AICTE Mandatory Disclosure

Mandatory Disclosure	:	Updated on 19.03.2018
1. AICTE File No.	:	North-West/1-3327714078/2017/EOA
Date & Period of Last approval	:	10.04.2017 – for 2017-18

2. NAME OF THE INSTITUTION

Name of the Institution	:	MR DAV Institute of Management Studies, Rohtak
Address of the Institution	:	5th KM Stone Sonepat Road, Rohtak
City & Pin code	:	Rohtak – 124023
State/UT	:	Haryana
Phone number with STD code	:	01262-274399
Fax number with STD code	:	01262-268452
Office hours at the Institution	:	9.00 A.M. to 4.30 P.M.
Academic hours at the Institution	:	9.00 A.M. to 4.30 P.M.
Email	:	mrdavims@gmail.com
Website	:	www.mrdavims.org
Nearest Railway Station (dist in Km)	:	7 KM
Nearest Airport (dist in Km)	:	70 KM

3. Type of Institution

Type of Institution	:	Private-Self Financed
Category (1) of the Institution	:	Non Minority
Category (2) of the Institution	:	Co-Ed

4. Name of the organization running the Institution

Name of the organization running the Institution	:	MR DAV Educational Trust
Type of the organization	:	Trust
Address of the organization	:	344, Old Housing Board Colony, Rohtak
Registered with	:	Sub Registrar, Rohtak
Registration Date	:	30.08.2006
Website of the Organization	:	www.mrdavims.org

5. Name of the Affiliating University

Name of the affiliating University	:	M. D. University, Rohtak
Address	:	Delhi Road, Rohtak
Website	:	www.mdurohtak.ac.in
Latest affiliation period	:	2017 - 2018

6. Name of Principal / Director

Name of Principal / Director	:	Dr. Bharat Bhushan
Exact Designation	:	Principal
Phone number with STD code	:	01262-274399
FAX number with STD code	:	01262-265435
Email	:	mrdavims@gmail.com
Highest Degree	:	Ph. D.
Field of specialization	:	Management

7. Governing Board Members

S.No.	Name	Category	Designation
1	Smt. Geeta Jindal	Management	Chairperson, MR DAV Educational Trust, Rohtak
2	Mr. Radhey Shyam Jindal	Businessman	Trustee, MR DAV Educational Trust, Rohtak
3	Mr. Shree Om Jindal	Businessman	Trustee, MR DAV Educational Trust, Rohtak
4	Mrs. Ruchi Goel	Educationist	Treasurer, MR DAV Educational Trust, Rohtak
5	Mr. Mahesh Chand Jindal	Businessman	Trustee, MR DAV Educational Trust, Rohtak
6	Mr. Vaibhav Jindal	Director	Director, MR DAV Educational Trust, Rohtak
7	Ex-Officio, Nominee of NCTE	-	-
8	Ex-Officio, Nominee of Affiliating University (MD Uni., Rohtak)		
9	Ex-Officio, Nominee of State Govt.		
10	Mr. R.P. Mittal	Industrialist	Special Invitee
11	Dr. Bharat Bhushan	Principal	Principal, MR DAV Institute of Management Studies, Rohtak
12	Ms. Seema Hudda	Faculty of the Institute	Faculty, MR DAV Institute of Management Studies, Rohtak
13	Ms. Priyanka	Faculty of the Institute	Faculty, MR DAV Institute of Management Studies, Rohtak
14	Dr. Charanjeet	Faculty of the Institute	Faculty, MR DAV Institute of Management Studies, Rohtak

