



# INFORMATION HANDBOOK

Indian Education Society's Management College and Research Centre  
Bandra Reclamation, Mumbai

*Creating Sustainable Development*



(2019-2020)



## INDEX

Sr. No.	Content	Page No.
1.	About Us	3
2.	Governing Body	4
3.	Programs and Admission Criteria	5-6
4.	Admission Process	7-9
5.	Program Fees	10
6.	International Programs	11
7.	Scholarship	12
8.	Faculty	13
9.	Students' care	14
10.	Physical Infrastructure	15-17
11.	Safety and Security	18
12.	Major Activities and Events	19
13.	Students awards and Facilities	20
14.	Statutory Committee	21
15.	Action Against Ragging	22

## **ABOUT IES MCRC**

Indian Education Society is more than 100 years old educational Institution imparting education in and around Mumbai through its 19 campuses having more than 45,000 students and one million strong Alumni. IES Management College was started in 1998. PGDM and PGDM (PHM) are AICTE approved Programmes of IES MCRC. MMS and Part-Time Programmes are affiliated to University of Mumbai in addition to being approved by AICTE. These programmes are conducted by our faculty members, who have rich experience of working in industry, education and research. Apart from classroom education and personality development, a practical exposure is provided to the students through guest lectures, industrial visits, case studies, seminars, workshops, conferences, corporate tours, live projects and international immersions. IES with the help of its dedicated faculty consistently strives to deliver knowledge by bridging the gap between theory and practice. Thus, IES offers the latest in management practices and trends to the students through a unique pedagogy to enable them to become successful and socially responsible professionals.

### **Vision**

To be in Top 50 business schools in India by 2025

### **Mission**

To develop and nurture socially responsible business leaders and entrepreneurs through quality management education

### **Objectives**

- To be prominent in the field of Management Education through full-time and Executive Education Programmes, Centres of Excellence, CEO Conclaves, Seminars and CSR initiatives
- To enable at least 10% of our graduates to develop into CEOs or Entrepreneurs

### **Quality Policy**

To provide top class management education and training which will ensure that students / program participants are equipped to meet the present and future challenging requirements of trade and industry, not only in India but also globally. Towards this objective, IES Management is committed to implement and continually improve quality management system, make available resources and infrastructure facilities for imparting quality management training, using contemporary teaching techniques.

### GOVERNING BODY

Sr.No	Name of the Members	Position	Back Ground
1	Shri A.B.Vaidya	Chairman	President-IES
2	Shri Shailendra Gharse	Member	Hon. Secretary/ CEO
3	Shri Satish Lotlikar	Member	Trustee, IES
4	Shri Satish Nayak	Members	Trustee, IES
5	Shri Sagar Sule	Member	Vice President, IES
6	Shri. Sameer Tamhane	Member	Director, HR, MSD, India
7	Dr.V. Rangraj	Corporate Expert- IES Nominee	Advisor Aditya Birla Group
8	Dr.Ashok Pundir	Educationist- IES Nominee	Professor, NITIE
9.	Dr. Atanu Ghosh	Educationist- IES Nominee	Professor, IIT, Mumbai
10	Shri Sudarshan Jain	Corporate Expert- IES Nominee	Former MD- Abbott Healthcare Solution
11	Shri Ninad Karpe	Corporate Expert- IES Nominee	Chairman, CII, Western Region
12.	Ms. Deena Mahta	Corporate Expert- IES Nominee	MD and CEO - Asit C. Mehta Investment Intermediates Ltd.
13.	Mr. V. S. Parthasarathy	Corporate Expert- IES Nominee	Group Chief Financial Officer & Group CIO, Member of the Group Executive Board, M&M Group
14	Smt. Vinath Hegde	Corporate Expert- IES Nominee (Alumni Representative)	CRM, Eureka Forbes Ltd.
15	Dr. C. S. Verma	AICTE Nominee (Ex-Officio)	Regional Officer , WRO AICTE
16	Dr.Abhay Wagh	State Government Nominee (Ex- Officio)	Director, Technical Education, MS
17	Dr.Dinesh Harsolekar	Member Secretary	Director
18	Shri Ulhas Karkhanis	Faculty Nominee	Professor
19	Dr(Smt.) Mrunal Joshi	Faculty Nominee	Assistant Professor

