

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

**A. Legal Status**

S.No.	Information	
1.1	<b>Name and Address of the University</b>	<b>University of Technology and Management</b>  <b>Hander's Building</b> , Adjacent to Ramakrishna Mission Dispensary, Lumawrie, Laitumkhrach, Shillong-793003, Meghalaya.  <b>Bawri Mansion</b> , 3 <sup>rd</sup> & 4 <sup>th</sup> Floor, Dhankheti, Shillong-793001, Meghalaya.
1.2	<b>Headquarters of the University</b>	Shillong, Meghalaya
1.3	<b>Information about University</b>  <b>Information about Authorities of the University</b>	a) Website: <a href="http://www.utm.ac.in">www.utm.ac.in</a> b) E-mail: <a href="mailto:msaxena@utm.ac.in">msaxena@utm.ac.in</a> c) Phone Nos.: 0364-2500969/ 2500975/ 2500980 d) Fax No.: 0364-2500955  <b>Chancellor, Mr. Sanjay Kaul</b> Ph: 0364-2500969/2500975/2500980 Mobile: 09811106060 Fax: 0364-2500955 /011-41730154 Email: <a href="mailto:chancellor@utm.ac.in">chancellor@utm.ac.in</a>  <b>Vice Chancellor, Dr. S.J. Chopra</b> Ph: 0364-2500969/2500975/2500980/ Mobile: 09810442045 Fax: 0364-2500955 / 011-41730154 Email: <a href="mailto:vc@utm.ac.in">vc@utm.ac.in</a>  <b>Pro-Vice Chancellor, Dr. Mukesh Saxena</b> Ph: 0364-2500975 Mobile: 8575091511 Fax: 0364-2500955 Email: <a href="mailto:msaxena@utm.ac.in">msaxena@utm.ac.in</a>  <b>Registrar, Ms. Deepa Verma</b> Ph: 0364-2500969/2500975/2500980 Mobile: 09810767679 Fax: 0364-2500955 / 011-41730154 Email: <a href="mailto:registrar@utm.ac.in">registrar@utm.ac.in</a>  <b>Finance Officer, Mr. Sanjeev Kumar Goyal</b> Ph.: 011-41730151-153 Mobile: 9891271854 Fax: 011-41730154 Email: <a href="mailto:fo@utm.ac.in">fo@utm.ac.in</a>
1.4	<b>Date of Establishment</b>	04 January 2011 (Notification of UTM Act)
1.5	<b>Name of the Society / Trust Promoting the University</b>	Hydrocarbons Education and Research Society (HERS) duly registered under the Societies Registration Act, 1860. Copy of Certificate of Registration is attached at <b>Annexure -1)</b>
1.6	<b>Composition of the Society / Trust</b>	The Composition of the Hydrocarbons Education and Research Society (HERS) is attached at <b>Appendix-I</b>

S.No.	Information	
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 the details	Details provided in <b>Appendix-II</b>
1.8	Whether the promoting Society/Trust is involved in promoting/running any other University / Educational Institution?	Prior to establishing UTM, the Sponsoring Body (HERS) has successfully established the <b>University of Petroleum and Energy Studies (UPES), Dehradun</b> in 2003 – the first energy domain University in the country - having already produced 8 batches & placed over 4000 graduates in over 425 companies.  The details of Promoting Society/Trust's involvement in promoting /running other University / Educational Institution is attached at <b>Appendix-III</b>
1.9	Whether the promoting society/trust is involved in promoting/running activities other than educational? If yes, please give details	No
1.10	Act and Notification under which established (copy of the Act & Notification to be enclosed)	The University of Technology and Management Act, 2010 (Act No. 3 of 2001) of Meghalaya State, was notified on 04th January 2011. Copy of the Act is appended as <b>Annexure – 2</b>
1.11	Whether the University has been established by a separate State Act	Yes

## **B. Organization Description**

S.No.	Information	
2.1	Whether Unitary in nature (as per the UGC Regulation)	Yes
2.2	Territorial Jurisdiction of the University as per the Act	State of Meghalaya
2.3	Details of the Constituent Units of the University, if any, as mentioned in the Act	<ul style="list-style-type: none"> <li>• School of Media &amp; Communication (SMC)</li> <li>• School of Applied Sciences (SoAS),</li> <li>• School of Medicine (SoM),</li> <li>• School of Retail &amp; Fashion Studies (SRFS),</li> <li>• School of Fashion &amp; Design (SoFD),</li> <li>• School of Travel &amp; Tourism (SoTT),</li> <li>• School of Legal Studies (SLS) and</li> <li>• School of Technology (SoT) and allied sectors</li> </ul> <p>As of now, only School of Technology and School of Management are in place.</p>
2.4	Whether any Off-Campus Centre(s) established? If Yes, please give details	No
2.5	Whether any Off-Shore campus established? If Yes, please give details	No
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?	Not as yet. The University, however, has submitted a proposal to the Distance Education Council for starting courses through open & distance learning mode – which we understand will now be examined by the UGC.
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?	No

## **C. Academic Activities Description**

### **3. Academic Programmes**

<b>S.No.</b>	<b>Information</b>	
3.1	<b>Details of the programmes permitted to be offered by Gazette Notification of the State Government and its reference</b>	The details of the programmes / courses approved by the Academic Council (Principal Academic Body of the University) are provided in <b>Appendix-VIII</b>
3.2	<b>Current Number of academic programmes/courses offered by the University</b>	Details are provided in <b>Appendix-IX</b>
3.3	<b>Whether approvals of relevant statutory council(s) such as AICTE, BCI, DEC, DCI, INC, MCI, NCTE, PCI, etc have been taken to</b> a) Start new courses b) To increase Intake <b>If yes, please enclose copy of the approval and give course wise details</b>	UTM being a Statutory University, the courses are approved by our Academic Council.
3.4	<b>If the University is running courses under Distance Mode, please provide details about the students enrolled</b>	Not applicable. UTM is not offering any courses through DL mode.
3.5	<b>Temporal plan of Academic Work in the University</b>	The University follows semester system for all programmes (July – December and January – June).
3.6	<b>Whether the University is running any course which is not specified under Section 22 of the UGC Act, 1956? If yes, please give details</b>	All programmes/ courses offered by UTM are in consonance with Section 22 of the UGC Act.

