



SICOMS

PATHIRIPALA – 679302

PALAKKAD DIST, KERALA, KERALA

MANDATORY DISCLOSURES

- I. AICTE File No. : . PG/KER/PGDM/2008/08**
Date and Period of last approval: 11-July -2022 and Academic year 2022-23
- II. Name and Address of the Institution:**
SICOMS
Sadanam Institute of Commerce & Management Studies
P.O. Gandhi Sevasadan
Pathiripala – 679302
Palakkad District, Kerala State, India
Phone – 0492 – 287486/ 62/ 63; Fax: 2874865
e-mail: info@sicoms.info; web: www.sicoms.info
Office hours: 9.30 a.m. to 4.30 p.m., Campus open from 8 a.m. – 10 p.m.
Academic hours: 9.30 a.m. to 4.45 PM.
Nearest Railway Station: Ottapalam–12 km.
Nearest Airport: Coimbatore –90 km
Type of institution: Private-Self financed, Non-Minority and Co-Ed

III. Organization running the Institution:

Gandhi Seva Sadan Charitable Trust
P.O. Gandhi Seva Sadan
Pathiripala – 679302
Palakkad District, Kerala State, India

IV. Name of the Director:

Mr K Ravikumar, B.Sc. (Hon.) (Ag), PGDM (IIM – A)
Phone: 98955 88999; e-mail: ravikumar.time@gmail.com
Field of Specialisation: Marketing & Strategic Management

V. GOVERNANCE

GOVERNING BODY

1. Mr K Ravikumar, Secretary [Managing Trustee of Gandhi Seva Sadan Charitable Trust and Director of SCOMS]
2. Ms Geethanjali Ravikumar, Trustee of Gandhi Seva Sadan Charitable Trust
3. Ms Aparna Menon, Trustee of Gandhi Seva Sadan Charitable Trust
4. Ms Amritha Menon, Trustee of Gandhi Seva Sadan Charitable Trust

MANAGING COMMITTEE

1. Mr K Ravikumar, Director
2. Dr P K Balagopal, Ph. D., Dean
3. Ms Geethanjali Ravikumar
4. Mr. Sudhir Balachandran
5. Mr. S. Krishnakumar Warriar

ACADEMIC ADVISORY COMMITTEE

1. Mr K Ravikumar [Director of SICOMS]
2. Dr P K Balagopal, Ph. D. [Dean of SICOMS]
3. Mr. H. Venkitakrishnan [Academic Head CA/CMA, Transparent Academy , Palakkad]
4. Mr Chettur Sivadas [Chartered Accountant & Financial Practitioner]
5. Mr. S. Krishnakumar Warriar [HR Head and Faculty SICOMS]

SYLLABI ADAPTATION:

The syllabi and pattern of instruction is revisited every year and is modified to reflect feedback of our alumni, employers of our alumni, faculty, students and new developments in the subjects as well as in the industrial scenario.

VI. PROGRAMME:

Two-year residential Postgraduate Programme in Management leading to the award of PGDM which is approved by AICTE.

VII. FACULTY

1. **Prof. K. Ravikumar, Director** [An alumnus of IIM – A, with more than 35 years of experience in industry]
2. **Dr P K Balagopal, Ph.D.** [B. Sc., CAIIB, Ph.D. (Banking & Financial Institutions) with over 35 years of experience in Domestic & Foreign banks]
3. **Mr. S. Krishnakumar Warriar** [PG-IIM(A), MA Social work, MA Economics, LLB, Human resource professional with 45 years of varied experience in industry having expertise in industrial relations , labour laws , at the Plant , Region, Corporate and International level]
4. **Mr. Sudhir Balachandran** [MBA (Marketing), 31 years industrial experience in MNCs in India and abroad in the field of marketing, business development and channel management]
5. **Ms. Neema A S** [M Sc. Mathematics, Faculty with 4 years of experience, with area of interest Vedic mathematics , Differential Equations etc. Expert in Quantitative aptitude Training for competitive exam]
6. **Ms. Smitha M** [DEE, MCA with more than 20 years of experience in IT industry and academia.]
7. **Ms. Parvathi Manojkumar Nair** [MA Eng. Literature from EFLU , Hyderabad, UGC –NET 2023, Worked as Web Content Writing for ELearn College , London UK]

ADJUNCT FACULTY

1. **Mr Chettur Sivadas**[FCA, LL M, Certified Public Accountant, practicing financial consultant for more than 35 years]
2. **Mr. Venkitakrishnan H** [EPGP-IIM KOZHIKODE, 18 years of experience in banking domains such as Retail, Investment and Corporate Banking]
- 3.

