



USHA MARTIN UNIVERSITY
FACULTY OF BUSINESS MANAGEMENT & COMMERCE
DEPARTMENT OF BUSINESS MANAGEMENT

Ref. UMU/FBMC/DBM/2022/01

DATE: 06/08/2022

Minutes of the Board of Studies (BOS) meeting of the Department of Management for the MBA programme held on 6th August 2022 at 11.00 AM in Hybrid mode.

Google Meet Link: [<https://meet.google.com/veg-pgrf-rwy>]

Dr. Anupama Verma, HOD, Department of Business Management, chairs the meeting of BOS and welcomes all the experts and members of BOS.

The following members attended the meeting:

1.	Dr. Anupama Verma	Chair
2.	Dr. Arvind Hans	Internal Member
3.	Dr. Pranab Kumar	External Academic Expert, BIT Mesra, Lalpur (Human Resource)
4.	Mr. Sarabjeet Kaur Saini	External Industry Expert, Senior Bureau Chief, India Today

Item No. 1: To confirm the minutes of the meeting of the Board of Studies held on 16th July 2021.

(Annexure-1)

The BoS members confirmed the minutes as circulated.

Item No. 2: To report the action taken on the minutes of the Board of Studies held on 16th July 2021.

(Annexure-2)

The members of the Board of Studies noted the action taken on the decision at the previous meeting and expressed their appreciation for the efforts.

Item no 3: To discuss the feedback collected from different stakeholders.

The feedback provided by the different stakeholders was discussed and the delivery of the program was planned accordingly. Based on feedback from the stakeholders, more practical sessions have been included.

The course MBA-1008 Computers Application in Management will be assigned practical sessions of one credit (two practical and two theories).

The course MBA 1005 Managerial Skill Development will be allocated with practical sessions of one credit (One theory and two practicals)

The third-semester course MBA 3002 Decision Support System & Management Information System will be allocated with practical sessions of one credit (two theories and two practicals)

(Annexure-3)

Item no 4: To discuss and finalize the course revision of the syllabus of the MBA programme for the MBA 2022-24 Batch.

BOS members approved and finalised the revised syllabus of Human Resource courses for the MBA program based on the feedback provided by the different stakeholders.

The Human Resource Courses of the MBA Programme for MBA 2022-24 Batch taken for revision are as follows:

Human Resource Management

Courses with significant revision:

1. MBAH-3003, Strategic Training & Development
2. MBAH-3004, Human Resource Planning & Deployment
3. MBAH-4001, Organizational Development

General Courses

Courses with slender revision:

1. MBA-1002, Quantitative Techniques for Management
2. MBA -2002, Operations Research

Courses with significant revision:

1. MBA - 2007, Research Methodology

(Annexure-4)



Item no 5: To discuss the issue of delay in the presentation of SIP/Project for the MBA Programme.

BOS members approved the suggestion of measures taken for the timely submission/presentation of SIP.

The students will present in front of the internal committee before coming for the final presentation/submission with a hard copy of the project report.

The respective guide is responsible for the timely presentation and submission of the project report of the students assigned to them.

The students with late submissions even after multiple reminders to be fined with Re1000/-.

Item no 6: To discuss the Guest Lecturer classes for the students.

BOS members approved the suggestion of the members for conducting Guest Lecturers from academia as well as corporate houses for the overall development of the students.

Item no 7: To focus on the increased research publications and paper presentations at conferences/seminars by the faculty members.

BOS members approved the suggestion of the members to increase the number of indexed publications in high-impact factor journals and paper presentations at conferences/seminars by the faculty members of the department.

It has also been suggested for publication and research work with students

Item no 8: To discuss the Study Tour / Industrial visit for the students of the MBA programme.

BOS members approved the suggestion of the members for the quick arrangement of a study tour/ Industrial visit for the upgrading of knowledge about the corporate world.

Item no 9: To discuss the extension activities/workshop to be conducted in the department.

BOS members approved the suggestion of the members for conducting more workshops on research methodology/ IPR/ Entrepreneurship for the students and updated software packages for data research analysis for the PhD scholars / young researchers and faculty members



Item no 10: To appraise the member's Value Added Courses for the students.

(Annexure-5)

BoS members are apprised of the Value Added Courses (VAC) for the students.

Item no 11: To prepare the Department documents for the NBA Visit for the MBA Programme.

