

## Appendix 8

### Format for Mandatory Disclosure

Mandatory Disclosure	11-02-2010
<b>1</b> AICTE File No.	UP/PGDM/02/2008/013
Date & Period of last approval	19-06-2008      Period of Approval : 2009-10
<b>2</b> Name of the Institution	Rakshpal Bahadur Management Institute, Bareilly
Address of the Institution	Near ITBP, Bukhara Turn
	Badaun Road
City & Pin Code	Bareilly - 243001
State / UT	Uttar Pradesh
Phone number with STD code	05812517252, 05813291998
FAX number with STD code	05812517252
Office hours at the Institution	0900 - 0500 hrs.
Academic hours at the Institution	0900 - 0500 hrs.
Email	rbmi.pgdm@rbmionline.com
Website	www.rbmionline.com
Nearest Railway Station(dist in Km)	Bareilly Junction (6 Km)
Nearest Airport (dist in Km)	Lucknow / New Delhi (250 Km)
<b>3</b> Type of Institution	Private-Self Financed
Category (1) of the Institution	Non Minority
Category (2) of the Institution	Co - Ed
<b>4</b> Name of the organization running the Institution	Harrow Educational Society
Type of the organization	Society
Address of the organization	193/11, Civil Lines, Bareilly
Registered with	Registrar of Societies,
Registration date	Registrar of Societies,
Website of the organization	www.rbmionline.com



<b>5</b>	Name of the affiliating University	Not Applicable
	Address	Not Applicable
	Website	Not Applicable
	Latest affiliation period	Not Applicable
<b>6</b>	Name of Principal / Director	Dr. Neeraj Saxena
	Exact Designation	Director
	Phone number with STD code	05813291998
	FAX number with STD code	05812517252
	Email	drneeraj_rbmi@rediffmail.com
	Highest Degree	Ph.D.
	Field of specialization	Business Administration

## Rakshpal Bahadur Management Institute

### **BOARD OF GOVERNORS**

Name	Designation	Qualification	Other Credentials
Mrs. Veena Mathur	Executive Chairperson	M.A., LL.B.	Founder, Harrow Education Society FICCI Award winner - 2005
Er. Navin Prasad	Vice- Chairman	B.Tech. (Mechanical Engg.) Auston University, Birmingham, U.K.	Managing Director, RBMI
Shri Vilas Warudkar	Member (Ex-Officio) Nominee, NRC, AICTE	–	Regional Officer, NRC, AICTE, Kanpur
Lt. Gen. Shankar Prasad, PVSM	Member	–	Retired Director General Infantry, Indian Army
Prof. Aditya Prasad	Member	B.Tech., M.Tech., Ph.D.	Perdue University West Lafayette, , USA
Mr. Arvind Mathur	Member	M.Com., C.A.	Asian Development Bank, Manila, Philippines
Mr. R K Mathur	Member	MBA	Associate Director (Personnel & Quality), Xerox India Ltd.
Mr. Surjeet Sen Gupta	Member	B.Tech., M.S.	N.Tech. Solutions, Baltimore (U.S.A)
Dr. Shekhar Verma	Member	M.Tech., Ph.D.	Associate Professor, IIT, Allahabad
Mr. Akhlesh Mathur	Member	C.A.	Group Financial Controller, GE Capital Europe Ltd., London, UK
Ms. Sandhya Sen Gupta	Member	M.A. (Economics)	BB&T Bank, Maryland, Columbia, USA
Mrs. Tejal G. Mathur	Member	C.A.	Executive Director, RBMI
Prof. Manish Sharma	Member	M.B.A., Ph.D.	Director General, RBMI, Bareilly Member - Higher Education Committee, FICCI
Mr. S.R. Laghate	Member	B.E. (Chemical Engg.)	Executive Director, Camphor & Allied Products, Bareilly
Dr. Ravendra Singh	Member	B.Tech., Ph.D.	Head, Computer Science Deptt., MJP Rohilkhand University, Bareilly
Dr. Neeraj Saxena	Member	M.B.A., Ph.D.	Director (PGDM), RBMI, Bareilly
Nominee of Technical Education	Member	–	Educationist/ Industrialist/ Technologist
Nominee of State Government	Member	–	Educationist/ Industrialist/ Technologist

