

Minutes of the meeting of the Board of Studies in Commerce held at Rajagiri College of Social Science (Autonomous), Kakkanad campus on Saturday, 19th September 2015 at 10.30 am.

Members Present: - Commerce

1. Dr. K. G. Jose (Chairman) ^{man} ~~person~~ 


2. Dr. M. A. Reji 

3. Dr. Thomas Paul Kattookaran ^{Ab.} 

4. Dr. G. S. Gireeshkumar

5. Dr. E. Murali

6. Dr. George P L 

7. Dr. J. Jayaraj 

8. Mr. Ajay Lunawat 

9. Dr. Alice A K

10. Prof. Philip Sabu 

Minutes of meeting of the Board of Studies in Commerce held at Rajagiri College of Social Science (Autonomous), Kakkanad Campus on Saturday, 19th September, 2015 at 10:30 AM

Members Present:

1. Dr. K. G. Jose (Chairman)
2. Prof. Philip Sabu
3. Dr. M. A. Reji
4. Dr. G. S. Gireeshkumar
5. Dr. E. Murali
6. Dr. George P L
7. Dr. Joseph Jayaraj
8. Mr. Ajay Lunawat
9. Dr. Alice K A

Leave of absence:

Dr. Thomas Paul Kattokaren

Dr.K.G Jose, chairman of the Board of Studies (BOS) extended a warm welcome to the members of the BOS which followed a brief introduction of the members. The Chairman presented an overview of the existing syllabus of B.Com programme of M.G. University and stressed the need for a revision/modification in the syllabus to be adopted in Rajagiri College. After a detailed deliberation, the BOS recommend the following :

1. Eligibility for admission to B.Com Programme

Admission to the B.Com Degree Programme shall be open only to candidates who have passed the Plus Two or equivalent examination recognized by M.G. University with Book-Keeping and Accountancy and any two of the following subjects, viz., (1) Commerce, (2) Commercial Correspondence and Commercial Geography, (3) Economics, (4) Life Insurance with Salesmanship, (5) Banking with Secretarial Practice, (6) Business Studies, (7) Mathematics, (8) Computer Science/Computer applications, (9) Informatics Practice & Management, (10) Informatics Practice, (11) Management, (12) Accountancy as option under Part III of the Examination.

2. The evaluation allocation is recommended as under:

Continuous Internal Evaluation (CIA) : From the existing 20 % to 40 %
End Semester Examination (ESE) : From the existing 80 % to 60%

3. During the specific paper wise discussion, the following contemporary papers have been proposed and recommended to be added in Model I & Model II stream.

1. Semester II Business Writing and Presentation Skills (instead of Business Communication and Management Information System in Semester II)
2. Semester III Digital Business (instead of E-Commerce and General Informatics in Semester III)
3. Semester III Industrial Laws (instead of Financial Accounting in Sem. III)
4. Semester VI Global Business Environment (instead of Applied Cost Accounting in Sem. VI)

4. Value based education papers on "Life Skills & Strategy" having one credit in each semester has been proposed and unanimously accepted as follows:

1. Semester I Knowledge Management & Time Management
2. Semester II Wellness, Health & Communication Management
3. Semester III Environment Management & Social Management
4. Semester IV Consumption Management
5. Semester V Stress Management
6. Semester VI Spiritual Development Management

5. Bridge Course for Fundamentals of Accounting has been strongly recommended during the 1st Semester of the Programme.

6. Changes have been debated and recommended to the following papers:

a. Papers Deleted

i. Wealth Tax, which is currently in Semester VI to be deleted from the syllabus. This is in line with the withdrawal of Wealth Tax w.e.f. 1st April 2015 as per the Finance Act, 2015

ii. Perspectives and Methodology of Business Studies (Semester I) since it was dealing with topics which have already been taught to students in their school curriculum. This shall also facilitate addition of new contemporary papers as mentioned in point 2 above.

b. Business Statistics and Quantitative Techniques for Business Research

Business statistics (Semester I) and Quantitative Techniques for Business Research (Semester II) to be restructured by merging modules which contains topic already covered in school level syllabi and also adding topics like theory of research methodology.

Quantitative Techniques for Business Research (Semester II) has been shifted to Semester IV to timely facilitate students before they start for their internship and project work.

c. Costing:

Cost Accounting (Semester V) and Applied Cost Accounting (Semester V) to be merged as "Cost Accounting" (Semester V)

"Performance Management" to be added as a new paper in Semester VI.

d. Accounting:

Accounting (Semester III) to be shifted to Semester I and renamed as Accounting I.

One more paper of accounting to be added as Accounting II (Semester II).

It was also suggested to rename Special Accounting (Semester V) as "Advanced Accounting" (Semester V).

