



GNANAM
SCHOOL OF BUSINESS
Wisdom in Business

IQAC
Internal Quality Assurance Cell

FACULTY MEETING

II Semester (May, 2021 to August, 2021) Course Allocation Meeting

Organised by

IQAC – GSB

Meeting No. 21; Date: 01.04.2021; Day: Thursday; Time: 10:30am to 11:00am;

Venue: Faculty Meeting Room

AGENDA:

1. Subject Allocation to Faculty Members for the II Semester, Taylors of GSB (May, 2021 to August, 2021)
2. Submission of Session Plan for each for the assigned course.
3. Submission of I Semester of Course Files

DISCUSSION POINTS:

1. The subject allocation for the 2nd semester was discussed. At the end of the discussion, the following list of courses were allocated to the Faculty Members by Dr.S.Sundar, Director, GSB

S.No.	Course Code	Course Title	Course Credit	Section A & B (Course Instructor Assigned)
1.	5201	Applied Operations Research	3	Prof.S.Manikandan
2.	5202	Business Research Methods	3	Prof.S.Saravanan
3.	5203	Financial Management	3	Prof.T.R.Subramanyam
4.	5204	Human Resource Management	3	Dr.M.Chithra
5.	5205	Information Management	3	Dr.Runu
6.	5206	Operations Management	3	Dr. Issac B. Johny
7.	5207	Marketing Management	4	Dr.S.Sundar
8.	5208	Data Analysis & Business Modeling (Practical)	4	Dr.R.Thirumurugan

2. All the faculty members were requested to submit the Session Plan for their respective course on or before 22.4.2021 to Mr.S.Saravanan, Academic Co-ordinator (II Semester).
3. It was decided to use a standard format for the Session Plan in order to bring the uniformity. The format will be soon sent to faculty members by the Academic Co-ordinator.
4. The faculty members are requested to use the MOODLE actively and get ready with the course materials to be uploaded for the 2nd Semester.



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5. The faculty members were requested to submit their Course Files (Hard Copy) for the I Semester (Taylors of GSB) on or before 20.4.2021. The standard format of the Course Components will be soon sent to the faculty members.
6. Director Sir has re-iterated the faculty members to complete the final projects of II year students prior the end of April month itself. So that, it will not be an overburden during the handling of papers for the I year students.

MEMBERS PRESENT IN THE MEETING:

Dr.S.Sundar	
Dr.S.P.S.Aruldoss	
Dr. S. Christina Sheela	
Dr. R.Thiru Murugan	
Mr.S.Manikandan	
Dr. M.Chithra Balamurugan	
Dr. Issac B. Johny	
Mr.S.Saravanan	

Faculty Co-ordinator - IQAC

Director

(S.Saravanan)

(Dr.S.Sundar)



INTERNAL QUALITY ASSURANCE CELL (IQAC)

FACULTY MEETING

Meeting No. 20 Date: 18.2.2021 Day: Thursday Time: 10am Venue: Syndicate Room

AGENDA:

1. Value Addition Course: 13th Batch (2021-23) – Discussion
2. Roles and Responsibilities Allocation to Faculty Members for the Flagship Programmes and other Key Tasks
3. NAAC : IQAC – A Bird's Eye View and Discussion
4. 4th Semester (February, 2021 to May, 2021) Plan presented by Dr.R.Thirumurugan, Faculty Academic Co-ordinator, Fayols of GSB.
5. Dr.S.P.S.Aruldoss, CEO's Remarks & Vote of Thanks

DISCUSSION POINTS:

1. All the faculty members were present in the meeting.
2. Dr.S.Sundar, Director, GSB presented the opening address.
3. **Agenda 1:** The following points are emanated from the meeting from the faculty members;
 - a. The faculty members have to pay lot of attention in driving their academic related activities through Moodle. It will be helpful in strengthening the e-record of activities that will support the NAAC criterion implementation.
 - b. The Valued Added Courses are to be carried out by taking inputs from the recruiters and relevant employment sources. This would be helpful in crafting industry relevant training programmes.
 - c. The workshops for the respective courses have to be identified by the faculty members. It has to be either in-built or delivered by the faculty members. Or else, the competent resource person has to be invited and conduct a one or two day workshop to cater to the needs of student's knowledge updation.
 - d. The faculty members must develop a network with fellow faculty fraternity in this region, industry and other key industrial bodies to tap the benefits that benefits mutually (faculty themselves and institution)
 - e. The faculty members have to engage with the students in a small group both in class and out of the class. This will fetch a group cohesion and knowledge sharing practice.
 - f. There are other programmes such as meet the manager, sales training programmes and field sales activity have to be blended along with academic schedule. The students should be encouraged to perform in the field and practice the learnings in real time situations.

