

Poddar Business School
Ramchandrapura, Sitapura, Jaipur

Mandatory Disclosures

1. Name of the Institution

Poddar Business School, Ramchadrapura, Sitapura, Jaipur

Email id: poddarcollege@gmail.com

Ph: - 9214430541, 8769768970

2. Name and address of the Trust/ Society/ Company and the Trustees

PODDAR TRUST

SECTOR-7, SHIPRA PATH,

MANSAROVAR, Ph:- 9214430541

3. Name and Address of the Vice Chancellor/ Principal/Director

Vice Chairprson: - Mrs. Roopal Poddar

Jaipur Ph: -9214430541 director@poddarinstitute.org

Governance

Composition of the college governing council for the implementation of autonomy

S. No.	Name	Designation
1	Dr. Anand Poddar	Chairman/ Founder Trustee
2	Mrs. Roopal Poddar	Secretary
3	Mr. J.M. Joshi	Treasurer
4	Dr. Sunil Kakkar	Member
5	Mr. Prashant Sharma	Member
6	Mr. Yashas Poddar	Vice President
7	Mr. Vinod Kumar jain	Member
8	Mr. Yogesh Vijay	Member

Senior Teachers of the college nominated by the Director

Sl. No.	Name	Designation
1	Dr. Shiva Sharma	Head of Department, Poddar Business School

Member from education / industry nominated by the management

S. No.	Name	Designation
1	Prof. Anil Mehta	Professor, Banasthali University, Tonk, Jaipur Retd. Professor, University of Rajasthan, Jaipur

UGC Nominee: To be nominated by UGC

State Government nominee: To be nominated by State Government

Ex-officio member Dr. Shiva Sharma HoD, Poddar Business School, Jaipur

Academic Council

Sl. No.	Name	Position	Designation
1	Dr. Anand Poddar	Chairman	Founding Member
2	Dr. Shiva Sharma	Member Secretary	HoD, Poddar Business School
3	Dr. Nimit Gupta	Educationist	Professor, Poddar Business School
4	Dr. Swapna Shrimali	Educationist	Associate Professor, Poddar Business School
5	Dr. Sarita Choudhary	Educationist	Assistant Professor, Poddar Business School
6	Prof. Anil Mehta	Educationist	Prof. Banasthali University, Tonk Rajasthan
7	Dr. Kapil Khatter	Educationist	Associate Professor, Jagnnath University
8	Dr. Prachi Gupta	Educationist	Associate Professor, ITM Navi Mumbai, Kharghar
9	Prof. S. C. Joshi	Educationist	
10	Prof. M. M. Saxena	Educationist	
11	Prof. A. K. Goswami	Educationist	

Nature and Extent of Involvement of Faculty and Students in academic affairs/ improvements:

Governing Council, Student Development Cell, Academic Council, Internal Quality Assurance Cell, Discipline Committee have faculty and student's involvement in academic affairs /improvements.

Anti Ragging Committee:

S. No.	Name of the Committee Member	Role in Committee	Mobile Number
1	DR. NIMIT GUPTA	Chairman	9810955133
2	DR. SHIVA SHARMA	Faculty Member	8769768970
3	MR. TUSHAR BAJAJ	Fresher Student	7340302845
4	MR. PULKIT HARDASANI	Senior Student	7014892773
5	Mr. BHAIROON SINGH RATHORE	Parent Representative	8800217444
6	MS. POONAM PUNIA	Non-teaching Staff	8192809054
7	Shri Rajnarayan Sharma	External Civil Administration	9414584145
8	Shri Rajendra Tyagi	External Police Administration	9784000200
9	Umendra Dadhich	Local Media	9660653702
10	Purshottam	Local Media	8058258645
11	Sitaram Gupta	NGO Co Ordinator	9351569187
12	P. S. Tomar	Judge	7073331118

Grievance Redressal Committee in the Institution

Composition:

Chairperson

Dr. Saurabh Maheshwari, Director, Poddar Business School
Mobile: 9829203200; email: director@poddarinstitute.org

