

## Appendix 10 :

### Format for Mandatory Disclosure as per AICTE Norms

	Mandatory Disclosure Updated on	01.05.2025
1.	AICTE File No.	1-43655119181
	Date & Period of last approval	2024-2025
2.	Name of the Institution	Vinayak Institute of Management
	Address of the Institution	Kachhwa, Karnal
	City & Pin Code	Karnal -132001
	State / UT	Haryana
	Phone number with STD code	0184-2280922, 9215060456
	Fax number with STD code	0184-2280922
	Office hours at the Institution	09:00 am to 5:00 pm
	Academic hours at the Institution	09:00 am to 5:00 pm
	Email	<a href="mailto:vcpknl@gmail.com">vcpknl@gmail.com</a>
	Website	<a href="http://www.vipmknal.com">www.vipmknal.com</a>
	Nearest Railway Station (dist in KM)	Karnal Railway Station 7 km
	Nearest Bus Stand	Karnal Bus Stand 10 km
	Near Airport (dist in KM)	Karnal Airport 16 KM
3.	Type of Institution	Private –Self Finance
	Category (1) of the Institution	Non Minority
	Category (2) of the Institution	Co-Ed
4.	Name of the organization running the Institution	Shiv Educational society
	Type of the organization	Society
	Address of the organization	Near Bhatia Pesticide VPO – Kachhwa (Karnal)
	Register with	District Registrar Society , Haryana
	Registration date	18.12.2008

	Website of the organization	<a href="http://www.vipmknl.com">www.vipmknl.com</a>
5.	Name of the affiliating University	Kurukshetra University, Kurukshetra, Haryana
	Address	Kurukshetra
	Website of the university	<a href="http://www.kuk.ac.in">www.kuk.ac.in</a>
	Latest affiliation period	2024-2025
6.	Name of Principal/Director	Mr. Naresh Kumar
	Exact Designation	Director
	Phone number with STD code	0184-2280922
	Fax number with STD code	0184-2280922
	Email	<a href="mailto:nareshkumarmann@gmail.com">nareshkumarmann@gmail.com</a>
	Highest Degree	Ph.D
	Field of specialization	Chemistry

