

MANDATORY DISCLOSURE 2020-2021

	Mandatory Disclosure	14/02/2022
1	AICTE File No.	F.No. South-West/1-9319714653/2021/EOA
	Date and Period of Last Approval	Date: 25-Jun-2021, Academic Year 2021-2022
2	Name of the Institution	INSTITUTE OF MANAGEMENT AND TECHNOLOGY PUNNAPRA
	Address of the Institution	VADACKAL P.O PUNNAPRA ALAPPUZHA
	City & Pin Code	ALAPPUZHA - 688003
	State/UT	KERALA
	Longitude & Latitude	Latitude - 9, 37, 10 Longitude - 76, 19, 53
	Phone Number with STD Code	0477-
	FAX Number with STD Code	0477-
	Office Hours at the Institution	9 AM to 5 PM
	Academic Hours at the Institution	From 9.00 AM To 4.00 PM
	Email	imtdirector@gmail.com
	Website	www.IMTPUNNPRA.ORG
	Nearest Railway Station (Dist in km)	Alappuzha (3.5 Km)
	Nearest Airport (Dist in km)	Nedumbassery(Cochin)(80Km)
3	Type of Institution	Govt. owned Self Financing
	Category (1) of Institution	Non Minority
	Category (2) of Institution	Co-Ed
4	Name of the organization running the Institution	CO-OPERATIVE ACADEMY OF PROFESSIONAL EDUCATION (CAPE)
	Type of organization	Society
	Address of the Organization	College of Engineering Muttathara Campus,Vallakkadavu PO, THIRUVANANTHAPURAM-695 008,
	Registered with	Travancore –cochin Literary, Scientific and Charitable Societies Act-1955
	Registration Date	07-04-1999
	Website of the Organization	www.capekerala.org
5	Name of the Affiliating University	University of Kerala Thiruvananthapuram
	Address	THIRUVANANTHAPURAM 695 034
	Website	http://www.keralauniversity.ac.in/
	Latest Affiliating period	2021-22

6	Name of Principal/ Director	Dr.Prasanth MK
	Exact Designation	Director in Charge
	Phone Number with STD code	
	FAX number with STD code	
	Highest Degree	PhD
	Field of Specialization	Management and Commerce
7	Governing Board Members	<ol style="list-style-type: none"> 1. Chairman- Hon'ble Chief Minister, Govt. of Kerala 2. Vice Chairman- Hon'ble Minister for Co- operation, Govt. of Kerala 3. The Secretary, Co-operation Department, Govt. of Kerala 4. The Registrar of co-operative societies, Govt. of Kerala 5. The Managing Director, The Kerala State Co- operative bank Ltd. 6. Director of Technical Education, Govt. of Kerala 7. Director of Medical Education, Govt. of Kerala 8. One eminent expert in Technical education (Non official member) nominated by the state Government. 9. One eminent expert in Medical education (Non official member) nominated by the state Government. 10. One industrialist (Non official member) in the region to be nominated by the state Government. 11. President, Kerala State Co-operative Bank Ltd. 12 – 25. 14 Presidents of District Co-operative banks in Kerala.
	Frequency of meeting & date of last meeting	<p>The Board shall meet once in a year provided that the Chairman may, whenever he thinks fit and shall on the written requisition of not less than 9 members call a special meeting. Not less than 15 days notice shall be given of every meeting of the board and a copy of the proceedings shall be furnished to the State Government as soon as practicable after the meeting.</p> <p>The Executive Committee shall meet once in every 4 Months provided that the Chairman may, whenever he thinks fit and shall on the written requisition of not less than 4 members call a special meeting. Not less than 15 days notice shall be given of every meeting of the Executive Committee</p> <p>Last meeting held on 22-02-2021</p>

8	Academic Advisory body	Director in Charge								
		Faculty Members								
	Frequency of meeting & date of last meeting	Weekly 11/02/2022								
9	Organizational chart	<table border="1" style="width: 100%; text-align: center;"> <tr><td>Chairman (Hon'ble Chief Minister of Kerala)</td></tr> <tr><td>Board of Governors</td></tr> <tr><td>Executive Committee</td></tr> <tr><td>Director</td></tr> <tr><td>Academic</td></tr> <tr><td>Principal</td></tr> <tr><td>Faculty Members</td></tr> <tr><td>Administrative Officer</td></tr> </table>	Chairman (Hon'ble Chief Minister of Kerala)	Board of Governors	Executive Committee	Director	Academic	Principal	Faculty Members	Administrative Officer
Chairman (Hon'ble Chief Minister of Kerala)										
Board of Governors										
Executive Committee										
Director										
Academic										
Principal										
Faculty Members										
Administrative Officer										
10	Student feedback mechanism on institutional Governance/faculty performance	Faculty performance is reviewed in every semester by taking performance appraisal of Staff from each class, as per AICTE norms.								
11	Grievance redressal mechanism for faculty, staff and students	<p>Grievance redressal Committee</p> <p>College has an efficient group tutor system whereby each class will have a group tutor to whom the students can convey their grievances</p> <p>Regarding the faculty and staff the Principal and Management is always open for redressal of any kind Of grievances.</p>								

