

## UNIVERSITY GRANTS COMMISSION BAHADUR SHAH ZAFAR MARG NEW DELHI-110 002

Proforma for submission of information by State Private Universities for ascertaining their norms and standards

#### A. Legal Status

1.1	Name and Address of the University	ASBM University, Shiksha Vihar, ASBM University P.O., Bhola (Chandaka), Bhubaneswar, Odisha Pin:754012		
1.2	Headquarters of the University	Bhubaneswar (Odisha) (Same as above)		
1.3	Information about University  a. Website b. E-mail c. Phone Nos. d. Fax Nos.  Information about Authorities of the University  a. Ph. (including mobile), Fax Nos. and e-mail of President  b. Ph. (including mobile), Fax Nos. and e-mail of Vice-Chancellor	www.asbm.ac.in info@asbm.ac.in 0674-2374801 to 4805 0674-2374900  Dr. Biswajeet Pattanayak Ph: 0674-2374810; 94370 42542 E-mail: president@asbm.ac.in  Prof. Ranjan Kumar Bal Ph: 0674-2374837; 9437077178 E-mail: vicechancellor@asbm.ac.in		
	<ul><li>c. Ph. (including mobile), Fax Nos. and e-mail of Registrar</li><li>d. Ph. (including mobile), Fax Nos. and e-mail of Finance Officer</li></ul>	Air Cmde G K Patnaik, VSM (Retd) Ph.: 0674-2374821; 8763125113 E-mail: registrar@asbm.ac.in  Mr. Surya Pratap Sarangi Ph.: 0674-2374864; 7008217580 E-mail: finance@asbm.ac.in		
1.4	Date of Establishment	26th September, 2019 vide Notification No. 19914-HE-FE1B- Policy-0013/2017/HE dated 26.09.2019 of Government of Odisha – Published in The Odisha Gazette Extraordinary No. 1858 dated 26.09.2019 (Copy enclosed – Annexure 1)		

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1.5	Name of the So University (Informati	ciety/Trust	ASBM Trust, Bhubaneswar	
	following format) (Copy of the register enclosed)			Copy of the registered Trust Deed is enclosed (Annexure 2)
1.6	Composition of the S	Society/Trust	Detailed composition of the Trust is	
	Name Address	Occupation	Designation in the Society/Trust	enclosed as Appendix - I
	(Details to be provid	ed in Appen	dix-l)	
1.7	Whether the members in other Board of Governo please provide details	Societies/Tr	usts or in the anies? If yes,	Yes
	Name Address of the member	Name of the society/ trust	Designation in the Society/Trust	
	(Details to be provid	ed in <b>Appen</b>	dix-II)	Details are provided in Appendix-II
1.8	Whether the promotin promoting/ runn Educational Instituted details in the following	ning any ot tion? If yes ng format: -	her University/ s, please give	NO
	Name of the University  Educational Institut  (Details to be provided)	ion		
1.9	Whether the promo in promoting/runni educational?  If yes, please give format:-	ting society/t ng activitie	rust is involved s other than	NO
	Name of the Organisation  (Details to be provided)	led in Annan	Activities	

1.10	Act and Notification under which established (copy of the Act & Notification to be enclosed)  Enclosed	ASBM University has been established and incorporated under The ASBM University, Odisha Act 2019 (Odisha Act 4 of 2019) and has been notified by Government of Odisha vide Notification No. No.9431–I-Legis-12/2019/L. dated 12.09.2019. The Act has been published in The Odisha Gazette Extraordinary No. 1749 dated
		12.09.2019. (Copy enclosed Annexure – 3)  The University has come into force on 26.09.2019, vide Notification No. 19914-HE-FE1B-Policy-0013/2017/HE dated 26.09.2019 of Government of Odisha, published in The Odisha Gazette Extraordinary No. 1858 dated 26.09.2019 (Annexure – 1)
1.11	Whether the University has been established by a separate State Act?	Yes; The University has been established by a separate State Act, viz. The ASBM University, Odisha Act, 2019 (Odisha Act 4 of 2019) – (Annexure 3)

#### **Organization Description** B.

2.1	Whether Unitary in nature (as per the UGC Regulation)	YES
2.2	Territorial Jurisdiction of the University as per the Act	State of Odisha
2.3	Details of the constituent units of the University, if any, as mentioned in the Act	In terms of Section 4 (ix) of The ASBM University, Odisha Act, 2019 (Odisha Act 4 of 2019), the university has established five schools located in a single campus namely, School of Business, School of Accountancy, School of Information System, School of Liberal Arts and School of Law.

2.4	Whether any off-campus centre(s) established?  If yes, please give details of the approval granted by the State Government and UGC in the following format:  a. Place of the off-campus  b. Letter No. & date of the approval of State Government  c. Letter No. & date of the approval of UGC  (Details to be provided in Appendix-V)	NO
	(Disease attack attacted convert the approval)	
2.5	(Please attach attested copy of the approval)  Whether any off-shore campus established? If yes, please give details of the approval granted by the Government of India and the host country in the following format:-	NO
	<ul> <li>a. Place of the off-shore campus</li> <li>b. Letter No. &amp; date of the approval of Host Country</li> <li>c. Letter No. &amp; date of the approval of Government of India</li> </ul>	
	(Details to be provided in <b>Appendix-VI</b> )  (Please attach attested copy of the approval)	
2.6	Does the University offer a distance education programme? If yes, whether the courses run under distance mode are approved by the competent authority? (Please enclose attested copy of the course-wise approval of competent authority)	NO
2.7	Whether the University has established study centre(s)? If yes, please provide details and whether these study centers are approved by the competent authority of the University and UGC?	NO
	(Details to be provided in <b>Appendix-VII</b> )  (Please enclose attested copy of the approval from the competent authority)	

