

Date: 18.07.2014.

The following **administrative activities** are entrusted to the respective faculty members of **Dept. of MBA** for smooth functioning of the office of SVIM. The faculty members are informed to accept the assignments and help the administration. They must directly report to the Director as frequently as possible (at least once in a fortnight).

**Committees for the year 2014-2015:**

<b>Sl. No.</b>	<b>Name of the Committee</b>	<b>Committee Members</b>
01.	Admissions online ERP	DIRECTOR
02.	AICTE Works	Mr. E. POORNA CHANDRA PRASAD
03.	Course Files monitoring	Prof. M. SRINIVASA RAO
04.	Cultural's Incharge	Mr. MRS SURYA NARAYANA REDDY
05.	Dress Code Monitoring	Smt. K. PADMA
06.	Examination Cell	Dr. C. VISWANATHA REDDY
07.	Ez School	Mr. E. POORNA CHANDRA PRASAD
08.	Gen-Y	Prof. M. SRINIVASA RAO
09.	Late Coming Monitoring	Smt. CRISTINA MARY ALEXANDER
10.	Library	Smt. CRISTINA MARY ALEXANDER
11.	Mentor Files Monitoring	Prof. N. GURUNATHA NAIDU
12.	Mobile Monitoring	Mr. P. LAKSHMI NARASA REDDY
13.	Placement Cell	DIRECTOR
14.	Press Incharge	Mr. V. NARENDRA
15.	Readers Forum	Prof. N. GURUNATHA NAIDU
16.	Social Activities Incharge	DIRECTOR
17.	Sports Incharge	Mr. E. POORNA CHADNRA PRASAD
18.	Stock Verification	Mr. V. NARENDRA
19.	Time Table and Attendance	Smt. K. PADMA
20.	Training Cell	Mr. MRS SURYA NARAYANA REDDY
21.	Website Update	Mr. MRS SURYA NARAYANA REDDY
22.	Anti-Ragging	Dr. J. MURTHY
23.	Management Activities	DIRECTOR
24.	MBA Major Projects	Mr. P. LAKSHMI NARASA REDDY
25.	Guest Lectures	DIRECTOR
26.	Industrial Visits	DIRECTOR

**DIRECTOR**