

# MANDATORY DISCLOSURE



**INSTITUTE OF MANAGEMENT &  
RESEARCH**

**University Code-039**

**MBA & MCA COURSE**

## MANDATORY DISCLOSURE

➤ NAME OF THE INSTITUTION

INSTITUTE OF MANAGEMENT & RESEARCH

➤ NAME & ADDRESS OF THE SOCIETY AND THE TRUSTEES

N.P.GOEL CHARITABLE TRUST

208,FRIENDS CHAMBER,S-511, SCHOOL BLOCK,VIKAS MARG,  
SHAKKARPUR,DELHI,EAST DELHI  
110092

➤ NAME & ADDRESS OF THE DIRECTOR

Prof.(Dr.)UMESH KUMAR SHARMA

NAME OF THE AFFILIATING UNIVERSITY

Dr. A.P.J. Abdul Kalam Technical University, Lucknow  
Sector11, Janki Puram,Vistar Yogna,Lucknow-226031  
Uttar Pradesh  
TelephoneNo.0522-2732193,  
FaxNo.-0522-2732185,  
Website:www.aktu.ac.in

➤ Year of Establishment:1997

➤ Governance

### Composition of Board of Governors

S.No	Name	NominationStatus/Reference
1.	Shri.N.P. Goel( Industrialist & educationist)	<b>Chairman</b>
2.	Shri. Rajeev Goel ( Industrialist & educationist)	<b>Member</b>
3.	Shri. Pawan Aggarwal (Chartered Accountant)	<b>Member</b>

4.	Regional Officer (Ex. Offico) AICTE, Kanpur	<b>Member</b>
5.	Nominee of state Govt.(Ex.Offico) Director Technical Education	<b>Member</b>
6.	Nominee of State Govt. Industrialist/Technologist/Ed ucationist	<b>Member</b>
7.	Mr.Amit Gaur Asst.Vice President (operation) Auth.Bridge Research Service	<b>Member</b>
8.	Mr. ajay Pasricha S.R. Manager Perot System	<b>Member</b>
9.	Dr.B.D. Nathani Director Marketing, Lotto sports	<b>Member</b>
10	Dr.N.K. Sinha Vice Chancellor, Himalayan Garhwal University	<b>Member</b>
11.	Dr.Umesh Sharma Director General, IMR	<b>Member Secretary</b>

➤ **Frequency of the Board Meetings**

As per Dr. APJ Abdul Kalam Technical University/AICTE guidelines. Board meetings are held at least two times during the year and proceedings recorded.

➤ **Grievance Redressal Mechanism for Faculty, Staff and Students**

Dean - Student Welfare takes care of students' grievances; discuss matters with the Director to resolve matters. Besides students, faculty can also meet the Director any time for redressal of their problems. Management Representatives also meet the students and staff members. Administrative office also from time to time invites the students and staff to put their problems, if any.

➤ **Establishment of Online Grievance Redressal Mechanism**

The Institute form Grievance Redressal Committees (GRC) for students and faculty/staff, with defined roles such as a Director, senior faculty members, and representative from university. The committee is responsible for receiving grievances, investigating them, and recommending resolutions within stipulated timelines. The grievance may also be registered online It may be noted that anonymous/ unnamed grievance / complaints without proper details will not be

entertained.



## **INSTITUTE OF MANAGEMENT & RESEARCH**

Approved by AICTE, Ministry of HRD, Govt. of India, Affiliated to A.K.T.U. Lucknow

Ref: IMR/GR/C/2025-26/24

Dated: 09.08.2025

### **CIRCULAR**

Grievance Redressal Committee has been formed which constitute the following members:

1. Dr. Umesh Sharma- Director General -Chairman	7503045601
3. Dr. Gulshan Gambhir, Associate Professor - Member	9711149572
4. Mr. Sanjeev Teotia. Asst. Professor – Member	9312682619
5. Mr. Neeraj Gupta. - Member	7011618689
6. Ms. Anubha Gupta, Asst. Professor - Member	9891097675
7. Mr. Rahul Sharma - Member	9015324765

#### **Roles & Responsibilities of Grievance Redressal Committee.**

1. Upholding the dignity of the College by ensuring strife free atmosphere in the College through promoting cordial Student-Student relationship and Student-teacher relationship etc.
2. Encouraging the Students to express their grievances / problems freely and frankly, without any fear of being victimized.
3. Suggestion / complaint Box is installed in front of the Administrative Block in which the Students, who want to remain anonymous, put in writing their grievances and their suggestions for improving the Academics / Administration in the College.
4. Advising Students of the College to respect the right and dignity of one another and show utmost restraint and patience whenever any occasion of rift arises. Advising All the Students to refrain from inciting Students against other Students, teachers and College administration




8th Mile Stone, Delhi-Meerut Road, Duhai, Ghaziabad-201206 (U.P.) INDIA  
Mobile No. : 9716371757/67, 7503022011. Fax. : 0120-2675419

Website:www.imrghaziabad.in, E-mail:info@imrghaziabad.in, admission@imrghaziabad.in, imr.gzb@hotmail.com

## ➤ Establishment of Anti Ragging Committee

The college has Anti Ragging Committee, Anti Ragging Squad as well as Student Counseling Committee as provisioned in AICTE/UGC Regulation 2009. Constitution of the committee and the progress reports are being sent to the University periodical.



