



SICOMS

PATHIRIPALA – 679302

PALAKKAD DIST, KERALA, KERALA

MANDATORY DISCLOSURES

- I. AICTE File No. : . PG/KER/PGDM/2008/08**
Date and Period of last approval: 23-March-2024 and Academic year 2024-25

- II. Name and Address of the Institution:**
SICOMS
Sadanam Institute of Commerce & Management Studies
P.O. Gandhi Seva Sadan
Pathiripala – 679302
Palakkad District, Kerala State, India
Phone – 0491 – 2874861/ 62/ 63
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. – 6.00 p.m.
Academic hours: 10.00 a.m. to 4.30 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 SICOMS]
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
5. Prof. Santhosh Kumar S., Professor, School of Management Studies CUSAT Main Campus, Cochin University, Kerala - 682022

MANAGING COMMITTEE

1. Mr K Ravikumar, Director
2. Dr P K Balagopal, Ph. D., Dean
3. Ms Geethanjali Ravikumar
4. 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. Ms. Liji Ravindran [Faculty , SICOMS]
4. 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, faculty, students and new developments in the subjects as well as in the industrial scenario.

VI. PROGRAMME:

Two-year Post-graduate 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 48 years of experience in Industry & Academia]

2. **Dr P K Balagopal, Ph.D.** [B. Sc., CAIIB, Ph.D. (Banking & Financial Institutions) with over 36 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 46 years of varied experience in industry having expertise in industrial relations , labour laws , at the Plant , Region, Corporate and International level]
4. **Mr. Balasubrahmannian Gupthan** [BE Ele Engg. , MBA, PGDIM, 38 years of experience in Industry and Academia]
5. **Ms. Liji Ravindran** [B.Sc, MCJ, PGDFTV, 21 years of experience in Industry and Academia]
6. **Ms. Neema A S** [M Sc. Mathematics, Faculty with 5 years of experience, with area of interest Vedic mathematics , Differential Equations etc. Expert in Quantitative aptitude Training for competitive exam]
7. **Ms. Smitha M** [DEE, BCA, MCA with more than 21 years of experience in IT Industry and Academia.]

VISITING FACULTY

1. **Mr. Harikrishnan S B** [MSc(Photonics), MBA(Marketing & Strategy) with 14+ years of Industry , Entrepreneurship and Academia]
2. **Mr. Murali Variyam** [Mastesr in HRM from XLRI , Jamshedpur . A HR Training & Development professional and an Entrepreneur with over 20 years in HR Strategy , L&D and Talent Management with renowned multi-national organozation]
3. **Mr. Rakesh C K** [MBA (Marketing), MA Eng., PG Diploma in Advertising, PG Diploma in Public Relations-17 Years of experience in Indusry and Academia .

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, Uttarakhand. 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. Gandhi Seva Sadan Charitable Trust runs SICOMS, Sadanam Kumaran College (affiliated to Calicut University) and Saroj Play & Learn School. He is also the Director of SICOMS.

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/-

☞ The fee includes two sets of uniforms. 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 Student Handbook 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

- Group Discussion
- ➤ Personal Interview.

X. ACADEMIC CALENDAR

TERM	PERIOD
Bridge Course & Induction	July
Term 1	August - November
Term 2	December - March
Summer Internship Programme (SIP)	April - May
Term 3	June - September
Term 4	December - January
Term 5 - Capstone Project	February – April
Term 5 – Capstone Project	May - July

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	3
5	SUPPLY CHAIN MANAGEMENT I	3
6	ORGANISATIONAL BEHAVIOUR	3
7	INFORMATION TECHNOLOGY I	2
8	BUSINESS COMMUNICATION I	2
9	PRESENTATION SKILL DEVELOPMENT - 1	3
10	COMPETENCY DEVELOPMENT -1	1

11	BUSINESS ENVIRONMENT	3
	TOTAL	29
	TRIMESTER 2	
12	HUMAN RESOURCE MANAGEMENT	3
13	LOGISTICS MANAGEMENT	3
14	MATHEMATICS & STATISTICS FOR MANAGEMENT II	3
15	COST ACCOUNTING	3
16	RETAIL MANAGEMENT	3
17	BANKING & FINTECH	4
18	COMPETENCY DEVELOPMENT -2	1
19	INFORMATION TECHNOLOGY II	2
20	PRESENTATION SKILL DEVELOPMENT - 2	3
21	BUSINESS COMMUNICATION II	2
	TOTAL	27
	TRIMESTER 3	
22	SUPPLY CHAIN MANAGEMENT II	3
23	EXPORT-IMPORT MANAGEMENT	3
24	SECURITY PORTFOLIO/ SERVICE MARKETING	3
25	CONSUMER BEHAVIOUR/ STRATEGIC FINANCIAL MANAGEMENT	3
26	ADVERTISEMENT&SALES/ FINANCIAL STATEMENTS	3
27	INFORMATION TECHNOLOGY III	2
28	LEGAL ASPECTS OF BUSINESS	3
29	MARKETING MANAGEMENT II / CORPORATE FINANCE	3
30	COMPETITIVE STRATEGIC MANAGEMENT	3
31	PRESENTATION SKILL DEVELOPMENT - 3	3
32	COMPETENCY DEVELOPMENT -3	1
33	PRODUCTION AND OPERATIONS MANAGEMENT	3
	TOTAL	33

	TRIMESTER 4	
34	ENTREPRENEURSHIP	3
35	INTERNATIONAL BUSINESS ENVIRONMENT	3
36	MIS & ERP	3
37	E COMMERCE / DERIVATIVES	3
38	SUPPLYCHAIN MANAGEMENT III	3
39	BUSINESS ANALYTICS	3
40	BRAND MANAGEMENT / FOREIGN EXCHANGE	3
41	DIGITAL MARKETING /INTERNATIONAL FINANCE	3
42	INFORMATION TECHNOLOGY IV	2
43	PRESENTATION SKILL DEVELOPMENT - 4	3
44	COMPETENCY DEVELOPMENT -4	2
	TOTAL	31

SUMMARY

TOTAL ACADEMIC CREDITS	120
SUMMER INTERNSHIP PROGRAMME	4
CAPSTONE PROJECT	6
TOTAL CREDITS	130

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] Comprehension				

		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:.....

SKILL MATRIX - EMPLOYEE [when he/ she becomes one]						
SI 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 Written					
	Language Oral					
4	Written Communication [English] 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

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