
- During the College Foundation Day Students organize various events for the inter college competition.
- Through different student clubs they organize various events and competitions on activity day.
- Students voluntarily get involved in blood donation and

economic and financial assistance to the poor.

- Ms.Diksha Singh (MBA) and Mr. Prashant Mishra , represented in the Institute's Newsletter cell as members.

Each Class has a class representative who acts as a connecting link.

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

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

13

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

5.4 - Alumni Engagement

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

Meetings

The 7th Annual Meeting of the Mumbai Chapter of SMS Alumni Association was held on February 18, 2023 at the Ruby Hall of Bombay Chamber of Commerce and Industry, Mumbai.

2. Activities

- SMS Alumni Association organized an Alumni Interaction Series on Career Growth Post Management Education for the students of BBA II Semester on 27th April, 2023. Mr. Aryan Sharma (BBA 2014-17 batch) currently working as Accounts Payable Supervisor and assisting Income Auditor at Melia Desert Palm Resort & Hotel, Dubai was the key speaker for

the session.

- SMS Alumni Association organized an Interaction with by Mr Aman Tandon Manager - Business Credit Operations, Piramal Capital and Housing Finance an Alumnus from BBA 2007-10 Batch (April 13,2023)
- SMS Alumni Association organized an Interaction with by Mr Rishabh Singh Manager - Learning & Development, DTDC Ltd an Alumnus from MBA 2020-22 Batch (May 06 ,2023)

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

5.4.2 - Alumni's financial contribution during the year

D. 2 Lakhs - 5 Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The focus and core ideology of the School of Management Sciences, Varanasi are reflected in its Vision and Mission as mentioned below:

Vision: To become a constantly growing center of excellence nurturing global-centric professional leadership based on ethical and moral attributes.

Mission: To create an excellent learning ambiance through innovation in teaching, research, and consultancy for producing professionals capable of answering global challenges and demonstrating high ethical and moral standards.

1. The Director, the Academic & Administrative Head of the Institution, is supported by the Registrar & Controller of Examinations, Heads of the Departments, Chairpersons /

Coordinators of various Committees, Finance Officer, and other Section Heads.

2. The various Statutory Bodies. Viz., Governing Body, Academic Council, Board of Studies, and Finance Committee provide administrative guidelines and impetus to the day-to-day functioning of the Institution.
3. The Director ensures seamless administration systematically. He encourages participative leadership by involving various stakeholders at different appropriate levels of decision-making, on needs assessment, budgetary requirements, academic standards, examination & evaluation, policy-making, and progression in innovation & research to attain mission and vision contributing to sustainable socio-economic development through global competence.
4. IQAC and Planning & Monitoring Structure of the Institute assists governance.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	https://smsvaranasi.com/vision-and-mission.html

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

1. Institute follows a decentralized and transparent mechanism in management, administration, academic & financial affairs which is visible in its delegation of responsibilities from top-level management to lower levels, thus allowing top management to focus on policy making and major decisions.
2. The Constitution of Statutory Bodies, Viz., Governing Body, Academic Council, Board of Studies, and Finance Committee is systematically carried out with specified functions and responsibilities as per the guidelines of the regulatory bodies. The Governing Body is the highest decision-making body which formulates/amends rules & regulations, and delegate power & responsibilities. Governing Body along with others statutory bodies plays a major role in the policy making of governance, academics, finance, research and teaching-learning.
3. At the department-level, HODs are aided in decision-making by the course-coordinators, co-coordinators, member secretary of the BoS, and other faculty colleagues. HODs

also as members of the Governing Body are instrumental in formulating a development roadmap for the departments as well as the institution.

4. Stakeholders including Faculty & Staff, Students, Alumni, Employers, Industry Experts, Educationist, Community representatives are there in various functional committees of the institution. A democratic approach is set up in the decision-making process with participation of all the various stakeholders.

Workshops- <https://smsvaranasi.com/workshops/>

International Conference / Webinars / Guest Lectures -
<https://smsvaranasi.com/seminar-conferences/>

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	No File Uploaded
Paste link for additional Information	https://smsvaranasi.com/workshops/

6.2 - Strategy Development and Deployment

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

1. SMS Varanasi has a strong strategic plan in the name of 'Vision Statement - 2033', prepared for 10 years and aiming to achieve the formulated objectives in both short run of 5 years and the long run covering 10 years. This document envisages the following Strategic Issues with clearly formulated objectives -
2. Student Development.
3. Industry Collaboration
4. International Corroboration
5. Accreditation & Ranking
6. Faculty Development
7. Research & Innovation
8. Aluminum Network
9. Infrastructure
10. Branding, and
11. Moving towards the status of Private University.

