



Yearly Status Report - 2018-2019

Part A

Data of the Institution

| | | |
|---|--|--|
| 1. Name of the Institution | | SCHOOL OF MANAGEMENT SCIENCES |
| Name of the head of the Institution | | Prof. P.N. Jha |
| Designation | | Director |
| Does the Institution function from own campus | | Yes |
| Phone no/Alternate Phone no. | | 07052055555 |
| Mobile no. | | 7080295577 |
| Registered Email | | director@smsvaranasi.com |
| Alternate Email | | registrar@smsvaranasi.com |
| Address | | Khushipur, Mohan Sarai- Mughal Sarai Bypass, P.O. - Bachhaon, Varanasi- (U.P.) |
| City/Town | | Varanasi |
| State/UT | | Uttar pradesh |
| Pincode | | 221011 |

| | |
|--|--------------------------------------|
| 2. Institutional Status | |
| Affiliated / Constituent | Affiliated |
| Type of Institution | Co-education |
| Location | Urban |
| Financial Status | private |
| Name of the IQAC co-ordinator/Director | Dr. Pallavi Pathak |
| Phone no/Alternate Phone no. | 07052055555 |
| Mobile no. | 7800075702 |
| Registered Email | iqac@smsvaranasi.com |
| Alternate Email | pallavipathak@smsvaranasi.com |

| | |
|--|---|
| 3. Website Address | |
| Web-link of the AQAR: (Previous Academic Year) | http://iqac.smsvaranasi.com/AOAR/2018_19 |
| 4. Whether Academic Calendar prepared during the year | Yes |
| if yes,whether it is uploaded in the institutional website: Weblink : | http://iqac.smsvaranasi.com/mandatory_disclosure |

| 5. Accrediation Details | | | | | |
|--------------------------------|----------|-------------|----------------------|--------------------|--------------------|
| Cycle | Grade | CGPA | Year of Accrediation | Validity | |
| | | | | Period From | Period To |
| 1 | A | 3.17 | 2017 | 12-Sep-2017 | 11-Sep-2022 |

| | |
|---|--------------------|
| 6. Date of Establishment of IQAC | 07-May-2013 |
|---|--------------------|

| |
|---|
| 7. Internal Quality Assurance System |
|---|

| Quality initiatives by IQAC during the year for promoting quality culture | | |
|---|-----------------|---------------------------------------|
| Item /Title of the quality initiative by IQAC | Date & Duration | Number of participants/ beneficiaries |
| | | |

No Data Entered/Not Applicable!!!

[View File](#)

8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

| Institution/Department/Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|-----------------------------------|--------|----------------|-----------------------------|--------|
| No Data Entered/Not Applicable!!! | | | | |
| View File | | | | |

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

Yes

If yes, mention the amount

100000

Year

2019

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

? Seven days FDP on "Potential Enhancement in Teaching, Learning, and Research" from July 5 to 11, 2018 and another Faculty development program on "Outcome Based Education" on December 8, 2018

? Two day International Conference on "Spirituality Beyond Repertoire: A Leadership Key to Societal Happiness and Sustained Harmony" on 23-24 February 2019 and a National conference on "National Conference On Leveraging It For Rising India" held at SMS Varanasi on 7th & 8th October 2018

? One Day Workshop On "Awareness on Revised NAAC Framework" on 14 December 2018

? Jan Samadhan-2019" A Public Policy Contest on the theme "Traffic Problems in Varanasi on March 24, 2019

? National Workshop on "Discovering Statistics through SPSS & EXCEL for Crafting Cutting Edge Research" from June 03-10, 2019

No Files Uploaded !!!

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

| Plan of Action | Achivements/Outcomes |
|--|----------------------|
| No Data Entered/Not Applicable!!! | |
| View File | |

14. Whether AQAR was placed before statutory body ?

Yes

| Name of Statutory Body | Meeting Date |
|------------------------|--------------|
| Governing Council | 03-Nov-2019 |

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

Yes

Date of Visit

26-Mar-2019

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

14-Feb-2019

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

Presently Institute's MIS is being utilized in facilitating the following area of operations: • Student academic progress • Feedback System • Library Operation • Documentation of circular and notices • Institute events • Recruitment and Selection • Admission Process Examination

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The development and deployment of action plans by the institution for effective implementation of the curriculum for various courses entail the following steps:

- The action plans for effective implementation of the university-curriculum as well as their development & enrichment/revision are carried out through in-house team of the relevant faculty members accommodating the feedback and suggestions of stakeholders.
- The Academic Calendar and Schedules for Extra and Co-curricular Activities at the institute are prepared in accordance with the Academic Calendar of affiliating universities to ensure their timely completion.
- Subject-preference, from among a group of subjects, is formally obtained by the relevant faculty members, and then the subjects are allotted to them as per their area of specialization, past experience with that subject and practical industrial exposure
- Lecture plans, prepared by the subject teacher, are subjected to a deliberation involving the Director and senior faculty members.
- Syllabi and lecture plans are provided to the students by the concerned Course Coordinator, who further explains the significance and intricacies involved in the subject and satisfies the query, if any, rose by the students in this regard.
- College has developed in its system in the form of LAN-based application "i-campus" - Daily Class Progress Report (DCPR), where the faculty members are required to upload every day the facts related to class activities of the day. Review of course progress, for each and every course, is made on a weekly basis in the meeting with Director of the concerned subject teachers and relevant Course Coordinator.
- Movement of the course provides needful space for accommodating the exercises like, group discussions, presentations, personality & employability enhancement skills, quizzes, industrial visits, project works, etc.
- Provision for guest lectures by the experts from both academia and industries.
- Institution has an exclusive 'Feedback Cell'. Feedback in a structured form about teaching-learning and other relevant aspects is taken from the students in every semester for needful improvement in the future. Feedback is also obtained from the alumni and experts from the industry.
- Periodically class tests are held to ensure the involvement of students. Question papers are designed according to Bloom's Taxonomy to ensure Outcome-Based learning.
- Additional assistance is provided to the students with the help of remedial classes.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

| Certificate | Diploma Courses | Dates of Introduction | Duration | Focus on employ ability/entrepreneurship | Skill Development |
|--|-----------------|-----------------------|----------|--|------------------------------|
| Basic Course in French Language - Première Degrè | | 01/08/2018 | 120 | Employability | Exposure to Foreign Language |
| C Training, JAVA, LINUX, PHP and MYSQL training enabled by Spoken Tutorial Project, IIT Bombay | | 20/07/2018 | 120 | Employability | Programming Skills |
| Certificatio | | 20/07/2018 | 120 | Employability | Data base |

| | | | | |
|---|------------|-----|---------------|-----------------------------------|
| n through NPTEL Cloud Computing, Data Base Management Systems, Programming in C, | | | y | Management and Programming Skills |
| Certification through NPTEL Human Resource Development, Marketing Management I | 26/07/2018 | 120 | Employability | Managerial Skills |
| Certification through NPTEL Marketing Management II, Operations and supply chain management, Business statistics, Consumer Behaviour, Principles Of Human Resource Management, Human Behaviour and Managerial Economics | 01/01/2019 | 180 | Employability | Managerial Skills |
| Certification through NPTEL Data Base Management System, Programming in JAVA, Joy of Computing using Python, Programming in C | 01/01/2019 | 180 | Employability | Programming Skills |

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course | Programme Specialization | Dates of Introduction |
|---|--------------------------|-----------------------|
| No Data Entered/Not Applicable !!! | | |

[View File](#)

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

| Name of programmes adopting CBCS | Programme Specialization | Date of implementation of CBCS/Elective Course System |
|---|--------------------------|---|
| No Data Entered/Not Applicable !!! | | |

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

| | Certificate | Diploma Course |
|--------------------|-------------|----------------|
| Number of Students | 2626 | 0 |

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

| Value Added Courses | Date of Introduction | Number of Students Enrolled |
|---|----------------------|-----------------------------|
| No Data Entered/Not Applicable !!! | | |
| View File | | |

1.3.2 – Field Projects / Internships under taken during the year

| Project/Programme Title | Programme Specialization | No. of students enrolled for Field Projects / Internships |
|---|--------------------------|---|
| No Data Entered/Not Applicable !!! | | |
| View File | | |

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

| | |
|-----------|-----|
| Students | Yes |
| Teachers | Yes |
| Employers | Yes |
| Alumni | Yes |
| Parents | No |

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

| |
|---|
| <p>Feedback Obtained</p> <ul style="list-style-type: none">• The college has a dedicated 'Feedback Cell' for soliciting feedback from various stakeholders. Feedback collected from the stake holders are analysed and utilised by the institute for the development of the students.• The cell is comprised of Director as the Chairperson, Registrar as the coordinator, and HODManagement, Commerce Mass Com., HOD Computer Science, Head - Training and Placement, Coordinator Alumni cell and Coordinator - IQAC as its members• Feedback is taken on all aspects including curriculum, training placements, extracurricular activities, infrastructure and other facilities. The views of the students, teachers, alumni and employers on curriculum are well received and the relevant action are taken• Students' Feedback The Institution has a mechanism of collecting feedback from students during each semester about the evaluation on teaching. Feedback on teacher's approach to teaching, internal evaluation process, performance in assignments and tests, learning opportunities are also sought. Institute arranges for Workshops and Seminars to enrich the students' knowledge beyond the curriculum. Upon its completion as well, feedback is sought regarding the effectiveness of such programmes. |
|---|

