

MANDATORY DISCLOSURE

- 1. AICTE File No.** : Western / 1-3508449441/2018/EOA

Date & Period of Last approval : 10th April 2018 (2018-19)
- 2. Name of the Institution** : DURGADEVI SARAF INSTITUTE OF MANAGEMENT STUDIES

Address : 23-A, 24-28, S.V Road, Malad West

City & Pin Code : Mumbai - 400 064.

State : Maharashtra.

Longitude & Latitude : Longitude-72'54'30" East Latitude 19 '11"20"North

Phone No with STD Code : 022 - 66812311

Fax No with STD Code : 022 - 66812318

Office Hours at the Institute : 10 am to 6 pm

Academic hours at the Institute : 8.00 am to 8.00 pm.

E-mail : info@dsims.org.in

Website : www.dsims.org.in

Nearest Railway Station (dist. in Km) : Malad approx 1km

Nearest Airport (dist. in Km) : Santacruz Airport 13 km
- 3. TYPE OF INSTITUTION** : Private - Self Financed

Category (1) of the Institute : Linguistic Minority

Category (2) of the Institute : NA
- 4. Name of the organization running the Institution.** : Rajasthani Sammelan Education Trust (RSET)

Type of Organization : Trust

Address of Organization : 23-A, 24-28, S V Road, Malad (West)

Register With : Charity Commissioner Greater Mumbai.

Registration Date : 20th October 1958.

Website of the organization : www.rajasthani.org.in

- 5. Name of the Affiliating University** : University of Mumbai
- Address** : M.G. Road, Fort,
Mumbai - 400 032.
- Website** : www.mu.ac.in
- Latest affiliation period** : 2018
- 6. Name & Address of the Director** : **C. BABU**
- Exact Designation** : Director
- Phone number with STD Code** : 022 66812311
- Fax No. with STD Code** : 022 66812318
- E-mail** : director@dsims.org.
- Highest Degree** : Ph.D
- Field of Specialization** : Marketing
- 7. Governing Board Members** : **A n n e x u r e - A**
- Frequency of meeting &
Date of Last Meeting : 25th November, 2017
- 8. Academic Advisory Body** : **A n n e x u r e - B**
- Frequency of meeting &
Date of Last Meeting :
- 9. Organisational chart and Processes** : **A n n e x u r e - C**
- 10. Students Feedback Mechanism on Institutional faculty performance** : **A n n e x u r e - D**
- 11. Grievance redressed Mechanism for faculty, staff & students** : **Grievances redressal mechanism given in Annexure-E**
- 12. Name of the Department** : **Management**
- Course : MMS, PGDM, MMM, MFM, MHRDM
- Level : Post Graduate
- 1st Year of approval by the council : 2010

Year wise Sanctioned Intake :

	PROG	2013-14	2014-15	2015-16	2016-17	2017-18
FULLTIME	MMS	120	120	120	120	120
	PGDM	120	120	120	120	120
	MMM	60	60	60	60	--
PT-MASTER	MFM	60	60	60	60	60
	MHRDM	60	60	60	60	--

Year wise Actual Admission :

	PROG	2013-14	2014-15	2015-16	2016-17	2017-18
FULLTIME	MMS	88	120	120	117	120
	PGDM	53	39	69	100	120
PT-MASTER	MMM /	52	12	14	7	--
	MFM /		8	20	10	--
	MHRDM		5	6	3	--
		52	184	229	237	240

Cut off marks–General quota	: NA
% Students passed with Distinction	: NA
% Students passed with first class	: NA
Students placed	: Yes
Pay Package	: 7 Lacs / p.a (Highest)
Students opted for Higher Studies	: No
Accreditation Status of the Course	: No
Doctoral Course	: No
Foreign Collaboration, if any	: No
Professional Society Memberships	: Yes
Professional activities	: Yes
Consultancy Activities	: Yes
Grants fetches	: No
Departmental Achievements	: -
Distinguished Alumni	: -