## PROGRAMS AND ADMISSION CRITERIA

1) **Master of Management Studies (MMS)**

**Intake : 60**

**Nature of the Program:** - Two year Full time Degree Program of University of Mumbai.

**Eligibility Criteria :**As per the Information Brochure issued by the DTE.

2) **Post Graduate Diploma in Management (PGDM)**

**Intake : 120**

**Nature of the Program:** - Two year Full time autonomous program of IESMCRC approved by AICTE.

**Specializations –**

- Finance,
- Marketing,
- HR,
- Operations,
- Entrepreneurship Management and
- Business Analytics

**Eligibility Criteria :** Bachelor degree in any discipline from a recognized University with minimum 50% marks in aggregate or equivalent grade plus aptitude test.

3) **Post Graduate Diploma in Management (Pharma and Healthcare Management) Intake 60**

**Nature of the Programme:** - PGDM (PHM) is a 2 year Full time autonomous Diploma program of IESMCRC approved by AICTE.

**Specialization – Pharma Management, Health Care and Hospital Management**

**Eligibility Criteria:** Bachelor degree in Pharmacy, Medicine, Biology, Chemistry and other Life Sciences with minimum 50% marks in aggregate or equivalent grade plus aptitude test.

**Note :** Applicants appearing for final year degree examination can also apply. However, if selected, they will have to produce the proof of completion of their graduation with minimum 50% marks **before, 31<sup>st</sup> October, 2019**, failing which their admission will be cancelled and the entire fees paid by them will be forfeited.

**Applicants having backlog of subjects or ATKTs, which are not cleared till 31<sup>st</sup> March 2019 are not eligible for admission. Similarly those who did not clear their SSC and HSC examinations in first attempt are also not eligible for admission.**

### **Aptitude Test**

Applicants who have appeared in one of the following written aptitude tests are eligible to apply:-

- ✓ GMAT
- ✓ CAT
- ✓ XAT
- ✓ MAT
- ✓ ATMA
- ✓ CMAT
- ✓ MH-CET

Applicants must submit the documentary proof / evidence for the aptitude test score which they are mentioning in the form. If candidates have not received the test score till the time of submitting the application form then they should submit the photocopy of their score card at the time of PI.

Applicants should mention scores of all the tests they have appeared for IESMCRC will consider the highest score among all the tests which the applicant has provided in the application form.

**Note:** IIMs or any other agency conducting the above tests have no role in the selection process of IESMCRC.

4) **Doctoral Program : Ph. D.** in Management affiliated to University of Mumbai

**Nature of the Programme: - Ph. D.** Degree of University of Mumbai.

***Eligibility Criteria*** :As per the Mumbai University prospectus for Ph.D.

## ADMISSION PROCESS

1) **MMS** : As the course is affiliated to Mumbai University, MMS admission is conducted by DTE through CAP. Interested candidate should visit the DTE website to understand the procedure of MMS admission.

### 2) **PGDM and PGDM(PHM)**

- a. The admission processing charges for PGDM Program is INR.2000/-
- b. The admission processing charges can be paid online (VISA/MasterCard/Net banking) or offline (DD/NEFT).
- c. Applicants will be given access to the online application form upon confirmation of the payment.
- d. The application will be considered as accepted after the completion of entire application form.
- e. If the applicants choose to pay by Demand Draft or Online Money Transfer (NEFT), they should provide the DD number in case of Demand Draft or UTR number in case of NEFT and enter the details while making the offline payment. After submitting the details 'Payment Confirmation Form' will be generated.

**The bank details required for NEFT are as follows:-**

Account Name	IES MCRC (Autonomous)
Bank Name	The Greater Bombay Co. op Bank Ltd.
Branch	Bandra Reclamation, Mumbai
Account No.	30200044913
IFSC Code	GBCB0000018
Type of account	Saving

- i. The applicants should take the printout of the 'Payment Confirmation Form' and send it to the College address (along with DD if the payment is made using demand draft); within 3 working days
- ii. After confirming the payment status by College, applicants will be given access of the online application form. The application will be considered as accepted after the completion of entire application form.

**Forms received after the last date will not be considered.**

### iii. **Mandatory Documents**

All the applicants who get shortlisted for participating in the selection process are advised to submit one set of self-attested documents as per the following sequence at the time of Personal Interview.