The above plan is deployed through a regular roadmap of actions, day-to-day activities, resource allocation and involving all stakeholders at different desired levels. Performance and quality indexes are measured at regular intervals so as to ensure a clarity in achieving the Strategic Plan.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

1. Governing Body with Director (Member Secretary) provides a broad outline on the quality policy and plans for functioning of the Institute.
2. Academic Council with Director (Chairperson) & HODs (various departments) and members (academics and corporate houses) ensure the implementation of quality policies and plans pertaining to academics.
3. Board of Studies constituting HODs, faculty members, external members (academia & Industry) continuously review the curricular framework to ensure its relevance to the Industry.
4. Finance Committee remains vigilant on the financial operations throughout the year and continuously monitors all the financial transactions.
5. The Director has all academic and administrative powers and collects feedback from all the functionaries and ensures timely compliance.
6. The Registrar & Controller of Examination looks after all delegated administrative activities and ensures timely organising of examinations and declaration of results.

The Internal Quality Assurance Cell (IQAC) continuously monitors and

1. ensures that quality issues are addressed appropriately.
2. Course Coordinators ensure everyday functioning of the classes with proper coordination with the faculty members.
3. Various Committees & Cells ensure the development of action

plans & activities, their scheduling and implementation are undertaken in a systematic way under the close supervision by the Director.

4. A robust HR Policy is in place with well drafted service rules & procedures.

File Description	Documents
Paste link to Organogram on the institution webpage	Nil
Upload any additional information	View File
Paste link for additional Information	Nil

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	No File Uploaded

6.3 - Faculty Empowerment Strategies

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

For Teaching Staff:

1. Well defined leave rules including Casual, Duty, Compensatory, Study, Sabbatical, Medical, Special, Maternity and Earned Leave.
2. Contribution to EPF & ESI.
3. Provision for Incentives to Best Performers.
4. Provision for Increment for Ph.D. completion.
5. Provision for sponsorship for attending Conferences/Seminars/FDPs, Etc.
6. Tuition-fee waiver scheme for their wards.

7. Group Insurance scheme.
8. Medical Insurance
9. Provision for Medical Leaves.
10. Transportation Facility.
11. Ambulance and Medical Facility.
12. Medical Facilities through institutional Tie-ups with hospitals.
13. Awards during Annual Day Event- For members completing 10/15/20/25 years of service.
14. Seed money for Research work.
15. Research and Publication Incentive Policy is in place for faculty contributions towards- books, chapters, paper publications, etc.

For Non-teaching Staff:

1. Well Defined Leave Rules Including Casual, Duty, Compensatory, Study, Sabbatical, Medical, Special, Maternity And Earned Leave.
2. EPF & ESI contribution.
3. Provision for Incentives to Best Performers.
4. Tuition-fee waiver scheme.
5. Group Insurance scheme.
6. Medical Insurance
7. Provision for Medical Leaves.
8. Transportation Facility.
9. Ambulance and Medical Facility.
10. Uniform Allowance & Food Allowance for Class IV Employees.
11. Medical Facilities through institutional Tie-ups with hospitals.
12. Awards during Annual Day Event- For members completing 10/15/20/25 years of service.

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

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

42

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

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

4

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

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

13

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

Yes, the institute regularly conducts financial audits usually at the end of every financial year. Financial audits are a regular and compulsory process at the institute for monitoring the financial processes and the financial statement clearly reflect the same in the balance-sheet.

1. Internal Financial Audits are conducted regularly as required for monitoring the book-keeping errors, if any that may have occurred in the due course. A Six-monthly audit is conducted apart from the regular financial audit that is conducted annually at march end i.e., end of every financial year.

External Financial Audit is conducted by a team of certified Chartered Accountants at the end of every financial year.

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

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

0

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

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

1. The Research & Development (R&D) Wing under its bodies - Centre for Advanced Research & Development, Centre for Public Policy Development & Institution Innovation Council ensures the effective mobilization of funds and optimal utilization of resources towards a meaningful enrichment and dissemination of the intellectual capital of SMS, including grants, consultancy projects, research papers, books, chapters, monographs, etc. of the faculty, and providing the guidelines & incentives through robust Consultancy/Incentive Policy to them for the same.
2. The institute's Finance Committee ensures the effective and efficient utilization of financial resources through Budgets and purchases made by the Purchase Committee daily.

For the purpose, budgets, and provision of contingency based on the projected financial requirement of different departments/centres, in their

1. Consultations, are prepared and presented to the Governing Body for needful evaluation and final approval.
2. Corresponding funds are allocated for needful utilization and continuously monitored by the Finance Committee to adhere to the optimal utilization of funds.

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

6.5 - Internal Quality Assurance System

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

As per the Norms, SMS has a well-defined framework for internal quality assurance through its Internal Quality Assurance Cell (IQAC) that continuously monitors all the academic as well as administrative activities in the Institute. An Internal audit of academic activities is conducted at the end of every semester. In addition to this, performance review in various courses is taken by the Director on weekly basis.

