

Minutes of the Meeting of The Board of Studies in Commerce of SIES College of Commerce & Economics (Autonomous), Sion East, Mumbai 400 022 held on 10th November, 2020 at 5 pm by Online Mode on MS Teams

The meeting was held to discuss and deliberate the proposed syllabus, exam pattern and question paper pattern of the subjects in the concerned BoS.

The following members attended the meeting:

Sr. No.	Category	Name and details
1	Chairperson, BoS	Dr. Shanti Suresh
2	Two subject experts from other university	Dr. Preetha Menon, Prof. Sunaina Kuknor
3	One expert nominated by Vice- Chancellor	Dr. Lata Swaminathan
4	One representative industry	Mr. Sivaramkrishnan
5	PG Alumni	CA Varsha Lund
6	Outside expert	Prof. Shailaja R.
7	Other Faculty members	Dr.Seetalexshmy, Dr. Swati S., Ms.Falguni Mathews, Ms Fleur Fernandes

The Chairperson, Dr. Shanti Suresh welcomed and introduced the members of BOS.

The faculty members from the following courses presented their proposed syllabus and the proposed evaluation pattern.

1. F.Y.B Com- Dr. Seetalekshmy
2. FYBFM –Ms. Falguni Mathews
3. FYBMS –Ms. Fleur Fernandes
4. FYBAF- Dr. Shanti Suresh

The experts deliberated on the presentation of each paper, and made valuable suggestions for inclusion, deletion, and modification of context on the syllabus. The discussions and suggestions for each paper are documented exclusively for each subject. The recommendations and suggestions have been minuted for further action.

The meeting concluded with Dr Swati proposing a vote of thanks.

Name & signature

Dr. Shanti Suresh

Chairman – BOS – Commerce

Place:Mumbai

Date 10th November 2020

Draft

Minutes of the Meeting of The Board of Studies in Accountancy of SIES College of Commerce & Economics (Autonomous) , Sion East , Mumbai 400 022 held on 10th Nov, 2020 at 5 pm by Online Mode on MS Teams

The Chairman , CA Prasanna Tambe welcomed and introduced the members of BOS.

Re Bachelor of Management Studies

Ms. Fleur Fernandes, Faculty from BMS , presented the draft syllabus of Introduction to Financial Accounts for Semester I along with pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made and incorporated in syllabus/pattern of question paper.

Name of the member	Suggestions/observations
CA Prasanna Tambe	<p>In view of the current situation, following additions are made in pattern of examination.</p> <p>Internal test can be conducted on line in the form of MCQs.</p> <p>Under the challenging & unforeseen situations, all the examinations including viva, submission of projects & assignments will conducted through online mode or as directed by the University/State Govt/UGC.</p>
CA Prasanna Tambe	Module 5 – to remove reference to accounting in computerized accounting
CA Hemant sir	To add types of accounts , classification

	of accounts and related rules in Module 1
CA Anil sir	Introduction to FIFO, LIFO and weighted average method for valuation of inventories
CA Gunavant sir	Introduction to BRS in module 3
CA Ashok sir	To cover Importance of BRS and rectification of errors

It was decided to incorporate above changes in Draft syllabus/examination pattern presented before the meeting.

Thereafter following Resolution was passed.

Resolved that the Draft syllabus in the subject of Introduction to Financial Accounts for Semester I is hereby approved with modifications as stated above.

Further Resolved that the Draft examination pattern in the subject of Introduction to Financial Accounts for Semester I is hereby approved with modifications as stated above.

Further Resolved that the Syllabus and Examination pattern in the subject of Introduction to Financial Accounts for Semester I as approved above shall remain in force for a period of three academic years including current academic year 2020-2021.

Re B.Com

CS Charul Patel , Faculty from B.COM. , presented the draft syllabus of Accountancy and Financial Management I and II along with draft pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made and incorporated in syllabus/pattern of question paper.

Name of the member	Suggestions/observations
CA Prasanna Tambe	<p>In view of the current situation, following additions are made in pattern of examination.</p> <p>Internal test can be conducted on line in the form of MCQs.</p> <p>Under the challenging and unforeseen situations, all the examinations including viva, submission of projects & assignments will conducted through online mode or as directed by the University/State Govt/UGC.</p>
CA Anil sir	Module 4 Sem II – Introduction to loss of profit policy (only theory)

It was decided to incorporate the above changes in Draft syllabus/examination pattern presented before the meeting.

Thereafter following Resolution was passed.

Resolved that the Draft syllabus in the subject of Accountancy and Financial Management I and II for Semester I and Semester II respectively is hereby approved with modifications as stated above.

Further Resolved that the Draft examination pattern in the subject of Accountancy and Financial Management I and II for Semester I and Semester II respectively is hereby approved with modifications as stated above.

Further Resolved that the Syllabus and Examination pattern in the subject of Accountancy and Financial Management I and II for Semester I and Semester II respectively as approved above shall remain in force for a period of three academic years including current academic year 2020-2021.

Re B.Com.- Banking & Insurance

Ms.Sugandhi Gupta , Faculty from BBI , presented the draft syllabus of Financial Accounting I and II along with draft pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made and incorporated in syllabus/pattern of question paper.

Name of the member	Suggestions/observations
CA Prasanna Tambe	<p>In view of the current situation, following additions are made in pattern of examination.</p> <p>Internal test can be conducted on line in the form of MCQs.</p> <p>Under the challenging and unforeseen situations, all the examinations including viva, submission of projects & assignments will conducted through online mode or as directed by the University/State Govt/UGC.</p>
CA Anil Sir	Reference of Sch VI to be replaced by Sch III to the Companies Act, 2013.

It was decided to incorporate the above changes in Draft syllabus/examination pattern presented before the meeting.

Thereafter following Resolution was passed.

Resolved that the Draft syllabus in the subject of Financial Accounting I and II for Semester 1 and Semester 2 respectively is hereby approved with modifications as stated above.

Further Resolved that the Draft examination pattern in the subject of Financial Accounting I and II for Semester I and Semester II respectively is hereby approved with modifications as stated above.

Further Resolved that the Syllabus and Examination pattern in the subject of Financial Accounting I and II for Semester I and Semester II respectively as approved above shall remain in force for a period of three academic years including current academic year 2020-2021.

General suggestions

CA Anil sir suggested to include educational visits to banks , financial institutions and insurance companies for BBI students.

CA Hemant sir suggested that a meeting of faculties of different subjects may held before drafting the syllabus to discuss common topics and deal with them in integrated and synchronized manner.

The meeting was concluded with a vote of thanks extended by CS Charul Patel.

Name & signature

Chairman – BOS – Accountancy

Place Thakurli

Date 10th Nov 2020

Minutes of the Meeting of The Board of Studies in Economics & Foundation Course of SIES College of Commerce & Economics (Autonomous) , Sion East , Mumbai 400 022 held on 10 Nov, 2020 at 5pm by Online Mode on MS Teams

The meeting was held to discuss and deliberate the proposed syllabus, exam pattern and question paper pattern of the subjects in the concerned BoS.

The following members attended the meeting

Sr. No.	Category	Name and details
1	Chairperson, BoS	Dr. Nina Roy Choudhury, Principal
2	Expert nominated by the Vice Chancellor of the University of Mumbai	Dr. Shivaji A. Pawar, HOD Economics Mulund College of Commerce, Mumbai
3	Two subject Experts from other Universities	Dr. Ruby Ohja, HOD Economics SNDT University Mumbai (Leave of Absence) Dr. Suvarna Kadam, HOD Business economics RNC Arts JDB Commerce NSC Science College Nashik, Savitribhai Phule Pune University (Leave of Absence)
4	Outside expert	Dr. Harshada Rathod, Principal and Former HOD- Economics, Maniben College, SNDT University, Mumbai
5	One representative from Industry/Corporate sector/Related field	Mr. Jacob Kurien, Vice President- Whole sale Banking Product Group Axis Bank Ltd.
6	Faculty members	BCom: Ms. Priti Thakkar, Ms. Alka Kharbanda, Ms. Namrata Horande, Ms. Alisha Liz Varghese Self-Financing Courses: Ms. Shailashree Uchil, Ms. Divya Thakur, Ms. Karishma Shetty, Ms. Shamim, Ms. Rachana
7	Other Faculty members	Ms. Saraswathy Swaminathan, Former HOD- Economics, SIES College of Commerce and

		Economics
8	PG Alumnus	Ms. Ayman Palnaik, Visiting Faculty at Khalsa college of Arts, Science and Commerce

The Chairperson, Dr. Nina Roy Choudhury welcomed and introduced the members of BOS.

Ms Alka Kharbanda, Faculty from the Economics Department, presented the syllabus and the pattern of examination of Business Economics for BCom, Self-Financing Courses as well as Economics for Business Decisions and Macro Economics: Concepts and Applications for MCom followed by the syllabus and the pattern of examination of Foundation Course for BCom and Self Financing Courses. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member	Suggestions/observations
1) Mr. Jacob Kurien	Enquired about the difference between B.Com and Self-financing Courses. Principal Madam clarified that BCom is an aided Course while Self Financing courses are funded by the Management
2) Dr. Shivaji A Pawar	Observed that the change in the syllabus is appropriate and it is right to make minimal changes considering the pandemic situation.
3) Dr. Shivaji A Pawar	Approved the new examination pattern of 40 marks Internal and 60 marks semester examination suggested by the college. Observed that the Question Paper pattern is different for B.Com and the Self- financing courses. Suggested that B.Com Question Paper can have four questions of 15 marks each instead of five questions of 12 marks each. Asked the opinion of Mrs. Saraswathy about the suggestion. Mrs.Saraswathy welcomed the change and thanked him for the same.
4) Principal	Informed that the Internal Test will be conducted Online and the Semester Examination may be Online or Offline

	depending on the situation.
5) Dr.Shivaji A Pawar	Observed that the inclusion of the Role of Social Media in the chapter on Imperfect competition in Business Economics is a good choice.
6) Mr.Jacob Kurien	Offered to provide internship to students in Axis bank and in the Media and also enable students to learn Wealth Management. Principal Madam thanked him for his gesture and sought his help to design short term courses related to Finance and Wealth Management to which he readily agreed.
7) Dr.Shivaji A Pawar	Appreciated the inclusion of LGBTQ Rights in Semester 2 of Foundation Course as it is a very contemporary topic.
8)Ms. Ayman Palnaik	Enquired about the possibility of starting a specialised course in Economics. Principal Madam replied that being a commerce college, one cannot start a course on Economics. She asked Dr. Pawar if there is any possibility for the same. Dr. Pawar said that the college can start a PG course on Business Economics instead of Economics. Principal madam stated that the college will explore the possibility in the coming academic year.
9) Ms. Karishma Shetty	Enquired about the validity of certificate courses. Ms. Divya Thakur explained that students can do certificate courses in COURSERA free of cost and they can get the course completion certificate specifying the number of hours. She further informed that financial aid is also available if the course involves fee payment. Ms. Shetty enquired whether the courses can be recommended to students to which Principal Madam replied in the affirmative.
10) Dr. Shivaji A Pawar	Complimented the college for encouraging students to do certificate courses as it will be a value addition to them. He also suggested that in Economics also the same thing can be done which was well received by the members.
11) Mrs. Saraswathy	Enquired whether the question paper pattern for Foundation Course is appropriate to which Dr. Pawar replied that it is framed properly.
12) Principal	Informed that the internal test will be objective type and one

	<p>best out of the two will be considered. One ambiguity is whether to take the best out of the two or the average of the marks obtained in both the tests to be considered.</p> <p>Dr. Pawar suggested that it is better to take the average as it will ensure seriousness among students.</p> <p>Principal Madam stated that the issue will be discussed with the examination committee and a final decision will be taken.</p>
13) Principal	Inquired whether the proposed syllabus, the examination and the question paper pattern can be passed to which the members agreed.
14) Principal	Informed that the Minutes of the meeting will be sent to the members for their approval.

The Proposed syllabus was accepted without any modifications

Particulars as per proposed syllabus	Changes as approved in the meeting
BCom Semester I- Business Economics	
<p>Module I- Introduction</p> <p>To Remove topic on -Basic economic relations - functional relations: equations, etc.</p> <p>To Shift Market Demand and Supply to Module 2</p>	<p>Module I- Introduction</p> <p>Topic on -Basic economic relations - functional relations: equations, etc. to be deleted</p> <p>Market Demand and Supply to be shifted to Module 2</p>
<p>Module II- Demand Analysis</p> <p>To delete the chapter on Demand Estimation and Forecasting</p> <p>To add a chapter on consumer's surplus</p> <p>To shift Demand Function to Module 1</p>	<p>Module II- Demand Analysis</p> <p>The chapter on Demand Estimation and Forecasting to be deleted</p> <p>A chapter on consumer's surplus to be added.</p> <p>Demand Function to be shifted to Module 1</p>
BCom Semester II- Business Economics	
Module 2- Pricing and Output Decisions under Imperfect Competition	Module 2- Pricing and Output Decisions under Imperfect Competition

To add- Topic on Role of social media under imperfect competition	A topic on Role of social media under imperfect competition to be added
Self- Financing Courses Semester I- Business Economics [Bachelor of Management Studies, BCom (Accounting and Finance) , BCom (Banking & Insurance), BCom (Financial Markets)]	
Module 2-Demand Analysis To add a topic on Consumer's surplus To delete the topic on Demand forecasting	Module 2-Demand Analysis A topic on consumer's surplus to be added The topic on demand forecasting to be deleted
Module 4- Market structure: Perfect competition and Monopoly and Pricing and Output Decisions under Imperfect Competition To add a topic on the role of social media under imperfect competition.	Module 4- Market structure: Perfect competition and Monopoly and Pricing and Output Decisions under Imperfect Competition A topic on the role of social media under imperfect competition to be added
MCom(Accountancy) & MCom (Banking & Finance) Semester I- Economics for Business Decisions	
Module 1- Basic Principles in Business Economics To add - Significance of Business Economics To delete the sub topic "incremental and marginal principle"	Module 1- Basic Principles in Business Economics Significance of Business Economics to be added The sub topic "incremental and marginal principle" to be deleted
MCom(Accountancy) & MCom (Banking & Finance) Semester II- Macro Economics Concepts And Applications	
Module 1- Aggregate Income and its Dimensions To Delete the topic on measurement of National Income and its difficulties To add a topic on Green National Income	Module 1- Aggregate Income and its Dimensions The topic on measurement of National Income and its difficulties to be deleted A topic on Green National Income to be added
BCom and Self- Financing courses [Bachelor of Management Studies, BCom (Accounting and Finance) , BCom (Banking & Insurance), BCom (Financial Markets)]	

Semester I- Foundation Course	
Module 2- Concept of Disparity- I To add topics on meaning of gender and gender identity	Module 2- Concept of Disparity- I Topics on meaning of gender and gender identity to be added
BCom and Self- Financing courses [Bachelor of Management Studies, BCom (Accounting and Finance) , BCom (Banking & Insurance), BCom (Financial Markets)]	
Semester II- Foundation Course	
Module II- Human Rights To delete the topic on origin and evolution of human rights To add a topic on LGBTQ rights	Module II- Human Rights The topic on origin and evolution of human rights to be deleted A topic on LGBTQ rights to be added

The proposed examination pattern of 60-40, with 60 marks being allotted for the semester end examination and 40 marks for the internal examination was approved by the BoS.

It was decided to incorporate the following changes in the proposed question paper pattern presented before the meeting.

Particulars as per proposed question paper pattern	Changes as approved in the meeting
BCom Business Economics	
4 Questions: Two out of three questions of 6 marks each from Module 1-4 5 th Question: Short notes from all modules 3 out of 5 of 4 marks each having one short note from each of the four modules and one more short note from any one of the modules.	4 questions of 15 marks each, 1 question per module. Internal options can be given for each question (7 & 8 marks or 7.5 marks each.)

The proposed paper pattern for Self Financing courses [Bachelor of Management Studies, BCom (Accounting and Finance), BCom (Banking & Insurance), BCom (Financial Markets)] and for MCom were accepted without any changes.

Thereafter, the following resolutions were passed.

It was resolved that the proposed syllabi in the subject of Business Economics for Semester 1 of BCom and Self- Financing Courses [Bachelor of Management Studies, BCom (Accounting and Finance), BCom (Banking & Insurance), BCom (Financial Markets)] and Economics for Business Decisions for MCom and Business Economics for Semester 2 of BCom and Macro Economics: Concepts and Applications for MCom were thereby approved without modifications as stated above.

It was resolved that the proposed syllabi in the subject of Foundation Course for Semester 1 and Semester 2 of BCom and Self- Financing Courses [Bachelor of Management Studies, BCom (Accounting and Finance) , BCom (Banking & Insurance), BCom (Financial Markets)] were thereby approved without modifications as stated above.

It was further resolved that:

The proposed question paper pattern in the subject of Business Economics for BCom for Semester 1 and Semester 2 was thereby approved with modifications.

The proposed question paper pattern in the subject of Business Economics for Self Financing Courses [Bachelor of Management Studies, BCom (Accounting and Finance), BCom (Banking & Insurance), BCom (Financial Markets)] for Semester 1 was thereby approved without modifications.

The proposed question paper pattern in the subject of Economics for Business Decisions and Macro Economics: Concepts and Applications for Semester 1 and Semester 2 respectively for MCom was approved without modifications.

The proposed question paper pattern in the subject of Foundation Course for BCom and Self Financing Courses [Bachelor of Management Studies, BCom (Accounting and Finance), BCom (Banking & Insurance), BCom (Financial Markets)] for Semester 1 and Semester 2 was thereby 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 proposed syllabi, exam pattern, question paper pattern in the subject of Business Economics and Foundation Course for BCom and Self Financing Courses [Bachelor of Management Studies, BCom (Accounting and Finance) , BCom (Banking & Insurance), BCom (Financial Markets)] is approved and would be adopted in a progressive manner for the academic year 2020-2021.

It was also resolved that the proposed syllabi, exam pattern, question paper pattern in the subject of Economics for Business Decisions and Macro Economics: Concepts and Applications for MCom is approved and would be adopted in a progressive manner for the academic year 2020-2021.

The meeting was concluded with a vote of thanks extended by Ms. Priti Thakkar.