Alumni Feedback - Feedback on the effectiveness of Employability enhancement programmes, various workshops conducted and various other value added programmes is collected during various chapters of alumni meet as well as online. They are also asked to give suggestions to add value to the curriculum and strengthen brand SMS. • Employers' Feedback - When companies visit campus, feedback is collected from the employers regarding the employability of the students in terms of communication, attitude, willingness, creativity, managerial and leadership skills, effectiveness of summer training, syllabus and other value added courses. Views are sought so as to determine the gap and relevant actions are taken to bridge the same. Many enrichment programmes are mostly the outcome of the feedback and suggestion from industry. • Teacher Feedback is sought in well structured prescribed format every year. Also Course Coordinators continuously interact with teaching faculty and take feedback informally on the syllabus and teaching learning problems. • Feedback based suggestions are sent to both the affiliating Universities either at the institute's own initiative or in response to such instructions from the universities towards introducing changes in curriculum or starting new programmes. • All these feedback are collected, analyzed and appropriate action is taken accordingly.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

| Name of the Programme | Programme Specialization | Number of seats available | Number of Application received | Students Enrolled |
|-----------------------|------------------------------|---------------------------|--------------------------------|-------------------|
| MBA | Management | 120 | 150 | 120 |
| MCA | Computer Science | 60 | 57 | 45 |
| MCom | Commerce | 60 | 9 | 8 |
| BBA | Management | 180 | 387 | 175 |
| BCom | Commerce | 240 | 359 | 183 |
| BA | Mass Communication (Honours) | 60 | 37 | 21 |
| BCA | Computer Science | 180 | 257 | 145 |
| No file uploaded. | | | | |

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG courses | Number of fulltime teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|------|---|---|---|---|--|
| 2018 | 1460 | 320 | 0 | 0 | 47 |

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

| Number of | Number of | ICT Toolsand | Number of ICT | Numberof smart | E-resources and |
|-----------|-----------|--------------|---------------|----------------|-----------------|
|-----------|-----------|--------------|---------------|----------------|-----------------|

| | | | | | |
|------------------|---------------------------------------|---------------------|--------------------|------------|-----------------|
| Teachers on Roll | teachers using ICT (LMS, e-Resources) | resources available | enabled Classrooms | classrooms | techniques used |
| 47 | 47 | 6 | 20 | 2 | 4 |

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The institute offers several types of Mentorship Academic Mentorship: For each course/programme there is a Course Coordinator and for each class, there is a Mentor. Responsibilities of Class Mentors are: ? Support the course coordinators in the discharge of their duties and responsibilities on the above issues. Engage in conversations with students to understand their problems and solving them. ? Guide the students in selecting specialization courses. ? Interacting with parents of students whenever required. ? Motivating and inspiring students for improving their academic performance and overall development. Additionally, for survey projects, research projects, miniprojects, dissertations, and summer training projects, each student is allocated a mentor under whose guidance students do their projects. Academic mentoring of students also takes in the form of various participatory learning activities such as Domestic and International Industrial Visits with faculty members. Active participation of students in organizing and participating in conferences, seminars, and other nonclassroom academic activities. Business plan, web designing contests and other contests, where students make groups among themselves and participate. Interactive sessions on the current developments in the subject are arranged from time to time for updating the students including 'Budget – Analysis' Training and Placement Mentorship: Training and Placement cell remains actively involved in guiding students regarding the industry's expectations from time to time. When the companies are scheduled to arrive for the campus recruitment, T P cell provides the requisite information to the incumbents and also encourages and motivates them. Similarly provides requisite support during a summer internship as well. Behavioural Dynamics Mentorship: In order to ensure emotional and mental health along with the intellect and calibre, the institute provides the opportunity to students to seek guidance regarding various aspects of Behaviour so that their holistic development takes place and they possess sound body and mind. Innovation Entrepreneurship Mentorship: A dedicated centre for Entrepreneurship, Innovation and Skill Development (CEISD) is available to offer guidance to the interested students. Internships are offered and all the possible support is also rendered for the establishment of startups. Life Skills Mentorship: Centre for Spiritualism and Human Enrichment (CSHE) provides mentorship on various life skills to enable balanced and holistic development of the students

| | | |
|--|-----------------------------|-----------------------|
| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
| 1780 | 47 | 1 : 38 |

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

| | | | | |
|-----------------------------|-------------------------|------------------|--|--------------------------|
| No. of sanctioned positions | No. of filled positions | Vacant positions | Positions filled during the current year | No. of faculty with Ph.D |
| 47 | 47 | 0 | 10 | 17 |

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

| | | | |
|---|---|-------------|--|
| Year of Award | Name of full time teachers receiving awards from state level, national level, international level | Designation | Name of the award, fellowship, received from Government or recognized bodies |
| No Data Entered/Not Applicable !!! | | | |
| View File | | | |

2.5 – Evaluation Process and Reforms

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

| | | | | |
|----------------|----------------|----------------|--|---|
| Programme Name | Programme Code | Semester/ year | Last date of the last semester-end/ year-end examination | Date of declaration of results of semester-end/ year- end |
|----------------|----------------|----------------|--|---|

No Data Entered/Not Applicable !!!

[View File](#)

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

? At the institutional level, there are transparent, continuous and concerted efforts to assess the students ? With the help of Bloom's taxonomy learning objectives are classified into levels of complexity and specificity. • Beginning from helping students remember and recall the basic facts and concepts • Enabling students to understand the ideas and concepts • Help them apply the information so gained in new situations • Facilitate them in analyzing the situations and draw connections among ideas • Make them capable of evaluating various options available and justify a stand or make a decision • Finally enable them to create, design or formulate something new ? Question Papers for internal evaluation is also framed in the light of Bloom's Taxonomy ? Rubrics are designed for other components of internal assessment like presentations, assignment and class participation ? Students are identified as Advanced and slow learners and accordingly, arrangements are made. ? Education/learning needs of advanced learners are identified on the basis of :

- Marks obtained in term tests, semester/annual examinations
- Performance in Class
- Feedback is taken from students on a regular basis
- Interaction of students with Course Coordinators faculty members
- Participation and performance in co and extracurricular activities ?

On the other hand, remedial classes are arranged for slow learners • Slow learners are identified based on students performance in subject tests as well as informal feedback from subject teachers • Tutorials are conducted for these subjects and the concerned students. • They are also motivated to seek the guidance of faculty members on an individual basis • Their performance is regularly monitored by the coordinators and feedback regarding the progress is also shared with them ? It is made sure that at least one of the internal tests are conducted online to ascertain that the students are able to memorize, tell, compare and extract the fundamentals of the subject at least. ? Extra classes are allotted in practical subjects for comprehensive coverage and timely completion of the syllabus.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The institute adheres to the academic calendar of affiliating universities i.e., Dr. A.P.J. Abdul Kalam Technical University, Lucknow and Mahatma Gandhi Kashi Vidyapith, Varanasi for the conduct of examination and other related matters of its postgraduate and undergraduate courses respectively. The institute also prepares a calendar for its continuous internal evaluation and adheres to it. The academic calendar of the affiliating Universities i.e. AKTU and MGKV mentions the dates of:

- Commencement of Academic Session, i.e. classes
- Submitting a list of admitted students to the university
- Submitting Enrolment Form
- Submitting Examination Fee Form
- Adherence to continuous internal evaluation
- Commencement of Semester End Theory Practical Examinations
- Evaluation of Answer Sheets
- Summer Training
- Winter / Summer Vacation
- Commencement of classes for next semester

In all the courses, on the basis of the academic calendar, for each subject, the concerned teacher prepares a lecture plan for ensuring smooth coverage of the syllabus at a uniform pace. The director reviews the progress of the syllabus coverage on a weekly basis to find out any deviation from the lecture plan. Reasons for deviation are noted down and required action is taken such as arranging of extra classes in case progress in any subject is slow. Institute's mechanism for teaching plan ensures that all the courses are completed as per the schedule and thus fulfilling the objectives. In addition to it, a number of cocurricular activities, as well as valueadded courses/Certification programs,

are organized to broaden the knowledge base and help them transfer the skills to the application when needed.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://iqac.smsvaranasi.com/mandatory_disclosure

2.6.2 – Pass percentage of students

| Programme Code | Programme Name | Programme Specialization | Number of students appeared in the final year examination | Number of students passed in final year examination | Pass Percentage |
|-------------------|----------------|--------------------------|---|---|-----------------|
| 70 (AKTU) | MBA | Management | 119 | 116 | 97.48 |
| 14 (AKTU) | MCA | Computer Science | 26 | 26 | 100 |
| | BBA | Management | 155 | 154 | 99.35 |
| | BCom | Commerce | 127 | 121 | 95.98 |
| | BCA | Computer Science | 120 | 101 | 84.17 |
| No file uploaded. | | | | | |

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

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

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

| Nature of the Project | Duration | Name of the funding agency | Total grant sanctioned | Amount received during the year |
|-----------------------------|----------|--|------------------------|---------------------------------|
| Minor Projects | 3 | Department of Science Technology, Govt. of India | 20000 | 16000 |
| Industry sponsored Projects | 12 | AgniveshAyurved Healthcare (P) Ltd., Varanasi | 300000 | 264000 |
| No file uploaded. | | | | |

