

## ANNEXURE 10

### Mandatory Disclosures

1. **Name of the Institution** : Srinivasan College of Arts and Science  
(MBA PROGRAMME)

Address : ThuraiyurRoad, Perambalur- 621212.

Phone No : 04328 – 220555.

E-mail : drhbs2012@gmail.com

Mobile : 9655855475

2. **Name and address of the Trust/ Society/ Company and the Trustees**

Dhanalakshmi Srinivasan Charitable and Educational Trust, Perambalur – 621212.

3. **Name and Address of the Director** : Dr. P ANANDHAN  
Srinivasan College of Arts and Science  
(MBA PROGRAMME),  
Perambalur – 621212.

4. **Name of the affiliating University** : Bharathidasan University  
Tiruchirappalli-24.

5. **Governance**

#### Members of the Board and their brief background

S. No	Name of the Position	Position	Professional Position
1	Shri. A.SRINIVASAN	CHAIRMAN	CHAIRMAN Dhanalakshmi Srinivasan Charitable & Educational Trust. Perambalur.
2	Shri. S.KATHIRAVAN	VICE CHAIRMAN	VICE CHAIRMAN Dhanalakshmi Srinivasan Charitable & Educational Trust. Perambalur.
3	Tmt.K.ANANTHALAKSHMI	TRUST BOARD MEMBER	BOARD MEMBER Dhanalakshmi Srinivasan Charitable & Educational Trust. Perambalur.
4	Shri.P. RAJABOOBATHI	TRUST BOARD MEMBER	BOARD MEMBER Dhanalakshmi Srinivasan Charitable & Educational Trust. Perambalur.
5	Dr.N.THAMARAI SELVAN	PROFESSOR	Department of Mgt.Studies National Institute of Technology Tiruchirappalli - 620 015.

6	Mr. GOKUL RAGAVAN	INDUSTRIALIST	HR – DIRECTOR Sri Raetna Solutions Chennai.
7	Mr. NAGARAJAN S		SENIOR PROJECT MANAGER DXC Technologies Olympia Tech Park Guindy Industrial Estate Chennai.
8	Dr. M. BABU	ASSOCIATE PROFESSOR & DIRECTOR(I/C)	ASSOCIATE PROFESSOR & DIRECTOR BHARATHIDASAN SCHOOL OF MANAGEMENT, BHARATHIDASAN UNIVERSITY, TRICHY
9	Dr.P.ANANDHAN	DIRECTOR	DIRECTOR – M.B.A Srinivasan College of Arts & Science Perambalur- 621 212

