



## DELHI INSTITUTE OF ADVANCED STUDIES

Plot No. 6, Sector-25, Rohini, Delhi-110085  
Re-Accredited with 'A' Grade by NAAC  
(Approved by AICTE & Affiliated with GGSIP University for B.Com(H), BBA, MBA & MBA (FM) Programmes)  
(An ISO 9001:2015 Certified Institution)



### List of Best Teacher Award

2024-25

S.No.	Name of the Faculty	Designation	Department
1	Dr. Meenakshi Kaushik	Associate Professor	Department of Management



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Annexure 6(a)



Date: 31.07.2025

## OFFICE NOTE

### Subject: Best Teacher Award for 2024-25

In order to confer Best Teacher Award for faculty of Management department for the Academic Year 2024-25, the overall performance of the faculty has been considered and their performance evaluation is summarized below (*detailed evaluation sheets enclosed*):

S.No.	Name of the Faculty	Designation	Score out of 100
1	Dr. Meenakshi Kaushik	Associate Professor	85.41
2	Ms. Dimpy Jindal	Assistant Professor	74.92
3	Dr. Divya Mohan	Associate Professor	72.02
4	Dr. Pratiksha Tiwari	Associate Professor	71.28
5	Ms. Divya Jain	Assistant Professor	70.76
6	Dr. Komal	Assistant Professor	64.54
7	Ms. Asha Kumari	Assistant Professor	56.50
8	Ms. Sonali Taneja	Assistant Professor	55.48
9	Ms. Aanchal Gupta	Assistant Professor	51.74
10	Ms. Ruchi Gupta	Assistant Professor	51.17
11	Ms. Neha Solanki	Assistant Professor	50.01

The faculty having a minimum total teaching experience of three years including one year at DIAS has been considered for the Best Teacher Award.

It is recommended that the following faculty may be declared as the best faculty for the academic year 2024-25:

S.No.	Name of the Faculty	Designation	Department
1	Dr. Meenakshi Kaushik	Associate Professor	Department of Management

Submitted for kind approval.

Coordinator(s)

Director



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### Guidelines for Grant of Study Leave

The scheme of study leave provides an opportunity to avail leave for completion of Ph.D work/ project work.

The guidelines and eligibility criteria for grant of study leave are as follows:

- (i) Regular faculty with a minimum of 5 years of continuous service in the Institute.
- (ii) Study leave can be granted for one month preferably preceding the summer vacations.
- (iii) Application form in the prescribed format should be submitted three months prior to the leave commencement.
- (iv) The application form should enclose the following documents;**
  - (a) Registration letter**
  - (b) Proof of completion of course work( where ever applicable)**
  - (c) Copy of synopsis**
  - (d) Research work undertaken till date**
  - (e) Letter from the Supervisor/guide**
  - (f) Papers published in the concerned area of research till the submission of application form**
- (v) The faculty will be required to make a presentation, before a three member expert committee, specifying the quantum of work to be undertaken during the period.
- (vi) The duly constitute committee will screen the applicant on the criteria of (i) Application form – 50%; (ii) Interview – 50% and shortlisting of the candidates would be completed two months prior to the date of sanction of leave.
- (vii) The faculty after resuming office will have to submit a detailed report regarding the work undertaken during the study leave period, duly certified by the supervisor and the three member expert committee who were part of the presentation given by the faculty.
- (viii) The salary for the study leave period will be released after the faculty resumes office and fulfills all the formalities.
- (ix) In an academic year maximum of 10% of the total existing faculty from each department can avail study leave (one from each department).
- (x) In case of tie preference will be given to faculty with more years of service in the current Institute.

## Application Form for Study Leave

Full Name: \_\_\_\_\_

Designation: \_\_\_\_\_ Date of Joining: \_\_\_\_\_

Telephone: Res \_\_\_\_\_ Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

Date of Joining: \_\_\_\_\_

Total Experience: Teaching \_\_\_\_\_ Industrial \_\_\_\_\_

### Educational Qualifications:

Examination	Specialization Area	Year	Board/ Univ.	Medium of Instruction English/ Hindi	Regular/ Distance	Div.	% of Marks
Post Graduation : _____							
NET							
M.Phil							
Ph.D. Topic				Topic : _____			
Any Other _____							
Name of the Supervisor, Designation and Official Address:							

### Details of Coursework:

Programme Nature	University	Duration	Percentage

**Seminars/ Workshops Attended (Concerning your area of research)**

<b>S.No</b>	<b>Programme Nature</b>	<b>Place</b>	<b>Period</b>	<b>Sponsoring Agency</b>

Total Attended till date \_\_\_\_\_

**PUBLICATIONS**

**i) Research Papers (Published during last one year, concerning your area of research)**

<b>S.No</b>	<b>Title</b>	<b>Journal</b>	<b>Refereed / Non Refereed</b>

Total Published till date \_\_\_\_\_

**Date:**

**(Signature of the Candidate)**



Plot No 6, Sec - 25, Rohini, Delhi - 110085

Annexure -

6(c)

28.05.2014

## CIRCULAR

In continuation to our Circular dated 21.12.2012, we are pleased to announce that the Institute has revised the **Seminar Grant** to **Rs. 3,000/-** per faculty for each academic year as a token of appreciation and motivation for presenting their original research papers at various National/ International Conferences/Seminars.

The faculty members who intend to avail the facility are required to fulfill the Institute's norms for Seminar Grant.

