

### 3. Powers and Duties of Officers



1. Dr. G V Subramanian , Director, Kolkata Kendra of Bharatiya Vidya Bhavan

He is member of board of Governors (BOG)of Bharatiya Vidya Bhavan institute of Management Science (BIMS) . He is a link person between BOG and Principal of BIMS . He is only involved in the policy matter and financial budget approval of BIMS .

2. Dr. R K Patra, Principal and Head of BIMS

He is responsible of academic and administrative matter of BIMS . He has been empowered by Kendra director and BOG for taking decision in day to day matter excepting policy and finance as mentioned above.

3. Dr. A K Dasbiswas, Emeritus Professor and advisor .

He placed two roles – one as senior most faculty and responsible for teaching as well academic administration . BIMS has got several committees of the students of various activities and one faculty has been entrusted for one or more of the committees .Dr. Dasbiswas is chairman of placement committee and member of admission committee and member of academic council .

In the role of advisor, he rendered guidance to Dr. Subramanian and Dr. Patra for crafting the strategy making policy and implementation thereof for quality improvement and organic growth of BIMS.

4. Dr Sujit Mukherjee, Associate Dean of Studies. (ADS)

All the faculty members are accountable to ADS in the matter of academics and teaching and ADS is also responsible for teaching as well academic administration as faculty. BIMS has got several committees of the students of various activities and one faculty member has been entrusted in one or more of the committees . Dr. Mukherjee is also member of some committee and member of academic council .

5. Mr. Amitava Guha, Associate Professor, HR
6. Dr. Shantanu Chakraborty, Associate Professor , Finance.
7. Dr. Jharna Dutta, Associate Professor, Finance.
8. Ms Semanti Debroy Sen, Assistant Professor, Economics.
9. Dr. Indrajit Sinha, Assistant Professor, Systems & Marketing
10. Mr. Anindya Chandra Manjumdar, Assistant Professor, HR.
11. Ms. Swati Basu, Assistant Professor, Business Communication.
12. Dr. Anupama Chanda Mitra, Assistant Professor, Operation Research
13. Mr. Biswarup Chatterjee, Assistant Professor, Marketing.
14. Dr. Debojoy Chanda, Assistant Professor, Business Communication and English.
15. Mr Sabyasachi Mukhopadhaya, Assistant Professor, Business Analytics .
16. Mr Niloy Sarkar , Assistant Professor, Finance.

All the faculty members serial number 5 to 16 are responsible for teaching as well academic administration as faculty. BIMS has got several committees of the students of various activities and one faculty member has been entrusted in one or more of the committees . All the faculty members are also member of some committee and member of academic council .

17. Mr. Debasish Sengupta, Head of Administration and Finance .
18. Mr Somnath Pal, Office Assistant, responsible for examination liaison with the university . MAKAUT.
19. Mr Chandan Mukherjee, PA to Principal
20. Mr Rana Ghosh Dastidar, System Coordinator.
21. Mr. Tapan Das, Technical Coordinator.
22. Ms Debarati Basak, Research Assistant to the advisor.
23. Mr Shyamal Bar, Library Assistant

24. Ms Manjusha Ghosh, Assistant Librarian
25. Mr Nemaï Chakraborty, Executive training and placement
26. Ms Sayori Poddar, Officer training and placement
27. Mr. Amlan Mitra, Manager Branding and in charge for Admission and public relation.
28. Ms Sayoni Mukherjee, Assistant front desk and admission.
29. Mr Bapi Nag, Supporting staff for routine and class management.
30. Mr Bappa Banerjee, Supporting staff for maintenance
31. Mr Mrinmoy Mondal, Supporting staff for office coordination.
32. Mr Basudeb Ruidas , Supporting staff for office coordination.