Name & signature

Chairperson – BOS – Economics and Foundation Course

Place: Mumbai

Date: 10th November, 2020



DEPARTMENT OF MATHEMATICS AND STATISTICS

MEETING OF BOARD OF STUDIES

MINUTES

The Board of Studies in Mathematics and Statistics of SIES College of Commerce & Economics (Autonomous) , Sion East , Mumbai 400 022 held on Monday, 10th and 11th November 2020 at 4.00 pm / 11.00 a.m by Online Mode on MS Teams.

Following members were present:

Sr.No.	Name	Designation
1	Chairperson (HOD)	Ms. Sangeeta Kore
2	Faculty Members	Mr. Amit Khatri (B.Com.) Ms. Reema Castelino (B.Com FM) CA Darshak Doshi (B.Com A&F) Mr. Ajay Gupta (B.Sc IT) Mr. Vinayak Krishnan (B.M.S.)
3	Subject Expert from Other University	Dr. Sanjeev Sabnis Professor , Department of Mathematics IIT , Mumbai. Dr. Rajendra Gurao Principal, SNDT college of Arts & SCB College of Commerce & Science for women , Mumbai.

4	One Expert selected by Vice-Chancellor from the six recommended by the College Principal	Dr. Annapurna Shankarnarayanan, Vice Prin.(Arts), St. Xavier's College (Autonomous)
5	One Representative Industry / Corporate Sector / Related Field	Mr. Moorthy Konar Associate Vice President , S.B.I. Life Insurance Co. Ltd.
6	P G Alumni	CA CS Divya Krishnan Naik Visiting Faculty
7	Outside Subject Expert	Dr. Dnyaneshwar Doke Principal , M.L.Dahanukar College of Commerce
8	Other Members of Faculty, if any.	Mrs Neha Palshetkar (B.M.S.) Ms. Josephine Mathew (B.Com B&I) Mr. Manish Mirgh (B.Com B&I)

The Chairman, Ms. Sangeeta Kore welcomed and introduced the members of BOS.

B.Com. (Accounting & Finance)

CA Darshak Doshi, Faculty from Department of Bachelors of Commerce (Accounting & Finance), presented the syllabus of Business Mathematics (Semester II) along with pattern of examination. Thereafter the same was discussed by the members.

Business Mathematics:

Following suggestions/observations were made:

Name of the member	Suggestions/observations
Dr. Sanjeev Sabnis	To reframe Module 5
Dr. Annapurna Shankarnarayanan	Concerned about the time involved in assignment and project related work at internal assessment

Mr. Moorthy Konar	To introduce Insurance Products
CA CS Divya Naik	To introduce Time value of money for 1st year as many students in B. Com (A&F) appear for CA Foundation Exam.

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
Module-2: Profit and Loss, Discount, Commission and Brokerage (Renamed)	Module-2: Profit and Loss, Discount, Commission and Brokerage (approved, without further changes)
Module-5: Applications in Investment Management 1. Meaning, Measuring Expected Return (Using Probability) 2. Meaning, Measuring Total Risk (Using Standard Deviations) 3. Meaning, Measuring Systematic and Unsystematic Risk (Using Covariance) 4. Meaning, Measuring Risk of Portfolio (Using Correlation) 5. Meaning, Measuring Volatility (Using Beta)	Module-5: Applications in Investment Management (Reframed) Introduction to concepts of Probability, Standard deviation, Covariance, Correlation, Beta. (Simple Practical Problems involving application in Investment Management on the above Concepts) (Newly included, approved with suggestions)

Since the course is focusing on Accounting and Finance and we have a separate course on Banking and Insurance. Hence the suggestion by Mr. Moorthy Konar to introduce Insurance Products is not incorporated.

The Suggestion by CA Divya Naik to incorporate Time value of money could not be considered as the concept is taught in subject of Financial management in Sem I.

B.Com. (Financial Markets)

Ms. Reema Castelino, Faculty from B. Com Financial Markets, presented the syllabus of Business Mathematics (Sem I) & Business Statistics (Sem II) along with pattern of examination. Thereafter the same was discussed by the members.

There were no changes suggested to Business Mathematics, however, following suggestions/observations were made for Business Statistics:

Business Statistics :

Name of the member	Suggestions/observations
Dr. Sanjeev Sabnis	Module 4: to represent the contents of

	regression topic - meaning of regression, two regression equations, Regression coefficients and properties as Simple Linear Regression
Dr. Sanjeev Sabnis Dr. Annapurna Shankarnarayanan Dr. Dnyaneshwar Doke	Module 5: To change the title of this module from Probability distribution to Introduction to Probability Theory To change some contents under this topic and to include Mutually Exclusive and Exhaustive events, Null and Universal events.

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

Business Mathematics :

Particulars as per proposed syllabus	Changes as approved in the meeting
Module 2: Profit and Loss	Module 2: Profit and Loss Holding Period Return Calculations and Annualized Returns (Newly included, approved without further changes)

Business Statistics :

Particulars as per proposed syllabus	Changes as approved in the meeting
Module 4: Correlation and regression (for ungrouped data)	Module 4: Correlation and regression (for ungrouped data) Concept of correlation, positive and negative correlation, Karl Pearson's Coefficient of Correlation, Simple Linear Regression (renamed)
Module 5: Probability Distribution Probability:	Module 5: Replaced Linear Programming Problems with Probability Theory (approved and suggestions have been incorporated) Introduction to Probability Theory (renamed) Random experiment, Sample space, Outcome and Event, Mutually Exclusive, Exhaustive Events and Equally likely Events, Null and Universal Events definition of probability , addition theorem of probability, multiplication theorem of probability, Independent Events,

	Conditional probability, Bayes' Theorem. (suggested subtopics added)
--	---

B.Com. (Banking & Insurance)

Miss Josephine Mathew, Faculty from B.com (Banking & Insurance), presented the syllabus of Quantitative Methods along with pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made:

SEMESTER I - Quantitative Methods I

Name of the member	Suggestions/observations
Dr. Annapurna Shankarnarayanan	<p>Units 1 - Introduction, Organising Data, Frequency Distribution, Data Representation To avoid duplication of contents in Unit 1 & Unit 2</p> <p>Unit 2 - Measures Of Central Tendencies To include arithmetic mean, harmonic & geometric mean To rectify spelling errors - mediums</p>
Dr. Dnyaneshwar Doke	<p>Units 1 - Introduction, Organising Data, Frequency Distribution, Data Representation To change the title of the sub topic - graphical & diagrammatic representation of histogram to histogram.</p> <p>Unit 3 - Measures Of Dispersion To change the title of the sub topic - various measures of dispersion to absolute measures of dispersion.</p> <p>Unit 5 - Probability, Probability Distribution & Decision Theory To enlist the types of decision making criteria.</p> <p>Unit 6 - Index Numbers To enlist the specific aggregative Index numbers.</p>
Dr. Sanjeev Sabnis	<p>Unit 1 - Introduction, Organising Data, Frequency Distribution, Data Representation To rectify the spelling error - gives</p> <p>Unit 1 - Introduction, Organising Data, Frequency Distribution, Data Representation Unit 2 - Measures Of Central Tendencies</p>

	<p>To avoid duplication of contents & to include arithmetic mean, harmonic & geometric mean in unit 2,</p> <p>Unit 3 - Measures Of Dispersion To rectify the spelling error - geographical representation.</p> <p>Unit 4 - Co-Variance, Correlation & Regression To change the title of the sub -topic simple regressions to Simple Linear Regression & to enlist the assumptions.</p> <p>Unit 4 - Co-Variance, Correlation & Regression & Unit 5 - Probability, Probability Distribution & Decision Theory To interchange the order of the units as normal distribution will be covered before regression.</p>
--	--

SEMESTER II - Quantitative Methods II

Name of the member	Suggestions/observations
Dr. Dnyaneshwar Doke	<p>Unit 1- Testing of Hypothesis To include the power of the test.</p> <p>Unit 2 - Linear Programming Techniques & Unit 3 - Matrices & Determinants (Application in Business & Economics) To reallocate the number of lectures.</p>
Dr. Sanjeev Sabnis	<p>Unit 3 - Matrices & Determinants (Application in Business & Economics) To reallocate the number of lectures.</p>

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

SEMESTER I - Quantitative Methods I

Particulars as per proposed syllabus	Changes as approved in the meeting
--------------------------------------	------------------------------------

<p>Units 1 - Introduction, Organising Data, Frequency Distribution, Data Representation</p>	<p>Units 1 - Introduction, Organising Data, Frequency Distribution, Data Representation Organizing data, preparation of frequency distribution, cumulative frequencies, histogram, frequency polygon and Ogives. (repetition of topics avoided)</p>
<p>Unit 2 - Measures Of Central Tendencies</p>	<p>Unit 2 - Measures Of Central Tendencies Definition of Averages and objective of Averages, Types of Averages. Arithmetic mean, Geometric Mean, Harmonic Mean and its advantages, Disadvantages and usages, mode, median, quartiles, deciles & percentiles for both grouped as well as ungrouped data. (suggested subtopics added)</p>
<p>Unit 3 - Measures Of Dispersion</p>	<p>Unit 3 - Measures Of Dispersion Concept and idea of dispersion. Absolute measures of dispersion: Range, quartile deviation, Mean Deviation, Standard Deviation & corresponding relative measures of dispersion, Graphical representation of Range and Deviations and utility of various measures of dispersion. (Type - Absolute measures of dispersion specified , spelling error rectified)</p>
<p>Unit 4- Co-Variance, Correlation & Regression</p>	<p>Unit 5- Co-Variance, Correlation & Regression Meaning, definition and application of covariance. Concept of correlation. Rank correlation, Coefficient of correlation. Simple Linear Regression concept, relationship with correlation, assumptions, Estimation: Fitting of straight line, method of least square, construction of characteristic line/estimation line.</p>
<p>Unit 5 - Probability, Probability Distribution & Decision Theory</p>	<p>Unit 4 - Probability, Probability Distribution & Decision Theory Concept of probability (Factorial, permutations & combinations, set theory & Venn diagrams), Theorems of Probability conditional & unconditional probability & probability tree (Newly included, approved without further changes) Probability distribution: Discrete and continuous variable. Expected value of the variable, variance of variable & normal distribution Decision Theory: decision making under uncertainty, decision making under risk & decision tree. (Types of decision making criteria have been enlisted)</p>
<p>Unit 6- Index Numbers</p>	<p>Unit 6- Index Numbers Concept and usage of index nos. Construction of index nos. Types</p>

	<p>of index nos. Aggregate - Laspeyres, Paasche, Dorbish Bowley, Fisher, Marshall-Edgeworth, Walsch & Kelly Price indices and Relative method of constructing index nos. Chain base index nos. Test of consistency: Time reversal factor reversal and circular test. Quantity and Value index no's. for agricultural, industrial production, Retail Prices, Consumer price index nos. for security prices, etc.</p> <p>(specific aggregative Index numbers are enlisted)</p>
--	--

SEMESTER II - Quantitative Methods II

Particulars as per proposed syllabus	Changes as approved in the meeting
Unit 1-Testing of Hypothesis:	<p>Unit 1-Testing of Hypothesis: Testing of hypotheses: Null Hypothesis, Alternative Hypothesis, Decision Criterion, Critical Region, Type I and Type II Error, power of the test, level of significance, Test based on large Sample for Means and Proportion/s (suggested subtopic is added)</p>
Unit 2- Linear Programming Techniques:	<p>Unit 2- Linear Programming Techniques: Meaning, Advantages, limitations, business applications, basic terminology, formulation of linear Programming Problems, Graphical Method of solving Linear Programming Problems, Simplex method (up to 3 variables) with Maximization & Minimization. Duality in Linear Programming (concept only)</p> <p>No. of lectures reallocated from 10 to 12 , by reducing no. of lectures for Testing of Hypothesis , Ratio , Proportion and Percentage & Economic Indicators.</p>
Unit 3- Matrices & Determinants (Application In Business And Economics):	<p>Unit 3- Matrices & Determinants (Application In Business And Economics): Matrices, Types of Matrices, Transpose, Addition, Multiplication, Subtraction of a Matrix, Determinants, Type of Determinants, inverse of a matrix by Pivotal Reduction Method, Adjoint Method and Row / Column Transformation. Application of Matrices and Determinants to Business and Economics. (Please concentrate on application of Matrices & Determinants to Business Economics)</p> <p>No. of lectures reallocated from 10 to 12 , by reducing no. of lectures for Testing of Hypothesis , Ratio , Proportion and Percentage & Economic Indicators.</p>

Unit 5 : Statistical Applications In Investment Management & Insurance	Deleted Topic: To draw conclusions regarding share prices using hypothesis testing (Omission Approved) Insurance- Time value of Money (Present value, Future value & annuity calculations for immediate & deferred) (Newly included, approved without further changes)
---	--

Bachelor of Management Studies (B.M.S)

Ms. Neha Palshetkar, Visiting Faculty from BMS, and Mr. Vinayak Krishnan, Faculty from BMS, presented the syllabus of Business Statistics and Business Mathematics along with pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made:

Name of the member	Suggestions/observations
Dr. Annapurna Shankarnarayanan	BUSINESS STATISTICS 1.Name of the chapter graphs to be changed to graphs and diagrams 2.Name of the chapter regression to be changed to linear regression 3.The concept of independent events to be added to the chapter of probability BUSINESS MATHEMATICS 1. Permutation and Combination can be excluded as it is covered under Business Statistics
Dr Dnyaneshwar Doke	BUSINESS MATHEMATICS 1. Determinants are to be placed and taught prior to the concept of Matrices. The concept of Determinants upto order three are to be solved, prior to taking up determinants of a matrix.

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
BUSINESS STATISTICS	
Module 1: Introduction to statistics Graphs: Tabulation:	Module 1: Introduction to statistics Graphs and Diagrams (renamed): Ogives, Histogram and frequency polygon, Diagrams - Simple bar, Multiple bar, Subdivided bar, Pie diagram. Tabulation: various parts of a table and to prepare tables involving two to three attributes. (Newly included, approved without further changes)
Module 3: Correlation and regression (for ungrouped data) Regression	Module 3: Correlation and regression (for ungrouped data) Linear Regression (renamed): Meaning of linear regression, two regression equations by the Least square method.
Module 5: Probability and decision theory Probability:	Module 5: Probability and decision theory Probability: Concept of sample space, Concept of event, definition of probability, addition and multiplication laws of probability, Concept of independence of events (included as suggested) , Conditional probability.
BUSINESS MATHEMATICS	
Module 2: Matrices and Determinants	Module 2: Matrices and Determinants (subtopics reshuffled) <ul style="list-style-type: none"> • Concept of Determinants, Determinants of order two or three: properties and results of Determinants, Determinants of a Matrix • Solving a system of linear equations using Cramer's rule • Some important definitions and some important results. Matrix operation (Addition, scalar multiplication, matrix multiplication, transpose of a matrix), Inverse of a Matrix (up to order three) using ad-joint of a matrix and matrix inversion method. (Reduction Method Excluded-Omission Approved) • Case study: Input Output Analysis
Module 5: Mathematics for Financial Instruments	(Newly included, approved without further changes)

<p>Shares- Concept, face value, market value, dividend, Equity shares, preference shares, bonus shares, brokerage on shares, Return on Investments for Shares</p> <p>Mutual Fund- Simple problems on calculation of net income after considering entry load, exit load, dividend, change in net asset value, Return on Investment in Mutual Funds</p>	
---	--

The reshuffling of the modules in Business Statistics has been approved by the Board of Studies. The number of lectures for Module 1 and Module 2 in Business Statistics is approved as 8 and 16, respectively.

The number of lectures for Module 2 and Module 4 in Business Mathematics is approved as 14 and 10 respectively.

However, the suggestion of Dr. Annapurna Shankarnarayanan could not be included, as faculty is of the opinion that the topic 'Permutation and Combination' is scoring from students' point of view, and hence, need not be excluded from the proposed syllabus.

Bachelor of Commerce (B.Com)

Mr. Amit Khatri, Faculty from B.Com -Mathematics and Statistics Dept., presented the proposed syllabus of Mathematics (Section I) and Mrs. Sangeeta V. Kore presented that of Statistics (Section II) in Mathematical and Statistical Techniques and the proposed examination pattern . Thereafter the same was discussed by the members.

Following suggestions/observations were made:

Mathematical and Statistical Techniques Semester I :

Name of the member	Suggestions/observations
Dr. Dnyaneshwar Doke	Suggested to reorder the subtopics at Matrices in Module 2 by starting with Introduction to Matrices and Determinants.
Dr. Dnyaneshwar Doke	Suggested to rename subtopic -Using Ogive locate median and Quartiles, Using Histogram locate mode as locating Median and Quartiles graphically, locating Mode using Histogram respectively in Module 3
Dr. Annapurna Shankarnarayanan	Suggested to rename topic as Discrete Random Variable at Module 4

**Mathematical and Statistical Techniques
Semester II :**

Name of the member	Suggestions/observations
Dr. Annapurna Shankarnarayanan	Suggested to use the term non-linear functions instead of x^n , a^x , e^x and $\log x$ at topics Functions and their Applications, Derivatives in Module 1.
Mr. Moorthy Konar	Suggested to introduce deferred annuity as a concept within the topic Annuity in Module 2
Dr. Dnyaneshwar Doke	Suggested to Specify the Calculation of Spearman's Rank Correlation Coefficient with repeated ranks
Dr. Annapurna Shankarnarayanan	Suggested to rename the title of Module 5 as topics as Standard Probability distributions

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

**Mathematical and Statistical Techniques
Semester I :**

Particulars as per proposed syllabus	Changes as approved in the meeting
Module-2: 2. Matrices	Module-2: 2. Matrices (Subtopics reshuffled) Introduction to Matrices and Determinants, Elementary row/column operations, Inverse of matrix (adjoint method), Solution of system of linear equations by Cramer's rule (up to 3 variables) (Newly included in place of Permutation & combination, approved with reshuffling of Subtopics)
Module -3: Summarization Measures 1. Basic Concepts 2. Measures of Central Tendency	Module -3: Summarization Measures 2. Basic Concepts Meaning , Uses & Limitations of Statistics. Collection of data, Sampling Techniques , Steps in Sample Survey (Newly included, approved without further changes) 2. Measures of Central Tendency Definition of Average, Types of Averages: Arithmetic Mean, Combined and Weighted mean Median, and Mode for grouped as well as ungrouped data. Quartiles, Deciles and

	Percentiles. Locating median and Quartiles graphically , locating mode using Histogram. (renamed)
Module -4: Elementary Probability Theory 2. Random Variable	Module -4: Elementary Probability Theory 2. Discrete Random Variable (renamed) Probability distribution of a discrete random variable; Expectation and Variance of discrete random variable, simple examples on probability distributions , calculation of Expectation and Variance.

