UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG
NEW DELHI 110002

Proforma for submission of information by State Private Universities for ascertaining their norms and standards.

A.   **Legal Status**

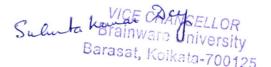| 1.1	Name and Address of the University	BRAINWARE UNIVERSITY 398, Ramkrishnapur Road, Barasat, North 24 Parganas, Kolkata 700125, West Bengal
1.2	Headquarters of the University	398 Ramkrishnapur Road, Barasat, North 24 Parganas, Kolkata 700125, West Bengal
1.3	Information about University a. Website b. Email c. Phone Nos d. Fax Nos	www.brainwareuniversity.ac.in info@brainwareuniversity.ac.in 03371445566 / 03371445569 03371445615
	Information about Authorities of the University a. Ph. (including mobile), Fax Nos. and email of Chancellor	Phone: 0337144 5600, 9331050504 Email: chancellor@brainwareuniversity.ac.in
	b. Ph. (including mobile), Fax Nos. and email of Vice-Chancellor	Phone: 03371445614, 9830278216 Email: vc@brainwareuniversity.ac.in
	c. Ph. (including mobile), Fax Nos. and email of Registrar	Phone: 03371445573, 9831960033 Email: registrar@brainwareuniversity.ac.in
	d. Ph. (including mobile), Fax Nos. and email of Finance Officer	Phone: 03340200848, 9830005079 Email: fo@brainwareuniversity.ac.in

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1.4	Date of establishment	February 25, 2016
1.5	Name of the Society/Trust promotion the University (information may be provided in the following format) (Copy of the registered MoA/Trust Deed to be enclosed)	Sabita Devi Education Trust Enclosed. See Annexure A
1.6	Composition of the Society/Trust (Details to be provided in Appendix-I)	See Appendix –I
1.7	Whether the members of the Society/Trust are members of other Societies/Trusts or in the Board of Governors in companies? If yes, please provide details in the following format: (Details to be provided in Appendix-II)	Yes. See Appendix –II
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: (Details to be provided in Appendix-III)	No. See Appendix - III
1.9	Whether the promoting society/trust is involved in promoting / running activities other than educational? If yes, please give details in the following format: (Details to be provided in Appendix-IV)	No See Appendix-IV
1.10	Act and Notification under which established (copy of the Act & Notification to be enclosed)	Enclosed. Act - See Annexure B Notification – See Annexure C
1.11	Whether the University has been established by a separate State Act?	No

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	West Bengal
2.3	Details of the constituent units of the University, if any as mentioned in the Act	There is no constituent units of the University
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	No Off-campus centre is established. See Appendix-V

	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)	
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 the Host Country c. Letter No. & date of the approval of Government of India (Details to be provided in Appendix-VI)	No off-shore campus is established. Appendix-VI
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 enclose attested copy of the course-wise approval of competent authority)	University does not offer distance education programme.
2.7	Whether the University has established study centre(s)? If yes, please provide details and whether these study centres are approved by the competent authority of the University and UGC? (Details to be provided in Appendix-VII)	The University has no study centre. See Appendix-VII

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)	See Appendix-VIII
3.2	Current number of academic programmes/courses offered by the University (Details to be provided in Appendix-IX)	See Appendix-IX
3.3	Whether approvals of relevant statutory council(s) such as AICTE, BCI, DEC, DCI, INC,MCI,NCTE, PCI etc. have been taken to: a. Start new courses b. To increase intake	Yes. The University got approval from Pharmacy Council of India. See Appendix-X

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	If yes please enclose copy of approval and give course-wise details in the following format: (Details to be provided in Appendix-X)		
3.4	If the University is running courses under distance mode, please provide details about the students enrolled in the following format: (Details to be provided in Appendix-VII)		The University is not running any courses under distance mode.
3.5	Temporal plan of academic work in the University Semester System Annual System		Semester System for all programmes except D.Pharm. In D.Pharm. Annual system is running as per PCI norms.
3.6	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: a. Name of the course(s) b. Since when started c. Whether the University has applied for the permission from UGC? (Details to be provided in Appendix-XI)		The University is not running any course which is not specified under section 22 of the UGC Act, 1956 See Appendix-XI