Frequency of meetings & date of last meeting

Thrice a year & Date of last meeting : 18 January, 2010

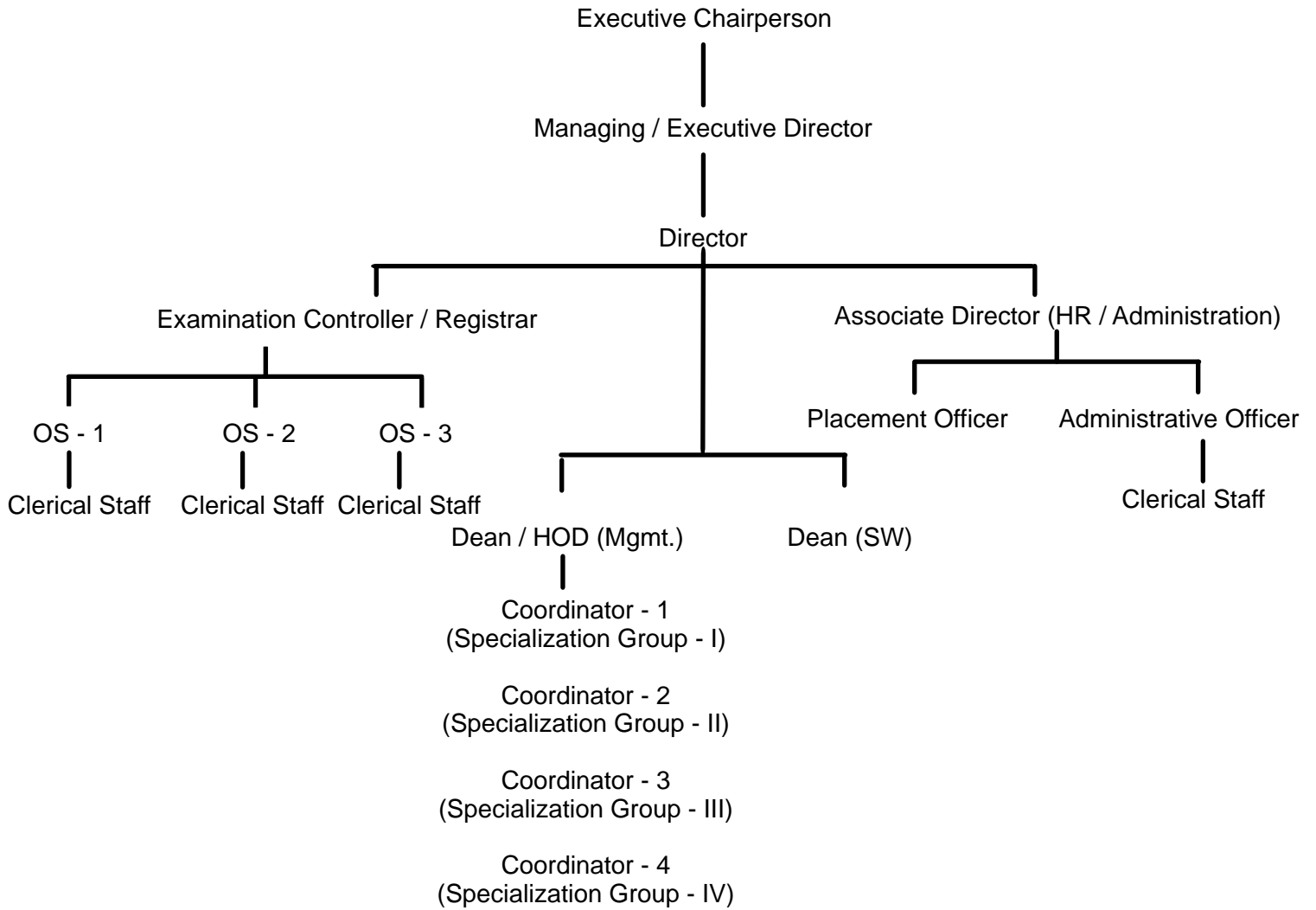
## Rakshpal Bahadur Management Institute

