



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		SIKKIM MANIPAL UNIVERSITY
Name of the head of the Institution		Lt. Gen. (Dr) Rajan S. Grewal
Designation		Vice Chancellor
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03592231937
Mobile no.		9800038120
Registered Email		vc@smu.edu.in
Alternate Email		rajan.grewal@smu.edu.in
Address		Sikkim Manipal University 5th Mile, Tadong, Gangtok, East Sikkim Sikkim
City/Town		Gangtok
State/UT		Sikkim
Pincode		737102

2. Institutional Status					
University	Private				
Type of Institution	Co-education				
Location	Urban				
Financial Status	private				
Name of the IQAC co-ordinator/Director	PREMENDRA MANI PRADHAN				
Phone no/Alternate Phone no.	3592270294264				
Mobile no.	7064790949				
Registered Email	iqac@smu.edu.in				
Alternate Email	premendra.p@smit.smu.edu.in				
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)	https://smu.edu.in/content/dam/manipal/smu/IOAC/NAAC/aqar/aqar-2018-2019.pdf				
4. Whether Academic Calendar prepared during the year	Yes				
if yes,whether it is uploaded in the institutional website: Weblink :	https://smu.edu.in/smu/about-us/iqac/Academic-Calendar/2019-2020.html				
5. Accreditation Details					
				Validity	
Cycle	Grade	CGPA	Year of Accreditation	Period From	Period To
1	B	2.34	2018	26-Sep-2018	25-Sep-2023
6. Date of Establishment of IQAC	01-Jul-2017				
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	

Webinar on National Education Policy 2020	30-Aug-2020 1	40
Workshop on preparation of Self-Assessment Report for NBA Accreditation	16-May-2020 1	28
Workshop on preparation of Self-Assessment Report for NBA Accreditation	22-May-2020 1	50
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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
AIC SMUTBI	ATAL INCUBATION CENTRE	ATAL INNOVATION MISSION, NITI AAYOG GOVERNMENT OF INDIA	2018 1825	80000000
DEPARTMENT OF CHEMISTRY	DST FIST	DST, GOVERNMENT OF INDIA	2015 1825	6500000
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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 :

12

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)

1. Awareness program and Implementation of National Scholarship Portal in Medical Campus

2. Teacher training on the development of e learning resources

3. Implementation of Inhouse developed Online examination platform for conducting online examination during pandemic

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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
Teacher training on development of e learning resources	Successfully completed the training on use of online tools for conducting online classes during the pandemic. Training covered 340 faculty members of all the constituent units of SMU.
Orientation programmes for stakeholders on need for digital transformation and Cyber Law & IPR Issues	Successfully conducted 3 webinars on : "Flourish or Perish? How will you ride the technology changes?" , Cyber Law & IPR Issues and IPR for Budding Innovators & Entrepreneurs
Implementation of online examination platform	Successfully developed inhouse examination platform for conducting online examination and used this platform for conducting online examination during pandemic
Awareness & Implementation on use of National Scholarship Portal in Medical Campus	Implemented NSP in medical campus due to which there is a rise of number of student receiving scholarship from Govt. Schemes
Introduction of Foreign Languages as Value Added Courses	Formal discussion going on with various universities across india for starting virtual/physical certification courses on foreign languages
Automation of Data Capturing System	Discussions of format going on with various stake holders for preparing of online data capturing system

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14. Whether AQAR was placed before statutory body ?

No

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	30-Jun-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)	<p>SMU ERP (Management Information System) of Sikkim Manipal University has various modules used for e-governance/administrative activities.</p> <p>1) Human Resource Information System (HRIS): This module has an inbuilt Centralized Attendance Tracking System (CATS) and Pay Roll Management provisions. 2) Student Information System: This module is used for class schedule management, student attendance management, and fee collection. eCampus module at Technical Campus helps students to see their day-to-day academic activities including attendance. 3) Research Database Management System (RMS): RMS is an administrative module for research data management. This module is used for capturing data related to research activities Publications, Research Grants, Conferences etc. Data from RMS helps administrators to enable decisions on incentives research activities, data for ranking, and accreditation. 4) Examination Information System: This module has data related to the examination department.</p>

