

Maharaja Agrasen Institute of Management Studies

(A unit of Maharaja Agrasen Technical Education Society)

Affiliated to GGSIP University; Recognized u/s 2(f) of UGC

Recognized by Bar Council of India; ISO 9001:2015 Certified Institution

Sector- 22, Rohini, Delhi- 110086, India



CRITERION 6



6.3 FACULTY EMPOWERMENT STRATEGIES

Metric 6.3.2



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Maharaja Agrasen Chowk, Sector 22, Rohini, Delhi - 110086, INDIA

Tel. Office: 8448186947, 8448186950 www.maims.ac.in

Criteria 6- Governance, Leadership and Management

Key Indicator- 6.3 Faculty Empowerment Strategies

Supporting Documents 6.3.2

Year 2019-20

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Sample Letters of Financial Assistance and Certificates

2019-20

To

The Director

Maharaja Agrasen Inst. of Mgmt. Studies
Rohini, Delhi

Subject: Reimbursement of FDP fees.

Respected Sir

With your kind permission, I attended a FDP at JIMS, Rohini, Sec-5 from 1st July, 2019 to 5th July, 2019 on 'Data Science'. I paid ₹2000/- as FDP fees. Kindly do the needful according to policy of the institute regarding the reimbursement of the fees.

Regards
Sanita
16/7/2019
Sanita Garg
HOD, Eco(H)
MAIMS

M. Bhushan
16/7/19

Institute of Management Studies (Management) Rohini, Delhi
BBA, BCA, MCA (IST & IIND SHIFT) AFFILIATED FROM G.G.S.I.P.U
(Under the aegis of Jagan Nath Gupta Memorial Educational Society)

RECEIPT

Dated 01/07/2019

023
Received with thanks from Mr./Ms.

Satish Garg

the sum of Rupees Two thousand only

by Cash/Cheque/Draft No. cash

dated 01/07/2019

drawn on

on account of

FDP - July 2019

Rs.

2000/-

Authorised Signatory

Receipt of cheque valid subject to encashment.

12

To,

The Director,
MAIMS, Rohini
Delhi.

Respected Sir,

I had attended faculty development
programme from JIMS, Rohini, from
1 June 2019 to 5 June, 2019.

I had made a payment of ₹ 2500 /-
for the same.

This is to request to kindly reimburse
the fee as per norms of the institute.

Thanking You

Dr. Deepak Dagar
Assistant Professor
MAIMS.

M. Shukla
16/7/19

Institute of Management Studies (Management) Rohini, Delhi
BBA, BCA, MCA (IST & IIND SHIFT) AFFILIATED FROM G.G.S.I.P.U
(Under the aegis of Jagan Nath Gupta Memorial Educational Society)

RECEIPT

Dated 01/07/2019

027

Received with thanks from Mr./Ms.

Deepak Dagar

the sum of Rupees Two thousand five hundred only
by Cash/Cheque/Draft No. 119423 dated 01/07/2019
drawn on ICICI, N.D.
on account of FDP - July 2019

Rs.

2500/-

Receipt of cheque valid subject to encashment.

A
Authorised Signatory.

MAHARAJA AGRASEN INSTITUTE OF MANAGEMENT STUDIES

1, PSP AREA, SECTOR-22, ROHINI,
NEW DELHI 110086

Conveyance to Teachers (for Training & Development)

