

Internship / Project Committee

1. Description:

The MBA Projects / Summer Internship Committee play a critical role in ensuring the quality and relevance of MBA projects/ Internships within a business school's curriculum. The Committee is a group of faculty members and sometimes industry experts tasked with overseeing the evaluation process of MBA students' projects. Their primary role is to ensure that the projects meet academic standards and align with the program's learning outcomes.

2. Purpose of the committee:

- To maintain high academic standards and ensure that the projects contribute to the students' educational and professional development.
- To validate that the projects are relevant to real-world business challenges and demonstrate the application of theoretical knowledge.
- To ensure that students are effectively synthesizing and applying what they have learned during the MBA program.

3. Objectives of the committee:

- **Academic Rigor:**
Ensure that projects are challenging and promote critical thinking and problem-solving skills.
- **Practical Relevance:**
Confirm that projects have practical implications and can be applied to real business scenarios.
- **Quality Assurance:**
Maintain consistency and fairness in the evaluation process across different projects and students.
- **Skill Development:**
Encourage the development of key skills such as research, analysis, communication, and project management.
- **Ethical Standards:**
Uphold the highest standards of academic integrity and ethical research practices.

4. Committee Members/ Composition:

S. No.	Name of Faculty	Designation	Committee Designation
1	Dr.Farhathullah Khan	Director	Chair Person
2	Dr.G.Manickam	Associate Professor	Convenor

3	Dr. S G Balaji	Associate Professor	Member
4	Dr. A. Appu	Associate Professor	Member
5	Dr. D Charumathi	Associate Professor	Member

5. Roles and Responsibilities of the Committee:

Student: Owner of the Project

Mentor (Internal Guide): Project Guidance and necessary approval

Librarian: Project database, Plagiarism check and Report Collection (Hardcopies)

Admin In-charge: Prepare student's Bonafide certificate and disseminate project related communication to students and faculty

Academic Committee*: Review and Approval of final draft

Academic Coordinator: Scheduling reviews and follow-up with mentors

Director: Final Approval of Schedules and Project Reports

Each faculty mentors would be assigned certain number of students (Mentees) and they have to take care /guide the mentees in their Internship and Project work. The mentor will have to review and evaluate the progress of their mentees

Duration of the Internship / Project Work

Summer Internship must be done during the vacation after the end of 2nd semester for 6 weeks and the Project is scheduled during the last semester of the course, namely the fourth semester. It generally spans for 12- 15 weeks. Any extension for PROJECT duration would be subject to the decision of the Academic Head/Director

1. Review and Approval of Project Proposals
2. Guidance and Supervision:
3. Evaluation and Feedback:
4. Adherence to Standards:
5. Continuous Improvement:
6. Update evaluation criteria and processes based on feedback and evolving academic and industry standards.

6. Frequency of Meetings:

The Committee meets in every semester to plan, to assign roles and organize and review progress of the internship/ project work of the students.