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Ref: IMR/ARC/2025-26 Dated: 09.08.2025


**CIRCULAR**

An Anti Ragging Committee has been formed which constitute the following members.

1. Dr. Umesh Sharma- Chairman Anti Ragging Committee	7503045601
2. Dr. Manjay Kumar - Secretary Anti Ragging Committee	7017439339
3. Mr. Tirbhuvan Tyagi - Head- MCA Dept.-Member	9410475578
4. Dr. Gulshan Gambhir, Associate Professor – Member	9711149572
5. Ms. Anubha Gupta – Member	9891097675

**Roles & Responsibilities of Anti Ragging Committee.**

1. This committee will be fully and totally responsible to ensure that no incidence of ragging as given in the anti ragging regulations takes place and will also monitor and ensure that the instructions of these anti-ragging regulations are followed fully at all times.
2. The committee will also maintain alert vigil at all times and ensure that the Anti-Ragging Squads of the Institute carry out their functions properly.



Director/General

8th Mile Stone, Delhi-Meerut Road, Duhai, Ghaziabad-201206 (U.P.) INDIA  
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Website: www.imrghaziabad.in, E-mail: info@imrghaziabad.in, admission@imrghaziabad.in, imr.gzb@hotmail.com

## ➤ Establishment of Internal Complaint Committee

Under the provision of the Sexual Harassment of Women at Prevention, Prohibition and Redressal Act, 2013, the Internal Complaint Committee (ICC) has been constituted with 10 Members (7 Females and 3 Males).



IMR/IC/C/2025-26/10

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Dated: 09.08.2025



### **CIRCULAR**

Internal Complaint Committee has been formed which constitute the following members.

1. Mr. Kamlesh Kumar Gautam - Chair Person	9410649777
2. Ms. Vandana Sharma, - Member	9899411311
3. Mr. Narendra kumar - Member	9457032595
4. Mr. Neeraj Gupta, - Member	7011618689
5. Ms. Aditi Tyagi – Member	7503045336
6. Ms. Ashish Malik – Student	9958619076
7. Mr. Chetan Sharma – Student	9528035001
8. Ms Pooja Tyagi – Student	9643474296

#### **Roles & Responsibilities of Internal Complaint Committee.**

1. To act as inquiry Authority on a complaint of sexual harassment.
2. To ensure that complainant and witnesses are not victimized or discriminated because of their complaint.
3. To take proactive measures towards sensitization of all those, whose workplace is ARCI, on the rules on SHWWP (PPR).

Director General



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#### ➤ **Establishment of Committee of SC/ST**

The Scheduled Caste (SC) and Scheduled Tribes (ST) Committee are formed to promote the special interest of students in the reserved category and to provide special inputs in areas where the students experience difficulties.

According to the regulations framed by AICTE, the committee must meet at least twice a year and the decisions arrived are mandatorily implemented. The committee functions under the chairmanship of the Director.



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### CIRCULAR

SC/ST Committee has been formed which constitute the following members

1. Mr. Tribhuvan Tyagi, Head- MCA Dept.-Member	8368410098
2. Dr. Gulshan Gambhir - Head- MBA Dept.	9711149372
3. Mr. Neeraj Gupta. - Asst. Professor - Member	7011618689
4. Mr. Pawan Singh- Staff Representative	9997115397
5. Mr. Ashok Kumar- Staff Representative	9997303545
6. Ms. Shashi - Asst. Professor - Member	8954356380

#### **Role & Responsibilities of SC/ST Committee.**

1. To supervise the scholarships proposals of various reserved candidates.
2. To collect information and maintain records regarding the number of students belonging to SC/ST categories that are enrolled in the Institute.
3. To forward information regarding matter related to SC/ST category persons of the teaching and nonteaching staff and the students of the Institute to the Director's office
4. To forward the various scheme documents which is in consonance with the mandate of the Government / AICTE / UGC reservation policy to the Director's office.

Dr. Umesh Sharma  
Director



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### **Internal Quality Assurance Cell**

The contribution of IQAC in improving teaching-learning process has been mentioned below:-

- ❖ Development and application of quality benchmarks
- ❖ Setting parameters for various academic and administrative activities of the Institutions
- ❖ Facilitating the creation of a learner-centric environment conducive to quality education and faculty development to adopt the required

- ❖ knowledge and technology for participatory teaching and learning process
- ❖ Collection and analysis of feedback from all the stakeholders on quality-related institutional processes
- ❖ Dissemination of information on various quality parameters to all the stakeholders
- ❖ Organization of intra and inter-institutional workshops and seminars on quality-related themes and promotion of quality circles
- ❖ Documentation of various programmes/activities leading to quality improvement
- ❖ Acting as a nodal agency of the institution for coordinating quality-related activities, including adoption and dissemination of the best practices
- ❖ Development and maintenance of institutional database through MIS for the purpose of maintaining and enhancing institutional quality
- ❖ Periodical conduct of Academic and Administrative Audits along with their follow-up activities
- ❖ Preparation and submission of the Annual Quality Assurance Report (AQAR) as per the guidelines and parameters of NAAC.