PROFILE OF DIRECTOR

Mr K. Ravikumar is the Founder Director of SICOMS. He is an alumnus of IIM – A, having taken his PGDM after his B.Sc. (Hon)degree in Agriculture from Govind Ballabh Pant University of Agriculture &

Technology, Uttarakand. He has over 40 years of experience in industry and academia.

He worked as Deputy Director of ARTIC [a subsidiary of UNICEF] at Vizag after working as Branch Manager of Federal Bank, Cheruvannur, Kerala. His stint in industry includes working as Chief Analyst of Reliance Agrotech at Goa and as General Manager – Warehousing & Food Products of MAC Industries, Chennai which gave him international exposure to agricultural produce.

He is the Founder Director of SICOMS since 2008 and additionally he was Director of Farook Institute of Management Studies, Kozhikode. He was also a Senior Professor of DC School of Management & Technology. He had, inter alia, presented papers on ‘Genetic Resources and Intellectual Property Rights’ at Asia Pacific Workshop held under the auspices of World Intellectual Property Organisation (WIPO), on ‘Community Based Organisation and Agri Business’ in the All India Workshop held by Community Enterprise Forum, India and delivered Dr. Moosa A Backer Endowment Lecture on ‘Globalisation, WTO and Indian Economy’.

He is currently the Managing Trustee of Gandhi Seva Sadan Charitable Trust and Director of SICOMS, Sadanam Kumaran College (affiliated to Calicut University) and Sadanam College.

STUDENT ASSESSMENT OF FACULTY

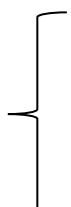


Student assessment of faculty is obtained on completion of each trimester. The feedback is discussed with the faculty so as to enable them to make improvements if required.

VIII. FEE

➤ Details of fee:

➤ First Year –Rs. 2,00,000/-

➤ Second Year- Rs. 2,00,000/-

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|---|---|
|  |  The fee includes two sets of uniform, . There is no other remittance to SICOMS. |
| |  Students will have to bear expenses for their travel, stay and food expenses during the Summer Internship Programme and Capstone Project. |

❖ Time schedule for payment of fee for the entire programme:

- ❖ Tuition Fee is to be paid at the beginning of each year. Exact date of remittance will be intimated in the Manual of Policy distributed to students at the time of starting the classes.
- ❖ Scholarships will be granted by the Trust to the students depending on their financial and social backgrounds.

**IX. ADMISSION
PROCEDURE ➤**

ELIGIBILITY:

- Graduation
- CAT/ KMAT/ XAT/ CMAT/ MAT
- Aptitude Test of SICOMS
- Group Discussion ➤ Personal Interview.

X. ACADEMIC CALENDAR

Orientation & Bridge Course (4 Weeks)	June
Trimester 1	July – November
Trimester 2	December – March
Summer Internship Programme (8 Weeks)	April – May
Trimester 3	June – August
Trimester 4	September – December
Trimester 5 (Capstone Project)	January – March
Trimester 6 (Capstone Project)	April – June

XI. COURSE PLAN

Sl. No.	SUBJECTS	CREDITS
	TRIMESTER 1	
1	MATHEMATICS & STATISTICS FOR MANAGEMENT I	3
2	MARKETING MANAGEMENT I	3
3	FINANCIAL ACCOUNTING	3
4	MANAGERIAL ECONOMICS I	3
5	SUPPLY CHAIN MANAGEMENT I	3
6	ORGANISATIONAL BEHAVIOUR	3
7	ENTREPRENEURSHIP	3
8	INFORMATION TECHNOLOGY I	2
9	BUSINESS COMMUNICATION I	2
10	PRESENTATION SKILL DEVELOPMENT - 1	3
11	COMPETENCY DEVELOPMENT -1	2
	TOTAL	30
	TRIMESTER 2	
12	HUMAN RESOURCE MANAGEMENT	3
13	LOGISTICS MANAGEMENT	3
14	MARKETING STRATEGY	3
15	MATHEMATICS & STATISTICS FOR MANAGEMENT II	3
16	COST ACCOUNTING	3
17	RETAIL MANAGEMENT	3
18	COMMERCIAL BANK MANAGEMENT	3
19	COMPETENCY DEVELOPMENT -2	3
20	BUSINESS ENVIRONMENT	3
21	INFORMATION TECHNOLOGY II	1

