

**SIES COLLEGE OF COMMERCE & ECONOMICS
(AUTONOMOUS)**

(Affiliated to University of Mumbai)

BOARD OF STUDIES – ACCOUNTANCY

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 23rd April and 24th April 2021 by Online Mode on MS Teams

Proceedings on 23rd April 2021

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

He informed the members that the minutes of the meeting held on 10th Nov 2020 were already circulated by email and if in order the same can be approved by the meeting.

With consent of all present, the minutes of the meeting held on 10th Nov 2020 were approved.

Re B.Com.- Banking & Insurance

Ms.Sugandhi Gupta , Faculty from BBI , presented the draft syllabus following subjects along with draft pattern of examination.

Financial Management I (Sem III)
Management Accounting (Sem III)
Financial Management II (Sem IV)
Cost Accounting (Sem IV)
Direct Tax – Sem III

Thereafter the same was discussed by the members. It was felt that after incorporating various changes as suggested, the updated copy of syllabus should be presented in the meeting on 24th April 2021.

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

Proceedings on 24th April 2021

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

Re B.Com

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

It was noted that topic on “Redemption of Preference shares” is proposed to be shifted to Financial Accounting in TYBCOM and the topic on “Accounting for LLP” is introduced in SYBCOM in place of “Redemption of Preference shares”. The same has been done to introduce Partnership related accounts in SYBCOM and Corporate accounts in TYBCOM. Some changes as discussed are also proposed in Redemption of debentures.

After detailed discussions, the same was approved by the meeting.

Ms.Farha Patel , Faculty from B.COM. , presented the draft syllabus of Management Accounting Sem III and Auditing Sem IV along with draft pattern of examination. Thereafter the same was discussed by the members.

It was noted that certain important ratios like Earning per share and Price Earning ratio are proposed to be added to the syllabus of Management Accounting. Similarly a Topic on Introduction to Audit in Computerized Environment is proposed to be added to the syllabus of Auditing.

After detailed discussions, the same was approved by the meeting.

It was decided to approve Draft syllabus and pattern of examination presented before the meeting.

Re Bachelor of Management Studies

Mr. Vinayak, Faculty from BMS , presented the draft syllabus of following subjects along with pattern of examination.

SYBMS-Accounting for Managerial Decisions followed by discussion
SYBMS-Strategic Cost Management followed by discussion

Thereafter the same was discussed by the members.

Few suggestions/observations were made and incorporated in syllabus.

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

It was decided to approve Draft syllabus and pattern of examination presented before the meeting.

Re B.Com.- Banking & Insurance

Ms.Sugandhi Gupta , Faculty from BBI , presented the updated draft syllabus following subjects along with draft pattern of examination. The changes were made based on discussions on 23rd April 2021.

Financial Management I (Sem III)
Management Accounting (Sem III)
Financial Management II (Sem IV)
Cost Accounting (Sem IV)
Direct Tax – Sem III

Thereafter the same was discussed by the members.

It was decided to approve Draft syllabus and pattern of examination presented before the meeting.

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

Name & signature

Chairman – BOS – Accountancy

Place Thakurli

Date April 24, 2021

List of members present

Sr. No	Category	Name and Details
1	Chairman (HOD)	CA Prasanna Tambe
2	One Expert selected by Vice-Chancellor from the six recommended by the College Principal	CA Anil Vishnu Tilak Head Dept of Accountancy & Associate Professor Cosmopolitans Valia C L College of Commerce CED road D N Nagar Andheri West Mumbai 400053 Email id aniltalak1006@gmail.com Cell no. 9324024621
3	Two Subject Experts from Other University	University of Pune CA Hemant S. Godbole Associate Professor SYMBIOSIS College of Arts & Commerce S.B.Road , Pune 411004 Email fcahemant@gmail.com,cahemantoffice@gmail.com Cell no. 9423580418 SNDT University ,Mumbai CA Gunavantrai A. Rachchh Associate Professor Smt. P.N.Doshi Women's College, Cama Lane , Ghatkopar West Mumbai 400086 Email gunvantrachchh@yahoo.com

		Cell no. 9820487478
4	One Representative Industry / Corporate Sector / Related Field	CA Jatin Shah Practicing Chartered Accountant 300/7 Mevavala Building, Jain Derasar lane, Wadala , Mumbai 400031 Email jatinshah19@gmail.com Cell no. 9820211259
5	P G Alumni	CA Divya Krishnan Naik Email divyaknaik028@gmail.com Cell no. 9619551015
6	Outside Expert	CA Ashok Gujar
7	Members of Faculty	CS Charul Patel Ms. Pooja Sawla Ms. Farha Patel CA Varsha Lund Ms.Sugandhi Gupta – BBI Faculty Mr.Vinayak– BMS Faculty

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 24 April, 2021 at 3pm 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 Ojha, HOD Economics SNDT University Mumbai (Unable to attend) Dr. Suvarna Kadam, HOD Business economics RNC Arts JDB Commerce NSC Science College Nashik, Savitribhai Phule Pune University
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, Dr. Harini C, Ms. Alka Kharbanda, Ms. Alisha Liz Varghese, Self-Financing Courses: Ms. Shamim, Ms. Rachana, Mr. Velappan (Unable to attend)
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 BoS members were welcomed and introduced.

Ms Alka Kharbanda, faculty from the Economics Department, presented the syllabus and the pattern of examination of Business Economics for Second Year BCom and Self- Financing Courses. Dr. Harini C presented the syllabus and the pattern of examination of Foundation Course for Second Year BCom. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member	Suggestions/observations
1) Dr. Shivaji A Pawar	Appreciated the decision to merge the chapter on National Income concepts with the Chapter on Introduction to Macroeconomics Suggested to replace 14 th Finance Commission with the latest 15 th Finance Commission in Module 4 of Business Economics for BCom Sem 4.
2) Dr. Suvarna Kadam	Appreciated the suggestion made by Dr. Shivaji Pawar and mentioned that availability of study material must be considered before finalizing the topic, to which Dr. Pawar clarified that only the recommendations can be included without going too much into depth.
3) Mrs. Saraswathy Swaminathan	Asked the opinion of Dr. Shivaji Pawar regarding syllabus for self-financing courses and the paper pattern for BCom and self-financing courses to which Dr. Pawar expressed his approval.
4) Mr. Jacob Kurien	Enquired why Nanotechnology was deleted from the FC syllabus for which Dr Harini elaborated that as new topics were added in the module, some topic had to be deleted. Principal Madam suggested that it can be taken up as an assignment topic under internal assessment which Mr. Kurien appreciated.
5) Dr. Shivaji A Pawar	Observed that the inclusion of business models for industries in Science and Technology for Commerce students is relevant.
6) Mr. Jacob Kurien	Appreciated the inclusion of practice tests in Module 4 of FC as it will help the students in preparing for competitive

	exams. Also encouraged the inclusion of Science and Technology in the syllabus as the Finance and Banking sector is now digitalized.
7) Dr.Suvarna Kadam	Appreciated the syllabus and highlighted the need for students from Commerce and Economics background to be aware of Science & Technology & business models in Science and Technology industries.
8)Ms. Ayman Palnaik	Appreciated the syllabus and paper pattern. Commended the inclusion of 'How to write an RTI application' in the FC syllabus.
9) Principal	Informed that the internal test will be conducted online and the semester examination may be online or offline depending on the situation.
10) Principal	Inquired whether the proposed syllabus, the examination and the question paper pattern can be passed to which the members agreed. Inquired whether the minutes of the previous BOS Meeting held on 10 November 2020 which was circulated to the members can be confirmed to which the members agreed. Inquired whether the changes in the syllabus and examination pattern adopted for first year courses for the academic year 2020-2021 can be continued for the academic year 2021- 2022 to which the members agreed.
11) Principal	Informed that the Minutes of the meeting will be sent to the members for their approval.

The Proposed syllabus was accepted with modifications for BCom Business Economics and without modifications for Self Financing Courses Business Economics and BCom Foundation Course.

Particulars as per proposed syllabus	Changes as approved in the meeting
BCom Semester III- Business Economics	
<p>Module I- Introduction</p> <ul style="list-style-type: none"> - To delete the topics on importance and limitations of Macroeconomics (To avoid repetitions) - To shift the topic on Schools of Thought from 'Introduction to Macroeconomics' to 'Classical Macroeconomics- Say's Law of Markets' - To merge the chapter on National Income concepts with the Chapter on Introduction to Macroeconomics (to avoid repetitions and make the syllabus more concise) 	<p>Module I- Introduction</p> <ul style="list-style-type: none"> - Topics on importance and limitations of Macroeconomics to be deleted - The topic on Schools of Thought to be shifted from 'Introduction to Macroeconomics' to 'Classical Macroeconomics- Say's Law of Markets' - The chapter on National Income concepts to be merged with the Chapter on Introduction to Macroeconomics
<p>Module II- Basic Concepts of Keynesian Economics</p> <p>To shift Liquidity preference theory of interest to Module 4 (to avoid repetition)</p>	<p>Module II- Basic Concepts of Keynesian Economics</p> <p>Liquidity preference theory of interest to be shifted to Module 4</p>
<p>Module IV- Money, Prices and Inflation</p> <p>To delete the topic on Friedman's restatement of demand for money (to focus on Classical and Keynesian theory and keep the chapter compact)</p>	<p>Module IV- Money, Prices and Inflation</p> <p>Topic on Friedman's restatement of demand for money to be deleted</p>
BCom Semester IV- Business Economics	
<p>To retain the existing syllabus</p>	<p>Module 4- Fiscal Management and Financial Administration</p> <p>Topic on 14th Finance Commission to be replaced with the 15th Finance Commission</p>
Self- Financing Courses Business Economics [Bachelor of Management Studies- Sem 4, BCom (Accounting and Finance)- Sem 3 , BCom (Banking & Insurance) - Sem 4, BCom (Financial Markets) - Sem 4]	
Module 1-	Module 1

<ul style="list-style-type: none"> - To delete the topics on importance and limitations of Macroeconomics (To avoid repetitions) - To merge the chapter on National Income concepts with the Chapter on Introduction to Macroeconomics (to avoid repetitions and make the syllabus more concise) 	<ul style="list-style-type: none"> - Topics on importance and limitations of Macroeconomics to be deleted - The chapter on National Income concepts to be merged with the Chapter on Introduction to Macroeconomics.
BCom Semester III- Foundation Course	
<p>Module 2- Dealing with Environmental Concerns</p> <p>To add practical learning in disaster management and First Aid</p>	<p>Module 2- Dealing with Environmental Concerns</p> <p>Practical learning in disaster management and First Aid to be added</p>
<p>Module 4- Soft Skills for Effective Interpersonal Communication</p> <ul style="list-style-type: none"> - To remove the topics- Effective Listening - Importance and Features; Verbal and Non-Verbal Communication; Public-Speaking and Presentation Skills; Barriers to Effective Communication; Importance of Self-Awareness and Body Language; Formal and Informal Communication - Purpose and Types; Writing Formal Applications, Statement of Purpose (SOP) and Resume; Preparing for Group Discussions, Interviews and Presentations. (as these topics have been covered in Business Communication) - To add the following topics under Interpersonal Communication: Transactional analysis and Johari window Cross cultural communication 	<p>Module 2- Soft Skills for Effective Interpersonal Communication</p> <ul style="list-style-type: none"> - The topics - Effective Listening - Importance and Features; Verbal and Non-Verbal Communication; Public-Speaking and Presentation Skills; Barriers to Effective Communication; Importance of Self-Awareness and Body Language; Formal and Informal Communication - Purpose and Types; Writing Formal Applications, Statement of Purpose (SOP) and Resume; Preparing for Group Discussions, Interviews and Presentations to be removed - The following topics to be added under Interpersonal Communication: Transactional analysis and Johari window Cross cultural communication
BCom Semester IV- Foundation Course	
<p>Module I- Significant, contemporary Rights of Citizens</p> <ul style="list-style-type: none"> - To delete the topic on Consumer 	<p>Module I- Significant, contemporary Rights of Citizens</p> <ul style="list-style-type: none"> - The topic on Consumer Rights to be

<p>Rights. (it is covered in Business Law)</p> <ul style="list-style-type: none"> - To add topics on Right to Education and National Education Policy. - To add 'how to write an RTI application' under RTI 	<p>deleted</p> <ul style="list-style-type: none"> - Topics on Right to Education and National Education Policy to be added - 'How to write an RTI application' to be added under RTI
<p>Module 2- Approaches to understanding Ecology</p> <ul style="list-style-type: none"> - To delete topic on Human Rights principle (Covered in Sem 3 FC) - To add topic on Carbon space and Carbon Sequestration 	<p>Module 2- Approaches to understanding Ecology</p> <ul style="list-style-type: none"> - Topic on Human Rights principle to be deleted - Topic on Carbon space and Carbon Sequestration to be added
<p>Module 3- Science and Technology II</p> <ul style="list-style-type: none"> - To delete topic on Nanotechnology. - To add the topic on Case studies of business models of Science and Technology industries. 	<p>Module 3- Science and Technology II</p> <ul style="list-style-type: none"> - Topic on Nanotechnology to be deleted - Topic on Case studies of business models of Science and Technology industries to be added
<p>Module 4- Introduction to Competitive Examinations</p> <ul style="list-style-type: none"> - To delete topics on Motivation, Goal Setting, (Topics are covered in Psychology of Human Behaviour at Work) - To delete Paragraph writing, report writing and Consumer Grievance Letter (Covered in Business Communication Sem 2) and RTI application letter (Included in Module 1) - To add practice sessions on the skills tested in competitive exams. 	<p>Module 4- Introduction to Competitive Examinations</p> <ul style="list-style-type: none"> - Topics on Motivation, Goal Setting to be deleted - Paragraph writing, report writing and Consumer Grievance Letter and RTI application letter to be deleted - Practice sessions on the skills tested in competitive exams 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.

The proposed paper pattern for BCom Business Economics, Self Financing courses Business Economics and BCom Foundation Course 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 SY BCom (Sem 3 & Sem 4) was thereby approved with modifications as stated above.

It was resolved that the proposed syllabi in the subject of Business Economics for SY Self Financing Courses [BCom (Accounting and Finance) (Sem 3), BCom (Banking & Insurance) (Sem 4), BCom (Financial Markets) (Sem 4) & Bachelor of Management Studies (Sem 4)] was thereby approved without modifications as stated above.

It was resolved that the proposed syllabi in the subject of Foundation Course for SY BCom (Sem 3 & Sem 4) was thereby approved without modifications as stated above.

It was further resolved that:

The proposed question paper pattern in the subject of Business Economics for SY BCom and for Self Financing Courses was thereby approved without modifications.

The proposed question paper pattern in the subject of Foundation Course for SY BCom 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., UGC and the University of Mumbai.

Further resolved that the proposed syllabi, exam pattern and question paper pattern in the subject of Business Economics for SY 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 from the academic year 2021-2022.

It was also resolved that the proposed syllabi, exam pattern, question paper pattern in the subject of Foundation for SY BCom is approved and would be adopted in a progressive manner from the academic year 2021-2022.

Further resolved that the changes made in the syllabus and examination pattern of Business Economics and Foundation Course adopted for first year courses for the academic year 2020-2021 to be continued for the academic year 2021- 2022.

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: 26th April, 2021

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 Friday, 24th April 2021 at 5.00 pm 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.) 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, SNTD 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.) Mr. Manish Mirgh (B.Com B&I)

The Chairman, Ms. Sangeeta Kore welcomed the members of BOS. the minutes of the Meeting of Board of Studies in Mathematics and Statistics held on 10th & 11th Nov 2020 (as circulated) was taken as read and confirmed as it was mailed to the members prior to the meeting.

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

Following suggestions/observations were made:

Applied Mathematics:

Name of the member	Suggestions/observations
Dr. Sanjeev Sabnis	To include Basics of Optimisation, as the topic has numerous applications. Also the topic should be restricted to Functions with one variable. Dr. Dnyaneshwar Doke and Dr. Dr. Rajendra

	Gurao supported the same. Prof. Ajay Gupta suggested that the sub topics Inverse Hyperbolic Functions, Differentiation and Integration, Graphs of the Hyperbolic Functions, Logarithms of Complex Numbers. can be removed from Complex Numbers , Complex Numbers to be shifted to Unit 1 with Matrices
Dr. Dnyaneshwar Doke	The newly introduced topic – Mean Value Theorem should include the statement of the theorem as well as the application
Dr. Sanjeev Sabnis	Mean Value Theorem should be included prior to Basics of Optimization He also enquired about topics – Linear Programming and Numerical methods , to which Mr. Ajay Gupta informed that the topics are included in the Semester 2 , which was supported by Dr. Doke

Computer Oriented Statistical Techniques:

Name of the member	Suggestions/observations
Dr. Annapurna S	To rename Frequency Distribution as Presentation of Data in Unit 1. Renaming of some subtopic titles of Unit 1 and rearranging the subtopics of Unit 1 and Unit 2.
Dr. Sanjeev Sabnis Dr. Annapurna S	To rename Unit 4 as Testing of Hypotheses as the subtopics deal with Statistical Inference. Also the subtopic Statistical Decisions should be removed as it misfits there. Dr. Dnyaneshwar Doke and Dr. Dr. Rajendra Gurao supported the same.
Dr. Dnyaneshwar Doke Dr. Rajendra Gurao.	Expressed the need of reframing and restructuring the subtopics in Unit 4. Dr. Doke guided that the subtopics can be restructured into <ol style="list-style-type: none"> 1. Introduction to Statistical Hypothesis Testing 2. Tests Involving Normal Distributions 3. Small Sampling Theory 4. The Chi-Square Test
Dr. Sanjeev Sabnis Dr. Annapurna S	Pointed out the errors in names of some of the topics and suggested the changes.

Dr. Dnyaneshwar Doke Dr. Rajendra Gurao.	Dr. Sabnis insisted that the topic should be named as Linear Regression Analysis Dr. Annapurna S suggested that the topic can be bifurcated as Linear Correlation and Linear Regression Analysis and the subtopics should be arranged accordingly.
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Mr. Ajay R. Gupta also brought to the notice of BOS that the contents of Semester 3 and 4 have been interchanged. As students learn Probability in Semester 1 and Standard Distributions in Semester 2. Computer Oriented Statistical Techniques will be continuation of Statistics learnt in Semester 1 and 2. Hence he proposed to have **Computer Oriented Statistical Techniques** in Semester 3 and **Applied Mathematics in Semester 4**.

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

Computer Oriented Statistical Techniques:

Particulars as per proposed syllabus	Changes as approved in the meeting
Unit 4 Statistical Decision Theory Small Sampling Theory The Chi-Square Test	Introduction to Statistical Hypothesis Testing: Statistical Hypotheses, Tests of Hypotheses and Significance, or Decision Rules, Type I and Type II Errors, Level of Significance, Critical Region, Two-Tailed and One-Tailed Tests, The Power of a Test, p-Values for Hypotheses Tests. Tests Involving Normal Distributions: Test for Single Mean, Single Proportion, Test of Significance for Differences of Means, Test of Significance for Differences of Proportion. Small Sampling Theory: Small Samples, Student's t Distribution, Confidence Intervals, Tests of Hypotheses and Significance, The Chi-Square Distribution, Confidence Intervals for Sigma, Degrees of Freedom, The F Distribution. The Chi-Square Test: Observed and Theoretical Frequencies, Definition of Chi-Square, The Chi-Square Test for Goodness of Fit and Independence of Attributes, Contingency Tables, Yates' Correction, Coefficient of Contingency, Correlation of Attributes, Additive Property of Chi-Square. (Reframing and Restructuring Done)
Unit 5 Curve Fitting and the Method of Least Squares Correlation Theory	Linear Correlation: Introduction, Types of Correlation, Determination of Correlation – Scatter Diagram, Karl Pearson's Coefficient of Correlation and Spearman's Rank Correlation

	<p>Coefficient.</p> <p>Linear Regression: Introduction, Regression Lines and Regression Coefficients, Relation between Coefficient of Correlation and Regression Coefficients.</p> <p>Curve Fitting and the Method of Least Squares: Introduction, Freehand Method of Curve Fitting, The Straight Line Fitting by The Method of Least Squares, Nonlinear Relationships, Fitting of Parabolic Curve by The Method of Least-Squares. Applications to Time Series.</p> <p>Sampling Theory of Correlation and Regression: (Renaming , Reframing and Restructuring Done)</p>
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Applied Mathematics:

<p>Unit 1: Matrices</p>	<p>Unit 1: Matrices</p> <p>Complex Numbers: Introduction, Equality of Complex Numbers, Graphical Representation of Complex Number (Argand's Diagram), Polar Form of Complex Numbers, Polar Form of $x + iy$ for Different Signs of x, y, Exponential Form of Complex Numbers, Mathematical Operation with Complex Numbers and their Representation on Argand's Diagram, Circular Functions of Complex Angles, Definition of Hyperbolic Function, Relations between Circular and Hyperbolic Functions.</p> <p>(Complex Numbers topic added in Unit 1 with removal of some subtopics)</p>
<p>Unit 2: Complex Numbers Mean Value Theorems</p>	<p>Unit 2: Functions of Single Variable: Limit, Continuity and Differentiability, Mean Value Theorems - Introduction, Rolle's Theorem, Lagrange's Mean Value Theorem, Cauchy's Mean Value Theorem (Statements and Applications), Increasing and Decreasing Functions, Maxima and Minima.</p> <p>(Optimization topic added along with the some basic topics)</p>

General Suggestions:

1. Dr. Annapurna S and Dr. Doke suggested to refer to some of the standard books in statistics such as Gupta Kapoor , V K Kapoor ,

Thereafter following Resolution was passed.

1. Resolved to continue with same syllabus and examination pattern of FY courses as confirmed in BOS meeting on 10th & 11th November, 2020.
2. Resolved that the Proposed syllabus for Computer Oriented Statistical Techniques at Semester III & Applied Mathematics at Semester IV at B.Sc (IT) is passed by the BOS in this meeting.
3. Resolved that the method of examination will be on-line and /or off-line as per the direction of UGC/ State Govt. / University of Mumbai.

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

Name & signature

Chairman – BOS – Mathematics and Statistics

Place Mumbai

Date 23/04/2021

SIES COLLEGE OF COMMERCE & ECONOMICS

(Autonomous)

Minutes of Meeting BOS in Law

Date: 23/04/2021

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 23rd April, 2021 at 4.00 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	Dr. Shanti Suresh
2	Faculty members	CA CS Divya Naik Mr. Hamid Khan Ms. Kalaivani V
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.

BCOM-BBI

Ms. Divya Naik, Faculty from SYBBI, presented the syllabus of Corporate and Securities 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	Development of Company Law in India to be replaced by "Development of Company Law" so as to include English case laws.
Dr Durgambini Patel an expert from other university	No comments
Dr Deepa Chitnis an expert selected by Vice- Chancellor from the six recommended by the College Principal	No comments
Ms. Kalaivani V Other Faculty member	No comments
Mr. Suraj Subraman industry representative	No comments
Ms. Jainy Shah an Outside expert	Introduction of SEBI Ombudsman
Ms. Sreeparvati an PG Alumni	No comments

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><u>Unit 1:</u> Company Law – An Overview A) Development of Company Law in India B) Doctrines Governing Corporates – Lifting the Corporate Veil, Doctrine of Ultra Vires, Constructive Notice, Indoor Management, Alter Ego. The Principle of NonInterference (Rule in Foss V/s Harbottle) – Meaning, Advantages , Disadvantages & Exceptions, Majority and Minority Rights under Companies Act. C) Application of Company Law to Banking and Insurance Sector Application of Companies Act to Banking and Insurance sector governed by Special Acts. S.1(4) of Companies Act 2013 Exceptions provided (S.67(3), S.73(1), S.129(1), 179(3), S.180(1)(c), S.186, S.189</p> <p><u>Unit 2:</u> Regulatory Framework governing Stock Exchanges as per Securities Contracts Regulation Act 1956 • Definition of Securities, Spot Delivery Contract, Ready Delivery Contract, Stock Exchange. • Corporatisation and demutualisation of Stock Exchange – Meaning, Procedure & Withdrawal • Power of Recognised Stock Exchange to make rules restricting voting rights etc • Power of Central Government to Direct Rules or Make rules • Power of SEBI to make or amend bye laws of recognised stock exchange • Books and Accounts to be maintained by recognized stock exchange • Grounds on which stock exchange can delist the securities of a company. • Section 3 to Section 20</p> <p><u>Unit 3: Security Exchange Board of India</u> Security Exchange Board Of India A) SEBI: Objectives-terms-establishment-powers-functions-accounts and audit- penalties – registration. B) SEBI (Issue of Capital & Disclosure Requirements) Regulations, 2018: Introduction and Background, Types of Issues,</p>	<p><u>Unit 1</u> No change</p> <p><u>UNIT 2</u> No change</p>

Draft Offer Document, Offer Document, Red Herring Prospectus (RHP), Initial Public offering / Further Public Offering- Eligibility requirements, Entities not eligible, General conditions, Offer for Sale, Issue of Warrants, Filing of Documents, IPO Grading, Opening of the Issue, Underwriting, Minimum Subscription, Period of Subscription, Oversubscription, Issue-related Advertisements, Allotment Procedure and Basis of Allotment, Refund and Payment of Interest ,Post-issue Advertisements, Post-issue Responsibilities of the Lead Manager(s),Release of Subscription Money Post-Issue Reports, Face Value of Equity Shares, Pricing ,Differential Pricing ,Price and Price Band ,Promoters' Contribution, Non Applicability, Minimum Promoters' Contribution, Exemption from Requirement of Promoters' Contribution.

