

MANDATORY DISCLOSURE

I. NAME OF THE INSTITUTION

INDORE INSTITUTE OF SCIENCE AND TECHNOLOGY, INDORE (MCA)
Opp. I.I.M. Pithampur Road, Rau, Indore-453331, M.P.
PH: 4010521 Fax. 0731-4010522
Website: www.indoreinstitute.com Email: info@indoreinstitute.com

II. NAME & ADDRESS OF THE PRINCIPAL

Dr. Maya Ingle
Principal, MCA
INDORE INSTITUTE OF SCIENCE AND TECHNOLOGY, INDORE
Opp. I.I.M. Pithampur Road, Rau, Indore-453331, M.P.
PH: 4010521 Fax. 0731-4010522
Website: www.indoreinstitute.com Email: principal@indoreinstitute.com

III. NAME OF THE AFFILIATING UNIVERSITY

MCA
RAJIV GANDHI PROUDYOGIKI VISHWAVIDYALAYA,
AIRPORT BYPASS ROAD, GANDHI NAGAR, BHOPAL, M.P.-462036
PH: 0755-2742003, FAX: 0755-2742006
Website: www.rgtu.net
MBA
DEVI AHILYA VISHWAVIDYALAYA
RNT, MARG, INDORE
WEBSITE: www.rgtu.net

IV. GOVERNANCE

❖ Members of the Board and their brief background

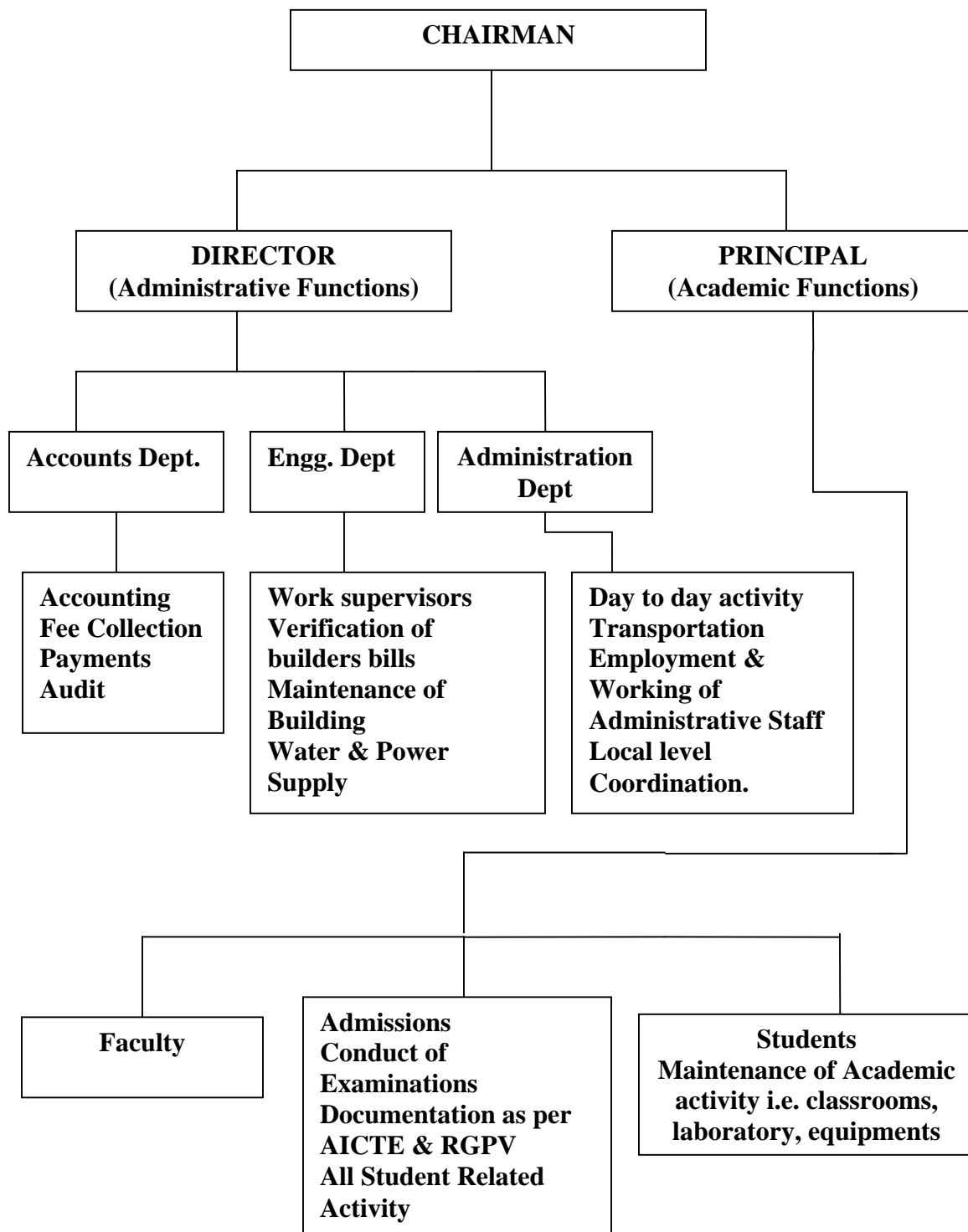
1.	Mr. Rohit J. Jain	Chairman	Industrialist
2.	Mr. D.S. Pandey	Vice Chairman	Industrialist
3.	Mr. Siddharth Verma	Member	Industrialist
5.	Dr. Maya Ingle, Principal	Member Secretary	Academician
6.	Nominee of DTE	Member	Ex-officio
7.	Nominee of RGPV	Member	Ex-officio
8.	Nominee of RGPV	Member	Ex-officio
9.	Nominee of AICTE	Member	Ex-officio

