

MANDATORY DISCLOSURE

Mandatory Disclosure by Institutions running **MBA** programmes to be included in their respective information Brochure, Displayed on their website and to be submitted to AICTE every year well before the admission process.

The following information is to be given in the Information Brochure besides being hosted on the Institution's official Website.

"The information has been provided by the concerned institution and the onus of authenticity lies with the institution and not on AICTE."

I	NAME OF THE INSTITUTION ❖ Address including telephone, Fax, e-mail.	Academy of Management Studies Puba Sasan, Kausalyaganga, Bhubaneswar-75 Ph: 0674-2465128, Fax:0674-22431426 Email: ams_principal@india.com
II	NAME & ADDRESS OF THE PRINCIPAL	Prof. P. K. Tripathy PGDM, FPM Nilachakra Appt. Cuttack Road, Bhubaneswar.
III	Governance	
	❖ Members of the Board and their brief background.	(Annexure: A)
	❖ Members of Academic Advisory Body.	(Annexure: B)
	❖ Frequency of the Board Meetings and Academic Advisory Body.	Quarterly
	❖ Organisational chart and processes	(Annexure: C)
	❖ Nature and Extent of involvement of faculty and students in academic affairs/improvements.	(Annexure: D)
IV	PROGRAMMES	
	❖ Name of the Programmes (Full Time) approved by the AICTE.	MBA
	❖ Name of the Programmes (Full Time) approved by the AICTE.	NA
	❖ Name of the Programmes (Part Time) approved by the AICTE	NA
	❖ Name and duration of programme(s), if any, not approved by AICTE and being run in the same campus	NA

	<ul style="list-style-type: none"> ❖ For each Programme the following details are to be given : <ul style="list-style-type: none"> • Name • Number of seats • Duration • Cut off mark for admission during the last 2 years. • Fee • Placement Facilities • Campus placement in last two years with minimum salary, maximum salary and average salary. 	Masters of Business Administration (MBA) 120 per year. 2 years N/A. for Orissa JEE. No. Rs 80,000/- per year. Through Placement Cell. Annexure-E
	<ul style="list-style-type: none"> ❖ Name and duration of programme(s) having affiliation/collaboration with Foreign University(s)/Institution(s) and being run in the same Campus along with status of AICTE approval. 	N.A
	<ul style="list-style-type: none"> ❖ Details of the Foreign Institution/University: <ul style="list-style-type: none"> • Name of the University/Institution • Address • Website • Is the Institution/University Accredited in its Home Country • Ranking of the Institution/University in the Home Country • Whether the degree offered is equivalent to an Indian degree? • If yes, the name of the agency which has approved equivalence. If no, implications for students in terms of pursuit of higher studies in India and abroad and jobs both within and outside the country. • Nature of Collaboration • Conditions of Collaboration • Complete details of payment a student has to make to get the full benefits of collaboration. 	NA
	<ul style="list-style-type: none"> ❖ For each Collaborative/affiliated Programme give the following: <ul style="list-style-type: none"> • Programme Focus • Number of seats • Admission Procedure 	NA

	<ul style="list-style-type: none"> • Fee • Placement Facility • Placement Records for last two years with minimum salary, maximum salary and average salary <p>❖ Whether the Collaborative Programme is approved by AICTE? If not whether the Domestic/Foreign Institution has applied to AICTE for approval as required under notification no. 37-3/Legal/2005 dated 16th May, 2005.</p>	NA
V.	FACULTY	
	<p>❖ Number of faculty members:</p> <ul style="list-style-type: none"> • Permanent faculty • Visiting faculty • Adjunct faculty • Guest faculty 	<p>17</p> <p>17</p> <p>0</p> <p>0</p> <p>0</p>
	❖ Profile of each faculty with qualifications, total experience, age and duration of employment at the institute concerned.	ANNEXURE: F
	❖ Number of faculty employed and left during the last two years	<p>Joined: 04 nos</p> <p>Left: 03</p>
	❖ Profile of Director/Principal with qualifications, total experience, age and duration of employment at the institute concerned.	ANNEXURE: G
	❖ Whether student assessment of faculty is in force.	Yes
VI	FEE	
	❖ Details of fee, as approved by State Fee Committee, for the Institution.	Rs 80,000/- Per year
	❖ Time schedule for payment of fee for the entire programme	1 year.
	❖ Fee waivers granted with amount and name of students.	NA
	❖ Number of scholarships offered by the institute with the name of students, duration and amount.	
	❖ Criteria for fee waivers/scholarships	NA
	❖ Estimated cost of Boarding and Lodging in Hostels.	Rs 45,000/- per year.