#### 4. Student Enrolment and Student Support

S.No.	Information												
4.1	Number of students enrolled in the University for the current academic year according to regions and countries	<b>Particulars</b>	<b>Male/Female breakup of students</b>		<b>NE Domiciled</b>		<b>Other States</b>		<b>No of NRI Students</b>		<b>Overseas students</b>		<b>Grand Total</b>
		<b>Academic Year 2014-15</b>											
		UG	Male	171	36		173		Nil				209
			Female	38									
		PG	Male	5	Nil		6		Nil				6
Female	1												
4.2	<b>Category-wise number of students</b>	<b>Programs</b>		<b>Gen</b>		<b>SC</b>		<b>ST</b>		<b>OBC</b>		<b>Total</b>	
			M	F	M	F	M	F	M	F	M	F	
		<b>Academic Year 2014-15</b>											
		B.Tech Comp. Sc. (CC & VT)	15	4	0	0	0	0	9	1	24	5	
		B.Tech Comp. Sc. (O&G)	23	5	2	0	3	1	8	2	36	8	
		B.Tech (Petroleum Engg)	20	3	1	0	0	0	19	1	40	4	
		B.Tech (Civil Engg)	4	0	1	0	5	0	6	0	16	0	
		B. Tech. Mech. Engg.	14	1	1	0	1	0	12	0	28	1	
		B. Tech. ADE	8	1	2	0	0	1	1	0	11	2	
		BBA-HTT	4	2	0	0	9	10	0	1	13	13	
		BBA-JMC	1	2	0	0	1	3	1	0	3	5	
		PGDM-Sports	5	0	0	0	0	1	0	0	5	1	
4.3	Details of the Two Batches of Students admitted	<b>Particulars</b>					<b>Batch I</b>			<b>Batch II</b>			
							<b>Year of Entry – 2012-13</b>			<b>Year of Entry – 2014-25</b>			
							<b>UG</b>	<b>PG</b>	<b>Total</b>	<b>UG</b>	<b>PG</b>	<b>Total</b>	
		No. Admitted								209	6	215	
		No. of Drop Outs								6	0	6	
a) Within 4 months of joining								Nil	Nil	Nil			
b) Afterwards													
<ul style="list-style-type: none"> <li>No. appeared for the Final year Examination</li> <li>No. Passed in the Final Exam</li> <li>No. Passed in First Class</li> </ul>					The First Batch has just progressed to the V Semester			Nil					

S.No.	Information	
4.4	<b>Does the University provide bridge/remedial courses to the educationally disadvantaged students?</b>	<p>(i) Given the diverse background of the students, a 2 days Orientation Program followed by 3-4 days 'Personality Enhancement Programs' (with outside experts) is held for all students to familiarize them with the University and enhance their communication skills &amp; leadership qualities. For first batch, PEP was held in July &amp; August 2012; PEP for second batch was held in 27-30 July 2013. PEP for third batch was held in 23-26 July 2014. Orientation Programme was held in July 2014 for all the batches.</p> <p>(ii) Remedial courses are organized periodically for students weak in English communication;</p> <p>(iii) 'Directed reading' under guidance of concerned faculty is arranged for students falling short of attendance norm;</p> <p>(iv) Summer School is organized for academically weaker students at the end of the academic year. This is of 6 weeks duration &amp; is run like a compressed semester course. Summer School for first batch students was held in June 2013. Summer School for second batch students was held in June 2014.</p>
4.5	<b>Does the University provide any financial help to the students from socially disadvantageous group?</b>	<p>Yes.</p> <p>(i) 25% Tuition fee concession is extended to Meghalaya domiciled candidates subject to certain conditions;</p> <p>(ii) Limited 'Merit-cum-Means' Scholarships are also available</p>
4.6	<b>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</b>	Not at present
4.8	<b>Whether the University has a website? If yes please give website address and whether the website is regularly updated?</b>	The University website is: <a href="http://www.utm.ac.in">www.utm.ac.in</a> and is periodically updated
4.9	<b>How are the prospective students informed about the criteria for admission, rules and regulations, facilities available, etc?</b>	Through UTM website, advertisements, school/ college contact programmes, career seminars, Prospectus cum Information Bulletin, face-to-face counseling, e-mails, etc.
4.10	<b>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</b>	<p>Grievance redressal mechanism for students is in place. Apart from a faculty member designated as "Counsellor", each class of students has a faculty member designated as 'Class Coordinator' who counsels and attends to their academic related /other problems - taking help of other faculty members/concerned officials, wherever required. Hostel &amp; administrative problems are resolved by Associate Director (Campus Affairs) in consultation with Hostel Wardens.</p> <p>Other cases of malpractices in the University by any member of faculty or senior official are resolved by the Pro-Vice Chancellor in consultation with activity head and with the approval of the Vice Chancellor.</p> <p>For redressal of grievances related to service conditions of employees, UTM Act has necessary provision. So far, the University has not received any complaint of malpractice</p>

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

S.No.	Information	
5.1	<b>Which University body finalized the Curriculum? The composition of the body may be given</b>	<p>The Academic Council is the principal academic body of the University to:</p> <ul style="list-style-type: none"> <li>• Approve curricula and syllabi of the programmes /courses to be offered;</li> <li>• Prescribe the number of academic programmes/ courses, eligibility requirements, intake, etc.</li> <li>• Frame the Rules for academic matters including the structure of student evaluation, conduct of examination and declaration of results;</li> <li>• Review and monitor the standards of instruction, education, training and research carried on or imparted in the University;</li> <li>• Approve recognition and equivalence of the certificates, diplomas and degrees of other Universities and Institutions</li> </ul> <p>In compliance of the above, the programmes on offer in 2012, 2013 and being offered in 2014 have been duly approved by the Academic Council of UTM.</p>
5.2	<b>What are the Rules/Regulations/Procedure for revision of the Curriculum and when was the curriculum last updated</b>	The curricula of the currently run programs was developed and approved by the Academic Council in 2011. Similarly, the curricula of new programmes being offered from 2014 was approved by the Council in 2013
5.3	<b>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 extract of the minutes</b>	Yes, approval to start the courses was taken from the Academic Council - further ratified by the Board of Management and noted by the Board of Governors. The relevant extract of the minutes are attached as <b>Annexure 3</b> .
5.4	<b>Furnish details of the following aspects of curriculum design such as Innovation such as Modular Curricula Inter/Multidisciplinary Approach</b>	<u>Inter/ Multidisciplinary Approach</u> : Considering the sectoral nature of the programmes offered by the University, curricular structure is inter-disciplinary.
5.5	<b>Has the University conducted an academic audit? If yes please give details regarding frequency and its usage</b>	Not as yet, being in to the Third academic year, but the University keeps on getting feedback from the mentoring University (UPES, Dehradun). However, the University is in the process of identifying the Audit team – to carry out academic audit once every two years.
5.6	<b>Apart from classroom instruction, what are the other avenues of learning provided for the students?</b>	<p>As a regular feature, the classroom instruction is supplemented by:</p> <ul style="list-style-type: none"> <li>• Summer School for academically weaker students</li> <li>• Guest lectures by eminent faculty/professionals</li> <li>• Organizing Seminars;</li> <li>• Project work/dissertation, etc.</li> <li>• Industry visits &amp; summer training/internships in final year of study to prepare students for the corporate world. MBA Event Management students did internship at Delhi.</li> <li>• 1 day workshop organized on “Gender Sensitization” on 14<sup>th</sup> May 2014.</li> <li>• 1 day workshop organized on “Disability Sensitisation” on 14<sup>th</sup> May &amp; 29<sup>th</sup> Aug 2014</li> <li>• 23<sup>rd</sup> August, 2014 – UTM Street Football League</li> <li>• 28<sup>th</sup> &amp; 29<sup>th</sup> August, 2014 -National Robotics Championship has been undertaken by the Department of Electronics and Communication Engineering.</li> </ul>

