



**UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG
NEW DELHI-110 002**

**PROFORMA FOR SUBMISSION OF INFORMATION BY STATE PRIVATE UNIVERSITIES FOR ASCERTAINING
THEIR NORMS AND STANDARDS**

A. Legal Status

1.1	Name and Address of the University	Sardar Patel University, Sardar Patel Knowledge City, Waraseoni Road, Dongariya, Balaghat, (M.P.), Pin Code: 481331
1.2	Headquarters of the University	Sardar Patel University, Sardar Patel Knowledge City, Waraseoni Road, Dongariya, Balaghat, (M.P.) Pin Code: 481331
1.3	Information about University a. Website _____ b. E-Mail _____ c. Phone No. _____ d. Fax No. _____ Information about Authorities of the University a. Ph. (including mobile), Fax No. and e-mail of Chancellor b. Ph. (including mobile), Fax No. and e-mail of Vice-Chancellor c. Ph. (including mobile), Fax No. and e-mail of Registrar d. Ph. (including mobile), Fax No. and e-mail of Finance Officer	a. Website: http://www.spubgt.ac.in b. E-Mail: info@spubgt.ac.in c. Phone No: 07632-292001 d. Fax No: 07632-292001 a. Chairperson (Chancellor): Er. Diwakar Singh Mobile No: 9425138573, 9893094077 Fax No: 07632-292001 E-mail : chancellor@spubgt.ac.in b. Vice-Chancellor: Prof. (Dr.) R. K. Singh Mobile No: 9174432111 Fax No: 07632-292001 E-Mail No: vc@spubgt.ac.in , ycspubgt@gmail.com C. Registrar: Ms. Swati Jaiswal Mobile No: 9685173808, 9425448358, Fax No: 07632-292001 E-mail No: registrar@spubgt.ac.in d. Finance Officer: Mrs. Yuti Singh Mobile No: 9425447945 Fax No: 07632-292001 E-Mail No: spctgroup.bgt2000@gmail.com
1.4	Date of Establishment	July 28,2018
1.5	Name of the Society/Trust promoting the University (Information may be provided in the following format) (Copy of the registered MOA/ Trust Deed to be enclosed)	Vindhya Shiksha Samiti, Balaghat (M.P.) Copy of the registered MOA/Society Deed is enclosed as <u>Annexure-(1)</u>
1.6	Composition of the Society/Trust	Details to be provided in <u>Appendix-I</u>
1.7	Whether the members of the Society/Trust are members in other Societies/Trusts or in the Board of Governors in companies? If Yes, please provide details in the following format:-	Yes Details are provided in <u>Appendix-II</u>
1.8	Whether the promoting Society/Trust is involved in promoting/ running any other University/ Educational Institution? If yes, please give details in the following format:-	Yes Details are provided in <u>Appendix-III</u>

1.9	Whether the promoting society is involved in promoting/ running activities other than educational? If yes, please give details in the following format:-	No Not Applicable <u>Appendix-IV</u> enclosed with Nil details
1.10	Act and Notification under which established (copy of the Act & Notification to be enclosed)	Madhya Pradesh Act No. 26 of 2018 The Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Sanshodhan Adhinyam, 2018 (Received the assent of the Governor on the 23 rd July, 2018 assent first published in the "Madhya Pradesh Gazette (Extra-ordinary)", dated the 28 th July, 2018.) Copy of the Act and Statutes are enclosed as <u>Annexure (2)</u>
1.11	Whether the University has been established by a separate State Act?	Yes As given in 1.10 above

B. Organization Description

2.1	Whether Unitary in nature (as per the UGC Regulation)	Yes
2.2	Territorial Jurisdiction of the University as per the Act	The State of Madhya Pradesh
2.3	Details of the constituent units of the University, if any, as mentioned in the Act	No Not Applicable
2.4	Whether any off-campus centre(s) established? If yes, please give details of the approval granted by the State Government and UGC in the following format:- a. Place of the off-campus _____ b. Letter No. & date of the approval of State Government _____ c. Letter No. & date of the approval of UGC _____ (Details to be provided in Appendix-V) (Please attach attested copy of the approval)	No Not Applicable <u>Appendix-V</u> enclosed with Nil details
2.5	Whether any off-shore campus established? If yes, please give details of the approval granted by the Government of India and the host country in the following format:- a. Place of the off-shore campus _____ b. Letter No. & date of the approval of Host Country _____ c. Letter No. & date of the approval of Government of India _____ (Details to be provided in Appendix-VI) (Please attach attested copy of the approval)	No Not Applicable <u>Appendix-VI</u> Enclosed with Nil details
2.6	Does the University offer a distance education programme? If yes, whether the courses run under distance mode are approved by the competent authority? (Please attested copy of the course-wise approval of competent authority)	No Not Applicable
2.7	Whether the University has established study centre(s) If yes, Please provide details and whether these study centers are approved by the competent authority of the University and UGC? (Details to be provided in Appendix-VII) (Please enclose attested copy of the approval from the competent authority)	No Not Applicable <u>Appendix-VII</u> enclosed with Nil details

C. Academic Activities Description

3. Academic Programmes								
3.1	Details of the programmes permitted to be offered by Gazette Notification of the State Government and its reference	Details to be provided in Appendix-VIII						
3.2	Current number of academic programmes/ courses offered by the University (Details to be provided in Appendix-IX)	Details to be provided in Appendix-IX						
3.3	<p>Whether approvals of relevant statutory council(s) such as AICTE, BCI, DEC, DCI, INC, MCI, NCTE, PCI etc. have been taken to:</p> <p>a. Start new courses b. To increase intake</p> <p>If yes please enclose copy of approval and give course-wise details in the following format:-</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;">Name of the course</th> <th style="width: 33%;">Statutory council</th> <th style="width: 33%;">Whether approval taken</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Name of the course	Statutory council	Whether approval taken				<p>Yes AICTE, BCI (applied), NCTE (applied), PCI</p> <p>Details as applicable are provided in Appendix-X (with approvals of relevant statutory councils)</p>
Name of the course	Statutory council	Whether approval taken						
3.4	<p>If the University is running courses under distance mode, please provide details about the students enrolled in the following format:-</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;">Name of the Study Centre</th> <th style="width: 33%;">Courses offered</th> <th style="width: 33%;">No. of Students enrolled</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> <p>(Details to be provided in Appendix-VII) (Please enclose copy of the course-wise approval of the competent authority)</p>	Name of the Study Centre	Courses offered	No. of Students enrolled				<p>No Not Applicable</p> <p>Appendix-VII enclosed with Nil details</p>
Name of the Study Centre	Courses offered	No. of Students enrolled						
3.5	Temporal plan of academic work in the University Semester system/ Annual system	Semester System is being followed but in some courses annual system is also followed. From next academic year MBA programme will be Integrated, Integrated M.Tech. And Integrated B.A. LLB.						
3.6	<p>Whether the University is running any course which is not specified under Section 22 of the UGC Act, 1956? If yes, please give details in the following format:-</p> <p>a. Name of the course(s) b. Since when started c. Whether the University has applied for permission from UGC?</p> <p>(Details to be provided in Appendix-XI)</p>	<p>All degree courses offered by the University are under section 22 of the UGC Act, 1956. Appendix-XI enclosed with Nil details</p>						

