

ATTENDANCE SHEET -CUM- MINUTES OF BOARD OF STUDIES

Minutes of the meeting of the Board of Studies of Management (Subject)
 held on 24/2/14 (date) at 2.30 pm (time).

P R E S E N T

(Name)		(Signature)
1. <u>Prof. Sanyen Swami</u>	(Chairperson)	<u>[Signature]</u>
2. <u>Prof. Navin Gupta</u>	(External Expert 1)	<u>[Signature]</u>
3. <u>Prof. Umesh Holani (ABST)</u>	(External Expert 2)	<u>[Signature]</u>
4. <u>Dr. Vijay Sampal Chakraborty</u>	(Internal Member)	<u>[Signature]</u>
5. <u>Dr. Sanjay Bhattacharya</u>	(Internal Member)	<u>[Signature]</u>
6. <u>Prof. S.K. Chakraborty</u>	(Internal Member)	<u>[Signature]</u>
7. <u>Prof. Pramod Kumar</u>	(Internal Member)	<u>[Signature]</u>
8. <u>Dr. Kamel Sarwarani</u>	(Internal Member)	<u>[Signature]</u>
9. <u>Dr. K. Sanku Swamy</u>	(Internal Member)	<u>[Signature]</u>
10. <u>PROF. S.K. SHARMA</u>	(Internal Member)	<u>[Signature]</u>

Proposed changes in the existing system

The entire syllabus of Department of Management, including UG, PG, M.Phil, and Ph.D, and list of examiners was reviewed in Board of studies (Bos) meeting. Appropriate changes were suggested. The details of same are provided in the attached sheets.

[Signature]
 (Signature of Chairperson)

Department of Management: Board of Studies Meeting

Date and Time: February 24, 2014, 11 am

External Members: Prof. Naveen Gupta (HIMCS)

Internal Members: Prof. S.K. Sharma, Dr. K. Santi Swarup, Dr. Vijay Sarup Caprihan, Dr. Sanjay Bhushan, Prof. S. K. Chauhan, Prof. Pramod Saxena, Dr. Kamal Srivastava

Co-opted Members: Dr. S. Nigam

Agenda Items

1. To review and analyze the recommendation of Curriculum Revision Workshop held on February 22, 2014
2. To consider structural changes for:
 - a. Undergraduate Courses
 - b. Post- Graduate Courses
3. To provide details in the syllabi of courses reviewed as per the recommendation of Curriculum Revision Workshop held on February 24, 2014

I. Course Curriculum Revision Workshop

A One day Workshop on Curriculum Development in Management was held on 22-2-14 at the New Seminar Hall Complex, DEI, by the Department of Management, DEI. The Workshop was attended by 19 Course Faculty, Industry experts and academic experts. The following external experts made their significant contribution to the revamp of courses at both Undergraduate and Postgraduate level of Management programme:

1. Prof. Mohd. Naved Khan, Prof. & Coordinator, Training & Placement, AMU, Aligarh
 2. Prof. Naveen Gupta, Director, HIMCS, Mathura
 3. Dr. P.K. Surya, Kirorimal College, Delhi University, Delhi
 4. Mr. S.D. Narang, Vice President, HCL Technologies, Delhi.
 5. Mr. R.K. Sharma, Former Member, Gujarat Electricity Regulatory Commission, Ahmedabad
 6. Mr. Mohit Taneja, Director, Strategy, Frasenius Kabi, New Delhi
- (Refer Annexure I)**

The summary recommendations of the workshop, after consideration in Board of Studies (BOS), are presented below.

II. Structural Changes

Under Graduate Courses:

As per the requirement of BBM-TVS Initiative, in-depth discussion took place to analyze the advantage of introducing few electives (requirement of the initiative). In the Board of Studies (BOS) discussion, it was recommended that the core structure of BBM program should remain

intact and the extra courses will be offered to the students selected in the program by the partner company, during their summer and winter internship.

