

MANDATORY DISCLOSURE OF INFORMATION ABOUT PGDM PROGRAMME OFFERED BY IPM MEERUT

I. NAME OF THE INSTITUTION

Address including telephone, Fax, e-mail.

Institute of Productivity & Management, India
"Resource House", Pocket-G, Pallavpuram-I, Meerut-250110

TeleFax – 2576608, 2577197, 2577289

E-mail: info@ipmindia.org

Website: ipmindia.org

II. NAME & ADDRESS OF THE DIRECTOR

Dr.Asit Mohan

Institute of Productivity & Management

"Resource House", Pocket-G, Pallavpuram-I, Meerut-250110

TeleFax – 2577423

E-mail: info@ipmindia.org

Website: ipmindia.org

III. GOVERNANCE

Members of the Board and their brief background

DR. A.N. SAXENA

He is the Vice President of the World Academy of Productivity Science. He is an internationally known management and productivity expert. He retired as the Director General of National Productivity Council of India. Thereafter, he held the Chair of Industrial Finance Corporation of India as Professor of Management in the Faculty of Management Studies, Delhi University. He was conferred the Special National Award by the Asian Productivity Council, Tokyo.

He is currently undertaking International Seminars and Programs on Total Quality Management TQM, ISO 9000, Productivity and Organisational Development, Quality of Work Life in Turkey, Indonesia and Nepal.

He has been closely associated with the Universities and academic bodies and was a member on the Board of Governors of the three Indian Institutes of Management at Ahmedabad, Calcutta and Bangalore, National Institute of Training in Industrial Engineering, Bombay and National Safety Council.

His Publications:

Two Volumes on Planning and Promotion of Productivity, Approx, 1000 Pages.

Manual on Productivity

Manual on Safety

Management Guides on Management, Safety and Good House Keeping.

DR. R S RATHORE

Retd. as Special Secretary, Ministry of Finance, Govt. of India and Chairman of Central Board of Direct Taxes.

Joined IRS in 1959 and held important positions in the Indian Govt., International Agencies and Foreign Governments. These include Additional Secretary To The Govt. of India, Ministry of Power, Member, Central Electricity Committee, Director General, Ministry of Finance, Control Officer, Asian Development Bank Director of Training, Financial Advisor and Director of Accounts, Govt., of India, UNDP Advisor on Local Govt. Lease, Finance, East Africa.

Authored several training volumes, articles, case studies and books on Managements, Computers and Finance. Also planned, designed and directed a large number of training programmes for the senior and middle management executives in Govt. Public and Private Sector in India and abroad.

Mr.V.P.VERMA

Mr. V.P. Verma, the Executive Director of the Institute has a rich experience of 30 years in professional management. He is also the Executive Director of the Western UP Productivity Council, the local council of the National Productivity council engaged in training and consultancy. The Executive Director in his humble way has spread the message of education by spearheading the movement in public sector undertakings, BHEL (Hardwar) and IDPL (Rishikesh). The Institute, under his dispersion, has centers at Lucknow, Kanpur, Ghaziabad and the consolidation process is on.

Mr. Verma's management philosophy is hands-on. A completely informal person, he allows his sub-ordinates to experiment and initiate. Today his role is that of laying down the policy guidelines (participative) and allowing the others to take the work implementation.

Just as he permeated management education in the U.P. today he has identified Information Technology as the career for propagating the next revolution. He is toady onto this area with the same enthusiasm as when he was at the start of his career.

Mr. V.P. Verma is a professional executive.

Members of Academic Advisory Body.

Dr. A.N. Saxena
Executive Vice President
WAPS
2147, SECT.C. Pocket – II
Vasant Kunj
New Delhi – 110070

Prof. M.P. Gupta
23/4 Cavalry Lines
Delhi University Campus
Delhi

Prof. Satish K. Kalra
Indian Institute of Management
Prabhand Nagar
Off. Sitapur Road
Lucknow – 226 013

Prof. Rakesh Khurana
Knowledge Network India
9, Institutional Area,
Lodhi Road
New Delhi – 31

Mr. S.C. Mathur
Institute of Productivity & Management
Vikas Khand-I,
Gomti Nagar
Lucknow – 226 010

Mr. Vikas Verma
Institute of Productivity & Management
8th Milestone
Delhi Meerut Road,
Ghaziabad – 201206

Dr. A.B. Siddiqui
Institute of Productivity & Management
1, Azad Nagar,
Near Kanpur University,
Kalyanpur, GT Road
Kanpur – 208 017

Dr. Asit Mohan
Institute of Productivity & Management
Resource House,
Pocket 'G',
Pallavpuram-I
Meerut – 250 110

Frequency of the Board Meetings and Academic Advisory Body. Organisational chart and processes

Executive Council meets TWICE a Year.

Academic Council meets every SECOND MONTH or when need arises.

Organisation Chart

EXECUTIVE DIRECTOR
|
DIRECTOR
|
Professor (Placements)-03
|
Assistant Professor -03
|
Lecturer (05)
|
Supporting Staff (22)

Nature and Extent of involvement of faculty and students in academic affairs/improvements.

