



INSTITUTE OF ADVANCE EDUCATION & RESEARCH

Affiliated to Maulana Abul Kalam Azad University of Technology, West Bengal
MAKAUT Affiliated College Code: 288

MANDATORY DISCLOSURE

INSTITUTE OF ADVANCE EDUCATION AND RESEARCH





INSTITUTE OF ADVANCE EDUCATION & RESEARCH

Affiliated to Maulana Abul Kalam Azad University of Technology, West Bengal
MAKAUT Affiliated College Code: 288

18.1 Name of the Institution: ISNTITUTE OF ADVANCE EDUCATION AND RESEARCH

Address : Plot No 37, BLOCK – BHANGAR – II,NEWTOWN AA-III,KOLKATA (MEGA CITY),
SOUTH 24 PARGANAS-742502

Telephone: 800111000

Mobile: 800111000

E-Mail: admin@iaer.in

Website: www.iaer.ac.in

Name and address of the Trust/ Society/ Company and the Trustees:

Address : ISNTITUTE OF ADVANCE EDUCATION AND RESEARCH

Telephone: 800111000

Mobile: 800111000

E-Mail: info@iaer.in

Name and Address of the Principal/Director:

Address : AD -343 , Sector - I Salt Lake , Kolkata -7000 64

Telephone: 9830361323

Mobile: 9830361323

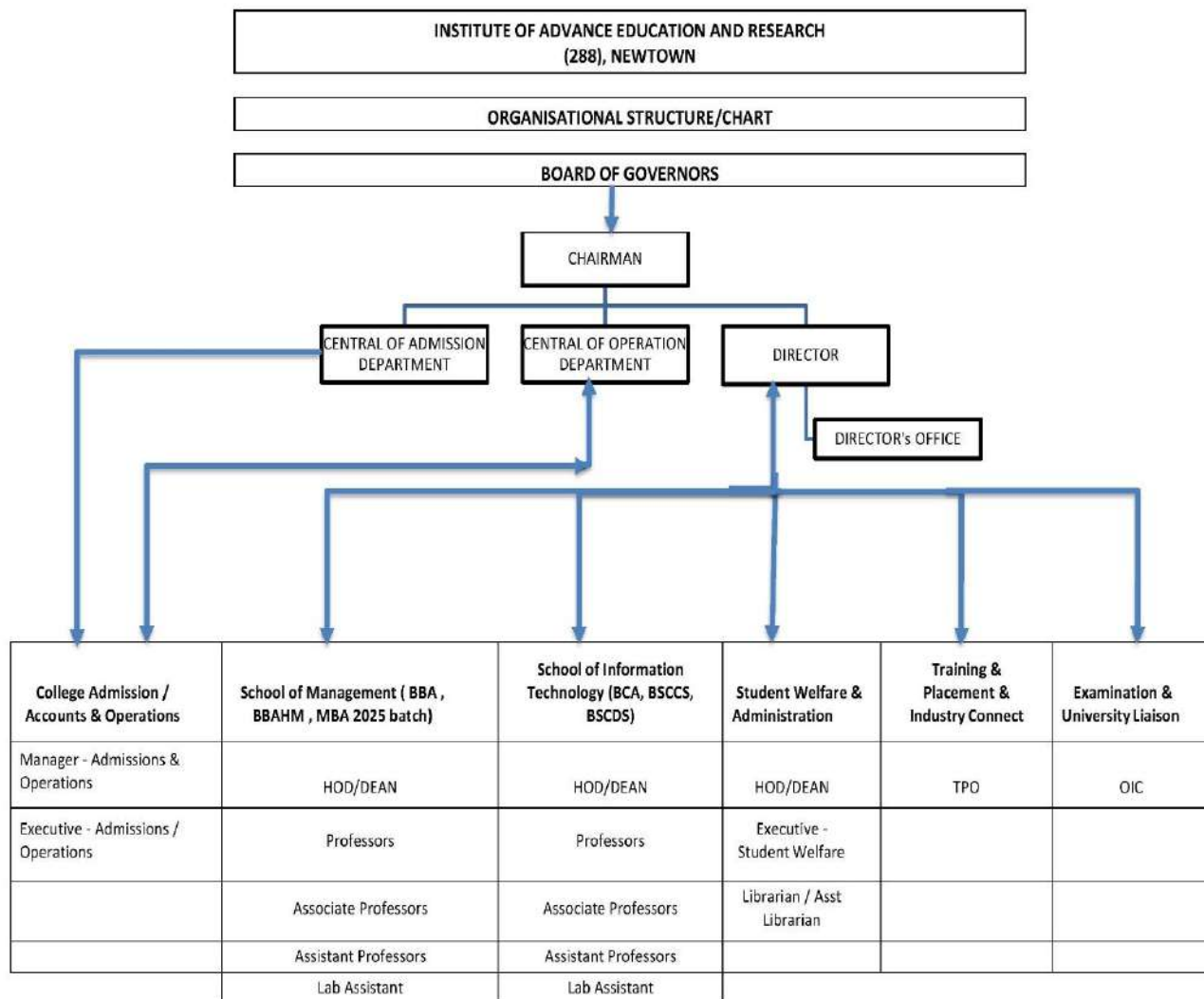
E-Mail: director@iaer.in

Name of the affiliating University: Maulana Abul Kalam Azad University of Technology, West Bengal

(Formerly Known as West Bengal University of Technology)

18.5 Governance

i. Organizational Chart



ii. Grievance Redressal mechanism for Faculty, staff and students



INSTITUTE OF ADVANCE EDUCATION & RESEARCH

Affiliated to Maulana Abul Kalam Azad University of Technology, West Bengal
MAKAUT Affiliated College Code: 288

NOTICE

Ref : IAER/DO/N3(b)/24

Dated :31st July '24

GRIEVANCE REDRESSAL MECHANISM

Introduction

In order to redress individual as well as collective grievances of the teaching and nonteaching staff of Institute of Advance Education & Research a grievance redressal mechanism has been devised.