In practical learning, Tally/ Intuit QuickBooks were suggested to be added.

e. Entrepreneurship and Project Management –

A new module related with entrepreneurship has been recommended to be added and the paper renamed as "Entrepreneurship Eco-system" (Semester IV)

f. Value Added Tax-


It has been recommended to include "Service Tax" to Value Added Tax and rename it to "Indirect Taxes" (Semester IV)

g. Financial Services (Semester IV) has been recommended to be merged with Capital Markets (Semester IV) to avoid duplication of certain topics and also to facilitate addition of new papers which were not existing in the current syllabus (covered in point 2)

7. For B.Com Model II – Finance and taxation, to facilitate students who are fast learners and interested in going an extra mile by doing ACCA along with B.Com, the following papers have been recommended as substitutes to the existing B.Com Papers:











Existing Paper	Substitute Paper	Semester
Financial Management	Financial Management – I	Semester 3
Corporate Accounting	Advanced Corporate Accounting	Semester 4
Indirect Tax (VAT and Service Tax)	Financial Management – II	Semester 4
Income Tax-Law and Practice	Global Taxation	Semester 5
Income Tax Assessment and Procedure	Financial Reporting	Semester 6

The meeting came to a close by 03:30 pm. The proposed syllabus is attached hereto:-.


K.G. Jose Ph.D
Chairman

Minutes of the meeting of the Board of Studies in Commerce held at Rajagiri College of Social Science (Autonomous), Kakkanad campus at 10.30 am on 22.04.2016

Members Present: - Commerce

1. Dr. K. G. Jose (Chairman) 
2. Dr. M. A. Reji 
3. Dr. Thomas Paul Kattookaran 
4. Dr. G. S. Gireeshkumar *Ab*
5. Dr. E. Murali 
6. Dr. George P L 
7. Dr. J. Jayaraj *Ab*
8. Mr. Ajay Lunawat 
9. Dr. Alice A K 
10. Prof. Philip Sabu 
11. Prof. *K. X. JOSEPH*  *Spl invitee*
12. Prof. Biju Toms  *"*

Minutes of the meeting of the Board of Studies in Commerce (UG) held 10.30 a.m. on 22nd April 2016 at Rajagiri College Social Sciences (Autonomous)

Members present:

1. Dr.K.G.Jose (Chairman)
2. Prof.Philip Sabu
3. Dr.K.X.Joseph *spl*
4. Dr.Thomas Paul Kattookaren
5. Dr.M.A. Reji
6. Dr.George P.L
7. Dr.Alice K.A
8. Sri.Bju Toms *spl*
9. Mr.Ajay Lunavat

Leave of absence:

1. Dr.Gireeshkumar
- 2.Dr.Joseph Jayaraj

After a silent prayer, Dr.K.G.Jose, Chairman of the Board of Studies (BOS) extended a cordial welcome to the members of the BOS which was followed by a brief introduction of members. The chairman explained the necessity of fine-tuning the B.Com syllabus so as to make the students updated and employable. Many suggestions came from the board members in this direction. After detailed deliberations the Board of Studies recommended:-

1. To follow the M.G. University syllabus of Model I stream for B.Com (Finance & Taxation and Computer Applications) since the Mahatma Gandhi University has revised the B.Com syllabus w-e-f the academic year 2016-17.
2. To follow the M.G. University revised syllabus of Model II stream for B.Com (Finance & Taxation) with an option to study papers of higher levels of standards so that the fast learning students can easily get through professional courses like C.A and ACCA.
3. To follow the latest guidelines issued by the M.G. University with regard to the inclusion of Generic Elective Paper in the fifth semester and Choice Based Course in the sixth semester.
4. To follow the M.G. University regulations for U.G. under Choice Based Credit System 2016 for setting of question paper for B.Com Model I and Model II Examinations.

5. To rearrange Optional papers coming under B.Com Model II (Finance & Taxation) semester 3,4,5,6 as shown below: -

Sl.No. of Paper	Course Title	
	Ordinary Students	Fast Learners
Semester III – Common Course		
13	Language - English -III	Language - English –III
Core Course		
14	Corporate Accounting-I	Corporate Accounting-I
15	Income Tax Law & Practice	Income Tax Law & Practice
16	Quantitative Techniques for Business Research-I	Quantitative Techniques for Business Research-I
17	Principles of Insurance	Financial Management-I
Optional Course		
18	Financial Services	Financial Services
Semester IV – Common Course		
19	Language - English -IV	Language - English –IV
Core Course		
20	Corporate Accounting II	Advanced Corporate Accounting
21	Quantitative Techniques for Business Research-II	Quantitative Techniques for Business Research-II
22	E-Commerce	E-Commerce
23	Marketing Management	Marketing Management
Optional Course		
24	Income Tax Assessment and Procedures	Income Tax Assessment and Procedures

Semester V – Core Course		
25	Cost Accounting - I	Cost Accounting - I
26	Financial Analysis and Reporting	Financial Reporting
27	Practical Auditing	Practical Auditing
Generic Elective		
28	Investment Management	Investment Management
	Export Import Management	Financial management- II
	Logistics and Supply Chain Management	Logistics and Supply Chain Management
Optional Course		
29	Income Tax Assessment and Procedures Indirect Taxes - Procedures and Management.	Global Taxation
Semester VI – Core Course		
30	Cost Accounting - II	Performance Management*
31	International Business	International Business
32	Entrepreneurship Development and Management	Entrepreneurship Development and Management
Choice Based Course		
33	Business Ethics and Corporate Social Responsibility	Business Ethics and Corporate Social Responsibility
	Business Environment	International Auditing
	Human Resource Management	Human Resource Management
Optional Course		
34	Financial Market Operations	Financial Market Operations
35	Project and Viva	Project and Viva

*Though the ^ttitle of the paper looks like pure theory the syllabus contents comprise of advanced costing problems. This is to make students familiar with how modern costing techniques can be adopted in industry.

