

**Faculty of Business management and commerce
Department of Commerce
Minutes of meeting of Board of studies held on 9th August 2022
at 2.30 PM in the conference room**

Ref. UMU/FBMC/DC/2022/05

Date: 09/08/2022

A meeting of the Board of Studies (BOS) of the Department of Commerce was held on 09/08/2022 at 2.30 pm to review the course curriculum of B.COM(H) program to be effective from 2022-23 AY

The following members attended the meeting:

- | | |
|---|--|
| 1. Dr. Anupama verma | Chairperson |
| 2. Dr. Dinesh kumar pandey | Internal subject Expert |
| 3. Dr. Bateswar singh | External Academic Expert |
| 4. Mr. Ajay Kumar- | External Industry Expert (HR Manager, Outlook) |
| 5. All internal faculty members of the department present on that day | |

The chairperson of the Board of Studies (BoS) welcomed all of the members and thanked the external expert for their time. The items were covered according to the agenda.

Item No. 1: To confirm the minutes of the meeting of Board of Studies held on 1st August 2021.

(Annexure-1)

The BoS members confirmed the minutes.

Item No. 2: To discuss and finalize the adoption of New BCOM (H) syllabus as per the CBCS guidelines for 2022 batch to be offered in 2022-23 AY

The members of Board of Studies noted the action taken on the decision on the previous Meeting and expressed its appreciation for the efforts. Suggestion of adoption of the new BCOM (H) syllabus as per the CBCS guidelines

(Annexure-2)

List of courses in curriculum of B.COM (H) 2022-23 AY.	
	Addition
Semester third:	BCOM302 Computer Applications in Business Core Course C-6 BCOM305 Business ethics & CSR Skill-Enhancement Elective Course (SEC)-1
Semester fourth:	BCOM401 Corporate Accounting Core Course C-8

Item 3: To decide about the assessment criteria for the BCOM (H) program.

The member of BOS has also discussed and decided the assessment system to be of 40% and 60%. It was decided that the continuous assessment or the Mid-term will be of 40% and end term will be 60% as per the department ordinance.

The Assessment is of *40 marks* and will be of the following form:

Mid-Semester: 25 marks

Assignment: 15 marks

Attendance: 5 marks

The Members of BoS have recommended the curriculum/ syllabus of the elective courses to be offered in 2022-23 AY as attached in Annexure 3.

Item 4: To discuss and finalise the End term question paper format.

The question paper of end term will be in the format of 100 marks whose composition is mentioned below. The question paper will be of 2 sections that is Section A and section B. Section A will consist of Part I of 20 Multiple Choice Questions of 20 marks and Part II of 5 short answer questions of 20 marks. Section B will be consist of long answers of 60 marks as per the department ordinance.

Item No. 5: To consider & approve the value added courses approved by the Department of Commerce.

(Annexure-3)

The members of BoS confirmed the same.

Item No. 6: To discuss and finalise the PEOs, PO and PSO for the New Bcom(H) Program

(Annexure-4)

The members of BOS has approved the PO and PSO for the BCOM(H) Program mentioned in Annexure III

ItemNo.7. The members of BoS recommended adopting the quality initiatives suggested by IQAC.

Item No.8: To consider and implement the input recommended by Academic forum.

The members of BoS recommended adopting the input recommend by academic forum.

The members of BoS authorized the other person of BoS for any kind of revision/change if needed.

The meeting is ended with thanks to all the members.

Members with Signature

- | | |
|---|---|
| 1. Dr. Anupama verma | Chairperson |
| 2. Dr. Dinesh kumar pandey | Internal subject Expert |
| 3. Dr.Bateswar singh | External Academic Expert |
| 4. Mr. Ajay Kumar- | External Industry Expert (HR Manager,Outlook) |
| 5. All internal faculty members of the department present on that day | |

Dr. Anupama Verma
Dr. Dinesh Kumar Pandey
Dr. Bateswar Singh
Ajay K.