VII.	ADMISSION	
	❖ Number of seats sanctioned with the year of approval.	60
	❖ Number of students admitted under various categories each year in the last two years.	120 in 2006 120 in 2007 120 in 2008
	❖ Number of applications received during last two years.	NA.
VIII	ADMISSION PROCEDURE	
	❖ Mention the admission test being followed, name and address of the Test Agency and its URL (website).	Orissa –JEE, State Government Address: Chairman, JEE-2008, Biju Patnaik University of Technology, Rourkela-4. Website: www.jeeorissa.com .
	❖ Number of seats allotted to different Test Qualified candidates CAT, MAT, XAT, JMET, ATMA, CET, JEE (State conducted tests/University tests	JEE-70% All India & NRI-30%
	❖ Calendar: <ul style="list-style-type: none"> • Last date for request for applications. • Last date for submission of application • Dates for Group Discussion (GD)/Interviews • Dates for announcing final results • Release of admission list (main list and waiting list should be announced on the same day) • Date for acceptance by the candidate (time given should in no case be less than 15 days) • Last date for closing of admission. • Starting of the Academic session. • The waiting list should be activated only on the expiry of date of main list <p>The policy of refund of the fee, in case of withdrawal, should be clearly notified.</p>	As per the schedule of BPUT, Orissa. NA

IX	CRITERIA AND WEIGHTAGES FOR ADMISSION	N.A. under University Pattern.
	❖ Describe each criteria with its respective weightages i.e. Admission Test, GD, Interview etc	
	❖ Describe each criteria with its respective weightages i.e. Admission Test, GD, Interview etc.	
	❖ Mention the minimum level of acceptance, if any, for any criteria	
	❖ 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/Interview	
	❖ Mention last two years cut-off percentage & percentile (section-wise and/or total as the case may be) of the candidates called for GD/Interview.	
	❖ Display marks scored in Test, GD, Interview etc. and in aggregate for all candidates who come for GD/Interview etc.	

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.	NA.
XI	LIST OF APPLICANTS ❖ 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.	NA

XII	CRITERIA FOR GD/PERSONAL INTERVIEW	NA
	❖ Norms adopted for calling the candidates for Group Discussion/Personal Interview. (It has to be strictly in order of merit.)	
	❖ Attributes for evaluation in GD/Interview.	
	❖ Norms adopted for calling the candidates for Group Discussion/Personal Interview. (It has to be strictly in order of merit.)	
	❖ Attributes for evaluation in GD/Interview.	
XIII.	RESULTS	NA
	❖ 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)	
	❖ Score of the individual candidates called for Group Discussion and Interview in each of the components including the test and in total, arranged in order of merit.	
	❖ List of candidates who have been offered admission in each category.	
	❖ 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.	
	❖ List of the candidates who joined within the date vacancy position in each category before operation of waiting list.	

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

ANNEXURE:D

Nature & Extent of involvement of faculty & students in Academic Affairs / Improvement.

In order to improve academic activities adequate steps were taken from time to time involving both students & faculties.

- a) Course curriculum and method of teaching is explained module wise.
- b) Examination pattern, teaching methodology, recommendation of reference book, journal etc. is explained in the class.
- c) Involvement of students in case discussion, soft skills and classroom participation is encouraged.
- d) Faculty evaluation is done by students for getting feedback which provides scope for improvement of faculties.
- e) Continuous guidance to students in their project work assignment etc.
- f) Special doubt clearing session.
- g) Frequent seminars and group discussion to explore the talent of students.
- h) Use of audiovisual equipments in teaching to facilitate the level of understanding of students.

**ACADEMY OF MANAGEMENT STUDIES,
BHUBANESWAR**

LIST OF MEMBERS OF ACADEMIC ADVISORY BODY

1. Prof. Sitikantha Mishra : Chairman
Director, IITTM, Bhubaneswar.
2. Mr. Jetendra Kumar :
General Manager,
ULTRATECH Cement, HIRMI.
3. Mr. Gadadhar Upadhaya
Retired CMD, NALCO.
4. i) Mr. S. Ganguly
Chief of HR & OD, L & T, EEC, Chennai.

ii) Prof. Tapan Panda
Professor, Marketing, IIM, Indore.
5. To be nominated.
6. To be nominated.
7. Prof. (Dr.) B.P. Mishra
AMS, Bhubaneswar.
8. Prof. P.K. Tripathy.
Principal, AMS, Bhubaneswar.