13. Details of Teaching

: ANNEXURE F

14. Admission for PGDM

Entrance Test / Admission Criteria	: Any of the written exams i.e. CET / CAT / MAT / XAT / CMAT / GMAT. Graduation with minimum 50% and GD, PI conducted by the Institute.
Cut off / last candidate admitted	: 50 Percentile
Fees in	: Rs.3,90,00/- p.a
Number of fee waivers offered	: 1 No.
Sale of Admission Form	: Jan 01, 2018
Last date for submission of forms	: June 15, 2018
Display of Merit List	: June 30, 2018
Last date for admission	: July 15, 2018
Commencement of Classes	: Aug 01, 2018
PIO quota	: NIL

Admission for MMS

Entrance Test / Admission Criteria	: Any of the written exam i.e. MH-CET / CMAT / CAT. and Graduation with minimum 50% (Reserved Category 45%.)
Cut off / last candidate admitted	: As per DTE
Fees in Rs	: Fee Regulating Authorities
Number of fee waivers offered	:
Start of Sale and submission of admission form	: As per DTE Notification
Last date for sales and submission of admission form	: As per DTE Notification
Display of first merit list	: As per DTE Notification
Admission Process	: As per DTE Notification
Display of second merit list	: As per DTE Notification.
Admission Process	: As per DTE Notification
Display of third merit list (if required)	: As per DTE Notification
Admission Process	: As per DTE Notification.
Cut off date for all admission as per DTE	: As per DTE Notification
PIO DATA	: As per DTE Notification

- 15. Infrastructural Information : ANNEXURE- G**
- 16.** Boys Hostel : No
Girls Hostel : Yes
Medical & other facilities at Hostel : Yes
- 17.** Academic Sessions : July to December & January to May
Examination system : Semester / Trimester
Period of Declaration of results : within 40 days after the examination.
- 18.** Counselling / Mentoring : Yes
Career Counselling : Yes
Medical Facilities : Yes
Students Insurance : Yes
- 19.** Students Activity Body : Yes
Cultural Activities : Yes
Sports Activities : Yes
Literary Activities : Yes
Newsletter : Yes
Technical Activates / Tech Fest : Yes
Industrial Visits / Tours : Yes
Alumni Activities : Yes
- 20. Name of the Information Officer for RTI : Dr. C.BABU**
- Designation : Director
- Phone No. with STD Code : 022 66812311
- Fax no. with STD Code : 022 66812338.
- Email : director@dsims.org.in
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ANNEXURE-A

GOVERNING BOARD MEMBERS

Sr. No.	Trust / Society Representative	Designation
1	Shri. Ashok M Saraf	President
2	Shri. Kailash Kejriwal	Secretary
3	Dr. C Babu	Director
4	Shri. Nandkishore Gupta (Jt. Secretary & Treasurer)	Member
5	Shri. Jairaj C.Thacker	Member
6	Shri. Samir Choksi	Member
7	Shri. Vinod Agarwalla	Member
8	Smt. Archita Rajpuria	Member
9	Shri. Banwarilal Jhunjhunwala	Member
10	Shri. Suresh Pansari	Member
11	Shri. Madhusudan Maheshwari	Educationist
12	Dr. N.M. Kondap	Educationist
13	Shri. Sunil Kabra	Educationist
14	Dr. Sunanda Kar	Educationist
15	Dr. Amit Dutta	AICTE-Representative
16	Dr. Dinesh Harsolekar	Industrialist / Technologist / Educationist
17	Prin. S G Chitale	Nominee of the Mumbai University
18	Shri. Chandrashekhar Oak	DTE-Representative
19	Dr. Sharad Kumar	Faculty Member
20	Prof. Beena Prakash	Faculty Member

