



Yearly Status Report - 2019-2020

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	SCHOOL OF MANAGEMENT SCIENCES LUCKNOW
Name of the head of the Institution	DR. MANOJ MEHROTRA
Designation	Director
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	05222238116
Mobile no.	9919777701
Registered Email	director@smslucknow.com
Alternate Email	registrar@smslucknow.com
Address	19TH KM STONE, SULTANPUR ROAD, GOSAINGANJ, LUCKNOW
City/Town	Lucknow
State/UT	Uttar pradesh
Pincode	226501

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Semi-urban
Financial Status	private
Name of the IQAC co-ordinator/Director	MS. SUCHITA VISHWAKARMA
Phone no/Alternate Phone no.	05222238116
Mobile no.	9839323650
Registered Email	iqac@smslucknow.com
Alternate Email	suchitavishwakarma@smslucknow.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://www.smslucknow.com/files/naac/AQAR.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.smslucknow.com/files/naac/Academic%20Calendar.pdf

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B++	2.8	2017	30-Oct-2017	30-Oct-2022

6. Date of Establishment of IQAC	29-Sep-2013
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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
Workshop on Gender	24-Oct-2019	70

sensitization	1	
Initiated Cambridge assessment centre	12-Sep-2019 1	10
Regular meetings of IQAC	22-Aug-2020 1	11
Regular meetings of IQAC	22-Jan-2020 1	11
Regular meetings of IQAC	18-Oct-2019 1	10
Regular meetings of IQAC	24-Apr-2020 1	11
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8. Provide the list of funds 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
Govt Bank	FDR interest	PNB	2020 1	213278
Dr. APJ Abdul Kalam Technical University	Conduct of Semester End Exams	AKTU/BTE	2019 1	155827
PMRPY & PMRPY	PMRPY	PMRPY	2020 1	133781
PMKVY	PMKVY	Central Govt	2020 1	1203622
NSS	NSS	Central Govt	2020 1	27500
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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?

No

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

Conduct of gender sensitization workshop, Conduct of FDP on Learning outcomes and research methodologies, Conduct of MDP International seminar SPEEDS 2019, Timely Submission of AISHE and AQAR, Initiated Cambridge assessment center

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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
To get NBA for MBA	Applied for
To establish Cambridge assessment center	Initiated and conducted teacher's training
Conduct of gender sensitization workshop	Conducted
Conduct of FDP	Seven day FDP conducted on Learning outcomes and research methodologies
Conduct of MDP	Conducted for VIVO employees
Conduct of Seminar	Conducted SPEEDS
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Council	31-Oct-2020

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

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission

25-Feb-2020

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)

• Inhouse developed, Daily Class Performance Report (DCPR) is operational for monitoring of academic

classes / performance. It is currently being implemented for UG and PG Management and Commerce Programs. • ERP for Finance and Accounts is also available. • SOUL 2.0 is also implemented for Library Management.

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

School of Management Sciences, Lucknow has developed various plans and practices for effective curriculum delivery. Academic planning is done prior to start of each semester and frequent monitoring and follow-up is taken by Director and HODs. Efforts are made within the prescribed framework and timeframe, to complement the university curriculum wherever felt to be necessary. This is achieved by developing action plans to effectively implement the curriculum. Some of the steps adopted by the institute are as following: • An Academic Calendar is drawn at the commencement of each academic year, this calendar includes details about the various academic activities, course coverage milestones, time- frame for the same, the assessment dates, etc. for all the Programmes offered at the Institute. • Subjects are allotted to faculty members as per their expertise and specialization. • All the Faculty Members in consultation with the Director, Dean and respective course coordinators prepare the Lesson Plan / Lecture Schedule stating the total numbers of classes to be held, pedagogy to be used for each lecture before the commencement of each semester and this Lecture Plan is adhered to with utmost dedication and timeliness. • At the start of each semester each course (subject) teacher makes students aware about the course objectives and course outcomes. • The Faculty Members are encouraged to design and deliver their lectures in such a manner that make learning effective and interesting. Teachers are encouraged to use ICT tools. Various classroom. Every faculty is provided a PC with internet connectivity to access teaching-learning material and prepare teaching aids using ICT. PG Classes and Lecture theatres are fitted with computer and Projector for teaching through the computers. • Faculty members are required to regularly fill up the Academic Control Sheet (ACS) in physical mode in their Course File and upload the same in Daily Class Performance Report (DCPR) a software developed by the college so as to facilitate effective monitoring of the curriculum. • Relevant text books are recommended by the teachers to the students and the references of topics are also mentioned in the Lecture Plan. • Sufficient copies of the recommended text books are also kept in the college library for the sake of convenience of the faculty members and students. • Periodic review of the course coverage is also done by the Director / Principal and Dean so as to ensure timely coverage of the syllabus and smooth delivery of classes during the semester.

