Department of Commerce

Holy Cross College (Autonomous)

Nationally Re-Accredited with A+ by NAAC(CGPA3.35-IVCycle),

Nagercoil-629004, Kanyakumari District, Tamil Nadu, India.
Minutes of the Board of Studies meeting of the department of Commerce

held/ conducted on 24.1.2020 at 9.30 AM

Members:

Dr.M. Mary Helen Stella   - HOD and Chairperson

Dr..Dharma Rajini   - University Nominee

Head of the Department,

Department of Commerce & Research Centre,

Vivekananda College,

Agestheeswaram.

Dr.Sr.T.Christina Bridget   -Subject Expert

Principal,

Holy Cross College (Autonomous),

Trichy.

Dr..Andrews Scott   -Subject Expert

Assistant Professor,

Department of Commerce,

Azhagappa Government Arts College,

Karaikudi.

Mr..A.Amirtha Rajan   -Auditor

Partner,

A.John Moris & Company,

Chartered Accountants,

177A, Chithamparam Nager,

Kottar, Nagercoil.

Mrs.Alex Diyana Binu,   - Alumni

1268. Rose Illam,

Rajakkamangalam Road,

Keezha Ramanputhur.

Dr.Sr.Sahaya Selvi   - Member

Dr. S.Mary Pearly Sumathi   - Member

Dr. C. Braba   - Member

Ms. S. Merlin Vista   - Member

Dr. C.K. Sunitha   - Member

Dr. R. Evalin Latha   - Member

Dr. M. Charles Dayana   - Member

Ms. A. Franklin Ragila   - Member

Dr. R. Sree Devi   - Member

Dr.P.M. Sirumalar Rajam   - Member

Ms. S. Jameela   - Member

Ms. J. Jemi Rooth Kanosa   - Member

Dr. J.Divya Merry Malar   - Member

Ms. J. Jenifer   - Member

Ms. J.Carolin Jenil Shalu   - Member

Ms. S. Anees Fathima Sumaiya   - Member

Ms.C.S. Muthumani   - Member

Agenda

1. Prayer
2. Welcome by the Chairperson
3. Reading of the minutes of the previous meeting
4. Panel of Examiners for UG and PG
5. Restructuring / Revision of curriculum for UG with PEOs, POs, PSOs and COs.
6. Revision of syllabus for UG Semester I and II
7. Restructuring / Revision of curriculum for PG with PEOs, POs, PSOs and COs.
8. Revision of syllabus for PG Semester I and II
9. Revision / Change of Courses / Modification for UG and PG
10. Classification of New Courses
11. Classification of courses as Employability / Entrepreneurship / Skill Development
12. Classification of courses as Local / National / Regional / Global
13. Classification of courses as Crosscutting Issues Gender Equity / Environment and Sustainability / Human Values / Professional Ethics
14. Question Paper pattern for internal and external examinations
15. Recommendation of books and journals for UG and PG
16. Conduct of seminars / workshops in collaborations with Government Agents / Universities / NGOs.
17. Suggestion for innovative teaching and evaluation techniques for UG and PG
18. Discussion on coordination of teaching, research, extension and other activities of the department
19. Feedback and action taken
20. Next meeting of BoS
21. Any other.

The meeting commenced with prayer after which the HOD introduced the Board members with warm words of welcome.

The following items in the agenda were discussed by the members of the Board.

Item 01/BoS 20.01/03: Approval of the minutes of the previous meeting held on 05.2.2019

Dr. Sr. Sahaya Selviread the minutes and was approved by the members incorporating the suggestions given by the Academic council.

Item 02/BoS 20.01/04: Approval of the panel of examiners for B. Com and M. Com programmes

The lists of panels of examiners were approved by the BoS members.