### C. Academic Activities Description

#### 3. Academic Programmes

3.1	Details of the programmes permitted to be offered by Gazette Notification of the State Government and its reference  (Details to be provided in Appendix-VIII)	As per Section Odisha Act, 201 provide acaden branches of Management, La and Training and fit.  Reference - G dated 12 <sup>th</sup> Septe Odisha - Details	9, the University nic and resear learning waw, Education, d in other fields azette Notificatember 2019 of	y is permitted to och facilities in which include Skill Education as it may deem tion No. 1749, Government of
3.2	Current number of academic	Acade	emic Year - 202	22-23
	programmes/ courses offered by the University	Programme	Sanctioned Intake	Actual Enrolment
	(Details to be provided in	UG		
	Appendix-IX)	BBA (H) (3 Years)	60	60
		BBA – ECOM (3 Years)	30	11
		B. COM (H) (3 Years)	60	33
		BCA (3 Years)	60	37
		BA – ENG (3 Years)	30	18
		PG		
		MBA	60	26
		MBA – AGRI	30	08
		MBA – WP	30	07
		MA - ENG	30	05
		PH.D.		
		Ph.D. – MGMT	15	04
		Ph.D. – COMMERCE	10	01

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3.3	Whether approvals of relevant statutory council(s) such as AICTE, BCI, DEC, DCI, INC, MCI, NCTE, PCI, etc. have been taken to:	The above-offered programmes do not require approvals from any statutory council.
	a. Start new courses b. To increase intake	
	If yes please enclose copy of approval and give course- wise details in the following format:-	
	Name of Statutory Whether the course council approval taken	
	(Details to be provided in <b>Appendix-X</b> )	
3.4	If the University is running courses under distance mode, please provide details about the students enrolled in the following format: -	Not Applicable
	Name of the Study offered students Centre enrolled	
	(Details to be provided in Appendix-VII)	
	(Please enclose copy of the course- wise approval of the competent authority)	
3.5	Temporal plan of academic work in the University – Semester system/ Annual system	Semester System
3.6	Whether the University is running any course which is not specified under Section 22 of the UGC Act, 1956? If yes, please give details in the following format:-	NO
	<ul><li>a. Name of the course(s)</li><li>b. Since when started</li><li>c. Whether the University has applied for permission from UGC?</li></ul>	
	(Details to be provided in Appendix-XI)	

#### 4. Student Enrolment and Student Support

4.1 Number of students enrolled in the University for the academic year 2022-23 according to regions and countries (Please give separate information for main campus and off-campus/off-shore campus)

Particulars		No. of students from the same State where the University is located	No. of students from other States	No. of NRI students	No. of oversea student excludi		Grand Total
					Foreign Students	Person of Indian Origin students	
UG	М	67	30	0	0	0	97
	F	40	22	0	0	0	62
	Т	107	52	0	0	0	159
PG	М	21	04	0	0	0	25
	F	14	07	0	0	0	21
	Т	35	11	0	0	0	46
M.Phil.	M	-		-	-		104
	F	-		-	-	-	
	Т	-		-			-
Ph.D.	M	04	0	0	0	0	04
	F	01	0	0	0	0	01
	Т	05	0	0	0	0	05
Diploma	М	-		-	-	-	-
	F	-	-	-	-	-	-
	Т	-	-	-	-	-	-
PG Diploma	М				-	-	-
	F	-			-	-	-
	Т	-			-	-	-
Certificate	М		-	-	-	-	-
	F	-			-	-	-
	Т	- 1	-	-	-	•	-
Any Other	M	-			-	-	
(Pl. Specify)	F				-		-
	T	-		-	-	-	-

M- Male, F-Female, T-Total

4.2	Category-wise No	o. of				
	students		Category	Female	Male	Total
			SC	05	06	11
			ST	04	04	08
			OBC	10	29	39
			PH		2. 2	-
			General	65	87	152
			Total	84	126	210

### 4.3 Details of the two batches of students admitted

Particulars	Batch 1				Batch 2			
	Year of Entry – 2021				Year of Entry – 2022			
	UG	PG	PH.D.	Total	UG,	PG	PH.D.	Total
No. admitted to the programme	108	40	09	157	159	46	05	210
No. of Drop-outs  (a) Within four months of Joining  (b) Afterwards	-	-	-		01	01	-	02 01
No. appeared for the final year examination	final yea				ear for the n in 2024.			
No. passed in the final exam	appear in 2024	40	-	40				ear for the
No. passed in first class	E A E	39	-	39		,		

Does the University provide bridge/remedial courses to the educationally disadvantaged students? If yes, please give details

The students go through an orientation programme prior to the commencement of the course. In this orientation programme, the students are segregated based on their subjects taught in the last examination. Then, the University provides bridge/remedial courses on accounting, statistics, business mathematics, communicative English and computers during the first three weeks as per requirement.

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4.5	Does the University provide any financial help to the students from socially disadvantageous group? If yes, please give details	Yes. Students seeking financial support are provided assistance by the University. The list of beneficiaries is listed in <b>Annexure – 4</b> .  It does not include merit scholarship scheme which is mentioned in 7.11.
4.6	In case the University is running M.Phil/Ph.D. programme, whether it is full time or part time and whether these programmes are run as per UGC Regulations, 2009 on M.Phil/Ph.D.	The University offers Ph.D. programmes in Management and Commerce. The Ph.D. programmes are run as per UGC Regulations, 2009 on M.Phil/Ph.D.
4.7	Whether the University have a website? If yes please give the website address and whether the website is regularly updated?	The University has its own website (www.asbm.ac.in) and it is regularly updated.
4.8	How are the prospective students informed about the criteria for admission, rules & regulations, facilities available, etc?	The detailed information is disseminated in the following ways:  a) University website with regular updates on the admission process, rules, regulations, policies, facilities etc. b) Printed Information Bulletin. c) Advertisement in newspapers. d) Information on the social and digital media. e) Briefing about the university during counselling sessions.

