



Infrastructure Committee

1. Description of the Committee:

The Infrastructure Committee plays a pivotal role in ensuring the physical resources of the institution are conducive to a vibrant learning environment.

Tasked with overseeing the maintenance, development, and enhancement of campus facilities, this committee focuses on optimizing spaces for academic, administrative, and extracurricular activities.

From classrooms and laboratories to recreational areas and IT infrastructure, its mandate encompasses strategic planning, budget allocation, and implementation of initiatives aimed at fostering an exceptional educational experience.

Through collaborative efforts with stakeholders, the Infrastructure Committee strives to uphold standards of excellence in facility management, aligning with the institution's commitment to academic advancement and student welfare.

2. Purpose of the Committee:

The purpose of the Infrastructure Committee is to ensure the smooth functioning and continual improvement of the physical infrastructure supporting the institutions operations.

This committee is tasked with assessing, planning, and implementing initiatives related to campus facilities, including buildings, technology, and amenities.

By prioritizing the enhancement of infrastructure, the committee aims to create an environment conducive to learning, research, and collaboration. Additionally, it strives to align infrastructure development with the strategic goals of the institution, promoting sustainability, accessibility, and innovation.

Ultimately, the committee's efforts are geared towards providing students, faculty, and staff with the resources necessary for academic excellence and professional growth.



3. Objectives of the Committee:

- a) Assess the current state of campus infrastructure, including buildings, technology, and amenities.
- b) Develop short-term and long-term plans for the maintenance, renovation, and expansion of campus facilities.
- c) Allocate resources effectively to address infrastructure needs and priorities.
- d) Ensure that campus facilities are compliant with safety, accessibility, and regulatory standards.
- e) Foster a sustainable approach to infrastructure development and management, incorporating environmentally friendly practices.
- f) Enhance the technological infrastructure to support academic and administrative functions, including IT systems and digital resources.
- g) Collaborate with stakeholders to gather feedback and insights regarding infrastructure needs and improvements.
- h) Monitor and evaluate the implementation of infrastructure projects to ensure alignment with strategic objectives and budgetary constraints.
- i) Continuously seek opportunities for innovation and improvement in campus infrastructure to enhance the overall learning and working environment.
- j) Support the institution's mission and vision by providing high-quality facilities that contribute to the success and well-being of students, faculty, and staff.

4. Committee Members/ Composition:



S. No.	Name of Faculty	Designation	Committee Designation
1	Dr.Farhathullah Khan	Director	Chairperson
2	MOHAMED ARSHADH	HEAD – HUMAN RESOURCES & ADMINISTRATION	Secretary
3	Dr. Riaz Ahmed	Assistant Professor	Members

5. Roles and Responsibilities of Members:

1. Chairperson:

- Provide leadership and direction to the committee.
- Facilitate meetings and ensure agendas are followed.
- Coordinate communication and collaboration among committee members.

2. Members:

- Participate actively in meetings and discussions, providing input and feedback on infrastructure-related matters.
- Contribute expertise and knowledge relevant to campus facilities, technology, sustainability, or other areas of focus.
- Assist in the assessment of current infrastructure and the development of improvement plans.
- Take on specific tasks or projects as assigned by the chairperson or committee collectively.
- Represent the interests and perspectives of their respective departments or constituencies.

3. Secretary:

- Maintain accurate records of committee meetings, including minutes, action items, and decisions.
- Distribute meeting agendas and materials in advance to ensure preparedness among members.
- Assist the chairperson in coordinating logistics for meetings and communications with stakeholders.
- Support the dissemination of information and updates regarding infrastructure initiatives to relevant parties.

4. Advisors:



- Provide guidance and expertise on specialized topics related to infrastructure, such as architecture, engineering, sustainability, or finance.
- Offer insights into best practices, industry trends, and emerging technologies relevant to infrastructure development and management.
- Serve as resources for committee members seeking additional information or clarification on specific issues.