Item 03/BoS 20.01/05: Approval of PEOs, POs, PSOs and COs and the Syllabus for semester I and II of **B.Com.**

The BoS members approved the PEOs, POs, PSOs and COs after discussion for the courses in semester I and II for B.Com

Programme Educational Objectives (PEOs)

PEOs	Upon completion of the B.Com Degree Programme, the graduates will be able to:
PEO-1	apply appropriate theory and scientific knowledge to participate in activities that support humanity and economic development nationally and globally, developing as leaders in their fields of expertise.
PEO-2	pursue lifelong learning and continuous improvement of the knowledge and skills with the highest professional and ethical standards
PEO-3	acquaint with the business world by imparting knowledge, skill and attitude thereby becoming employable in the job market.

Programme Outcomes (POs)

POs.	Upon completion of the B.Com Degree Programme, the graduates will be able to:
PO-1	understand the conceptual knowledge of accounting and acquire skills to become leaders in their fields of expertise at the global level
PO-2	identify the role and responsibilities of business that leads to social and economic development
PO-3	acquire entrepreneurial, legal, managerial and communication skills to be successful in business and personal life
PO-4	recognise and practice different value systems and ethics for sustainable development
PO-5	impart competency to make eligible and employable in the job market
PO-6	practical exposure for start up and project promotion.

Programme Specific Outcomes (PSOs)

PSOs.	Upon completion of the B.Com Degree Programme, the graduates will be able to:
PSO-1	develop competency in students to make them employable in the global market and to equip themselves as successful entrepreneurs
PSO-2	apply different concepts in business to start and manage business and realizes the social

	responsibilities	
PSO-3	practice different techniques of communication and apply it in business and profession	
PSO-4	enhance practical knowledge to practice business ethics in order to meet the national requirements	
PSO-5	develop necessary professional knowledge and skills in academic, business and research.	

Item 04/BoS 20.01/06: Restructuring of curriculum for B.Com.

The overall structure of the curriculum framed in 2017 was accepted by the board with the following modifications.

i.   The core courses were changed and the allied courses for the III and IV Semesters were converted to Elective courses

ii. Instead of 4 Elective papers as theory papers, one of the elective paper was changed into project.

Courses offered for the students of **B. Com** are given in the following structure:

Course Structure

Distribution of Hours and Credits

Course	Sem. I	Sem. II	Sem. III	Sem. IV	Sem. V	Sem. VI	Total	
							Hours	Credits
Language	6 (3)	6 (3)	-	-	-	-	12	6
English	6 (3)	6 (3)	-	-	-	-	12	6
Major Core	6 (5)	6 (5)	6(4) + 6(4) + 6(4) + 5(4)	6(4) + 6(4) + 5(4) + 6(4)	6(5) + 6(5) + 6(5) 5(4)	6(5) + 6(5) + 6(5) + 5(5)	104	81
Elective	-	-	5(4)	5(4)	-	5 (5)	15	13
Project	-	-	-	-	5(4)	-	5	4
Allied	6 (5)	6 (5)	-	-	-	-	12	10
AECC	2 (2)	2 (2)	-	-	-	-	4	4
SBC	-	-	2 (2)	2 (2)	2 (2)	2 (2)	8	8
NMEC	4 (2)	4 (2)	-	-	-	-	8	4

	I	II	III	IV	V	VI	Hours	Credits
*Value Education	-	(1)	-	(1)	-	-	-	2
* HRE	-	-	-	-	(1)	-	-	1
*WS	-	-	-	-	-	(1)	-	1
*Certificate Course	-	(1)	-	-	-	-	-	1
*Service LearningProgramme (SLP) - RUN	-	-	(1)	-	-	-	-	1
*Student Training Programme (STP)	-	-	-	(1)	-	-	-	1
Total	30 (20)	30 (22)	30 (23)	30 (24)	30 (26)	30 (28)	180	140+ 3