Mathematical and Statistical Techniques
Semester II

Particulars as per proposed syllabus	Changes as approved in the meeting
Module-1: 1. Functions and Their Applications 2. Derivatives	Module-1: 1. Functions and Their Applications Constant function, linear function and non-linear functions. Economic functions: Demand, Supply, Total Revenue, Average Revenue, Total cost, Average cost and Profit function. Equilibrium Point, Break-even point. 2. Derivatives Derivative as rate of measure, Derivative of linear and non- linear functions. Rules of derivatives: Scalar multiplication, sum, difference, product, quotient (Statements only), Simple problems. Second order derivatives.
Module-2: 2. Annuity 3. Perpetuity	Module-2: 2. Annuity Annuity Immediate and its Present value, Future value. Equated Monthly Installments (EMI) using reducing balance method & amortization of loans. Deferred Annuity. (included as suggested) 3. Perpetuity (Newly included, approved without further changes)
Module-3: Bivariate Linear Correlation and Regression 1. Correlation Analysis	Module-3: Bivariate Linear Correlation and Regression 1. Correlation Analysis Meaning, Types of Correlation, Determination of Correlation , Scatter diagram, Karl Pearson 's Correlation Coefficient (excluding

	Bivariate Frequency Distribution) and Spearman's Rank Correlation Coefficient (with distinct ranks and repeated ranks)
Module-5: Probability Distributions.	Module-5: Standard Probability Distributions. 1 Discrete Probability Distributions Binomial, Poisson (Properties and applications only, no derivations are expected) , 2. Continuous Probability distribution Normal Distribution. (Properties and applications only, no derivations are expected)

Bachelor of Science (IT)

Mr. Ajay R. Gupta, Faculty from BSc IT Department, presented the proposed syllabus of Discrete Mathematics and Numerical and Statistical Techniques (Theory and Practical) along with proposed pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made:

Discrete Mathematics:

Name of the member	Suggestions/observations
Dr. Annapurna Shankarnarayanan and Dr. Dnyaneshwar Doke	Unit 5: Counting and Probability To remove subtopics: Pigeonhole Principle, Probability Axioms and Expected Value from

Numerical and Statistical Methods:

Name of the member	Suggestions/observations
Dr. Annapurna Shankarnarayanan and Dr. Dnyaneshwar Doke	Unit 5: Random Variables and Distributions To change title of Distribution to Standard Distribution and change the order of subtopics
Dr. Dnyaneshwar Doke	To change order of practical 9 and 10 and to remove practical 10 (c)

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

Discrete Mathematics:

Particulars as per proposed syllabus	Changes as approved in the meeting
--------------------------------------	------------------------------------

<p>Unit 4 Relations, Graphs and Trees</p>	<p>Unit 4 Relations, Graphs and Trees Hasse Diagram, Lattice as Poset, Properties of Lattices (Newly included, approved without further changes)</p>
<p>Unit 5 Counting and Probability:</p>	<p>Unit 5 Counting and Probability: Introduction, Possibility Trees and the Multiplication Rule, Possibility Trees and the Multiplication Rule, Counting Elements of Disjoint Sets: The Addition Rule, Counting Subsets of a Set: Combinations, r-Combinations with Repetition Allowed, Conditional Probability, Independent Events, Bayes' Theorem. Subtopics: Pigeonhole Principle, Probability Axioms and Expected Value are removed</p>

Numerical and Statistical Methods:

<p>Unit 5: Random Variables and Distributions:</p> <p>Distributions:</p>	<p>Unit 5: Random Variables and Distributions:</p> <p>Standard Distributions (renamed) : Discrete distributions: Uniform, Bernoulli, Binomial, Poisson, Continuous distributions: Uniform distributions, Exponential, (derivation of mean and variance only and state other properties and discuss their applications) Normal distribution state all the properties and its applications. (Subtopics reshuffled)</p>
<p>Practical No. 9 and 10</p>	<p>Practical No. 9 and 10 (Subtopics reshuffled) 9. Random Variables and Distributions: a. Program to generate random variables. b. Program for uniform distribution. c. Program for Bernoulli distribution 10. Distributions a. Program to fit binomial distribution. b. Program to fit Poisson distribution.</p>

General Suggestions:

1. Dr. Dnyaneshwar Doke suggested that at open book test the formula book /list of formulae should be provided to the students.
2. Dr. Sanjeev Sabnis suggested that the Year of publication should be mentioned with the name of the reference book.

Thereafter following Resolution was passed.

Resolved that the proposed syllabi in the subject of Business Mathematics (B.Com. Accounting and Finance) , Business Statistics and Business Mathematics (B.Com. Financial Markets) , Quantitative Methods –I & II (B.Com. Banking Insurance) , Business Statistics and Business Mathematics (Bachelor of Management Studies) , Mathematical and Statistical Techniques (B.com.) , Discrete Mathematics and Numerical and Statistical Methods (B.Sc (IT)) are hereby approved with modifications as stated above.

Further Resolved that the proposed examination pattern in the subject of Business Mathematics (B.Com. Accounting and Finance), Business Statistics and Business Mathematics (B.Com. Financial Markets) , Quantitative Methods –I & II (B.Com. Banking Insurance) , Business Statistics and Business Mathematics (Bachelor of Management Studies) , Mathematical and Statistical Techniques (B.com.) , Discrete Mathematics and Numerical and Statistical Methods (B.Sc (IT)) 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 of Business Mathematics (B.Com. Accounting and Finance) , Business Statistics and Business Mathematics (B.Com. Financial Markets) , Quantitative Methods –I & II (B.Com. Banking Insurance) , Business Statistics and Business Mathematics (Bachelor of Management Studies) , Mathematical and Statistical Techniques (B.com.) , Discrete Mathematics and Numerical and Statistical Methods (B.Sc (IT)) are approved and adopted in a progressive manner for the academic year 2020-2021.

The meeting was concluded with a vote of thanks extended by Mr Amit Khatri.

Name & signature

Chairman – BOS – Mathematics and Statistics

Place Mumbai

Date 11/11/2020

Minutes of the Meeting of The Board of Studies in English of SIES College of Commerce & Economics (Autonomous), Sion East, Mumbai 400 022 held on 9th November, 2020 at 4 pm by Online Mode on MS Teams

The meeting was held to discuss and deliberate the proposed syllabus, exam pattern and question paper pattern of the subjects of '*Business Communication*' in B.Com, B.Com (A&F, B&I, FM) and BMS and '*Communication Skills*' in B.Sc IT.

The following members attended the meeting

Sr. No.	Category	Name and details
1	Chairperson, BoS	Dr. Nina Roy Choudhury
2	Faculty members	Ms. Sophia Joseph Mr. Nigel George
3	One expert selected by Vice-Chancellor from the six recommended by the College Principal	Dr. Hemangi Bhagwat Head, Deptt. of Business Communication, K.J.SOMAIYA College of Science & Commerce
4	Two subject experts from other university	Dr. Gouri Mohan Assistant Prof. M.M.P Shah Women's College College of Arts & Commerce, Autonomous, SNDT University Dr. Anusha Ramanathan Centre for Education, Innovation, Action, Research, (CEIAR) TISS, Deemed University
5	One representative industry	Mr. Rajesh Vishwanath Head, Finance & Operations, Group M Media India Ltd
6	PG Alumni	Mr. Prashant Shivram Vice President, Adfactors PR
7	Outside expert	Ms. Swati Kapadia CEO, Forum of Free Enterprise
8	Other Faculty members	Ms. Lekha Nambiar

The Chairperson Dr. Nina Roy Choudhury welcomed and introduced the members of BOS.

Dr. Roy Choudhury, Ms. Lekha Nambiar and Ms. Sophia Joseph from the Department of English, presented the proposed syllabi of '*Business Communication*' for B.Com, B.Com (A&F, B&I, FM) and BMS for Semester I & II and '*Communication Skills*' for B.Sc IT in Semester I along with the proposed pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member	Suggestions/observations
Dr. Hemangi Bhagwat	> Including short notes in Question 1 for end semester exams > Also suggested on allocating more marks for theory based questions
Dr. Gouri Mohan	> Rewording the objectives and outcomes to reflect proposed changes > Elaborating on the types of internal assessment for greater clarity
Ms. Anusha Ramanathan	> Using the terms 'Learning objective & learning outcomes' > Replacing 'POSH' with the concept of Gender Equity and the usage of Gender neutral language in workplace communication
Ms. Swati Kapadia	> Giving students exposure to actual communication practices than just focusing on theoretical exams
	General suggestions on the greater use Electronic/ Social media in classroom activities. Grammarly, LinkedIn profile, Technical writing

It was decided to incorporate the following changes in Proposed syllabus presented before the meeting. For B.Com, B.Com (A&F, B&I, FM) and BMS

Particulars as per proposed syllabus	Changes as approved in the meeting
POSH Act (Semester I)	Gender Equity and using Gender neutral language at workplace communication
Social and Public Relations invite (Semester II)	Social and Public Relations correspondence

It was decided to incorporate the following changes in exam pattern presented before the meeting. (if required)

Particulars as per proposed exam pattern	Changes as approved in the meeting
Internal Assessment – 40 marks	Internal Assessment – 40 marks

Semester end exams – 60 marks	Semester end exams – 60 marks
-------------------------------	-------------------------------

It was decided to incorporate the following changes in Proposed question paper pattern presented before the meeting.

Particulars as per proposed question paper pattern	Changes as approved in the meeting
<p>Internal Assessment Business Communication : Semester I and II in B.Com, B.Com (A&F, B&I, FM) and BMS</p> <p>1) Reading, Listening and Presentation Skills</p> <p>2) Writing Skills</p>	<p>1) Reading, Listening and Presentation Skills: Topic based individual/group presentation Group discussion based on current/relevant issues Mock Interview based on Application and CV Listening to short videos and tested on the same Decoding Job advertisements Debate</p> <p>2) Writing Skills – Paragraph, Email, Blog, Tweets, Statement of Purpose, Bio-note, Precis, Caption writing, Pamphlets and Fliers</p>
<p>Internal Assessment Communication Skills : Semester I in B.Sc IT</p> <p>1) Reading, Listening and Presentation Skills</p> <p>2) Writing Skills</p>	<p>1) Reading, Listening and Presentation Skills: Topic based individual/group presentation Group discussion based on current/relevant issues Mock Interview based on Application and CV Listening to short videos and tested on the same Decoding Job advertisements Short Speeches Welcome note at conferences, Introducing guests, Vote of thanks.</p> <p>2) Writing Skills – Paragraph, Email, Blog, Tweets, Statement of Purpose, Bio-note, Precis, Caption writing</p>
<p>Project Communication Skills : Semester I in B.Sc IT</p> <p>1) Practical examination</p>	<p>1) Practical examination : Application Letter & CV Statement of Purpose Technical Writing</p>
<p>Semester End Exam For Business Communication : Semester I & II in B.Com, B.Com (A&F, B&I, FM) and BMS</p> <p>Communication Skills : Semester 1 in B.Sc IT</p> <p>Q1) Explain the terms in 2-3 sentences (6 out</p>	<p>Q1) Short Notes (Any 3 out of 5)</p>

Thereafter the following resolutions were passed.

Resolved that the proposed syllabus in the subject of '*Business Communication*' for B.Com, B.Com (A&F, B&I, FM) and BMS for Semester I & II is hereby approved with modifications as stated above.

Resolved that the proposed syllabus in the subject of '*Communication Skills*' for B.Sc IT in Semester I is hereby approved without modifications.

Resolved that the Proposed question paper pattern in the subject of '*Business Communication*' for B.Com, B.Com (A&F, B&I, FM) and BMS for Semester I & II and '*Communication Skills*' for B.Sc IT in Semester I is hereby approved with modifications as stated above.

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 proposed syllabi, exam pattern, question paper pattern in the subject of '*Business Communication*' for B.Com, B.Com (A&F, B&I, FM) and BMS for Semester I & II and '*Communication Skills*' for B.Sc IT in Semester I is approved and adopted in a progressive manner for the academic year 2020-2021.

The meeting was concluded with a vote of thanks extended by Mr. Nigel George

Dr. Nina Roy Choudhury

Chairperson – BOS – English

Date : Monday, 9th November,2020.

DEPARTMENT OF ENVIRONMENTAL STUDIES

MEETING OF BOARD OF STUDIES

MINUTES

The Board of Studies in Environmental Studies of SIES College of Commerce & Economics (Autonomous) , Sion East , Mumbai 400 022 held on Monday, 9th November 2020 at 4.00 pm by Online Mode on MS Teams.

Following members were present:

Sr.No.	Name	Designation
1	Chairperson (HOD)	Ms. Priti Thakkar
2	Faculty Members	Mrs. Falguni Matthews (B.F.M)
3	Subject Expert from Other University	Dr. Jayakumar. K .V Professor of Civil Engineering at the National Institute of Technology (NIT) Warangal.
4	One Expert selected by Vice-Chancellor from the six recommended by the College Principal	Dr. R. O .Patil Associate Professor, Department of EVS, SGM College of Commerce & Economics, Mumbai.
5	One Representative Industry / Corporate Sector / Related Field	Mr. Ganesh Maral Project Leader Rolta India Ltd.(GIS)

6	P G Alumni	Ms. Shikha Bafna Accounts Executive . Dotsmark Systems India
7	Outside Subject Expert	Dr. Baishakhi Dutta Associate Professor Ramniranjan Jhunjhunwala College, Mumbai,
8	Other Members of Faculty, if any.	Mrs Rashi Wadhwa (Faculty for Second year BMS)

The Chairperson, Mrs. Priti Thakkar welcomed and introduced the members of BOS.

Mrs. Priti Thakkar, Chairperson, HOD Environmental Studies Department, Faculty from B.Com, presented the syllabus of Environmental Studies along with pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made:

Name of the member	Suggestions/observations
Prof. Dr. Jayakumar and Dr. Baisakhi Dutta	Course Outcomes to be reframed as ‘Students will become aware of the Carbon footprint and Green norms ’
Prof. Dr. Jayakumar and Dr. Rajshekhar Patil	Latest books to be incorporated as Reference books , which are published after 2010, which will include National and International publications
Prof. Dr. Jayakumar	MCQ Test for the internals components should be based on average of 2 tests and not on the basis of best of 2 tests

Mrs. Falguni Mathews, Member, Faculty from B.F.M presented the syllabus of Environmental Science along with pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member	Suggestions/observations
Dr. Sachin J Deore	Topic on Role of technology should be added as Application of GIS and Remote Sensing tools in Environmental management to be tested in internal assessment- (suggestion via email.)
Prof. Dr. Jayakumar and Dr. Rajshekhar Patil	Latest books should be incorporated as Reference books , which are published after 2010, which will include National and International publications
Prof.Dr. Jayakumar, Dr. Rajashekhar Patil and Dr.Baisakhi Dutta	Environmental Audit, Water Audit should be added as assignment

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
Deleted Topic on Role of technology	Topic on Role of technology is added as Application of GIS and Remote Sensing tools in Environmental management to be tested in internal assessment in BFM
	Environmental Audit, Water Audit is added as assignment in BFM
Text books were suggested for students	Textbooks and reference books is added in B.Com And B.F.M
Course outcomes was stated as Students will become aware of their Carbon footprint	Course Outcome is reframed as ‘Students will become aware of the Carbon footprint and Green norms ’in B.Com

- Thereafter the following resolutions were passed for Environmental Studies (B.Com)
- Resolved that the proposed syllabus in the subject of Environmental Studies (B.Com) for Semester 1 and Semester 2 is hereby approved with modifications as stated above.
- Further Resolved that the proposed examination pattern in the subject of Environmental Studies (B.Com) for Semester 1 and Semester 2 as 60 – 40(60 marks semester end and 40 marks internal) is hereby approved by BOS without modifications as stated above.
- Further Resolved that the internal examination through MCQ/Objective format will be conducted online in the subject of Environmental Studies (B.Com)
- Further Resolved that 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 in the subject of Environmental Studies (B.Com)
- Further resolved that the proposed syllabi, exam pattern, question paper pattern in the subject of Environmental Studies is approved and adopted in a progressive manner for the academic year 2020-2021 in the subject of Environmental Studies (B.Com)

- Thereafter the following resolutions were passed for Environmental Science (B.F.M)
- Resolved that the proposed syllabus in the subject of Environmental Science (BFM course) Semester 2 is hereby approved with modifications as stated above.
- Further Resolved that the proposed examination pattern in the subject of Environmental Science (BFM course) Semester 2 is hereby approved without modifications as stated above.
- Further Resolved that the internal examination through MCQ/Objective format will be conducted online in the subject of Environmental Science (BFM course)
- Further Resolved that 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 proposed syllabi, exam pattern, question paper pattern in the subject of Environmental Science is approved and adopted in a progressive manner for the academic year 2020-2021 in the subject of Environmental Science (BFM course)

The meeting ended with Vote of Thanks extended by Mrs. Priti Thakkar and warm regards from all Members of BOS for smooth implementation of the suggestions and resolutions.

Name & signature

Chairman – BOS – Environmental studies

Place- Mumbai

Date- 9.11.2020

SIES COLLEGE OF COMMERCE & ECONOMICS

(Autonomous)

Minutes of Meeting BOS in Law

Date: 10/11/2020

Minutes of the Meeting of The Board of Studies in Law of SIES College of Commerce & Economics (Autonomous), Sion East, Mumbai 400 022 held on 9thNov, 2020 at 5.30 pm by Online Mode on MS Teams

The meeting was held to discuss and deliberate the proposed syllabus, exam pattern and question paper pattern of the subjects in the concerned BOS.