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
MBBS	201	UG Medical	05/08/2019
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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
BTech	B.Tech Mechanical Engineering (ME 01)	29/07/2019	ENGINEERING THERMODYNAMICS (ME1307)	29/07/2019
View File				

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	BSc (Medical Biotechnology)	01/08/2019
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the University level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BTech	Civil Engineering	29/07/2019
BTech	Computer Science & Engineering	29/07/2019
BTech	Electrical & Electronics Engineering	29/07/2019
BTech	Electronics & Communication Engineering	29/07/2019
BTech	Information Technology	29/07/2019
BTech	Mechanical Engineering	29/07/2019
BCA	Bachelor of Computer Applications	05/08/2019
BBA	Bachelor of Business Administration	05/08/2019
MBBS	MBBS	05/08/2019
BA	English	01/08/2019
BA	Pol Science	01/08/2019
BA	Sociology	01/08/2019
BCom	Commerce	01/08/2019
Mtech	Power Electronics	29/07/2019
Mtech	Computer Science & Engineering	29/07/2019
Mtech	Information Technology	29/07/2019
Mtech	Digital Electronics & Communication Engineering	29/07/2019
Mtech	Production Engineering	29/07/2019
Mtech	Structural Engineering	29/07/2019
MCA	Master of Computer Applications	05/08/2019
MBA	Master of Business Administration	05/08/2019
MSc	Physics	05/08/2019
MSc	Chemistry	05/08/2019
MSc	Mathematics	05/08/2019

MSc	Medical Biotechnology	01/08/2019
BSc	Medical Biotechnology	01/08/2019
MPT	Master of physiotherapy	01/08/2019
MCom	Master of Commerce	01/08/2019
MSc Nursing	MSc Nursing	01/08/2019
MA	MA Pol Science	01/08/2019
MA	MA Sociology	01/08/2019
MA	MA English	01/08/2019
PhD or DPhil	PhD	01/08/2020

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
Language and Computer Skills	01/08/2019	100
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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
BBA	BBA	60
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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	Yes

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

Feedback Obtained
<p>SMU has a structured system for obtaining feedback from stakeholders including students. 1) The feedback from the students is being obtained at the end of the semester/year. Students provide feedback on various parameters which include curriculum, quality of teaching, infrastructure, and student support. IQAC analyses the feedback and shares the analysis with departments for remedial measures/making necessary changes teaching-learning curriculum. 2) Feedback from faculty members is being collected from time to time on various aspects that lead to institutional development. 3) Feedback from Alumni is being collected during the alumni meet. 4) Feedback from parents is being collected by TGs during one-to-one meet over call. 5) Feedback from Employers is being collected by HoDs, Senior faculty members at Training Placement Liasoning Office during campus recruitment drives. Feedback from stakeholders is being compiled, analyzed, discussed during the institution committee meetings and necessary action on the feedback is being initiated by the departments.</p>

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	BBA	60	60	56
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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
2019	3169	489	240	35	65

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
340	340	30	127	2	16
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)

SMU has a Teacher Guardian (TG) Scheme in all its constituent units. It's a noble practice where every teacher acts as a guardian for a group of students during their entire stay at SMU campuses. The teacher will help students in every aspect, be it academic or non-academic. TG will be a link between parents and the Institute. He/She is going to play a vital role during the students stay at the campus. For first-year students, TGs will interact with their mentees every week and for the second year onwards interaction happens every fortnight. SMU believes that TG scheme is one of the best practices in the institution to make students (who come from far away places) comfortable and help them overcome academic and non-academic issues.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3658	340	1:11

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
340	340	Nil	22	85

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	Designation	Name of the award,
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	receiving awards from state level, national level, international level		fellowship, received from Government or recognized bodies
2019	Mr. Saibal Kr. Saha	Assistant Professor	appointed as an Adhoc Editorial Board Member and Adhoc Reviewer of International Journal of Asian Business and Information Management (IJABIM)
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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
BPT	208	2019-2020	25/07/2019	02/08/2019
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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
34	3647	.93

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://smu.edu.in/smu/about-us/igac/POs-PSOs-COs.html>

