KONGU ARTS AND SCIENCE COLLEGE



(An Autonomous Institution, Affiliated to Bharathiar University, Coimbatore)

ERODE - 638 107

Department of Corporate Secretaryship with Computer Applications and Professional Accounting



KONGU ARTS AND SCIENCE COLLEGE (An Autonomous Institution, Affiliated to Bharathiar University, Coimbatore) Nanjanapuram, Erode – 638 107.



DEPARTMENT OF CORPORATE SECRETARYSHIP WITH CA AND PROFESSIONAL ACCOUNTING

BOARD OF STUDIES MEETING

AGENDA

DATE: 25.03.2021

- 1. To consider and approve the Scheme and Syllabi for the students admitted during the academic year 2019 2020, 2020-2021 and 2021-2022 and onwards.
- 2. To consider and approve the new course Professional English of I and II Semesters for the students admitted during the academic year 2021-2022 and onwards.
- 3. To consider and approve the new pattern of question papers for the academic year 2021 2022 and onwards.
- 4. To consider and approve the Panel of Examiners.
- 5. To consider and discuss any other subjects with the permission of the chair.



Dr. N. RAMAN PRINCIPAL, KONGU ARTS AND SCIENCE COLLEGE (AUTONOMOUS) NANJANAPURAM, ERODE - 638 107



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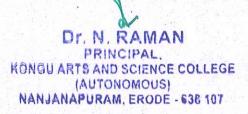


The meeting of the Board of Studies in **CORPORATE SECRETARYSHIP WITH CA AND PROFESSIONAL ACCOUNTING** - UG was conducted on 25.03.2021 at 10.00 a.m. through Google Meet.

The following members were present:

1. Dr. K.K.A. Alaguappan	- Chairman
2. Dr. K . Padmanabhan	- Subject Expert
3. Dr.D. Sasikumar	- Subject Expert
4. Dr.V.Padmanabhan	- University Nominee
5. CS.K.M.Murugesh	- Member Industry
6. CS.G.Vivek	- Alumni
7. Dr.P.Parvatham	- Senior Faculty
8. Dr.G.Gomathi	- Senior Faculty
9. Ms.N.Santhamani	- Member
10. Ms.S.Poovika nishanthini	- Member
11. Ms.K.Dhanalakshmi	- Member
12. Ms.G.Gurusanthosini	- Member
13. Dr.C.Vidhya	- Member
14. Ms.S.Savitha	- Member





Subject related to CBCS, Outcome based Syllabi, Credit Systems, Continuous Internal Assessment, End Semester Examinations and Panel of Examiners were discussed and the following are the resolutions:

- 1. It is resolved to approve
 - a. there is a change in the Scheme of Examination and Syllabi of I and II Semesters for the <u>B.Com (CS CA) & B.Com (PA)</u> students admitted during the academic year 2021 – 2022 and onwards. (Annexure a & b)
 - b. there is no change in the Syllabi of III and IV Semesters for the <u>B.Com (CS CA) &</u> <u>B.Com (PA)</u> students admitted during the year 2020 – 2021 and onwards.
 - c. there is no change in the Syllabi of V and VI Semesters for the <u>B.Com (CS CA) &</u> <u>B.Com (PA)</u> students admitted during the year 2019 – 2020 and onwards.
- 2. It is resolved to follow the norms of the TANSCHE to incorporate Professional English I and II under Part III for the students admitted during the academic year 2021-2022.

It is resolved to approve the new question paper pattern for CIA and ESE to be followed for the students to be admitted during the academic year 2021 – 2022 and onwards. (Annexure –I & II)

- 4. It is resolved to approve the procedure of taking the average marks of both First and Second Internal tests for Continuous Internal Assessment for the students to be admitted from the academic year 2021-2022 and onwards. (Annexure -III)
- 5. It is resolved to approve the changes made in CIA marks for attendance for the students to be admitted during the academic year 2021-2022 and onwards. (Annexure -IV)
- 6. It is resolved to approve to have a grade system for Internship / Institutional training for B.Com (CS CA) & B.Com (PA) UG Programmes for the students to be admitted during the academic year 2021-2022 and onwards. (Annexure -V)
- Extra credits will be awarded minimum 1 Credit and Maximum of 2 Credits to the students who have completed 4 Weeks SWAYAM / MOOC Courses for the students admitted during the academic year 2021 – 2022 and onwards.
- 8. It is resolved to approve the marks distribution for Extension Activities for B.Com (CS CA) & B.Com (PA) Programme for the students to be admitted during the academic year 2021 and onwards (Annexure –VI)

9. It is resolved to approve the NME paper 'Right To Information's Afferecience College (Psychology) students admitted during the year 2020 - 2021 (AUTONOMOUS) NANJANAPURAM, ERODE - 638 107

10. It is resolved to approve the additional name for Panel of Members for Question Paper Setting and Central Valuation. (Annexure –VII)

Details of Modifications in the Courses offered under the programme

B.Com Corporate Secretaryship with CA

The following modifications are done in the Syllabi of I and II Semesters for the B.Com Corporate Secretaryship with CA students admitted during the academic year 2020 – 2021 and onwards based on the feedback obtained from Stakeholders and recommendations of the BOS Panel Members.