### **ACADEMIC ADVISORY**

Name	Department / University
Prof. Aditya Prasad	Perdue University, West Lafayette, USA
Prof. Prafulla Agnihotri	IIM, Kolkata
Prof. G.S. Gupta	IIM, Ahmedabad
Prof. D. Israel	XLRI, Jamshedpur
Prof. M.L. Maurya	director, IFF, Bundelkhand University, Jhansi
Prof. Anurag Saxena	SMS, IGNOU, New Delhi
Prof. G.C. Agarwal (Ex. Director)	MONIRBA, Allahabad
Prof. Prantik Ray	XLRI, Jamshedpur
Prof. A. Bhimani	London School of Economics, London, U.K.
Prof. Justin Paul	Nagoya University, Japan
Prof. R.A. Raghuswami	XLRI, Jamshedpur
Prof. Jagdish Prakash (Ex. V.C.)	University of Allahabad
Prof. S.K. Tiwari	GB Pant University, Pantnagar
Prof. S.B. Singh (Ex. V.C.)	Lucknow University, Lucknow
Dr. P. Mariappan	Bishop Heber College, Tiruchirapalli
Prof. B.P. Singh	Ex. Head & Dean, DSE, Delhi University
Prof. Samim Ahmed	Vice Chancellor, Jamia Hamdard University, New Delhi
Prof. R. Vinayak	Faculty of Commerce, M.D. University, Rohtak
Dr. Shekhar Verma	Associate Professor, IIIT, Allahabad
Prof. Sahib Singh	Consultant, IIFT, New Delhi

Frequency of meetings & date of last meeting

Twice a year, 24 December, 2009



## Rating Scale for Student Feedback

Format No. : A

Rakshpal Bahadur Management Institute, Bareilly

### Academic Session : 2009-10

Please rate the courses on the following attributes using the 10 point scale shown

10	9	8	7	6	5	4	3	2	1
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Very Good

Very Poor

#### Mean scores of all the students

Courses	Courses	Courses	Courses	Courses
	1	2	3	4
1 Learning value (In terms of skills, concepts, knowledge, analytical, abilities or broadening perspective)				
2 Applicability/relevance to real life situations				
3 Depth of the course content				
4 Extent to coverage of course				
5 Clarity and relevance of reading material				
6 Extent of effort required by students				
7 Relevance/learning value of project Report				
8 Overall rating				

## Rating Scale for Student Feedback

Format No. : B

Rakshpal Bahadur Management Institute, Bareilly

### Academic Session : 2008-09

Please rate the courses on the following attributes using the 10 point scale shown

10	9	8	7	6	5	4	3	2	1
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Very Good

Very Poor

Name of the Teachers :	
Attributes	
1	Communication Skills (In terms of articulation and comprehensibility)
2	Interest generated by the teachers
3	Ability to integrate course material with environment/other Issues to provide a broader perspective
4	Ability to integrate across the courses/draw upon other courses
5	Accessibility of the teacher in and out of the class (Includes availability of the teacher to motivate outside class discussion)
6	Ability to design quizzes/examinations/ assignments/projects to test understanding of the course
7	Provision of sufficient timely feedback
8	Knowledge base of the teacher (as perceived by you)
9	Sincerity/Commitment of the teacher
10	Overall rating

## RAKSHPAL BHADUR MANAGEMENT INSTITUTE, BAREILLY

### Academic Session : 2009-10

Please rate the courses teachers on the following attributes using the 10 point scale shown.

Your responses will be seen only after your course results have been finalised and recorded. The information will be used only for the improvement of the course and teaching in the future.