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
PH 02	MSc	Physics	20	19	95
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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://smu.edu.in/smu/about-us/igac/Student-Satisfaction-Survey.html>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
International	Yogesh Verma	Invitation to IARC for Vaccine Follow up study	18/02/2019	IARC,Lyon
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3.1.2 – Number of JRFs, SRFs, Post Doctoral Fellows, Research Associates and other fellows in the Institution enrolled during the year

Name of Research fellowship	Duration of the fellowship	Funding Agency
DBT Research Fellowship	730	DBT
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3.2 – Resource Mobilization for Research

3.2.1 – 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
Major Projects	1095	ICMR DBT NMHS MINISTRY OF SCIENCE TECHNOLOGY DEPTT OF SCIENCE TECHNOLOGY, GOVT OF INDIA UGC-DAE Consortium for Scientific Research,Indore Department of Atomic Enegy(DAE) GOI AICTE NITI Ayog	1257.75	171.05
Minor Projects	365	Depart. Of Science Technology ,GOS	0.2	0.2
Students Research Projects (Other than compulsory by the University)	365	ICMR STS	0.2	0.2
International Projects	1460	World Helath Organization	54.82	14.2
Projects sponsored by the University	730	University funded seed project	154.85	65.3
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3.3 – Innovation Ecosystem

3.3.1 – 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
A workshop on Competitive Programming was organized by D'Codere	Dept of CSE	27/09/2019
View File		

3.3.2 – 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
Smart Embedded Systems	Ayush Kumar	Birla Industrial and Technological Museum under National Council of Science Museum, Ministry of Culture, Govt. of India:	12/01/2019	special prize
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3.3.3 – 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
AIC-SMUTBI	AIC-SMUTBI	Atal Innovation Mission, NITI Aayog Government of India	Amazing Adventure Private Limited	adventure and travel start up	25/08/2019
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3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
Microbiology	2
Anatomy	1
Biochemistry	1
Computer Applications	1
Centre for Materials Science Nanotechnology	2
Computer Science Engineering	3
Management Studies	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Department of Biochemistry	2	Nil

International	Department of Community Medicine	2	Nil
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3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Department of Computer Application	5
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3.4.4 – Patents published/awarded/applied during the year

Patent Details	Patent status	Patent Number	Date of Award
Automatic Violence Detection - A Tool for Woman's Safety	Published	20204103893	24/04/2020
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3.4.5 – 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
Biomolecule assisted morphology-controllable synthesis of Zinc Sulphide nanomaterials for efficient photocatalytic activity under solar irradiation	Samanta D., Basnet P., Inakhunbi Chanu T., Chatterjee S.	Journal of Alloys and Compounds	2020	Nil	Sikkim Manipal University	Nil
View File						

3.4.6 – 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
Grey-fuzzy method-based parametric analysis	Kumar V., Das P.P., Chakraborty S.	Sadhana - Academy Proceedings in Engineering	2019	Nil	2	Sikkim Manipal University

of abrasive water jet machining on GFRP composites		Sciences				
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3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	151	279	5	8
Presented papers	93	15	Nil	8
Resource persons	10	15	2	1
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3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultant(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
Sajal Sarkar	Sample testing of Concrete Mix Design	BSVR Construction Pvt Ltd	1500
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3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultant(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
No Data Entered/Not Applicable !!!				
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3.6 – Extension Activities

3.6.1 – 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
Observation of Swachh Pakhwada, 2019	Self	2	60
Blood donation camp	STNM Hospital, Gangtok	2	100
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3.6.2 – 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
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Swachh Bharat Summer Internship	Awarded 1st in the State of Sikkim	HRDD, Govt of Sikkim	4
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3.6.3 – 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
Health Outreach	Sikkim Medicos Association, RIMS, Imphal	Health camp Jorethang, South Sikkim	3	9
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3.7 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
ECBC Training Programme on "Energy Conservation Building Code (ECBC)"	Teaching and non-teaching staff of EEE DEPT, SMIT	Government of Sikkim, Bureau of Energy Efficiency and State Designated Agency Sikkim	2
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3.7.2 – 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
Workshop	Application of MATLAB in Electrical and Electronics Engineering	Math Works India Private Limited	08/02/2019	08/02/2019	Faculties of SMIT
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3.7.3 – 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
Sikkim University	14/11/2020	2019-2020: Joint Research	1
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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
1196.16	863.81