The academic environment in IPM is built on the strong foundation of lifelong learning. A collaborative spirit underlies the teaching. At the end of every semester a written feedback is obtained from students for every course. At the end of the year, an open feedback session is held for students to recount their experience in IPM and make suggestions for improvements in the curriculum/other activities. The Academic Council considers the suggestions and makes changes / improvements.

IPM students not only become members of a specific PGDM class but also help shape the institution for those who follow. To encourage this process, we involve alumni in many aspects of student's life; they are now called to interview new applicants and routinely take part in orientation activities and sharing their industrial experiences with the students.

IV. PROGRAMMES

Name of the Programmes (Full Time) approved by the AICTE.

The only programme that is offered by the Institute is:

Two Year Full-Time Post Graduate Diploma in Management (PGDM) recognized by AICTE, Ministry of HRD, Government of India.

Name and duration of programme(s), if any, not approved by AICTE and being run in the same campus.

---Not Applicable---

For each Programme the following details are to be given :

Name : Post Graduate Diploma in Business Management
Number of seats :90 (Ninety)
Duration :Two Years
Cut off mark for admission during the last 2 years :450 plus MAT Composite Score
Fee :Rs.Two Lacs per annum
Placement Facilities : Full fledged Placement Cell
Campus placement in last two years with minimum salary, maximum salary and average salary.

Minimum salary –1.2 Lacs per annum
Maximum salary – 4.5 Lacs per annum
Average salary – 1.8 Lacs per annum

V. FACULTY

Number of faculty members-
Permanent faculty :12
Visiting faculty :11
Adjunct faculty :NIL
Guest faculty :18

Profile of each faculty with qualifications, total experience, age and duration of employment at the institute concerned.

Enclosed as Annexure-A

Number of faculty employed and left during the last two years

Left :03 **Joined** :03

Profile of Director/Principal with qualifications, total experience, age and duration of employment at the institute concerned.

Dr. Asit Mohan
Director
Institute of Productivity & Management,
Meerut

He was born on 20 August 1957 and had his education from Kanpur. He is an Alumnus of the prestigious Kanpur University and holds Post Graduate Diploma in Business Management with specialization in Human Resource & Finance. He has been conferred Ph.D. degree by Chaudhary Charan Singh University, Meerut on the topic “FUTURES AND OPTIONS – The Derivative Instruments of the new era of Globalisation and Liberalisation- A critical evaluation.”

He is known for his academic expertise and administrative skills. He has been associated with the Institute of Productivity & Management from its very inception in 1980..He conceptualized the growth and development of the Institute. He has been instrumental in transforming the Institute into one of the well-known and well-respected institution in the academic and corporate circle.

He is involved with the development of the Senior Management and carries out programs on regular basis. He has organised Management Development programs for Sugar Industry and Service Industry in Singapore, Thailand, Katmandu and Goa.

He is a keen follower of academics and new principles of Management. He has actively participated in the various programs and seminars conducted by Government of India, IIM –Kolkatta, IIM – Bangalore, Xavier’s and various universities in Malaysia, Singapore and Thailand.

Apart from his role as an institutional builder, he also holds the experience of successfully running a reputed SSI in Northern India .He is also actively associated with the professional bodies like AIMA, AIMS, AMDISA, WPC and NPC.

Whether student assessment of faculty is in force.

---Yes, Student feedback of faculty is taken twice during the semester.---

VI FEE

Details of fee:

The programme fee covers tuitions, instructions and material, access to and use of the Library and the Computer Centre.

Name of the Programme	Fee	Remarks
Two Years full-time Post Graduate Diploma in Management (PGDM) recognized by AICTE.	Rs. 4.00 Lakhs (Two years)	Includes laptop, books, course material, formalclothing,insurance,stationary,newspaper, visits to industry, sponsorship to student events, participation in workshops & seminars, twenty four hours internet connectivity access to library and computer resources. No separate fee is charged for students magazines, sponsorship to outside events and event organized by students. All these events are sponsored from the fee itself.

Time schedule for payment of fee for the entire programme.

Ist/ IIIrd Instalment -Rs.1,00,000/-(Within 15days of receipt of Admission Letter / At the time of Registration in Second Year)
IInd/IVth Instalment - Rs.1,00,000/- (By 10th December)

Security:Rs.10,000/- To be charged once at the time of Admission. Refundable after the completion of the programme, subject to the clearance of all dues.(if any)

Notes:

- 1.At the time of admission all the students are required to pay the caution money (as applicable) which is refundable on completion of the programme.
- 2.Fee once paid is not refundable except when the student withdraws his/her candidature before the commencement of the academic session. Under such a situation Fee would be refunded as per the rules of AICTE vide its Public Notice Advt. No. AICTE/Legal/04(01)/2007.
- 3.All disputes are subject to the jurisdiction of the courts in MEERUT.

Fee waivers granted with amount and name of students.

First THREE positions of Semester exam get fee waiver in the dues.

Number of scholarships offered by the institute with the name of students, duration and amount.

NIL

Criteria for fee waivers/scholarships.

