



Annexure-II

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

**PROFORMA FOR SUBMISSION OF EXPERT COMMITTEE REPORT -
STATE PRIVATE UNIVERSITIES**

Part – I - Preliminary

(i)	Constitution of the Expert Committee	1. Prof. Tankeshwar Kumar – Chairman 2. Prof. T. V. Vijay Kumar – Member 3. Prof. Naresh D. Mathur- Member 4. Prof. Rajeev Kumra- Member 5. Prof. Pradeep Kumar – Member(AICTE) 6. Prof. N. Gopukumar – Coordinating Officer
(ii)	Date(s) of the visit	11 th and 12 th March 2022
(iii)	Any other information (Non-participation of members, any special factor or situation/ difficulties relevant to the report	Professor Rajeev Kumra could not participate in the visit.

Part – II - Introduction

(i)	Brief introduction of the University (refer 1.1 of the format)	<p>Symbiosis University of Applied Sciences (SUAS) is a private self-financed University established in Indore by Symbiosis Foundation, Delhi which is a society registered under the Societies Registration Act, 1860 and was established by the Madhya Pradesh Legislature through an amendment in Madhya Pradesh Niji Vishwavidyalay (Sthapna avam Sanchalan) Adhiniyam-2007 as Madhya Pradesh Act (No. 27 of 2010) vide State Government Notification No. 9707-158-इक्कीस-अ-(प्रा.) dated 13th June 2016.</p> <p>SUAS was established with an objective to provide opportunities for skill development and vertical mobility to our youth, resulting in gainful empowerment.</p> <p>Symbiosis has a state of the art infrastructure spread over 25 acres, comprising academic buildings, hostels for boys and girls,</p>
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		specialized skill training labs with German equipment, centres of excellence, learning factories and a school of Interdisciplinary Sciences.
(ii)	Date of establishment of the University (refer 1.4 of the format)	13 th June 2016
(iii)	Brief description of the University and its faculties/courses	<p>Symbiosis, Indore offers skill-based degree programmes in high growth sectors of Computer Science and Information Technology, Mechatronics, Retail and E- Commerce, Banking Financial Services & Insurance and Digital Media & Marketing.</p> <p>The Major Schools and the courses run under them are as below:</p> <p>1.School of Computer Science and Information Technology:</p> <p>i. B. Tech. Computer Science and Information Technology</p> <p>2.School of Mechatronics Engineering:</p> <p>i. B. Tech. Mechatronics Engineering</p> <p>3.School of Retail Management:</p> <p>i. BBA Retail and E-Commerce Management</p> <p>ii. MBA Marketing</p> <p>4.School of Banking, Financial Services & Insurance Management:</p> <p>i. BBA Banking, Financial Services & Insurance</p> <p>ii. MBA Banking, Financial Services & Insurance</p> <p>iii. B. Com.</p> <p>5.School of Digital Media:</p> <p>iii. BBA Digital Media & Marketing</p>
(iv)	Brief description of the Trust/Society that governs the University	<p>The Symbiosis University of Applied Sciences, Indore has been established by the Symbiosis Foundation, Delhi which is a society registered under the Societies Registration Act, 1860 vide registration number ROS/North/98/2010.</p> <p>The main objective of SF is to promote, skill based education, and offer skill oriented academic programs and training to youth with the objective of gainful employment and entrepreneurship.</p>

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Part – III – Summary Report

A. Legal Status

(i)	Is the University duly established under the law and as required in the UGC Regulations? (refer 1.10 and 1.11 of the format)	Symbiosis University of Applied Sciences (SUAS) was established by the Madhya Pradesh Legislature through an amendment in Madhya Pradesh Niji Vishwavidyalay (Sthapna avam Sanchalan) Adhinyam-2007 as Madhya Pradesh Act (No. 27 of 2010) vide State Government Notification No. 9707-158-इकीस-अ-(प्र.) dated 13th June 2016.
(ii)	Is the Trust/Society involved in promoting the University sufficiently focussed on educational activities and independent of their business or any other interest, if any?	The Management of Symbiosis Foundation come with long experience in the field of higher education as well as industry. The President and some members are Educationists and others are with industry experience. Their experiences in managing educational institutions for over 50 years have come in good stead in running the SUAS.