5. Subcommittee Leaders (if applicable):

- Oversee specific subcommittees tasked with addressing particular aspects of infrastructure, such as maintenance, technology, or sustainability.
- Coordinate activities within their respective subcommittees, including project planning, data collection, and reporting.
- Liaise with the main committee to ensure alignment with overall objectives and priorities.

6. External Liaisons:

- Interface with external stakeholders, such as government agencies, vendors, or community organizations, as needed to support infrastructure initiatives.
- Establish and maintain partnerships that facilitate resource-sharing, funding opportunities, or collaborative projects benefiting campus infrastructure.
- Communicate relevant information from external sources to the committee and advocate for the institution's interests in external forums or negotiations.

These roles and responsibilities ensure effective governance, decision-making, and execution of infrastructure-related initiatives within the business school.

6. Frequency of Meetings:

The Committee meets once in every semester.

7. Procedure:

Statutory Requirements of AICTE:

Sequential Steps:



1. Research and gather information on the latest statutory requirements issued by AICTE.
2. Review existing infrastructure against AICTE guidelines to identify any gaps or non-compliance.
3. Develop an action plan to address deficiencies and ensure compliance with AICTE regulations.
4. Implement necessary upgrades or modifications to meet AICTE standards.
5. Conduct periodic audits to monitor compliance and make adjustments as needed.

Flowchart:

Start --> Research AICTE requirements --> Review existing infrastructure --> Identify gaps --> Develop action plan --> Implement upgrades --> Conduct audits --> End

Statutory Requirements of UNIVERSITY OF MADRAS:

Sequential Steps:

1. Obtain and review the latest statutory requirements and guidelines from the University of Madras.
2. Assess current infrastructure to ensure alignment with university regulations.
3. Identify any areas of non-compliance or deficiencies.
4. Develop a plan to address identified issues and bring infrastructure up to university standards.
5. Execute necessary modifications or improvements as per the plan.
6. Regularly monitor and evaluate infrastructure to maintain compliance with university requirements.

Flowchart:

Start --> Obtain University of Madras requirements --> Review existing infrastructure --> Identify non-compliance --> Develop plan --> Implement improvements --> Monitor compliance --> End

Details on Learning Facilities:

Sequential Steps:



1. Survey existing seminar halls, auditoriums, library, computer labs, tutorial rooms, lecture halls, and incubation center/cell.
2. Document the current state of each learning facility, including capacity, amenities, and technological resources available.
3. Identify any shortcomings or areas for improvement in each facility.
4. Develop enhancement plans tailored to the specific needs of each learning space.
5. Implement upgrades or modifications to improve functionality, accessibility, and user experience.
6. Test and evaluate the effectiveness of implemented changes.
7. Gather feedback from users to further refine learning facilities as necessary.

Flowchart:

Start --> Survey existing facilities --> Document current state --> Identify shortcomings --> Develop enhancement plans --> Implement upgrades --> Test and evaluate --> Gather feedback --> End

Details on Equipment (Projectors, Speakers, Interactive TV):

Sequential Steps:

1. Inventory existing equipment across seminar halls, auditoriums, lecture halls, and other relevant spaces.
2. Assess the condition, functionality, and adequacy of projectors, speakers, and interactive TVs.
3. Identify any equipment in need of repair, replacement, or upgrade.
4. Research and procure new equipment or components as needed, ensuring compatibility and quality.
5. Install and configure new equipment according to specifications and user requirements.
6. Test equipment functionality and performance to ensure proper operation.
7. Provide training to staff and users on the use of new equipment features and functionality.
8. Establish maintenance procedures and schedules to prolong equipment lifespan and optimize performance.

Flowchart:

Start --> Inventory existing equipment --> Assess condition and functionality --> Identify needs for repair or upgrade --> Procure new



equipment --> Install and configure --> Test functionality --> Provide training --> Establish maintenance procedures --> End