S.No.	Information	
		<ul style="list-style-type: none"> <li>• 30<sup>th</sup> August, 2014 - To tackle the menace of ragging, UTM organized an anti-ragging and ice breaking session.</li> <li>• 5<sup>th</sup> September, 2014- Teacher's Day Celebration.</li> <li>• 15<sup>th</sup> September, 2014 – Celebration of engineer's day.</li> <li>• 24<sup>th</sup> September, 2014 – UTM participated in the Clinton Global Initiative via a webinar organized at the university campus.</li> <li>• 26<sup>th</sup> and 27<sup>th</sup> September, 2014- Inaugural ceremony of the UTM-SPE Student Chapter and Celebration of World Tourism day.</li> <li>• Details are available in <b>Annexure 4</b></li> </ul>
5.7	<p><b>Please provide details of the examination system? Whether examination based or practical based</b></p>	<p>The University has framed "UTM Regulations Governing the Examination and Evaluation System, 2012"- soft copy of which is uploaded on netbooks issued to the students. The regulations lay down the following mode of evaluation for the University:</p> <ul style="list-style-type: none"> <li>• Continuous internal assessment: (30% weightage)</li> <li>• Mid Semester Examination : (20% weightage)</li> <li>• Semester End examinations – both theory &amp; practical : (50% weightage)</li> <li>• Instructor-led evaluation</li> <li>• Relative Grading system on 0-4 point scale</li> </ul>
5.8	<p><b>What methods of evaluation of answer scripts does the University follow? Whether external experts are invited for evaluation?</b></p>	<ul style="list-style-type: none"> <li>• "UTM Regulations Governing the Examination and Evaluation System. 2012" have a well-defined examination system.</li> <li>• The answer scripts are normally evaluated by the Instructor (concerned teacher) or course in-charge or by an evaluator other than the paper setter appointed by the Head/Dean. Evaluated answer scripts of Mid Semester Examination are shown to the students.</li> <li>• The evaluator evaluates the answer scripts and awards marks, rounding off fractional marks to the next higher whole number, and the marks are converted in to letter grades, as prescribed.</li> <li>• The evaluator prepares the grade sheet providing following information about each student: <ul style="list-style-type: none"> <li>i. Continuous Internal Assessment (IA) marks obtained out of 100 and reduced to 30%</li> <li>ii. Mid-Semester (MS) marks obtained out of 100 and reduced to 20%</li> <li>iii. End-Semester (ES) marks obtained out of 100 and reduced to 50%</li> <li>iv. Composite score obtained out of 100 (30% IA +20% MS +50%ES)</li> <li>v. Based on (iv), tentative grades are assigned to the students</li> </ul> </li> <li>• The grades awarded by the faculty are discussed and finalized in consultation with the Examination Committee (EC). The EC has the authority to moderate the awards submitted by the faculty members and also call for an explanation from the faculty, if need be.</li> </ul> <p>All efforts are made to maintain fairness and utmost secrecy and confidentiality.</p>

S.No.	Information																			
5.9	Mention the number of malpractice cases reported during the last three years and how they are dealt with.	Nine case which was dealt with in accordance with the provisions specified in "UTM Regulations Governing Examinations and Evaluation System, 2012".																		
5.10	Does the University have a continuous internal evaluation system?	Yes, overall 30% weightage is assigned to continuous internal assessment																		
5.11	How are the question papers set to ensure the achievement of the course objectives?	<p>The University follows instructor-led evaluation – as is the practice in best of universities. As such, question papers are set by course teacher and moderated by academic head.</p> <p>This ensures fulfillment of course objectives with which the concerned teacher is familiar with.</p> <p>Presently, only one set of question papers per course are set by the paper setter. However, going forward, there will be two sets of question papers prepared for each subject with model answers. The PVC will take the final call as to which paper will be final one.</p>																		
5.12	State the policy of the University for the Constitution of Board of Question Paper setters, Board of Examiners and Invigilators?	As the University follows 'Instructor led Evaluation system', the question papers are set by course teacher and moderated by academic head. An examination committee has been constituted as prescribed in the Regulations. The role of invigilators has also been defined therein.																		
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 three years.	<table border="1"> <thead> <tr> <th>Year</th> <th>Date of Exams</th> <th>Date of Announcement of Results</th> </tr> </thead> <tbody> <tr> <td>2012 (I Semester)</td> <td>11-20 Dec. 2012</td> <td>14 Jan. 2013</td> </tr> <tr> <td>2013 (II Semester)</td> <td>23-31 May 2013</td> <td>13 June 2013</td> </tr> <tr> <td>2013 (I &amp; III Semester)</td> <td>12-23 Dec, 2013</td> <td>14 Jan, 2014</td> </tr> <tr> <td>2014 (II &amp; IV Semester)</td> <td>13- 24 May, 2014</td> <td>16-July, 2014</td> </tr> <tr> <td>2014 (I, III &amp; V Semester)</td> <td>11-23 Dec, 2014</td> <td>07-Jan, 2014</td> </tr> </tbody> </table>	Year	Date of Exams	Date of Announcement of Results	2012 (I Semester)	11-20 Dec. 2012	14 Jan. 2013	2013 (II Semester)	23-31 May 2013	13 June 2013	2013 (I & III Semester)	12-23 Dec, 2013	14 Jan, 2014	2014 (II & IV Semester)	13- 24 May, 2014	16-July, 2014	2014 (I, III & V Semester)	11-23 Dec, 2014	07-Jan, 2014
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## D Admission Process

S.No.	Information	
6.1	How are students selected for admission to various courses?	<p>The University brings out a Prospectus every year providing details like, Programme structure, eligibility criteria, mode of admission /selection, student intake, fee structure, student facilities, etc, which is approved by the Academic Council.</p> <p>The Prospectus is available online / through post / at Enrollment Office. Candidates can submit their Forms 'online' or 'offline'.</p> <p><u>The eligibility criteria and mode of admission for various programmes is as under:</u></p> <p><u>BBA/BBM programmes:</u> Minimum 45% marks at Higher &amp; Senior Secondary Level (10<sup>th</sup> and 12<sup>th</sup>) – Selection criteria: Group Discussion and Interview.</p> <p><u>PGDM Programs:</u> Graduation with minimum 45% marks from a recognized University – Selection Criteria: Group Discussion &amp; Personal Interview.</p>



