

**DEPARTMENT OF B.Com (Banking & Insurance) & M.Com
(Banking & Finance)**

MEETING OF BOARD OF STUDIES

MINUTES

The Board of Studies OF B.Com (Banking & Insurance) and M.Com (Banking & Finance) of SIES College of Commerce & Economics (Autonomous) , Sion East , Mumbai 400 022 held on 24th April 2021 at 6 pm by Online Mode on MS Teams

Following members were present:

Sr.No.	Name	Designation
1	Chairperson (HOD)	Ms. Shailashri Uchil
2	Faculty Members	Ms. Vijaya Sunder Ms. Sugandhi Gupta Ms. Falguni Mathews Mr. Krishnan Sheshadri Mr. Sai Sankar
3	Subject Expert from Other University	Dr. Pankaj Trivedi Professor and HOD – Finance K.J. Somaiya Institute of Management and Research, Somaiya University
4	Subject Expert from Other University	CA Dr. .K.S.Ranjani, Assistant Professor NITIE Mumbai
5	One Expert selected by Vice-Chancellor from the six recommended by the College Principal.	Dr. N. Lakshmi Kavita, Assistant Professor (Banking and Finance) Vidyalankar School of Information Technology

6	One Expert selected by Vice-Chancellor from the six recommended by the College Principal	Dr. Bhujanga Rai, Assistant Professor (Banking and Finance), Course Coordinator Patkar Varde College
7	P G Alumni	Ms. Pooja Sahitya Manager – Learning and Development Motilal Oswal Ltd
8	P G Alumni	Ms. Josephine Mathew Visiting Faculty (Absent)
9	One Representative Industry/ Corporate Sector/ Related Field	CA Harihar Krishnamoorthy, Treasurer FirstRand Bank Limited, Mumbai
10	One Representative Industry/ Corporate Sector/ Related Field	Mr. Litesh Majethia Senior Vice President, Head Supply Chain Finance, Bank of Baroda (Absent)
11	Outside Subject Expert	Anush Mohan Manager – Learning and Development Larsen and Toubro Ltd.
12	Subject Expert from Other University	Dr.. Sumi Jha Associate Professor NITIE Mumbai (Absent)

The Chairman, Ms. Shailashri Uchil, welcomed and introduced the members of BOS.

Ms. Vijaya Sunder, Faculty from Banking and Insurance Department, presented the syllabus of Foundation Course III for Semester III. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member	Suggestions/observations
Ms. Shailashri Uchil	In view of the current situation, following additions are made in pattern of examination. Internal test can be conducted on line in the form of

	<p>MCQs.</p> <p>Under the challenging situations, all the examinations including viva, submission of projects & assignments will be conducted through online mode or as directed by the University/State Govt/UGC.</p>
Dr. Pankaj Trivedi	<p>In Module 3</p> <p>Suggested to remove Wealth Management & Portfolio management and also not add Financial Planning and related topic as it doesn't match with the subject.</p> <p>Suggested that while teaching Basel Norms Capital adequacy should also be taught.</p>
Dr. Lakshmi Kavita	<p>Suggested to include Mergers and Acquisition but the said topic is covered in Banking Sector Reforms in Sem I.</p> <p>Suggested to discuss Bank Services in detail with respect to current scenario.</p>
Ms. Pooja Sahitya	<p>In Module 1</p> <p>Suggested to remove Bank Crisis in India and Critical Evaluation of Banking Industry in India instead incorporate Ethical Practices in Banking and discuss concept of Nationalization, Privatization and consolidation of Banks.</p>

It was decided to incorporate the following changes in Proposed syllabus presented before the meeting.

Particulars as per proposed syllabus	Changes as approved in the meeting
<p>Module 1 - An Overview of Banking Industry</p> <p>Nothing Proposed</p>	<p>Module 1 - An Overview of Banking Industry</p> <ul style="list-style-type: none"> • Definition of Banks, Types of Banks, Principles of Banking • Banking System in India, Overview of RBI, Public, Private, Co-operative, Payment Bank, Regional Rural Banks • Emerging trends of banking - Universal banking, electronic banking, globalization of banking. • Brief history of banking sector reforms from