The following members attended the meeting

Sr. No.	Category	Name and details
1	Chairperson, BoS	Dr. Shanti Suresh
2	Faculty members	CS Namrata S. H. CA CS Divya Naik Mr. Aniket K. Mr. Hamid Khan
3	Two subject experts from other university	Dr. Durgambini Patel Prof. Nideesh Kumar
4	One expert selected by Vice- Chancellor from the six recommended by the College Principal	Dr. Deepa Chitnis
5	One representative industry	Mr. Suraj Subraman
6	PG Alumni	Ms. Sreeparvati
7	Outside expert	Ms. Jainy Shah
8	Other Faculty members	Ms. Kalaivani V

The Chairman, Dr. Shanti Suresh welcomed and introduced the members of BOS.

Ms. Divya Naik, Faculty from FYBBI, presented the syllabus of Business law along with pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member	Suggestions/observations
--------------------	--------------------------

Prof Nideesh Kumar an expert from other university	Civil/ Criminal Law to be included for understanding of students
Dr Durgambini Patel an expert from other university	Information Technology Act-Section 43 and 43 A
Dr Deepa Chitnis an expert selected by Vice- Chancellor from the six recommended by the College Principal	Information Technology Act- UPI Payments
Ms. Kalaivani V Other Faculty member	Increase in the allotted lectures – 60 for completion of syllabus. Paper Pattern- Case studies to be per module
Mr. Suraj Subraman industry representative	Suggested to add laws related to banking and Insurance

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>Unit 1: Introduction to Law Introduction to Law Meaning, Definitions, Features, Types, Sources and Classification.</p> <p>Unit 2: Indian Constitution Indian Constitution Natural Justice, Special Leave Appeal, Features, Writs, Fundamental Rights.</p> <p>Unit 3: Contract Act Contract Act Meaning, Essentials, Agreement, Offer, Acceptance, Consent, Free Consent, Consideration, Capacity of contract, Kinds and Classification of Contract- Valid, Void, Voidable, E - contract, Quasi , Contingent, Wagering agreements. Performance and Discharge of contract.</p> <p>Unit 4: Special Contract Indemnity & Guarantee–Indemnity-Meaning, Features, Rights of the Indemnity Holder and Commencement of Liability of the Indemnifier. Guarantee- meaning, features, types of guarantee, revocation of continuing guarantee, distinguish between Indemnity & Guarantee, position of Surety. Bailment : Meaning, Types, Features,</p>	<p>Unit 1: Introduction to Law Introduction to Law Meaning, Definitions, Features, Types, Sources and Classification.</p> <p>Unit 2: Indian Constitution Indian Constitution Natural Justice, Special Leave Appeal, Features, Writs, Fundamental Rights.</p> <p>Unit 3: Contract Act Contract Act Meaning, Essentials, Agreement, Offer, Acceptance, Consent, Free Consent, Consideration, Capacity of contract, Kinds and Classification of Contract- Valid, Void, Voidable, E - contract, Quasi , Contingent, Wagering agreements. Performance and Discharge of contract.</p> <p>Unit 4: Special Contract Indemnity & Guarantee–Indemnity-Meaning, Features, Rights of the Indemnity Holder and Commencement of Liability of the Indemnifier. Guarantee- meaning, features, types of guarantee, revocation of continuing guarantee, distinguish between Indemnity & Guarantee, position of Surety. Bailment : Meaning, Types, Features, Position, Lien, Finder of Goods ,Pledge</p>

<p>Position, Lien, Finder of Goods ,Pledge Agency: Meaning, Features, types, Position, Ratification and Termination of Agency, Personal Liability of an Agent. Sale of Goods Act: Introduction, Meaning, Features, Terms, Goods Classification, Sale and Agreement to sell, Unpaid Seller and position Conditions and Warranty, Sale by Non-Owners, Auction Sale.</p> <p>Unit 5:Negotiable Instruments Negotiable Instrument Act Features,Promissory Note, Bills of Exchange,Cheque, Features, Distinguish, Crossing, Dishonor, Position Of Banker, Holder and Holder In Due Course,Privileges, Payment In and Out of Due Course, Types of Instruments, Penalties For Dishonour, Endorsement.</p> <p>Unit 6: Information Technology Act Information Technology Act Objectives, Scheme, Digital Signature, Authorization, E- Governance, Certifying Authorities, Digital Certificates, Cyber Crime-Financial Cyber Crime, Meaning, Types (relevance to Phishing),Cyber Attacks in India, Reporting of Financial Cyber Crimes.</p>	<p>Agency: Meaning, Features, types, Position, Ratification and Termination of Agency, Personal Liability of an Agent. Sale of Goods Act: Introduction, Meaning, Features, Terms, Goods Classification, Sale and Agreement to sell, Unpaid Seller and position Conditions and Warranty, Sale by Non-Owners, Auction Sale.</p> <p>Unit 5:Negotiable Instruments Negotiable Instrument Act Features,Promissory Note, Bills of Exchange,Cheque, Features, Distinguish, Crossing, Dishonor, Position Of Banker, Holder and Holder In Due Course,Privileges, Payment In and Out of Due Course, Types of Instruments, Penalties For Dishonour, Endorsement.</p> <p>Unit 6: Information Technology Act Information Technology Act Objectives, Scheme, Digital Signature, Authorization, E- Governance, Certifying Authorities, Digital Certificates, Cyber Crime-Financial Cyber Crime, Meaning, Types (relevance to Phishing),Cyber Attacks in India, Reporting of Financial Cyber Crimes.</p>
--	--

It was decided to incorporate the following changes in exam pattern presented before the meeting. (if required)

Particulars as per proposed exam pattern	Changes as approved in the meeting								
<p>The scheme of examination shall be divided into two parts:</p> <ul style="list-style-type: none"> • Internal assessment 40% i.e. 40 marks • Semester end examination 60% i.e. 60 marks <p>PROPOSED SCHEME OF EXAMINATION A) Internal Assessment 40 marks</p> <table border="1" data-bbox="240 1864 797 1896"> <thead> <tr> <th>Description</th> <th>Marks</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	Description	Marks			<p>The scheme of examination shall be divided into two parts:</p> <ul style="list-style-type: none"> • Internal assessment 40% i.e. 40 marks • Semester end examination 60% i.e. 60 marks <p>PROPOSED SCHEME OF EXAMINATION B) Internal Assessment 40 marks</p> <table border="1" data-bbox="881 1864 1438 1896"> <thead> <tr> <th>Description</th> <th>Marks</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	Description	Marks		
Description	Marks								
Description	Marks								

2 Tests of 20 marks each based on best of two format	20	2 Tests of 20 marks each based on best of two format	20
Assignment	10	Assignment	10
Open Book Exam	10	Open Book Exam	10
Total	40	Total	40

It was decided to incorporate the following changes in Proposed question paper pattern presented before the meeting. (if required)

Particulars as per proposed question paper pattern		Changes as approved in the meeting	
Duration : 2 hours		Duration : 2 hours	
Total Marks: 60		Total Marks: 60	
Q.1 15 marks OR 15 marks	15	Q.1 15 marks OR 15 marks	15
Q.2 15 marks OR 15 marks	15	Q.2 15 marks OR 15 marks	15
Q.3 15 marks OR 15 marks	15	Q.3 15 marks OR 15 marks	15
Q.4 Case Study (a) 3 marks (b) 3 marks (c) 3 marks (d) 3 marks (e) 3 marks OR Q.4. Short Notes(Any 3 out of 5)- 5 marks each	15	Q.4 Case Study (a) 3 marks (b) 3 marks (c) 3 marks (d) 3 marks (e) 3 marks OR Q.4. Short Notes(Any 3 out of 5)- 5 marks each	15
TOTAL	60	TOTAL	60
Note: 1. The 15 marks full length question may be sub divided into 2 questions of 8 and 7 marks each 2. There will be no objective questions.		Note: 1. The 15 marks full length question may be sub divided into 2 questions of 8 and 7 marks each 2. There will be no objective questions.	
Passing criteria: Minimum 40% in Internal (16 out of 40) and 40% (24 out of 60) in Semester end examination.		Passing criteria: Minimum 40% in Internal (16 out of 40) and 40% (24 out of 60) in Semester end examination.	

Thereafter the following resolutions were passed.

Resolved that the proposed syllabus/syllabi in the subject of Business Law for Semester 2 is hereby approved without modifications as stated above.

Further Resolved that the Proposed examination pattern/question paper pattern in the subject of Business law for Semester 2 is hereby approved without modifications as stated above.

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 proposed syllabi, exam pattern, question paper pattern in the subject of Business law is approved and adopted in a progressive manner for the academic year 2020-2021.

Mr. Hamid Khan, Faculty from FYBAF, presented the syllabus of Business law along with pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member	Suggestions/observations
Dr. Deepa Chitnis an expert selected by Vice- Chancellor from the six recommended by the College Principal	Suggested to add special Contacts
Dr. Durgambini Patel an expert from other university	Advised to add law governing liabilities
Ms. Kalaivani V Other Faculty member	Suggested to refer amendments in the Acts
Ms.Jainy Shah an Outside expert	Suggested to Add IT Act

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
Unit 1 Law of Contract 1872 (a) Nature of Contract (b) Classification of Contracts (c) Offer and Acceptance (d) Capacity of Parties to Contract (e) Free Consents	Change in Module Added Intellectual Property Rights Deleted Sale of Goods Act

<p>(f) Consideration (g) Legality of Object (h) Agreement Declared Void (i) Performance of Contract (j) Discharge of Contract (k) Remedies for Breach of Contract (l) Indemnity (m) Guarantee (n) Bailment and Pledge</p> <p>Agency</p> <p>Unit 2 Intellectual Property Rights (IPR):</p> <p>a. IPR definition / objectives b. Patent definition. What is patentable? What is not patentable? Invention and its attributes, inventors and applications c. Trademarks, definition, types of trademarks, infringement and passing off. d. Copyright definition and subject in which copyright exists, originality, meaning and content, authors and owners, rights and restrictions. e. Geographical indications</p> <p>Unit 3 Negotiable Instrument Act 1881</p> <p>(a) Definition of Negotiable Instruments (b) Features of Negotiable Instruments (c) Promissory Note (d) Bill of Exchange and cheque (e) Holder and Holder in due course (f) Crossing of a Cheque (g) Types of Crossing</p> <p>Dishonour and Discharge of Negotiable Instruments</p> <p>Unit 4 Consumer Protection Act 2019</p> <p>(a) Salient Features (b) Definition of Consumers (c) Deficiency in Service (d) Defects in Goods</p> <p>Forums and its Jurisdictions</p>	
--	--

It was decided to incorporate the following changes in exam pattern presented before the meeting. (if required)

Particulars as per proposed exam pattern	Changes as approved in the meeting
The scheme of examination shall be divided into two parts: <ul style="list-style-type: none"> • Internal assessment 40% i.e. 40 marks • Semester end examination 60% i.e. 60 marks 	NIL

It was decided to incorporate the following changes in Proposed question paper pattern presented before the meeting. (if required)

Particulars as per proposed question paper pattern	Changes as approved in the meeting																
(A) Internal Assessment 40 marks <table border="1" data-bbox="240 884 873 1171"> <thead> <tr> <th>Description</th> <th>Marks</th> </tr> </thead> <tbody> <tr> <td>Two objectives (multiple choice questions) of 20 marks each – Best of two to be considered</td> <td>20</td> </tr> <tr> <td>One Project or Assignment or Viva</td> <td>10</td> </tr> <tr> <td>Case studies</td> <td>10</td> </tr> <tr> <td>Total</td> <td>40</td> </tr> </tbody> </table>	Description	Marks	Two objectives (multiple choice questions) of 20 marks each – Best of two to be considered	20	One Project or Assignment or Viva	10	Case studies	10	Total	40	NIL						
Description	Marks																
Two objectives (multiple choice questions) of 20 marks each – Best of two to be considered	20																
One Project or Assignment or Viva	10																
Case studies	10																
Total	40																
B) Semester end examination 60 marks PROPOSED PAPER PATTERN <table border="1" data-bbox="240 1352 971 1843"> <tr> <td colspan="2">Duration: 2 hours</td> </tr> <tr> <td colspan="2">Total Marks: 60</td> </tr> <tr> <td>Q.1 15 marks OR 15 marks (Theory Question)</td> <td>15</td> </tr> <tr> <td>Q.2 15 marks OR 15 marks (Theory Question)</td> <td>15</td> </tr> <tr> <td>Q.3 15 marks OR 15 marks (Theory Question)</td> <td>15</td> </tr> <tr> <td>Q.4 15 marks OR 15 marks (Theory 5marks three question out of five to be attempted /Case Study)</td> <td>15</td> </tr> <tr> <td>Total</td> <td>60</td> </tr> <tr> <td colspan="2">Questions can be subdivided into 8/7 marks or 5/5/5 marks.</td> </tr> </table>	Duration: 2 hours		Total Marks: 60		Q.1 15 marks OR 15 marks (Theory Question)	15	Q.2 15 marks OR 15 marks (Theory Question)	15	Q.3 15 marks OR 15 marks (Theory Question)	15	Q.4 15 marks OR 15 marks (Theory 5marks three question out of five to be attempted /Case Study)	15	Total	60	Questions can be subdivided into 8/7 marks or 5/5/5 marks.		
Duration: 2 hours																	
Total Marks: 60																	
Q.1 15 marks OR 15 marks (Theory Question)	15																
Q.2 15 marks OR 15 marks (Theory Question)	15																
Q.3 15 marks OR 15 marks (Theory Question)	15																
Q.4 15 marks OR 15 marks (Theory 5marks three question out of five to be attempted /Case Study)	15																
Total	60																
Questions can be subdivided into 8/7 marks or 5/5/5 marks.																	
Passing criteria: Minimum 40% in Internal (16 out																	

**of 40) and 40% (24 out of 60) in semester end examination
Under challenging situations, all examinations will be conducted through online mode or as directed by State government and UGC.**

Thereafter the following resolutions were passed.

Resolved that the proposed syllabus/syllabi in the subject of Business Law for Semester 2 is hereby approved without /with modifications as stated above.

Further Resolved that the Proposed examination pattern/question paper pattern in the subject of Business Law for Semester 2 is hereby approved without modifications as stated above.

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 proposed syllabi, exam pattern, question paper pattern in the subject of Business law is approved and adopted in a progressive manner for the academic year 2020-2021.

Mr. Aniket Swaraj, Faculty from FYBMS, presented the syllabus of Business law along with pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member	Suggestions/observations
Dr Durgambini Patel an expert from other university	IPA 1932 to be shifted to other unit
Prof Nideesh Kumar an expert from other university	CPA 1986 to be change to CPA 2019 and Suggested to omit Sale of goods Act
Ms. Kalaivani V Other Faculty member	Suggested No. of units and lectures to be increased
Ms. Jainy Shah an Outside expert	Incorporation of cyber laws
Mr. Suraj Subraman industry representative	CPA 2019 to be added
Prof. Nideesh Kumar an expert from other university	Advised to separate Indian Partnership Act
Dr. Deepa Chitnis an expert	Advised to add procedure to start company

selected by Vice- Chancellor from the six recommended by the College Principal	
Ms. Jainy Shah Outside expert	Suggested to Introduce Demat and securities, Share holders

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>Unit 1 Law of Contract 1872</p> <p>A) Contract Act, 1872:</p> <ol style="list-style-type: none"> 1. Essential elements of Contract, 2. Agreement and contract – capacity to contract, 3. Free consent, 4. Consideration, 5. Lawful objects / consideration, 6. Breach of contract, 7. Remedies for breach of contract. <p>B) Sale of Goods Act, 1930:</p> <ol style="list-style-type: none"> 1. Scope of Act, 2. Sale and Agreement to Sell, 3. Essentials of a valid sale contract – conditions and warranties, 4. Implied conditions and warranties, Rights of an unpaid seller. <p>C) Indian Partnership (The Indian Partnership Act, 1932) Partnership Formation - Types of Partnerships - Dissolution of Partnership, Rights, Duties and liabilities of partners, Limited Liability Partnership</p> <p>UNIT 2</p>	<p>Unit 1 Law of Contract 1872</p> <p>No Change</p> <p>UNIT 2 Consumer Protection Act 2019 Added</p> <p>UNIT 3</p> <p>No Change</p> <p>UNIT 4 No Change</p>

C) Negotiable Instrument Act, 1981:

1. Introduction of Negotiable Instruments,
2. Characteristics of negotiable instruments,
3. Promissory note,
4. Bills of exchange,
5. Cheque,
6. Dishonor of cheque.

D) Consumer Protection Act, 1986:

7. Objects of consumer protection,
8. Introduction of consumers – who is consumer?
9. Meaning of the words – Goods and services

Meaning of the words – Defects and Deficiencies of goods and services, Consumer disputes and complaints.

UNIT 3

Company Law:

1. What is company?
2. Incorporation of company
3. MOA,
4. AOA,
5. Prospectus,
6. Meetings,

Meaning of transfer and transmission of shares.

UNIT 4

Intellectual Property Rights (IPR):

1. IPR definition / objectives.
2. Patent definition. What is patentable? What is not patentable? Invention and its

<p>attributes, inventors and applications.</p> <p>3. Trademarks, definition, types of trademarks, infringement and passing off.</p> <p>4. Copyright definition and subject in which copyright exists, originality, meaning and content, authors and owners, rights and restrictions. Geographical indications (only short notes)</p>	
--	--

It was decided to incorporate the following changes in exam pattern presented before the meeting. (if required)

Particulars as per proposed exam pattern	Changes as approved in the meeting
<p>The scheme of examination shall be divided into two parts:</p> <ul style="list-style-type: none"> • Internal assessment 40% i.e. 40 marks • Semester end examination 60% i.e. 60 marks 	<p>The scheme of examination shall be divided into two parts:</p> <ul style="list-style-type: none"> • Internal assessment 40% i.e. 40 marks • Semester end examination 60% i.e. 60 marks

It was decided to incorporate the following changes in Proposed question paper pattern presented before the meeting. (if required)

Particulars as per proposed question paper pattern	Changes as approved in the meeting								
<p>(B) Internal Assessment 40 marks</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Description</th> <th style="text-align: center;">Marks</th> </tr> </thead> <tbody> <tr> <td>Two objectives (multiple choice questions) of 20 marks each – Best of two to be considered</td> <td style="text-align: center;">20</td> </tr> <tr> <td>One Project or Assignment or Viva</td> <td style="text-align: center;">10</td> </tr> <tr> <td>Presentation</td> <td style="text-align: center;">10</td> </tr> </tbody> </table>	Description	Marks	Two objectives (multiple choice questions) of 20 marks each – Best of two to be considered	20	One Project or Assignment or Viva	10	Presentation	10	NIL
Description	Marks								
Two objectives (multiple choice questions) of 20 marks each – Best of two to be considered	20								
One Project or Assignment or Viva	10								
Presentation	10								

Total	40
C) Semester end examination 60 marks	
PROPOSED PAPER PATTERN	
Duration: 2 hours	
Total Marks: 60	
Q.1 15 marks OR 15 marks (Theory Question)	15
Q.2 15 marks OR 15 marks (Theory Question)	15
Q.3 15 marks OR 15 marks (Theory Question)	15
Q.4 15 marks OR 15 marks (Theory 5marks three question out of five to be attempted)	15
Total	60
Passing criteria: Minimum 40% in Internal (16 out of 40) and 40% (24 out of 60) in semester end examination	

Thereafter the following resolutions were passed.

