

## Appendix 8

### Format for Mandatory disclosure

Mandatory Disclosure	updated on:
1	AICTE File No.: 740-87-203(MBA)/ET/99. Date & Period of Last approval: 08/06/2009 – Year: 2009 – 10.
2	Name of the Institution: NARMADA COLLEGE OF MANAGEMENT Address of the Institution: Shuklatirth Road, Zadeshwar City & Pin Code: Bharuch – 392 011 State / UT: (Gujarat – INDIA) Longitude & Latitude: 73.015137 & 21.647217 Phone number with STD code: (02642) 231466, 230595 FAX number with STD code: (02642) 230595 Office hours at the Institution: 10.00 a.m. to 6.00 p.m. Academic hours at the Institution: 9.00 a.m. to 5.00 p.m. & 6.00 to 9.00 p.m. Email: ncbmbaruch@rediffmail.com Website: www.ncmbharuch.org Nearest Railway Station: Bharuch (8 k.m. far from the institution) Nearest Airport: Vadodara (90 k.m. far from the institution)
3	Type of Institution: Private – Self Financed Category (1) of the institution: N....A.... Category (2) of the institution: N....A....
4	Name of the organization Running the Institution: Narmada Education & Scientific Research Society (NEST) Type of the organization: Trust Address of the organization: GNFC Training Center, 1 <sup>st</sup> Floor P. O. Narmadanagar, Bharuch – 392 011 (Gujarat – INDIA) Registered with: Govt. of Gujarat No. Guj/143, F/133 Registration date: Year – 1985 Website of the organization: www.nest.org.in
5	Name of the affiliating University: Gujarat Technological University Address: ACPC Building, 2 <sup>nd</sup> Floor L. D. College of Engineering Campus, Navrangpura, Ahmedabad – 380015 (Gujarat – INDIA) Website: www.gtu.ac.in Latest affiliation period: 2009 – 10.

6 Name of Principal / Director: Mrs. Trupti S. Almoula  
 Exact Designation: Asst. Professor & I/c Director  
 Phone number with STD code: (02642) 231466, 230595, 9723460626  
 FAX number with STD code: (02642) 230595  
 Email: S\_amoula@yahoo.com  
 Highest Degree: MBA  
 Field of specialization: Marketing

7 Governing Board Members:

<b>Sr. No.</b>	<b>Name</b>	<b>Position In NEST (Trust)</b>	<b>Organization</b>	<b>Post</b>
1	Shri Guruprasad Mohapatra (IAS)	Chairperson	GNFC	MD
2	Kamlesh Udani	Trustee	UPL	MD
3	Shri Mansukhbhai Vasava	Trustee	MLA	
4	Shri Bipin Shah	Trustee		
5	Shri Tanuj Patel	Hon. Sec.	ABC Ltd	MD
6	Shri S. K. Thakar	Trustee	GNFC	GM - IT
7	Shri V. S. Sirohi	Trustee	GNFC	AGM - Purchase
9	Dr. N. K. Patadia	MR & T	GNFC	AGM – Trg.
10	Shri P. H. Gandhi	Trustee	GNFC	SM – Finance
11	The Dist. Collector, Bharuch	Ex-Officer Member		
12	President of Jillapanchayat, Bharuch	Ex – Officer Member		
13	Dist. Dev. Officer, Bharuch	Ex-Officer Member		

Frequency of meetings &  
 Date of last meeting:

Half Yearly.