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
none	none	30/06/2020	0	none	none

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BTech	ELECTRICAL ENGINEERING (EE)	01/07/2019
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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
MBA	Management	01/07/2019
PGDM	Management	01/07/2019
BTech	Technical	01/07/2019

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

	Certificate	Diploma Course
Number of Students	35	Nil

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
EEP	01/07/2019	130
Human Values Professional Ethics	01/07/2019	53
Business Communication/Professional Communication	01/07/2019	307
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MBA	Summer training project	43
BTech	Project on Artificial intelligence	1
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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)

Feedback Obtained

The institute has designed separate feedback forms for different stakeholders and feedback is taken from them on regular basis. The feedback regarding academics is taken from students for each semester while for administrative issues feedback is taken once an academic year. Feedback from Teachers and Alumni is taken once every academic year. A committee assess the feedback obtained from all stakeholder and suggest measures if any in the area concerned. The institute takes feedback for each subject/faculty from students and the compiled report is submitted to the Director. If the feedback of any faculty is found to be below expected standards then the faculty is appropriately counselled and advised. Counselling is provided to few faculty who have the potential to improve and move to higher levels of performance. Other faculty and staff members are either provided training or an opportunity to prove in the next year. Feedback from teachers covers area of academic flexibility, teaching support, ICT facilities, career growth opportunity etc. The feedback is assessed and analysed by a committee and if any issues is highlighted by faculty member they are addressed through appropriate measures. The placement cell maintains a regular connect with the employers for the feedback of employed students and latest domain area or skills in demand in the industry, so that the same can be inculcated in the students to make them better prepared to face challenges of corporate world. Feedback is also taken from alumni of the institute. This feedback primarily focuses on assessing the student's satisfaction with respect to education, knowledge and learning that he/she had at the institute and how it is proving to be useful in their jobs.

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
BBA	Management	60	60	60
BCA	Computer Science	60	59	56
BCom	Commerce	80	80	80
BCom	Commerce H	60	48	40
BSc	Science	120	7	6
BVoc	Computer Science	50	24	23
PGDM	Management	60	25	23
MBA	Management	60	60	54
BTech	Technical	270	130	104
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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
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2019	1194	139	63	4	13
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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 Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
100	100	2	8	Nil	1137
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

Every program has its own HOD/ Coordinator and cocoordinators. Besides this, mentors are allotted to all the students of all courses and are informed to students. Each mentor is allotted with 610 student mentees. • These mentors owe the responsibility of its mentee and counsel them regarding all academic and career related aspects. • Mentor regularly interacts with the students and monitors their academic performance and attendance. Students are counselled by the mentors, subject faculties and HOD for improving their academic performance and attendance. • At first semester level, students academic and personal issues of concern are well looked after by the HODs/ Course Coordinators/mentors. Mentoring system is also followed guidance for career issues. • The mentor keeps track on their attendance and academic improvements and counsels them accordingly. The role of the mentor is to nurture the students and guide them for any issues they are coming across. • A large number of students who fall short of score are given counselling by the mentors and the subject teachers and remedial lectures are conducted. • At PG level the mentors also support the mentee in pursuing their various projects and provide placement assistance. • Mentors also keep track of the mentees' performance during the Summer internship by continuous interaction with the industry guide designated to the student by the company. • Mentors communicate with fellow faculty and promote mentees at the time of difficulty / opportunity to help them develop further in their areas of interest. • Students are supported and guided both in cocurricular and extracurricular activities. • Mentors act as role models and facilitate and encourage leadership by developing the interpersonal skills and helping students thrive in competitive environments though helping them imbibe employable skills. • The mentors of the class discuss with each and every student individually and support them in all the possible ways to enrich their academic performance. • The institution also has student's grievance handling cell which can be availed of by students depending upon the need.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1432	100	1:14.3

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
107	100	7	15	20

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
2019	Dr. Hemant Kr Singh	Associate Professor	Dewang Mehta National Education Award

2019	Dr Prashant Gangawar	Associate Professor	Dewang Mehta National Education Award
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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 examination
BTech	10	semester	08/09/2020	23/09/2020
MBA	70	semester	14/09/2020	01/10/2020
BCom	00	year	17/09/2020	30/09/2020
BSc	00	year	22/09/2020	03/10/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institute has a college level examination department. The examination cell works under the supervision of the Head of the institute. Continuous evaluation is carried out throughout the academic year through regular assignments, class participation, class tests, sessional, projects, student's class presentations etc. MCQ have also been introduced for the sessional tests of the UG programs.

However during the lock down phase due to COVID 19, Online quiz, Tests, assignments and oral tests were also taken to judge the understanding level and performance of students. The institute's exam committee takes the overall responsibility of conducting the sessional and the evaluation process of answer sheets and preparing the results. The internal exam committee is responsible for the preparation of timetable, setting of the question paper, declaration of the results of sessional tests. After evaluation of internal tests, the answer sheets are shown to the students for any grievances. The grievances of the students are considered and looked into. The average of the two internal tests is considered for the internal assessment marks. The main focus of the exam cell committee is the timely declaration of the results and the moderation of the question papers. Remedial instruction is given to slow learners.

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

As an affiliated college, the institute adheres to the annual academic calendar issued by university. In addition to this, an Academic College Calendar is also prepared which contains a comprehensive list of all the events and activities planned and to be conducted by the college, both at the faculty and student level. Detailed schedules with dates are given for Midterm and End term Examination. Proposed dates for cultural programmes, college sports etc are also provided in the academic calendar. Students prepare for the examinations accordingly. Each member of the Faculty and staff receive a copy of the college calendar to enable them to plan for activities. The IQAC evaluates such activities during their meetings. However due to the COVID 19 lock down few of the planned programs got disturbed.