Copy To:

- Vice Chancellor, UMU for kind information
Pro-Vice Chancellor, UMU for kind information
Registrar, UMU for kind information
All members of the BOS



Faculty of Business management and commerce
Department of Commerce
Minutes of meeting of Board of studies held on 1st August 2021
at 2.00 PM in online mode

Ref. UMU/FBMC/DC/2021/04

Date: 1/08/2021

A meeting of the Board of Studies (BOS) of the Department of Commerce was held on 1/08/2021 at 2.00 pm to review the course curriculum of new B.COM(H) program to be effective from 2021-22 AY

Google meet link: <https://meet.google.com/jfn-texm-ksz>

The following members attended the meeting:

- | | |
|---|--|
| 1. Dr. Arvind Hans | Chairperson |
| 2. Dr. Dinesh kumar pandey | Internal subject Expert |
| 3. Dr. Saroj ranjan | External Academic Expert |
| 4. Mr. Ajay Kumar- | External Industry Expert (HR Manager, Outlook) |
| 5. All internal faculty members of the department present on that day | |

The chairperson of the Board of Studies (BoS) welcomed all of the members and thanked the external expert for their time. The items were covered according to the agenda.

Item No. 1: To confirm the minutes of the meeting of Board of Studies held on 5th August 2020.

(Annexure-1)

The BoS members confirmed the minutes.

Item 2: To decide about the assessment criteria for the New BCOM (H) program.

The member of BOS has also discussed and decided the assessment system to be of 40% and 60%. It was decided that the continuous assessment or the Mid-term will be of 40% and end term will be 60% as per the department ordinance.

The Assessment is of 40 marks and will be of the following form:

Mid-Semester: 25 marks

Assignment: 15 marks

Attendance: 5 marks

The Members of BoS have recommended the curriculum/ syllabus of the elective courses to be offered in 2021-22 AY as attached in Annexure 3.

Item 3: To discuss and finalise the End term question paper format.

The question paper of end term will be in the format of 100 marks whose composition is mentioned below. The question paper will be of 2 sections that is Section A and section B. Section A will consist of Part I of 20 Multiple Choice Questions of 20 marks and Part II of 5 short answer questions of 20 marks. Section B will be consist of long answers of 60 marks as per the department ordinance.

Item No. 4: To consider & approve the value added courses approved by the Department of Commerce.

(Annexure-2)

The members of BoS confirmed the same.

Item No. 5: To discuss and finalise the PEOs, PO and PSO for the New B.com(H) Program

(Annexure-3)

The members of BOS has approved the PO and PSO for the B.COM (H) Program mentioned in Annexure III

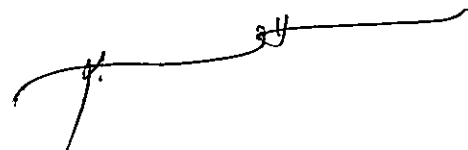
ItemNo.6. The members of BoS recommended adopting the quality initiatives suggested by IQAC.

Item No.7: To consider and implement the input recommended by Academic forum.

The member of BoS recommended adopting the input recommend by academic forum.

The member of BoS authorized the other person of BoS for any kind of revision/change if needed.

The meeting is ended with thanks to all the members.



Members with Signature

- | | |
|---|---|
| 1. Dr. Arvind Hans | Chairperson |
| 2. Dr. Dinesh kumar pandey | Internal subject Expert |
| 3. Dr.Saroj ranjan | External Academic Expert |
| 4. Mr. Ajay Kumar- | External Industry Expert (HR Manager,Outlook) |
| 5. All internal faculty members of the department present on that day | |

Arvind Hans
Ajay Kumar

Ajay Kumar

Copy To:

- Vice Chancellor, UMU for kind information
- Pro-Vice Chancellor, UMU for kind information
- Registrar, UMU for kind information
- All members of the BOS



Faculty of Business management and commerce
Department of Commerce
Minutes of meeting of Board of studies held on 17th August 2020
at 2.00 PM in online mode

Ref. UMU/FBMC/DC/2020/03

Date: 17/08/2020

A meeting of the Board of Studies (BOS) of the Department of Commerce was held on 17/08/2020 at 2.00 pm to review the course curriculum of new B.COM(H) program to be effective from 2020-21 AY

Google meet link: <https://meet.google.com/jfn-tdxm-ksz>

The following members attended the meeting:

- | | |
|---|---|
| 1. Dr. Arvind Hans | Chairperson |
| 2. Dr. Dinesh kumar pandey | Internal subject Expert |
| 3. Dr.Saroj ranjan | External Academic Expert |
| 4. Mr. Ajay Kumar- | External Industry Expert (HR Manager,Outlook) |
| 5. All internal faculty members of the department present on that day | |

The chairperson of the Board of Studies (BoS) welcomed all of the members and thanked the external expert for their time. The items were covered according to the agenda.

