

## **MANDATORY DISCLOSURE**

### **MBA (HR) PROGRAMME: THE UNIVERSITY OF BURDWAN**

Mandatory Disclosure updated on **21.01.2013**

1. AICTE File No. : **431/39-12/MCP (M)/94**

Date & Period of last approval: **10/05/2012, period 2012-13**

2. Name of the Institution: **THE UNIVERSITY OF BURDWAN**

Address of the Institution: **CENTRE FOR MANAGEMENT STUDIES, DEPARTMENT OF BUSINESS ADMINISTRATION (HUMAN RESOURCE), GOLAPBAG**

City & Pin Code: **BURDWAN, 713104**

State / UT: **WEST BENGAL**

Longitude & Latitude: **87°51' E** (Longitude); **23°14' N** (Latitude)

Phone number with STD code: **0342-2659774**

FAX number with STD code: **0342-2658771**

Office hours at the Institution: **10 am - 5. pm**

Academic hours at the Institution: **10 am- 5.30 pm**

Email: **registrar@buruniv.ac.in**

Website: **www.buruniv.ac.in**

Nearest Railway Station (dist in Km): **BURDWAN (3 KM)**

Nearest Airport (dist in Km): **KOLKATA (DUMDUM) (110 KM)**

3. Type of Institution: **University Dept**

4. Name of the organization running the Institution: **DEPARTMENT OF BUSINESS ADMINISTRATION (HUMAN RESOURCE)**

Type of the organization : **UNIVERSITY DEPARTMENT**

Address of the organization : **CENTRE FOR MANAGEMENT STUDIES,  
THE UNIVERSITY OF BURDWAN**

Registered with :

Registration date

Website of the organization : **www.buruniv.ac.in**

5. Name of the affiliating University: **ITSELF A UNIVERSITY DEPARTMENT**

Address

Website

Latest affiliation period :

6 .Name of Principal / Director/Vice-Chancellor : **PROFESSOR SMRITIKUMAR SARKAR**

Exact Designation : **VICE-CHANCELLOR**

Phone number with STD code : 0342-2634900

FAX number with STD code : 0342-2530452

Email : vc@buruniv.ac.in

Highest Degree : **Ph.D.**

7 .Governing Board Members Give details of all members with their educational qualifications and other credentials: **The University is governed by the Court and the Executive Council. The academic affairs are managed by the Faculty Council (Arts), Postgraduate Board Studies and the Departmental committee (Department of business Administration (Human Resource))**

Frequency of meetings & date of last meeting: **Departmental committee meetings are generally organised once in a month or more, if needed.**

**Date of last departmental committee meeting : 4<sup>th</sup> January 2013**

8. Academic Advisory Body : **Postgraduate Board of Studies (External members: Dr. Ratna Sen, Prof. Palasranjan Sengupta and Dr. M.K. Maheswari)**

Frequency of meetings & date of last meeting: **Need-based. Date of last meeting: 29<sup>th</sup> October 2012**

9. Organisational Chart: **University pattern**

10. Student feedback mechanism on Institutional Governance/faculty performance: **Yes**

11. Grievance redressal mechanism for faculty, staff and students: **Yes, in the form of a cell**

12. Name of the Department: **DEPARTMENT OF BUSINESS ADMINISTRATION (HUMAN RESOURCE)**

Course : **MASTER OF BUSINESS ADMINISTRATION (HUMAN RESOURCE): MBA (HR)**

Level UG / PG : **POST GRADUATE**

1st Year of approval by the Council : **2003**

Year wise Sanctioned Intake : 30 (2012) 30 (2011) 30 (2010)

Year wise Actual Admissions : 30 (2012) 30 (2011) 30 (2010)

Cut off marks – General quota : 43.81\*% (2012)35.75 %\*( 2011) 48.75 %\*( 2010)

\*Composite score comprising written test, viva-voce and group discussion

	<u>2012</u>	<u>2011</u>	<u>2010</u>
% Students passed with First Class	82.14%	76.9%	93.3%
Students Placed <sup>#</sup>	12**	16**	18**

\*\*On-campus and off-campus combined

Average Pay package, Rs./Year Rs. 104400

Students opted for Higher Studies: -

Accreditation Status of the course Accredited / Provisionally Accredited / Not Accredited / Not eligible yet: **Accredited at B++ by NAAC-UGC**

Doctoral Courses **Yes (Ph.D in Business Administration)**

Foreign Collaborations, if any: No

Professional Society Memberships: No

Professional activities: **Industry interaction, workshops/seminars/faculty development/personality development (for students)**

Consultancy activities: **Being planned**

Grants fetched: **Grants from UGC and state government**

Departmental Achievements: **Rigorous academic discipline-Industry-oriented and updated course curriculum**

Distinguished Alumni: -

### **13.1 TEACHING STAFF**

**13.1.1 Name of Teaching Staff : Dr. Amir Jafar**

Designation **: Teacher-in-charge and Assistant Professor**

Department **: Department of Business Administration (Human Resource)**

Date of Joining the Institution **: 11<sup>th</sup> April 2005**

Qualifications **: UG: B.Com (H) PG: M.Com; MBA (HR); PhD: Yes**

Total Experience in Years **Research: 8 Teaching: 10**

Research **: Papers Published: 8 [National: 7 International: 1]**

Papers Presented in Conferences **: 21 National: 10 International: 11**

PhD Guide? Give field & University      **Field:** Business Administration (Human Resource)  
**University:** The University of Burdwan

PhDs / Projects Guided                      : **Projects at Masters Level: 60**

Professional Memberships

International Labour and Employment Relations Association (ILERA), ILO, Geneva  
Indian Business Studies Academia (IBSA), Durgapur, India  
Indian Tourism Congress, Gwalior, India.