4. Student Enrolment and Student Support

4.1	Number of students enrolled in the University for the current academic year 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	470	75	0	28	0	573
	F	154	45	0	7	0	206
	T	624	120	0	35	0	779
PG	M	47	10	0	2	0	59
	F	20	0	0	0	0	20
	T	67	20	0	2	0	79

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Program		Col1	Col2	Col3	Col4	Col5	Col6
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	40	3	0	3	0	46
	F	9	1	0	1	0	11
	T	**49**	**4**	**0**	**4**	**0**	**57**
Diploma	M	122	26	0	11	0	159
	F	27	6	0	1	0	34
	T	**149**	**32**	**0**	**12**	**0**	**193**
PG Diploma	M	0	0	0	0	0	0
	F	0	0	0	0	0	0
	T	0	0	0	0	0	0
Certificate	M	0	0	0	0	0	0
	F	0	0	0	0	0	0
	T	0	0	0	0	0	0
Any Other (PI specify)	M	0	0	0	0	0	0
	F	0	0	0	0	0	0
	T	0	0	0	0	0	0

M – Male, F- Female, T – Total

4.2	Category-wise number of students

Category	Female	Male	Total
SC	28	106	134
ST	3	11	14
OBC	36	155	191
PH	0	0	0
General	204	565	769
Total	271	837	1108

4.3	Details of the two batches of students admitted

Particulars	Batch 1			Batch 2		
	Year of Entry – 2016			Year of Entry - 2017		
	UG	PG	Total	UG	PG	Total
No of admitted to the programme	355	104	459	577	83	660
No of Drop-outs a. Within four months of joining	1	0	1	1	0	1
b. Afterwards	45	7	52	77	7	84

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No. of appeared for the final year examination	45	NA
No. of passed in the final exam	45	NA
No. of passed in first class	44	NA

4.4	Does the University provide bridge/remedial courses to the educationally disadvantaged students? If yes, please give details	No.
4.5	Does the University provide any financial help to the students from socially disadvantageous group? If yes, please give details	No.
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.	Yes. Full time Ph.D. Programme in the disciplines of Science, Engineering, Management & Commerce.
4.7	Whether the University have a website? If yes please give website address and whether the website is regularly updated?	Yes. www.brinwareuniversity.ac.in This website is regularly updated.
4.8	How are the prospective students informed about the criteria for admission, rules & regulations, facilities available etc.	From university website, Prospectus, promotion through digital media and advertisements in reputed daily newspaper
4.17	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 (Details to be provided in Appendix – XII)	Yes. The Grievance Redressal Cell has not yet received any complaint from students. However, meetings are being held as per norms. See Appendix-XII

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

5.1	Which University body finalized the curriculum? The composition of the body may be given. (Board of Studies, Academic Council, Board of Management)	The curriculum has been finalized by the Boards of Studies and approved by the Academic Council and placed in the Governing Board
5.2	What are the Rules/ regulations/ procedure for revision of the curriculum and when was the curriculum last updated?	Brainware University started in the year 2016. Board of Studies planned to have annual review of course curricula after completion of one academic year.