- g. The analytical tools required for the students such as EXCEL, R basics, etc., has to be kept as a value addition courses and delivered to the students in the first two semester both basics and advanced in a sustained manner.
- h. There should be a personality development programme and rudimentary spoken English workshop for the first year students in the first semester itself.
- i. One Hour has to be deputed exclusively in the time table for Library Reading Hour and Club Activities (for the conduction of meetings and activities planning).
- j. The DABM programme has to be made more inclusive of keeping up-to-date and relevant in delivering the technical course in the second semester.

Agenda 2: The faculty members will be allocated with roles and responsibilities for the upcoming academic year. This includes the Flagship Events, Regular Events of GSB and Clubs.

Agenda 3: The NAAC parameters as a snapshot by Prof.S.Saravanan, Faculty Co-ordinator, IQAC. The following points are emanated from the meeting from the faculty members;

- a) Reallocation of Faculty Responsibility Criterion: Wise
- b) Plan for the periodic review meeting (bi-weekly or monthly)
- c) Review Process and Progress to be laid-out before the next meeting.
- d) Files and its updation linked with the criterion.

Agenda 4: The 4th Semester Plan for the current second year batch students (Fayols of GSB) are presented by Dr.R.Thirumurugan, Faculty Academic Co-ordinator, Fayols of GSB. The following points are emanated from the meeting from the faculty members;

- a. Time line of 4th Semester Final projects presented and discussed.
- b. The Research Methodology Sessions (45) has to be conducted for the second year students to deliver their projects better. Each faculty will deliver their respective areas of specialized research method themes. This will be covering the research work phase-wise in link with their Reviews. The sessions will be scheduled from 4th Week of February to April, 2021.
- c. The project guides will engage their student in terms of task allocation and research progress and completion on a day-to-day basis and note down their periodic reviews.
- d. The time line for the review will be soon distributed to the faculty members via e-mail to students and staffs.

Agenda 5: At the end of the meeting, Dr.S.P.S.Aruldoss, GSB addressed the faculty members. He has re-iterated the following;

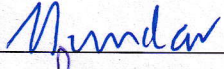
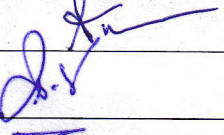
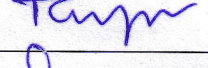
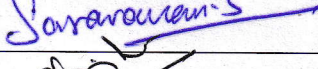
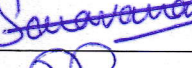
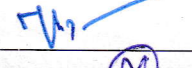
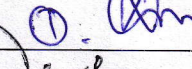
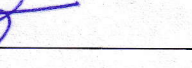
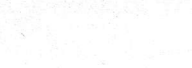
- ✓ An Action Plan for the NAAC Work Allocation to respective faculty members and work intensively on the file arrangements.
- ✓ The club activities have to be started again by the respective faculty co-ordinators.
- ✓ Each faculty member must try his level best to increase the admission numbers by helping out then and there.
- ✓ The remedial classes for students those who require additional inputs have to be taken care.

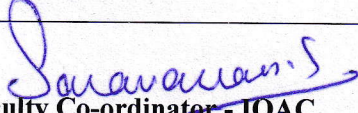
The Vote of thanks was proposed by Dr.S.Christina Sheela.



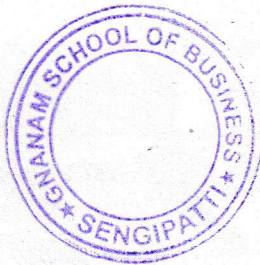
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MEMBERS PRESENT IN THE MEETING:

S.NO.	NAME OF THE FACULTY MEMBER	SIGNATURE
1.	Dr.S.Sundar	
2.	Dr.S.P.S.Arul Doss	
3.	Dr. S. Christina Sheela	
4.	Dr. R.Thiru Murugan	
5.	Mr.S.Saravanan	
6.	Dr. M.Chithra	
7.	Dr. K.Subramani	
8.	Mr. B. Issac Johny Rajadurai	
9.	Mr.S.Manikandan	
10.	Mr.D.Asvagosh	
11.	Mr.A.Clinton	
12.	Mr.N. Thulasi Raja	


Faculty Co-ordinator - IQAC
(Mr. S.Saravanan)


Director
(Dr.S.Sundar)
Director,
Gnanam School of Business,
Mary's Nagar,
Trichy-Thanjavur Express Way,
Sengipatti-613 402.
THANJAVUR.