What is a Grievance?

A Grievance may be any kind of discontent or dissatisfaction or negative perception, whether expressed or not, arising out of anything connected with college that a teaching and nonteaching staff thinks, or even feels, is unfair, unjust or inequitable.

The Grievances can be categorised under the following heads

- Academic
- Non-academic
- Discrimination
- Harassment
- Any other

NB : While this platform allows all teaching and nonteaching staff to voice their concerns in an open manner, it is imperative that the complainant exercises due diligence and care in deciding what he/she would qualify as a grievance that is serious enough to deserve the attention of this committee comprising of the Director , faculty and staff .

Composition of Grievance Redressal Cell for Teaching and Nonteaching Staff

Sr. No.	Name	Designation
1.	Dr. Arunava Narayan Mukherjee	Director
2.	Shri Ram Prasad Mukherjee	Dean -Administration & Student Welfare
3.	Smt .Sayani Chatterjee	Assistant Professor



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Objectives of Grievance Redressal Committee

- To provide a mechanism to address grievances of teaching and nonteaching staff
- To take measures to solve the problems faced by teaching and nonteaching


Process for addressing the Grievance

The aggrieved shall mail his/her grievance to wecareforyou@iaer.in which shall be acknowledged at the earliest. Measures taken to solve the issues faced by student teachers with a definite time frame of 14 days or earlier as per the gravity of the situation upon receipt of complaint. At this stage, based on the nature of the complaint and severity of its possible impact, the Director will take action to proceed on addressing the concerns while keeping the ethos of the institution.

Activities conducted by the Grievance Redressal Cell are

- Address the grievances of teaching and nonteaching staff
- Regularly checking and acknowledging grievance mail at the earliest
- Conduct Group as well as Personal Guidance / Counselling sessions
- Conduct regular Mentoring sessions
- Provide Personal Counselling sessions




Prof. (Dr.) Arunava Narayan Mukherjee
Director
Institute of Advance Education and Research

Copy to:

1. Dean (Academic Administration & Student Welfare)
2. All Course Coordinators / HoDs
3. All concerned members
4. Institute website
5. All Departments Notice Board
6. All Hostels
7. Director's office

Director
Institute of Advance Education & Research-(IAER)
Approved by AICTE, Affiliated to MAKAUT

IAER Campus : Plot No 36,37,356,357,401, BLOCK – BHANGAR – II, SOUTH 24 PARGANAS, KOLKATA.
Phone: +91 800 111 0000, Email: info@iaer.in, Website: www.iaer.in

iii. Establishment of Anti Ragging Committee



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NOTICE

Ref : IAER/DO/N1/24

Dated: 8th July '24

ANTI-RAGGING COMMITTEE

In pursuance to the Judgment of the Hon'ble Supreme Court of India dated 08.05.2009 in Civil Appeal No. gg7/2009, in exercise of the powers conferred by clause (g) of sub-section (1") of section 26 of the University Grants Commission Act, 1956, the UGC notified "Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009" and as per Government of WB notification No. 30(23)- SSS(A/CS/T)/2023 dated 14.08.2023 following committees are constituted which will become functional with immediate effect :

Sr. No.	Name	Designation	Role	Contact No.
1	Dr. Arunava Narayan Mukherjee	Director	Chairman	9830361323 / 9608933547
2	Inspector Tapas Das	IC, local Police Station	Member	9147889450
3	Shri Subham Sen	Assistant Professor of School of Information Technology	Member	7044145457
4	Smt. Sudeshna Chatterjee	Assistant Professor	Member	8210471453
5	Shri Somnath Koley	Assistant Professor of School of Information Technology & OIC	Member	7980561628
6	Dr. Shrabani Talukdar	Associate Professor & Dean - School of Health Science	Member	9830258091
7	Shri Biplab Sarkar	Chief Reporter / Chief of Bureau, Aajkaal , Kolkata	Representative of Local Media — Member	9830388885
8	Shri Biswajit Saha	Secretary, Manusher Pashe Thakar Angikar (NGO), Kolkata,	Representative of NGO- Member	9088980008
9	Soumyadeep Dey (BBA - 2023)	Student	Representative of year student — Member	6290511316
10	Kousambi Ganguly (BBA HM - 2023)	Student	Representative of year student — Member	9831448432

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11	Smt. Nivedita Sen	Academic Counsellor	Rep. of Non-teaching employee — Member	9230987415
12	Smt. Patralekha Banerjee	Member	Staff, Library — Member	9433866665

II ANTI RAGGING SQUAD

Sr. No.	Name	Designation	Contact No.	E-mail Id
1	Shri Ram Prasad Mukherjee	Dean - Administration & Student Welfare	7865029902	deanstudentwelfare@iaer.in
2	Smt. Ananya Mitra	Program Coordinator - Admission & Academic	9830010169	ananyamitra@iaer.in
3	Shri Sumon Bhattacharya	Sr. Manager - Admissions	6291334249	sumonbhattacharjee@iaer.in