22	PRESENTATION SKILL DEVELOPMENT - 2	3
23	MANAGERIAL ECONOMICS II	3
24	BUSINESS COMMUNICATION II	1
	TOTAL	35
	TRIMESTER 3	
25	SUPPLY CHAIN MANAGEMENT II	3
26	EXPORT-IMPORT MANAGEMENT	3
27	SECURITY PORTFOLIO/ SERVICE MARKETING	3
28	CONSUMER BEHAVIOUR/ STRATEGIC FINANCIAL MANAGEMENT	3
29	ADVERTISEMENT/ FINANCIAL STATEMENTS	3
30	INFORMATION TECHNOLOGY III	2
31	LEGAL ASPECTS OF BUSINESS	3
32	COMPETITIVE STRATEGIC MANAGEMENT	3
33	PRESENTATION SKILL DEVELOPMENT - 3	3
34	COMPETENCY DEVELOPMENT -3	3
	TOTAL	29

	TRIMESTER 4	
35	ENTREPRENEURSHIP	3
36	INTERNATIONAL BUSINESS ENVIRONMENT	3
37	MIS & ERP	3
38	E COMMERCE / DERIVATIVES	3
39	SUPPLYCHAIN MANAGEMENT III	3
40	BUSINESS ANALYTICS	3
41	BRAND MANAGEMENT / CORPORATE FINANCE	3
42	DIGITAL MARKETING /INTERNATIONAL FINANCE	3
43	INFORMATION TECHNOLOGY IV	1
44	PRESENTATION SKILL DEVELOPMENT - 4	3
	COMPETENCY DEVELOPMENT -4	3
	TOTAL	31

SUMMARY

TOTAL ACADEMIC CREDITS	125
SUMMER INTERNSHIP PROGRAMME	4
CAPSTONE PROJECT	6
TOTAL CREDITS	<u>135</u>

XII. COMPETENCE DEVELOPMENT OF STUDENTS

A few of the critical competencies expected of students and of employees in the industrial sector are identified and deficiencies in each student are assessed and bridged by personalized interventions.

The forms used for the above exercise – Self Evaluation of competencies as a student, Self-Evaluation of competencies as an employee, and Action Plan for improvement – are given below.

Name:

<u>SKILL MATRIX - STUDENT</u>						
Sl No	Attributes		Inadequate	Adequate	Good	Very Good
1	Language [English] Comprhension					
		Written				
		Oral				
2	Communication [Mother tongue]					
		Written				
		Oral				
3	Communication [English]					
		Written				
		Oral				
4	Attention/ concentration					
5	Motivation					
6	IP Skills					
7	Team inclusion					
8	Presentation skills					

Name:

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<u>SKILL MATRIX - EMPLOYEE [when he/ she becomes one]</u>					
Sl No	Attributes	Self-Evaluation - Date			
		Inadequate 3	Adequate 5	Good 7	Very Good 10
1	Knowledge of subject				
2	Knowledge of industry practices				
3	Communication [Local language]				
	Written Oral				
4	Communication [English]				
	Written Oral				
5	Attention to details				
6	Motivation				
7	IP Skills				
8	Team inclusion				
9	Leadership skills				
10	Presentation skills				

SKILL MATRIX ACTION PLAN

Name:

Date

1. Knowledge of subject

My present score	Score aimed at	By when

Action Plan

What I will do	Review date	What help I want	Review date

2. Knowledge of industry practices

My present score	Score aimed at	By when
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Action Plan

What I will do	Review date	What help I want	Review date

3. Communication- English – Written

My present score	Score aimed at	By when

Action Plan

What I will do	Review date	What help I want	Review date

4. Communication- English – Oral

My present score	Score aimed at	By when

Action Plan

What I will do	Review date	What help I want	Review date

5. Presentation Skills

My present score	Score aimed at	By when

Action Plan

What I will do	Review date	What help I want	Review date