

**ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES
(AUTONOMOUS)**

New Boyanapalli, Rajampet, Kadapa District, Andhra Pradesh-516 126

DEPARTMENT OF BUSINESS ADMINISTRATION

Date: 04-07-2019

MINUTES OF MEETING

The chairman of Program Assessment Committee has conducted a meeting on **4th July 2019**, at 5:00 pm in the Department of MBA with the Department Advisory Board members for discussing, addressing and reviewing of the data collected from Program Assessment Committee.

Members present:

1. Dr.P.Subramanyam HOD & Chairman
2. Dr.B.Abdul Azeem –Member
3. K.Subba Reddy – Member
4. SMD Azash – Member
5. K.Bhaskar – Member
6. B. Krishna Chaitanya-Member from Industry

Resolutions:

During the meeting the following points were discussed and the minutes of meeting were recorded as below.

Item No.1: Student's management skills need to be improved.

The committee members has discussed about enhancing student's management skills. It is suggested to add time management related activities like planning a day, Scheduling game; Business related case studies in Personality development Program (PDP).

Item No: 2: Student's leadership activities and entrepreneurial activities are to be enhanced.

In the meeting few members has suggested to make students to attend for workshops, Seminars and Guest Lectures on leadership and entrepreneurship for the development of leadership and entrepreneurial skills among the students.

Item No: 3: Modifications in the course contents of Information Technology lab.

The committee members has advised to add updated topics like SPSS and Tally ERP 9 in the last unit so that students can get familiarization with new topics related to Information Technology Lab.

Item No: 4: Elective subjects are to be modified as per requirements.

It is suggested by the members to change the order of the elective subjects as they are not in proper order. Retail marketing of Elective-1 should be moved to Core subject and consumer behavior is moved to elective 1. It is said that Retail Marketing subject is one of the up trending subject that all the management students should know irrespective of their specialization.


Item No: 5: Student related extra-curricular activities are to be added.

Based on the Program Assessment committee report it is found that most of students expressed to provide more sports hours. For this a decision related to addition of sports hours in the Time Table is suggested.

Item No: 6: Placement assistance and interview skills are to be enhanced.

It is suggested by members to conduct internal Campus recruitment Training Programs in the Department to enhance the interview skills among the students.

The above recommendations are forwarded to Board of studies (BOS) for further action.


HEAD OF THE DEPARTMENT
Head of the Department
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