- a. 10<sup>th</sup>, 12<sup>th</sup>, and Degree (Semester / Year wise) Mark Sheets and Certificate.
- b. Aptitude Test (GMAT / CAT / MAT / XAT / ATMA / CMAT / MH-CET) Score Card, whichever is applicable.
- c. Work Experience Certificate (If any)
- d. “Gap (IF ANY) Affidavit” (Period after Graduation till Admission Date)
- e. Photographs 2 Nos. – Stamp Size (Please write Name on the reverse side of the Photograph along with the Registration No.)
- f. Aadhar Card

The shortlisted applicants must bring the original certificates for the verification at the time of Personal Interview.

**Selection:**

The parameters for Final Selection – PGDM & PGDM(PHM) 2019- 2021

Parameters	Marks	Weightage in Percentage
% Marks in SSC (10 <sup>th</sup> )	25	5%
% Marks in HSC (12 <sup>th</sup> )	25	5%
Performance in Group Discussion	25	5%
Performance in Essay Writing	25	5%
Work Experience	25	5%
Aptitude /Entrance Test Score	175	35.00%
Performance in Psychometric Test	100	20%
Performance in PI	100	20%
<b>Total Weightage</b>	<b>500</b>	<b>100%</b>

**Original documents are required to be submitted at the time of admission.**

Applicants will be given provisional admission on the basis of merit based on their performance in the selection process. All documents shall be verified by IESMCRC with the application registration form details. During verification if any incorrect information is found then the form will be outright rejected.

**Cancellation of Admission**

For any reason if an applicant decides to cancel admission after payment of fees, then the refund will be as per AICTE rules.

If the seats remain vacant after 3<sup>rd</sup> Merit List, then the remaining seats will be filled up by the Management of IES as per its discretion and the position in the merit list may or may not be considered.



**Note:**

1. The actual schedule for GD/PI will be intimated to eligible candidates after 5<sup>th</sup> April, 2019.
2. Outstation candidates should make their reservations as per the availability during the given dates for selection rounds.
3. Outstation candidates can approach IES Admission Desk in case of any further clarity on dates required after receiving the schedule.
4. IES MCRC reserves the rights to make any changes in the schedule.

## PROGRAMFEES

### **MMS :**

- 1<sup>st</sup> year INR 2,75,000+ Refundable Deposit INR. 10,000/- + University Fees
- 2<sup>nd</sup> year INR 2,75,000 +University Fees + INR.2000/- towards membership of Alumni Association

### **PGDM :**

- 1<sup>st</sup> year INR 4,00,000/+ Refundable Deposit INR. 10,000/-
- 2<sup>nd</sup> year INR 4,00,000/+ INR.2000/- towards membership of Alumni Association

### **PGDM (PHM):**

- 1<sup>st</sup> year: INR 3,50,000/+ Refundable Deposit INR 10,000/-
- 2<sup>nd</sup> year: INR 3,50,000/+ INR.2000/- towards membership of Alumni Association

**( Selected applicants will have to pay the entire fees at the time of admission).**

**Institute does not collect any capitation fees and strictly follow the provisions of Prohibition of Collection of Capitation Fee Act, 1992.**

### **INTERNATIONAL PROGRAMMES (OPTIONAL)**

These are optional programs and selection for them will be subject to the limit of indicated batch size. The estimated cost for each of the international program is mentioned below.

Programs	Batch size	Duration	Estimated cost (INR)	Deposit amount (INR)
4-credit course -Study Abroad Programs FHNW University, Switzerland	15 Students	11 days	250,000	100,000
4 -credit course -Study Abroad Programs YUNTECH University, Taiwan	20 Students	11days	175,000	100,000
Credit course-Corporate India Tour	10 Students	11 days	20,000	20,000
Student exchange programs with YUNTECH University, Taiwan	5 Students	Five months	200,000	100,000
Paid international internship at Taiwan	5 Students	Three months	120,000	100,000

- Students selected for PGDM and PGDM (PHM) should give their option/s for the International Program at the time of paying Program fees to confirm the admission.
- The deposit amount mentioned in the above table for International Programmes has to be paid at the time of admission along with fees.
- The balance amount has to be paid after the announcement of actual cost. The actual cost may be different from the figures mentioned in the above table for various reasons like fluctuations in exchange rate, air fare etc. Depending on the difference, students will either have to pay the additional cost or will be refunded.
- The students who are not getting selected for the above international courses will be given refund of the deposit amount after the Program confirmation.

