

MES INSTITUTE OF MANAGEMENT

“Vidyavihara”, #25/1, 17th Main, II Block, Rajajinagar, Bangalore - 560010

Formation of Various Committees for the year 2015-16

Sl. No.	Name of the committee	Designation	Name of the faculty	Events
1	Cultural Committee	Convener Co-convener	Smt. Vajreswari.S.Murthy, Asst. Prof. Smt. Nalini.N, Asst. Prof	Prathibha Karanji. Kalavedi, college prgrams Ethnic Day Annual Day
2	Examination and Internal Assessment Tests Committee	Convener Members	Dr.Shankarnarayan Shastry, Asst. Prof Smt. Harini.M.S, Asst. Prof. Smt. Rohini Patil, Asst Prof.	2+2 internal Assessment Tests. 2-university Examinations
3	Time Table Committee	Convener Members	Smt. Harini.M.S, Asst. Prof Smt.Rohini.S.Patil, Asst. Prof Smt.Divyashree.D.V, Asst. Prof	
4	Editorial Committee	Chief Editor	Anuradha.K, Asst. Prof.	Abhijna- Bi-Annual News letter Manjari - Annual Magazine Wall Magazine
		Members	Smt. Vajreshwari. S Murthy & Sri.Chandrashekhar, Asst. Prof Dr. Shankarnarayan Shastry, Asst. Prof Sri. Vidyashekhar, Asst. Prof	
5	Add on courses, career Guidance and Internship Program.	Convener	Smt.Harini.M.S, Asst. Prof.	Company Secretary, tally Internship, advanced Excel TCS-Retail Analytics Career Guidance
		Member	Smt. Divyashree.D.V, Asst. Prof. and respective III year Class teachers	
6	Placement Officer	Convener	Deepa.T.M Asst. Prof.	<ul style="list-style-type: none"> • Placement • Paper presentation
7	Seminar, FDP and workshop (Inter collegiate level)	Convener Members	<i>Dr. Sharada.S,</i> <i>Asst. Prof.</i> Asst. Prof. Harini M.S Asst. Prof. Rohini Patil	<ul style="list-style-type: none"> • State level Seminar • Work shop • F.D.P
8	Commerce and Management Club & inter college competitions	Convener	<i>Asst. Prof. Nalini</i>	<ul style="list-style-type: none"> • Product launch • Swayam Anveshana • Budget Analysis
		Member	Asst. Prof. Sanjana	
9	NSS and Red Cross	Convener	<i>Asst. Prof. Honnurappa</i>	7-days Camp One – day trekking camp Swacha Bharath, repoting and many more
		Member	Asst. Prof. Poornima	

10	Subject wise seminars	Convener	Smt. Deepa. T.M Asst. Prof.	Core and Non- core subjects Languages
		Member	Smt. Shruthi Sumanth, Asst Prof	
11	Students Coordinators	Convener	Dr. Shankarnarayan Shastry, Asst. Prof.	CD's of Video Presentation 15 days once- general meeting Events wise meeting
		Member	Smt. Rohini Patil, Asst. Prof. Mr. Vidyashekhara, Asst. Prof.	
12	Language -club	Conveners	Asst. Prof. Anuradha	Maverix
			Dr. Vajreshwari. S Murthy	Nudi habba
			Sri. Vidyashekhara, Asst. Prof	Surabharathi Vaibhavam
			Dr. Shankarnarayan Shastry, Asst. Prof	Hindi Diwas
13	Library	Convener	Lib. Veda Shetty	Semester – wise purchasing of syllabus oriented books, Journals and reference books
		Members	Smt. Sharada.S, Principal	
			Smt. Harini. M.S Asst. Prof.	
			Smt. Anuradha.K, Asst. Prof	
14	Alumni Meet	Convener	Smt. Pallavi.S, Asst. Prof.	2- Alumni meet
		Member	Smt. Sanjana, Asst. prof.	
15	Sports	Convener	Sri, Vidyashekhara, Asst. Prof.	Intra and inter college sports events.
		Member	Asst. Prof. Suresh Patil	
16	Discipline committee	Convener	Dr. Sharada.S, Principal	Issues and complaints as and when it arises
		Members	Smt. Harini M.S, Vice Principal	
			Dr, Shankarnarayan Shastry, Asst. Prof	
			Smt. Rohini Patil, Asst. Prof	
17	Excursion/Industrial Visit & Field Visits	Convener	Smt. Rohini Patil, Asst. Prof.	Annual Excursion for final year students, industrial and field visits
		Members	Smt. Vajreshwari.S.Murthy, Asst. Prof	
			Smt. Divyashree.D.V, Asst. Prof. And respective Class Teachers	
18	Inter college	Convener	Smt. Nalini, Asst. Prof.	
19	Admission	Convener	Dr. Sharada.S	
		Members	Sri. Vidyashekhara.K.S Asst. Prof	
			Suresh Patil, Asst. Prof Smt. Pallavi.S, Asst. Prof	
20	IQAC	Convenor	Smt. Harini.M.S, Asst. Prof	Sharada.S Principal
Co-Convenor	Smt. Anuradha.K, Asst. Prof			