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		<p><u>B.Tech programs:</u> Minimum 50% marks at Higher &amp; Senior Secondary Level (10<sup>th</sup> &amp; 12<sup>th</sup>) / 50% aggregate in PCM at Senior Secondary Level (12<sup>th</sup>). Selection is done through:</p> <p>(i) UPES Engineering Aptitude Test (UPESEAT) and Centralized Counselling, or</p> <p>(ii) Board Merit/JEE Main Merit through Merit Ranking (Board Merit (60% Marks at Higher &amp; Senior Secondary Level and minimum 60% aggregate in PCM at Senior Secondary Level. JEE Main Merit (Minimum 50% marks at Higher and Senior Secondary Level and minimum 50% aggregate in PCM at Senior Secondary Level. JEE Main Cut-Off Rank: to be announced after the declaration of JEE Main 2014 results on UTM Website)</p>																																								
6.2	<b>Whether the University is admitting students from National level Entrance Test or State Level Entrance Test?</b>	<p>Yes, required information is as under</p> <table border="1"> <thead> <tr> <th>Name of the National / State Level Entrance Exam</th> <th>No. of Students admitted</th> <th>% of students from the total admitted</th> <th>Remarks</th> </tr> </thead> <tbody> <tr> <td colspan="4"><b>2012-2013</b></td> </tr> <tr> <td>UPES-MET</td> <td>4</td> <td>100%</td> <td>MBA Programs</td> </tr> <tr> <td>UPESEAT</td> <td>68</td> <td>100%</td> <td>B.Tech Programs</td> </tr> <tr> <td colspan="4"><b>2013-2014</b></td> </tr> <tr> <td>UPES-MET</td> <td>Nil</td> <td>Nil</td> <td>Nil</td> </tr> <tr> <td>UPESEAT</td> <td>91</td> <td>73%</td> <td>B.Tech Programs</td> </tr> <tr> <td colspan="4"><b>2014-2015</b></td> </tr> <tr> <td>UPES-MET</td> <td>Nil</td> <td>Nil</td> <td>Nil</td> </tr> <tr> <td>UPESEAT</td> <td></td> <td></td> <td>B.Tech Programs</td> </tr> </tbody> </table>	Name of the National / State Level Entrance Exam	No. of Students admitted	% of students from the total admitted	Remarks	<b>2012-2013</b>				UPES-MET	4	100%	MBA Programs	UPESEAT	68	100%	B.Tech Programs	<b>2013-2014</b>				UPES-MET	Nil	Nil	Nil	UPESEAT	91	73%	B.Tech Programs	<b>2014-2015</b>				UPES-MET	Nil	Nil	Nil	UPESEAT			B.Tech Programs
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6.3	<b>Whether admission procedure is available on the University Website and in the Prospectus?</b>	Yes																																								
6.4	<b>Please provide the details of the eligibility criteria for admission in all the courses</b>	<p><u>BBA programmes:</u> Minimum 45% marks at Higher &amp; Senior Secondary Level (10<sup>th</sup> and 12<sup>th</sup>) followed by Group Discussion and Interview.</p> <p><u>PGDM programmes:</u> <u>PGDM Programs:</u> Graduation with minimum 45% marks from a recognized University – Selection Criteria: Group Discussion &amp; Personal Interview</p> <p><u>B.Tech. programmes:</u> <u>Exam Pathways</u> Minimum 50% marks at Higher &amp; Senior Secondary Level (10<sup>th</sup> &amp; 12<sup>th</sup>) / 50% aggregate in PCM at Senior Secondary Level (12<sup>th</sup>). Candidates who have qualified UPES Engineering Aptitude Test (UPESEAT) will be admitted through Centralized Counselling</p> <p><u>Non-Exam Pathways</u> Board Merit/JEE Main Merit through Merit Ranking:</p>																																								

S.No.	Information	
		<p>(i) <u>Board Merit</u> : (60% Marks at Higher &amp; Senior Secondary Board Merit/JEE Main Merit through Merit Ranking (Board Merit (60% Marks at Higher &amp; Senior Secondary Level and minimum 60% aggregate in PCM at Senior Secondary Level.</p> <p>(ii) JEE Main Merit (Minimum 50% marks at Higher and Senior Secondary Level and minimum 50% aggregate in PCM at Senior Secondary Level.</p>
6.5	<b>Whether University is providing any reservation/relaxation in admission?</b>	<p>Yes. The University has the following policy in place, as approved by the Board of Management, UTM:</p> <p>i) <u>For domiciled candidates from Meghalaya and other North-Eastern States:</u></p> <ol style="list-style-type: none"> <li>15% of seats in each academic programme to be reserved for Meghalaya domiciled candidates;</li> <li>15% of seats to be reserved for domiciled candidates from other north-eastern states;</li> <li>Such reservation will be subject to the production of 'domicile certificate' issued by the competent authority;</li> <li>In event of seats reserved under category (a) and or (b) remaining unfilled, the entire 30% of seats will be made available to the north-east domiciled candidates;</li> <li>5% relaxation in the eligibility criteria in BBA, BAJMC, BBM, B.Tech &amp; PGDM Programs</li> </ol> <p>ii) <u>For differently abled candidates:</u> 3% of the total seats in each program.</p> <p>iii) <u>For SC/ST/OBC candidates:</u> 5% relaxation in the eligibility criteria in BBA, BAJMC, BBM, B.Tech &amp; PGDM Programs only. However, this relaxation will not be over and above the relaxation available under point (e) above.</p> <p><u>The above reservation of seats is over and above those candidates who get enrolled on their own merit.</u></p> <p>In 2012-13 admissions, 08 students were from ST, 02 from SC and 11 from OBC Categories respectively. In 2013-14 admissions, 13 students were from ST, 04 from SC and 42 from OBC Categories respectively. In 2014-15 admissions, 49 students were from ST, 07 from SC and 63 from OBC Categories respectively.</p>
6.6	<b>Whether any management quota is available for admission in the University?</b>	The University does not have any Management quota and nobody is authorized to dilute the admission criteria.
6.7	<b>What is the admission policy of the University with regard to NRI and Overseas Students</b>	<p>The following policy is in place for International Students:</p> <p><u>International Students include:</u></p> <ul style="list-style-type: none"> <li>Foreign students holding passports of foreign countries &amp; people of Indian origin holding foreign nationality.</li> <li>Non-Resident Indians having studied &amp; passed qualifying examinations from schools or colleges in foreign countries. Dependents of NRI studying in India will not be regarded as International Students.</li> <li>Students from SAARC countries (Afghanistan, Bangladesh, Bhutan, Maldives, Nepal, Pakistan and Sri</li> </ul>