Name of the Department:MBA

CourseLevel:PG Level

1st Year of approval by the council Year wise Sanctioned Intake: 60

Year wise Actual admission Cut off marks-General quota: 50% Marks

% Students passed with Distinction:10%

% Students passed with First Class Students passed:80%

Average Pay package, Rs./Year :300000 per year

Students opted for Higher Studies:5 c %

Accreditation Status of the Course:NL

Doctoral Courses: NIL

Foreign Collaborations, if any:NIL

Professional Society Memberships Professional Activities Consultancy Activities:NIL

Grant fetched: NIL

Departmental Achievements: Good Track record in academic and placement

Distinguished Alumni:NIL

Name of Director in Charge	Dr.Prasanth MK	
Designation	Assistant Professor	
Department	MBA	
Date of Joining the Institution	03/04/2010	
Qualifications with Class/Grade	MBA-First Class M.Com-First Class PhD PG Diploma in Co-operative Management PG Diploma in International Business	
Total Experience in Years	Teaching -12 Years Industry-03 Years	
Papers presented in Conference	05	
Ph.D Guide? Give field & University	JJT University,Rajastan Annamali University	
Ph Ds/ Projects Guided	PhD Guided-03 Projects Guided-102	
Books Published/IPRs/Patents	NIL	
Professional Memberships	NIL	
Consultancy Activities	02	
Awards	01	
Grants fetched	NIL	
Interaction with Professional Institutions	Yes	
Name of Teaching staff	Dr. Deepa. K. S	
Designation	Assistant Professor	
Department	Management	
Date of Joining the Institution	03.04.2010FN	
Qualifications with Class/Grade	. SSLC----First Class Pre-degree- First class BBA - First Class MBA - First Class PhD	

Total Experience in Years	20 years	
Papers presented in Conference	12 Numbers	
Ph.D Guide? Give field & University		
Ph Ds/ Projects Guided	UG and PG projects 500 Numbers	
Books Published/IPRs/Patents		
Professional Memberships	SESD membership	
Name of Teaching Staff		
Designation		
Department		
Date of Joining the Institution		
Qualifications with Class/Grade		
Total Experience in Years		
Papers presented in Conference		
Ph.D Guide? Give field & University		
Ph Ds/ Projects Guided		
Books Published/IPRs/Patents		
Professional Memberships		
Consultancy Activities		
Awards		
Grants fetched		
Interaction with Professional Institutions		
Name of Teaching staff	Dr.Indulekha R	
Designation	Assistant Professor	
Department	MBA	
Date of Joining the Institution	07-04-2010	
Qualifications with Class/Grade	Ph.D	
Total Experience in Years	18 years	
Papers presented in Conference	15	
Ph.D Guide? Give field & University	Co-guide Dept. of Business Administration, Annamalai University, Tamilnadu	
PhDs/Projects Guided		

BooksPublished/IPRs/Patents	2	
ProfessionalMemberships	Nil	
NameofTeachingStaff		
Designation		
Department		
DateofJoiningtheInstitution		
QualificationswithClass/Grade		
TotalExperienceinYears		
PaperspresentedinConference		
Ph.DGuide?Givefield&University		
PhDs/ProjectsGuided		
BooksPublished/IPRs/Patents		
ProfessionalMemberships		
ConsultancyActivities	Nil	
Awards	Won Government of Kerala award for best Sports book	
Grantsfetched	Nil	
Interaction with ProfessionalInstitutions	Yes	
NameofTeachingstaff	Harikrishnan R	
Designation	Assistant Professor	
Department	Management	
DateofJoiningtheInstitution	14/11/2016	
QualificationswithClass/Grade	MBA, PGDM, BTech	
TotalExperienceinYears	5 years and 3months	
PaperspresentedinConference	2	
Ph.DGuide?Givefield&University	Nil	
PhDs/ProjectsGuided	Nil	
BooksPublished/IPRs/Patents	Nil	
ProfessionalMemberships	Nil	
NameofTeachingStaff		
Designation		
Department		
DateofJoiningtheInstitution		

Qualifications with Class/Grade		
Total Experience in Years		
Papers presented in Conference		
Ph.D Guide? Give field & University		
PhDs/Projects Guided		
Books Published/IPRs/Patents		
Professional Memberships		
Consultancy Activities	Nil	
Awards	Nil	
Grants fetched	Nil	
Interaction with Professional Institutions	Nil	
Name of Teaching staff	Mr.Santhakumar V S	
Designation	Assistant Professor Adhoc	
Department	MBA	
Date of Joining the Institution	14/02/2022	
Qualifications with Class/Grade	M.Com 61.9, MBA(HR) 57, PGDMM 57, PGDOM 57.43, PGDFM 54.07, MSE 65.61	
Total Experience in Years	9	
Papers presented in Conference	Applied	
Ph.D Guide? Give field & University	Prof. Dr.V Ambilikumar, HR, Kerala University of Fisheries and Ocean Studies	
Ph Ds/ Projects Guided	Nil	
Books Published/IPRs/Patents	Nil	
Professional Memberships	Nil	
Name of Teaching Staff		
Designation		
Department		
Date of Joining the Institution		
Qualifications with Class/Grade		
Total Experience in Years		
Papers presented in Conference		
Ph.D Guide? Give field & University		

