

MANDATORY DISCLOSURE

- A. Name of the Institution
KNS World Management College (KNSWMC)
Farukhnagar (Kherakhurrampur),
Gurgaon (Haryana)
Tel No. : 0124-2016003 09968059890, 09254364333 Fax No. : 0124-2016004, Telefax:011-26139602
E-mail: drnarensingh@yahoo.co.in, admin@knswmc.com www.knswmc.com
- B. Name & Address of the Director
Dr. K. S. Sheokand,
Director,
Farukhnagar, (Kherakhurrampur),
Gurgaon (Haryana)
Email: director@knswmc.com
Tel No. : 0124-2016003 09813896359, 09254364333 Fax No. : 0124-2016004
- C. Name of the Affiliating University
Not Applicable
- D. Governance
Board of Governors :
- | | |
|--|------------------|
| Dr. Narendra Singh | Chairman |
| Dr. Ritu Singh | Managing Trustee |
| Prof. Retd. N.D. Kaushik
(Retd. Prof of IIT, Delhi) | Member |
| Shri Satish Chandra, IS | Member |
| Shri S.N. Srivastava, IPS | Member |
| K. Nishant Singh | Member |
- E. Members of Academic Advisory Body
- | | |
|-------------------------|------------------|
| Dr. Narendra Singh | Chairman |
| Dr. Ritu Singh | Managing Trustee |
| Dr. Devi Singh | Member |
| Dr. Harvansh Chaturvedi | Member |
| Dr. R.P. Singh | Member |
| Prof. P.R. Sindhi | Member |
| Dr. K. S. Sheokand | Member |
| Prof. N.D. Kaushik | Member |
| Brig (Dr.) IRS Sheoran | Member |
- F. Frequency of the Board Meetings and Academic Advisory Body
In normal course board meeting held every six month and academic advisory body meeting conducted every three month.
- G. Nature and Extent of involvement of faculty and students in academic affairs/improvements
Faculty :
- Regular meeting held with faculty for informing new policies/programmes in the beginning of each semester
 - Individual department meeting in the Principal Office for review of the performance & academic planning
 - Weekly review meeting in Dean's office for reviewing lecture notes/tutorials/academic activities.
 - General meeting with faculty & staff for celebrations of cultural events like Annual function, Deepawali, Holi, Sports meet and Management fest.
 - Faculty review meeting with HOD's for lecture/tutorials

- Seminars, sponsored by Govt. & Industries

Student :

- Feedback meeting with students regarding status of facilities like library, college academics, transport , canteen, hostel etc.
- Feedback of faculty members by students
- College day celebration – Navrang
- Celebration & participation in cultural and professional festivals

H. Mechanism/Norms & Procedure for democratic/good Governance

- Policy guidelines by governing council whose member secretary is Director of the college.
- College Director & his team of Dean, Head of Department faculty members plan academic session/activities as per requirement of University/AICTE/Governing Council Policy
- All the students have been divided into small sub groups of 20 each, which are associated with different faculty members acting as staff counselor. The students are free to meet their respective counselor regarding any academic/personal matters any time. From each sub groups of students one student is nominated to discuss their academic matter and give suggestion regarding improvement to the academic committee comprising the Principal and other senior faculty. The academic committee meets regularly at least once a month or as often as desired.

Besides College has

- Language Lab (English with high tech infrastructure & software)
- Marketing Club
- Finance Club
- Entrepreneurship Club
- Human Resources Club
- Industry Interface Club
- A team for complete Personality Development
- Corporate Resource Centre for placement, industry interaction and foreign collaboration

Each department is supported by head of Department who runs administration of his department with the help of following:

1. Deputy Head of Department (optional)
2. Faculty – Asstt. Prof., Lecturer,
3. Lab Asstt./Technicians

- Other Department to carry out examination works are as follows:

1. Examination section
2. Secrecy section

- Chief Proctor Office
- Registrar office
- Facility/activity heads
 1. Transport Head
 2. Library Head
 3. Sports In-charge
 4. Chief Wardens – Boys Hostel
 5. Chief Wardens – Girls Hostel
 6. Network Administrator

Responsibility/function of each head/ Dy. Head Coordinator / Lab OC are well defined

- Board & Cell meetings are held in Director's Boardroom
 - Reporting & Joint meeting mechanism is well defined
 - Report to the governing council by the Principal in the Governing Council meeting
- Thus a complete cycle is maintained at every level for policy implementation