Total number of Hours　　=　　180

Total number of Credits　　=　　140 + 3

* Courses / Programmes conducted outside the regular working hours

Semester	Course	Course Code	Course	Hours / Week	Credits
I	Part I	TL2011 Fl2011	Language: Tamil French	6	3
	Part II	GE2014	General English	6	3
	Part III	AC2011	Major Core I: Financial Accounting -I	6	5
		AA2011	Allied I: Business Economics	6	5
	Part IV	AEC201	Ability Enhancement Compulsory Course (AECC): English Communication	2	2
		ANM201	Non Major Elective Course (*NMEC): Basic Accounting	4	2
		VEC202	Foundation Course I: Values for Life	-	-
	Part V	SDP202	Skill Development Programme (SDP): Certificate Course	-	-
		STP204	Student Training Programme (STP): Clubs & Committees / NSS	-	-
II	Part I	TL2021 Fl2021	Language: Tamil French	6	3
	Part II	GE2024	General English	6	3
	Part III	AC2021	Major Core II: Financial Accounting -II	6	5
		AA2021	Allied II: Principles of Marketing	6	5

	Part IV	AEC202	Ability Enhancement Compulsory Course (AECC): Environmental Studies	2	2
		ANM202	Non Major Elective Course (*NMEC):Fundamentals of Banking	4	2
		VEC202	Foundation Course I: Values for Life	-	1
	Part V	SDP202	Skill Development Programme (SDP): Certificate Course	-	1
		STP204	Student Training Programme (STP): Clubs & Committees / NSS	-	-
III	Part III	AC2031	Major Core III:Accounting for Partnership	6	4
		AC2032	Major Core IV: Contemporary Banking in India	6	4
		AC2033	Major Core V: Company Law	5	4
		AC2034	Major Core VI: Business Statistics	6	4
		AC2035 AC2036 AC2037	Elective I: Basics of Business and Stock Exchange Retail Management Logistics and Supply Chain Management	5	4
	Part IV	SBC203/ SBC204	Skill Based Course (*SBC): Yoga / Computer Literacy	2	2
		VEC204	Foundation Course II: Personality Development	-	-
	Part V	STP204	Student Training Programme (STP): Clubs & Committees / NSS	-	-
		SLP203	Service LearningProgramme (SLP): Extension Activity (RUN)	-	1
IV	Part III	AC2041	Major Core VII:PracticalCost Accounting	6	4
		AC2042	Major Core VIII: Principles of Auditing	6	4
		AC2043	Major Core IX: Modern Business Communication	5	4
		AC2044	Major Core X: Business Mathematics	6	4
		AC2045 AC2046 AC2047	Elective II: Business Management Business Ethics Executive Skill Development	5	4
	Part IV	SBC203/ SBC204	Skill Based Course (*SBC): Yoga / Computer Literacy	2	2
		VEC204	Foundation Course II: Personality Development	-	1
	Part V	STP204	Student Training Programme (STP): Clubs & Committees / NSS	-	1
V	Part III	AC2051	Major Core XI: Corporate Accounting	6	5
		AC2052	Major Core XII: Business Law - I	6	5
		AC2053	Major Core XIII: Fundamentals of Income Tax	6	5
		AC2054	Major Core XIV: E-Commerce	5	4
		AC20PR AC2055 AC2056	Elective III: Project Startups for commerce graduates Entrepreneurial Training and Development	5	4
	Part IV	ASK205	Skill Based Course (*SBC):Preparation for Competitive Examinations - I	2	2
		HRE205	Foundation Course III: Human Rights Education (HRE)	-	1
VI	Part III	AC2061	Major Core XIV: Accounting for Management	6	5
		AC2062	Major Core XV: Business Law -II	6	5
		AC2063	Major Core XVI: Income Tax Law and GST	6	5

		AC2064	Major Core XVII: Human Resource Management and Development	5	5
		AC2065 AC2066 AC2067	Elective IV: (a) OrganisationalBehaviour (b) Strategic Management (c) Enterprise Information System	5	5
Part IV	ASK206		Skill Based Course (*SBC): Preparation for Competitive Examinations - II	2	2
Part V	WSE206		Foundation Course IV: Women's Studies (WS)	-	1
			TOTAL	180	140 + 3

Item 5/BoS 20.01/7: Approval of PEOs, POs,PSOs, COs and the Syllabus for semester I and II of M.Com.