S.No.	Information	
		<p>Lanka) holding citizenship proof.</p> <p><u>Eligibility:</u></p> <ul style="list-style-type: none"> <li>• Fulfill minimum eligibility requirements prescribed by UTM for a program of study</li> <li>• Degrees / Certificates of the candidates have been recognized as equivalent by the Association of Indian Universities.</li> <li>• SAT score of 1500 for graduate programs / GRE score of 1100 (cumulative) for postgraduate programs.</li> <li>• Cleared TOEFL (only for candidates from non-English speaking countries)</li> <li>• Possess valid passport for the duration of study issued by respective country.</li> </ul> <p><u>Procedure for admission:</u></p> <ul style="list-style-type: none"> <li>• Candidate may apply on prescribed format available online at <a href="http://www.utm.ac.in">www.utm.ac.in</a> along with application fee of USD \$25 (which can be remitted online)</li> <li>• UTM after examining their academic credentials will issue provisional admission offer letters. The University may also interview a candidate, if felt necessary.</li> <li>• The selected candidates will be required to submit attested copies of the following documents for final registration <ul style="list-style-type: none"> <li>○ 10<sup>th</sup> &amp; 12<sup>th</sup> / graduation grade card</li> <li>○ Transfer certificate from Institution, last attended</li> <li>○ Passport and student visa / PIO card</li> <li>○ Copy of registration with the Office of FRRO / local police authorities as per regulation of the Ministry of External Affairs, Govt. of India.</li> </ul> </li> </ul> <p><b>Presently, no international students have been given admission.</b></p>

## E. Fee Structure

S.No.	Information	Information submitted by the University	
7.1	Present course-wise fee structure of the University	Course	Fee Structure
		B.Tech Programs	1 <sup>st</sup> & 2 <sup>nd</sup> Sem: Rs. 80,000 3 <sup>rd</sup> & 4 <sup>th</sup> Sem: Rs. 85,600 5 <sup>th</sup> & 6 <sup>th</sup> Sem: Rs. 91,600 7 <sup>th</sup> & 7 <sup>th</sup> Sem: Rs. 98,100
		PGDM Program	Rs. 45,000 per sem
		BBA / BAJMC Programs	1 <sup>st</sup> & 2 <sup>nd</sup> Sem: Rs. 30,000 3 <sup>rd</sup> & 4 <sup>th</sup> Sem: Rs. 32,200 5 <sup>th</sup> & 6 <sup>th</sup> Sem: Rs. 34,400
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)	Other Fees (One Time)	
		Computing Device	Rs. 30,000 (Except for BBA/PGDM)
		Refundable Security	Rs. 20,000
		Personality Development Fee	
		UG Program	Rs. 15,000
		PG Program	Rs. 10,000
		Alumni Fee	Rs. 1,500
7.3	Whether fee structure is available on the University website and in the prospectus?	Yes	

S.No.	Information	Information submitted by the University
7.4	Whether fee is charged by the University as per fee structure displayed in the University website and in the prospectus or some hidden charges are there?	Yes, as displayed in the University Website. Other than that, there are no hidden charges.
7.5	Mode of Fee Collection	Through Banking instruments only
7.6	Whether University is providing any concession in fee to students? If yes, please provide details	Yes, 25% concession on tuition fee is provided to Meghalaya domiciled candidates subject to certain conditions.
7.7	Details of the Hostel Fee including Mess Charges?	Presently no hostel fee is charged by the University as the hostels are outsourced and the charges are directly paid by the students to the Vendors.
7.8	Basis of Fee Structure?	Fee as recommended by the Finance Committee after costing exercise is subsequently approved by the Board of Management of the University.
7.9	Whether the University has received any complaint with regard to fee charged or fee structure?	None
7.10	Whether University is providing any scholarship to students? If yes please provide details.	<p>The University has a well-defined scholarship policy as under:</p> <ul style="list-style-type: none"> <li>Limited scholarships in all programs are offered as decided by the University.</li> <li>The scholarships are awarded purely on academic merit-cum-means</li> <li>Scholarships are in the form of partial or full Tuition Fee waiver</li> <li>The details of the scholarships are given in the student's bulletin given at the time of registration</li> <li>Award of scholarship is decided by the Scholarship Committee and its decision is final and binding.</li> </ul>

## F. Faculty

S.No.	Information																																	
8.1	Total number of sanctioned and filled up posts (institution wise and Department wise)	Teaching and other senior posts are sanctioned by the Board of Management from time to time as per requirement.																																
8.2	Details of Teaching staff	The details on teaching staff are attached at <b>Appendix-XIII</b> .																																
8.3	Category wise number 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/ST</td> <td>03</td> <td>03</td> <td>06</td> </tr> <tr> <td>OBC</td> <td>01</td> <td>02</td> <td>03</td> </tr> <tr> <td>PH</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>General</td> <td></td> <td></td> <td>24</td> </tr> <tr> <td>Total</td> <td>11</td> <td>22</td> <td>33</td> </tr> </tbody> </table>	Category	Female	Male	Total	SC/ST	03	03	06	OBC	01	02	03	PH	-	-	-	General			24	Total	11	22	33								
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8.4	Details of the Permanent and Temporary faculty Members	<table border="1"> <thead> <tr> <th>Particulars</th> <th>Female</th> <th>Male</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td colspan="4"><b>Total Number of Permanent Teachers</b></td> </tr> <tr> <td>No. of Teachers with Ph.D as the Highest Qualification</td> <td>02</td> <td>07</td> <td>09</td> </tr> <tr> <td>No. of Teachers with M.Phil</td> <td>02</td> <td>-</td> <td>02</td> </tr> <tr> <td>No. of Teachers with PG as the Highest Qualification</td> <td>10</td> <td>12</td> <td>22</td> </tr> <tr> <td colspan="4"><b>Total Number of Visiting Faculty</b></td> </tr> <tr> <td>No. of Teachers with Ph.D as the Highest Qualification</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>No. of Teachers with PG as the Highest Qualification</td> <td>04</td> <td>-</td> <td>04</td> </tr> </tbody> </table>	Particulars	Female	Male	Total	<b>Total Number of Permanent Teachers</b>				No. of Teachers with Ph.D as the Highest Qualification	02	07	09	No. of Teachers with M.Phil	02	-	02	No. of Teachers with PG as the Highest Qualification	10	12	22	<b>Total Number of Visiting Faculty</b>				No. of Teachers with Ph.D as the Highest Qualification	-	-	-	No. of Teachers with PG as the Highest Qualification	04	-	04
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8.5	Ratio of full time teachers to part-time/contract teachers	8 : 1																																
8.6	Process of Recruitment of faculty a) Whether Advertised b) Whether Selection Committee was constituted as per the UGC Regulation	Yes Yes																																