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

| Title of workshop/seminar | Name of the Dept. | Date |
|---|--|------------|
| Workshop on 'Intellectual Property Rights : In the current perspectives of researches of higher | Centre For Advance Research Development (CARD) | 06/05/2019 |

| | | |
|--|---|------------|
| education' by Prof. R.K.Murli, Faculty of Law, BHU | | |
| A Twoday National Conference On Leveraging It For Rising India | Computer Science | 06/10/2018 |
| Four days' workshop on topic "Classroom to Boardroom" for MBA I III Semester students by Mr Puneet Arora, Director HR Pure Software Pvt. Ltd. | Management, Commerce and Mass Communication | 27/09/2018 |
| Workshop on Prevention of Sexual Harassment at Work Place Laws" by Mr. BiplabSengupta, Cofounder of Corpkonnct, Noida for PGDM and MBA final year students, organized under the aegis of SMS Varanasi Alumni Association along with Antisexual Harassm | Management, Commerce and Mass Communication | 07/10/2018 |
| Two days International Conference on "Spirituality Beyond Repertoire: A Leadership Key to Societal Happiness and Sustained Harmony" | Management, Commerce and Mass Communication | 23/02/2019 |
| A six days workshop on "Tally GST" | Management, Commerce and Mass Communication | 24/01/2019 |
| Workshop on Campus to Corporate - Deciphering the Selection Code | Management, Commerce and Mass Communication | 01/03/2019 |
| Week long workshop Application Development Using Python with Django Framework | Computer Science | 09/03/2019 |
| Guest Lecture by Mr. Shamy Roy Choudhury, General Manager HR, Berger Paints India Ltd | Training Placement Cell | 11/08/2018 |
| Guest Lecture by Mr. Raghvendra Singh, Regional Manager, Manager, Decathlon Sports India Pvt. Ltd. | Training Placement Cell | 28/08/2018 |
| Guest Lecture by Mr. Harsh Raj Jain, ManagerHR, EBix Cash | Training Placement Cell | 01/09/2018 |
| Workshop on Supply Chain Logistics Management by Mr. Himanshu Agarwal, HeadHR | Training Placement Cell | 17/02/2019 |

| | | |
|---|-------------------------|------------|
| Guest Lecture by Ms. Navina John, Yash Paper, Head HR | Training Placement Cell | 05/11/2018 |
|---|-------------------------|------------|

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

| Title of the innovation | Name of Awardee | Awarding Agency | Date of award | Category |
|---|-----------------------|---|---------------|---|
| Innovation in the Teaching Learning Pedagogy of Entrepreneurship Incubation | Prof. Raj Kumar Singh | Centre of Education Growth Research , New Delhi | 21/12/2018 | Innovative Academician of the Year Award 2018 |
| No file uploaded. | | | | |

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

| Incubation Center | Name | Sponsored By | Name of the Start-up | Nature of Start-up | Date of Commencement |
|---|-------------------------------------|----------------|--------------------------------------|--------------------------|----------------------|
| Centre For Entrepreneurship, Innovation Skill Development (CEISD) | Startup Incubation Fellow Programme | Self Sponsored | Don't Worry Event Management Company | Event Management Company | 01/11/2018 |
| No file uploaded. | | | | | |

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

| State | National | International |
|-------|----------|---------------|
| 1 | 3 | 0 |

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

| Name of the Department | Number of PhD's Awarded |
|---|-------------------------|
| Management, Commerce Mass Communication | 1 |

3.3.3 – Research Publications in the Journals notified on UGC website during the year

| Type | Department | Number of Publication | Average Impact Factor (if any) |
|-------------------|---|-----------------------|--------------------------------|
| International | Management, Commerce Mass Communication | 4 | 0.1 |
| No file uploaded. | | | |

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

| Department | Number of Publication |
|---|-----------------------|
| Management, Commerce Mass Communication | 16 |
| Computer Science | 2 |
| No file uploaded. | |

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

| Title of the Paper | Name of Author | Title of journal | Year of publication | Citation Index | Institutional affiliation as mentioned in the publication | Number of citations excluding self citation |
|---|----------------|------------------|---------------------|----------------|---|---|
| No Data Entered/Not Applicable !!! | | | | | | |
| View File | | | | | | |

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

| Title of the Paper | Name of Author | Title of journal | Year of publication | h-index | Number of citations excluding self citation | Institutional affiliation as mentioned in the publication |
|---|----------------|------------------|---------------------|---------|---|---|
| No Data Entered/Not Applicable !!! | | | | | | |
| View File | | | | | | |

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

| Number of Faculty | International | National | State | Local |
|------------------------------------|---------------|----------|-------|-------|
| Attended/Seminars/Workshops | 25 | 35 | 1 | 5 |
| No file uploaded. | | | | |

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

| Title of the activities | Organising unit/agency/ collaborating agency | Number of teachers participated in such activities | Number of students participated in such activities |
|---|--|--|--|
| No Data Entered/Not Applicable !!! | | | |
| View File | | | |

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

| Name of the activity | Award/Recognition | Awarding Bodies | Number of students Benefited |
|---|-------------------|-----------------|------------------------------|
| No Data Entered/Not Applicable !!! | | | |
| View File | | | |

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

| Name of the scheme | Organising unit/Agency/collaborating agency | Name of the activity | Number of teachers participated in such activities | Number of students participated in such activities |
|---|---|----------------------|--|--|
| No Data Entered/Not Applicable !!! | | | | |
| View File | | | | |

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

| Nature of activity | Participant | Source of financial support | Duration |
|--------------------|-------------|-----------------------------|----------|
|--------------------|-------------|-----------------------------|----------|

No Data Entered/Not Applicable !!!

[View File](#)

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

| Nature of linkage | Title of the linkage | Name of the partnering institution/ industry /research lab with contact details | Duration From | Duration To | Participant |
|------------------------------------|----------------------|---|---------------|-------------|-------------|
| No Data Entered/Not Applicable !!! | | | | | |
| View File | | | | | |

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

| Organisation | Date of MoU signed | Purpose/Activities | Number of students/teachers participated under MoUs |
|------------------------------------|--------------------|--------------------|---|
| No Data Entered/Not Applicable !!! | | | |
| View File | | | |

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

| Budget allocated for infrastructure augmentation | Budget utilized for infrastructure development |
|--|--|
| 350 | 325 |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities | Existing or Newly Added |
|--|-------------------------|
| Campus Area | Existing |
| Class rooms | Existing |
| Laboratories | Existing |
| Seminar Halls | Existing |
| Classrooms with LCD facilities | Existing |
| Seminar halls with ICT facilities | Existing |
| Video Centre | Existing |
| Value of the equipment purchased during the year (rs. in lakhs) | Newly Added |
| Others | Newly Added |
| Number of important equipments purchased (Greater than 1-0 lakh) during the current year | Newly Added |
| Classrooms with Wi-Fi OR LAN | Existing |

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

| Name of the ILMS software | Nature of automation (fully or partially) | Version | Year of automation |
|---------------------------|---|---------|--------------------|
| LIBSYS SOFTWARE | Fully | 5.7.2 | 2006 |

4.2.2 – Library Services

| Library Service Type | Existing | Newly Added | Total |
|---|----------|-------------|-------|
| No Data Entered/Not Applicable !!! | | | |
| View File | | | |

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

| Name of the Teacher | Name of the Module | Platform on which module is developed | Date of launching e-content |
|---------------------|--|---|-----------------------------|
| Ram Gopal Gupta | Programming and Project Development Skills | http://www.ramgopalgupta.com/ | 01/09/2018 |
| Dr. Amitabh Pandey | Cross Cultural Management (Japanese) | https://www.youtube.com/watch?vhLbe8EPXQeE | 01/02/2019 |
| Dr. Anupam Shukla | Cross Cultural Management | https://www.youtube.com/watch?vv_jYoj7ilE https://www.youtube.com/watch?vF0z3D2aDYbs | 01/02/2019 |
| No file uploaded. | | | |

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

| Type | Total Computers | Computer Lab | Internet | Browsing centers | Computer Centers | Office | Departments | Available Bandwidth (MGBPS) | Others |
|----------|-----------------|--------------|----------|------------------|------------------|--------|-------------|-----------------------------|--------|
| Existing | 435 | 8 | 15 | 8 | 1 | 0 | 0 | 100 | 120 |
| Added | 90 | 0 | 17 | 0 | 0 | 1 | 0 | 0 | 0 |
| Total | 525 | 8 | 32 | 8 | 1 | 1 | 0 | 100 | 120 |

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

| |
|---------------|
| 32 MBPS/ GBPS |
|---------------|

4.3.3 – Facility for e-content

| Name of the e-content development facility | Provide the link of the videos and media centre and recording facility |
|--|---|
| Media Centre | http://smsvaranasi.com/media-lab |

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

| Assigned Budget on | Expenditure incurred on | Assigned budget on | Expenditure incurred on |
|--------------------|-------------------------|--------------------|-------------------------|
|--------------------|-------------------------|--------------------|-------------------------|

| | | | |
|---------------------|------------------------------------|---------------------|------------------------------------|
| academic facilities | maintenance of academic facilities | physical facilities | maintenance of physical facilities |
| 575 | 574 | 275 | 260 |