- I. Student Feedback on Institutional Governance/Faculty performance
- Regular feedback by students on printed formats for:
 1. Faculty performance
 2. Facility performance is collected and action planned accordingly
- J. Grievance redressal mechanism for faculty, staff and students
- Personal meeting: Faculty members/students can straight way go & meet to their Assistant Deans, HOD, Dy. HOD to get the problems pertaining to their studies lectures/laboratory/practical solves.
 - In case some point remains unresolved HOD alongwith the grieved individual can approach Dean who in most of the cases will be able to solve the problems.
 - If some problem pertains to policy/facility in adequacy. Dean alongwith HOD can approach Director/Principal & get the problem resolved.
 - In addition to the above administrative set up, students/faculty can contact in person/on e-mail to the authorities & get their grievance redressed.
 - In library one register is kept where students can write the name of book which was not available to him. These books are procured from the market within a week.
 - In Hostel chief warden (who is residing in the college campus) with the help of wardens keep personal contact with students faculty members & solves their problem on day-to-day basis.

K. Programmes

Name of the Postgraduate Programmes approved by the AICTE
Post Graduate Diploma in Management

Name of the Programmes accredited by the AICTE
N.A.

For Programme the following details are to be given:

Name: PGDM
Number of seats: 60
Duration : 2 years

Details of Foreign Institution/University : Nil

L. Faculty : List of faculty members :

S.No.	Name	Designation	Qualification
1.	Dr . Karamvir Singh Sheokand	Director & Professor	MBA, Ph.D
2	Dr. Neetu Singh	Associate Professor	Ph.D
3	Ms. Joita Roy Sen	Associate Professor	PGDBA,PGDM, PhD*
4	Ms. Darshna Banker	Asstt. Professor	MBA
5	Ms. Richa Vashist	Asstt. Professor	MBA

*Pursuing

M. Profile of Director/Principal with qualifications, total experience, age and duration of employment at the institute concerned .

Name : Dr. Karamvir Singh Sheokand
Date of Birth : 18/01/1970
Educational Qualification : Ph.D
Teaching & Research : 3 years
Industry : 21 Years Indian Air Force
Area of Specializations : Marketing ;
Human Resource Management;
Subjects teaching at PG : HRM & Marketing
Research guidance : Nil
No. of papers published in : Nil
National Journals : Nil
International Journals : Nil
Conferences : Nil
Ph.D. : Nil
Projects Carried out : Nil
Research Publications : Nil

N. Admission
Number of seats sanctioned with the year of approval

Year	Courses	Seats
2008	PGDM	60

Number of students admitted each year in the last years

Year	Courses	Seats
2009	PGDM	44

O. Admission Procedure

Admission in PGDM Programmed of KNS World Management is done on the basis of merit in transparent manner. The college makes admission in the basis of MAT Score/ merit in qualifying graduate course followed by GD & Personal interviews.

P. Criteria and Weightages for admission

Describe each criteria with its respective weightages i.e. admission test, marks in qualifying examination etc. As per AICTE Rules

Mention the minimum level of acceptance, if any
As per State Government Norms
For PGDM : Undergraduate Passed from UGC approved university

Q. Information of Infrastructure and other resources available

Library
About 2,000 books are available in the Library.
Digital Library

R. Laboratory

Computing Facilities:

Number and Configuration of Systems
60 , PIV-3.0 Ghz, HDD-160GB ,RAM-1GB , TFT 19"
Internet bandwidth
2 Mbps
Major Software packages available
WIN 98 ,WIN XP
Softlink Alice ver 5.50a. 002
Borland Turbo C++ Suite
MS OFFICE
SQL Server
Oracle
Special purpose facilities available Software Development

List of facilities available.

Games and Sports Facilities

Indoor :- Table Tennis, Chess, Carom Board

Outdoor:- Volley Ball, Badminton, Cricket, Football

Extra Curriculum Activities

Music Room, Gymnasium

Soft Skill Development Facilities

Public Speaking, Debating, Personality Development.

Number of Classrooms and size of each Class Room

Classrooms = 5, Size = 66.8 Sq.M (Each)

Number of Tutorial rooms and size of each Tutorial Rooms

Tutorial rooms = 2, Size = 44.50 Sq.M. (Each)

Number of Seminar halls and size of each Seminar Hall=2, Size=211Sq.m.

Number of Computer Centres with capacity of each

Computer Centres=02, Size=178 Sq.m.

Central Examination Facility, Number of rooms and capacity of each.

Central Examination Office Room=1,

Strong Room along with necessary Accessories=1

Number of Rooms= 5 Capacity of each= 60