1. SMS has implemented a robust Research and Publication Incentive Policy for faculty contributions towards - books, chapters, paper publications, patents etc., and as a result faculty engagement towards research oriented activities have increased. It also has provisions for funding of seed money for research work.

The Institute has continuously encouraged its Faculty & Staff members to participate in conferences/workshop/personality development programs and become members in professional bodies by providing financial assistance for the same. There has been a significant increase in number of Faculty & Staff members who have received financial assistance for such Workshop/Conferences/

Memberships Fees.

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

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

1. A Weekly Performance Review is conducted on course progress following the planned academic calendar, teaching pedagogy, number of lectures planned, engaged, and topics covered.
2. Esudhar- A Feedback System monitors the teaching & learning process regularly by collecting feedback every semester from students in online mode.
3. The Academic Council and Board of Studies regularly review the institution's teaching-learning process to ensure that the teaching pedagogy is focused on high-quality outcome-based education (OBE). The Governing Body and Academic Council of the institute look after the structures & methodologies of operations of various courses. In this direction as per the directives of SMS-IQAC the curriculum framework has been continuously reviewed and upgraded/updated for all the courses to ensure outcome-based learning in the institute. Further, the IQAC has aided in completely restructuring the curriculum framework for all the courses as per the New Educational Policy - 2020.
4. IQAC also ensures that the sessional and semester examination papers for the students of all the courses are devised as per Bloom's taxonomy.. Specially designed answer sheets are used for the sessional and semester examinations that have separate columns for recording the marks obtained by students in the respective COs for the course. Furthermore, learning outcomes are evaluated based on the fulfillment of the course outcome scores tabulated by the respective faculties & consolidated in the form of result analysis for all the papers by the course coordinators respectively.. IQAC analyses the learning outcomes and formulates strategies for further incremental improvement.

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

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

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://iqac.smsvaranasi.com/AnnualReport.htm
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	No File Uploaded

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

- In the present era Gender equity is one of the utmost requirements for any of the Higher Educational Institutes (HEI) as the institution is the place where the diverse form of people work and study together and combined with the single name of their institute.
- SMS Varanasi has made the best of it to make Gender equity sensitized by taking various measures of conducting various seminars, and workshops, observing relevant days, and creating various facilities resembling the promotion of gender equity.

- During this year many experts both from corporates and academics delivered their lectures regarding the safety and security of all genders. Observing day International Men's Day and Women's Day were celebrated on campus.
- Gender Equity Entrepreneurship development programs were held in the year to develop Entrepreneurship skills among them.
- Various Workshops held on Nutrition, Personal hygiene, and Health Awareness programs.
- The admission process of the institute has the categories bifurcation so that the process can neutralize all genders.

Students equally participated in social work and NSS Programs. Installed CCTV cameras, counseling, and commons rooms are available on the campus for security and other benefits for all faculty, students, and other staff members

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

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

A. Any 4 or All of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

- Environmental Pollution is one of the alarming issues which are to be addressed properly along with taking measures to clear out degradable and non-degradable wastages coming out of any institute.
- SMS Varanasi has the motto of making a Green campus and with this, the institute took various steps and looked at the wastages in a very systematic manner.

- Sanitary Landfill and in-house disposal facilities are there to collect dry waste and wet waste.
- There are separate waste collection containers along with dedicated staff are there in the institute to dispose of Solid and Liquid Wastes
- Various NSS members are also involved in the collection and disposal of these unwanted materials. Biomedical wastages are not generated on the campus.
- A separate mechanism is already in place to effectively dispose of outdated computer systems, useless electronic items, and other junk materials.
- The institute is having a contract for E-waste management services with M/S E-Waste Recyclers India. There exists a wastewater recycling system on the campus also.
- No Hazardous chemicals and radioactive wastes are generated on the campus are meetings and discussions with the staff, faculties, and students regarding the creation of a neat-clean and green campus.

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

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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

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

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

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

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

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

A. Any 4 or all of the above

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

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

A. Any 4 or all of the above

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

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

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

- An inclusive environment showing harmony towards regional cultural and other socio economic diversities is one of the essentials of any educational institute for the stupendous growth and development.
- SMS Varanasi has a brighter look over this efforts and initiatives. With the start to maintain the cultural harmony the Institute celebrate its foundation day ADHARSHILA and ACTIVITY DAYS where various cultural events and Skits showing mirror of our culture are organized and participants from various institute took part in it.
- The place Varanasi itself is the paradise of different cultures sects and religions, considering this, the institute has adopted FIVE villages surrounding the college campus and regular interactions and programs like Plantation, Cleanliness and Voting Awareness programs are conducted and also request them to disseminate this cultural pride of Varanasi to others.
- The institute is the blend of the staff and faculties coming from different places having different languages. They proactively make efforts in providing an inclusive environment.