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		Opinion from industry experts also was considered in this issue. The curriculum was last updated in 2018.
5.3	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 of the minutes.	Yes See Annexure D
5.4	Furnish details of the following aspects of curriculum design: Innovation such as modular curricula Inter/multidisciplinary approach	In today's rapidly changing world filled with complex challenges, it is essential to reform curriculum in a way so that students are better prepared to excel in technical knowledge as well as employability. At Brainware University, the curriculum for different programmes has been designed with modular approach where the syllabi of different courses are fragmented into independent modules. The curricula in the various departments are updated keeping in tune with regulatory bodies as PCI, AICTE, UGC, etc. of the respective programmes. **CBCS** has been implemented in the University for all UGC-approved programmes as per UGC guidelines. In fact, elective courses, as well as, various interdisciplinary courses are floated in all programmes throughout the University to make the curricula more flexible and allow the students to adapt to their individual needs. For example, the B. Tech. Curriculum has been enriched with cross-disciplinary courses like Entrepreneurship, Human Resource Development, Project Development etc. Following UGC regulations, Environmental Studies has been incorporated in the curriculum. Students are also trained in Human Values and Professional Ethics that

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		offers guiding principles of our life and would enable a student to become a better individual. The University takes extra care to groom each and every student of the University with soft skill training, aptitude courses and so on. In fact, soft skill as well as aptitude courses have been included in the regular curriculum to create an industry ready professional. Thus, we, at Brainware University, go beyond merely applying textbook formulae to identify and create opportunities.
5.5	Has the University conducted an academic audit? If yes, please give details regarding frequency and its usage.	Not yet as we have just started the University. However, analysis of results etc. and implementation of suggested improvements is an ongoing process. Students' feedback on teachers is an important tool and is in use.
5.6	Apart from classroom instruction, what are the other avenues of learning provided for the students? (Example: Projects, Internship, Field training, Seminars etc.)	Apart from classroom teaching students are being encouraged to enhance knowledge through seminars, workshops, projects, Field Trainings, Industry Visits and internships. See Annexure E
5.7	Please provide details of the examination system (Whether examination based or practical based)	University follows Credit Based Semester System for all its Diploma, UG & PG programs. The mode of evaluation of student is through continuous evaluation system (i.e., Class tests, Home assignments, Seminars/Presentations, Quizzes/Field work and attendance) and followed by end-semester practical and theory examinations. 10-point grading system is followed in awarding the grades, SGPAs and CGPAs under the credit–based semester system. • Details of the examination system

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		i) Theory examinations of each course/paper consisting of Internal assessment marks [30% marks] and External theory examination marks [70% marks] ii) End-semester Practical examinations of each paper/course consisting of Internal assessment marks [30% marks] and External Practical examination marks [70% marks] iii) 40% marks is required to qualify in each paper/course. iv) To qualify for the Diploma, UG and PG programme, a student has to pass each semester (subject to satisfactory completion of each paper/course) and has to **score at least CGPA 6** as evaluated in final semester. The Examination systems are based on a blend of the theoretical aspects and their practical assessments.
5.8	What methods of evaluation of answer scripts does the University follow? Whether external experts are invited for evaluation?	For the written examinations, the evaluation process is carried out by the internal examiners, scrutinizers and external examiners; each having a well-defined procedure for evaluating the answer-scripts.
5.9	Mention the number of malpractice cases reported during the last 3 years and how they are dealt with.	There were 11 no of malpractice cases reported in the recent odd semester examinations 2018 - 19. The 11 cases were discussed in the Examination Disciplinary Committee meeting. In 4 cases, students were trying to copy from the chit sheets and were caught inside the examination hall. These 4 students were made to appear before the Committee explaining their reasons for malpractice. They were asked to appear before the Committee along with their parents/guardians on 11th January, 2019. One candidate