Post-Graduate Courses

- a. To introduce Managerial Economics in the existing structure of MBA Program

**III. DETAILS OF MAJOR STRUCTURAL CHANGES
RESTRUCTURING MBA PROGRAM:**

MBA 1st SEMESTER:

PRESENT STATUS:

First Semester Term	MBM101	HUMAN RESOURCE MANAGEMENT
	MBM102	MARKETING MANAGEMENT
	MBM103	FOUNDATIONS OF MANAGEMENT
	MBM104	INDUSTRY ANALYSIS PROJECT
	MBM105	FINANCIAL MANAGEMENT
	MBM106	QUANTITATIVE TECHNIQUES
	MBM107	ACCOUNTING FOR MANAGEMENT

PROPOSED:

First Semester Term	MBM101	HUMAN RESOURCE MANAGEMENT
	MBM102	MARKETING MANAGEMENT
	MBM103	FOUNDATIONS OF MANAGEMENT
	MBM104	INDUSTRY ANALYSIS PROJECT
	MBM105	FINANCIAL MANAGEMENT
	MBM106	QUANTITATIVE TECHNIQUES
	MBM107	ACCOUNTING FOR MANAGEMENT
	MBM 108	MANAGERIAL ECONOMICS

Justification

Managerial Economics is useful course at the foundation level in MBA course

MBA II SEMESTER:

PRESENT STATUS

Second Semester Term	MBM201	STRATEGIC MANAGEMENT
	MBM202	BUSINESS ENVIRONMENT
	MBM203	BUSINESS RESEARCH METHODS
	MBM204	OPERATIONS MANAGEMENT
	MBM205	ORGANISATION BEHAVIOUR
	MBM206	ENTREPRENUERSHIP & LEADERSHIP DEV.

Note: A bridge course will also be offered to all the students to provide them specifically for better preparedness for work term training. The skill set determination will be done on the basis of a survey with partnering organizations.

MBA IIIrd SEMESTER:

PRESENT:

Third Semester Term	MBM301	MAJOR PROJECT - I
	MBM302	RESEARCH METHODOLOGY
	MBM303	BUSINESS COMMUNICATION
	MBM304	WORK-TERM PROJECT

NO CHANGES PROPOSED

MBA IVth SEMESTER:

PRESENT:

Fourth Semester Term	MBM401	DISSERTATION
	*	MAJOR SPECIALIZATION COURSE I
	*	MAJOR SPECIALIZATION COURSE II
	*	MAJOR SPECIALIZATION COURSE III
	**	MINOR SPECIALIZATION COURSE I
	**	MINOR SPECIALIZATION COURSE II

PROPOSED:

Fourth Semester Term	MBM401	MAJOR PROJECT-II
	*	MAJOR SPECIALIZATION COURSE I
	*	MAJOR SPECIALIZATION COURSE II
	*	MAJOR SPECIALIZATION COURSE III
	**	MINOR SPECIALIZATION COURSE I
	**	MINOR SPECIALIZATION COURSE II

Justification

The nomenclature of Major project is preferred over Dissertation for MBA courses.

The Structural changes made in the MBA regular program are also being incorporated in the structure of MBA Integrated Program, which is as follows.

**B.Com./B.B.M./B.Sc. Engg. - M.B.A. (BUSINESS MANAGEMENT)
INTEGRATED PROGRAMME**

INTEGRATED MBA I SEMESTER:

PRESENT:

First Semester Term	MBM104	INDUSTRY ANALYSIS PROJECT
	MBM108	CONTEMPORARY CONT. SPL. STUDY I

NO CHANGES PROPOSED

PRESENT

Second Semester Term	MBM201	STRATEGIC MANAGEMENT
	MBM207	DISASTER MANAGEMENT
	MBM208	CONTEMPORARY CONT. SPL. STUDY

NO CHANGES PROPOSED

INTEGRATED MBA III SEMESTER:

PRESENT:

Third Semester Term	MBM101	HUMAN RESOURCE MANAGEMENT
	MBM102	MARKETING MANAGEMENT
	MBM103	FOUNDATIONS OF MANAGEMENT
	MBM105	FINANCIAL MANAGEMENT
	MBM106	QUANTITATIVE TECHNIQUES
	MBM107	ACCOUNTING FOR MANAGEMENT
	MBM302	RESEARCH METHODOLOGY

PROPOSED:

Third Semester Term	MBM101	HUMAN RESOURCE MANAGEMENT
	MBM102	MARKETING MANAGEMENT
	MBM103	FOUNDATIONS OF MANAGEMENT
	MBM105	FINANCIAL MANAGEMENT
	MBM106	QUANTITATIVE TECHNIQUES
	MBM107	ACCOUNTING FOR MANAGEMENT
	MBM108	MANAGERIAL ECONOMICS
	MBM 302	RESEARCH METHODOLOGY

Justification

The current course structure of 3rd semester term of integrated MBA is in harmony with MBA 1st semester.