Resolved that the proposed syllabus/syllabi in the subject of Business law for Semester 1 is hereby approved with modifications as stated above.

Further Resolved that the Proposed examination pattern/question paper pattern in the subject of Business law for Semester 1 is hereby approved with modifications as stated above.

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 proposed syllabi, exam pattern, question paper pattern in the subject of Business law is approved and adopted in a progressive manner for the academic year 2020-2021.

Mr. Aniket Swaraj, Faculty from FYBMS, presented the syllabus of Industrial law along with pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member	Suggestions/observations
Dr Durgambini Patel an expert from other university	Suggested to add new code and to add historical and introductory aspect at the beginning.
Prof Nideesh Kumar an expert from other university	Advised to incorporate new code
Dr Deepa Chitnis an expert selected by Vice- Chancellor from the six recommended by the College Principal	Suggested to Incorporate new code
Mr. Suraj Subraman industry representative	Suggested to add Law related to start up
Ms. Sreeparvati an PG Alumni	Suggested to Incorporate new code

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
Industrial Disputes Act, 1947: Definition, Authorities, Awards, Settlements, Strikes Lockouts, Lay Offs, Retrenchment and Closure The Trade Union Act, 1926 UNIT 2	Unit 1 Added The industrial Relations Code 2020 UNIT 2 Added Employees compensation Act 2017 Amendment
The Factory Act 1948: (Provisions related to Health, Safety and Welfare)	UNIT 3 No Change
The Workmen's Compensation Act, 1923 Provisions: Introduction: The doctrine of assumed risk, The doctrine of Common, Employment, The doctrine of Contributory Negligence Definitions, Employers liability for compensation (S-3 to 13),	UNIT 4 Added Principles of Natural Justice

<p>Rules as to Compensation (Sec 4 to Sec 9) (14 A & 17)</p> <p>UNIT 3</p> <p>Employee State Insurance Act 1948: Definition and Employees Provident Fund Miscellaneous Provision Act 1948: Schemes, Administration and determination of dues.</p> <p>UNIT 4</p> <p>The payment of Wages Act 1948: Objectives, Definition, Authorized Deductions Payment of Bonus Act, 1965 The Payment of Gratuity Act, 1972 Principles of Natural Justice</p>	
--	--

It was decided to incorporate the following changes in exam pattern presented before the meeting. (if required)

Particulars as per proposed exam pattern	Changes as approved in the meeting
<p>The scheme of examination shall be divided into two parts:</p> <ul style="list-style-type: none"> • Internal assessment 40% i.e. 40 marks • Semester end examination 60% i.e. 60 marks 	<p>The scheme of examination shall be divided into two parts:</p> <ul style="list-style-type: none"> • Internal assessment 40% i.e. 40 marks <p>Semester end examination 60% i.e. 60 marks</p>

It was decided to incorporate the following changes in Proposed question paper pattern presented before the meeting. (if required)

Particulars as per proposed question paper pattern	Changes as approved in the meeting				
<p>(C) Internal Assessment 40 marks</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Description</th> <th>Marks</th> </tr> </thead> <tbody> <tr> <td>Two objectives (multiple choice questions) of 20</td> <td>20</td> </tr> </tbody> </table>	Description	Marks	Two objectives (multiple choice questions) of 20	20	<p>Nil</p>
Description	Marks				
Two objectives (multiple choice questions) of 20	20				

marks each – Best of two to be considered	
One Project or Assignment or Viva	10
Presentation	10
Total	40

D) Semester end examination 60 marks

PROPOSED PAPER PATTERN

Duration: 2 hours	
Total Marks: 60	
Q.1 15 marks OR 15 marks (Theory Question)	15
Q.2 15 marks OR 15 marks (Theory Question)	15
Q.3 15 marks OR 15 marks (Theory Question)	15
Q.4 15 marks OR 15 marks (Theory 5marks three question out of five to be attempted)	15
Total	60

Passing criteria: Minimum 40% in Internal (16 out of 40) and 40% (24 out of 60) in semester end examination

Thereafter the following resolutions were passed.

Resolved that the proposed syllabus/syllabi in the subject of Industrial Law for Semester 2 is hereby approved with modifications as stated above.

Further Resolved that the Proposed examination pattern/question paper pattern in the subject of Industrial Law for Semester 2 is hereby approved with modifications as stated above.

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 proposed syllabi, exam pattern, question paper pattern in the subject of Industrial Law is approved and adopted in a progressive manner for the academic year 2020-2021.

The meeting was concluded with a vote of thanks extended by Mr. Aniket Swaraj.

Name & signature
Chairman – BOS – Law
Place: Mumbai
Date: 10/11/2020

**Minutes of the Meeting of The Board of Studies in Psychology of SIES College of
Commerce & Economics (Autonomous), Sion East, Mumbai 400 022 held on 9th Nov, 2020
at 12 noon by Online Mode on MS Teams**

The meeting was held to discuss and deliberate the proposed syllabus, exam pattern and question paper pattern of the subjects in the concerned BoS.

The following members attended the meeting

Sr. No.	Category	Name and details
1	Chairperson, BoS	Dr. Harini C.
2	Faculty members	Ms. Shailashri Uchil Ms. Manasi Shah
3	Two subject experts from other university	Dr. Anuradha Sovani Dr. Pooja Purang
4	One expert selected by Vice-Chancellor from the six recommended by the College Principal	Ms. Kavita Jajoo
5	One representative industry	Ms. Jyoti Nair
6	PG Alumni	Ms. Unni Anagha Krishnan
7	Outside expert	Dr. Jayashree Giri
8	Other Faculty members	Ms. Falguni Mathews

The Chairman, Dr. Harini C. welcomed and introduced the members of BOS.

The proposed syllabi and paper patterns of the following papers were discussed in the meeting.

1. Organisational Behaviour- Sem 2 and
2. Foundation of Human Skills – Sem 1

Ms. Shailashri Uchil, Faculty member from B. Com (Banking and Insurance), presented the syllabus of Organisational Behaviour along with pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member	Suggestions/observations
Ms. Kavita Jajoo	To remove ERG theory of motivation
Dr. Puja Purang and Dr. Anuradha Sovani Dr. Jayashree Giri	To add Indian studies to complement the syllabus Add the following reference Parikh, M., & Gupta, R. (2010). Organizational Behaviour (1 st ed.) McGraw Hill. May be included in the form of assignments as an internal assessment component

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
Kotter's change model	Approved

Ms. Manasi Shah, Faculty member from BMS, presented the syllabus of Foundation of Human skills along with pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member	Suggestions/observations
Dr. Pooja Purang	Remove intelligence from the syllabus. Retain Emotional intelligence
Ms. Kavita Jajoo	Remove learning from the syllabus. Add cascading model of emotional intelligence
Dr. Jayashree Giri	Give more emphasis to emotional intelligence aspect
Ms. Jyoti Nair	Include social influence topics such as

	persuasion and impression management.
Suggestion from all the members	Leadership concept to be added

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
Concept of man has been removed	Approved
Influence of environment has been removed.)	Approved
The topic nature and nurture has been added	Approved
The topic of managerial skills has been removed (Covered under Principles of Management – Semester 2)	Approved
The concept of Motivation at workplace has been removed. (Added under Principles of Management – Semester 2)	Approved
Topics of stress and work stress have been removed. (covered under FC – II)	Approved

Thereafter the following resolutions were passed.

Resolved that the proposed syllabus in the subject of Foundation of Human Skills for Semester 1 and Organisational Behaviour for Semester 2 is hereby approved with modifications as stated above.

Further Resolved that the Proposed examination pattern in the subject of Foundation of Human Skills for Semester 1 and Organisational Behaviour for Semester 2 is hereby approved without modifications.

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

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

Further resolved that the proposed syllabi, exam pattern, question paper pattern in the subjects of Foundation of Human Skills and Organisational Behaviour are approved and adopted in a progressive manner for the academic year 2020-2021.

The meeting was concluded with a vote of thanks extended by Ms. Manasi Shah

Harini C.

Chairman – BOS – Psychology

Mumbai

10th Nov 2020

SIES COLLEGE OF COMMERCE & ECONOMICS

(Autonomous)

Minutes of Meeting BOS in Management

Date: 09/11/2020

Minutes of the Meeting of The Board of Studies in Management of SIES College of Commerce & Economics (Autonomous), Sion East, Mumbai 400 022 held on 9thNov, 2020 at 10am by Online Mode on MS Teams

The meeting was held to discuss and deliberate the proposed syllabus, exam pattern and question paper pattern of the subjects in the concerned BOS.

The following members attended the meeting.

Sr. No.	Category	Name and details
1	Chairperson, BOS	Aniket Swaraj
2	Faculty members	Ms. ShailashreeUchil Ms. Falguni Mathews Ms. Manasi Shah
3	Two subject experts from other university	Sagar Kelaskar Asst Manager Operations MEPS, TISS School of Vocational Education Dr. Pushpendu Rakshit Asst. Professor, Amity Business School Mumbai
4	One expert selected by Vice-Chancellor from the six recommended by the College Principal	Dr. Prashant H Shelar Principal JES College of Science, Commerce and IT.
5	One representative industry	Aditi Datta HR Manager South West Asia

		Lloyd Register
6	PG Alumni	Aishwarya Pillai Senior Manager HR, Godrej Infotech Ltd.
7	Outside expert	Jayabala Girish Sr. Manager Content, TISS

The Chairperson, Aniket Swaraj welcomed and introduced the members of BOS.

Ms. Shailashree Uchil, Faculty from FYBBI, presented the syllabus of Principles of Management along with pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member	Suggestions/observations
Dr. Prashant H Shelar Principal JES College of Science, Commerce and IT.	Appreciated the inclusion of Indian leaders to set Trend.
Sagar Kelaskar from TISS an expert from other university	Appreciated the inclusion of pioneers in Banking
Dr. Pushpendu Rakshit From amity business school an expert from other university	Suggested Incorporation of Caselets.
Aditi datta HR Manager from Lloyd register an Industry Representative	Suggested and agreed to collaborate for students internship.
Jayabala Girish from TISS an outside Expert	Addition of credits and no. of lectures

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 Management</p> <ul style="list-style-type: none"> • Definition of Management • Management as a Profession <p>Traditional Vs Contemporary Management (Henry Fayol, F.W. Taylor, Peter Drucker) (C.K.Pralhad, Mr. Vijay Govindarajan, Sumantra Ghoshal)</p> <p>Module-2 Management Process</p> <p>Management Process, Practices, Functions of Management related to Banking and Insurance companies</p> <p>Module-3 Organization Structure of Banking and Insurance companies</p> <p>Module-4 Business Leaders</p> <ul style="list-style-type: none"> • Leaders in the Indian Industry (J.R.D Tata, Ratan Tata, Aditya Birla, Kumar Mangalam Birla, Mr. Dhirubhai Ambani and Sons, Kiran Mazumdar Shaw, Verghese Kurien, Godrej, Aziz Premzi, Narayan Murthy, Anand Mahindra, Anil Manibhai Naik) • Leaders in the Banking and Insurance Industry <ul style="list-style-type: none"> ▪ Indian Leaders (Banking & Insurance: Uday Kotak, Naina Kidwai, Deepak Parekh, Chanda Kochhar, Hinduja) ▪ International Leaders 	<p>Module -1</p> <p>Addition of Sumantra Ghoshal (Indian management thinker)</p> <p>Module -2</p> <p>No Change</p> <p>Module -3</p> <p>No Change</p> <p>Module -4</p> <p>H. Shanbhag, Chanda Kocchar, Governor of RBI replaced with Anand Manibhai Naik.</p> <p>K.V.Kamath moved to the list of international leaders. Mohammed Younus added and President of World bank, President of Asian Development Bank, President of Fed Reserve, President of International Monetary Fund removed.</p>

K.V. Kamath Mohammed Younus	
--------------------------------	--

It was decided to incorporate the following changes in exam pattern presented before the meeting. (if required)

Particulars as per proposed exam pattern	Changes as approved in the meeting																
<p>The scheme of examination shall be divided into two parts:</p> <ul style="list-style-type: none"> • Internal assessment 40% i.e. 40 marks • Semester end examination 60% i.e. 60 marks <p>PROPOSED SCHEME OF EXAMINATION</p> <p>A) Internal Assessment 40 marks</p> <table border="1"> <thead> <tr> <th>Description</th> <th>Marks</th> </tr> </thead> <tbody> <tr> <td>2 Tests of 20 marks each based on best of two format</td> <td>20</td> </tr> <tr> <td>Any one for 20 marks or any 2 for 10 marks each Project, Presentation and Viva voce/Case studies/Assignments/ Internship /Certificate courses.</td> <td>20</td> </tr> <tr> <td>Total</td> <td>40</td> </tr> </tbody> </table>	Description	Marks	2 Tests of 20 marks each based on best of two format	20	Any one for 20 marks or any 2 for 10 marks each Project, Presentation and Viva voce/Case studies/Assignments/ Internship /Certificate courses.	20	Total	40	<p>The scheme of examination shall be divided into two parts:</p> <ul style="list-style-type: none"> • Internal assessment 40% i.e. 40 marks • Semester end examination 60% i.e. 60 marks <p>PROPOSED SCHEME OF EXAMINATION</p> <p>B) Internal Assessment 40 marks</p> <table border="1"> <thead> <tr> <th>Description</th> <th>Marks</th> </tr> </thead> <tbody> <tr> <td>2 Tests of 20 marks each based on best of two format</td> <td>20</td> </tr> <tr> <td>Any one for 20 marks or any 2 for 10 marks each Project, Presentation and Viva voce/Case studies/Assignments/ Internship /Certificate courses.</td> <td>20</td> </tr> <tr> <td>Total</td> <td>40</td> </tr> </tbody> </table>	Description	Marks	2 Tests of 20 marks each based on best of two format	20	Any one for 20 marks or any 2 for 10 marks each Project, Presentation and Viva voce/Case studies/Assignments/ Internship /Certificate courses.	20	Total	40
Description	Marks																
2 Tests of 20 marks each based on best of two format	20																
Any one for 20 marks or any 2 for 10 marks each Project, Presentation and Viva voce/Case studies/Assignments/ Internship /Certificate courses.	20																
Total	40																
Description	Marks																
2 Tests of 20 marks each based on best of two format	20																
Any one for 20 marks or any 2 for 10 marks each Project, Presentation and Viva voce/Case studies/Assignments/ Internship /Certificate courses.	20																
Total	40																

It was decided to incorporate the following changes in Proposed question paper pattern presented before the meeting. (if required)

Particulars as per proposed question paper pattern		Changes as approved in the meeting	
Duration : 2 hours		Duration : 2 hours	
Total Marks: 60		Total Marks: 60	
Q.1 15 marks OR 15 marks	15	Q.1 15 marks OR 15 marks	15
Q.2 15 marks OR 15 marks	15	Q.2 15 marks OR 15 marks	15
Q.3 15 marks OR 15 marks	15	Q.3 15 marks OR 15 marks	15
Q.4. 15 marks OR 15 marks	15	Q.4 15 marks OR 15 marks	15
TOTAL	60	TOTAL	60
Note: 1. Q.1,2 and 3 - 15 marks question may be divided into sub questions if required. 2. Q.4 May include theory (short notes) /Case Study in one of the options.		Note: 1. Q.1,2 and 3 - 15 marks question may be divided into sub questions if required. 2. Q.4 May include theory (short notes) /Case Study in one of the options..	
Passing criteria: Minimum 40% in Internal (16 out of 40) and 40% (24 out of 60) in Semester end examination.		Passing criteria: Minimum 40% in Internal (16 out of 40) and 40% (24 out of 60) in Semester end examination.	

Thereafter the following resolutions were passed.

Resolved that the proposed syllabus/syllabi in the subject of Principles of Management for Semester 1 is hereby approved without modifications as stated above.

Further Resolved that the Proposed examination pattern/question paper pattern in the subject of Principles of Management for Semester 1 is hereby approved without modifications as stated above.

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 proposed syllabi, exam pattern, question paper pattern in the subject of Principles of Management is approved and adopted in a progressive manner for the academic year 2020-2021.