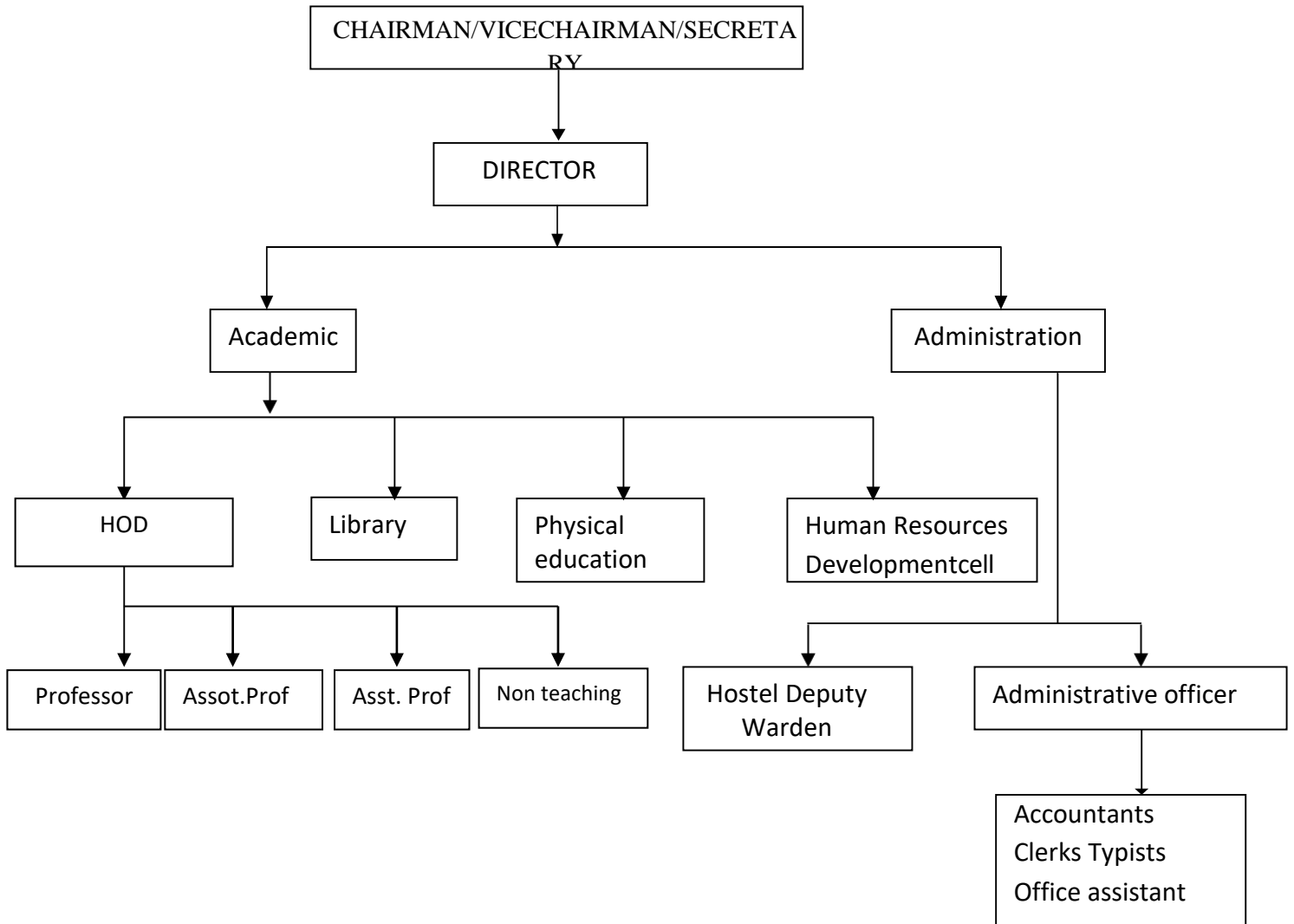
❖ **Members of Academic Advisory Body**

S.No	Name	Position	Professional Position
1	Dr.M.SUMATHY	CHAIRMAN	Dean –School of commerce Bharathiar University Coimbatore
2	Dr.C.K. MUTHUJUMAR	MEMBERS	Professor Alagappa Institute Of Management Alagappa University Karaikudi.
3	Dr.S.A.SENTHIL KUMAR		Professor &Head Department Of Management School Of Mangement, Pondicherry Uniersity, Karaikal
4	Dr. T.SARATHY		Associate Professor Department Of Management Periyar University, Salem
5	Mr. S.GOPLAKRISHNAN		SECRETARY The Tiruchirappali District Tiny and Small scale Industries Association Trichy
6	Dr .P. ANANDHAN		DIRECTOR

❖ **Frequency of the Board Meetings and Academic Advisory Body**

Once in Every Semester

**Organizational Chart and Processes**



## **NATURE AND EXTEND OF INVOLVEMENT OF FACULTY AND STUDENTS IN ACADEMIC AFFAIRS/IMPROVEMENTS**

Each faculty member is requested to submit her/his choice of subject for the theory as well as practical classes, where she feels confident of handling the subject. HOD hands over the Personal logbook to the faculty after subject allocation.

A detailed lesson plan is prepared for both the theory and practical subjects by the faculty in-charge for topics of each unit of the syllabus. The faculty in-charge plans special classes, if required with prior permission of HOD and Principal.

It is necessary that the faculty should go to the class well prepared with the subject material to deliver the lecture, take tutorial, or conduct class seminars. Faculty in-charge is advised to use teaching aids like O.H.P, and L.C.D to be effective.

In case, the guest lectures are planned which are intended to support the subject taught, the same might be included in academic programme and provision made accordingly.

In case, any industrial visits are planned, provision for the same shall also be made in advance in the academic programme.

Regarding fulfillment of the lesson plan HOD should do periodical scrutiny.