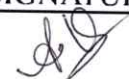
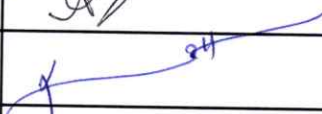
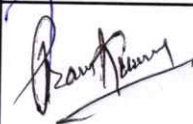
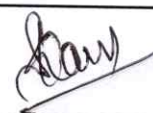

It has been suggested by the BOS members to look into the documents of the department and update them as per the guidelines of the NBA.

Item No. 12: To consider and implement the qualitative initiative as per the directions of IQAC.

It was confirmed in the meeting.

DATE:06/08/2022


Chairperson

MEMBER	DESIGNATION	SIGNATURE
Dr. Anupama Verma	Chair	
Dr. Arvind Hans	Internal Member	
Dr. Pranab Kumar	External Academic Expert, BIT Mesra, Lalpur (Human Resource)	
Mr. Sarabjeet Kaur Saini	External Industry Expert, Senior Bureau Chief, India Today	
Internal Faculty members of the Department present on that day		

Copy to:

Vice Chancellor, UMU for kind information

Registrar, UMU for kind information

All members of the BOS



USHA MARTIN UNIVERSITY
FACULTY OF BUSINESS MANAGEMENT & COMMERCE
DEPARTMENT OF BUSINESS MANAGEMENT

Ref. UMU/FBMC/DBM/2021/01

Date: 16/07/ 2021

Minutes of the Board of Studies (BOS) meeting of the Department of Business Management for the MBA Programme held on 16th July 2021 from 12.30 PM in Hybrid Mode.

Google Meet Link: [<https://meet.google.com/yeg-pgrf-rwy>]

Dr. Arvind Hans, HOD, Department of Business Management, chairs the meeting of BOS and welcomes all the members and experts of BOS.

The following members attended the meeting:

Dr. Arvind Hans	Chair
Dr. Dinesh Pandey	Internal Subject Expert
Dr. Bateshwar Singh	External Academic Expert (Associate Prof., Commerce Central University of Jharkhand, Ranchi)
Mr. Roshan Kumar	External Industry Expert, HDFC AMC

Item No. 1: To confirm the minutes of the meeting of the Board of Studies held on 8th May 2020.

(Annexure-1)

The BoS members confirmed the minutes as circulated.

Item No. 2: To report the action taken on the minutes of the Board of Studies held on 8th May 2020.

(Annexure-2)

The Board of Studies members noted the action taken on the decision at the previous meeting and expressed its appreciation for the efforts.

Item no 3: To discuss and finalize the revision of the MBA syllabus/Course for the session 2021-2023.

(Annexure-3)

BOS members approved the revised syllabus of Finance courses of the MBA Programme after considering the suggestions from external experts.

The courses considered for syllabus revision are mentioned below:

1. MBAF-3004, Working Capital Management
2. MBAF-3003, Financial Institutions and Market

Item no 4: To appraise the members value added courses for the students.

(Annexure-4)

BoS members are apprised of the Value Added Courses (VAC) for the students.

Item No. 5: To consider and implement the qualitative initiative as per the directions of IQAC.

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

Item No. 6: To consider and implement the input recommended by the Academic forum.





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

DATE:16/07/2021

Chairperson

HOD

The following members along with department faculties attended the meeting:

MEMBER NAME	DESIGNATION	SIGNATURE
Dr. Arvind Hans	Chair	
Dr. Dinesh Pandey	External Academic Expert	
Dr. Bateshwar Singh	External Academic Expert (Associate Prof., Commerce Central University of Jharkhand, Ranchi)	
Mr. Roshan Kumar	External Industry Expert, HDFC AMC	

Copy to: Vice Chancellor, UMU for kind information Registrar, UMU for kind information All members of the BOS



USHA MARTIN UNIVERSITY
FACULTY OF BUSINESS MANAGEMENT & COMMERCE
DEPARTMENT OF BUSINESS MANAGEMENT

Ref. UMU/FBMC/DBM/2020/01

Date: 08/05/2020

Minutes of the meeting of the Board of Studies (BOS) for the MBA programme of the Department of Business Management held on 8th May 2020 at 1.00 PM in online mode.

Google Meet Link: [<https://meet.google.com/yeg-pgrf-rwy>]

Dr. Arvind Hans, HOD, Department of Business Management, chairs the meeting of BOS and welcomes all the members and experts of BOS.

