

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

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

DEPARTMENT OF BUSINESS ADMINISTRATION

Date: 15-07-2021

Attention: Department Advisory Board members

A meeting of feedback committee members is scheduled at 05:00 pm on 16.07.2021 at this Institute premises. All the members are requested to attend the same without fail.

Meeting Agenda:

- Item No.1: Fixing of target level for 2019-21 batch for POs.**
- Item No.2: Removal of outdated courses in the curriculum.**
- Item No.3: Introduction of updated courses.**
- Item No.4: Modification in subject contents.**
- Item No.5: Changing the order of subjects.**
- Item No.6: Revision of statistics syllabus.**
- Item No.7: Add current issues in goods and service tax and customs law subject.**
- Item No.8: Conduct of guest lectures and symposiums.**
- Item No.9: Revision of 4th semester subjects.**
- Item No.10: Any item with the permission of Chair**

Venue: Department of MBA


HEAD OF THE DEPARTMENT
Head of the Department
Master of Business Administration
Annamacharya Institute of Technology and Sciences
New Boyanapalli, RAJAMPET - 516 126.
Annamayya Dist. A.P.

Copy to: Circulation among the Department Advisory Board members.

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DEPARTMENT OF BUSINESS ADMINISTRATION

Date: 16-07-2021

MINUTES OF MEETING

The chairman of Department Advisory Board has conducted a meeting on 16th July 2021, 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.

Members present:

1. Dr.P.Subramanyam - HOD & Chairman
2. SMD Azash- Member
3. P.Venkata Subbaiah – Member
4. K.Subba Reddy - Member
5. V.Mouneswari - Member

Resolutions:

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

Item No.1: Fixing of target level for 2019-21 batch for POs.

The members of DAB has recommended to fix PO target for 2019-2021 batch is 2.1.

Item No.2:Removal of outdated courses in the curriculum.

The members of Department Advisory Board has recommended to remove Business ethics and corporate governance in the 1st semesters and suggested to add one ethics related concepts in the core subjects of 2nd semester.

Item No.3: Introduction of updated courses.

Few members have suggested to update the courses as per Business Demands. The concepts of Operations management has been updated and new concepts like Kanban System, ISO, Six Sigma are suggested to introduce in the course.

Item No.4: Modification in subject contents.

Members of Department Advisory Board has suggested to introduce more advanced Excel tools in the IT lab syllabus in order to make the students to cope up with the outside environment.

Item No.5: Changing the order of subjects.

Entrepreneurship development subject has been shifted to 1st semester from 3rd semester as the members suggested that it is one of the basic subject to be known at inception stage of curriculum.

Item No.6: Revision of statistics syllabus.

From the report of Program Assessment committee, DAB has advised to revise the statistics syllabus.

Item No.7: Add current issues in goods and service tax and customs law subject.

DAB Members has suggested to add new topics in GST and Customs Law course in order to get more clear insight into taxation policies and procedures.

Item No.8: Conduct of guest lectures and symposiums.

The committee member has suggested to conduct more guest lectures and symposiums to impart updated knowledge among the students.

Item No.9: Revision of 4th semester subjects.

In the meeting suggestions related to introduction of new courses in the IV semester like Business Analytics and Digital Marketing has been raised.

The committee member has forwarded the report to Board of studies for further action.


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DEPARMENT OF BUSINESS ADMINISTRATION

ACTION TAKEN REPORT

Date: 19-07-2021

Based on the discussions of Department Advisory Board meeting held on 16-07-2021, the following actions were taken by BOS.

Agenda:

S. NO.	Decision about	Action Taken
1	Fixing of target level for 2019-21 batch for POs.	It is recommended to fix PO target as 2.1 for 2019-21 Batch
2	Remove outdated courses in the curriculum	The suggestion is forwarded to Board of studies. BOS has recommended to remove Business Ethics and Corporate Governance subject.
3	Introduce updated courses	The suggestion is forwarded to Board of studies. BOS has recommended changing the contents of Operations Management subject.
4	Modify subject contents	The suggestion is forwarded to Board of studies. BOS has recommended upgrading lab contents in IT lab by introducing more Excel related concepts.
5	Change order of the subjects	The suggestion is forwarded to Board of studies. BOS has recommended to change Entrepreneurship Development course to the First semester.
6	Revise statistics syllabus	The suggestion is forwarded to Board of studies. BOS has recommended to keep only limited contents in the syllabus by considering student knowledge levels.

7	Add current issues in GST & Custom Law subject	The suggestion is forwarded to Board of studies. BOS has recommended to incorporate more updated topics in GST & Customs Law subject
8	Guest lectures and Symposia	The suggestion is forwarded to Board of studies. BOS has recommended to conduct more number of guest lectures and symposia.
9	Fourth semester subjects	The suggestion is forwarded to Board of studies. BOS has recommended to add more advanced subjects like Business analytics in the fourth semester.

The above report is to be presented in the BOS meeting for its approval and feedback.


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