Item No. 1: To confirm the minutes of the meeting of Board of Studies held on 21st August 2019.
(Annexure-1)

The BoS members confirmed the minutes.

Item No. 2: To discuss and finalize the adoption of New courses in B.COM(H) syllabus as per the CBCS guidelines for 2019 batch for 2020-21 AY.

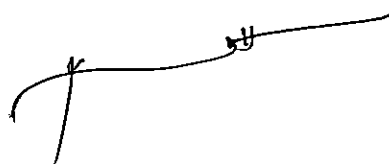
The members of Board of Studies noted the action taken on the decision on the previous Meeting and expressed its appreciation for the efforts. Suggestion of adoption of the BCOM (H) syllabus as per the CBCS guidelines.

(Annexure-2)

List of New courses in curriculum of B.COM(H) offered in 2020-21 AY.	
	Addition
Semester fifth:	Subject Code NAME BCOM501 Cost Accounting BCOM502 Fundamentals of Financial Management BCOM503 Banking and Insurance DSE-1 (Any one of Group A) BCOM504 Computerized Accounting System DSE-2 (Any one of Group A) BCOM505 Entrepreneurship BCOM 506 Corporate Training
Semester Sixth:	BCOM601 Auditing BCOM602 Indirect Tax Law BCOM603 International Business DSE-3 (Any one of Group B) BCOM604 Management Accounting DSE-4 (Any one of Group B) BCOM605 Project work BCOM 606 Corporate Training

○ **List of Discipline Specific Electives in Final Year : BCOM**

Group A (5th SEMESTER)	Group B (6th SEMESTER)
a. Fundamentals of Investment BCOM506	a. Management Accounting BCOM604
b. Corporate Tax Planning BCOM507	b. Consumer Affairs and Customer Care BCOM609
c. Advertising BCOM508	c. Business Tax Procedures and Management BCOM607
d. Banking and Insurance BCOM503	d. International Business BCOM603
e. Computerized Accounting System BCOM504	e. Industrial Relations and Labour Laws BCOM608



Item 3: To decide about the assessment criteria for the New BCOM(H) program.

The member of BOS has also discussed and decided the assessment system to be of 40% and 60%. It was decided that the continuous assessment or the Mid-term will be of 40% and end term will be 60% as per the department ordinance.

The Assessment is of *40 marks* and will be of the following form:

Mid-Semester: 25 marks

Assignment: 15 marks

Attendance: 5 marks

The Members of BoS have recommended the curriculum/ syllabus of the elective courses to be offered in 2020-21 AY as attached in Annexure 3.

Item 4: To discuss and finalise the End term question paper format.

The question paper of end term will be in the format of 100 marks whose composition is mentioned below. The question paper will be of 2 sections that is Section A and section B. Section A will consist of Part I of 20 Multiple Choice Questions of 20 marks and Part II of 5 short answer questions of 20 marks. Section B will be consist of long answers of 60 marks as per the department ordinance.

Item No. 5: To consider & approve the new value added courses approved by the Department of Commerce.

(Annexure-3)

The member of BoS confirmed the same.

Item No. 6: To discuss and finalise the PEOs, PO and PSO for the New Bcom(H) Program

(Annexure-4)

The member of BOS has approved the PO and PSO for the BCOM(H) Program mentioned in Annexure III

ItemNo.7. The member of BoS recommended adopting the quality initiatives suggested by IQAC.

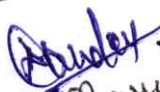
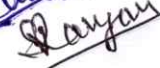


Item No.8: To consider and implement the input recommended by Academic forum.

The member of BoS recommended adopting the input recommend by academic forum.

The member of BoS authorized the other person of BoS for any kind of revision/change if needed.

The meeting is ended with thanks to all the members.

