

Approval Process Handbook 2024-2027

ANNEXURE-18

Mandatory Disclosures Information for AY 2025-26

The following information has been given in the information Brochure besides being hosted on the Institution's official Website.


The onus of the authenticity of the information lies with the Institution ONLY and not on AICTE.

18.1	Name of the Institution	Regional College of Management
	• Address including Telephone, Mobile, E-Mail	Regional College of Management, Plot No. GD-2/12, Chakadola-Vihar, Chandrasekharpur, Bhubaneswar. Odisha, Pin-751023
		0674-2300421 Mob.9937020043
		director@rcm.ac.in
18.2	Name and address of the Trust/Society/Company and the Trustees	Regional College of Management Trust
	• Address including Telephone, Mobile, E-Mail	Regional College of Management Trust, Plot No.GD 2/12 & 2/13 Chakadola Vihar, Chandrasekharpur, Bhubaneswar, Odisha 751023
		0674-2300421, 2300455 ,2302633, 2300901 Mobile: 9861024443
		chairman@rcm.ac.in
18.3	Name and Address of the Vice Chancellor/Principal/ Director	Dr. Pritam Pal, Director
	• Address including Telephone, Mobile, E-Mail	Regional College of Management, Plot No.GD 2/12 Chakadola Vihar, Chandrasekharpur, Bhubaneswar. Odisha-751023
		0674-2300421 Mobile no.: +91 9937020043
		director@rcm.ac.in
18.4	Name of the affiliating University	Biju Patnaik University of Technology, (BPUT)
18.5	Governance	Organizational chart Enclosed
i.	Organizational chart	Enclosed

ii.	Grievance Redressal mechanism for Faculty, staff and students	<p>The grievance redressal mechanism for faculty, staff and students is well defined and operates as follows:</p> <p>1. For Faculty: Faculty members bring their grievances to the notice of the Principal / Director through the Head of the Department. Principal / Director inquiries about the grievances and if needed brings it also to the notice of the Chairman of the Board of Governors.</p> <p>2. For Staff: The grievance is referred through the sectional heads to the concerned Administrative Officer and/or Registrar. The matter is sometimes referred to the Principal / Director.</p> <p>3. For Students:</p> <p>I. Students refer their academic problems to the concerned course coordinator. If the concerned course coordinator is unable to solve their problems they go to the Head of the Programme / Principal.</p> <p>II. For any problem other than academics the student's referrer their problem to their mentors. Besides for specific problems like hostel they refer to hostel superintendent and subsequently to warden, for placement-to-placement Head.</p> <p>III. The grievances related to the examinations are referred to the Controller of the Examination. For facilities in the campus any problem arises the students refer to the A.O / Head of the Department. The grievances related to the departmental activities are represented to the concerned Head of the Department. In case of major grievances, students may also approach the Principal / Director for necessary action.</p>
iii.	Establishment of Anti Ragging Committee	<p>Anti-Ragging Committee For Prevention and Prohibition of Ragging: - The college follows guidelines based on the order of the Hon'ble Supreme Court of India passed in SLP No-24295 of 2006 dated 16.05.2007 and Civil Appeal No. 887 of 2009 dated 08.05.2009, as well as the AICTE regulations 2009, instructions from the University, Government of Odisha and UGC etc. to prevent and eliminate the scourge of ragging in the college.</p>