8. Executive Component : Organization chart and Process

ORGANIZATIONAL STRUCTURE

Chairperson

↓

Director

↓

Principal

MBA

HOD

TPO

Administrative Officer

Clerk

Assistant

Teaching & Non-Teaching Staff

Accountant

MCA

HOD

TPO
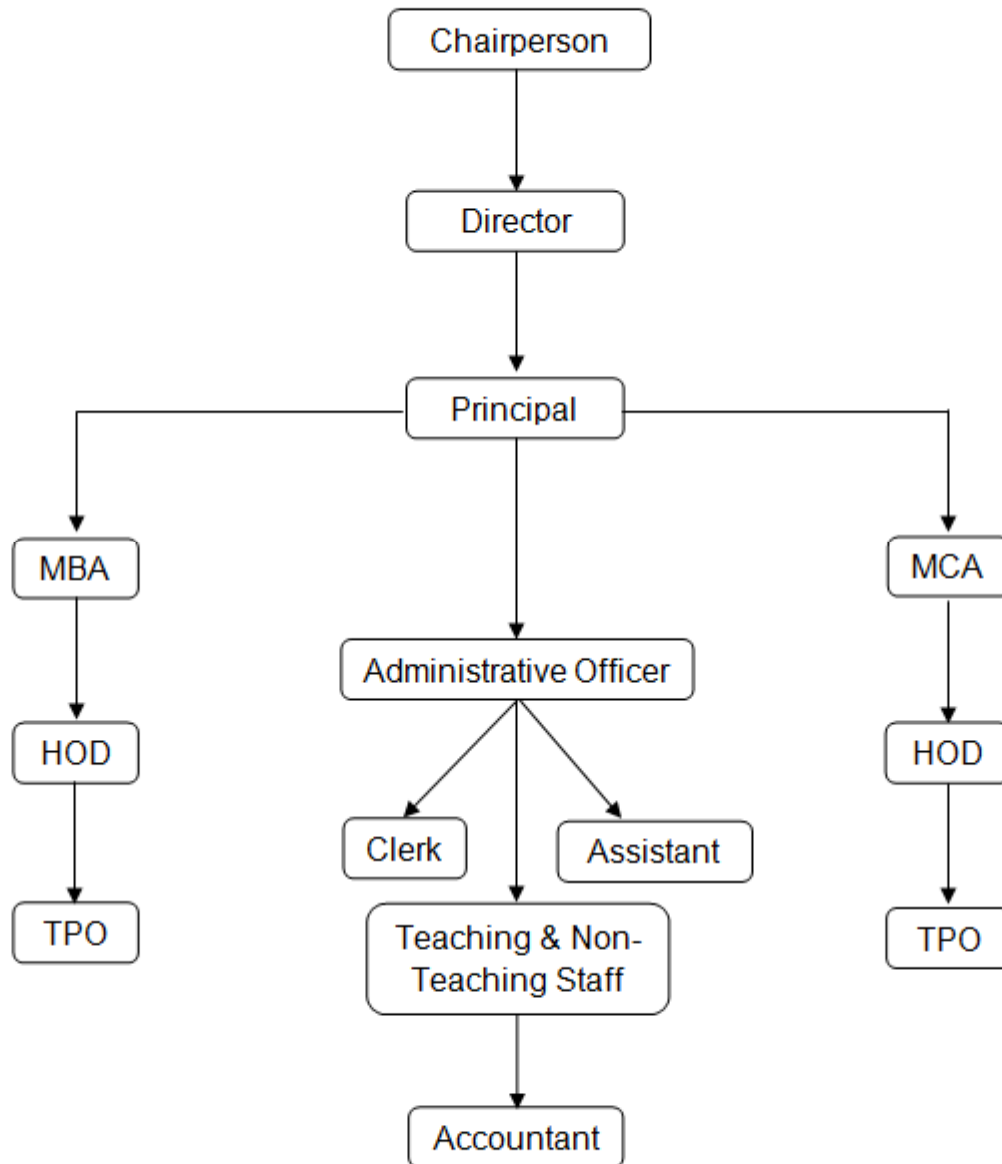
9. Student Feedback on Institutional Governance/faculty performance

A student feedback mechanism is available in the institution. Once in a semester, the students provide the feedback of staff in the prescribed format.