HOD prepares the schedule for special classes for students who are either failed or absent in the theory class and inform the members of the staff to conduct the classes.

The faculty in-charge submits the course file to the HOD during the staff meeting for review. The HOD reviews the course files and its effectiveness.

The numbers of periodic tests / model examinations to be conducted in a semester for the theory subject at regular intervals are planned and the tentative dates are informed to the students at the start of the academic year / semester.

For all the students two periodic tests and one model examination is conducted and the syllabus is decided by the HOD.

The respective teaching faculty evaluates the answer sheets for the periodic test / model examinations. The marks obtained are recorded by the respective teaching staff in the mark sheet / logbook maintained.

The student's counselor gets the marks from the respective staff member and sends the Progress reports to the parents within ten days after completion of the exam.

The student ensures that the parent / guardian respond to the intimation by signing and returning the relevant acknowledgement in time.

All the students who have either failed or were absent in periodic test / model exams have to attend the/ retest as per the detailed schedule prepared By HOD in consultation with the concerned faculty.

If a student has failed in more than two subjects, the parent is called for a meeting, with HOD and concerned faculty members and student's counselor within a week after the receipt of the progress report and guidance is given to the student.

## **STUDENT FEEDBACK SYSTEM**

The following functional areas of the college where students are directly involved as customers are evaluated by them:

- Teaching and learning.
- Hostel
- Library

## **RESPONSIBILITY**

<b>S.No</b>	<b>Activity</b>	<b>Responsibility</b>
1.	Action Initiation	Staff counselor/Deputy Warden/Librarian
2.	Distribution and collection of feed back	HOD/Deputy Warden/Librarian
3.	Co-ordination with the HOD & Faculty members	Staff counselor/Deputy Warden/Librarian
4.	Corrective measures	Director / HOD / Secretary

### **Faculty members and their effectiveness of classes**

- Within a month from the start of each semester, the feedback is gathered from students of each class. Students having a minimum of 90% attendance are given the opportunity, to avoid biased reporting.
- The questionnaire is prepared covering all areas of faculty's ability of teaching, quality of learning, class-handling attitude, and acceptance authority by students.
- Students are not to make any entry in the form which may lead to give any clue of his / her identity. It is ensured that the students fill the form immediately without getting any chance to interact with other students to avoid being influenced by others.
- The collected feedbacks are under the safe custody of the HOD. The HOD goes through the feedback and makes an assessment of strength and weakness of the faculty as opined by the students.

## SURVEY SHEET ON FACULTY

**Faculty Name:**

**Subject:**

<b>S. No</b>	<b>Questions</b>	<b>1</b>	<b>2</b>	<b>3</b>
1	Does the teacher come prepared on lessons?			
2	Does the teacher present the lessons clearly and orderly?			
3	Does the teacher speak with the voice clarity and effective body language?			
4	Is the teacher capable of keeping the class under discipline and control?			
5	Does the teacher command students' attention and give response to students' doubts and questions?			
6	Does the teacher possess depth of knowledge in subject?			
7	Is the teacher regular and punctual?			
8	Does the teacher remind you about your responsibility to the institution?			
9	Do you find the teacher patient and considerate?			
10	Do you find in the teacher, a true friendly support with elderly affection?			
	<b>Total</b>			

**1. GOOD 2. FAIR 3. POOR**

### **Corrective and Preventive Actions**

- The statement prepared by the Student counselor on the student's feedback form is taken note of by HOD, where there are areas for the faculty to improve upon, the same is intimated to the Faculty by the HOD in the staff meeting gives necessary suggestions, guidance and advises for the areas where improvements are needed.
- In case of deficiencies of serious nature, the faculty is issued with letter by HOD/Director clearly mentioning the areas where he / she have to improve. The same is monitored and reported to the Secretary for his information and action.
- Where the weakness is due to the deficiency in the system or is of general nature, the same is discussed in the staff meeting and a consensus arrived at regarding the solution and the suggestions are

implemented.

- Where serious complaints are received from the students regarding other facilities like Library, Hostel, mess, and transport etc, management takes suitable corrective action immediately and the same is promptly recorded.

❖ **Grievance redressal mechanism for students**

The following committee for redressing the grievances is functioning in our college.