The BoS members approved the PEOs, POs, PSOs and COs after discussion for the courses in semester I and II for M.Com

Programme Educational Objectives (PEOs)

PEOs	Upon Completion of M.Com degree programme, the graduates will be able to:
PEO -1	use scientific and computational technology to solve social issues and pursue research
PEO -2	will continue to learn and advance their careers in industry both in public and private sectors, government and academia.
PEO -3	exercise professional skills, values, team spirit and high leadership and accept the challenges in the industry, academics and in the field of business management to contribute to nation building.

Programme Outcomes (POs)

POs	Upon Completion of M.Com degree programme, the graduates will be able to:
PO-1	apply high level of knowledge and skills in various fields.
PO-2	offer opportunities to develop the graduates in research, writing, communication and publication skills.
PO-3	identify and analyse functional management issues at various levels for career advancement
PO-4	develop competency and skills to pursue higher level programmes in commerce and industry
PO-5	function effectively as a member or leader in teams by demonstrating soft skills, coping skills and human values
PO-6	sensitizing professional ethics and societal needs which lead them for holistic development

Programme Specific Outcomes (PSOs)

PSOs	Upon Completion of M.Com degree programme, the graduates will be able to:
PSO-1	generate and initiate innovative business and marketing ideas.

PSO-2	develop professional, communication and research skills which lead them for holistic development.
PSO-3	develop competency and skills in students to pursue higherlevel programmes in commerce, management and industry.
PSO-4	instill in them leadership and soft skills to promote sustainable development.
PSO-5	practice business and professional ethics which lead them for holistic development

Item 6/BoS 20.01/8: Restructuring of curriculum for M.Com.

The overall structure of the curriculum framed in 2017 was accepted by the board with the following modifications.

Course Structure Distribution of Hours and Credits

Course	Sem. I	Sem. II	Summer Vacation	Sem. III	Sem. IV	Total	
						Hours	Credits
Core - Theory	6 (4) + 6 (5) + 6 (5) + 6 (4)	6 (5) + 6 (5) + 6 (4) + 6 (4)	-	6 (4) + 6 (4) + 6 (5)	6 (4) + 6 (5) + 6 (5) + 6 (4)	90	67
Elective	6 (4)	6 (4)	-	6 (4)	6 (4)	24	16
Project	-	-	-	6 (4)	-	6	4
*Life Skill Training - I	-	(1)	-	-	-	-	1
*Life Skill Training - II	-	-	-	-	(1)	-	1
*Summer Training Programme	-	-	(1)		-	-	1
TOTAL	30 (22)	30 (23)	(1)	30 (21)	30 (23)	120	90

* Courses / Programmes conducted outside the regular working hours

Courses Offered

Semester	Subject Code	Title of the Paper	Hours/ Week	Credits
I	PA2011	Core I: Environment for Business	6	4
	PA2012	Core II: Applied Operations Research	6	5
	PA2013	Core III: Accounting for Companies	6	5
	PA2014	Core IV: Research Methodology	6	4
	PA2015	Elective I:(a) Business Ethics and Corporate Governance (b) Strategic Management	6	4
	PA2021	Core V: International Business	6	4