MR DAV Institute of Management Studies, Rohtak
STUDENTS EVALUATION FORM

Year :		Semester:		Dept.		Date:	

Sl No	Name of the Subject	Name of the staff member	Good	Satisfactory	Not satisfactory
1	MANAGEMENT INFORMATION SYSTEM	Surender Kumar Shilla	Good		
2	INTEGRATED MKT. COMMUNICATION	Seema Hudda	Good		
3					
4					
5					

10. Grievance redressal mechanism for faculty, staff and students

- System for Redressal of grievances of faculty, staff and students
- The management of the college follows an open system of administration and grievances from staff and students are given the utmost attention.
- Complaints and suggestion boxes are kept at a number of places in the campus and also in the hostels.
- The suggestions and complaints are carefully looked into and remedial measures undertaken. Responses are also publicized through notice boards.
- In case of indiscipline, a committee appointed by the principal enquires into the matter by calling witnesses and recommendations are made about the action to be taken by the management.
- Grievances regarding the staff in terms of salary, promotions etc., are carefully looked into by the HR department in consultation with the Principal and remedial measures taken.
- Class Committee meetings are held in which grievances of students are taken note of and remedial measures taken.
- A student welfare officer looks into the welfare of the students and advises the management for necessary action.

11. Department wise Details

- Master of Business Administration
- Master of Computer Applications

12. Department wise Teaching Faculty - Detailed - AICTE - Bio-data Form

- **Master of Business Administration**

Name of Teaching Staff : **Surender Shilla**

Photo

Designation : **Asstt. Prof.**

Department : **MBA**

Date of Joining the Institution	:	**20.04.2010**
Qualifications with Class/Grade UG PG PhD	:	**B.A., MBA**
Total Experience in Years Teaching Industry Research	:	**14 Yrs.**
Papers Published National International	:	**00**
Papers Presented in Conferences National International	:	**00**
PhD Guide? Give field & University Field University	:	**00**
PhDs / Projects Guided PhDs Projects at Masters level	:	**00**
Books Published / IPRs/ Patents	:	**00**
Professional Memberships	:	**AIMA**
Consultancy Activities	:	**Nil**
Awards	:	**Nil**
Grants fetched	:	**Nil**

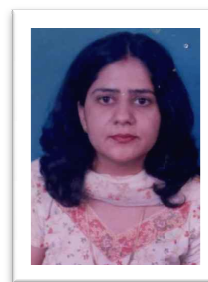|		
Name of Teaching Staff	:	**Vaibhav Jindal**
Photo		
Designation	:	**Asstt. Prof.**
Department	:	**MBA**
Date of Joining the Institution	:	**03.09.2012**
Qualifications with Class/Grade UG PG PhD	:	**B.E., MBA**
Total Experience in Years Teaching Industry Research	:	**06 Yrs.**
Papers Published National International	:	**00**
Papers Presented in Conferences National International	:	**00**
PhD Guide? Give field & University Field University	:	**00**

PhDs / Projects Guided PhDs Projects at Masters level	:	**00**
Books Published / IPRs/ Patents	:	**00**
Professional Memberships	:	**Nil**
Consultancy Activities	:	**Nil**
Awards	:	**Nil**
Grants fetched	:	**Nil**

Name of Teaching Staff	:	**Dr. Manisha Kadiyan**
Photo		

Designation	:	**Asso. Prof.**
Department	:	**MBA**
Date of Joining the Institution	:	**09.09.2010**
Qualifications with Class/Grade UG PG PhD	:	**B.Com., MBA, Ph.D.**
Total Experience in Years Teaching Industry Research	:	**10 Yrs.**
Papers Published National International	:	**04**
Papers Presented in Conferences National International	:	**02**
PhD Guide? Give field & University Field University	:	**01**
PhDs / Projects Guided PhDs Projects at Masters level	:	**02**
Books Published / IPRs/ Patents	:	**01**
Professional Memberships	:	**Nil**
Consultancy Activities	:	**Nil**