- The Allied Paper **Principles of Management** is removed from Semester I due to incorporation of **Professional English I**.
- The Allied Paper Business Law is shifted from Semester III to Semester II and **Professional English II** is also incorporated in this Semester.
- Modification by addition and removal of topics are carried out in the in the syllabi of I and II Semesters (Refer Annexure- b)

B.Com Professional Accounting

The following modifications are done in the Syllabi of I and II Semesters for the B.Com Professional Accounting students admitted during the academic year 2020 - 2021 and onwards based on the feedback obtained from Stakeholders and recommendations of the BOS Panel Members.

- The Core Paper Mercantile Law is modified and shifted from Semester I to Semester III and introduced as Business Law. A new Course Professional English I and Office Automation is also incorporated in Semester I.
- In Semester II Computer Applications Practical –I (MS Office) is renamed as Computer Practical –I (Office Package).
- Non Major Elective Courses (NME II: Right to Information) is being introduced newly in IV semesters for Psychology Students due to increase in strength in B.Com(PA).

Modification by addition and removal of topics are carried out in the in the syllabi of I and II Semesters (Refer Annexure -b)



Dr. N. RAMAN PRINCIPAL. KONGU ARTS AND SCIENCE COLLEGE (AUTONOMOUS) NANJANAPURAM, ERODE - 638 107

Details of Modifications with specific topics in the Syllabus with % revision

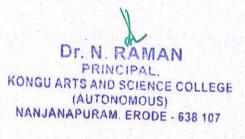
B.Com Corporate Secretaryship with CA

S.No	Course Name	Course Code	Topics introduced	Topics removed	% Revision
1.	Core IV: Professional English –I	21UAFCT101	Unit I- Unit V introduced		100%
2.	Allied Course I: Business Economics	21UAFAT104	Unit I- Unit V introduced		100%
3.	Core IV: Professional English –II	21UAFCT201	Unit I- Unit V introduced		100%
4	Core VI - Computer Practical - I (Office Package)	21UAFCP203	 MS- Publisher Create a Business card using Ms- Publisher. Design a Birthday card using Ms- Publisher. Develop a Broucher using Ms- Publisher. 	-	20%
5:	Allied Course – II- Business Law	21UAFAT204	 Legality of Object Negotiable Instrument Act - 1881 	 Obligations and agreement Partnership Act 1932 	25%

• In overall, there had been a 69% of revision in the Syllabus of the B.Com (Corporate

Secretaryship with CA) Programme.





B.Com Professional Accounting

S.No	Course Name	Course Code	Topics introduced	Topics removed	% Revision
1.	Core IV: Professional English –I	21UAGCT101	Unit I- Unit V introduced		100%
2.	Core-III Office Automation	21UAGCT103	Unit I- Unit V introduced		100%
3	Core IV: Professional English –II	21UAGCT201	Unit I- Unit V introduced		100%
4	Computer Applications Practical- I(Ms Office)	21UAGCP203	 MS PUBLISHER Create a Business card using Ms- Publisher. Design a Birthday Card using Ms- Publisher. Design a Broucher using Ms- Publisher. 		20%

• In overall, there had been a 80% of revision in the Syllabus of the B.Com (Professional Accounting) Programme.



Dr. N. RAMAN PRINCIPAL. KONGU ARTS AND SCIENCE COLLEGE (AUTONOMOUS) NANJANAPURAM, ERODE - 638 107

All the above resolutions are approved.

- 1. Dr. K.K.A. Alaguappan
- 2. Dr. K . Padmanaban
- 3. Dr.D. Sasikumar
- 4. Dr.V.Padmanabhan
- 5. CS.K.M.Murugesh
- 6. CS.G.Vivek
- 7. Dr.P.Parvatham
- 8. Dr.G.Gomathi
- 9. Ms.N.Santhamani
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- 14. Ms.S.Savitha

- Chairman
- Subject Expert
- Subject Expert
- University Nominee

Am 25/03/2024

- Member Industry
- Alumni
- Senior Faculty PANS - Senior Faculty C-U - Member WW - Member 48 Rung
- Member 14 Th
- Member GLG
- Member 9. Ow



Dr. N. R AN PRINCIPAL KONGU ARTS AND SCIENCE COLLEGE (AUTONOMOUS) NANJANAPURAM, ERODE - 638 107