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Seminar Halls	Existing
Laboratories	Existing
Campus Area	Existing
Others	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Class rooms	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
Easylib Software	Fully	Desktop version / 6.2a web version	2018

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	48938	34836660	1095	1025000	50033	35861660
Reference Books	14099	13032304	342	327000	14441	13359304

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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
SWEETA CHETTRI	ORAL ROUTE OF DRUG ADMINISTRATION	SMU ERP (Institute LMS)	01/03/2019

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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	1555	21	1300	2	3	62	73	1000	0
Added	188	0	0	0	0	0	0	0	0
Total	1743	21	1300	2	3	62	73	1000	0

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

1000 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
Recording Facility, Lecture Capturing System, Virtual Class Rooms	https://smu.edu.in/smu/about-us/iqac/smu-naac-doc/C4/4-3/4-3-5.html

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
1050	971.34	1500	1433.44

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)

The engineering department of SMU has Standard Operating Procedures (SOPs) for the maintenance of physical facilities. The physical facilities comprise the University buildings, classrooms, auditoriums, seminar halls, laboratories, library, and sports facilities. Director-General Services, SMU is responsible for laying down the procedures and their implementation. The University has Internal Purchase Committee (IPC), which reviews and monitors the purchases. The purchase of items and services for maintenance and projects requires approval from IPC. After approval of IPC, it is being sent for financial allocation of funds to issue a purchase order. Purchases above 20 Lakh require approval from University Purchase Committee (UPC) headed by Vice-chancellor. Request for maintenance and repairs is raised via SMUERP (SMU Management Information System). On receipt of complaint or request for repair, the junior engineer sends an electrician, plumber, and carpenter to the site for maintenance work/repair. The maintenance of the laboratories and the classrooms allotted to the departments are taken care of by the respective departments. Budget for maintenance as well as up-gradation of the classroom and laboratory facilities are projected by the respective department annually. Most of the lab equipment are maintained by the trained technical staff and repair work is being carried out by the various service providers. Some of the sophisticated instruments of the academic departments and centralized facilities like lift, AC, water cooler, water filtration units, photocopier, generator etc. are under Annual Maintenance Contract (AMC). The cleaning of the classrooms, laboratories, hostels, institute premises, and residential areas has been outsourced to Manipl Integrated Services (MIS). Maintenance of IT

infrastructure is being done by SMU IT department. SMU has a 1 GBPS leased broadband internet connection and is being maintained by SMU IT department. Support of local vendors is being taken on a regular basis for repair and maintenance of various assets of the University. Equipment in Gymnasium at the sports complex is maintained by outsourced vendors on AMC.

<https://smu.edu.in/smu/campus-life/our-campus/campus-facilities.html>

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	Freeship SQ Concession Merit Scholarship Vidyadeep Scholarship Benovalent Fund Scholarship	1235	148538287
Financial Support from Other Sources			
a) National	Dr. BR AMBEDKAR POST MATRIC SCHOLARSHIP TO EBC Students (Sikkim), POST MATRIC SCHOLARSHIP TO OBC Students (Sikkim), POST MATRIC SCHOLARSHIP TO SC Students (Sikkim), POST MATRIC SCHOLARSHIP TO ST Students (Sikkim), CENTRAL SECTOR SCHEME OF SCHOLARS	682	182900
b) International	Nil	Nil	Nil
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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 implemetation	Number of students enrolled	Agencies involved
Yoga	21/06/2020	20	Department of Physiology, SMIMS
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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	Number of students who have passed in the comp. exam	Number of students placed

			activities		
2019	Gate Coaching Dept of Mechanical Engineering	12	Nil	Nil	Nil
View File					

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
1	1	7

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
AGS	30	17	Nil	Nil	Nil
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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	5	B.Tech in Civil Engineering	Department of Civil Engineering	Sikkim Manipal Institute of Technology, Sikkim	M.Tech
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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
NET	1
View File	