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		reported with his guardian and the rest reported physically without their guardians. Further, the Committee, after due deliberation, decided to issue warning letters to their home address.
5.10	Does the University have a continuous internal evaluation system?	Yes, continuous internal evaluation comprises of Class tests, Home assignments, Seminars/Presentations, Quizzes/ Field work and attendance, which is 30% of the total marks generally.
5.12	How are the question papers set to ensure the achievement of the course objectives?	The process of paper-setting consists of internal and external paper setters, and internal and external moderato₹ This ensures the coverage of syllabus, quality of question papers and whether proportionate weightage is given to topics and facilitates in determining the relative stiffness of the question paper.
5.13	State the policy of the University for the constitution of board of question paper setters, board of examiners and invigilato₹	Board of Studies prepares a panel of proposed paper-setters and examiners consisting of both internal and external paper-setters and examiners for the University examinations and recommends the same to Controller of Examinations. Invigilators are selected from the Internal faculty members by the examination department as per requirements.
5.14	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 yea₹ Details to be provided in the following format. 	Year	Date of Exams	Date of announcement of results
				Conduct of Examinations: Generally, the ODD Semester examination are held in December/January and EVEN semester exam are held in June/July of a year. **Announcement of Result:** Generally, within 45 days from the conclusion of examinations. See Annexure F

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6. Admission Process

6.1	How are students selected for admission to various courses? Please provide faculty-wise information a. Though special entrance tests b. Through interviews c. Through their academic record d. Through combination of the above Please also provide details about the weightage give to the above.	Since inception, Brainware University has maintained unparalleled transparency in all its functioning, including the Admissions procedure. **BTech** Candidates for admission are selected on the basis of merit, giving due weightage to the aggregate marks secured at the qualifying examination, marks obtained in the subjects like Physics, Chemistry and Mathematics at the qualifying examination, and the marks obtained at an Engineering Entrance Test – JEEMAIN or WBJEE, or Brainware University Entrance Test (BET). **UG and PG programmes** In the year 2016 and 2017 candidates were selected for admission on the basis of merit. Admissions for the Academic Session 2018–19 were done as per merit and additionally all students had to appear in a Common Entrance Test, known as Brainware Entrance Test.
6.2	Whether the University is admitting students from national level entrance test or state level entrance test? If yes, provide following details <table><tr><td>Name of the National/state level entrance exam</td><td>No. of students admitted</td><td>% of students from the total admitted</td><td>Remarks</td></tr><tr><td></td><td></td><td></td><td></td></tr></table>	See Annexure G
6.3	Whether admission procedure is available on the University website and in the prospectus	Yes.
6.4	Please provide details of the eligibility criteria for admission in all the courses	See Annexure H

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6.5	Whether University is providing any reservation/relaxation in admission? If yes, please provide details in the following format:	Yes See Annexure I

Category	No. of Students admitted	% of quota provided for reservation and preparation in respect of actual enrolment	Remarks

6.6	Whether any management quota is available for admission in the University? If yes, please provide details in the following format: -	There is no management quota available for admission in the University.

Total no. of seats (course-wise)	No. of total students admitted	No. of students admitted under management quota	% of students admitted under management quota

6.7	What is the admission policy of the University with regard to NRI and overseas students?	For NRI and overseas students the University follows the minimum eligibility criteria prescribed for each of the programmes as mentioned in Annexure H.

E. Fee Structure

7.1	Present Course-wise fee structure of the University(Please provide head-wise details of total fee charged)	See Annexure J
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.)	Till 2018 we have charged development fees.
7.3	Whether fee structure is available on the University website and in the prospectus?	Yes

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7.4	Whether fee is charged by the University as per fee structure displayed in the University website and in the prospects or some hidden charge are there?	There are no hidden charges
7.5	Mode of Fee collection	Through Web portal, POS, NEFT, BHIM App, UPI, PAYTM, Draft, Cash.
7.8	Whether University is providing any concession in fee to students? If yes, please provide details.	Yes. See Annexure K
7.9	Details of the Hostel Fee including mess charges	Hostel Fee – Single Room: ₹ 7500/-, Double Room: ₹ 6500/-, 4 Bed Room: ₹ 5000/- including Lodging and Food (4 meals daily).
7.10	Any other Fee	No.
7.11	Basis of Fee Structure	The Fee Structures are approved by the Finance Committee. Total Course Fee of the University is charged on quarterly basis instead of semester wise so that the financial burden does not bear down on student.
7.12	Whether the University has received any complaint with regard to fee charged or fee structure? If yes please give details about the action taken.	No.
7.13	Whether University is providing any scholarship to students? If yes, please provide details.	Yes. See Annexure L