Members with Signature

- | | | |
|---|---|---|
| 1. Dr. Arvind Hans | Chairperson |  |
| 2. Dr. Dinesh kumar pandey | Internal subject Expert |  |
| 3. Dr.Saroj ranjan | External Academic Expert |  |
| 4. Mr. Ajay Kumar- | External Industry Expert (HR Manager,Outlook) |  |
| 5. All internal faculty members of the department present on that day | | |

Copy To:

- Vice Chancellor, UMU for kind information
- Pro-Vice Chancellor, UMU for kind information
- Registrar, UMU for kind information
- All members of the BOS



**Faculty of Business management and commerce
Department of Commerce
Minutes of meeting of Board of studies held on 21th August 2019
at 2.00 PM in the conference room**

Ref. UMU/FBMC/DC/2019/02

Date: 21/08/2019

A meeting of the Board of Studies (BOS) of the Department of Commerce was held on 21/08/2019 at 2.00 pm to review the course curriculum of B.COM(H) program to be effective from 2019-20 AY

The following members attended the meeting:

- | | |
|---|---|
| 1. Dr. Anupama Verma | Chairperson |
| 2. Dr. Dinesh kumar pandey | Internal subject Expert |
| 3 .Dr.Ratnesh chaturvedi | External Academic Expert |
| 4. Mr. Ajay Kumar- | External Industry Expert (HR Manager,Outlook) |
| 5. All internal faculty members of the department present on that day | |

The chairperson of the Board of Studies (BoS) welcomed all of the members and thanked the external expert for their time. The items were covered according to the agenda.

Item No. 1: To confirm the minutes of the meeting of Board of Studies held on 5th August 2018.

(Annexure-1)

The BoS members confirmed the minutes.

Item No. 2: To discuss and finalize the adoption of new B.COM (H) syllabus as per the CBCS guidelines for 2018 batch to be offered in 2019-20 AY

The members of Board of Studies noted the action taken on the decision on the previous Meeting and expressed its appreciation for the efforts. Suggestion of adoption of the BCOM (H) syllabus as per the CBCS guidelines.

(Annexure-2)

List of courses in curriculum of B.COM(H) 2019-20 AY.		
	Addition	
Semester third:	BCOM301	Human Resource Management
	BCOM302	Computer Applications in Business
	BCOM303	Principles of Marketing
	BCOM304	Business Mathematics
	BCOM305	Business ethics & CSR
Semester fourth:	BCOM401	Corporate Accounting
	BCOM402	Income-tax Law and Practice
	BCOM403	Business Statistics
	BCOM404	Public Finance
	BCOM405	E-Commerce
	BCOM 406	Corporate Training

Item 3: To decide about the assessment criteria for the new B.COM (H) program.

The Member BOS has also discussed and decided the assessment system to be of 40% and 60%. It was decided that the continuous assessment or the Mid-term will be of 40% and end term will be 60% as per the department ordinance.

The Assessment is of *40 marks* and will be of the following form:

Mid-Semester: 25 marks

Assignment: 15 marks

Attendance: 5 marks

The Members of BoS have recommended the curriculum/ syllabus of the elective courses to be offered in 2019-20 AY as attached in Annexure 3.

Item 4: To discuss and finalise the End term question paper format.

The question paper of end term will be in the format of 100 marks whose composition is mentioned below. The question paper will be of 2 sections that is Section A and section B. Section A will consist of Part I of 20 Multiple Choice Questions of 20 marks and Part

II of 5 short answer questions of 20 marks. Section B will be consist of long answers of 60 marks as per the department ordinance.

The members of BoS confirmed the same.

Item No. 5: To consider & approve the value added courses approved by the Department of Commerce.

(Annexure-3)

The member of BoS confirmed the same.

Item No. 6: To discuss and finalise the PEOs, PO and PSO for the new B.com(H) Program

(Annexure-4)

The member of BOS has approved the PO and PSO for the new BCOM(H) Program mentioned in Annexure III

ItemNo.7. The member of BoS recommended adopting the quality initiatives suggested by IQAC.

Item No.8: To consider and implement the input recommended by Academic forum.

The member of BoS recommended adopting the input recommends by academic forum.

The member of BoS authorized the other member of BoS for any kind of revision/change if needed.

The meeting is ended with thanks to all the members.