C) SEBI(Substantial Acquisition of Shares and Takeovers) Regulations,2011:

Introduction and background, definitions, applicability, trigger point for making an Open Offer by an Acquirer, Open Offer, Conditional Offer, Minimum Offer Size, Public announcement, Offer Price, submission of Draft Letter of Offer, Opening of the Offer, Completion of Requirements, Restriction on Acquisition, Payment of Interest, Provision of Escrow, Mode of Payment, Withdrawal of Open Offer, Obligations of Target Company and Acquirer, Disclosures, Exemptions, Power of SEBI to relax strict enforcement of the regulations.

Unit 4: The Depositories Act,1996

The Depositories Act, 1996 • Depository – Meaning , Benefits , Models, Functions Participants • The Depository Act 1996 – Objectives, Eligibility condition for depository services, Fungibility, Bye laws of depository , Governance of Depository and Internal audit of depository Participants • BSDA and single registration for depository participants.

UNIT 3

ICDR, 2009 replaced by ICDR, 2018.

Introduction of SEBI(Substantial Acquisition of Shares and Takeovers) Regulations,2011

	<u>UNIT 4</u> No Change
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It was decided to incorporate the following changes in exam pattern presented before the meeting.

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 PROPOSED SCHEME OF EXAMINATION A) Internal Assessment 40 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 PROPOSED SCHEME OF EXAMINATION B) Internal Assessment 40 marks																				
<table border="1" style="width: 100%;"> <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>Assignment/ Viva /Presentation</td> <td>10</td> </tr> <tr> <td>Open Book Exam</td> <td>10</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	Assignment/ Viva /Presentation	10	Open Book Exam	10	Total	40	<table border="1" style="width: 100%;"> <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>Assignment/ Viva /Presentation</td> <td>10</td> </tr> <tr> <td>Open Book Exam</td> <td>10</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	Assignment/ Viva /Presentation	10	Open Book Exam	10	Total	40
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Open Book Exam	10																				
Total	40																				

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
Duration: 2 hours	Duration: 2 hours
Total Marks: 60	Total Marks: 60
Q.1 15 marks OR 15 marks	Q.1 15 marks OR 15 marks
Q.2 15 marks OR 15 marks	Q.2 15 marks OR 15 marks
Q.3 15 marks OR 15 marks	Q.3 15 marks OR 15 marks
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	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
TOTAL	TOTAL
60	60

<p>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.</p>	<p>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.</p>
<p>Passing criteria: Minimum 40% in Internal (16 out of 40) and 40% (24 out of 60) in Semester end examination.</p>	<p>Passing criteria: Minimum 40% in Internal (16 out of 40) and 40% (24 out of 60) in Semester end examination.</p>

Thereafter the following resolutions were passed.

Resolved that the proposed syllabus/syllabi in the subject of Corporate & Securities Law for Semester 4 is hereby approved without modifications as stated above.

Further Resolved that the Proposed examination pattern/question paper pattern in the subject of Corporate & Securities Law for Semester 4 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 Corporate & Securities Law is approved and adopted in a progressive manner for the academic year 2021-2022.

Mr. Hamid Khan, Visiting Faculty from the BCOM(A&F) Department, presented the syllabus, the pattern of examination and question paper pattern of Business Law I for BCom(A&F) Semester II. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member	Suggestions/observations
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- 1) Mr. Nideesh Kumar- Suggested that IT act should be inserted as part of syllabus from Sec 1-44 for Sem 3 rather than Cyber law and its proposed content

- 2) Kalvani mam

The Proposed syllabus was accepted with some modifications

Particulars as per proposed syllabus Changes as approved in the meeting

BCom(A&F) Semester III- Business Law II

Unit 4 IT Act should be included from Sec 1-44

Approved

Unit 4 Cyber Law Disapproved

BCom(A&F) Semester IV- Business Law III

In Unit 2 Types of Directors should be included along with MOA & AOA

Approved

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.

Thereafter, the following resolutions were passed.

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 I BCom (Accounting and Finance) Semester II 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 Dr Shanti Suresh.

BCOM-FINANCIAL MARKETS

1. Sem III: Approved without any change.

2. Sem IV: Syllabus majorly approved with the following change:

(I) In Module I delete Prospectus and added Management & Structure (Suggested by Mr. Nitesh Kumar) agreed by others.

(ii) In Module II Add Directors

(Proposed by Mr. Nideesh Kumar and agreed by all.)

(iii). Proposal by Ms. Jainy Shah to include Specific Relief Act, 1963 which was not accepted by all).

(iii) Proposal by Jainy Shah to include Insolvency & Bankruptcy Law which was again not agreed upon.

The meeting was concluded with a vote of thanks extended by Dr Shanti Suresh.

BCOM

BUSINESS LAW SEM 3

The details of the discussion summarized in a tabular form. recommendations for inclusion and deletions on subject topics

Discussion on SYLLABUS

Module	Retained	Deleted	Additions	Topic Ideas on Assignment (Presentation/Case Studies) & Open Book Test	Reasons/ Suggestions
1.The Indian Contract Act, 1872 Lectures Allotted 15 Proposed 18 Marks 15	<u>Chapter-1: Agreements & Contracts</u> 1. Definition of Agreements and its kinds (Void and Illegal). 2. Definition of Contracts, Essentials and its kinds (Valid, Void, Voidable, Contingent, Quasi/Inferred and E-contract). 3. Distinguish between a Contract and an Agreement. <u>Chapter-2: Proposal & Acceptance</u> 1. Definition of Proposal/Offer, Essentials of a Valid Proposal/Offer. 2. Types of Offers or Proposal (General, Specific, Cross, Counter, Standing/Open/Continuing offer). 3. Revocation of an Offer. 4. Definition of Acceptance, Essentials of a Valid Acceptance/Legal Rules regarding Acceptance. 5. Communication of Offer and Acceptance. <u>Chapter-3: Consideration</u> 1. Definition of Consideration, Legal rules regarding consideration and Kinds of consideration. 2. Stranger to a contract cannot sue or be sued by third party and its exception. 3. No consideration No contract.	1. Scope of Agreements and Contracts. 2. Performance, Discharge and Breach of Contract.	No additions in this module.	1.Unlawful Consideration. AND/OR 2.Void Agreements. AND/OR 3. Case Studies on Chapter-4. AND/OR 4. Remedies for Breach of Contract.	Classification of Contract on the basis of Execution (Executed, partly executed and Executory contracts) & Creation (Express and Implied/Tacit) can be explained in the class orally.

**Chapter-4: Capacity to Contract,
Consent & Free Consent**

1. Competency to Contract.
2. Effect of Minor's Agreements.
3. Agreements by Persons of Unsound Mind & Agreements by Disqualified Person.
4. Definition of Consent and Free Consent (Coercion, Undue Influence, Fraud, Misrepresentation and Mistake)
5. Concept on Breach of Contract.

<p>2. Special Contracts</p> <p>Lectures Allotted 15 Proposed 18</p> <p>Marks 15</p>	<p><u>Chapter-1: Law of Indemnity & Guarantee</u></p> <p>1. Definition of Indemnity, Essentials and Parties to the Contract of Indemnity. 2. Definition of Guarantee, Essentials, Parties and Kinds of Guarantee, Rights of Surety and Modes of Discharge of Surety.</p> <p><u>Chapter-2: Law of Bailment & Pledge</u></p> <p>1. Definition of Bailment, Essentials, Classification, Parties to the contract of bailment and Modes of Termination of bailment. 2. Definition of Pledge and Essentials.</p> <p><u>Chapter-3: Law of Agency</u></p> <p>1. Definition of Agency, Kinds, Duties and Rights of Agent and Termination of Agency.</p>	<p>No deletions from this module.</p>	<p><i>Distinction between Pledge, Lien, Hypothecation and Mortgage .</i></p> <p><i>(Reason of this addition being: students most often ask what is mortgage, hypothecation and how is it different from pledge? Clearing their doubts and making the concept simple to understand and differentiate).</i></p>	<p>1. Rights of Indemnity Holder and Indemnifier. AND/OR 2. When will the Indemnifier's liability commence? AND/OR 3. Contract of Indemnity V/s Contract of Guarantee. AND/OR 4. Duties and Rights of Bailor and Bailee. AND/OR 5. Duties and Rights of Principal.</p>	<p>Just jotted down ideas on the left for presentation/project/assignment. In this way the entire syllabus in covered -students will develop the habit of research, thinking and reading -and can balance the allotted number of lectures.</p> <p><i>The idea remains the same throughout.</i></p>
<p>3. Sale of Goods of Act, 1930</p> <p>Lectures Allotted 15 Proposed 14</p> <p>Marks 15</p>	<p><u>Chapter-1: Formation of a Contract of Sale</u></p> <p>1. Definitions of legal terms. 2. Classification of goods. 3. Essentials of Contract of Sale. 4. Sale v/s Agreements to Sell v/s Hire Purchase.</p> <p><u>Chapter-2: Conditions and Warranties</u></p> <p>1. Definition of Condition and its types. 2. Definition of Warranties and its</p>	<p>Deletion:</p> <p>1.Sale by Auction and its rules.</p>	<p>No additions in this module.</p>	<p>1.Caveat Emptor. AND/OR 2.Distinction between Condition and a Warranty. AND/OR 3.Remedies for breach of Contract of Sale.</p>	<p>-</p>

	<p>types. 3. Circumstances where a condition is treated as a warranty.</p> <p><u>Chapter-3: Passing of Property and Title</u></p> <p>1. Concept and Rules for Transfer of Property.</p> <p><u>Chapter-4: Unpaid Seller</u></p> <p>1. Concept and Rights of Unpaid Seller.</p>				
<p>4.Negotiable Instruments Act, 1881</p> <p>Lectures Allotted 15</p> <p>Proposed 10</p> <p>Marks 15</p>	<p><u>Chapter-1: Negotiable Instruments</u></p> <p>1. Definition of Negotiable Instruments, Characteristics, Operational Rules of Evidence- Presumptions and Classifications.</p> <p><u>Chapter-2: Promissory Note and Bill of Exchange</u></p> <p>1. Definition of Promissory Note, Characteristics and Classifications. 2. Definition of Bill of Exchange, Parties, Characteristics and Classification. 3. Definition of Acceptor, Acceptance, Acceptance for honour, Absolute and qualified or conditional acceptance, Drawer, Drawee in case of Needs, Payee.</p> <p><u>Chapter-3: Cheques</u></p> <p>1. Definition of Cheque, Essentials and its types. 2. Penalties in case of dishonour of cheque.</p> <p><u>Chapter-4: Miscellaneous</u></p> <p>1. Holder and Holder in due course.</p>	<p>No deletions from this module.</p>	<p>No additions in this module.</p>	<p>1.PN v/s BOE v/s Cheque.</p>	<p>-</p>

	2. Rights and Privileges of HDC, Payment in due course. 3. Maturity of an instrument, Noting, Protest, Bills in Set.				
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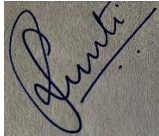
**BUSINESS LAW SEM 4
REVISED SYLLABUS**

Module	Retained	Deleted	Additions	Topic Ideas on Assignment (Presentation/Case Studies) & Open Book Test	Reasons/ Suggestions
1.Indian Companies Act, 2013 Lectures Allotted 15 Proposed 25 Marks 15	<p><u>Chapter-1: Nature, Features, Incorporation of Companies & Classification of Companies</u></p> <p>1. Meaning, Definition, Characteristics, Advantages and Disadvantages of a Company. 2. Lifting of Corporate Veil. 3. Formation of a Company (Promoter and pre-incorporation contracts) 4. Types of company (Meaning and concepts- Chartered companies, Statutory Companies & Registered companies under the act- Associate Company, Dormant Company, OPC, Private company, Public company, Small Company, Company Ltd by Shares and Company Ltd by Guarantee, Foreign Company, Government Company, Holding and Subsidiary Company, Investment Company, Non-Trading Company and Producer Company).</p> <p><u>Chapter-2: MOA & AOA and Membership of a Company</u></p> <p>1. Meaning, Definition, Clauses and Alteration of MOA. 2. Meaning, Definition and Clauses and Alteration of AOA. 3. Doctrines (Constructive Notice & Indoor Management). 4. Definition of Member, who can become a member, Acquisition, Termination of Membership.</p> <p><u>Chapter-3: Prospectus & Private</u></p>	No deletions from this module.	No additions in this module.	<p>1.Private Company v/s Public Company AND/OR 2.Advantages & disadvantages of Private and Public company. AND/OR 3.Rights & Liabilities of Members. AND/OR 4.Register of Member.</p>	Dividing companies act into two different modules would not suffice the purpose. Instead clubbing related topics together will help students to maintain the link of the topics.

	<p><u>Placement</u></p> <ol style="list-style-type: none"> 1. Meaning, Definition and Types of Prospectus. 2. What does not constitute a Prospectus? Legal rules regarding issuance of Prospectus. 3. Contents of Prospectus 4. Private Placements <p><u>Chapter-4: Directors and Meetings</u></p> <ol style="list-style-type: none"> 1. Meaning and Definition of Directors. 2. Qualifications and Disqualifications of Directors 3. Appointment of Directors (First Director, Resident Director, Nominee Director, Additional Director, Alternate Director, Director appointed in casual vacancy, Women Director, Small shareholder director, Independent Director). 4. Legal Position, Powers & Duties of Directors. 5. Key Managerial Personnel 6. Types of meetings (Board meeting, Annual general meeting, Extra-Ordinary general meeting, meetings by tribunal, class meetings). 7. Convening and conduct of meetings (Postal Ballot, meetings through VC, e-voting). 				
<p>2.Limited Liability Partners hip Act, 2008</p> <p>Lectures Allotted 15</p> <p>Proposed 10</p> <p>Marks 15</p>	<p><u>Chapter-1: Nature of LLP</u></p> <ol style="list-style-type: none"> 1. Definition of Body Corporate, Business. 2. Characteristics of LLP and Types of partners (Individual and Designated partners). 3. Procedure for Incorporation of LLP. 4. Advantages & Disadvantages of LLP. 5. Conversion of LLP. 6. Distinction between various types of businesses (Partnership v/s LLP v/s Company). 	<p>Partnership Act, 1932.</p>	<p>No additions in this module.</p>	<p>1.Types of Partnership. AND/OR 2.Test of Partnership.</p>	<p>Partnership act is studied by students in 12th. They have decent understanding of the topic. While discussing distinction between various businesses partnership can be picked and the same would help students in their assignment</p>

	<p><u>Chapter-2: Winding up and Dissolution of LLP</u></p> <p>1. Meaning of winding up. 2. Methods of winding up of LLP.</p>				topics.
<p>3.Consumer Protection Act, 2019 and Competition Act, 2002</p> <p>Lectures Allotted 15 Proposed 15</p> <p>Marks 15</p>	<p><u>Chapter-1: The Consumer Protection Act, 2019</u></p> <p>1. Introduction, Reasons for enacting the act, Aims and Objects and definitions (Consumer, Defect, Deficiency, Complaint, Complainant, Manufacture, Unfair Trade Practices)</p> <p><u>Chapter-2: Consumer Protection Councils and Redressal Forums</u></p> <p>1. Consumer Protection Councils and Redressal Forums. 2. Difference between a Council and a Forum.</p> <p><u>Chapter-3: Competition Act, 2002</u></p> <p>1. Introduction, Advantages of Competition, Objectives of the Act. 2. Definitions (Acquisition, Cartelisation), Features of the Act. 3. Competition Commission of India.</p>	No deletions from this module.	No additions in this module.	Case Studies on Consumer Protection and Competition act.	Doing away with Consumer Protection Act (Amended) will not suffice the purpose. Students are aware of the basics but they need to be updated with the revised limits.
<p>4.Intellectual Property Rights</p> <p>Lectures Allotted 15 Proposed 10</p> <p>Marks 15</p>	<p><u>Chapter-1: Intellectual Property Rights</u></p> <p>1. Background, Nature and Types of IPR</p> <p><u>Chapter-2: Patents Act, 1970</u></p> <p>1. Definition, Pre-requisites for grant of patent. 2. What is patentable and not patentable. Term of grant of patent. 3. Procedure for obtaining Patent, Infringement and Penalties.</p> <p><u>Chapter-3: Copyright Act, 1957</u></p> <p>1. Meaning and Definition of Copyright. 2. Who is an author? Fair use. 3. Term of copyright.</p>	No deletions from this module.	No additions in this module.	Case Studies and research on Discovery v/s Invention with examples.	-

<p>4. Rights of a Copyright holder. 5. Procedure, Infringement and Remedies.</p> <p><u>Chapter-4: Trademark Act, 1999</u></p> <p>1. Meaning, Definition and Functions of Trademark. 2. Types of Trade mark, service mark. 3. Trademarks that cannot be registered. 4. Procedure for Registration, Infringement, Remedies and passing off.</p>				
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Name & signature
Chairman – BOS – Law
Dr. Shanti Suresh

Place: Mumbai
Date: 23/04/2021

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 24th April, 2021 at 11:00 am by Online Mode on MS Teams

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

The proposed syllabus, examination pattern and paper pattern of the BCOM (B&I) third semester Organisational Behaviour paper was discussed in the meeting.

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	Suggested that a more even distribution of topics under each module would be better
Dr. Anuradha Sovani	Suggested that topics standing out in module 1 and 2 be moved to module 4
Dr. Pooja Purang	Suggested that similar topics under different modules could be compiled together and put in fourth module
Dr. Jayashree Giri	Asked why the topic of decision making was removed and Ms. Shailashree Uchil answered that the topic was already covered in the Principles of Management in Sem 2.
Ms. Jyothi Nair	Appreciated the syllabus and asked to spread out topics evenly.

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
Martin Seligman's PERMA model	Approved
Cialdini's Principles of Influence	Approved

Thereafter following Resolutions were passed.

Resolved that the proposed syllabus in the subject of Organisational Behaviour for Semester 3 is hereby approved with modifications as stated above.

Further Resolved that the Proposed examination pattern in the subject of Organisational Behaviour for Semester 3 is hereby approved without modifications.

Further Resolved that the Syllabus and Examination pattern in the subject of Organisational behaviour for Semester 3 as approved above shall remain in force for the academic year 2021-22

Further resolved that the changes in the syllabus and examination pattern adopted for first year courses for the academic year 2020-2021 to be continued for the academic year 2021-2022.

Further resolved that the method of examination will be online and/or offline as per the directives of UGC/State Govt./University of Mumbai

The meeting was concluded with a vote of thanks extended by the chairperson Dr. Harini C.

Harini C.

Chairman – BOS – Psychology

Mumbai

25th April 2021

DEPARTMENT OF ENVIRONMENTAL STUDIES

MEETING OF BOARD OF STUDIES

MINUTES

The Board of Studies meeting in the Department of Environmental Studies of SIES College of Commerce & Economics (Autonomous), Sion East, Mumbai 400 022 was held on Friday, 23rd November 2021 at 6.00 pm via Online Mode on MS Teams.

Following members were present:

Sr.No.	Name	Designation
1	Chairperson (HOD)	Ms. Priti Thakkar
2	Faculty Members	Ms. Anoushka Mirgnani (Faculty for Second year BMS)
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 Falguni Mathews (Faculty for First year BFM)

Assistant Professor Mrs. Priti Thakkar, Chairperson, HOD Environmental Studies Department, initiated the meet by greeting and welcoming the members of BOS.

Dr. Nina Roy Choudhury, Principal, SIES College of Commerce and Economics welcomed the members of BOS. Principal madam highlighted the current pandemic issues faced globally. Madam informed the members of BOS that due to the current pandemic, and disruptions in the regular teaching-learning process, no major changes in the syllabi have been made.

BOS faculty member Assistant Professor Falguni Mathews welcomed and introduced the members of BOS.

Faculty member Ms. Anoushka Mirgnani presented the syllabus of Environmental Management of SY (BMS) SEM 3 along with the pattern of examination. Thereafter the same was discussed by the members of BOS.

Following suggestions/observations were made:

Name of the member	Suggestions/observations
Dr. Jayakumar. K. V	Sir suggested to procure reference books by good authors on environmental management which would help students and teachers. He informed about Disaster Management Manual which is available at National Disaster Management Agency. Priti Madam informed the members of BOS that large number of books and

	journals are available in the library in the subject of Environmental studies. Due to pandemic the students are not able to access the books and hence faculties are facilitating the teaching learning process with online resources. She also thanked Dr. Jayakumar for the suggestion and told that library will make an effort to procure the manual.
Dr. R.O. Patil	Sir suggested to include issues of local area for the topic pollution in unit 2. He seconded the opinion to procure reference books by good authors on environmental management. He appreciated the changes suggested in the syllabus.
Dr. Baisakhi Dutta	Madam suggested to give more internal choice to the students, question wise for all the questions. She suggested to change the paper pattern where students can attempt any one out of the three options per question. She also appreciated the changes suggested in the syllabus.
Dr. Sachin J Deore	Sir suggested to use a simpler term for disaster management cycle which could be framed as either disaster management stages or it could be only framed as disaster management. He further suggested that case studies on either disaster management or waste management should be assigned to the students. He also appreciated the changes suggested in the syllabus.
Mr. Ganesh Maral	A small query was raised on the conduct of examination due to pandemic by sir to which Priti madam clarified that it would be conducted online till further notice by UGC /Government of Maharashtra or University of Mumbai.
Ms. Shikha Bafna	Madam seconded the opinion to give more internal choices to the students.

Thereafter the following resolutions were passed for the subject of

Environmental Management SY(BMS) SEM 3

- Resolved that the proposed syllabus in the subject of Environmental Management SY (BMS course) Semester 3 is hereby approved with the

modifications as stated above.

- Further Resolved that all components of the internal examination through MCQ/Objective format will be conducted online in the subject of Environmental Management SY (BMS course) SEM 3.
- Further Resolved that in case of unforeseen and challenging circumstances, all examinations/evaluation/semester end examination will be conducted through online mode till further notification from UGC /Government of Maharashtra or University of Mumbai.
- Further resolved that the Semester End paper pattern will have internal choices will be given to the students, question wise for all the questions. Students can attempt any one out of the three options per question.
- Further Resolved that the proposed syllabi, exam pattern, question paper pattern in the subject of Environmental Management is approved and adopted in a progressive manner for the academic year 2021-2022 in the subject of Environmental Management SY (BMS course) SEM 3.
- Further Resolved that the approved syllabi, exam pattern, question paper pattern in the subject of Environmental Studies (FY B. Com), and in the subject of Environmental Science (FY BFM) as approved and adopted in a progressive manner for the academic year 2020-2021, will be continued for the academic year 2021-2022.

The meeting ended with vote of thanks extended by Ms. Anoushka Mirgnani 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- 23.04.2021

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

MEETING OF BOARD OF STUDIES

MINUTES

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

Following members were present:

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

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

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

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

Following suggestions/observations were made

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

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

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

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

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

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

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

Following suggestions/observations were made

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

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

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

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

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

Following suggestions/observations were made

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Ms. Shailashri Uchil

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

Place : Mumbai

Date: 24th April, 2021.