4.17 Whether any grievance redressal mechanism is available in the University? If yes, please provide details about the complaints received against malpractices, etc in the University in the following format: -

Name of the	Complaint	Date of	Action taken
complainant	against	complaint	by the University

(Details to be provided in Appendix-XII)

Grievance redressal mechanism is available in the university in the following manner:

- a) Communication system and access to authorities at different levels for instant redressal of grievance
- b) Complaint Registers
- c) Grievance Redressal Committee to address unresolved grievances
- d) Ombudsman
- e) Anti-ragging committee as per the guidelines of UGC.
- f) Internal Complaints committee.

University has not received any complaint against malpractices.

# 5. Curriculum, Teaching Learning Process/Method, Examination/Evaluation System

5.1	Which University body finalized the curriculum? The composition of the body may be given. (Board of Studies, Academic Council, Board of Management)	The Academic Council finalizes and approves the curriculum on recommendations of the Board of Studies.  (The composition of the Academic Council is given in <b>Annexure - 5</b> )
5.2	What are the Rules/ regulations/procedures for revision of the curriculum and when was the Curriculum last updated?	Each School constitutes a Board of Studies Chaired by the Deans/Heads of the School with members from academia or professionals, according to the ASBM University First Regulations, 2020.  The Boards of Studies of the respective Schools, with the approval of the Academic Council, lay down the courses of study, including detailed curricula, syllabi and prescribed text and reference books.  The curriculum is revised through feedback received from students, faculty members, alumni, and industry professionals visiting the University, looking at the current market trends and suggested changes by the statutory authorities like UGC from time to time.  The University has updated its curriculum for the Schools as follows:  a. School of Business: 2019, 2020, 2021, 2022 and 2023.  b. School of Accountancy: 2019, 2021 and

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		2023.
		c. School of Information System: 2020, 2021, 2022 and 2023.
		d. School of Liberal Arts: 2019, 2020, 2021,
		2022 and 2023.
5.3	Whether approval of statutory bodies such as Board of Studies, Academic Council and Board of Management of the University has been taken to start	The Academic Council approves the courses/programmes to be offered by the University.
	various courses? If yes, please enclose extracts of the minutes.	Extracts of Minutes of the Meeting of Academic Council – <b>Annexure</b> – <b>6</b>
5.4	Furnish details of the following aspects of curriculum design: Innovation such as modular curricula Inter/multidisciplinary approach	The curriculum includes core courses, elective courses, inter-disciplinary courses, internship programme, Subject of Independent Study, Live Virtual Project, Business Sector Analysis and Research Paper Analysis. Emphasis is given on case analysis and presentation with multi-disciplinary approach to sharpen the analytical and decision-making ability of the students.
		Interdisciplinary
		The students have the option of studying interdisciplinary courses on research methodology, business ethics, business laws, entrepreneurship, management information systems, etc.
		Modular Approach
		It is essential that students have the option to specialise further and pursue other fields given the abundance of interaction opportunities within the sectors. The curriculum is designed to meet this demand by giving a selection of courses available through the electives.
		Flexible Approach
		Subject of Independent Study
		Independent study gives an opportunity for MBA students to explore in-depth subjects of special interest to them. It is anticipated that their individual study will allow them to delve deeper into a topic of interest and go beyond what is covered in the syllabus. It gives students the chance to show that they are capable of being independent learners. The interested students choose a subject, work under a faculty guide and submit a dissertation for evaluation.
9		Specialisations:
		The University offers Subject Electives and Open Electives in MBA. A student can opt for dual (24 credits each) or single (48 credits)

specialisation in the following areas.

- Human Resource Management
- Finance Management
- Marketing Management
- Operations, Logistics & Supply Chain Management
- Business Analytics

Additionally, MBA students are given an opportunity to select 8 credits from Open Electives.

Similarly, the University offers specialisation courses in other courses.

#### Internship

The internship is an integral part of the MBA and BBA curriculum as it allows the students to relate their classroom learning to the ground realities of industry. The MBA students undertake an internship for two months during the summer and other UG students undertake it for one month. Details in **Annexure** – 7.

#### **Business Sector Analysis**

Analysis of different business sectors and the relevant skills are a part of the MBA curriculum. Specific industry is assigned to groups of students to analyse the past trends, demand-supply mechanism, competitive scenario, recent developments and future outlook. The process is completed in Semester — III- and evaluated based on seminar presentation.

#### Live Virtual Project

In addition to internship projects, MBA students work on live virtual projects to understand the problems faced in real life by business houses and to find solutions to those problems. The Academic & Examination Office shortlists different companies that provide opportunities for live projects and notify it to the students. The students individually register with the company and work on the project directly under the guidance of the company and also the concerned organisation.