Prof. (Dr.) Arunava Narayan Mukherjee
Director
Institute of Advance Education and Research

Representatives of parents, fresher students will be nominated in due course of time.
Copy to:

1. Dean (Academic Administration & Student Welfare)
2. All Course Coordinators / HoDs
3. All concerned members
4. Institute website
5. All Departments Notice Board
6. All Hostels
7. Director's office

Director
Institute of Advance Education & Research (IAER)
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iv. Establishment of Online Grievance Redressal Committee Mechanism



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Dated :31st July '24

GRIEVANCE REDRESSAL MECHANISM

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Composition of Grievance Redressal Cell for Teaching and Nonteaching Staff

Sr. No.	Name	Designation
1.	Dr. Arunava Narayan Mukherjee	Director
2.	Shri Ram Prasad Mukherjee	Dean -Administration & Student Welfare
3.	Smt .Sayani Chatterjee	Assistant Professor



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- Conduct regular Mentoring sessions
- Provide Personal Counselling sessions




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Director
Institute of Advance Education and Research

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v. Establishment of Grievance Redressal Committee in the Institution and Appointment of OMBUDSMAN by the University



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Dated : 31st July '24

STUDENT GRIEVANCE REDRESSAL COMMITTEE

As per the UGC guidelines (Gazette notification CG-DL-E-11042023-245095 dt 11 April 2023), the following Student grievance Redressal Committee (SGRC) has been constituted at Institute of Advance Education & Research, Kolkata which aims to look into the complaints lodged by any student and redress it as per requirement.

Sr. No.	Name	Designation	Contact No.	E-mail Id
1	Dr. Arunava Narayan Mukherjee	Chairperson	director@iaer.in	9830361323 / 9608933547
2	Shri Subham Sen,	Member	subham@iaer.in	7044145457
	Smt .Sudeshna Chatterjee	Member	sudeshnachatterjee@iaer.in	8210471453
	Smt .Sayani Chatterjee	Member	sayani@iaer.in	6293575319
3	Kausambi (BBA HM - 2023)	Student Representative	kausambiganguly@gmail.com	9831448432
4	University Nominated Ombudsperson	To Be Nominated by MAKAUT		




Prof. (Dr.) Arunava Narayan Mukherjee
Director
Institute of Advance Education and Research

Copy to :

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3. All concerned members
4. Institute website
5. All Departments Notice Board
6. All Hostels
7. Director's office

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vi. Establishment of Internal Committee (IC)

NOTICE

Ref: IAER/DO/N4/24

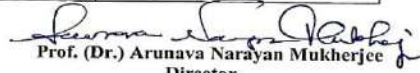
Dated: 2nd Aug '24

CONSTITUTION OF INTERNAL COMPLAINTS COMMITTEE (UNDER POSH ACT, 2013)

The following are appointed as the members of Internal Complaints Committee (ICC) under PoSH Act, 2013 with immediate effect

Sr. No.	Name	Role	E-mail Id
1	Dr. Arunava Narayan Mukherjee	Director (Chairperson)	director@iaer.in
2	Shri Ram Prasad Mukherjee	Dean (Academic Administration & Student Welfare) - Member (Non-teaching)	deanstudentwelfare@iaer.in
3	Smt .Saraswati Saha	Presiding Officer (Lady)	info@iaer.in
4	Shri Subham Sen	Member (Faculty Member)	subham@iaer.in
5	Smt .Sudeshna Chatterjee	Member (Faculty Member)	sudeshnachatterjee@iaer.in
6	Shri Biswajit Saha	External Member from NGO	sahari.biswa91@gmail.com
7	Shri Samata Pattanayak	Student Member	samatapattanayak91@gmail.com
8	Shri Surojit Paul	Student Member	surojit2063@gmail.com




Prof. (Dr.) Arunava Narayan Mukherjee
Director
Institute of Advance Education & Research

Copy to:

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vii. Establishment of Committee for SC/ST



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NOTICE

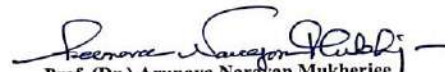
Ref : IAER/DO/N3(C)/24

Dated :31st July '24

COMMITTEE FOR SC/ ST

Sr. No.	Name	Designation
1	Dr. Arunava Narayan Mukherjee	Director
2.	Shri Ram Prasad Mukherjee	Dean Administration & Student Welfare
3	Shri Subham Sen	Assistant Professor
4.	Shri Somnath Koley	Assistant Professor
5.	Smt. Sayani Chatterjee	Assistant Professor




Prof. (Dr.) Arunava Narayan Mukherjee

Director
Institute of Advance Education and Research

Director
Institute of Advance Education & Research-(IAER)
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viii Internal Quality Assurance Cell



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NOTICE

Ref : IAER/DO/N1 (a)/24

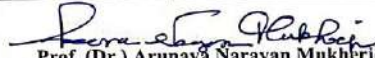
Dated: 8th July '24

Internal Quality Assurance Cell

Pursuant to the mandate of NAAC, Bengaluru, and pursuant to the necessity of forming an Internal Quality Assurance Cell as per the mandate of the UGC and other bodies governing higher education, the Internal Quality Assurance Cell of the College is being re-constituted with the following functionaries/members.

