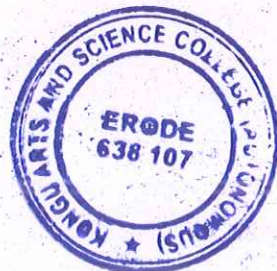# Department of Business Administration

DEPARTMENT OF BUSINESS ADMINISTRATION

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 question paper pattern for the students admitted during 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.

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PRINCIPAL,
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The meeting of the Board of Studies in BBA was conducted on 25.03.2021 at 10.45 a.m. through Google Meet.

The following members were present:

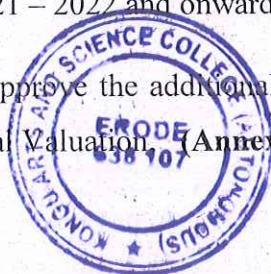Chairman   : Mr.K.P.Karthikeyan

         Members   :

1. Dr.M.Thangam
2. Ms.K.V.Shanmugavadivu
3. Mr.V.Prakash
4. Ms.M.Kavitha
5. Mr.M.Arul Raja
6. Ms.R.Akalya
7. Ms.N.Kowsalya

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Subject related to CBCS, Outcome based Syllabus, 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 BBA 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 BBA students admitted during the year 2020 – 2021 and onwards.

   c. there is no change in the Syllabi of V and VI Semesters for the BBA 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 & II under part III.

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

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 during from the academic year 2021-2022 and onwards. **(Annexure –III(a))**

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 both UG and PG Programme for the students to be admitted during the academic year 2021-2022 and onwards. **(Annexure -V)**

7. Extra credits will be awarded minimum 1 credit and maximum of 2 credits to the students who have completed SWAYAM / MOOC courses for the students admitted during the academic year 2021 – 2022 and onwards.

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

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Details of modifications in the Courses offered under the Programme

BBA

The following modifications are done in the Syllabi of I and II Semesters for the B.B.A students admitted during the academic year 2021-2022 and onwards based on the feedback obtained from Stakeholders and recommendations of the BOS Panel Members.

- The new courses in Core and Allied is introduced during the First Semester and the same as provided in **Annexure b.**
    - Core I:Professional English – I (21UABCT101)
    - Core II: Principles of Management (21UABCT102)
    - Allied Paper I: Business Mathematics and Statistics (21UABAT103)

- The new courses in Core and Allied is introduced during the First Semester and the same as provided in **Annexure b.**
    - Core III: Professional English – II (21UABCT201)
    - Allied Paper II: Optimization Techniques (21UABAT203)

Modification in core courses in the syllabi of I and II semesters BBA has been done and the same is provided in the table. **Annexure b.**

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

BBA

S.No	Course Name	Course Code	Topics introduced	Topics removed	% of Revision
1	Core I:Professional English I	21UABCT101	Unit I -Unit V introduced		100%
2	Core II:Principles of Management	21UABCT102	Unit I -Unit V introduced		100%
3	Allied Paper I: Business Mathematics and Statistics	21UABAT103	Unit I -Unit V introduced		100%
4	Core III : Professional English II	21UABCT201	Unit I -Unit V introduced		100%
5	Allied Paper II: Optimization Techniques	21UABAT203	Unit I -Unit V introduced		100%
5	Core IV: Organizational Behaviour	21UABCT203	Unit I: Nature and Scope of organizational behavior, OB model, Human Behviour and its causation Unit II: Formation of attitude, Types of attitude learning Unit III: Incentives, Differnce between morale and motivation Unit IV: Stages of group development, Group decision making process Unit V: Organisational Culture, Organisational change, Types, Resistance to change, Organisational development, Objectives, Factors influencing Organisational development, Interventions	Unit II: Brainstorming Unit III: Employee attitude and behavior. Unit IV: Hawthrone Experiments, Group dynamics, Group Cohesiveness, Sociometry, Supervision, Style, Training for supervisors, Counseling, Types of Counseling. Unit V: Counselling	40%

In overall, there had been a 13 % of revision in the syllabus of the BBA Programme.

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All the above resolutions are approved.

1. Mr.K.P.Karthikeyan -
2. Dr.M.Thangam -
3. Ms.K.V.Shanmugavadivu -
4. Mr.V.Prakash -
5. Ms.M.Kavitha -
6. Mr.M.Arul Raja -
7. Ms.K.B.Sharanya -
8. Ms.R.Akalya -
9. N.Kowsalya -