

MINUTES OF THE BOARD OF STUDIES MEETING

DATE: 27/06/2024

VENUE: ONLINE (via: google meet)

TIME: 7 pm

Meeting Link: meet.google.com/zck-evko-gnr

Members Present:

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| • Dr. Preema Rose Nichlavose, | Chairperson |
| • Dr. Aparna Sajeev, | University of Calicut |
| • Dr. Ajay Joseph | Subject Expert (Outside University) |
| • Dr. Leena Varghese | Subject Expert (Outside University) |
| • Mr. Don Paul | Industry Representative |
| • Ms. Minu M. Gopal | Alumnae Representative |
| • Dr. Nisha Leela Jose | Faculty Representative |
| • Dr. Salini K | Faculty Representative |
| • Mr. Jins C G | Faculty Representative |
| • Mr. Sojan Joseph | Faculty Representative |

Apology

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| • Sr. Teseena P Emmatty | Faculty Representative |
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AGENDA:

- Ratification and Approval of FYUGP syllabi
- Approval of syllabus of Add on courses offered by the department during the year
- Approval of Panel of examiners for the year 2024-25
- Discussion on Stakeholder feedback report
- Result analysis 2023-24 pass out batches
- Discussion of Internship opportunities
- Any other matter of relevance with the permission of Chairperson

The meeting started with a silent prayer. Dr Preema Rose Nichlavose, Chairperson of the Board offered warm welcome to the new Board of Studies members and introduced all faculty members of the P G department of Commerce. Chairperson presented the Agenda of the meeting. The Board discussed the following academic matters:

- Chairperson presented the new FYUGP syllabus for the academic year 2024-25 and approved by the Board
- The Board entrusted the Department Council to finalise and approve the contents of the Open – Ended Module (Module 5) which will be presented by the concerned teacher in the Department Council before the commencement of the semester.
- Department Council proposed the following Minor courses under the Marketing Minor Program: For Semester I - COM1MN107 – Essentials of Marketing, COM1MN108 – Advertising and Sales Promotion, Semester – II COM2MN107 – Consumer Behaviour COM2MN108 – Strategies for Brand Building, Semester – III – COM3MN207 – Sales Management, COM3MN208 – Retail Business Management. After discussions, Board approved these courses to be the Minor Courses of FYUGP 2024 – 25 admission batch onwards

- Department Council proposed the Multi - Disciplinary Course (MDC) as COM1FM105 – Business Start-up Essentials in Semester – I and COM2FM106 – Financial Literacy in Semester 2, and as Skill Enhancement Course (SEC) COM5FS112 – Advanced Spread sheet Applications in Business for Semester V and COM6FS113 Data Analysis using Statistical Software in Semester VI. After due deliberations, Board approved these courses as Multi – Disciplinary Courses.
- Add-on Course for B Com – Year II was presented as VCOM2A101 – Skill Enhancement Training Program. Deliberations on the syllabi were done and approved by the Board. For Year III – B Com and Year I and II – M Com, MOOC or SWAYAM Courses are to be completed before the commencement of End Semester examination of Semester VI
- Panel of Examiners were presented by the Chairperson and Board approved the same
- Stakeholders Feedback report and action taken were presented and approved by the Board
- Result analysis for the academic year 2023-24 (passed out batches) was presented and the Board suggested to have ‘Save a Semester’ exam to reach 100% pass rate which may be communicated in due course to the Examination wing of the College
- Chairperson intimated to the Board that two internships were completed by the current III year batch of B Com and one internship was completed by the current second year batch of B Com. Board appreciated the department and suggested to monitor Internships rigorously and follow up meticulously for the first year (FYUGP) students. It is informed that an Internship opportunity for first year is included in the FYUGP syllabus with two credits that will be awarded in their sixth semester. Board also suggested trying to sign more MoUs for continuous internship opportunities. The Board also suggested having collaboration with Career Guidance and Placement Training Cell and Entrepreneurship Development Club of the College to generate better opportunities for internships for the students.
- Board suggested getting audit courses by MOOC and SWAYAM without credit (Zero Credit) which will help to provide new opportunities to students. Also it is suggested to draft new signature courses by the faculty of the department.

After due deliberations and discussions, meeting wound up by 8.30 pm

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Commerce Department (Presenting)

FYUGP Structure 2024

Semester	Course	Name of the course	Course code	hrs/week
Semester 1	Major 1	Core Course 1 in Major – Management Principles & Application	COMMG1101	3
	Minor 1A	Essentials of Marketing (Group D)	COM1MN107	3
	Minor 1B	Advertisement and Sales Promotion	COM1MN108	3
	MDC1	Business Start-up Essentials	COM1FM105 (1)	3
Semester 2	Major 2	Core Course 2 in Major – Financial Accounting	COMGC1101	3
	Minor 2A	Consumer Behaviour	COM2MN107	3
	Minor 2B	Strategies for Brand Building	COM2MN108	3
	MDC 2	Financial Literacy	COM2FM106 (1)	3
Semester 3	Major 3	Core Course 3 in Major – Business Regulations	COMGC201	3
	Major 4	Core Course 4 in Major – Corporate Accounting	COMGC202	3
	Minor 3A	Sales Management	COM3MN207	3
	Minor 3B	Retail Business Management	COM3MN208	3
Semester 4	Major 5	Core Course 5 in Major – Corporate Regulations and Governance	COMMC203	3
	Major 6	Core Course 6 in Major – Applied Costing and Control	COMMC204	3
	Major 7	Core Course 7 in Major – Business Statistics	COMMC205	3

7:15 PM | Commerce Board of Studies Meeting - 27.06.2024

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Commerce Department (Presenting)

Programme Structure

- FYUGP – B.Com Honours
- Stream – Finance
- Minor Course - Marketing Minor Program
- Multi Disciplinary Courses (MDC) – 2 (first and second semester)
- Skill Enhancement Courses (SEC) – 2 (fifth and sixth semester)

7:13 PM | Commerce Board of Studies Meeting - 27.06.2024