8. Faculty

8.1	Total no. of Sanctioned and filled up posts (Institution-wise and Department-wise)	See Annexure M

Dept.	Professor		Associate Professor		Assistant Professor	
	Sanctioned	Filled	Sanctioned	Filled	Sanctioned	Filled

8.2	Details of teaching staff in the following format (Please provide details – Institution-wise and Department-wise) (Details to be in Appendix - XIII)

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8.3	Category-wise No. of Teaching Staff				

Category	Female	Male	Total
SC	1	2	3
ST	0	0	0
OBC	0	7	7
PH	0	0	0
General	17	68	85
Total	18	77	95

8.4	Details of the permanent and temporary faculty members in the following format

Particulars	Female	Male	Total
Total no. of permanent teachers	18	77	95
No. of teachers with Ph.D. as the highest qualification	7	22	29
No. of teachers with M.Phil. as the highest qualification	1	0	1
No. of teachers with PG as the highest qualification	10	55	65
Total no. of temporary teachers	0	0	0
No. of teachers with Ph.D. as the highest qualification	0	0	0
No. of teachers with M.Phil. as the highest qualification	0	0	0
No. of teachers with PG as the highest qualification	0	0	0
Total no. of part-time teachers	2	13	15
No. of teachers with Ph.D. as the highest qualification	0	1	1
No. of teachers with M.Phil. as the highest qualification	0	0	0
No. of teachers with PG as the highest qualification	2	12	14
Total no. of visiting teachers	0	3	3

8.5	Ratio of full-time teachers to part-time/contract teachers	6.5:1
8.6	Process of recruitment of faculty -Whether advertised? (Pl. attach copy of the ad)	• Yes - Publish recruitment advertisements in daily newspapers, website and social media.

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		-Whether selection committee was constituted as per the UGC Regulation?	• Yes - Selection Committee has been constituted and this committee interviews all candidates. See Annexure N (copies of Advertisements) Selection Committee was constituted as per the UGC regulation.
8.7		Does the University follow self-appraisal method to evaluate teachers on teaching, research and work satisfaction? If yes, how is the self-appraisal of teachers analysed and used? Whether: - Self-Appraisal Evaluation Peer Review Students evaluation Others(Specify)	The University follows a 360-degree feedback process for the appraisal of faculty members It involves the following steps- • Students give feedback on the performance of faculty members at the middle of each semester. The feedback focuses on the teaching-learning-evaluation process and if any problems are identified then second feedback session takes within one month. • Teachers perform a self-appraisal using the API form and a format devised by the University, to evaluate the teaching-learning-evaluation process, participation in governance and contribution towards institution-building and development in research area. • The Heads of Departments verify the forms and put in place to the Registrar. Thus, the appraisal of faculty members involves - Student Feedback - Self-appraisal - Appraisal by the Head of Department
8.8		Institution-wise and Department-wise teacher student ratio(only full time faculty)	

Schools	Students	Teachers	Ratio
School of Engineering	376	24	16:1
School of Biotechnology & Biosciences	63	5	13:1
School of Management &	458	18	25:1

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Commerce			
School of Medical & Allied Health Sciences	120	7	17:1
School of Computational & Applied Sciences	864	34	25:1
School of Communication, Multimedia & Film Studies	230	7	33:1