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)

<https://www.smslucknow.com/files/naac/POCO.pdf>

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	MBA	management	41	41	100
10	BTech	technical	41	41	100

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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)

<https://www.smslucknow.com/files/naac/Student%20Satisfaction%20Survey.pdf>

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
Nil	0	none	0	0

[View File](#)

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
none	none	30/06/2020

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
none	none	none	30/06/2020	none

[View File](#)

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
none	none	none	none	none	30/06/2020

[View File](#)

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	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
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0	Nil
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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)
National	Management	1	0
International	Technical	11	0
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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
Engineering	3
Management	9
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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
Artificial Neural Network based Applications in Mechanical Engineering	Mr. Aditya Pratap Singh	International Journal of Recent Technology and Engineering,	2020	1	SMS Lucknow	Nil
Synthesis, Optical and Solid NMR Studies of Strontium Titanate Borosilicate Glasses Doped with Teo2	Dr. Anod Kumar Singh	Journal of Results in Physics	2020	1	University of Lucknow	Nil
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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
Does Celebrity	Mr. Gaurav	International	2020	Nil	Nil	SMS Lucknow

Endorsement Extend Brand Loyalty?	Sharma	Journal of Advanced Science and Technology,				
Artificial Neural Network based Applications in Mechanical Engineering	Mr. Aditya Pratap Singh	International Journal of Recent Technology and Engineering,	2020	Nil	Nil	SMS Lucknow

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	28	6	Nil	Nil
Presented papers	30	11	Nil	Nil
Resource persons	14	2	Nil	Nil

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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
Cleanliness Drive	NSS SMS-L Unit	2	50
Tree Plantation Drive	LU NSS SMS-L Unit	2	50
Blood Donation Camp	Lion's Club NSS SMS-L Unit	4	50

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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
None	none	none	Nil

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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

Unnat Bharat 2.0	SMS-L	Household Village Survey	9	20
Unnat Bharat 2.0	SMS-L	Plastic Free Campaign	7	15
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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
0	0	00	0
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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
Personality Training Assessment	Tieup	ABBSCISSA	16/09/2019	30/06/2020	MBA PGDM students
Live Project Internship	Annual Activity	Tanishq (A TATA group company)	29/09/2019	27/10/2019	BBA B.Com. (Hons.)
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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
Micro Solutions IndiaBareilly	01/07/2019	Industrial Training visits,	60
E4 Development Coaching	04/01/2020	internship and placement of students	72
CADD Centre Training Services	04/04/2019	Training Placement	50
ACCIOJOB PVT. Ltd.,Bareilly	19/06/2019	Placement assistance workshop	35
Infoseek Software Systems	11/06/2019	Guest lectures, industrial visits, research development	32
Icontech Projects Services Pvt Ltd	10/06/2019	Industrial Training visits,skill	50

		development programs, internship and placement of students	
Oyster Connect	20/06/2020	Industrial Training, Skill development programs, internship and placement of students	80
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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
5000000	4247151

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
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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
SOUL	Partially	2.0.0.12	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Reference Books	562	160493	648	248252	1210	408745
Reference Books	129	36839	95	36395	224	73234
e-Books	10	Nil	15	Nil	25	Nil
Journals	2	Nil	15	Nil	17	Nil
Digital Database	2	13570	Nil	Nil	2	13570
CD &	9	Nil	10	Nil	19	Nil

Video						
Library Automation	Nil	Nil	1	Nil	1	Nil
Others (specify)	3	Nil	9	Nil	12	Nil
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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
none	none	none	30/06/2020
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	483	5	0	0	1	1	2	15	0
Added	15	0	0	0	0	0	0	0	0
Total	498	5	0	0	1	1	2	15	0

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

15 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
0	0

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 academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1900000	1208717	34200000	24542160

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) The institute has dedicated unit for maintenance and repair work under a Chief General Manager (Administration). Chief General Manager Site Engineer Electrical maintenance Admin Supervisor System Admin Staff Supervisor Housekeeping Peon Labincharge The CGM gets the requirements for maintenance and upkeep of various facilities and equipments through the incharges on a time bound basis which is then sanctioned for implementation as per the need. b) Civil maintenance work at the campus is regularly reported and executed by the

Site Engineers, Maintenance Supervisor, and maintenance personnel. They also take care of maintenance and repair of buildings including classrooms, roads, water lines, sports area (outdoor indoor) and other support services. c) The Institute has sufficient housekeeping staff and Peons for the cleaning of the Hostel Mess, Campus (Classrooms, Administrative Areas, faculty cabins, Director office, Library, Computer Labs, toilets, etc.). d) The institute has 03 electric generators (250 KV, 125 KV 30 KV) so the electricians are on duty in the campus 24/7 for ensuring uninterrupted electric supply. e) The electrical maintenance is done through the electrical supervisor and electricians. The electrical maintenance staffs regularly check into the maintenance of electrical equipments like fans, lights, switches, plug points, wiring etc. f) IT Hardware Software Maintenance is done by a committee headed by HoD Computer Science, two faculty members, System Administrator, Network Engineer, Lab Incharges and other Maintenance staff, and is responsible for the overall maintenance and smooth functioning of all institutional IT related equipments and processes. It addresses the complaints, and is also responsible for monitoring the availability of all lab equipments. Experts are called when needed for software upgradation and training at the Computer Centre. The Committee also ensures annual audit of all equipments. g) Security Officer is incharge of Security Setup and Transport Facilities, supported by Security Supervisors, Security Guards and Bus Drivers. 24 Hrs. security is ensured at campus in two working shifts of 12 hrs. each. h) Purchase: A purchase department functions at institution level to take care of the regular purchase needs of general items. Indents are raised by the concerned department and after being sanctioned it goes to the purchase department, for necessary action. Sufficient budget is allocated for maintenance of infrastructure, facilities and equipments. Records of all stocks are also maintained. i) Fire equipments are regularly serviced by external agencies. j) The Institute has signed AMC with various private parties for the maintenance of following items

