



14.08.2019

Meetings of the Board of Studies for faculty of Management was organised on 14th August, 2019 at 2:30 p.m. in Seminar Room.

Following members participated in the meeting:

Name Of the BOS members	Signature
1. Prof. Anil Kothari (V.C. Nominee)	
2. Dr. Ashish Pareek (A.C. Nominee)	AP
3. Dr. R.K. Motwani (A.C. Nominee)	R.K. Motwani
4. Dr. Bhawana Sharma	Bhawana
5. Mrs. Surbhi Mehra	Surbhi Mehra
6. Ms. Yuvnika Sogani	Yuvnika
7. Mr. Raman Tiwari (Convener)	Raman Tiwari
8. Mr. Ashish Patni (Industry Expert)	Ashish Patni
9. Rakshita Mantri (Alumni Representative)	Rakshita Mantri

AGENDA

The agenda items were then taken up and after considerable deliberations following decisions were taken:-

1. To read and approve the minutes of the previous meeting.
2. To review the syllabus of all semesters.
3. To introduce Choice Based Credit System.
4. Any other matter with the permission of the chair.

The Convener, Mr. Raman Tiwari formally welcomed all the members for accepting our invitation.

The meeting started with the formal permission of BOS members present.

The panel gave the following valuable suggestions :-

- In Semester III, in the paper of Business Communication and Managerial Skills, it was suggested to move the topic of listening from Unit - I to Unit - II.

In the same paper it was advised to add the topic of Guidelines for Effective Communication in Unit III instead of Unit II.

In the same paper, in Unit III in the topic of Report Writing - Features of Good Report and Types of Report were asked to be added.

Also, it was suggested to remove the topic of Basic Skills of Communicating Managers in Unit III.

- In Semester III, in the paper of Company Law the topic of Issue of Shares was moved ~~with~~ before the topic of Transfer of shares.

- In the paper of Cost Accounting, it was suggested to mention "excluding equivalent production" in bracket alongwith the topic of process costing in Unit III.

- In the paper of Functional Management it was advised to describe the suitable sub-headings for every topic.
- In Semester IV, in the paper of Advanced Company Law & Secretarial Practice it was suggested to move the topic of Procedure relating to inter-corporate loans from Semester IV to Semester III (In Unit III).
- In the paper of Financial Management, it was suggested to divide Unit I & II into 3 units. ~~and~~ in the same semester and unit III was asked to be sent in Semester V as a whole new paper with an additional topic of 'Economic Value Analysis' & 'Models of Dividend Policy'.
 Also it was suggested to remove the topic of Capital structure practices in India.
 Summarisingly, it was suggested to divide the paper of Financial Management into 2 papers, Financial Management I will be part of Semester IV and Financial Mgmt II will replace the paper of Management Information System in Semester V.
- In the paper of Communication Lab, it was advised to remove the topic of Communication Equipments from Unit II.
 It was also advised to move the topic of Preparation of C.V. from Unit II to Unit III.
 The topic of 'minutes of meeting' was shifted from Unit III to Unit II.
 It was suggested to remove the topic of

⁶ research proposal and data interpretation from Unit III of this paper.

- It was suggested to add the books with updated editions in all the papers.
- Choice Based Credit System was discussed and approved by the panel.

BH
Head
Department of Management
Sophia Girls' College
(Autonomous), Ajmer

Sr Pearl
PRINCIPAL
SOPHIA GIRLS' COLLEGE
AJMER