At present criteria is merit base.

Estimated cost of Boarding and Lodging in Hostels.

Hostel Fee:Rs.20,000/- per annum
Mess Charges:Rs.1800/-per month (Approximately)

VII. ADMISSION

Number of seats sanctioned with the year of approval.

90 (Ninety), 2008

Number of students admitted under various categories each year in the last two years.

2008-10 : 90
2009-11 : 69

Number of applications received during last two years.

2008-10	:648
2009-11	:546

VIII. ADMISSION PROCEDURE

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

MAT, Conducted by All India Management Association, 14 Institutional Area, Lodhi Road, New Delhi - 110003.

Website: <http://www.aima-ind.org>

Number of seats allotted to different Test Qualified candidates CAT, MAT, XAT, JMET, ATMA, CET, JEE (State conducted tests/University tests).

100%

Calendar:

Last date for request for applications : Corresponding with the CAT/AIMA dates.

Last date for submission of application : Corresponding with the CAT/AIMA dates.

Dates for Group Discussion (GD)/Interviews: 20 days after the CAT/MAT results are declared.

Dates for announcing final results: Within 07 days of GD & PI. Result is declared on website and also individual Admission Letters are sent to the successful candidates by Registered Post. The waiting list is activated only on the expiry of date of main list.

Release of admission list

Main list and Waiting list are announced on the same day

Date for acceptance by the candidate

15 days time is given to deposit the 1st installment of FEE.

Last date for closing of admission.

Second Saturday of June

Starting of the Academic session

Third Monday of June

The policy of refund of the fee:

Fee once paid is not refundable except when the student withdraws his/her candidature before the commencement of the session. Under such a situation FEE would be refunded as per the rules of AICTE vide its Public Notice Advt. No.AICTE/Legal/04(01)/2007.

IX.CRITERIA AND WEIGHTAGES FOR ADMISSION

The following system is followed:

I. GROUP DISCUSSION (50 Marks)

Content	Summary	Co-ordination	Body Language	Conclusion
20	10	7	6	7

- i) Size of the group will range between 8-10; excluding absentees.
- ii) The observers will make introductory comments on the purpose, format and time duration for Group Discussion.
- iii) Duration of Group Discussion should be 20-30 minutes.
- iv. The observers will ask for volunteer to pick up a topic from several topics contained in the envelope.
- v. The observer will ask whether the participants are comfortable with the selected topic. If not, the observer may ask another volunteer to pick up another topic. Discussion on the topic of second choice will be mandatory.
- vi. The observer may intervene during the group discussion if he thinks it is desirable to do so in order provide opportunity to all the group members to actively participate in the discussion.
- viii. Based on the above and any other point of significance, the observer will assign to each participant marks out of 50.

II. PERSONAL INTERVIEWS (100)

The Interviewers assess the candidates on the dimensions indicated below. The following is an indicative framework. The Interviewer(s) may add or subtract the areas of inquiry depending on the nature and direction of interaction with the candidates.

- Subject knowledge
- Aptitude for management education
- Goal clarity-both professional and personal
- Major strengths supported by specific instances / events / experience
- Major weaknesses likely to come in the way of successful completion of the programme.
- Insight into issues of concern in business & society at national & international level
- Awareness of recent developments in different fields of activity
- Placement potential

III. WRITING SKILLS

The panelists may consider the candidates ability to express himself/herself clearly and in a logical manners. In addition, due weight age may be given to content and construction.

IV. CANDIDATE PROFILE

In the candidate's profile up to 5 marks should be allocated for work experience and up to 5 marks for educational background.

V. MAT SCORE

VI. The panelists will be given the Grading Sheet for assessing the candidates, which must be filled in along with their signatures.

- ❖ **The minimum level of acceptance, if any, for any criteria.**

Graduation from any University recognized by Association of Indian Universities with at least 50% marks.

- ❖ **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.**

There are no section wise cut offs. Those candidates who have secured 450 plus as composite MAT score are called for GD & PI.

- ❖ **Last two years cut-off percentage & percentile (section-wise and/or total as the case may be) of the candidates called for GD / Interview.**

Year	MAT Composite Score
2007-09	450
2008-10	450

- ❖ **Marks scored in Test, GD, and Interview etc. and in aggregate for all candidates who come for GD/Interview etc.**

Data displayed on website

X. APPLICATION FORM

Online registration facilities available on the website at www.ipmindia.org

XI.LIST OF APPLICANTS

List of candidates whose applications have been received along with MAT score is available on website.

XII.CRITERIA FOR GD/PERSONAL INTERVIEW

Only those candidates who fulfill the eligibility criterion and valid MAT score are called for Group Discussion/Personal Interview.

XIII. RESULTS

Composition of evaluation team with the brief profiles of members (This information will be made available on the website in due course of time along with the total marks obtained by the individual candidates called for Group Discussion and Interview in each of the components including the written test, GD & PI in order of merit.

I/We understand that suppression and/or misrepresentation of information would attract appropriate penal action.

**Sd.
Dr.Asit Mohan
Director
IPM Meerut**