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

Activity	Level	Number of Participants
ECHELON	Inter Departmental	120
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/ International	Number of awards for	Number of awards for	Student ID number	Name of the student
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			Sports	Cultural		
2020	9th	International	1	Nil	201956032	Rohit Gurung
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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)

Student Council (SC) is an elected body of students. The elected members are third-year students and the Vice-President (VP), General Secretary (GS) needs to be Class Representative (CR). The students contesting for various posts need to be nominated by SC members. All the CR's except for 4th year are allowed to vote to elect the SC members. The main function of the Student Council is to coordinate all types of student activities on the campus. They directly function under Associate Director-Student Affairs (Technical Campus) and Associate Dean-Student Affairs (Medical Campus). SC meets every month chaired by the Director/Dean. All issues pertaining to students are discussed during this meeting. Student Council serves as a platform where the students can raise their concerns and constructively participate in the betterment of student's career, life on campus and contribute positively to the institution building. SMU ensures representation of student council members in all committees of the University including IQAC. For more details visit: <http://smu.edu.in/smit/smit-experience/student-clubs.html>

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of registered Alumni:

3355

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

1301000

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni Engagement Cell has organized - 1) Alumni Meet at Sikkim on 15th February 2020. Around 200 participants have attended from across the world Alumni Talk <https://www.smitalumni.in/events/event/73029.dz> 2) Alumni Talk by Mr. Sourav Chanda 2003 passout currently working as Director-Enterprise Information Security, Providence Health and Services on topic Cybersecurity Careers in post-Covid World, 27 June 2020 3) Alumni Talk for B.Tech 1st year students by Ms. Priyanka Chanda 2003 passout currently Director - Consulting Services, Microland 16 July 2020

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)

SMU follows a decentralized and participative management approach at all levels of administration. At the University level, Vice-chancellor and Registrar meet all HoIs during monthly IQAC coordination meetings. At the institutional level, the Head of the Institution (HoI) involves all HoDs and representative faculty members and takes decisions. At the department level, HoDs involve faculty members in the decision-making process. At all levels, administrators

demonstrate inclusiveness in decision-making. Following are practices of decentralization and participative management. i. Every Constituent Unit proposes its institutional or departmental budgets, which are reviewed, approved, and allocated centrally. However, every Unit is empowered to manage its budgetary spend, based on its annual operating plan, post such central allocation. All Units are custodians of full functional freedom on all operational matters in routine administrative functioning. Besides managing their individual Unit based budgets, all staff requirements based on projections by the Unit leadership, once approved, are the responsibility of the said Unit leadership. ii. The identification and recruitment of staff is the sole responsibility of the said Unit. There is central support provided through the office of the Human Resource department, however, the power to select and appoint qualified staff, remains within the selection committee formed by the Constituent units can also initiate new programs and courses and manage their own academic calendar through their own offices

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
Examination and Evaluation	Starting of inhouse developed examination portal for conducting examinations online which has the provision to correct answer sheet online
Teaching and Learning	1. Teaching and learning process is developed as per the requirement of Outcome Based Education (OBE) philosophy. The teacher prepares the course plan in the beginning of semester for all the courses to be taught. Course outcomes are defined for each course they are mapped with programme outcomes. The academic performance of the students is assessed through a series of tests, assignments and end semester examination as per the principles of continuous evaluation. At the end of each semester, course outcome analysis is carried out to generate feedback to teachers and administrators. The feedback thus generated is used for correction.
Curriculum Development	1. Syllabus framed as per current trends and as required by satutory bodies. 2. Introduction of online courses as blended form 3. Introduction of Competency-based medical education in Medical programmes
Research and Development	1. Provision of incentivization of faculty members for publishing their technical papers in reputed journals. 2. Provision of intramural funds for

	conducting research. 3. Motivating faculty members to apply for patent
Library, ICT and Physical Infrastructure / Instrumentation	1. Awareness programs about the availability and utilization of library resources (physical and online) conducted to enhance the usage. 2. Motivating faculty members to use ICT facilities, Simulation labs, preparing online lectures and placing it in institutional LMS and other LMS
Human Resource Management	1. Conduction of leadership programs (SMILE), FDP, CMEs, CNEs. 2. Provision of financial assistance for teaching staff to attend conferences, workshops, online courses, to become members of professional bodies
Industry Interaction / Collaboration	:1. Increase in consultancy work for industry, talks organised for students where industry people were guest speaker.
Admission of Students	1. Scholarship for quality students . 2. Organising various events across nation to promote institute. 3. Starting NCC,NSS and many other chapters.