## SCHOLARSHIP

### **PGDM**

- **Name of the Scholarships:** Merit Scholarship
- **No. of Scholarships:** 5
- **Details:**
- 50% waiver in the first year tuition fees for the **Top 5-candidates in the IES MCRC Merit List** provided they score minimum 90 percentile in the written aptitude test required for the admission (CAT, MAT etc.)
- The waiver will continue for the second year, provided the candidate scores average 75% marks in the first year.

**The final decision to award the Scholarship remains with the College Management**

### **PGDM (PHM)**

- **Name of the Scholarship:-** Merit cum Means Scholarship
  - **Description of the Scholarships:** The Objective of the scheme is to provide financial assistance to meritorious students of economically weaker sections and encourage them to take up the professional programme.
  - **No. of Scholarships:** 2 in a batch of 60 candidates
  - **Eligibility:** The scholarship will be based on admission merit rank and income details
  - **% of Tuition Fees waiver under this scholarship:** 50% of Tuition Fees
  - **Last date to apply for this scholarship:** Within 20 days from the commencement of the programme.
  - **Details:**
1. Application for Merit-cum-Means Scholarship Scheme should be made separately by the admitted students in PGDM (PHM) programme.
  2. The students shall have minimum of 60% marks or equivalent grade in SSC, HSC and graduation. All the exams viz. SSC, HSC and Graduation should have been cleared in first attempt.
  3. The students should be studying as a regular student in government, local body or government recognized schools / College.
  4. Parental income of the students should not be more than Rupees Four Lac Fifty Thousand per annum from all sources.
  5. Income-Certificate duly certified / to be obtained from the Tehsil Office or any other Competent Authority.
  6. The waiver will continue for the second year, provided the candidate scores average 70% marks in the first year.

**The decision of Scholarship Committee / Executive Committee shall be final and binding in cases of all applicants. Any student fulfilling the eligibility does not automatically become eligible for the scholarship.**

## FACULTY

Faculty	Required	Actual	Vacancies
Professor	4	10	---
Associate Professor	8	7	---
Assistant Professor	12	13	---
Total	24	29	NIL

### Faculty List

Sr. No.	Name	Qualification	Area Specialization	Designation
1	Ms. Aradhana Goutam	Ph.D.	System	Associate Professor
2	Ms. Beena Tripathi	Ph.D.	Gen. Mgnt.	Professor
3	Mr. Deepak Ganachari	MMS	Operations	Associate Professor
4	Ms. Devaki Nadkarni	MBA	Operation	Assistant Professor
5	Mr. Dinesh Harsolekar	Ph.D.	Finance	Director
6	Ms. Gazia Sayed	MMS	Finance	Assistant Professor
7	Mr. Hirendra Soni	MMM	Operations	Assistant Professor
8	Ms. Jyotsna Munshi	M.Sc.	System	Assistant Professor
9	Ms. Maithili Dhuri	MMS	Finance	Assistant Professor
10	Ms. Merlyn D'Souza	M.M.S.	HR	Assistant Professor
11	Ms. Minu Mehta	Ph.D.	Gen. Mgnt.	Professor
12	Mr. Mohan B. Rao	Ph.D.	Marketing	Professor
13	Ms. Mrunal Joshi	MCA	System	Assistant Professor
14	Mr. M. W. Shaikh	Ph.D.	HR	Professor
15	Mr. Neeraj Dixit	Ph.D	Marketing	Professor
16	Mr. Parag Mahulikar	M.Sc.	Marketing	Dean /Professor
17	Ms. Prajakta Dhuru	MMS	HR	Assistant Professor
18	Ms. Rangana Maitra	M.Phil	HR	Associate Professor
19	Ms. Richa Chaudhary	Ph.D	Marketing	Associate Professor
20	Ms. Ritu Sinha	Ph.D.	Marketing	Assistant Professor
21	Mr. Siddharth Dabholkar	MMS	Finance	Associate Professor
22	Mr. Shashikant Kari	MMS	Operations	Assistant Professor
23	Ms. Sonal Daulatkar	MBA	System	Assistant Professor
24	Mr. Suhas Pai	Ph.D.	Marketing	Professor
25	Ms. Sushma Karwa	PGDBA	HR	Assistant Professor
26	Ms. Svetlana Tatuskar	Ph.D	Finance	Assistant Professor
27	Ms. Trupti Karkhanis	Ph.D.	Gen. Mgnt.	Associate Professor
28	Mr. Ulhas Karkhanis	MHRDM	Marketing	Professor
29	Mr. Vijay P. Bhangale	Ph.D	Marketing	Professor