#### Finishing School

The ASBM Finishing School, a unique venture of ASBM University, offers the Power Packed Personality and Employment Grooming Module (3 PEGM) to build the foundation for a fulfilling life. Its personality development courses instill a sense of confidence, and thereby motivate the students to surge ahead. Training in soft skills fine-tunes their attitudes,

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	examination based or practical-based)	framework the progre prescribed UG and I Internal examination examination The pape component and 50% and end-s non-practic and end- weightage The Universe System Assessme on the base	o20. The United of continuous and course. The experimental part of the students of the students of the second of t	evaluation idents throwaluation is set is basefest, End if Quiz and having a htage of 2 for internal nations. In aminations we respectione Absolutional UG dual paper ter on, the	to assess bughout a tructure of ed on the I-semester d Practical practical 20%, 30%, practical respect of e internal carry a vely.  e Grading courses. It is shall be marks so
		10-Point s follows: Marks Secured from 100	Absolute Grade	Letter Grade	Grade Point
	Alternative Action	90-100	Outstanding	0	10
		80-89	Excellent	A+	9
		70-79	Very Good	A	8
		60-69	Good	B+	7
		50-59	Fair	В	6
		40-49	Pass	С	5
		Below 40	Fail	F	0
5.8	What methods of evaluation of answer scripts does the University follow? Whether external experts are invited for evaluation?  Mention the number of malpractice cases reported during the last of	examination the Con evaluation sanctity in centralized answer s scripts is faculty me scripts a students a and impar	Inswer books on section under troller of Extra to maintain evaluation. The extra trollers. Then, the decoded are decoded are trollers are decoded are trollers are decoded are trollers. Then, the decoded are trollers are are tro	er the sup- xamination confident e University ystem for valuation of concerned he evaluat and show nsparency	ervision of s before ciality and y follows a evaluating of answer d teaching ed answer n to the for a fair
	cases reported during the last 3 years and how they are dealt with.	during the	last 3 years are	e as tollows	5.

		Academic Year	No. of Cases	Action Taken	
		2020-21	NIL	•	
		2021-22	10	Reduction	
		2022-23	18	of marks	
		examination	s of malp were repo	oractice case rted to the Co	
		along with the	f the Cont e malpract n by the if any, w	troller of Exar tice report, exp candidate a vere placed b	planation, and other
		allegation(s) opportunity to case, includ	by gion the studing a pe Disciplinar	nittee inquired ving a re lents to prese ersonal hearing y Committee	easonable nt her/his ng. After
5.10	Does the University have a continuous internal evaluation system?	internal evalua. Internal conducted the marks	lation syst Assessmed d at near s secured	follows a comment.  ent Test: Interidentical interior in the test(s) considered.	nal test is rvals and
		without intervals	prior noti	uizzes are conce at near in view the concentration.	identical
		course whether	d in the instructor it would b	ne assignm lesson plan , clearly s pe worked ou y or in groups.	by the specifying ut by the
5.12	How are the question papers set to ensure the achievement of the course objectives?	examination learning. The learning outco at the beginn through the which is pr	to assess students omes, and ing of the detailed le rovided to per cover	id down guide in the level of are informed levaluation particular semester. This esson plan do each study es entire sylexity.	f student regarding arameters is is done ocument, ent. The
5.13	State the policy of the University for the constitution of the board of question paper setters, board of examiners and invigilators	setting quest The Controlle to all the con	tion paper er of Exam ocerned co ecific guid	(s) are responsion for the examinations commourse instructors related ers.	mination. nunicates ors, along

				faculty	member		nations appoin gilators with the ancellor.		
5.14	conduct announce Substant	of exa ement iate with d	time-bound are aminations and of results? etails of dates of	The details of dates of examinations and announcements of results for the last 3 years are as follows:					
	results fo	r the last 3	announcement of years. Details to ollowing format:-	Year	Sem.	Date of exams	Date of announcement of results		
	Year	Date of exams	Date of announcement of	2020-	Odd (PG)	20.01. 21 - 01.02. 21; 08.03. 21 - 17.03.21	18.03.2021 30.04.2021		
		CAUTIO	results	2020- 21	Odd (UG)	01.03.21 - 05.03.21	30.04.2021		
				2020-	Even (PG)	03.06.21- 14.06.21; 03.06.21 - 09.06.21	17.08.2021 09.09.2021		
				2020-	Even (UG)	03.06.21 -	11.09.2021		
				2021-	Odd (PG)	03.02.22 – 11.02.22; 17.02.22 – 24.02.22	31.03.2022 01.04.2022		
				2021-	Odd (UG)	06.12.21 – 10.12.21	20.01.2022		
				2021-	Even (PG)	25.05.22 - 09.06.22; 02.06.22 - 10.06.22	23.06.2022 27.07.2022		
				2021-	Even (UG)	11.04.22 – 18.04.22	02.06.2022		
	116			2022- 23	Odd (PG)	30.11.22 – 12.12.22;	04.02.2023		
				2022	Odd	04.01.23 – 12.01.23 – 04.01.23 –	23.02.2023		
				2022- 23 2022-	(UG)	10.01.23	20.05.2023		
				23	Even (PG)	26.04.23; 17.04.23 – 28.04.23	14.06.2023		
				2022-	Even (UG)	18.04.23 - 26.04.23	20.05.2023		

#### D. Admission Process

6.1	How are students selected for admission to various courses? Please provide faculty-				ission process			
	wise info		icasc provi	de lacuity-	Program	Entry Through	Weightage	
					School of Business			
	a. Thi	ough speci	al entrance	BBA (H)	10 & +2 marks	100%		
	b. Thr	ough interv		BBA - ECOM	10 & +2 marks	100%		
			ination of the	MBA	10, +2 & Graduation marks	25%		
		given to the			Score/ Percentile in CAT/MAT/ XAT/C-MAT /ATMA	35%		
						GD & PI	30%	
					Sports & Professional experience	5%		
						Gender Diversity	5%	
						Accountancy		
						10 & +2 marks	100%	
						Information Sys	tem	
						10 & +2 marks	100%	
						School of Liberal Arts		
					BA-ENG	10 & +2 marks	100%	
					MA- ENG	Graduation in English	100%	
6.2	Whether the University is admitting students from national level entrance test or state level entrance test? If yes, please provide following details:-				Yes. T below:	he details a	are tabulated	
					Name of the National/si te level	No. of students admitted	% of students from the total	
	Name of the	No. of students	% of students	Remarks	entrance exam		admitted	
	National/st	admitted	from the		MAT	03	9%	
	ate level entrance		total admitted		OJEE	06	18%	
	exam				ASBMUEE	25	73%	
5.3		Jniversity i	rocedure is website an		Yes			

