

Prof. P. N. Jha
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(Former Director, JDIMT, Punjab)
DIRECTOR

Accredited 'A' Grade by NAAC
**SMS SCHOOL OF
MANAGEMENT
VARANASI SCIENCES**
Approved by : AICTE Ministry of HRD, Govt. of INDIA

Ref. No. SMS/ADM/2018/

Date : 20.02.2018

Subject : Objective assessment of the Incremental Growth on Academics and other important verticals

Dear Colleagues,

Following a successful completion of the First Cycle of NAAC Assessment & Accreditation with the subsequent award of **Grade 'A' (CGPA of 3.17)** to our Institution, submission of a set of '**recommendations**' by the Visiting NAAC Peer Team to the Institution, and a **comprehensive analysis of relative scores** attained by the Institution on various Criteria, it not only becomes imperative but mandatory for the Institution to **set a target of annual-growth** on all the various **inputs – Academics, Administration, Services, Infrastructure, Learning Environment**, and etc., as a part of institutional preparedness for subsequent Cycles of NAAC or, similar other Accreditation exercises. For apprising you with your respective share of contribution and compliance, notices on details of '**Academics related Administrative Duties & Responsibilities**', **Activities required to translate the decisions of AC & GC**, and so forth have already been issued.

Enclosed once again is a **Precise Working Design** on the details of the desirable outcome every academic year on some of the more vital issues for your sincere perusal and needful compliance as per the intent of the Design. Some of the activities and responsibilities you find here as duplicated ones. This is because they deserve more attention at your respective ends.

All those members of faculty & staff, who have been assigned with some portion of the total gamut of activities & responsibilities as per the enclosed Design, are required kindly to start working on their respective share of workload without any delay. The compliance-progress made on all these **three counts**, as mentioned above, shall be reviewed on regular intervals, by the undersigned, in the presence of the representative of Management, during the meetings to be organized for the purpose. All the **three concerned notices** are also available on the **i-campus**.

Wishing you all the best!

Yours sincerely,



(P. N. Jha)

Encl. : As above.

- Cc : 1. PA to the Executive Secretary
2. Registrar
✓ 3. Circulation among each of the concerned members of faculty & staff
For information and needful.