Awards	:	**Nil**
Grants fetched	:	**Nil**

Name of Teaching Staff	:	**Dr. Chandarjeet**
Photo		

Designation	:	**Asstt. Prof.**
Department	:	**MBA**
Date of Joining the Institution	:	**01.04.2016**
Qualifications with Class/Grade UG PG PhD	:	**B.Tech., MBA**
Total Experience in Years Teaching Industry Research	:	**03 Yrs.**
Papers Published National International	:	**00**
Papers Presented in Conferences National International	:	**00**
PhD Guide? Give field & University Field University	:	**00**
PhDs / Projects Guided PhDs Projects at Masters level	:	**00**
Books Published / IPRs/ Patents	:	**00**
Professional Memberships	:	**Nil**
Consultancy Activities	:	**Nil**
Awards	:	**Nil**
Grants fetched	:	**Nil**

Name of Teaching Staff	:	**Nitin Goyal**
Photo		

Designation	:	**Asstt. Prof.**
Department	:	**MBA**
Date of Joining the Institution	:	**01.11.2016**
Qualifications with Class/Grade UG PG PhD	:	**BBA., MBA**
Total Experience in Years Teaching Industry Research	:	**03 Yrs.**
Papers Published National International	:	**00**
Papers Presented in Conferences National International	:	**00**
PhD Guide? Give field & University Field University	:	**00**
PhDs / Projects Guided PhDs Projects at Masters level	:	**00**
Books Published / IPRs/ Patents	:	**00**
Professional Memberships	:	**Nil**
Consultancy Activities	:	**Nil**
Awards	:	**Nil**
Grants fetched	:	**Nil**

Name of Teaching Staff	:	**Priyanka Kinra**
Photo		
Designation	:	**Asstt. Prof.**
Department	:	**MBA**

Date of Joining the Institution	:	**17.07.2017**
Qualifications with Class/Grade UG PG PhD	:	**BBA., MBA**
Total Experience in Years Teaching Industry Research	:	**01 Yrs.**
Papers Published National International	:	**00**
Papers Presented in Conferences National International	:	**00**
PhD Guide? Give field & University Field University	:	**00**
PhDs / Projects Guided PhDs Projects at Masters level	:	**00**
Books Published / IPRs/ Patents	:	**00**
Professional Memberships	:	**Nil**
Consultancy Activities	:	**Nil**
Awards	:	**Nil**
Grants fetched	:	**Nil**

Name of Teaching Staff	:	**Seema Hudda**
Photo		
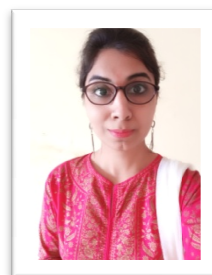
Designation	:	**Asstt. Prof.**
Department	:	**MBA**
Date of Joining the Institution	:	**01.09.2017**
Qualifications with Class/Grade UG PG PhD	:	**BBA., MBA**
Total Experience in Years Teaching Industry Research	:	**01 Yrs.**
Papers Published National International	:	**00**
Papers Presented in Conferences National International	:	**00**

PhD Guide? Give field & University Field University	:	**00**
PhDs / Projects Guided PhDs Projects at Masters level	:	**00**
Books Published / IPRs/ Patents	:	**00**
Professional Memberships	:	**Nil**
Consultancy Activities	:	**Nil**
Awards	:	**Nil**
Grants fetched	:	**Nil**

- **Master of Computer Applications**

Name of Teaching Staff	:	**Anjali Kinra**
Photo		

Designation	:	**Asstt. Prof.**
Department	:	**MCA**
Date of Joining the Institution	:	**30.04.2016**
Qualifications with Class/Grade UG PG PhD	:	**B.Tech., M.Tech.**
Total Experience in Years Teaching Industry Research	:	**04 Yrs.**
Papers Published National International	:	**00**
Papers Presented in Conferences National International	:	**00**
PhD Guide? Give field & University Field University	:	**00**
PhDs / Projects Guided PhDs Projects at Masters level	:	**00**
Books Published / IPRs/ Patents	:	**00**
Professional Memberships	:	**Nil**
Consultancy Activities	:	**Nil**