Ms. Falguni Mathews, Faculty from FYBFM, presented the syllabus of Principles of Management along with pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member	Suggestions/observations
Dr. Prashant H Shelar Principal JES College of Science, Commerce and IT.	Suggested to add Indian Thinkers and Case studies
Sagar Kelaskar from TISS an expert from other university	Appreciated the changes in the syllabus

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 Management a) Management: Concept, Characteristics, Significance, 6 M's, Role & Skills of Managers, Levels of Management, Concepts of PODSCORB, Managerial Grid. Evolution of Management thoughts: Contribution of F.W Taylor, Henri Fayol and Contingency Approach.</p>	<p>Module-1 Introduction to Management b) Management: Concept, Characteristics, Significance, 6 M's, Role & Skills of Managers, Levels of Management, Concepts of PODSCORB, Managerial Grid. Evolution of Management thoughts: Contribution of F.W Taylor, Henri Fayol and Contingency Approach.</p>

<p>Contemporary issues and Challenges</p> <p>Module No.- 2</p> <p>Planning and Decision Making</p> <p>a) Planning : Meaning, Importance, Elements, Process of Planning, Kinds of Plans, Strategies, Policies and Planning Premises, Goal Setting, MBO,</p> <p>b) Decision Making: Meaning, Importance, Process, Techniques of Decision Making.</p> <p>Module - 3</p> <p>Organising</p> <p>a) Organizing: Meaning, Concept, Advantages, Limitations, Structure (Formal & Informal, Line & Staff and Matrix). Departmentation: Meaning, Basis and Significance Span of Control: Meaning, Factors affecting span of Control, Centralization vs Decentralization, Delegation of Authority.</p> <p>b) Directing : Meaning, Importance, Principles, Elements</p> <p>c) Leadership – Meaning, Styles and Qualities of Good leader</p> <p>Module - 4</p> <p>Coordination and Controlling</p> <p>a) Coordination : Meaning, Features, Co-ordination as an Essence of Management Controlling: Meaning, Process, prerequisites of effective control systems, and Techniques of controlling operations in India.</p>	<p>Contemporary issues and Challenges</p> <p>Module No.- 2</p> <p>Planning and Decision Making</p> <p>c) Planning : Meaning, Importance, Elements, Process of Planning, Kinds of Plans, Strategies, Policies and Planning Premises, Goal Setting, MBO,</p> <p>d) Decision Making: Meaning, Importance, Process, Techniques of Decision Making.</p> <p>Module - 3</p> <p>Organising</p> <p>d) Organizing: Meaning, Concept, Advantages, Limitations, Structure (Formal & Informal, Line & Staff and Matrix). Departmentation: Meaning, Basis and Significance Span of Control: Meaning, Factors affecting span of Control, Centralization vs Decentralization, Delegation of Authority.</p> <p>e) Directing : Meaning, Importance, Principles, Elements</p> <p>f) Leadership – Meaning, Styles and Qualities of Good leader</p> <p>Module - 4</p> <p>Coordination and Controlling</p> <p>b) Coordination : Meaning, Features, Co-ordination as an Essence of Management Controlling: Meaning, Process, prerequisites of effective control systems, and Techniques of controlling operations in India.</p>
--	--

It was decided to incorporate the following changes in exam pattern presented before the meeting. (if required)

Particulars as per proposed exam pattern	Changes as approved in the meeting
<p>The scheme of examination shall be divided into two parts:</p> <ul style="list-style-type: none"> • Internal assessment 40% i.e. 40 marks • Semester end examination 60% i.e. 60 marks 	<p>The scheme of examination shall be divided into two parts:</p> <ul style="list-style-type: none"> • Internal assessment 40% i.e. 40 marks • Semester end examination 60% i.e. 60 marks

It was decided to incorporate the following changes in Proposed question paper pattern presented before the meeting. (if required)

Particulars as per proposed question paper pattern	Changes as approved in the meeting																																				
<p>A) Internal Assessment- 40 marks</p> <table border="1"> <thead> <tr> <th>Description</th> <th>Marks</th> </tr> </thead> <tbody> <tr> <td>Best out of 2 class tests of 20 marks each</td> <td>20</td> </tr> <tr> <td>Assignment</td> <td>05</td> </tr> <tr> <td>Presentation</td> <td>10</td> </tr> <tr> <td>Class Participation</td> <td>05</td> </tr> <tr> <td>Total</td> <td>40</td> </tr> </tbody> </table> <p>B) Semester end examination 60 marks</p> <p>PROPOSED PAPER PATTERN</p> <table border="1"> <tr> <td colspan="2">Duration: 2 hours</td> </tr> <tr> <td colspan="2">Total Marks: 60</td> </tr> <tr> <td>Q.1 15 marks OR 15 marks (Theory Question)</td> <td>15</td> </tr> </table>	Description	Marks	Best out of 2 class tests of 20 marks each	20	Assignment	05	Presentation	10	Class Participation	05	Total	40	Duration: 2 hours		Total Marks: 60		Q.1 15 marks OR 15 marks (Theory Question)	15	<p>B) Internal Assessment- 40 marks</p> <table border="1"> <thead> <tr> <th>Description</th> <th>Marks</th> </tr> </thead> <tbody> <tr> <td>Best out of 2 class tests of 20 marks each</td> <td>20</td> </tr> <tr> <td>Assignment</td> <td>05</td> </tr> <tr> <td>Presentation</td> <td>10</td> </tr> <tr> <td>Class Participation</td> <td>05</td> </tr> <tr> <td>Total</td> <td>40</td> </tr> </tbody> </table> <p>C) Semester end examination 60 marks</p> <p>PROPOSED PAPER PATTERN</p> <table border="1"> <tr> <td colspan="2">Duration: 2 hours</td> </tr> <tr> <td colspan="2">Total Marks: 60</td> </tr> <tr> <td>Q.1 15 marks OR 15 marks (Theory Question)</td> <td>15</td> </tr> </table>	Description	Marks	Best out of 2 class tests of 20 marks each	20	Assignment	05	Presentation	10	Class Participation	05	Total	40	Duration: 2 hours		Total Marks: 60		Q.1 15 marks OR 15 marks (Theory Question)	15
Description	Marks																																				
Best out of 2 class tests of 20 marks each	20																																				
Assignment	05																																				
Presentation	10																																				
Class Participation	05																																				
Total	40																																				
Duration: 2 hours																																					
Total Marks: 60																																					
Q.1 15 marks OR 15 marks (Theory Question)	15																																				
Description	Marks																																				
Best out of 2 class tests of 20 marks each	20																																				
Assignment	05																																				
Presentation	10																																				
Class Participation	05																																				
Total	40																																				
Duration: 2 hours																																					
Total Marks: 60																																					
Q.1 15 marks OR 15 marks (Theory Question)	15																																				

Q.2 15 marks OR 15 marks (Theory Question)	15		Q.2 15 marks OR 15 marks (Theory Question)	15	
Q.3 15 marks OR 15 marks (Theory Question)	15		Q.3 15 marks OR 15 marks (Theory Question)	15	
Q.4 15 marks OR 15 marks (Theory 5marks three question out of five to be attempted)	15		Q.4 15 marks OR 15 marks (Theory 5marks three question out of five to be attempted)	15	
Total	60		Total	60	
Note: The 15 marks full length question may be sub divided into 2 questions of 7 or 8 marks each One Case Study would be asked in any question			Note: The 15 marks full length question may be sub divided into 2 questions of 7 or 8 marks each One Case Study would be asked in any question		
Passing criteria: Minimum 40% in Internal (16 out of 40) and 40% (24 out of 60) in semester end examination			Passing criteria: Minimum 40% in Internal (16 out of 40) and 40% (24 out of 60) in semester end examination		

Thereafter the following resolutions were passed.

Resolved that the proposed syllabus/syllabi in the subject of Principles of management for Semester 1 is hereby approved with modifications as stated above.

Further Resolved that the Proposed examination pattern/question paper pattern in the subject of principles of Management for Semester 1 is hereby approved with modifications as stated above.

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 proposed syllabi, exam pattern, question paper pattern in the subject of Principles of management is approved and adopted in a progressive manner for the academic year 2020-2021.

Ms. Manasi Shah, Faculty from FYBMS, presented the syllabus of Principles of management along with pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member	Suggestions/observations
Dr. Prashant H Shelar Principal JES College of Science, Commerce and IT.	Suggested to tie up with NGO
Sagar Kelaskar from TISS an expert from other university	Advised matching the internships with learning outcomes and informing employers about the learning outcomes so that those areas are assigned to student to enable them to get maximum exposure to the practical application of the subject.
Dr. Prashant H Shelar Principal JES College of Science, Commerce and IT.	suggested introduction a question on Short Notes on topics
Dr. Pushpendu Rakshit From amity business school an expert from other university	suggestion on theories of motivation that could be incorporated.
Ms. Aishwarya Pillai from Godrej an PG Alumni	suggested tie- up with Internshala for the purpose of Internships

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</p> <p>Nature of Management</p> <ul style="list-style-type: none"> • Management: Concept, Significance, Role & Skills, Levels of Management, Concepts of PODSCORB, Managerial Grid. • Evolution of Management thoughts, Contribution of F.W Taylor, Henri Fayol and Contingency Approach. <p>Module-2</p> <p>Planning and Decision Making</p> <ul style="list-style-type: none"> • Planning: Meaning, Importance, Elements, Process, Limitations and MBO. • Decision Making: Meaning, Importance, Process, Techniques of Decision Making. <p>Module-3</p> <p>Organizing</p> <ul style="list-style-type: none"> • Organizing: Concepts, Structure (Formal & Informal, Line & Staff and Matrix), Meaning, Advantages and Limitations • Departmentation: Meaning, Basis and Significance • Span of Control: Meaning, Graicunas Theory, Factors affecting span of Control, Centralization vs Decentralization • Delegation: Authority & Responsibility relationship <p>Module-4</p> <p>Directing, Motivation, Co-ordination and Controlling</p> <ul style="list-style-type: none"> • Directing: Meaning and Process • Motivation: 	<p>Changes in Module 1:</p> <p>No change</p> <p>Changes in Module 2:</p> <p>No change</p> <p>Changes in Module 3:</p> <p>No change</p> <p>Changes in Module 4:</p> <ol style="list-style-type: none"> 1. The concept of motivation at workplace has been added. 2. The concept of leadership has been removed as it is already covered under Foundation of human skills - semester 1.
---	---

<p>Motivation at workplace: Concept of motivation Theories of motivation in an organisational set up.</p> <ul style="list-style-type: none"> <input type="checkbox"/> A.Maslow Need Heirachy <input type="checkbox"/> F.Hertzberg Dual Factor <input type="checkbox"/> Mc.Gregor theory X and theory Y. <input type="checkbox"/> Ways of motivating through carrot (positive reinforcement) and stick (negative reinforcement) at workplace. <ul style="list-style-type: none"> • Co-ordination as an Essence of Management • Controlling: Meaning, Process and Techniques • Recent Trends: Green Management & CSR 	
---	--

It was decided to incorporate the following changes in exam pattern presented before the meeting. (if required)

Particulars as per proposed exam pattern	Changes as approved in the meeting
<p>The scheme of examination shall be divided into two parts:</p> <ul style="list-style-type: none"> • Internal assessment 40% i.e. 40 marks • Semester end examination 60% i.e. 60 marks 	<p>The scheme of examination shall be divided into two parts:</p> <ul style="list-style-type: none"> • Internal assessment 40% i.e. 40 marks • Semester end examination 60% i.e. 60 marks

It was decided to incorporate the following changes in Proposed question paper pattern presented before the meeting. (if required)

Particulars as per proposed question paper pattern	Changes as approved in the meeting																								
<p>(A) Internal Assessment 40 marks</p> <table border="1" data-bbox="240 436 911 846"> <thead> <tr> <th data-bbox="240 436 777 501">Description</th> <th data-bbox="777 436 911 501">Marks</th> </tr> </thead> <tbody> <tr> <td data-bbox="240 501 777 659">Two objectives (multiple choice questions) of 20 marks each – Best of two to be considered</td> <td data-bbox="777 501 911 659">20</td> </tr> <tr> <td data-bbox="240 659 777 774">Online Course/Social Service/Internship</td> <td data-bbox="777 659 911 774">20</td> </tr> <tr> <td data-bbox="240 774 777 846">Total</td> <td data-bbox="777 774 911 846">40</td> </tr> </tbody> </table> <p>D) Semester end examination 60 marks</p> <p style="text-align: center;">PROPOSED PAPER PATTERN</p> <table border="1" data-bbox="240 1066 873 1633"> <tr> <td colspan="2" data-bbox="240 1066 873 1136">Duration: 2 hours</td> </tr> <tr> <td colspan="2" data-bbox="240 1136 873 1205">Total Marks: 60</td> </tr> <tr> <td data-bbox="240 1205 777 1274">Q.1 15 marks (Any 5 out of 8)</td> <td data-bbox="777 1205 873 1274">15</td> </tr> <tr> <td data-bbox="240 1274 777 1344">Q.2 15 marks (Any 3 out of 5)</td> <td data-bbox="777 1274 873 1344">15</td> </tr> <tr> <td data-bbox="240 1344 777 1413">Q.3 20 marks (Any 2 out of 4)</td> <td data-bbox="777 1344 873 1413">20</td> </tr> <tr> <td data-bbox="240 1413 777 1482">Q.4 Case study</td> <td data-bbox="777 1413 873 1482">10</td> </tr> <tr> <td data-bbox="240 1482 777 1560">Total</td> <td data-bbox="777 1482 873 1560">60</td> </tr> <tr> <td colspan="2" data-bbox="240 1560 873 1633"> </td> </tr> </table> <p>Passing criteria: Minimum 40% in Internal (16 out of 40) and 40% (24 out of 60) in semester end examination</p>	Description	Marks	Two objectives (multiple choice questions) of 20 marks each – Best of two to be considered	20	Online Course/Social Service/Internship	20	Total	40	Duration: 2 hours		Total Marks: 60		Q.1 15 marks (Any 5 out of 8)	15	Q.2 15 marks (Any 3 out of 5)	15	Q.3 20 marks (Any 2 out of 4)	20	Q.4 Case study	10	Total	60			NIL
Description	Marks																								
Two objectives (multiple choice questions) of 20 marks each – Best of two to be considered	20																								
Online Course/Social Service/Internship	20																								
Total	40																								
Duration: 2 hours																									
Total Marks: 60																									
Q.1 15 marks (Any 5 out of 8)	15																								
Q.2 15 marks (Any 3 out of 5)	15																								
Q.3 20 marks (Any 2 out of 4)	20																								
Q.4 Case study	10																								
Total	60																								

Thereafter the following resolutions were passed.

Resolved that the proposed syllabus/syllabi in the subject of Principles of management for Semester 1 is hereby approved with modifications as stated above.

Further Resolved that the Proposed examination pattern/question paper pattern in the subject of Principles of management for Semester 1 is hereby approved with modifications as stated above.

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 proposed syllabi, exam pattern, question paper pattern in the subject of Principles of management is approved and adopted in a progressive manner for the academic year 2020-2021.

Ms. Manasi Shah, Faculty from FYBMS, presented the syllabus of Principles of marketing along with pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member	Suggestions/observations
Dr. Pushpendu Rakshit From amity business school an expert from other university	Suggested certificate courses from Google's Digital Unlock to be done.
Dr. Prashant H Shelar Principal JES College of Science, Commerce and IT.	Appreciated changes made in the syllabus
Jayabala Girish from TISS an outside Expert	Appreciated changes made in the syllabus

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</p> <p>Introduction to Marketing:</p> <ul style="list-style-type: none"> • Definition, features, advantages and scope of marketing. The 4P's and 4C's of marketing. Marketing v/s Selling. Marketing as an activity and function • Concepts of Marketing: Needs, wants and demands, transactions, transfer and exchanges. • Orientations of a firm: Production concept; Product concept; selling concept and marketing concept, social relationship, Holistic marketing. <p>Module-2</p> <p>Marketing Environment, Research and Consumer Behaviour</p> <ul style="list-style-type: none"> • The micro environment of business: Management structure; Marketing Channels; Markets in which a firm operates; competitors and stakeholders. • Macro environment: Political Factors; Economic Factors; Socio Cultural Factors , Technological Factors (PEST Analysis) • Marketing research: Meaning, features, Importance of marketing research. Types of marketing research: Product research; Sales research; consumer/customer research; production research. • Consumer Behaviour: Meaning, feature, importance, factors affecting 	<p>Changes in Module 1:</p> <p>No change</p> <p>Changes in Module 2:</p> <ol style="list-style-type: none"> 1. MIS concept has been removed as it will be covered under Information Technology in Business Management - II <p>Changes in Module 3:</p> <ol style="list-style-type: none"> 1. The concept of service marketing and service marketing mix has been added. <p>Changes in Module 4:</p> <ol style="list-style-type: none"> 3. The concept of differentiation has been added. 4. The concept of trends in digital marketing has been added.

Consumer Behaviour

Module-3

Marketing Mix

- Meaning –elements of Marketing Mix.
- Product-product mix-product line lifecycle-product planning – New product development- failure of new product-levels of product.
- Service marketing and Service marketing mix
- Branding –Packing and packaging – role and importance
- Pricing – objectives- factors influencing pricing policy and Pricing strategy.
- Physical distribution – meaning – factor affecting channel selection- types of marketing channels
- Promotion – meaning and significance of promotion. Promotion tools (brief)

Module-4

Segmentation, Targeting, Positioning Differentiation and Trends In Marketing

- Segmentation – meaning , importance , basis
- Targeting – meaning , types
- Positioning – meaning – strategies
- Differentiation – meaning – strategies
- New trends in marketing – E-marketing , Internet marketing and Social Media Marketing, trends in digital marketing

• Social marketing/ Relationship marketing	
--	--

It was decided to incorporate the following changes in exam pattern presented before the meeting. (if required)

Particulars as per proposed exam pattern	Changes as approved in the meeting
The scheme of examination shall be divided into two parts: <ul style="list-style-type: none"> • Internal assessment 40% i.e. 40 marks • Semester end examination 60% i.e. 60 marks 	The scheme of examination shall be divided into two parts: <ul style="list-style-type: none"> • Internal assessment 40% i.e. 40 marks Semester end examination 60% i.e. 60 marks

It was decided to incorporate the following changes in Proposed question paper pattern presented before the meeting. (if required)

Particulars as per proposed question paper pattern	Changes as approved in the meeting								
(B) Internal Assessment 40 marks <table border="1" style="margin-left: 20px;"> <thead> <tr> <th>Description</th> <th>Marks</th> </tr> </thead> <tbody> <tr> <td>Two objectives (multiple choice questions) of 20 marks each – Best of two to be considered</td> <td>20</td> </tr> <tr> <td>Online Course/Social Service/Internship</td> <td>20</td> </tr> <tr> <td>Total</td> <td>40</td> </tr> </tbody> </table>	Description	Marks	Two objectives (multiple choice questions) of 20 marks each – Best of two to be considered	20	Online Course/Social Service/Internship	20	Total	40	Nil
Description	Marks								
Two objectives (multiple choice questions) of 20 marks each – Best of two to be considered	20								
Online Course/Social Service/Internship	20								
Total	40								
E) Semester end examination 60 marks									

PROPOSED PAPER PATTERN	
Duration: 2 hours	
Total Marks: 60	
Q.1 15 marks (Any 5 out of 8)	15
Q.2 15 marks (Any 3 out of 5)	15
Q.3 20 marks (Any 2 out of 4)	20
Q.4 Case study	10
Total	60
Passing criteria: Minimum 40% in Internal (16 out of 40) and 40% (24 out of 60) in semester end examination	

Thereafter the following resolutions were passed.