*Barbara Baid*  
Director

*N. Malati*  
Dr. N. MALATI  
Director  
Delhi Institute of Advanced Studies  
Sector-25, Rohini, Delhi-110 085.

*N. Malati*  
Dr. N. MALATI  
Director  
Delhi Institute of Advanced Studies  
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DIAS/Notice/Circular/2023-24/

10<sup>th</sup> July 2024

## NOTICE

### Kind Attention: Faculty Members for Grant against Research Paper

The Institute has a practice of appreciating their Faculty Members on presenting Original Research Paper during National & International Conferences and Seminars. An amount of Rs.3,000/- is awarded to the respective Faculty. The following Faculty Members have applied for the Grant against Research Paper presented by them for publication in *Indian Journal of Technical Education*, which has been approved.

S. No.	Faculty Name	Title	Amount (Rs.)
1	Dr. Pratiksha Tiwari	An Imperfect Production Vendor-Buyer Inventory Model: The Impact of Investment in Reducing Lead Time Variability	3000.00
2	Dr. Divya Mohan	Distributed Ledger Technology (DLT) in Higher Education: An Extended Approach to Technology Adoption	3000.00
3	Ms. Divya Jain	Assessing the Link Between ESG Criteria and Financial Performance of NIFTY 50 Index Companies	3000.00

Any other Faculty Member, who has presented their Research Paper for publication, and is keen on the Grant can apply for the same.

**IQAC Co-ordinator**

**AO**

**Director**



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20.11.2024

### OFFICE NOTE

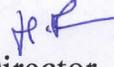
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3	Ms. Divya Jain	Assessing the Link Between ESG Criteria and Financial Performance of NIFTY 50 Index Companies	3000.00
4	Ms. Getaksha Marwaha	A Study on Factors Influencing the Adoption of Electric Vehicles in the National Capital Region of Delhi	3000.00
5	Dr. Meenakshi Kaushik	Examining the Effects of Consistent Psychological Counselling for Employees in the Workplace	3000.00
6	Dr. Pooja Gupta	The Effect of Working Capital Optimization of TATA Steel on Corporate Financial Health	3000.00

We may now provide the Grant to above mentioned Faculty Members with online transfer to their respective bank account. Put up for Sanction / Approval, Sir

  
IQAC Co-ordinator

  
AO

  
Director

  
Chairman

25<sup>th</sup> Nov-24

The Manager  
IDBI Bank  
27, Vaishali, Pitampura  
Near Kohat Enclave, Metro Station  
Delhi - 110 088

**PAID & CANCELLED**

Sir,

We are enclosing herewith a cheque no 691840 dated 25/11/2024 for Rs.12,000/- (Rs. Twelve thousand only). You are requested to credit the amount in the following accounts as per list attached.

S. No.	Name of the Employee	Account No.	Amount (Rs.)
1	Dr. Pratiksha Tiwari	0037104000224017	3,000.00
2	Ms. Divya Mohan	0037104000244664	3,000.00
3	Ms. Divya Jain	0037104000282406	3,000.00
4	Ms. Getaksha Marwaha	0037104000289498	3,000.00
			<b>12,000.00</b>

Thanking you,  
Yours faithfully,



(S. K. Sachdeva)  
Chairman



Passed for Payment of  
Rs. 12,000/- Cash/Cheque  
No. 691840 Date 25/11/2024

  
Director/Chairman

o/c

Dated : 25.11.2024

To  
The Manager  
IDBI Bank Ltd.  
27, Vaishali  
Pitampura  
Delhi - 110 034

**PAID & CANCELLED**

Dear Sir,

We are enclosing herewith a Cheque No. 621841 dated 25/11/2024  
for Rs. 6,000.00 (Rs. Six thousand only). You are requested to transfer the said amount  
using NEFT as per the list attached.

Thanking you,

Yours faithfully,



(S. K. Sachdeva)  
Chairman



Passed for Payment of Rs. 6000/- Cur/Cheque  
No. 621841 Date 25/11/2024  
  
Director/Chairman

O/C

ACCOUNT NAME : DELHI INSTITUTE OF ADVANCED STUDIES

S.No.	AMOUNT	ACCOUNT NO	IFSC CODE	CLIENT ACC.NO.	CODE	CLIENT NAME	BANK NAME	DETAIL	A/C Name
1	3000.00	037104000208932	HDFC0000319	50100322738098	10	Meenakshi Kaushik	HDFC Bank	Salary	DIAS
2	3000.00	037104000208932	ICIC0000828	008701527272	10	Pooja Gupta	ICICI	Salary	DIAS

6000.00

(Rs. Six thousand only)

For Delhi Institute of Advanced Studies

Chairman



18 VAISHALI  
PITAMPURA, DELHI, DELHI STATE Pin - 110088  
IFSC : IBKL0000037

VALID FOR THREE MONTHS ONLY

03012025  
D D M M Y Y Y Y

Pay *Neetu chadha*

या धारक को OR BEARER

रुपये RUPEES *Three thousand only*

अदा करें। ₹ 3,000/-

SESHAASAI (KN) / CTS - 2010 / 11/09/2024

11/09/2024

खाता सं. 037104000208932

Savings  
Payable at Par at All IDBI Bank Branches

DELHI INSTITUTE OF ADVANCED STUDIES

Please sign above

⑈621929⑈ 110259003⑈ 003700⑈ 31

*Received  
Bank  
3/1/25*