## **STUDENTS' CARE**

### **Mentoring system:**

IES believes in the overall development of its students which cannot happen only through classroom teaching. Therefore, a system has been established wherein students get continuous guidance from the faculty members. Under this system, a small number of students are assigned to a faculty who works as their mentor. Students are required to meet the mentor regularly to seek his/her opinion, advice, guidance, etc. on their academic, professional and personal issues. It is expected that the relationship should emerge in which the students exhibit complete trust and confidence in their mentor. All the mentors occasionally meet the Chief Mentor and discuss their experiences with an objective of imparting better inputs to students. This practice has helped the student-teacher relationship become strong and continuous. As a result, the students continue to remain in touch with their mentors even after completing the program.

The College has also appointed a Student Counselor as per the guidelines of AICTE. She is available for students counseling on every Friday subject to prior appointment. The students can get her appointment at coordination desk.

### **Advice to Parents:**

While we agree that the students at post-graduate level are expected to be mature and capable of taking responsible decisions, we strongly believe that the parents/guardians should be actively engaged in a dialogue with their wards and make efforts to update themselves about their progress and happenings in the College. Parents can access the performance of their ward on AEMS login provided by the college. The parents/ guardians are welcome to discuss or share the performance of their wards with the faculty mentors. In case of any act of indiscipline by the students, the College authorities communicate to the parents/guardians. The College expects a whole hearted cooperation of parents/guardians towards providing a disciplined environment in the College.

### **Student Council:**

IES believes in effective governance and total transparency in administration. Therefore, students are also made an integral part of the administrative set up of the College in addition to faculty and staff. There is a Student Council which holds a meeting with the Director once a month. Through these meetings, Council members are encouraged to express their views and opinions to improve the administrative and decision making process of the College. Students also discuss their grievances and measures to overcome the problems. The Student Council functions as a representative body of the entire student community.

## PHYSICAL FACILITIES AND INFRASTRUCTURE

The Institute is located in the Queen of suburbs, Bandra, in Mumbai. The location of the Institute is very strategic as it can be reached by road via Bandra-Worli Sea Link, Western Express Highway, Swami Vivekanand Road, BKC or can be easily accessed by Western and Harbour line of Railways. A conducive learning environment in the Institute is of paramount importance. Such environment could be created by offering a well-equipped and comfortable infrastructure where the students feel motivated to focus on their studies. Therefore, the management has given a lot of importance to development of the infrastructure. The Institute has, inter-alia, air conditioned classrooms, seminar halls, state-of-the-art computer centers with latest technologies, an excellent and updated Library with access to top management books, a centrally air conditioned auditorium with a seating capacity of 800 people. The Institute has boys' common room, girls' common room, medical room, canteen and CCD inside the premises. The Institute also provides e-learning facilities to its learners.

### □ **IES Building**

IES MCRC has six storied building having Lecture Rooms, Tutorial Rooms, Seminar Hall, Student Common Room, Computer Centre, Library and Air conditioned conference room, Filtered Water Cooler.

### □ **Classrooms**

There is a very good blend of big and small classrooms to accommodate the student batches of different sizes. The classrooms are adequate with latest technologies to provide better learning environment. Each classroom has Magnetic ceramic white board, Training chairs [tablet chairs- movable], Platform and podium, Sound system with microphones, Computer with multimedia and internet connection – (LAN), LCD projector, Remote Presenter, Air conditioners, Fans, Digital Clocks and Laptop Charging points.

### □ **Recreational**

IES believes in balanced and all round development of our students. Along with rigorous academic inputs IES also provides recreational facilities to them. There is a gamut of facilities like table tennis, chess, carom, cable TV for recreation in sports room and Business news Channel on ground floor etc. In addition students are also encouraged to participate in outdoor games like volleyball, football, badminton and Inter college cricket tournaments etc.

