

# Mandatory Disclosure

Updated on 16-02-2021

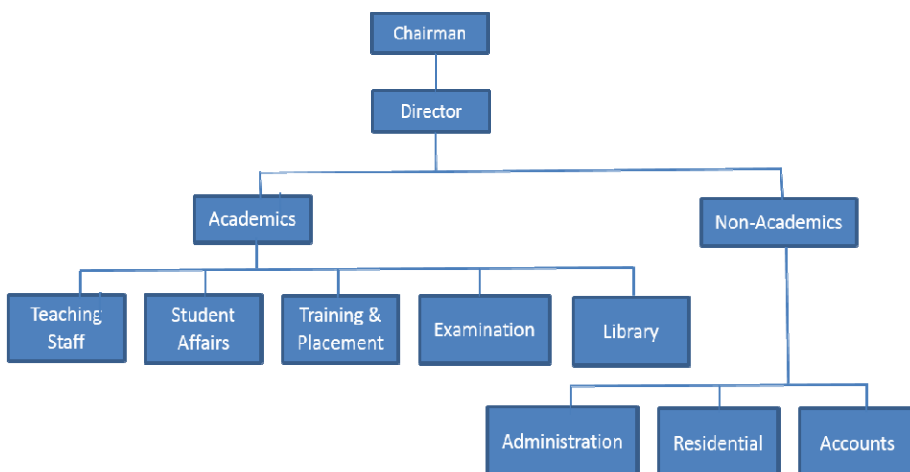
## ANNEXURE 10

1	<b>Name of the Institution</b>	<b>Astral Institute of Management Studies (AIMS)</b>	
	Address	Sishu Vihar, P.O – KIIT, Infocity Road, Patia, Bhubaneswar, Odisha, Pin - 751024	
	Phone No.	0674 - 2744416	
	Mobile No.	8895483100	
	E-mail	info@aimsbbbsr.com	
2	<b>Name of the Trust</b>	<b>Child Care &amp; Educational Development Foundation Trust</b>	
	Address	Sishu Vihar, P.O – KIIT, Infocity Road, Patia, Bhubaneswar, Odisha, Pin - 751024	
	Phone No.	0674 - 2744416	
	Mobile No.		
	E-mail		
3	<b>Name of the Director</b>	Dr. Govinda Das	
	Address	Plot-1609,Lake Vally,Lane-7,Bhakta Madhu Nagar,Gandamunda ,Jagamora,Khandagiri,BBSR- 753010	
	Phone No.	0674 355 9130	
	Mobile No.	9437360992	
	E-mail	info@aimsbbbsr.com	
4	<b>Name of the Affiliating University</b>	Approved under AICTE	
5	<b>Governance</b>		
	Members of the Board	Dr. Satyabrata Minaketan Mrs. Indumati Ray Dr. Govinda Das Mr. P.K. Dash Dr. Sameer Samal	Chairman Secretary Director President Member
	Members of Academic Advisory Body	Dr. Satyabrata Minaketan Dr. Govinda Das Prof. Satyabrata Bhuyan Prof. Bishnu Prasanna Pal Prof. Dipak Bisoi Prof. Nirajana Das Prof. Sadananda Behera Prof. G. Ram Kumar Prof. Sarat Jena	Chairman Director Dean Faculty Faculty Faculty Faculty Faculty Faculty

Frequency of Board Meeting  
Frequency of Academic Advisory Body Meeting

Twice in a year  
Four times in a year

### Organizational Chart & Processes



Nature and Extent of Involvement of Faculty and Students in Academic Affairs/Improvements

The faculty members play a major role in academic affairs and improvements. Apart from teaching and research, they are involved in curriculum moderation, conducting developmental sessions for students, organizing seminars & workshops, guiding students for projects, counselling for students, supervising student-led activities & clubs, and academic administration and restructuring. *The students are also* involved in academic review and improvements. There is a provision for collecting feedback from students on course content, course delivery,

Mechanism/Norms and Procedure for Democratic/Good Governance

The institute has got a democratic and transparent approach in the entire operational procedure across the verticals i.e. Admission, Academics, Administration, Examination and Placement. The policies, rules and procedures are drafted and circulated to the concerned vertical heads and other stakeholders. The vertical heads, faculty and other staff members need to act as per the norms set and are accountable for adherence to the policies for a good governance. Absolute transparency is also ensured in