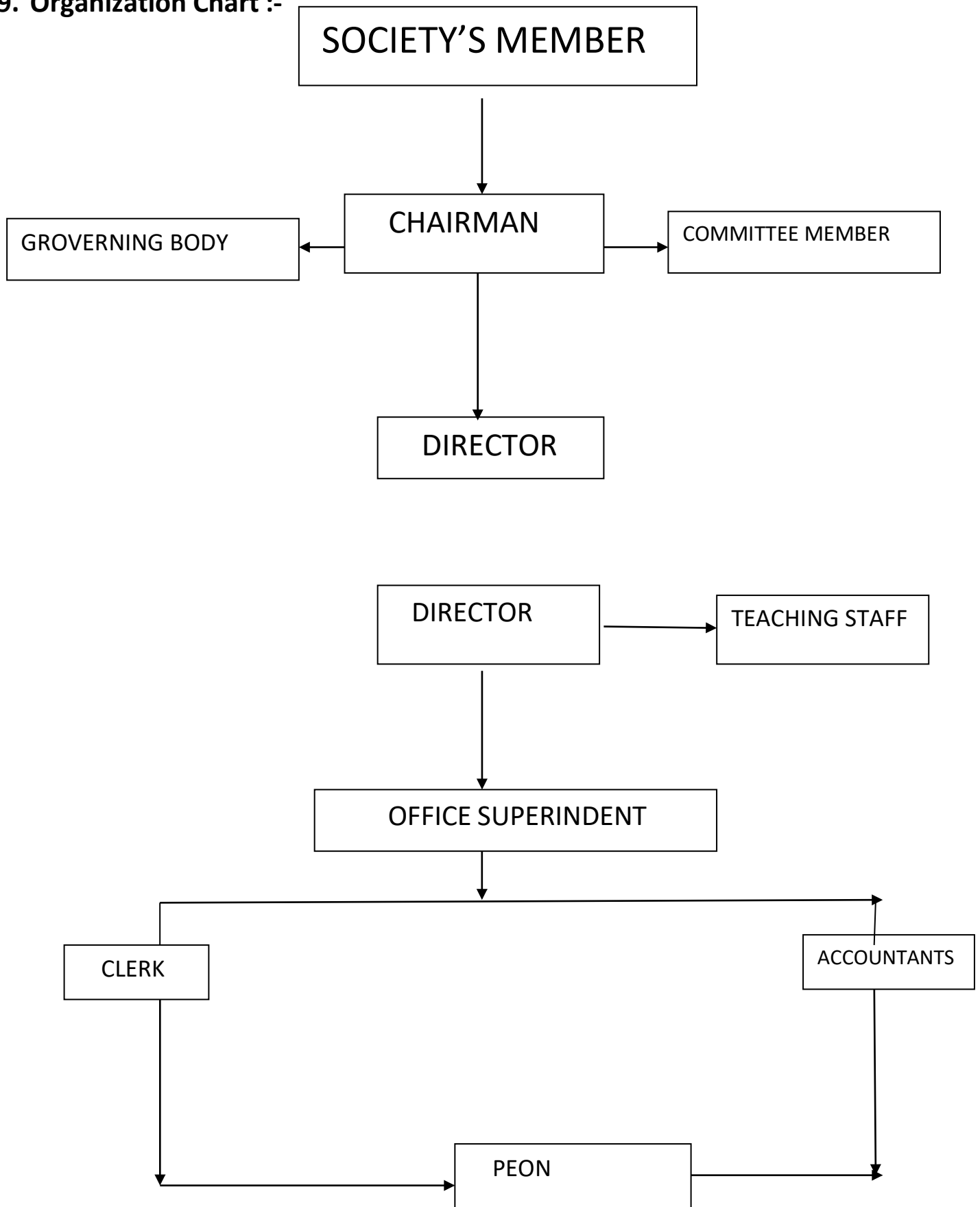
## 7. Governing Board Members List

Sr. no	Name of the Directors/ Members	Designation	Address
1	Mr. Sanjay Chhoker	Chairman	VPO – Patti Kalyana
2	Mrs. Dharamwati	President	A-14,Agai Colony,Model Town, Panipat
3	Mr. Naresh Mann	Secretry	#832, Sec-6, Karnal
4	Mr. Rakesh	Cashier	VPO - Dehra
5	Mr. Rajesh Lather	Member	VPO - Phushgarh
6	Mr. Sonu	Member	VPO – Patti Kalyana
7	Mr. Balvinder	Member	VPO - Dehra
8	Mr. Jagpal	Member	A-14,Agai Colony,Model Town, Panipat
9	Mr. Rajinder	Member	VPO – Patti Kalyana
10	Mr. Balvinder	Member	A-14,Agai Colony,Model Town, Panipat
11	Mr. Rajender	Member	#832, Sec-6, Karnal

## **8. Academic Advisory Body:-**

1	Dr. Anshul Sharma
2	Dr. Vivek Jaglan
3	Mr. Naresh Kumar
4	Dr. Rajinder Mann

## 9. Organization Chart :-



## 10. Student's Feed Back :-

Student feedback mechanism on Institutional Governance/ faculty performance	Students give formal feedback on the prescribed parameters, which reviewed by the top management and the faculty per se w.r.t improvement, level up gradation. Informal feedback also taken by the top management from time to time to ensure continual improvement.
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<b>11.</b>	<b>Name of the Department</b>	<b>Management</b>
	Course	BBA , MBA
	1 <sup>st</sup> year of approval by the council	2009
	Section Intake	120 , 60

## 12. Infrastructure

1	Number of Classrooms and size of each	No's 12 and size of each room 66 Sq. Mtr
2	Number of Tutorial rooms and size of each	No's 3 and size of each room 36 Sq. Mtr
3	Number of Conference Rooms and size of each	1 and size of each room 132 Sq. Mtr
4	Number of Libraries and size of each	1 and size of each room 150 Sq. Mtr
5	Number of Computer Centres with capacity of each	02 and size of each room 150 Sq. Mtr and 150
6	Number of Common Rooms with capacity of each	02 and size of each room 100 Sq. Mtr and 100 sq. Mtr

**13(A). Approval Description – MBA**

	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>
Year wise Sanctioned Intake	60	60	60
Year wise Actual Admissions	60	60	60

**13(B). Approval Description – BBA**

	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>
Year wise Sanctioned Intake	120	120	120
Year wise Actual Admissions	29	92	110