ANNEXURE-B

MEMBERS OF ACADEMIC ADVISORY BODY

Sr. No.	Name of the Member	Designation
1	Mr. Ashok Saraf	Chairman
2	Mr. Kailash Kejriwal	Secretary
3	Dr. Pankaj Trivedi	Head of PhD. programme, HOD, Finance Somaiya Institute of Management & Research
4	Dr. R B Barman	Ex Executive Director RBI
5	Dr. Mayank Joshipura	Head Financial Markets NMIMS
6	Mr. Madan Sabnavis	Chief Economist CARE
7	Mr. M Narendra	Retd. Chairman & Managing Director
8	Dr. Satishchandra Kumar	HOD, Dept. of Applied Psychology, Mumbai University
9	Dr. Asit Mohapatra	Senior Vice President Hr Future Supply Chain Limited
10	Dr. Manjari Srivastava	Professor, NMIMS
11	Mr. Anirudh Gupta	Aditya Birla Health
13	Dr Milind Shahane	Senior Vice President -Projects, Tata Industries Ltd
14	Prof. Narayan Rangaraj	Prof & Head, IE & OR; IIT, Bombay
15	Mr. Rajeev Saxena	COO, AGILITY Logistics
16	Dr. Indrajit Mukherjee	Sr. Operations Faculty SJM SOM IIT Bombay
17	Mr. Nilesh Mashru	Head of Business development Transportation & Integrated Solutions DHL
18	Mr. Vinayak Marathe	Sr. Vice President-Reliance Technology Group
19	Dr. Arun Raoot	Retired professor of NITIE
21	Dr. Rahul Altekar	Ex-visiting faculty at NITIE and Welingkar
22	Mr. Alok Kapoor	Head- Marketing & Franchise Development, Mahindra First Choice Services Ltd., Alumni- IIM A
23	Mr. Suman Srivastava	Consultant Marketing Unplugged., Alumni- IIMA, IMD Lucerne
24	Dr. R. K. Srivastava	Professor, SIMSREE
25	Dr. N M Kondap	Director General
26	Dr. C. Babu	Director
27	Dr. Sharad Kumar	Dean - Academics
28	Mr. R. D. Shetty/ Ms. Kavita Darji	Registrar

29	Dr. Sarita Vichore	Associate Dean, HOD, Finance
30	Prof. Somesh Banerjee	HOD- Operations, Chairperson-Placements
31	Dr. C. Kaushik	HOD, Marketing
32	Dr. Beena Prakash	HOD,HR
33	Prof. Sharmila Bonnerjee	MMS Chairperson/Chairperson Short term Programmes
34	Prof. Kusum Pawar	PGDM program Chairperson
35	Dr. Shailja Badra	MMS Chairperson-1st year
36	Dr. Sanchita Banerji	PGDM program Chairperson-1st Year
37	Prof. Ravi Banerjee	Chairperson Part time
38	Prof. Anthony Colaco	Chairperson LIM
39	Dr. Sarika Jain	Controller of Examination

ANNEXURE-D

STUDENTS FEEDBACK FORM

DURGADEVI SARAF INSTITUTE OF MANAGEMENT STUDIES & RESEARCH

(Approved by AICTE & Government of Maharashtra)

FEEDBACK FORM

Please put a tick mark against each parameter within the scale of 1,2,3,4

Scale indicates : 1-Lowest / Worst..... 4.Highest / Very Good

Semester / Trimester: _____

Name of the Subject : _____

Name of the Faculty : _____

SR.NO	PARAMETERS	1	2	3	4
1	Professor demonstrated through understanding of the subject				
2	Professor effectively taught the course material				
3	Professor generated class participation and student interest.				
4	Professor used time effectively(did not digress)				
5	Professor was available after class for clarification of doubts				
6	Professor provided adequate/conceptual/application example				
Other Comments/Remarks:					

ANNEXURE-E

GRIEVANCE REDRESSAL COMMITTEE

With a view resolve genuine grievances of students in respect of their study, examination and allied matter the Institute has constituted Grievances Redressal Committee.

Composition of the Committee:

1. Dean – Academics Chairperson
2. Two Chairpersons of the Programme
3. Two Head of Department
4. Controller of Examinations
5. Registrar Member-Secretary

Sr. No.	Name of the Member	Designation
1	Dr. Sharad Kumar	Chairman
2	Dr. Sarita Vichore.	Member
3	Prof. Beena Prakash	Member
4	Dr. Sarika Jain	Member
5	Prof. Kusum Pawar	Member
6	Dr. Shailja Badra	Member
7	Ms. Kavita Darji	Member-Secretary

Powers and Functions of the Committee:

1. To receive the applications from the students and process them further
2. To attend to all matters relating to the grievances of the students
3. To entertain and consider the grievances of the students. It may hear the students in person
4. To hear both the parties and settle grievances as early as possible.
5. The Committee shall not deal with any sub-judice cases.
6. It shall make efforts to settle the disputes amicably whenever possible an report the same to the Director.
7. To prepare and submit the recommendations relating to the Redressal off grievances of the students to the Director for consideration and for taking such action as he deems fit, the decisions of the Director on such a report shall be final and binding.