Student Feedback on Institutional Governance/Faculty Performance

The institute has a very professional and unbiased system of gathering student feedback on institutional governance and performance of the faculty. The comments/remarks/suggestions related to institutional governance given by the students are reviewed at regular intervals and adequate corrective measures are taken to bring improvement. The students tender their feedback on faculty performance after completion of each course. The feedback so collected are tabulated and shared with the concerned faculty for review by the Dean's office. The students are also encouraged to write suggestions related to the course and course delivery. The parameters considered in the Students' Feedback are Depth of Knowledge, Course Pedagogy, Ability to Explain, Involvement of the Faculty to Generate Interest, Value Addition, Maintaining Discipline in the Class, Handling Questions, etc. Student Feedback on institutional governance includes parameters such as Adequacy of the Academic System, Relevance of the Course Taught, Scope for All-round Development, Transparency in Academic and Student Related Administrative Policies, Infrastructural

Facilities and Provision for Amenities etc.

Grievance Redressal mechanism for Faculty, staff and students	The institute has a Grievance Redressal Committee comprising of the Director, Dean, Head-HR, Head-Admn and Faculty-in-Charge for Student Affairs to address to the grievances of the internal stakeholders viz. Faculty, Non-Teaching Staff and Students. Faculty members can bring their grievances to the notice of the Director through the Dean. Director inquires about the grievances and if needed brings it also to the notice of the Chairman. In case of non-teaching staff members, the grievance is referred through the immediate deptt. in-charge to the Head-Admn and Head-HR. The matter is sometimes referred to the Director. In case of students, academic related grievances are handled by the Dean and hostel along with other support related issues are dealt by the Faculty-in-Charge for Student
Establishment of Anti Ragging Committee	The Anti Ragging Committee of the institute was established in Dec 2009. The committee headed by Faculty-in-Charge for Student Affairs comprises of five members (teaching and non-teaching). The members always remain alert to prohibit and prevent any such ragging incident.
Establishment of Online Grievance Redressal Mechanism	The faculty, staff and students can put forth their grievances through mail to the concerned authority and if the matter is not resolved, the aggrieved can forward the mail to the Director/Management directly.
Establishment of Internal Complaint Committee (ICC)	An Internal Complaints Committee has been constituted as per the provisions of Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013. The committee comprises of faculty (3 nos), staff (2 nos) and students (3 nos). The members are :
Establishment of Committee for SC/ST	AIMS constituted a committee for SC/ST with the following members :
Internal Quality Assurance Cell	The Internal Quality Assurance Cell of AIMS is dedicated for quality assessment and augentation on a continuous basis in key areas viz. Teaching, Academic System, and Training & Placement. The cell is headed by the Dean.

## 6 Program

Name of the Progrm approved by AICTE	Post Graduate Diloma in Management
Number of Seats	60
Duration	2 Years
Cut off marks	50%
Fee	Rs. 310,000
Placement Facilities	The Training & Placement department of the institute works consistently throughout the year to provide internship anf final placement opportunities to students. The department is responsible for scouting opportunity, campus engagement, facilitating campus drives and onboarding of the

Campus placement in last three years with minimum salary ,maximum salary and average salary

2019 : Minimum Salary Rs.2.20 lakhs p.a.; Maximum Salary Rs.4.30 lakhs p.a.; Average Salary Rs.3.00 lakhs. 2020 : Minimum Salary Rs.2.00 lakhs p.a.; Maximum Salary Rs.4.10 lakhs p.a.; Average Salary Rs.3.20 lakhs. 2021 : Minimum Salary Rs.2.40 lakhs p.a.; Maximum Salary Rs.7:00 lakhs p.a.;

Name and duration of Programme(s) having Twinning and Collaboration with Foreign University(s)

NA

## 7 Faculty (Course - PGDM)

Permanent Faculty

Dr. Govinda Das	Director
Prof. Satyabrata Bhuyan	Dean
Prof. Bishnu Prasanna Pal	Faculty
Prof. Dipak Bisoi	Faculty
Prof. Nirajana Das	Faculty
Prof. Sadananda Behera	Faculty
Prof. G. Ram Kumar	Faculty
Prof. Sarat Jena	Faculty

Adjunct/Guest Faculty

Prof. Deepa Dewan  
Prof. Raj Gopal Pankaj  
Prof. Soumya Patnaik

Permanent Faculty: Student Ratio  
Number of Faculty employed and left during the last three years