MES INSTITUTE OF MANAGEMENT

“Vidyavihara”, #25/1, 17th Main, II Block, Rajajinagar, Bangalore - 560010

Formation of Various Committees for the year 2016-17

Sl. No.	Name of the committee	Designation	Name of the faculty	Events
1	Cultural Committee	Convener Co-convener	Dr. Shankarnarayan Shastry, Asst. Prof. Smt. Rohini Patil, Asst. Prof. Smt. Harini.M.S., Asst. Prof	Prathibha Karanji. Kalavedi, college prgrams Ethnic Day Annual Day
2	Examination and Internal Assessment Tests Committee	Convener	Smt. Harini.M.S, Asst. Prof.	2+2 internal Assessment Tests. 2-university Examinations
		Member	Smt.Nalini.N, Asst. Prof.	
3	Time Table Committee	Convenor Members	Smt. Harini.M.S, Asst. Prof Smt.Rohini.S.Patil, Asst. Prof Smt.Divyashree.D.V, Asst. Prof	
4	Excursion, Industrial & field Visits	Convener	<i>Smt. Vajreshwari.S.Murthy, Asst. Prof.</i>	2+2 Industrial and field Visits 1-excursion for final year students
		Member	Smt., Pallavi.S, Asst. Prof. & Smt.Sushmitha.V, Asst. Prof. Sri.Suresh Patil, Asst. Prof and Respective Class teachers	
5	Editorial Committee	Chief Editor	<i>Anuradha.K, Asst. Prof.</i>	Manjari - Annual Magazine Wall Magazine Abhijna- Bi-Annual News letter
		Members	Smt. Vajreshwari. S Murthy & Sri.Chandrashekhar, Asst. Prof	
			Dr. Shankarnarayan Shastry, Sri. Vidyashekara, Asst. Prof, Smt. Lavanya.S	
6	Add on courses, career Guidance and Internship Program.	Convener	<i>Smt. Harini.M.S, Asst. Prof.</i>	iStar, Company Secretary, tally Internship, advanced Excel TCS-Retail Analytics Career Guidance
		Member	Smt. Divyashree.D.V, Asst. Prof. and respective III year Class teachers	
7	Placement Officer	Convener	Deepa.T.M Asst. Prof.	<ul style="list-style-type: none"> • Placement • Paper presentation
8	Seminar, FDP and workshop (Inter collegiate level)	Convener	<i>Dr. Sharada.S, Asst. Prof.</i>	<ul style="list-style-type: none"> • State level Seminar • Work shop • F.D.P
		Member	Smt. Harini M.S, <i>Asst. Prof</i>	
		Member	Smt. Rohini Patil <i>Asst. Prof</i> <i>Smt. Chitra.V, Asst. Prof</i>	
9	Commerce and Management Club	Convener	<i>Smt. Sanjana, Asst. Prof</i>	<ul style="list-style-type: none"> • Product launch • Swayam Anveshana
		Member	Smt. Sushmitha. V,	

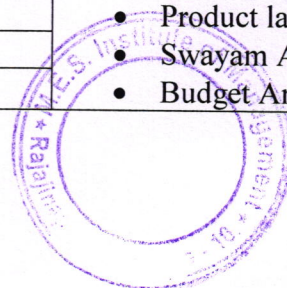
	& inter college competitions		Asst. Prof	• Budget Analysis
10	NSS and Red Cross	Convener	<i>Sri. Vidyashekara, Asst. Prof.</i>	7-days Camp One – day trekking camp Swacha Bharath,
11	Students Coordinators	Convener	<i>Dr. Shankarnarayan Shastry, Asst. Prof.</i>	CD's of Video Presentation 15 days once- general meeting Events wise meeting
		Member	Smt. Rohini Patil, Asst. Prof. Mr. Vidyashekara, Asst. Prof.	
12	Language -club	Conveners	Asst. Prof. Anuradha	Maverix
			Dr. Vajreshwari. S Murthy	Nudi habba
			Sri. Vidyashekara, Asst. Prof	Surabharathi Vaibhavam
			<i>Dr. Shankarnarayan Shastry, Asst. Prof</i>	Hindi Diwas
13	Library	Convener	<i>Lib. Veda Shetty</i>	Semester – wise purchasing of syllabus oriented books, Journals and reference books
		Members	Smt. Sharada.S, Principal	
			Smt. Harini. M.S Asst. Prof. Smt. Anuradha.K, Asst. Prof	
14	Alumni Meet	Convener	Smt. Pallavi.S, Asst. Prof.	2- Alumni meet
		Member	Smt. Sanjana, Asst. prof.	
15	Sports	Convener	<i>Sri. Honnurappa, Physical Education –Dir</i>	Intra and inter college sports events.
		Member	Sri. Vidyashekara, Asst. Prof Sri. Suresh Patil, Asst. Prof Sri. Vijay Kumar, Asst. Prof	
16	Discipline committee	Convener	Dr. Sharada.S, Principal	Issues and complaints as and when it arises
		Members	Smt. Harini M.S, Vice Principal	
			Sri. Vidyashekara, Asst. Prof Smt. Rohini Patil, Asst. Prof	
17	Inter college competitions	Convener	Smt. Nalini, Asst. Prof.	
18	Admission	Convener	Dr. Sharada.S, Principal	
		Members	Smt. Rohini Patil, Asst. Prof	
			Smt. Divyashree, Asst. Prof Sri. Suresh Patil, Asst. Prof	
19	IQAC	Convenor Co- Convenor	Smt. Harini.M.S, Asst Prof Smt. Anuradha.K, Asst. Prof	<i>Sharada.S Principal</i>

MES INSTITUTE OF MANAGEMENT

Vidyavihara, 25/1,17th Main, II Block, Rajajinagar, Bangalore-560 010

Formation of Various Committees for the year 2017 - 2018

Sl. No.	Name of the Committee	Designation	Name of the Faculty	Events
1	Cultural Committee	Convener	Smt. Vajreshwari S Murthy & Smt. Pallavi	Prathibha Karanji. Kalavedi
		Member	Smt. Divya shree	Ethnic Day
		Member	Sri. Suresh Patil	Annual Day
2	Examination and Internal Assessment Tests Committee	Convener	Smt. Harini M.S	2+2 internal Assessment Tests. 2-university Examinations
		Member	Smt. Nalini	
		Member	Sri. Chandrashekar	
		Member	Sri. Vijay Kumar	
3	Industrial & field Visits, Placements and excursion	Convener	Smt. Rohini Patil	2+2 Industrial and field Visits 1-excursion Placement Drive
		Member	Sri. Suresh Patil	
		Member	Ms. Sushmitha	
		Member	Ms. Vinutha	
4	Editorial Committee	Chief Editor	Smt. Anuradha	Bi-Annual News letter Manjari - Annual Magazine Wall Magazine
		Member	Sri. Vijay Kumar	
		Member	Sri. Vidya Shekar	
		Member	Sri. Chandra shekar	
		Member	Dr. Kanchana	
5	Add on courses, career Guidance and Internship Program.	Convener	Smt. Divya shree	Company Secretary, tally Internship, advanced Excel TCS-Retail Analytics Career Guidance
		Member	Sri. Vijay Kumar	
		Member	Smt. Pallavi	
		Member	Sri. Suresh Patil	
6.	Extra-Curricular Activities	Convener	Smt. Nalini	<ul style="list-style-type: none"> • Rotaract club, Disha • Paper presentation • Inter college competition
		Member	Smt. Sanjana	
		Member	Smt. Chitra	
		Member	Smt. poornima	
7	Seminar, FDP and workshop (Inter collegiate level)	Convener	Smt. Sharada	<ul style="list-style-type: none"> • State level Seminar • Work shop • F.D.P
		Member	Smt. Harini M.S	
		Member	Smt. Rohini Patil	
		Member	Smt. Chitra	
8	Commerce and Management Club	Convener	Ms.Sushmitha	<ul style="list-style-type: none"> • Product launch • Swayam Anveshana • Budget Analysis
		Member	Smt. Lavanya	
		Member	Ms. Vinutha	