D. Student Enrolment and Student Support

4.1 Number of Students enrolled in the University for the current academic year (2018-19) according to regions and countries (Please give separate information for main campus and off-campus/off-shore campus)							
Particulars		No. of students from the same State Where the University is located	No. of students from other States	No. of NRI Students	No. of overseas students excluding NRIs		Grand Total
					Foreign Students	Person of Indian Origin students	
UG	M	376	0	0	0	0	376
	F	300	0	0	0	0	300
	T	676	0	0	0	0	676
PG	M	91	0	0	0	0	91
	F	78	0	0	0	0	78
	T	169	0	0	0	0	169
M. Phil	M	0	0	0	0	0	0
	F	0	0	0	0	0	0
	T	0	0	0	0	0	0

Ph. D.	M	0	0	0	0	0	0
	F	0	0	0	0	0	0
	T	0	0	0	0	0	0
Diploma	M	262	0	0	0	0	262
	F	43	0	0	0	0	43
	T	305	0	0	0	0	305
PG Diploma	M	147	0	0	0	0	147
	F	11	0	0	0	0	11
	T	158	0	0	0	0	158
Certificate	M	0	0	0	0	0	0
	F	0	0	0	0	0	0
	T	0	0	0	0	0	0
Any Other (Pl. Specify)	M	0	0	0	0	0	0
	F	0	0	0	0	0	0
	T	0	0	0	0	0	0

*The data is as on July 31st, 2018. There is no off campus/off-shore of the Sardar Patel University, Balaghat.

M - Male, F - Female, T - Total

4.2	Category-wise No. of Students	Applicant's disclosure of caste is voluntary and is not mandated by the University. Category-Wise data will be compile as mentioned by the student in his/her admission form (current academic year 2018-19)			
		Category	Female	Male	Total
		SC	32	68	100
		ST	30	46	76
		OBC	315	689	1004
		PH	0	0	0
		General	55	73	128
		Total	432	876	1308

4.3	Details of the two batches of students admitted	NIL
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Particulars	Batch 1		
	Year Of Entry-		
	UG	PG	Total
No. admitted to the programme			
No. of Drop-outs (a) Within four months of Joining (b) Afterwards			
No. appeared for the final year examination			
No. passed In the final exam			
No. passed in first class			

*Appeared for back peppers, number of passed students may increase after in semester examination result of December, 2018

**Only three/four year degree UG programme students.

4.4	Does the University provide bridge/remedial courses to the educationally disadvantaged students? If yes, please give details	<p>Yes</p> <p>University conducts summer semester programme for the students who have DT/F/I Grade.</p> <p>Extra coaching for slow learners.</p> <p>Departments identify poor performers through midterm evaluation and access their needs, subsequently remedial classes are conducted by faculty and well performing students.</p> <p>University provides extra coaching classes for the slow learner across the all programmes.</p>
4.5	Does the University provide any financial help to the students from socially disadvantageous group? If yes, please give details	<p>The University is planning to provide financial assistance to students on the basis of their family income as indicated by them during the admission process.</p> <p>Various scholarships like Merit cum means scholarships, Madhya Pradesh Merit Scholarships, Scholarships for Local region student, etc. will be offered.</p> <p>Contingency/Teaching assistantship for PhD scholars, fee waiver under sports quota, policy for conferences/seminars/workshops.</p> <p>In addition, University is also planning to provide Financial assistance under the head of Endowment fund. Under this scheme there will be three different categories of scholarships viz. Research scholarships, scholarships for M.Tech. students (GATE scorers), scholarships for international students. Details of scholarships offered under various schemes for UG and PG programmes</p>
4.6	In case the University is running M.Phil/Ph.D. programme, whether it is full time or part time and whether these programmes are run as per UGC Regulations,2009 on M.Phil/Ph.D.	<p>Ph.D programme is offered on full time basis as per.UGC Regulation 2016 on minimum standards and procedures for awards of Ph.D. degree.</p> <p>The University is not offering M Phil programmes.</p>
4.7	Whether the University have a website? If yes please give website address and whether the website is regularly updated?	<p>Yes</p> <p>http://www.spubgt.ac.in</p> <p>website is regularly updated.</p>
4.8	How are the prospective students informed about the criteria for admissions, rules & regulations, facilities, etc?	<p>Information is available on the University website for prospective students.</p> <p>(National/Local Dailies) and Electronic Media (Radio & TV.)</p> <p>The University also participates in nationally coordinated admission drives.</p> <p>In addition, the University admission prospectus/ brochure carries relevant information on admission, rules, regulations and facilities,</p> <p>To help the students for their admission in the University, a 24X7 help line is functional.</p> <p>Students may reach to the concern authority/ person on 9174192111.</p>