**INTEGRATED MBA IV SEMESTER:
PRESENT**

Fourth Semester Term	MBM301	MAJOR PROJECT
	*	MAJOR SPECIALIZATION COURSE I
	*	MAJOR SPECIALIZATION COURSE II
	*	MAJOR SPECIALIZATION COURSE III
	**	MINOR SPECIALIZATION COURSE I
	**	MINOR SPECIALIZATION COURSE II

PROPOSED

	MBM401	MAJOR PROJECT –II
	*	MAJOR SPECIALIZATION COURSE I
	*	MAJOR SPECIALIZATION COURSE II
	*	MAJOR SPECIALIZATION COURSE III
	**	MINOR SPECIALIZATION COURSE I
	**	MINOR SPECIALIZATION COURSE II

**INTEGRATED MBA V SEMESTER:
PRESENT:**

Fifth Semester Term	MBM4	MAJOR PROJECT
	MBM3	BUSINESS COMMUNICATION
	MBM3	WORK-TERM PROJECT

PROPOSED

Fifth Semester Term	MBM30	MAJOR PROJECT-I
	MBM30	BUSINESS COMMUNICATION
	MBM30	WORK-TERM PROJECT

New Courses Proposed:

Course No.: MBM108, Course Title: MANAGERIAL ECONOMICS

Class: MBA, Status of Course: Major Course, Approved since session: 2014-15
Total Credits: 3, Periods (50 mts. each)/week: 5(L-5+T-0+P/S-0), Min.pds./sem.:65

UNIT 1: BASIC CONCEPTS [13 pds]

Human Wants, Utility, Scarcity, Economic and free goods, Problem of choice and resources allocation, Resources and factors of production, Economic activities, Economic laws or generalization, Assumptions in economics, Normative v/s Positive economics, Optimization, Objectives of a firm, Indifference Curve Analysis, Equilibrium.

UNIT 2: DEMAND ANALYSIS [13 pds]

Demand and Supply, Consumer Demand: Cardinal and Ordinal Approaches, Elasticity of Demand, Demand Forecasting.

UNIT 3: PRODUCTION THEORY [13 pds]

Production Functions, Scale of Production, Cost Analysis, Cost and Output relationship.

UNIT 4: PRICING [13 pds]

Pricing and output under perfect competition, Monopoly pricing and price discrimination, Pricing under monopolistic competition, Pricing under oligopoly, Pricing Policies, Government Policies, Taxation and Pricing.

UNIT 5: PROFIT MANAGEMENT [13 pds]

Profit: Nature and measurement, Profit policies, Profit planning and forecasting, Risk, Probability and investment decisions.

SUGGESTED READINGS:

DM Mithani: MODERN ECONOMIC ANALYSIS

Hirshlefer: PRICE THEORY AND APPLICATIONS

W Stonier: A TEXT BOOK OF ECONOMIC

ML Seth: PRINCIPLES OF ECONOMICS

KP Jain: PRINCIPLES OF ECONOMICS

***Note: As per the changes proposed, mapping has been done accordingly for the distance/online courses.
(Refer Annexure II)***

Major Change: Under Graduate

1. BBM 405: Human Resource Management

S.No.	Present Status	Proposed Changes	Specific Action	Justification
1.	Unit.1-(a) HRM objective and functions (b) Difference between HRM and Personnel Management	Unit 1- Historical perspective, Importance, Role and competencies of HR Manager; Challenges of HR Managers, Emerging trends- Workforce Diversity, Empowerment,	Minor changes by expanding the specific contents. Addition of some contemporary topics	The course was very traditional. The emerging and contemporary topics are added to introduce students with the latest concepts
2.	Unit 2: Title: HR Planning	Unit 2: Title: Acquisition of Human Resource	The contents are added	Acquisition of human resources is a process and planning and recruitment process is combined in this unit and thus title changed.
3.	Unit 2: HR Planning process (b) Job analysis and enrichment.	Unit 2 & 3 combined: An Overview of HR Planning, Job analysis- Recruitment – Concept and Sources; Selection – Concept and Process	HR Processes – added in unit 2. unit 2 &3 combined	Unit enriched listing all the processes and combining two units and updating and adding contents to new unit which is more relevant in present times.