	<p>1991-2000 and Current developments in banking sector</p> <ul style="list-style-type: none"> • Regulatory Architecture – Overview of Banking Regulation Act 1949, Banking Regulation Act(Amendment 2015), Payment and Settlement Act 2007, Negotiable Instrument Act 1881, BIS, Capital Adequacy concept, Basel I, II and III. • Nationalization of Banks • Privatization of Banks • Consolidation of Banks
<p>Module 2 - Commercial Banking and Customer – Banker Relationship</p> <p>Deletion of Topic (Covered in Sem I)</p> <ul style="list-style-type: none"> • Evolution of Commercial Banking in India, Functions of Commercial Bank , Services offered by Commercial Bank. • Banking Ombudsman – Meaning and Functions 	<p>Module 2 - Commercial Banking and Customer – Banker Relationship</p> <ul style="list-style-type: none"> • Definition and meaning of Commercial Bank • Recent services offered by Banks. • Retail Banking – Meaning, Features, Significance of Retail Banking and Overview of its products • Corporate Banking -Meaning, Features, Significance of Corporate Banking and Overview of its products • Rural Banking - Meaning, Features, Significance of Rural Banking and Overview of its products
<p>Module 3 - Universal Banking & Technology in Banking sector</p> <p>Additions of Topic</p> <ul style="list-style-type: none"> • Financial Planning, need and importance of Financial Planning, The Financial Planning Process 	<p>Module 3 - Universal Banking & Technology in Banking sector</p> <p>A) Universal Banking</p> <ul style="list-style-type: none"> • Concept of Universal Banking, Evolution of Universal banking • Services to Government, Payment & Settlement services, Merchant Banking, Mutual Fund, Depository Services. Bancassurance, NRI Remittance. <p>B) Technology in Banking</p> <ul style="list-style-type: none"> • Features, norms and Limitations of E-banking.

	<ul style="list-style-type: none"> • Mobile Banking, Internet Banking, RTGS, POS Terminal, NEFT, IMPS, Brown Label ATM's, White Label ATM's, NUUP, AEPS, APBS, CBS, CTS, Digital Signature, M-Wallets. • Online opening of bank accounts – savings & current, and application for credit cards, loan. • Applicability of KYC norms in Banking Sector.
<p>Module 4 - Microfinance & Financial Inclusion</p> <p>Nothing Proposed</p> <p>Additions of Topic</p> <p>Recent initiatives of government for development of MSME</p>	<p>Module 4 - Microfinance & Financial Inclusion</p> <p>A) Microfinance</p> <ul style="list-style-type: none"> • Introduction, Need and Code of Conduct for Microfinance Institutions in India, Advantages, Purpose, Limitations and Models of SHG – Bank Linkage Program. • Role of NABARD and SIDBI, □ Portfolio Securitization, SHG-2, NRLM and SRLM. • Priority Sector and its Classification <p>B) Financial Inclusion</p> <ul style="list-style-type: none"> • Need & Extent • RBI Committee Report of Medium-Term Path on Financial Inclusion 2015, World Findex Report 2015, NISM Report 2015, (Only Brief Extracts relating to bank account holdings and credit taken and contrast between developing and developed nations.) • Features & Procedures of Pradhan Mantri Jan Dhan Yojana, and PM Mudra Yojana. • Features, procedures and significance of Stand-up India Scheme for Green Field. • Recent initiatives of government for development of MSME

Ms. Vijaya Sunder, Faculty from Banking and Insurance Department, presented the syllabus of Foundation Course IV for Semester IV. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member	Suggestions/observations
Ms. Shailashri Uchil	In view of the current situation, following additions are made in pattern of examination. Internal test can be conducted on line in the form of MCQs. Under the challenging situations, all the examinations including viva, submission of projects & assignments will be conducted through online mode or as directed by the University/State Govt/UGC.
Ms. Pooja Sahitya	Suggested to include calculation of premium but as subject is foundation course hence numerical calculations is not added.
Ms. Sugandhi Gupta	Suggested incorporation of factors affecting risk premium.

It was decided to incorporate the following changes in Proposed syllabus presented before the meeting.

Particulars as per proposed syllabus	Changes as approved in the meeting
<p>Module 1 - An Introduction to Life Insurance</p> <p>Deletion of Topic (Covered in Sem II)</p> <p>Traditional Life Insurance Plans – Term Plans, Whole Life Insurance, Endowment Assurance, Dividend Method of Profit Participation Purpose of plans , Riders in plan - Introduction, Forms and procedures.</p>	<p>Module 1 - An Introduction to Life Insurance</p> <p>A) Life Insurance Business – Components, Human Life Value Approach, Mutuality, Principle of Risk Pooling, Life Insurance Contract, Determinants of Risk Premium</p> <p>B) Products of LIC – Introduction of life insurance plans</p> <p>C) Non Traditional Life Insurance Products (Introduction, Forms and procedures)</p> <p>D) Careers in insurance - Introduction to various job positions, Role and responsibilities of Underwriter, Actuary, Claims Manager, Accounts Officer, Re-insurance Manager, Broker, Surveyor etc. Eligibility and qualification</p>

	required for various positions.
Module 2 - An Introduction to Health Insurance No Change	No Change
Module 3 - An Introduction to Home and Motor Insurance	No Change
Module 4 - Role of Insurance in Logistic Addition of topic Micro Insurance – Introduction, Types, Importance	Module 4 - Role of Insurance in Logistic A) Role of Insurance in Logistic - Meaning & Importance, Hazards, Protection, Social Security – Type of Risks and Accidents. B) Fire Insurance – SBI and ICICI Plans – Introduction, Forms and Procedures, Standard Fire and Special Perils Policy, Tariff system and special policies. C) Micro Insurance – Introduction, Types, Importance
Module 5 - Careers in insurance Addition of Module Module 5 – Careers in insurance Introduction to various job positions. Role and responsibilities of Underwriter, Actuary, Claims Manager, Accounts Officer, Re-insurance Manager, Broker, Surveyor etc.. Eligibility and qualification for various positions.	Added to Module I

Ms. Falguni Mathews, Faculty from B.Com (Financial Markets), presented the syllabus of Merchant Banking for Semester IV. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member	Suggestions/observations
Dr. Lakshmi Kavita	In Module 2 Suggested to include SME – IPO.