S.No.	Information																						
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 analyzed and used?	<p>Yes. The University has introduced the Performance Based Appraisal System (PBAS) for evaluating the faculty performance on following three major components:</p> <ul style="list-style-type: none"> <li>(i) Teaching, Learning and Evaluation Related Activities</li> <li>(ii) Co-curricular and Extension related Activities and</li> <li>(iii) Research Endeavors.</li> </ul> <p>A copy of appraisal format is attached at <b>Annexure – 5</b></p>																					
8.8	Institution-wise and Department-wise teacher student ratio (only full time faculty)	<p><b>School of Technology- 1 : 13</b>  <b>School of Management- 1 : 6</b>  <b>Overall – 1 : 13</b></p>																					
8.9	Whether the University is providing UGC pay scales to the permanent faculty? If yes, provide the following	<p>Yes, Initially the faculty were recruited on consolidated pay and were later placed in the UGC pay bands with grade pay and allowances</p> <table border="1"> <thead> <tr> <th colspan="3">Scale of Pay with Allowances</th> </tr> <tr> <th>Post</th> <th>Pay Band</th> <th>Grade Pay</th> </tr> </thead> <tbody> <tr> <td>Professor</td> <td>Rs. 37,400 – 67,000</td> <td>Rs. 11,000</td> </tr> <tr> <td>Associate Professor</td> <td>Rs. 31,000 – 60,000</td> <td>Rs. 9,000</td> </tr> <tr> <td>Assistant Professor</td> <td>Rs. 15,600 – 39,100</td> <td>Rs. 6,000</td> </tr> <tr> <td>Lecturers</td> <td>Rs. 9,300 – 34,800</td> <td>Rs. 4,200</td> </tr> <tr> <td>Mode of Payment</td> <td colspan="2">Credited to their respective bank accounts</td> </tr> </tbody> </table> <p>Salary details (including allowances) are given in <b>Appendix-XIIIA</b>.</p>	Scale of Pay with Allowances			Post	Pay Band	Grade Pay	Professor	Rs. 37,400 – 67,000	Rs. 11,000	Associate Professor	Rs. 31,000 – 60,000	Rs. 9,000	Assistant Professor	Rs. 15,600 – 39,100	Rs. 6,000	Lecturers	Rs. 9,300 – 34,800	Rs. 4,200	Mode of Payment	Credited to their respective bank accounts	
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Mode of Payment	Credited to their respective bank accounts																						
8.10	Pay / remuneration provided to: a) Part Time Faculty b) Temporary Faculty c) Guest Faculty	<p>Around Rs. 35,000 for each course  Nil  Rs. 1000 per lecture</p>																					
8.11	Facilities for teaching staff (Residence, Cubicles, Rooms, Computers/any other)	<p>Yes, these include:</p> <ul style="list-style-type: none"> <li>• Netbook / Laptop with internet connectivity</li> <li>• Individual Faculty cubicles</li> <li>• Faculty common room</li> <li>• Cafeteria</li> </ul>																					

## G. Infrastructure

S.No.	Information																													
9.1	<b>Does the University have sufficient space for land &amp; building</b>	<p>Being a new establishment, UTM started its operation from leased accommodation taken on lease from NEHU which was not extended by NEHU.</p> <p>However, with expansion in infrastructure, faculty, students, etc, UTM has taken on lease two buildings with one campus exclusively for Engineering and second for Management.</p> <p style="text-align: center;"> <i>1. Hander's Building, Adjacent to Ramakrishna Mission Dispensary, Lumawrie, Laitumkrah, Shillong-793003, Meghalaya. 2. Bawri Mansion, 3<sup>rd</sup> &amp; 4<sup>th</sup> Floor, Dhankheti, Shillong-793001, Meghalaya</i> </p> <p>This arrangement is sufficient for the time being.</p> <p>Request for Purchase of 30 acres of land has been submitted with Land &amp; Revenue Department for which the response is awaited.</p>																												
9.2	<b>Does the University have sufficient class rooms</b>	Yes																												
9.3	<b>Laboratories &amp; Equipment's</b>	<table border="1"> <thead> <tr> <th>Name of Lab</th> <th>List of Equipment's</th> </tr> </thead> <tbody> <tr> <td>a) IT Lab</td> <td>Details provided in <b>Appendix – XIV &amp; XIV (A)</b></td> </tr> <tr> <td>b) Communication Lab</td> <td>Details provided in <b>Appendix – XIV (B)</b></td> </tr> <tr> <td>c) Physics Lab</td> <td>Details provided in <b>Appendix – XIV (C)</b></td> </tr> <tr> <td>d) Chemistry Lab</td> <td>Details provided in <b>Appendix – XIV (D)</b></td> </tr> <tr> <td>e) Mechanical Workshop</td> <td>Details provided in <b>Appendix – XIV (E)</b></td> </tr> <tr> <td>f) Electrical Network Lab</td> <td>Details provided in <b>Appendix – XIV (F)</b></td> </tr> <tr> <td>g) Electronics &amp; Communication Engg.</td> <td>Details provided in <b>Appendix – XIV (G)</b></td> </tr> <tr> <td>h) Electronics Device &amp; Circuits Lab</td> <td>Details provided in <b>Appendix – XIV (H)</b></td> </tr> <tr> <td>i) Electronics Workshop</td> <td>Details provided in <b>Appendix – XIV (I)</b></td> </tr> <tr> <td>j) Material Testing Lab</td> <td>Details provided in <b>Appendix – XIV (J)</b></td> </tr> <tr> <td>k) Petroleum Product Testing Lab</td> <td>Details provided in <b>Appendix – XIV (K)</b></td> </tr> <tr> <td>l) Applied Geology &amp; Engineering Geology Lab</td> <td>Details provided in <b>Appendix – XIV (L)</b></td> </tr> <tr> <td>m) Surveying Lab</td> <td>Details provided in <b>Appendix – XIV (M)</b></td> </tr> </tbody> </table>	Name of Lab	List of Equipment's	a) IT Lab	Details provided in <b>Appendix – XIV &amp; XIV (A)</b>	b) Communication Lab	Details provided in <b>Appendix – XIV (B)</b>	c) Physics Lab	Details provided in <b>Appendix – XIV (C)</b>	d) Chemistry Lab	Details provided in <b>Appendix – XIV (D)</b>	e) Mechanical Workshop	Details provided in <b>Appendix – XIV (E)</b>	f) Electrical Network Lab	Details provided in <b>Appendix – XIV (F)</b>	g) Electronics & Communication Engg.	Details provided in <b>Appendix – XIV (G)</b>	h) Electronics Device & Circuits Lab	Details provided in <b>Appendix – XIV (H)</b>	i) Electronics Workshop	Details provided in <b>Appendix – XIV (I)</b>	j) Material Testing Lab	Details provided in <b>Appendix – XIV (J)</b>	k) Petroleum Product Testing Lab	Details provided in <b>Appendix – XIV (K)</b>	l) Applied Geology & Engineering Geology Lab	Details provided in <b>Appendix – XIV (L)</b>	m) Surveying Lab	Details provided in <b>Appendix – XIV (M)</b>
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9.4	Library Details	<b>Total Space (All kinds)</b>	<b>Discipline</b>	<b>Total No. of Reference Books (Each Department)</b>	<b>Book Bank</b>	<b>Research Journals subscribed on a Regular Basis</b>
		<b>Handers Bldg:</b> 18.07 SqM  <b>Bawri Mansion</b> 62.60SqM	Engg  Mgmt  General	896  462  71	3832  669	<ul style="list-style-type: none"> <li>• Electronics for you</li> <li>• PC Quest</li> <li>• Linux for you</li> <li>• Asian Journal of Information Science and Technology (AJIST)</li> <li>• Asian Journal of Computer Science and Technology (AJCST)</li> <li>• ISST Journal of Electrical &amp; Electronics Engineering</li> <li>• Digit</li> <li>• MIT Technology Review</li> <li>• Developer IQ</li> <li>• Lonely Planet</li> <li>• Outlook Traveller</li> <li>• National Geographic Traveller</li> <li>• Geo Magazine</li> <li>• India Today</li> <li>• Outlook</li> <li>• National Geographic Traveller</li> <li>• The Northeast Today</li> </ul>
9.5	<b>Sports Facilities</b>	Indoor Games like Table Tennis, Carom Board & Chess are available in both the campus. On 23 <sup>rd</sup> August, 2014 The UTM Street Football League was held in Jingkieng ground.				
9.6	<b>Does the University has provision for Residential Accommodation including hostels (Boys &amp; Girls separately)</b>	But for PVC, the University does not have own staff accommodation/ hostels as of now. Student hostels have been outsourced to local vendors – which is working out well. Faculty/staff residences and student hostels will be constructed in the permanent campus for which acquisition of suitable land is in process.				