**You need not disclose your name if you do not wish to.**

**You may tick off more than one answer to a question to the extent that it does not invalidate your response.**

1. The Syllabus was
 

a. challenging	b. adequate
c. inadequate	d. dull
2. Your background for benefiting from the course was
 

a. more than adequate	b. adequate
-----------------------	-------------
3. Was the course conceptually difficult to understand?
 

a. easy	b. manageable
c. difficult	d. very difficult
4. How much of the syllabus was taught in class?
 

a. 90 to 100%	b. 75 to 90%
c. 50 to 75%	d. less than 50%
5. What is your opinion about the library holdings for the course?
 

a. excellent	b. adequate
c. inadequate	d. very poor
6. Were you able to get the prescribed readings?
 

a. easily	b. with difficulty
c. not at all	
7. How well did the teacher prepare for class?
 

a. thoroughly	b. well
c. poorly	d. indifferently
e. not at all	
8. How well was the teacher able to communicate?
 

a. effectively	b. invariably
c. passably	d. badly
9. Did the teacher encourage student participation in class?
 

a. yes	b. attempted
c. no	
10. If yes, which of the following methods were used?
 

a. encouraged questions	b. discussion in class
c. discussion outside class	
11. How helpful was the teacher in advising?
 

a. helpful	b. unhelpful
c. sometimes helpful	d. Sometimes unhelpful
12. Was the teacher
 

a. courteous	b. rude
c. indifferent	
13. Did the internal assessment work
 

a. fairly	b. regularly
c. helpfully	
14. What effect do you think the internal assessment will have on your course grade?
 

a. improve it	b. lower it
c. no effect	
15. How did the teacher provide feedback on your performance?
 

a. regularly	b. irregularly
c. with helpful comments	d. without comments
16. Were your assignments discussed with you?
 

a. yes, fully	b. yes, partly
c. no	
17. Were you provided with a course and lecture outline at the beginning?
 

a. yes	b. no
--------	-------
18. If yes, was it helpful?
 

a. yes	b. no
--------	-------
19. Was it followed?
 

a. yes	b. no
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**Rating Scale for Student Feedback**  
**FORMAT NO. : D**

**RAKSHPAL BAHADUR MANAGEMENT INSTITUTE, BAREILLY**  
**Academic Session : 2009-10**

Your responses will be seen only after your final results have been finalised and recorded. The information will be used only to improve the programme and provisions.

**You may or may not reveal your identity.**

1. Before undertaking the programme did you get a prospectus giving details of
  - a. courses available
  - b. admission rules
  - c. completion requirements
  - d. fee and refund structure
  - e. support services and training available
  - f. financial aid
2. What determined your choice of the specialization ?
  - a. interest in the subject
  - b. past scores in the subject
  - c. influence of parents/friends/teachers
  - d. ease of getting admission
  - e. ease of passing
  - f. reputation of the department/teachers
  - g. ease of getting a job after completion of higher studies
  - h. others, specify
3. Was your background to undertake the programme
  - a. adequate
  - b. more than adequate
4. The choice of courses offered was
  - a. satisfactory
  - b. unsatisfactory
  - c. not available
5. In case no optional courses were available, would you have liked to have some?
  - a. yes
  - b. no
  - c. worth trying
6. What do you think should be the ratio of optional courses to the total number of courses?
  - a. 100%
  - b. 75%
  - c. 50%
  - d. 25%
7. Was it possible to take a course in other departments?
  - a. yes
  - b. no
8. If, yes did you benefit from the interdisciplinary study?
  - a. yes
  - b. no
9. If not, would you have liked to do interdisciplinary work?
  - a. yes
  - b. no
10. Was the practical/studio/workshop component of your courses sequenced integrally with theory classes
  - a. yes
  - b. no
11. Where the laboratories/studios/workshops adequately equipped and properly maintained?
  - a. yes, fully
  - b. yes, partly
  - c. no
12. Were you provided training in library use?
  - a. yes
  - b. no
13. What is your opinion of the library holdings for your subject?
  - a. excellent
  - b. adequate
  - c. inadequate
  - d. very poor
14. Were you able to get the prescribed readings?
  - a. easily
  - b. with difficulty
  - c. not at all
15. Were you provided with training in computer use?
  - a. yes
  - b. no
16. The internal evaluation system as it exists is
  - a. desirable
  - b. undesirable
17. In your opinion, how much of the total weightage of a course should the internal assessment account for?
  - a. 100%
  - b. 75%
  - c. 50%
  - d. 25%