ACADEMY OF MANAGEMENT STUDIES, Bhubaneswar

LIST OF MEMBERS OF ACADEMIC ADVISORY BODY

1.	A person of eminence from the Region/Territory either from University of an Institute of National repute in the relevant field.	1. No.	(Chairman) Prof. Sitikantha Mishra Director, IITTM, Bhubaneswar.
2.	Representative of a recognized / Industrial / Commercial All India Body.	1. No.	Mr. Jetendra Kumar General Manager, ULTRATECH Cement, HIRMI.
3.	An Alumini of the Institute with at least ten years experience.	1. No.	N/A
4.	An expert in the field of Management from within the State/Region.	1. No.	Mr. Gadadhar Upadhaya Retired CMD, NALCO.
5.	Experts in the field of management from outside State / Region.	2. No.	i) Mr. S. Ganguly Chief of HR & OD, L & T, EEC, Chennai. ii) Prof. Tapan Panda Professor, Marketing, IIM, Indore.
6.	A representative from the higher / technical education department of State / Director Technical Education of State	1. No	To be nominated
7.	A representative of AICTE	1. No.	To be nominated
8.	One senior faculty member of the Professor's rank	1.No.	Prof. (Dr.) B.P. Mishra AMS, Bhubaneswar
9.	The Director / Principal of the Institute.	1. No.	(Member Secretary) Prof. P.K. Tripathy. Principal, AMS, Bhubaneswar.

ANNEXURE: F

**ACADEMY OF MANAGEMENT STUDIES, BHUBANESWAR
LIST OF FACULTY MEMBERS APPOINTED DISCIPLINEWISE
WITH QUALIFICATION, DESIGNATION & DISCIPLINE**

Sl. No	Name (s) of the Teaching Faculty	Discipline	Designation	Qualifications	Date of Joining the Institution	Teaching Exp.	Industrial Ex.p
1.	Prof. P.K. Tripathy	MBA	Principal	B.Tech, PGDBM	29.08.2005	6	22
2.	Prof. G.B. Das	MBA	Professor	MBA, Ph.D	05.02.1998		
3.	Prof. (Dr.) B.P. Mishra	MBA	Professor	Ph.D, D-lit.	07.01.2008	26	0
4.	Dr. S.P. Rath	MBA	Asst. Prof	MBA, Ph.D	05.03.2003	7	3
5.	Mr. R Tripathy	MBA	Asst. Prof	MBA, HRM	01.01.2000	8	0
6.	P. Behuray	MBA	Asst.Prof	MBA (HR), LL.B Ph.D, Continuing	07.09.2006	6	12
7.	Mr. S.K. Mishra	MBA	Asst. Prof	MBA, Finance (Ph.D)	01.09.2001	7	5
8.	Ms. N. Rath	MBA	Sr. Lecturer	PMIR M.Phil	01.09.2004	5	0
9.	Rajesh Satapathy	MBA	Sr.Lecturer	MBA	29.08.2005	1	4
10.	Ms. Sujata Rath	MBA	Sr.Lecturer	MA (English)	29.08.2005	10	0
11.	Anil Mishra	MBA	Lecturer	MA (Economics)	29.08.2005	11	0
12.	Rupesh Tripathy	MBA	Lecturer	MBA	01.12.2005	2	0
13.	Biswarup Singh	MBA	Sr.Lecturer	B.E. (Mechanical) MBA (Marketing, Production) Ph.D, Continuing	21.08.2006	4	9
14.	Devi Pr. Kar	MBA	Lecturer	MBA (Finance & Mktg)	07.09.2006	1	2
15.	Sasmita Nayak	MBA	Lecturer	MBA (HR & Mktg)	15.02.2007	1	0
16.	Roshni Mohanty	MBA	Lecturer	MBA	01.05.2007	0	
17.	Itishree Moharana	MCA	Lecturer	MCA	01.08.2008	1	0

ANNEXURE: C