## H. Financial Viability

S.No.	Information	Information submitted by the University
10.1	Details of Corpus Fund created by the University	AS required under UTM Act, an Endowment Fund of Rs. two crores has been created and deposited with the Government of Meghalaya, vide OBC TDR No. 1242838 dated 11th April 2011 (copy of TDR at <b>Annexure – 6</b> )
10.2	Financial position of the University (Please provide audited income and expenditure statement for the last three years)	The Audited Accounts of the University for financial year 2011-12, 2012-13 & 2013-14, duly approved by the Board of Governors of UTM and submitted to the State Govt., is attached at <b>Annexure – 7, 7A &amp; 7B.</b>
10.3	Source of Finance and Quantum of funds available for running the University (for last audited year)	The source of Finance and Quantum of funds available for running the University as on 31st March 2014 (for last audited year 2013-14) is as under: <ol style="list-style-type: none"> <li>1) Donations from the Sponsoring Body: Rs. 1.25 crores</li> <li>2) Loans from Sponsoring Body/others: Rs. 7.38 crores</li> <li>3) Fee from Students : Rs. 3.49 crores</li> </ol>
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	<p><b>Year 2013-14</b></p> <p><b><u>Unit cost = total annual expenditure budget (Actuals) divided by the number of students enrolled</u> : 3.60 lakh/student</b></p> <p><b><u>Unit cost calculated excluding the salary component</u> : 2.64 lakh/student</b></p>



# I. Governance System

## 11. Organization, Governance and Management

S.No.	Information	Information submitted by the University		
11.1	<b>Composition of the Statutory Bodies of the University (Please give names, profession &amp; full postal address of the members and date of constitution)</b>	All statutory Boards required under UTM Act have been constituted.  Composition of Board of Governors, Board of Management, Academic Council and the Finance Committee are given in <b>Appendix-XVII</b>		
11.2	<b>Dates of the meetings of the above bodies held during the last two years</b>	Sl. No.		Meeting No. & Date
		1.	Board of Governors	1. BOG/001/AUGUST/2011 dated 19 August 2011 2. BOG/002/NOVEMBER/2012 dated 29 November 2012 3. BOG/003/JULY/2013 dated 05 July 2013 4. BOG/005/JULY/2014 dated 28 July 2014
		2.	Board of Management	1. BOM/001/AUGUST/2011 dated 18 August 2011 2. BOM/002/OCTOBER/2012 dated 28 November 2012 3. BOM/003/JULY/2013 dated 05 July 2013 4. BOM/005/JULY/2014 dated 28 July 2014 5. BOM/006/SEPTEMBER/2014 dated 25 September 2014
		3.	Academic Council	1. AC/001/MAY/2011 dated 18 May 2011 2. AC/002/SEPTEMBER/2011 dated 09 September 2011 3. AC/003/AUGUST/2011 dated 17 August 2012 4. AC/004/DECEMBER/2012 dated 10 December 2012 5. AC/005/MAY/2013 dated 24 May 2013 6. AC/006/OCTOBER/2013 dated 30 October 2013 7. AC/007/MAY/2014 dated 19 May 2014
		4.	Finance Committee	1. FC/001/MAY/2011 dated 20 May 2011 2. FC/002/SEPTEMBER/2011dated 12 September 2011 3. FC/003/OCTOBER/2012 dated 15 October 2012 4. FC/004/JANUARY/2013 Dated 22 January 2013 5. FC/005/JULY/2013 dated 03 July 2013 6. FC/006/SEPTEMBER/2013 dated 27 September 2013 7. FC/007/MAY/2014 dated 29 May 2014 8. FC/008/SEPTEMBER/2014 dated 25 September 2014
11.3	<b>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</b>	Academic Council: 42%  The UTM Act does not provide for setting up Boards of Studies.		

S.No.	Information	Information submitted by the University
	<b>Committees</b>	
11.4	<b>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</b>	<p>Presently, the academic decisions are made and supervised by the Academic Council. However, we are in the process of forming 'Advisory Councils', one each for Management and Technology related programmes with following objectives:</p> <ul style="list-style-type: none"> <li>a) Review &amp; suggest effective delivery of existing programs</li> <li>b) Advise on new programs considering the emerging professional manpower needs of related industries</li> <li>c) Provide industry perspective in curricular design/delivery mode</li> <li>d) Guide &amp; provide future direction to the activities of concerned Schools of Study</li> <li>e) Act as interface between UTM and Industry.</li> </ul>

## J. Research Profile

S.No.	Information	School of Technology	School of Management
12.1	<b>Faculty-wise and Department-wise information to be provided in respect of the following:</b>		
	Student Teacher Ratio	1:13	1:6*
	Class Rooms	12	4
	Teaching Labs	Physics Chemistry with Gas Cylinder chamber. Workshop. Basic Electronics & Electrical. 4 IT Laboratories (Common with Management)Physics (Dark Room) Electrical Network Lab Applied Geology Computer Science Surveying Material Testing Petroleum Product Testing Linear Integrated Circuit Electronic Devices Electronic Workshop Instrumentation Analog Communication Microprocessor Electrical Drives	02 (IT/Communication Labs)
	Research Labs (Major Equipment's)	None at present	None as yet
	Research Scholars (M.Tech, Ph.D, Post-Doctoral Scholars)	Nil (Two faculty registered for Ph.D)	Nil
	Publications in last 3 years	National: 19; International: 06	-
	No. of Books Published	01	Nil
	Patents	Nil	Nil
	Transfer of Technology	Nil	Nil
	Inter Departmental Research (Inter-Disciplinary)	Nil	Nil
	Consultancy	Nil	Nil
	Externally funded research project	Nil	Nil
	Educational Programmes arranged	In-house Orientation of Faculty	In-house Orientation for Faculty