9	NSS and Red Cross	Convener	Sri. Vidya Shekar	7-days Camp
		Member	Sri. Chandra Shekar	One – day trekking camp
		Member	Smt. Kanchana	Swacha Bharath, reporting and
		Member	Sri. Honnurappa	many more
10	Subject wise seminars	Convener	Smt. Chitra	Core and Non- core subjects
		Member	Smt. Lavanya	Languages
11	Students Coordinators	Convener	Sri. Suresh Patil	CD's of Video Presentation
		Member	Smt. Rohini Patil	15 days once- general meeting
		Member	Smt. Sanjana	Events wise meeting
12	Language -club	Convener	Smt. Anuradha	Mevarix
		Convener	Smt. Vajreshwari	Nudi habba
		Convener	Sri Vidya shekar	Surabharathi Vaibhavam
		Convener	Dr. Kanchana	Hindi Diwas
13	Spread sheet work and feed back	Convener	Sri. Vijay kumar	Monthly attendance. Internal
		Member	Smt. Divya shree	assessment marks entries.
14	Notice board Black board writing	Convener	Smt. Lavanya	Weekly – once
		Member	Smt. Chitra	Every- working day
15	Library	Convener	Smt. Veda Shetty	Semester – wise purchasing of syllabus oriented books, Journals and reference books
		Member	Smt. Harini M.S	
		Member	Smt. Chitra	
		Member	Smt. Anuradha	
16	Alumni Meet	Convener	Smt. Sanjana	2- annual meets
		Member	Smt. Pallavi	
		Member	Ms. Sushmitha	
17	Sports	Convener	Sri. Honurappa	Intra and inter college events.
18	University work	Convener	Sri. Chandra shekar	Marks cards. Convocation certificates
		Member	Smt. Nalini	
19	Discipline committee	Convener	Smt. Sharada.S	Issues and complaints as and when arises
		Member	Smt. Harini M.S	
		Member	Smt. Rohini Patil	
		Member	Sri. Vidya Shekar	
20	Infra-structure	Convener	Sri. Honurappa	3 rd and 4 th floor
		Member	Sri. Chandra Shekar	
		Member	Sri. Suresh patil	

sharada S

Principal

MES Institute of Management
Rajajinagar, Bangalore-560 01

MES INSTITUTE OF MANAGEMENT

Vidyavihara, 25/1, 17th Main, II Block, Rajajinagar, Bangalore-560 010

Various Committees for the year 2018 – 2019


Sl. No.	Name of the committee	Designation	Name of the faculty	Events
1	Cultural Committee	Convener	Smt. Divya Shree	Prathibha Karanji.
		Member	Dr. Vajreshwari S Murthy	Kalavedi
		Member	Smt. Sanjana	Ethnic Day
		Member	Sri. Chandra shekar	Annual Day
2	Examination and Internal Assessment Tests Committee	Convener	Smt. Rohini Patil	2+2 internal Assessment Tests.
		Member	Smt. Nalini	2-university
		Member	Sri. Chandrashekar	Examinations
		Member	Sri. Vijay Kumar	Filing IA answer sheets and QPs of IA & Semester exams
3	Industrial & field Visits and excursion	Convener	Smt. Chitra	2+2 Industrial and field Visits
		Member	Sri. Vidya shekar	1-excursion
		Member	Mrs. Anuradha	
		Member	Mr. Suresh patil	
4	Editorial Committee	Chief Editor	Smt. Anuradha	Bi-Annual News letter Manjari - Annual Magazine Wall Magazine
		Member	Dr. Vajreshwari S Murthy	
		Member	Sri. Vijay Kumar	
		Member	Sri. Vidya Shekar	
		Member	Sri. Chandra shekar	
		Member	Dr. Kanchana	
5	Add on courses	Convener	Ms. Sushmitha and Vinutha Smt. Anitha Kumari	tally advanced Excel, Certification Programs
		Member	Respective class teachers and mentors	
6	Inter college competitions	Convener	Smt. Nalini	Inter college competition
		Member	Smt. Sanjana	
7	Seminar, FDP and workshop (Inter collegiate level)	Convener	Dr. Sharada	<ul style="list-style-type: none"> • State level Seminar • Work shop • F.D.P
		Member	Smt. Harini M.S	
		Member	Smt. Rohini Patil	
		Member	Smt. Chitra	
8	Commerce and Management Club	Convener	Ms. Sushmitha	<ul style="list-style-type: none"> • Product launch • Swayam Anveshana • Budget Analysis • Case study analysis
		Member	Ms. Vinutha	
		Member	Mr. Vijaya Kumar	