It was decided to incorporate the following changes in Proposed syllabus presented before the meeting.

Particulars as per proposed syllabus	Changes as approved in the meeting
<p>Module 1 : Introduction to Merchant Banking</p> <p>Nothing Proposed</p>	<p>Module 1 : Introduction to Merchant Banking</p> <p>Introduction to Merchant banking, Importance, need, functions, Merchant banking services - Project counselling, Loan syndication and Corporate counselling; Pre-issue merchant banking activities - Obtaining stock exchange approvals, action as per SEBI guide lines, Finalizing the appointments with - manager/advisers, Underwriters, Brokers, Bankers, Advertising agency, Drafting and approval of prospectus; Post-issue merchant banking activities – Issue subscription, Allotment of shares, Refunds, Periodical reports to SEBI.</p>
<p>Module 2 : Initial Public Offering (IPO)</p> <p>Addition to Topic : IPO Issuance of SME</p>	<p>Module 2 : Initial Public Offering (IPO)</p> <p>Initial Public Offering - Issuance Process, IPO Issuance of SME, Role of registrar, SEBI guidelines for IPO eligibility, IPO grading, Draft Red Herring Prospectus (DRHP), Listing agreement, Pricing the issue, Book building process, Allotment; SEBI Guidelines in Drafting the Offer Document; Pre and Post launch activities in IPO, SEBI Guidelines on QIP, Rights and Bond Issues</p>
<p>Module 3 : Issue of DRs, ADRs and CPs</p> <p>Nothing Proposed</p>	<p>Module 3 : Issue of DRs, ADRs and CPs</p> <p>Types and Process of Issuing of Depository Receipts (DRs) - American Depository Receipts (ADRs), Global Depository Receipts (GDRs), European Depository Receipts (EDRs), Indian Depository Receipts (IDRs), ADR structure and norms, Indian Depository Receipts (IDRs) and Guidelines; Procedure for issue of Commercial Paper – Credit Rating, Redemption process.</p>
<p>Module 4 : Issue of Bond and Debentures</p> <p>Deletion of Topic : Foreign currency convertible bonds.</p> <p>Addition to Topic: Merger & Acquisition: Concept, Types and Role of</p>	<p>Module 4 : Issue of Bond and Debentures</p> <p>Procedure for Issue of Bond and Debentures.</p> <p>Merger & Acquisition: Concept, Types and Role of Merchant Bankers , SEBI (Substantial Acquisition of Shares and Takeovers) Regulations, 2011</p>

Merchant Bankers , SEBI (Substantial Acquisition of Shares and Takeovers) Regulations, 2011.	
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Thereafter following Resolution was passed.

Resolved that the proposed syllabi in the subject of Foundation Course III – An Overview of Banking Sector of B.Com (Banking & Insurance) are hereby approved with modifications as stated above.

Further Resolved that the proposed examination pattern in the subject of Foundation Course III – An Overview of Banking Sector of B.Com (Banking & Insurance) are hereby approved without modifications.

Resolved that the proposed syllabi in the subject of Foundation Course IV – An Overview of Insurance Sector of B.Com (Banking & Insurance) are hereby approved with modifications as stated above.

Further Resolved that the proposed examination pattern in the subject of Foundation Course IV – An Overview of Insurance Sector of B.Com (Banking & Insurance) are hereby approved without modifications.

Resolved that the proposed syllabi in the subject of Merchant Banking of B.Com (Financial Markets) are hereby approved with modifications as stated above.

Further Resolved that the proposed examination pattern in the subject of Merchant Banking of B.Com (Financial Markets) are hereby approved without modifications.

The internal examination through MCQ/Objective format will be conducted online.

Further in case of unforeseen and challenging circumstances all examinations/evaluation will be conducted through online or by any mode as determined by the Govt. and UGC.

Further Resolved that the Syllabi and Examination pattern in the subject Foundation Course III – An Overview of Banking Sector of B.Com (Banking & Insurance) approved and adopted in a progressive manner for the academic year 2021-2022.

Further Resolved that the Syllabi and Examination pattern in the subject of Foundation Course IV – An Overview of Insurance Sector of B.Com (Banking & Insurance) approved and adopted in a progressive manner for the academic year 2021-2022.

Further Resolved that the Syllabi and Examination pattern in the subject of Merchant Banking of B.Com (Financial Markets) approved and adopted in a progressive manner for the academic year 2021-2022.

The meeting was concluded with a vote of thanks extended by Ms. Shailashri Uchil

Ms. Shailashri Uchil

Chairman – BOS – B.Com (Banking & Insurance) &
M.Com (Banking & Finance)

Place : Mumbai

Date: 24th April, 2021.