

## MANDATORY DISCLOSURES

### I. NAME OF THE INSTITUTION

Vishweshwar Education Society's  
INDIRA INSTITUTE OF BUSINESS MANAGEMENT  
Plot No. -2, Sector 9, Sanpada,  
Navi Mumbai, Dist Thane - Pin 400705  
Tel.: 022 - 27753226 / 7 / 8  
Fax: 022 - 27750266  
Email: info@indiraiibm.edu.in  
Website: www.indiraiibm.edu.in

### II. NAME & ADDRESS OF THE DIRECTOR

Dr. Subhash A. Kulkarni  
Kalpana Co-op Housing Society Ltd.  
701, Godawari Mhatre Road  
Dahisar (W)  
Mumbai-400068

### III. GOVERNANCE

Members of the Board and their brief background

	<b>Name of the Person</b>	<b>Membership</b>
1.	Mr. Chetan Shankarrao Wakalkar	President & Chief Managing Trustee
2.	Mr. Maruti Nivruti Navale	Vice-President
3.	Mrs. Rasika Chetan Wakalkar	Secretary
4.	Mrs. Sarita Shankarrao Wakalkar	Treasurer
5.	Mr.Sadanand Vishnu Mhalgi	Member
6.	Dr. Suresh Damodar Tikhe	Member
7.	Mr. Ramesh Narayan Keskar	Member Trustee