\* Permanent Management Faculty & Guest Faculty

## K. Miscellaneous

### 13. Details of Non-Teaching Staff

S.No.	Information				
13.1	Details of Non-Teaching Staff	The details of Academic and Administrative Staff are given in <b>Appendix-XVIII</b> . Security & House-keeping services are out-sourced to local vendors.			
13.2	Summary of the Non-Teaching Staff	<b>Particulars</b>	<b>Female</b>	<b>Male</b>	<b>Total</b>
		Administrative Staff	02	09	11
		Group A			
		Group B			
		Group C			
		Group D			
		Technical Staff	Nil	02	02
		Group A			
		Group B			
		Group C			
13.3	No. of Non-Teaching Staff Category-wise	<b>Category</b>	<b>Female</b>	<b>Male</b>	<b>Total</b>
		SC	-	-	-
		ST	01	03	04
		OBC	01	-	01
		PH	-	-	-
		General	Nil	08	08
		Total	02	11	13
13.4	Ratio of Non-Teaching Staff to Students	1 : 33			
13.5	Ratio of Non-Teaching Staff to Faculty	1:3			

### 14. Academic Results

S.No.	Information	Information submitted by the University
14.1	Faculty-wise and course-wise academic results of the past 3 years	Out of 4 MBA (EM) students, 2 have passed and 2 are yet to pass. First UG program will be graduated in 2016.

### 15. Accreditations

S.No.	Information	
15.1	Whether Accredited by NAAC?	As per NAAC norms, UTM is not eligible for accreditation yet. Will be applying for accreditation after the first batch graduates in 2016.
15.2	Whether Courses are accredited by NBA?	Not necessary being a university.
15.3	Other Accreditations, if any	DEC approval for offering courses through DL mode has been applied. Visit of Expert Team was due but delayed due to change of Regulatory Body from DEC to UGC
15.4	Any other Information (including special achievements by the University, which may be relevant for the University)	a) UTM has forged the following academic collaborations: - <u>With IBM India, Bangalore</u> : For collaborative launching of B.Tech. programmes (Cloud Computing / Retail Informatics);

S.No.	Information	
		<ul style="list-style-type: none"> <li>- <u>With Russian New University (RosNOU), Moscow:</u> For joint twining of academic &amp; research programmes, faculty &amp; student exchange, etc.</li> <li>- <u>With Laureate Education Inc.</u> Laureate Education Inc. is a leading international network of 70 accredited campus-based and online universities offering undergraduate and graduate degree programs to more than 780,000 students around the world. The collaboration covers: <ul style="list-style-type: none"> <li>- Collaboration in teaching, learning, research, knowledge transfer, etc.</li> <li>- Sharing of global best practices</li> <li>- Faculty/student exchange</li> <li>- Professional development courses such as seminars, conferences, etc.</li> <li>- Management of 'Quality Assurance' Programs</li> </ul> <p>As a first step, Chancellor Sanjay Kaul and Registrar Deepa Verma attended a 4 days "Laureate Leadership Summit" at Orlando, USA from June 9-12, 2013. The Summit covered Social Media Marketing, Online Education, Regional &amp; Specified Accreditations, Laureate Signature Products &amp; Services, Forecast of Tomorrow's Workforce, Building Talent Team for Tomorrow, Safety &amp; Security at Campuses, etc.</p> </li> </ul> <p>b) In addition to the above, UTM has the initial mentoring arrangement with its sister university (UPES, Dehradun).</p> <p>c) UTM had the unique distinction of its Chancellor, Vice Chancellor and Pro-Vice Chancellor being honored and felicitated in the very first year of its operation in 2012:</p> <ul style="list-style-type: none"> <li>- Mr. Sanjay Kaul, Chancellor: Felicitated at the Indian Drilling &amp; Exploration Conference held at Mumbai on May 24-25, 2012.</li> <li>- Dr. S. J. Chopra, Vice Chancellor : Awarded the prestigious 'Pertotech Life Time Achievement Award 2012' at Petrotech Conference held at Delhi on 15 October 2012 by the President of India</li> <li>- Dr. S. N. Suri, former Pro-Vice Chancellor UTM Honoured by the Govt. of Arunachal Pradesh on 21 February 2012 as a 'Pioneer in Higher Education' in recognition of his contribution in the field of higher education in the State.</li> </ul> <p>d) Return of Information for 2011-12 has been submitted to the UGC on January 22, 2013.</p> <p>e) In compliance of the UTM Act, the Annual Accounts of the University for 2011-12 &amp; 2012-13 have been audited by statutory auditors and submitted to the Visitor (Governor of Meghalaya) and the State Govt. together with the 'UTM Annual Report' on 31 December 2012 &amp; January 2013 respectively.</p>

## 16. Strength and Weakness of the University

S.No.	Information	Information submitted by the University
16.1	<b>Strengths of the University</b>	<p>a) UTM belongs to HERS group with proven track record of successfully establishing the 'University of Petroleum &amp; Energy Studies' (UPES) Dehradun in 2003 and 'Indian School of Petroleum &amp; Energy' (ISPe) at Delhi in 2001. As such, UTM has the unique advantage of initial mentoring by UPES in terms of developing systems &amp; processes, extending technical expertise, visiting faculty support, etc. – which have given it a head-start as compared to other new universities.</p> <p>b) Adopted latest curricular features like:</p> <ul style="list-style-type: none"> <li>- Cutting-edge industry aligned courses.</li> <li>- Curricula designed by experienced academics &amp; industry experts</li> <li>- Semester system for all programmes</li> <li>- Relative grading</li> <li>- Industry visits/ internships</li> <li>- Mandatory 'Personality Enhancement Programs' to develop communication skills &amp; leadership qualities among students.</li> </ul> <p>c) Effective teaching-learning through technology enabled classrooms, classroom instruction supplemented by 'guest lectures', seminars, project work, etc.</p> <p>d) Most contemporary evaluation system comprising: continuous internal evaluation to foster learning and to monitor academic progress of students; instructor-led evaluation and absolute grading.</p> <p>e) Wi-Fi campus. All students (except BBA) are provided with a netbooks.</p> <p>f) SAP enabled student life cycle.</p> <p>g) Functioning of the University fully computerized. Library automation in process.</p> <p>h) Congenial learning environment.</p> <p>i) Above all, its vision to be a premier University to usher much needed quality education in the north-eastern region.</p>
16.2	<b>Weaknesses of the University</b>	<p>No real weaknesses though UTM has following locational disadvantages being situated in the northeastern region:</p> <p>a) Challenge of attracting and retaining faculty, though we have been able to hire qualified faculty for most of the courses.</p> <p>b) Another challenge is the local laws &amp; un-documented land ownership coming in way of acquiring suitable land for setting up permanent campus of the University.</p> <p>c) Research area which will receive increased focus in the coming years.</p>

### 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.utm.ac.in](http://www.utm.ac.in)

**Signed and Sealed by the Head of the Institution**