	PA2022	Core VI: Accounting for Management		6	5
	PA2023	Core VII: Strategic Financial Management		6	5
	PA2024	Core VIII: Financial Services		6	4
II	PA2025	Elective II: (a) Services Marketing (b) International Marketing		6	4
	LST202	Life Skill Training (LST) - I		-	1
	PA2031	Core IX: Legal Aspects of Business		6	4
	PA2032	Core X: Logistics Management		6	4
	PA2033	Core XI: Income Tax and Corporate Tax Planning		6	5
III	PA2034	Elective III: (a) Organisational Behaviour (b) Banking and Financial Institutions		6	4
	PA20P1	Project		6	4
	PA2041	Core XII: Managerial Economics		6	4
	PA2042	Core XIII:Indirect Taxes		6	5
	PA2043	Core XIV: Marketing and Consumer Behaviour		6	5
	PA2044	Core XV: Human Resource Management		6	4
IV	PA2045	Elective IV: (a) Tourism Management (b) Entrepreneurial Development		6	4
	LST204	Life Skill Training (LST) - II		-	1
	STP201	Summer Training Programme (STP)		-	1
		TOTAL		**120**	**90**

Item 07/BoS 20.01/09: The following courses for B.Com during the I and II semesters are revised/ modified based on the feedback from the students & Alumni.

Sl.No.	Semester	Course Code	Course Title	Changes	
				Removed (if any)	Addition (if any)
1	I	AC2011	Financial Accounting -I	Depreciation Account	Accounting Standards Rectification of errors

					Computerized Accounting –Tally ERP 9
2		AA2011	Business Economics	Supply, Cost and Revenue	Consumer Behaviour, Business Cycle
3	II	AC2021	Financial Accounting -II	-	Depreciation Account

The Title of the core course 'Introduction to Accounting' in semester I is changed into 'Financial Accounting - I' and the title of the core course 'Financial Accounting' in semester II is changed into 'Financial Accounting –II'

The following courses for M.Com during the I and II semesters are revised/ modified based on the feedback from the students & Alumni.

Sl.No.	Semester	Paper Code	Paper Title	Changes	
				Removed (if any)	Addition (if any)
1.	I	PA2011	Environment for Business	Unit – III MRTP Act Unit – V International Economics Institutions (WTO, World bank and IMF) The following textbook is removed; " Business Environment" by Sathdeva S. & Lekshmi Nariem Agarwal	Unit – II Liberalisation and Public Sector and Economic Development Unit – III Indian patents Act Unit – V Role of WTO, Trading Blocks in Globalisation New Textbook; " Business Environment" by Dr. C. D. Balaji
2.	I	PA2012	Applied Operations Research	Unit – II (Input Output Analysis, Goal programming and Inventory Models	Unit – V problems on Inventory Models
3.	I	PA2013	Accounting for Companies	Unit I: Shares and Debentures Unit II: External and Internal Reconstruction Unit III: Liquidation and Accounting Standards	Unit I :Accounts of Banking Companies Unit II :Accounts of Insurance companies Unit IV: Double Account System including Accounts of Electricity Companies UnitV:Hotel Accounting and Value Added Concept
4.	I	PA2015	i) Business Ethics and Corporate Governance	Unit III: Managing Ethics	Unit V: Corporate Governance
5.	II	PA2021	International Business	Unit –IV:International Financial Institutions	Unit – I:Frame Work of International Business

6.	II	PA2022	Accounting for Management	Unit II: Ratio Analysis, Unit IV: Fund Flow, Cash Flow Statement Unit V:Human Resource Accounting and Inflation account	Unit II: Activity Based Costing, Unit IV: Accounting for price level changes, Unit V: Managerial Decision Making
7.	II	PA2023	Strategic Financial Management	Unit III : Capital Structure Theories	Unit IV : Theories of dividend, Factors affecting dividend policy (Theory only)
8.	II	PA2025	i) Services Marketing ii) International Marketing	Unit II: Bank Marketing -	Unit II: Mass Communication Marketing -

The Title of the elective paper 'Research Methodology' is changed into Core paper.

The Title of the core paper 'Business Ethics' is changed into 'Business ethics and Corporate Governance' and shifted from IV semester to I semester.

The Title of the core paper 'Advanced Financial Management' is changed into 'Strategic Management'.

The core paper 'Entrepreneurial Development 'ischanged into 'International Business' and shifted from IV semester to II semester.