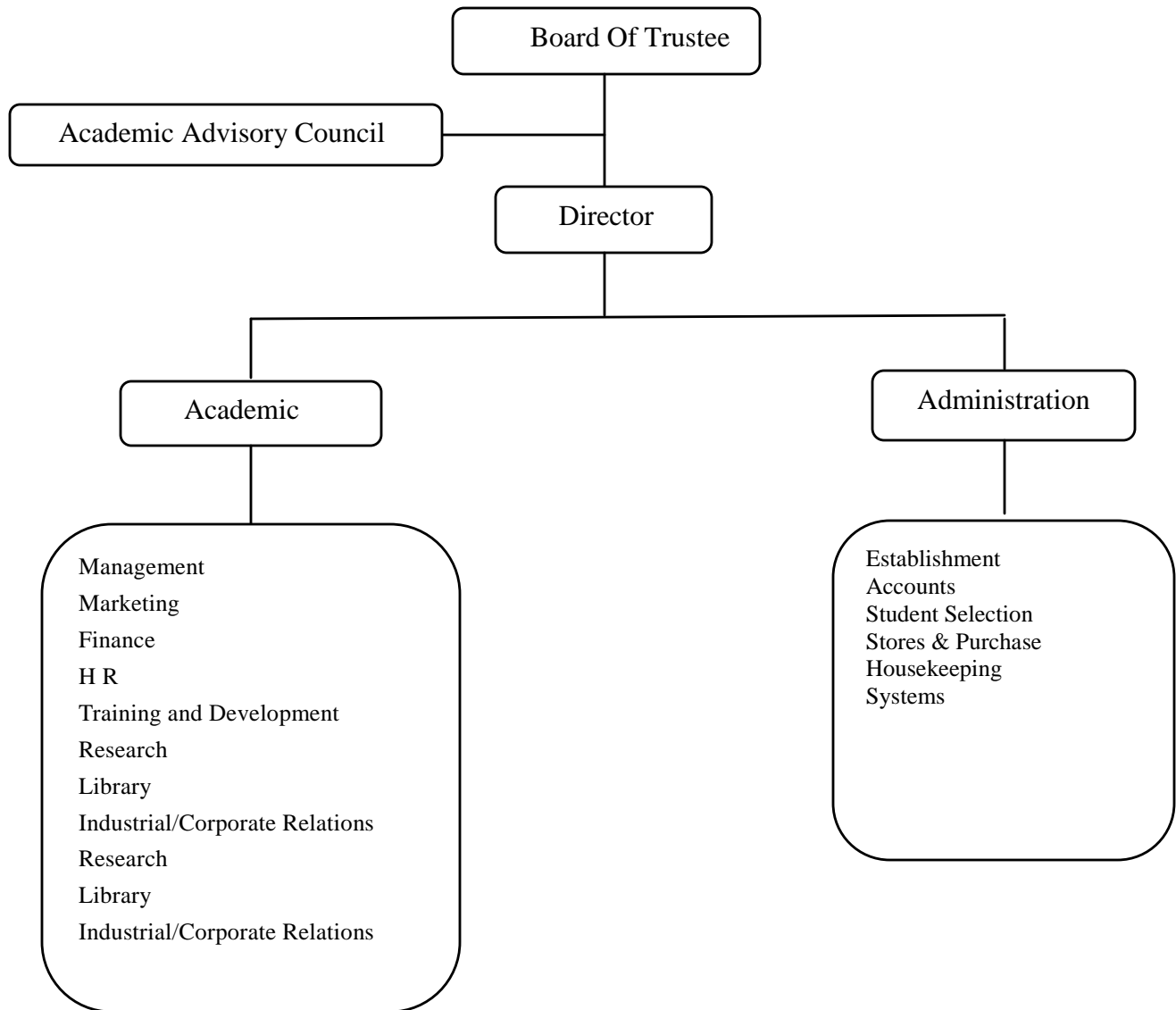
Members of Academic Advisory Body

	<b>Name of the Person</b>	<b>Membership</b>
1.	Mr. Chetan Shankarrao Wakalkar	Group Director, Indira Group of Institutes, President & Chief Managing Trustee, Vishweshwar Education Society
2.	Mrs. Rasika Chetan Wakalkar	Secretary , Vishweshwar Education Society
3.	Dr. Subhash A. Kulkarni	Director, Indira institute of Business Management
4.	Mr. S. C. Mishra	Industrialist
5.	Mr. Pramod Jain	Industrialist
6.	Mr. Abhay Shrivastav	CEO & Director – SEG Consultants Pvt. Ltd.
7.	Mr. R. N Jha	Academician

Frequency of the Board Meetings and Academic Advisory Body  
- Two meetings in every year

# Organizational chart and processes

Nature and Extent of involvement of faculty and students in academic affairs / improvements



## **Nature and Extent of involvement of faculty and students in academic affairs / improvements**

- Institute have regular meetings between Director and Heads of Departments, Faculty Members as well as Student Class Representatives to provide the platform for positive interactions and involvement of faculty and students and to improve academic processes.
- In order to build a close affinity between our faculty and students, Faculties are assigned as Mentor for the students. Each Mentor is allotted a set of 10-15 students, they interact with one another on daily basis. Mentor encourages the students to discuss freely and also guide them in taking right decision not only their difficulties relating to studies but also relating to their personal problems.
- Various training programmes and workshops are organized for students to improve their skills. Through training on Communication and various soft skills as well as technical skills we aim to transform a student into a well-rounded individual ready to take up the challenges of the corporate world.
- We invite eminent personalities from Academics & various fields / Industry to share their views in light of their expertise. Various Seminars are organized for students to improve their knowledge base.
- Faculty participation in various seminars & Conferences.
  - o First National Conference on ‘Changing Management Paradigms’
  - o Seminar on ‘Global Financial Crisis – Causes & Effects’
  - o Seminar on Dynamics of Indian Insurance Sector and Emerging Opportunities
  - o Seminar on ‘Interim Union Budget 2009’
- Faculty & Students’ active participation in various activities for improving academic affairs like Events Committee, Sports Committee, Placement Committee etc.

## V.FACULTY

Branch wise list faculty members:

Permanent Faculty :- 8  
Visiting Faculty :- 19 - List of Visiting Faculty –Annexure I  
Adjunct Faculty :- NIL  
Guest Faculty :- 25 - List of Guest Faculty –Annexure II

Profile of each faculty with qualifications, total experience, age and duration of employment at the institute:

	Area Of Specialisation	Qualification	Experience (Yrs.)	Age (Yrs.)	Duration of Employment in the Institute
Dr. Subhash A. Kulkarni	Intl. Mktg	Ph.D., MBA, M. Com., D. H .Ed.	32	53	1 month
Mrs. Anjali Kulkarni	Finance	BE(IPE), MBA (Fin), M.Phil.(Mgt.) Pursuing	12	35	1 Yr. 5 months
Mrs. Radhika Kirankumar	HRM	B.Sc. (Comp), MBA (HR)	3	25	1 yr., 3 months
Mrs. Vidhya Srinivas	Mktg	MBA (Marketing)			1.5 month
Mrs. Sarita Kumari	HRM	MA, MBA (HR), Ph.D. pursuing	6	34	3.5 months
Mrs. Jyoti singhal	Finance	M.Com., MBA, CA-Inter	6	32	3.5 months
Ms. Sneha Chavan	Mktg	MMS	11 months	24	3.5 months
Mrs. Kalyani Deshpande	IT	M.Phil (IT), M.sc (Electronics)	9	37	3 Months