Sr. No.	Name	Designation	Role
1	Dr. Arunava Narayan Mukherjee	Director, IAER	Chairman
2	Shri Nirvik Saha	Director, ISHM	Member from Management
3	Shri Ram Prasad Mukherjee	Dean - Administration & Student Welfare	Senior Administrative Personnel
4	Dr. Shrabani Talukdar	Associate Professor & Dean - School of Health Science	Coordinator
5	Shri Subham Sen	Assistant Professor of School of Information Technology	Member
6	Shri Sudeshna Chatterjee	Assistant Professor	Member
7	Smt. Sayani Chatterjee	Assistant Professor School of Management	Member
8	Shri Bhaswata Sinha Roy	Former General Manager, WIPRO	Member (Representing Industry)




Prof. (Dr.) Arunava Narayan Mukherjee
Director
Institute of Advance Education and Research

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ix Equal Opportunity Facilities Cell



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NOTICE

Ref : IAER/DO/N3 (d)/24

Dated : 31st July '24

EQUAL OPPORTUNITY FACILITY CELL

Sr. No.	Name	Designation
1	Shri Ram Prasad Mukherjee	Dean Administration & Student Welfare
2	Smt . Sudeshna Chaterjee	Assistant Professor
3	Smt . Paulami Manna	Assistant Professor
4	Smt. Sayani Chatterjee	Assistant Professor
5	Smt . Saraswati Das	Administrative Staff
6	Smt . Nivedita Chaterjee	Academic Counsellor




Prof. (Dr.) Arunava Narayan Mukherjee
Director
Institute of Advance Education and Research

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Institute of Advance Education & Research-(IAER)
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NOTICE

Ref : IAER/DO/N5/24

Dated: 28th Aug '24

Following committees are constituted for the smooth functioning of the college. The committees will become functional with immediate effect.

Exam Committee

Sr. No.	Name	Designation	Contact No.	E-mail Id
1	Subham Sen	Assistant Professor	7044145457	subham@iaer.in
2	Somnath Koley	Assistant Professor & OIC	7980561628	somnathkoley@iaer.in
3	Sudeshna Chatterjee	Assistant Professor	8210471453	sudeshnachatterjee@iaer.in

Routine Committee

Sr. No.	Name	Designation	Contact No.	E-mail Id
1	Dr. Goswami	Professor	8918854425	drshatrajit@iaer.in
2	Subham Sen	Assistant Professor	7044145457	subham@iaer.in
3	Somnath Koley	Assistant Professor & OIC	7980561628	somnathkoley@iaer.in

Cultural Committee

Sr. No.	Name	Designation	Contact No.	E-mail Id
1	Dr. Talukdar	Associate Professor and Dean of Health Science	9830258091	drsrabani@iaer.in
2	Ananya Mitra	Academic counselor	9830010169	ananyamitra@iaer.in
3	Shatarupa Chakraborty	Admission counselor	9230988165	shatarupa@iaer.in



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Sports Committee

Sr. No.	Name	Designation	Contact No.	E-mail Id
1	Subham Sen	Assistant Professor	7044145457	subham@iaer.in
2	Somnath Koley	Assistant Professor & OIC	7980561628	somnathkoley@iaer.in
3	Monalisha Ghosh	Academic Counselor	8100997676	monalisha@iaer.in

Training & Placement Committee

Sr. No.	Name	Designation	Contact No.	E-mail Id
1	Ram Prasad Mukherjee	Dean-Administration and Student Welfare	7865029902	deanstudentwelfare@iaer.in
2	Suhita Guha Thakurta	Program Coordinator - Admission & Academic	8100997674	directorsoffice@iaer.in
3	Sayani Chatterjee	Assistant Professor	6293575319	sayani@iaer.in




Prof. (Dr.) Arunava Narayan Mukherjee
Director
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18.6 Programmes

Name of Programmes approved by AICTE: MBA, BBA and BCA

Name of Programmes Accredited by NBA: NA

Status of Accreditation of the Courses: NA

Total number of Courses: 03

The following course under the programme MANAGEMENT is given below.

Our Institute offers following Post-graduate and Undergraduate courses under the programme “MANAGEMENT” as per AICTE nomenclature and details are given below:

Name of Course	MASTERS IN BUSINESS ADMINISTRATION			
Number of Seats	60			
Duration	2 years			
Cut off marks/ rank of admission during the last years	Rank of admission	Rank of admission	Rank of admission	Rank of admission
	Yet to be initiated			



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Name of Course	BACHELOR OF BUSINESS ADMINISTRATION			
Number of Seats	240			
Duration	4 years			
Cut off marks/ rank of admission during the last years	Rank of admission	Rank of admission	Rank of admission	Rank of admission
	As per affiliating University norms			

Name of Course	BACHELOR OF COMPUTER APPLICATION			
Number of Seats	120			
Duration	4 years			
Cut off marks/ rank of admission during the last years	Rank of admission	Rank of admission	Rank of admission	Rank of admission
	As per affiliating University norms			



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Vi. Fee (as approved by the state government):

Details of fee, as approved by State Fee Committee, for the Institution

Fee structure for MBA- Yet to be initiated

Bachelor of Business Administration	
Course Fee INR	435000
Merit Scholarship	25000
Admission Fee	50000
1st Instalment	50000
2nd Instalment	50000
3rd Instalment	50000
4th Instalment	50000
5th Instalment	50000
6th Instalment	50000
7th Instalment	50000
8th Instalment	50000
Total Net Course Fee after Scholarship INR	410000