6. To approve the Panel of Examiners for Semester I, II, III and IV of B.Com and Semester I & II of B.B.A.
6. To consider B.Com (Model I & Model II) syllabus revision, only after thorough scrutiny of the new M.G. University syllabus, in the next Board of Studies Meeting to be held in August 2016.
7. To circulate the new M.G. University B.Com syllabus among all the board members so that they can come well prepared for the next board meeting with viable suggestions for improvement, if any.
8. To make syllabus for **B.Com Professional** for submission to M.G. University for approval in tune with B.Com Professional syllabus already approved by the Board of Studies (Commerce) of the University of Calicut.

The meeting came to a close by 1.15 p.m.



K.G. Jose Ph.D
Chairman, Board of Studies (Commerce)

**RAJAGIRI COLLEGE OF SOCIAL SCIENCES (AUTONOMOUS),
KALAMASSERY**

Minutes of the meeting of the Board of Studies of Commerce, held at Rajagiri College of Social Sciences (Autonomous), Rajagiri Valley Campus, Kakkanad at 11.00 AM on 22nd October, 2016 (Saturday).

Members Present

- | | |
|-------------------------------------|----------------------|
| 1) Dr. Annam Alice A K | Chairperson (Acting) |
| 2) Mr. Ajay Lunawat | |
| 3) Mr. M A Reji | |
| 4) Dr. George P L | |
| 5) Dr. E Murali | |
| 6) Dr. K X Joseph (Special Invitee) | |

Leave of Absence

- 1) Dr. K G Jose
- 2) Dr. J Jayaraj
- 3) Dr. Thomas Paul Kattookaran
- 4) Prof. Philip Sabu
- 5) Dr. Gireesh Kumar

Agenda for discussion

- 1) Reporting: Minutes of the last meeting held on 22nd April 2016.
- 2) General discussion in the existing syllabus.
- 3) Evaluation of the previous semester results.
- 4) Discussion for improvisation of the pedagogical methods.
- 5) Other items admitted by the Chair,

In the absence of Dr. K. G. Jose, Chairman of the Board of Studies (BOS), Dr. Annam Alice K. A., Head of School of Commerce, chaired the meeting. Dr. Annam Alice K.A. extended a warm welcome to the members of the BOS which was followed by the presentation of the minutes of the previous meeting of the BOS. The Chairperson presented an overview of the existing syllabus of B. Com Programme of M. G. University and stressed the need for the introduction of new streams of B. Com in Rajagiri College. After a detailed deliberation, the BOS recommended the following as the important areas for discussion:

1) Discussion on the existing syllabus of the Commerce Program:

In anticipation of implementation of revised syllabus from M. G. University from the academic year 2017-18 onwards, the members of BOS recommended that the revised

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Syllabus of Rajagiri could be forwarded to MGU after imparting the MGU revised syllabus for at least one year. The following recommendations were also made by members of the Board in order to improve the coverage of the syllabi:

- a. Introduction of new streams of B. Com: Proposal may be given to MGU for inclusion of new streams of B. Com with topics like Logistics Management, Rural Development with Agri- Business etc.
- b. Introduction of 'Value added Programs' reflecting current career requirements.

2) Evaluation of the previous Semester results:

The results of first batch of Model 1- 'Computer Applications' and Model 2- 'Finance and Taxation' were presented before the board. The evaluation of the semester results revealed the importance of tutorial and remedial facility to be provided to the slow learners.

3) Improvisation of Pedagogical methods:

Teaching methodology followed in imparting the curriculum was discussed and the following suggestions were proposed by the Board:

- a) Inclusion of practical aspects at the application level as a part of new revised curriculum.
- b) Conceptual clarity on topics already taught to the students in school curriculum has to be ensured, but detailing on the same can be avoided to find time for relating the subject with contemporary aspects.

4) Other items :

The various add-on programs functioning in the college were informed to the members and the Board suggested to organize more of such programs.

The BOS meeting was concluded at 1.30 P.M with a vote of thanks.


**Dr. Annam Alice A K
Chairperson (Acting)**

RAJAGIRI COLLEGE OF SOCIAL SCIENCES (Autonomous), KALAMASSERY.

Minutes of the meeting of Board of Studies (BOS) in Commerce, held at 11am on 25th August 2017 (Friday), at Rajagiri College of Social Sciences (Autonomous), Rajagiri Valley Campus, Kakkanad.

Members Present.