Members

- Senior Faculty Representative (Professor): Dr. Nimit Gupta
Mobile: 9810955133; email: nimit.gupta@poddarinstitute.org
- Senior Faculty Representative (Professor): Dr. Shiva Sharma
Mobile: 8769768970; email: shiva.sharma@poddarinstitute.org
- Faculty Representative: Dr. Swapna Shrimali
Mobile: 7665020042; email: swapna.shrimali@poddarinstitute.org
- One Student Representative: Mr. Piyush Agarwal
Mobile: 6377150314; email: pgdm24.piyushagarwal@poddarinstitute.org

Internal Complaint Committee (ICC):

Name	Profession	Mobile No	e-mail address	Designation	Gender
Dr. Swapna Shrimali	Presiding Officer	7665020042	swapna.shrimali@poddar institute.org	ASSOCIATE PROFESSOR	FEMALE
Ms. Roopal Poddar	Vice Chairperson	9214430541	director@poddarinstitute.org	Vice Chairperson	FEMALE
Dr. Nimit Gupta	Faculty Member	9810955133	nimit.gupta@poddarinstitute.org	PROFESSOR	MALE
Ms. Tripti Chamoli	Faculty Member	8302351506	tripti.chamoli@poddarinstitute.org	ASST PROFESSOR	FEMALE
Mr. Ramavtar Saini	Non-teaching Staff	7742727560	ramavtar.saini@poddarinstitute.org	Lab Assistant	MALE
Ms. Poonam Punia	Non-teaching Staff	8192809054	library_pbs@poddarinstitute.org	Librarian	FEMALE
Dr. Sarita Choudhary	Faculty Member	9928686110	sarita.choudhary@poddar institute.org	ASST PROFESSOR	FEMALE
Mr. Vishv Prajapati	Student Member	9024548977	pgdm25.vishvprajapati@poddarinstitute.org	Student	MALE
Mr. Dhruv	Student Member	7015919992	pgdm25.dhruv@poddarinstitute.org	Student	MALE
Ms. Khushi Maheshwari	Student Member	8560069637	pgdm25.khushimaheshwari@poddarinstitute.org	Student	FEMALE

Committee for SC/ST Members -

Date of Appointment	Name of the Committee Member	Profession	Associated with	Caste	Gender
25-02-2026	Dr. Sarita Choudhary	Asst. Professor	Poddar Business School	OBC	FEMALE
25-02-2026	Mr. Ajay Mahawar	Non-Teaching Staff	Poddar Business School	SC	MALE
25-02-2026	Ms. Garima Meena	Assistant Professor	Education	ST	FEMALE
25-02-2026	Dr. Swapna Shrimali	Assistant Professor	Poddar Business School	Gen	FEMALE
25-02-2026	Dr. Harsh	Professor	Education	ST	MALE

Establishment of Training and Placement Cell

S. No.	Name	Designation
1.	Mr. Omkar Ghosh	T&P Officer
2	Ms. Anuradha Ghosh	T&P Executive

Institution - Industry Cell

Name of the Member	Profession	Associated with	Mobile Number	e-mail address
Dr. NIMIT GUPTA	Chairperson	Poddar Business School	9810955133	nimit.gupta@poddarinstitute.org
Dr. SHIVA SHARMA	Coordinator	Poddar Business School	8769768970	shiva.sharma@poddarinstitute.org
Ms. TRIPTI CHAMOLI	Faculty Member	Poddar Business School	8302351506	tripti.chamoli@poddarinstitute.org
Dr. SARITA CHOUDHARY	Faculty Member	Poddar Business School	9928686110	sarita.choudhary@poddarinstitute.org
Mr. Ramavtar Saini	Support Staff	Poddar Business School	9785812355	ramavtar.saini@poddarinstitute.org
Dr. Deepak Gupta	Consultant Statistician & Data Analyst	Centre For Data Analysis, Research And Training	9413085030	cdartmail@gmail.com
Mr. Ravikant Sharma	Industry Lead, India	Gantner Infotec India Pvt Ltd	9983910333	Ravi.sharma@gmail.com
Mr. Rajneesh Jain	Gen. Manager	Rays Power	8890566555	Rajneesh.jain@rayspowerinfra.com
Mr. Himadri Sinha	Co-founder	Countrywide Learning Systems	9687620133	himadrisinha@gmail.com
Mr. Hemant Bhati	Director	Gunin Media	9829062967	info@clappingjoker.com
Dr. Ashish Sharma	Director and Researcher	A.S. Research Foundation	9828151123	Ashish.sharma@gmail.com