- Uninterrupted power supply(UPS) in campus
- Server Maintenance
- Network Switches
- Photocopy Printer Machines
- Aquaguard Water Coolers
- EPABX
- Air conditioners
- CCTV
- Fire fighting Equipment

<https://www.smslucknow.com/files/naac/MAINTENANCE%20OF%20CAMPUS%20INFRASTRUCTURE.pdf>

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	SMS Scholarship	576	6038055
Financial Support from Other Sources			
a) National	Social Welfare Scholarship	297	9286915
b) International	0	Nil	0
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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
Mentoring	15/07/2019	1500	All Faculty
Counselling	10/07/2019	700	Counselling Cell

Personality and Soft Skill Development	16/08/2019	74	Personality and Soft Skill Development
Institute's Language Lab	01/08/2019	497	EEP Cell
Language Lab	01/09/2019	115	Institute's Language Lab
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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
2019	Employability Enhancement Programme	160	250	Nil	165
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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
Nil	Nil	Nil

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
ITC, byjus, jaro, prism, HCL, Godrej	929	108	Berger Paints, Amazon, Cedcross, ACC	456	59
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	Nil	0	0	0	0
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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
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Teachers Day 2	Institute Level	1100
Holi 2	Institute Level	70
Abhyuday 2	Institute Level	350
VasantPanchmi 2	Institute Level	100
Republic Day 2	Institute Level	500
Indradhanush 2	Institute Level	70
Spardha 2	Institute Level	300
Abhiruchi 2	Institute Level	100
Aagman 2	Institute Level	750

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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
2020	00	National	Null	Null	00	none

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

- Representation of students in various cells - Student's Grievance Redressal Cell, Anti-Sexual Harassment Committee and Training Placement Cell
- Student body organised a Technical event Electret 2019 for the inter college competition
- Student body also organises events like Fresher's Party and Farewell Party for their courses and Teacher's Day as well
- Through different students club they organise various events and competition on activity day
- Students voluntarily get involved in blood donation, eye check-up and economic and financial assistance to poor people.
- Students actively coordinate placement activities.
- Each class has 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:

3400

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni Meet (Mumbai Pune Chapter) was held on 26th September 2019 at Pune where 26 alumni of different courses got felicitated on their accomplishments. 2.Ms.Manvi Singh, Alumni of MBA 2017 batch conducted a session on Industry Expectation from Fresh Management Graduates on June 18th 2020 for students of SMS Lucknow 3. Ms.DevyaniLaxmi and Mr.PulakPandey Alumni of B.Tech. 2015 2016 batch conducted a session on "Campus to Corporate: Challenges Strategies" on 21st June 2020 for students of SMS Lucknow

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)

DECENTRALIZATION: The structure of functioning at the institute is such that has ample scope of Decentralization and practices the same. The role of academic administration is the responsibility of the Director / Director General and Dean. The Head of Departments (HoDs) and the Program Coordinators are responsible for the smooth conduct of classes, monitoring the scheduled classes, and teaching-learning outcomes and they are empowered to decide and implement the necessary changes for improved quality outcomes of each program. They ensure that classes are held regularly, faculty is deputed rightly, monitoring the attendance and a careful feedback on the inputs provided in the classes so that good academic results are ensured. The Dean, the Director, and the Director General have a supporting role in the smooth running of the academic programs. Besides the academic role, there are various administrative tasks that are required to be performed, such as general cleanliness, civil and electrical maintenance, upkeep of Library, Computer Labs, hostels, gardens, and other facilities like electric generators sets, buses, drinking water facilities, store purchases, gymnasium, etc. The Chief General Manager (Administration) is responsible for looking into the proper administration of all such support activities. For the proper holistic development of the students and offering an opportunity of expressing their skills in other areas there are Hobby Clubs, Annual College Sports, and other creative and cultural activities like Indradhanush, NSS, etc. Faculty is allotted for each such activity and they perform their assigned tasks independently as per the planned time frame for each such activity. There exists a well structured Training and Placement Cell that functions independently under the supervision of the General Manager (Corporate Affairs). This Cell is responsible for summer training, and final placement of all eligible students. It also prepares students to face the placement interviews by implementing the EEP (Employability Enhancement Program) i.e. the training of students, for final outcome, through a well structured and duly implemented regular training schedule, by qualified trainers. The cell is also responsible for organizing Industry Visits, Guest Lectures, and Live Projects. The publication of Journals, Newsletter, organizing of Seminar / Conference, conduct of activities of the (two) Centre of Excellence, is carried out, by specially designated teams, on a regular basis. **PARTICIPATIVE MANAGEMENT:** In order to design and promulgate any policy issue related to academics, there is a defined Academic Council, with senior professors as its members, that discusses and approves such policies. Besides this there are several committees like the Grievance Redressal Committee, Anti-Ragging Committee, Proctorial Board, IQAC Cell, Hobby Club, Library Committee, Finance Committee, Purchase Committee, Social Welfare Committee, etc. that perform their respective tasks jointly after discussions with the members who have an equal say and sufficient numbers represented by the institute faculty and staff in each Committee / Cell, etc. The Management also several times calls for ideas and suggestions from the employees for

bringing out visible improvements, not only in academics, but in the overall functioning of the institute.