Resolved that the proposed syllabus/syllabi in the subject of Principles of marketing for Semester 2 is hereby approved with modifications as stated above.

Further Resolved that the Proposed examination pattern/question paper pattern in the subject of Principles of marketing for Semester 2 is hereby approved with modifications as stated above.

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 proposed syllabi, exam pattern, question paper pattern in the subject of Principles of marketing is approved and adopted in a progressive manner for the academic year 2020-2021.

The meeting was concluded with a vote of thanks extended by Mr. Aniket Swaraj.

Name & signature
Chairman – BOS – Management
Place : Mumbai
Date :10/11/2020

S.I.E.S. COLLEGE OF COMMERCE AND ECONOMICS

SION (EAST), MUMBAI – 400 022

MINUTES OF MEETING OF BOARD OF STUDIES

Department of Information Technology

A Meeting of the Board of Studies in Information Technology of SIES College of Commerce & Economics (Autonomous), Sion East, Mumbai 400 022 was held on 10th Nov, 2020 from 3.00 p.m. to 5.00 p.m. by online mode on MS Teams.

The meeting was held to discuss and deliberate the proposed syllabus, exam pattern and question paper pattern of the subjects in the concerned BoS.

Agenda:

1. Finalization of syllabi of Semester I and Semester II of B. Sc. (Information Technology) and B.Com. (Financial Markets), M.Sc. (Information Technology) and M.Sc. (Data Science).
2. Finalization of scheme of examination for First year programmes.
3. Any other matter with permission of chair person.

The following members attended the meeting.

Sr.No.	Name	Designation
1	Dr. Nina Roy Choudhary	Principal, SIES College of Commerce and Economics, Sion East.
2	Mrs. Bhavini Deepak Shah	Chairperson / Head of the Department, Assistant Professor, SIES College of Commerce and Economics, Sion East.
3	Dr. Anup Palsokar	VC Nominee, Associate Professor, Department of Computer Applications, SIES College of Management Studies
4	Dr. Parikshit Narendra Mahalle	Professor and Head, Department of Computer Engineering, Smt. Kashibai Navale College of Engineering, Pune
5	Mr. Anurag M. Dwivedi	Asst. Professor, Department of Research & PG Studies in Science and Management, MCA Programme. Vidya Bharati Mahavidyalaya, Amravati (M.S.)
6	Mr. Kannan S. Maravar	Industry Representative, Software Engineer, SAPLOGI Technologies.

7	Mr. Sham Srinivas	Meritorious Alumni, Founder and Director Savisha Marketing.
6	Ms. Sandhya Thakkar	Outside Expert, Assistant Professor, SIA College, Dombivli.
9	Ms. Ruta Prabhu	Member, Assistant Professor, SIES College of Commerce and Economics, Sion East.
10	Ms. Varsha Dhanawade	Member, Assistant Professor, SIES College of Commerce and Economics, Sion East.
11	Ms. Mamta Pandey	Member, Lecturer, SIES College of Commerce and Economics, Sion East.
12	Ms. Narmeta Vanita	Member, Lecturer, SIES College of Commerce and Economics, Sion East.

The Chairman, Mrs. Bhavini Shah welcomed and introduced the members of BoS and the Principal, Dr. Nina Roy Choudhary addressed members of BoS.

Ms. Vanita Narmeta, faculty from Information Technology, presented the syllabus of FYBFM Computer Skills subject along with pattern of examination. Thereafter the syllabus of FYBSc (IT) was discussed by the members and Mrs. Bhavini Shah presented the syllabus of MSc(IT) – semester I & II and MSc(Data Science) along with pattern of examination.

Following suggestions/observations were made:

Name of the subject	Name of the member	Suggestions/observations
Computer Skills (FYBFM – Semester I)	Mr. Kannan Maravar	To add a brief topic of installation of Tally
	Ms. Sandhya Thakkar	To add topics related to softwares used in financial sectors
Imperative Programming (FYBSc IT – Semester I)	Mr. Kannan Maravar	Mr. Kannan Maravar suggested to add a topic on Industrial Programming
	Dr. Anup Palsokar	In continuation with above suggestion Dr. Anup Palsokar suggested to add the same topic with the heading “Applications of C” without deleting the topics from existing syllabus.
	Ms. Sandhya Thakkar	Ms. Sandhya Thakkar supported this.
Digital Electronics (FYBSc IT – Semester I)	Dr. Anup Palsokar	Dr. Anup Palsokar suggested to remove 5 & 6 variable k-maps from Unit II.

Object Oriented Programming (FYBSc IT – Semester II)	Mr. Kannan Maravar	Mr. Kannan Maravar suggested to change the topic name “Ten ways to avoid adding bugs to your program”.
--	--------------------	--

It was also suggested by Mr. Kannan Maravar that for internal assessment, average of two tests can be taken instead of best of two for 20 marks component. The chair person had assured that same will be conveyed to examination department and the final decision will be taken by college examination department after discussion with all departments as examination pattern is required to be same across courses.

It was decided to incorporate the above changes in proposed syllabus presented before the meeting.

Thereafter following Resolution was passed.

It was resolved that the proposed syllabus for FYBFM in the subject of Computer Skills and Examination pattern is hereby approved with modifications as stated above.

Further, it was resolved that the proposed syllabus of BSc (IT) for Semester 1 and Semester 2 and Examination pattern is hereby approved with modifications as stated above.

Further, it was resolved that the proposed syllabus of MSc (IT) for Semester 1 and Semester 2 and Examination pattern is hereby approved without modifications.

Further, it was resolved that the proposed syllabus and Examination pattern of MSc (Data Science) is hereby approved without modifications.

Further, it was resolved that proposed examination pattern will be 60 – 40 – 50 with 60 marks semester end examination, 40 marks internal assessment and 50 marks practical assessment with bifurcation mentioned in proposed examination pattern. The same was approved by BoS.

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

Further, it was resolved that 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, it was resolved that the proposed syllabi, exam pattern, question paper pattern in the above mentioned subjects is approved and adopted in a progressive manner for the academic year 2020-2021.

The meeting was concluded with a vote of thanks extended by Ms. Mamta Pandey.

Chairman – BOS – Information Technology

Mrs. Bhavini Deepak Shah

Place - Mumbai

Date – 10th November 2020

Minutes of the Meeting of The Board of Studies in B.COM(Accounting and Finance) Course of SIES College of Commerce & Economics (Autonomous) , Sion East , Mumbai 400 022 held on 10 November, 2020 at 6.00 pm by Online Mode on MS Teams

The meeting was held to discuss and deliberate the proposed syllabus, exam pattern and question paper pattern of the subjects in the concerned BoS.

The following members attended the meeting

Sr. No.	Category	Name and details
1	Chairperson, BoS	Ms Payal Bhatia
2	Expert nominated by the Vice Chancellor of the University of Mumbai	Dr Nishikant Jha HOD Accountancy– Thakur College, Kandivali East
3	Two subject Experts from other Universities	i) Dr. Nilendra Lokhande HOD Commerce, SNTD Arts & SCB College of Commerce & Science for Women, SNTD Women’s University, Churchgate ii) CA Vimal Ashar- HOD Accountancy, SPND College, Ghatkopar West, SNTD Women’s University
4	Outside expert	CA Sivanand Palani – Senior Analyst Deutsche Bank
5	One representative from Industry/Corporate sector/Related field	CA Nitin Vasant Kulkarni Partner in APR and Associates, Chartered Accountants
6	Faculty members	i) CA Chandrashekhar Sawant- BCOM(A&F) Dept ii) CA Darshak Doshi -BCOM(A&F) Dept iii) CA Divya Niak- Visiting faculty BCOM(FM) Dept iv) Mr Abhijit Bhosale – BCOM(FM) Dept
7	Other Faculty members	--
8	PG Alumni	Srinath Iyer Manager Reinsurance in IRICBS

The Chairperson, Ms Payal Bhatia welcomed and introduced the members of BOS.

Financial Accounting I

CA Chandrashekhar A Sawant, Faculty from Department of Bachelors of Commerce (Accounting & Finance), presented the syllabus of **Financial Accounting – I for Semester I** along with paper pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member		Suggestions/observations
Ms Payal Bhatia	Chairperson	No Reservations
Dr. Nishikant Jha	VC Nominee UOM	
Dr. Nilendra Lokhande	Subject Expert – Other University	
CA Vimal Ashar	Subject Expert – Other University	
CA Nitin Vasant Kulkarni	Industry Expert	
CA Sivanand Palani	Outside Expert	
Mr Srinath Iyer	PG Alumni	

Thereafter following Resolution was passed.

Resolved that the proposed syllabus in the subject of **Financial Accounting – I** for Semester I is hereby approved without modifications as stated above.

Further Resolved that the Proposed examination pattern in the subject of **Financial Accounting – I** for Semester 1 is hereby approved without modifications as stated above.

Further Resolved that the Syllabus and Examination pattern in the subject of **Financial Accounting – I** for Semester 1 as approved above and adopted in a progressive manner for academic year 2020-2021.

Cost Accounting I

Ms Payal Bhatia, Co-ordinator and Faculty from Department of Bachelors of Commerce (Accounting & Finance), presented the syllabus of **Cost Accounting – I for Semester I** along with paper pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member		Suggestions/observations
Ms Payal Bhatia	Chairperson	No Reservations
Dr. Nishikant Jha	VC Nominee UOM	
Dr. Nilendra Lokhande	Subject Expert – Other University	
CA Vimal Ashar	Subject Expert – Other University	
CA Nitin Vasant Kulkarni	Industry Expert	
CA Sivanand Palani	Outside Expert	
Mr Srinath Iyer	PG Alumni	

Thereafter following Resolution was passed.

Resolved that the proposed syllabus in the subject of **Cost Accounting – I** for Semester I is hereby approved without modifications as stated above.

Further Resolved that the Proposed examination pattern in the subject of **Cost Accounting – I** for Semester I is hereby approved without modifications as stated above.

Further Resolved that the Syllabus and Examination pattern in the subject of **Cost Accounting – I** for Semester I as approved above and adopted in a progressive manner for academic year 2020-2021.

Financial Management I

CA Darshak G. Doshi, Faculty from Department of Bachelors of Commerce (Accounting & Finance), presented the syllabus of **Financial Management I for**

Semester I along with paper pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member		Suggestions/observations
Ms Payal Bhatia	Chairperson	No Reservations
Dr. Nishikant Jha	VC Nominee UOM	
Dr. Nilendra Lokhande	Subject Expert – Other University	
CA Vimal Ashar	Subject Expert – Other University	
CA Nitin Vasant Kulkarni	Industry Expert	
CA Sivanand Palani	Outside Expert	
Mr Srinath Iyer	PG Alumni	

Thereafter following Resolution was passed.

Resolved that the proposed syllabus in the subject of **Financial Management I for Semester I** is hereby approved without modifications as stated above.

Further Resolved that the Proposed examination pattern in the subject of **Financial Management I for Semester I** is hereby approved without modifications as stated above.

Further Resolved that the Syllabus and Examination pattern in the subject of **Financial Management I for Semester I** as approved above and adopted in a progressive manner for academic year 2020-2021.

Financial Accounting II

CA Darshak G. Doshi, Faculty from Department of Bachelors of Commerce (Accounting & Finance), presented the syllabus of **Financial Accounting II for Semester 2** along with paper pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member	Suggestions/observations
Ms Payal Bhatia – Chairperson	No Reservations
Dr. Nishikant Jha - VC Nominee UOM	To Continue with Chapter of Consignment Accounting as it is Important and Practically applicable
Dr.Nilendra Lokhande - Subject Expert – Other University	No Reservations
CA Vimal Ashar - Subject Expert – Other University	No Reservations
CA Nitin Vasant Kulkarni - Industry Expert	No Reservations
CA Sivanand Palani - Outside Expert	No Reservations
Mr Srinath Iyer - PG Alumni	No Reservations

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
Module 2 Reading of Ledger Accounts Classification of accounts – Real, Personal & Nominal accounts – Basic rules of accounting – Importance of reading of ledger accounts – Simple illustrations covering ledger accounts like Fixed assets, Investments, Debtors, Creditors, Income, Expenses	Module 2 Consignment Accounts Accounting for Consignment Transactions Valuation of Stock Invoicing of Goods at Higher Price (Excluding Overriding Commission, Normal/Abnormal Losses)

Thereafter following Resolution was passed.

Resolved that the proposed syllabus in the subject of **Financial Accounting II for Semester 2** is hereby approved with modifications as stated above.

Further Resolved that the Proposed examination pattern in the subject of **Financial Accounting II for Semester 2** is hereby approved without modifications as stated above.

Further Resolved that the Syllabus and Examination pattern in the **Financial Accounting II for Semester 2** as approved above and adopted in a progressive manner for academic year 2020-2021.

Auditing I

CA Chandrashekhar A Sawant, Faculty from Department of Bachelors of Commerce (Accounting & Finance), presented the syllabus of **Auditing – I for Semester 2** along with paper pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member		Suggestions/observations
Ms Payal Bhatia	Chairperson	No Reservations
Dr. Nishikant Jha	VC Nominee UOM	
Dr. Nilendra Lokhande	Subject Expert – Other University	
CA Vimal Ashar	Subject Expert – Other University	
CA Nitin Vasant Kulkarni	Industry Expert	
CA Sivanand Palani	Outside Expert	
Mr Srinath Iyer	PG Alumni	

Thereafter following Resolution was passed.

Resolved that the proposed syllabus in the subject of **Auditing – I** for Semester 2 is hereby approved without modifications as stated above.

Further Resolved that the Proposed examination pattern in the subject of **Auditing – I** for Semester 2 is hereby approved without modifications as stated above.

Further Resolved that the Syllabus and Examination pattern in the subject of **Auditing – I** for Semester 2 as approved above and adopted in a progressive manner for academic year 2020-2021.

FYBCOM(FM)

Financial Accounting I

Mr Abhijit Bhosale, Faculty from Department of Bachelors of Commerce (Financial Markets), presented the syllabus of **Financial Accounting – I for Semester 1** along with paper pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member		Suggestions/observations
Ms Payal Bhatia	Chairperson	No Reservations
Dr. Nishikant Jha	VC Nominee UOM	
Dr. Nilendra Lokhande	Subject Expert – Other University	
CA Vimal Ashar	Subject Expert – Other University	
CA Nitin Vasant Kulkarni	Industry Expert	
CA Sivanand Palani	Outside Expert	
Mr Srinath Iyer	PG Alumni	

Thereafter following Resolution was passed.

Resolved that the proposed syllabus in the subject of **Financial Accounting – I** for Semester 1 is hereby approved without modifications as stated above.

Further Resolved that the Proposed examination pattern in the subject of **Financial Accounting – I** for Semester 1 is hereby approved without modifications as stated above.

Further Resolved that the Syllabus and Examination pattern in the subject of **Financial Accounting – I** for Semester 1 as approved above and adopted in a progressive manner for academic year 2020-2021.

Financial Accounting II

CA Divya Naik, Faculty from Department of Bachelors of Commerce (Financial Markets), presented the syllabus of **Financial Accounting II for Semester 2** along with paper pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member		Suggestions/observations
Ms Payal Bhatia	Chairperson	No Reservations
Dr. Nishikant Jha	VC Nominee UOM	
Dr. Nilendra Lokhande	Subject Expert – Other University	
CA Vimal Ashar	Subject Expert – Other University	
CA Nitin Vasant Kulkarni	Industry Expert	
CA Sivanand Palani	Outside Expert	
Mr Srinath Iyer	PG Alumni	

Thereafter following Resolution was passed.

Resolved that the proposed syllabus in the subject of **Financial Accounting II** for Semester 2 is hereby approved without modifications as stated above.

Further Resolved that the Proposed examination pattern in the subject of **Financial Accounting II** for Semester 2 is hereby approved without modifications as stated above.

Further Resolved that the Syllabus and Examination pattern in the subject of **Financial Accounting II** for Semester 2 as approved above and adopted in a progressive manner for academic year 2020-2021.

General Suggestions:

It was Further Resolved that

To include course outcomes alongwith course objectives for all subjects.

It was further resolved that

The proposed examination pattern of 60-40, with 60 marks being allotted for the semester end examination and 40 marks for the internal examination was approved by the BoS.

It was further resolved that:

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.

The meeting was concluded with a vote of thanks extended by Ms. Payal Bhatia.



Name & signature

Payal Bhatia

Chairperson – BOS – BCOM(A&F)

Place Mumbai

Date 10/11/2020

DEPARTMENT OF B. Com (Financial Markets)

MEETING OF BOARD OF STUDIES

MINUTES

The Board of Studies OF B. Com Financial Markets of SIES College of Commerce & Economics (Autonomous), Sion East, Mumbai 400 022 held on 9th November 2020 at 5:30 pm by Online Mode on MS Teams

Following members were present:

Sr.No.	Name	Designation
1	Chairperson (HOD)	Ms. Reema Castelino
2	Faculty Members	Mr. Abhijit Bhosale B.Com FM Ms. Falguni Mathews B.Com (FM) Ms. Vijaya Sunder B.Com (B&I) Ms. Mansi Bafna B.Com (A&F)
3	Subject Expert from Other University	Dr. Pradeep Pai Associate Professor , NMIMS , Mumbai.
4	One Expert selected by Vice-Chancellor from the six recommended by the College Principal	Dr. Tasneem Razmi, Coordinator and Assistant Professor, HR College of Commerce and Economics
5	One Representative Industry / Corporate Sector / Related Field	CA Bhavin Doshi, AVP Head of Operational Risk and Control, Sharekhan by BNP Paribas.
6	P G Alumni	Mr. Ashutosh Athawale, Investment Banking Associate, Felix advisory services

The Chairman, Reema Castelino, welcomed and introduced the members of BOS.