Minutes of the 2nd 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 23rd April, 2021 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) Mayna Karikar- Visiting faculty BCOM(A&F) 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 III

CA Darshak G. Doshi, Faculty from Department of Bachelors of Commerce (Accounting & Finance), presented the syllabus of **Financial Accounting III for Semester III** 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	The BOS suggested to merge Unit 3 and Unit 4 together as both the units deal with Amalgamation / Sale / Conversion of Partnership Firms.
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 III for Semester III** is hereby approved without modifications as stated above.

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

Further Resolved that the Syllabus and Examination pattern in the subject of **Financial Accounting III for Semester III** as approved above and adopted in a progressive manner for academic year 2021-2022.

Cost Accounting II

CA Chandrashekhar A Sawant Faculty from Department of Bachelors of Commerce (Accounting & Finance), presented the syllabus of **Cost Accounting – II for Semester III** 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 – II** for Semester III is hereby approved without modifications as stated above.

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

Further Resolved that the Syllabus and Examination pattern in the subject of **Cost Accounting – II** for Semester III as approved above and adopted in a progressive manner for academic year 2021-2022.

Taxation II(Direct Tax I)

Ms Payal Bhatia, Co-ordinator and Faculty from Department of Bachelors of Commerce (Accounting & Finance), presented the syllabus of **Taxation II for Semester III** 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 **Taxation II** for Semester III is hereby approved without modifications as stated above.

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

Further Resolved that the Syllabus and Examination pattern in the subject of **Taxation II** for Semester III as approved above and adopted in a progressive manner for academic year 2021-22.

Information technology in accountancy - I

Ms Mayna Karikar, Faculty from Department of Bachelors of Commerce (Accounting & Finance), presented the syllabus of **Information technology in accountancy - I**

for Semester III 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 **Information technology in accountancy – I** for Semester III is hereby approved without modifications as stated above.

Further Resolved that the Proposed examination pattern in the subject of **Information technology in accountancy - I** for Semester III is hereby approved without modifications as stated above.

Further Resolved that the Syllabus and Examination pattern in the subject of **Information technology in accountancy - I** for Semester III as approved above and adopted in a progressive manner for academic year 2021-2022.

Financial Accounting IV

CA Chandrashekhar A Sawant, Faculty from Department of Bachelors of Commerce (Accounting & Finance), presented the syllabus of **Financial Accounting – IV for Semester IV** 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 – IV** for Semester IV is hereby approved without modifications as stated above.

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

Further Resolved that the Syllabus and Examination pattern in the subject of **Financial Accounting – IV** for Semester IV as approved above and adopted in a progressive manner for academic year 2021-2022.

Management Accounting

CA Darshak G. Doshi, Faculty from Department of Bachelors of Commerce (Accounting & Finance), presented the syllabus of **Management Accounting for Semester IV** 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 **Management Accounting for Semester IV** is hereby approved without modifications as stated above.

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

Further Resolved that the Syllabus and Examination pattern in the subject of **Management Accounting for Semester IV** as approved above and adopted in a progressive manner for academic year 2021-2022.

Taxation III(Direct Tax II)

Ms Payal Bhatia, Co-ordinator and Faculty from Department of Bachelors of Commerce (Accounting & Finance), presented the syllabus of **Taxation III for Semester IV** 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 **Taxation III** for Semester IV is hereby approved without modifications as stated above.

Further Resolved that the Proposed examination pattern in the subject of **Taxation III** for Semester IV is hereby approved without modifications as stated above.

Further Resolved that the Syllabus and Examination pattern in the subject of **Taxation III** for Semester IV as approved above and adopted in a progressive manner for academic year 2021-22.

Information technology in accountancy – II

Ms Mayna Karikar, Faculty from Department of Bachelors of Commerce, presented the syllabus of **Information technology in accountancy - II for Semester IV** 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 **Information technology in accountancy - II** for Semester IV is hereby approved without modifications as stated above.

Further Resolved that the Proposed examination pattern in the subject of **Information technology in accountancy - II** for Semester IV is hereby approved without modifications as stated above.

Further Resolved that the Syllabus and Examination pattern in the subject of **Information technology in accountancy - II** for Semester IV as approved above and adopted in a progressive manner for academic year 2021-2022.

Research Methodology in Accounting and Finance

Ms Payal Bhatia, Co-ordinator and Faculty from Department of Bachelors of Commerce (Accounting & Finance), presented the syllabus of **Research Methodology in Accounting and Finance for Semester IV** 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 **Research Methodology in Accounting and Finance** for Semester IV is hereby approved without modifications as stated above.

Further Resolved that the Proposed examination pattern in the subject of **Research Methodology in Accounting and Finance** for Semester IV is hereby approved without modifications as stated above.

Further Resolved that the Syllabus and Examination pattern in the subject of **Research Methodology in Accounting and Finance** for Semester IV as approved above and adopted in a progressive manner for academic year 2021-22.

SYBCOM(FM)

Management Accounting

Abhijit Bhosale, Faculty from Department of Bachelors of Commerce(Financial Markets), presented the syllabus of Management Accounting (Semester III) along with pattern of examination. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the Member	Designation	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 Sivanand Palani	Outside Expert	
Mr Srinath Iyer	PG Alumni	

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	No. of Lectures	
UNIT I : Introduction to Management Accounting <ul style="list-style-type: none">• Meaning, nature, scope and functions of Management accounting- Role of• Management Accounting in decision making- Management accounting and Financial Accounting	5	None
UNIT II : Analysis and interpretation of Accounts <ul style="list-style-type: none">• Vertical form of Balance sheet and Profit & Loss account suitable for analysis• Trend Analysis• Comparative Statements• Common size statement• Simple problems based on the above	15	None
UNIT III : Ratio analysis and interpretation based on Vertical financial Statements as above a) Balance sheet Ratios <ul style="list-style-type: none">• Current Ratio	15	None

<ul style="list-style-type: none"> • Liquid Ratio • Stock Working capital Ratio • Proprietary Ratio • Debt Equity Ratio • Capital Gearing Ratio <p>b) Revenue Statement Ratios</p> <ul style="list-style-type: none"> • Gross Profit Ratio • Expenses Ratio • Operating Ratio • Net Profit Ratio • Stock Turnover Ratio <p>c) Combined Ratios</p> <ul style="list-style-type: none"> • Return on Capital Employed (including long term borrowings) • Return on Proprietor's Fund (shareholders' fund and Preference Capital) • Return on Equity Capital • Return on Net Worth • Dividend Payout Ratio • Debt Service coverage Ratio • Interest Coverage Ratio • Debtors Turnover Ratio • Creditors Turnover Ratio • Asset Turnover Ratio <p>d) Other important Ratios</p> <ul style="list-style-type: none"> • Earning per Share • Price Earning Ratio • Dividend Yield • Dividend Cover • Book Value per Share • Retention Ratio 		
<p>UNIT IV : Cash flow Statements</p> <ul style="list-style-type: none"> • Preparation of cash flow statements with reference to Accounting Standard No 3 – Indirect Method Only 	15	None
<p>UNIT IV : Working Capital- Concept</p> <ul style="list-style-type: none"> • Estimation of working capital requirements in case of trading and manufacturing organizations • Concept of Operating Cycle 	10	None

Thereafter following Resolution was passed.

Resolved that the proposed syllabus in the subject of **Management Accounting** for Semester III is hereby approved without modifications.

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

Further Resolved that the Syllabus and Examination pattern in the subject of **Management Accounting** for Semester III as approved above shall remain in force for a period of three academic years including current 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.

It was further resolved that:

Same syllabus and Examination pattern is to be continued for accountancy related subjects of **B.COM (Accounting and Finance) Semester 1 and 2 and B.COM(Financial Markets) for Academic Year 2021-22** as confirmed in previous BOS Meeting held on 10th November, 2020.

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 23rd April, 2021 at 4 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. Fleur Fernandes - BMS Ms. Karishma Shetty - B.Com (A&F) Mr. Nikhil Salvi - M.Com (Banking & Finance) Mr. Sai Sarangi - M.Com (Banking & Finance)
3	Subject Expert from Other University	Dr. Pradeep Pai Associate Professor , NMIMS , Mumbai.
5	Subject Expert from other University	Dr. Samapti Guha Professor and Chairperson Centre for Social Entrepreneurship TISS 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	Others	Dr. Vibhuti Patel Retd. Professor Advances Centre for Women's Studies TISS Mumbai
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The Chairperson, Reema Castelino, welcomed and introduced the members of BOS.

B.Com. (Financial Markets)

Ms. Reema Castelino, Faculty from B. Com Financial Markets, presented the syllabus and examination pattern of the following four subjects:

1. Debt Market I (SEM III)
2. Portfolio Management (SEM III)
3. Debt Market II (SEM IV)
4. Corporate Finance (SEM IV)

1. Debt Market I (SEM III)

The BOS Members unanimously approved the syllabus for Debt Market I (SEM III).

Proposed Syllabus	No of Lectures
Module I : Introduction to Debt Markets a. Evolution of Debt Markets in India b. Primary market & secondary market c. Procedure for investing in Fixed Income Securities in India d. Regulatory framework in the Indian debt market	10
Module II : Instruments and Players in Debt Market a. Types and Features of Fixed Income Instruments b. Issuers, Investors and Players of Fixed Income Securities c. Government Securities Auctions and Bidding Process d. Clearing Corporation of India e. Bond ratings- importance & relevance and rating agencies	15
Module III : Bonds – Bond Mathematics a. Determinants of the value of bonds b. Bond Prices and the Time Value of Money c. Yield-to-Maturity	20
Module IV : Valuation of bonds with reference to Yield Curve Analysis a. Yield Curve Analysis b. Par Value, Zero, Spot Curve, Forward Curve c. Bootstrapping, spot & forward rates	15

2. Portfolio Management (SEM III)

The BOS Members unanimously approved the syllabus for Portfolio Management (SEM III).

Proposed Syllabus	No of Lectures
<p>Module I : Introduction to portfolio management</p> <p>a. Understanding Investment process, Investment categories, defining investment goals and objectives, Investment Policy Statement (IPS)</p> <p>b. Investment constraints, Process of asset allocation, different approaches to allocation decision, overview of allocation techniques</p> <p>c. Traditional and Alternative Investment Assets</p> <p>d. Portfolio Management Services in India</p>	10
<p>Module II : Portfolio Management Strategies</p> <p>a. Active strategy, passive strategy, semi active strategy</p> <p>b. Efficient Market Hypotheses</p> <p>c. Top down and bottoms up</p>	15
<p>Module III : Portfolio Analysis (Theory & Numerical)</p> <p>a. Risk & Return, Beta, Holding period Return, Portfolio Risk and Return</p> <p>b. Efficient Frontier & Investor's Optimal Portfolio</p> <p>c. Capital Market Theory (CML)</p> <p>d. The Capital Asset Pricing Model (CAPM)</p> <p>e. Sharpe optimization model, Geometric mean model, Safety First model, Stochastic Dominance Model</p>	20
<p>Module IV : Portfolio Revision and performance management (Theory & Numerical)</p> <p>a. Portfolio Revision: Portfolio rebalancing, portfolio upgrading, Formula plans, constant ratio plan, variable ratio plan, selection and revision of equity portfolio Performance</p> <p>b. Portfolio Measurement: Methods of calculating rate of return, Money weighted rate of return, Time weighted rate of return, Internal rate of return, Buying the index approach, Sharpe's- Treynor's – Jensen's performance measure of portfolio</p> <p>c. Case Study on Individual Portfolio Management</p>	15

3. Debt Market II (SEM IV)

The BOS Members unanimously approved the syllabus for Debt Market II (SEM IV).

Proposed Syllabus	No of Lectures
Module I : Basic Concepts of Fixed Income Securities a. Features of Fixed Income Securities b. Risk and Return Analysis in Fixed Income Securities c. Type of Fixed Income Securities including hybrid instruments.	10
Module II : Pricing of Fixed Income Securities a. Valuation of fixed income securities including option embedded bonds. b. Duration: Macaulay Duration, Modified Duration, Effective Duration, Money Duration, Price Value of Basis Point c. Convexity	20
Module III : Tracking Fixed Income Markets a. Tracking bond markets b. The bond trader's arsenal of economic indicators – Inflation, Monetary policy, Government deficits, Currency valuation c. The subprime crisis and the role of debt markets in the crisis – Then and now	15
Module IV : Portfolio Management- Fixed Income a. Fixed Income Portfolio Management- Domestic and International b. Bond portfolio management strategies - Active, passive, neutral strategy c. Roles of Fixed Income Securities in Total Portfolio Management	15

4. Corporate Finance

The BOS members suggested the following changes to the proposed syllabus:

Name of the member	Suggestions/observations
Dr. Pradeep Pai	<u>Module 3:</u> Suggested to add <i>Benefit-Cost Ratio, Net Benefit-Cost Ratio, Equitable Annual Annuity Method</i>

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

Proposed Syllabus	No of Lectures
Module I : Corporate Finance- an overview a. Function of Finance in a business enterprise b. Emergence of corporate finance as an integral part of business finance c. Need for professional approach in managing corporate finance d. Role and functions of a Corporate Financial Manager e. Requirements of an efficient Corporate Financial Manager	10
Module II : Planning the corporate Financial Activities a. Sources of Capital b. Cost of Capital c. Theories of Capitalization – Over, Under and Watered Capitalization d. Break even analysis	15
Module III : Capital Structure a. Capital Structure: Meaning, Factors affecting Capital structure, Optimal Capital Structure & Capital Structure Theories b. Leverages: Operating Leverage, Financial Leverage and Combined Leverage c. Capital Budgeting: Capital Budgeting appraisal Methods – Pay-back period Method, Discounted Cashflow Method –NPV, IRR, Profitability Index Method, <u>Benefit-Cost Ratio, Net Benefit-Cost Ratio, Equitable Annual Annuity Method</u>	20
Module IV : Sources and Methods of Raising Corporate Finance a. Types and features of corporate securities currently available b. Management of new issues including pricing of securities c. Role of commercial banks and investment banks in financing the corporate sector d. Leasing as method of corporate finance	15

Mr. Abhijit Bhosale, Faculty from B. Com Financial Markets, presented the syllabus and examination pattern of the following three subjects:

1. Equity Market I (SEM III)
2. Equity Market II (SEM IV)
3. Foundation Course in Financial Markets FC IV– Foreign Exchange Markets (SEM IV)

1. Equity Market I (SEM III)

The BOS Members unanimously approved the syllabus for Equity Market I (SEM III).

Proposed Syllabus	No of Lectures
<p>MODULE I : Equity Markets- Introduction</p> <p>a. Meaning and Definition, characteristics of equity shares and Preference Shares b. Growth of Corporate Sector and the simultaneous growth in the number of equity shareholders c. SEBI as a Regulator of Indian Equity Markets d. Depositories and Dematerialisation (NSDL and CDSL) e. Separation of ownership and management in companies</p>	10
<p>MODULE II : Primary Market</p> <p>a. Meaning, Types of Issue: IPO (Mainline and SME), FPO, Offer for sale, Private Placement, Preferential Issue, Qualified Institutional Placement, Rights Issue of Shares and Bonus Issue of Shares b. IPO Process and Methods – Book Building and Fixed Price Method c. Entities in the Primary Market d. Role of Merchant bankers in fixing the price e. Prospectus : Types and Features f. ASBA and its features g. Procedure to apply for an IPO h. Green Shoe option i. Sweat equity, ESOP j. Non voting shares k. International Equity Market : ADR, GDR, IDR</p>	20
<p>MODULE III : Secondary Market</p> <p>a. Meaning, Definition and functions of stock Exchanges b. Evolution and Growth of Stock Exchanges in India c. NSE, BSE, SME Exchanges, Overseas Stock Exchanges and OTCEI d. Entities in the secondary market</p>	15
<p>MODULE IV : Importance of Equity Markets in developing country like India with respect to Stock Market Indices</p> <p>a. Listing of securities on stock exchanges b. Stock Market Index – Major Indices including Sectoral Indices c. Calculation of Index d. Eligibility criteria for stocks to be a part of the Index (Nifty 50 and/or SENSEX) e. Stock Classification f. Importance of Secondary Markets</p>	15

2. Equity Market II (SEM IV)

The BOS Members unanimously approved the syllabus for Equity Market I (SEM III).

Proposed Syllabus	No of Lectures
MODULE I : Developments in the Indian Equity Market a. Domestic savings & investments b. Disinvestments, FDI & Foreign Institutional Investment (FII) c. Role of Retail Investors d. Share Price & Share Price Volatility, India VIX	10
MODULE II : Valuation of Equities - Fundamental Analysis a. Meaning, Components and Process b. Factors affecting Share Prices c. Macro Economic factors d. Market related factors e. Case Study	15
MODULE III : Statistical Analysis of Share price movement and Valuation a. Balance sheet valuation (Numerics) b. Dividend discount model (zero growth, constant growth & multiple growth) (Numerics) c. Calculating Share Price using Walters Model, Gordon's model and Modigliani Miller model d. Relative Valuation Models - Price earning model, EV/EBIDTA, and EV/Revenue	20
MODULE IV : Dealings in Stock Exchanges a. Role of entities in the stock market b. Stock Market Quotations c. Terminologies : SLBS, Market Phases, Circuit Breakers and Price Bands, Corporate Actions, Auction, Types of Orders and Order Matching d. Market Segments – Rolling Settlement, Limited Physical Market, Institutional Segment, Qualified Foreign Investor Segment, Trade for Trade Segment, Block Trading Session, Post Close e. Procedure for buying & selling shares in Indian and Foreign stock market f. Screen Based Trading Systems : NEAT and BOLT g. Clearing & Settlement h. Risk Management	15

3. Foundation Course in Financial Markets FC IV– Foreign Exchange Markets (SEM IV)

The BOS members suggested the following changes to the proposed syllabus:

Name of the member	Suggestions/observations
Dr. Samapti Guha	Module 1: Suggested to add Balance of Trade under Balance of Payments

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

Proposed Syllabus	No of Lectures
<p>Module I : Foreign Exchange Market: An Introduction</p> <p>a. Balance of Payments: Concept, Structure, Current Account Deficit, Adjustment of imbalance, <u>Balance of Trade</u></p> <p>b. Introduction to FOREX Markets, Structure of FOREX Markets, Major traded currencies</p> <p>c. Evolution of foreign exchange: Gold Standard System, Bretton Woods System, Flexible Exchange Rate Regimes - 1973 to Present, Current Exchange Rate Arrangements, European Monetary System, Fixed & Flexible Exchange Rate System</p> <p>d. Currency Appreciation, Depreciation and Devaluation</p> <p>e. Market Participants: Banks and Financial Institutions, Merchants, other customers, speculators and hedgers, Central Bank, Forex dealers and market makers and brokers, Authorized Dealers</p> <p>f. FOREX – trading and SWIFT Robots</p>	10
<p>Module II : Introduction to Indian Foreign Exchange Market and Euro Currency Markets</p> <p>a) Introduction to Euro Currency Market, Origin of Euro Currency Market, Euro Bond Market, Types of Euro Bonds, Innovation in the Euro Bond Markets, Competitive Advantages of Euro Banks, Control & Regulation of Euro Bond Market, Concept of Offshore Banking</p> <p>b. Regulation in Indian Forex Market, FERA vs FEMA, Role of FEDAI</p> <p>c. Pre-liberalization Exchange Rate Regime in India and Hawala market, Currency convertibility in Current and Capital account.</p> <p>d. Role of RBI in the forex market</p> <p>e. Dealing Room Operations</p>	15
<p>Module III : Operational aspects of foreign exchange market and foreign exchange contracts</p> <p>a. Types of Exchange Rates</p> <p>b. Exchange Rate Quotations</p> <p>c. Arbitrage- Geographical and triangular</p> <p>d. Foreign Exchange Contracts: Spot and Forward Contracts Cash, Tom, Spot trading, Trade Date, Settlement date</p> <p>e. Interest Rate and Purchasing Power Parity Theory</p> <p>f. Borrowing and Lending Decisions</p> <p>g. Factors affecting Forex rates</p> <p>h. Exchange Rate Determination and Forecasting</p>	15

Module IV : Foreign Exchange Arithmetic and Risk Management a. Direct Rate, Indirect Rate and Cross Rate Arbitrage- Geographical and triangular Interest Rate- spot Contracts, forward contracts and SWAP Points (Numerics) b. Introduction to Forex Trading in India Currency Futures and Options Contracts, Markets & the Trading Process, Interest Rate Futures, Currency Options in India, Currency Swaps c. Risk Management in Foreign Exchange Market- Types of Risk, Methods to manage risk in forex market	20
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Ms. Falguni Mathews, Faculty from B. Com (Financial Markets), presented the syllabus of Money Market (Semester III), along with the pattern of examination. Thereafter the same was discussed by the Board of Studies members.

Money Market (SEM III)

The BOS members suggested the following changes to the proposed syllabus:

Name of the Member	Suggestions/Observations
Dr Samapti Guha	<i>Inclusion of the concept of Money and the basics of Money.</i>
Dr Vibhuti Patel	<i>Inclusion of Evaluation of Money i.e. Currency deflation, inflation etc.</i>

The suggestions by Dr. Samapti Guha and Dr. Vibhuti Patel regarding inclusion of Basics of Money and its Evaluation, in the subject could not be considered, as these topics are covered in the subject ‘Business Economics II and Foreign Exchange Markets’.

Thus, the BOS Members unanimously approved the syllabus for Money Market (SEM III).

Proposed Syllabus	No of Lectures
Module I : Introduction to Money Markets a) Meaning of Money Market b) Features of Money Markets c) Importance of Money Market: Role of Primary dealers in money markets, Development of trade & industry, Development of capital market, Smooth functioning of commercial banks, Effective central bank control, Formulation of suitable monetary policy, source of finance to government. d) Segments of Money Market (Organized and Unorganized)	15
Module II : Regulatory framework of Money Markets a) Regulatory framework of RBI b) Open Market Operations c) FIMMDA (Fixed Income, Money Market and Derivatives Association) d) MIBOR e) NDS-OM	15
Module III : Money Market Instruments a) Conventional: Treasury bills, Money at call and short notice in the call loan market, Commercial bills, promissory notes in the bill market. b) Modern: Commercial papers, Certificate of deposit, Inter-bank participation certificates, Repo instrument, Banker's Acceptance. c) Money Market Mutual Fund: Meaning, Advantages and disadvantages, Regulatory framework for money market mutual funds, various money market.	15

Module IV : Recent Developments in Money Markets a) Recent development in Money Market: Integration of unorganized sector with the organized sector, widening of call Money Market, Introduction of innovative instrument, Offering of Market rates of interest, Promotion of bill culture, Entry of Money Market Mutual Funds, Setting up of credit rating agencies, Adoption of suitable monetary policy, Establishment of DFHI, Setting up of Security trading corporation of India ltd. (STCI) b) Characteristics of a Highly Developed Money Market.	15
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Ms. Vijaya Sunder, Faculty from B. Com (Banking & Insurance), presented the syllabus of Financial Markets (Semester III), along with the pattern of examination. Thereafter the same was discussed by the Board of Studies members.

Financial Markets (SEM III)

The BOS members suggested the following changes to the proposed syllabus:

Name of the Member	Suggestions/Observations
Dr Samapti Guha	<i>Inclusion of Risk Management and Internationalization of Insurance Sector</i>

The suggestions of Dr. Vibhuti Patel regarding inclusion of Risk Management and Internationalization of Insurance Sector, in the subject could not be considered, as these topics are covered in the subjects of Semester I & Semester II.

Thus, the BOS Members unanimously approved the syllabus for Financial Market (SEM III).