### □ **Sports Facilities**

The Institute believes in balanced and all round development of students. Along with rigorous academic inputs, the Institute also provides recreational facilities to students. There is a playground for sports in the campus. The playground has net cricket practice court, football court, basketball court, throw ball court and volley ball court. The Institute also has various indoor sport facilities to play chess, carrom and table tennis. The Institute also organizes its annual festival called Pratyush. In this festival many sports events are organized.

□ **Canteen / CCD**

IES canteen is located on the ground floor (behind Manik Sabhagriha), where students can enjoy a variety of South Indian, North Indian and Chinese delicacies for breakfast and lunch. The facility of Tea/Coffee and snacks is also available on the 2<sup>nd</sup> floor canteen operated by CCD exclusively for IES MCRC.

□ **Suggestions mail and complaints**

Students can mail their suggestions / complaints to [mcrcinfra@ies.edu](mailto:mcrcinfra@ies.edu) or can write in the complaint register available with the Registrar. All complaints are recorded in a specific format and the necessary actions are taken.

□ **Information Resource Centre :**

Equipped with modern facilities, the library provides an encouraging environment to the faculty members and students. The library is fully automated with barcode system, which enables users to access the information readily. The library follows an open access system encouraging the user to browse freely in the stack area. The library aims to cater to information needs of faculty members, students, research scholars, and other members of the library by providing an excellent collection of literature. There is one discussion room where students can hold discussions. E-Resources are a vital source for academic research and for obtaining up-to-date business information. With this thinking, the library has subscribed to various e-databases. It also has digital library which, includes Institutional Digital Repository. It provides various innovative information services to support teaching, learning and research. The well-furnished, air-conditioned and Wi-Fi enabled library is located on first floor of the building with a seating capacity of 130 students. The library is managed by a qualified librarian.

**Resources**

<b>Resources</b>	<b>No.</b>
Books	More than 35,400
CDs/DVDs/VCDS	More than 3070
Journals	119
International journals (Print copies)	10
National journals (Print Copies)	109
Periodicals	41
Institutional Memberships	02 (AIRC,DELNET)
Online Databases (04)	Ace knowledge and Research Portal ET-Intelligence(Online) IndiaStat.com (online)
E- Journals Databases (02)	1. <b>ProQuest ABI/INFORM Complete</b> : 5354 Total Titles 2. <b>EBSCO Business Source Elite – Plus</b> 7064 ( Total No. of full text publications
E-books Database (01)	Proquest E-brary : Access to more than 16000 e-books pertaining to Business and Economics



□ **IT Infrastructure :**

The Computer center of the Institute is updated with the latest and advanced technologies. Entire campus is fully networked by structural cable CAT6 and Wi-Fi. IT Cell takes care of hardware, software and internet connectivity and other related issues. A dedicated team comprising of IT faculty members and IT technicians takes care of planning, designing, product evaluation and implementation work. The students are provided with complimentary Laptops. E-mail ID is given to every faculty member, staff and student. The Institute's ERP (AEMS) is on intranet as well as on cloud. All the stakeholders viz. parents / students / faculty and staff members have access to AEMS

□ **Hostel**

The Institute has separate boys and girls hostel. Hostel facility is provided to all outstation students. Since the students admitted to the program are from Mumbai, they do not require hostel facility.

<u>Hostel</u>	<u>Intake</u>
Boys	31
Girls	31

□ **Medical facilities :**

A separate first aid room is available in the Institute. The arrangement has been made with Lilavati Hospital which is located exact opposite College Campus. Lilavati Hospital has agreed to provide medical facilities to students and employees of our college including admission for impatient care within available scope of services. Even the proximity of the institute to the hospital, students and employees of the college will be provided emergency services which are given in the priority on the merit of the case.