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### **IMR Internal Quality Assurance Cell (IQAC)**

IQAC was started to build and maintain a quality Culture at the Institute level. IAQ Cell work at various level.

1. Planning for implementation of quality at various department level.
2. Guiding the functionaries at all level for implement the quality.
3. Regular quality enhancement activation of the institution.

#### **Functions of IAOC at IMR**

1. Setting quality benchmarks with consistent work.
2. Creating parameters to reach academic as well as non academic learning goals.
3. Creating a student-centric teaching learning environment.
4. Enabling faculty to efficiently use edutech tools for innovation in education.

So we see by IQAC we could achieve enhancement in providing quality education, Regular student performance evaluation which result in overall quality improvement.



➤ **Nature and Extend of Involvement of Faculty and Students in Academic Affairs/Improvement**

There is ample of scope provided for the involvement of faculty and students in academic affairs of the college. Various committees consisting of student representatives from each class under the guidance of teachers meet at regular intervals and discuss about the coverage of course, mutually decide about holding various class tests, need for extra classes in any subject etc. Specific matters are discussed with the Director and remedial measures are taken. In case of any direction or help from the affiliating University, the same is also done.

➤ **Mechanism /Norms& Procedure for Democratic/Good Governance**

Every member of the college staff, student, faculty and supporting staff is encouraged to put forward any suggestions for good governance. Various functions including religious **Occasions are celebrated with active participation of faculty, staffs and students and they are encouraged to put forward their views in a democratic way. At the college level, regular meetings are held.**

- (a) Between Director and Heads of the Department & Deans
- (b) Between Director and Management
- (c) Respective Heads with their Faculty Members
- (d) Students & Counselors.

➤ **Student Feedback on Institutional Governance/Faculty Performance**

Feedback from the students is taken at least twice during one semester by way of confidential computer feedback form or collecting it through individual meetings and also through a common suggestion box.

➤ **PROGRAMME**

➤ Name of the Programmes approved by AICTE

a. MBA

b. MCA

➤ For each Programme the following details are to be given:

Name of Course	Course Code	Intake	Duration	Fee (As approved by the State Govt.)	Placement Facilities
Master of Business Administrations(MBA)	70	60	2 Years	1,00,000/-	YES
Master of Computer Applications (MCA)	20	30	2 Years	85,000/-	YES

➤ **Placement Facilities**

- Auditorium/Seminar Rooms (with projector &LCD)for conducting presentations.
- Dedicated AC rooms for conducting Group Discussions and Personal Interviews.
- Grooming sessions for students as per the current industry needs imitate in the first semester itself.
- Dedicated faculty members for Aptitude Test preparation and company's written examination.
- Excellent hospitality and lounge for visiting companies and HR Teams

➤ **Profile of Director**

<b>Name</b>	<b>Prof.(Dr.) Umesh Sharma</b>			
Designation	Director			
Department	Management			
Date of Joining	01.04.2000			
Date of Birth	07.08.1974	Unique ID		
Educational Qualification	UG B.E.–Mechanical Engineering	PG MBA, M.A.(ECO.)	Ph.D. Ph.D–Marketing	
Total Work Experience	Teaching- 26 Years	Industry-11 Years	Research	Others
Area of Specialization	International Marketing			
Research Guidance	<b>Research Guidance</b>			
	<ul style="list-style-type: none"> <li>▪ Ph.D (Research Scholars):12</li> <li>▪ MBA: 98</li> </ul>			
Patents(Filed and Granted)	Published–03			
Professional Memberships	<ul style="list-style-type: none"> <li>▪ Member AIMA</li> <li>▪ Member GMA</li> </ul>			

➤ **Admission Procedure**

Through Uttar Pradesh Technical Admission Counselling (UPTAC) conducted by Dr. A.P.J Abdul Kalam Technical University, Lucknow  
 Address: Sector11 , JankiPuram,VistarYogna,Lucknow-226031  
 Website: <https://uptac.admissions.nic.in/>and[www.aktu.ac.in](http://www.aktu.ac.in)

➤ **List of Facilities available.**

Games and Sports Facilities

Extra Curriculum Activities

Soft Skill Development Facilities

➤ Curricular and syllab for each of the programs as approved by the University:

Kindly see<http://www.aktu.ac.in/>

➤ Academic Calendar of the University:

Kindly see<http://www.aktu.ac.in/>