		<p>In obedience to Para 6.3 (a) of University (BPUT) Regulations on Curbing the Menace of Ragging 2010, a committee is formed in Regional College of Management, Bhubaneswar, to be known as Anti-Ragging Committee</p> <p>The Anti-Ragging Committee of Regional College of Management is constituted every year as per AICTE guidelines for the year 2025-2026 taking the following persons as Members In effect to dated: 25-03-2026 it is herewith notified; The Anti-Ragging Committee of Regional College of Management is reconstituted for the year 2025-26 taking the following persons as Members.</p> <p>1. Prof (Dr.) Pritam Pal, Director, Chairman of the Committee Mobile: +91 9937250043</p>
iv.	Establishment of Online Grievance Redressal Mechanism	<p>The online Grievance Redressal Portal, Names, contact nos. and e-mail IDs of members of the Grievance Committee, to ensure publicity/awareness of the establishment of Grievance Redress Mechanism/ Students Grievances Portal. This would help speedy Redressal of the Grievances and obviate/reduce the urge to lodge the Grievance on pg. portal of DARPG. The Grievance Committee may include one female member, one member from SC/ ST/ Minority/ OBC and two other members.</p>
v.	Details of Grievance Redressal Committee in the Institution and OMBUDSMAN by the University	<p>Formation of Grievance Redressal Committee for MBA Programs</p> <p>In obedience to the Biju Patnaik University of Technology (BPUT) Notification Vide No. BPUT/1955, dated 01.02.2013 and AICTE Public Notice vide Advt. No. PG/07(01)/2012 and AICTE, Regulations 2012 vide Notification No. F 37-3/Legal/2012 dated 25.05.2012, a Grievance Redressal Committee has been constituted every year for MBA & MCA students of Regional College of Management with the objective to prevent unfair practices and to provide a mechanism to students, parents, others, and employees for redressal of their grievances with effect from 13-03-2026. The committee comprises of following members:</p>
vi.	Establishment of Internal Committee (IC)	<p>FORMATION OF INTERNAL COMMITTEE (IC)</p> <p>In obedience to Section 4 (l) of the Sexual Harassment of women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (14 of 2013), Regional College of Management (RCM), Bhubaneswar has re-constituted an Internal Committee (IC) w.e.f. 09-01-2026 to inquire into the complaints of sexual harassment of female employees and girl students of the institute.</p> <p>The IC comprises of the following members:</p>

vii.	Establishment of Committee for SC/ST	<p>Formation of Committee for SC/ST As per the All-India Council for Technical Education (AICTE) Approval Process Handbook for Establishment of Committee for SC/ST (As per the Scheduled Castes and the Scheduled Tribes (prevention of Atrocities) act, 1989, No. 33 OF 1989, dated 11.09.1989), a Committee for SC/ST has been re-constituted for Regional College of Management w.e.f. 13-03-2026 with the objective of the welfare of the SC/ST students and staffs. The main aim of the Committee is to monitor the guidelines issued by the Ministry of HRD, the University Grants Commission and by the Government of Odisha from time to time. The Committee ensures the effective implementation of the reservation policies in the college admission to students in various courses of studies, accommodation in the hostels, appointments to the teaching and non-teaching posts. The purpose of this Committee is to monitor the admission of students and the recruitment of teaching and non-teaching staffs at various levels. Its function is also to help the SC/ST categories to integrate with the mainstream of the college community and to remove difficulties, which they may be experiencing. The committee comprises of following members:</p>
viii.	Internal Quality Assurance Cell (IQAC)	Pursuant to the instruction communicated vide Notice no. BPUT-III-CD/19/2024/3211, dated: 07-05-2024, the internal Quality Assurance Cell (IQAC), UGC Guidelines for the creation of IQAC and AICTE, APH 2024-27 is hereby constituted under the Chairmanship of Dr. Pritam Pal, Director in order to provide a quality education and research environment at the Regional College of Management (a Unit of Regional College of Management Trust) for the academic Year 2025-26 with effect from 13-03-2026.
ix	Equal Opportunity facilities Cell	The EOC With the objective of making it Disabled Friendly There is a separate room for aids and appliances. Two toilets with complete modern facilities for the differently abled users have also been provided. It has the responsibility of initiating constructive programmes for ensuring equal accessibility
	18.6 Programmes	MBA & MCA
	i. Name of Programmes approved by AICTE	MBA & MCA
	ii. Name of Programmes Accredited by NBA	MBA 2003 -2006 & 2009-2012
	iii. Status of Accreditation of the Courses	In progress
		<p>NBA accreditation from 7th May 2003 for 3 years, vide F. No. NBA/ACCR-155/2003 dated 20th May 2003 NBA accreditation from 17th September 2009 for 3 years, vide F. No. NBA/ACCR-155/2003 dated 17th September 2003.</p>