Bachelor of Computer Application	
Course Fee INR	435000
Merit Scholarship	25000
Admission Fee	50000
1st Instalment	50000
2nd Instalment	50000
3rd Instalment	50000
4th Instalment	50000
5th Instalment	50000
6th Instalment	50000
7th Instalment	50000
8th Instalment	50000
Total Net Course Fee after Scholarship INR	410000



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Name and duration of Programme(s) having Twinning and Collaboration with Foreign University(s) and being run in the same Campus along with status of their AICTE approval. If there is Foreign Collaboration, give the following details, if any: NA

Faculty

Branch wise list Faculty members:

MASTERS IN BUSINESS ADMINISTRATION: Yet to be initiated

BACHELOR OF BUSINESS ADMINISTRATION

Permanent Faculty

SL NO	NAME	QUALIFICATION	EXPERIENCE
1	Dr. Arunava Narayan Mukherjee	Ph.D. in HRD, MBA in HRM	20+
2	Ms. Shreenita Seal	MA IN ENGLISH	6+
3	Mr. Sourav Kundu	MA English	6+
4	Dr. Saibal Kumar Mukherjee	Ph.D. in Management, M.Sc in Economics	20+
5	Mr. Souvik Ghosh	M.Sc in Statistics	3+
6	Mr. Rajib Bhattacharyya	MCom	11+
7	Mr. Amit Nath	MBA in Finance	6+
8	Dr. TamalTaru Roy	Ph.D in Management, MBA in HRD & Marketing	20+
9	Dr. Srabani Talukdar	Ph.D.	16+
10	Mr.SarthakBasak	M.Sc.	1+
11	Mrs. Archita Roy Choudhury	M.Sc.	6+
12	Ms. Sudeshna Chatterjee	MHA	6+
13	Ms. Poulomi Manna	MHA	5+
14	Ms. Rashika Gogoi	MBA in Tourism & Travel Management	2+
15	Ms. Gitasree Bhattacharya	MAHTM	3+
16	Mr. Avishek Dutta	MBA (Human Resource Management)	3+
17	Mr. Sumanta Bhuti	Master in Aviation Hospitality & Tourism Management	3+
18	Mr. Sumitro Roy	MBA (Hotel Management & Tourism)	3+
19	Ms. Sayani Chatterjee	Post-Graduation Diploma in Management	4
20	Ms. Ruchika Ghosh	LLM	10+

Adjunct Faculty: NA

Permanent Faculty: Student Ratio: 1:15



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BACHELOR OF COMPUTER APPLICATION

Permanent Faculty

SL NO	NAME	QUALIFICATION	EXPERIENCE
1	Ms. Mihika Panchadhyay	M.Com	1+
2	Mr. Subham Sen	M. Tech	3+
3	Mr. Somnath Koley	MCA	1+
4	Ms. Satabdi Dhar	M. Tech	12+
5	Mr. Arnab Bhattacharyya	M. Tech	3+
6	Mr. Sudipta Sarkar	ME (CSE)	16+
7	Mr. Arnab Banik	M.Sc	1+
8	Mr. Rabindranath Chakraborty	M.Sc	5+
9	Mr. Subhankar Dey	M.Sc.	11+
10	Mr. Souvik Das	M.Sc	5+
11	Ms. Simran Bajaj	LLM	1+

Adjunct Faculty - NA

Permanent Faculty: Student Ratio: 1:15



INSTITUTE OF ADVANCE EDUCATION & RESEARCH

Affiliated to Maulana Abul Kalam Azad University of Technology, West Bengal
MAKAUT Affiliated College Code: 288

Director

Name: DR. ARUNAVA NARAYAN MUKHERJEE

Date of Birth: July 9th, 1971

Unique id: 2051 3288 8966

Educational Qualifications: B.A. (Hons.), L.L.B. (University topper), M.A.(LSW) (University topper),, MBA (Applied Human Resource Management) (1st Class), UGC NET , PGDPMIR (1st Class), PGDHRM, PhD in Work and Organisational Culture with Indian Council of Social Science Research (ICSSR) Fellowship from The University of Burdwan. West Bengal , Post Doctorate in the field of HRD from Indian Institute of Social Welfare & Business Management(IISWBM) , Kolkata (Recipient of gold medal for successful completion of Post-Doctoral Fellowship)

Work Experience:

Teaching: 20

Research: 2

Industry: 7

Others: 2 (Practised in the Hon'ble High Court, Calcutta as an Advocate and Attorney)

Area of Specialization: Social History, History of Organisation, Organisational Culture & Values, Work Culture, Social Trends and Social Behaviour, HRD, Industrial Relations

Courses taught at Diploma/ Post Diploma/ Under Graduate/ Post Graduate/ Post Graduate Diploma Level:

Organizational Behavior, Principles of Management, Human Resource Management, Human Resource Development , Strategic Human Resource Management, Labour Law , Business Communication and Social Science

Research guidance:

No. of papers published in National/ International Journals/ Conferences: 30

Master: 43

Ph.D.: completed 3 , currently supervising 2

Projects: a) A Detailed Market Survey of Industries Operating in West Burdwan District with Name of Power Utility – conducted on behalf of NSHM Business School Durgapur sponsored by India Power Corporation Limited

b) Initiated a Training Project titled “Customers Satisfaction Training for Retail Store Personnel- A Part of Ideal Work Culture Building Process following Service Profit Chain” at Spencer’s Retail Limited (RP-Sanjiv Goenka Group)