Members with Signature

- | | | |
|---|--|---------------------------|
| 1. Dr. Anupama Verma | Chairperson | <i>AVE</i> |
| 2. Dr. Dinesh kumar pandey | Internal subject Expert | <i>D Pandey</i> |
| 3 . Dr.Ratnesh chaturvedi | External Academic Expert | <i>Ratnesh Chaturvedi</i> |
| 4. Mr. Ajay Kumar- | External Industry Expert (HR Manager, Outlook) | <i>Ajay K.</i> |
| 5. All internal faculty members of the department present on that day | | |

Copy To:

Vice Chancellor, UMU for kind information

Pro-Vice Chancellor, UMU for kind information

Registrar, UMU for kind information

All members of the BOS



Faculty of Business management and commerce
Department of Commerce
Minutes of meeting of Board of studies held on 5th August 2018
at 1.00 PM in the conference room

Ref. UMU/FBMC/DC/2018/01

Date: 05/08/2018

○ A meeting of the Board of Studies (BOS) of the Department of Commerce was held on 05/08/2018 at 1.00 pm to review the course curriculum of B.COM(H) program to be effective from 2018-19 AY

The following members attended the meeting:

- | | |
|---|--|
| 1. Dr. Anupama Verma | Chairperson |
| 2. Dr. Vikash Bhargava | Internal subject Expert |
| 3. Dr. Saroj ranjan | External Academic Expert |
| 4. Mr. Ajay Kumar- | External Industry Expert (HR Manager, Outlook) |
| 5. All internal faculty members of the department present on that day | |

The chairperson of the Board of Studies (BoS) welcomed all of the members and thanked the external expert for their time. The items were covered according to the agenda.

○ **Item No. 1: To confirm the minutes of the meeting of Board of Studies held on 5th August 2017.**
(Annexure-1)

The BoS members confirmed the minutes.

Item No. 2: To discuss and finalize the adoption of New B.COM(H) 2018 syllabus as per the CBCS guidelines to be offered in 2019-20 AY

The members of Board of Studies noted the action taken on the decision on the previous Meeting and expressed its appreciation for the efforts. Suggestion of adoption of the BCOM (H) syllabus as per the CBCS guidelines.

(Annexure-2)

List of new courses in curriculum of B.COM (H) 2018-19 AY.		
	Addition	
Semester first:	BCOM101	Business Communication
	BCOM102	Financial Accounting
	BCOM103	Business Law
	BCOM104	Micro Economics
Semester Second:	BCOM201	Environmental Studies
	BCOM202	Principles of Management
	BCOM203	Company Laws
	BCOM204	Macro Economics

Item 3: To decide about the assessment criteria for the New B.COM(H) program.

The members of BOS has also discussed and decided the assessment system to be of 40% and 60%. It was decided that the continuous assessment or the Mid-term will be of 40% and end term will be 60% as per the department ordinance.

The Assessment is of 40 marks and will be of the following form:

Mid-Semester: 25 marks

Assignment: 15 marks

Attendance: 5 marks

The Members of BoS have recommended the curriculum/ syllabus of the elective courses to be offered in 2018-19 AY as attached in Annexure 3.

Item 4: To discuss and finalise the End term question paper format.

The question paper of end term will be in the format of 100 marks whose composition is mentioned below. The question paper will be of 2 sections that is Section A and section B. Section A will consist of Part I of 20 Multiple Choice Questions of 20 marks and Part II of 5 short answer questions of 20 marks. Section B will be consist of long answers of 60 marks as per the department ordinance.

The members of BoS confirmed the same.

Item No. 5: To discuss and finalise the PEOs, PO and PSO for the New Bcom(H) Program

(Annexure-3)

The members of BOS has approved the PO and PSO for the BCOM(H) Program mentioned in Annexure II

ItemNo.6. The members of BoS recommended adopting the quality initiatives suggested by IQAC.

Item No.7: To consider and implement the input recommended by Academic forum.

The members of BoS recommended adopting the inputs recommend by academic forum. The members of BoS authorized the other member of BoS for any kind of revision/change if needed.

The meetin

Members with Signature

1. Dr. Anupama Verma

2 Dr. Vikash Bhargava

3.Dr.Saroj ranjan

4. Mr. Ajay Kumar-

5. All internal faculty members of the department present on that day

Chairperson

Internal subject Expert

External Academic Expert

External Industry Expert (HR Manager,Outlook)

[Handwritten signatures: Anupama Verma, Vikash Bhargava, Saroj Ranjan]

[Handwritten signature: Ajay Kumar]

Copy To:

Vice Chancellor, UMU for kind information

Pro-Vice Chancellor, UMU for kind information

Registrar, UMU for kind information

All members of the BOS