9	NSS and Red Cross	Convener	Sri. Vidya Shekar	7-days Camp
		Member	Sri. Chandra Shekar	One – day trekking camp
		Member	Dr. Kanchana	Swacha Bharath, reporting and
		Member	Sri. Honnurappa	many more
10	Subject wise seminars	Convener	Smt. Sanjana	Core and Non- core subjects
		Member	Smt. Chitra	Languages
11	Students Coordinators	Convener	Sri. Vijaya Kumar	CD's of Video Presentation
		Member	Smt. Rohini Patil	15 days once- general meeting
		Member	Smt. Sanjana	Events wise meeting
12	Language -club	Convener	Smt. Anuradha	Mevarix
		Convener	Smt. Vajreshwari	Nudi habba
		Convener	Sri Vidya shekar	Surabharathi Vaibhavam
		Convener	Dr. Kanchana	Hindi Diwas
13	Spread sheet work and feed back	Convener	Sri. Vidya shekar	Monthly attendance. Internal
		Member	Ms. Vinutha	assessment marks entries.
14	Notice board Black board writing	Convener	Dr. Kanchana	Weekly – once
		Member	Ms. Shehanaz Banu	Every- working day
15	Library	Convener	Smt. Veda Shetty	Semester – wise purchasing of syllabus oriented books, Journals and reference books
		Member	Smt. Harini M.S	
		Member	Smt. Sushmitha	
		Member	Smt. Anuradha	
16	Alumni Meet	Convener	Smt. Sanjana	2- annual meets
		Member	Ms. Sushmitha	
17	Sports	Convener	Sri. Honurappa	Intra and inter college events.
19	Discipline committee	Convener	Smt. Sharada.S	Issues and complaints as and when arises
		Member	Smt. Harini M.S	
		Member	Smt. Rohini Patil	
		Member	Sri. Vidya Shekar	
20	Prayer session and internal discipline	Convener	Sri. Honurappa	Checking uniform every Thursday and Monday.
		Member	Sri. Rohini Patil	
		Member	Sri. Vidya shekar	
21	Placement	Convener	Sri. Suresh S Patil,	Placement drive and career orientation
22	IQAC and NACC		Smt. Harini M.S Smt. Anuradha	
23	Scholarship committee		Smt. Harini M.S Smt. Rohini patil Sri. Suresh Patil Sri Chandrashekar	
24	Time table		Smt. Harini . M.S Smt. Rohini Patil Smt. Divya shree	
25	Rotaract club		Mr. Vijay kumar Dr. Kanchan	

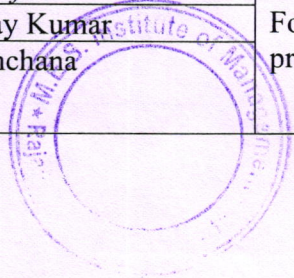
Sharada.S
Principal

MES Institute of Management
Raiainagar, Bangalore-560 010

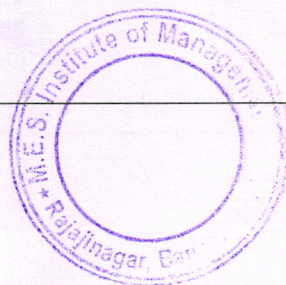
6.1.1


M.E.S. INSTITUTE OF MANAGEMENT
 Vidyavihar, 25/1,17th Main, II Block, Rajajinagar, Bangalore-560 010
Various Committees for the year 2019-2020

Sl.no.	Name of the committee	Designation	Name of the faculty	Events
1.	Cultural Committee	Convener	<i>Smt.Rohini patil</i>	<ul style="list-style-type: none"> • Prathibha Karanji. • Kalavedi • Ethnic Day • Annual Day
		Member	Sri. Vidya Shekhara	
2	Commerce and Management Club	Convener	<i>Ms.Sushmitha</i>	<ul style="list-style-type: none"> • Product launch • Samanvitha-annual expo • Budget Analysis • Case study analysis • Business Quiz
		Member	<i>Smt.Sanjana</i>	
3.	Industrial & field Visits and excursion	Convener	<i>Smt. Sanjana</i>	2+2 Industrial and field Visits 1-excursion
		Member	Sri. Suresh S Patil,	
4	Examination and Internal Assessment Tests Committee	Convener	<i>Smt. Nalini</i>	2+2 internal Assessment Tests. 2-university Examinations Filing IA answer sheets and QPs of IA &Semester exams
		Member	Dr.Vajreshwari .S.Murthy	
5.	Seminar and Equal Opportunity cell	Convener	<i>Smt. Chitra</i>	Seminar- Arranging subject wise seminar EOC-Installation, Training and development, Industry readiness program, Orientation in community development and social harmony
		Member	<i>Smt.Divyashree</i>	
6.	Library	Convener	<i>Smt. Veda Shetty</i>	Semester wise purchasing of books, Journals and reference books. Subscribing books for department library.
		Member	Dr. Kanchana	
7	EDP Cell	Convener	<i>Ms.Vinutha.T.N</i>	Orientation programs Swayam anveshana- expo
		Member	Ms.Shanaz	
8	Placement	Convener	<i>Sri. Suresh S Patil,</i>	Placement drive and career orientation
		Member	Ms. Sushmitha	
9	Admission(2020-2021)	Convener	<i>Smt.Divyashree</i>	Banners, fliers and prospects to be ready Follow up the admission process.
		Member	<i>Smt. Sanjana</i>	
			Sri.Vijay Kumar	
			Dr. Kanchana	



10	Editorial Committee	Chief Editor	<i>Smt. Anuradha</i>	Bi-Annual News letter- Abhigna Manjari - Annual Magazine
		Member	<i>Smt. Rohini Patil</i>	
		Member	Dr. Vajreshwari S Murthy	
		Member	Sri. Vidya Shekhara	
		Member	Dr. Kanchana	
11	NSS	Convener	<i>Sri. Vidya Shekhara</i>	7-days Camp One – day trekking camp Swacha Bharath
		Member	Sri. Honnurappa	
12	Rotaract club	Convener	Mr. Vijay kumar	Installation Blood donation camp Heath check up camp
		Member	Dr. Kanchana	
13	Student Union, Prayer & Common Assembly	Convener	<i>Dr. Sharada</i>	Video presentations
		Member	<i>Smt. Rohini Patil</i>	
		Member	<i>Sri. Vidya Shekhara</i>	
14	Attendance, Notice Board, Wall Magazine, Pin up board	Convener	<i>Ms. Shahanaz Banu</i>	Selecting best articles Monthly attendance list put up on the notice board
		Member	<i>Ms. Poornima</i>	
15	Sports	Convener	<i>Sri. Honurappa</i>	Intra and inter college events.
		Member	Sri. Suresh S Patil	
		Member	<i>Ms. Poornima</i>	
16	Anti-ragging cell, ID card	Convener	<i>Sri. Honurappa</i>	Collecting affidavit to be filled by students and their parents.
		Member	Dr. Kanchana	
17	Alumni Meet	Convener	Smt. Chitra	2- annual meets
		Member	Smt. Sanjana	
18	IQAC		<i>Smt. Harini. M.S</i>	Quarterly IQAC meeting to be conducted. Preparation minutes of the meetings
19	NAAC Work		<i>Smt. Anuradha</i>	Preparation of SSR
20	Disciplinary committee & Grievance Redressal	Convener	Smt. Sharada.S	Addressing the issues and complaints as and when arises
		Member	Smt. Harini M.S	
		Member	Smt. Rohini Patil	
		Member	Sri. Vidya Shekhara	
22	Human Rights Cell		Smt. Rohini Patil	
24	Language Club		<i>Respective Language Faculties</i>	
25	Time Table	Convener	Smt. Harini M.S	
		Member	Smt. Rohini Patil	
		Member	Smt. Divyashree	
26	Inter collegiate competitions	Convener	Smt. Nalini	Inter college competition
27	Add-on Course		Smt. Divya shree Smt. Anitha Kumari	Tally ERP 9 with GST Advanced Excel Certified Capital market Industry readiness program Certified Direct and Indirect Taxation