B. Organization Description

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(i)	Does the University abide by UGC Regulations on off-campus centres Yes No Not applicable (refer 2.4 of the format)	Not Applicable. With regard to B (i) (ii) (iii) the University has submitted a certificate.
(ii)	Does the University abide by UGC Regulations on off-Shore campus centres Yes No Not applicable (refer 2.5 of the format)	Not Applicable
(iii)	Does the University offer courses under distance mode with the approval of competent authority of the Government of India? Yes No Not applicable (refer 2.6 and 2.7 of the format)	Not Applicable

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C. Academic Activities

(i)	Are the courses offered by the University narrowly focussed or adequately diverse?	As a new university with skill development as main focus, the university should explore possibilities of offering more programmes
(ii)	Are the list of courses for the award of degree as per the Section 22 of the UGC Act, 1956?	The list of courses for the award of degree are as per the Section 22 of the UGC Act, 1956.
(iii)	Is the sanctioned intake is as per the norms/intake sanctioned by the concerned Statutory Council(s)/UGC?	Intake is sanctioned by the Governing Body and the same is shared with Madhya Pradesh Private Universities Regulatory Commission (MPPURC), for information.
(iv)	Whether courses run are approved by concerned Statutory Council(s)?	The courses run are approved by the Board of Studies, Academic Council and Board of Management.
(v)	Are there adequate support facilities for students, especially for disadvantaged students? (refer 4.5 of format)	The Committee found that the university is offering fee waiver to some students during the COVID pandemic. Reserved category students who apply for government scholarships are assisted by the university in obtaining them.
(vi)	Are the students adequately informed? (refer 4.7 and 4.8 of the format)	The Students are adequately informed through print and electronic media, website and prospectus. Student-related information is regularly updated on the University's website (www.suas.ac.in)
(vii)	Is there a Grievance Redressal Mechanism and is that working properly? (refer 4.9 of the format)	The University has a proper grievance mechanism in place and functioning. The following committees have been constituted to handle specific grievances of staff and students: i. Anti- Ragging Committee ii. Anti-Ragging Squad iii. Internal Complaint Committee iv. Committee for SC/ST v. Student Grievance redressal committee a. Students b. Staff
(viii)	Is the University following proper procedure for formulation and revision of curriculum on periodic basis? (refer 5.1 to 5.4 of the format)	Board of Studies recommend the curriculum for approval to the Academic council and is ratified by Board of Management. Composition of Board of Studies, Academic Council and Board of Management are as per the Statute of the University.







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		University takes continuous feedback from Industry experts for latest trends and requirements in related industry. Whenever a need to revise the curriculum is felt, the same is discussed in the Board of Studies which is conducted twice a year before the semester and further to Academic Council and then to BoM for approval.
(ix)	How regular, fair and transparent is the examination system? (refer 5.7 to 5.14)	<p>The examination system at the University is regular, fair and transparent. The University is following semester system and the end semester examinations are conducted twice in an academic year.</p> <p>The conduct of the examination is guided by the respective ordinances and policies such as:</p> <ol style="list-style-type: none"> i. Ordinance No. 17- Conduct of University Examinations ii. Examination Policy <p>Evaluation at the University takes place through internal and external examiners, who are selected based on their qualifications and experience. They are recommended by the BoS and approved by the BoE. Evaluated answer sheets are shown to students on demand. The examination system is a mixture of practical, skill-based and theory-based elements of the curriculum. The Controller of Examination is responsible for coordinating, conducting and supervising the evaluation work.</p> <p>The dates of all tests & examinations and results are announced in the Academic Calendar.</p> <p>As informed by the authorities, the Academic Calendar is uploaded on the website in the beginning of each semester for easy access of the students.</p>

D. Admission Process

(i)	Does the University follow fair and transparent procedure for admission? (refer 6.1 and 6.7 of the format)	Admissions of students to all programs offered by the University is strictly done on merit basis. The University follows fair and transparent procedure for admission as per Ordinance No. 2 and as per the admission policy approved by the Academic Council and Board of Management. For engineering and MBA, the University admits students from national level entrance test and state level entrance test. Reservation is provided as per the reservation policy of the State Government. The committee, however, noted that presently number of students admitted in the university is less than its intake capacity.
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		<p>The advertisement for admissions in various UG and PG programs is published in print and social media as well as on the University website with all the details like eligibility criteria, selection process, admission fee etc.</p> <p>The applications received from students are scrutinised by the Admission committee and students are selected on the basis of merit of the qualifying exam/ entrance test/GD and PI score (program wise selection criteria as per the admission policy).</p>
(ii)	Do any special reservation on quota follow clearly laid down policy?	Reservation in admission to the reserved category students is given, based on the reservation policy of the State Government.