8 Academic Advisory Body:

Sr. No.	Name & Address	Designation	Phone No.
1	Shri D.S.Taunk Executive Director (Finance) GNFC Ltd., Narmada Nagar, Bharuch – 392 015. E-mail : <a href="mailto:dstaunk@gnfc.co.in">dstaunk@gnfc.co.in</a>	Chairman	(02642) 228065 (O) 246020 (R) (M) 98983 00757
2	Dr. A. Tripathi (Nominee of AICTE) Professor, Indian Institute Of Management, Ahmedabad – 380 015. E-mail : <a href="mailto:tripathy@iimahd.er.in">tripathy@iimahd.er.in</a>	Member	(079) 26306896 (F) 26307241 (O) 26307242 (O) 26308357 (O)
3	Dr. Y. T. Krishna Gowda CRO & Member Secretary, AICTE Tagore Hostel – 2, Shamla Hills, Bhopal (MP) – 460002. E-mail : <a href="mailto:cro_aicte@yahoo.com">cro_aicte@yahoo.com</a>	Member	(0755) 2660061 (O) 2660062 (O)
4	Directorate of Technical Education Director – Nominee Block No.-2, Jivraj Mehta Bhavan, Gandhinagar – 382 010 E-mail : <a href="mailto:dtequj@yahoo.co.in">dtequj@yahoo.co.in</a>	Member	(079) 23221883 (O) 23253540 (O) 23221665 (F)
5	Dr. A. Subash Babu Professor, Ind. & Or. Group Dept. of Mechanical Engineering Indian Institute of Technology Powai, Mumbai – 400 056 E-mail : <a href="mailto:subash@me.iitb.ac.in">subash@me.iitb.ac.in</a> <a href="mailto:dr_subash@yaoo.com">dr_subash@yaoo.com</a>	Member	(022) 25768532 (O) 25728577 (O) 25723480 (F)
6	Prof. Rooshikumar Pandya HRD Consultant 6/A, Akash Ganga Apartment, 89, Warden Road, Mumbai – 400 026. E-mail : <a href="mailto:rooshikumar.pandya@indiawww.com">rooshikumar.pandya@indiawww.com</a>	Member Secretary	(022) 4930949 (F)
7	Dr. Satendra Kumar Professor & Head Dept. of Business & Ind. Mgmt. Veer Narmad South Guj. University, Surat – 395 007. E-mail : <a href="mailto:satendrak@satyam.net.in">satendrak@satyam.net.in</a>	Member	(0261) 2211412 (O) 2233666 (R) 2256070 (F)

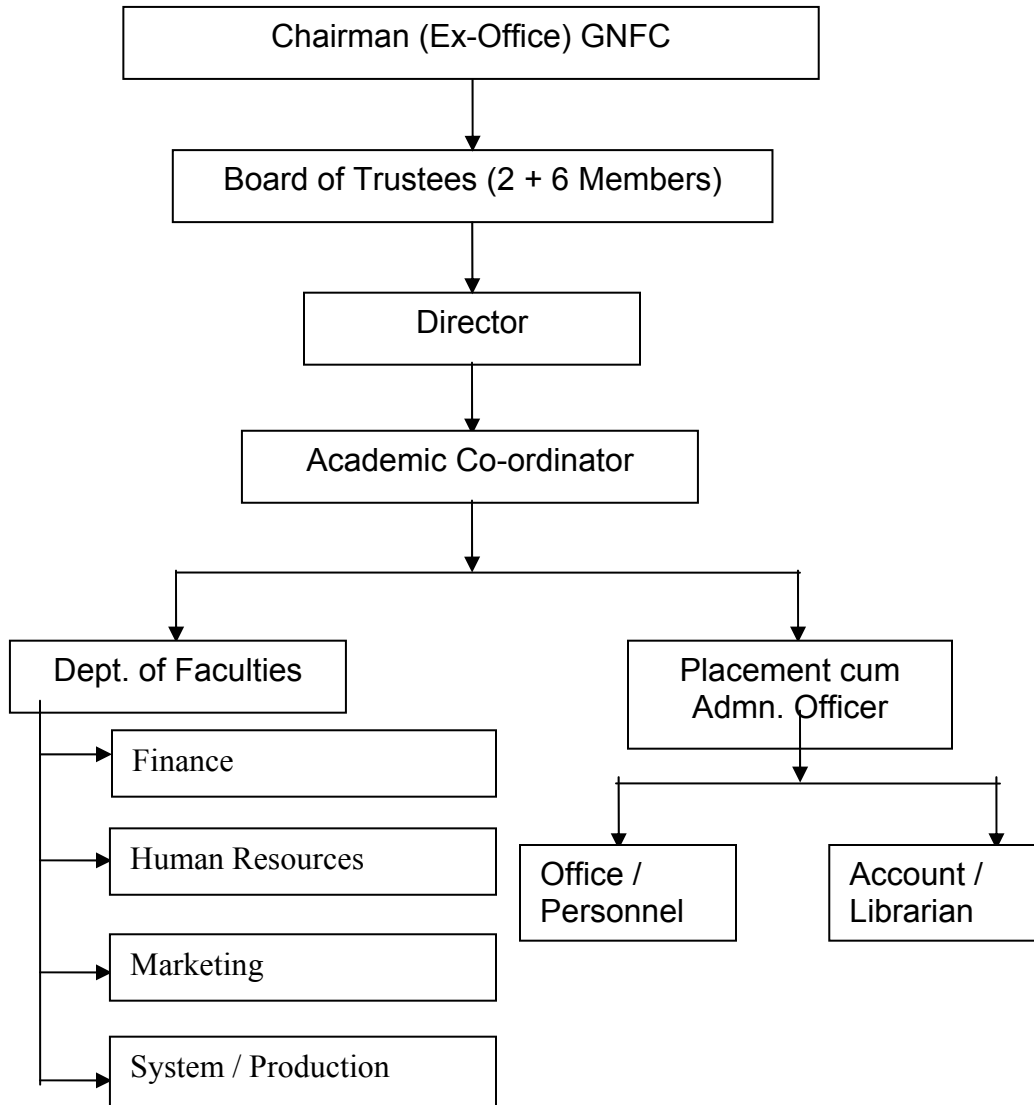
8	Dr. Renuka Garg Professor Dept. of Business & Ind. Mgmt. Veer Narmad South Guj. University, Surat – 395 007. E-mail : <a href="mailto:gargrenuka@hotmail.com">gargrenuka@hotmail.com</a>	Member	(0261) 2211412 (O) 2227014 (R)
9	Dr. N. K. Patadia Additional GM (Trg.) GNFC Ltd., Narmada Nagar, Bharuch – 392 015 E-mail : <a href="mailto:nkpatadia@gnfc.in">nkpatadia@gnfc.in</a>	Member	(02642) 663650 (O) (M) 9898050495
10	Trupti S. Almoula – I/c Director Narmada College of Management Zadeshwar, BHARUCH – 392 011	Member	9377410516