8. To perform such other duties and discharge such other function, for the purpose of effectively implementing these rules, as the Director may direct.
9. To consider and submit recommendations and suggestions in respect of reform in the working of the various Sections of the Institute relating to the Redressal of grievances of the student

Meetings of the Committee:

Chairperson:

The Chairperson of the Committee shall preside over the meetings of the Committee and in his absence a person chosen by the Members present amongst themselves shall preside over the meeting.

Member-Secretary:

1. The Member-Secretary shall be the Principal Officer of the Committee. He shall be the custodian of all books and records, if any, placed at the disposal of the Committee.
2. The Member-Secretary shall convene the meetings of the Committee with the previous approval of the Chairperson and shall also attend the meetings and shall be responsible for maintaining a record of the minutes of the proceedings of meetings.
3. The Member-Secretary shall discharge such other duties and functions as the Chairperson and the Director assign to him from time to time.

Meetings of the Committee:

1. Committee shall meet once a month. The Member-Secretary may when so directed by the Chairperson convene a meeting of the committee at a place, date and time to be fixed in consultation with the Chairperson.
2. Every meeting of the Committee shall be numbered serially.

Quorum:

Quorum for the meeting of the Committee shall be three.

ANNEXURE-G

Infrastructural Information

DSIMS Carpet Area

Room No.	Area	Carpet Area Sq. Mtrs.	Floor
Room No. 001	First aid Facility	10.00	GROUND FLOOR
	Gents Toilet	3.00	GROUND FLOOR
	Ladies Toilet	2.23	GROUND FLOOR
	P.H. Toilet	2.69	GROUND FLOOR
	Staircase	20.82	GROUND FLOOR
	Lobby & Corridor	62.79	GROUND FLOOR
	Central Store	33.00	GROUND FLOOR
	Housekeeping	26.00	GROUND FLOOR
	Stationery & Reprography	14.00	GROUND FLOOR
	Cafeteria	330.00	GROUND FLOOR
	Security	19.00	GROUND FLOOR
Room No. 121	Pantry	10.00	FIRST FLOOR
Room No. 122	P.A.to Director's office	9.68	FIRST FLOOR
Room No. 123	Conference Room	30.66	FIRST FLOOR
Room No. 124	Director's cabin	30.00	FIRST FLOOR
Room No. 127	Administration office	30.00	FIRST FLOOR
Room No. 130	Examination Room	31.00	FIRST FLOOR
Room No. 131	Help Desk	10.50	FIRST FLOOR
	Gents Toilet	3.00	FIRST FLOOR
	Ladies Toilet	2.23	FIRST FLOOR
	P.H. Toilet	2.69	FIRST FLOOR
	Staircase	20.82	FIRST FLOOR
	Lobby & Corridor	39.10	FIRST FLOOR FIRST FLOOR
	Office all inclusive	162.00	
	Board Room	28.37	

DSIMS Carpet Area

Room No. 221	Faculty Room	160.00	SECOND FLOOR
Room No. 222	Classroom	78.00	SECOND FLOOR