Number of faculty employed and left during the last two years :

- 2007-2008 – Not Applicable;
- 2008-2009 – Employed - 5 faculties as per above table. Left - NIL
- 2009-2010 -- Employed – 5 faculties as per above table .Left – Director & Two Faculties

Profile of Director/Principal with qualifications, total experience, age and duration of employment at the institute:

Whether student assessment of faculty is in force

- Yes. We take students feedback once in a semester.

## VI. FEE

Details of fee, as approved by State fee Committee, for the Institution.

- Interim Tuition Fee Rs.48,792/- as per Shikshan Shulka Samiti

Time schedule for payment of fee for the entire Programme.

- At the time of admission and as per directives from DTE.

No. of Fee waivers granted with amount and name of students.

- NOT APPLICABLE

Number of scholarship offered by the institute, duration and amount

- Scholarship/Freeship offered by Social Welfare Department to Reserved Category Students (SC / ST / NT-1 / NT-2 / NT-3 / VJ / SBC / OBC Etc), And offered by DTE to EBC Students. Annexure III

Criteria for fee waivers/scholarship.

- As per DTE & AICTE Directives Annexure IV

Estimated cost of Boarding and Lodging in Hostels.

- Rs.40,000/- for one academic year.

## VII. ADMISSION

Number of seats sanctioned with the year of approval.

Course	Intake	Yr. of Approval
Masters in Management Studies	60	2008-09

Number of students admitted under various categories each year in the last two years.

Course	Year	OPEN	OBC	SBC	SC	ST	VJ	NT-1	NT-2	NT-3
MMS	2007-08									
MMS	2008-09	42+ 1 J & K*	9	1	5	0	0	1	1	1
MMS	2009-10	42+ 1 J & K*								

\* 1 J & K candidate admitted by DTE, MS Govt.

Number of applications received during last two years.

- Admissions are through Centralized Allotment Process by Directorate of Technical Education, Maharashtra State.

## VIII. ADMISSION PROCEDURE

Mention the admission test being followed, name and address of the Test Agency and its URL (website).

M.M.S. Course : Common Entrance Test (CET) conducted by the State Government  
Test Agency : Directorate of Technical Education,  
Maharashtra State, 3, Mahapalika Road,  
Fort, Mumbai – 411001.

Website : [www.dte.org.in](http://www.dte.org.in)

Number of seats allotted to different Test Qualified candidates CAT, MAT, XAT, JMET, ATMA, CET, JEE (State conducted test/University tests)

- All India CETs(CAT/JMET/MAT(conducted in Feb-09)/ATMA/XAT CET : 80%,  
- Institute Level Admission (All India CETs(CAT/JMET/MAT(conducted in Feb- 09) /ATMA/XAT CET + On Merit Basis) : 20%

Calendar:

– For Master of Management Studies Calendar is.

- φ Last date for request for applications –  
Governed by State Common Entrance Test (CET) Procedure announced by Directorate of Technical Education (DTE)  
2008-09 :- 20.08.2008      2009-10 :- As per DTE Schedule.
- φ Last date for submission of application -  
Governed by State Common Entrance Test (CET) Procedure announced by Directorate of Technical Education (DTE)

2008-09 :- 20.08.2008  
2009-10 :- As per DTE Schedule.