6.4			ails of the e in all the cours		discipline for reser BBA (He	Bachelor with 50% ved categorons.) – Pae) with a labove.	and abov ry) ss in 10+	e (45% -2 (any
					BBA – E	ECOM - Pa e) with a		,
						(Hons.) – P e) with a Labove.		
					marks 50 BA (EN	Pass in 10+ 0% and abo G) - Pas te marks 45	ove. s in 10+	-2 with
					MA (EN	G) – Grad gregate m	uation in	English
					profession equivale with at less or its endergree institution assessmagency	which ed or au	gree d Master's arks in ag grade 'B' or an equ reign edu dited b d accre is ap	degree gregate in the uivalent cational y an editation proved,
6.5	reservati	University on/ relaxatio ase provide d	Yes.  As per the provision of Section 6 of the ASBM University, Odisha Act 2019, the University provides reservation of fifty-per centum of seats for the students of Odisha					
	Category No. of students provided for reservation and	Remarks	subject	to satisfying standards for	ng the m	inimum		
			preparation in respect of actual enrolment		Category	No. of students admitted	% of quota provided for reservati	Remark s
							on and preparati on in respect of actual enrolmen t	
					Odisha Domicile	144 out of 210	50%	68.57% in actual

6.6	for admiss	sion in the	ement quota is e University? tails in the	If yes,	NO
	Total No. of Seats (Course- wise)	No. of Total students admitted	No. of students admitted under Management quota	% of students admitted under management quota	
6.7			nission policy rd to NRI and		No admission of NRI/ and overseas students. The policy will be developed as and when necessary.

#### E. Fee Structure

7.1	Present Course-wise fee structure of the University	The Fee Structure for all academic programmes is as given in the <b>Annexure-8</b> .
	(Please provide head-wise details of total fee charged)	
7.2	Any other fee charged by the University other than the fee displayed in the UGC website (e.g. Building Fee, Development Fee, Fee by any name, etc.)	NO.
7.3	Whether fee structure is available on the University website and in the prospectus?	Yes.
7.4	Whether fee is charged by the University as per fee structure displayed in the University website and in the prospects or some hidden charges are there?	Fee is charged as per the fee structure displayed in the website (https://www.asbm.ac.in/admissions/fees-structure/) and in the information bulletin. There is absolutely no hidden charges.
7.5	Mode of Fee collection	The fee is collected mostly through demand drafts and online bank transfers.
7.6	Whether University is providing any concession in fee to students? If yes, please provide details.	Yes. As a special measure, a few deserving students who are unable to pay the fees are given fee concessions. (Details in <b>Annexure-4</b> )
7.7	Details of the Hostel Fee including mess charges	Hostel fee including mess charges are as under:     PG - Rs 1,96,745/- for two years towards accommodation, electricity, mess and all other facilities.     UG - Rs 3,08,925/- for three years towards
		accommodation, electricity, mess and all othe facilities.

7.8	Any other fee	Transportation charges for day scholars who avail the University transportation facility.
7.9	Basis of Fee Structure	In terms of Clause of 34 of ASBM University First Regulation 2020, the President of the University constitutes a fee structure committee comprising the following members, namely:
		<ul> <li>a) A retired judiciary officer not below the rank of Chief Judicial Magistrate or a senior Chartered/ Cost Accountant or a former Vice-Chancellor of a university of the Vice Chancellor of ASBM University, who shall be the Chairperson of the Committee;</li> </ul>
		b) Two eminent educationists;
		c) One eminent person representing industry or civil society;
		d) One Chartered Accountant or Cost Accountant, if the Chairperson is not a chartered accountant or a cost accountant;
		e) The Vice-President;
		f) The Pro-Vice-Chancellor;
		g) The Finance Officer, who shall be the Member-Convenor.
		The tenure of the office of members of fee structure committee other than the ex-officio member is of one year.
		This committee examines and suggests the fee structure for all admissions to different courses and programmes.
		The recommendation of the Fee Structure Committee is approved by the Board of Governors of the University.
7.10	Whether the University has received any complaint with regard to fee charged or fee structure? If yes please give details about the action taken.	NO.

20

7.11 Whether University is providing any scholarship to students? If yes, please provide details.

Yes.

The following schemes for award of scholarship to the meritorious students:

Scheme - I: Scholarship for the students of MBA programmes

Regular full-time students of ASBM University for MBA students satisfying the eligibility criteria for admission at ASBM University, and secure minimum 60% marks or equivalent CGPA in 10th, 12th and graduation (all three). Amount of the scholarship of is Rs. 1,00,000.

Scheme - II: Scholarship for students of all programmes other than MBA and Ph.D.

Regular full-time students of ASBM University satisfying the eligibility criteria for admission to the specific programme at ASBM University and secure minimum 60% marks or equivalent CGPA throughout. Amount of scholarship is 20% of the Academic fee of the concerned programme.