S. No	Name	Category	Profession	Mobile Number	Address
1	Dr.T.ANBUMOZHI	Faculty Member	Associate Professor	9962187697	Dept. of MBA, Srinivasan College of Arts & science, Perambalur
2	Dr.P.ANANDHAN	Faculty Member	Assistant Professor	9791817422	Dept. of MBA, Srinivasan College of Arts & science, Perambalur

❖ **Grievance redressal mechanism for Faculty & Staff**

The following committee for redressing the grievances is functioning in our college

S.No	Name	Position	Address
1	Dr.P.ANANDHAN	DIRECTOR	Dept. of MBA, Srinivasan College of Arts and Science, Perambalur
2	Prof.N.MUTHURAJA	Assistant Professor	Dept. of MBA, Srinivasan College of Arts and Science, Perambalur.

**6. Programmes**

Name of the Programme approved by AICTE : MBA PROGRAMME

S.No	Details	Answer
1	Name	Srinivasan College of Arts and Science (MBA Programme)
2	No. of Seats	120
3	Duration	2
4	Fee	45000
5	Placement Facilities	Yes

## 7. Faculty

Permanent Faculty : 12






Adjunct Faculty : 2








Permanent Faculty: Student Ratio : 1:20

Number of Faculty employed : 4

Left during the last three years : 4

### 1. Profile of Director/ Faculty

S.No	Name	Designation	Experience	Photos
1	Dr. P.ANANDHAN, MBA., M.Phil., Ph.D.,	Director	13 Yrs.	
2	Dr.T. ANBUMOZHI MBA, M. PHILPh.D.,	Associate Professor	17 Yrs.	
3	Dr. R. GOPI, MBA, M.Phil, Ph.D.,	Associate Professor	16 yrs.	
4	Mr.C.AYYAPPAN MBA.,M.Phil...	Associate Professor	04 Yrs.	
5	Dr. R. AGILA M.COM., M.Phil., Ph.D.,	Assistant Professor	07 Yrs.	

6	Dr. SURESH.MBA., M.Phil., Ph.D.	Assistant Professor	06 Yrs.	
7	Mr. MUTHURAJA, MBA.,M.Phil.,	Assistant Professor	13 Yrs.	
8	Mr. K. VINOTH, MBA., (Ph.D)	Assistant Professor	12 Yrs.	
9	Mr.S.RAJASEKARAN MBA.,M.Phil.,	Assistant Professor	13 Yrs.	
10	Prof. R.KARTHIK, MBA.,M.Phil.,	Assistant Professor	10 yrs.	
11	Ms. B.SHAJITHA PRAVEEN, MBA,	Assistant Professor	7Yrs.	
12	Mrs.R.SUMATHI M.A.(HRM),M.P.hil	Assistant Professor	05 Yrs	

## 2. Fee

Details of Fee, as approved by State Fee Committee, for the Institution Time schedule for payment of fee for the entire programme : **50,000 /.-**

Estimated cost of Boarding and Lodging in Hostels any other fee please specify:  
**70,000/.**

## 3. Admission

Number of seats sanctioned with the year of approval:120- 2007

**Number of Students admitted under various categories each year in the last three years:**

2023-2024 : 120

2024-2025 :120

2025-2026 :120

Number of applications received during last two years for admission under Management Quota and number admitted:

2023-2024 : 116

2024-2025 :120

2025-2026 :103

## 4. Admission Procedure

**Calendar for admission against Management/vacant seats**

Last date of request for applications : 30/07/2026

Last date of submission of applications : 13/08/2026

Dates for announcing final results : 20/08/2026

Release of admission list : 23/08/2026

Date for acceptance by the candidate : 26/08/2026

Last date for closing of admission : 20/09/2026

Starting of the Academic session : 20/09/2026

The waiting list shall be activated only on

The expiry date of main list : 08/09/2026

The policy of refund of the fee, in case of withdrawal, Shall be clearly notified: Yes

## 5. Information on Infrastructure and Other Resources Available

Number of Classrooms and size of each : 3 – 70 Sqm

Number of Tutorial rooms and size of each : 2 – 70 Sqm  
 Number of Computer Centers with capacity of each : 2 – 132 Sqm  
 Barrier Free Built Environment for disabled and elderly persons : Yes (Elevator & Ramp Available)  
 Occupancy Certificate : Yes  
 Fire and Safety Certificate : Yes  
 Hostel Facilities : Available