IQAC Composition

S. No.	Name	Designation	Category
1	Dr. Nimit Gupta	Professor	Chairperson
2	Dr. Anand Poddar	Chairman	Members from the Management
3	Mrs. Roopal Poddar	Vice Chairperson	Members from the Administration
4	Dr. Shiva Sharma	HoD	Coordinator of IQAC

5	Mr. Omkar Ghosh	Asst. Professor	Teachers' Representative
6	Prof. Kapil Khatter	Management Expert	Nominee from Local Society/Academic Community
7	Prof. Anil Mehta	Professor, Banasthali Vidyapith	Nominee from Local Society/Academic Community
8	Ms. Anushi Kothari	Alumni	Alumni Representative
9	Mr. Hemant Bhati	Founder, Gunin Media	Nominee from Industrialists/Stakeholders
10	Mr. Prafful Saxena	Assistant Professor	Teachers' Representative
11	Dr. Sarita Choudhary	Assistant Professor	Teachers' Representative
12	Mr. Harshpal Singh	Student Representative	Student Representative
13	Ms. Nikita Birla	Student Representative	Student Representative

**Programmes approved by AICTE – PGDM – Post Graduate Diploma in Management
PGDM**

Name	Post Graduate Diploma in Management
Number of seats	120
Duration	2 Years
Cut off marks/rank of admission during the last three years	50%
Fee	Rs. 6,95,000
Placement Facilities	Yes
Campus placement in last three years with minimum salary, maximum salary and average salary	MINIMUM Salary – 4.5 LPA, Maximum Salary- 15 LPA Average Salary – 8 LPA

FACULTY MEMBERS

Name	Date of Joining	Designation	Qualification	Email Address
Dr. NIMIT GUPTA	10/5/2024	PROFESSOR	PhD, MBA	nimit.gupta@poddarinstitute.org
Dr. SHIVA SHARMA	6/3/2023	ASST PROFESSOR	PhD, MBA	shiva.sharma@poddarinstitute.org
Ms. TRIPTI CHAMOLI	6/1/2023	ASST PROFESSOR	MBA	tripti.chamoli@poddarinstitute.org
Mr. SHARAT PAREEK	6/1/2020	ASST PROFESSOR	MBA	sharat.pareek@poddarinstitute.org
Dr. SWAPNA SHRIMALI	7/24/2023	ASST PROFESSOR	PhD, MBA	swapna.shrimali@poddarinstitute.org
Mr. SANJAY BAJAJ	10/2/2024	ASST PROFESSOR	MBA	sanjay.bajaj@poddarinstitute.org
Dr. SARITA CHOUDHARY	7/15/2024	ASST PROFESSOR	PhD, MBA	sarita.choudhary@poddarinstitute.org
Dr. VIBHA SONI	5/1/2024	ASST PROFESSOR	PhD, MBA	vibha.soni@poddarinstitute.org
Mr. PRAFUL SAXENA	7/1/2024	ASST PROFESSOR	MBA	praful.saxena@poddarinstitute.org
Dr. VAISHALI GUPTA	7/16/2025	ASST PROFESSOR	PhD, MBA	vaishali.gupta@poddarinstitute.org
Mr. OMKAR GHOSH	10/6/2025	ASST PROFESSOR	MBA, BTech	omkar.ghosh@poddarinstitute.org
Ms. KRITIKA MATHUR	7/5/2025	ASST PROFESSOR	MBA	kritika.mathur@poddarinstitute.org
Dr. DAVIS LAZARUS	8/2/2025	ASSOCIATE PROFESSOR	PhD, MBA	davis.lazarus@poddarinstitute.org

Admission Policy –

Number of seats sanctioned with the year of approval: PGDM 120; 2025 (latest)

Admission Procedure Admission through Direct Admissions. .