4.9	<p>Whether any grievance redressal mechanism is available in the University? If yes, please provide details about the complaints received against malpractices, etc in the University in the following format:-</p> <table border="1" data-bbox="295 324 890 510"> <thead> <tr> <th data-bbox="295 324 459 454">Name of the complainant</th> <th data-bbox="459 324 603 454">Complaint against</th> <th data-bbox="603 324 746 454">Date of complaint</th> <th data-bbox="746 324 890 454">Action Taken by the University</th> </tr> </thead> <tbody> <tr> <td data-bbox="295 454 459 510"></td> <td data-bbox="459 454 603 510"></td> <td data-bbox="603 454 746 510"></td> <td data-bbox="746 454 890 510"></td> </tr> </tbody> </table>	Name of the complainant	Complaint against	Date of complaint	Action Taken by the University					<p>Yes, for redressal of grievances a standing Grievances Committee is in place. In addition other important committees also exist to deal with complaints against sexual harassment, ragging and to handle Malpractice cases etc. Details to be provided in <u>Appendix-XII</u></p>
Name of the complainant	Complaint against	Date of complaint	Action Taken by the University							

5. Curriculum, Teaching Learning Process/Method, Examination/Evaluation System

5.1	<p>Which University body finalized the curriculum? The composition of the body may be given. (Board Studies, Academic Council, Board of Management)</p>	<p>The curriculum is initiated by the board of Studies of each department and thereafter evaluated and recommended by concerned Faculty Boards. The same is placed before the Board of Studies, Academic Council & Board of Management of the University for consideration and approval. Details to be provided in <u>Appendix-XVII</u></p>
5.2	<p>What is the Rules/regulations/procedure for revision of the curriculum and when was the curriculum last updated?</p>	<p>Revision of the curriculum is a regular feature and is carried out as per the needs. The revised curriculum also goes through process as per Sr. 5.1 above. The curriculum was last approved on Aug 06, 2018</p>
5.3	<p>Whether approval of statutory bodies such as Board of Studies, Academic Council and Board of Management of the University has been taken to start various courses? If yes, please enclose extracts the minutes.</p>	<p>Yes Approval of Board of Studies, Academic Council, and Board of Management have been taken. Extract of the Minutes of the meetings with respect to approvals are enclosed as <u>Annexure(3 & 4)</u></p>
5.4	<p>Furnish details of the following aspects of curriculum design: Innovation such as modular curricula Inter/multidisciplinary approach</p>	<p>The curriculum has modular design and is following Credit Based Grading System (CBGS). In designing curriculum, apart from core subjects, the University offers Programme Electives and Open Electives (outside the own faculty) in all domains i.e. Engineering Humanities, Basic Science, Management Business & Commerce, Entrepreneurship, Journalism, Environmental Sciences, Value Education and Languages. This ensures a well- rounded and balanced curriculum choices including opportunities for the students to explore areas of human and social interest. Courses have interventions from industrial experts also and components of fundamental, design & application etc. are covered appropriately. The curriculum provides the opportunity for students to pursue industrial training, internship, projects, seminars and dissertation during their courses of study. It gives them the freedom to go beyond the syllabus and explore a topic of their interest in depth. This allows students to demonstrate their ability to be self-directed. Provisions of self-study courses and audit/certificate courses are also available. Final year students are allowed to execute new ideas pertaining to entrepreneurship start up as part of their project.</p>

5.5	Has the University conducted an academic audit? If yes, please give details regarding frequency and its usage.	<p>There is Academic Audit Committee constituted at present yet all important academic decisions and details are evaluated by external expert and internal faculty through formal bodies namely. Academic Council, University Research Committee.</p> <p>Constituted as per the statutes. Beside there is an Academic Advisory body comprising of top Academician Scientists and Technocrats etc, which advises on various academic matters including new courses and implementation strategies.</p> <p>All important Academic decisions and details are decided and reported in Academic Council Faculty Boards and Board of Studies meetings appropriately. Academic Council and Board of Studies have external representation as per Act & Statutes.</p>
5.6	Apart from classroom instruction, what are the other avenues of learning provided for the students? (Example: Projects, Internships, Field trainings, Seminars, etc)	<p>Project works, industry internship, field visits and seminars by the students are integral part of the course curriculum. Further, the university organizes seminars, conferences, workshop and guest lecturers for the enrichment of students and faculty.</p> <p>For Academic/ Technical enrichment of the students, some of the initiatives taken by the University are:</p> <ul style="list-style-type: none"> ➤ The University supports UG/PG students to participate in national/international conferences and workshops to present their research papers by way of support for travel etc. ➤ Skill development programmes are being conducted jointly with National Skill Development Corporation and other agencies. ➤ Microsoft IT Academy conducts classes to prepare the students for Microsoft certificate exam.
5.7	Please provide details of the examination system (Whether examination based or practical based)	<p>Examination assessment is based on both theory as well as practical. Examination Comprises 30% Marks in Mid-Term and 70% in Main Exam.</p> <p>For all the programmes, the University has semester system. There is a continuous assessment scheme in all the programmes.</p> <p>A student is evaluated on class/tutorial participation, assignment work, class tests, mid-term tests examinations etc. All these contribute to the final grade awarded to the student.</p> <p>Further, answer scripts are shown to the students after evaluation. Grades are also moderated by a Grade Moderation Committee. Tentative grades along with answer script displayed before finalizing the grade. Student's appeal / concern, if any, about tentative grades are considered appropriately by the Grade Moderation Committee.</p> <p>Details are enclosed as Annexure (5)</p>
5.8	What methods of evaluation of answer scripts does the University follow? Whether external experts are invited for evaluation?	<p>Evaluation of answer scripts is done internally & externally by the respective faculty. External examiners are called for evaluating the external projects/thesis/dissertations. The University follows the continuous (SGPA & CGPA) system of evaluation of student's performance.</p>