Proposed Syllabus	No of Lectures
<p>Module I : Indian Financial System</p> <p>Introduction, Meaning, Functions of financial system, Indian financial system from financial neutrality to financial activism and from financial volatility to financial stability, Role of Government in financial development.</p> <p>Structure of Indian Financial System – Overview of Financial Institutions and Instruments.</p>	10
<p>Module II : Financial Markets in India</p> <p>Indian Money Market – Meaning, Features, Functions, Importance, Defects, Participants, Components of Organized and Unorganized markets and Reforms</p> <p>Equity Market – Primary Market, IPO, Book Building, Role of Merchant Bankers, ASBA , Green Shoe Option, Issue of Bonus shares, Right Shares, Sweat Equity shares, ESOP, Entities in the equity Market, Stock exchange, Listing of securities, Stock market indices and Stock classification</p> <p>Indian Debt Market - Market Instruments, Primary and Secondary Segments.</p> <p>Crypto currency Market - Introduction, ICO, Types.</p>	20
<p>Module III : Commodity Market</p> <p>Introduction to commodities market - Meaning History & origin, Types of commodities traded. Structure of commodities market in India, Participants in commodities market, Trading in commodities in India (cash & derivative segment), Commodity exchanges in India & abroad. Reasons for investing in commodities.</p>	15

Module IV : Derivatives Market Introduction to Derivatives market- Meaning, History & origin. Elements of a derivative contract, Factors driving growth of derivatives market, Types of derivatives, Types of underlying assets, Participants in derivatives market, Advantages & disadvantages of trading in derivatives market, Current volumes of derivative trade in India, Difference between Forwards & Futures & Options	15
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Ms. Fleur Fernandes, Faculty from BMS, presented the syllabus and examination pattern of the following three subjects of SYBMS:

1. Corporate Finance (SEM III)
2. Equity and Debt Market (SEM III)
3. Financial Institutions and Markets (SEM IV)

1. Corporate Finance – SEM (III)

The BOS Members unanimously approved the syllabus for Corporate Finance (Sem III).

Proposed Syllabus	No of Lectures
<p>Module I : Introduction</p> <p>a. Introduction to Corporate Finance: Meaning, Principles of Corporate Finance, Significance of Corporate Finance, Relationship between Finance department and other departments in the organization, Amount of Capitalization, Over Capitalization and Under Capitalization, Fixed capital and Working Capital funds, Types of Working Capital, Types of Charge on Assets.</p> <p>b. Introduction to Corporate Securities: Ordinary Shares, Preference Shares and its types, Creditorship Securities, Debentures and Bonds and their types, Convertible Debentures.</p>	15
<p>Module II : Capital Structure and Leverage</p> <p>a. Cost of Capital: Cost of Debt, Cost of Preference Shares, Cost of Equity Shares and Cost of Retained Earnings, Calculation of Weighted Cost of Capital</p> <p>b. Capital Structure: Introduction to Capital Structure theories, EBIT – EPS analysis for Capital Structure decision.</p> <p>c. Introduction to concept of Leverage: Operating Leverage, Financial Leverage and Combined Leverage.</p>	20
<p>Module III : Time Value of Money</p> <p>a. Introduction to Time Value of Money : compounding and discounting</p> <p>b. Introduction to basics of Capital Budgeting (time value of money based methods)- Meaning, Features, Techniques : Traditional - Payback Period, Accounting Rate of Return, Discounted - Profitability Index, Discounted Payback Period, NPV and IRR (Net Present Value and Internal Rate of Return)</p> <p>c. Importance of Risk and Return analysis in Corporate Finance</p>	15
<p>Module IV : Mobilization of Funds</p> <p>a. Deposits: Public deposits and RBI regulations, Company deposits and SEBI regulations, Protection of depositors, RBI and public deposits with NBFCs.</p> <p>b. Brief introduction & sources of Short term Finance: Bank Overdraft, Cash Credit, Factoring</p> <p>c. Sources of Foreign funds: Introduction to External Commercial Borrowings, Foreign Currency Convertible Bonds, Foreign Currency Exchangeable Bonds, Depository Receipts</p> <p>d. Non-fund Based Credit Facilities: Letter of Credit, Bank Guarantee, Line of Credit</p>	10

2. Equity and Debt Market – SEM (III)

The BOS members suggested the following changes to the proposed syllabus:

Name of the Member	Suggestions/Observations
Dr Vibhuti Patel	<i>Inclusion of the concept of Repo Rate and Reverse Repo rate under Debt market.</i>

The suggestion by Dr. Vibhuti Patel regarding inclusion of Repo Rate and Reverse Repo Rate in the subject could not be considered, as these topics are already included in Unit 4 under the sub-topic Relation between Interest rates/Inflation, Debt market and Equity market.

Thus, the BOS Members unanimously approved the syllabus for Equity and Debt Market (SEM III).

Proposed Syllabus	No of Lectures
<p>Module I : Introduction to Financial Market and Secondary Market</p> <p>a) Financial Market: Meaning, Classification</p> <p>b) Equity market: Meaning, Features of Equity shares; Types, Advantages and Disadvantages of Equity shares. Growth of Corporate sector & simultaneous growth of equity shareholders; divorce between ownership and management in companies; development of Equity culture in India & current position.</p> <p>c) Secondary Market:</p> <ol style="list-style-type: none"> Definition & functions of stock exchanges Evolution & growth of stock exchanges Stock exchanges in India NSE, BSE OTCEI & overseas stock exchanges Dematerialization and Dematerialization Parties involved: Depository, Custodian, Registrar & Transfer Agent, Clearing Members, Clearing Corporation, etc. Stock brokers - Full-fledged and Discount brokers Trade cycle, Process involved in transfer of shares, Stock Classification (NSE) Recent developments in stock exchanges Stock market Indices Terminologies: Stock Quote, Market Phases, Circuit Breakers and Price bands, Corporate Actions, Types of Orders and Order matching, Rolling settlement, Block deals and bulk deals. 	20
<p>Module II : Dynamics of Equity Market - Primary Market</p> <ol style="list-style-type: none"> Meaning of IPO IPO - methods followed - Book building and Fixed Price method Role of merchant bankers in fixing the price Types of prospectus - Red herring prospectus, Abridged prospectus and Final Prospectus Sweat equity, ESOP & Rights issue of shares, Bonus shares Other parties involved in IPO Procedure to apply for IPO, ASBA Follow on Public Issue (FPO), Offer for Sale (OFS), Private Placement, 	10

<p>Preferential Issue, Qualified Institutional Placement</p>	
<p>Module III : Players in Debt Markets</p> <p>a) Debt market: Evolution of Debt markets in India; Money market & Debt markets in India; Regulatory framework in the Indian Debt market. Relation between Interest rates/Inflation, Debt market and Equity market.</p> <p>b) Players in debt markets:</p> <ol style="list-style-type: none"> i. Govt. securities - types ii. Public sector bonds & corporate bonds iii. Open market operations iv. Security trading corp. of India v. Primary dealers in Govt. securities <p>c) Bonds:</p> <ol style="list-style-type: none"> i. Features of bonds ii. Types of bonds 	<p>15</p>
<p>Module IV : Valuation of Equity & Bonds:</p> <p>Valuation of equity:</p> <ol style="list-style-type: none"> i. Balance sheet valuation ii. Dividend discount model(zero growth, constant growth & multiple growth) iii. Price earning model iv. Factors affecting prices of equity shares <p>Valuation of bonds:</p> <ol style="list-style-type: none"> i. Determinants of the value of bonds ii. Yield to Maturity iii. Interest rate risk iv. Determinants of Interest Rate Risk 	<p>15</p>

3. Financial Institutions & Markets – SEM (IV)

The BOS members suggested the following changes to the proposed syllabus:

Name of the Member	Suggestions/Observations
Dr. Tasneem Razmi and Dr. Vibhuti Patel	<i>Inclusion of Cryptocurrencies: Basic Concept, Problems and Prospects</i>

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

Proposed Syllabus	No of Lectures
<p>Module I : Financial System in India and Traditional Financial Services</p> <p>a) Financial System Theoretical Settings: Meaning, Importance, Functions of financial system, Indian financial system from financial neutrality to financial activism and from financial volatility to financial stability. Role of government in Financial development.</p> <p>b) Structure of Indian financial system: Financial Institutions (Banking & Non Banking), Financial Markets (Organized and Unorganized), Financial Assets/ Instruments, Financial Services (Fund based & Fee Based) – (In details)</p> <p>c) Banking: Types of Deposit facilities, Types of Loan facilities, Agency functions and Utility functions of banks, Role of Commercial banks</p> <p>d) Insurance: Concept, Principles, Characteristics, Basic Terminology, Types of insurance policies, Advantages and Problems, Concept of Reinsurance, Bancassurance</p>	15
<p>Module II : Financial Regulators & Institutions in India (detail discussion on their role and functions):</p> <p>a) Financial Regulators: Ministry of Finance (Dept of DEA, Expenditure, Revenue, Financial services and Disinvestment). RBI- Changing role of RBI in the financial sector, global crisis and RBI, Ministry of Corporate Affairs, SEBI, Pension Fund Regulatory and Development Authority, IRDA.</p> <p>b) Financial Institutions: IFCI, IDBI, Industrial Credit and Investment Corporation of India, SFC, Investment institutions in India (LIC, GIC), NBFC services provided by NBFC.</p> <p>c) Specialized Financial Institutions: EXIM, ECGC, NABARD, SIDBI, NHB, SIDC, SME Rating agency of India Ltd, IIFCL.</p>	15
<p>Module III : Financial Markets (In Details)</p> <p>a) Indian Money Market: Meaning, Features, Functions, Importance, Defects, Participants, Components (Organized and Unorganized) (in details) and Reforms</p> <p>b) Commodity and Derivative Markets: Meaning of Derivatives, Features of Futures, Forwards, Options and Swaps, Underlying Assets for Derivatives, Types of Commodities traded, Commodity exchanges</p>	15

<p>c) <u>Cryptocurrency Market: Meaning, Features, Types, Crypto Exchanges, Initial Coin Offerings, Problems, Prospects</u></p>	
<p>Module IV : Managing Financial Systems Design and New Financial Services</p> <p>a) Financial System Design: Meaning, Stakeholder Lender Conflict, Manager Stock holder conflict, Conflict Resolution and Financial System Design, Bank oriented systems and Market oriented systems its advantages and drawbacks, Dimensions of well-functioning financial systems</p> <p>b) At global level: Financial system designs of Developed countries (Japan, Germany , UK and USA) (Brief Summary)</p> <p>c) Case studies relating to disinvestments polices of PSU in India, Global crises and failures in market systems around world</p> <p>d) Mutual Funds: Concept, Basic Terminology, Features, Structure of mutual fund company, Types of Mutual Fund schemes - traditional and new schemes, Advantages and Problems</p>	<p>15</p>

Ms. Karishma Shetty, Faculty from B.Com (Accounting and Finance), presented the syllabus and examination pattern of Foundation Course in Commerce (Financial Market Operations) – III of SYBAF SEM III. Thereafter the same was discussed by the Board of Studies members.

Foundation Course in Commerce (Financial Market Operations) – III – SEM (III)

The BOS Members unanimously approved the syllabus for Foundation Course in Commerce (Financial Market Operations) - III (Sem III).

Proposed Syllabus	No of Lectures
<p>Module I: An Overview of the Financial System</p> <p>Saving and Investment Money, Various Avenues of Investment, Inflation, Types of Inflation and Interest Banking and Non Banking Financial Intermediaries , Net banking, Growth and Development of Indian Financial System</p>	5
<p>Module II: Financial Markets</p> <p>Financial Markets: Introduction and meaning, Government Economic Philosophy and Financial Market Structure of Financial Market in India Capital Market: Introduction and meaning, Concept, Role, Importance, Evolution in India, Primary Market System and Regulations in India- Private Placement, Sweat Equity, ESOPs, Secondary Market System, Bond Market in India, Debt Market in India</p>	15
<p>Module III : Financial Instruments</p> <p>Meaning and types of Financial Instruments Characteristics of Financial Instruments: Liquidity, Maturity, Safety and Yield REPO, TBs, Equities, Bonds, Derivatives, others</p>	10
<p>Module IV : Financial Services</p> <p>Types of Financial Services in India Banking : Managing of Public Equity / Debenture Issues Mobilizing Fixed Deposits, Arranging Inter-corporate Loans Raising term Finance and Loan Syndication. Consumer Finance, Credit Cards, Mutual Funds and Commercial Paper</p>	15

Mr Nikhil Salvi, Visiting faculty from M. Com Part II, presented the syllabus of 2 subjects of M.Com (Banking & Finance):

1. Financial Markets (SEM III)
2. International Finance (SEM IV)

1. Financial Markets (SEM III)

The BOS Members suggested the following changes to the proposed syllabus.

Name of the member	Suggestions/observations
Dr. Vibuti Patel	Module 4: <i>Suggested to add Social innovations in financial markets in India, Case studies on Indian self-help groups expanding frontiers of formal financial systems to unbanked populations of society</i>

It was decided to incorporate the above changes in the proposed syllabus

Proposed Syllabus	No of Lectures
<p>Module-1 Introduction to Global Financial Markets</p> <p>A) An Overview of Financial System - Structure of Indian financial system, the nature and role of financial system, Relationship between financial system and economic development, Constituents of Financial System – Primary and Secondary, Development of Financial Markets in India, Components of financial system.</p> <p>B) Globalization of Financial Market - Indigenous Bond markets, Foreign Currency Bond Markets, Euro market, FDI- Inflows- Outflows, Emerging Trends and Challenges in Global Financial Markets and Impact of globalization on financial markets</p>	15
<p>Module-2 Overview of Capital Markets</p> <p>A) Introduction to Capital Market - Structure and Growth of the Indian Capital Market, Indian Capital Market Forms - Industrial Securities , New Issue markets and Old Issue markets- Introduction, Features, Types and Government Securities (Gilt-edged market)- Introduction, Features, and Types</p> <p>B) Ownership Securities – Equity Shares, Preference Shares, No-par stock- (Introduction, Features and Types)</p> <p>C) Creditorship Securities – Debentures –Introduction, Features, and Types</p>	15
<p>Module-3 Overview of Money Markets</p> <p>A) Money market- Meaning, Features, Structure of money market, Regulatory framework,- RBI/FIMMDA/FEDAI, Disadvantages of Money market, Characteristics and Features of developed money market, Recent development in money markets- DFHI, STCI</p> <p>B) Money Market Instruments-T Bills, Money at short and call notice, Commercial bills, Promissory notes, Certificate of deposits Commercial-papers , Banker’s Acceptance CBLO, IBPC, MMMF and LAF</p>	15

<p>Module-4 Overview of Derivatives Markets and Innovations in Financial Markets</p> <p>A) Derivatives Market - Meaning, Importance and Need for Derivatives Market, Kinds of financial derivatives and financial derivatives in India.</p> <p>B) Innovations in Financial Markets – History of continuous innovations in Financial Markets around the world, Innovations in Equity Markets in the form of Special Purpose Acquisition Companies (SPAC), Innovations in Credit Markets such as securitization of debt, Innovations in Money market in terms of cryptocurrencies and blockchains/distributed ledgers, <u>Social innovations in financial markets in India</u>, <u>Case studies on Indian self-help groups expanding frontiers of formal financial systems to unbanked populations of society</u></p>	15
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2. International Finance (SEM IV)

The BOS Members suggested the following changes to the proposed syllabus.

Name of the member	Suggestions/observations
Dr. Vibuti Patel	<u>Module 4:</u> Suggested to add <i>Great Financial Crisis of 2008 and its effect on financial markets especially banking system, Changes in financial markets as a result of 2020 COVID-19 pandemic induced recessions</i>

It was decided to incorporate the above changes in the proposed syllabus

Proposed Syllabus	No of Lectures
<p>Module-1 Introduction to International Finance</p> <p>A) Introduction to International Finance – Meaning, Scope of International Financial Management, Factors contributing to growth in International Finance, Recent Changes in Global Financial Markets.</p> <p>B) Balance Of Payments – Meaning, Components, Factors- Deficit and Surplus in BOP , Capital Account Convertibility and Current Account</p>	15
<p>Module-2 International Monetary System and Foreign Exchange Market</p> <p>A) International Monetary System – Introduction to Exchange rate regime, The International Monetary Fund - Objectives and Funding Facilities, International Liquidity and Special Drawing Rights and Introduction to The European Monetary System</p> <p>B) Foreign Exchange Market - Major Participants in Spot market and Forward market, Exchange Rate Quotation, Determination of exchange rates in spot and forward market, Factors influencing exchange rates and Types of Foreign Exchange Rates and Interest rate</p>	15
<p>Module-3 Currency Futures and Options</p> <p>A) Currency Futures - Futures Contracts, Features, Trading Process- Hedging in currency futures market and Speculation in currency futures market, Determination of Futures prices, Forward prices and expected spot prices on delivery.</p> <p>B) Currency Options: Features, Terminology, Types of options, options pricing, hedging with currency options and Speculation with currency options.</p>	15
<p>Module-4 Global Financial Market</p> <p>A) International Instruments – Introduction, Gains from International Market International Equities and Bonds Market, Short term and Medium term Instruments and Types of risks and tools.</p> <p>B) Multilateral Development Banks - The World Bank, International Finance Corporation, Asian Development Bank – Introduction, Characteristics and Functions.</p>	15

<p>C) Effect of major events or changes on International Financial Systems – Evolution of US as major source of global capital post WWII, Brexit and its effect on London as major financial hub in Europe, Rise of China as a major economy and incorporation of Yuan as global reserve currency, <u>Great Financial Crisis of 2008 and its effect on financial markets especially banking system</u>, <u>Changes in financial markets as a result of 2020 COVID-19 pandemic induced recessions</u></p>	
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Ms. Reema Castelino, [on behalf of Mr. Sai Sarangi (Faculty of M.Com Banking and Finance)], presented the syllabus and examination pattern of Debt Markets of M.Com (Banking & Finance) SEM III. Thereafter the same was discussed by the Board of Studies members.

1. Debt Markets (SEM III)

The BOS Members unanimously approved the syllabus for Debt Markets (Sem III).

Proposed Syllabus	No of Lectures
<p>Module-1: Introduction to Indian Debt Market Indian Debt Markets: A Profile of Products and Participants, Market Segments, Participants in the Debt Markets, Secondary Market for Debt Instruments Debt Instruments: Instrument Features, Modifying the coupon of the bond, Modifying the term to maturity of a bond, Modifying the principal repayment of a bond, Asset backed securities.</p>	15
<p>Module-2: Central Government Securities and State Government Bonds A) Central Government Securities Bonds-Introduction, Developments Expected, G-Secs: Trends in Volumes, Tenor and Yields, Primary Issuance Process, Participants in Government Bond Markets, Constituent of SGL Accounts, Primary Dealers, Satellite Dealers, Secondary Markets for Government Bonds, Settlement of Trades in G-Secs, Clearing Corporation, Negotiated Dealing System, Liquidity Adjustment Facility (LAF). B) Central Government Securities: Treasury Bill Issuance Process, Cut-Off Yields, Investors in T-Bills, Secondary Market Activity in T-bills. C) State Government Bonds- Gross Fiscal Deficit of State Governments and its financing, Volume and Coupon rates on State Government Bonds, Ownership Pattern of State Government Bonds, and State Government Guaranteed Bonds.</p>	10
<p>Module-3: Corporate Bond Market A) Corporate Bonds- Market Segments, Issue Process, Issue Management and Book Building, Terms of a debenture issue and Credit Rating. B) Bond Market Indices and Benchmarks I-Bex : Sovereign Bond Index, NSE – MIBOR</p>	10
<p>Module-4: Valuation of Bonds A) Valuation of Bonds - Bond Valuation: First principles, Time path of a bond, Valuing a bond at any point on the time scale, Accrued Interest, Yield, Weighted Yield, YTM of a Portfolio, Realised Yield, Yield–Price relationships of bonds B) Yield Curve and Term Structure of Interest Rate - Yield Curve: The Simple Approach, Bootstrapping, Alternate Methodologies to Estimate the Yield Curve, Theories of the Term Structure of Interest Rates C) Duration - Introduction and Definition, Calculating Duration of a Coupon Paying Bond, Computing duration on dates other than coupon dates, Modified Duration, Rupee Duration, Price Value of a Basis Point, Portfolio Duration, Limitations of Duration</p>	25

General Suggestions:

- Dr. Pradeep Pai emphasized on the usage of teaching methodologies which include classroom activities that stress on current market developments and industry practices. He also suggested that assignments/presentations/ and article reading could be based on recent market trends.
- Dr. Tasneem Razmi suggested the use of tools such as excel for solving numerics in different subjects so that students are familiar with basic excel functions and formulas.
- Dr. Vibhuti Patel suggested quiz as one of the possible means to make students more familiar with the subject. She also suggested to include the latest edition of reference books for all the subjects.
- All the BoS panelists appreciated the syllabus and acknowledged the faculties for the hard work done, in constructing a holistic syllabus.

Student improvement and extension activities:

- Dr. Samapti Guha, suggested students to undertake internship at small NGOs and assist them in record keeping activities such as book keeping, inventory record keeping etc. as such NGOs lack the resources – technological, financial and human, for the same.
- Dr. Samapti Guha and Dr. Vibhuti Patel emphasized the need to be sensitive towards the current COVID scenario and thus slower the pace of all departmental activities for the year.
- Dr. Tasneem Razmi suggested an add on course with additional credits based on Advanced Excel and Financial Modelling to bridge the gap between education and industry.

Thereafter following Resolution was passed.**Resolved that the proposed syllabi for Semester III and IV are hereby approved with modifications for the course and subjects stated below:**

1. B.Com (Financial Markets) – Debt Market I, Debt Market II, Portfolio Management, Corporate Finance, Equity Market I, Equity Market II, Money Market and FC IV – Foreign Exchange Markets.
2. B.Com (Banking & Insurance) – Financial Markets
3. Bachelor of Management Studies – Equity & Debt Market, Corporate Finance and Financial Institutions & Markets
4. B.Com (Accounting and Finance) – Foundation Course in Commerce (Financial Market Operations) – III
5. M.Com (Banking & Finance) – Financial Market, Debt Market and International Finance

Further resolved that the proposed examination pattern for the above mentioned courses and subjects are hereby approved without modifications.

It was also resolved to continue the syllabus of Semester I and II (presented and approved by the Board of Studies on 6th November 2020) for 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) without any modification.

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 mode or by any other mode as determined by the Govt. and UGC.

The meeting was concluded with a vote of thanks extended by Ms. Falguni Mathews.

Ms. Reema Castelino
Chairman – BOS – B.Com (Financial Markets)

SIES COLLEGE OF COMMERCE & ECONOMICS

(Autonomous)

Minutes of Meeting BOS in Management

Date: 23/04/2021

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 23rd April, 2021 at 4pm 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	Mr. Aniket Swaraj
2	Faculty members	Ms. Shailashree Uchil Ms. Karishma Shetty Mr. Aniket Swaraj Ms. Manasi Shah Dr. Rinkesh Chheda Ms. Divya Thakur Ms. Shruthi Sadanandan
3	Two subject experts from other university	Mr. 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	Ms. Aditi Datta, HR Manager South West Asia Lloyd Register.

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

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

Ms. Shailashree Uchil, Faculty from SYBBI, presented the syllabus of Entrepreneurship 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 comprehensiveness of the syllabus
Ms. Aditi Datta, HR Manager from Lloyd register an Industry Representative	Appreciated the inclusion of the caselets on Social Entrepreneurship.
Ms. Jayabala Girish from TISS an outside Expert	Appreciated the inclusion of the caselet on Social Entrepreneur - Shridhar Vembu

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 The Entrepreneur A) Entrepreneur: Meaning, Nature, origin and development of entrepreneurship in India, Need and Importance, Core elements, Principles, Essentials, Types, Functions, Concept of entrepreneurship management, Motives behind being an entrepreneur, Entrepreneurial Process B) Theories of Entrepreneurship: Innovation Theory of Schumpeter, Need for Achievement Theory of McClelland, Risk Bearing Theory of knight, Hagen's Theory of Entrepreneurship,	Module -1 No Change Module -2 Forms of Entrepreneurial structures: <ul style="list-style-type: none"> • Sole Proprietorship-meaning, merits and limitations. • Partnership-Meaning, Forms, merits and limitations. • Corporations-Meaning, merits and

Economic Theory of Entrepreneurship.
 C) Entrepreneurial Values and Attitudes, Dominant characteristics of successful entrepreneurs, Internal and external factors for entrepreneurial motivation
 D) Entrepreneurial Skills, Identifying business opportunities, Role of creativity in Entrepreneurship, the creative process, the Innovation process, types of innovation, sources of innovation, principles of innovation, Sources of Business Ideas.

Module-2: Business Planning

A) Forms of Entrepreneurial structures:

- Sole Proprietorship-meaning, merits and limitations.
- Partnership-Meaning, Forms, merits and limitations.
- Corporations-Meaning, merits and limitations.
- Limited Liability partnerships and corporations.
- Franchising-Meaning, types, merits and limitations.