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

(A) Maintenance: Civil Maintenance: • Institute has a fullfledged 'Maintenance Cell' with a Project Engineer, Senior Maintenance Supervisor, Junior Maintenance Supervisor and maintenance personnel. • The Administrative Officer takes care of maintenance and repair of buildings including classrooms, laboratory, library, roads, water lines, sports area (outdoor indoor) and other support services through the support of all other personnel of the maintenance cell. • Whenever the need arises, the concerned department/ employee raises a maintenance request stating the nature of repair / maintenance required. The same is recorded by Senior Maintenance Supervisor and attended accordingly. • The Civil Maintenance Department has got effective system of monitoring records (Enclosed AnnexureA : Civil Maintenance Schedule, Annexure-B: Civil Maintenance List of Registers and Files). Electrical Maintenance : • Electrical Engineer is in charge of Electrical Department supported by Electrical Supervisor and Electricians. • The Administrative Officer takes care of Electrical Maintenance through electrical department. • Whenever the need arises, the concerned department/ employee raises an electrical maintenance / grievance request stating the nature of repair / maintenance required. The same is recorded by Electrical Engineer and is attended accordingly. • The Electrical Department has got effective system of monitoring records (Enclosed Annexure-C: Electrical Section Files and AnnexureD: Electrical Section List of Registers). • Proper maintenance of electrical items, including generators, is done for enhanced efficiency. Institute has a proper maintenance schedule for the purpose. Enclosed AnnexureE: Electrical Maintenance Schedule. IT Hardware Software Maintenance: • The Institute has a computer centre coordination committee headed by coordinator, Dean - System IT, Manager (IT) and two faculty members from Dept. of Computer Science which is responsible for the overall maintenance and smooth functioning of institutional IT related processes. It also looks after monitoring the complaint register in the lab thoroughly and addressing the complaints, if any, immediately. The committee is also responsible for monitoring store and availability of all lab equipment. • System Administrator along with programmers takes care of the maintenance of all the computer related facilities. • Major problem related to computer maintenance is also solved by committee members. • Experts are called when needed for software upgradation and training at the Computer Centre and Library, other software have been generated on own resource base, hence, are handled internally. • The Committee also ensure annual audit of all equipment. Security and Transport: • Security Officer is the in charge of Security Setup and Transport Facilities supported by Security Supervisors, Security Guards and Bus Drivers. • 24Hrs. security is ensured at campus in three working shifts of 8 hrs. each. • The Security Officer has got effective system of monitoring records (Enclosed Annexure-F: Security and Transport Section List of Files and AnnexureG: Security and Transport Section List of Registers). • For the purpose of ensuring Security CCTVs have been installed at all the important points. Purchase : • Purchase of Books / Journals / Newspapers / Magazines IT Hardware/Software are channelized through Library Coordination Committee (LCC) Computer Centre Coordination Committee (CCC) respectively.

http://smsvaranasi.com/procedures_policies_for_maintenance/

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

| | Name/Title of the scheme | Number of students | Amount in Rupees |
|--------------------------------------|--------------------------------------|--------------------|------------------|
| Financial Support from institution | New Admission / Merit Scholarships | 151 | 1310250 |
| Financial Support from Other Sources | | | |
| a) National | Saksham (UP Govt Scholarship Scheme) | 213 | 1253030 |
| b) International | Nil | 0 | 0 |

[View File](#)

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

| Name of the capability enhancement scheme | Date of implementation | Number of students enrolled | Agencies involved |
|---|------------------------|-----------------------------|-------------------|
| No Data Entered/Not Applicable !!! | | | |

[View File](#)

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

| Year | Name of the scheme | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passed in the comp. exam | Number of students placed |
|------|-------------------------------------|--|--|--|---------------------------|
| 2018 | Employability Enhancement Programme | 1585 | 260 | 40 | 78 |

No file uploaded.

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

| Total grievances received | Number of grievances redressed | Avg. number of days for grievance redressal |
|---------------------------|--------------------------------|---|
| 4 | 4 | 3 |

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

| On campus | | | Off campus | | |
|---|---------------------------------|---------------------------|-------------------------------|---------------------------------|---------------------------|
| Name of organizations visited | Number of students participated | Number of students placed | Name of organizations visited | Number of students participated | Number of students placed |
| No Data Entered/Not Applicable !!! | | | | | |

[View File](#)

5.2.2 – Student progression to higher education in percentage during the year

| Year | Number of students | Programme graduated from | Department graduated from | Name of institution joined | Name of programme |
|------|--------------------|--------------------------|---------------------------|----------------------------|-------------------|
|------|--------------------|--------------------------|---------------------------|----------------------------|-------------------|

| | | | | | |
|---|---------------------------------|--|--|--|-------------|
| | enrolling into higher education | | | | admitted to |
| No Data Entered/Not Applicable !!! | | | | | |
| View File | | | | | |

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

| Items | Number of students selected/ qualifying |
|---|---|
| No Data Entered/Not Applicable !!! | |
| View File | |

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

| Activity | Level | Number of Participants |
|---|-------|------------------------|
| No Data Entered/Not Applicable !!! | | |
| View File | | |

5.3 – Student Participation and Activities

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

| Year | Name of the award/medal | National/ Internaional | Number of awards for Sports | Number of awards for Cultural | Student ID number | Name of the student |
|---|-------------------------|------------------------|-----------------------------|-------------------------------|-------------------|---------------------|
| No Data Entered/Not Applicable !!! | | | | | | |
| View File | | | | | | |

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

1 Mr. Devvrata K. Dubey(MBA) represented the student council in the Student Grievance Reddresal, Cell 2. Ms Bhawna Jhanwar(MBA) represented the student council in the Sexual Harassment Committee 3. Ms Priya Singh (MBA) and Ms Karishma Singh (MCA) represented Student Council in the Training Placement Cell Representation of students in various cells Student's Grievance Redressal Cell ,Antisexual Harassment Committee and Training Placement Cell • Student body organises events like Fresher's Party and Farewell Party for their courses and Teachers day as well • During the College Foundation day Students organise various events for the inter college competition • Through different students club they organise various events and competition on activity day • Students voluntarily get involved in blood donation and economic and financial assistance to poor. • Students' representation is there in Institute's Newsletter as well. • Students actively coordinate placement activities. • Each Class has a class representative who acts as a connecting link

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

4060

5.4.3 – Alumni contribution during the year (in Rupees) :

5.4.4 – Meetings/activities organized by Alumni Association :

Meetings 1. 5th Annual Meeting of Mumbai Chapter of SMS Alumni Association was held on 15 December, 2018 at Bombay Chamber of Commerce and Industry, Mumbai. 2. 11th Annual Meeting of Varanasi Chapter of SMS Alumni Association was held on 10th February, 2019 at SMS Varanasi campus, Varanasi. 3. 8th Annual Meeting of Delhi Chapter of SMS Alumni Association was held on 15th June, 2019 at PHD Chamber of Commerce and Industry, New Delhi. Activities 1. SMS Alumni Association organized one day workshops on Prevention of Sexual Harassment at workplace Laws on 8 October, 2018 for MBA students under Anti Sexual Harassment Committee, SMS Varanasi in Collaboration with Korpconnect, New Delhi . The Workshop was conducted by Mr. Biplab Sengupta, Cofounder KorpKonnnect and an Alumnus of SMS Varanasi. 2. SMS Alumni Association organized a one day workshop on "Stock Market Analysis" for MBA Students on February 16, 2019. The workshop was conducted by Prof. Naresh Kedia, Amity University, Gwalior.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**6.1 – Institutional Vision and Leadership**

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

1. Decentralisation: • Institutional culture provides autonomy to all Management, Commerce, MassCommunication and Computer Science Departments. • Each course prepares its own activity chart keeping the academic calendar of university in perspective to accommodate various cocurricular activities. • Lecture plans are prepared by faculties for timely completion of Syllabus. Faculties may place the requisition of books if they find it pertinent and necessary. • A number of Cocurricular activities are planned by Course Coordinators to complement the curriculum. • A number of ICT tools are at their disposal to use as aids in teaching. Faculties are free to decide the pedagogy for their subjects. • Apart from it all the faculties are empowered to seek the guidance of Director when required. • All the centres, cells, clubs are given autonomy to decide the modus operandi under the stated policies. • Students are free to decide the manner in which they wish to celebrate teachers' day, fresher's and farewell celebration under the code of conduct. 2. Participative Management • Involvement of various Stakeholders/Teachers/Alumni's/Corporate Professionals for enrichment of curriculum feedback to University. • There is provision for stakeholders' participation in all the statutory bodies. • Appropriate number of teaching nonteaching staff representatives are present in IQAC, Feedback Cell, Training Placement cell, Research Development cell, Admission Cell, Marketing cell, Library coordination committee and Computer centre coordination committee. • Appropriate number of the students' representatives are present in Feedback Cell, Training Placement cell, Student's Grievance Redressal Cell, Sexual Harassment Committee, Hostel Committee, Alumni Academic Council, Library Coordination Committee and Computer Centre Coordination Committee.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

| Strategy Type | Details |
|------------------------|---|
| Curriculum Development | The institute has well defined strategy for effective curriculum planning and |

implementation. Salient features of that are given below:

- Tasks, activities and control mechanism for curriculum planning and implementation are well documented and concerned stakeholders are made aware of this at the beginning of the academic session.
- Developed Course Outcomes (COs), Program Outcomes (POs), Program Specific Outcomes (PSOs) etc. towards effective teaching pedagogy based on the principle of Outcome Based Education (OBE).
- Lecture plan, course outcomes, teaching pedagogy, value added courses, workshops, guest lectures, tutorials, remedial classes and other curriculum regarding activities to be conducted during the academic session are prepared and documented.
- Requirements of support facilities such as Infrastructure and library facilities for effective curriculum implementation are prepared and provided.
- Proper feedback mechanism has been developed for improvements and is sent to the University regularly.