8.9	Whether the University is providing UGC Pay Scales to the permanent Faculty? If yes, please provide the following details:- Scale of Pay with all the allowances Professor - Associate Prof - Assistant Prof - Mode of Payment - (cash/Cheque)	Yes, University is providing UGC pay-scales. Professor Pay Scale: ₹ 37400-67000 Plus AGP (10000) and Allowances Associate Professor Pay Scale: ₹ 37400- 67000 Plus AGP (9000) and Allowances Assistant Professor Pay Scale: ₹ 15600-39100 Plus AGP and Allowances Salary is credited in employees' salary accounts and paid by cheque where accounts have not yet been opened.
8.10	Pay / remuneration provided to:- Part-time faculty - Temporary Faculty - Guest Faculty -	Part time/Guest faculty members are being paid a remuneration of ₹ 250 to 500 per class or they get fixed amount per month.
8.11	Facilities for teaching staff (Please provide details about Residence, Rooms, Cubicles, Computers/Any other)	Staff quarters are available inside campus. One room is allotted to every Professor and Associate Professor. Cubicles are being shared among Assistant Professors Following facilities are available for all teachers: - Computer - Printer - Scanner

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| | | - | Internet and wi-fi |
| | | - | Intercom |

9. Infrastructure

9.1	Does the University have sufficient space for Land & Building?	Yes. Land Area : 5.672 acre + 0.99 acres Constructed Area: 33,943.37 sq. meter Under Construction: 6111.52 sq. meter
9.2	Does the University have sufficient class rooms?	Yes. At present, the University has 44 class rooms.
9.3	Laboratories & Equipment (details to be provided in Appendix-XIV and Appendix-XV)	See Appendix-XIV and Appendix-XV
a)	Item description(make and model)	
b)	Location(department)	
c)	Value (₹)	
d)	Present Condition	
e)	Date of Purchase	
9.4	Library	
a)	Total Space (all kinds)	
b)	Computer / Communication facilities	
c)	Total no. of Ref. Books (each Department)	
d)	All Research Journals subscribed on a regular basis	
9.5	Sports Facilities (Details to be provided in Appendix-XVI)	Yes available See Appendix-XVI
a)	Open Play Ground(s) for outdoor sports (athletics, Football, Hockey, Cricket, etc.)	
b)	Track for Athletics	
c)	Basketball courts	
d)	Squash/Tennis Courts	
e)	Swimming Pool (Size)	
f)	Indoor Sports Facilities including Gymnasium	
g)	Any other	

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9.6	Does the University has provision for Residential Accommodation including hostels (boys &girls separately)	Yes. The University has two boys' hostels and one girls' hostel.

10. Financial Viability

10.1	Details of the Corpus Fund created by the University Amount - FDR No. Date - Period - (Documentary evidence to be given)	See table below

Sl. No.	FD Account No.	Deposit Amount (₹)	Deposit Date	Period
1	0000-127010600002 4569 (INR)	2,00,00,000	15/06/2018	1 yr.
2	0000-127010600002 4578 (INR)	1,00,00,000	15/06/2018	1 yr.
3	0000-127010700000 4961 (INR)	70,00,000	29/08/2018	5 yr
4	0000-127010700000 4954 (INR)	30,00,000	28/08/2018	5 yr
5	0000-127010600002 3746 (INR)	50,00,000	21/04/2018	1 yr.
6	0000-127010600002 3427 (INR)	50,00,000	07/04/2018	1 yr.
7	0000-127010700000 5180 (INR)	50,00,000	05/11/2018	5 yr

10.2	Financial position of the University (please provide audited income and expenditure statement for the last 3 years)	
10.3	Source of finance and quantum of funds available for running the University (for last audited year) Fees- Donations- Loan- Interest- Any other (pl. Specify)-	Fees: ₹ 10,06,14,535 Donations: NIL Loan: NIL Interest: ₹ 7,61,064 Misc. Income: ₹ 4,45,702

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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 as per 2017-18 FY Budgeted Accruals on Total Annual Expenditure: ₹ 1,53,619 Unit Cost as per 2017-18 FY Budgeted Accruals on Total Annual Expenditure excluding Salary: ₹ 1,28,135