Frequency of meetings &  
Date of last meeting:

Half Yearly.

9 Organization Chart:

**Organization Chart & Processes:**



10 Student feedback mechanism  
On Institutional Governance /  
Faculty performance:

Through Suggestion Box.

11 Grievance redressal mechanism  
For faculty staff & students:

12	Name of department:	MBA		
	Course:	MBA (Full Time & Evening)		
	Level:	PG		
	1 <sup>st</sup> Year approval by The council:	2000		
	Year wise sanctioned intake:	<u>2009 – 10</u>	<u>2008 – 09</u>	<u>2007 – 08</u>
	MBA – Full Time	60	60	60
	MBA – Evening	30	30	30
	Year wise actual admission			
	MBA – Full Time	60	60	60
	MBA – Evening	16	30	27
	Cut of Marks –General Quota:			
	MBA – Full Time	4500	3106	1980
	MBA – Evening	N.A.	N.A.	N.A.
	% students passed with distinction:			
	MBA – Full Time	N.A.	8.33	1.69
	MBA – Evening	00	00	00
	% students passed with first class:			
	MBA – Full Time	N.A.	55.60	47.46
	MBA – Evening	N.A.	16.66	16.66
	Students placed:			
	MBA – Full Time	N.A.	18	42
	MBA – Evening	N.A.	N.A.	N.A.
	Average pay package, Rs. P.a.:			
	MBA – Full Time	N.A.	1.5 LAC	1.8 LAC
	MBA – Evening	N.A.	N.A.	N.A.
	Students opted for higher studies:	N.....A.....		
	Accreditation status of course:	Not accredited.		
	Doctoral Courses:	N.....A.....		
	Foreign Collaboration if any:	N.....A.....		
	Professional Society:			
	Membership:	N.....A.....		
	Professional activities:	N.....A.....		
	Consultancy activities:	N.....A.....		
	Grants fetched:	N.....A.....		
	Departmental achievements:	N.....A.....		
	Distinguished Alumni:	N.....A.....		