Room No. 225	Faculty Room		
Room No. 224	Maintenance Room	10.14	SECOND FLOOR
	Secretary	7.80	SECOND FLOOR
	Gents Toilet	10.89	SECOND FLOOR
	Ladies Toilet	6.37	SECOND FLOOR
	Staircase	20.82	SECOND FLOOR
	Lobby & Corridor	45.65	SECOND FLOOR
Room No. 321	Classroom - 1	72.00	THIRD FLOOR
Room No. 322	Girls Common Room	24.00	THIRD FLOOR
Room No. 323	Library & Reading Area	174.82	THIRD FLOOR
Room No. 324	Tutorial Room - 1	43.76	THIRD FLOOR
	Gents Toilet	10.89	THIRD FLOOR
	Ladies Toilet	6.54	THIRD FLOOR
	Staircase	20.82	THIRD FLOOR
	Lobby & Corridor	78..63	THIRD FLOOR
Room No. 421	Classroom - 2	72.00	FOURTH FLOOR
Room No. 422	Boys Common Room	27.00	FOURTH FLOOR
Room No. 423 & 424	Computer Lab	213.30	FOURTH FLOOR
	Gents Toilet	11.75	FOURTH FLOOR
	Ladies Toilet	8.75	FOURTH FLOOR
	Staircase	20.82	FOURTH FLOOR
	Lobby & Corridor	78.75	FOURTH FLOOR
Room No. 521 & 522	Classroom - 3	78.00	FIFTH FLOOR
Room No. 523	Classroom - 4	69.00	FIFTH FLOOR
Room No.524	Classroom Boys Common Room	66.00	FIFTH FLOOR
Room No. 525	Classroom Girls Common Room	66.00	FIFTH FLOOR
	Gents Toilet	19.81	FIFTH FLOOR
	Ladies Toilet	19.65	FIFTH FLOOR
	P.H. Toilet	2.69	FIFTH FLOOR
	Staircase	20.82	FIFTH FLOOR
	Lobby & Corridor	96.21	FIFTH FLOOR
Room No. 621	Classroom	66.00	SIXTH FLOOR
Room No.622	Cafeteria	43.29	SIXTH FLOOR
Room No.623	Seminar (120 seats)	145.58	SIXTH FLOOR

	Hall - 1		SIXTH FLOOR
Room No.624	Tutorial Room - 2	49.00	SIXTH FLOOR
	Gents Toilet	11.84	SIXTH FLOOR
	Ladies Toilet	8.62	SIXTH FLOOR
	Staircase	22.82	SIXTH FLOOR
	Lobby & Corridor	93.69	SIXTH FLOOR
TOTAL		2937.47	