The list of beneficiaries is attached as Annexure - 9

#### Faculty

8.1 Total no. Sanctioned and fill up posts (Institution	100000						1	
		Dept.	Professor		Associate Pro	ofessor	Assistant Pro	ressor
	wise and Department- wise)		Sanctioned	Filled	Sanctioned	Filled	Sanctioned	Filled
		School of Business	6	6	1	1	8	8
		School of Accounta ncy	2	2	0 -	0	4	4
		School of Informatio n System	1	1	1	1	2	2
		School of Liberal Arts	0	0	0	0	6	6

and Department-wise)

(Details are provided in Appendix-XIII)

Dept	Name of the Teacher	Designation	Age	Educational Qualifications (whether qualified as per UGC Regulations)	Teaching experience in years	Date of appointment	Whether full time or part time	Regular or ad- hoc	Scale of pay	No. of publications

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8.3	Category-wise No. of				
	Teaching Staff	Category	Female	Male	Total
		SC		02	02
		ST		-	-
		OBC	01	01	02
		PH	-	-	-
		General	11	16	27
		Total	12	19	31

# 8.4 Details of the permanent and temporary faculty members in the following format

Particulars	Female	Male	Total
Total no. of permanent teachers	12	19	31
No. of teachers with Ph.D. as the highest qualification	09	15	24
No. of teachers with M.Phil as the highest qualification	02	-	02
No. of teachers with PG as the highest qualification	01	04	05
Total no. of temporary teachers	-	-	-
No. of teachers with Ph.D. as the highest qualification	-	-	-
No. of teachers with M.Phil as the highest qualification	-	-	-
No. of teachers with PG as the highest qualification	-	-	-
Total no. of part-time teachers	-/ ,	-	-
No. of teachers with Ph.D. as the highest qualification	-	-	-
No. of teachers with M.Phil as the highest qualification	-	_	-
No. of teachers with PG as the highest qualification		-	
Total No. of visiting teachers	-	-	-

8.5	Ratio of full-time teachers to part-time/contract teachers	At present all are full-time teachers.
faculty newspapers and thro		The faculty positions are advertised in leading newspapers and through the University website. A copy of the advertisement is given in <b>Annexure - 10</b> .
	-Whether advertised? (pl. attach copy of the ad)  -Whether selection committee	Recruitment to all posts in the University is on the basis of merit and is filled through open advertisement. The eligibility norms, selection process and composition of
	was constituted as per the UGC Regulation?	



8.7	Does the University Follow self-appraisal method to evaluate teachers on teaching, research and work satisfaction? If yes, how is the self-appraisal of teachers analysed and used? Whether:-  Self Appraisal Evaluation Peer Review Students evaluation Others (specify)	Yes. The University has a self-appraisal system in force for the teachers as per clause 2.13 of the ASBM University Humar Resource Policy 2020. This has been devised as per the UGC guidelines. The performance of the teachers is reviewed at the end of each academic year which forms the basis for their career growth. The KRA of the faculty members for the next year is decided mutually by the concerned faculty member and the Reviewing Authority during the appraisal meeting. Thus, the faculty members have a say in deciding their KRA.  Further, release of increment depends on 'Good' grading in Sections I and II of the self-appraisal report, Membership of at least one reputed professional body, Publication of at least one research paper in UGC CARE/ Scopus/ABDC journal and 'Good' grading in KRA as per clause 2.14 of the HR Policy Manual, 2020.  The self-appraisal format is given in Annexure – 11.  There is a student evaluation system in place that is being undertaken after completion of each paper. The feedback is analysed and communicated to the teachers. The student feedback format is given in Annexure – 12.				
8.8	Institution-wise and Department-wise teacher- student ratio (only full-time	Schools of	No. of Faculty	No. of Students	Ratio 1:18	
	faculty)	School of Accountancy	6	80	1:14	
		School of Information System	4	46	1:11	
		School of Liberal Arts	6	37	1:6	
8.9	Whether the University is providing UGC Pay Scales to the Permanent Faculty? If yes, please provide the following details:- Scale of Pay with all the allowances	to the permanent faculty members: es,  Professor – Rs 37,400/ Rs 67,000/- (with GP, DA 8 HRA)				
	Assistant Professor – Rs 15,600/- – Rs 39100/- GP, DA & HRA)  Associate Prof  Assistant Prof. –  Assistant Prof. –  Rs 15,600/- – Rs 39100/- GP, DA &HRA)  Personal Allowance, EPF (staff) and PPF (fa contribution.					
	Mode of Payment – (Cash/Cheque)	Mode of Payme	nt - By Credi	t to the Bank	Account	

8.10	Pay/Remuneration Provided to:-	Not Applicable
	Part-Time Faculty – Temporary Faculty- Guest Faculty –	
8.11	Facilities for teaching staff (Please provide details about Residence, Rooms, Cubicles, Computers/Any other)	Individual air-conditioned furnished office; individual computer system with unrestricted internet facility; individual landline telephone. Faculty and non-teaching staff were provided with HRA and accommodation for some essential staff.

#### G. Infrastructure

9.1	Does the University have sufficient space for Land & Building?	Yes. The University has 20.100 Acre of land along with built-up area of approximately 28,547 sq. mtrs.
9.2	Does the University have sufficient class rooms?	Yes.
9.3	Laboratories & Equipment (Details to be provided in Appendix-XIV and Appendix-XV)	Details are given in Appendix XIV
a)	Item Description (make and model)	-
b)	Location (Department)	-
c)	Value (Rs.)	-
d)	Present Condition	-
e)	Date of Purchase	-
9.4	Library	
a)	Total Space (all Kinds)	10,000 sq. ft.
b)	Computer / Communication facilities	The e-library has sixteen computers, one printer and a reprography facility.
c)	Total no. of Ref. Books (Each Department)	The University has a central library with 30,143 reference books out of which 23,639 are in hard copies and 6,504 are e-books.
d)	All Research Journals subscribed on a regular basis	The University subscribes to 125 journals (hard copies) and 21,746 e-journals through J Gate. The details are in <b>Annexure – 13</b> .