❖ Members of Academic Advisory Body

1.	Dr.Maya Ingle	Chairman
2.	Mr. Sudhir Patel	Member
3.	Mrs. Ruchi Tripathi	Member
4.	Ms. Jaishree Upadhyay	Member

❖ Frequency of the Board Meetings and Academic Advisory Body
Once in Three Months

❖ Organizational chart and processes



- ❖ Nature and Extent of involvement of faculty and students in academic affairs/improvements
Faculty members are involved in development and management of laboratories and for the development of the departmental activities, like: guiding projects, seminars and similar activities apart from their usual teaching as per University Requirements. Some of the faculty members are responsible for the cultural activities, sports activities and Institute Time table for teaching as well as for routing buses for bringing students and staff of the Institute as per requirements.
- ❖ Mechanism/Norms & Procedure for democratic/good Governance
Departmental heads are given the responsibilities for assigning the teaching load of the faculty members, inviting quotations for purchasing, making comparative statements assigning various duties to the faculty members/staff. Once in 15 Days a meeting of all the staff members is usually organizing to have feed back above the general working of the department for future development.
- ❖ Student Feedback on Institutional Governance/faculty performance
Students are required to fill the Response Form for all the subjects being taught to them during the semester, so that academic problems are understood in general along with the valuation of the faculty performance
- ❖ Grievance redressal mechanism for faculty, staff and students
Faculty, staff and students are free to approach the Principal for any problem pertaining to their academic requirements apart from personal guidance if required.

V. PROGRAMMES

- ❖ Name of the Programmes approved by the AICTE
Master of Computer Application (MCA)
Master of Business Administration (MBA)
- ❖ Name of the programme accredited by the AICTE
NIL
- ❖ For each programme the following details are to be given.

Name of Course	Intake	Duration
Master of Computer Application (MCA)	120#	Three years
Master of Business Administration (MBA)	60#	Two years

One seat reserved for J&K resident.

- ❖ Cut off mark/rank for admission during the last three years
Pre MCA Marks: 72.72
Graduation % 44.10
- ❖ Fee As per state govt. norms.

- ❖ Placement Facilities
- ❖ Campus placement in last three years with minimum salary, maximum salary and average salary.

Year	No. of students	Minimum salary	Maximum salary	Average salary
2007	2	2.5	2.5	2.5
2008	28	1.4	3.0	2.0
2009	35	1.08	2.2	1.08

- ❖ Name and duration of programme having affiliation/collaboration with Foreign University(s)/Institution(s) and being run in the same Campus along with status of their AICTE approval. If there is foreign collaboration given the following details:
No collaboration with Foreign University(s)/Institution(s).

VI. FACULTY MCA: 18, MBA:04 ENCL: 01

- ❖ Branch wise list faculty members:
 - Permanent Faculty
 - Visiting Faculty
 - Adjunct Faculty
 - Guest Faculty
 - Permanent Faculty: student ratio 1:15
- ❖ Number of faculty employed and left during the last three years:
22

VII. PROFILE OF PRINCIPAL WITH QUALIFICATIONS, TOTAL EXPERIENCE, AGE AND DURATION OF EMPLOYMENT AT THE INSTITUTE CONCERNED

Name	: Dr. Maya Ingle
Date of Birth	: 26/06/1962
Academic qualifications (with field of specialization)	: B.Sc., M.Sc., PGDCA, M.Tech., Ph.D. (CS)
Details of Experience (Academic / Industrial)	: 21 yrs.
Date of the appointment in the institution	: 31/08/2009

Faculty members profile Pl. See Annexure no. 2 A (1), B (5) of compliance report

- VIII. FEE
- ❖ Details of fee, as approved by State fee Committee, for the Institution.
As per state govt. norms
 - ❖ Time Schedule for payment of fee for the entire programme
Schedule for payment of fee is notified from time to time.
 - ❖ No. of fee waivers granted with amount and name of students.
NIL
 - ❖ Number of scholarship offered by the institute, duration & amount.
NIL

- ❖ Criteria for fee waivers/scholarship.
As per the direction of the governing body.
- ❖ Estimated cost of boarding and lodging in Hostels.