**INTERNAL QUALITY ASSURANCE CELL (IQAC)
FACULTY MEETING**

Meeting No. 19; Date: 09.09.2020; Day: Wednesday; Time: 10am

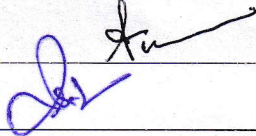
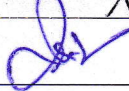
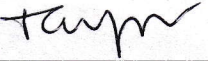
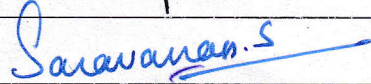
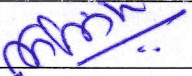
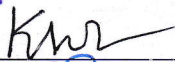
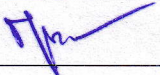
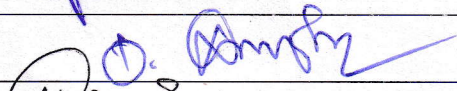
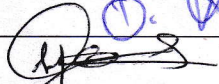
AGENDA:

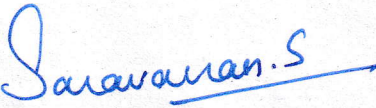
1. Presentation of Individual Roles and Responsibilities of Faculty Members to CEO and Director
2. Feedback and Suggestions by Director, GSB

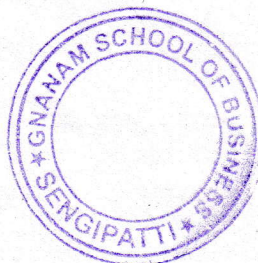
POINTS DISCUSSED:

1. All the faculty members presented their current roles and responsibilities in detail to Dr.S.Sundar, Director and Dr.S.P.S.Aruldoss, CEO. Each faculty members presented their respective portfolio, processes and deliverables to their given task.
2. The faculty members were later addressed by Director and he has reiterated the focus on research, learning, strengthening the academic performance and holistic development of institution and faculty's superior performance.
5. Vote of Thanks is proposed by Mr.S.Saravanan, Assistant Professor, GSB

MEMBERS PRESENT IN THE MEETING

S.NO.	NAME OF THE FACULTY MEMBER	SIGNATURE
1.	Dr.S.Sundar	
2.	Dr.S.P.S.Arul Doss	
3.	Dr. S. Christina Sheela	
4.	Dr. R.Thiru Murugan	
5.	Mr.S.Saravanan	
6.	Dr. M.Chithra	
7.	Dr. K.Subramani	
8.	Mr. B. Issac Johny Rajadurai	
9.	Mr.S.Manikandan	
10.	Mr.D.Asvagosh	
11.	Mr.A.Clinton	
12.	Mr.N. Thulasi Raja	


Faculty Co-ordinator - IQAC
(Mr. S.Saravanan)




Director
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

FACULTY MEETING

Semester III

Meeting No. 18 Date: 12.08.2020 Day: Wednesday Time: 04:30pm

AGENDA:

1. Welcoming the newly appointed Director, GSB by IQAC Faculty Co-ordinator & CEO.
2. Acceptance Speech by the Director, GSB to faculty members of GSB
3. Semester III: Academic Meeting for the Fayols of GSB.

Academic Themes:

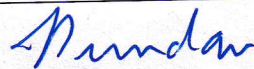
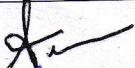
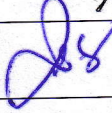
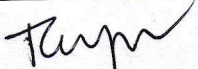
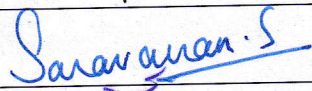
- a. Course Allocation: III Semester (Fayols of GSB)
 - b. III Semester Inauguration on 17.08.2020.
 - c. Time Table Preparation and Class Hours Finalization
 - d. Attendance Log for Students (III Sem.)
 - e. Internal Assessment Finalization and Conduction of Classes
 - f. Final Semester Projects Submission (Decennials of GSB) & Viva Voce
 - g. Summer Internship Projects Submission
 - h. On Going Admission Progress
 - i. Proposed Faculty Meeting on 31st August, 2020 @ GSB
4. Vote of Thanks