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

E-governance area	Details
Planning and Development	SMU ERP is being used for planning and development. RMS software is being used to monitor research data (Publications, Research Grants, Patents and Seed Money)
Administration	SMU ERP is being used to manage all administrative activities including Human Resource Information, Library, Maintenance, Hospital Information etc.
Finance and Accounts	Finance department uses Tally package for managing financial accounts
Student Admission and Support	e Campus (Student Lie Cycle Management) is being used to maintain student data -attendance
Examination	e Campus is also being used to maintain examination related data -IA Marks, Admit card etc.

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	AMLAN GUPTA	INTERNATIONAL CONFERENCE ON ADVANCES IN POLYMERIC MATERIALS HUMAN HEALTHCARE	Nil	40000
2019	ASHIM MISHRA	8TH MCI ADVANCE COURSE IN MEDICAL EDUCATION	Nil	20516
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6.3.2 – Number of professional development / administrative training programmes organized by the University 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	Blockchain, IoT, Cloud Computing, Data Analytics, Machine Learning, Artificial Intelligence	Nil	28/09/2019	29/09/2019	7	Nil
2019	IOT Embedded System Design IOT Embedded System Design	Nil	19/08/2019	21/08/2019	10	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
One Week National Workshop on "Research Methodology and Ethics: Anti-Plagiarism, Reference	1	23/09/2019	28/09/2019	5

Management Tools and Altmetrics" organized by Information and Library Network (INFLIBNET) Centre, Gandhinagar,				
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
340	340	774	618

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
PF, Gratuity, Leave, Maternity Benefits, GTLI, GMC, Medicare, LTC/LTA, Study Leave, Scholarship for children, Scholarship for higher studies (self/dependent), Financial Assitance to attend conference, workshop seminar , School Children Vehicle Fare, Bus facility for staff	PF, Gratuity, Leave, Maternity Benefits, GTLI, GMC, ESIC, Medicare, LTC/LTA, Scholarship for children, Scholarship for higher studies IN SMUDE (self/dependent), Uniform allowance for drivers/Nurses, School Children Vehicle Fare, Bus facility for staff	Medicare, Scholarship, Be novalent Fund, TG scheme, Student Life Cycle Management System, Subsidise MOOCs courses

6.4 – Financial Management and Resource Mobilization

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

1) Internal Statutory auditors are appointed by the Finance Committee every two years on recommendation by the University. 2) Internal Auditors - M/s Sushil Das and Associates, Chartered Accountants, Gangtok. They carry out internal audits at the end of every quarter. After a draft report is submitted, the management submits its remarks and compliance to the same, after which the report is finalized. 3) Statutory Auditors - M/s Deoki Bijay Co., Chartered Accountants, Kolkata. Statutory audit is carried out as applicable to a University registered under section 10(23C)(vi) of the Income Tax Act, 1961. 1st phase of the audit commences during Jan-Feb 2nd stage during May. 4) The Finance Committee is appraised of both the audits as conducted above in its next meeting with its observations and compliance.

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
MTTS Trust(Mathematics Training talent Search Trust)	360000	conducting Mini-MTTS Programme at Sikkim Manipal Institute of Technology

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6.4.3 – Total corpus fund generated

10360000

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	QCAS for Engineering College	Yes	IQAC
Administrative	Yes	QCAS for Engineering College	Yes	IQAC

6.5.2 – What efforts are made by the University to promote autonomy in the affiliated/constituent colleges? (if applicable)

SMU practices a decentralized approach to promote autonomy among the constituent units. Following are the administrative autonomy provided to constituent units. 1) Admissions are independently handled by technical and medical institutions. 2) Both Opex and Capex are being managed independently by both Technical and Medical Campuses. 3) There is autonomy in the recruitment of faculty members and non-teaching staff at both technical and medical campuses. SMU HR facilitates the sourcing of profiles and the recruitment process. 4) Both campuses have separate Examination Division headed by the Deputy Controller of Examinations to oversee the examination activities. 5) IT infrastructure and Maintenance of buildings are managed independently by both institutions. Head-IT and Director-General Services oversee the activities.