13 Name of Teaching Staff\*

Name: Mrs. Trupti S. Almoula  
Designation: Asst. Professor  
Department: MBA  
Date of Joining the Institution: 09/03/2002  
Qualifications with Class/Grade: B.E., MBA – Marketing  
P. G. Diploma in HRD



Total Experience in Years:

Teaching: 11  
Industry: 12  
Research: ---

Papers Published:

National: 04  
International: 01

Papers Presented in Conferences:

National: 04  
International: 01

PhD Guide:

Field: ---  
University: ---

PhDs / Projects Guided:

PhD: ---  
Projects at Master Level: ---

Books Published / IPRs/ Patents: ---

Professional Memberships: ---

Consultancy Activities: ---

Awards: ---

Grants fetched: ---

Interaction with Professional  
Institutions: ---

13 Name of Teaching Staff\*

Name: Mr. Nitin S Wani  
Designation: Asst. Professor  
Department: MBA  
Date of Joining the Institution: 11/03/2002  
Qualifications with Class/Grade: B.E., MBA – Marketing  
FDP-IIM



Total Experience in Years:

Teaching: 08  
Industry: 01  
Research: ---

Papers Published:

National: 05  
International: 01

Papers Presented in Conferences:

National: 01  
International: 01

PhD Guide:

Field: ---  
University: ---

PhDs / Projects Guided:

PhD: ---  
Projects at Master Level: ---

Books Published / IPRs/ Patents: ---

Professional Memberships: ---

Consultancy Activities: ---

Awards: ---

Grants fetched: ---

Interaction with Professional  
Institutions: ---

13 Name of Teaching Staff\*

Name: Mr. Subhash Yadav  
Designation: Lecturer  
Department: MBA  
Date of Joining the Institution: 01/12/2004  
Qualifications with Class/Grade: B.E., MBA – Marketing  
NET



Total Experience in Years:

Teaching: 06  
Industry: 05  
Research: ---

Papers Published:

National: 00  
International: 00

Papers Presented in Conferences:

National: 03  
International: 01

PhD Guide:

Field: ---  
University: ---

PhDs / Projects Guided:

PhD: ---  
Projects at Master Level: ---

Books Published / IPRs/ Patents: ---

Professional Memberships: ---

Consultancy Activities: ---

Awards: ---

Grants fetched: ---

Interaction with Professional  
Institutions: ---

13 Name of Teaching Staff\*

Name: Mrs. Chetna Makwana  
Designation: Lecturer  
Department: MBA  
Date of Joining the Institution: 06/09/2006  
Qualifications with Class/Grade: BBA MBA – Finance  
CS Inter



Total Experience in Years:

Teaching: 05

Industry: 04

Research: ---

Papers Published:

National: ---

International: ---

Papers Presented in Conferences:

National: 06

International: 01

PhD Guide:

Field: ---

University: ---

PhDs / Projects Guided:

PhD: ---

Projects at Master Level: ---

Books Published / IPRs/ Patents: ---

Professional Memberships: ---

Consultancy Activities: ---

Awards: ---

Grants fetched: ---

Interaction with Professional  
Institutions: ---

13 Name of Teaching Staff\*

Name: Mrs. Nilam Panchal  
Designation: Lecturer  
Department: MBA  
Date of Joining the Institution: 06/09/2006  
Qualifications with Class/Grade: BBA MBA – Finance  
PGDIRPM, M.Phil.



Total Experience in Years:

Teaching: 05

Industry: ---

Research: ---

Papers Published:

National: 01

International: 03

Papers Presented in Conferences:

National: 03

International: 01

PhD Guide:

Field: ---

University: ---

PhDs / Projects Guided:

PhD: ---

Projects at Master Level: ---

Books Published / IPRs/ Patents: ---

Professional Memberships: ---

Consultancy Activities: ---

Awards: ---

Grants fetched: ---

Interaction with Professional  
Institutions: ---

13 Name of Teaching Staff\*

Name: Ms. Vimla Virparia  
Designation: Lecturer  
Department: MBA  
Date of Joining the Institution: 06/09/2006  
Qualifications with Class/Grade: BBA MBA – Finance  
NET.