	iv. Total number of Courses	Two
	v. For each Programme the following details are to be given (Preferably in Tabular form):	MBA & MCA
	a. Name	Master of Business Administration
	b. Number of seats	180
	c. Duration	Two Years
	d. Cut off marks/rank of admission during the last years	As per OJEE
	vi. Fee (as approved by the state government)	As per approval 2 Years MBA : INR 343000.00 (Three Lakh Forty-Three Thousand Rupees Only) 2 Years MCA : INR 249000.00 (Two Lakh Forty-nine Thousand Only)
	18.7 Faculty	30
	i. Course/Branch wise list Faculty members:	Annexure
	ii. Permanent Faculty	30
	iii. Adjunct Faculty	0
	iv. Permanent Faculty: Student Ratio	1:20
	18.8 Profile of Director/ Principal/ Faculty	Director 
	i. Name	Dr. Pritam Pal
	ii. Date of Birth	30-03-1977
	iii. Unique ID	1-9527528215
	iv. Education Qualifications	Ph. D
	v. Work Experience	22
	vi. Teaching/ Research/ Industry/ Others	15 years of Teaching 10 years Industry
	vii. Area of Specialization	Information Technology
	viii. Courses taught at Diploma/ Post Diploma/ Undergraduate/ Post Graduate/ Postgraduate Diploma Level	Postgraduate
	ix. Research guidance (Number of Students)	250

	x. No. of papers published in National/International Journals/Conferences	25																																																	
	xi. Master (Completed/Ongoing)	ME																																																	
	xii. Ph.D. (Completed/Ongoing)	Ph. D																																																	
	xiii. Projects Carried out	500																																																	
	xiv. Patents (Filed & Granted)	2																																																	
	xv. Technology Transfer	-																																																	
	xvi. Research Publications (No. of papers published in National/International Journals/Conferences)	20																																																	
	xvii. No. of Books published with details (Name of the book, Publisher with ISBN, year of publication, etc.)	2																																																	
18.9	Fee																																																		
i.	No. of Fee waivers granted with amount and name of students	--																																																	
ii.	Number of scholarships offered by the Institution, duration and amount	20																																																	
18.10	Admission																																																		
i.	Number of seats sanctioned with the year of approval	MBA-180, MCA-120 the year of approval 2025																																																	
ii.	Number of Students admitted under various categories each year in the last three years	<table border="1"> <thead> <tr> <th>Course</th> <th>AY</th> <th>Enrolled</th> <th>Gen</th> <th>OBC</th> <th>SC</th> <th>ST</th> </tr> </thead> <tbody> <tr> <td>MBA</td> <td>2023-24</td> <td>111</td> <td>71</td> <td>35</td> <td>4</td> <td>1</td> </tr> <tr> <td>MCA</td> <td>2023-24</td> <td>29</td> <td>08</td> <td>20</td> <td>0</td> <td>1</td> </tr> <tr> <td>MBA</td> <td>2024-26</td> <td>175</td> <td>161</td> <td>0</td> <td>9</td> <td>5</td> </tr> <tr> <td>MCA</td> <td>2024-26</td> <td>39</td> <td>27</td> <td>0</td> <td>1</td> <td>1</td> </tr> <tr> <td>MBA</td> <td>2025-27</td> <td>174</td> <td>154</td> <td>0</td> <td>15</td> <td>3</td> </tr> <tr> <td>MCA</td> <td>2025-27</td> <td>37</td> <td>36</td> <td>0</td> <td>1</td> <td>0</td> </tr> </tbody> </table>	Course	AY	Enrolled	Gen	OBC	SC	ST	MBA	2023-24	111	71	35	4	1	MCA	2023-24	29	08	20	0	1	MBA	2024-26	175	161	0	9	5	MCA	2024-26	39	27	0	1	1	MBA	2025-27	174	154	0	15	3	MCA	2025-27	37	36	0	1	0
Course	AY	Enrolled	Gen	OBC	SC	ST																																													
MBA	2023-24	111	71	35	4	1																																													
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MCA	2024-26	39	27	0	1	1																																													
MBA	2025-27	174	154	0	15	3																																													
MCA	2025-27	37	36	0	1	0																																													
iii.	Number of applications received during last year for admission under Management Quota and number admitted	No Management Quota																																																	
18.11	Admission Procedure	As per OJEE																																																	