- The students of the institute conduct visits and campaigns to different Ghats of Varanasi to promote better education, economic development of the needy and setting communal harmony and the cultural richness of Varanasi. The adoption of Villages also promoted the economic background of these villagers.

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

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

- The county's prosperity is based upon imparting of right education to people including the students.
- SMS Varanasi is sensitizing and informing towards the constitutional values, rights, duties and responsibilities of citizens in the form of various events, workshops and campaigns.
- The institute celebrated the National Observing Day i.e. Independence Day on 15th August and Republic Day on 26th January by taking into account all the protocols. Various eminent personalities birthday are celebrated in the campus.
- Commemorative days like Women's Day, Teachers day, Yoga Day (Yoga Camp organized for students and staff) are organized in the campus showing the values and duties towards the Constitution.
- There exist a Code of Conduct (for Faculties and Staff) and Rule Book (for students) to be followed by the students strictly in the campus.
- Workshop on duties and responsibilities of Citizens is organized in the campus.
- Sports Fest Day is organized to develop Human Value and true spirit among students.
- Voting rights and importance awareness programmes are organized informing the citizens towards their right and duties.
- Moreover the National Service Scheme Unit created in the campus did all the efforts in creating awareness about the constitutional rights in the manner of various events and programs throughout the year.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	No File Uploaded

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

A. All of the above

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

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

- The rich culture of the country is equivalent to rich celebrations and observations of various days and festivals which connects almost each and every one into a common knot.
- SMS Varanasi is not behind in this format also. The institute celebrated and organized numerous national, international, commemorative days, events and festivals.
- International Women's day for women prosperity celebrated along with national Unity Day and World Literary day in the form of Workshop and Lectures to make aware and informs about the relevance of Women, Unity and Literacy for the

common people.

- The institute celebrated the National Observing Day of 15th August and 26th January by taking into account all the protocols relating to it followed by cultural events.
- World Environment Day and World Energy Conservation day is also organized and conducted in the form of Lectures delivered by expertise from different organisation and Oath were taken up by the students to make the environment and energy sustainable.
- The Teachers day is celebrated by the students for the students and even teachers also participated in various events on this day.
- Moreover the institute celebrates the festival of Holi and Diwali with Faculty and Staff member of institute by exchanging sweets, colours and gifts.

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

7.2 - Best Practices

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

Weblink:

https://iqac.smsvaranasi.com/best_practices.htm

Best Practice -1

Title of the Practice: Promoting Environmental Friendly Approach

Best Practice: 2

Title of the Practice: Inculcation of Social Sensitivity among Students

File Description	Documents
Best practices in the Institutional website	https://iqac.smsvaranasi.com/best_practices.htm
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Institutional Distinctiveness

Promoting Spiritual & Ethical Value-based Professional Education and Practices

In sync with its Vision and mission to nurture professional leadership based on ethical and moral attributes, Institute has a special thrust on promoting a value-based culture.

The Context:

Business schools today are expected to prepare future managers and business leaders who are not only expected to excel in business skills but also act as ethical and responsible corporate citizens. They should have social sensitivity and a moral & ethical compass for responsible and sustainable behavior.

The institute has a dedicated Centre for Spiritualism and Human Enrichment (C-SHE). The activities include

- The Proper amalgamation of spiritual & ethical value-based content along with the curriculum.
- Organizing National and International conferences on issues like values, ethics, spirituality, leadership, etc.
- Publishing a bi-annual journal 'Purushartha' based on spirituality, ethics, and management. Scholars from across the world contribute papers for the journal. The journal is fully indexed with Scopus, and Elsevier and is also enlisted among UGC CARE-approved journals
- Enriching the Institute library with study material on spirituality. The library is already rich with books and CDs on spirituality.

Steps Taken

- The institution has attracted scholars from renowned global institutions in its conferences, hi-life lecture series, and workshops.
- The Institute has been getting acknowledgment from corporate houses regarding the students exhibiting appreciable ethical and moral attributes during working transactions. These are certainly the testimony of the success of the practice under reference.

File Description	Documents
Appropriate link in the institutional website	https://iqac.smsvaranasi.com/institute_distinctiveness.htm
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

The Institute intends to perform following activities

1. To organize Faculty and staff development programmes on contemporary topics to upkeep their knowledge base.
2. To facilitate more contributions towards extension and outreach programs.
3. To organize an International Conference to promote the Indian Knowledge System linked with sustainable development goals
4. To facilitate the promotion of research work among faculties, revise incentive policy, and assist them in seeking projects
5. To increase faculty publications with quality
6. To encourage faculty members to seek professional Memberships
7. To forge more MoUs with different universities, organizations and NGOs
8. To chalk out more value-added courses for all the programmes