Grants fetched                                      : Rs 1 lakh- UGC Minor Project/Rs 1.87 lakhs-AICTE

**13.1.2** Name of Teaching Staff              : **Dr. Partha Sarkar**

Designation                                        : **Assistant Professor**

Department                                        : **Business Administration (Human Resource)**

Date of Joining the Institution              : 27/12/2001

Qualifications                                    : **B.S., M. Sc. (Economics), MBA, Ph.D.**

Total Experience in Years                  : **Research: 7                      Teaching: 11**

Papers Published                                : National 19                      International:

Papers Presented in Conferences          : National 21                      International: 16

PhD Guide? Give field & University      **Field: Commerce/Business Administration**  
**University: The University of Burdwan**

PhDs / Projects Guided                      : **Projects at Masters Level: 62, M.Phil: 2**

Books Published                                : **1** (Edited Volume: The Politics of Social Exclusion in India: Democracy at crossroads)

Professional Membership:

- Indian Society of Training and Development
- Bengal Economic Association
- International Industrial Relations Association

Awards :

- Best Business Academic of the Year (BBAY) Award (silver medal) instituted under the auspices of the All India Commerce Association in the year 2006 for contributing the best research paper
- Manubhai M. Shah research gold medal session empirical researchers in the area of human resource (2012)

Interaction with Professional              : **Yes**

<b>13.1.3 Name of Teaching Staff</b>	<b>: Dr. Ajit Kumar Ghosh (Retired on 31/10/2012)</b>		
Designation	<b>: Associate Professor (Rtd.)</b>		
Department	<b>: Business Administration (Human Resource)</b>		
Date of Joining the Institution	<b>: 3/4/2001 (Retired on 31/10/2012)</b>		
Qualifications	<b>: B.Com, DSW, CLW, M. Com, Ph.D.</b>		
Total Experience in Years	Industry: 29	Research: 13	Teaching: 13
Papers Published	National 12	International	
Papers Presented in Conferences	National 8	International 1	
PhD Guide? Give field & University	<b>Field: Commerce/Business Administration University: The University of Burdwan</b>		
PhDs / Projects Guided	<b>PhDs 3 (awarded), 5 (registered) Projects at Masters level: 184</b>		
Books Published	<b>2</b>		
Professional Memberships	<b>2</b>		
Interaction with Professional	Yes		

#### 14. Admission quota#

Entrance test / admission criteria : Candidate are selected on the basis of scores in written test that include MAT/CAT/GMAT/XAT conducted by the respective agencies and group discussion & viva-voce conducted by the department/centre (short listed candidates on the basis of the written test score are called for Group Discussion and Viva-Voce). Final selection is made on the basis of total marks obtained in Group Discussion, Viva-Voce and Written test scores taken together.

	2011	2010	2009	
Cut off / last candidate admitted	35.75%	48.75 %	48.8 %	-
Fees in rupees	35,000/-	35,000/-	30,000/-	

- Admission Calendar: **(AS PER LAST ACADEMIC SESSION, CHANGES ARE BEING MADE FOR THE CURRENT ACADEMIC SESSION, TO BE NOTIFIED IN THE UNIVERSITY WEBSITE IN DUE COURSE)**
- Last date for request for applications. **November/December**
- Last date for submission of application **November/December**
- Dates for Group Discussion (GD) / Interviews **-January**
- Dates for announcing final results & Release of admission list **January**
- Last date for closing of admission: **January**
- Starting of the Academic session. **1<sup>st</sup>/2<sup>nd</sup> week of February**

**(AS PER LAST ACADEMIC SESSION, CHANGES ARE BEING MADE FOR THE CURRENT ACADEMIC SESSION)**

PIO quota :No

15. Infrastructural information^

Classroom/Tutorial Room facilities: 5

Computer Centre facilities 2

Library facilities 1

Auditorium / Seminar Halls / Amphi 1

Cafeteria 1

Indoor Sports facilities Yes

Outdoor Sports facilities Yes

Gymnasium facilities Yes

Facilities for disabled -

Any other facilities

16. Boys Hostel 5

Girls Hostel 5

Medical & other Facilities at Hostel Yes

17. Academic Sessions

Examination system, Year / Sem

Period of declaration of results **Within 60-90 days of completion of exams**

18. Counselling / Mentoring

Career Counselling Yes

Medical facilities Yes

19. Students Activity Body

Cultural activities: **Students actively participate in the cultural activities organised centrally at the university level in events like *inter college cultural competition*, inter departmental drama competition.**

Sports activities: **Students actively participate in the sports activities organised centrally at the university level**

Literary activities

Magazine / Newsletter: **Published centrally by the students' body**

Technical activities / TechFest

Industrial Visits / Tours: **Industrial Visits / Tours are part of the course curriculum.**

Alumni activities: **Department maintains continuous rapport with alumni. Alumni provide help in training and placement.**

20. Name of the Information Officer for RTI: **Sri Najimuddin Biswas and Dr. Asima Rez**

Designation: **State Public Information Officers**

Phone number with STD code: (0342)2533913/14/17/18/19 Extn. 265 ; (0342)2533913/14/17/18/19 Extn. 236 ; FAX number with STD code: 0342-2530834; Email: registrar@buruniv.ac.in