The Title of the elective paper 'Banking and Financial Institutions' is changed into Core paper and shifted from IV semester to II semester.

Item 08/BoS 20.01/10: New Courses Introduced for B.Com students in the new structural revision of Curriculum

S.No	Course Code	Name of the Course Introduced
1	AC2021	Major Core II: Financial Accounting-II
2	AA2021	Allide II : Principles of Marketing
3	ACM202	Add on Course: Professional English for Commerce and Management II
4	AC2011	Major Core I: Financial Accounting-I
5	AA2011	Allied I: Business Economics
6	ANM201	Non Major Elective : Basic Accounting
7	ACM201	Add on Course :Professional English for Commerce and Management I

New Papers Introduced for M.Com students in the new structural revision of Curriculum

S No	Course Code	Name of the Course Introduced
1	PA2015	Elective I:(a) Business Ethics and Corporate Governance
2	PA2022	Core VI: Accounting for Management

Item 09/BoS 20.01/11: Classification of the courses for B.Com as Employability/ Entrepreneurship / Skill development

Sem	Course Code	Name of the Course	Employability	Entrepreneurship	Skill Development
I	AC2011	Financial Accounting -I	✓		✓
	AA2011	Business Economics	✓		✓
	ACM201	Add on Course : Professional English			✓
	AMN201	Basic Accounting-NMEC			✓
II	AC2021	Financial Accounting –II	✓		✓
	AA2021	Principles of Marketing			✓
	ACM202	Addon Course : Professional English			✓
	ANM202	Fundamentals of Banking	✓		✓

Classification of the courses for M.Com as Employability/Entrepreneurship/ Skill development

Semester	Subject Code	Name of the Course	Employability	Entrepreneurship	Skill Development
I	PA2011	Business Environment	✓		✓
	PA2012	Applied Operations Research			✓
	PA2013	Corporate Accounting	✓		✓
	PA2014	ResearchMethody			✓
	PA2015	Business Ethics and Corporate Governance			✓
	PA2016	Strategic Management			✓
II	PA2021	International Business		✓	✓
	PA2022	Accounting for Management			✓
	PA2023	Strategic Financial Management			✓
	PA2024	Financial Services		✓	✓
	PA2025	Services Marketing	✓		✓
	PA2026	International Marketing	✓	✓	✓

Item 10/BoS 20.01/12: Classification of the courses as Local / National / Regional / Global

relevance and Cross Cutting Issues

The members of the Board classified the B.Com courses in the new structure based on local/ national/ regional/ global relevance.

Sem	Course Code	Name of the Course	Local	National	Regional	Global
I	AC2011	Major Core I: Financial Accounting,I		✓		
	AA2011	Allied I: Business Economics		✓		
	ACM201	Add on Course : Professional English		✓		
	ANM201	Non Major Elective : Basic Accounting		✓		
II	AC2021	Major Core II: Financial Accounting II		✓		
	AA2021	Allide II : Principles of Marketing		✓		
	ACM202	Addon Coursr : Professional English				✓
	ANM202	Non Major Elective : Fundamental of Banking		✓		

The members of the Board classified the M.Com courses in the new structure based on local/ national/ regional/ global relevance

Semester	Subject Code	Name of the Course	Local	National	Regional	Global
I	PA2011	Core I: Business Environment		✓		✓
	PA2012	Core II: Applied Operations Research				✓
	PA2013	Core III: Corporate Accounting		✓		
	PA2014	Core IV: Research Methodology		✓		
	PA2015	Elective I: (a) Business Ethics		✓		

	PA2016	Elective I: (b) Strategic Management		✓		
II	PA2021	Core V: International Business				✓
	PA2022	Core VI: Accounting for Management		✓		
	PA2023	Core VII: Strategic Financial Management		✓		
	PA2024	Core VIII: Financial Services		✓		
	PA2025	Elective II: (a) Services Marketing		✓		
	PA2026	Elective II: (b) International Marketing				✓