Total Experience in Years:

Teaching: 01

Industry: ---

Research: ---

Papers Published:

National: 00

International: 00

Papers Presented in Conferences:

National: 00

International: 01

PhD Guide:

Field: ---

University: ---

PhDs / Projects Guided:

PhD: ---

Projects at Master Level: ---

Books Published / IPRs/ Patents: ---

Professional Memberships: ---

Consultancy Activities: ---

Awards: ---

Grants fetched: ---

Interaction with Professional  
Institutions: ---

14	Admission quota:			
	Entrance test / admission criteria:	Through Centralized admission committee – GCET.		
	Cut off/last candidate admitted:	<u>2009–10</u>	<u>2008–09</u>	<u>2007 – 08</u>
	MBA – Full Time:	4500	3106	1980
	MBA – Evening:	N. A.	N.A.	N.A.
	Fees in rupees:	<u>2009–10</u>	<u>2008–09</u>	<u>2007 – 08</u>
	MBA – Full Time:	42000	38000	38000
	MBA – Evening:	30000	21200	20000
	Number of Fee Waivers Offered;	N. A.		
	Admission Calendar:	As per Admission Committee – GCET		
	POI quota:	NO.		

15 Infrastructural information:

Classroom / Tutorial Room Facilities: 3 classrooms with AV aids



Laboratory details:

N.A.

Computer Centre facilities:



S.No	Particulars	Requirements as per Norms (1:4 for Engg., 1:6 for Pharmacy/ HMCT/Arch./ Applied Arts and 1:2 for MBA/MCA)		Availability	
		Application	System	Application	System
1.	No of Computer terminals			30	
2.	Hardware Specification			Intel Dual core, Pentium – 4 & Pentium - 3	
3.	No of terminals of LAN/WAN			59 on LAN	
4.	Relevant Legal Software			Application	System
				<b>Norton Virus – 2007, Tally 9, E-mahavidyaya</b>	Window 98,2000, XP
5.	Peripheral(s)/ Printers			3 Dot-matrix + 3 Inkjet = 6 Nos.	
6.	Internet Accessibility (in kbps & hrs)			2 MBPS BSNL Broadband Internet facility 12 hrs.	

## Library Facilities:



- A Total area of the library : 175 SQM.
- B Seating capacity of the library : More than 60
- C Reprographic facility (yes / No) : Yes
- D Working hours of library : 10 hrs ( 10.00 a.m. TO 8.00 p.m.)
- E Library Networking facility (yes / No) : Yes
- F Usage data of the library (in terms of books issued to the faculty & students etc.) : 80 - 100 books per day
- G Annual library budget (% of annual student fee collected) : Rs. 3,50,000/- for Books , Rs. 50,000 for Periodicals
- H Details of the library staff with qualifications and pay scales : 1. Mr. Ravindra Kale (Librarian) – M.A., M.Li.Sc., M.Phil  
2. Mr. Bharat Rathod (Peon) – 12th
- I Details of the library facilities (up to 15/02/2010)

S.No	Course(s)	Number of titles of the books	Number of volumes	Journals	
				National	International
1	MBA - FT & Evening	4690	7700	15 + Association	07 International scope

- Another Order is in process.
- EBSCO Elite Database E-Journals 1100 full text.

Auditorium / Seminar Halls / Amphi:

01 Conference cum seminar hall.

Amphi Theater having seating capacity of 150



Cafeteria:



Indoor Sports facilities:

Carom, Chess



Outdoor Sports facilities:

Cricket

	Gymnasium facilities:	---
	Facilities for disabled:	---
	Any other facilities:	---
16	Boys Hostel:	---
	Girls Hostel:	---
	Medical & other facilities	
	At Hostel:	---
17	Academic Sessions:	
	Examination system:	Semester wise
	Period of declaration results:	As per University (Approx 2 months)
18	Counseling / Mentoring:	---
	Career Counseling:	---
	Medical Facilities	---
	Student Insurance	---
19	Student Activity Body:	
	Cultural Activities:	approx 5 times in a year.
	Sports Activities:	approx 2 times in a year.
	Literary Activities:	---
	Magazine / Newsletter:	In-house Magazine – “Mirage of Market”
	Technical activities / TechFest:	---
	Industrial Visits / Tours:	Twice in a year.
	Alumni Activities:	Once in a year.
20	Name of the Information Officer	
	For RTI:	Mrs. Trupti S. Almoula
	Designation:	I/c Director & Asst. Professor
	Phone no. with STD Code:	(02642) 230595
	FAX no. with STD Code:	(02642) 230595
	Email:	S_almoula@yahoo.com