Ledger Account

1-Apr-20 to 31-Mar-21

					Page 1
Date	Particulars	Vch Type	Vch No.	Debit	Credit
31-Jul-20	Cr Cash <i>Amt Paid for Conference to Rachna Jain (Making Higher Education Value Based)</i>	Payment	July12	330.00	
	Cr Cash <i>Being amt. paid to Rachna Jain, Riya Sharma, Taranpreet Kaur, Shilpa BSL and Inderpal Singh for conf. on Stress due to covid - 19</i>	Payment	July16	1,000.00	
9-Sep-20	Cr Cash <i>Amt Paid for Conference to Manju Gupta (RM: Tools and technology)</i>	Payment	Sept7	640.00	
30-Sep-20	Cr Cash <i>Amt Paid for Conference to Rachita Aggarwal (Pedagogical Training for effective online teaching)</i>	Payment	Sept18	210.00	
9-Oct-20	Cr Cash <i>Amt Paid for Conference to Praveen Kumar Singh (FDP on Mchine Learning)</i>	Payment	Oct9	220.00	
20-Oct-20	Cr Cash <i>Amt Paid for Conference to Praveen Kumar Singh (Pedagogical Training for effective Teaching and Learning)</i>	Payment	Oct15	210.00	
27-Oct-20	Cr Cash <i>Amt Paid for Conference to Kamna Vaid (Software engineering Paradigms of computational Intelligence)</i>	Payment	Oct21	310.00	
2-Nov-20	Cr Cash <i>Amt Paid for Conference to Kamna Vaid, Mayank Tyagi, Sachin Garg, Umesh Pathak, Nisha Dhanraj, Deepak Dagar, Bharti chaudhary, Divisha Gupta, Kriti Johari, Lalita Raheja, Manoj Verma, Kajal Mittal, Praveen Gupta, Nikita Jain for two week FDP</i>	Payment	Nov2	4,175.00	
4-Nov-20	Cr Cash <i>Amt Paid for Conference to Sakshi Gupta (comprehensive e-learning to e-training guide)</i>	Payment	Nov8	370.00	
5-Nov-20	Cr Cash <i>Amt Paid for Conference to Sarita Garg (RM Tools and Technologiesntelligent Technologies)</i>	Payment	Nov11	580.00	
19-Nov-20	Cr Cash <i>Amt Paid for Conference to Ekta Dargon (Commerece and Management)</i>	Payment	Nov23	240.00	
Carried Over				8,285.00	

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MAHARAJA AGRASEN INSTITUTE OF MANAGEMENT STUDIES

Conveyance to Teachers (for Training & Development) Ledger Account : 1-Apr-20 to 31-Mar-21

Page 2

Date	Particulars	Vch Type	Vch No.	Debit	Credit
	Brought Forward			8,285.00	
19-Nov-20	Cr Cash <i>Amt Paid for Conference to Sangeeta Malik, Meenakshi Gupta, Varun Bansal, Madhav Gupta (SPSS for beginners)</i>	Payment	Nov24	990.00	
24-Nov-20	Cr Cash <i>Amt Paid for Conference to Geetanjali Gupta (E contents development and online pedagogy)</i>	Payment	Nov28	560.00	
3-Dec-20	Cr Cash <i>Amt Paid for Conference to Shikha Sharma (RM Tools and Technologies)</i>	Payment	Dec2	560.00	
14-Dec-20	Cr Cash <i>Amt Paid for Conference to Aarushi Aggarwal (Pedagogical Training for Effective online Teaching and Learning)</i>	Payment	Dec15	140.00	
16-Dec-20	Cr Cash <i>Amt Paid for Conference to Manju Gupta (Statistical Application using SPSS software)</i>	Payment	Dec24	130.00	
18-Dec-20	Cr Cash <i>Amt Paid for Conference to Anuradha Asthana Singh, Prisha Gupta, Akanksha Gupta for one week FDP on RM</i>	Payment	Dec26	930.00	
31-Dec-20	Cr Cash <i>Amt Paid for Conference to Charu Mohala (Changing facts of contemporary issues for promoting world class research and innovations in Law, Management and IT)</i>	Payment	Dec46	540.00	
4-Jan-21	Cr Cash <i>Amt Paid for Conference to Gaurav Aggarwal (making higher education value based , innovative and research)</i>	Payment	Jan4	310.00	
8-Jan-21	Cr Cash <i>Amt Paid for Conference to Nidhi Chaudhary (workshop on e-content development and online pedagogy)</i>	Payment	Jan13	560.00	
12-Jan-21	Cr Cash <i>Amt Paid for Conference to Nirdosh Kumar (FDP on pedagogical training)</i>	Payment	Jan18	210.00	
	Cr Cash <i>Amt Paid for Conference to Nisha Jindal (RM tools and technology + Statitital application using SPSS)</i>	Payment	Jan19	770.00	
15-Jan-21	Cr Cash <i>Amt Paid for Conference to Nisha Singh (MOODLE Learning management system)</i>	Payment	Jan25	645.00	
20-Jan-21	Cr Cash <i>Amt Paid for Conference to Shilpee aggarwal (FTP on pedagogical training)</i>	Payment	Jan31	230.00	
	Carried Over			14,860.00	

continued ...