- | | |
|---------------------------------|--------------------|
| 1. Dr. K. X. Joseph | Chairman (Acting). |
| 2. Mr. Ajay Lunavat | |
| 3. Dr. E. Murali. | |
| 4. Dr. J. Jayaraj | |
| 5. Dr. Thomas Paul Kattookaran. | |
| 6. Prof. Philip Sabu. | |

Leave of Absence

1. Dr. K. G . Jose
2. Dr. M.A. Reji.
3. Dr. Annam Alice.
4. Dr. George P.L.
5. Dr. Gireesh Kumar.

Agenda for Discussion

1. Reporting -Minutes of last meeting on 22.10.2016.
2. General discussion in the existing syllabus.
3. Evaluation of ESE results.
4. Discussion for improvisation of the pedagogical methods.
5. Other matters, if any.

The meeting started at 11 am, with a silent prayer and was chaired by Dr. K.X. Joseph, Head, School of Commerce, Rajagiri college of Social Sciences, Kalamassery. After a formal welcome, the minutes of the previous BOS meeting was presented and got it approved.

1. Discussion on the existing syllabus.

The Chairman gave a briefing about the existing syllabus of B.Com and BBA courses of Mahatma Gandhi University. Thereafter, the changes proposed in the B.Com Model II (Finance & Taxation) syllabus was presented before the BOS, for a detailed discussion and approval. The BOS, after the required corrections and alterations, recommended the following.

- a. The existing syllabus of Mahatma Gandhi University for B.Com (Model 1 Computer Application); B.Com Model 1 Finance & Taxation and B.B.A can be followed as it is.
- b. The syllabus of B.Com (Model 2 Finance & Taxation) shall be rearranged and restructured so as to strengthen the content and to make it more compatible.

(Syllabi of the rearranged/ restructured papers are given separately)

2. Evaluation of End Semester Examination Results of B.Com & BBA

The results of B.Com (Sem. 4), B.Com (Sem. 2) and BBA (Sem.2) was presented before the BOS, for evaluation and suggestions. The BOS expressed appreciation on providing support to secure better results and suggested activity oriented classes to make the teaching- learning process more meaningful and effective.

3. Improvisation of Pedagogical Methods.

The BOS evaluated the teaching methodologies adopted in B.Com, B B A and Add- On classes. The BOS suggested to introduce work book system for problem papers and web based learning for theory papers, to the extent possible.

The method and approach followed in doing the project work of the Final year students are found appealing to the BOS.

4. Other matters.

Matters relating to Add on Courses, Sports and Games and Cultural activities were also discussed in length. The BOS evaluated and appreciated the attempts made towards professionalising the Add-On as well as the B.Com B.B A regular courses. The BOS also expressed good opinion about:

- a. The provision of better facility for sports, games and cultural activities with the support of technically trained and competent staff.
- b. The increase in the number of Add-On courses and number of enrolments.

The meeting came to a close at 1.30 pm with a vote of thanks.



Dr. K. X. Joseph
Chairman (Acting)

RAJAGIRI COLLEGE OF SOCIAL SCIENCES (Autonomous), KALAMASSERY.

Minutes of the Meeting of Board of Studies (Commerce) held on 19.4.2018 at RBS, Rajagiri Valley Campus Kakkanad

Members Present.

1. Dr. K. X. Joseph
2. Mr. Ajay Lunavat
3. Prof. Philip Sabu.
4. Dr. B. Ramesh
5. Mr. Venogopal

Chairman (Acting).

Leave of Absence

Agenda

1. Reporting of minutes of the last meeting.

The meeting started at 11 am, with a silent prayer and was chaired by Dr. K.X. Joseph, Head, School of Commerce, Rajagiri college of Social Sciences, Kalamassery. After introducing the new members and formal welcome to all the members present, the minutes of the previous BOS meeting was presented and got it approved.

2. Discussion on the current syllabus.

The Chairman gave a clear picture about the revised syllabus for Model II Finance & Taxation. The efforts made to strengthen the content and to make it more compatible was appreciated by the Board. The members congratulated the working force behind the revision and made on record the pain taking job of the previous Board of Studies, the Management and the Faculty members.

3. Procurement of books, if any.

The Board of Studies was informed about the procured books. Current position consisted of 663 titles and 804 volumes specified for commerce stream. The working of Book Bank scheme was informed to the Board and expressed good opinion of giving special attention to the weaker section by offering the book bank scheme.

4. Result analysis of the last semester examinations of B.Com & BBA

The results of Semester I, Semester III and Semester V of B.Com and B.B. A of each batch was discussed in length. The Board congratulated the efforts of the Faculty in retaining a consistently excellent result of B.Com Model I Finance and taxation. The reasons for weak performance of B.Com Computer Application batches, and Second year of B.B.A batches were made. The BOS expressed appreciation on providing support to secure better results and suggested activity oriented classes to make the teaching- learning

process more meaningful and effective. Recommendations for betterment of the performance of weaker students included the remedial approaches also.

5. Review of placements.

The output of the Placement Cell and their efforts were presented to the Board. It was reported to the BOS that total Number of Placement Offers came to 71, comprising of ICICI Prudential - 9, Hedge - 12, H & R Johnson- 6, Manappuram- 25, Sutherland-10, OYO Rooms- 3, WIPRO - 1 and ESAF- 5.