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

Partial

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
Admission of Students	<p>Process of admission to various UG PG programs involves the following steps:</p> <p>Constitution of an Admission Cell in every academic session to look into the various aspects of admission Wide publicity is done through newspapers, website, social networking sites, etc. Notification of admission is displayed a number of times in national dailies. Sale of Admission Forms and Informa (Prospectus). Participation in entrance tests like MAT, UPSEE, JEECUP, LUCMAT or holding own admission test. Screening candidates on basis of eligibility of the affiliating university, marks obtained in the qualifying exams, scores in tests, and / or interview, thereafter offering admissions in various programs offered by the Institute.</p>
Industry Interaction / Collaboration	<p>The Training and Placement Cell ensures continual industry interaction. The Institute-Industry interaction is done in various ways such as regular industry visits, Guest Lectures of experts from the industry, organizing of workshops, seminars and conferences, Internship or Summer Training, Live Projects and Industry based Projects. Collaborations with industry also exist in form of MoUs for providing diverse services. Examples are the CISCO Networking Centre, ETS Testing Partner, CompTIA Networking, Microsoft Team Services, etc.</p>
Human Resource Management	<p>A well defined and standardized process exists for recruitment of qualified and experienced faculty in each department. Focus is on recruiting Senior faculty members with Ph.D. as Head of Departments. Most of the faculty in the Institute are on Regular Fulltime employment. Training and development opportunities are provided to faculty and staff. Duties and responsibilities of employees are defined and duly documented. Policy for</p>

recognizing efforts and achievements of employees exists. Performance appraisal system forms the basis for annual increments and promotions of the employees. Several welfare schemes are in place for faculty and staff of the Institute.

Library, ICT and Physical Infrastructure / Instrumentation

The Library is well equipped with essential books, journals and other teaching resources like e-journals, e-books, CDs, DELNET, latest magazines and Newspapers. Every semester the requirement of books is reviewed as per the changes in the curriculum and new books are added on recommendation of the Library Committee. SOUL 2.0 Software is used for Library Management. The Institute promotes the use of ICT among the faculty, students and staff. The Computer Labs and the faculty working table are equipped with Internet and Intranet facility. ICT facility is also provided in PGDM and MBA Classes. The upgrading of the ICT facilities and maintenance of associated physical infrastructure in Labs and elsewhere is done as per the requirements.

Research and Development

Faculty are encouraged to pursue and complete PhD. Salary increments are granted to faculty who complete their PhD. Faculty are encouraged to publish research papers in SCOPUS or UGC approved Journals. The Institute publishes one National Journal of Management Commerce by the name of ADHYAYAN which is member of Journal Association of India and another International Journal on Engineering and Physical Sciences by the name of SAMRIDDHI which is also on the list of UGC approved journals. Efforts are on to get the two Journals included in the SCOPUS Journals. Seminars and Conferences on relevant topics are also organized and faculty are encouraged to present research papers in various National and International Conferences. Faculty are also permitted to attend relevant FDP / QIP / Short-term training programs for their development.

Examination and Evaluation

: Examination Coordinators have been appointed to schedule and implement the conduct of Class Tests and Sessional / Internal Examinations for each course at least twice per semester. In the

	<p>examination process carried out for continuous internal evaluation focus is made on adopting Blooms Taxonomy to assess the Course Outcomes of each Course. MCQ has been introduced for UG Programs especially B.Com as per the final examination pattern of University of Lucknow. The Semester End Examinations are conducted by the affiliating University as per their norms.</p>
Teaching and Learning	<p>The first strategic action in Teaching and Learning aspect is recruitment of qualified and experienced faculty for each department. Adopting practically oriented pedagogy through, role plays, case-studies, quizzes, presentations, assignments, projects, market visits, experiments in laboratories, and adopting other learning-by-doing techniques. Classroom teaching is supplemented through NPTEL - MOOCs Certifications, and Guest Lectures by Industry Experts.</p>
Curriculum Development	<p>The Curriculum is developed by the affiliating University. The Institute follows a systematic plan of delivery and implementation of the defined curriculum. Each faculty prepares a Lesson Plan for the allotted Courses (Subjects) which is recorded in the DCPR and ACS and reviewed by the HoD and Director periodically. Practical inputs are provided from time to time in each course. Besides the regular Curriculum the required Value Added Courses are also offered to the students as per the requirement of the industry.</p>

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

E-governance area	Details
Planning and Development	no
Administration	DCPR for academic administration, SOUL 2.0 for Library, Daily attendance of all employees through Biometrics.
Finance and Accounts	Use of Tally software and ERP for fee collection and accounts
Student Admission and Support	Provision for online form submission by admission seekers.