B.Com. (Financial Markets)

Ms. Falguni Mathews, Faculty from B. Com (Financial Markets), presented the syllabus of Introduction to Financial System (Semester I), along with the pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member	Suggestions/observations
Dr. Tasneem Razmi	<ul style="list-style-type: none"> • Inclusion of NABARD under regulators in UNIT III.
CA Bhavin Doshi	<ul style="list-style-type: none"> • Inclusion of an overview of ADR, GDR and FPI

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
Module 1: Overview of Financial System Evolution, Features, Weaknesses in Indian Financial System and Recent Trends.	Module 1: Overview of Financial System <ul style="list-style-type: none"> • Financial system: Introduction, <u>Evolution, Features, Functions, Weaknesses in Indian Financial System and Recent Trends.</u> • Constituents of the Financial System, Structure and interrelationships between various components
Module 2: Financial Markets Cryptocurrency	Module 2: Financial Markets <ul style="list-style-type: none"> • Capital markets, Money Markets, Foreign Exchange Market, Commodity Markets, Derivative Markets, <u>Crypto Currency: Meaning, Classification and Structure, Sub-segments, Role played, Participants</u>
Module 3: Financial Regulators RBI, SEBI, IRDA, NHB, PFRDA - Meaning, Features, Role and Functions of Financial Regulators.	Module 3: Financial Regulators <ul style="list-style-type: none"> • <u>RBI, SEBI, IRDA, NHB, PFRDA, NABARD - Meaning, Features, Role and Functions of Financial Regulators.</u>
Module 4: Financial Instruments Shares, Debt, Mutual Funds, Derivatives, Money Market, Crypto Currency - Meaning, Features and classification.	Module 4: Financial Instruments <ul style="list-style-type: none"> • <u>Shares, Debt, Mutual Funds, Derivatives, Money Market, Crypto Currency - Meaning, Features and classification.</u>

The suggestion of CA Bhavin Doshi regarding inclusion of an overview of ADR, GDR and FPI in the subject could not be considered, as this topic is covered in the second year under Equity Markets I.

B.Com. (Banking & Insurance)

Ms. Vijaya Sunder, Faculty from B. Com (Banking and Insurance), presented the syllabus of Environment and Management of Financial Services (Semester I), along with the pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member	Suggestions/observations
Dr. Tasneem Razmi	<ul style="list-style-type: none">• Deletion of Principles of Insurance in Module I• Inclusion of SEBI under Regulators in Module IV
CA Bhavin Doshi	<ul style="list-style-type: none">• Inclusion of Cyber Fraud and Risk Management• Inclusion of NCLT• Commented on the need for covering Hire Purchase System in depth and recommended to superficially cover it as it is no more relevant.
Dr. Pradeep Pai	<ul style="list-style-type: none">• Inclusion of platforms such as UPI and Digital Banking

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
Module 1: Introduction to Financial System <ul style="list-style-type: none">• Principles of Insurance	Module 1: Introduction to Financial System <ul style="list-style-type: none">• Institutional set- up, Marketing Structure, Instruments, Overview of different kinds of financial services. Meaning and concepts of Leasing, factoring, forfaiting, Bill financing/Bill discounting, housing finance, letter of credit, insurance, venture capital, merchant banking, stock broking and credit rating.• Meaning, Definition and scope of Banking and Insurance.
Module 4: Regulatory and Developmental Framework of Banking and Insurance <ul style="list-style-type: none">• Role and functions of IRDA.	Module 4: Regulatory and Developmental Framework of Banking and Insurance <ul style="list-style-type: none">• Introduction to Banking companies Act, RBI Act and legal framework governing the insurance. <u>Role and functions of IRDA</u>. Developmental

	Activities of RBI and IRDA. Mechanism of supervision and regulation. Prudential Norms. <u>Introduction to SEBI, Functions of SEBI</u>
--	---

The suggestion of CA Bhavin Doshi regarding NCLT and inclusion of cyber fraud and risk management was not considered as NCLT is covered in Corporate Law in the Second Year while Cyber Fraud and Risk Management is covered under Information Technology in Banking and Insurance in Second year.

B.Com. (Accounting & Finance)

Further, Ms. Mansi Bafna, Faculty from B. Com (Accounting & Finance), presented the syllabus of Innovative Financial Services (Semester I), along with the pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member	Suggestions/observations
Dr. Tasneem Razmi	Inclusion of Private Equity Inclusion of AMFI under Mutual Funds Recommended to not cover Hire Purchase in detail due to its lack of relevance today. Recommended that there was no need to cover Housing Finance in detail.
CA Bhavin Doshi	Inclusion of a unsecured loans, loans against collateral.
Mr. Ashutosh Athavale	Inclusion of Private Equity

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
Module: 1 Introduction to financial services Financial Services: Mutual Funds: Features, Classification, problems, Advantages and Disadvantages	<ul style="list-style-type: none"> • Module: 1 Introduction to financial services • Financial Services: Concept, Objectives, Functions, Characteristics, Financial Service Market Constituents, growth of Financial services in India, Problems in financial services sector, Banking and Non-Banking Companies, Regulatory framework of financial services- Role of RBI, SEBI, IRDA • Factoring, Forfaiting: Introduction, Types of Factoring, Advantages and Disadvantages of factoring, factoring v/s forfaiting,

	<p>working of Forfeiting, Benefits and Drawbacks of forfeiting, Practical Problems</p> <ul style="list-style-type: none"> • <u>Mutual Funds:</u> <u>Features, Classification, problems, Advantages and Disadvantages, Role of AMFI</u>
<p>Module 2: Issue Management and Securitization of Debt Trade Settlement System and Types of Order, Types of Derivative Instruments</p>	<p>Module 2: Issue Management and Securitization of Debt:</p> <ul style="list-style-type: none"> • Issue Management and Intermediaries: Introduction, Merchant Bankers/ Lead Managers-Underwriters, Bankers to an Issue, Brokers to an Issue • Stock Broking Introduction, Stock brokers, Sub brokers, Foreign Brokers, Trading and Clearing/ Self Clearing Members, Stock Trading- (Cash and Normal), <u>Trade Settlement System and Types of Order, Types of Derivative Instruments</u>, Derivative Trading • Securitization: Definition, Securitization v/s Factoring, Features of Securitization, Securitization Mechanism, Special Purpose Vehicle, Benefits of Securitization, New Guidelines on Securitization
<p>Module 3: Financial Service and its Mechanism Venture Capital: Case Studies</p>	<p>Module 3: Financial Service and its Mechanism</p> <ul style="list-style-type: none"> • Lease and Hire-Purchase: Meaning, Types of Lease – Meaning, Finance Lease v/s Operating Lease, Advantages and Disadvantages of Leasing, Hire Purchase V/s Leasing, <u>loans against collateral.</u> • Housing Finance: Introduction, Sources of Funds, Market of Housing Finance, Housing Finance Institutions in India, National Housing Bank (NHB), Guidelines for Asset Liability Management System in HFC, Fair Trade Practice Code for HFC's,

	<ul style="list-style-type: none"> Venture Capital & Private Equity Introduction, Features, Types of Venture Capital Financing Stages, Disinvestment mechanisms, Investment process, Indian Scenario- <u>Case Studies</u>
--	--

The scheme of examination shall be divided into two parts:

- Internal assessment 40% i.e. 40 marks
- Semester end examination 60% i.e. 60 marks

PROPOSED SCHEME OF EXAMINATION

(A) Internal Assessment 40 marks

Description	Marks
Two online test (multiple choice questions) of 20 marks each – Best of two to be considered	20
One Project or Assignment or Viva	10
Case studies or Book Review	10
Total	40

B) Semester end examination 60 marks

PROPOSED PAPER PATTERN

Duration: 2 hours	
Total Marks: 60	
Q.1 15 marks OR 15 marks (Theory Question)	15
Q.2 15 marks OR 15 marks (Theory Question)	15
Q.3 15 marks OR 15 marks (Practical Question)	15
Q.4 15 marks OR 15 marks (Theory 5marks three question out of five to be attempted /Case Study)	15
Total	60

Passing criteria: Minimum 40% in Internal (16 out of 40) and 40% (24 out of 60) in semester end examination

General Suggestions:

- Dr. Tasneem Razmi suggested that Self Learning modules should be added in the subjects.
- Mr. Ashutosh Athavale suggested incorporation of Case studies in the evaluation pattern.
- Mr. Pradeep Pai recommended to include Mergers and Acquisitions as subject in B. Com (FM) in the further years.
- Mr. Pradeep Pai insisted on the use of rubrics for assessment to align it with the evaluation pattern of foreign universities.

Thereafter following Resolution was passed.

Resolved that the proposed syllabi in the subject of Introduction to Financial System (B.Com. Financial Markets), Environment and Management of Financial Services (B.Com. Banking and Insurance), Innovative Financial Services (B.Com. Accounting and Finance) are hereby approved with modifications as stated above.

Further Resolved that the proposed examination pattern in the subject of Introduction to Financial System (B.Com. Financial Markets), Environment and Management of Financial Services (B.Com. Banking and Insurance), Innovative Financial Services (B.Com. Accounting and Finance) 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 of Introduction to Financial System (B.Com. Financial Markets), Environment and Management of Financial Services (B.Com. Banking and Insurance), Innovative Financial Services (B.Com. Accounting and Finance) are approved and adopted in a progressive manner for the academic year 2020-2021.

The meeting was concluded with a vote of thanks extended by Mr. Abhijit Bhosale

Reema Castelino
Chairman – BOS – B. Com (Financial Markets)
Date: Monday, 9th November 2020

Minutes of the Meeting of The Board of Studies in M.COM(Accountancy) Course of SIES College of Commerce & Economics (Autonomous) , Sion East , Mumbai 400 022 held on 09th November, 2020 at 6.30 pm by Online Mode on MS Teams

The meeting was held to discuss and deliberate the proposed syllabus, exam pattern and question paper pattern of the subjects in the concerned BoS.

The following members of BOS in MCOM(Accountancy) attended the meeting

Sr. No.	Category	Name and details
1	Chairperson, BoS	Ms Payal Bhatia
2	Expert nominated by the Vice Chancellor of the University of Mumbai	Dr Nishikant Jha HOD Accountancy– Thakur College, Kandivali East
3	Two subject Experts from other Universities	i) Dr. Nilendra Lokhande HOD Commerce, SNTD Arts & SCB College of Commerce & Science for Women, SNTD Women’s University, Churchgate ii) CA Vimal Ashar- HOD Accountancy, SPND College, Ghatkopar West, SNTD Women’s University
4	Outside expert	CA Sivanand Palani – Senior Analyst Deutsche Bank
5	One representative from Industry/Corporate sector/Related field	CA Nitin Vasant Kulkarni Partner in APR and Associates, Chartered Accountants
6	Faculty members	i) Mr Dhanabalu Naikar ii) Mr Atmaram Sakhardande
7	Other Faculty members	--
8	PG Alumni	Absent

**BOARD OF STUDIES MASTERS OF COMMERCE IN BANKING AND
FINANCE**

Sr. No	Category	Name and Details
1	Chairman (HOD)	Ms. Shailashri Uchil
2	Faculty Members	Mr. Atmaram Sakhardande Mr. Dhanabalu Naikar
3	Subject Expert from Other University	Dr. Pankaj Trivedi Professor, Area Chairperson, K.J. Somaiya Institute of Management And Research
4	One Expert selected by Vice- Chancellor from the six recommended by the College Principal	Dr. N. Lakshmi Kavita, Assistant Professor, Vidyalankar Institute of Technology
5	One Representative Industry / Corporate Sector / Related Field	Absent
6	P G Alumni	Ms. Josphine Mathew
7	Outside Expert	Mr. Anush Mohan, Manager, Corporate Learning and Development, Larsen and Toubro Limited.
8	Other Members of Faculty, if any	-----

The Chairperson, Ms Payal Bhatia welcomed and introduced the members of BOS M.Com (Accountancy) and Ms. Shailashri Uchil introduced the BOS M.Com (Banking and Finance) members.

The suggestions are as follows:

Strategic Mangement

Mr Atmaram Sakhardande visiting faculty of MCOM Part 1 (Accountancy and Banking & Finance) presented the syllabus of **Strategic Management** for **Semester 1** along with pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member	Suggestions/observations
Mr Anush Mohan	Add: J. Barneys VRIO Framework

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
Module-2 Strategy Formulation, Implementation & Evaluation	Delete: Strategic Choice – Factors and Importance. Add: Inclusion Of Porters Five Forces Model & VUCA Environment

Thereafter following Resolution was passed.

Resolved that the proposed syllabus in the subject of **Strategic Management** . for Semester 1 is hereby approved with modifications as stated above.

Further Resolved that the Proposed examination pattern in the subject of **Strategic Management** for Semester 1 is hereby approved without modifications as stated above.

Further Resolved that the Syllabus and Examination pattern in the subject of **Strategic Management** for Semester 1 as approved above and adopted in a progressive manner for academic year 2020-2021.

Cost and Management Accounting

Mr Dhanabalu Naikar Visiting faculty of M.COM Part 1 (Accountancy and Banking & Finance) presented the syllabus of **Cost and Management Accounting for Semester I** along with paper pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member		Suggestions/observations
Ms Payal Bhatia	Chairperson	No Reservations
Dr. Nishikant Jha	VC Nominee UOM	
Dr.Nilendra Lokhande	Subject Expert – Other University	
CA Vimal Ashar	Subject Expert – Other University	
CA Nitin Vasant Kulkarni	Industry Expert	
CA Sivanand Palani	Outside Expert	
Mr Srinath Iyer	PG Alumni	

Thereafter following Resolution was passed.

Resolved that the proposed syllabus in the subject of **Cost and Management Accounting** for Semester I is hereby approved without modifications as stated above.

Further Resolved that the Proposed examination pattern in the subject of **Cost and Management Accounting** for Semester 1 is hereby approved without modifications as stated above.

Further Resolved that the Syllabus and Examination pattern in the subject of **Cost and Management Accounting** for Semester 1 as approved above and adopted in a progressive manner for academic year 2020-2021.

Business Ethics & Corporate Social Responsibility

Mr Atmaram Sakhardande visiting faculty of MCOM Part 1 (Accountancy and Banking & Finance) presented the syllabus of **Business Ethics and Corporate Social Responsibility** for **Semester 1** along with pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member	Suggestions/observations
Dr. Nilendra Lokhande	Add: Uday Kotak Committee Report On Corporate Governance

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
Module-2 Strategy Formulation, Implementation & Evaluation	Delete: Failure of Corporate Governance and its consequences Add:Freedom Of Speech In the Workplace a)Whistle-Blowing b)Consequences of Whistle-Blowing c)Government’s Protection of Whistle-Blowers d)Management Responsiveness to Potential Whistle Blowing Situations

Thereafter following Resolution was passed.

Resolved that the proposed syllabus in the subject of **Business Ethics & Corporate Social Responsibility** for Semester 1 is hereby approved without / with modifications as stated above.

Further Resolved that the Proposed examination pattern in the subject of **Business Ethics & Corporate Social Responsibility** for Semester 1 is hereby approved without / with modifications as stated above.

Further Resolved that the Syllabus and Examination pattern in the subject of **Business Ethics & Corporate Social responsibility** for Semester 1 as approved above and adopted in a progressive manner for academic year 2020-2021.

Semester 2

Research Methodology

Mr Atmaram Sakhardande Faculty from SIES , presented the syllabus of **Research Methodology** along with pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member	Suggestions/observations
Dr. Nishikant Jha	Add: Introduction Of tools in Research- MS Excel & SPSS
Mr. Anush	Add: MS Excel

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
Module -4 Research Reporting & Modern Practices In Research	Delete- Role of computers in research Add- Use of online mediums for

	research.
--	-----------

Thereafter following Resolution was passed.

Resolved that the proposed syllabus in the subject of **Research Methodology** for Semester 2 is hereby approved without / with modifications as stated above.

Further Resolved that the Proposed examination pattern in the subject of **Research Methodology** for Semester 2 is hereby approved without / with modifications as stated above.

Further Resolved that the Syllabus and Examination pattern in the subject of **Research Methodology** for Semester 2 as approved above and adopted in a progressive manner for academic year 2020-2021.

E-Commerce

Ms Atmaram Sakhardande Faculty from SIES , presented the syllabus of **E-Commerce** along with pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member	Suggestions/observations
Dr. Nishikant Jha	Add: Digital Marketing

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
Module -3 E-Marketing & Electronic Payment System	Delete: Pros and cons of online shopping. Add: Consumer-Oriented Business: Consumer Market, One-to-One Marketing, Consumer Demographics, Maintaining Loyalty, Gaining

Thereafter following Resolution was passed.

Resolved that the proposed syllabus in the subject of **E-Commerce** for Semester 2 is hereby approved without / with modifications as stated above.

Further Resolved that the Proposed examination pattern in the subject of **E-Commerce** for Semester 2 is hereby approved without / with modifications as stated above.

Further Resolved that the Syllabus and Examination pattern in the subject of **E-Commerce** for Semester 2 as approved above and adopted in a progressive manner for academic year 2020-2021.

Corporate Finance

Mr Dhanabalu Naikar Visiting faculty of M.COM Part 1 (Accountancy and Banking & Finance) presented the syllabus of **Corporate Finance for Semester 2** along with paper pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Note on changes in syllabus

Particulars	Remarks
Time Value of Money has been deleted from the syllabus	This topic has been removed from the syllabus since it has been already covered under UG Programme

Thereafter following Resolution was passed.

Resolved that the proposed syllabus in the subject of **Corporate Finance for Semester 2** is hereby approved without modifications as stated above.

Further Resolved that the Proposed examination pattern in the subject of **Corporate Finance for Semester 2** is hereby approved without modifications as stated above.

Further Resolved that the Syllabus and Examination pattern in the subject of **Corporate Finance for Semester 2** as approved above and adopted in a progressive manner for academic year 2020-2021.

General Suggestions:

It was Further Resolved that

To include course outcomes alongwith course objectives for all subjects.

It was further resolved that

The proposed examination pattern of 60-40, with 60 marks being allotted for the semester end examination and 40 marks for the internal examination was approved by the BoS.

It was further resolved that:

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.

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

Ms Shailashri Uchil

Chairperson

BOS – MCOM(Banking and Finance)
MCOM(Accountancy)

Place Mumbai

Ms Payal Bhatia

Chairperson

BOS –

Date: 9/11/20