□ **Other facilities :**

1. Water Cooler
2. Water Purifier machine
3. Sanitary Vending machine
4. ATM
5. Bank
6. Cable T.V.
7. Elevators
8. Digital Payment System

## **SAFETY AND SECURITY**

- 1) Firefighting measures including fire extinguishers/water sprinkler system have been installed.
- 2) Instructions posters in case of fire or emergency are placed in the instructional and open areas.
- 3) Alarm system has been installed.
- 4) Signage boards have been installed to direct emergency exits.
- 5) Training regarding use of firefighting is given to employees as well as students periodically.
- 6) Contracts of AMCs of Lift, fire extinguishers/water sprinkler system etc. are renewed regularly.
- 7) Whole building is under CCTV camera vigilance.
- 8) 24 hours Security services are provided by recognized agency.
- 9) Security walls and fences have been constructed around the campus.
- 10) Visitors are allowed to enter into premises after security check.

## MAJOR ACTIVITIES AND EVENTS

### ▪ **INSIGH:**

Insight is an annual corporate event for Pharmaceutical and Healthcare industry, wherein current and potential issues of the industry are discussed by leading industry experts and academicians of high repute. On the occasion “The Sun Pharma Excellence Award” is given to the best student of PGDM (PHM). The Award for best summer project is given by ACG Worldwide and the Interlink Gold Medal is given to the student who is adjudged for the best live project.

### ▪ **PRATYUSH**

Pratyush is the annual inter collegiate/ cultural fest of IES MCRC. Pratyush in itself encloses many facets starting with commitment, co-operation, concern, fun and entertainment. It manifests the zest and the thrill to answer the quest about our capabilities and self-image. All these blended together form the show of Pratyush.

### ▪ **R.Y.T.H.M. - Raising Youth To Help Mankind**

“Value Addition Through Education” is the motto that we are all guided by. Through R.Y.T.H.M. we have strived to bring about the responsible side of management education, where students as young managers are not just trained to convert top lines into bottom lines, but through the endeavor of the College they will have the light of humanity ignited in their consciousness.

Corporate Social Responsibility no longer stays in the books of great management schools of thought, but is now brought to life by our actions today. Corporate social responsibility is the buzz currently.

Translating our thoughts into action, IES MCRC inaugurated RYTHM – The community development cell on 14<sup>th</sup> February 2007. With total support from management, students, faculty and staff members, RYTHM had a positive start. With the aid of activities such as orphanage visits, old age home aid, collection of funds, other relief work during natural disasters, blood donation camp and by addressing various other social issues that have been neglected by the society, students at RYTHM intend to create awareness and help for the betterment of all.

“Unity in diversity” is a fact that we are proud to be a part of and we desire to communicate this through RYTHM.

### ▪ **ANVESH**

Anvesha is a quarterly research journal published by the College. The journal provides a platform to academicians to publish their research papers, case studies and book reviews. Anvesha is a double blind reviewed journal. It plays an important role in updating and enhancing the knowledge of students at IES MCRC and other institutions.

## STUDENT AWARDS AND FACILITIES

### Awards

For the purpose of motivating students to improve their performance, they are given various prizes and awards. Students are encouraged to compete for these prizes. Some of the important awards / prizes are as under:-

Sr. No.	Award	Description
1.	Best Student Award	Given to one student on the basis of all round performance
2.	ProgramToppers	MMS/PGDM/PGDM(PHM)
3.	Specialization Topper	This prize is given to specialization toppers in PGDM and MMS provided there are at least 10 students in that specialization.
4.	Best Library User Award	Given to student on the basis of usage of library resources and services.

### Yuva Raksha

The bonafide students are insured under “YUVA RAKSHA” group insurance accident policy. The period of this policy is of one year. It covers the accident risk of Rs.1 lakh for every student.

### Locker

Students will be allotted lockers after completion of admission process for a period of two years free of cost. The lockers should be vacated by the students on 30<sup>th</sup> April after completion of the Program failing which the lockers will be broken in the month of May and the College will not be responsible for any loss.

### Railway Concession

All the students of IES MCRC are eligible to get railway concession for their daily travelling by local trains. The concession forms are issued by the administrative office on receipt of request from the students. For getting the concession form the first time, students will have to wait for 7 working days after they submit an application and for subsequent issue of forms, they will have to wait for 4 working days after giving the application. Students must mention the station in the concession form where their residence is located. The other procedure related to obtaining railway concession form will be explained to students by the concerned staff member in the office. Students are also advised to preserve their expired railway passes as it may be required by the administrative office.