Teaching and Learning

The strategic actions taken for effective teaching and learning includes:

- Recruitment of qualified and quality faculty.
- Implementing effective teaching and learning pedagogy such as classroom lectures augmented by exercises, project studies, role plays, case studies, simulation games, brainstorming sessions, group presentations, Group and panel discussions, Domestic and International Industrial Visits and internships in reputed organizations.
- Provision of workshops, guest lectures, value added courses and other curricular and cocurricular activities.
- Promoting participation of students in organizing and participating in conferences, seminars, cultural events, sports' fest, social welfare activities, and other extracurricular activities.
- Organizing academic related competitive events.
- Interaction of students and faculty with industry and academic experts.

Examination and Evaluation

- Examination Cell to regularly coordinate examinations and evaluation exercises.
- Strictly following the affiliating universities guidelines and schedule regarding examination.
-

Adopting Bloom's Taxonomy for continuous internal evaluation with focus on both lower and higher level skills of students. • Mechanism for handling student's grievance regarding examination evaluation, and forwarded to University for necessary action. • Effective training of nonteaching staff in use of ICT resources for handling examination and evaluation related data and reports. • All the timelines of affiliating universities like exams, submission of internal marks, conducting vivavoce, attending university meetings are followed on a compulsory basis. • Ensuring uninterrupted power supply during examinations. • CCTV cameras have been provided for the smooth conduction of the entire examination work and are under CCTV Surveillance.

Research and Development

Dedicated Research Development Cell headed by Dean (RD) as well as a comprehensive 'Research Publication Incentive Policy' is in place for addressing the issues of Research and Development. The main points of policy to promote research culture in the Institute are: • Allocation of budget for promoting research. • Faculty members are motivated for research publications and are provided with incentives and recognition for the same. • Completion of Ph.D. attracts immediate One increment for Faculty members. • Promoting and supporting faculty members for pursuing Ph.D. and providing study leave. • Enriching infrastructure and library for promoting research. • Identification of thrust areas of research. • Organizing conferences/seminars/FDPs/workshops on a regular basis. • Motivating faculty members to participate in conferences/seminars/workshops/orientation programmes/FDPs organized by reputed organizations in India and abroad. • Institute also publishes Four Peer Reviewed Journals Indexed in Scopus and/or in the list of UGC Approved Journals • Purushartha A Journal of Management, Ethics and Spirituality (0975 024X / 2456 1371) • Management Insight - The Journal of Incisive Analysers (0973 936X / 2456 0936) • SMS Journal of Entrepreneurship Innovation (2349 7920 / Awaited) • Computing Trendz The Journal of

Emerging Trends in Information Technology (2230 9152 / 2456 138X)

Library, ICT and Physical Infrastructure / Instrumentation

- Equipping library with all the required resources such as books, eBooks, eJournals, journals (national international), CDs, magazines, newspapers, physical facilities like reading room, reprography, internet, CCTV, etc. that are necessary for effective teaching, learning and research.
 - Equipping library with all the required resources such as eJournals and eBooks through • National Digital Library (NDL) • Delnet. • Shodhganga. • Digital Database. • Library is fully automated through LIBSYS. • Library Coordination Committee for effective functioning of library is in place. • Feedback system for continuous improvement of library.
- ICT and Physical Infrastructure/Instrumentation:
- Entire Campus is WIFI enabled connected.
 - Access to high speed internet to all the students, faculties staff is provided.
 - Promoting use of ICT among faculty, students and staff.
 - Smart classes to facilitate effective teaching learning.
 - All the classrooms are equipped with LCD Projectors.
 - Allocating appropriate budget for upgrading ICT and physical infrastructure facilities necessitated from time to time.
 - Computer Centre has the responsibility for proper maintenance of ICT.
 - Maintenance Cell has the responsibility for proper maintenance of physical infrastructure.
 - Mechanism for Complaint Redressal regarding ICT and Physical Infrastructure in place.
 - Feedback System regarding ICT and Physical infrastructure is in place.

Human Resource Management

- Quality improvement strategy for human resource development includes:
- Standard and well defined recruitment and selection process for faculty and staff.
 - Training and development process for faculty and staff.
 - Well defined duties and responsibilities of employees.
 - Well defined mechanism for decentralization and participative management.
 - Policy for recognizing efforts and achievements of employees.
 - Documented performance appraisal system.
 - Statutory welfare schemes like Contribution to EPF, ESI, Group

Insurance scheme etc. are ensured for employees. Apart from that, health care, leaves, transport and many other facilities are ensured. • Delegation of responsibility - some of the Key Responsibility Areas (KRAs) are identified and delegated at different levels - Director, Registrar, HODs, Course Coordinators etc. • Powers, duties and responsibilities of statutory bodies of institute are well defined and documented.

Industry Interaction / Collaboration

Interaction with the industry is ensured through following mechanisms:

1. Training and Placement Cell
Institute has established Training Placement Cell to promote collaboration with industry.
2. Industry Involvement in Curriculum Implementation Feedback from Industry is taken for effective implementation of curriculum and necessary action is taken.
3. Industry Visits Regular Industry visits are organized for students for having the exposure to the environments of industries within and outside the country.
4. Expert Lectures Guest lectures of Industry experts are organized for students.
5. Internship
Institute arranges internships and projects for students in reputed companies. (Details mentioned in Annexure 3.5.2)
6. Workshops/Seminars/Conferences
Workshops/Seminars conducted by industry people are arranged for students to keep pace with new technologies and developments.
7. Industry based Projects
Projects by students have been industry based/sponsored. They have undertaken other assignments as well.

Admission of Students

Process of admission to various PG UG courses at the institution involves following general steps:

- Constitution of an 'Admission Cell' in every academic session to look into all the aspects of admission for various courses run by the institute
- Wide publicity is done through newspapers, website, social networking sites, etc.
- Notifications are displayed a number of times in national dailies
- Sale of Admission Forms and Informa (Prospectus)
- Entrance Test by institute / University / Govt. agencies
- Group Discussion and Personal

Interview • Merit list and admission offer • Provision of scholarships to meritorious students during admissions.

- A Comprehensive new students orientation program is organised encompassing various sessions on institutional infrastructure, rules regulations, facilities, interaction industry persons, eminent academicians from the country, cultural programs, sessions on life skills, local industry visits local excursion tours, etc.

6.2.2 – Implementation of e-governance in areas of operations:

| E-governance area | Details |
|---------------------------------|--|
| <p>Planning and Development</p> | <ul style="list-style-type: none"> • Institutional App, "SMS Alert" to facilitate various academic administrative activities. • Tracking of curriculum progress based on lecture plans, student's attendance performance for planning and development activities. • College has developed its own LANbased ERP application "ICampus" - Daily Class Progress Report (DCPR), where the faculty members are required to upload every day the facts related to class activities of the day. Review of course progress, for each and every course, is made on a weekly basis in the meeting with Director of the concerned subject teachers and relevant Course Coordinator • Online Feedback from students is used by the institute towards planning and developing support services. Various academic administrative mechanisms do have the representation of students. • Feedback mechanism for students, teachers alumni is implemented. |
| <p>Administration</p> | <ul style="list-style-type: none"> • Provision for submitting the grievances. • Daily attendance of Faculty Staff is recorded through Biometrics machine. • CCTV cameras have been provided everywhere in the campus for monitoring its smooth functioning and entire campus is under CCTV Surveillance. • Monitoring the complaints registered in the Lab thoroughly and addressing the complaints, if any, immediately. • Well established esystem for tracking Library transactions, Hostel activities, Campus discipline, computer centre activities and Physical Infrastructure Maintenance Cell. • Internal Communication Cell to notify through ERP/Emails/Official WhatsApp |

Group, any development having taken place on the institutional floor, carrying news value, on a daytoday basis in order to make the members of SMSfamily aware of such development without delay. This applies to the spread of the official notifications. • Erecruitment of faculty staff is conducted on purely online mode. • Dissemination of information from time to time to all the Stakeholders. • Installation of GPS Systems in all the buses for students staff.

Finance and Accounts

• Accounts is being managed using Tally software. • There is a payment gateway available known as e -pay fee where students can easily submit their various fees through digital mode. • Institute promotes digital payment modes for its maximum payments. • Filling of annual balancesheet various statutory requirements such as GST, TDS, EPF AND ESI are also done in online mode.