E. Fee Structure

(i)	Are the students sufficiently informed about the fees and charges payable?	The fee structure is displayed on the University website, prospectus and the admission policy of the university.
(ii)	Does the University follow its own declared policy in collecting any fees or charges or are there some charges over and above the publically stated fee structure?	The University collect fees as decided by its fee fixation committee, approved by its Governing Body and the same is shared with the Madhya Pradesh Private University Regulatory Commission (MPPURC), Bhopal. During the visit to departments and interaction with students and faculty members, the committee got no indication to the effect that the university is charging over and above the publically stated fee structure (available on website)
(iii)	Is the mode of fees collection transparent or are there complaints of payments without receipts?	The mode of fees collection is transparent and the committee received no complaints from the students during their interactions with students.
(iv)	Are the fees reasonable compared to costs involved in running the programmes and to other similar institutions?	The University has a fee fixation committee which fixes the fee after taking into account the cost involved in running the programs. Each academic year, the fee structure of the university is sent to MPPURC. Fee is calculated according to cost per student based on components such as salary & other emoluments to teaching non-teaching and administrative staff, cost of library books/e-journals, lab equipment, and administrative expenses such as advertisement, electricity, internet, education licenses, digital library,

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		exam expenses, research/seminars, training, travelling/meeting, insurance, printing, stationery etc.
(v)	Is the fee structure based on a policy or guidelines laid down by the Government?	The fees are decided by the university's fee fixation committee which is further approved by its Governing Body and finally sent to the Madhya Pradesh Private University Regulatory Commission (MPPURC), Bhopal.
(vi)	Is there any indication of the University being run solely or primarily for commercial gains?	There is no indication to say that the University being run for commercial gains.

F. Faculty

(i)	Does the University follow Pay Scales and service conditions laid down by the UGC?	The University follows pay scales of 6 th Pay Commission. In the interaction with teaching staff and non-teaching staff, it appears that they are satisfied with service conditions.
(ii)	Is the faculty well qualified and well trained for the courses? (if required, please make comments separately for each faculty/department)	Out of 31 faculty members, 24 are Ph. D holders and many faculty members are having industry experience. Qualifications are adequate to teach programmes which are currently being offered.
(iii)	Is the proportion of permanent faculty adequate or is the University being mainly run by deploying contractual faculty /guest faculty/ Part-time faculty?	Out of the 31 faculty members 24 are Ph.D. holders. The majority of the faculty members are working on regular basis. However, to meet the demand of certain specialized courses few visiting faculties, industry experts and trainers are also engaged.
(iv)	Has the University followed due process for recruitment of faculty?	The recruitments are made through duly constituted selection committees comprising of both internal and external subject experts. The University has followed due process for recruiting its faculty and staff with appropriate advertisements in print and social media.

G. Infrastructure

(i)	<p>Are the following infrastructure facilities adequate?</p> <ul style="list-style-type: none"> ➤ Land and Buildings ➤ Class Rooms ➤ Laboratories and equipment ➤ Library ➤ Sports facilities ➤ Residential accommodation including hostels 	<ul style="list-style-type: none"> ➤ The University has 10.402 hectares of land received from Government of Madhya Pradesh on lease. ➤ University has adequate number of Class Rooms available for all programs being offered currently. ➤ Adequate Laboratories and equipment available. However, it needs to be reviewed and upgraded periodically. ➤ Library with adequate number of journals, book titles and volumes are available.
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		<ul style="list-style-type: none"> ➤ Adequate Sports facilities available for students ➤ Separate Girls and Boys Hostel with 700 capacity are available ➤ Residential accommodation is available on campus for faculty & staff.
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H. Financial Viability

(i)	Does the University have adequate and independent funds?	<p>The University has Rs. 5.00 crore rupees as endowment fund. Deposited with MPPURC and has adequate and independent funds to run its activities.</p> <p>The sponsoring body is also committed to provide more funds if required in future.</p>
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I. Governance System

(i)	Are various authorities and bodies responsible for the governance of the University in place and working regularly and properly?	<p>The University has constituted various statutory bodies such as the Governing Body, Board of Management, Academic Council, Board of Studies, Board of Finance and Administration, Board of Examination and Fee Fixation Committee.</p> <p>Regular meetings as per schedule of these bodies are conducted and their records are maintained properly.</p>
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J. Research Profile

(i)	How would you rate the research profile of the University in terms of Research orientation, environment, facilities and output? (please give comments separately on faculties and departments)	<p>The University has initiated research activities. Being a new University, the research profile of the University is in its budding stage. Total there are 66 publications in last 4 years.</p> <p>Some faculty members are having publication with good Impact Factor.</p>
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K. Miscellaneous

(i)	Is the Non-teaching staff adequate, well qualified and paid as per the norms of the concerned State Government?	The non-teaching staff is adequate and qualified enough to undertake the work assigned to them. They are paid as per the University norms.
(ii)	Do the academic results show evidence of independent and rigorous evaluation prior to the issue of degrees?	An analysis of the academic results shows that the University is following an independent and rigorous evaluation process prior to the issue of degrees.