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9.5	Sports Facilities	In the University, the following sports facilities are available:
	(Details to be provided in Appendix-XVI)	Badminton     Volley Ball
		3. Indoor games such as Table Tennis, Chess, and Caroms
		4. Gymnasium
		5. Dance studio
a)	Open Play Ground(s) for outdoor sports (Athletics, Football, Hockey, Cricket, etc.)	Volleyball court and Badminton court
b)	Track for Athletics	No
c)	Basketball courts	No
d)	Squash / Tennis Courts	No
e)	Swimming Pool (Size)	No
f)	Indoor Sports Facilities including Gymnasium	Yes
g)	Any other	Indoor game equipment; Carom, TT and Chess; Dance studio.
9.6	Does the University has provision for Residential Accommodation including hostels (boys & girls separately)	Yes. The University has provision for separate hostels for boys and girls inside the campus.

## H. Financial Viability

10.1	Details of the Endowment Fund created by the University	Details of the University as	he Endowment s follows:	Fund crea	ted by the
	Amount –	Account Number	Amount (Rs.)	Date of Opening	Date of Maturity
	FDR No. Date -	511353710 000130	5,00,000/-	22.11.22	07.01.25
	Period –	511353710 000131	1,25,00,000/-	22.11.22	07.01.25
	(Documentary evidence to be given)	511353710 000139	1,78,215/-	24.11.22	09.01.25
		511353710 000140	1,24,29,267/-	24.11.22	09.01.25
		511353710 000141	1,23,87,043/-	25.11.22	10.01.25
		511353710 000142	1,23,37,874/-	28.11.22	13.01.25
		511353710 000176	12,43,515/-	26.10.23	29.11.24
		Total	5,15,75,914/-		

10.2	Financial position of the University (please provide audited income and expenditure statement for the last 3 years)	The audited income and expenditure statement for the last 3 years is given in <b>Annexure – 15</b> .
10.3	Source of finance and quantum of funds available for running the University (for last audited year)  Fees — Donations — Loan — Interest — Any other (pl. Specify) —	As per the last audited year 2022-23:  Fees – Rs. 6,64,98,314.78/- Interest – Rs. 32,97,764/- Other Income – Rs. 12,96,187.20/- Donations – NIL Loan - NIL
10.4	What is the University's 'unit cost' of education? (Unit cost = total annual expenditure (budget accruals) divided by the number of students enrolled) Unit cost calculated excluding the salary component may also be given	Unit Cost = Rs. 1,46,315.80/- (including salary component)  Unit Cost = Rs. Rs.1,11,157.83/- (excluding salary component)

## I. Governance System

# 11. Organization, Governance and Management

11.1	Composition of the statutory bodies of the University (please give names, profession & full postal address of the members and date of constitution):- Governing Board Executive Council Board of Management Academic Council Finance Committee Board of Studies Others	the Universit constituted:  a. Board of Go b. Academic Co. Boards of So d. Finance Co	Council tudies
110	(Details to be provided in Appendix-XVII)		
11.2	Dates of the meetings of the above bodies held during the last 2 years	Statutory Body	Date (s) of Meeting
	(Enclose attested copy of the minutes of the meetings)	Board of Governors	16.12.2021 20.03.2022 19.09.2022 11.02.2023 16.09.2023

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Board of Studies – School of Business	27.11.2021 15.10.2022 07.01.2023 04.09.2023
Board of Studies – School of Accountancy	27.11.2021 15.10.2022 07.01.2023 04.09.2023
Board of Studies – School of Information System	27.11.2021 14.10.2022 07.01.2023 04.09.2023
Board of Studies – School of Liberal Arts	27.11.2021 15.10.2022 07.01.2023 05.09.2023
Academic Council	15.12.2021 02.03.2022 15.10.2022 09.01.2023 09.09.2023
Finance Committee	15.12.2021 17.03.2022 15.09.2022 10.02.2023 09.09.2023
Copies of the meetings are Annexure – 16	

11.3	What percentage of the members of the Boards of Studies, or such other academic committees, are external? Enclose the guidelines for BOS or such other Committees.	The percentage of external members in various bodies is given below –  1. Board of Governors - 54%  2. Academic Council – 22%  3. Board of Studies of School of Business – 33.3%  4. Board of Studies of School of Accountancy – 33.3%  5. Board of Studies of School of Information System – 33.3%  6. Board of Studies of School of Liberal Arts – 43%  7. Finance Committee - 14%  Copy of the ASBM University, Odisha Act, 2019 providing for different bodies is enclosed as Annexure – 3.
11.4	Are there other strategies to review academic programmes besides the academic council? If yes, give details about what, when and how often are such reviews made?	<ul> <li>The Deans/Heads of the Schools oversee the program's academic components continuously and collaborate closely with the teachers and students on an ongoing basis. They deal immediately with immediate issues.</li> <li>Faculty Council: An internal body comprising of all faculty members, the Pro-Vice Chancellor, the Vice-Chancellor and chaired by the President. The body meets regularly and takes up for discussion relevant items (like the courses, grading and assessment systems, student and faculty feedback etc.), pertaining to the academic programmes.</li> <li>For all new courses, the course content is internally reviewed within the Schools before being placed before the academic council for final approval.</li> </ul>

#### Research Profile J.

12.1 Faculty-wise and Department-wise information to be provided in respect of the following: -

- A. Student Teacher Ratio
- B. Class Rooms
- C. Teaching labs
- **D.** Research labs (Major Equipments)
- E. Research Scholars (M.Tech, Ph.D., Post Doctoral Scholars)
- F. Publications in last 3 years (Yearwise list)
- G. No. of Books Published
- H. Patents
- I. Transfer of Technology
- J. Inter-departmental Research (Interdisciplinary)
- K. Consultancy
- L. Externally funded Research Projects
- M. Educational Programmes Arranged

School-wise information in respect of the different schools is enclosed as Annexure -

#### K. Misc.

#### 13. **Details of Non-Teaching Staff**

Details of Non-Teaching Staff 13.1

Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained Yes/No If yes, Details

(Details are provided in Appendix-XVIII)