Item 11/BoS 20.01/13: Classification of the courses as Cross Cutting Issues

Classification of B.Com courses based on Cross Cuttings Issues

Se m	Course Code	Name of the Course	Gender Equity	Environmental Sustainability	Human Values	Professional Ethics
I	AC2011	Financial Accounting -I				✓
	AA2011	Business Economics				✓
	ACM201	Add on Course : Professional English				✓
	AMN201	Basic Accounting- NMEC				✓
II	AC2021	Financial Accounting –II				✓
	AA2021	Principles of Marketing				✓
	ACM202	Addon Coursr : Professional English				✓
	ANM202	Fundamentals of Banking				✓

Classification of M.Com courses based on Cross Cuttings Issues

Subject Code	Name of the Course	Gender	Environment Sustainability	Human Values	Professional Ethics
PA2011	Core I: Business Environment	✓	✓	✓	
PA2012	Core II: Applied Operations Research			✓	✓
PA2013	Core III: Corporate Accounting				✓
PA2014	Core IV: Research Methodology			✓	✓
PA2015	Elective I: (a) Business Ethics and Corporate Governance	✓		✓	✓
PA2016	Elective I: (b) Strategic Management	✓	✓	✓	
PA2021	Core V: International Business				✓
PA2022	Core VI: Accounting for Management				✓
PA2023	Core VII: Strategic Financial Management				✓
PA2024	Core VIII: Financial Services				
PA2025	Elective II: (a) Services Marketing				
PA2026	Elective II: (b) International Marketing				✓

Item 12/BoS 20.01/14: Question paper pattern for CIA and External Examination for B.Com

Ratio of Internal External   30:70

CIA	Marks
Test	15
Class Test (3)	6
Quiz (2)	4
Home Assignment/ Group Discussion/ Problem Solving	5
Total	**30**

External	Marks
Part A 10 x 1 (Objective type)	10
Part B 5 x 4 (Internal Choice)	20
Part C 5 x 8 (Internal Choice)	40
Total	**70**

Question paper pattern for CIA and External Examination for M.Com

Ratio of Internal External   40: 60

CIA	Marks
Test	20
Class Test (2)	4
Quiz (2)	4
Seminar	4
Online Home Assignment	4
Group Discussion/ Problem Solving/ Open book test	4
Total	**40**

External	Marks
Part A 10 x 1 (Objective type)	10
Part B 5 x 3 (Internal Choice)	15
Part C 5 x 7 (Internal Choice)	35
Total	**60**

Item 13/BoS 20.01/15: Recommendation of books, journals for B.Com and M.Com programmes.

The members suggested to subscribe various journals for the department from the general library.

Item 14/BoS 20.01/16: Conduct of seminars / workshops in collaborations with Government Agents / Universities / NGOs.

Seminars and conferences are the best platforms to fostering knowledge exchange and professional development by conducting seminars and workshops in collaboration with esteemed partners such as Government Agencies, Universities, and NGOs. Through these collaborative efforts, we aim to address pressing issues, disseminate valuable insights, and empower individuals and organizations to make meaningful contributions to society.

Item 15/BoS 20.01/17: Suggestions for innovative teaching and evaluation techniques

The BoS members suggested the following methodologies to enhance teaching , learning and evaluation.

a) SLOs
b) Kahoot
c) Quizzes
d) Group Discussion
e) PPT
f) Online Quiz

Item 16/BoS 20.01/18: Discussion on coordination of teaching, research, extension and other activities of the department

Compulsory Add on Courses offered by the Department

1. Microsoft Office Certification course before completing the first year

2. Lower English Typewriting Examinations conducted by the Department of Technical Education, Government of Tamil Nadu before IV semester

3. Tally Academy Certification in TALLY ERP. 9 before completing the Degree.

SEC (Preparation for Competitive Examinations) for the VI Semester is offered for the students of Department of Commerce to motivate them to prepare for Competitive and Bank Examinations with confidence.