#### **Facilities for Disabled students :**

1. Specially Designed toilets
2. Elevators /Lift
3. Wheel Chair
4. Ramps

## STATUTORY COMMITTEES

ZERO TOLERANCE TO RAGGING :

IES MCRC Strictly Prohibits Ragging. All the students must note that the College treats any incident of ragging (on-campus as well as off-campus, including hostel), as a very serious offence, in line with the notification issued by Government of India and judgments of the Honorable Supreme Court. Students are warned that indulgence in any such act would attract severe consequences in terms of penalty / punishment.

### 1) Disciplinary and Anti -Ragging Committee

Sr. No	Name of the Person	Designation	Contact No.
1	Dr. Dinesh Harsolekar	Chairman	5000 1721
2	Dr. Minu Mehta	Member	5000 1762
3	Dr. Mrunal Joshi	Member	5000 1760
4	Dr. Gazia Sayed	Member	5000 1755

### 3) Women Development and Prevention of Sexual Harassment Cell

Women Development Cell at IES MCRC is meant for women empowerment. It has been undertaking various activities like workshops and competition for gender sensitization. Any grievances regarding sexual harassment are handled by Women Development Cell.

Sr. No	Name of the Person	Designation
1	Dr. Dinesh Harsolekar	Director
2	Prof. Devaki Nadkarni	Assistant Professor
3	Dr. Vijay Bhangale	Professor
4	Ms. Rahil Jummani	NGO Representative
5	Mr. Krutika Apraj	Jr. Officer
6	Ms. Aneri Shah	Student Representative

### 3) SC/St Committee :

Sr. No	Name of the Person	Designation
1	Dr. Neeraj Dixit	Professor
2	Dr Rangana Maitra	Associate Professor
3	Dr. Gazia Sayed	Assistant Professor
4.	Ms. Pratiksha Mhatre	Jr. Officer

## **ACTION AGAINST RAGGING**

Maharashtra Prohibition of Ragging Act 1999 and Prevention and Prohibition of Ragging (Appendix 12 published in AICTE Approval Process Handbook 2011-12) and their amendments which may be published from time to time. The Maharashtra Prohibition of Ragging Act 1999 is in effect from 15th May, 1999 has the following provisions for Action against Ragging. a) Ragging within or outside of any educational institution is prohibited, b) Whosoever directly or indirectly commits, participates in, abets, or propagates ragging within or outside any educational institution shall, on conviction, be punished with imprisonment for a term up to 2 years and / or penalty, which may extend to ten thousand rupees. c) Any student convicted of an offence of ragging shall be dismissed from the educational institution and such student shall not be admitted in any other educational institution for a period of five years from the date of order of such dismissal. d) Whenever any student or, as the case may be, the parent or guardian or a teacher of an educational institution complains, in writing, of ragging to the head of the Information Brochure for Admission to Under Graduate Technical Courses (2018-19) STATE CET CELL 43 educational institution, the head of the educational institution shall, without prejudice to the foregoing provisions, within seven days of the receipt of the complaint, enquire into the matter mentioned in the complaint and if, prima facie, it is found true, suspend the student who is accused of the offence, and shall, immediately forward the complaint to the police station having jurisdiction over the area in which the educational institution is located, for further action. Where, on enquiry by the head of the educational institution, it is found that prima facie there is no substance, in the complaint received; he / she shall intimate the fact, in writing, to the complainant. The decision of the head of the educational institution shall be final. e) If the Head of the educational institution fails or neglects to act in the manner specified in section “d” above when a complaint of ragging is made, such person shall be deemed to have abetted the offence and shall, on conviction, be punished as provided for in section “b” above. f) Undertaking from the candidate shall be taken while admitting the candidate in the Institute. g) Any Acts or its amendments which may be published from time to time by AICTE, Government or Judgments by Hon. Supreme Court of India, Hon. High Court of Bombay etc will be applicable to Candidates and Institutions covered under these rules of admission. h) If any of the statement made in application form or any information supplied or any certificate(s) submitted by the candidate in connection with his or her admission is later on at any time, found to be false or incorrect, his or her admission will be cancelled, fees forfeited and he or she may be expelled from the college by the Principal/Director. An appeal against the order of expulsion, however, may be sent within 7 days to the Director of Technical Education, Maharashtra State, Mumbai, whose decision in such cases will be final. Such candidates are also liable for penal action as per the provisions in the law.