MAHARAJA AGRASEN INSTITUTE OF MANAGEMENT STUDIES

Conveyance to Teachers (for Training & Development) Ledger Account : 1-Apr-20 to 31-Mar-21

Page 3

Date	Particulars	Vch Type	Vch No.	Debit	Credit
	Brought Forward			14,860.00	
20-Jan-21	Cr Cash <i>Amt Paid for Conference to Sumedha Dutta, Ankur Ahuja, Sanjay Mangla, Anju Bharti for SPSS for beginners</i>	Payment	Jan32	910.00	
	Cr Cash <i>Being amt. paid to sumedha dutta for Statistical app. using SPSS</i>	Payment	Jan33	180.00	
27-Jan-21	Cr Cash <i>Amt Paid for Conference to Sushila gupta (Changing Facets of Issues in law, mgt. and IT)</i>	Payment	Jan41	520.00	
3-Feb-21	Cr Cash <i>Amt Paid for Conference to Shirdul Gupta (Acid Attack: Anew face of gender based violence)</i>	Payment	Feb5	310.00	
5-Feb-21	Cr Cash <i>Amt Paid for Conference to Shifali Ahuja (Making higher education value based, innovative)</i>	Payment	Feb6	315.00	
10-Feb-21	Cr Cash <i>Amt Paid for Conference to Kamna Vaid (Academic and Research social media Websites)</i>	Payment	Feb14	310.00	
26-Feb-21	Cr Cash <i>Amt Paid for Conference to Nidhi Chaudhary (RM Tools and Technologies + Making higher education value based)</i>	Payment	Feb35	990.00	
2-Mar-21	Cr Cash <i>Amt Paid for Conference to Rajneet Bhatia (Sustainable practices)</i>	Payment	Mar4	320.00	
4-Mar-21	Cr Cash <i>Amt Paid for Conference to Ritika Bhatia (FTP on pedagogical training)</i>	Payment	Mar5	260.00	
8-Mar-21	Cr Cash <i>Amt Paid for Conference to Sanam Sharma (Changing facets of issues in law, mgt. and IT)</i>	Payment	Mar8	510.00	
11-Mar-21	Cr Cash <i>Amt Paid for Conference to Shruti Sharma (Makinh higher education value based)</i>	Payment	Mar15	330.00	
17-Mar-21	Cr Cash <i>Amt Paid for Conference to Neelam Nanda Prabhat (ICT Enhanced teaching learning and creating MOOCs)</i>	Payment	Mar21	330.00	
18-Mar-21	Cr Cash <i>Amt Paid for Conference to Neetu Aggarwal (Int. Conf. o strategies for sustainable practices)</i>	Payment	Mar23	365.00	
	Carried Over			20,510.00	

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MAHARAJA AGRASEN INSTITUTE OF MANAGEMENT STUDIES

Conveyance to Teachers (for Training & Development) Ledger Account : 1-Apr-20 to 31-Mar-21

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Date	Particulars	Vch Type	Vch No.	Debit	Credit
	Brought Forward			20,510.00	
18-Mar-21	Cr Cash <i>Amt Paid for Conference to Neha Bhagat (Orientation programme for faculty)</i>	Payment	Mar24	430.00	
22-Mar-21	Cr Cash <i>Amt Paid for Conference to Purnima Gupta (Orientation programme for faculty in Universities)</i>	Payment	Mar26	500.00	
	Cr Cash <i>Amt. paid to Purnima Gupta, Sumati Kohli, Shweta Rastogi, Ravi Kr. Gupta, Neeru Gupta for How to make research better</i>	Payment	Mar28	870.00	
24-Mar-21	Cr Cash <i>Amt Paid for Conference to Rachita Garg (Int. Conf. on sustainable practices)</i>	Payment	Mar30	330.00	
30-Mar-21	Cr Cash <i>Amt Paid for Conference to Shreya Garg (Int. conf. on sustainable practices)</i>	Payment	Mar38	365.00	
31-Mar-21	Cr Cash <i>Amt Paid for Conference to Alok Sharma (Changes facets of law, mgt. and IT)</i>	Payment	Mar42	572.00	
	Cr Conveyance Exp Payable <i>Amt Paid for Conference to Mansi Juneja (RM Tools and technology)</i>	Journal	Mar129	627.00	
	Cr Conveyance Exp Payable <i>Amt Paid for Conference to Monica Sharma (RM Tools and technology)</i>	Journal	Mar130	610.00	
				24,814.00	
Dr	Closing Balance				24,814.00
				24,814.00	24,814.00