Entrepreneurial structures:

- Sole Proprietorship
- Partnership
- Corporations-• Limited Liability partnerships and corporations.
- Franchising-Meaning, types, merits and limitations.

B) Critical Factors for starting a new enterprise: Personal, Environmental, Sociological factors. Problems of a New Venture- Financial, administrative, marketing, production and other problems.

C) Business Plan: Meaning, Benefits, developing a business plan, Environment scanning, Elements/Areas to be covered in a Business Plan, Project Report preparation, Contents of a Project Report.

Module-3 Key Areas of New Ventures

A) Marketing: New Product Development, Marketing Strategy for the new venture, Branding strategies, Distribution strategies, Pricing Strategies, Promotion strategies for new venture, Concept of Marketing Mix and Market segmentation, Marketing Plan

B) Operations: Size and location of Enterprise, Layout, Inventory Control, Quality Control.

C) Finance: Sources of long term and short-term

limitations.

- Limited Liability partnerships and corporations.

- Franchising-Meaning, types, merits and limitations.

Modified to:-

Entrepreneurial structures:

- Sole Proprietorship
- Partnership
- Corporations
- Limited Liability partnerships and corporations.

- Franchising-Meaning, types, merits and limitations.

Module -3

Human Resource: Personnel Function Important Labor Laws: Industrial Disputes Act, Factories Act, Provident Fund Act, Employee State Insurance Act, Payment of Wages Act, Minimum Wages Act, Payment of Gratuity Act, other related Acts and Role of HRD in new ventures.

Modified to-

Human Resource: Personnel Function Important Labor Laws: Industrial Disputes Act, Factories Act, Provident Fund Act, Employee State Insurance Act, Payment of Wages Act, Minimum Wages Act, Payment of Gratuity Act, other related Acts and Role of HRD in new ventures.

Modified to- Human Resource: Personnel Function- Recruitment and selection, training, motivation and appraisal.

Module -4

Added Examples of renowned social entrepreneurs

- Dr. Devi Prasad Shetty, Shridhar Vembu

finance, Debt fund-Meaning, Merits and limitations, Equity Fund- Meaning, merits and limitations, Concept of Break Even analysis, Venture Capital-Meaning, Merits and Limitations, Criteria for Evaluating New Venture Proposals by Venture Capitalist

D) Human Resource: Personnel Function-Recruitment and selection, training, motivation and appraisal.

Important Labor Laws: Industrial Disputes Act, Factories Act, Provident Fund Act, Employee State Insurance Act, Payment of Wages Act, Minimum Wages Act, Payment of Gratuity Act, other related Acts and Role of HRD in new ventures.

E) Revenue generation models- Production model, Rental or leasing, Advertising model, Sponsored ranking model, Construction model, Commission model.

Module-4 Evolving Concepts in Entrepreneurship

A) Social Entrepreneurship: Meaning, Social responsibility of an entrepreneur

Examples – Dr. Devi Prasad Shetty, Shridhar Vembu B) Barriers to entrepreneurship: Environmental, economic, non-economic, personal and entrepreneurial barriers.

C) Intrapreneurship: Meaning, Characteristics, Intrapreneurs Activities, types of Corporate Entrepreneurs, Corporate V/s Intrapreneurial culture, Climate, Fostering Intrapreneurial culture, Promoting intrapreneurship- Pinchot's Spontaneous teams and Formal Venture teams, establishing intrapreneurial ventures. D) Ethics and Entrepreneurship: Defining Ethics, Approaches to Managerial ethics, ethics and business decisions, Ethical practices and code of conduct, Ethical considerations in corporate entrepreneurship. E) Institutional Support to Entrepreneurs: Importance, Incentives and facilities, Entrepreneurship Development Institute of India (EDI), NSIC, Small Industries Development Organization (SIDO), National Institute for Entrepreneurship and Small Business Development (NIESBUD), Others, Key features of National Policy on Skill Development and Entrepreneurship 2015.

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: Internal assessment 40% i.e. 40 marks Semester end examination 60% i.e. 60 marks</p> <p>PROPOSED SCHEME OF EXAMINATION</p> <p>Internal Assessment 40marks</p>		<p>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.</p> <p>PROPOSED SCHEME OF EXAMINATION</p> <p>Internal Assessment 40marks</p>	
Description	Marks	Description	Marks
Best out of two multiple choice tests for 20 marks each	20	Best out of two multiple choice tests for 20 marks each	20
Any one for 20 marks or any 2 for 10 marks each Project, Presentation and Viva voce/ Quiz /Case studies/Assignments/ Internship /Certificate courses.	20	Any one for 20 marks or any 2 for 10 marks each Project, Presentation and Viva voce/ Quiz /Case studies/Assignments/ Internship /Certificate courses.	20
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																																
<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</td><td>15</td></tr> <tr><td>Q.2 15marks OR 15 marks</td><td>15</td></tr> <tr><td>Q.3 15 marks OR 15 marks</td><td>15</td></tr> <tr><td>Q.4 15 marks OR 15 marks</td><td>15</td></tr> <tr><td>Total</td><td>60</td></tr> <tr><td colspan="2">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.</td></tr> </table>	Duration :2 hours		Total Marks: 60		Q.1 15 marks OR 15 marks	15	Q.2 15marks OR 15 marks	15	Q.3 15 marks OR 15 marks	15	Q.4 15 marks OR 15 marks	15	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.		<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</td><td>15</td></tr> <tr><td>Q.2 15marks OR 15 marks</td><td>15</td></tr> <tr><td>Q.3 15 marks OR 15 marks</td><td>15</td></tr> <tr><td>Q.4 15 marks OR 15 marks</td><td>15</td></tr> <tr><td>Total</td><td>60</td></tr> <tr><td colspan="2">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.</td></tr> </table>	Duration :2 hours		Total Marks: 60		Q.1 15 marks OR 15 marks	15	Q.2 15marks OR 15 marks	15	Q.3 15 marks OR 15 marks	15	Q.4 15 marks OR 15 marks	15	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.	
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<p>Passing criteria: Minimum 40% in Internal (16 out of 40) and 40% (24 out of 60) in semester end examination</p>																																	

Thereafter the following resolutions were passed.

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

Further Resolved that the Proposed examination pattern/question paper pattern in the subject of Entrepreneurship Management for Semester IV 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 Entrepreneurship Management is approved and adopted in a progressive manner for the academic year 2021-2022.

Mr. Aniket Swaraj Faculty from SYBMS, presented the syllabus of Strategic 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 Proposed Changes made in the syllabus.
Dr. Pushpendu Rakshit from amity business school an expert from other university	Suggested to Cover black, red and purple ocean Strategy along with Blue ocean Strategy.
Ms. Aishwarya Pillai, Senior HR Manager in Godrej Infotech an PG Alumni	Appreciated the inclusion of Blue Ocean Strategy considering current Scenario.

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 <ul style="list-style-type: none"> • Business Policy-Meaning, Nature, Importance • Strategy-Meaning, Definition • Strategic Management-Meaning, Definition, Importance, Strategic management • Process & Levels of Strategy and Concept and importance of Strategic Business Units (SBU's) • Strategic Intent-Mission, Vision, Goals, Objective, Plans Structure- Strategy sequence, Structuralist and Reconstructionist approach. The Three Strategy Propositions- Value, Profit & People, Blue Ocean Strategy and Alignment.	No Change.

<p>Module-2 Strategy Formulation Environment Analysis and Scanning(SWOT) Corporate Level Strategy (Stability, Growth, Retrenchment, Integration and Internationalization) Business Level Strategy(Cost Leadership, Differentiation, Focus) Functional Level Strategy(R&D, HR, Finance, Marketing, Production) Module-3 Strategic Implementation • Models of Strategy making. • Strategic Analysis& Choices &Implementation: BCG Matrix, GE 9Cell, Porter5 Forces, 7S Frame Work • Implementation: Meaning, Steps and implementation at Project, Process, Structural ,Behavioural ,Functional level</p> <p>Module-4 Strategic Evaluation & Control Strategic Evaluation & Control- Meaning, Steps of Evaluation & Techniques of Control Synergy: Concept , Types , evaluation of Synergy. Synergy as a Component of Strategy & its Relevance. Change Management- Elementary Concept.</p>	
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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: Internal assessment 40% i.e. 40 marks Semester end examination 60% i.e. 60 marks</p>	<p>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</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>Internal Assessment 40 marks</p> <table border="1"> <thead> <tr> <th>Description</th> <th>Marks</th> </tr> </thead> <tbody> <tr> <td>Best out of two multiple choice tests for 20 marks each</td> <td>20</td> </tr> <tr> <td>Any one for 20 marks or any 2 for 10</td> <td>20</td> </tr> </tbody> </table>	Description	Marks	Best out of two multiple choice tests for 20 marks each	20	Any one for 20 marks or any 2 for 10	20	No Change
Description	Marks						
Best out of two multiple choice tests for 20 marks each	20						
Any one for 20 marks or any 2 for 10	20						

marks each Project, Presentation and Viva voce/Case studies/Assignments/ Internship /Certificate courses.	
Total	40

Semester end examination 60 marks

PROPOSED PAPER PATTERN

Duration :2 hours	
Total Marks: 60	
Q.1 15 marks OR 15 marks	15
Q.2 15marks OR 15 marks	15
Q.3 15 marks OR 15 marks	15
Q.4 15 marks OR 15 marks	15
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.	

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 Strategic Management for Semester III is hereby approved without modifications as stated above.

Further Resolved that the Proposed examination pattern/question paper pattern in the subject of Strategic Management for Semester III 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 Strategic Management is approved and adopted in a progressive manner for the academic year 2021-2022.

Mr. Aniket Swaraj Faculty from SYBMS, presented the syllabus of Business research Methods 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 proposed Changes in the syllabus and suggested to give research task like research paper writing.
Dr. Pushpendu Rakshit from amity business school an expert from other university	Appreciated the proposed changes in the syllabus
Ms. Jayabala Girish, Sr. Manager content from TISS an outside Expert	Suggested to cover data tabulation, coding and cleaning.
Mr. Sagar Kelaskar, Asst. Manager from TISS an expert from other university	Suggested to shift proposed changes to last unit.

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 Business Research Methods Meaning and objectives of research <ul style="list-style-type: none"> • Types of research– a) Pure, Basic and Fundamental b) Applied, c) Empirical d) Scientific & Social e) Historical f) Exploratory g) Descriptive h) Causal • Concepts in Research: Variables, Qualitative and Quantitative Research • Stages in research process. • Characteristics of Good Research • Hypothesis-Meaning, Nature, Significance, Types of Hypothesis, Sources. • Research design– Meaning, Definition, Need and 	Module -1 No Change Module-2 No Change Module-3 Deleted Business intelligence and espionage, Data protection and consent (privacy) Module-4 Added Business intelligence and espionage, Data protection and consent (privacy)

Importance, Steps in research design, Essentials of a good research design, Areas / Scope of research design and Types-Descriptive, Exploratory and causal.

- Sampling- a) meaning of sample and sampling, b) methods of sampling-i) Non-Probability Sampling- Convenient, Judgment, Quota, Snow ball ii) Probability- Simple Random, Stratified, Cluster, Multi Stage.

Module-2 Data Collection and Processing

- Types of data and sources-Primary and Secondary data sources
- Methods of collection of primary data a) Observation- i) structured and unstructured, ii) disguised and undisguised, iii) mechanical observations (use of gadgets) b) Experimental i)Field ii) Laboratory c) Interview - i) Personal Interview ii)focused group, iii) in- depth interviews - Method, d) Survey- Telephonic survey, Mail, E-mail, Internet survey, Social media, and Media listening. e) Survey instrument- i) Questionnaire designing. f) Types of questions- i) structured/ close ended and ii) unstructured/ open ended, iii) Dichotomous, iv) Multiple Choice Questions. f) Scaling techniques-i) Likert scale, ii) Semantic Differential scale

Module-3 Data Analysis and Interpretation

- Processing of data- i) Editing- field and office editing, ii) coding- meaning and essentials, iii) tabulation - note
- Analysis of data-Meaning, Purpose, types.
- Interpretation of data-Essentials, importance and Significance of processing data
- Multivariate analysis- concept only
- Testing of hypothesis- concept and problems- i)chi square test, ii) Z and t-test (for large and small sample)
- Business intelligence and espionage
- Data protection and consent (privacy)

Module-4 Advanced technique in Report writing.

Report writing - i) Meaning, importance, functions of reports, essential of a good report, content of report , steps in writing a report, types of reports, Footnotes and Bibliography

- Ethics and research
- Objectivity, Confidentiality and anonymity in Research
- Plagiarism

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: 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: 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 two multiple choice tests for 20 marks each</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> <p>(B) Semester end examination 60 marks</p> <p>PROPOSED PAPER PATTERN</p> <table border="1"> <tbody> <tr> <td>Duration :2 hours</td> <td></td> </tr> <tr> <td>Total Marks: 60</td> <td></td> </tr> <tr> <td>Q.1 15 marks OR 15 marks</td> <td>15</td> </tr> <tr> <td>Q.2 15marks OR 15 marks</td> <td>15</td> </tr> <tr> <td>Q.3 15 marks OR 15 marks</td> <td>15</td> </tr> <tr> <td>Q.4 15 marks OR 15 marks</td> <td>15</td> </tr> <tr> <td>Total</td> <td>60</td> </tr> <tr> <td>Note: 1. Q.1,2 and 3 - 15 marks question</td> <td></td> </tr> </tbody> </table>	Description	Marks	Best out of two multiple choice tests for 20 marks each	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	Duration :2 hours		Total Marks: 60		Q.1 15 marks OR 15 marks	15	Q.2 15marks OR 15 marks	15	Q.3 15 marks OR 15 marks	15	Q.4 15 marks OR 15 marks	15	Total	60	Note: 1. Q.1,2 and 3 - 15 marks question		No Change
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<p>may be divided into sub questions if required. 2. Q.4 May include theory (short notes) /Case Study in one of the options.</p>	
<p>Passing criteria: Minimum 40% in Internal (16 out of 40) and 40% (24 out of 60) in semester end examination</p>	

Thereafter the following resolutions were passed.

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

Further Resolved that the Proposed examination pattern/question paper pattern in the subject of Business Research Methods for Semester IV 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 Research Methods is approved and adopted in a progressive manner for the academic year 2021-2022.

Ms. Manasi Shah, Faculty from SYBMS, presented the syllabus of Integrated Marketing Communication (Marketing Elective) 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 syllabus and suggested inclusion of some aspects of ethics instead of completely deleting the concept.
Mr. Sagar Kelaskar from TISS an expert from other university	Suggested introduction of ethics in digital marketing and differentiating between ethical aspects in traditional and digital marketing.
Ms. Jayabala Girish from TISS an	Suggested inclusion of SEO and differentiation

outside Expert	between paid and unpaid promotion in digital marketing.
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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 Integrated Marketing Communication</p> <ul style="list-style-type: none"> • Meaning, Features of IMC, Evolution of IMC, Reasons for Growth of IMC. • Promotional Tools for IMC, IMC planning process, Role of IMC in Marketing • Communication process, Traditional and alternative Response Hierarchy Models • Establishing objectives and Budgeting: Determining Promotional Objectives, Sales vs Communication Objectives, DAGMAR, Problems in setting objectives, setting objectives for the IMC Program. <p>Module – 2 Elements of IMC – I Advertising – Features, Role of Advertising in IMC, Advantages and Disadvantages, Types of Advertising, Types of Media used for advertising. Sales promotion – Scope, role of Sales Promotion as IMC tool, Reasons for the growth, Advantages and Disadvantages, Types of Sales Promotion, objectives of consumer and trade promotion, strategies of consumer promotion and trade promotion, sales promotion campaign, evaluation of Sales Promotion campaign.</p> <p>Module – 3 Elements of IMC – II Direct Marketing - Role of direct marketing in IMC, Objectives of Direct Marketing, Components for Direct Marketing, Tools of Direct Marketing – direct mail, catalogues, direct response media, internet, telemarketing, alternative media evaluation of effectiveness of direct marketing</p>	<p>Module -1 Introduction to Integrated Marketing Communication</p> <ul style="list-style-type: none"> • Meaning, Features of IMC, Evolution of IMC, Reasons for Growth of IMC. • Promotional Tools for IMC, IMC planning process, Role of IMC in Marketing • Communication process, Traditional and alternative Response Hierarchy Models • Establishing objectives and Budgeting: Determining Promotional Objectives, Sales vs Communication Objectives, DAGMAR, Problems in setting objectives, setting objectives for the IMC Program. <p>Module – 2 Elements of IMC – I Advertising – Features, Role of Advertising in IMC, Advantages and Disadvantages, Types of Advertising, Types of Media used for advertising. Sales promotion – Scope, role of Sales Promotion as IMC tool, Reasons for the growth, Advantages and Disadvantages, Types of Sales Promotion, objectives of consumer and trade promotion, strategies of consumer promotion and trade promotion, sales promotion campaign, evaluation of Sales Promotion campaign.</p> <p>Module – 3 Elements of IMC – II Direct Marketing - Role of direct marketing in IMC, Objectives of Direct Marketing, Components for Direct Marketing, Tools of Direct Marketing – direct mail, catalogues, direct response media, internet, telemarketing, alternative media evaluation of effectiveness of direct marketing</p>

<p>Public Relations and Publicity – Introduction, Role of PR in IMC, Advantages and Disadvantages, Types of PR, Tools of PR, Managing PR – Planning, implementation, evaluation and Research, Publicity, Sponsorship – definition, Essentials of good sponsorship, event sponsorship, cause sponsorship</p> <p>Personal Selling – Features, Role of Personal Selling in IMC, advantages and disadvantages of Personal Selling, Selling process, Importance of Personal Selling</p> <p>Digital marketing – Features, Role of Digital marketing in IMC, Growing importance of digital marketing, Digital marketing tools.</p> <p>Module – 4</p> <p>Evaluation of IMC and current trends</p> <ul style="list-style-type: none"> •Evaluating an Integrated Marketing program – Evaluation process of IMC – Message Evaluations, Advertising tracking research – copy testing – emotional reaction test, cognitive Neuro science – online evaluation, Behavioural Evaluation – sales and response rate, POPAI, Toll free numbers, QR codes and Facebook likes, response cards, Internet responses, redemption rate •Test Markets – competitive responses, scanner data, Purchase simulation tests •Current Trends in IMC – PR through Internet Banner, Sales promotion on Internet, direct marketing on internet. 	<p>Public Relations and Publicity – Introduction, Role of PR in IMC, Advantages and Disadvantages, Types of PR, Tools of PR, Managing PR – Planning, implementation, evaluation and Research, Publicity, Sponsorship – definition, Essentials of good sponsorship, event sponsorship, cause sponsorship</p> <p>Personal Selling – Features, Role of Personal Selling in IMC, advantages and disadvantages of Personal Selling, Selling process, Importance of Personal Selling</p> <p>Digital marketing – Features, Role of Digital marketing in IMC, Growing importance of digital marketing, Digital marketing tools.</p> <p>Module – 4</p> <p>Evaluation of IMC and current trends</p> <ul style="list-style-type: none"> •Evaluating an Integrated Marketing program – Evaluation process of IMC – Message Evaluations, Advertising tracking research – copy testing – emotional reaction test, cognitive Neuro science – online evaluation, Behavioural Evaluation – sales and response rate, POPAI, Toll free numbers, QR codes and Facebook likes, response cards, Internet responses, redemption rate •Test Markets – competitive responses, scanner data, Purchase simulation tests •Current Trends in IMC – PR through Internet Banner, Sales promotion on Internet, direct marketing on internet.
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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: Internal assessment 40% i.e. 40 marks Semester end examination 60% i.e. 60 marks</p>	<p>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</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 approved as in the meeting																						
<p>Internal Assessment 40 marks</p> <table border="1" data-bbox="207 478 1086 825"> <thead> <tr> <th data-bbox="212 485 948 520">Description</th> <th data-bbox="956 485 1081 520">Marks</th> </tr> </thead> <tbody> <tr> <td data-bbox="212 520 948 596">Best out of two multiple choice tests for 20 marks each</td> <td data-bbox="956 520 1081 596">20</td> </tr> <tr> <td data-bbox="212 596 948 785">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 data-bbox="956 596 1081 785">20</td> </tr> <tr> <td data-bbox="212 785 948 825">Total</td> <td data-bbox="956 785 1081 825">40</td> </tr> </tbody> </table> <p>Semester end examination 60 marks</p> <p>PROPOSED PAPER PATTERN</p> <table border="1" data-bbox="207 972 1081 1245"> <tbody> <tr> <td colspan="2" data-bbox="212 978 1076 1014">Duration :2 hours</td> </tr> <tr> <td colspan="2" data-bbox="212 1014 1076 1050">Total Marks: 60</td> </tr> <tr> <td data-bbox="212 1050 948 1085">Q.1 15 marks OR 15 marks</td> <td data-bbox="956 1050 1081 1085">15</td> </tr> <tr> <td data-bbox="212 1085 948 1121">Q.2 15marks OR 15 marks</td> <td data-bbox="956 1085 1081 1121">15</td> </tr> <tr> <td data-bbox="212 1121 948 1157">Q.3 15 marks OR 15 marks</td> <td data-bbox="956 1121 1081 1157">15</td> </tr> <tr> <td data-bbox="212 1157 948 1192">Q.4 15 marks OR 15 marks</td> <td data-bbox="956 1157 1081 1192">15</td> </tr> <tr> <td data-bbox="212 1192 948 1228">Total</td> <td data-bbox="956 1192 1081 1228">60</td> </tr> </tbody> </table> <p>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.</p> <p>Passing criteria: Minimum 40% in Internal (16 out of 40) and 40% (24 out of 60) in semester end examination</p>	Description	Marks	Best out of two multiple choice tests for 20 marks each	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	Duration :2 hours		Total Marks: 60		Q.1 15 marks OR 15 marks	15	Q.2 15marks OR 15 marks	15	Q.3 15 marks OR 15 marks	15	Q.4 15 marks OR 15 marks	15	Total	60	<p>No Change</p>
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Total	60																						

Thereafter the following resolutions were passed.

Resolved that the proposed syllabus/syllabi in the subject of Integrated Marketing Communication for Semester IV is hereby approved without modifications as stated above.

Further Resolved that the Proposed examination pattern/question paper pattern in the subject of Integrated Marketing Communication for Semester IV 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 Integrated Marketing Communication is approved and adopted in a progressive manner for the academic year 2021-2022.

Dr. Rinkesh Chheda, Faculty from SYBMS, presented the syllabus of Business Planning and Entrepreneurial 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 Proposed Changes made in the syllabus by bringing out the practical exposure to the subject with regards to exposing students towards Shark Tank series and then helping them to pitch an idea for a new business venture.
Dr. Pushpendu Rakshit from Amity business school an expert from other university	Appreciated the Proposed Changes made in the syllabus by bringing out the practical exposure to the subject.
Ms. Aditi Datta, HR Manager South West Asia, Lloyd Register	Appreciated the Proposed Changes made in the syllabus by bringing out the practical exposure to the subject with regards to exposing students towards Shark Tank series and then helping them to pitch an idea for a new business venture.
Ms. Jayabala Girish, Sr. Manager content from TISS an outside Expert	Appreciated the Proposed Changes made in the syllabus by bringing out the practical exposure to the subject.

Mr. Sagar Kelaskar, Asst. Manager from TISS an expert from other university	Appreciated the Proposed Changes made in the syllabus by bringing out the practical exposure to the subject.
Ms. Aishwarya Pillai Senior HR Manager in Godrej Infotech an PG Alumni	Suggested to tie-up with any corporate entity that will result into placing the business ideas of students in a practical way.