28	Scholarship committee	Convener	Dr. Sharada.S	Issuing, receiving and scrutinizing of applications
		Member	Smt. Harini M.S	
		Member	Smt. Rohini patil	Government Scholarships
		Member	Sri. Suresh Patil	
		Member	Smt. Anitha Kumari	

Sharada.S

Principal
MES Institute of Management
Raiajinagar, Bangalore-560 011


MES INSTITUTE OF MANAGEMENT

Vidya Vihar, 25/1,17th Main, II Block, Rajajinagar, Bangalore-560 010.

Date: 27.08.2016

Action Plan – Academics – 2016-17.

Action plan for the year 2016-17 of MESIOM is based on the objectives set by the Institution. To achieve these objectives the college has formulated the following strategies:

Objective 1: To entitle a high quality education to all students grounded in sensitivity to individual dignity, professional integrity and positive nurturing environment:

a) **Improvement in results** – B.Com results for the previous semester stands at around 80% while that of BBM stands at 50%.

The reasons for the decline in BBM results in spite of conducting remedial classes, conducting viva voce, mock test and other steps has been mainly due to lack of interest in studies and the majority of BBA students are average and below average.

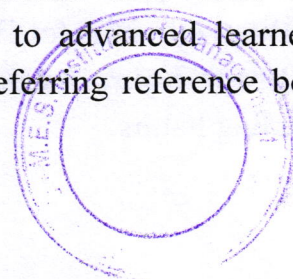
b) This academic year the college aims to achieve **85% and 75% results** for B.Com and BBA respectively.

Projected results:

Course	Years	Total No.of students	Pass %
B.Com	I	123	80%
	II	179	85%
	III	98	90%
BBA	I	42	75%
	II	45	70%
	III	41	80%

Action plan to achieve projected results –

- **Three weeks rigorous coaching** for important concepts and provisions for all the students after completion of the syllabus to be conducted by subject teachers.
- Special coaching for students who have been admitted late.
- In order to **increase the number of distinctions and first classes**, additional and analytical questions to be given to advanced learners and making them to write the relevant answers by referring reference books in the library.

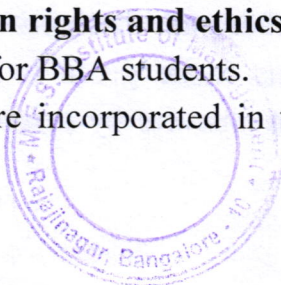


For low performers and slow learners, previous five years question papers and important topics to be revised to help them secure better marks.

- **Students who are capable of achieving university ranks** are to be encouraged and made to answer model question papers specially designed for them. It will be evaluated and mistakes will be rectified.
- **One to one coaching** for slow learners and low performers and doubt clarifying sessions to be held after the class hours.
- Important provisions and formulas, **charts** are to be put up in the pinup boards which will help them memorize the same.
- **Group activities:**
 - a) Topics to be assigned to each group of eight to ten students and making them to give power point presentation along with framing twenty questions on the same topic which should be discussed with the group members.
 - b) Group leaders to ask questions among team members.
- Senior students are motivated to help juniors academically.
- **Viva voce** to be conducted for two marks and objective type questions by subject teachers.
- Photo copies or soft copies of **notes of theory subjects** are circulated among the students.
- **Parent's teachers meet** to be held in each semester to inform about their wards and also inform them to monitor their wards activities.
- Giving **assignments on formulas, provisions and important topics** which will be considered for assigning internal assessment marks.
- Regular attendance will be taken and every month attendance list will be hoisted on the notice board, Students having shortage to immediately inform their parents and take remedial measures.
- In case of misconduct and shortage of attendance such students to appear before the **disciplinary committee** and the committee will take necessary actions.

Other academic activities -

1. Assigning mini projects and **project work**
2. Workshop on **International Financial Reporting Standards (IFRS) & Goods and Services Tax (GST)**.
3. Seminar on **human rights and ethics and values in organization**.
4. **Industrial visits** for BBA students.
5. **Library hours** are incorporated in the regular timetable to improve their reading habits.



6. Two **Internal assessment tests** will be conducted in each semester which carries 50 marks per subject.
7. **Internship program** to be arranged for second year B.Com and BBA students.

Value added courses:

- **TCS** – Training and Placement Program- which improves the analytical skills in retail sector and their employability
- **i-STAR Program** – which gears them to meet the expectations of the industry.
- **Tally ERP 9** for first year B.Com students which gives them practical knowledge about accountancy practiced in organizations.
- **Personality Development Program** for all the students of B.Com and BBA to improve the soft skills and personality.