5.9	Mention the number of malpractice cases reported during the last 3 years and how they are detail with.	This is the first Academic Year of the University & there are no cases as such. Annexure (6)
5.10	Does the University have a continuous internal evaluation system?	Yes A student's performance is continuously assessed in all courses. The student's performance is evaluated based on class/tutorial participation, assignment work, class tests, quiz, viva-voce, mid-term examination and end term examination, all of which contribute to the final grade awarded to the students. Major schedule of such exam/evaluations are incorporated in academic calendar provided to all at beginning of semester.
5.11	How are the question papers set to ensure the achievement of the course objectives?	The course coordinator/course instructor follows the guidelines for setting up the question papers. They set the question papers in such a manner, so that the objectives set out for the courses are met. The question paper is also moderated by a question paper moderation committee/moderation set up in each Department to ensure course coverage/spread and assessment of level of knowledge acquired. The paper setting process also ensures proper coverage of syllabi and aspects of theory and practical etc.
5.12	State the policy of the University for the constitution of Board of question paper setters, board of examiners and invigilators.	All departments form committees for question paper setting, moderation and evaluation as per the University guidelines, duty approved by Academic Council mentioned as follows: <ul style="list-style-type: none"> ➤ Question paper setters and question paper moderators are appointed by the HODs in consultation with the Director of the School/ Dean of the faculty, at the beginning of the semester and sent to the Examination Section. ➤ The controller of Examinations appoints the Centre Superintendent, Deputy Superintendent and independent flying squad for smooth, impartial, safe and secure conduct of examination. ➤ The Departmental Exam Coordinator/Assistant Exam Coordinators are appointed by the HOD in consultation with the Director of the School. ➤ Invigilation duties will be assigned by the Exam Coordinator with the approval of HOD in a ratio of 1:30 ratio (i.e.1 invigilator up to 30 students) ➤ One Reliever/Assistant exam coordinator may be appointed for 4-6 rooms. The reliever should be available for the complete duration of the exam. He/she provides the malpractice form or extra answer sheets, if and when needed in the assigned room.

5.13	How regular and time-bound are conduct of examinations and announcement of results? Substantiate with details of dates of examinations and announcement of results for the last 3 years. Details to be provided in the following format:	The University follows a pre-announced Academic Calendar for conduct of examinations & announcement of results. Details are as under:		
		Year	Date of exams	Date of announcement of results
		2018		

E. Admission Process

6.1	How are students selected for admission to various courses? Please provide faculty-wise information a. Through special entrance tests b. Through interviews c. Through their academic record d. Through combination of the above Please provide details about the weight age give to the above	The students will be selected for admission to various courses as specified below: a. Engineering programme (JEE Mains & qualifying exam basis.) b. Management programme (through CAT/MAT scores and GD/PI & qualifying exam basis.) c. PhD (Entrance examination & interview conducted at University level) d. Other Courses (Based on marks obtained in the qualifying examinations) For details please refer Annexure (7)
6.2	Whether the University is admitting students from national level entrance test or state level entrance test? If yes, please provide following details	This is the First Academic Year of the University. It is under pipe line.
6.3	Whether admission procedure is available on the University website and in the prospectus	Yes The admission process is available on University website and is also given in prospectus. Annexure (7)
6.4	Please provide details of the eligibility criteria for admission in all the courses	The detailed eligibility criteria for admission to respective courses is given in Annexure (8)
6.5	Whether University is providing any reservation/ relaxation in admission? If yes, please provide details in the following format:-	

Category	No. of Student admitted (2018-19)	% of quota provided for reservation and preparation in respect of actual enrolment	Remarks
Scholarships/ Seat Reservation for Local Region Student	Please refer para D-4.1 and D-4.2	Two seats are reserved in the following streams- B.TECH.(Existing) 1. Civil Engg. 2. Mechanical Engg. 3. CSE 4. ECE B.Tech.(Proposed) 1. Mining Engg. 2. Elect. & Electronics Engg. Polytechnic (Existing) 1. Civil Engg. 2. Mining & Mine Surveying Engg. 3. Mechanical Engg. 4. Electrical Engg. 5. Computer Science & Engg. Polytechnic (Proposed) 1. Automobile Engg. 2. Fire & Fire Safety Engg. M.Tech.(Proposed) 1. Structural Engg. 2. Industrial Mgt. Engg. 3. Computer Sc. & Engg. 4. Digital Communication Engg. Ph.D	

		<p>B.Ed.(Existing)</p> <p>D.Pharm (Existing)</p> <p>Bachelor of Science B.Sc. Physics, Chemistry, Mathematics B.Sc. Physics, Computer Science, Mathematics B.Sc. Botany, Zoology, Chemistry B.Sc. Zoology, Bio-tech, Chemistry B.Sc. Botany, Micro-Biology, Chemistry Geology, Chemistry, Physics Geology, Chemistry, Mathematics</p> <p>Master of Science. M.Sc. Physics M.Sc. Mathematics M.Sc. Chemistry M.Sc. Zoology M.Sc. Botany M.Sc. Bio-Technology M.Sc. Micro Biology M.Sc. Geology M.Sc. Computer Science M.Phil. Ph.D.</p> <p>Commerce B.Com B.Com (Computer Application) M.Com M.Phil. Ph.D.</p> <p>Management BBA (Hons) MBA Human Resource MBA Marketing MBA Finance M.Phil. Ph.D.</p> <p>Agriculture B.Sc.(Hons) Agriculture B.Sc. (Hons) Horticulture B.Tech. (Hons) Agriculture Engg. B.Tech. Food Technology Diploma in Agriculture</p> <p>Computer Science & Application BCA MCA DCA PGDCA</p> <p>Bachelor of Art B.A (Economics, Political Science, Sociology) B.A (English Lit., Economics, Geography) B.A (Economics, Political Science, Sociology) B.A (Geography, Hindi Lit., Sociology) B.A (Hindi Lit., Political Science, Sociology) B.A (History, Sanskrit, Sociology) B.A (Sanskrit, Political Science, Sociology)</p> <p>Master of Art M.A (Economics) M.A (English Lit.) M.A (Political Science) M.A (Sociology) M.A (History) M.A (Hindi Lit.) M.A (Sanskrit) M.A (Geography)</p> <p>Social Science BSW MSW M.Phil. Ph.D.</p> <p>Library & Information Science B. Lib. M. Lib.</p>	
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		Media & Journalism BJMC MJMC Fashion Design & Technology B.Sc. (Fashion Design) Diploma in Fashion Design Music & Drama B.A (Music) Diploma in Music Home Science B.H.Sc. M.H.Sc. Fine Art B.F.A Yoga Diploma in Yoga PG Diploma in Yoga	
Foreign/NRI candidates	For all Courses	10 % of the total seats are reserved for foreign / NRI category in all programmes	
J & K Quota	For all Courses	Two supernumerary seats are reserved in all programmes for residents of state of J & K.	
Sports Quota	For all Courses	A maximum of 1% of total seats in engineering and 2% in non-engineering programmes are allowed under sports quota.	
SAARC	For all Courses	A maximum of 20% of total seats in engineering and in non-engineering programmes are allowed under SAARC quota.	
Tuition fee concession for Sardar Patel University	Since Admission process is going on, the detail will be given after completion of admission process	Up to 90% - 25% 80% - 89% - 20% 70% - 79% - 15% concession in tuition fee based on CGPA in UG /PG course	
Since admissions for the current academic year in progress, the figures are subject to change.			
6.6	Whether any management quota is available for admission in the University?	No All student are admitted through the published admission process	
6.7	What is the admission policy of the University with regard to NRI and overseas students?	20% of the seats are reserved for NRI students for B Tech programmes. For selection, obtaining minimum 50% marks in qualifying examination. <u>Annexure(7)</u>	