4.	Unit 3: : HR PROCESS (a) Recruitment (b) Selection procedure and types & techniques of interview (c) Placement, Induction and Separation. UNIT 4: HRD Training and development methods (b) Emerging issues in HRD (c) Appraisals	Training and Development: Concept and Importance; Identifying Training and Development Needs; Training Methods– Apprenticeship, Understudy, Job Rotation, Vestibule Training; Development Methods –Upcoming trends in HRD.	Unit 2, 3 are merged together and renamed it as unit 2. In Unit 3 the contents of unit 4 are there except appraisal which has been made as separate unit as unit 4.	The processes are included in unit 2. Training and development made as separate unit as unit 3. Unit 4 is about appraisal systems which was part of unit 4. To give in-depth knowledge on different aspects of HRM more content is added and a logical development of course has been done.
5.	UNIT 4: Human Resource Development (HRD) (a) Training and development methods (b) Emerging issues in HRD (c) Appraisals	UNIT IV: Performance Appraisal: Nature and Objectives, Methods of Performance Appraisal - Ranking, Graphic Rating Scale, Checklist, Management by Objectives, 360 Degree Appraisal.	Performance appraisal has been formed as unit 4 which was part of unit 4.	To give in-depth knowledge on appraisal system a separate unit is framed.
6.	UNIT 5: Compensation (a) Components of Pay (b) Incentives and Benefits.	UNIT V: Compensation and Fringe benefits: Concept and Administration; Compensation Methods - Fringe Benefits; Maintenance: Concept and Rationale of Employee Health, Safety, Welfare and Social Security (excluding legal provisions)	Addition of maintenance part in unit 5 which was missing from the syllabus.	Maintenance part in unit 5 was missing from the syllabus is being added now.

2. Business Environment: BBM 505

S.No.	Present Status	Proposed Changes	Specific Action	Justification
1.	Unit-1 : Sub-topic: Working of Economy in India	Detailing of sub-topic required	Characteristics and Progress of Indian Economy	Specific and relevant dimensions
2	Unit-2 :	Addition required	Company Law	Important legislation to discuss

3.	Unit-2 : Sub-topic: Economic implications of Indian Constitutions	Detailing of sub-topic required	Economic implications of Indian Constitution- Preamble and Directive Principles	Specific and relevant dimensions
4.	Unit-3 : Sub-topic: Consumerism as an emerging environmental force	Specificity required	Consumerism – Nature and Status	Specific and relevant dimensions
5.	Suggested Readings	Addition of new readings	1. Business Environment (Current Edition): K. Aswathapa 2. Business Environment: Text and Cases by Justin Paul (Tata McGraw)	To provide extra reading material for students

3. BBM 604: Organizational Behaviour

S.No.	Present Status	Proposed Changes	Specific Action	Justification
1.	Unit-1 Contributing disciplines to organisational behaviour, Challenges to globalisation, Org. structure and design	Nature of organisational behaviour, Contributing disciplines to organisational behaviour, Understanding human behaviour, Models of human behaviour, Learning, Organisational theories.	Nature of OB, and Models of human behaviour are added along with learning and organisational theories where as challenges to globalisation and organisational structure and design are deleted.	Introduction of O.B . is necessary and Understanding human behaviour is extremely important. Learning is an ongoing activity in any organisation at various stages. There is no need of challenges to globalisation and the unit will be overloaded by including organisational structure and design.
2.	Unit-2	Individual	Addition of Attitude	Individual behaviour

	Individual behaviour- Personality, Perception, Group Dynamics and Teams	behaviour- Personality, Perception, Attitude and Values, Group Dynamics	and Values and Deletion of Teams	is incomplete without adding attitude and values and team is not that much relevant in individual behaviour.
3.	Unit-4 Leadership styles and theories, Communication, Behavioural Research	Leadership, Communication and Organisational conflict management	Inclusion of conflict management and exclusion of behavioral research	Conflict management is an integral part of organisational processes and behavioural research is not directly relevant to it.