#### 14. Teaching Staff Details:-

##### Vinayak Institute of Management, Kachhwa (Karnal)

##### Name of The Staff for MBA

Sr. No	Name of the Employee	Designation
1	MS. ANU KWATRA	ASSISTANT PROFESSOR
2	MR. BHUPENDER SINGH	ASSISTANT PROFESSOR
3	MS. SHAWETA MEHTA	ASSISTANT PROFESSOR
4	MS. NEHA	ASSISTANT PROFESSOR
5	MS. PRIYANKA	ASSISTANT PROFESSOR
6	MR. SARTHAK ARYA	ASSISTANT PROFESSOR
7	MS. RASHMI	ASSISTANT PROFESSOR
8	MS. PRIYANKA DEVI	ASSISTANT PROFESSOR

##### Name of The Staff for BBA

Sr. No	Name of the Employee	Designation
1	DR. ANIL KUMAR	PRINCIPAL
2	DR. HITU	ASSISTANT PROFESSOR
3	MS. BINNY CHAWLA	ASSISTANT PROFESSOR
4	MR. RAMESHWAR DASS	ASSISTANT PROFESSOR
5	DR. KAMAL	ASSISTANT PROFESSOR
6	MS. SUSHMA RANI	ASSISTANT PROFESSOR
7	MS. SUNITA	ASSISTANT PROFESSOR
8	DR. AMIT HOODA	ASSISTANT PROFESSOR
9	MS. SONIA	ASSISTANT PROFESSOR
10	MS. RITU	ASSISTANT PROFESSOR

1	Name of Teaching staff	Dr. Anil Kumar
	Designation	Principal
	Department	BBA/MBA
	Date of Joining	05.08.2012
	Qualifications	MBA,PHD
	Papers Published	No
	Papers presented in Conference	NA
	Books Published	NA
	Professional Memberships	NA
	Consultancy Activities	NA
	Award	NA
	Grants fetched	NA
	Interaction with Professional Institutions	NA

2	Name of Teaching staff	Ms. Anu Kwatra
	Designation	Assistant Professor
	Department	MBA
	Date of Joining	15.01.2011
	Qualifications	MBA
	Papers Published	No
	Papers presented in Conference	NA
	Books Published	NA
	Professional Memberships	NA
	Consultancy Activities	NA
	Award	NA
	Grants fetched	NA
	Interaction with Professional Institutions	NA



3	Name of Teaching staff	Mr. Bhupender Singh
	Designation	Assistant Professor
	Department	MBA
	Date of Joining	01.07.2011
	Qualifications	MBA
	Papers Published	No
	Papers presented in Conference	NA
	Books Published	NA
	Professional Memberships	NA
	Consultancy Activities	NA
	Award	NA
	Grants fetched	NA
	Interaction with Professional Institutions	NA

4	Name of Teaching staff	Ms. Shaweta Mehta
	Designation	Assistant Professor
	Department	MBA
	Date of Joining	05.03.2012
	Qualifications	MBA
	Papers Published	No
	Papers presented in Conference	NA
	Books Published	NA
	Professional Memberships	NA
	Consultancy Activities	NA
	Award	NA
	Grants fetched	NA
	Interaction with Professional Institutions	NA

5	Name of Teaching staff	Ms. Neha
	Designation	Assistant Professor
	Department	MBA
	Date of Joining	01.03.2014
	Qualifications	MBA
	Papers Published	No
	Papers presented in Conference	NA
	Books Published	NA
	Professional Memberships	NA
	Consultancy Activities	NA
	Award	NA
	Grants fetched	NA
	Interaction with Professional Institutions	NA

6	Name of Teaching staff	Ms. Priyanka
	Designation	Assistant Professor
	Department	MBA
	Date of Joining	01.07.2020
	Qualifications	MBA
	Papers Published	No
	Papers presented in Conference	NA
	Books Published	NA
	Professional Memberships	NA
	Consultancy Activities	NA
	Award	NA
	Grants fetched	NA
	Interaction with Professional Institutions	NA

7	Name of Teaching staff	Ms. Priyanka Devi
	Designation	Assistant Professor
	Department	MBA
	Date of Joining	04.01.2021
	Qualifications	MBA
	Papers Published	No
	Papers presented in Conference	NA
	Books Published	NA
	Professional Memberships	NA
	Consultancy Activities	NA
	Award	NA
	Grants fetched	NA
	Interaction with Professional Institutions	NA