i.	Mention the admission test being followed, name and address of the Test Agency/State Admission Authorities and its URL (website)	Odisha Joint Entrance Examination Committee conducted Entrance Tests for admission into various Technical and Professional courses running in different Government and Private Institutes / Universities of the State for the academic year 2025-26.
ii.	Number of seats allotted to different Test Qualified candidate separately (AIEEE//JEE/ CET (State conducted test/ University tests/ CMAT)/ Association conducted test etc.)	85% OJEE 15% all India XAT, CAT, MAT, CMAT
iii.	Calendar for admission against Management quota seats:	No Management Quota
iv.	Last date of request for applications	The examination conducted by OJEE Odisha as per Govt. Norms
v.	Last date of submission of applications	The examination conducted by OJEE Odisha as per Govt. Norms
vi.	Dates for announcing final results	The examination conducted by OJEE Odisha as per Govt. Norms
vii.	Release of admission list (main list and waiting list shall be announced on the same day)	The examination conducted by OJEE Odisha as per Govt. Norms
	viii. Date for acceptance by the candidate (time given shall in-case be less than 15 days)	The examination conducted by OJEE Odisha as per Govt. Norms
ix.	Last date for closing of admission & starting of the Academic session	The examination conducted by OJEE odisha as per Govt.Norms
x.	The waiting list shall be activated only on the expiry of date of main list	The examination conducted by OJEE odisha as per Govt.Norms
xi.	The policy of refund of the Fee, in case of withdrawal, shall be clearly notified	As per AICTE Norms
18.12	Criteria and Weightages for Admission	As per Odisha JEE
i.	Describe each criterion with its respective weightages i.e. Admission Test, marks in qualifying examination etc.	As per OJEE REQUIREMENT OF SUBJECTS AND MINIMUM MARKS FOR ADMISSION TO DIFFERENT COURSES MBA GENERAL 50% SC, ST 45% BACHELOR'S DEGREE IN ANY STREAM

ii.	Mention the minimum Level of acceptance, if any	As per OJEE REQUIREMENT OF SUBJECTS AND MINIMUM MARKS FOR ADMISSION TO DIFFERENT COURSES MBA GENERAL 50% SC, ST 45% BACHELOR'S DEGREE IN ANY STREAM
iii.	Mention the cut-off Levels of percentage and percentile score of the candidates in the admission test for the last three years	As per OJEE choice locking
iv.	Display marks scored in Test etc. and in aggregate for all candidates who were admitted	As Per OJEE
18.13	List of Applicants List of candidates whose applications have been received along with percentile/percentages core for each of the qualifying examination in separate categories for open seats. List of candidates who have applied along with percentage and percentile score for Management quota seats (merit wise)	All admission is done at OJEE level
18.14	Results of Admission Under Management seats/Vacant seats	All admission made from OJEE
i.	Composition of selection team for admission under Management Quota	All admission made from OJEE
ii.	List of candidates who have been offered admission	All admission made from OJEE
iii.	Waiting for list of the candidates in order of merit to be operative from the last date of joining of the first list candidate	As per OJEE
18.15	Information of Infrastructure and Other Resources Available	Infrastructure and Other Resources
i.	Number of Classrooms and size of each	66 sqm 10 nos
ii.	Number of Tutorial rooms and size of each	33 sqm 4 nos

iii.	Number of Laboratories and size of each	2 nos 66 sqm
iv.	Number of Computer Centers with capacity of each	2 nos 66 sqm
v.	Central Examination Facility, Number of rooms and capacity of each	10 nos 60 capacity
vi.	Online examination facility (Number of Nodes, Internet band width, etc.)	240
vii.	Barrier Free Built Environment for disabled and elderly persons	Yes
viii.	Fire and Safety Certificate	Yes
ix.	Hostel Facilities	Yes
x.	Number of Library books/e-books/ Titles/Journals available (Programme-wise)	Total Number of Titles: 18200 Total Number of Books: 40794
xi.	List of online National/International Journals subscribed	Delnet, E-Magazine
xii.	National Digital Library (NDL) subscription details	Yes
xiii.	List of Major Equipment/Facilities in each Laboratory/ Workshop	240 computers with latest software
xiv.	List of Experimental Setup in each Laboratory /Workshop	60 setups 4 Lab
xv.	Innovation Cell	Yes
xvi.	Social Media Cell	Yes
xvii.	Compliance of the Academic Bank of Credit (ABC), applicable to PGCM/ PGDM Institutions and University Departments	As per University guidelines
xviii.	To upload the respective short video (1-2 min) of Infrastructure and facilities available w.r.t the courses in the website	Enclosed

