

Sacred Heart College (Autonomous), Tirupattur - 635 601
Minutes of Board of Studies of Business Administration

The Board of Studies of Department of Business Administration gathered on 10.11.2021 at 11.30 p.m. in the Virtual Mode to discuss the Syllabus and the Standard of Question Papers of both CIA and Semester for all the three years under the CBCS introduced by the Department of Higher Education, Tamil Nadu. The meeting started with small prayer and followed by a formal welcome to the external members and the department staff by Mr. R. Veerappan, Head of the department of Business Administration.

The members present for the meeting were the following

- Chairman : Mr. R. Veerappan
- Members : Dr. A. Arockiamary
Mr. J. Anand Raj
Mrs. S. Jayanthi
- University Nominee : **Dr. J. Michael Sammanasu**
Associate Professor
Dept of Management Studies
Joseph's Institute of Management Studies
St Joseph's College (Autonomous)
Tiruchirappali.
- Subject Expert : **Dr. P. Arul Prasad**
Assistant Professor
Dept. of Commerce & Business Administration
St. Joseph's College of Arts & Science, Cuddalore
- Industrial Expert : **Mr. V. Naveen**
Head - Marketing
Achi Masala Food Products,
Erode, Salem, Tirupattur District
- Alumini : **Mr. S. Vigneshwaran**
Field Supervisor
Southern Railways, Katpadi
- Student Representative : Master. I. Faizan (III BBA)
Miss. Uktha (III BBA)



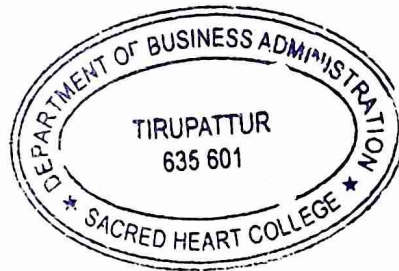

10/11/21

Agenda

To discuss the syllabus and Scrutinized the Question Papers of Both CIA and Semester

Resolution

- It was resolved to continue with the existing syllabus for the forthcoming academic year.
- The members of the board scrutinized and examined the CIA and Semester Question Papers. Finally board decided that all the questions are standard.



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Department of Business Administration

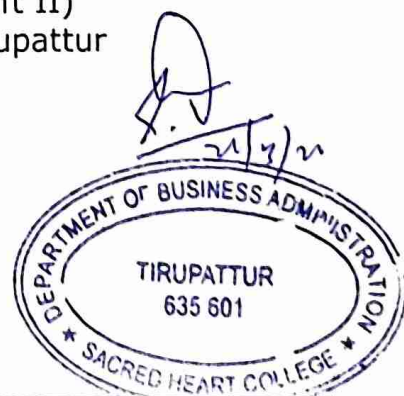
Sacred Heart College (Autonomous), Tirupattur

**Minutes of Board of Studies of Restructured Academic Programme
CBCS (with effect from 2021 – 2022)**

The board of studies of Department of Business Administration gathered on 21.03.2022 at 11.00 a.m. in the BBA department to discuss and pass the Programme Outcome, Programme Specific Outcome and Course Outcome of all the three years under the CBCS (with effect from 2021 – 2022) introduced by the Department of Higher Education, Tamil Nadu. The meeting started with prayer by Dr. A. Arockiamary, followed by a formal welcome to the external members and the department staff by Prof. R. Veerappan, Head of the department of Business Administration.

The members present for the meeting were the following

- Chairman : Mr. R. Veerappan
- Members : Dr. A. Arockiamary
Mr. J. Anand Raj
Mr. A. Joshva Victor
- University Nominee : Dr. Michael Sammanasu,
Associate Professor,
Department of Management Studies,
St. Joseph's Institute of Management Studies,
St. Joseph's College, Trichy
- Subject Expert : Rev. Fr. Dr. A. Alex,
Dean & Head,
Department of Business Administration,
St. Joseph's College of Arts & Science,
Cuddalore.
- Internal Expert : Dr. K. Anbalagan
Head, PG Department of Commerce (Shift II)
Sacred Heart College (Autonomous), Tirupattur
- Industrial Expert : Mr. A. Pradeep raj
Team Leader
Carborundum Universal Limited, Hosur
- Alumini : Mr. S. Vigneshwaran
Field Supervisor, Indian Railways
Katpadi, Vellore

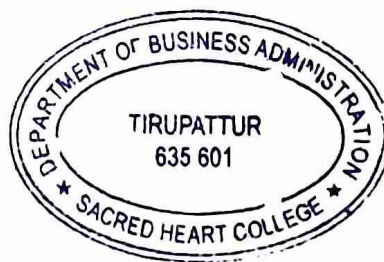


Student Representative : Master. J. Faizan (III BBA)
Miss. K. Uktha (III BBA)
Master Rajkumar (II BBA)
Miss. Lavanya (II BBA)

The following points were discussed in the meeting,

1. The members of the board scrutinized and examined the syllabus of all the semesters.
2. The members of the board passed Programme Outcome, Programme Specific Outcome and Course Outcome.
3. The External members appreciated that the syllabus was PG standard.
4. The Board recommended referring to the Department of Computer Science, the following two papers Viz Office Software and Computer for Management for revising and updating the syllabus according to the current trend.
5. The Board also decided to refer the following two papers Viz Business Statistics and Operation Research to the Department of Mathematics, for revising and updating the syllabus according to the current needs.
6. The members also discussed the question paper pattern and approved the model. The board suggested framing a blue print model question paper for Accountancy papers.
7. The external members appreciated the innovations of Business Practical's included in the curriculum during. They also opined that these changes will enable the students to acquire practical knowledge.
8. The external members appreciated the inclusion of Group Project and Individual Project

The meeting concluded with the vote of thanks to the members by Dr. A. Arockiamary.




2/3/22