INSTITUTE OF ADVANCE EDUCATION & RESEARCH

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Patents: Nil

Technology Transfer: Had been i) Consultant/ Advisor to MPS Group of Companies, Kolkata ii) Resource person of State Labour Institute, Department of Labour, Govt. of West Bengal

Research Publications: 56

No. of Books published with details: 2 (one edited)

18.9 Fee

- i. **No. of Fee waivers granted with amount and name of students:** NA
- ii. **Number of scholarships offered by the Institution, duration, and amount:**

Merit Scholarship offered on the basis of Class XII board result -

Merit Scholarship A – Rs.50000/-

Merit Scholarship B – Rs.25000/-

18.10 Admission

(i) Number of seats sanctioned with the year of approval

COURSE	AY: 2024-25	AY: 2023-24	AY: 2022-23
MBA	60	NA	NA
BBA	240	120	120
BCA	120	60	60

(ii) Number of Students admitted under various categories each year in the last three years

COURSE	AY: 2024-25	AY: 2023-24	AY: 2023-23
MBA	NA	NA	NA
BBA	75	78	43
BCA	45	59	59

(iii) Number of applications received during last two years for admission under Management Quota and number admitted: NA

18.11 Admission Procedure

- i. Mention the admission test being followed, name and address of the Test Agency and its URL (website)- CET conducted by affiliate University (MAKAUT) - <https://makaut.formflix.com/>
- ii. Number of seats allotted different Test Qualified candidate separately (AIEEE/ JEE/ CET (State conducted test/ University Tests/ CMAT)/ Association conducted test et.)- As per University norms
- iii. Calendar for admission against Management quota seats: NA
- iv. Last date of request for applications- 30th September 2024
- v. Last date of submission of applications- 30th September 2024
- vi. Dates for announcing final results- NA
- vii. Release of admission list (main list and waiting list shall be announced on the same day)- 15 September 2024
- viii. Date for acceptance by the candidate (time given shall in no case be less than 15 days)- 30 September 2024
- ix. Last date for closing of admission & starting of the Academic session- 30th September 2024
- x. The waiting list shall be activated only on the expiry of date of main list- NA
- xi. The policy of refund of the fee, in case of withdrawal, shall be clearly notified- As per affiliated University norms

18.12 Criteria and Weightages for Admission

- i. Describe each criterion with its respective weightages i.e Admission Test, marks in qualifying examinations etc. – As per affiliate University
- ii. Mention the minimum Level of acceptance, if any – Candidates must pass Class XII board examinations
- iii. Mention the cut-off levels of percentage and percentile score of the candidates in the admission test for last three years – Minimum 50% marks in Class XII board exam
- iv. Display marks scored in Test etc. and in aggregate for all candidates who were admitted – NA as all are direct admission.

18.13 List of Applicants NA

18.14 Results of Admission under Management seats/Vacant seats: NA

18.15 Information of Infrastructure and Other Resources Available:
i. Number of Class Rooms and size of each:

Room No.	Room type (mention Class Room/Laboratory/Toilet , etc.)	Carpet area (in m ²)
Hall 10	Classroom	66
Hall 12	Classroom	66
Hall 14	Classroom	66
Hall 17	Classroom	66
Hall 18	Classroom	66
Hall 19	Classroom	66
Hall 2	Classroom	66
Hall 20	Classroom	66
Hall 23	Classroom	66
Hall 24	Classroom	66
Hall 29	Classroom	66
Hall 3	Classroom	66
Hall 30	Classroom	66
Hall 31	Classroom	66
Hall 32	Classroom	66
Hall 33	Classroom	66
Hall34	Classroom	66
Hall 35	Classroom	66
Hall 36	Classroom	66
Hall 37	Classroom	66
Hall 38	Classroom	66
Hall 39	Classroom	66
Hall 4	Classroom	66
Hall 40	Classroom	66
Hall 41	Classroom	66
Hall 42	Classroom	66
Hall 8	Classroom	66
Hall 9	Classroom	66

ii. Number of Tutorial rooms and size of each:

Room No.	Room type (mention Class Room/Laboratory/Toilet, etc.)	Carpet area (in m2)
Hall 5A	Tutorial Room	33
Hall 5 B	Tutorial Room	33
Hall 6A	Tutorial Room	33
Hall 6B	Tutorial Room	33
Hall 15A	Tutorial Room	33
Hall 15B	Tutorial Room	33
Hall 16A	Tutorial Room	33

iii. Number of Laboratories and size of each:

Room No.	Room type (mention Class Room/Laboratory/Toilet, etc.)	Carpet area (in m2)
Hall16B	Language Laboratory	33

iv. Number of Computer Centers with capacity of each:

Room No.	Room type (mention Class Room/Laboratory/Toilet, etc.)	Carpet area (in m2)
Computer Centre	Computer Centre	152
Hall 25 & 26	Computer Centre	150

v. **Central Examination Facility, Number of rooms and capacity of each:**

Room No.	Room type (mention Class Room/Laboratory/Toilet, etc.)	Carpet area (in m2)
Hall 22	Exam Control Office	66

- vi. **Online examination facility** Yes, available
 vii. **Barrier Free Built Environment for disabled and elderly persons** Yes, available
 viii. **Fire and Safety Certificate**

02/09/24, 10:41 PM Application Form Definition

Application Acknowledgment


Dear Mr. Nibir Saha,
 Thank you for using West Bengal e-District System.
 Your application for Issuance of Fire Safety Recommendation under Government of West Bengal has been successfully submitted.