IX ADMISSION

- ❖ Number of seats sanctioned with the year of approval.
- ❖ Number of students admitted under various categories each year in the last three years.

Year	Sanctioned	Gen.	SC	ST	OBC	Total
2006-07	60	46	02	00	12	60
2007-08	120	11	01	00	03	15
2008-09	120	02	00	00	00	02

- ❖ Number of applications received during last two years for admission under management quota and number admitted.
Management Quota has been closed by the state govt.

X ADMISSION PROCEDURE.

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

Entrance Test

MCA course: Pre MCA

MBA Course: MET

Test Agency: (name & Address)

PROFESSIONAL EXAMINATION BOARD, BHOPAL (PEB)

"Chayan Bhavan", Main Road No.1, Chinar Park (East), Bhopal-462011

URL: www.vyapam.org, Email: vyapam@mp.nic.in

Counseling Authority:

Directorate of Technical Education (M.P.)

Fourth Floor, Satpuda Bhavan, Shyamla Hills

Bhopal-462003

CALENDAR FOR ADMISSION:

- ❖ All India Quota & MP Quota seats: All India quota has closed by the State Govt. and MP Quota filled through DTE, Bhopal
- ❖ The schedule of counseling: Announced & published in the Rojgar & Nirman newspaper
- ❖ Calendar for admission against NRI/Management Quota: (Tentative dates)
(Management Quota has closed by the state govt.)
 - a. The NRI Quota seats: Filled through counseling by the Institute strictly as per rule of VYAPAM/DTE, Bhopal.

b. Last date of application /registration: 15th Aug. 2009

The date of counseling will be published in the newspaper as per direction of counseling authority by the Institute.

XI. CRITERIA AND WEIGHTAGES FOR ADMISSION

MBA course

Graduation/Post Graduation with at least 50% marks (40% in case of SC, ST, OBC category) alongwith MET-09 appeared candidate. MET not required for NRI candidates.

MCA course

Graduation/Post Graduation in any discipline with Pre MCA-09 appeared candidate. Maths as compulsory or an additional subject at Higher Secondary or at Graduation level. Pre MCA not required for NRI candidates.

XII. APPLICATION FORM (Available at home page of indoreinstitute.com)

XIII. LIST OF APPLICANTS (Available with Counseling Authority website at the time of counseling.)

XIV. RESULTS OF ADMISSION UNDER MANAGEMENT SEATS/VACANT SEATS
(Management Quota has closed by the state govt.)

- ❖ Selection team for admission under Management Quota
Not applicable

XV. INFORMATION ON INFRASTRUCTURE AND OTHER RESOURCES AVAILABLE

LIBRARY:

➤ Number of Library books/Titles/Journals available (programme-wise)

Course(s)	Number of titles of the books	Number of volumes	Journals	
			National	International
MCA	1250	5016	12	4
MBA	160	1110	10	02

COMPUTING FACILITIES:

- ❖ Number and Configuration of Systems: 212 PC's, P4, 80 GB, 512MB RAM
- ❖ Total number of systems connected by LAN: 100 %
- ❖ Total number of systems connected to WAN
- ❖ Internet bandwidth: 2 mbps
- ❖ Major software packages available: yes
- ❖ Special purpose facilities available : yes

Games and Sports Facilities:

Outdoor: Synthetic Ground for Volleyball &, Lawn Tennis, Football, Cricket, Track & Field, Handball, Kho-Kho, Basketball, and Indoor sports like Table-Tennis, Chess, Carom etc.

Extra Curriculum Activities:

YOGA, Dance competition, Engineers Day, Teachers Day, Annual Function, Singing Competition, Seminars, Debates, Sports etc.

Classrooms, Tutorial Rooms,, Computer Centres

Particulars	Number of rooms		Carpet area of each room	
	Requirement as per norms	Available in the institution	Requirement as per norms	Available in the Institution (Sq.M)
Class Rooms	05	06	66	80
Tutorial Hall	04	04	36	48
Computer Centre	02	02	150	480
Library	01	01	100	120
Total	12	13		

Central Examination Facility,
Number of rooms and capacity of each.

AVAILABLE
06 40 students (min)

TEACHING LEARNING PROCESS

- ❖ Curricula and syllabi: Pl. see University website, www.rgtu.net & dauniv.ac.in
- ❖ Academic Calendar of the University: please see University website, www.rgtu.net & dauniv.ac.in
- ❖ Teaching Load of each Faculty: for lecturer (L:T:P) 8:2:8
- ❖ Internal Continuous Evaluation System and place: Mid Sem, Viva, Assignments, etc
- ❖ Students' assessment of Faculty, System in place: Performance appraisal for each subject in every semester