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 : Foundations of Entrepreneurship Development: Foundations of Entrepreneurship Development: Concept and Need of Entrepreneurship Development Definition of Entrepreneur, Entrepreneurship, Importance and significance of growth of entrepreneurial activities Characteristics and qualities of entrepreneur Theories of Entrepreneurship: Innovation Theory by Schumpeter & Imitating Theory of High Achievement by McClelland X-Efficiency Theory by Leibenstein Theory of Profit by Knight Theory of Social change by Everett Hagen.</p> <p>Unit 2 : Types & Classification Of Entrepreneurs Intrapreneur –Concept and Development of Intrapreneurship Women Entrepreneur – concept, development and problems faced by Women Entrepreneurs, Development of Women Entrepreneurs with reference to Self Help Group Social entrepreneurship–Concept, development of Social entrepreneurship in India. Importance and Social responsibility of NGO’s. Entrepreneurial development Program (EDP)– Concept, factor influencing EDP. Option available to Entrepreneur. (Ancillarisation, BPO, Franchise, M&A)</p>	<p>Unit 1 : Foundations of Entrepreneurship Development: Foundations of Entrepreneurship Development: Concept and Need of Entrepreneurship Development Definition of Entrepreneur, Entrepreneurship, Importance and significance of growth of entrepreneurial activities Characteristics and qualities of entrepreneur Theories of Entrepreneurship: Innovation Theory by Schumpeter & Imitating Theory of High Achievement by McClelland X-Efficiency Theory by Leibenstein Theory of Profit by Knight Theory of Social change by Everett Hagen.</p> <p>Unit 2 : Types & Classification Of Entrepreneurs Intrapreneur –Concept and Development of Intrapreneurship Women Entrepreneur – concept, development and problems faced by Women Entrepreneurs, Development of Women Entrepreneurs with reference to Self Help Group Social entrepreneurship–Concept, development of Social entrepreneurship in India. Importance and Social responsibility of NGO’s. Entrepreneurial development Program (EDP)– Concept, factor influencing EDP.</p>

<p>Unit 3 : Entrepreneur Project Development & Business Plan Innovation, Invention, Creativity, Business Idea, Opportunities through change. Idea generation– Sources-Development of product /idea, Environmental scanning and SWOT analysis Creating Entrepreneurial Venture-Entrepreneurship Development Cycle Business Planning Process-The business plan as an Entrepreneurial tool, scope and value of Business plan. Elements of Business Plan, Objectives, Market and Feasibility Analysis, Marketing, Finance, Organization & Management, Ownership, Critical Risk Contingencies of the proposal, Scheduling and milestones.</p> <p>Unit 4 : Venture Development Steps involved in starting of Venture Institutional support to an Entrepreneur Venture funding, requirements of Capital (Fixed and working) Sources of finance, problem of Venture set-up and prospects Marketing: Methods, Channel of Marketing, Marketing Institutions and Assistance. New trends in entrepreneurship Preparing of an entrepreneurial career: deciding, identification and selection of business opportunities, market assessment, technology search, production capacity, assessment of infrastructure.</p>	<p>Option available to Entrepreneur. (Ancillarisation, BPO, Franchise, M&A)</p> <p>Unit 3 : Entrepreneur Project Development & Business Plan Innovation, Invention, Creativity, Business Idea, Opportunities through change. Idea generation– Sources-Development of product /idea, Environmental scanning and SWOT analysis Creating Entrepreneurial Venture-Entrepreneurship Development Cycle Business Planning Process-The business plan as an Entrepreneurial tool, scope and value of Business plan. Elements of Business Plan, Objectives, Market and Feasibility Analysis, Marketing, Finance, Organization & Management, Ownership, Critical Risk Contingencies of the proposal, Scheduling and milestones.</p> <p>Unit 4 : Venture Development Steps involved in starting of Venture Institutional support to an Entrepreneur Venture funding, requirements of Capital (Fixed and working) Sources of finance, problem of Venture set-up and prospects Marketing: Methods, Channel of Marketing, Marketing Institutions and Assistance. New trends in entrepreneurship Preparing of an entrepreneurial career: deciding, identification and selection of business opportunities, market assessment, technology search, production capacity, assessment of infrastructure.</p>
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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: 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: 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								
A) Internal Assessment 40 marks	No Change								
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Best out of two multiple choice tests for 20 marks each		20							
Assignment or Presentation (Setting up a production unit as a startup)		20							
Total		40							
(B) Semester end examination 60 marks									
PROPOSED PAPER PATTERN									
Duration :2 hours									
Total Marks: 60									
Q.1 15 marks OR 15 marks	15								
Q.2 15marks OR 15 marks	15								
Q.3 15 marks OR 15 marks	15								
Q.4 15 marks (case study) OR Short Notes: (Any 3 out of 5) – 5 marks each	15								
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.	
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Passing criteria: 40% marks for passing.

Internals: Minimum 16 out of 40

Externals: Minimum 24 out of 60

Thereafter the following resolutions were passed.

Resolved that the proposed syllabus/syllabi in the subject of Business Planning and Entrepreneurial Management for Semester III is hereby approved with modifications as stated above.

Further Resolved that the Proposed examination pattern/question paper pattern in the subject of Business Planning and Entrepreneurial Management for Semester III 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 Planning and Entrepreneurial Management is approved and adopted in a progressive manner for the academic year 2021-2022.

Dr. Rinkesh Chheda, Faculty from SYBMS, presented the syllabus Production & Total Quality 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 Proposed Changes made in the syllabus by bringing out the practical exposure to the subject with regards to exposing students towards setting up a Production/Manufacturing plant by giving them a budget so that the practicality of setting up a tangible unit will inculcate the supporting towards the academic study.
Dr. Pushpendu Rakshit, from Amity business school an expert from other university	Appreciated the Proposed Changes made in the syllabus by bringing out the practical exposure to the subject.
Ms. Aditi Datta, HR Manager South West Asia, Lloyd Register	Appreciated the Proposed Changes made in the syllabus by bringing out the practical exposure to the subject.
Ms. Jayabala Girish, Sr. Manager content from TISS an outside Expert	Appreciated the Proposed Changes made in the syllabus by bringing out the practical exposure to the subject.
Ms. Sagar Kelaskar, Asst. Manager from TISS an expert from other university	Appreciated the Proposed Changes made in the syllabus by bringing out the practical exposure to the subject.
Ms. Aishwarya Pillai, Senior HR Manager in Godrej Infotech an PG Alumni	Appreciated the Proposed Changes made in the syllabus by bringing out the practical exposure to the subject.

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:Production Management: Objectives, Components Manufacturing systems: Intermittent and Continuous Production Systems. Product Development, Classification and Product Design. Plant location &Plant layout– Objectives, Principles of good product layout, types of layout. Importance of purchase management.</p> <p>Unit 2 : Materials Management: Materials Management: Concept, Objectives and importance of materials management. Various types of Material Handling Systems. Inventory Management: Importance– Inventory Control Techniques ABC, VED, FSN, GOLF,XYZ, SOS, HML.EOQ: Assumptions limitations & advantages of Economic Order Quantity, Simple numerical on EOQ , Lead Time, Reorder Level, Safety Stock.</p> <p>Unit 3 : Basics of Productivity &TQM Basics of Productivity & TQM: Concepts of Productivity, modes of calculating productivity. Importance Of Quality Management, factors affecting quality; TQM– concept and importance, Cost of Quality, Philosophies and Approaches To Quality: Edward Deming, J. Juran , Kaizen , P. Crosby’s philosophy. Product & Service Quality Dimensions, SERVQUAL, Characteristics of Quality, Quality Assurance, Quality Circle: Objectives of Quality Circles, Ishikawa Fish Bone, Applications in Organizations. Simple numerical on productivity.</p> <p>Unit 4: Quality Improvement Strategies &Certifications Quality Improvement Strategies & Certifications: Lean Thinking, Kepner Tregor Methodology of problem solving,</p>	<p>Unit1: Production Management: Objectives, Components Manufacturing systems: Intermittent and Continuous Production Systems. Product Development, Classification and Product Design. Plant location &Plant layout– Objectives, Principles of good product layout, types of layout. Importance of purchase management.</p> <p>Unit 2 : Materials Management: Materials Management: Concept, Objectives and importance of materials management. Various types of Material Handling Systems. Inventory Management: Importance– Inventory Control Techniques ABC, VED, FSN, GOLF,XYZ, SOS, HML.EOQ: Assumptions limitations & advantages of Economic Order Quantity, Simple numerical on EOQ , Lead Time, Reorder Level, Safety Stock.</p> <p>Unit 3 : Basics of Productivity &TQM Basics of Productivity & TQM: Concepts of Productivity, modes of calculating productivity. Importance Of Quality Management, factors affecting quality; TQM– concept and importance, Cost of Quality, Philosophies and Approaches To Quality: Edward Deming, J. Juran , Kaizen , P. Crosby’s philosophy. Product & Service Quality Dimensions, SERVQUAL, Characteristics of Quality, Quality Assurance, Quality Circle: Objectives of Quality Circles, Ishikawa Fish Bone, Applications in Organizations. Simple numerical on productivity.</p> <p>Unit 4 : Quality Improvement Strategies &Certifications Quality Improvement Strategies &</p>

Goals, DMAIC/DMADV. ISO 9000, ISO 1400, QS9000. Just-In-Time:Introduction, Characteristics of JIT, Key Processes to Eliminate Waste, Implementation of JIT, Pre-requisites for implementation, JIT Inventory and Supply Chains	Certifications: Lean Thinking, Kepner Tregor Methodology of problem solving, Goals, DMAIC/DMADV. ISO 9000, ISO 1400, QS9000. Just-In-Time: Introduction, Characteristics of JIT, Key Processes to Eliminate Waste, Implementation of JIT, Pre-requisites for implementation, JIT Inventory and Supply Chains
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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: 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: 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								
(A) Internal Assessment 40 marks <table border="1" data-bbox="207 1472 1068 1705"> <thead> <tr> <th>Description</th> <th>Marks</th> </tr> </thead> <tbody> <tr> <td>Best out of two multiple choice tests for 20 marks each</td> <td>20</td> </tr> <tr> <td>Assignment or Presentation (Setting up a production unit as a startup)</td> <td>20</td> </tr> <tr> <td>Total</td> <td>40</td> </tr> </tbody> </table>	Description	Marks	Best out of two multiple choice tests for 20 marks each	20	Assignment or Presentation (Setting up a production unit as a startup)	20	Total	40	No Change
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Best out of two multiple choice tests for 20 marks each	20								
Assignment or Presentation (Setting up a production unit as a startup)	20								
Total	40								
(B) Semester end examination 60 marks PROPOSED PAPER PATTERN <table border="1" data-bbox="207 1854 1068 1927"> <tr> <td>Duration :2 hours</td> </tr> <tr> <td>Total Marks: 60</td> </tr> </table>	Duration :2 hours	Total Marks: 60							
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Total Marks: 60									

Q.1 15 marks OR 15 marks	15
Q.2 15marks OR 15 marks	15
Q.3 15 marks OR 15 marks	15
Q.4 15 marks (case study) OR Short Notes: (Any 3 out of 5) – 5 marks each	15
Total	60
<p>Note:</p> <p>1. Q.1,2 and 3 - 15 marks question may be divided into sub questions if required.</p> <p>2. Q.4 May include theory (short notes) /Case Study in one of the options.</p>	
<p>Passing criteria: 40% marks for passing.</p> <p>Internals: Minimum 16 out of 40</p> <p>Externals: Minimum 24 out of 60</p>	

Thereafter the following resolutions were passed.

Resolved that the proposed syllabus/syllabi in the subject of Production & Total Quality Management for Semester IV is hereby approved with modifications as stated above.

Further Resolved that the Proposed examination pattern/question paper pattern in the subject of Production & Total Quality Management for Semester IV 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 Production & Total Quality Management is approved and adopted in a progressive manner for the academic year 2021-2022.

Ms. Divya Thakur, Faculty from SYBMS, presented the syllabus Consumer 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
Dr. Prashant H Shelar, Principal, JES College of Science, Commerce and IT.	Proposed paper pattern Q3 was asked to split into 15 M. So, each question should be 15M. each. Appreciated the Q 4 Case study as a compulsory question.
Mr.Sagar Kelaskar from TISS an expert from another university	Appreciated the inclusion of Loss aversion and neuromarketing.
Dr. Pushpendu Rakshit from amity business school an expert from another university	Appreciated the inclusion of Loss aversion and neuromarketing.
Ms. Aditi Datta HR Manager from Lloyd register an Industry Representative	Suggested class act/ Roleplay to explain consumer nudges.
Ms. Jayabala Girish from TISS an outside Expert	Appreciated the inclusion of Neuromarketing with suggestions to make this topic practical to explain.

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>1. Introduction To Consumer Behaviour:</p> <ul style="list-style-type: none"> •Meaning of Consumer Behaviour, Features and Importance • Types of Consumer (Institutional & Retail), Diversity of consumers and their behaviour- Types Of Consumer Behaviour • Profiling the consumer and understanding their needs • Consumer Involvement •Neuro marketing and Loss Aversion Principle •Application of Consumer Behaviour knowledge in Marketing • Consumer Decision Making Process and Determinants of Buyer • Behaviour, factors affecting each stage, and Need recognition. 	No Change

2. Individual- Determinants of Consumer Behaviour

- Consumer Needs & Motivation (Theories - Maslow, Mc Cleland).
- Personality – Concept, Nature of personality, Freudian, non - Freudian and Trait theories, Personality Traits and it's Marketing significance, Product personality and brand personification.
- Self Concept – Concept
- Consumer Perception
- Learning - Theory, Nature of Consumer Attitudes, Consumer Attitude
- Formation & Change.
- Attitude - Concept of attitude

3. Environmental Determinants of Consumer Behaviour

- Family Influences on Buyer Behaviour,
- Roles of different members, needs perceived and evaluation rules.
- Factors affecting the need of the family, family life cycle stage and size.
- Social Class and Influences.
- Group Dynamics & Consumer Reference Groups, Social Class & Consumer Behaviour - Reference Groups, Opinion Leaders and Social Influences Ingroup versus outgroup influences, role of opinion leaders in diffusion of innovation and in purchase process.
- Cultural Influences on Consumer Behaviour

Understanding cultural and subcultural influences on individual, norms and their role, customs, traditions and value system

4. Consumer decision making models and New Trends

- Consumer Decision making models: Howard Sheth Model, Engel Blackwell, Miniard Model, Nicosia Models of Consumer Decision Making
- Diffusion of innovations Process of Diffusion and Adoption, Innovation, Decision process, Innovator profiles
- EBuying behaviour The E-buyer visa vis the Brick and Mortar buyer, Influences on E-buying

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: 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: 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																												
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Thereafter the following resolutions were passed.

Resolved that the proposed syllabus/syllabi in the subject of Consumer Behaviour for Semester III is hereby approved without modifications as stated above.

Further Resolved that the Proposed examination pattern/question paper pattern in the subject of Consumer Behaviour for Semester III 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 Consumer Behaviour is approved and adopted in a progressive manner for the academic year 2021-2022.

Ms. Karishma Shetty, Faculty from SYBAF, presented the syllabus Foundation Course in Commerce (Introduction to 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 the incorporation of Coordination in Unit no 5. Changes in the heading of the external paper of Q5 (Include Short notes or Case study)
Ms. Aditi Datta HR Manager from Lloyd register an Industry Representative	Suggested to add importance of HRIS in Unit One or Two .

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>1.Introduction to Basic Management Concepts</p> <ul style="list-style-type: none"> •Introduction to Management, •Definition of Management •Nature of Management •Objectives of Management •Administration vs. Management •Levels of Management •Principles of Management <p>2.Planning</p> <ul style="list-style-type: none"> •Definition and Importance of Planning •Process of Planning •Limitations of Planning •Features of Sound Planning •Features and process of decision making <p>3.Organizing</p> <ul style="list-style-type: none"> •Definition, nature and significance •Process of organization •Principles of organization •Formal and Informal organization - features, advantages and disadvantages •Centralization and decentralization – factors, merits and demerits •Departmentation and Delegation <p>4.Staffing</p> <ul style="list-style-type: none"> •Meaning, Importance of Staffing •Recruitment and its sources •Selection procedure •Distinction between Recruitment and Selection •Employment tests and types of Interview <p>5.Directing, Motivating and Leading</p> <ul style="list-style-type: none"> •Directing- Meaning •Steps in Directing •Motivation – Importance and Factors •Maslow’s Need Hierarchy Theory, McGregor’s Theory X and Theory Y and 	<p>1.Introduction to Basic Management Concepts</p> <ul style="list-style-type: none"> •Introduction to Management, •Definition of Management •Nature of Management •Objectives of Management •Administration vs. Management •Levels of Management •Principles of Management <p>2.Planning</p> <ul style="list-style-type: none"> •Definition and Importance of Planning •Process of Planning •Limitations of Planning •Features of Sound Planning •Features and process of decision making <p>3.Organizing</p> <ul style="list-style-type: none"> •Definition, nature and significance •Process of organization •Principles of organization •Formal and Informal organization - features, advantages and disadvantages •Centralization and decentralization – factors, merits and demerits. •Departmentation and Delegation <p>4.Staffing</p> <ul style="list-style-type: none"> •Meaning, Importance of Staffing •Recruitment and its sources •Selection procedure •Distinction between Recruitment and Selection •Employment tests and types of Interview <p>5.Directing, Motivating and Leading</p> <ul style="list-style-type: none"> •Directing- Meaning •Steps in Directing •Motivation – Importance and Factors •Maslow’s Need Hierarchy Theory, McGregor’s Theory X and Theory Y and Fredrick Herzberg’s Two Factor Theory •Qualities of a Leader

Fredrick Herzberg's Two Factor Theory •Qualities of a Leader •Leadership Styles •Situational Leader Approach	•Leadership Styles •Situational Leader Approach
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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: 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: 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								
(A) Internal Assessment 40 marks	No change								
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Note: Question of 15 marks may be divided into two or three sub questions of 7 / 8 or 5 / 5 / 5 Marks.	
Passing criteria: 40% marks for passing.	
Internals: Minimum 16 out of 40	
Externals: Minimum 24 out of 60	

Thereafter the following resolutions were passed.

Resolved that the proposed syllabus/syllabi in the subject of Foundation Course in Commerce (Introduction to Management) for Semester IV is hereby approved with modifications as stated above.

Further Resolved that the Proposed examination pattern/question paper pattern in the subject of Foundation Course in Commerce (Introduction to Management) for Semester IV 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 Foundation Course in Commerce (Introduction to Management) is approved and adopted in a progressive manner for the academic year 2021-2022.

Ms. Shruthi Sadanandan, Faculty from SYBMS, presented the syllabus Rural 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. Prashant H Shelar, Principal JES College of Science, Commerce and IT.	Suggested upon including in the internal assessment, a project based upon setting up an industry in rural market. Also suggested changes regarding the external paper Q 3 (20 marks) to be modified to 7/8 marks questions
Mr. Sagar Kelaskar from TISS an expert from other university	Suggested including SHG microfinance model

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>1.Introduction to Rural Marketing</p> <ul style="list-style-type: none"> • Introduction to Rural Market, Definition & Scope of Rural Marketing. • Rural Market in India-Size & Scope, Emerging Profile of Rural • Problems of rural market. • Constraints in Rural Marketing and Strategies to overcome constraints Markets in India. <p>Rural development as a core area, Efforts put for Rural development by government (A brief Overview).</p> <p>2.Rural Market</p> <ul style="list-style-type: none"> • Characteristics of Rural Consumers. • Rural Consumer Behaviour: meaning, Factors affecting Rural Consumer Behaviour-Social factors, Cultural factors, Technological factors, Lifestyle, Personality. • Concept of Comparison between rural and urban consumer. • Rural Market Environment: <ul style="list-style-type: none"> a) Demographics– Population, Occupation Pattern, Literacy Level; b) Economic Factors-Income 	No change

<p>Generation, Expenditure Pattern, Rural Demand and Consumption Pattern, Rural Market Index; Land Use Pattern, •Role of Financial Institutions in Rural Marketing. (A brief overview)</p> <p>3.Rural Marketing Mix •Relevance of Marketing mix for Rural market/Consumers. •Product Strategies, Rural Product Categories- FMCGs, Consumer Durables, Agriculture Goods & Services; Importance of Branding, Packaging and Labelling. • Nature of Competition in Rural Markets, the problem of Fake Brands • Pricing Strategies & objectives •Promotional Strategies. Segmentation, Targeting & Positioning for rural market.</p> <p>4.Rural Marketing Strategies. • Distribution Strategies for Rural consumers. Channels of Distribution- HAATS, Mandis, Public Distribution System, Cooperative society, Distribution Models of FMCG, Companies HUL, ITC etc. Distribution networks, Ideal distribution model for rural markets (Case study based) • Communication Strategy. Challenges in Rural Communication, Developing Effective Communication, Determining Communication Objectives, Designing the Message, Selecting the Communication Channels. Creating Advertisements for Rural Audiences. Rural Media- Mass media, Non-Conventional Media, Personalized media.</p>	
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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: 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: Internal assessment 40% i.e., 40 marks Semester end examination 60% i.e. 60 marks

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Thereafter the following resolutions were passed.

Resolved that the proposed syllabus/syllabi in the subject of Rural Marketing for Semester IV is hereby approved without modifications as stated above.

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

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

It is also resolved that the changes in the pattern and examination pattern adopted for the first-year courses for the academic year 2020- 2021 is to be continued for the academic year 2021-2022.

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 Rural Marketing is approved and adopted in a progressive manner for the academic year 2021-2022.

The meeting was concluded with a vote of thanks extended by Dr. Rinkesh Chheda.

Name & signature
Chairman – BOS – Management
Place: Mumbai
Date :23/04/2021

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 23rd April, 2021 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 III and Semester IV of B. Sc. (Information Technology), M.Sc. (Information Technology) and Information Technology papers in B.Com. (Banking and Insurance), B. Com. (Financial markets) and Bachelor of Management Studies to be implemented from academic year 2021- 2022.
2. Finalization of scheme of examination for Second year programmes.
3. To approve continuation of the same syllabus and pattern of examination for First Year Autonomous programs for academic year 2021-2022.
4. 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.
8	Ms. Sandhya Thakkar	Outside Expert, Assistant Professor, SIA College, Dombivli.
9	Mr. Madhav Mishra	Other Member of Faculty, Associate Data Scientist, at Telstra India Pvt Ltd.
10	Ms. Ruta Prabhu	Member, Assistant Professor, SIES College of Commerce and Economics, Sion East.
11	Ms. Varsha Dhanawade	Member, Assistant Professor, SIES College of Commerce and Economics, Sion East.
12	Ms. Mamta Pandey	Member, Lecturer, SIES College of Commerce and Economics, Sion East.
13	Ms. Dipali Patil	Member, Lecturer, SIES College of Commerce and Economics, Sion East.
14	Ms. Divya Thakur	Member, Lecturer, SIES College of Commerce and Economics, Sion East.
15	Mr. Sarvanan Reddy	Member, Visiting Faculty, SIES College of Commerce and Economics, Sion East.

Ms. Ruta Prabhu welcomed and introduced the members of BoS and the Principal, Dr. Nina Roy Choudhary addressed members of BoS.

Ms. Divya Thakur, faculty from Management Studies, presented the syllabus of SYBMS Information Technology in Business Management - I & II and SYBFM Computer Skills – II subjects along with pattern of examination. Mr. Sarvanan Reddy, visiting faculty from Banking and Insurance presented the syllabus of SYBBI Information Technology in Banking and Insurance - I & II subjects along with pattern of examination. Thereafter the syllabus of SYBSc (IT) was discussed by respective subject faculties and Mrs. Bhavini Shah presented the syllabus of M.Sc. (IT) – semester III & IV along with pattern of examination.

Following suggestions/observations were made:

Name of the subject	Name of the member	Suggestions/observations
Information Technology in Business Management – I & II - (SYBMS)	Dr. Parikshit Mahalle	Mini projects of 20 marks can be added in the scheme of Internal Examination.
	Mr. Madhav Mishra	Real time data analysis of different business scenarios can be added in the scheme of Internal

	Ms. Sandhya Thakkar	Examination. A topic on security measures and controls can be added in the syllabus.
Computer Skills – II – (SYBFM)	Mr. Madhav Mishra Ms. Sandhya Thakkar Mr. Kannan Marawar Dr. Anup Palsokar	Internal component can be refined by adding projects / field work activities. Topics related to security measures can be added in banking sectors. Introduction to BI can be added in Database Management System module. Government schemes included in syllabus to be amended as per Government revised guidelines. To add the topics of Module 3 - Introduction to Database and Data warehouse (from the subject Information Technology in Business Management – II, SYBMS Sem IV) in Module 2 - Database Management System.
Information Technology in Banking and Insurance – I & II - (SYBBI)	Dr. Nina Roy Choudhury	Projects / field work activities can be added in the Internal component.
Python Programming – (SYBScIT Sem III)	Mr. Madhav Mishra	Practicals can also be conducted in Google Colab and can be uploaded on Github account.
Computer Networks - (SYBScIT Sem III)	Dr. Parikshit Mahalle	Case studies can be added.
Computer Graphics and Animation - (SYBScIT Sem IV)	Mr. Madhav Mishra and Dr. Parikshit Mahalle	Introductory concepts related to AR / VR technology can be added in Unit V.
Database Management Systems – (SYBScIT Sem III)	Mr. Kannan Marawar Dr. Parikshit Mahalle	Students can be encouraged to do certification course in Microsoft SQL. Introduction of non-relational databases can be added.