xix.	Games and Sports Facilities	For Outdoor Sports College has a tie up with Kaling Stadium for various outdoor games like Cricket, Football and other sports activity. On the campus, we have a Table Tennis, Badminton Chess, Carom board, and other such interesting sports.			
xx.	Teaching Learning Process	Teachers make a course plan. At the beginning of academic session, they break the course content into modules and make the teaching plan accordingly. The teaching plan helps to know in details the position to be covered in each class alongwith prescribed text and case studies. Regarding teaching, learning and evaluation as well as academic calendar throughout the year, all these activities are provided in the Prospectus and supplied to the students at the beginning of academic year. All courses use the pedagogical mix. Around 60% of the course contents are covered through lecture-presentation methods. About 20% of the courses are delivered through interactive modes of teaching such as games, quiz, cases, presentation, etc. Remaining 20% are project assignment to students for which faculty guidance is provided.			
		<p>At RCM, in order to impart best knowledge, classroom sessions, exercises, project studies, role plays, case studies, simulation games, brainstorming sessions, software applications, presentations are used as methods of teaching. Through these methods, we endeavor to generate and encourage more creative and innovative thinking in our students.</p> <p>In order to supplement the theoretical knowledge with practical inputs, regular industrial exposure is made available through industrial visits and sharing of practical experiences with professionals from the industry/corporate world. We believe that theory without practice is like letters without spirit. But we also, believe that practice without theory is doing without knowing. Our teaching is thus, based on the principle that both theory and practice are essential for complete understanding.</p>			
xxi.	For each Post Graduate Courses give the following:				
xxii.	Title of the Course	MBA & MCA			
xxiii.	Laboratory facilities exclusive to the Post Graduate Course	Sl. No.	Laboratory Nomenclature	Sitting Capacity	Plinth Area in sq. m.
		1	AB (B)-203/CLB	60	88.26
		2	AB (B)-204/CLB	60	85.94
		TOTAL		120	174.20
18.16	Enrolment and placement details of students in the last 3years	Program	MBA 2022-23	MBA 2023-24	MBA 2024-25
		Enrolment	65	111	175
		Placement	60	89	69

18.17	List of Research Projects/Consultancy Works	Attached
18.18	MoUs with Industries	5 nos

Faculty Members' details for MBA:

Sl. No.	Name of the Faculty	BPUT Reg. ID	University (Highest Degree Obtained)	Date of Joining in this Institution	Name of the Department	Designation at the time of joining the Institution
1	Dr. Manas Ranjan Debata	T240624723	PhD	01-03-2023	MBA	Professor
2	Dr. Itishree Devi	T230624704	PhD	05-04-2018	MBA	Professor
3	Dr. Sarat Kumar Lenka	T250624704	PhD	03-07-2025	MBA	Professor
4	Dr. Janendra Kumar Routray	T250624705	PhD	28-07-2025	MBA	Associate Professor
5	Dr. Ajit Kumar Kar	T250624712	MBA	11-09-2025	MBA	Associate Professor
6	Dr. Manoj Kumar Satapathy	T240624707	PhD	01-02-2024	MBA	Associate professor
7	Binodgopal Mukherjee	T250624715	PGDBM	01-12-2025	MBA	Associate professor
8	Dr. Pragyan Paramita Das	T175247020	PhD	01-09-2016	MBA	Assistant Professor
9	Sujat Kumar Panda	T230624712	MBA	01-08-2022	MBA	Assistant Professor
10	Dikshya Debadarsini	T240624706	MBA	01-02-2024	MBA	Assistant Professor
11	Prajnya Paramita Pradhan	T240624702	MBA	01-02-2024	MBA	Assistant Professor
12	Soumyalin Santy	T240624719	M.Com	16-07-2024	MBA	Assistant Professor
13	Aditi Mitra	T240624721	MBA	14-09-2024	MBA	Assistant Professor
14	Dr. Susmita Das	T240624724	PhD	16-10-2024	MBA	Assistant Professor
15	Abhijeet Sharma	T250624701	MBA	24-03-2025	MBA	Assistant Professor
16	Shyama Shivani Mishra	T250624708	Master Of Arts	28-07-2025	MBA	Assistant Professor
17	Anubhav Panigrahi	T250624709	MBA	28-07-2025	MBA	Assistant Professor
18	Meenakshi Bhalotia	T250624713	B.Com	01-08-2025	MBA	Assistant Professor
19	Priyadarsini Dip	T250624710	M.Phil	14-08-2025	MBA	Assistant Professor
20	Rituparna Mishra	T250624714	Master Of Arts	05-12-2025	MBA	Assistant Professor
21	Satyanath Mohapatra	T250624717	MBA	12-03-2026	MBA	Assistant Professor