Course No.: BBM405, Course Title: HUMAN RESOURCE MANAGEMENT

Class: B.B.M., Status of Course: MAJOR COURSE, Approved since session: 2014-15
Total Credits: 3, Periods (50 mts. each) /week: 4 (L-4+T-0+P/S-0), Min.pds./sem.:52

UNIT I: INTRODUCTION

Human Resource Management: Historical perspective, Importance, Role and competencies of HR Manager; Challenges of HR Managers, Emerging trends- Workforce Diversity, Empowerment,

UNIT II: ACQUISITION OF HUMAN RESOURCE

Human Resource Planning and Job Analysis: An Overview of HR Planning, Job analysis- Recruitment – Concept and Sources; Selection – Concept and Process

UNIT III: TRAINING AND DEVELOPMENT

Training and Development: Concept and Importance; Identifying Training and Development Needs; Training Methods–Apprenticeship, Understudy, Job Rotation, Vestibule Training; Development Methods – Case Study, Role Playing, Sensitivity Training, In-Basket, Management Games, Conferences and Seminars. Upcoming trends in HRD.

UNIT IV: PERFORMANCE APPRAISAL

Performance Appraisal System: Nature and Objectives; Methods of Performance Appraisal - Ranking, Graphic Rating Scale, Checklist, Management by Objectives, 360 Degree Appraisal.

UNIT V: COMPENSATION AND MAINTENANCE

Compensation: Concept and Administration; Compensation Methods - Fringe Benefits; Employee Stock Option, Pay Band Compensation System.

Maintenance: Concept and Rationale of Employee Health, Safety, Welfare and Social Security (excluding legal provisions)

SUGGESTED READINGS:

Dessler Gary: HUMAN RESOURCE MANAGEMENT

Flippo Edwin: Personal Management
Beardwell & Holden: HUMAN RESOURCE MANAGEMENT

Course No.: BBM505, Course Title: BUSINESS ENVIRONMENT

Class: B.B.M., Status of Course: MAJOR COURSE, Approved since session: 2014-15
Total Credits:4, Periods(50 mts. each)/week:4(L-4+T-0+P/S-0),Min.pds./sem.:52

UNIT 1: INTRODUCTION

Business environment, Economic system, Environmental Scanning, Introduction to Public Private Partnership (PPP), Characteristics and Progress of Indian Economy.

UNIT 2: LEGAL ENVIRONMENT OF BUSINESS

Economic implications of Indian Constitution-Preamble and Directive Principles, Competition Act, Company Law.

UNIT 3: SOCIAL AND POLITICAL ENVIRONMENT

Social Environment, Social Responsibility, Consumerism-Nature and Status, Governmental Steps for Protection of Consumers, Political Factors.

UNIT 4: ECONOMIC ENVIRONMENT

Foreign Direct Investment, Multinational Corporations.

UNIT 5: TECHNOLOGICAL AND NATURAL ENVIRONMENT

Technological changes, Acquisition modes, Climatic Environmental Aspects of Business, Pollution related aspects.

SUGGESTED READINGS:

Dunkel and Wilson: THE BUSINESS ENVIRONMENT OF SEVENTIES
Tandan BC: ENVIRONMENT & ENTREPRENEUR
M Adhikary: ECONOMICS ENVIRONMENT OF BUSINESS
Trivedi ML: GOVERNMENT & BUSINESS
Cherunilam F: BUSINESS ENVIRONMENT
Justin Paul: Business Environment: Text and Cases (Tata McGraw)
K. Aswathapa: Business Environment (Current Edition)

Course No.: BBM604, Course Title: ORGANISATIONAL BEHAVIOUR

Class: B.B.M., Status of Course: MAJOR COURSE, Approved since session: 2014-15
Total Credits:4, Periods(50 mts. each)/week:5(L-5+T-0+P/S-0),Min.pds./sem.:65

Unit-1 : INTRODUCTION

Nature of Organisational Behaviour, Contributing Disciplines to Organisational Behaviour, Understanding Human Behaviour, Models of Human Behaviour, Learning, Organisational Theories.