Budget allocation

Sl.No	Particulars	Budget Allocation
1.	Seminar & Conferences	3,00,000
2.	Reading Room expenses	80,000
3.	Industrial visit & Training Program	1,00,000
4.	i-STAR – Skill development program	8,68,800
5.	Personality Development Program	1,00,000
6.	Library (Including Book bank facility)	2,50,000

Objective 2: To develop tomorrow's business leaders, entrepreneurs and managers through interdisciplinary approach:

- a) Taking the support of **Alumni** in various areas like career preparation, project work, cultural and sports activities and the like.
- b) Annual entrepreneurial meet – **Swayam Anveshana** for providing platform to budding entrepreneurs of our college and *seminar on Entrepreneurial development.*
- c) Encouraging students to participate in various **intercollegiate events.**
- d) Commerce club activities like **Budget Analysis**, Debate on current affairs, **Business quiz** and various other activities which improves their knowledge and oratory skills.

Objective 3: To encourage students to achieve all-round development:



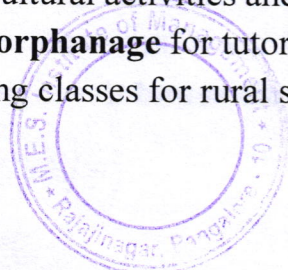
- a) **Disha Program** – work shop on Yoga and Personality Development Program.
- b) **Educational tour and excursion** for final year students.
- c) **Sports meet** - Intra and Inter college competitions.
- d) **Language club activities** such as Maverix – English literary activities, Hindi Diwas, Surabharathiya Vaibhavam – Sanskrit Day and Nudi Habba.
- e) Morning Prayer and celebrations of religious festivals.
- f) Celebrating National Festivals, Kargil Vijaya Diwas and International Yoga Day.
- g) Observing Martyrs Day.
- h) Annual Talents search “**Prathibha Karanje**” for showcasing the hidden talents of the students.
- i) **Kalavedi** – Annual Cultural Fest.
- j) **Video presentations** on Issues of National Importance, Social Crises and the like.
- k) Awarding **Best Student and Best Class award**.

Budget allocation

Sl.No	Particulars	Budget Allocation
1.	Sports	75,000
2.	Disha	12,000

Objective 4: To integrate teaching and learning advancement of the knowledge base through research and leadership in service outreach:

- a) Plan for association of our college with Karnataka Cancer foundation and **Janagraha**, an NGO for outreach programs.
- b) **Seven days and one day NSS camp** in rural areas and other areas of requirement.
- c) **Swach Bharath Abhiyan** programs.
- d) **Free Eye, Dental and Heart checkup** for the general public.
- e) Plan for free **cancer screening test** for the general public.
- f) **Plan for training the senior citizens in computers**.
- g) Voluntary **Blood Donation camp** will be organized in collaboration with Rashthrothana Blood Bank.
- h) Annual Cultural activities and prize distribution for students of orphanage.
- i) **Visits to orphanage** for tutoring and conducting sports and cultural events.
- j) Conducting classes for rural students under **Ryla Program** of Rotaract club.



- k) Plan for creating a **green world** through activities like planting of saplings, repotting and seminars on pollution control, green marketing and carbon marketing.
- l) **NCC Activities** in collaboration with MES Arts, Science and Commerce College, Malleswaram, Bangalore.

Budget allocation

Sl.No	Particulars	Budget Allocation
1.	Extension Activities	1,00,000

Apart from the above strategies and steps the college will enthusiastically add additional programs based on the requirements for the betterment of the students and the college.

Sharada S
Principal
MES Institute of Management
Raiajinagar, Bangalore-560 011


M.E.S. INSTITUTE OF MANAGEMENT

“Vidyavihar”, 25/1, 17th Main, II Block, Rajajinagar, Bangalore-560 010.

Date: 14/10/2018

ACTION PLAN 2018 – 2019

Sl. No.	Contents	Page No.
1	College Profile	1
2	Composition of the Team for Action Plan Report	2
3	Curricular Aspects	2
4	Teaching Learning & Evaluation	3 – 6
5	Research, Consultancy and Extension	6 – 8
6	Infrastructure and Learning Resources	8
7	Student Support and Progression	8 – 10
8	Governance Leadership and Management	10 – 11
9	Innovation and Best Practice	11

College Profile

Name: M.E.S. Institute of Management

Year of establishment: 2006

Recognition: UGC 2(f)

Academic Programs: UG- B.Com (Accounting)

B.B.A (Finance)

Total Intake: B.Com-200

B.B.A-60

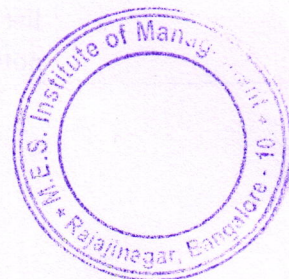
Add on courses: Certification Courses - Advanced Excel,

Tally ERP 9 with G.S.T

Certified Financial Management course – Stock Market Institute.

Industry Readiness Program – Xplore Consultancy Services

Professional program on Company Secretary – Foundation and Executive levels



Composition of the Team for Action Plan Report 2018 – 2019

Convener	Dr. Sharada S, Principal
Members	Smt. Harini M S, Vice – Principal
	Smt. Anuradha A, Dept. of English

Action plan 2018-2019

As the saying goes, ‘Plan Ahead, Stay Ahead’, it is in the DNA of MESIOM to plan the activities at the beginning of each academic year. The college has prepared the Action plan for 2018-2019, based on the NAAC parameters which help in preparing the SSR.

Criteria	Action Plan
1. Curriculum Planning & Implementation	Curricular Aspects
	a) The Faculty will be deputed to attend Curricular Workshops conducted by Bangalore University and other institutions to support continual growth in all areas of teaching.
	b) With a view to execute curriculum effectively, the college organizes seminars on revised syllabus from subject experts. As a special initiative, the institution has planned Special Lectures on – 1). IFRS - Migration and its Challenges 2. Latest Amendments in Indian Constitution and its Relevance.
	c) Introduce a mechanism for obtaining feedback on curriculum, its systematic analysis and interpretation and will enhance this for communication to concerned authorities/ Board of Studies for revision and restructure of curriculum.
	d) College conducts Add on Courses on; Advanced Excel, Tally ERP 9 with GST, Certified Financial Management from Stock Market Institute, Industry Readiness program in association with Explore Consultancy Service.
2. Teaching, Learning and Evaluation	<p>Admission:</p> <p>a) The college has a transparent admission process based on roster system.</p> <p>b) Advertisement regarding admission will be made in the leading newspapers, college website, and prospectus and also by placing banners in strategic places.</p> <p>c) Display of category-wise and general merit wise list of candidates for admissions is displayed in the notice board</p>



Teaching-Learning Process:

a) Bridge Courses are conducted for first year students to ease the transformation from PUC to semester scheme Under Graduate level

b) Students Centric teaching method –slow learners and advanced learners are identified and appropriate teaching –learning strategies are adopted.