**Library**  
 Number of Library books/Titles/Journals available (Programme-wise) : 6715  
 List of online National/ International Journals subscribed : 105  
 E-Library facilities : DELNET  
 National Digital Library (NDL) subscription details :  
 scaslibrary@gmail.com

**Computing Facilities**  
 Internet Bandwidth : 64 Mbps  
 Number and configuration of System : 120  
 Total number of systems connected by LAN : 120  
 Major software packages available : Yes  
 Special purpose facilities available : Yes  
 Conduct of online Meetings/Webinars/Workshops, etc. : 02  
 Facilities for conduct of classes/courses in online mode (Theory & Practical) : Yes  
 Innovation Cell : Yes

## 6. Enrolment and placement details of students in the last 3 years

S.No	Year	No. of Companies Visited	No. of Students Enrolled	No. of Students Selected
1	2022 – 2023	3	23	04
2	2023 - 2024	7	52	45
3	2024 - 2025	12	75	40

## 7. Programmes

Name of the Programme approved by AICTE : BBA PROGRAMME

S.No	Details	Answer
1	Name	Srinivasan College of Arts and Science (BBA Programme)
2	No. of Seats	120
3	Duration	03
4	Fee	32,000
5	Placement Facilities	Yes

## 7. Faculty

Permanent Faculty : 15  
Adjunct Faculty : NIL

Permanent Faculty: Student Ratio : 1:25

Number of Faculty employed : 3  
Left during the last three years : 3

## 7. Profile of Director/ Faculty

S.No	Name	Designation	Experience	Photos
1	Dr.P. ANANDHAN, MBA, M.Phil., Ph.D.,	Director	13 Yrs.	
2	Dr.D.KALAISELVAN MBA, M. Com, M.Phil., Ph.D.,	Professor	27 Yrs.	
3	Dr. R. KARTHIGA, M. Com, M.Phil., Ph.D.,	Associate Professor	18 Yrs.	

4	Mrs.R.THAMAYANTHI, MBA.,M.Phil.,	Assistant Professor	03 Yrs	
5	Ms.K.MAHALAKSHMI MBA.,M.Phil.,	Assistant Professor	03 Yrs	
6	Mr.E.MEENAKSHI CHOKKANATHAN., MBA	Assistant Professor	03 Yrs	
7	Dr.K.GAYATHRI, M.A, M.Phil., Ph.D.,	Associate Professor	19 Yrs	
8	Ms.A.HARINI MBA	Assistant Professor	03 Yrs	
9	Ms. BANU PRIYA., MBA.	Assistant Professor	04 Yrs	
10	Mr. ASHISH BASHA MBA.,	Assistant Professor	02 Yrs	

11	Mrs. MENAGA D MBA.,	Assistant Professor	03 Yrs	
12	Mrs. SAKILA BANU. MBA.,M.Phil,	Assistant Professor	03 Yrs	
13	Mr. ANBARASU.MBA.,	Assistant Professor	06 Yrs	
14	Mr. S. VIGNWESHWARAN MBA.,	Associate Professor	03 Yrs	
15	Dr. T. SELVAM MBA., M.Phil..., B.Ed., Ph.D.,	Associate Professor	04 Yrs	
16	Ms. ROOPAL MBA.,	Associate Professor	03 Yrs	

## 8. Fee

Details of Fee, as approved by State Fee Committee, for the Institution Time schedule for payment of fee for the entire programme : **32,000 /.-**

Estimated cost of Boarding and Lodging in Hostels any other fee please specify:

**82,000/.**

## 9. Admission

Number of seats sanctioned with the year of approval: 120- 2007

**Number of Students admitted under various categories each year in the last three years:**

2023-2024 : 117

2024-2025 : 132

2025-2026 : 103

Number of applications received during last two years for admission under Management Quota and number admitted:

2023-2024 : 117

2024-2025 : 132

2025-2026 : 103

## 10. Admission Procedure

**Calendar for admission against Management/vacant seats**

Last date of request for applications : 30/05/2026

Last date of submission of applications : 13/06/2026

Dates for announcing final results : 20/06/2026

Release of admission list : 23/06/2026

Date for acceptance by the candidate : 26/06/2026

Last date for closing of admission : 20/07/2026

Starting of the Academic session : 01/07/2026

The waiting list shall be activated only on

The expiry of date of main list : 21/07/2026

The policy of refund of the fee, in case of withdrawal, shall be clearly notified: Yes

## 11. Information of Infrastructure and Other Resources Available

Number of Class Rooms and size of each	: 6 – 70 Sqm
Number of Tutorial rooms and size of each	: 2 – 70 Sqm
Number of Computer Centers with capacity of each	: 2 – 132 Sqm
Barrier Free Built Environment for disabled and elderly persons (Elevator & Ramp Available)	: Yes
Occupancy Certificate	: Yes
Fire and Safety Certificate	: Yes
Hostel Facilities	: Available

### Library

Number of Library books/Titles/Journals available (Programme-wise)	:6715
List of online National/ International Journals subscribed	: 105
E-Library facilities	: DELNET
National Digital Library (NDL) subscription details scaslibrary@gmail.com	:

### Computing Facilities

Internet Bandwidth	: 64 Mbps
Number and configuration of System	: 120
Total number of system connected by LAN	: 120
Major software packages available	: Yes
Specialpurpose facilities available	: Yes
Conduct of online Meetings/Webinars/Workshops, etc.	: 02
Facilities for conduct of classes/courses in online mode (Theory &Practical)	: Yes
Innovation Cell	: Yes

## 12. Enrolment and placement details of students in the last 3years

S.No	Year	No. of Companies Visited	No. of Students Enrolled	No. of Students Selected
1	2022 – 2023	10	40	22

2	2023 – 2024	08	30	10
3	2024 – 2025	06	45	20

**Best Practices adopted, if any**

- ❖ **Provide Regular And Well-Timed Feedback.** Enough can't be said about the importance of sharing feedback with students during the learning process. Setting up checkpoints, offering a variety of formative assessments, and discussing learning in real time are all essential.
- ❖ **Value Parental/Ancestral Contribution.** Students have an entire life outside of school and hopefully a solid support system. Bridging a connection between these two worlds helps everyone stay informed and makes it easier for parents to reinforce and support what's happening in the classroom.
- ❖ **Sidestep The Comfort Zone.** Innovations and new strategies are occurring all the time. This doesn't mean that every bandwagon should be boarded, but in trying something new and unfamiliar, teachers can find additional ways to impact students, and students can see an exemplar of risk taking.
- ❖ **Offer Succeeding Chances/Clean Slates.** Rather than focusing on what can't be changed from the past, let the focus be on making the best future. Some students will push limits, but when they are in your presence, they should be getting the best and most positive version of you.
- ❖ **Be Resourceful.** Whether this means thinking outside of the box for procuring supplies or adding a little DIY spin to what seemed to be an unattainable resource, teachers can always seem to find a way to get it done.
- ❖ **Make Learning Active.** Students are going to find more impactful takeaways from doing rather than simply listening or viewing. Offer opportunities for students to be actively engaged in their learning journeys.
- ❖ **Be a Promoter.** This is twofold. Teachers need to advocate for themselves and for their students. This can involve advocating for supplies, services, training, etc.
- ❖ **Pursue Lifelong Learning.** Staying up-to-date on movements and developments in the field allows teachers to help students prepare for an ever-changing world. Pursuing

personal passions outside of education also benefits learners because teachers can reflect on what it is like to be in the shoes of their students.

- ❖ **Encourage Discussion.** Through discussion, students are exposed to a variety of opinions and ideas that may or may not be similar to their own. Classrooms offer a perfect forum for teaching students to respect others and learn to share information, agree, and disagree in a productive and nonthreatening fashion.
- ❖ **Keep a Positive Point of View.** Don't get caught up with the naysayers. When (not if) this negative attitude trickles over to the students, it can have detrimental effects on the learning environment as a whole. Be mindful and always remember that adding a positive spin to necessary or mundane tasks goes a long way.

### **13. LoA and subsequent EoA till the current Academic Year**