Academic:	1294.30
Administration	1643.17
Total	2937.47

ANNEXURE-F

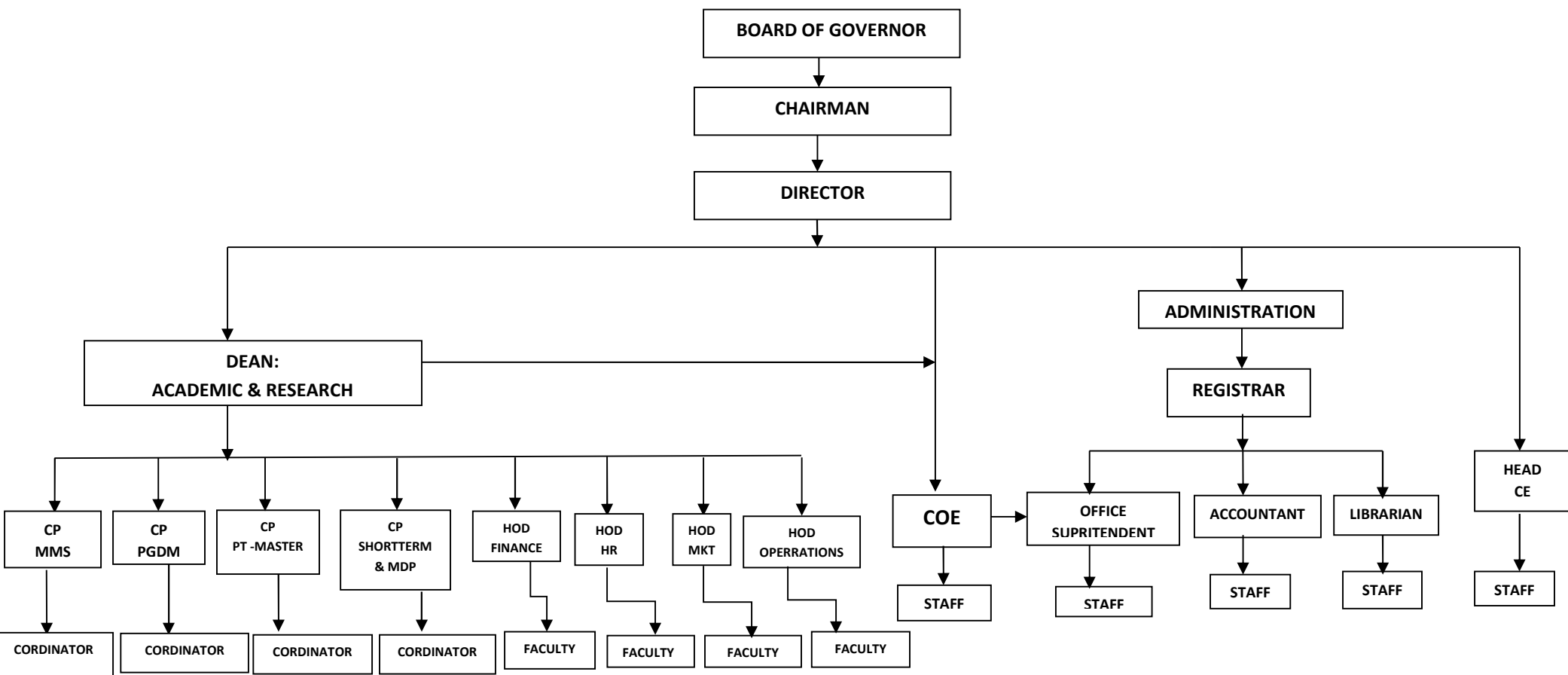
Details of Teaching Staff

Sr. No.	Name	Designation	Qualification	Specialization
1	Dr. C. Babu	Director	BBA, MBA, Ph.D.	Marketing
2	Dr. Sharad Kumar	Dean & Professor	M.Sc., MA, PGDPM, MBA, Ph.D.	H.R.
3	Dr. Sarita Vichore	Professor	B.Com, M.Com, MBA, Ph.D.	Finance
4	Mr. S K Banerji	Associate Professor	B. Tech, PGDM (IIM-B)	Operations
5	Dr. Sarika Jain	Assistant Professor	B.Sc., B.Ed., MSW, Ph.D.	H.R.
6	Dr. Priti Pandey	Associate Professor	Ph.D, M.Com, B.Com	Finance
7	Dr. Sanchita Banerji	Associate Professor	MBA, Ph.D.	H. R.
8	Dr. Chandrashekhar Kaushik	Associate Professor	B. Pharma, PGDPM, MBA, Ph.D.	Marketing
9	Mr. Apurva Mehta	Associate Professor	MMS, MIM, B.Com	Finance
10	Ms. Sharmila Bonnerjee	Adjunct Faculty	B.Sc., PGDBA	H. R.

11	Mr. Ravi Banerjee	Assistant Professor	B.Sc., MBA	Marketing
12	Ms. Beena Prakash	Assistant Professor	B. Sc. PGDM	H. R.
13	Ms. Nehal Joshipura	Assistant Professor	MBA, FINANCE, MCA	Finance
14	Dr. Sumana Chaudhuri	Assistant Professor	M.Sc. in Economic, Ph.D.	Economics
15	Ms. Kusum Pawar	Assistant Professor	MBA, B.Sc	H. R.
16	Mr. Zubin Sethna	Assistant Professor	B. Engg., MBA, NET	Operations
17	Mr. Anthony Colaco	Assistant Professor	B.Sc., MBA	H. R.
18	Mr. Maneesh Gupta	Assistant Professor	B.E.(Computer Science), MMS (Finance)	Finance
19	Dr. Neetu Bhardwaz	Assistant Professor	MBA, B.Com	Finance
20	Ms. Dhanshree Potey	Assistant Professor	Ph.D., MMS, BA	Marketing
21	Dr. Shailja Badra	Assistant Professor	Ph.D., MFM. PGDORM, BA	Finance
22	Ms. Ruchika Shoukeen	Assistant Professor	PGDM, BA	Marketing
23	Mr. Nilesh Deshpande	Assistant Professor	MMS, B. Pharma	Marketing
24	Mr. Sagar Advani	Adjunct Faculty	B.Com, M.F., CFA	Finance
25	Dr. Sadhana Ghosh	Adjunct Faculty	B.Sc., M. Stat., Ph.D.	Operations
26	Ms. Pooja Goswami	Associate Faculty	MMS, B.Com	H. R.
27	Ms. Sunita Pujar	Librarian	B.A., M.A., M. Lib. Sc.	Library Science

ANNEXURE-C

ORGANISATIONAL CHART & PROCESSES



CP=Chairperson,

COE=Controller of Examination

CE=Corporate Engagement