8	Name of Teaching staff	Mr. Sarthak Arya
	Designation	Assistant Professor
	Department	MBA
	Date of Joining	01.07.2020
	Qualifications	MBA
	Papers Published	No
	Papers presented in Conference	NA
	Books Published	NA
	Professional Memberships	NA
	Consultancy Activities	NA
	Award	NA
	Grants fetched	NA
	Interaction with Professional Institutions	NA

9	Name of Teaching staff	Ms. Rashmi
	Designation	Assistant Professor
	Department	BBA
	Date of Joining	02.05.2016
	Qualifications	MBA
	Papers Published	No
	Papers presented in Conference	NA
	Books Published	NA
	Professional Memberships	NA
	Consultancy Activities	NA
	Award	NA
	Grants fetched	NA
	Interaction with Professional Institutions	NA

10	Name of Teaching staff	Dr. Hitu
	Designation	Assistant Professor
	Department	BBA
	Date of Joining	09.09.2019
	Qualifications	MBA,PHD
	Papers Published	No
	Papers presented in Conference	NA
	Books Published	NA
	Professional Memberships	NA
	Consultancy Activities	NA
	Award	NA
	Grants fetched	NA
	Interaction with Professional Institutions	NA

11	Name of Teaching staff	Ms. Binny Chawla
	Designation	Assistant Professor
	Department	BBA
	Date of Joining	02.03.2015
	Qualifications	MBA,UGC NET
	Papers Published	No
	Papers presented in Conference	NA
	Books Published	NA
	Professional Memberships	NA
	Consultancy Activities	NA
	Award	NA
	Grants fetched	NA
	Interaction with Professional Institutions	NA

12	Name of Teaching staff	Dr. Kamal
	Designation	Assistant Professor
	Department	BBA
	Date of Joining	05.07.2021
	Qualifications	MBA,PHD
	Papers Published	No
	Papers presented in Conference	NA
	Books Published	NA
	Professional Memberships	NA
	Consultancy Activities	NA
	Award	NA
	Grants fetched	NA
	Interaction with Professional Institutions	NA

13	Name of Teaching staff	Mr. Rameshwar Dass
	Designation	Assistant Professor
	Department	BBA
	Date of Joining	02.01.2015
	Qualifications	MBA,UGC NET
	Papers Published	No
	Papers presented in Conference	NA
	Books Published	NA
	Professional Memberships	NA
	Consultancy Activities	NA
	Award	NA
	Grants fetched	NA
	Interaction with Professional Institutions	NA

14	Name of Teaching staff	Ms. Sushma Rani
	Designation	Assistant Professor
	Department	BBA
	Date of Joining	02.03.2015
	Qualifications	MBA,UGC NET
	Papers Published	No
	Papers presented in Conference	NA
	Books Published	NA
	Professional Memberships	NA
	Consultancy Activities	NA
	Award	NA
	Grants fetched	NA
	Interaction with Professional Institutions	NA

15	Name of Teaching staff	Ms. Sunita
	Designation	Assistant Professor
	Department	BBA
	Date of Joining	02.05.2016
	Qualifications	MBA
	Papers Published	No
	Papers presented in Conference	NA
	Books Published	NA
	Professional Memberships	NA
	Consultancy Activities	NA
	Award	NA
	Grants fetched	NA
	Interaction with Professional Institutions	NA

16	Name of Teaching staff	Dr. Amit Hooda
	Designation	Assistant Professor
	Department	BBA
	Date of Joining	01.07.2022
	Qualifications	MBA/PHD
	Papers Published	No
	Papers presented in Conference	NA
	Books Published	NA
	Professional Memberships	NA
	Consultancy Activities	NA
	Award	NA
	Grants fetched	NA
	Interaction with Professional Institutions	NA

17	Name of Teaching staff	Ms. Sonia
	Designation	Assistant Professor
	Department	BBA
	Date of Joining	01.01.2025
	Qualifications	MBA
	Papers Published	No
	Papers presented in Conference	NA
	Books Published	NA
	Professional Memberships	NA
	Consultancy Activities	NA
	Award	NA
	Grants fetched	NA
	Interaction with Professional Institutions	NA



