

TeamLease Skills University Tarsali, Vadodara

Minutes of Board of Studies Meeting

Date: February 24, 2017

Duration: 10:00 AM onwards

Called by: Department of Commerce & Management, TLSU

Attendees: Provost, Dean Academics, Members of BOS.

The Board of Studies Meeting for the Department of Commerce and Management was held at 10.00 a.m. on 24th February 2017 (Friday) in Board Room at TLSU, ITC Building, ITI Tarsali Campus, Tarsali, Vadodara – 390 009 to discuss issues as per the agenda forwarded to the members of the Board.

The meeting was convened by the convener Dr. Anupam Mitra (Head, Commerce & Management Dept.) and was conducted under the Chairmanship of the Provost Mr. Vikrant Pande.

Following members were present during the meeting-

1. Mr. Vikrant Pande – Provost and Chairman of Board of Studies.
2. Mr. Ashok Kumar –Registrar & Dean Academics
3. Dr. Rahul Kanagat –I/c COE, TLSU.
4. Dr. Ashutosh Sandhe –Associate Professor, C & M Department, TLSU
5. Dr. Manoj Sharma - Assistant Professor, C & M Department, TLSU.
6. Dr. D. K. Chellani – Associate Professor, Maharaja Sayajirao University, Baroda
7. Mr. Shashikant Joshi – CII Member, Director, Elmex Electric Private Limited
8. Dr. Anupam Mitra – Head of C & M Department, TLSU and Convener of BoS.

The meeting started with the permission of the chair and the following were discussed –

Item No. 1 Minutes of the 2nd Meeting of the BOS

The Minutes of last BOS meeting was presented for approval. It was approved. Mr. S. J. Joshi suggested that minutes should have a Matrix of Action Plan at the last to summarize the outcome.

Item No. 2 Revised Syllabus for B.Com and BBA

It was informed to the members that the Department seeks approval for few changes in the present syllabus of B. Com. and BBA.

Changes proposed in B.Com.



- It was proposed to swap between the two life skills subjects from V and VI semester as they are common courses across the all domain. The proposed change is approved by the Members of BOS.

Changes in BBA syllabus.

- **Dr. Anupam Mitra** further proposed that the OJT for BBA should also be for 6 months instead of 2 months as in B. Com. He also proposed that as in all domains have Life Skills courses to make student more employable, these courses should also be included in the BBA Syllabus.
- **Mr. S. J. Joshi** suggested to include some industrial visits and Industry expert talks in every semester.
- **Dr. A. Mitra** explained that the concept of OJT is well accepted by the Industry and Industrial visit are also taken care off.
- **Mr. S. J. Joshi** offered his support for OJT and Final Placement.
- **Mr. S. J. Joshi** also expressed his concern about the heavy content and Syllabus.
- **Mr. Ashok Kumar** explained that only this department students are getting stipends during OJT.
- **Dr. A. Mitra** explained the Members about the unique pedagogy and collaborative teaching methodology adopted by the department, which actually reduces the burden of heavy content and syllabus to an extent.

The proposed changes in the syllabus of BBA is approved by the Board.

Item No. 3 Program Structure and Syllabus for BBO

- **Dr. Anupam Mitra** proposed new online program on Bachelor of Business Operations (BBO).
- **Dr. D. K. Chellani** suggested that the Risk in Banking should be replaced by BASEL III
- **Dr. A. Mitra** presented the program structure and first year syllabus along with the demo of the online portal of the BBO program.



- **Mr. Vikrant Pande** further added and presented the mobile version of the BBO portal, and explained that through the SD card student can access all the content of the portal anywhere, any time without internet.

The Proposed Program is approved with only one year detailed syllabus.

Item no 4. Certificate Courses (Online)

- **Dr. Anupam Mitra** presented the Syllabus and content of the online certificate courses proposed by the department.
 1. Certificate Course in Computerized Accounting
 2. Certificate Course in Stock Trading
 3. Certificate Course in Future and Option Market
- **Mr. Vikrant Pande** suggested to start a Diploma course in Banking for Executives.
- **Mr. S. J. Joshi** suggested to have few Business and Management courses targeting the working engineers and non- finance professionals.
- **Dr. D. K. Chellani** suggested to focus on the course on Technology in Banking.
- **Mr. S. J. Joshi** further added that industry is more interested in compliance rather than theory knowledge. So we should organize frequent workshops on Compliances, Office administration and Documentation.

The Proposed Certificate courses were approved by the board.

Item No. 5 Short Term Courses (Face to Face)

- **Dr. Anupam Mitra** presented the syllabus and content of the certificate courses in face to face mode proposed by the department.
 1. Certificate Course in Bank Operations
 2. Certificate Course in Micro Finance Management
 3. Certificate Course in Services Sales Management
- **Mr. S. J. Joshi** suggested that the fee is too high and need to fix at Rs 10000 only.



- **Dr. D. K. Chellani** suggested that these programs should have a fix start date, tentatively in June and October.
- **Mr. S. J. Joshi** suggested that the course in Services Sales Management should be service specific.
- **Dr. D. K. Chellani** further suggested that, to run the courses we must have High Profile Industry experts as visiting faculties. We should advertise the profile of the visiting faculties.

The Proposed Certificate courses were approved by the board.

Item no 6. Certification Course in Pharmaceutical Selling

- **Dr. Anupam Mitra** presented the Syllabus and content of the certificate courses in Pharmaceutical Selling in face to face mode for Uni-chem Ltd.

Item no 7. Any other items with the permission of the Chairperson

Dr. Rahul Kanagat presented that all our assessments for Degree/ Diploma / Certificate courses are having 60% weightage for Continuous Assessment (CA) and 40% weightage for term-end University Examination (UE) and 40% in aggregate to pass the course

The meeting ended with thanks to the chair and to all the members.

Mr. Vikrant Pande
Provost
TeamLease Skills University
Vadodara.