25. How many teachers taught you during the full duration of the programme?  
(give total number)
26. If you had to grade your teachers on the seven point scale (highest O-A-B-C-D-E-F lowest) to how many would you assign the following grades? (Give number of teachers against each grade)
- |      |      |
|------|------|
| a. O | b. A |
| c. B | d. C |
| e. D | f. E |
| g. F |      |
27. How many teachers prepared their lectures (give numbers)
- |                |                  |
|----------------|------------------|
| a. thoroughly  | b. well          |
| c. poorly      | d. indifferently |
| e. not at all? |                  |
28. How many teachers were able to communicate (give numbers)
- |                |               |
|----------------|---------------|
| a. effectively | b. invariably |
| c. passably    | d. badly?     |
29. How many teachers encouraged students to participate in the class? (give numbers)
- |                                 |                                  |
|---------------------------------|----------------------------------|
| a. through questions answers    | b. through discussion            |
| c. through course related games | d. through inviting suggestions? |
30. You would like your teachers to be (rank the qualities according to your preference, omitting the ones that do not apply)
- |                |                |
|----------------|----------------|
| a. scholarly   | b. open minded |
| c. casual      | d. fair        |
| e. polite      | f. strict      |
| g. painstaking | h. friendly    |
| i. lenient     |                |
31. At the end of the programme of study you came our  
study.
- |  |                                  |
|--|----------------------------------|
| a. the same as before                  | b. better informed and skilled   |
| c. less enthusiastic for further study | d. more enthusiastic for further |
32. When you meet students who have taken a similar programme at other institutions do you feel
- |             |             |
|-------------|-------------|
| a. inferior | b. superior |
| c. equal?   |             |
33. How do you rate the student-teacher relationship in the institution as a whole?
- |                 |                   |
|-----------------|-------------------|
| a. very good    | b. good           |
| c. satisfactory | d. unsatisfactory |
| e. very poor    |                   |
34. How do you rate the student-teacher relationship in you department?
- |                 |                   |
|-----------------|-------------------|
| a. very good    | b. good           |
| c. satisfactory | d. unsatisfactory |
| e. very poor    |                   |
35. How do you find the institution's administrative offices?
- |                 |              |
|-----------------|--------------|
| a. very helpful | b. helpful   |
| c. indifferent  | d. unhelpful |
| e. cumbersome   |              |
36. How do you find the transport facility of the institution?
- |             |               |
|-------------|---------------|
| a. adequate | b. inadequate |
| c. regular  | d. unreliable |
37. How do you rate the health-care facilities?
- |                        |        |
|------------------------|--------|
| a. good                | b. bad |
| c. good but inadequate |        |
38. Did you participate in any of the extra curricular activities of the department/institution?
- |           |              |
|-----------|--------------|
| a. rarely | b. often     |
| c. never  | d. sometimes |
39. What are the attitude of teachers to extra curricular activities?
- |                 |                 |
|-----------------|-----------------|
| a. co-operative | b. encouraging  |
| c. indifferent  | d. hostile      |
| e. cynical      | f. enthusiastic |
40. Has your time at the institution been intellectually enriching?
- |               |       |
|---------------|-------|
| a. yes        | b. no |
| c. marginally |       |
41. Have you made any friendships which you expect will last long?
- |         |         |
|---------|---------|
| a. some | b. none |
|---------|---------|

## Rating Scale for Student Feedback

Format No. : E

Rakshpal Bahadur Management Institute, Bareilly

**Academic Session : 2009-10**

	Item	Very good	Good	Average	Poor	Very poor
1	Academic content					
2	Usefulness of teaching materials					
3	Usefulness of study-groups in furthering learning					
4	Timeliness of Practical work					
5	Giving and getting helpful feedback					
6	Fairness of evaluation					
7	Interaction with faculty					
8	Interaction with administration					
9	Library facilities					
10	Hostel facilities					
11	Recreational facilities					
12	Extracurricular activities					
13	Sports facilities					
14	Placement facilities					