The following members attended the meeting:

1. Dr. Arvind Hans	Chair
2. Mr. Roshan Kumar	External Industry Expert, HDFC AMC
3. Dr. S N Sahdeo	External Academic Expert

Item No. 1: To confirm the minutes of the meeting of the Board of Studies held on 17th July 2019.

(Annexure-1)

The BoS members confirmed the minutes as circulated.

Item No. 2: To report the action taken on the minutes of the Board of Studies held on 17th July 2019.

(Annexure-2)

The Board of Studies members noted the action taken on the decision at the previous meeting and expressed their appreciation for the efforts.

Item no 3: To discuss the teaching modality and Internal Continuous evaluation method to be adopted for the MBA programme during the COVID-19 pandemic.

The department faculty members raised the concern of the student's classes and internal evaluation methods. It was discussed that due to the pandemic, the teaching method to be adopted is online. The assignments are to be submitted in online presentation or soft copy as applicable by the respective course teachers.

Item no 4: To discuss the Summer Internship Project Modality for the students of the MBA programme during the COVID-19 pandemic.

The BoS members advised to go for online presentation of SIP of students as per their specialisation to be in the online mode such as Zoom and Google Meet platforms. The department faculty to be present as expert panel members to review and evaluate the presentation of students.

Item no 5: To discuss the project submission modality to be adopted for the passing out batches of MBA programmes during the COVID-19 pandemic.

The presentation of Projects is to be in the online mode such as Zoom and Google Meet platforms. The department faculty to be present as expert panel members to review and evaluate the presentation of students.

Item no 6: To appraise the members on Swayam/ MOOC courses.

BOS members approved the suggestion of providing MOOC courses to be offered to the students.

Item no 7: To discuss the end-term examination method to be adopted during the COVID-19 pandemic for the MBA programme.

It has been discussed and finalized by the BOS members that the end-term examination will be as per the direction of the exam department keeping in view COVID-19 protocols.

Item no 8: To appraise the members on different types of workshop/career counselling sessions and value-added courses for the students.

(Annexure-3)

It has been discussed and finalised by the BOS members to offer the Value Added Courses (VAC) / workshops and career counselling sessions for the students.

Item no 9: To discuss and finalise the Course for the MBA programme for the MBA 2020-22 Batch.

The members of the Board of Studies approved the existing courses of the MBA programme to be offered for the MBA 2020-22 Batch

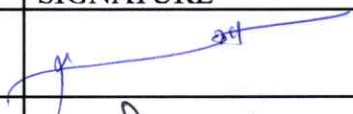

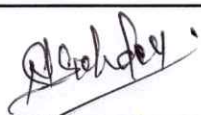
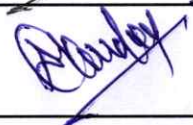
Item No. 10: To consider and implement the qualitative initiative as per the directions of IQAC.

Members of BOS recommended the implementation of qualitative initiatives as per the directions of IQAC.

DATE: 08/05/2020

Chairperson

The following members attended the meeting:

MEMBER NAME	DESIGNATION	SIGNATURE
Dr. Arvind Hans	Chair	
Mr. Roshan Kumar	External Industry Expert, HDFC AMC	
Dr. S N Sahdeo	External Academic Expert	
All Internal Faculty Members of the Department		

CC: for the kind information

Vice Chancellor, PVC

Registrar / Deans/ All members of the BOS



USHA MARTIN UNIVERSITY
FACULTY OF BUSINESS MANAGEMENT & COMMERCE
DEPARTMENT OF BUSINESS MANAGEMENT

Ref. UMU/FBMC/BM/2019/01

Date: 17/07/2019

Minutes of the Board of Studies (BOS) meeting of the Department of Business Management for the MBA programme held on 17th July 2019 at 11: A.M. in the Conference Room, Hardag Campus.

Dr. Anupama Verma (HOD), Department of Business Management, chairs the meeting of BOS and welcomes all the experts and members of BOS.

The members are:

- | | |
|----------------------|---|
| 1. Dr. Anupama Verma | Chair |
| 2. Dr. S N Sahdeo | External Academic Expert |
| 3. Mr. Pritam Kumar | External Industry Expert
Regional Head (HR), N.J
India Pvt. Ltd |

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

(Annexure 1)

The BOS members confirmed the minutes as circulated.