Student Admission and Support

• There is a provision for Online form submission integrated with payment gateway interface and downloading of admit cards. • Online Entrance Tests are conducted for various courses results are published on the Institute's official website. • College has implemented an Online Assignment Management System for students. • Feedback mechanism regarding library resources for students. • High Speed internet facility to students, both LAN wired WIFI. • Library is fully computerized and networked. It is equipped with digital resources from ejournals and ebooks through National Digital Library (NDL), Delnet, Shodhganga Digital Harbour. • Information KIOSKS are installed to know about the available books journals in the library and Computer Centre. • Relevant library software, "JAWS Talking Screen Reader Software for blind students". • Continuous enrichment and updating of the textual body of Knowledge Management Centre with unique relevant articles from the magazines, newspapers, and other resource persons. • Regular updating on ICampus, relevant blogs and SMS websites. • Uploading of question banks, notices, Attendance etc.

Examination

• Filling of the University examination

form and fees submission online. • Online tests are being conducted for internal assessment for PG students. • PG students can their results transcripts online. • University sends examination question papers, examination schedule admit cards online. • Challenge evaluation is done by students in online mode

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

| Year | Name of Teacher | Name of conference/ workshop attended for which financial support provided | Name of the professional body for which membership fee is provided | Amount of support |
|---|-----------------|--|--|-------------------|
| No Data Entered/Not Applicable !!! | | | | |
| View File | | | | |

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

| Year | Title of the professional development programme organised for teaching staff | Title of the administrative training programme organised for non-teaching staff | From date | To Date | Number of participants (Teaching staff) | Number of participants (non-teaching staff) |
|---|--|---|-----------|---------|---|---|
| No Data Entered/Not Applicable !!! | | | | | | |
| View File | | | | | | |

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

| Title of the professional development programme | Number of teachers who attended | From Date | To date | Duration |
|---|---------------------------------|-----------|---------|----------|
| No Data Entered/Not Applicable !!! | | | | |
| View File | | | | |

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

| Teaching | | Non-teaching | |
|-----------|-----------|--------------|-----------|
| Permanent | Full Time | Permanent | Full Time |
| 14 | 0 | 3 | 0 |

6.3.5 – Welfare schemes for

| Teaching | Non-teaching | Students |
|--|--|---|
| <ul style="list-style-type: none"> • Earned Leave Encashment. • Contribution to EPF. • Provision for Incentives to Best Performers. • | <ul style="list-style-type: none"> • Earned Leave Encashment. • ESI contribution. • Provision for Incentives to Best Performers. • Tuitionfee | <ul style="list-style-type: none"> • Scholarship Schemes • Group Insurance • Infirmary • Ambulance Facility • Subsidized Canteen. • Subsidized |

Provision for Incentives for Research Work. • Tuitionfee waiver scheme. • Group Insurance scheme. • Provision for Medical Leaves. • Transportation Facility. • Ambulance and Medical Facility. • Medical Facilities through institutional Tieups with hospitals. • Awards during Annual Day Event For members completing 10/15/20 years of service.

waiver scheme. • Group Insurance scheme. • Provision for Medical Leaves. • Transportation Facility. • Ambulance and Medical Facility. • Uniform Allowance Food Allowance for Class IV Employees. • Medical Facilities through institutional Tieups with hospitals. • Awards during Annual Day Event For members completing 10/15/20 years of service.

Transportation Facility • Financial Assistance provided to students to organise Fresher/Farewell Parties • Provision for Financial Assistance to students for participation at State and National Level Events.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

• Both internal and external audits are in place at the institute. Finance committee remains vigilant on the financial operations throughout the year in the form of internal audit. • The institute has got a Finance Committee which looks into the effective and efficient use of financial resources through Budgets. • For the purpose, budgets on the basis of projected financial requirement of different departments/centres, in their consultation, are prepared. • These are further sent to the Governing Council for needful evaluation and final approval. Corresponding funds are then allocated for needful utilization. • This is monitored by the Finance Committee so as to adhere to the optimal utilization of funds. There was no major audit objection for the last audit.

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

| Name of the non government funding agencies /individuals | Funds/ Grnats received in Rs. | Purpose |
|--|-------------------------------|---------|
| Nil | 0 | Nil |
| No file uploaded. | | |

6.4.3 – Total corpus fund generated

55400000

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

| Audit Type | External | | Internal | |
|----------------|----------|----------|----------|-----------|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | Yes | IMS, BHU | Yes | IQAC |
| Administrative | Yes | IMS, BHU | Yes | IQAC |

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

• Periodically sending letters to the parents about ward's Class Performance. • Continuous monitoring of students' Attendance in communications with the parents. • Interaction with Parents on Adharshila- College Foundation Day Celebration.

6.5.3 – Development programmes for support staff (at least three)

- A Workshop on “KOHA Library Software” for Library Staffs of SMS Varanasi Conducted by Dr. Shriram Pandey, Assistant Professor, Department of Library and Information Science, Banaras Hindu University on 05th May 2019
- A Workshop on “Microsoft Office: Tips and Tricks” for NonTeaching Staff, Conducted by Mr. Krishna Kant Bajpai, Associate Professor, School of Management Sciences, Varanasi on 11th May 2019
- A Workshop on “Staff Development Workshop” for NonTeaching Staff Class IV Employees, Conducted by Mr. Kartikeya Singh, Assistant Professor, School of Management Sciences, Varanasi on 30th May 2019

6.5.4 – Post Accreditation initiative(s) (mention at least three)

- Introduced One more PG Course (M.Com.).
- Language lab facilities extended to all the courses including management, commerce, masscommunication and computer science.
- Implementation of outcome based Education(OBE).
- ISO Certification.
- Increase the number of Smart Classes.

6.5.5 – Internal Quality Assurance System Details

| | |
|--|-----|
| a) Submission of Data for AISHE portal | Yes |
| b)Participation in NIRF | No |
| c)ISO certification | Yes |
| d)NBA or any other quality audit | No |

6.5.6 – Number of Quality Initiatives undertaken during the year

| Year | Name of quality initiative by IQAC | Date of conducting IQAC | Duration From | Duration To | Number of participants |
|---|------------------------------------|-------------------------|---------------|-------------|------------------------|
| No Data Entered/Not Applicable !!! | | | | | |
| View File | | | | | |

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

| Title of the programme | Period from | Period To | Number of Participants | |
|---|-------------|------------|------------------------|------|
| | | | Female | Male |
| International Women’s Day Celecration | 08/03/2019 | 08/03/2019 | 48 | 0 |
| Entrepreneurship Awareness Camp | 03/01/2019 | 05/01/2019 | 32 | 56 |
| Special Lecture on Role of Values for Budding S/w Professionals | 06/03/2019 | 06/03/2019 | 12 | 66 |
| Self Defence Karate training workshop under mission “Aprajita” by | 02/04/2019 | 02/04/2019 | 145 | 0 |

| | | | | |
|---|------------|------------|----|-----|
| Amar Ujala and Vodafone Sakhi | | | | |
| Computer Skill Development Programme | 30/09/2018 | 30/09/2018 | 21 | 32 |
| "Self Defence Workshop", an initiative by UP Police Power Line 1090 & UNICEF and a session by Ms.Aparna Rajawat, for Girls. | 01/12/2018 | 01/12/2018 | 75 | 0 |
| Techno Quiz | 28/01/2019 | 01/02/2019 | 12 | 30 |
| Voluntary Blood Donation Camp | 28/02/2019 | 28/02/2019 | 15 | 45 |
| Chartered Accountant-A skill based Entrepreneurial Avenue | 29/01/2019 | 29/01/2019 | 24 | 28 |
| Business Quiz Competition | 31/08/2018 | 31/08/2018 | 38 | 101 |

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

To make the campus ecofriendly, Institute has taken a number of initiatives like : Energy Conservation : • Institute has got a Solar Power Plant of the capacity of 200 KW to fulfill the complete electricity requirement of the institute. • The Institute has wide spread arrangement for power connections with a central power room and control panels and all power cables are underground to reduce distribution losses. • Desktops which are used in the Institute consume only about 50 watts/desktop on an average against the normal standard of 200 watt/desktop. • Proper maintenance of electrical items, including generators, is done for enhanced efficiency, and institute has a proper maintenance schedule for the purpose • Air conditioners are not run unnecessarily on generators to reduce unwanted emissions. • Intermittent use of air conditioners is promoted in the Institute. • 'Energy Day' is observed to create awareness among the students, faculty, and staff for energy conservation. Everyone, including students, follow the practice of switching off the lights, fans, and air conditioners when not required. • 100 per cent dependence on LED lights in order to save energy. Use of Renewable Energy : • Solar energy power plant of 200KW is installed in the institute to fulfil the 100 electricity requirement of the institute. Rain Water Harvesting : • All the buildings of the Institute have been provided with Rain water harvesting facility. Apart from the surface area, 2600 sq.mts. Roof area of the buildings is also covered with rain water harvesting facility having recharge potential of 2175 cu. m. Three water tanks of the dimension 14ft. x 7ft. x 6.5ft. have been made for this purpose. Efforts for Carbon neutrality : • Green Audit is conducted by SPECTRO Analytical Labs Limited, New Delhi and the test report is generated. Only about a tenth of the area has been used for construction. Rest of the area is used for plantation, lawns, and play ground to reduce the effect of carbon dioxide Plantation : • 5 beautiful lawns of area 4700 sq.m are

maintained and are surrounded by 860 trees and plants including flowerpots. Thick hedges and trees grown all along the compound walls to prevent from outside pollution. Considerable amount of money is spent in maintaining greenery of the campus. Many Air purifier and oxygen generating plants are heavily planted in the campus. Hazardous and eWaste management : • A mechanism is already in place to effectively dispose outdated computer systems, useless electronic items, and other junk materials. The institute is under process to become the collection centre for ewaste by Pollution control board and the implementation discussion in progress with EWaste Recyclers India (Govt. Authorized) EWaste Management Company. Decreased use of Paper •Efforts to minimise the use of paper in administrative work . Online Attendance record is maintained. Circulars shared through Intranet. EFee payment gateway available to go paperless.