UNIT-2: BEHAVIOURAL DYNAMICS

Individual Behaviour- Personality, Perception, Attitude and Values, Group Dynamics

UNIT-3: ORGANISATIONAL CULTURE AND CLIMATE

Organisational Culture and Climate in Indian Context, Motivation, Stress Management

UNIT-4: ORGANISATIONAL PROCESSES

SUGGESTED READINGS:

Leadership, Communication, Organisational Conflict Management
Unit-5: Organisational Development and Change
Organisational Development and Interventions, Managing Organisational Change

MAJOR CHANGES: POST GRADUATE

1 .MBM 424: TAX PLANNING & MANAGEMENT

S.No.	Present Status	Proposed Changes	Specification	Justification
1.	UNIT 1: NATURE AND SCOPE OF TAX PLANNING Nature, Objective of Tax Management, Assessment of tax, financial year, Assessee- types, Residential status Non-resident Indians.	To Introduce Income from Salaries	Integral part of Direct taxation	Income from salaries is an important aspect of taxation.
2.	UNIT 2: CORPORATE INCOME TAX Tax concession and incentives for corporate decision, Tax planning for depreciation; Treatment of losses & unabsorbed items; Carry forward and set of losses. Tax and business reorganization merger and amalgamation. Tax appeals; Revision & Review	UNIT 2: INCOME UNDER THE HEAD HOUSE PROPERTY AND CAPITAL GAINS Income chargeable real & notional, chargeability u/s 22, property owned by co-owners (section 26), annual value, deductions, Capital Gains – Basis of Charge, types of assets, computation of capital gains, exemptions	The existing contents of Unit 2 have been shifted to unit 3 and Unit 4. Unit 2 will now include Income under the head House Property and Capital Gains.	We propose to cover direct taxation only in this course so that student can gain in depth knowledge of direct taxes.

3.	UNIT 3: WEALTH TAX Closely held companies; Valuation of assets; Filing of returns; Assessment; Appeals; Review; Revision and Rectification	UNIT 3: INCOME FROM OTHER SOURCES, ASSESSMENTS, APPEALS AND RETURN OF INCOME Income under the head Capital Gains, Income from other sources, Set-	Existing Unit 3 has been shifted to Unit 5. Some contents of Unit 2 have been shifted to Unit 3. Also, income from	Same as above
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		off or carry forward and set-off of losses, Provisions concerning advance tax and tax deducted at source, Provisions for filing of return of income, Tax appeals; Revision & Review. Unit 3 to be moved to Unit 5	other sources has been added.	
4.	UNIT 4: CENTRAL EXCISE ACT 1994 Excise planning; Customer Protection Act 1962 and Customers planning. (Working knowledge is required for these)	UNIT 4: INCOME FROM PROFITS AND GAINS OF BUSINESS OR PROFESSION Basis of Charge, Method of Accounting, Deductions – General and Specific, Specific disallowances, Presumptive Taxation.	The existing course includes direct and indirect taxes. We propose to remove indirect taxes so that student can gain better understanding of direct taxes.	Same as above
5.	UNIT 5 Cenvat, VAT and Service Tax	UNIT 5 WEALTH TAX ACT 1957 Chargeability, Assessment,; Assets, Debts, Deemed Assets, Exempt Assets, Valuation of assets; Filing of returns	The existing course includes direct and indirect taxes. We propose to remove indirect taxes so that student can gain better understanding of direct taxes. Unit 3 has been shifted to Unit 5 and contents have been specified.	Same as above

Course No.: MBM 424, Course Title: TAX PLANNING & MANAGEMENT

Class: MBA, Status of Course: Major Course, Approved since session: 2014-15

Total Credits: 3, Periods (50 mts. each)/week: 5(L-5+T-0+P/S-0), Min.pds./sem.:65

UNIT 1: NATURE AND SCOPE OF TAX AND SALARIES

Nature, Objective of Tax Management, Assessment of tax, financial year, Assessee- types, Residential status Non-resident Indians, Income under the Head Salary

UNIT 2: INCOME UNDER THE HEAD HOUSE PROPERTY AND CAPITAL GAINS

Income chargeable real & notional, chargeability u/s 22, property owned by co-owners (section 26), annual value, deductions, Capital Gains – Basis of Charge, types of assets, computation of capital gains, exemptions