Item No. 2: To report the action taken on the minutes of the Board of Studies held on 5th May 2018.

(Annexure-2)

The Board of Studies members noted the action taken on the decision at the previous meeting and expressed their appreciation for the efforts.

Item No.3: To consider and adopt the course syllabus of the MBA programme for the MBA 2018-20 batch for the Second year.

(Annexure-3)

As per the discussion, it was decided to adopt the syllabus of the MBA program for the 2018-20 batch which is attached in the annexure.

Item No.4: To consider the Change in the course curriculum of the MBA programme for the MBA 2019-21 batch.

As per the discussion, it was decided to adopt the proposed curriculum of the MBA program for the MBA 2019-21 batch with suggestions from the external expert.

(Annexure-4)

Courses with minor revision:

1. MBA-2005: Marketing Management
2. MBAM-3001: Consumer Behaviour
3. MBAM-3002: Advertising Management

Courses with significant revision:

1. MBAM-3004: International Marketing
2. MBAM-4002: Brand Management

Course with Complete revision:

1. MBAM-3003: Service Marketing

Item no 5: To appraise the members on Value Added courses offered by the department for the MBA programme during the Academic year.

(Annexure-5)

The BOS members were apprised of value-added courses offered by the department.

Item No. 6: To consider and implement the qualitative initiative as per the directions of IQAC.

To consider and implement the qualitative initiative as per the directions of IQAC

The members of BoS recommended the initiatives as per the direction of IQAC.

Item No. 7: To consider and implement the input recommended by esteemed members of BOS.


The BoS members recommended the inputs by esteemed members of BOS.

Item No. 8

Any other item with the permission of the Chair.


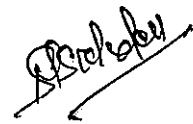

DATE:17/7/2019

(HOD)



Chairperson

The following members attended the meeting:

MEMBERS NAME	DESIGNATION	SIGNATURE
1. Dr. Anupama Verma	Chair	
2. Dr. S N Sahdeo	External Academic Expert	
3. Mr. Pritam Kumar	External Industry Expert Regional Head (HR), N.J India Pvt. Ltd	

Copy to:

Vice Chancellor,

UMU for kind information Registrar,

UMU for kind information

All members of the BOS



USHA MARTIN UNIVERSITY
FACULTY OF BUSINESS MANAGEMENT & COMMERCE
DEPARTMENT OF BUSINESS MANAGEMENT

Ref. UMU/FBMC/BM/2018/01

Date: 05/05/2018

Minutes of the Board of Studies (BOS) meeting of the Department of Business Management for the MBA programme held on 05th May 2018 at 1.00 PM in the Conference Room.

Dr. Anupama Verma (HOD), Department of Business Management, chairs the meeting of BOS for the MBA Programme and welcomes all the experts and members of BOS.

The members are:

- | | |
|----------------------------------|--|
| 1. Dr. Anupama Verma | Chair |
| 2. Prof. (Dr.) Madhulika Kaushik | Internal Member |
| 3. Dr. S N Sahdeo | External Academic Expert |
| 4. Mr. Ajay Kumar | External Industry Expert (HR Manager, Outlook) |

Item No. 1: To confirm the minutes of the meeting of the Board of Studies held on 25th July 2017.

(Annexure-1)

The BoS members confirmed the minutes as circulated.

Item No. 2: To report the action taken on the minutes of the Board of Studies held on 25th July 2017

(Annexure-2)

The Board of Studies members noted the action taken on the decision on the previous meeting and expressed its appreciation for the efforts.

Item No.3: To consider and adopt the New course curriculum for 2nd year of the MBA programme for the MBA 2017-19 batch.

(Annexure-3)

Based on the UGC guidelines, the BOS members recommended the 2nd year course curriculum of the MBA Programme for the 2017-19 batch i.e. 2018 AY as mentioned in Annexure 3.

