

# MANAGEMENT STUDIES

## SRI SAIRAM ENGINEERING COLLEGE

**Ref: SEC/MBA/Minutes2020-21, 01, Dt.17.09.2021**

The meeting was held on 17.09.2021. The meeting was convened by the Director and attended by department advisory board members.

Following points were discussed:

### **1. Preparing for NBA Visits**

Department is ready to face the NBA visits. Necessary documents are already verified by internal NBA co-ordinators and planned to have mock audits by experts outside and inside the college. These actions are planned to ensure the department to be over ready for the NBA Audit.

### **2. 100% Admission**

Necessary steps should be taken to maintain 100% admission for the forthcoming years

### **3. Placement**

Placement quality should be improved by inviting more companies to visit campus and to also to attract companies with high packages to offer jobs to our students.

### **4. Quality Publication**

All the faculty members are advised to improve their publications by publishing in SCI, Scopus indexed, Web of Science and ABDC journal. A minimum of 2 publications in any of the above mentioned journals is made mandatory for all faculty members.

### **5. Faculty Consultancy and Internship**

Each faculty member should attain a minimum of one week internship programme per year in any private limited or public limited company to update their Industry knowledge.

### **6. AICTE CII**

We are aiming to obtain a higher rank in the AICTE CII survey in the forthcoming academic years.

### **7. Organising MDP**

Minimum of three MDP's should be conducted in a year and a committee on rotational basis will be formed every year for conducting the same. The members in that committee will be solely responsible for conducting the MDP's in the concerned year.

Responsible Faculty Member	Target Date
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Dr.V.Sasirekha	3rd Week of October, 2021
Dr.B.Venkateswara Prasad	4th Week of January, 2022
Dr.V.Dhayalan	4th week of February, 2022

#### **8. Trained by Industry and Training to Industry**

Faculty members should give a minimum of 1 training per year to the Industry people and they also should attend a minimum of one training conducted by the industry experts.

#### **9. Industry Institute Collaboration**

It is planned to have a target of minimum 3 MOU signing with Industries to enable and strengthen the internships, collaborative research and Industrial visits.

<b>Responsible Faculty Member</b>	<b>Target Date</b>
Dr.K.SoundaraPandiyam	4th Week of November, 2021
D.V.Hemant Kumar	2nd Week of December, 2021
Dr.R.Suresh	1st Week of February, 2022
Dr.K.S.Usman Mohideen	2nd week of March, 2022

Each faculty should involve themselves in a minimum of 1 collaborative research project per year with International and Industry people. Each faculty is also responsible to get their research projects published in refereed journals.

- Each faculty member should attain a minimum of one week internship programme per year in any private limited or public limited company to update their Industry knowledge.
- Faculty members should give a minimum of 1 training per year to the Industry people and they also should attend a minimum of one training conducted by the industry experts.
- It is planned to conduct industrial visits, invited talk and the Sairam Best Industry Award with usual vigour.

#### **Curriculum**

- Efforts should be taken by all the faculty members to identify the curriculum gap and necessary actions should be planned to bridge the gap.

- Course objectives and Outcome for the third semester subjects should be evaluated and necessary changes should be made by the course moderator.
- 3rd Assessment mark analysis should be done and the performance of students should be presented using infographics to easily identify the performance. Students who scored less than 60 in each subject should be identified and proper counselling should be given. Steps should be taken by both mentor and the respective subject handling staff to resolve the problem.
- Monitoring of attendance, classwork, content, mentoring should be updated in Edumate.
- E-content for forthcoming semesters should be developed and the course moderator is responsible for verification of the same.

### **Co-Curricular Activities**

- Students should be encouraged to register themselves in many professional bodies such as MMA, AIMA, AIMS, etc., A student committee with Captain, secretary, organizer and executor should be appointed. Responsibility - Dr. K.S. Usman Mohideen
- Student and faculty Exchange programs with foreign universities should be conducted with usual vigour.
- It is planned to encourage the students to go for a study tour for a minimum of 3 days.
- Entrepreneurship Awareness camp should be organized for both UG and PG students and Dr.S.Dinesh Kumar is responsible for this.
- A 5 days placement training program is planned to be conducted in the third semester.

### **Extra Curricular Activities**

- Students should be motivated to participate in Business events conducted at intra and inter college level.
- Students interested in sports and cultural activities should be identified and encouraged to participate in sports and cultural activities.
- It is planned to develop an in-house e-news platform and it should be published once in fortnight. 2020-22 Batch student should be involved for the news preparation this year.

### **QIP Events**

- FDP, MDP, Refresher course, conference, workshop and seminars should be conducted as usual and the focus should be given more on the trending topics.

Programme	Responsible Faculty	Target Date
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	<b>Member</b>	
FDP	Dr.S.Sankar	2nd Week of February, 2022
FDP	Dr.R.Jeyalakshmi	4th Week of December, 2021
FDP	Dr.S.Dineshkumar	2nd week of March, 2022
International Conference	Mr.K.Murugan, Dr.P.Venkatesh and Dr.S.Dinesh Kumar	4th Week of February 2022
Workshop	Dr.R.Suresh Dr.V.Hemanth Kumar	4th Week of February 2022

- We have applied for theCII rating.
- Faculty members should publish a minimum of one chapter per semester and it is planned to publish an ISBN book through department.

#### **DIRECTOR-MBA**

Circulated to **Members:**

<b>Sl.No.</b>	<b>Name</b>	<b>Category</b>	<b>Present Designation</b>
1	Dr. K. Maran	Chair Person	Director
2	Dr. V. Hemanth Kumar	Member (Senior Faculty)	Professor
3	Dr. K. Soundarapandiyar	Member (Senior Faculty)	Professor
4	Mr. Dinesh Patel	Industry representatives - Member	MD - SFP Sons (I) Pvt Ltd
5	Mr. N. Lakshmi Narasimhan	Industry representatives - Member	GM-Brakes India Pvt Ltd
6	R. Geetha	Parents - Member	Business
7	Mr. Anandhan A	Parents - Member	Business
8	Mr. Bino Mathew	Alumni - Member	HR Consultant

9	Dr. P. Priyadharshini	Alumni - Member	HOD - MBA - Tagore Engineering College
10	B.Madhoomitha	Student - Member	
11	Ravi Raghul	Student - Member	
12	Naveenkumar S	Student - Member	