7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities | Yes/No | Number of beneficiaries |
|--|--------|-------------------------|
| Physical facilities | Yes | 0 |
| Provision for lift | No | 0 |
| Ramp/Rails | Yes | 0 |
| Braille Software/facilities | Yes | 0 |
| Rest Rooms | Yes | 0 |
| Scribes for examination | Yes | 0 |
| Special skill development for differently abled students | Yes | 0 |

7.1.4 – Inclusion and Situatedness

| Year | Number of initiatives to address locational advantages and disadvantages | Number of initiatives taken to engage with and contribute to local community | Date | Duration | Name of initiative | Issues addressed | Number of participating students and staff |
|------|--|--|------------|----------|--------------------|---|--|
| 2018 | 1 | 0 | 19/07/2018 | 290 | Placement Drive | One of the most preferred institution in the region by the industry for Campus Selection prestigious companies frequently visit campus and hire | 237 |

| | | | | | | | |
|------|---|---|------------|---|--|--|-----|
| | | | | | | students on attractive packages | |
| 2019 | 1 | 0 | 23/01/2019 | 3 | 15THPravasiBhartiyaDiwas convention 2019 | Interaction and session of Mr. Aditya Tawati, Vice President, Government Relation and President Canada India global forum, British Columbia with students and members of SMS | 150 |
| 2018 | 1 | 0 | 30/09/2018 | 1 | Graamin Udyamita | Due to the availability of required infrastructure and competencies youth from nearby villages are educated every year regarding Rural Entrepreneurship | 40 |
| 2018 | 1 | 0 | 30/09/2018 | 1 | Computer Saksharta | Due to the availability of required infrastructure and competencies Computer | 53 |

| | | | | | | | |
|------|---|---|------------|---|---|--|-----|
| | | | | | | training is imparted every year to the rural youth residing nearby | |
| 2018 | 1 | 0 | 23/02/2019 | 2 | Two day International conference on "Spirituality Beyond Repertoire: A Leadership key to Societal Happiness and sustained Harmony". | International Spiritual conference is organized in the Spiritual capital of India , Varanasi city which is a smart city and properly connected with rest of the areas nationally and internationally | 325 |
| 2018 | 1 | 0 | 20/08/2018 | 4 | Industrial Visits | Varanasi has lesser number of industries. So industrial visits to other places are organised to provide students right exposure to the industrial setups | 256 |
| 2018 | 1 | 0 | 19/07/2018 | 6 | Interaction with Industry | Experts are invited | 421 |

| | | | | | | | |
|------|---|---|------------|-----|---|---|-----|
| | | | | | Experts | round the year to discuss and share their first hand experience with the students | |
| 2018 | 1 | 0 | 20/08/2018 | 290 | Guidance regarding selection of Colleges | There is an attraction among Undergraduate students to pursue their higher studies from Metro or big cities | 250 |
| 2018 | 0 | 1 | 28/10/2018 | 1 | SMS Mental Ability Recognition Test SMART | Guidance to local 12th class students regarding Course/career options after school | 950 |
| 2019 | 0 | 1 | 15/06/2019 | 7 | Techno Camp | Imparting technical knowledge with hands on practice to students from other schools and colleges | 27 |
| 2018 | 0 | 1 | 20/08/2018 | 290 | Invited as Judges, Panelists | Faculty members and senior students of the college | 13 |

| | | | | | | | |
|------|---|---|------------|-----|---|---|---|
| | | | | | | are invited by Local reputed schools to judge their academic events | |
| 2018 | 0 | 1 | 20/07/2018 | 290 | Expert Talks by our faculty to other Colleges | Faculty visited various institutes for Invited talks on their area of expertise | 6 |

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

| Title | Date of publication | Follow up(max 100 words) |
|--|---------------------|---|
| Students' Rule Book | 15/07/2018 | Students' Rule book is distributed to the students along with the kit during Orientation. Also along with director's address mentioning code of conduct, a separate session is devoted to Discipline and code of conduct |
| Code of Conduct Handbook for Employees | 10/07/2018 | A handbook specifying the code of conduct is distributed among all the employees at the commencement of academic session each year. It clearly states the Duties, responsibilities and code of conduct for each and every employee of the organisational hierarchy. |

7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity | Duration From | Duration To | Number of participants |
|----------------------|---------------|-------------|------------------------|
| World Peace Day | 31/12/2018 | 31/12/2018 | 209 |
| Republic Day | 26/01/2019 | 26/01/2019 | 683 |
| Dr. Ambedkar Jayanti | 14/04/2019 | 14/04/2019 | 137 |
| Earth Day | 22/04/2019 | 22/04/2019 | 188 |
| World Environment | 05/06/2019 | 05/06/2019 | 109 |

| | | | |
|---|------------|------------|-----|
| Day | | | |
| International Conference | 23/02/2019 | 24/02/2019 | 325 |
| Hi Life Lecture by Prof. Sandeep Singh, Coordinator, CSHE | 05/03/2019 | 05/03/2019 | 97 |
| Guest Lecture on Values Ethics by Prof. kamalSheel Mishra, Coordinator, Rainbow A social Welfare Club | 06/09/2018 | 06/09/2018 | 119 |
| Workshop on Spirituality, Work efficiency , Decision making and happiness conducted by Swami Varishthanand of Ramkrishna mission home service, varanasi | 29/08/2018 | 29/08/2018 | 105 |
| International Lecture on Spirituality and Purushartha by Prof. A.D.N. Bajpai organized by CSHE. | 21/09/2018 | 21/09/2018 | 90 |
| International Womens Day | 08/03/2019 | 08/03/2019 | 48 |
| International Yoga Day | 21/06/2019 | 21/06/2019 | 56 |
| Independence Day | 15/08/2018 | 15/08/2018 | 800 |
| National Sports Day (Birth Anniversary of Major Dhyan Chand) | 29/08/2018 | 29/08/2018 | 255 |
| World Literacy Day | 08/09/2018 | 08/09/2018 | 122 |
| Blood Donation Day | 28/02/2019 | 28/02/2019 | 60 |
| Gandhi Jayanti | 02/10/2018 | 02/10/2018 | 450 |
| Lal Bahadur Shastri Jayanti | 02/10/2018 | 02/10/2018 | 450 |
| Rashtriya Ekta Diwas | 31/10/2018 | 31/10/2018 | 230 |
| World Students Day (Birthday of Dr. APJ Abdul Kalam) | 15/10/2018 | 15/10/2018 | 172 |
| National Education Day (Birth | 11/11/2018 | 11/11/2018 | 288 |

| | | | |
|---|------------|------------|-----|
| Anniversary of Maulana Abul Kalam Azad) | | | |
| National Energy Conservation Day | 14/12/2018 | 14/12/2018 | 213 |

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

- Installation of Sanitary pad vending machine and the incinerator
- Plantation drive
- Green audit
- Use of Solar energy
- Rain Water Harvesting
- Energy Day is observed to create awareness among the students, faculty, and staff for energy conservation

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice I I. Students' Employability Enhancement Activities Objective:
The objective of the practice is to enhance students' employability through curricular, cocurricular and extracurricular activities. Context : The overall purpose of any educational institution is to ensure holistic development of students by playing its part in transforming the students to responsible citizens, who could contribute positively for the causes of the society and nation as well. However, the core purpose before a newage Bschoo, providing professional education, is to equally prepare students who are employable and acceptable by the industries, and generally the following qualities in the students are desired by the industries at the time of recruitment : Subject Technical Knowledge Innovative problem solving Skills Communication Skills Quantitative Aptitude Interpersonal and Organizational Skills Leadership Team Skills Discipline Time Management Skills Decision Making Skills Exposure to global business environment crossculture In this context, Institute constantly makes effort to develop above mentioned qualities in students through various activities. The Practice: For Enhancement of conceptual and Decision Making Skills, following curricular and cocurricular activities are undertaken Classroom sessions are augmented by: • Projects • Role Plays • Case Studies • Presentations Facility of summer internship is provided in reputed organizations for practical learning. Workshops and guest Lectures by eminent personalities from academia, and corporate on relevant subjects are organized from time to time. Regular academic performance review of the students is done. Remedial classes are conducted for poor performers and slow learners. Students are allocated class mentors who take care of the problems of the students. Business Plan Contests, Virtual Stock Trading Competition and Entrepreneurship Development Programmes are conducted for students. Students are encouraged to participate in conferences/seminars and present papers. For enhancing the Communication skills, Interpersonal Quantitative Skills, following activities are conducted: Institute conducts Workshops on 'Soft Skills for Employability Enhancement' regularly. Workshops on 'Oral and Written Communication' are conducted by the experts on communicative English from BHU, Varanasi and Delhi. 'Personality Training Assessment Workshop' is conducted by ABBSCISSA HRConsultancy, Delhi, wherein various personality assessment and development activities are organized. ABBSCISSA provides inputs and feedback to the students on the basis of their performance in various activities on individual basis. Inhouse software has also been developed by the institute for regular practice sessions by the students in this regard as many companies have also included online tests for testing the quantitative aptitude of students during recruitment. Synergy Club organizes activities like debates and mock parliament for improving the communication skills of the students. For enhancing Innovative problem solving skill, Discipline Time Management Skill, and Leadership Team Skills, following activities are conducted : Tech Marathon: Conceptualized by the institution itself, this competitive activity enables the