**01:15**  
2018-19 : Appointed xx, Left xx; 2019-20 : Appointed xx, Left xx; 2020-21 : Appointed xx, Left xx

## 8 Profile of Director/Faculty

### **Director**

Name	<b>Dr. Govinda Das</b>
Date of Birth	05-08-1953
Aadhaar No.	170318283089
Education Qualifications	MA (Economics), PhD
Work Experience	Teaching - 35 Yrs; Research - 8 Yrs; Industry - Nil
Area of Specialization	Economics
Courses Taught	Managerial Economics, Economic Environment of Business, Entrepreneurship Development & Management
Research guidance(No. of Students)	UG - 50; PG - 32; PhD - 01
Research Publications	National level - 02
No. of Books published	01

### **Faculty Members**

Name	<b>Prof. Satyabrata Bhuyan</b>
Date of Birth	25/06/1970
Aadhaar No.	246810395734
Education Qualifications	MBA, PhD (Pursuing)
Work Experience	Teaching - 35 Yrs; Research - 8 Yrs; Industry - Nil
Area of Specialization	Accounting & Finance
Courses Taught	Financial Accounting, Cost & Mgmt Accounting, Financial Management, Financial Statement Analysis, Financial Modelling, Working Capital

Research guidance(No. of Students) UG - 24; PG - 46  
Research Publications National level - 03  
No. of Books published Nil

**Name Prof. Dipak Bisoi**  
Date of Birth 10-05-1981  
Aadhaar No. 299088743129  
Education Qualifications M.C.A  
Work Experience Teaching - 12 Yrs; Research - 0 Yrs; Industry - 5  
Area of Specialization IT  
Courses Taught IT Skills for Managers I, IT Skills for Managers II, Management Information  
Research guidance(No. of Students)  
Research Publications  
No. of Books published

**Name Prof. Bishnu Prasanna Pal**  
Date of Birth 01-01-1971  
Aadhaar No. **756568968774**  
Education Qualifications MBA,LLB  
Work Experience Teaching - 8 Yrs; Research - 0 Yrs; Industry - 15  
Area of Specialization HRM  
Courses Taught Human Resources Management, Recruitment, Selection & Training,  
Organizational Change & Development, Learning & Development,  
Research guidance(No. of Students)  
Research Publications  
No. of Books published

**Name Prof. Nirajana Das**  
Date of Birth 04-07-1981  
Aadhaar No. 793722294187  
Education Qualifications PGDM,MA in English,PHD Continuing  
Work Experience Teaching - 04 Yrs; Research - 03 Yrs; Industry - 14  
Area of Specialization Marketing  
Courses Taught Marketing Management – I & II, Sales and Distribution Mgmt, Consumer  
Behaviour, Services Marketing, Marketing Research, Product & Brand  
Research guidance(No. of Students)  
Research Publications  
No. of Books published

**Name Prof. Sadananda Behera**  
Date of Birth 13-07-1981  
Aadhaar No. 556557404149  
Education Qualifications M.C.A  
Work Experience Teaching - 12 Yrs; Research - 0 Yrs; Industry - 05  
Area of Specialization Quantitative Techniques & Decision Science  
Courses Taught Quantitative Analysis, Operations Management, Business Research  
Research guidance(No. of Students)  
Research Publications  
No. of Books published

**Name Prof. G Ram Kumar**  
Date of Birth 21-11-1973

Aadhaar No.	
Education Qualifications	MBA
Work Experience	Teaching - 15 Yrs; Research - 0 Yrs; Industry - 10
Area of Specialization	Port, Shipping & Logistics
Courses Taught	Intro. to Port, Shipping & Logistics Mgmt, Customs & Free Trade Agreement, Freight Forwarding Services, Cargo Management at Port, Warehouse &
Research guidance(No. of Students)	
Research Publications	
No. of Books published	

Name	<b>Dr. Sarat Ch. Jena</b>
Date of Birth	05-06-1958
Aadhaar No.	211373047618
Education Qualifications	M.A English,MBA,Phd (English)
Work Experience	Teaching - 18 Yrs; Research - 15 Yrs; Industry - 18
Area of Specialization	Business Communication & Soft Skills
Courses Taught	Business Communication I, Business Communication II
Research guidance(No. of Students)	
Research Publications	
No. of Books published	