New Course for MBA Third Semester (2018-19)		
GENERAL SUBJECTS		
SUBJECT CODE	SUBJECT NAME	CREDITS
MBA-3001	Business Environment	3
MBA-3002	Decision Support System & Management Information System	3
MBA-3003	Business Legislation	3
MBA-3004	Summer Training Project	3

FINANCIAL MANAGEMENT		
SUBJECT CODE	SUBJECT NAME	CREDITS
MBAF-3001	Security Analysis and Portfolio Management	3
MBAF-3002	Capital Budgeting	3
MBAF-3003	Financial Institution and Market	3
MBAF-3004	Capital Marketing and Regulatory Frame Work	3

MARKETING MANAGEMENT		
SUBJECT CODE	SUBJECT NAME	CREDITS
MBAM-3001	Consumer Behaviour	3
MBAM-3002	Advertising Management	3
MBAM-3003	Service Marketing	3
MBAM-3004	International Marketing	3

HUMAN RESOURCE MANAGEMENT		
SUBJECT CODE	SUBJECT NAME	CREDITS
MBAH-3001	Industrial Relations & Collective Bargaining	3
MBAH-3002	Compensation Management	3
MBAH-3003	Strategic Training & Development	3
MBAH-3004	HRD	3

GENERAL SUBJECTS		
SUBJECT CODE	SUBJECT NAME	CREDITS
MBA-4001	Corporate Evolution & Strategic Management	3
MBA-4002	Project Study (equivalent to two papers or 200 marks)	6

FINANCIAL MANAGEMENT		
SUBJECT CODE	SUBJECT NAME	CREDITS
MBAF-4001	Financial Derivative	3
MBAF-4002	Corporate Valuation and Merger	3

MARKETING MANAGEMENT		
SUBJECT CODE	SUBJECT NAME	CREDITS
MBAM-4001	Logistics and Supply Chain Management	3
MBAM-4002	Brand Management	3

HUMAN RESOURCE MANAGEMENT		
SUBJECT CODE	SUBJECT NAME	CREDITS
MBAH-4001	Organisational Development	3
MBAH-4003	Cross Culture and Global HRM	3

Item No. 4: To consider New Course for the MBA programme for the MBA 2018-20 batch.

(Annexure-4)

BOS members approved the New course to be introduced in the curriculum of the MBA Programme after considering the suggestions from the various stakeholders such as teaching faculty, parents, students, industry experts etc.

New Course introduced for MBA programme for MBA 2018-20 Batch	
COURSE CODE	COURSE NAME
MBA 1006	Business ethics

Item no.5: To discuss the SIP / Research Project submission timeline for the MBA Programme.

(Annexure- 5)

BOS members approved the suggestion of fixing the timeline for the SIP (3rd Semester)/ Research Project (4th Semester) submission timeline for the MBA programme.

Item no. 6: To discuss the SIP/ Research Project submission evaluation system for MBA programme.

(Annexure-6)

BOS Members approved the suggestion of SIP(3rd Semester) / Final Research Project (4th Semester) submission evaluation system.

Item no. 7: To discuss and finalise the Vision, Mission and PEOs of department.

(Annexure-7)

The vision and mission of the department formulated by the apex committee were presented, discussed and approved by the BOS members which will be taken up by the Academic Council.

Item no.8: To discuss and finalise the POs and PSOs for the MBA Program.

(Annexure-8)

BOS members approved the POs and PSOs for the MBA Program to be taken to the Academic Council.

Item no. 9: To adopt the Ordinance with suggested changes



The members confirmed the Ordinance

Item No. 10: To appraise the members on Value Added courses offered by the department during the Academic year.

(Annexure-9)

The members of BoS confirmed the same.

Item No. 11: To consider and implement the qualitative initiatives as per the directions of IQAC.

The BOS members recommended adopting the quality initiatives suggested by IQAC.

Item No. 12: To consider and implement the input recommended by esteemed members of BOS.

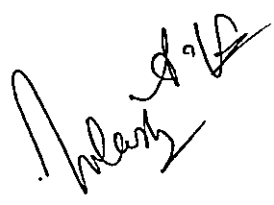



The members of BoS recommended adopting the input recommended by the academic forum.

The meeting ended with thanks to all the members.


Chairperson(HOD)

DATE: 05/05/2018

The following members attended the meeting:

MEMBERS NAME	DESIGNATION	SIGNATURE
1. Dr. Anupama Verma	Chair	
2. Prof.(Dr.) Madhulika Kaushik	Internal Member	
3. Dr. S N Sahdeo	External Academic Expert	
4. Mr. Ajay Kumar	External Industry Expert (HR Manager, Outlook)	

CC: Vice Chancellor for the kind information
PVC, Registrar, All members of the BOS