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

1. Institution organizes an orientation programme for students and parents at the beginning of the academic session. 2. Teacher Guardian (TG) sends student progress report to parents 3. TG interacts with parents every 3 months to provide feedback about their wards. 4. SMIT has developed a mobile application (android) through which parents can access the progress of the student.

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

1) Soft skill and stress Management Trainings/Workshops for support staff 2) Higher studies for support staff- Staff members can pursue their higher studies in Distance mode/AMIE mode. 3) Online courses to upskill/reskill via Coursera

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

1. Awareness program and Implementation of National Scholarship Portal in Medical Campus 2. Teacher training on the development of e learning resources 3. Implementation of Inhouse developed Online examination platform for conducting online examination during pandemic

6.5.6 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes

c)ISO certification	Yes
d)NBA or any other quality audit	Yes

6.5.7 – 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	Promotion of moocs courses by increasing slots from 400-500 active user	01/01/2020	01/01/2020	31/12/2020	500
2020	Starting of webinar series	14/05/2020	14/05/2020	31/12/2020	300
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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
Webinar on Gender Bias and Stereo Typing Gender Equality Womens Rights	25/09/2020	25/09/2020	20	15

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
100

7.1.3 – Differently abled (Divyangjan) friendliness

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

facility

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
2019	1	Nil	05/07/2019	1	Robotics Workshop for Class XII students at Jeremels Academy, Siliguri, West Bengal, India	locational advantages and disadvantage	4

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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)
Academic Rules and Regulation Handbook 2019	01/06/2019	All the students are provided with the rules, regulations that are followed after their admission to the institution. The handbook provides information to the students on various facilities available at the institute and rules and regulations to be followed to utilize these facilities. In addition, it also emphasizes the code of conduct to be followed within the college premises.
People Policy Manual (Employee Handbook)	01/08/2019	Updated based on the Employees need and prevailing policy

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Value added courses on Universal Human Values	16/07/2019	29/07/2019	427

Professional Ethics			
Value added course on UNESCO Bioethics for MBBS 2019	21/08/2019	30/08/2019	100
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

- 1) Plastic-Free Campus: The University has imposed a strict ban on the use of plastic at both campuses. Sign boards have been installed at various locations to create awareness among students and visitors to campus.
- 2) Renewable energy: The University has installed solar energy systems for all hostels and faculty blocks to minimize the use of non-renewable energy resources, and installed LED lights across campuses to reduce energy consumption.
- 3) Paperless offices: The University is promoting the concept of paperless offices by effectively utilizing emails and ERP systems for circulars/notices.
- 4) Rain water harvesting: The University has installed rain water harvesting systems for sustainable use of water.
- 5) No vehicular movement: The University has imposed restrictions on students for use of their vehicles inside the technical campus. This has substantially reduced carbon emission within the campus vicinity.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice-I 1)Title of the Practice: Benevolent Fund 2)Objectives of the Practice: To provide financial support to students to continue their studies in case they lose the member to death/incapacitation, who provides financial support. 3)The context: In the year 2001, a student of 3rd year lost his father - the only earning member of the family, and consequently it appeared that he had to discontinue his studies at our technical institution-SMIT. Individual faculty members of SMIT provided him with financial support and he could complete his studies. This incident underlined the need for us to have a better mechanism in case where a student suffers a similar fate. Benevolent fund concept was proposed in the year 2002 and accepted by the management in 2003. Similar fund is also available in SMIMS. 4)The Practice: The fund is based on transferring a part of fee of students to the fund. Individual contributions are also allowed. 5)Evidence of Success: Help has been extended to all deserving cases. 11 students have been supported with Rs 9.31 lakhs through this scheme in last academic year (2019-20). 6)Problem Encountered and Resources Required: None Best Practice II 1) Title of the Practice: Teacher Guardian Scheme 2) Objectives of the practice: To ensure personalized, emotional, academic and other support to all the students of the Institute by faculty members. 3)The context: Students in higher education are in late adolescence and early adulthood hence generally are not provided with any personalized support in HEIs beyond the formal framework. It has been our experience, however, that students do require personalized support particularly as they come out of close parental care for the first time in their lives, many of them are yet to understand the significance of being adult, and the responsibility and expectations it entails for them. They are emotionally vulnerable and lack maturity to face a new world. Realizing this need of the students, a structured mechanism was felt to be introduced and teacher-guardian scheme evolved at SMIT and has been found to be a great success. This scheme is introduced in all the constituent units. 4) The Practice: Under the scheme each