F.Fee Structure

7.1	Present Course-wise fee structure of the University (Please provide head-wise details of total free charged)	Details mentioned in <u>Annexure(8)</u>
7.2	Any other fee charged by the University other than the fee displayed in the UGC website (e.g. Building Fee, Development Fee, Fee by any name, etc.)	No

7.3	Whether fee structure is available on the University website and in the prospectus?	Yes Fee structure for both Indian Student and NRI/Foreign category student is furnished on the University's website and in the Prospectus <u>Annexure(8)</u>								
7.4	Whether fee is charged by the University as per fee structure displayed in the University website and in the website and in the prospects or some hidden charges or some hidden charges are there?	Fee is charged as per the fee structure displayed on the University website and as given in the University prospectus. There are no hidden charges.								
7.5	Mode of Fee collection	<ul style="list-style-type: none"> ➤ Fees can be paid by Demand Draft in favors of Sardar Patel University. ➤ Fees can be paid online through Credit Card, Debit Card and International Banking. For making payment online by logging into to http://www.spubgt.ac.in and thereafter, by pressing the online payment button available on the homepage of the aforesaid URL. ➤ Fees can be remitted directly through RTGS/NEFT to the University's designated bank accounts. ➤ Through Bank Challan. 								
7.6	Whether University is providing any concession in fee to students? If yes, please provide details.	<p>Yes The various provision of fee concession are given below:</p> <ol style="list-style-type: none"> a. For SPU graduates taking admissions in PG programmes in SPU itself: b. Two seats each, with 90% and above annual programme fee- c. <table border="1" style="margin-left: 40px;"> <thead> <tr> <th>UG score</th> <th>Amount of Concession on Tuition Fee</th> </tr> </thead> <tbody> <tr> <td>CGPA 8.5 and above</td> <td>20%</td> </tr> <tr> <td>CGPA 7 and above</td> <td>15%</td> </tr> <tr> <td>CGPA 5 and above</td> <td>10%</td> </tr> </tbody> </table> d. Two seats each, with 50% annual programme fee-waiver on the basis of merit, are reserved in M.Pharma, MBA and M.Tech. programmes for the students. Large number of student scholarship schemes are offered to support the tuition fee component. e. Fee concession is also given to the students admitted under sports quota. (1% in engineering and 2% in non-engineering) <p>Waiver on the basis of merit, are reserved in non-engineering UG programmes for the students</p>	UG score	Amount of Concession on Tuition Fee	CGPA 8.5 and above	20%	CGPA 7 and above	15%	CGPA 5 and above	10%
UG score	Amount of Concession on Tuition Fee									
CGPA 8.5 and above	20%									
CGPA 7 and above	15%									
CGPA 5 and above	10%									
7.7	Details of the Hostel fee including mess charges	Hostel mess facility will be provided from next academic year 2019-20.								
7.8	Any other fee	No other fee is charged from the students.								

7.9	Basis of Fee structure	<p>Balaghat & surrounding area is economically most backward area; keeping in view, fee is fixed by Fee Mp State Private University Regulatory Commission, Bhopal (M.P.)</p> <p>Following are the underlying principles behind Fee Fixation:-</p> <ul style="list-style-type: none"> ➤ The fee is sufficient for meeting the recurring expenditure of the University ➤ The fee is sufficient for meeting the fixed costs of the university ➤ The fee is sufficient for generating reasonable revenue surplus for further development and expansion of the University ➤ The fees should not be unreasonably excessive
7.10	Whether the University has received any complaint with regard any complaint with regard to fee charged or fee structure? If yes please give details about the action taken.	No such complaint has been received by the University.
7.11	Whether University is providing any scholarship to students? If, yes, please provide details.	<p>Yes.</p> <p>The University provides scholarship to meritorious students including those from economically weaker sections of the society. Details given in Annexure(9)</p>

G. Faculty

8.1	Total no. of sanctioned and filled up posts (Institution-wise and Department-wise)	Full Time total no. of Sanctioned posts =				
		Full Time total no. of Filled up posts =				
		*Faculty likely to join =				
			Faculty	Professor	Associate Professor	Assistant Professor
			School of Commerce & Management	01	-	06
			School of Engineering & Technology	-	04	24
			School of Science	01	03	18
			School of Agricultural Science, Technology & Research	01	02	09
			School of Pharmaceutical Science & Research	02	-	06
			School of Education	01	02	21
			School of Arts & Social Science	02	01	07
			School of Library & Information Science	-	-	02
			School of Media & Journalism	-	-	01
	School of fashion Design & Technology	-	-	01		
	School of Yoga	-	-	01		
	Total	08	12	96		