Awards	:	**Nil**
Grants fetched	:	**Nil**

Name of Teaching Staff	:	**Tarun Sangwan**
Photo	:	
Designation **Asstt. Prof.**	:	
Department	:	**MCA**
Date of Joining the Institution	:	**06.09.2016**
Qualifications with Class/Grade UG PG PhD	:	**B.Tech., M.Tech.**
Total Experience in Years Teaching Industry Research	:	**03 Yrs.**
Papers Published National International	:	**00**
Papers Presented in Conferences National International	:	**00**
PhD Guide? Give field & University Field University	:	**00**
PhDs / Projects Guided PhDs Projects at Masters level	:	**00**
Books Published / IPRs/ Patents	:	**00**
Professional Memberships	:	**Nil**
Consultancy Activities	:	**Nil**
Awards	:	**Nil**
Grants fetched	:	**Nil**

Name of Teaching Staff	:	**Vikram Nandal**
Photo		

Designation	:	**Asstt. Prof.**
Department	:	**MCA**
Date of Joining the Institution	:	**15.01.2015**
Qualifications with Class/Grade UG PG PhD	:	**B.Tech., M.Tech.**
Total Experience in Years Teaching Industry Research	:	**03 Yrs.**
Papers Published National International	:	**00**
Papers Presented in Conferences National International	:	**00**
PhD Guide? Give field & University Field University	:	**00**
PhDs / Projects Guided PhDs Projects at Masters level	:	**00**
Books Published / IPRs/ Patents	:	**00**
Professional Memberships	:	**Nil**
Consultancy Activities	:	**Nil**
Awards	:	**Nil**
Grants fetched	:	**Nil**

Name of Teaching Staff	:	**Rashmi Ruhil**
Photo		

Designation	:	**Asstt. Prof.**
Department	:	**MCA**
Date of Joining the Institution	:	**02.01.2015**

Qualifications with Class/Grade UG PG PhD	:	**B.C.A., MCA**
Total Experience in Years Teaching Industry Research	:	**03 Yrs.**
Papers Published National International	:	**00**
Papers Presented in Conferences National International	:	**00**
PhD Guide? Give field & University Field University	:	**00**
PhDs / Projects Guided PhDs Projects at Masters level	:	**00**
Books Published / IPRs/ Patents	:	**00**
Professional Memberships	:	**Nil**
Consultancy Activities	:	**Nil**
Awards	:	**Nil**
Grants fetched	:	**Nil**

Name of Teaching Staff	:	**Satyender Duhan**
Photo		
Designation	:	**Asstt. Prof.**
Department	:	**MCA**
Date of Joining the Institution	:	**01.08.2017**
Qualifications with Class/Grade UG PG PhD	:	**B.C.A., MCA**
Total Experience in Years Teaching Industry Research	:	**02 Yrs.**
Papers Published National International	:	**00**
Papers Presented in Conferences National International	:	**00**
PhD Guide? Give field & University Field University	:	**00**
PhDs / Projects Guided PhDs Projects at Masters level	:	**00**
Books Published / IPRs/ Patents	:	**00**
Professional Memberships	:	**Nil**
Consultancy Activities	:	**Nil**

Awards	:	**Nil**
Grants fetched	:	**Nil**

Name of Teaching Staff	:	**Naveen Kumar**
Photo		

Designation	:	**Asstt. Prof.**
Department	:	**MCA**
Date of Joining the Institution	:	**05.01.2015**
Qualifications with Class/Grade UG PG PhD	:	**B.C.A., MCA**
Total Experience in Years Teaching Industry Research	:	**03 Yrs.**
Papers Published National International	:	**00**
Papers Presented in Conferences National International	:	**00**
PhD Guide? Give field & University Field University	:	**00**
PhDs / Projects Guided PhDs Projects at Masters level	:	**00**
Books Published / IPRs/ Patents	:	**00**
Professional Memberships	:	**Nil**
Consultancy Activities	:	**Nil**
Awards	:	**Nil**
Grants fetched	:	**Nil**