The Members appreciated the efforts taken by the Placement Cell and ensured consistent support from various agencies known to various Board members.

6. Other items admitted by the Chair.

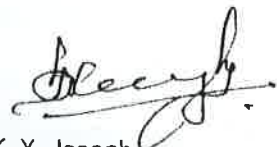
Deputation Faculty for various Faculty Development Programs in IIMs and abroad, The Faculty Enrichment Programm organised and conducted by the Experience senior Faculties in the department and B.Com B.A students doing the internship programs in various organisations within the country and abroad and the details of B.Com, B.B.A students and now doing the International Exchange Program at Taiwan was informed to the BOS. The details of extension lectures given by Experts from various Professional bodies was presented before BOS. The Faculty Enrichment Program organised and conducted by the Experienced Faculty in the department, the practice sending Faculty for FDPs outside and Internships in International Institutes was highly appreciated and regarded it as a Good practice also. The programs offered and conducted by School of Commerce was presented to the BOS. The programs include:

- a. Simulation Training for B.Com & BBA students of School of Commerce.
- b. Tie up with CA Institute for B.Com Model 1 batch.
- c. Certification Programs for B.Com Model 1 Computer Application
- d. Tie up with ACCA(UK) for B.Com Model 2 Finance & Taxation.
- e. Entrance Coaching classes for BBA students.

The particulars relating to the demand in the number of applications for B.Com and BBA courses, the schedule of Counselling sessions for students and parents of the aspirants of Rajagiri B.Com BBA were presented to BOS.

The BOS strongly suggested to take effective steps towards encouraging Self Employment Programs, strong initiatives for start-ups, online business, Innovative Programs associated with agriculture and allied activities and to get B.Com BBA students of Rajagiri College of Social Sciences into these programs.

The meeting came to a close at 1.30 pm with a vote of thanks.


Dr. K. X. Joseph
Chairman (Acting)






Agenda – Commerce

- 1) Welcome by the Chairperson.
- 2) Reporting of minutes of the last meeting.
- 3) Discussion on the current syllabus.
- 4) Procurement of books, if any.
- 5) Result Analysis of the last semester examinations
- 6) Review of placements
- 7) NAAC criterion 1 – curricular aspects – curriculum design & development – reg.
- 8) Other items admitted by the Chair.

17-11-2018

Meeting of the Board of Studies in **Commerce** held at Rajagiri College of Social Sciences (Autonomous), Kakkanad Campus at 11.00 AM on 17th Nov 2018 (Saturday).

Members Present

1	Dr. Joseph K. X.	Chairman	
2	Mr. Ajay Lunawat		
3	Dr. Raji Joseph		Absent
4	Dr. B. Ramesh		Absent
5	Prof. Philip Sabu		
6	Mr. Venugopal C.		
7	Dr. Thomas Paul Kattookaren		Absent
8	Dr. E Murali		Absent
9	Dr. Gimson D. Parambil		

RAJAGIRI COLLEGE OF SOCIAL SCIENCES (Autonomous), KALAMASSERY.

Minutes of the Meeting of Board of Studies (Commerce) held at 11.00 AM on 17.11.2018 at RBS, Rajagiri Valley Campus Kakkanad, Kochi

Members Present.

- | | |
|--------------------------|-----------|
| 1. Dr. K. X. Joseph | Chairman. |
| 2. Mr. Ajay Lunawat | |
| 3. Prof. Philip Sabu. | |
| 4. Dr. Gimson D Parambil | |
| 5. Mr. Veniogopal C | |

Leave of Absence

1. Dr. B.Ramesh
2. Dr. Raji Joseph
3. Dr. Thomas Paul Kattookaren
4. Dr. E.Murali.

Agenda

I. REPORTING OF MINUTES OF THE LAST MEETING.

The meeting of Board of Studies (BOS) was chaired by Dr. K.X. Joseph, Head, School of Commerce, Rajagiri college of Social Sciences, Kalamassery. The meeting started at 11 am, with a silent prayer. After a formal welcome and introducing the new member, the minutes of the previous BOS meeting was presented and got it approved.

II. DISCUSSION ON THE CURRENT SYLLABUS.

The Chairman informed the members about the prevailing situation of three distinct syllabi for the B.Com / BBA programs at School of Commerce, Rajagiri College of Social Sciences during the current year. . Third Year students (3 batch B.Com & 1 batch B.B.A) are following M.G. University (2009) syllabus. Second Year students (4 batch B.Com & 1 batch B.B.A) are following M.G. University (2017) syllabus. Admission in 2018-19 academic year is made into the programs with M.G syllabus as well as Rajagiri syllabus. Two Batches of Model I B.Com & 1 batch of B.B.A students are directed to follow M.G. University (2017) syllabus. Another Two batches of B.Com Model II Finance & Taxation integrated with ACCA (UK), having nine paper exemption is following separate syllabus designed by Rajagiri College of Social Sciences and approved by M.G University.