students to develop and hone skills such as, innovative problem solving, team work, handling the work pressure, meeting the deadline under high pressure situations, team coordination, division of work, creativity and innovation. Workshops on 'Android Application Development' are conducted through Agile Soft Tech Pvt. Ltd. Workshops on 'Web Development' are conducted through S B Soft Technologies. Workshops on 'Business Analytics using SAS and R' are conducted through DataPerlsPvt. Ltd. 'Business Model Contests' and 'Case Chase Contests' are organized. Workshops on 'Tally Software' are conducted by Institute of Financial Accounting for Professionals. For enhancing the personality, decision making skills, and organizational skills, following activities are conducted: Fresher's and farewell parties are organized every year by students of all the courses. Teachers Day celebration is organized by students every year demonstrating their organizational and interpersonal skills. Clubs have been formed for promoting extracurricular activities. Workshops are organized for personality development of student For providing Exposure to global business environment crossculture, following activities are conducted: Industrial visits for students Foreign language courses are conducted. Interactions of students faculty members with experts from academia and industry of foreign countries are organized under Series of Hi Life Lectures and Guest Lectures. Evidence of Success : Success of the institute on following the practice mentioned above could be gauged by the fact that more than 90 students of MBA, interested in jobs, have been placed through campus selection. Grabbing of a majority of Top 10 positions in BBA ,BCA and B.COM final result of MGKV by our students continuously for past FOUR years can equally be attributed to the aforesaid practice by the institute. Problems Encountered and Resources Required : With the support of management, faculty and staff, no problem has been felt so far. The practice is implemented with both the external and internal resources in terms of financial and human resources. Best Practice -II Contributing and Mitigating local community issues On The Theme "TRAFFIC PROBLEMS IN VARANASI" Objectives : 1. To make every student aware of the happenings in the Society and make them an aware and sensible citizen of the society. 2. To develop the analytical ability among the students to critically examine the Public Issues in various dimensions and accordingly searching for its proper solution 3. To develop the decision making ability of student in various dimensions of Public Problems 4. To enhance the communication ability of a student to express a particular social issue in an analytical manner. 5. To enrich the Knowledge Bank of Students and the Institution through comparative analysis of various Public Issues through this contest Jan - Samadhan 1.0 6. To enrich the Knowledge Management Center of SMS, Varanasi through the collection of solutions related with various public issues for future reference by the students. Theme of TRAFFIC PROBLEMS IN VARANASI The main theme is "TRAFFIC PROBLEMS IN VARANASI". Under this theme every group of the students studied, analysed and explored the solution and its implementation of the various Traffic Problems on various Traffic Spots of Varanasi. The Practice: The entire process was carried on 9 Crossings of Varanasi City where after the study of the Traffic Problems following issues and its solution were explored by the students. o Awareness Programme should be conducted on a regular basis at different locations. In this different institution students can be used. o Adherence to the rules and regulations should be ensured. o Strict penalty should be levied on defaulters. o Incentives to be provided to the traffic booths who functions properly. o Every Individual has to take the responsibility to improve the situation. o Earlier Varanasi was having a very robust public transport system and it was the major reason for the ease of traffic. Now a days it has almost decayed and available only in the outer Varanasi regions. Public transport system should be revived once again. o Limited license should be issued to the taxis, autos as well as battery operated rickshaws. o Marriage procession should be discouraged. It usually stalls the entire system and it becomes absolutely difficult to move during the

wedding season. o City has never been developed in a planned manner. o Policy making should always be complemented with decision making to implement. o Due to the lack in adhering to the deadline most of the changes made became obsolete with passage of time. o Proper vigilance should be maintained in the implementation part. o Town planning is the need of the hour, like in the case of Kashi Vishwanath temple a new master plan has changed things and now it seems it would completely change the ambience of the region. Same way the planning for every section of the town should be done once again. If this not being done at this point of time, things will worsen further. o Earlier Varanasi was having its own underground system of public transport but with passes of time it is no more existent. Currently we are not able to trace a smaller portion of it. Developing underground system of transport may ease traffic in some of the main market area. On surface development has become an impossible task so underground system can only be choice left. o We have to develop civic sense in the public. This problem is multifaceted and every part of the society should be involved to make things better. o There should be a check on number of School buses, because major congestion in the morning hours happens only due to the school bus movements. o 23 defunct cinema halls can be developed into multilevel parking space. Most of these abandoned cinema halls are in prime location. 2. Evidence of Success : Selected areas were identified and probable solutions were suggested. Traffic Signals are installed in key areas of the city. Traffic sense has been improved. Programme was highly appreciated by the administration and is under consideration at PMO office. 3. Problems encountered and resources : Selection of the Judges. Support from renowned NGOs, Freelance Photojournalist received for the programme.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

http://smsvaranasi.com/naac/docs/Best_Practices.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Promoting Spiritual Ethical Value based Professional Education and Practices In sync with its Vision and mission, Institute has special thrust on promoting the value based culture. The Context : Business schools today are expected to prepare future managers and business leaders who not only excel in demonstrating business skills at marketplace, but also act as ethical and responsible corporate citizens. As business schools are the nursery where future business professionals are groomed, responsibility falls on them for preparing and nurturing them in a way that they have business acumen, social sensitivity, and moral ethical compass to not just excel but also shape the future management practices towards a more responsible and sustainable behaviour. Further, there is a strong need felt across the world to develop a better narrative of management practices by integrating the spiritual wisdom. The institute has a dedicated centre to foster the right values among all the stakeholders Centre for Spiritualism and Human Enrichment (CSHE). The objective/goal of the Centre is to devise pragmatic mechanisms to blend spirituality in business education and practices and making students aware and conscious of human values and ethics so that when they pass out from the institute, they not only possess the professional skills but also have moral and ethical attributes and social sensitivity. Institute, through the efforts of Centre for Spiritualism and Human Enrichment does the following activities :

- Proper amalgamation of spiritual ethical valuebased content alongwith the curriculum.
- Organizing National and International conferences on issues like, values, ethics, spirituality, leadership, etc. for getting the world view for the benefit of the students, faculty, and management practitioners. •

Organizing yoga sessions. • Organizing Hilife lecture series for students to sensitize the students towards values and ethics. These lectures are taken by eminent national and international personalities. • Publishing a biannual journal 'Purushartha' which is based on spirituality, ethics, and management. Scholars from across the world contribute papers for the journal. The journal is fully indexed with Scopus, Elsevier and is also enlisted among UGC approved journals • Conducting 'Management Development Programmes' in and outside Varanasi on the theme of spiritual wisdom. • Enriching the Institute library with study material on spirituality. Library is already rich with books and CD's on spirituality. Steps Taken • The efforts of the institute have been widely acknowledged the world over by leading authorities from both industry and academia. • The members of this institution are invited to engage in dialogue on international and national forums. • 15 students of Grand Valley State University, USA participated in 'one week workshop' organized by the institute to learn the Indian philosophy, spiritualism, and culture as a part of their 'Study Abroad' programme. • Another delegation from California State University, USA visited the institute as a sociocultural business tour to the spiritual capital of India • The Institute is being acknowledged by the corporate houses for Alumni exhibiting appreciable ethical and moral attributes during working transactions. These are certainly a great testimony of the said reference.

Provide the weblink of the institution

<http://www.smsvaranasi.com/>

8.Future Plans of Actions for Next Academic Year

The institute plans to undertake following initiatives in the coming session : As in the past, qualification enhancement through workshops, refresher courses, seminars and other training programmes will continue to be encouraged by the administrative head and the management • Following Conferences have been scheduled • National Conference on "Emerging Dimensions in Artificial Intelligence and Soft computing" on 19th20th Oct. 2019 • 8th International Conference on "Bhagavad Gita and Ramayana as Perennial Sources of Leadership" on 15th 16thFebruary, 2020. • Apart from the above the institute has had already organised a Faculty development Programme just at the commencement of new session to equip the teachers with requisite skill sets in Teaching and Research • The institute also plans to organise workshops and guest lecture on different topics as desired by the faculties, students and the employers. • Feedback system to be made more objective and comprehensive • This year being the 25th year of Institute, a series of Silver jubilee celebrations has been planned. • Institute plans to take one more NSS unit and undertake relevant activities. • Institute also plans to increase the number of TieUps other esteemed organisations. • Institute is under the process of undertaking more quality Initiatives for Ewaste Management.