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
2019	Ms. Akanchha Singh	Seminar on Vision New India: Strategies Prospects at Shri Jai Narain Mishra PG College, Lucknow on 16th 17th October 2019	Shri Jai Narain Mishra PG College, Lucknow	500
2019	Ms. Akanchha Singh	Workshop on Digital Integrated Marketing by Google at IIM, Lucknow on 15th November 2019	IIM	2000
2019	Mr. Shamit Srivastava	8th International Library Information Professional Summit at Babasaheb Bhimrao Ambedkar University, Lucknow on 22nd to 24th November 2019BBAU	BBAU	2000
2019	Ms. Akanchha Singh	Conference on Globalization, Growth and Sustainability at Shakuntla Mishra University, Lucknow on 15th 16th November 2019	Shakuntla Mishra University	800
2019	Ms. Nitika Kewlani	Seminar on Vision New India: Strategies Prospects at Shri Jai Narain Mishra PG College, Lucknow on 16th 17th October	Shri Jai Narain Mishra PG College, Lucknow	500

2019

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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)
2019	LINUX Workshop for faculty conducted by IIT Bombay Remote Centre at SMS Lucknow.	Nil	23/08/2019	23/08/2020	22	Nil
2019	Workshop on Gender Sensitization conducted for faculty and staff	Gender Sensitization	24/10/2019	24/10/2019	45	25
2020	FDP on Learning Outcomes in Academics Research Methods in association with LMA AKTU	Nil	13/01/2020	19/01/2020	30	Nil
2020	Effective and Efficient Online Teaching in the age of Corona: A Hands on Workshop for faculty conducted by IIT Bombay	Nil	16/05/2020	Nil	22	Nil

	Remote Centre at SMS Lucknow.					
2019	Training of faculty members on Cambridge Assessment English Programme	Nil	13/09/2019	Nil	9	Nil
2020	Workshop on Mentoring the Mentor in association with ISTD Lucknow Chapter.	Nil	01/02/2020	Nil	56	Nil
2020	Workshop on C and CPP for faculty conducted by IIT Bombay Remote Centre at SMS Lucknow.	Nil	29/02/2020	Nil	20	Nil
Nil	SPEEDS	Nil	07/02/2020	08/02/2020	200	Nil

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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
FDP on Performance Management and Rewards from IIT Kharagpur (NPTEL)	1	25/10/2019	Nil	48
SWAYAM ARPIT Online Course Certification	3	16/02/2020	Nil	96
Certificate on Introduction to Marketing from Coursera - Wharton	1	12/04/2020	Nil	1

University of Pennsylvania				
FDP on Role of ICT in Education organized by International School of Management, Patna	1	29/06/2020	Nil	1
Online FDP on New Perspectives in Communicative Language Teaching conducted by Amity University, Noida	1	29/06/2020	30/06/2020	2
Workshop on Empowering Teaching through Online Mode organized by JNU (JNU-WETOM II)	1	09/05/2020	10/05/2020	2
FDP on Internet of Things at IIT Kanpur	2	16/11/2019	20/11/2019	5
MDP on Leadership Development at IIM Lucknow under TEQUIP - III by AKTU, Lucknow	1	14/02/2020	16/02/2020	3
The Fundamentals of Digital Marketing certification from Google Digital Unlocked	19	16/04/2020	13/05/2020	27
Google Analytics for Beginners certification from Google Analytics Academy	10	12/05/2020	21/06/2020	40

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
35	Nil	10	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> • EPF • Special Leave • Medical Leaves • Group Insurance • Duty Leave for academic work like invigilation, evaluation, viva voce, etc. • OD allowed for attending Conferences/Seminars/Workshops/FDP/Paper Presentations • Study Leave for Ph.D. / Research work • Transportation - Bus facility from residence to campus and back. 	<ul style="list-style-type: none"> • EPF • ESI • Medical Leaves • Group Insurance • Uniform for class IV staff like Peons, Drivers, etc. • Transportation - Bus facility from residence to campus and back. 	<ul style="list-style-type: none"> Accidental Group Insurance Doctor on Call Tieup with doctor / Hospital for Health Checkup Support of scholarships for economically weaker and merit based support in filling for Government Supported Scholarships. Employability Enhancement Training for professional courses.

6.4 – Financial Management and Resource Mobilization

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

Yes, Regular Periodic Internal Audits of Finances is conducted by the Accounts and Finance Department and the Executive Secretary of the Society. ? Internal Financial Audit was conducted on 4th 5th October 2018 for the period of April to September 2018. ? Internal Financial Audit was conducted on 2nd 3rd of April 2019 for the period of October 2018 to March 2019. External Financial Audits is done annually by duly appointed External Auditors. ? External Financial Audit was conducted on 9th 10th of October 2018 for the period of April to September 2018. ? External Financial Audit was conducted on 6th 7th of April 2019 for the period of October 2018 to March 2019. The Institute has a Finance Committee that looks into the effective and efficient use of financial resources through budgets, and remains vigilant on the financial operations throughout the year.