8.2	Details of teaching staff in the following (Please provided details- Institution-wise and Department-wise)	(Details to be provided in Appendix-XIII)																														
8.3	Category-wise No. of Teaching Staff	<table border="1"> <thead> <tr> <th>Category</th> <th>Female</th> <th>Male</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>SC</td> <td>4</td> <td>14</td> <td>18</td> </tr> <tr> <td>ST</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>OBC</td> <td>20</td> <td>32</td> <td>52</td> </tr> <tr> <td>PH</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>General</td> <td>20</td> <td>26</td> <td>46</td> </tr> <tr> <td>Total</td> <td>44</td> <td>72</td> <td>116</td> </tr> </tbody> </table>	Category	Female	Male	Total	SC	4	14	18	ST	-	-	-	OBC	20	32	52	PH	-	-	-	General	20	26	46	Total	44	72	116		
Category	Female	Male	Total																													
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ST	-	-	-																													
OBC	20	32	52																													
PH	-	-	-																													
General	20	26	46																													
Total	44	72	116																													
8.4	Details of the permanent and temporary faculty member in the following format.																															
Particulars		Female	Male	Total																												
Total no. of permanent teachers		44	72	116																												
No. of teachers with Ph.D. as the highest qualification		03	22	25																												
No. of teachers with M.Phil as the highest qualification		-	01	01																												
No. of teachers with PG as the highest qualification		41	49	90																												
Total no. of temporary teachers		-	-	-																												
No. of teachers with Ph.D. as highest qualification		-	-	-																												
No. of teachers with M.Phil as the highest qualification		-	-	-																												
No. of teachers with PG as the highest qualification		-	-	-																												
Total No. of part-time teachers (Teaching Assistant)		-	-	-																												
No. of teachers with Ph.D. as highest qualification		-	-	-																												
No. of teachers with M.Phil as the highest qualification		-	-	-																												
No. of teachers with PG as the highest qualification		-	-	-																												
Total No. of visiting teachers.		-	-	-																												
Others		-	-	-																												
8.5	Ratio of full-time teachers to part-time/contract teachers	Some faculty members are full time, some faculty members are part time & some are on contractual basis.																														
8.6	<p>Process of recruitment of faculty Whether advertises? (pl. attach copy of the ad)</p> <p>Whether selection committee was constituted as per the UGC Regulation?</p>	<p>The vacancy for faculty positions are advertised in National and Regional Dailies (Copy Enclosed as Annexure (10) and vacant positions are also displayed on University website.</p> <p>The selection is carried out by the duly constituted selection committee as per the norms & standards of the UGC. The University has provision of rolling advertisement on the website. Applicants are allowed to submit applications throughout the year. Electronic submission of applications are encouraged.</p>																														

8.7	<p>Does the University follow self-appraisal method to evaluate research and work satisfaction? If yes, how is the self-appraisal of teachers analyzed and used? Whether:-</p> <p>Self Appraisal Evaluation Peer Review students evaluation Others (specify)</p>	<p>Yes</p> <p>The University follows a well-defined self-appraisal process in order to evaluate the overall performance of its Faculty member. The faculty members also set their teaching and research goals.</p> <p>In order to maximize the potential of its faculty members, the University has Performance Management System (PMS) which is a 360 degree performance evaluation system involving self-evaluation, students' feedback and evaluation by the senior. The broad categories in which faculty members are evaluated are:</p> <ul style="list-style-type: none"> ➤ Teaching ➤ Research ➤ Industry & Community outreach ➤ Administrative Responsibilities <p>Performance incentives are awarded based on the PMS merit scored.</p>												
8.8	<p>Institution-wise and Department-wise teacher student ratio (only full time faculty)</p>	<p>The University broadly follows the overall teacher student ratio of 1:15 as per UGC Guidelines. Institution- wise and Department – wise teacher student ratio is maintained as per the details given below:</p> <ol style="list-style-type: none"> a. <u>School of Engineering</u> <table border="0" style="margin-left: 20px;"> <tr> <td>UG (Engineering) programmes</td> <td style="text-align: right;">1:15</td> </tr> <tr> <td>PG (Engineering) programmes</td> <td style="text-align: right;">1:12</td> </tr> </table> b. <u>School of Arts & Law</u> <table border="0" style="margin-left: 20px;"> <tr> <td>BA</td> <td style="text-align: right;">1:15</td> </tr> </table> c. <u>School of Science</u> <table border="0" style="margin-left: 20px;"> <tr> <td>UG/PG</td> <td style="text-align: right;">1:25</td> </tr> </table> d. <u>School of Management & Commerce</u> <table border="0" style="margin-left: 20px;"> <tr> <td>UG as per UGC Guidelines</td> <td style="text-align: right;">1:25</td> </tr> <tr> <td>PG as per AICTE Guidelines</td> <td style="text-align: right;">1:15</td> </tr> </table> 	UG (Engineering) programmes	1:15	PG (Engineering) programmes	1:12	BA	1:15	UG/PG	1:25	UG as per UGC Guidelines	1:25	PG as per AICTE Guidelines	1:15
UG (Engineering) programmes	1:15													
PG (Engineering) programmes	1:12													
BA	1:15													
UG/PG	1:25													
UG as per UGC Guidelines	1:25													
PG as per AICTE Guidelines	1:15													
8.9	<p>Whether the University is providing UGC pay Scales to the permanent Faculty? If yes, please provide the following details:-</p>	<p>University follows the competitive compensation structure linked with UGC pay scales.</p> <p><u>Scale of pay</u> Professor 37400-67400 Associate Professor 37400-67400 Assistant Professor 15600-39100</p> <p>Faculty Academic Qualification, Experience and expertise is also taken into account. The visiting faculty compensation is based on the qualification and experience of the faculty and is generally offered on course based consolidated remuneration.</p> <p><u>Allowances:</u> Paid as per University Rules. Mode of Payment-Salary is directly credited in the Bank account of faculty members.</p>												
8.10	<p>Pay/Remuneration provided to:- Part-Time Faculty- Temporary Faculty- Guest Faculty-</p>	<p>Part time faculty; period wise Temporary faculty; consolidated</p>												

8.11	Facilities for teaching staff (Please provide details about Residence, Rooms, Cubicles, Computers/Any other)	<p>Following facilities are provided to teaching staff:</p> <ul style="list-style-type: none"> ➤ Cubicles/cabins/staff rooms/storage/furniture. ➤ With internet connection to individual faculty. ➤ Allowances for professional development, professional membership and attending conferences. ➤ Seed grants for research work. ➤ Residential accommodation on the campus for staff and faculty members required for essential services. ➤ Mobile facility at appropriate level. ➤ Canteen, mess and library facilities. ➤ Children Education allowance, Medical, Insurance, etc.
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H. Infrastructure