Considering the current practice of incorporating the relevant changes in B.Com/BBA syllabi of M.G. University from time to time, on one side, and B.Com (ACCA integrated) course being on its first year of running, BOS found it not appropriate to think about a change in the existing syllabi of B.Com and BBA at present.

III. PROCUREMENT OF BOOKS, IF ANY.

On knowing the current stock level of books and effective working of Book Bank scheme, focussing to consider the requirements of students from weaker section, good appreciation is made by the BOS. However, it resolved to verify and ensure the adequacy of journals (including E-Journals) in commerce, management and allied topics and the regularity of subscription and its availability.

IV. RESULT ANALYSIS:

The results of End Semester Examination was presented to the BOS. Special mention is made on the improvements observed in the results of B.Com Model I Computer Application and BBA batch. The practice of visiting all the classes by a team of senior teachers at occasional intervals, interaction with the parents of students with inconsistent performance at CAEs, identifying the students in each class, not having regularity of attendance on certain subjects and providing them with effective level of mentoring were appreciated by the BOS and suggested to continue the prevailing practice on a regular basis. The BOS congratulated and appreciated the efforts taken by the faculty and management in motivating and driving the students, positively ahead.

Considering the higher percentage of pass in End Semester Examinations, BOS suggested to continue the practice of setting higher percentage of cut off marks for entry into Model I & Model II Finance and Taxation batches, in future also.

V. REVIEW OF PLACEMENTS.

The working of Placement Cell and their efforts were presented to the Board. The Members appreciated the progress made by the Placement Cell and the many of the Board members offered to do their best to route the support of various agencies known to them towards more placement attempts in future.

Working procedure of placement cell was presented to the BOS. The board positively appreciated the placements secured abroad, the number of students seeking admission abroad, and the trend of joining the existing business of their parents. However, it is suggested to motivate the students to start new business of their own.

It was presented before the board a situation where the recruiting companies feel bad when a selected candidate is abruptly withdrawing from the offer.

VI. EVALUATION OF NAAC CRITERION I – CURRICULAR ASPECTS:

The particulars presented in the proforma of NAAC Criterion I is presented before the BOs for evaluation and opinion.

1. Curriculum Design & development-

Except the admission to B.Com Model II Finance & Taxation 2018 -19 batch, all other programs (B.Com & BBA) are following the syllabi of M.G University from time to time. For B.Com Model II, Finance & Taxation, the College has its own syllabus approved by the MG University. B.Com Model I Finance & Taxation batches are provided with additional classes and training to combat with Chartered Accountancy (India) courses. 49 students from the first year, have appeared for the Foundation Examination and 6 students from second year batch appeared for the C A (Inter) Group I examination in November 2018.

To ensure the employability/entrepreneurship and Skill development, Model I B.Com Computer Application batch and B.B.A batches are provided with additional coaching classes for Foundation Programs in Banking & Financial Services, Financial Market Operations and Aptitude Training for Entrance Examinations on Management Courses, Banking Recruitment and other competitive examinations.

2. Academic Flexibility:

Accreditation of ACCA (UK) and privilege of 9 paper exemption w.e.f. 2018 batch gives better flexibility to ACCA aspirants. The flexibility given to choose the papers in each examination gives better academic freedom and long range planning in providing continuous support to each student ensuing ACCA program.

3. Curriculum enrichment:

Aiming to achieve holistic development of each student of B.Com and B.B.A Industry Visits, visiting Destitute Homes and orphanages and arranging classes, cultural programs and sports activities are done on a regular basis. Student enrolment in National Service Scheme (NSS), Association of Commerce Students of Rajagiri (ACSR), Yi (junior wing of Confederation of Indian Industries), Bio Diversity club and various literary activities are made open to the students with this objective.

4. Feed Back System:

Feedback system comprises of collecting feed backs from the students of the passed out batch, their parents and the present employers/ institution where they continue higher education.

VII. OTHER ITEMS

a. Enrolment for CA & ACCA programs:

B.Com Model I Finance & Taxation batch is given additional coaching to combat with Chartered Accountancy (India) courses. 49 students have appeared for the Foundation Examination and 6 students for the C A (Inter) Group I examination in November 2018.

96 first year students have enrolled for B.Com Model II Finance & Taxation integrated with ACCA (UK). 35 students from the second year batch and 07 students from the third year batch has so far enrolled for ACCA (parallel).

35/35 students of second year have successfully cleared the papers namely Accountant in Business (F1); Management Accounting (F2); and Financial Accounting (F3). 7/7 students of third year have passed Accountant in Business (F1) and Management Accounting (F2) and 6/7 for Financial Accounting (F3).

b. Other training sessions

Literacy Program as part of UBA taken up by FINCOR members of School of Commerce in the adopted villages, Training for proper Etiquette for the students, Encouraging to join for certification on Mutual Funds for Final year students, Collaboration with Child & Youth Financial International, Training on preparing bankable project reports and steps to provide Agri Business Training Centres, Practical and hands on training sessions for GST filing, making MoUs with various organisations towards the launching of various business incubation centres was strongly suggested by the BOS.