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
NTA, ETS	426701	Conduct of NEET, TOEFL exam
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6.4.3 – Total corpus fund generated

1260105

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	No	Nil	Yes	Director
Administrative	No	Nil	Yes	Director Chief General Manager (Administration)

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

None

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

Gender Sensitization workshop

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

<ul style="list-style-type: none"> • Conduct of 7 Day FDP on on Learning Outcomes and Research Methods in association with LMA from 13th to 19th January 2020. • Workshop on Mentoring the Mentor was organized on 1st February 2020 for the faculty in association with ISTD Lucknow Chapter. • Conduct of MDP on Change Management for executives of VIVO, Lucknow on 5th March 2020. • Renewal of ISO 9001:2015 certification. • Preparing policy for taking online classes from the next academic session due to COVID-19 pandemic.
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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
2020	Training on Moodle Operations was conducted for faculty of SMS	24/04/2020	13/06/2020	13/06/2020	62
2020	Abhyuday 2020 - and inter-college E-Fest was conducted by SMS in which 32 colleges participated . It included events like singing, dancing, Quiz, Photography, Head-	24/04/2020	06/06/2020	07/07/2020	343

hunters,
Crazy hats,
Create your
imagination,
Creative
capture,
etc.

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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
• Gender Sensitization workshop	24/10/2019	24/10/2019	80	Nil

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

Percentage of power requirement of the College met by the renewable energy sources Around 13 power requirement of the Institute is met by alternate energy source i.e. by use of Solar Power generated in-house rooftop solar power plant.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nil
Provision for lift	No	Nil
Ramp/Rails	Yes	Nil
Braille Software/facilities	No	Nil
Rest Rooms	No	Nil
Scribes for examination	Yes	Nil
Special skill development for differently abled students	No	Nil
Any other similar facility	No	Nil

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
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2020	Nil	Nil	30/06/2020	00	00	00	Nil
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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 Handbook of Rules 2019-20	07/05/2019	It is reviewed and revised every year. It is given to each and every student at the campus, at the start of each academic year. The students are reminded regularly by the Dean, HoDs, Program Coordinators, Registrar, Librarian, Accounts and other administrative bodies to followup the implementation of the same in Toto
Code of Conduct for Governing Council	01/06/2019	The Code of Conduct for all stakeholders have been prepared that spells the functional and behavioral aspects expected to be followed by the people holding the respective positions. The Code of Conduct for all stakeholders have been prepared that spells the functional and behavioral aspects expected to be followed by the people holding the respective positions.
Code of Conduct for Academic Council	01/06/2019	The Code of Conduct for all stakeholders have been prepared that spells the functional and behavioral aspects expected to be followed by the people holding the respective positions.
Code of Conduct for Director, Dean, Registrar, Teachers, Training Placement Officer, Administrative Officer, Finance Accounts Officer, NonTeaching Employees and Students	01/06/2019	The Code of Conduct for all stakeholders have been prepared that spells the functional and behavioral aspects expected to be followed by the people holding the respective positions.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Teaching Human Values to students of MBA (2019-20) IV Semester (KVE 401)	13/01/2020	30/04/2020	43
2 . Teaching Human Values to Students of B. Tech IV Sem	08/01/2020	30/04/2020	102
Blood Donation Camp at SMS Lucknow	22/10/2019	22/10/2019	100
4. Old Clothes distribution Behind phoenix Mall	04/01/2020	04/01/2020	80
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

- Use of Solar Power Plant for Green Electricity and meeting 13 of the energy requirement.
- Rain water harvesting - ensuring continuous recharging of ground water table.
- Use of LED Lamps for energy conservation
- Testing of potable water
- Green Campus Audit

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practices (A) 1. Title of Practice: Implementation of Employability Enhancement Programme (EEP). 2. Goal: To provide industry relevant training, and other skill sets to students to make them globally competitive and employable in their respective fields. 3. The context: The biggest challenge facing engineering management education and institutions today is the poor level of employability of graduating students. The primary reason for this, other than the disoriented quality of education, is the lack of acquiring of life skills required for surviving and performing in the industry. This has lead to the academic curriculum and teaching being inadequate in meeting the industry requirement. There is a definite need for understanding the requirements of the industries so that the graduating students have the potential to be gainfully employed and can positively contribute to industrial growth. 4. The Practice: The institute has taken cognizance of this important need for improving the employability of students. Some of the activities conducted for improving employability of students are: a) Assessment of the existing skills is done by experts in the field like ABBSCISSA and AMCAT. This brings out the gap in the skills required by the industry as prospective employers. b) Detailed EEP syllabus has been worked out for each year for B.Tech and Management students. The delivery of this EEP is rigorously followed and regularly monitored. This includes developing aptitude skills and behavioural skills in the students. Providing industry relevant training and skills have been made a KRA in the institute and concerted efforts have been made to improve the employability of graduating students. c) English speaking enhancement through the use of Language Lab. Besides the strict implementation of EEP emphasis is also laid on exposing the students to Value Add Courses required by the prospective employers. Some of these are Microsoft Certification, or CCNA CCNP certification, Computer Aided Design (CAD), dot net, Python, and packages like Pro-E and Catia. 5. Evidence of Success: The above initiatives and measures taken by the college to bridge the gap between industry requirements and academic curriculum have paid very rich dividends in

improving the employability of students. The college placements have been steadily improving in terms of number of companies coming to campus, number of students employed as well as quality of placements in terms of highest and average salary package.

6. Problem Encountered Resources Required: The curriculum and time frame being fixed by the university has posed a constraint in dynamically modifying and updating it and suit it to the changing industry needs. Also trained faculty to conduct such specialized programmes is rare to find. However, the institute has managed to overcome most of these problems and have successfully blended these add-ons along with the regular classes of the relevant courses.