**Signature :**

**Date :**

## **Grievance redressal mechanism for faculty, staff and students.**

### **For Faculty & Staff**

Step I – Written Complaint

Step II – Prima Facie Enquiry (most of the cases are resolved at this stage only)

Step III – Setup of Grievance redressal committee

Step IV – Suspension (if required during enquiry)

Step V – Submission of report by enquiry committee

Step VI – Discussion of report by Board of Governors.

Step VII – Implementation of decision of the Board of Governors.

### **For Students**

Dean of student welfare is appointed.

12	Name of the Department*	Department of Business Administration	
	Course	Post Graduate Diploma in Management (PGDM)	
	Level	PG	
	1 <sup>st</sup> Year of approval by the Council	2008	
	Year wise Sanctioned Intake	60 (Sixty)	
	Year wise Actual Admissions	48 (Forty Eight)	8 (Eight)
	Cut off marks – General quota	50%	50%
	% Students passed with Distinction	17%	N/A
	% Students passed with First Class	83%	N/A
	Students Placed	N/A	N/A
	Average Pay package, Rs./Year	N/A	N/A
	Students opted for Higher Studies	N/A	N/A
	Accreditation Status of the course	Not Accredited	
	Doctoral Courses	No	No
	Foreign Collaborations, if any	Yes	Yes
	Professional Society Memberships	FICCI, CSI, AIMA, RMA, NIMA, etc.	
	Professional activities	National Seminar, National Symposium, Workshops, Industrial Tours etc.	
	Consultancy activities	Yes	Yes
	Grants fetched	No	No
	Departmental Achievements	Publishing of International Journal having ISSN No. 0974-4126 , ISO Certification	
	Distinguished Alumni	N/A	N/A

<b>13</b>	Admission quota#	As per rule	
	Entrance test / admission criteria	60 % in graduation or rank in CAT/ AIMA	
	Cut off / last candidate admitted	60%	60%
	Fees in rupees	Rs. 1,00,000/- p.a. inclusion of all fee	
	Number of Fee Waivers offered	01	01
	Admission Calendar	April to July	
	PIO quota	No	

<b>14</b>	Infrastructural information^		
	Classroom/Tutorial Room facilities	Available	Photo
	Laboratory details	Available	Photo
	Computer Centre facilities	Available	Photo
	Library facilities	Available	Photo
	Auditorium / Seminar Halls / Amphi	Available	Photo
	Cafeteria	Available	Photo
	Indoor Sports facilities	Available	Photo
	Outdoor Sports facilities	Available	Photo
	Gymnasium facilities	Available	Photo
	Facilities for disabled	Available	Photo
	Any other facilities	Wi-fi campus	Photo
<b>15</b>	Boys Hostel	Available	Photo
	Girls Hostel	Available	Photo
	Medical & other Facilities at Hostel	Available	

<b>16</b>	Academic Sessions	
	Examination system, Year / Sem	Semester
	Period of declaration of results	January and June
<b>17</b>	Counseling / Mentoring	
	Career Counseling	Available
	Medical facilities	Available
	Student Insurance	Yes
<b>18</b>	Students Activity Body	
	Cultural activities	Yes
	Sports activities	Yes
	Literary activities	Yes
	Magazine / Newsletter	Yes
	Technical activities / TechFest	Yes
	Industrial Visits / Tours	Yes
	Alumni activities	Yes
<b>19</b>	Name of the Information Officer for RTI	Dr. Neeraj Saxena
	Designation	Director
	Phone number with STD code	05812517252
	FAX number with STD code	05812517252
	Email	rbmi.pgdm@rbmionline.com

CAY=Current Academic Year

\*Repeat this template for each department / staff.

#Repeat this template for additional quota, if any.

^Add photographs