13. Admission Quota

Admission Quota	:	**Entrance Test / Direct Admission**
Entrance Test/ Admission Criteria	:	CMAT, MAT
Lowest cutoff marks in Previous year	:	68%

Fees in rupees	:	Accredited Courses Rs. 35,000/-+ University Fee (MBA)
		Accredited Courses Rs. 36,000/-+ University Fee (MCA)
Number of Fee Waivers offered	:	00
Admission Calendar	:	April to August
PIO Quota	:	No

Admission Quota	:	**Master of Business Administration**
Entrance Test/ Admission Criteria	:	A pass in any Bachelor's Degree (3 or 4 Years) from a recognized university Admission based on CMAT and MAT Entrance Score
Cut off/last candidate admitted	:	Admission purely based on Merit List.
Fees in rupees	:	Accredited Courses Rs. 35,000/-+ University Fee
Number of Fee Waivers offered	:	Not Applicable
Admission Calendar	:	April to August
PIO Quota	:	NO
Admission Quota	:	**Master of Computer Applications**
Entrance Test/ Admission Criteria	:	Admission Based on BCA with 50% passed students
Cut off/last candidate admitted (Regular)	:	Admission purely based on Merit List.
Cut off/last candidate admitted (Lateral)	:	Admission purely based on Merit List.
Fees in rupees	:	Accredited Courses Rs. 36,000/-+ University Fee
Number of Fee Waivers offered	:	Not Applicable
Admission Calendar	:	April to August
PIO Quota	:	NO

14. Infrastructural Information

- Class Room

- Master of Business Administration and Master of Computer Applications
- Library

- Auditorium

- [Seminar & Conference Halls](#)

- [Sports Facility](#)

- Buildings

- Hostel
- Medical Facility
- Placement Training
- Cafeteria
- Transport Facility
- Academic Facility
- Wi-fi Facility

15. Academic Sessions

Academic Sessions	:	**Master of Business Administration**
Examination System, Year /Semester	:	Semester Pattern @ Four semesters per year
Period of declaration of results	:	within 1 – 2 months after closure of examinations

Academic Sessions	:	**Master of Computer Applications**
Examination System, Year /Semester	:	Semester Pattern @ Four semesters per year
Period of declaration of results	:	within 1 – 2 months after closure of examinations

16. Counseling / Monitoring

Counseling / Monitoring	-	Regular Counseling for students by faculty advisors once every week
Career Counseling	-	Done during faculty advising regularly and also by department Placement coordinators
Medical facilities	-	A Medical Room is provided in the Institute and Hostel equipped with a doctor & team. In addition to that we have tie up with PGIMSI, Rohtak.
Student Insurance	-	Facility will be provided very soon.
Sum assured	-	Nil

17. Students Activity Body

Cultural activities -

- Students at MR DAV IMS exhibit their talents in an astounding manner through the Cultural Activities.
- **MR DAV IMS**, a cultural festival, which is conducted every Year at Institute Level, is an expression of their solidarity and team spirit.
- Every Year, there is an amazing number of participants. For example In 2016, 56 students participated in the events like Ship wreck, Spin-a-yarn, Multimedia etc.

Sports activities - Facilities available in the Sports are

1. Outdoor Games

Football Field	Hockey Ground	Basket ball Court
Volleyball Courts (4)	Badminton Courts (6)	Tennis Court & Cricket Net with pitch

2. Indoor Games

Shuttle	Carrom	Chess
Yoga and Meditation Centre	Music Centre	

Literary activities -

- The English Development Club (EDC) aims at developing the students' overall personality with the main focus on communication skills.
- The following activities are conducted under the auspices of the EDC :
  - Group Discussion
  - Debates
  - Oral Presentations
  - Role plays
  - Interview techniques
  - Poetry Writing

  in order to develop the students talent.
  Participation in these programmes gives them a face lift to take on the ever challenging world of productive activity.