9.1	Does the University have sufficient space for Land & Building?	<p>Yes The University campus is spread out over 50 acres of land owned by the Sardar Patel University, Sardar Patel Knowledge City, Waraseoni Road, Dongariya, Balaghat, (M.P).</p>
9.2	Does the University have sufficient class rooms?	<p>Yes The University has sufficient and fully furnished, air-conditioned/air cooled and spacious class rooms, equipped with latest audio visual aids.</p>
9.3	Laboratories & Equipment	Details to be provided in <u>Appendix-XIV</u>
9.4	<p>Library</p> <ol style="list-style-type: none"> a. Total Space (all kinds) b. Computer/communication facilities c. Total number of Ref, books (Each Department) d. All research journals subscribed on a regular basis 	Details to be provided in <u>Appendix-XV</u>
9.5	<p>Sports Facilities</p> <ol style="list-style-type: none"> a. Facility Open Play ground(s) for outdoor sports b. Athletics, Football, Hickey, Cricket etc. c. Track for Athletics d. Basketball courts e. Squash/Tennis Courts f. Swimming pools (Size) g. Indoor Sports Facilities including gymnasium h. Any other 	<p>The University has developed state of the art sports facilities for the benefit of students, staff and faculty members.</p> <p>Details to be provided in <u>Appendix-XVI</u></p>

9.6	Does the University has provision for Residential Accommodation including hostels (boys & girls separately)	<ul style="list-style-type: none"> ➤ The University has constructed aesthetically designed beautiful and impressive hostel buildings, separately for boys and girls, with all the modern amenities and facilities conducive for a decent and comfortable living and study. ➤ Currently there is One Boys Hostel with a capacity of 250 double occupancy rooms. The construction process is going on to create accommodation for 1000 boys. ➤ There is One Girls Hostel with 150 double occupancy rooms. The construction process is going on to create accommodation for 600 girls. ➤ The entire hostel buildings are air-conditioned. ➤ To maintain discipline, keep vigil and for surveillance, CCTV Surveillance System cameras are installed at vantage points. ➤ Gymnasium, tuck-shops, saloons, fast-food courts, grocery shops etc. are also available. ➤ The campus is supported by power backup facilities of 1000KVA DG. ➤ It has a fully operational Dispensary (With male & Female wards) for students with 24x7 availability of Doctor and Pharmacy.
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I. Financial Viability

10.1	Details of the Corpus Fund created by the University	Amount- For Documentary Evidence Please refer <u>Annexure(11)</u>
10.2	Financial position of the University (please provide audited income and expenditure statement for the last 3 years)	This is the first year of the University. <u>Not Applicable</u>
10.3	Source of finance and quantum of funds available for running the University (for last audited year) Fee- Donations- Loan- Interest- Any other (pl. Specify)-	Corpus Fund from University's Trust (VES) Sources developed by the promoting society for the establishment and development of the University.
10.4	What is the University's unit cost of education? (Unit cost = total annual expenditure (budget accruals) divided by the number of students enrolled) Unit cost calculated excluding the salary component may also be given	Unit cost of Education as per Audited Income & Expenditure A/C for the year ending 31 st March, 2018 is Rs.Three Lacs approx Per student per annum.

J. Governance System

11. Organization, Governance and Management

11.1	Composition of the statutory bodies of the University and others	Details regarding composition of statutory bodies are as given in the following appendices: Governance structure- <u>Appendix XVII(A)</u> Board of Governors- <u>Appendix-XVII(B)</u> Board of Management- <u>Appendix-XVII(C)</u> Academic Council- <u>Appendix-XVII(D)</u> Finance Committee- <u>Appendix-XVII(E)</u> Faculty Board- <u>Appendix-XVII(F)</u> Board of Studies- <u>Appendix-XVII(G)</u> Academic Industrial Research Committee (AIRC)- <u>Appendix-XVII(H)</u> Research & Innovation Promotion Committee (RIPC)- <u>Appendix-XVII(I)</u> Academic Advisory Board (AAB)- <u>Appendix-XVII(J)</u> University Research Committee(URC)- <u>Appendix-XVII(K)</u>
11.2	Dates of the meetings of the above bodies held during the last 2 years (Enclose attested copy of the minutes of the meetings)	
	Board of Management Meetings	Date
11.3	What percentage of the members of the Boards of Studies, or such other academic committees, are external? Enclose the guidelines for BOS or such other Committees.	As per the guidelines of the formation of BOS.
11.4	Are there other strategies to review academic programmes besides the academic council? If yes, give details about what, when and how often are such reviews made?	No

K. Research Profile

12.1	Faculty-wise and Department-wise information to be provided in respect of the following:-	University overall Student Teacher Ratio: B.Tech. : PG Programme: Number of class rooms: Teaching labs: M.Tech: Research Scholars to session 2018-19: Current session: No. of Books Published/Chapter Published: Patents: Externally funded Research projects: University funded projects: Project applied for external funding: Educational Programmes arranged : Research Labs (Major Equipment)- <u>Appendix(XIV)</u> Publication in this year <u>Annexure (12)</u> Transfer of Technology- Inter-departmental Research (Inter-disciplinary)- Consultancy- Details for events etc. are enclosed as additional <u>Annexure (13)</u> SPU at a Glance and SPU Times of Academic Year 2018
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L. Misc.

