

MADANAPALLE INSTITUTE OF TECHNOLOGY & SCIENCE
Department of Management Studies

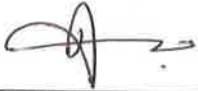

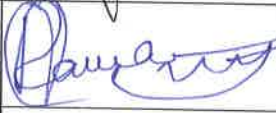


Date: 15-12-2020

CIRCULAR

It is hereby informed to all the members of Program Assessment Committee (PAC) that Program Assessment Committee (PAC) Meeting is scheduled on 15-12-2020 at 11.00 AM in the HoD Chamber, MITS Madanapalle, for addressing and reviewing the assessment of curriculum.

Agenda:

1. Assessment on previous result analysis of course outcomes (COs), Programmed Outcomes (POs) and Program Educational Outcomes (PEOS)
2. Discussion on programme effectiveness of the current curriculum
3. Any other matter with the permission of the Chair

1.	Dr. K. T. Vigneshwara Rao Assoc. Professor and Head Dept. Management Studies	
2.	Prof. D Pradeep Kumar Professor and Chief Coordinator PAARC Cell Dept. Management Studies	
3.	Dr. R Varadarajan Associate Professor Dept. Management Studies	
4.	Dr. Mohammed Mujahed Ali Associate Professor & Academic Coordinator Dept. Management Studies	
5.	Dr. G. Soma Sekhar Associate. Professor Dept. Management Studies	



Madanapalle Institute of Technology & Science
Department of Management Studies

Program Assessment Committee (PAC) Meeting

Date: 18-3-2020

Venue: Department of Management Studies

This is to inform that the PAC meeting is scheduled on 18/03/2020 at 11.00 AM in the chamber of the Head of the department of Management Studies to discuss the following agenda points. The members are requested to take note of this and attend the meeting.

Agenda

1. Achievement of POs, PSOs and PEOs.
2. Attainment of Program Outcomes (POs), and Program Educational Objectives (PEOs).
3. Evaluation effectiveness of the program, identifying gaps.
4. FDPs, Workshops, projects, paper publications and engagement in research activities.

	Faculty Members	Signature
1.	Dr. K. T. Vigneshwara Rao Assoc. Professor & Head, Dept. of Management Studies, MITS.	
2.	Dr. D. Pradeep Kumar Professor & Chief NBA Coordinator, Dept. of Management Studies, MITS.	
3.	Dr. R. Varadarajan Associate Professor, Dept. of Management Studies, MITS.	
4.	Dr. Mohd Mujahed Ali Associate Professor, Dept. of Management Studies, MITS.	
5.	Dr. G. Mahendar Assistant Professor, Dept. of Management Studies, MITS.	



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Minutes of the PAC meeting held on 18/03/2020, at 11.00AM in the chamber of the head of the department of Management Studies.

The chairman of the PAC welcomed the members and initiated the meeting and informed the members that in view of the current pandemic situation some of the activities of the department have been affected and could not be either initiated or executed. The teaching learning process has been affected and the department is working with the principal and other authorities to understand the guidelines sent by the UGC, AICTE and other agencies. Once the guidance is clarified it will be informed to the department with Standard Operating Procedures.

1. Achievement of COs, POs and PEOs.
 - a. The academic coordinator informed the members that in view of the pandemic situation this could not be carried out. Th
2. Attainment of Program Outcomes (POs), and Program Educational Objectives (PEOs).
 - a. The head of the department and chairman of the program assessment committee said the attainment of COs and POs should be carried out as soon as it is possible adhering to the standard operating procedures as and when they are made available.
3. Evaluation effectiveness of the program, identifying gaps
 - a. The academic coordinator expressed the need for a relook of the curriculum and syllabus, in order to align with the changes in external environment as well as make amends based on the insights/experience gained during the delivery of the courses
 - b. The head of the department suggested that the review of the syllabus be carried out in a systematic manner with objectives as above in mind.
 - c. The head of the department suggested that the review of syllabi be taken up in a step by step manner as follows:
 - i. Review the curriculum structure
 - ii. Benchmarking the curriculum with the best institutes in India.
 - iii. Review the first-year syllabi
 - iv. The review of the second year syllabi to be taken up in 2021 before the second year academic session begins.
 - d. The academic coordinator was requested to form teams comprising of the course coordinator and the faculty teaching the course to identify areas of improvement/modification in the syllabi.
4. Workshops, projects, working models, paper publications and engagement in research activities.
 - a. The chairman of the PAC informed the members that while faculty are attending/participating in a few workshops, conferences, and seminars the number needs to increase.



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- b. The members informed that due to the pandemic attending conferences and workshops could be a risk.
- c. The chairman said that the online platform could be explored for conduct and participation in various conferences and workshops.
- d. The chairman reviewed the progress of the IV semester student projects and suggested that the faculty can follow-up with the students on the project performance through emails and phone.

Follow-up action on the PAC meeting

1. Attainment of Program Outcomes (POs), and Program Educational Objectives (PEOs).
 - a. In view of the guidelines issued by the government the activities related to the attainment of POs and PEOs will not be possible at this point in time. The academic coordinator assured that as soon as the situation stabilizes and appropriate permission are obtained the processes leading the assessment of POs and PEOs will be initiated and the same will be informed to the Head of the department.
 - b. Once the attainments are calculated a report will be submitted for further processing
2. Identification areas of curriculum and syllabi needing improvement/modification
 - a. The academic coordinator formed the teams and allocated syllabi for review and requested the teams to present the outcomes in a series of meeting for discussion with peers and senior members of the department.
 - b. Discussions on various syllabi were conducted on through online meeting
 - c. During the online meeting the modification/improvements for various syllabi were noted down to be incorporated in the new syllabi for submission to a board of studies.
 - d. The academic coordinator informed that the board of studies has been constituted and the draft copy of the syllabi have been sent to the external experts for review.
 - e. The board of studies was scheduled and conducted online. The curriculum structure and the first-year syllabi were approved with some modification and suggestions.
 - f. The required modifications/suggestion were incorporated and the R20 curriculum and syllabi has been finalized.
3. Workshops, projects, working models, paper publications and engagement in research activities.