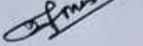
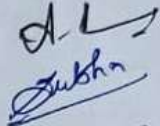

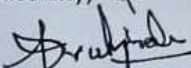
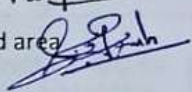


**MINUTES OF THE 18 TH MEETING OF THE BOARD OF STUDIES OF THE BBA DEPARTMENT
HELD ON 9th DECEMBER, 2023**

The 18th Meeting of the Board of Studies (BoS) of the BBA Department was held on 9th December, 2023 in which the following members were present:

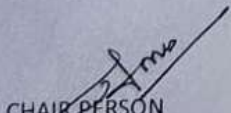
1. Dr. G JONES GREEN Head of the Department - Chairperson. 
2. Mr. R Arul Mosses
3. Dr. A Remila Jann
4. Dr. S Subha 
5. Dr. S Jebastine Suthan Raja Subject expert – 1 (from outside the parent university)
6. Dr. JT Pratheesh Subject expert – 2 (from outside the parent university) 
7. Dr. N Arun Fred Subject expert (Nominated by the VC) 
8. Er . J Siva Prabhu Representative (from industry/corporate sector/allied area relating to placement) 

The meeting of the Board of Studies of the BBA Department was held at 10 am on 9th December, 2023 in the department of the business administration.


In the beginning, the Chairperson introduced and welcomed the members.

Thereafter, the agendas were taken up for discussion.

	The members of BoS carefully perused the "Action Taken Report (ATR)" presented by the member Secretary Mr R Arul Mosses and expressed their satisfaction and appreciation.
3	Review of Academic and Administrative Audit (AAA) Report 2022-23. The member-secretary Mr R Arul Mosses presented the AAA report criteria-wise and the members of BoS carefully reviewed the AAA report and proposed the following suggestions for improvement. a) To revise the existing syllabus as per the decision taken in the staff council.

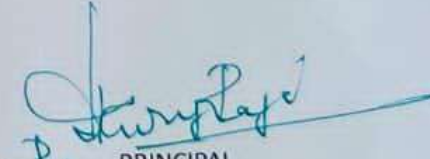

CHAIR PERSON

Dr. G. JONES GREEN, MBA., M.Phil., Ph.D.,
Head & Associate Professor,
Department of Business Administration,
Scott Christian College (Autonomous),
Nagercoil - 629 003.


PRINCIPAL
Dr. D. HENRY RAJA
PRINCIPAL IN-CHARGE
SCOTT CHRISTIAN COLLEGE (AUTONOMOUS)
NAGERCOIL-3.

4	<p>Review of Feedback Report on curriculum obtained from 1) Students, 2) Teachers, 3) Employers, 4) Alumni.</p> <p>Dr. G Jones Green presented the Feedback Report obtained from 1) Students, 2) Teachers, 3) Employers, 4) Alumni on the curriculum of BBA from in the academic year 2023-24.</p> <p>The members of BoS carefully reviewed the Feedback Report received from the stake holders and proposed the following actions to be taken in the curriculum.</p> <p>a) Extension activity b) To organise skill development programs c) To add value added courses</p>																														
5	<p>Introduction of new courses from the academic year 2023-24.</p> <p>Dr. G Jones Green proposed the introduction of the following NEW course(s) in the curriculum of BBA from the academic year 2023-24.</p> <p>1. Core/Elective courses with local/regional/national/global relevance</p> <table border="1" data-bbox="347 723 1390 1019"> <thead> <tr> <th>Name of the Course</th> <th>Course Code</th> <th>Relevance to the local, national, regional and global developmental needs.</th> </tr> </thead> <tbody> <tr> <td>CC: Accounting for managers II</td> <td></td> <td>National</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>2. Courses for employability/ entrepreneurship/ skill development</p> <table border="1" data-bbox="347 1086 1390 1382"> <thead> <tr> <th>Name of the Course</th> <th>Course Code</th> <th>Activities/Content with direct bearing on Employability/ Entrepreneurship/ Skill development</th> </tr> </thead> <tbody> <tr> <td>SEC: Business communication</td> <td></td> <td>Skill development</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>3. Value-added courses for imparting transferable and life skills (Min. 30 hours)</p> <table border="1" data-bbox="347 1449 1390 1646"> <thead> <tr> <th>Name of the Course</th> <th>Course Code</th> <th>Transferable and life skill development</th> </tr> </thead> <tbody> <tr> <td>Common</td> <td></td> <td>Based on current trends</td> </tr> </tbody> </table>	Name of the Course	Course Code	Relevance to the local, national, regional and global developmental needs.	CC: Accounting for managers II		National							Name of the Course	Course Code	Activities/Content with direct bearing on Employability/ Entrepreneurship/ Skill development	SEC: Business communication		Skill development							Name of the Course	Course Code	Transferable and life skill development	Common		Based on current trends
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6 **Revision of syllabuses of existing courses from the academic year 2023-24.**

Dr.G Jones Green proposed the revision of syllabuses of the following course(s) in the curriculum of BBA from the academic year 2023-24.

Name of the Course	Course Code	Core/ Elective/ Skill/Value added	% of content added or replaced
Principles of Management		Core	2% replaced
Business Organisation and Environment		Core	2% replaced
Legal aspects of Business		Core	2% replaced
Human Resource Management		Core	2% replaced

Resolved to revise the syllabuses of the above course(s) in the curriculum of BBA from the academic year 2023-24. Also resolved to approve the modified syllabuses for these courses which are given in Section – II

7 **Introduction of field projects/ internships / student projects from the academic year 2023-24.**

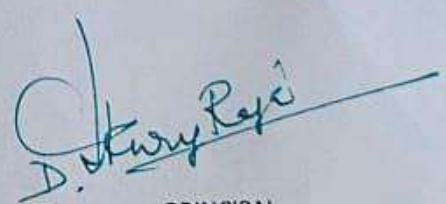
Dr. G Jones Green proposed the introduction of field projects/ internships / student projects in the curriculum of BBA from the academic year 2023-24.

Name of the Programme	Semester	Field project/ internship / student project	Duration
Organisational study	II	Student project	15 days
Internship	IV	Internship	15 days
Project	V	Field project	30 days

Resolved to introduce the above field projects/ internships / student projects in the curriculum of BBA from the academic year 2023-24. Also resolved to approve the method of grading the students undertaking field projects/ internships / student projects, which are given in Section – III

CHAIR PERSON


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