For slow learners, remedial classes, one to one teaching, viva voce, peer learning and counseling are conducted

For advanced learners, high order questions are to be given and counseling is to be conducted.

c) In order to develop critical thinking, creativity and scientific temper, the college organizes various events like crisis management, business quiz, budget analysis, mavericks, swayam anweshana – annual expo etc.

e) Two internal tests are to be conducted twice every semester and Parents-teachers meeting is held once a semester. A detailed discussion is held with parents about the performance of their children and other aspects.

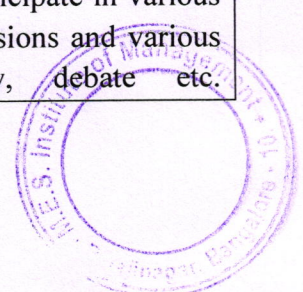
f) The EDP Cell organizes various competitions and seminars to nurture the entrepreneurial skills of students. Seminars are also planned on issues like gender sensitization, human values and ethics, environment, public awareness etc.

g) Workshops on personality development and life skills are organized across the academic year.

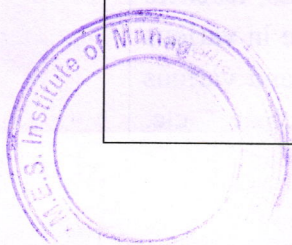
- Workshop on Value Initiatives by DISHA Foundation.

i) Students to be encouraged to use library as a learning resource where they have access to reference books, text books, daily leading newspapers, journals, periodicals, internet and reading room facility. The college will also subscribe to additional books, journals, E-Journals and web portals for enriching the knowledge.

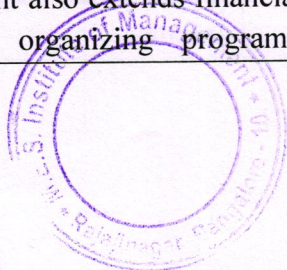
j) Along with the regular teaching methods, teachers will also encourage students to participate in various workshops, seminars, group discussions and various competitions like quiz, essay, debate etc.



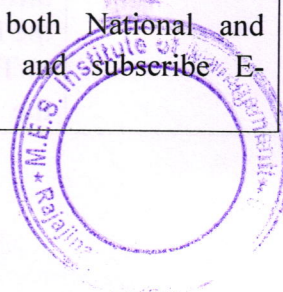
	<p>Opportunities will be given to the students to organize these programmes/ events to improve their organizational skills and leadership quality with values like hard work, equity, co-operation and co-ordination through assigning responsibilities like reception, registration of delegates, compering, stage decoration, board writing, hall arrangement, etc. The aim of these activities will not only impart an isolated and marketable skill but also overall holistic development of the students.</p>
	<p>Attendance</p> <p>a) Attendance of students of each class shall be maintained. Attendance of each class list is to be displayed on the notice board before the 5th of every month. The students who are absent for more than a week, shall be identified, their parents are to be informed and necessary steps are to be taken.</p> <p>b) A software to be installed to inform parents about the students' attendance. (Budget Proposal for the academic year 2018-2019 relating to installation of attendance software and AMC Rs. 3,00,000/-)</p> <p>Counseling for students with shortage of attendance along with their parents on a one to one basis will be undertaken well in advance.</p>
	<p>Teaching Quality :</p> <p>a) Appointment of qualified staff: The institution informs the management about its faculty requirement and the management in turn advertises and appoints faculty as per UGC norms and on the basis of quality of teaching and teaching experience.</p> <p>b) Workload and subject allotment to be assigned to the individual faculty member.</p> <p>c) Calendar of events is prepared for each semester.</p> <p>d) Time Table for each semester is prepared well in advance, at least a fortnight before the commencement of the semesters.</p> <p>e) Faculty members are instructed to submit lesson plan at the beginning of each semester.</p> <p>f) Faculty members are issued work done diary at the beginning of each semester and it is monitored by the HOD once a month.</p> <p>g) The institution encourages the faculty to attend</p>



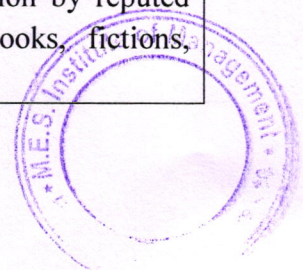
	<p>seminars and workshops to update their knowledge.</p> <p>h) Feedback system for evaluation of lecturers by students: The college has a structured teacher's feedback mechanism to evaluate teacher quality which helps them in their continual growth.</p> <p>i) Informal feedback from students will be taken by the HOI about teaching, completion of syllabus etc.</p> <p>j) Teachers have to fill the self-appraisal report annually at the end of the academic year which will help them to plan their career progression.</p> <p>k) The College has placed suggestion boxes in each floor and students can write their suggestions and feedback. Their suggestions will be scrutinized periodically by the HOI and appropriate action is to be taken.</p> <p>l) Discussions are conducted periodically regarding completion of syllabus, remedial classes and result analysis</p> <p>m) Curricular, co-curricular and other related work will be assigned to the faculty members by constituting different committees and clubs.</p> <p>n) The college will encourage faculty to use innovative teaching and learning resources like LCD projector, e-journals, internet facilities etc.</p> <p>Evaluation process:</p> <p>a) The college will continue to strengthen the evaluation process, where students' academic performance will be evaluated continuously by conducting internal assessment tests, assignments, presentations, projects, viva- voce, semester examinations, etc.</p> <p>b) Examination results will be analysed subject-wise in the meetings and discussions shall be made for future improvement.</p>
<p>A 7 d3.Research, Consultancy and Extension</p>	<p>Research activities:</p> <p>a) The Institution encourages faculty members to present and publish the research papers in conferences and refereed journals. The college management extends financial support (travel and per diem expenses) to faculty who present and publish the Research Papers.</p> <p>c) The management also extends financial support to the college for organizing programs such as</p>



