

INSTITUTE OF COOPERATIVE MANAGEMENT, KANNUR

Parassinikkadavu P.O, Kannur-670 563.



(An Institution of National Council for Cooperative Training (NCCT), New Delhi,
An Autonomous Body promoted by Ministry of Agriculture & Farmers' Welfare, New Delhi)

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HIGHER DIPLOMA IN COOPERATIVE MANAGEMENT 32nd Session (2020-21)

PROSPECTUS

About the Institute

The Institute of Cooperative Management, popularly known as ICM, Kannur is one among the 19 such Institutes working all over India. The Institute was established on 2nd October, 1992. The primary objective of ICM is to professionalise the Cooperative Institutions by way of designing and conducting Management Development Programmes and thereby facilitate the promotion of Cooperative Movement in the State. For the last many years the Institute has been working as a Nodal Agency for Training, Consultancy and Research for the Cooperatives in the State. In addition, the Institute is serving as a Think Tank to sort out the specific problems of the Cooperatives. The Institute is located nearby Parassinikkadavu Bus Stand and Lord Muthappan Temple Parassinikkadavu, which is 21 Kms. from the Kannur city and 4 Kms from Dharmasala Junction.

Facilities

- A well equipped library with nearly 6000 volumes on subject like Cooperation, Cooperative Law, Banking, Management, Economics, Finance, Marketing and other functional areas of Management.
- The Library subscribes 80 journals both National and Regional on the areas mentioned above.
- A well equipped computer lab with nearly 40 systems connected on LAN with Internet facility including Pentium machines with multi-media facilities.
- Latest Teaching Aids Audio Visual with LCD panel.
- Mess facilities providing wholesome food to all participants at quite reasonable rates.

Faculty Team

ICM Kannur boasts of an eminent team of Faculty from the academic and professional fields. The Faculty team comprises of Ph.D & M.Phil holders, Visiting Faculty from many prestigious Management Institutes all over the country and Guest Speakers from industrial field. The Faculty at the Institute is individually committed in developing the next generation of business leaders who regularly undergo Professional Development Programme for updation.

Director I/c

Sri. M.V.Sasikumar
M.A., M.Phil(Eco), FDPM (IIMA), MBA, CTFC

Deputy Director

Dr. B.Nirajan Raj Urs
M.A (Cooperation), Ph.D (Cooperation)

Faculty Members

Sri. V.N.Babu
B.Sc (Cooperation & Banking), PGDBA, PGDHRM, FDP (IIMA), CTFC

Sri. R.Pandian
B.Sc, M.C.A, DHMS

Smt. G.Jeyanthi
M.Sc, M.Phil, CTFC

Contract Faculty

Mrs. Indu Harish
B.Sc, MBA

Sri. Abhilash.I
M.Com, MBA & UGC NET

Programme Perspective

The dynamic scenario of the present day business makes a lot of demands from the academia. To facilitate the decision making as well as planning in the dynamic business context, conceptual knowledge is becoming important.

An admixture of the theoretical knowledge with practical solutions has become essential in a context in which the organisations confront with increasing challenges of competition, hike in expectations, quality standards etc. The Cooperative sector, which is considered to be a Third force next to public and private sectors, takes note of the great transformations in the business environment. The need of

the hour is to have a paradigm shift in the management style of cooperatives to withstand the forces of competition.

Keeping these in view, the National Council for Cooperative Training, New Delhi has redesigned the Higher Diploma in Cooperative Management (HDCM) course with a view to sharpen the analytical and decision making competence of the managers and potential managers of the cooperative sector.

Objectives

The programme enables the participants :

- a) to understand the conceptual and theoretical background and problems of Cooperative Business Management.
- b) to equip themselves by sharpening their Managerial Skills.
- c) to be proactive to find solutions for the varied Business Issues.

Duration of the Course - One year (52 weeks)

Class Timings: (Monday to Friday 10.00a.m. to 5.00p.m.)

Contents of the programme

<i>First Term</i>	<i>Second Term</i>
<ol style="list-style-type: none"> 1. Environment for Cooperatives and Rural Development. 2. Cooperative and Allied Laws 3. Theory and Practice of Banking 4. Cooperative Accounts 5. Cooperative Audit 6. MIS & Computer Application – I 7. Organisational Behaviour 8. Managerial Economics 9. Statistics and Research Methodology 	<ol style="list-style-type: none"> 1. Project Planning & Implementation 2. Financial Management 3. Cost Accounting 4. Marketing Management 5. Human Resource Management & Communication 6. MIS & Computer Application – II 7. Business Policy 8. Operations Management in Cooperatives

Salient Features of the Programme

Training Methodology

- In order to develop the analytical power and decision making skills, the classes will be managed by lecture method, case analysis, role playing and individual and group exercises.
- In order to understand and solve the business complexities, individual and group assignments will be given.

- With a view to instil the leadership and communication skills, the participants will present seminar papers and participate in debates and group discussions on important topics.

Project Study / Field Placement

In order to experience the ground realities at the field level, the participants will be placed for one month training in one of the Cooperative Institutions. The participants are expected to prepare a detailed project study on the Institution and present the same for viva-voce.

Study Visit

With a view to study and bring home the experiences on the working of cooperative institutions, the participants will undertake a two weeks study visit (compulsory) at their own cost.

Recognition

HDCM is one of the essential qualifications for employment in Cooperatives in Kerala (R.186 of KCS Rules 1969). Besides, this course is also an essential qualification for being appointed as Inspectors / Auditors in the Departments of Cooperation, Industries & Commerce of Govt. of Kerala.

Computer Training

Recognising the importance of I.T, training in MS Office is made an integral part of the programme.

Evaluation

The participant will face examinations at the end of each semester. 80% marks evaluated externally for each paper, remaining 20% marks evaluated internally through class test and assignments.

Programme Fee

The programme fee is **Rs.18,000/-** (Rupees Eighteen Thousand only) payable in two equal instalments at the beginning of each semester. The trainees will be eligible for Train/Bus Concession.

Eligibility and Selection

A graduate in any discipline from a recognised University and **below the age of 40 years as on 01st January, 2020** can apply. The cost of application form and prospectus is **Rs.100/-** payable online to

Current A/c No.00000032402034436, IFS code: SBIN0000822, State Bank of India, Kannur Branch.

Last date for submission of online application is **30/07/2020**. The candidates must produce their original Certificates at the time of Interview in respect of Educational Qualifications, Age Proof, and Reservation Community (SC/ST) at the time of Interview. Admissions will strictly be made based on the merit list prepared by the Institute on the basis of the marks obtained by the candidate in the

qualifying examination (Degree). The Institute, however, reserves the right to hold the Entrance Test if need be for selection of candidates.

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