student is allotted to a specific teacher - his/her teacher guardian (TG) - who provides emotional support, monitors the academic performance, provides necessary guidance and support to his/her ward and communicates all such details regularly to the parents of the student. A teacher has 10-15 such wards under him. He fulfils following responsibilities: Medical Attention, Emotional support, Link with his parents, Link with other teachers, Communication with his/her parents, Growth and development of ward, Counselling etc. 5) Evidence of Success: The scheme has brought in significantly increased interactions and Inputs from students, parents and the TGs resulting in improved academic performance by slow learners and weak students, significantly less incidents of ragging, indiscipline and fights. 6) Problem Encountered and Resources Required: The young faculty needs to be trained to fulfil this role and some of the students are not able to build required rapport and trust with the TG.

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

<https://smu.edu.in/smu/about-us/igac/SMU-Best-Practice.html>

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

Committed to its vision of human development, SMU has been instrumental in providing high-quality education and healthcare to the people of Sikkim and other northeastern states since 1997. SMU has reserved up to 50 per cent of seats in engineering, medical and humanities courses for Sikkimese. As of today, SMU has produced more than 250 doctors and 1800 engineers from Sikkim alone. Currently, more than 1300 locals are employed in various constituent units of the University in various positions. Central Referral Hospital (CRH) has been providing highly specialised medical services to the people of Sikkim. It is important to note that out of 6 super specialists in CRH, 3 are from the state of Sikkim. Today, CRH not only delivers high quality medical care but also provides comprehensive health care under one roof to the people of Sikkim. It has not only become a hospital of repute but also the first and only referral teaching hospital in Sikkim, with the establishment of the Medical College under the Sikkim Manipal Institute of Medical Sciences. The establishment of the Super Specialty wing in CRH is a step towards realizing our mission to provide modern health care facilities to the people. In addition to Cardiology, Neuro-surgery, Gastro-enterology, Urology and Paediatric Surgery we have also recruited Interventional Radiologist and Endocrine Surgeon available in very few hospitals in the country. The people of Sikkim and North Bengal will no longer have to travel to metros like Delhi and Kolkata for these costly and complicated treatments. In line with the vision to ensure quality healthcare for all sections of society, SMU has rolled out a medical insurance scheme 'Sikkim Manipal Swasthya Suraksha' to empower people of Sikkim for availing all types of specialized treatment at CRH on a cashless basis. This scheme excludes BPL patients who are already getting free treatment. This scheme has received overwhelming support and patronage from the people. More than 55,000 lives are enrolled in the scheme. SMU community outreach programme is unparalleled, which includes regular health camps, Rural Clinics, Urban Health Centres and De-addiction Centre. SMU's health care research specifically addressing the health issues of the State of Sikkim in particular and the NE region in general. SMU has been significantly contributing to human development in the state of Sikkim and other northeastern states. SMU and its constituent institutions have created a niche for themselves not only in this remote location but also emerged as one of the top universities in the Eastern and North-Eastern region of India.

Provide the weblink of the institution

<https://smu.edu.in/smu/about-us/igac/Performance-of-the-Institution.html>

8.Future Plans of Actions for Next Academic Year

1) Submit IIQA and SSR to NAAC for NAAC Reassessment 2) Submit an application for NBA accreditation: (Computer Science and Engineering, Information Technology)
3) Create an SMU Research Mobility Fund (Rs.10 Lacs) for faculty members to promote research collaborations. 4) Establish Centres of Excellence in Biotechnology and Regenerative Medicine to promote research in thrust areas. 5) Create additional sports facility for students at Medical Campus 6) Introduce more value-added and skills-based courses.