POINTS DISCUSSED:

1. The welcome address was presented by Mr.S.Saravanan, Faculty Co-ordinator – IQAC. On behalf of the GSB fraternity a warm welcome note presented to Dr.S.Sundar, newly appointed Director of GSB.
2. Dr.S.P.S.Aruldoss, CEO of GSB presented a thematic address and delivered the genesis of GSB and its vision. He welcomed the Director officially in the presence of the faculty members. He expressed his hope that GSB will gain momentum under the steward leadership of Dr.S.Sundar.
3. Dr.S.Sundar, Director – GSB has accepted the welcome of CEO and faculty members of GSB and expressed his pleasure to join on the board. He expressed his solidarity that GSB will work hard to achieve the national presence in the near future and pursue his efforts to achieve through “Participative Leadership”. He had shared his BIM experiences and recollected his memories of Prof.Pyarelal Arya, First Director of BIM and how it was helpful for him during his initial days of his teaching experience. He registered his ideas in an erudite manner and looks forward the co-operation of faculty team to achieve academic excellence.

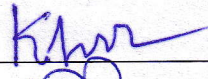
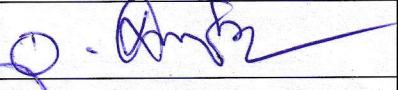
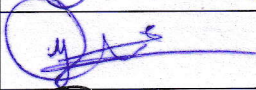
4. Dr.S.P.S.Aruldoss, CEO has shared the information on subject allocation to their respective faculty members for the III Semester. The three marketing papers are kept compulsory elective.
5. The Director addressed the statutory requirements for the minimum number of hours per day to complete the III semester successfully in the next 75 days as per the Univ. norms.
6. The class hours fixation in a day was discussed in detail. The Academic Co-ordinators of both I year and II year will decide on that with due instruction from the Director.
7. The **III Semester Inauguration** is scheduled on **17.08.2020 (Fayols of GSB) from 09am onwards**. The esteemed guest faculties from outside will address the students on the first three days for the respective subjects.
8. The time table will be duly updated as per the regular norms of GSB.
9. The attendance part will be taken care by the subject faculties of respective subjects. In the meantime, if there are any continuous uninformed absenteeism by any students, it will be duly informed to the academic co-ordinator by the respective faculty members.
10. The CEO Sir has duly informed all the faculty members to instruct the final year students to wrap-up the student's final projects in the stipulated time. The Viva-voce will be conducted on 19th and 20th of August, 2020.
11. The first year students should also duly update their status of Summer Internship Report Submission. The communication will be sent it to them by the Academic Co-ordinator.
12. CEO Sir has shared the ongoing admission process of GSB for the 12th Batch. He expressed his hope that this time GSB will achieve more admission this year.
13. The next faculty meeting is scheduled on 31st August, 2020 @ GSB Campus with all the faculty members present along with CEO and Director.
14. Dr.S.P.S.Aruldoss, CEO - GSB delivered a warm thanking note to all the faculty members for their stupendous support. Dr.S.Sundar, Director – GSB vouched it. With the due vote of thanks in place, the meeting was duly wound up.

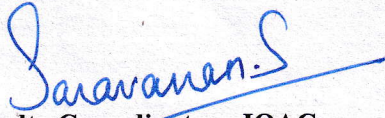
MEMBERS PRESENT IN THE MEETING

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1.	Dr.S.Sundar	
2.	Dr.S.P.S.Arul Doss	
3.	Dr. S. Christina Sheela	
4.	Dr. R.Thiru Murugan	
5.	Mr.S.Saravanan	
6.	Dr. M.Chithra	



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7.	Dr. K.Subramani	
8.	Mr. B. Issac Johny Rajadurai	
9.	Mr.S.Manikandan	
10.	Mr.D.Asvagosh	
11.	Mr.A.Clinton	
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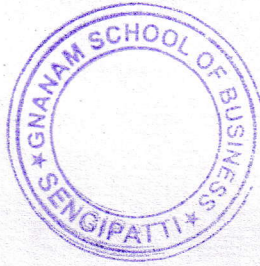
Faculty Co-ordinator - IQAC

(Mr. S.Saravanan)



Director

(Dr.S.Sundar)



Director,
Gnanam School of Business,
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