- φ Dates for Group Discussion (DG) / Interviews -  
Governed by State Common Entrance Test (CET) Procedure announced by Directorate of Technical Education (DTE)  
2008-09 :- 12.05.08-31.05.08 (MAH-MBA/MMS-CET 2008 Brochure)  
2009-10 :- 11.05.09-22.05.09 (MAH-MBA/MMS-CET 2009 Brochure).
- φ Dates for announcing final results -  
Governed by State Common Entrance Test (CET) Procedure announced by Directorate of Technical Education (DTE)  
2008-09 :- 13.06.08 (MAH-MBA/MMS-CET 2008 Broacher)  
2009-10 :- 29.06.09 (MAH-MBA/MMS-CET 2009 Broacher).
- φ Release of Admission list (main list and waiting list should be announced on the same day) -  
Governed by State Common Entrance Test (CET) Procedure announced by Directorate of Technical Education (DTE)  
2008-09 :- 20.08.08
- φ Date for acceptance by the candidate (time given should in no case be less than 15 days) -  
Governed by State Common Entrance Test (CET) Procedure announced by Directorate of Technical Education (DTE)  
2008-09 :- 15.09.08
- φ Last date for closing of admission –  
As per Directorate of Technical Education (DTE) Guidelines  
2008-09 :- Admission process closed on 21.08.08 at 5:00 p.m.
- φ Starting of the academic session –  
As per Directorate of Technical Education (DTE) & University of Mumbai Guidelines  
2008-09 :- 05.08.08  
2009-10 :- First Year MMS - As per DTE Schedule  
Second Year MMS – 01.07.09

**The waiting list should be activated only on the expiry of date of main list.**

- φ The policy of refund of the fee, in case of withdrawal, should be clearly notified. –  
As per Directorate of Technical Education (DTE) Guidelines

## **IX. CRITERIA AND WEIGHTAGES FOR ADMISSION**

Describe each criteria with its respective weightages i.e. Admission Test, GD, Interview etc.

- As per DTE / Mumbai University / AICTE Rules

Mention the minimum level of acceptance, if any, for any criteria.

- As per DTE / Mumbai University / AICTE Rules

Mention the cut-off levels of percentage & percentile scores (section-wise and/or total as case may be) of the candidates in the admission test who are called for GD / Interviews.

- NOT APPLICABLE

Mention last two years cut-off of percentage & percentile (section-wise and/or total as case may be) of the candidates called for GD/Interview.

- NOT APPLICABLE

Display marks scored in Test, GD, Interview etc. and in aggregate for all candidates who come for GD / Interview Etc.

- NOT APPLICABLE

Item No. I – IX must be given in information brochure and must be hosted as fixed content in the website of the Institution.  
The Website must be dynamically updated with regard to X - XIII

#### X. APPLICATION FORM

Downloadable application form, with online submission possibilities.

- Sample of Application Form attached Annexure V.

#### XI. LIST OF CANDIDATES

List of candidates whose applicable have been received along with percentile / percentage score for each of the qualifying examination in separate categories for open seats. List of candidates who have applied along with percentage and percentile score for Management quota seats for the year 2008-09.

- List of Students as per CAP rounds( I, II, III, IV and V(J& K)) and merit list for Institute level Seats:

**Annexure VI**

**XII. CRITERIA FOR GD / PERSONAL INTERVIEWS**

Norms adopted for calling the candidates for Group Discussion / Personal Interview.

(It has to be strictly in order to merit.)

- NOT APPLICABLE

Attributes for evaluation in GD / Interview.. (It has to be strictly in order to merit.)

- NOT APPLICABLE

**XIII. RESULTS : CAP Round III is only over till date . Institute level seat admissions shall be done after that**

Composition of evaluation team with the brief profiles of members (This information be made available in the public domain after the admission process is over)

Sr. No.	Name & Designation	Designation	Office Address	Telephone No.
1	Mrs. Anjali Kulkarni	Asst. Professor	Plot No 2, Sector 9, Sanpada, Navi Mumbai. 400705	022-27753226/7/8 Ext. 144
2	Mrs. Sarita Kumari	Sr. Lecturer	Plot No 2, Sector 9, Sanpada, Navi Mumbai. 400705	022-27753226/7/8 Ext. 119

of the components including the test and in total, arranged in order of merit.

- NOT APPLICABLE

List of candidates who have been offered admission in each category.

- NOT APPLICABLE

Waiting list of the candidates in order of merit to be operative from the last date of joining of the first list candidates, category wise.

- NOT APPLICABLE

List of the candidates who joined within the date vacancy position in each

category before operation of waiting list.  
- NOT APPLICABLE

NOTE: Suppression and/or misrepresentation of information would attract appropriate penal action.