The Sessions on Learning through doing practice introduced through Games/ Simulation on topics relating stock market operations, Accounting Human Resource Management and Investment Management was appreciated by the BOS. The ability in comprehending the concept building ability is highly appreciated and suggested to continue this practice in more batches.

c. Faculty Development Programs

Deputation of Faculty for FDPs/ Summer Institutes, Visit of students and Faculty to the Library of IIM Kozhikode is appreciated by BOS. BOS suggested to take positive steps in attaching more skill development courses required by specific institutions to the regular B.Com/BBA streams so as to get them more employable in banking and insurance sectors.

d. Use of Library

The Board also insisted to increase the use of E-Journals by Faculty and students. The practice of introducing daily use of library as mandatory for the faculty is appreciated by the board. It is suggested to work out effective plans to motivate more number of students towards referring books, journals and newspapers, particularly to accomplish the specified tasks relating assignments and projects.

The meeting came to a close at 1.30 pm with a vote of thanks.




Dr. K. X. Joseph
Chairman

END SEMESTER EXAMS FOR THE ACADEMIC YEAR 2018 -19

PANEL OF EXTERNAL EXAMINERS

1. Dr. Elsamma Joseph , Associate Prof in Commerce (Retd), St. Teresas College, Ernakulam.
2. Ms. Jency Treasa, Asst. Prof. in Commerce, St. Teresas College, Ernakulam
3. Ms. Mary Sruthy, Asst. Prof. in Commerce, St. Teresas College, Ernakulam
4. Ms. Anila Titus, Asst. Professor in Commerce, St. Teresas College, Ernakulam.
5. Ms. Anuja Joseph, Asst. Professor in Commerce, St. Teresas College, Ernakulam.
6. Ms. Mamatha Varreir, Asst. Professor in Commerce St. Teresas College, Ernakulam.
7. Mr. Augustine Jude, Associate Prof. in Commerce (Retd), St. Pauls College, Kalamassery.
8. Mr. P.J.Jacob, Associate Professor in Commerce(Retd), St. Pauls College, Kalamassery,
9. Mr. Shiju CR , Asst. Professor in Commerce, St. Pauls College College, Kalamassery,
10. Dr. George T.U, Associate Prof & HoD (Retd), St. Xaviers College, Vaikom,
11. Neenu Rose , Associate Prof & HoD Commerce, St. Xaviers College Aluva ,
12. Dr. Raji Mohan , Asst. Professor in Commerce, St. Xaviers College Aluva ,
13. Dr. Sajoy P.B, Asst. Prof. in Commerce, S.H.College, Thevara,
14. Dr. Peter K.T, Associate Prof in Commerce (Retd), St. Alberts College, Ernakulam.
15. Dr. Tia Mathews, Asst. Prof. in Commerce, St. Alberts College, Ernakulam.
16. Dr. Anitha M.N, Asst. Prof. in Commerce, Maharajas Govt College, Ernakulam.



K.X. Joseph
HOD Commerce

**Agenda for BOS meeting on 06-04-2019 –
Commerce**

1. Address by the Chairman
2. Reporting of minutes of the last meeting
3. Result analysis
4. Placement analysis
5. Panel of examiners – addition or deletion if any in the existing list
6. Consideration of NAAC criterion (copy attached)
7. Other items admitted by the Chair

Meeting of the Board of Studies in **Commerce** held at Rajagiri College of Social Sciences (Autonomous), Valley Campus, Kakkanad at 11.00 AM on 6th April 2019 (Saturday).

Members Present

1	Dr. Joseph K. X.	Chairman	
2	Mr. Ajay Lunawat		Leave.
3	Dr. Raji Joseph		
4	Dr. B. Ramesh		
5	Prof. Philip Sabu		
6	Mr. Venugopal C.		
7	Dr. Thomas Paul Kattookaren		 6/4/19
8	Dr. E Murali		
9	Dr. Gimson D. Parambil		

RAJAGIRI COLLEGE OF SOCIAL SCIENCES (Autonomous), KALAMASSERY.

Minutes of the Meeting of Board of Studies (Commerce) held on 06.04.2019 at Rajagiri College of Social Sciences (Autonomous), Rajagiri Valley Campus Kakkanad, Kochi

Members Present.

- | | |
|--------------------------------|-------------|
| 1. Dr. K. X. Joseph | Chairman. |
| 2. Dr. Gimson D. Parambil | MGU Nominee |
| 3. Prof. Philip Sabu | Member |
| 4. Mr. Venogopal C. | -do- |
| 5. Dr. B.Ramesh | -do- |
| 6. Dr. Raji Joseph | -do- |
| 7. Dr. Thomas Paul Kattookaren | -do- |
| 8. Dr. E.Murali. | -do- |

Leave of Absence.

- | | |
|---------------------|--------|
| 1. Mr. Ajay Lunawat | Member |
|---------------------|--------|

Agenda

REPORTING OF MINUTES OF THE LAST MEETING.