Criteria and Weightages for Admission 50% minimum in graduation with qualifying examination.

Information of Infrastructure and Other Resources Available

- Number of Class Rooms and size of each: PGDM 4 (Four)
- Number of Tutorial rooms and size of each: PGDM2 (Two)
- Number of Computer Centers with capacity of each: 2
 - 1- 60 seating
 - 2- 100 seating
- Central Examination Facility, Number of rooms and capacity of each Eight Rooms - 50 capacity each (offline exams)
- Online examination facility (Number of Nodes, Internet bandwidth, etc.)

For Online Examination, we have 100 nodes with an internet bandwidth of 100 MBPS
- Barrier Free Built Environment for disabled and elderly persons Yes
- Occupancy Certificate/ Completion Certification Yes
- Fire and Safety Certificate Yes
- Hostel Facilities No

- Number of Library books/ Titles/ Journals available (Programme-wise):

PGDM

Number of Titles - 828 Number of Volumes - 5815 No. of Journals - 17

List of online National/ International Journals subscribed – 12

- E- Library facilities Delnet and NDL National Digital Library (NDL) subscription details
subscribed Yes

Computing Facilities

- Internet Bandwidth 100 mbps
 - Number and configuration of system 100
- Special purpose facilities available (Conduct of online Meetings/Webinars/Workshops, etc.) Yes
- Facilities for conduct of classes/courses in online mode (Theory & Practical) Yes
- Innovation Cell - Yes
- Social Media Cell - Yes

List of facilities available

- Games and Sports Facilities - Yes
- Extra-Curricular Activities - Yes
- Soft Skill Development Facilities – Yes

Teaching Learning Process

- **Curricula and syllabus for the Programmes**

The Curriculum approved by AICTE is used for the program

- **Academic Calendar of the University**

Yes

For each Post Graduate Courses give the following: Title of the Course

Post Graduate Diploma in Management

Curricula and Syllabi

As per AICTE

List of Research Projects/ Consultancy Works

- Number of Projects carried out 09
 - Industry Linkage - Yes
- MoUs with Industries – 5
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LoA and subsequent EoA till the current Academic Year

Available and updated on website

Best Practices adopted, if any

The institute has introduced practices and developments to strengthen teaching, learning, and institutional functioning. In pedagogy, blended learning, certification courses from NPTEL, flipped classrooms, project-based learning, gamification techniques, and experiential methods have been adopted to improve classroom engagement and application of concepts.

Smart classrooms, AI-based learning support, and Learning Management Systems like Google classroom and ERP have been added to streamline content delivery and assessments.

Sustainability measures include solar installations, rainwater harvesting, waste reduction, and a shift toward paperless administration. Courses and activities on environmental awareness are now part of the academic routine. Skill development has been supported through certification programs in emerging areas, industry-linked projects, mandatory internships, and the establishment of an incubation center for entrepreneurial initiatives.

The institute has expanded global exposure through student exchange opportunities, virtual

international sessions, and foreign courses like London School of Digital Business. Student well-being and inclusion are addressed through counseling services, support activities, and regular fitness and wellness programs. Research and innovation are encouraged through interdisciplinary projects, funding support, hackathons, and problem-solving competitions. Community engagement has increased through service-learning, outreach drives, and collaborations with nearby communities. Continuous evaluation methods, peer assessment, micro-credentials, and short-term upskilling programs for students and alumni have also been introduced.

Dr. Shiva Sharma

HoD

Poddar Business School