UNIT 3: INCOME FROM OTHER SOURCES, ASSESSMENTS, APPEALS AND RETURN OF INCOME

Income under the head Capital Gains, Income from other sources, Set-off or carry forward and set-off of losses, Provisions concerning advance tax and tax deducted at source, Provisions for filing of return of income, Tax appeals; Revision & Review

UNIT 4: INCOME FROM PROFITS AND GAINS OF BUSINESS OR PROFESSION

Basis of Charge, Method of Accounting, Deductions – General and Specific, Specific disallowances, Presumptive Taxation.

UNIT 5 WEALTH TAX ACT 1957

Chargeability, Assessment,; Assets, Debts, Deemed Assets, Exempt Assets, Valuation of assets; Filing of returns

SUGGESTED READINGS

Dr. Girish Ahuja and Dr. Ravi Gupta - Practical Approach to Income Tax – Service Tax, VAT and Wealth Tax – Problems and Solutions

T N Manoharan And G R Hari - Student Handbook On Income Tax, Vat And Service Tax

RN Lakhotia: HOW TO SAVE WEALTH TAX (Vision Book)

Palkhiwala: INCOME TAX (Tripathi Publication)

Bhagwati Prasad: INCOME TAX LAW & PRACTICE (Viswa Prakashan)

VK Singhania: DIRECT TAXES, LAWS & PRACTICE (Taxman)

1. MBM206: ENTREPRENEURSHIP & LEADERSHIP DEVELOPMENT

S. No.	COURSE CODE	PRESENT STATUS	PROPOSED CHANGES	SPECIFICATION	JUSTIFICATION	ANY OTHER REMARK
1.	MBM 206	Unit 1 - Importance of Entrepreneurs	Unit 1- Meaning and Development of Entrepreneurship, Role of entrepreneurship in economic development	Minor changes	The concept has been expanded from importance to development and role.	Introduction of the concept of entrepreneurship first then development, role and importance.
2.	MBM 206	Unit 2- Ethics	Unit 2- Moral leader	Minor changes	Change of words	
3.	MBM 206	Unit 3- Preparation of Business Plan, Evaluation The Plan	Unit 3- Preparation of Business Plan, Evaluation The Plan added to Unit 4	Minor changes	It is logical to study Business plan – Marketing Plan, Financial Plan, Organizational Plan together in a unit	
4.	MBM 206	Unit 4: Resources	Unit 4: Industry and Environment Analysis & Plan Preparation	Change in the title	Industry and Environment Analysis & Plan Preparation Title explains it better the content rather than resources	
5.	MBM 206	Unit 4: Marketing Plan, Financial Plan, Production Plan, Operation Plan, Organizational Plan.	Unit 4: Industry analysis- PEST, SWOT, Preparation of Business Plan - Marketing Plan, Financial Plan, Organizational	Addition in content	The Industry analysis has to be done before preparing the business plans, Marketing Plan, Financial Plan, Production Plan,	Production Plan, Operation Plan will become part of Business plan

			Plan.		Operation Plan, Organizational Plan.	
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6.	MBM 206	Unit 5- Stages of Growth, Growth Strategies, Expansion.	Unit 5- New venture expansion strategies and issues, Social Entrepreneurs, Social responsibilities of entrepreneurs.	Minor changes in the name and more content has been added	The new name- New venture expansion strategies and issues is more exhaustive which also includes the old content. Addition of Social Entrepreneurs, Social responsibilities of entrepreneurs in content	The addition of Social entrepreneurs has been done as this is the upcoming trend in India
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Course No.: MBM206, Course Title: ENTREPRENEURSHIP & LEADERSHIP DEVELOPMENT

Class: MBA, Status of Course: Major Course, Approved since session: 2014-15
Total Credits: 4, Periods (50 mts. each)/week: 5(L-5+T-0+P/S-0), Min.pds./sem.:65

Unit 1: Entrepreneurial Perspective

Meaning and Development of Entrepreneurship, Role of entrepreneurship in economic development, Characteristics, Competencies, Entrepreneurial and Intrapreneurial Mind.