## 9 Fee

Details of Fee and Timing	Total fee of Rs.310,000 for 2 years to be paid in four installments viz. First : At the time of Admission, Second : on or before beginning of Trimester II; Third : on or before beginning of Trimester III; Fourth : on or before
No. of Fee waivers granted with amount and name of students	1. Mr. Malaya Ranjan Behera - Rs 100000; 2. Mr Deshabandhu Chitta Ranjan Dash - Rs 100000; 3. Ms Gitanjali Behera - Rs 100000; 4. Mr Ramachandra Behera - Rs 100000; 5. Ms Priyanka Dash - Rs 100000;
Scholarship	Candidates scoring 70% aggregate in Xth, XIIth & Graduation : Rs 30,000; Candidates scoring 65% aggregate in Xth, XIIth & Graduation : Rs 15,000
Criteria for Fee waivers	Merit-cum-Poor Finacial Background
Estimated cost of Boarding and Lodging in Hostels	Rs. 60,000 for two years (excluding mess charges). Mess charges are as per tf

## 10 Admission

Number of seats sanctioned with the year of approval	Sanctioned seats : 60; Year of Approval : 2009
Number of Students admitted under various categories each year in the last three years	<b>2018</b> : GEN -XX, SC/ST - XX; <b>2019</b> : GEN -XX, SC/ST - XX; <b>2020</b> : GEN -XX, SC/ST - XX;
Number of applications received during last two years for admission under Management Quota and number admitted	2019 - NIL; 2020 - NIL

## 11 Admission Procedure

Admission Tests  
CAT - Conducted by IIMs  
XAT - Conducted by XLRI, Jamshedpur  
CMAT - Conducted by AICTE  
MAT - Conducted by AIMA, New Delhi  
OJEE - Conducted by OJEE Board, Govt of Odisha

Admission Calendar  
GD & PI to be conducted - from 1st Feb 2021 to 15th May 2021  
Publication of result - 30th May 2021  
Admission - 1st June to 30th June 2021  
Starting of the Academic Session - 7th July 2021

**12 Criteria & Weightage for Admission**  
Admission Test - 50%; GD - 25%; PI - 25%  
Minimum level of acceptance  
No minimum level  
Cut-off Levels of percentage  
CAT - 56%; XAT - 51%; CMAT - 64%; MAT - 67%

**13 List of Applicants**

**14 Admission Under Management seats** No system of management seat

**15 Information of Infrastructure and Other**

**Resources Available**

Number of Class Rooms and size 3 class rooms  
Number of Tutorial rooms and size 2 tutorial rooms  
Number of Comp Labs and size 1 computer lab  
Central Examination Facility Yes  
Barrier Free Built Environment Yes  
Occupancy Certificate Yes  
Fire & Safety Certificate Yes  
Hostel Facilities Yes. Seprate hostels for boys and girls

Library  
No. of Library Books -  
No. of Titles -  
No. of International Journals -  
No. of National Journals -  
E-Library Facilities -  
NDL subscription details -

Comuting Facilities  
Internet Bandwidth -  
No. and configuration of systems -  
Total number of system connected by LAN  
Total number of system connected by WAN  
Major software packages available  
Special purpose facilities available - Yes  
Facilities for conduct of classes/courses in online mode - Yes  
Innovation Cell - Yes  
Social Media Cell - Yes  
Compliance of the NAD - Yes

List of Facilities Available  
Games and Sports Facilities - Yes  
Extra-Curricular Activities - Yes  
Soft Skill Development Facilities -Yes

Teaching Learning Process

Curricula and syllabus - Moderation is conducted every year  
Academic Calendar - Prepared before the starting of the session  
Academic Time Table - Prepared before the starting of each Trimester  
Teaching Load of Faculty - Maximum 6 courses in a year  
Internal Continuous Evaluation System - Yes  
Student's assessment of Faculty - Yes. Done in each course

For each Post Graduate Courses give the following

Title of the Course – PGDM

Curricular & Syllabi – Moderation is done by the Course Moderation Committee at annual interval

Laboratory Facilities – Available for all students from 9.00 AM to 8.00 PM.

**16 Enrolment details of students in the last 3 years**

2018 - Appendix

2019 - Appendix

2020 - Appendix

**17 List of Research Projects/ Consultancy Works**

NA

**18 LoA and subsequent EoA till the current Academic Year**

**19 Accounted audited statement for the last three years**

Appendix