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13.2	Summary of the Non-Teaching				
	Staff	Particulars	Female	Male	Total
		Administrative Staff			
		Group A	_	02	02
		Group B	03	08	11
		Group C	03	09	12
		Group D	08	16	24
		Sub total	14	35	49
		Technical Staff			
		Group A	01		01
		Group B	-	02	02
		Group C Group D	- '	09	09
		Group D	03	01	04
		Sub total	04	12	16
		Grand Total	18	47	65
13.3	No. of Non-teaching staff				
	category wise	Particulars	Female	Male	Total
		SC	03	02	05
		ST	-	03	03
		OBC	06	13	19
		PH	-	-	
		General	09	29	38
		Total	18	47	65
13.4	Ratio of Non-teaching staff to students	1:8			
13.5	Ratio of Non-teaching staff to faculty	1:1			

#### 14. Academic Results

14.1 Faculty-wise and course-wise academic results of the past 3 years

S.No	Course	No. of Candidates appeared	Result
Acad	lemic Year 20	020-21	
1	MBA	51	Pass
2	BBA	25	Pass
3	B.COM	06	Pass
Acad	emic Year 20	)21-22	
1	MBA	48	Pass
2	BBA	36	Pass
3	B.COM	10	Pass
Acad	emic Year 20	22-23	
1	MBA	37	Pass
2	BBA	42	Pass
3	BBA- ECOM	03	Pass
4	B.COM	13	Pass
5	MBA-WP	03	Pass

#### 15. Accreditation

15.1	Whether Accredited by NAAC? If yes please provide the following details:			Not Eligible since the University is established on 26.09.2019	
	Date of Accreditation				
	Period	Period			
	Grade				
	CGPA				
	Grading	System Fo	ollowed		
15.2	Whether courses are accredited by NBA? If yes please provide course-wise details as under:-			Not Applicable.	
	S.No.	Course	Whether Accredited	Period of Accreditation	
15.3	Other Accreditations, if any				MBA programme is accredited by

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		Accreditation Council for Busines Schools & Programs (ACBSP), USA.
15.4	Any other information (including special achievements by the University which may be relevant for the University)	Achievements of the University are a follows:
		<ul> <li>Only University in the state to implement NEP 2020 for all the UG programmes.</li> </ul>
		<ul> <li>100% placement of the MBA students since 2008.</li> </ul>
h-A		<ul> <li>International recognition to the faculty members:</li> </ul>
		<ul> <li>Teaching Excellence award by ACBSP, USA to Dr. Smaraki Pattanayak and Dr. Phalgu Niranjana for the year 2023 and 2022 respectively.</li> </ul>
		<ul> <li>Education Leadership Award by World Education Congress to Prof. (Dr) Biswajeet Pattanayak, President &amp; Founder of the University.</li> </ul>
		<ul> <li>International collaboration for cohort exchange by James Cook University.</li> </ul>
		<ul> <li>Collaboration with professional body, NHRDN, to offer Master Programme in HRM &amp; LR.</li> </ul>
		<ul> <li>First university in the country to collaborate with ni-msme, Hyderabad to introduce MBA in MSME Management.</li> </ul>
		<ul> <li>First in the State to have a School of Liberal Arts.</li> </ul>
		<ul> <li>Rated A +++ in the Business India B-School survey 2022 which gives the University the 51<sup>st</sup> position in the country in the league of IIM, Tiruchirappalli.</li> </ul>
		<ul> <li>Unique Finishing School for skill development and employability.</li> </ul>
		Learning outcome test of students at the entry and exit level to ascertain the learning outcome.
		International recognition by Metropolitan State University, Minnesota, USA for having accepting our semester credits of

MBA programme for awarding their MBA degree.
<ul> <li>The University holds record from India Book of Records for conducting 51 webinars during the during the lockdown period.</li> </ul>
<ul> <li>Eco-friendly measures like a green campus, solar street lights, recycled water for gardening through Sewerage Treatment Plant, Portable water from atmosphere etc.</li> </ul>

## 16. Strength and Weaknesses of the University

16.1	Strengths of the University	<ul> <li>The University carries forward ASBM legacy of 17 years of excellence and innovation in management education and research.</li> </ul>
		<ul> <li>Founded and headed by an academician of repute – a former Professor of IIM – Lucknow, IIM – Indore and IIM – Mumbai.</li> </ul>
		<ul> <li>State-of-the-art green residential campus with all the amenities for the students to pursue their studies meaningfully and develop a holistic personality.</li> </ul>
		<ul> <li>This ACBSP accreditation has given ASBM University access to around 1200 university campuses throughout the world for student and faculty exchange as a part of ACBSP's Global Network.</li> </ul>
		<ul> <li>Faculty members are drawn from the best of industry and academia with backgrounds in institutions of national importance like IIM, IIT, NIBM, BIT etc. Those from academics bring with them academic rigor and conceptual lucidity, while those with industry experience bring their hands-on practice to the classroom.</li> </ul>
		<ul> <li>The ASBM Finishing School conducts the Power Packed Personality and Employability Grooming Module (3PEGM) for the students.</li> </ul>
		<ul> <li>Linkages and collaborations with professional bodies, National Institutes, and foreign universities.</li> </ul>
16.2	Weaknesses of the University	<ul> <li>New University, hence it will take some time to grow and get properly shaped.</li> </ul>
		<ul> <li>Campus is located in a rural area away from the city.</li> </ul>

#### Certificate

This is to certify that all the information provided above is true to the best of my knowledge and belief. The University will adhere to the rules, regulations and guidelines of the UGC, Central Government and relevant Statutory Council(s) and abide by all the provisions under the UGC Regulation.

The above information is also posted on the website of the University <a href="www.asbm.ac.in">www.asbm.ac.in</a>.

Signed and Sealed by the Head of the Institution