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(iii)	Has the University obtained necessary and desirable accreditations?	The second batch of students will graduate in the year 2022-23 and only then the university will become eligible to apply for NAAC accreditation.
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L. Strength and Weaknesses of the University

(i)	Strengths of the University	<ul style="list-style-type: none"> • Unique model of skill University providing vertical mobility and recognition of prior learning • Established by reputed sponsoring body having vast experience in the education sector. • Unique academic programmes based on human resource requirement in high growth sectors relevant to state of Madhya Pradesh. • Teaching staff are adequately qualified to teach the programmes currently in offer • Specialised skill training equipment imported from Germany. • Industry experts to impart skill training to students • Focus on hands on training and experiential learning • Credits are allotted for skill-based education system and students earn credits for skill classes. Separate skill assessment by industry experts is also conducted to lay emphasis on this component of the pedagogy • Centre of excellence and learning facilities in the University Campus • Long association with reputed corporates and industries, which is beneficial for providing contemporary knowledge to students and placement of the students. • Yearly internships in all programs • All curriculum mapped with relevant job roles proposed by sector skills council • SUAS has developed specific and short term skill based training programmes for larger student community for upskilling of students and enhancing employability. • Due to its unique skill based pedagogies, the University has successfully provided a conducive environment for students,
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		faculty, entrepreneurs to co-create products and services
(ii)	Weaknesses of the University	<ul style="list-style-type: none"> • The University offers sector specific niche programmes for which the understanding amongst students and parents is low. Hence requires more vocational counselling at the time of admission. They generally follow the same process as in conventional system. Therefore, they need to be convinced that the rigour of a skill based programmes requires longer engagement of student with the University. • The university hires faculty who can teach application based pedagogy and who can also correlate what they are teaching to a place of work, but without requisite qualifications. • Lack of motivation for youth to seek certified skill-based courses, thus lowering demand. • The lack of lateral mobility from skill based programmes up to conventional programmes is contributing as a limiting factor for vocational students to come into the main stream of education.

Part – IV – Recommendations

A. Observations of the Committee

- The Committee appreciates the unique model of skill development university started by the sponsoring body.
- The university is providing skill based education. It is first of its kind atleast in private sector and is meeting the requirement of the country to make people more skill oriented and industry-ready manpower.
- The university has developed adequate infrastructure facilities in terms of class rooms, laboratorie and training facilities in the campus within 5 years of its existence.
- The university has installed facilities to extract non-renewable energy. Also, waste water treatment facilities are available
- Good medical facilities with necessary manpower and ambulance are available in the campus.
- Well structured transparent admission process exists.

- A system of mock banking and finance plaza exist for hands-on training.
- Number of companies visiting the campus for recruitment is increasing over the years. As a result, the university has a good placement record.

B. Suggestions of the Committee which require satisfactory compliance by the University

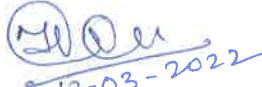
- The university should increase the number of programmes and intake so that the benefits reach wider sections of the society.
- The university should devise mechanism to help more students from the economically weaker sections in the form of fee waiver/scholarships.
- University should explore the possibility of student exchange programme with national/international universities/organizations.
- The university should have faculty/staff clubs to carry out extra co-curricular activities.
- The university should also expand their collaboration with Government/Public Sector organizations.
- Alumni association should be registered and the university should engage alumnus for interaction with students.

B. Final Recommendations


The Committee after visiting the academic departments, administrative section and other facilities and based on its interaction with teachers, students, non-teaching staff and alumni found that Symbiosis University of Applied Sciences, Bada Bangadda, Super Corridor, Indore-453112 is offering programmes in accordance with norms of UGC and other statutory bodies. Further, the Committee is satisfied with infrastructure and other facilities available in the campus.


12/3/22

Prof. Tankeshwar Kumar
(Chairman)


12-03-2022

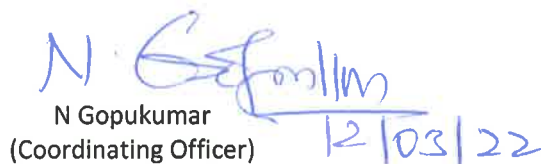
Prof. T.V. Vijay Kumar
(Member)


12.03.2022

Prof. Naresh D. Mathur
(Member)


12.3.2022

Prof. Pradeep Kumar
(AICTE Nominee)


N Gopukumar
(Coordinating Officer) 12/03/22