11. Governance System

Organization, Governance and Management

11.1	Composition of the statutory bodies of the University (please give names, profession & full postal address of the members and dates of constitution):- Governing Board Executive Council Board of Management Academic Council Finance Committee Board of Studies Others (Details to be provided in Appendix-XVII)	See Appendix-XVII
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)	Governing Board — 27/12/18, 10/3/18, 3/11/17, 22/7/17, 27/4/17, 18/1/17, 20/8/16, 1/7/16, 2/6/16, 3/5/16

The meeting dates for the Governing Board in 11.2:

Governing Board	
	27/12/18
	10/3/18
	3/11/17
	22/7/17
	27/4/17
	18/1/17
	20/8/16
	1/7/16
	2/6/16
	3/5/16

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Academic Council	
	23/3/19
	19/12/18
	29/9/18
	25/7/18
	20/12/17
	29/8/17
	4/4/17
	23/12/16
	12/8/16

Finance Committee	
	25/3/19
	2/1/19
	21/9/18
	5/3/18
	25/10/17
	18/4/17
	21/3/17
	12/1/17
	20/6/16

BOS	Dates of Meeting
BOS : Department of Basic & Applied Sciences(Physics)	27/12/2018
BOS : Department of Basic & Applied Sciences(Math)	26/12/2018
BOS : Department of Basic & Applied Sciences(Chemistry)	26/12/2018
BOS : Department of Basic & Applied Sciences(Physics)	24/7/2018
BOS : Department of Computer Science & Engineering	16/2/2019
BOS : Department of Computer Science & Engineering	25/2/2019
BOS : Department of Computer Science & Engineering	12/12/2018
BOS : Department of Computer Science & Engineering	22/9/18
BOS : Department of Computer Science & Engineering	31/8/18
BOS : Department of Computer Science & Engineering	24/7/18
BOS : Department of Computer Science & Engineering	18/4/18
BOS : Department of Computer Science & Engineering	18/1/18
BOS : Department of Computational Science	25/2/2019

	BOS : Department of Computational Science	16/2/2019	
	BOS : Department of Computational Science	12/12/2018	
	BOS : Department of Computational Science	22/9/18	
	BOS : Department of Computational Science	31/8/18	
	BOS : Department of Computer Science & Application	17/9/17	
	BOS : Department of Computer Science & Application	17/5/17	
	BOS : Department of Computer Science	23/3/17	
	BOS : Department of Computer Science	20/1/17	
	BOS : Department of Electronics & Communication Engineering	25/2/2019	
	BOS : Department of Electronics & Communication Engineering	24/7/18	
	BOS : Department of Electronics & Communication Engineering	20/1/18	
	BOS : Department of Electronics & Communication Engineering	3/11/17	
	BOS : Department of Electronics & Communication Engineering	2/5/17	
	BOS : Department of Electronics & Communication Engineering	24/3/17	
	BOS : Department of Electrical Engineering	24/7/18	
	BOS :Department of Biotechnology	2/4/19	
	BOS :Department of Biotechnology	27/9/18	
	BOS : Department of Multimedia	21/12/18	
	BOS : Department of Multimedia	28/11/18	
	BOS : Department of Pharmaceutical Technology	5/4/19	
	BOS : Department of Pharmaceutical Technology	13/9/18	
	BOS : Department of Management	26/3/19	
	BOS : Department of Management	27/2/19	
	BOS : Department of Management	20/12/18	
	BOS : Department of Commerce	26/3/19	
	BOS : Department of Commerce	27/2/19	
	BOS : Department of Commerce	20/12/18	
	BOS : Department of Management & Commerce	21/8/18	
	BOS : Department of Management & Commerce	21/7/18	
	BOS : Department of Management & Commerce	8/6/18	

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		BOS : Department of Management & Commerce	17/4/18
		BOS : Department of Management & Commerce	1/2/18
		BOS : Department of Management & Commerce	16/1/18
		BOS : Department of Management & Commerce	8/12/17
		BOS : Department of Management & Commerce	24/10/17
		BOS : Department of Management & Commerce	30/3/17
		BOS : Department of Management & Commerce	23/11/16
		Please refer Annexure O	
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.	20% External members in Academic Council. The guidelines are spelt out in section 4 to 7 of the Statute. Copy of the same attached. (Please refer Annexure-P)	
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?	Boards of studies meet to discuss the academic programs and suggest improvements.	