Application Summary

AIN : 012018823270083
 Name of the Applicant : Mr. Nibir Saha
 Date of the Application : 09/02/2024
 Address : Institute of Advance Education and Research
 GP - BEONTA - I, BLOCK - BHANGAR - II,
 DISTRICT - SOUTH 24 PARGANAS, WEST
 BENGAL, PIN - 743502.

For any query please contact your nearest Kiosk operator or the following contact details:

Government Of West Bengal Office Of The Director General West Bengal Fire & Emergency Services
 13D, Mirza Ghalib Street, Kolkata - 16
 Applicants have to submit physical documents in proper order at the intimated Offices of Divisional Fire Officer within 04(four) days, failing which systematically/automatically applications will be rejected.

NIBIR SAHA 

NIBIR SAHA

<https://edistrict.wb.gov.in/FACE/welcome.do>

1/1



INSTITUTE OF ADVANCE EDUCATION & RESEARCH

Affiliated to Maulana Abul Kalam Azad University of Technology, West Bengal
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ix. Hostel Facilities Yes (Outsourced, partnership with private bodies)

x. Number of Library books/ ebooks/Titles/ Journals available (program-wise)

Book Details		
	Unique Title of Books	Volume of Books
MBA	53	452
BBA	45	422
BCA	53	769
Total	151	1643

xi. List of online National/ International Journals subscribed NA

List of International Journals NA

xii. National digital library subscription details

National Digital Library of India (NDLI)
College as well as individual students have their own ID in NDLI

xiii. List of Major Equipment/Facilities in each Laboratory/ Workshop

As per affiliating University norms

xiv. List of Experimental Setup in each Laboratory/ Workshop

As per affiliating University norms

xv. **Innovation Cell:** IC202427377





Institute of Advance Education & Research

Affiliated to Maulana Abul Kalam Azad University of Technology, West Bengal , College Code : 288

Ref: IAER/IC/288/2024-25 4th September, 2024

The council meeting of Institution's Innovation Council (IIC), **Institute of Advance Education and Research** was called by IIC President **Dr. Arunava Narayan Mukherjee** to discuss upon the formulation and function of IIC for academic year **2024-25** & to assign roles and responsibility among newly joined council members as per the guidelines of Ministry of Education's Innovation cell.

As per the decision of competent authority, following members will be the part of IIC;

Sr. No.	Name of Member	Member Type (Teaching/ Nonteaching /Student/External Expert)	Key Role/ Position assigned in IIC
1.	Dr. A. N Mukherjee	Teaching	President
2.	Ms. Shreenita Seal	Teaching	Convener
3.	Ms. Sayani Chatterjee	Teaching	Start Up Coordinator
4.	Ms. Suhita Guha Thakurata	Non-Teaching	NIRF Coordinator
5.	Ms. Monalisha Ghosh	Non-Teaching	Social Media Coordinator
6.	Mr. Ram Prasad Mukherjee	Non-Teaching	Internship Activity Coordinator
7.	Mr. Somnath Koley	Teaching	ARIIA Coordinator
8.	Mr. Subham Sen	Teaching	IPR Coordinator
9.	Ms. Sudeshna Chatterjee	Teaching	Innovation Coordinator
10.	Poulami Manna	Teaching	Member

The council members discussed about the activities (IIC calendar, Celebration and Self-Driven) and features of IIC portal. The council members also discussed about collaborations within and outside the institution to accelerate the activities of IIC.

The council unanimously decided to carry out all the IIC activities in regular basis throughout the year and meet regularly in beginning of every quarter to review the progress made in previous quarter and also to plan for upcoming quarter. The council has agreed to convene next meeting tentatively on 7th January, 2025.



Signature & Seal
(IIC President)



Place: IAER Campus

Phone : +91 800 111 0000. URL : www.iaer.ac.in. Email : info@iaer.ac.in
Campus : IAER Plot No 36,37,356,357 & 401,Block - Bhangar II, Kolkata, WB

xvi. Social Media Cell:



INSTITUTE OF ADVANCE EDUCATION & RESEARCH

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NOTICE

Ref: IAER/DO/N4 (a)/24

Dated: 2nd Aug '24

SOCIAL MEDIA CELL

SL NO	Name	Designation	Roles
1	Monalisha Ghosh	Academic Counselor	Chief Coordinator
2	Nivedita Chatterjee	Admission Counselor	Chief Coordinator
3	Durjoy Adhikari	Social Media Marketing	Social Media Coordinator
4	Reckon Biswas	Student	President
5	Nikita Gupta	Student	President
6	Bivas Saha	Student	Vice President
7	Tista Mech	Student	Vice President
8	Ayan Barman	Student	Treasurer
9	Souvik Ghosh	Student	Member
10	Kazi Arbaz Shamim	Student	Member




Prof. (Dr.) Arunava Narayan Mukherjee

Director
Institute of Advance Education and Research

Copy to :

1. Dean (Academic Administration & Student Welfare)
2. All Course Coordinators / HoDs
3. All concerned members
4. Institute website
5. Director's office

Director
Institute of Advance Education & Research (IAER)
Approved by AICTE, Affiliated to MAKAUT