Best Practices (B) Vedic Science Centre, Lucknow was established under the aegis of School of Management Sciences, Lucknow on 21st April' 2015.

1. Title of Practice: Implementation of the "Yoga Classes and Prayer"

2. Goal: To provide alignment of the physical body, the mental state and the energy level to students by providing daily assembly of prayer and weekly Yoga classes. The practice is followed with a goal to enhance positivity and energy level, which increases the concentration and focus of life goals, to overcome the challenges of the society faced in the current scenario of the highly competitive professional era.

3. The context: The Engineering and Management education is facing the biggest challenge of poor rural education background of the graduating students. The resultant outcome of this, other than the disoriented quality of education, is the lack of confidence, concentration, happiness, health problems and positive thinking that is required for every walk of life in professional world apart from the grades in academic curriculum and which has limitations for development of overall personality of the students. The professional world has immense challenges hence there exists a need that the graduating students must show dedication, alertness and potential for positive contribution to the industrial growth as well as to provide benefits to the society. Such practice also set apart SMS Lucknow and differentiates itself among the professional colleges by following a constructive activity beyond the normal academic curriculum.

4. The Practice: The institute has taken cognizance of this important need for improving the alignment of body, mental state and energy level of students. Some of the activities conducted for improving concentration of students are: a) Regular daily prayer assembly is done between 9:30 a.m. to 9:40 a.m. in presence of teachers / director. This brings out the positive vibrations at a very high level, the bodies of participants and even the walls become charged with positive energy. This residual positive energy residing in the walls again fills the gap whenever the students move out in the passages from their class rooms. b) Detailed Yoga practices have been documented for one hour on every Saturday on rotation basis for B.Tech and Management students. The conduction of Yoga and Exercises is rigorously followed and regularly monitored by trained teachers and sometimes from experts. This includes practices to increase concentration, alignment of body and mental alertness in the students.

Concerted efforts have been made to improve the overall development of the graduating students. c) It is also proposed that some of boy / girl students be trained by the experts so as to make them perform as internal trainers. Such practice of Yoga may be extended to be performed in the hostels regularly.

5. Evidence of Success: • The above initiatives and measures taken by the college to enhance overall personality of students apart from academic curriculum are being appreciated by the students as well as the teachers. • It has started improving the educational quality and employability of students. • The college academic environment is also steadily improving in terms of behavioral change of students, the quality of education, the academic results and placements. • The students have become more inquisitive and this opening-up of their thinking level is evident in their pursuits towards research and innovation.

6. Problem Encountered Resources Required: The academic curriculum and time frame being fixed by the university has posed a constraint in regular practicing in Yoga. Thus it is conducted only on Saturdays that too on rotation basis. Also Experts

/trained faculty to conduct such specialized Yoga classes and Prayer assembly are rare to find in any professional Institute. However, the institute has managed to overcome most of these problems and have been successfully blending these add-ons along with the regular classes of the relevant courses.

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

<https://www.smslucknow.com/files/naac/Institutional%20Best%20Practices.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

The Vision of the Institute clearly highlights the thrust areas that must be focussed in order to get the right focus and achieve a righteous performance. The vision of the Institute is mentioned below: To become a constantly growing centre of excellence nurturing globalcentric professional leadership based on ethical and moral attributes. The distinctive areas that clearly emerge from this vision statement are: 1. Constantly growing centre of excellence 2. Nurturing globalcentric and professional leadership 3. Fostering Ethical and Moral attributes. In pursuit of these identified distinctive areas the efforts that are being made are towards the second and third ones which are the priority areas as of now. Regarding nurturing globalcentric professional leadership the PGDM students are sent on international tour to help them gain a global exposure. This helps the students to widen their horizon and also prepare themselves for the global challenges. Also the Management students (PGDM and MBA) are offered courses on International Business that also helps them to gain the nuances of doing business in the global arena. Another major aspect is the institution of the Employability Enhancement Programme (EEP) in the professional courses of PGDM, MBA and B.Tech being offered at the Institute. This includes training the students of these professional programs on areas like Aptitude, Soft Skills, Communication, Interpersonal skills, team player, leadership skills and also Technical Aptitude, in such a manner that they are better equipped to perform and prove their mettle in the industry on their getting placed. This helps in churning out more professional candidates for the industry where they find placements. This EEP Programme is also mentioned as one of the Best Practices of the Institute. Besides workshops are also often conducted to develop leadership qualities in the emerging professionals. The second priority thrust area is fostering ethical and moral attributes. In this area SMS Lucknow conducts some regular activities under its Centre of Excellence The Vedic Science Centre. The activities include daily morning prayer, conduct of Yoga Training sessions on periodic frequency. Besides there are courses on Human Values and Professional Ethics that are imparted to the students as part of the curriculum. The students rule book also clarifies the code of conduct and the ethical behaviour that they are expected to adhere to. The Code of Ethical Professional Conduct is also being prepared for all other stakeholders. The Institute culture is such that it pays utmost importance to discipline within the campus.

Provide the weblink of the institution

<https://www.smslucknow.com/files/naac/Institutional%20Distinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

1. Develop a robust system to deliver classes online, improve quality of e - content and the online teaching learning process 2. Develop system of virtual classes 3. Plan to get NBA accreditation for eligible courses 4. Conduct academic industry interface seminar and workshops 5. Try to get Journal Adhyayan in UGC list