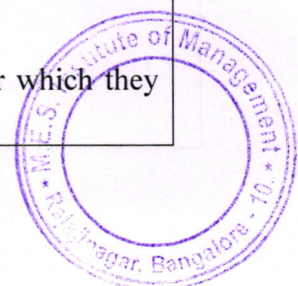
	<p>Conference and FDP, which will provide in depth analysis of subjects and update the knowledge of the faculty.</p> <p>Placement Assistance – The college has a Placement Cell which offers placement assistance to students through on campus and off campus drives. It also conducts training programmes which develops their interview skills. Placement Training program by Xplore consultancy service.</p> <p>NSS: NSS wing of M.E.S.I.O.M is a noble experiment in the academic frame work. It inculcates the spirit of voluntary work among students and teachers through sustained community interaction. N.S.S wing plans to hold seven day annual NSS camp.</p> <p>Rotract Club: The College has a separate wing of MESIOM Rotract club under Rotary Club North. Club organizes various programs like - 1. Blood donation camp in association with 'Rashthrothana Blood Bank' on account of Gandhi Jayanthi.</p> <p>College premises will be available to conduct weekend IBS Classes, the competitive examinations and others.</p> <p>Library facilities are extended to the alumni and the faculty of sister institutions.</p>
4. Infrastructure and Learning Resources	<p>Infrastructure: The college plans to have a commercial water purification unit in order to provide pure and drinking water to its six hundred odd students and thirty five of its faculty members. Replacement of Xerox Machine. Replacement of old UPS Batteries. Installation of LCD projector. Equipping conference hall Install complete ERP in the college.</p> <p>Learning Resources: The college has made a corpus of Rs. 2,50,000/- in the annual budget 2018-2019. Plans to add new journals both National and International, reference books and subscribe E-Journals.</p>



<p>5. Student Support and Progression</p>	<p>a) Mentoring – The institution has a mentoring system in the ratio of 1:40 students and the mentors meet the mentee on the 2nd of each month and counsels on various issues.</p>
	<p>b) Scholarship: Meritorious students shall be recognized by giving scholarship/ endowment prizes by MES Management, Faculty, Associate partners and the Alumni contribute to the scholarship fund to motivate the students to a great extent. Create awareness in the institution about various scholarships given to meritorious students by the Social Welfare Department, Backward classes, various communities, State and Central Government.</p>
	<p>The college plans for the following extra-curricular and co-curricular activities for the year 2018-2019.</p> <ol style="list-style-type: none"> 1. Prathibha karanjee- intra college talent fest 2. Surabharathi Vaibhavam- Sanskrit day 3. Tarangini -Hindi Diwas. 4. Maverix – English literary competitions. 5. Nudi Habba- Kannada literary fest. <p>Commerce and Management Club: Crisis Management- Case Study analysis Product launch Budget Analysis EDP Cell: Swayam Anveshana- Annual Expo Sports activities – indoor and outdoor games The college is also celebrating the following religious festivals according to the Hindu calendar. * Ganesha chaturthi celebrations. * Saraswathi pooja celebrations.</p> <p>The following National Festivals are to be celebrated: 21-June - International YOGA Day 15-Aug Independence Day. 29-Aug. National Sports Day 05-sept Teachers day. 12-Jan National Youth Day. 26 Jan Republic Day.</p>
	<p>Organize library day to mark the 126th birthday of S.R Ranganath on August 12. On account of this, the college plans to hold a book exhibition by reputed publishers [reference books, text books, fictions, nonfictions to be exhibited].</p>



	<p>Book Review competition and Quiz competition on the books available in the college library to be conducted.</p> <p>The College encourages students to participate in inter- college, university level, state and national level events like cultural, management, literary and sports.</p>
6. Governance Leadership and Management	<p>Institution Vision and Leadership; Vision and Mission of the institute will be communicated to all the stakeholders by printing it in prospectus, newsletters, annual Magazine and by placing it in prominent places in the college. Convening bi-annual governing body meeting. The institution is planning to go for NAAC this academic year.</p> <p>Strategic Development and Deployment; Annual Plan is to be prepared collectively after a thorough review of the academic programs, guidelines from the management, Governing body members and analysis based on the feedback from stake holders. Formulating various committees which clearly define the roles, responsibilities and objectives. Students Council, students Grievance cell, Internal Complaints Committee, Equal Opportunity Cell, Anti raging committee etc. have representation of staff, students which help in smooth conduct of the college activities. The Disciplinary Committee of the college will monitor students' movements and behaviour to maintain conducive environment within the campus. Introduction of new add-on courses like ACCA Programme, Digital Marketing etc.,</p> <p>Faculty and Staff Empowerment Strategy; a)Arranging faculty and staff development programs b)Encourage faculty to clear NET/SLET, complete Ph.D. and other related courses.</p> <p>Financial Management and Resource Mobilization: Preparation of Annual Budget. Utilization of funds for the purposes for which they are allocated within the budget.</p>



	Continuous Efforts to be made in obtaining funds from Bangalore Central University relating to SC/ST book bank and NSS. Also from UGC under 2(f) for library grants.
7. Innovation and Best Practice	<p>The college strives towards continuous improvement and development. In this regard the following activities are planned:</p> <ul style="list-style-type: none"> ➤ Seamless classes. ➤ Activities for conservation of water resources through: - Rain water harvesting and Repair and maintenance of water taps and water tanks. ➤ Reuse of one side papers. ➤ Switching off of lights, fans etc. after use. ➤ Use of LED lamps. ➤ The library hour is allocated in the time table to bring awareness about various reference books, journals, periodicals etc. ➤ Plans to hold book display of new arrivals on the 5th of every month in library. ➤ Common Assembly on every Saturday- prayer session followed by video presentation and student achievers are motivated to speak about their achievements. ➤ Plants saplings and re- potting by students of NSS and ➤ Brainiac club aims at bringing creative ideas of students to the fore.

Sharada S

Principal

MES Institute of Management
Raialainagar, Bangalore-56