The meeting of Board of Studies (BOS) was chaired by Dr. K.X. Joseph, Head, School of Commerce, Rajagiri college of Social Sciences (Autonomous), Kalamassery. The meeting started at 11 am, with a silent prayer. After a formal welcome and introducing the members to each other, the minutes of the previous meeting (held on 17.11.2018) was presented and got it approved.

I. RESULT ANALYSIS:

The results of End Semester Examination of Sem 1, Sem 3 and Sem 5 which was held in October 2018 was presented to the BOS.

RESULT ANALYSIS (Excluding English & II Language)

B.Com B B A Examinations - Sem 1 Sem 3 & Sem 5

	Sem 5		Sem 3		Sem 1	
	No	%	No	%	No	%
B.Com Model 1 CA	31/36	86	32/44	73	45/50	90
B.Com Model 1 F&T	34/34	100	36/36	100	50/50	100
B.Com Model 2 F&T	37/37	100	68/74	92	93/96	97
BBA	21/24	86	34/37	92	36/48	75

The Board was informed of the Pass Board of Sem 2, Sem 4 and Sem 6 examinations held on 5th April 2019. The Board congratulated the faculty members in getting the results at an earlier date. It is suggested to include more number of questions in the question bank so as to elicit better conceptual clarity, analytical and problem solving ability. The Board opined to conduct additional internal tests for ACCA students to make them more conversant with the specified pattern of questions in the subjects concerned.

The Board expressed satisfaction in making the results more better. Special mention is made on the improvements observed in the results of B.Com Model I Computer Application and BBA batch. BOS suggested to continue the best practices like setting higher percentage of cut off marks at entry level for B.Com Model 1 Finance and Taxation and Model II Finance and Taxation. The BOS congratulated and appreciated the efforts taken by the Faculty and Management in motivating and driving the students, positively ahead.

.III.. PLACEMENT ANALYSIS.

The members were informed of the success rate in the placements bagged through the Placement Cell. During the academic year 62 students were short listed and 32 of them secured the offer letter from different organisations. However, the situations of withdrawing after securing the offer has occurred during the current session also.

IV. PANEL OF EXAMINERS.

Apart from the existing panel of examiners, the following teachers are also recommended and approved by the Board.

- Ms. Fiffy Joseph, Assistant Professor in Commerce, Aquinas College Edakochi.
- Ms. Elizabeth Joseph, Assistant Professor in Commerce, Sacred Heart College, Thevara.

V. CONSIDERATION OF NAAC CRITERION.

After the general presentation of the progress in the NAAC reaccreditation as given by the Convenor of IQAC and the Dean of Faculty of Social Sciences, RCSS, the present position and stage of progress made by Department of Commerce is evaluated by Board.

VI. OTHER ITEMS

a. Additional Training Programs.

The Board members are informed about sanction of ICSSR funding for SKILL DEVELOPMENT PROGRAM FOR INTERDEPENDENT MICRO ENTREPRENEURIAL CLUSTERS. The proposal to start few certification courses related to agriculture, by making use of the Bio Tech Lab facilities recently launched in the College campus is encouraged and appreciated by the Board. The Board proposed to conduct short term certification courses on Plant Tissue Culture, Organic Grower, Bee Keeping, Mushroom cultivation, Vermi Compositing etc, by retaining the content and structure of the course in line with National Occupational Standards. The Board opined to focus on employability/ entrepreneurship /skill development and suggested to work out more entrepreneurship skill development programs so as to attract Commerce students into the stream.

b.. Workshops and Seminars.

The Board welcomed the suggestion for conducting workshops and seminars for the students of B.Com BBA. The idea of integrating B.Com with CIMA, B.Com with ACCA, B.Com with CA, B.Com Computer Application with Business Analytics was presented to the Board and it was highly appreciated. Towards updating of knowledge, conducting of Seminars and Workshops, preferably for each stream is suggested by the Board.

c. Post Graduate Programme in Commerce.

Considering the wide potential of infrastructure and Faculty the Board recommended to start M.Com course, since many of the B.Com ACCA students could get a better continuity for successfully completing the ACCA programme in the same college. This may be done by following the embedding pattern adopted by IGNOU.

d.. Exit Feed Back.

The EXIT feedback of B.Com and BBA students were conducted, by sending structured questionnaires through Google forms, among the passed out batches of B.Com and BBA program. The Board made a detailed discussion about the responses gathered from the 104 B.Com students and 24 BBA students. The Board opined to use scaling techniques for measuring the responses than by closed ended questions.

e.. Feed Back from Students, Parents, Teachers and Alumni.

The Board discussed the feedback collected through Google form, from students, parents, teachers and alumni. The evaluation was mainly relating to the content of the syllabus, both existing and revised. 63 students, 21 parents, 20 teachers and 65 alumni responded in this regard. The Board expressed its contentment for the strong positive comments made by all the respondents, especially on parameters like professionalism, innovative and creative contributions, global competitiveness, enriching experiences from the campus and social justice and equity.

The meeting came to a close at 1.30 pm with a vote of thanks.



Dr. K. X. Joseph
Chairman