There are few recommendations on the syllabi from Mr. Sham Shrinivas as given below:

1) BMS students could be educated about international compliances related to data privacy and website building.

For example - GDPR (as data privacy is becoming important). Adherence to GDPR guidelines is mandatory for websites operating out of EU or for companies which deal with data of EU citizens.

Websites in Canada have to follow the Web Content Accessibility Guidelines 2.0 (WCAG 2.0) [WCAG 2.0 comprises a set of standards meant to help web developers and design technicians incorporate accessibility points for disabled access to content). Since multiple agencies and freelancers design websites for firms based out of EU and Canada, it becomes important to them to know about these regulations and guidelines.

CAN-SPAM legislation in the US (to combat spamming). We may have similar guidelines in India as well someday.

2) Students of all courses could be introduced to no code stack.

Today it isn't necessary to be a software engineer to build a website or software product. Students can be introduced to tools such as Shopify, Webflow and Bubble. They could be encouraged to create a website or an app using these tools. Experimenting with these tools can also offer confidence to those students who aren't adept at coding.

3) Canva is included in the syllabus which is a brilliant initiative for BMS students. It would be excellent if students (at least the ones pursuing BSc IT) are introduced to tools such as Adobe Illustrator, Adobe Photoshop etc. Gig economy is becoming popular and his own firm works with driven freelance designers. These kids picked up Photoshop and Illustrator by themselves and have become successful freelancers. He believes this would also increase the employability of students or even encourage them to turn solopreneurs.

4) He wholeheartedly supported Mr Madhav's recommendation of getting BSc IT students to create a Github account. On similar lines, those students who are adept at using Adobe or other design tools can create a Behance account to share their work. Certain students must be aware of Stack Overflow. If they aren't they can be encouraged to explore the same.

5) He also encourages workshops/sessions on Adobe tools, Statistical Tools, Tableau (a data visualization tool) for BSc IT students.

6) The IT course for BFM students could include topics like UPI, Blockchain, AML (Anti money laundering) tools

7) The IT course could have a topic related to SAAS platforms.

8) For internal assessments, IT students (from either first or second year onwards) could be given a choice of assignments/projects or only building a product (website/ecommerce platform/app etc.). This would encourage those who are passionate about coding to begin early. This would also mean that students don't get overwhelmed by the final year project.

9) Sessions can be held for BSc IT students on alternate career pathways.

It was decided in the meeting to incorporate the above suggestions in proposed syllabus presented as per feasibility.

Taking into consideration the above recommendations, webinars/seminars/workshops can be arranged for the students for the topics which cannot be added into the syllabus.

Thereafter following resolutions were passed.

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

Further, it was resolved that the proposed syllabus of SYBMS in the subject of Information Technology in Business Management – I & II and Examination pattern is hereby approved with modifications as stated above.

Further, it was resolved that the proposed syllabus of SYBBI in the subject of Information Technology in Banking and Insurance - I & II and Examination pattern is hereby approved with modifications as stated above.

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

Further, it was resolved that the proposed syllabus of MSc (IT) for Semester III and Semester IV and Examination pattern 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/offline as decided by Examination Committee.

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 2021-2022.

Further, it was resolved that the same syllabus and pattern of examination for First Year Autonomous programs will be continued for academic year 2021-2022.

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

Chairperson – BOS – Information Technology

Mrs. Bhavini Deepak Shah

Place - Mumbai

Date – 23rd April 2021

Minutes of the 2nd 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 23rd April, 2021 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 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, SNDT Arts & SCB College of Commerce & Science for Women, SNDT Women’s University, Churchgate ii) CA Vimal Ashar- HOD Accountancy, SPND College, Ghatkopar West, SNDT 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 Krishnan Seshadri iii) CA Varsha Lund
7	Other Faculty members	--
8	PG Alumni	ABSENT

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

Mr Dhanabalu Naikar Visiting faculty of M.COM Part 2 (Accountancy) presented the syllabus of **Advanced Financial Accounting of Semester III** 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	Suggested by the panel to include final accounts of charitable trusts which is duly implemented
Dr. Nishikant Jha	VC Nominee UOM	
Dr.NilendraLokhande	Subject Expert – Other University	
CA Vimal Ashar	Subject Expert – Other University	
CA Nitin Vasant Kulkarni	Industry Expert	
CA Sivanand Palani	Outside Expert	

Thereafter following Resolution was passed.

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

Further Resolved that the Proposed examination pattern in the subject of **Advanced Financial Accounting** for Semester 3 is hereby approved without modifications as stated above.

Further Resolved that the Syllabus and Examination pattern in the subject of **Advanced Financial Accounting** for Semester 3 as approved above and adopted in a progressive manner for academic year 2021-2022.

Ms. Varsha Lund , visiting faculty for the subject of **Direct Taxation** presented the proposed syllabus for the said subject for Semester -3 for M.Com (Part-II) – Accountancy. Thereafter the same was discussed by the members.

Following suggestions/observations were made

Name of the member		Suggestions/observations
Ms Payal Bhatia	Chairperson	Suggested by the panel to include Exemptions related to specific heads of income, agricultural income, share of profit from firm, income of minor child shifted to be from Module 3 to Module 1.
Dr. Nishikant Jha	VC Nominee UOM	
Dr.NilendraLokhande	Subject Expert – Other University	
CA Vimal Ashar	Subject Expert – Other University	
CA Nitin Vasant Kulkarni	Industry Expert	
CA Sivanand Palani	Outside Expert	

Thereafter following Resolution was passed.

Resolved that the proposed syllabus in the subject of **Direct Taxation for Semester 3** is hereby approved with modifications as stated above.

Further Resolved that the Proposed examination pattern in the subject of **Direct Taxation for Semester 3** is hereby approved without modifications as stated above.

Further Resolved that the Syllabus and Examination pattern in the subject of **Direct Taxation** for Semester 3 as approved above and adopted in a progressive manner for academic year 2021-2022.

Mr Krishnan Seshadri Visiting faculty of M.COM Part 2 (Accountancy) presented the syllabus of **Advanced Cost Accounting of Semester III** 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 SUGGESTIONS
Dr. Nishikant Jha	VC Nominee UOM	
Dr.NilendraLokhande	Subject Expert – Other University	
CA Vimal Ashar	Subject Expert – Other University	
CA Nitin Vasant Kulkarni	Industry Expert	
CA Sivanand Palani	Outside Expert	

Thereafter following Resolution was passed.

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

Further Resolved that the Proposed examination pattern in the subject of **Advanced Cost Accounting** for Semester 3 is hereby approved without modifications as stated above.

Further Resolved that the Syllabus and Examination pattern in the subject of **Advanced Cost Accounting** for Semester 3 as approved above and adopted in a progressive manner for academic year 2021-2022.

Mr Dhanabalu Naikar, Visiting faculty of M.COM Part 2 (Accountancy) presented the syllabus of **Corporate Financial Accounting for Semester 4** 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 SUGGESTIONS
Dr. Nishikant Jha	VC Nominee UOM	
Dr.NilendraLokhande	Subject Expert – Other University	
CA Vimal Ashar	Subject Expert – Other University	
CA Nitin Vasant Kulkarni	Industry Expert	
CA Sivanand Palani	Outside Expert	

Thereafter following Resolution was passed.

Resolved that the proposed syllabus in the subject of **Corporate Financial Accounting for Semester 4** is hereby approved without modifications as stated above.

Further Resolved that the Proposed examination pattern in the subject of **Corporate Financial Accounting for Semester 4** is hereby approved without modifications as stated above.

Further Resolved that the Syllabus and Examination pattern in the subject of **Corporate Financial Accounting for Semester 4** as approved above and adopted in a progressive manner for academic year 2021-2022.

Ms. Varsha Lund , visiting faculty for the subject of **Indirect Taxation** – An Introduction to GST presented the proposed syllabus for the said subject for Semester -4 for M.Com (Part-II) – Accountancy. Thereafter the same was discussed by the members.

Following suggestions were made:

Name of the member	Suggestions/observations
CA Nishikant Jha	To re-arrange the flow of topics and modules based on the chronology of the tax provisions.

Thereafter following Resolution was passed.

Resolved that the proposed syllabus in the subject of **Indirect Taxation** for Semester 4 is hereby approved with modifications as stated above.

Further Resolved that the Proposed examination pattern in the subject of **Indirect Taxation for Semester 4** is hereby approved without modifications as stated above.

Further Resolved that the Syllabus and Examination pattern in the subject of **Indirect Taxation** for Semester 4 as approved above and adopted in a progressive manner for academic year 2021-2022.

Mr Krishnan Seshadri, Visiting faculty of M.COM Part 2 (Accountancy) presented the syllabus of **Financial Management for Semester 4** 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	<p>Bos proposed to include problems on capital rationing, factors leading to capital rationing, evaluation of projects with inflation in Module II.</p> <p>They also suggested reducing the no of lectures on Module 5 – Financial policy and corporate strategy and allocating it to capital budgeting topic since the scope of the topic has been expanded.</p>
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	

Thereafter following Resolution was passed.

Resolved that the proposed syllabus in the subject of **Financial Management for Semester 4** is hereby approved without modifications as stated above.

Further Resolved that the Proposed examination pattern in the subject of **Financial Management for Semester 4** is hereby approved without modifications as stated above.

Further Resolved that the Syllabus and Examination pattern in the subject of **Financial Management for Semester 4** as approved above and adopted in a progressive manner for academic year 2021-2022.

General Suggestions:

It was Further Resolved that

To include course outcomes along with 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.

It was further resolved that:

Same syllabus and Examination pattern is to be continued for **M.COM (Accountancy) Semester 1 and 2 for Academic Year 2021-22** as confirmed in previous BOS Meeting held on 9th November, 2020.

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

Ms Payal Bhatia

Chairperson

BOS – MCOM(Accountancy)

Place Mumbai

Date: 23/04/2021

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 24 April, 2021 at 4pm 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	Other Faculty members	Dr.Seetalexshmy, Dr. Swati S., Ms Manasi Shah

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

Ms Manasi Shah, faculty from the Bachelor of Management Studies (B.M.S.) Department, presented the syllabus and the pattern of examination of Advertising of Semester III of SYBMS.

Following suggestions/observations were made

Name of the member	Suggestions/observations
Mr. Sivaramkrishnan V.	<ul style="list-style-type: none"> Enquired whether retargeting ads will be covered. Suggested case study examples for comparison of advertisements based on popularity of product winning over quality because of better advertising strategy. Enquired about surrogate advertising.
Ms. Manasi Shah	<ul style="list-style-type: none"> Informed that retargeting ads will be covered under digital advertising. Accepted the suggestion of including comparisons of advertisements as examples and cases and informed that such comparative examples shall be covered. Informed that surrogate advertising is covered under unethical advertisements in the subject Ethics and Governance and it will be briefly explained under types of advertising.
Dr. Preetha Menon	<ul style="list-style-type: none"> Suggested more practical treatment of the content based on experience and cognitive learning.

	<ul style="list-style-type: none"> • Suggested introduction of newer theories in advertising like the prospect theory.
Ms. Manasi Shah	<ul style="list-style-type: none"> • Informed that module 3 is taught practically and ad making sessions are arranged. • Accepted the suggestion to introduce new theories like the prospect theory in the syllabus.
Dr. Lata Swaminathan	<ul style="list-style-type: none"> • Enquired about introduction of media planning.
Ms. Manasi Shah	<ul style="list-style-type: none"> • Informed that the marketing students have a separate paper on Media Planning in Semester 5 and under advertising, and it is also briefly covered under advertising strategy.

The Proposed syllabus was accepted with modifications for BMS Advertising with modifications.

Proposed Syllabus	No. of lectures	Modified Approved Syllabus	No. of lectures
Module -1		Module -1	
Introduction to Advertising	15	Introduction to Advertising	15
<ul style="list-style-type: none"> • Definition, Evolution of Advertising, Importance, Scope, Features, Benefits, Five M's of Advertising • Types of Advertising –consumer advertising, industrial advertising, institutional advertising, classified advertising, national advertising, generic advertising, Public Service Advertising, Corporate Advertising, Advocacy Advertising • Theories of Advertising : Stimulus theory, AIDA, Hierarchy Effects Model, Means – End Theory, Visual Verbal 		<ul style="list-style-type: none"> • Definition, Evolution of Advertising, Importance, Scope, Features, Benefits, Five M's of Advertising • Types of Advertising – consumer advertising, industrial advertising, institutional advertising, classified advertising, national advertising, generic advertising, Public Service Advertising, Corporate Advertising, Advocacy Advertising • Theories of Advertising : AIDA, Hierarchy Effects 	

<p>Imaging, Cognitive Dissonance, Innovation Adoption theory, Ad exposure model.</p> <ul style="list-style-type: none"> Laws in Advertising : Regulatory Bodies, Laws and Regulation <p>Social, cultural and Economic Impact of Advertising, the impact of ads on Kids, Women and Advertising</p>		<p>Model, Means – End Theory, Visual Verbal Imaging, Cognitive Dissonance, Innovation Adoption theory, Ad exposure model, Stimulus – Response Theory, Prospect theory.</p> <ul style="list-style-type: none"> Laws in Advertising : Regulatory Bodies, Laws and Regulation <p>Social, cultural and Economic Impact of Advertising, the impact of ads on Kids, Women and Advertising</p>	
<p>Module-2</p> <p>Strategy and planning process in Advertising.</p>	<p>15</p>	<p>Module-2</p> <p>Strategy and planning process in Advertising.</p>	<p>15</p>
<ul style="list-style-type: none"> Advertising Planning process & Strategy : Introduction to Marketing Plan, Advertising Plan- Background, situational analysis related to Advertising issues, Marketing Objectives, Advertising Objectives, Target Audience, Brand Positioning (equity, image personality), creative Strategy, message strategy, media strategy, Integration of advertising with other communication tools Role of Advertising in Marketing Mix : Product plan ing, product brand policy, price, packaging, distribution, Elements of Promotion, Role of Advertising in PLC Advertising Agencies: Functions – structure – types - Selection criteria for Advertising agency – Maintaining Agency–client relationship, Agency Compensation. Some popular advertising agencies and their work. 		<ul style="list-style-type: none"> Advertising Planning process & Strategy : Introduction to Marketing Plan, Advertising Plan-Background, situational analysis related to Advertising issues, Marketing Objectives, Advertising Objectives, Target Audience, Brand Positioning (equity, image personality), creative Strategy, message strategy, media strategy, Integration of advertising with other communication tools Role of Advertising in Marketing Mix : Product planning, product brand policy, price, packaging, distribution, Elements of Promotion, Role of Advertising in PLC Advertising Agencies: Functions – structure – types - Selection criteria for Advertising agency – Maintaining Agency–client relationship, Agency 	

		Compensation. Some popular advertising agencies and their work.	
Module – 3 Creativity in Advertising	15	Module – 3 Creativity in Advertising	15
<p>Introduction to Creativity:</p> <ul style="list-style-type: none"> • Definition, importance, creative process , Creative strategy development – Advertising Campaign – determining the message theme/major selling ideas – introduction to USP – positioning strategies – persuasion and types of advertising appeals – role of source in ads and celebrities as source in Indian ads – execution styles of presenting ads. • Role of different elements of ads – logo, company signature, slogan, tagline, jingle, illustrations, etc – • Creating the TV commercial – Visual Techniques, Writing script, developing storyboard, other elements (Optical, Soundtrack, Music) • Creating Radio Commercial – words, sound, music – scriptwriting the commercial – clarity, coherence, pleasantness, believability, interest, distinctiveness • Copywriting: Elements of Advertisement copy – Headline, sub-headline, Layout, Body copy, slogans. Signature, closing idea, Principles of Copywriting for print, OOH, essentials of good copy, Types of Copy, Copy Research 		<p>Introduction to Creativity:</p> <ul style="list-style-type: none"> • Definition, importance, creative process , Creative strategy development – Advertising Campaign – determining the message theme/major selling ideas – introduction to USP – positioning strategies – persuasion and types of advertising appeals – role of source in ads and celebrities as source in Indian ads – execution styles of presenting ads. • Role of different elements of ads – logo, company signature, slogan, tagline, jingle, illustrations, etc – • Creating the TV commercial – Visual Techniques, Writing script, developing storyboard, other elements (Optical, Soundtrack, Music) • Creating Radio Commercial – words, sound, music – scriptwriting the commercial – clarity, coherence, pleasantness, believability, interest, distinctiveness • Copywriting: Elements of Advertisement copy – Headline, sub-headline, Layout, Body copy, slogans. Signature, closing 	

		idea, Principles of Copywriting for print, OOH, essentials of good copy, Types of Copy, Copy Research	
Module – 4 Budget, Evaluation, Current trends and careers in Advertising	15	Module – 4 Budget, Evaluation, Current trends and careers in Advertising	15
<ul style="list-style-type: none"> • Advertising Budget – Definition of Advertising Budget, Features, Methods of Budgeting • Evaluation of Advertising Effectiveness – Pre-testing and Post testing Objectives, Testing process for Advertising effectiveness, Methods of Pre-testing and Post-testing, Concept testing v/s Copy testing • Current Trends in Advertising : Rural and Urban Advertising, Digital Advertising, Content Marketing (Advertorials), Influencer marketing, Co- Marketing, Ambush Advertising, Global Advertising – scope and challenges – current global trends • Careers in Advertising : careers in Media and supporting firms, freelancing options for career in advertising, role of Advertising Account Executives. 	15	<ul style="list-style-type: none"> • Advertising Budget – Definition of Advertising Budget, Features, Methods of Budgeting • Evaluation of Advertising Effectiveness – Pre-testing and Post testing Objectives, Testing process for Advertising effectiveness, Methods of Pre-testing and Post-testing, Concept testing v/s Copy testing • Current Trends in Advertising : Rural and Urban Advertising, Digital Advertising, Content Marketing (Advertorials), Influencer marketing, Co-Marketing, Ambush Advertising, Global Advertising – scope and challenges – current global trends • Careers in Advertising : careers in Media and supporting firms, freelancing options for career in advertising, role of Advertising Account Executives. 	15

Ms Manasi Shah, faculty from the Bachelor of Management Studies (B.M.S.) Department, presented the syllabus and the pattern of examination of Foundation Course – IV (Ethics and Governance) of SYBMS.

Following suggestions/observations were made

Name of the member	Suggestions/observations
1) Mr. Sivaramkrishnan V.	Appreciated the presentation, enquired about case study question format and suggested presentations for the topic financial scams.
2) Ms. Manasi Shah	Assured that discussion on financial scams will be included in the internal component as presentations.
3) Dr. Shanti Suresh	Recommended the introduction of Kotak Committee Report under Corporate Governance.
4) Ms. Manasi Shah	Assured that Kotak committee will be incorporated in the syllabus
5) Prof. Sunaina Kuknor	Suggested types of privacy be covered under ethics in IT and appreciated the introduction of ethics in IT.
6) Ms. Manasi Shah	Assured that types of privacy will be incorporated in the syllabus
7) Dr. Lata Swaminathan	Appreciated the modifications in the syllabus and enquired whether sustainability would be covered under CSR.
8) Ms. Manasi Shah	Informed that sustainability is briefly covered under CSR.

The Proposed syllabus was accepted for BMS FC-IV Foundation Course with the following modifications.

Proposed Syllabus	No. of lectures	Modified approved Syllabus	No. of lectures
<p>1. Introduction to Ethics and Business Ethics</p> <ul style="list-style-type: none"> Ethics: Concept of Ethics, Evolution of Ethics, Nature of Ethics- Personal, Professional, Managerial Importance of Ethics, Objectives, Scope, Types – Transactional, Participatory and Recognition Business Ethics: Meaning, Objectives, Purpose and Scope of Business Ethics Towards Society and Stakeholders, Role of Government in Ensuring Business Ethics 	12	<p>1. Introduction to Ethics and Business Ethics</p> <ul style="list-style-type: none"> Ethics: Concept of Ethics, Evolution of Ethics, Nature of Ethics- Personal, Professional, Managerial Importance of Ethics, Objectives, Scope, Types – Transactional, Participatory and Recognition Business Ethics: Meaning, Objectives, Purpose and Scope of Business Ethics Towards Society and Stakeholders, Role of Government in Ensuring Business Ethics 	12

<p>Principles of Business Ethics, 3 Cs of Business Ethics – Compliance, Contribution and Consequences Myths about Business Ethics Ethical Performance in Businesses in India</p>		<p>Principles of Business Ethics, 3 Cs of Business Ethics – Compliance, Contribution and Consequences Myths about Business Ethics Ethical Performance in Businesses in India</p>	
<ul style="list-style-type: none"> • Ethics in Marketing: Ethical issues in Marketing Mix, Unethical Marketing Practices in India, Ethical Dilemmas in Marketing, Ethics in Advertising and Types of Unethical Advertisements • Ethics In Finance: Scope of Ethics in Financial Services, Ethics of a Financial Manager – Legal Issues, Balancing Act and Whistle Blower, Ethics in Taxation, Corporate Crime - White Collar Crime and Organised Crime, Major Corporate Scams in India. • Ethics in Information Technology related to business: Ethics in E- commerce, Use of information, Privacy Issues, Security, Digital piracy • Ethics in Human Resource Management: Importance of Workplace Ethics, Guidelines to Promote Workplace Ethics, Importance of Employee Code of Conduct, Ethical Leadership 	11	<ul style="list-style-type: none"> • Ethics in Marketing: Ethical issues in Marketing Mix, Unethical Marketing Practices in India, Ethical Dilemmas in Marketing, Ethics in Advertising and Types of Unethical Advertisements • Ethics In Finance: Scope of Ethics in Financial Services, Ethics of a Financial Manager – Legal Issues, Balancing Act and Whistle Blower, Ethics in Taxation, Corporate Crime - White Collar Crime and Organised Crime, Major Corporate Scams in India. • Ethics in Information Technology related to business: Ethics in E- commerce, Use of Information, Types of Privacy and Privacy Issues, Security, Digital Piracy • Ethics in Human Resource Management: Importance of Workplace Ethics, Guidelines to Promote Workplace Ethics, Importance of Employee Code of Conduct, Ethical Leadership 	11
<p>Corporate Governance</p> <ul style="list-style-type: none"> • Concept, Role of SEBI in Ensuring Corporate Governance, Cadbury Committee Report, 1992, Corporate Governance Committees in India: Kumar Mangalam Birla Committee, Narayan Murthy Committee. Need for Corporate Governance • Significance of Ethics in Corporate Governance, Principles of Corporate Governance, Benefits of Good Governance, Issues in Corporate Governance • Theories- Agency Theory, Shareholder Theory, Stakeholder Theory and 	11	<p>Corporate Governance</p> <ul style="list-style-type: none"> • Concept, Role of SEBI in Ensuring Corporate Governance, Cadbury Committee Report, 1992, Corporate Governance Committees in India and their recommendations: Kumar Mangalam Birla Committee, Narayan Murthy Committee and Kotak Committee. Need for Corporate Governance • Significance of Ethics in Corporate Governance, Principles of Corporate Governance, Benefits of Good Governance, Issues in Corporate Governance 	11