18	Name of Teaching staff	Ms. Ritu
	Designation	Assistant Professor
	Department	BBA
	Date of Joining	01.01.2025
	Qualifications	MBA
	Papers Published	No
	Papers presented in Conference	NA
	Books Published	NA
	Professional Memberships	NA
	Consultancy Activities	NA
	Award	NA
	Grants fetched	NA
	Interaction with Professional Institutions	NA

**15(A). Admission Quota :- BBA**

<b>Admission criteria</b>	The students shall have passed in 12th class.
<b>Fees in rupees</b>	36000/-
<b>Admission Calendar</b>	1 <sup>st</sup> June to 31 <sup>st</sup> July

**15(B). Admission Quota :- MBA**

<b>Admission criteria</b>	The students shall have passed in Graduation with 50% in any Stream
<b>Fees in rupees</b>	55000/-
<b>Admission Calendar</b>	1 <sup>st</sup> June to 15 <sup>th</sup> August

<b>16.</b>	<b>Hostel</b>	Boys & Girls hostel
<b>17.</b>	<b>Academic Sessions</b>	Two Semester Per Year – July to December – January to June
<b>18.</b>	<b>Counseling / Mentoring</b>	Yes
	<b>Career Counseling</b>	Yes
	<b>Medical facilities</b>	Yes
<b>19.</b>	<b>Students Activity Body</b>	Yes
	<b>Cultural activity</b>	Yes
	<b>Sports activities</b>	Yes
	<b>Literary activities</b>	Yes
	<b>Magazine</b>	Yes
	<b>News Paper</b>	Yes
	<b>Industrial Tours</b>	Yes
	<b>Alumni Activities</b>	Yes

## ESTABLISHMENT OF COMMITTEE FOR SC/ST

The SC/ST committee is establishment for prevention of atrocities which is as follows.

<b>Sr.no</b>	<b>Members</b>	<b>Description</b>
1	Dr. Hitu	Coordinator
2	Dr. Kamal	Member
3	Mr. Rameshwar Dass	Member
4	Ms. Rashmi	Member
5	Ms. Sunita	Member
6	Mr. Anil Kumar	Member

## **Anti – ragging Committee**

Every institution University including Deemed to be university imparting technical education shall constitute a Committee to be known as the ant-ragging Committee to be nominated and headed by the Head of the Institution, and consisting of representatives of civil and police administration, local media, Non government Organizations involved in youth activities, representatives of faculty members, representatives of parents, representatives of students belonging to the fresher's category as well as senior students, non-teaching staff: and shall have a diverse mix of membership in terms of level as well as gender.

The following Anti-ragging committed is constituted as mention above for “Vinayak Institute of Management, Vill – Kachhwa (Karnal).

<b>Sr.No</b>	<b>Name</b>	<b>Description</b>
1	Dr. Anshul Sharma	Coordinator
2	Mr. Bhupender Singh	Member
3	Ms. Binny Chawla	Member
4	Mr. Pushpender Sharma	Member
5	Ms. Shaweta Mehta	Member
6	Ms. Neha	Member
7	Mr. Sarthak Arya	Member
8	Ms. Priyanka	Member
9	Ms. Rashmi	Member
10	Ms. Sonia	Member

## ESTABLISHMENT OF INTERNAL COMPLAINT COMMITTEE

The Internal Complaint committee is established which is as follows.

Sr.no	Members	Designation	Description
1	Mr. Naresh Kumar	Director	Coordinator
2	Mr. Bhupender Singh	Asst. Professor	Member
3	Mr. Sarthak Arya	Asst. Professor	Member
4	Ms. Manjeet Kaur	Librarian	Member
5	Ms. Anu Kwatra	Asst. Professor	Member
6	Ms. Binny Chawla	Asst. Professor	Member

## ESTABLISHMENT OF GRIEVANCE REDRESSAL COMMITTEE

The Grievance Redressal Committee is established which is as follows.

Sr.no	Members	Designation	Description
1	Mr. Naresh Kumar	Director	Coordinator
2	Mr. Bhupender Singh	Asst. Professor	Member
3	Ms. Binny Chawla	Asst. Professor	Member

### Internal Quality Assurance Cell:

To maintain the quality of education, internal quality assurance cell of HODs of different departments has been constituted. They meet periodically for the introduction of latest teaching methods/techniques for improvements in education.