13. Details of Non-Teaching Staff

13.1	Details of Non-Teaching Staff	(Details to be provided in Appendix-(XVIII))																																																								
13.2	Summary of the Non-Teaching Staff	<table border="1"> <thead> <tr> <th>Particulars</th> <th>Female</th> <th>Male</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td colspan="4">Administrative Staff</td> </tr> <tr> <td>Group A</td> <td>01</td> <td>-</td> <td>01</td> </tr> <tr> <td>Group B</td> <td>-</td> <td>04</td> <td>04</td> </tr> <tr> <td>Group C</td> <td>01</td> <td>12</td> <td>13</td> </tr> <tr> <td>Group D</td> <td>17</td> <td>18</td> <td>35</td> </tr> <tr> <td>Sub Total</td> <td>19</td> <td>34</td> <td>53</td> </tr> <tr> <td>Technical Staff</td> <td>-</td> <td>10</td> <td>10</td> </tr> <tr> <td colspan="4">Non-Technical Staff</td> </tr> <tr> <td>Group A</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>Group B</td> <td>-</td> <td>02</td> <td>02</td> </tr> <tr> <td>Group C</td> <td>05</td> <td>15</td> <td>27</td> </tr> <tr> <td>Sub Total</td> <td>05</td> <td>17</td> <td>22</td> </tr> <tr> <td>Grand Total</td> <td>24</td> <td>61</td> <td>85</td> </tr> </tbody> </table>	Particulars	Female	Male	Total	Administrative Staff				Group A	01	-	01	Group B	-	04	04	Group C	01	12	13	Group D	17	18	35	Sub Total	19	34	53	Technical Staff	-	10	10	Non-Technical Staff				Group A	-	-	-	Group B	-	02	02	Group C	05	15	27	Sub Total	05	17	22	Grand Total	24	61	85
Particulars	Female	Male	Total																																																							
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13.3	No. of Non-Teaching staff category wise	<table border="1"> <thead> <tr> <th>Category</th> <th>Female</th> <th>Male</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>SC</td> <td>03</td> <td>12</td> <td>15</td> </tr> <tr> <td>ST</td> <td>07</td> <td>06</td> <td>13</td> </tr> <tr> <td>OBC</td> <td>11</td> <td>43</td> <td>54</td> </tr> <tr> <td>PH</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>General</td> <td>-</td> <td>03</td> <td>03</td> </tr> <tr> <td>Total</td> <td>21</td> <td>64</td> <td>85</td> </tr> </tbody> </table>	Category	Female	Male	Total	SC	03	12	15	ST	07	06	13	OBC	11	43	54	PH	-	-	-	General	-	03	03	Total	21	64	85																												
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Total	21	64	85																																																							
13.4	Ratio of Non-teaching staff to students	1:30																																																								
13.5	Ratio of Non-teaching staff to faculty	1:30																																																								

N. Academic Results

14.1	Faculty-wise and course-wise academic results of the past 3 years	NA
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O. Accreditation

15.1	Whether Accredited by NAAC? If yes please provide the following details:	No This is the first year of the University. The University will apply for NAAC Accreditation in due course of three years.
15.2	Whether courses are accredited by NBA? If yes please provide course-wise details as under:-	No The University will apply for NBA Accreditation in due course.
15.3	Other Accreditations, if any	No The University will apply for other Accreditation in near future.

15.4	Any other information (including special achievements by the University which may be relevant for the University)	<ul style="list-style-type: none"> ➤ It is 1st State Private University of Mahakaushal Region of Madhya Pradesh. ➤ In 2018, two important events held in India-installation of one hundred & seventy three meter statue of Sardar Patel at the bank of Holy Narmda River and establishment of the Sardar Patel University Balaghat, Madhya Pradesh. ➤ Shivaji Stadium in campus. ➤ Open Theatre in campus. ➤ Dr. A.P.J. Abdul Kalam Amphitheatre with seating capacity of 600. ➤ 25 acres of land has been developed as Agricultural farming & Research for School of Agriculture Science Technology & Research. ➤ Deep irrigation system is developed and it is functioning
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16. Strength and Weaknesses of the University

16.1	Strength of the University	<ul style="list-style-type: none"> ➤ The University has implemented Choice Based Credit System in all the programmes as per the UGC guidelines ➤ All courses have interdisciplinary components in its curriculum ➤ The Faculty is competent and well qualified with around 10% faculty members having doctoral qualification. ➤ Sardar Patel University has been promoted by Vindhya Shiksha Samiti, Balaghat (M.P.) which has more than twenty years of rich and varied experience in establishment, operations of higher, technical and medical education Institutions/colleges in India. ➤ The University has a sprawling campus, spread over 50 acres of land, which provides ample scope and opportunities for future growth and expansion of academic activities. ➤ The University has eminent Board of Management & Academic Advisory Board. ➤ SPU University boasts to be the best in-class infrastructure, including state-of-the-art research facilities and modern library. ➤ Research initiatives supported through Professional Development Allowance, Seed Grants, and External Funding. ➤ The University also gets the services of experienced faculty form other constituent units of SPU group of Institutions as well as visiting and guest faculty from time to time. ➤ Internet Bandwidth 360 Mbps, Fully VoIP Campus,15Gbps Optical Fiber Connectivity is available in the University. ➤ The University has strong CCTV Surveillance System with more than 440 Cameras in Academic and Hostel area. ➤ The University is fully Wi-Fi enable Campus with High Speed Internet Connectivity. ➤ All buildings are optimally designed to maximize daylight and minimize heat gains combining the design principles of traditional Architecture and the latest technology. ➤ Solar Power Plant of 850KW us about to installed on roof-top of the buildings in the Campus. The largest roof-top Solar Power Plant In India for any Private University.
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		<ul style="list-style-type: none"> ➤ The University campus is 'Zero Discharge Campus' (Rain Water Harvesting, Waste water recycling and reuse, Ground Water Recharging) ➤ The University has planned Bio-Gas generation system using Kitchen Wastes 30 Kg of Gas per Day with 500 Kg of Kitchen Wastes. ➤ Modern Indoor/ Outdoor sports facilities including full-fledged turf pitch Cricket Ground exists in the University campus and gym. ➤ It house well-equipped Amphitheatre and Auditorium with all kind of modern facilities. ➤ It is an integrated smart campus with specialty restaurants, café, chat shops, juice centers, coffee shops, general stores, etc. ➤ Ideal campus for 'specially-abled students'.
16.2	Weaknesses of the University	<ul style="list-style-type: none"> ➤ By virtue of being a new establishment, the University is yet to evolve/ progress/ set a pace/ attain it's set goals in the domain of Research & Innovation to its maximum full capacity/ potential. However, the efforts and work to overcome and resolve these are in progress: ➤ External funding for research ➤ Residential facilities for staff ➤ Less Admissions in some of the programmes like Jewellery Design. ➤ Attract Foreign students ➤ Lack of Air connectivity from main city.

Certificate

This is to certify that all the information provided above is true to the best of my knowledge and belief. The University will adhere to the rules, regulations and guidelines of the UGC, Central Government and relevant Statutory Council(s) and abide by all the provisions under the UGC Regulation.

The above information is also posted on the website of the University www.spubgt.ac.in

Signed and Sealed by the Head of the Institution