Stewardship Theory • Corporate Governance in India, Emerging Trends in Corporate Governance, Models of Corporate Governance, Insider Trading		• Theories- Agency Theory, Shareholder Theory, Stakeholder Theory and Stewardship Theory • Corporate Governance in India, Emerging Trends in Corporate Governance, Models of Corporate Governance, Insider Trading	
Corporate Social Responsibility (CSR) • Meaning of CSR, Evolution of CSR, Types of Social Responsibility • Aspects of CSR- Responsibility, Accountability, Sustainability and Social Contract • Need for CSR • CSR Principles and Strategies • Issues in CSR • Social Accounting • Sachar Committee Report on CSR • Ethical Issues in International Business Practices • Recent Guidelines in CSR • Society’s Changing Expectations of Business With Respect to Globalisation • Future of CSR	11	Corporate Social Responsibility (CSR) • Meaning of CSR, Evolution of CSR, Types of Social Responsibility • Aspects of CSR- Responsibility, Accountability, Sustainability and Social Contract • Need for CSR • CSR Principles and Strategies • Issues in CSR • Social Accounting • Sachar Committee Report on CSR • Ethical Issues in International Business Practices • Recent Guidelines in CSR • Society’s Changing Expectations of Business With Respect to Globalisation • Future of CSR	11

The following Resolutions were passed

- **Resolved that syllabus for SYBMS Semester III - Advertising and Semester IV FC – IV (Ethics and Governance) is accepted by the committee**
- **Resolved that the 60 marks examination pattern is approved and will be adopted.**
- **Resolved that the internal test component will be online, further resolved that the other component of the internal assessment, may be offline or online as per the directive of the UGC as per the prevalent condition.**

The next presentation was made by Dr. Seethalekshmy for the subjects of Advertising Sem III and Sem IV

Current Syllabus	No. of lectures	Syllabus as per the recommendations of the BOS members	No. of lectures
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<p>Module -1</p> <p>Introduction to Advertising</p>	<p>12</p>	<p>Module -1</p> <p>Introduction to Advertising</p>	<p>12</p>
<p>Advertising Concept - Features – Evolution of Advertising - Active Participants Involved - Benefits of Advertising for firms and consumers</p> <p>Integrated Marketing Communication Concept - Features - Elements - Role of IMC in advertising</p> <p>Bases of Classification of Advertising Geographic - Media - Target Audience - Functions</p>		<ul style="list-style-type: none"> • Definition, Evolution of Advertising, Objectives, Importance of advertising <p>Active Participants Involved - Benefits of Advertising for firms and consumers.</p> <p>Integrated Marketing Communication Concept - Features - Elements - Role of IMC in advertising</p> <p>Bases of Classification of Advertising Geographic - Media - Target Audience - Functions</p>	

<p>Module-2</p> <p>Advertising Agency</p>	<p>11</p>	<p>Module-2</p> <p>Advertising Agency</p>	<p>11</p>
<p>Ad Agency Meaning - Features - Structure and services offered - Types - Agency selection criteria. Agency and Client Maintaining Agency-Client Relationship - Techniques to avoid Client Turnover - Creative Pitch - Agency Compensation Careers in Advertising Skills required for career in advertising - Career Options - Freelancing in Advertising(Graphics, Animation, Modeling, Dubbing, Digital Marketing)</p>		<p>Ad Agency Meaning - Features - Structure and services offered - Types - Agency selection criteria. Agency and Client Maintaining Agency-Client Relationship - Techniques to avoid Client Turnover - Creative Pitch - Agency Compensation Careers in Advertising Skills required for career in advertising - Career Options - Freelancing in Advertising(Graphics, Animation, Modeling, Dubbing, Digital Marketing)</p>	
<p>Module – 3</p> <p>Economic and Social Aspects of Advertising</p>	<p>11</p>	<p>Module – 3</p> <p>Economic and Social Aspects of Advertising</p>	<p>11</p>
<p>Economic and Social Aspects of Advertising Economic Aspects Effect of Advertising on Consumer Demand - Monopoly and Competition - Price Social Aspects Ethical and Social Issues in Advertising - Positive and Negative influence of advertising on Indian values and culture. Types of Advertisements</p>		<p>Economic and Social Aspects of Advertising Economic Aspects Effect of Advertising on Consumer Demand - Monopoly and Competition - Price Social Aspects Ethical and Social Issues in Advertising - Positive and Negative influence of advertising on Indian values and culture. Types of Advertisements</p>	

Pro Bono/Social Advertising - Social Advertisements by Indian Govt - ASCI		Pro Bono/Social Advertising - Social Advertisements by Indian Govt - ASCI	
Module – 4 Brand Building and Special Purpose Advertising	11	Module – 4 Brand Building and Special Purpose Advertising	11
<p>1. Brand Building</p> <p>Process - AIDA Model - Role of advertising in developing Brand Image and Brand Equity - Managing Brand Crisis</p> <p>II. Special Purpose Advertising</p> <p>Rural Advertising - Political Advertising - Advocacy Advertising - Corporate Image Advertising - Green Advertising - Concept of Guerilla Advertising</p> <p>III. Trends in Advertising</p> <p>Media - Ad Spends - Ad Agencies - Execution of Advertisements</p>		<p>I. Brand Building</p> <p>Process - AIDA Model - Role of advertising in developing Brand Image and Brand Equity - Managing Brand Crisis</p> <p>II. Special Purpose Advertising</p> <p>Rural Advertising - Political Advertising - Advocacy Advertising - Corporate Image Advertising - Green Advertising - Concept of Guerilla Advertising</p> <p>III. Trends in Advertising</p> <p>Media - Ad Spends - Ad Agencies - Execution of Advertisements</p>	

The Committee further made the following recommendations

Class activity as per the recommendations of BOS members.

1. Making ads / posters with popular brands with reason for the like and dislike of various ads.
2. Evaluation of ads by the students.
3. Creating FB page or instagram with ads which will enhance the teaching learning process

The Syllabus for Advertising IV was taken for discussion

Current Syllabus	No. of lectures	Syllabus as per the recommendations of the BOS members	No. of lectures
Module -1 Media in Advertising	12	Module -1 Media in Advertising	12
Media in Advertising Traditional Media Print, Broadcasting, Out-Of-Home advertising and films - advantages and limitations of all the above traditional media New Age Media Digital Media / Internet Advertising , forms, significance & limitations. Media Research Concept, Importance, Tool for regulation - ABC and Doordarshan Code		Media in Advertising Traditional Media Print, Broadcasting, Out-Of-Home advertising and films - advantages and limitations of all the above traditional media New Age Media Digital Media / Internet Advertising and Social Media Advertising, significance & limitations . Media Research Concept, Importance, Tool for regulation - ABC , TRP,& TRP scams	
Module-2 Planning an Advertising Campaign	11	Module-2 Planning an Advertising Campaign	11

<p>Planning Advertising Campaign</p> <p>Advertising Campaign</p> <p>Concept, Advertising Campaign Planning</p> <p>-Steps Determining advertising objectives - DAGMAR model</p> <p>Advertising Budgets</p> <p>Factors determining advertising budgets, methods of setting advertising budgets, Media Objectives - Reach, Frequency and GRPs</p> <p>Media Planning</p> <p>Concept, Process, Factors considered while selecting media, Media Scheduling Strategies</p>		<p>Planning Advertising Campaign</p> <p>Advertising Campaign</p> <p>Concept, Advertising Campaign Planning -Steps Determining advertising objectives - DAGMAR model</p> <p>Advertising Budgets</p> <p>Factors determining advertising budgets, methods of setting advertising budgets, Media Objectives - Reach, Frequency and GRPs</p> <p>Media Planning</p> <p>Concept, Process, Factors considered while selecting media, Media Scheduling Strategies</p>	
<p>Module – 3</p> <p>FUNDAMENTALS OF CREATIVITY IN ADVERTISING</p>	<p>11</p>	<p>Module – 3</p> <p>FUNDAMENTALS OF CREATIVITY IN ADVERTISING</p>	<p>11</p>
<p>Fundamentals of Creativity in Advertising</p> <p>Creativity</p> <p>Concept and Importance, Creative Process, Concept of Creative Brief, Techniques of Visualization</p> <p>Creative aspects</p> <p>Buying Motives - Types, Selling Points- Features, Appeals – Types, Concept of</p>		<p>Fundamentals of Creativity in Advertising</p> <p>Creativity</p> <p>Concept and Importance, Creative Process, Concept of Creative Brief, Techniques of Visualization</p> <p>Creative aspects</p> <p>Buying Motives - Types, Selling</p>	

<p>Unique Selling Proposition (USP)</p> <p>Creativity through Endorsements</p> <p>Endorsers – Types, Celebrity Endorsements – Advantages and Limitations, High Involvement and Low Involvement Products</p>		<p>Points- Features, Appeals – Types, Concept of Unique Selling Proposition (USP)</p> <p>Creativity through Endorsements</p> <p>Endorsers – Types, Celebrity Endorsements – Advantages and Limitations, High Involvement and Low Involvement Products</p>	
<p>Module – 4</p> <p>Execution and Evaluation of Advertising</p>	<p>11</p> <p>111211</p>	<p>Module – 4</p> <p>Execution and Evaluation of Advertising</p>	<p>11</p>

<p>Execution and Evaluation of Advertising</p> <p>Preparing print ads</p> <p>Essentials of Copywriting, Copy – Elements, Types, Layout- Principles, Illustration - Importance</p> <p>Creating broadcast ads</p> <p>Execution Styles, Jingles and Music – Importance, Concept of Storyboard</p> <p>Evaluation</p> <p>Advertising copy, Pre-testing and Post-testing of Advertisements – Methods and Objectives</p>	12	<p>Execution and Evaluation of Advertising</p> <p>Preparing print ads</p> <p>Essentials of Copywriting, Copy – Elements, Types, Layout- Principles, Illustration - Importance</p> <p>Creating broadcast ads</p> <p>Execution Styles, Jingles and Music – Importance, Concept of Storyboard</p> <p>Evaluation</p> <p>Advertising copy, Pre-testing and Post-testing of Advertisements – Methods and Objectives</p>	
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The proposed changes were agreed by the BOS members and the syllabus was finalized

PROPOSED SCHEME OF EXAMINATION FOR BOTH THE SEMESTERS

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

(A) Internal Assessment 40 marks

Description	Marks
Objective type test (Best of 2, 20 marks each)	20
Ad making- Video Ad, Jingle making, Poster ads	20
Total	40

**(B) Semester end
examination 60 marks
PROPOSED PAPER
PATTERN**

Duration :2 hours	
Total Marks: 60	
Q.1 Attempt any 2 out of 3	15
Q.2 Attempt any 2 out of 3	15
Q.3 Attempt any 2 out of 3	15
Q.4 Attempt any 2 out of 3	15
Total	60

All the recommendations made by the BOS members were incorporated in the syllabus by the faculties

The following Resolutions were passed in the meeting

- **Resolved that syllabus for Advertising III and IV is accepted by the committee**
- **Resolved that the 60 marks examination pattern is approved and will be adopted.**
- **Resolved that the internal test component will be online, further resolved that the other component of the internal assessment, may be offline or online as per the directive of the UGC as per the prevalent condition.**
- **Resolved that the syllabus for Commerce I and II with the recommendations made for the year 2020-2021 will be continued for the academic year 2021-2022**

The meeting ended with proposing the Vote of Thanks by Ms. Manasi Shah



**SIES COLLEGE OF COMMERCE & ECONOMICS
AUTONOMOUS
DEPARTMENT OF M.Com - BANKING AND FINANCE**

Date of BOS meeting: 24th April 2021

Name of BOS Chairperson: Ms. Shailashri Uchil

Sr. No.	Heading	Particulars
1	Title of the programme	M.Com
2	Eligibility for admission	M.Com or Equivalent
3	Minimum percentage	40%
4	Semesters	03 and 04
5	Level	PG
6	Pattern	02 years & 04 semesters CBCGS
7	To be implemented	FOR Academic year 2021-22

SEMESTER III

Serial No	Course code	Credits	Course Name
1			CORE COURSES (CC)
1.1	MBFS301	06	COMMERCIAL BANK MANAGEMENT

COURSE OBJECTIVES and OUTCOMES:

Course Objective	Course Outcome
To understand the overview of Commercial Banking in India	Students will get detailed insight about the commercial banks, the regulating act and the regulator
To understand the statutory compliances to be complied by commercial banks	Students will get detailed knowledge and experience as to how the commercial banks are supposed to comply with all the statutory compliances.
To understand the modern trends in commercial banking	Students will be exposed to the ways and means in which the Indian banking Industry has evolved over the years
To get knowledge on financial inclusion schemes	Students will get knowledge about the different schemes of financial inclusions practiced in the Indian Banking Industry
To get knowledge about RBI circulars and guidelines relating to the Banking industry	Students will have to get updated on the RBI guidelines regarding NPA guidelines, self financing schemes, priority sector lending

**SYLLABUS
MODULES**

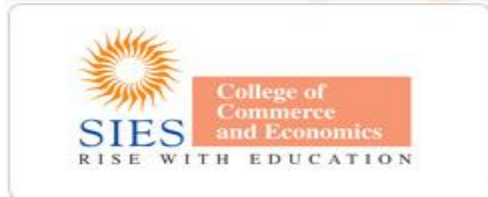
SN	MODULES	NO OF LECTURES
1	Overview of commercial banking in India Research	15
2	Credit management in banks	15
3	Human resource management in banks	15
4	Evolving trends in modern banking	15
	TOTAL	60

Sr.No.	Modules	Number of lectures
1	<p>Module-1</p> <p><u>Overview of commercial banking in India</u></p> <p>A) Overview of Commercial Banking in India - Role and Functions of Commercial Banks, Introduction to Bank Management, Management of Banks in Rural Areas.</p> <p>B) Customer Relationship Management in Banks - Meaning and Objectives of CRM in banks, Strategies for Expanding Customer Base, Banking Ombudsman Scheme, Customer Retention , Handling Customer Grievances</p> <p>C) Services to Different Categories of Customers - Retail, Corporate, International and Rural.</p>	15
2	<p>Module-2</p> <p><u>Credit management in banks</u></p> <p>A) Credit Management in Banks – Principles of Sound Bank Lending, Loan Policy, Compliance with RBI guidelines, Credit Appraisal and Credit Decision Making, Monitoring and Review of Loan Portfolio, Management of Non-Performing Assets (NPAs), Classification of NPAs, Debt Restructuring- SARFAESI Act, 2002, RBI guidelines on income recognition, classification of loans and advances, Basel norms – basel I, II and III norms, RBI guidelines on BASEL norms.</p> <p>B) Bank’s Investment Policy – SLR Requirements & Non-SLR Investments, Nature and Significance of Investment Management in Commercial Banks</p>	15

3	Module-3 <u>Human resource management in banks</u> A) Human Resource Management in Banks – Importance of HRM in Banks, Policies relating to Human Resource Development in India, Selection, Training, methods of training of public sector bank and private bank employees, Pay Structure in Public Sector Banks and Private Sector Banks , Workers Participation in Management, Motivations and Morals, Performance Evaluation, Promotion, Transfer Policy and VRS schemes in Public Sector Banks	15
4.	Module-4 <u>Evolving trends in modern banking</u> A) Evolving Trends in Modern Banking – Internet Banking, Mobile Banking, EFT services, Outsourcing of Non-core Services, Mergers and Acquisitions in Banking Sector. B) Financial Inclusion – Mobile banking and internet banking for financial inclusion, need and Importance of Financial Inclusion, Micro Credit SHGs, RBI Guidelines for Micro Credit, Portfolio Securitization, NRLM and SRLM, Priority Sector and its Classification.	15
	Total Lectures	60

Reference Materials :

- 1) Commercial Bank Management – Kanhaiya Singh, Vinay Dutta
- 2) Commercial Bank Management – Benton E. Gup
- 3) Managing risks in commercial and Retail Banking – Amalendu Ghosh



SIES COLLEGE OF COMMERCE & ECONOMICS
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Serial No	Course code	Credits	Course Name
1			CORE COURSES (CC)
1.3	MBFS403	06	INVESTMENT MANAGEMENT

SEMESTER IV

COURSE OBJECTIVES and OUTCOMES:

Course Objective	Course Outcome
To get detailed knowledge about the investment avenues available in India	Students will be exposed to different investment options available for different categories of investors in India
To understand management of investment portfolio	Students will be provided details of portfolio management namely portfolio analysis, selection, revision and evaluation

Analysis of investments	Students will be exposed to different tools relating to fundamental analysis tools relating to the economy, industry and the individual companies, technical analysis of the movement of shares and securities and different theories on prices and returns
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**SYLLABUS
MODULES**

SN	MODULES	NO OF LECTURES
1	Portfolio management – An introduction	15
2	Portfolio Revision and Evaluation	15
3	Fundamental and technical analysis	15
4	Efficient market theory and CAPM	15
	TOTAL	60

Sr.No.	Modules	Number of lectures
1	<p>Module 1 <u>Portfolio management – An introduction</u> A) Portfolio Management – An Introduction Investment - Meaning, Characteristics, Objectives Types of investments – physical, financial, derivatives, futures and options, swaps, different tax saving investment options available for the investor. Portfolio Management – Meaning, Evolution, Phases, Role of Portfolio Managers, Advantages of Portfolio Management.</p>	15

	<p>Investment Environment in India and factors conducive for investment in India.</p> <p>B) Portfolio Analysis and Selection Portfolio Analysis – Meaning and its Components, Calculation of Expected Return and Risk, Calculation of Covariance, Risk – Return Trade off. Portfolio Selection – Meaning, Feasible Set of Portfolios, Efficient Set of Portfolios, Selection of Optimal Portfolio, Markowitz Model, Limitations of Markowitz Model, Measuring Security Return and Portfolio Return and Risk under Single Index Model and Multi Index Model</p>	
2	<p>Module 2</p> <p><u>Portfolio Revision and Evaluation</u></p> <p>A) Portfolio Revision and Evaluation - Portfolio Revision – Meaning, Need, Constraints and Strategies. Portfolio Evaluation – Meaning, Need, Measuring Returns (Sharpe, Treynor and Jensen Ratios) and Decomposition of Performance.</p> <p>B) Bond Valuation– Meaning, Measuring Bond Returns – Yield to Maturity, Yield to call and Bond Pricing. Bond Pricing Theorems, Bond Risks and Bond Duration. (Practical Problems on YTM and Bond Duration)</p>	15
3	<p>Module 3</p> <p><u>Fundamental and Technical Analysis</u></p> <p>A) Fundamental Analysis - Economy Analysis – Meaning, Framework of Economic Analysis, Industry Life Cycle, Industry Characteristics. Company Analysis – Financial Statements, Analysis of Financial Statements, practical questions on different types of ratios and Assessment of risk (Leverages), cost of equity, methods to compute cost of equity – dividend price approach, earnings/price approach, realized yield approach, cost of retained earnings, capital structure – meaning, importance, factors affecting capital structure, capital structure theories.</p> <p>B) Technical Analysis - Dow Theory , Meaning and Principles of Technical Analysis, Price Chart, Line Chart, Bar Chart, Japanese Candlestick Chart, Trends and Trends and Trend Reversals, Chart</p>	15

	<p>Patterns, Support and Resistance, Reversal Patterns, Continuation Patterns and Elliot Wave Theory, Mathematical Indicators – Calculation of Moving Averages (Simple and Exponential Moving Average), Fundamental Analysis V/s Technical Analysis</p>	
4	<p>Module 4</p> <p><u>Efficient market theory and CAPM</u></p> <p>A) Efficient Market Theory - Random Walk Theory, The Efficient Market Hypothesis , Forms of Market Efficiency , Competitive Market Hypothesis</p> <p>B) CAPM- Fundamental Notions of Portfolio Theory, Assumption of CAPM, , Capital Market Line, Security Market Line Arbitrage Pricing Theory (APT) – The Return Generating Model, APT V/s CAPM.</p>	15

Reference Materials :

- 1) Portfolio selection – Efficient diversification of Investments by Harry Markowitz
- 2) Investment analysis and portfolio management - Prasanna Chandra
- 3) Security Analysis and Portfolio management – Sudhindra Bhat



**SIES COLLEGE OF COMMERCE & ECONOMICS
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SEMESTER IV

Serial No	Course code	Credits	Course Name
1			CORE COURSES (CC)
1.1	MBFS402	06	FINANCIAL SERVICES

COURSE OBJECTIVES OUTCOMES:

To familiarise the learners with the broad overview of different financial services in Indian and abroad.

To understand recent developments and trends in the financial service market and its impact on the economy.

To develop analytical skills to solve cases and problems pertaining to financial market instrument value calculation, valuation in different changing scenarios.

COURSE OUTCOMES:

To expose Students to various perspectives & aspects of financial service market and its functions.

SYLLABUS (Financial services)

SN	Modules	No. of Lectures
1	Evolution of Financial Services	15
2	Marketing of Financial Services	15
3	Mutual Funds and Merchant Banking	15
4	Portfolio Management and Other Financial Services	15
Total		60

Revised syllabus

SN	Modules/ Units	No of lectures
1	Evolution of Financial Services	
	<p>A) Evolution of Financial Services - Meaning of Financial Services, Types of Financial Services, Fund based and Non-fund based , Significance of Financial Services , Growth of Financial Services in India , Emerging Trends in Financial Services and constraints in growth of financial services.</p> <p>B) Regulatory Framework for Financial Services – Role of RBI, Role of SEBI , Provisions of Companies Act , Role of FEMA and Ethical issues in the Marketing of Financial services.</p>	15
2	Marketing of Financial Services	
	<p>A) Categories of Financial Products – Insurance,Banks, Stocks, Mutual Funds, Pension Plans, other Savings Products, Financial Services Marketing Environment –Micro and Macro Environmental Forces , Marketing Mix for Financial Services, Promotional Strategies, Customer Relations and Servicing.</p> <p>B) Treasury Management– Structure and Organization, Functions and Responsibilities of a Treasurer, Cost Centre, Profit Centre, Integrated Treasury, Treasury and Asset Liability Management, Liquidity Management: CRR/CCIL/RTGS and Types of Exposure and Elimination of Exposure, Special focus to Indian and international scenario</p>	15

3	Mutual Funds and Merchant Banking	
	<p>A) Mutual Funds Concept – History of Mutual fund Industry in India , Advantages Different Scheme, Fund Accounting and Valuation (Practical Problems on Mutual Fund) real time tracking progress of different mutual funds</p> <p>B) UTI: Objective, Functions, Regulation, Performance Measurement and Evaluation of Mutual Fund Schemes, Unit holder’s Protection.</p> <p>C) Merchant Banking – Facets of Merchant Banking, Functions, Legal and Regulatory Frameworks, Relevant Provisions of Companies Act , SEBI Guidelines, Role in Issue Management, Appraisal of Projects, Designing Capital Structure and Instruments and Issue Pricing</p>	15
4	Portfolio Management and Other Financial Services	
	<p>A) Portfolio Management Services - Meaning, Importance, Objectives, Strategies, Types of Strategies – Passive & Active Strategies, Role of Portfolio Managers.</p> <p>B) Other Financial Services – Leasing and Hire Purchase, Factoring and Forfeiting, Consumer Finance, Securitization, Venture Capital, Loan Syndication, Custodial and Depository Services, Credit rating, current scenario in the form of case studies</p>	15

Reference Materials :

- 1) Financial Services by Khan M. Y. McGraw Hill Education India Publisher
- 2) Indian Financial System by M Y Khan McGraw Hill Education India Publisher
- 3) Management Of Banking And Financial Services by Padmalatha Suresh, Justin Paul, Pearson Publication

SCHEME OF EXAMINATION FOR ALL THE ABOVE PAPERS

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

SCHEME OF EXAMINATION (Financial services)

(A) Internal Assessment - 40 marks

Description	Marks
Two objective type online test (multiple choice questions) of 20 marks each – Best of the two to be considered	20
Any one for 20 marks or any 2 for 10 marks each Project, Presentation and Viva voce/Quiz / Case studies/Assignments/ Internship /Certificate courses.	20
Total	40

(B) Semester end examination 60 marks

PAPER PATTERN

Duration: 2 hours	
Marks 60	Marks
Q.1 15 marks OR 15 marks for module 1 (Theory Question or Theory Question)	15
Q.2 15 marks OR 15 marks for Module 2 (Theory Question or Theory Question)	15
Q.3 15 marks OR 15 marks for Module 3	15

(Theory Question or Theory Question)	
Q.4 15 marks OR 15 marks for Module 4 (Case Study/Theory or Theory Question)	15
Total	60
Note: Question of 15 marks may be divided into two or three sub questions of 7 / 8 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.

Ms. Shailashri Uchil

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

Place : Mumbai

Date: 24th April, 2021.