Ph Ds/ Projects Guided	
Books Published/IPRs/Patents	
Professional Memberships	
Consultancy Activities	Consultant for IGNOU MBA project guide, ED Club Co-coordinator registered under DIC.,
Awards	Nil
Grants fetched	Nil
Interaction with Professional Institutions	More than 50 participation in International/National workshops/Seminars, Skill Development Activities

14	Admission Quota	General Quota
	Entrance test/admission criteria	KMAT/C-MAT
	Cut off/last candidate admitted	As per Kerala University norms
	Fees in rupees	Tuition Fee :Rs. 50000/-per Semester
	Number of Fee waivers offered	10 % of sanctioned intake
	Admission Calendar	Admission completed by February to July every year
	PIO quota	Nil
	PIO quota	Nil
	Number of Fee waivers offered	
	Admission Calendar	Admission completed by 15 th August2020
	PIO quota	Nil

Sr.	Document No.	Date of registration	Plot No.	Address (Village)Dist.	Area in acres	Sr.
1	GO(Ms)No.103/07/ID	30/07/2007		Paravoor Village, Alappuzha	1.5	1
Total area in acres 1.5						

Room No	Room type (mention Class room/Lab/Toilet, etc.)	Carpet area in Sq.m
I	Instructional Area	
CL-1	Class room-1	66.01
CL-2	Class room-2	120.62
CL-3	Class room-3	79.31
TR-1	Tutorial Room-1	51.90
TR-2	Tutorial Room-2	67.63
GF	Computer Lab-1	75.39
FF-2	Computer Lab-2	120.62
FF	Library	103.05
DL	Digital Library	52.36
VCR	Seminar Hall-1	140.59
Total Instructional Area		877.48

II	Administrative Area	
DR	Directors Room	57.28
BR	Chairman's Room(BR)	46.47
MO	Main Office	155.67
R-1	Reception-1	73.00
R-2	Reception-2	84.32
OO	Other Office	64.61
FR-G	Faculty Room-1 (Gents)	25.16

FR-L	Faculty Room-2 (Ladies)	23.36
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CS	Central Store	30
M	Maintenance	10
HK	House Keeping	10
PTRY	Pantry for Staff	13.36
ECR	Examination Control Office	35.47
PO	Placement Office	32.34
SC	Security Cabin	10
Total Administrative Area		671.04
III	Amenities	
TGG	Toilet(Gents-1)	28.93
TGF	Toilet(Gents-2)	28.93
TLG	ToiletLadies-1)	22.41
TLF	ToiletLadies-1)	22.41
KLF	Toilet Gents-1)	14
KGF	ToiletLadies-1)	14
BCR	Boys common Room	79.31
GCR	Ladies common Room	79.31
CA	Cafeteria	160.14
FSR	First Aid Cum Sick Room	28.05
GR1	Guest Room-1	18.62
GR2	Guest Room-2	19.38
GR3	Guest Room-3	16.83
GR4	Guest Room-4	16.83
GR5	Stationery Store	12

	Total Amenities Area	561.15
IV	Circulation Area	502.72
	Corridors	
	TOTAL BUILT UP AREA	3073.42
	TOTAL BUILT UP AREA AVILABLE	2612.39

	Cafeteria	Available
	Indoor Sport facilities	Available
	Outdoor sport facilities	Arranged
	Gymnasium facilities	Nil
	Facilities for disabled	Available
	Any other facilities	
1	Boys Hostel	Arranged
	Girls Hostel	Arranged
	Medical & Other Facilities at Hostel	Arranged
1 7	Academic Sessions	December to May ;June to November
	Examination system. Year/Sem	Semester System.
	Period of declaration or results	As per Kerala University norms
1	Counseling /Mentoring	Yes
	Career Counseling	Yes
	Medical facilities	Yes
	Student Insurance	Yes
1	Student Activity Body	An elected body of Students union formed in every year.
	Cultural Activity	College conducts Arts festival every year.
	Sport s Activities	An active cricket, football,volley ball and basket ball team existing.
	Literary Activities	yes
	Magazine/Newsletter	yes
	Management Fest	College conducts All Kerala Management Fest every year
	Industrial Visit/Tours	Yes
	Alumni Activities	Yes

20	Name of Information Officer for RTI	Ashok Kumar
	Designation	Administrative Officer
	Phone number with STD code	04772267602
	FAX number with STD code	
	Email	imtpunnapra@gmail.com