- xvii. **Compliance of the National Academic Depository (NAD), applicable to PGCM/ PGDM Institutions and University Departments:** NA
- xviii. **To upload the respective short video (1-2 min) of Infrastructure and facilities available w.r.t the courses in the website.**
https://youtu.be/e_zUKX5y1tw?si=dcRnya4B9l00zDLm

xix. Games and Sports Facilities:

Sport is an essential part of the all-round development of students in Institute of Advance Education and Research. Sports help students in improving physical health, boost mental well-being, and develop essential life skills like teamwork, discipline, and leadership. It promotes time management, enhance academic performance, and build resilience. IAER offers students many opportunities to represent the college starting youth life, in order to build their love of sports. The sports activity take place at CK CL: CL Block, Block CL, Sector II, Bidhannagar, Kolkata, West Bengal 700091. Here are few memories given hereunder:

2021-22



2022-23



2023-24





INSTITUTE OF ADVANCE EDUCATION & RESEARCH

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xx. Teaching Learning Process:

The Institute of Advanced Education & Research (IAER) is committed to fostering a deep connection between faculty and students, reflecting the traditional Indian “Guru-Shishya Parampara” rooted in the ancient Indian Gurukul system. Faculty members are encouraged to observe and assess each student’s intellectual capabilities during classes, allowing them to customize their teaching methods to enhance the learning experience for every individual. IAER actively promotes innovation among faculty, urging them to develop unique teaching approaches based on their personal experiences, not just for theoretical subjects but also for practical sessions, including projects and design work. In this continuing process whether as a part of affiliating university curricula and beyond that in each steps student are also involved either by their direct participation or giving their feedback on the evolved process following the declared Teaching-learning (Event) Policy Statement of the college which is mentioned hereunder:

❖ Calendar of events:

i) Weekly ii) Monthly iii) Periodical

➤ Weekly Activity: For Every class: Preferably subject based or independent:

1. Class Seminar / Extempore (Topic based)

or

2. Debate

or

3. Skit

or

4. Power Point Presentation

or

5. Poster Presentation

or

6. Group Discussion

or

7. Review of Literature

or

8. Quiz (Subject based)

➤ Monthly Activity: Course wise (inclusive of all semesters)

1. Movie based Seminar

or

2. Special lecture by working professional etc.

or

3. Project based Seminar

or

-
4. Industry visit
or
 5. Attending Seminar, conference lecture outside

➤ **Periodical**

- 1) Print Magazine
- 2) Wall Magazine
- 3) E-Magazine
- 4) Blog
- 5) Online learning platforms (MOOCs, LMS)
- 6) Hackathons and coding challenges
- 7) Collaborative group projects

The aforesaid approaches very effectively transform the journey from pedagogy to heutagogy through following types of learning:

1. Experiential learning
2. Problem-based learning
3. Project-based learning
4. Flipped classroom
5. Blended learning
6. Collaborative learning
7. Active learning

The implementation of aforesaid policy very successfully results in following learning process

1. Knowledge Acquisition: Students acquire knowledge through lectures, readings, and online resources.
2. Application: Students apply concepts through case studies, projects, and simulations.
3. Analysis: Students analyze business scenarios, identify problems, and develop solutions.
4. Synthesis: Students integrate knowledge from multiple disciplines to develop comprehensive solutions.
5. Evaluation: Students evaluate the effectiveness of their solutions and reflect on their learning.

The combined effort of teachers and taught has brought a great success in the existing teaching learning process at IAER.

On the very first day, as students arrive at the Institute, each one is paired with a mentor who will guide them throughout their journey here. Students are encouraged to reach out to their mentors even beyond office hours whenever they face challenges or need advice. Additionally, teachers play an active role as Faculty Coordinators in various clubs, promoting student involvement in extracurricular activities. This dynamic positions teachers as facilitators, fostering a collaborative partnership with students as they navigate their academic and personal growth together.

xxi. For each Post Graduate Courses give the following: Yet to be initiated

xxii. Title of the course: NA

xxiii. Laboratory facilities exclusive to the post graduate course: NA

18.16 Enrollment and placement details of students in the last 3 years:

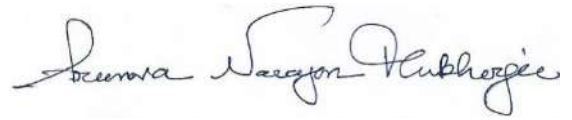
Year	2023 - 24		2022 - 23		2021 - 22	
	Admitted	Placed	Admitted	Placed	Admitted	Placed
MBA	9		3	3	0	0
BBA	60		26	6	38	5
BCA	64		55	9	37	4

18.17 List of Research Projects/ Consultancy Works:

NIL

18.18 MOUs with Industries

Sl. No	Name of the MoU Partner	Date of Collaboration
01	Anandalok Sebasadan, Polyclinic & Nursing Home	17.02.2024
02	Indian Chamber of Commerce Calcutta	26.02.2024
03	National HRD Network Kolkata Chapter	27.06.2024
04	Bank of India	15.05.2023
05	Ardent Computech Pvt. Ltd.	17.07.2023
06	Apollo Diagnostics	09.03.2023
07	Sushrusha Diagnostics	10.03.2023
08	Rameswara Nursing Home	08.03.2023



Prof. (Dr.) Arunava Narayan Mukherjee
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Approved by AICTE, Affiliated to MAKAUT