12. Research profile

12.1	Faculty-wise and Department-wise information to be provided in respect of the following:- • Student Teacher Ratio • Class Rooms • Teaching Labs • Research labs (Major Equipment) • Research Scholars (M.Tech., Ph.D., Post-Doctoral Scholars) • Publications in last 3 years (Year-wise list) • No. of Books Published • Patents • Transfer of Technology	See Annexure Q

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• Inter-departmental Research (Inter-disciplinary) • Consultancy • Externally funded Research Projects • Educational Programmes Arranged	

13. Misc.

Details of Non-Teaching Staff

13.1	Details of Non-Teaching Staff

Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained Yes/No If yes, Details

(Details to be provided in Appendix-XVIII)

13.2	Summary of the Non-Teaching Staff

Particulars	Female	Male	Total
Administrative Staff	17	44	61
Group A	3	8	11
Group B	0	12	12
Group C	14	24	38
Group D	0	0	0
Sub Total	17	44	61
Technical Staff	4	5	9
Group A	0	0	0
Group B	0	1	1

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		Group C	4	4	8
		Group D	0	0	0
		Sub Total	4	5	9
		Grand Total	4	5	9

13.3	No. of non-teaching Staff category-wise				
		Category	Female	Male	Total
		SC	0	4	4
		ST	0	0	0
		OBC	0	2	2
		PH	0	0	0
		General	20	44	64
		Total	20	50	70

13.4	Ratio of Non-teaching staff to students	1:31
13.5	Ratio of Non-teaching staff to faculty	0.73:1.0

14. Academic Results

14.1	Faculty-wise and course-wise academic results of the past 3 years				

Sl. No.	Course	No. of Candidates appeared	Result

Sl. No.	Course	No. of candidates appeared	Passed & Promoted	Passed & Promoted %
1	M.A. Multimedia and Web Development	20	20	100
2	Master of Business Administration	14	14	100
3	M.Sc. Hardware and Networking	7	7	100
4	M.Com. Banking and Financial Accounting	4	4	100

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15. Accreditation

15.1	Whether Accredited by NAAC? If yes please provide the following details: date of Accreditation Period Grade CGPA Grading System Followed	No
15.2	Whether courses are accredited by NBA/ If yes please provided course-wise details as under:- 	Sl. No.	Course	Wheth er Accredi ted	Period of Accredi tation
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					No.
15.3	Other Accreditations, if any	No
15.4	Any other information(including special achievements by the University which may be relevant for the University)	Not yet.

16. Strength and Weakness of the University

16.1	Strengths of the University	Top-of-the-bracket infrastructure Highly experienced and versatile faculty members Robust industry-academia interface Eco-friendly Wi-Fi enabled campus Emphasis on skill development

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		The Trust (SDET) has years of experience in the education sector
		Web-based Students' Forum for exchange of ideas, direct communication with the teachers 24 x 7
		Students are being encouraged to participate in various programmes of Tech Club, Communication Club, Photography Club, Cine Club
		Has membership of National Digital Library (NDL)
		Member of National Academic Depository (NAD)
		Member of e-sodhsindhu
		Associated with British Council Library and Chitrabani Library
		Associated with Paytm for digital payment modes
16.2	Weakness of the University	Being a private university, have to rely on self-generated funds for all expenditure related to infrastructure-development and faculty recruitment and retention
		Located far away from Kolkata, in a district headquarter where road and rail communication is inferior, makes it difficult to attract brilliant students who prefer to stay in Kolkata

Certificate

This is to certify that all the information provided 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.brainwareuniversity.ac.in

Subrata Kumar Dey

Signed and Sealed by the Head of the Institution

Prof. Subrata Kumar Dey
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