Sl. No.	Name of the Faculty	BPUT Reg. ID	University (Highest Degree Obtained)	Date of Joining in this Institution	Name of the Department	Designation at the time of joining the Institution
22	Subhrajita Swain	T250624716	MBA	15-04-2026	MBA	Assistant Professor
23	Niharika Nitishree Guru	T240624703	M.Phil	15-02-2024	MBA	Assistant Professor
24	Adit Patra	T230624713	MBA	01-07-2021	MBA	Assistant Professor

Faculty Members Details For MCA:

Sl. No.	Name of the Faculty	BPUT Reg. ID	Highest Degree	Date of Joining in this Institution	Name of the Department	Designation at the time of joining the Institution
1	Dr. Pritam Pal	T230624701	PhD	03-03-2020	MCA	Professor
2	Dr. Shradha Padhi	T240624720	PhD	21-08-2024	MCA	Professor
3	Saud Hussain	T240624708	BE, ECE	05-09-2023	MCA	Associate Professor
4	Hitesh Kumar Kar	T230624707	BE, CSE	16-08-2022	MCA	Associate Professor
5	Mrutyunjaya Dash	T240524722	MCA	14-09-2024	MCA	Assistant Professor
6	Suryamani Biswal	T175247019	MCA	01-07-2016	MCA	Assistant Professor
7	Sisira Kanta Padhi	T080524708	MCA	14-10-2022	MCA	Assistant Professor
8	Ronali Mohanty	T230524716	MCA	05-12-2022	MCA	Assistant Professor
9	Manas Ranjan Nayak	T230524719	M. Tech	15-07-2023	MCA	Assistant Professor
10	Abhisek Sahoo	T240624725	M.S. In Data Science	01-11-2024	MCA	Assistant Professor
11	Lalit Kumar Kar	T250624703	B. Tech	07-04-2025	MCA	Assistant Professor
12	Sasmita Mahapatra	T250524703	M. Tech	01-12-2025	MCA	Assistant Professor
13	Purbesh Swain	T250524704	B. Tech	10-12-2025	MCA	Assistant Professor

Research Facility created by Faculty and Students

Research Facilities:

RCM creates excellent infrastructure, E-Library and laboratories, Computer center, software, and equipment for faculty members and students. A facility is provided for both Faculty members, students, and research associates to implement research-based projects under the guidance of HOD & Dean. It can be utilized by MBA and MCA students extensively for their project and research work.

RCM encourages students to join their faculty members at laboratories, centers, studios, libraries, and other facilities. Here you can satisfy your intellectual interests and start your independent research already as an post graduate student. Besides, you can choose to join Ph. D course in university, department, or faculty research.

These resources help to train a new generation of students who can dive into experiential work to pursue their ideas. Using a strong technical base and transferring their knowledge, students and faculty members can have a global impact and make the Nation a better place.

The institution supports an interdisciplinary approach to challenges. This helps to establish a single vision and set common goals among faculty members and students who participate in research.