NME (Basic Accounting & Fundamentals of Banking) for the I and II Semesters is offered to the students of other departments to throw light on accounting and banking practices.

Project is introduced in the V semester as one of the core courses to involve themselves in social issues through systematic research.

Item 17/BoS 20.01/19: Feedback action taken

Stakeholders	Feedback Received	Action Taken
Students	Skill development courses could be incorporated	Value Added Courses based on skill development has been introduced.
Parents	It is preferable to have offline classes.	Offline classes are resumed.
Employers	Soft skills can be improved.	Various programmes were organised in order to improve skills.

The following suggestions were given by the student representatives

> Introduce new courses focusing on competitive examinations.

> Curriculum framed is satisfactory.
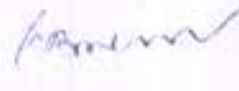
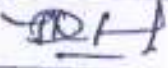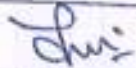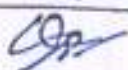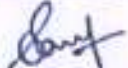| Name of the Students	Class	Signature
I. Michael Sherlin	II M.Com	*Sherlin*
S. Shalon Abiya	III B.Com	*Shalon*
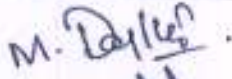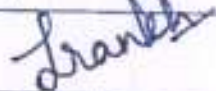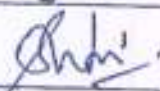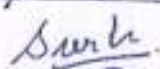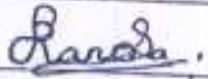
Item 18/BoS 20.01/20: Next Meeting of the BoS

The members of the board suggested having the next meeting of BoS in July 2nd week, 2020.

Item 19/BoS 20.01/21:

The meeting ended with vote of thanks by the HOD, the Chairperson of the BoS at 3.45pm.

Name of the Members	Designation	Signature
University Nominee Dr.Dharma Rajini,	Associate Professor, Department of Commerce, Vivekananda College, Agasteeswaram.	
Subject Expert Dr.T.Christina Bridget,	Principal, Holy Cross College (Autonomous) Trichy.	
Subject Expert Dr.Andrews Scott,	Assistant Professor, Department of Commerce, Azhagappa Government Arts College, Karaikudi.	HEAD OF THE DEPARTMENT DEPARTMENT OF COMMERCE ALAGAPPA GOVERNMENT ARTS COLLEGE

Industrialist Mr.A.Amirtha Rajan,	Partner, A.JohnMoris&Co, Chartered Accountants, 177A, Chidambaram Nagar, Kottar, Nagercoil.	
Alumni Mrs.Alex Diyana Binu,	1268,Rose Illam, Rajakamangalam Road, Keezha Ramanputhur.	Absent
Dr.M. Mary Helen Stella	HOD and Chairperson	M.Mary Helen Stella
Dr.Sr.Sahaya Selvi	Assistant Professor	
Dr. S.Mary Pearly Sumathi	Assistant Professor	
Dr. C. Braba	Assistant Professor	
Ms. S. Merlin Vista	Assistant Professor	
Dr. C.K. Sunitha	Assistant Professor	
Dr. R. Evalin Latha	Assistant Professor	
Dr. M. Charles Dayana	Assistant Professor	M. Dayka
Ms. A. Franklin Ragila	Assistant Professor	
Dr. R. Sree Devi	Assistant Professor	
Dr.P.M. Sirumalar Rajam	Assistant Professor	
Ms. S. Jameela	Assistant Professor	
Ms. J. Jemi Rooth Kanosa	Assistant Professor	
Dr. J.Divya Merry Malar	Assistant Professor	
Ms. J. Jenifer	Assistant Professor	
Ms. J.Carolin Jenil Shalu	Assistant Professor	
Ms. S. Anees Fathima Sumaiya	Assistant Professor	
Ms.C.S. Muthumani	Assistant Professor	