UNIT 2: LEADERSHIP PERSPECTIVE

Leadership- Roles, Skills and Styles of Leadership, Leader and Team Building, Leadership and Change Management, Moral leader

UNIT 3: ESTABLISHING THE ENTERPRISE AND STARTING THE VENTURE

Creativity and Innovation, Business Idea Generation, Opportunity Scanning.

UNIT 4: INDUSTRY AND ENVIRONMENT ANALYSIS & PLAN PREPARATION

Industry analysis- PEST, SWOT, Preparation of Business Plan - Marketing Plan, Financial Plan, Organizational Plan.

UNIT 5: GROWTH AND SOCIAL RESPONSIBILITIES

New venture expansion strategies and issues, Social Entrepreneurs, Social responsibilities of entrepreneurs.

SUGGESTED READINGS:

Robert. D. Hirsch, P. Peters, & A. Shepherd: ENTREPRENEURSHIP, Tata McGraw-Hill
Rajeev Roy: ENTREPRENEURSHIP, Oxford Higher Education
Sandra Sucher: THE MORAL LEADER, Routledge

MAJOR CHANGE: M.PHIL

The syllabus has been thoroughly changed, as per the recommendations of Course –Review Committee formed under the convenorship of AR (Acad.), for all M.Phil courses of the institute

S.No.	Present Status	Proposed Changes
1 UNIT-1	INTRODUCTION Research concepts: Meaning, definition, types of research, types of data, validity and reliability, deduction and induction, Research-case study, survey, experimentation and action.	Introduction to Research Meaning, Objectives and Importance of Research, Types of Research, Philosophies of Research - Metaphysics, Axiology and Methodology, Concept of Qualitative and Quantitative Research, Kinds of Explanation - Deductive, Inductive and Abductive, Scientific Method, Research Process. Developing Logical Reasoning and Quantitative Aptitude - Logical Reasoning: Understanding the structure of arguments, Verbal analogies: Word analogy, Applied analogy, Verbal classification, Logical Diagrams, Venn diagram, and Analytical Reasoning.

2 UNIT-2	RESEARCH PROCESS Research methods: interview, questionnaire, observation and documentary resources, approaches to the research-Philosophical approach, Research problem identification.	Literature Review and Conceptual Framework Literature Review- Relevance and Approach, Developing an outline for the Literature Review, Organizing a Literature Search, Writing the Review - Writing the first draft, Writing References and Citations, Plagiarism - Concerns and Cautions, Application of Literature Review in Selected Areas, Research Problem and Hypothesis Formulation, Research Design, Ethics in Research.
3 UNIT-3	MEASUREMENT AND SCALING Measurement and scales, sample design, research design, interpretation and report writing, presentation.	Data Collection Sources of Data, Tools of Data Collection, Measurement Scales - Techniques, Reliability and Validity of Scales, Data Cleaning and Data Processing, Outlier Identification, Sampling Concepts and Methods, Determination of Sample Size, Sampling Errors.
4 UNIT-4	TOOLS & TECHNIQUES OF DATA ANALYSIS Introduction to statistical analysis, Descriptive and Inferential Statistics.	Data Analysis Introduction, Descriptive Statistics and Inferential Statistics, Hypothesis Testing- Parametric and Non Parametric Tests, Multivariate Analysis, Qualitative Analysis of Data, Interpretation of Results, Introduction to Software Packages for Data Analysis.
5 UNIT-5	ETHICS AND PUBLICATION ISSUES IN RESEARCH Ethics, Paper article, Workshop, Seminar, Conference, Symposium, References and Thesis	Report Writing, Presentation, and Publication of Research Research Report, Types of Report, Structuring the Report, Steps in Drafting Reports, Editing and Evaluating the Final Draft, Layout of Research Report, Writing Research Paper and Article, Difference between Workshop, Seminar,

	writing, Bibliography.	Conference and Symposia, Contemporary Issues in Research.
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The proposal for introduction of new course on ADVANCED STATISTICAL ANALYSIS, in M.Phil. in management. It is proposed with a view to enhance analytical skills as well as the requirements for PhD level research work. The outline of the proposed course work:

Outline of Proposed New Course in M.Phil (Management): Advance Statistical Analysis (MBM-956)

- Qualitative and Quantitative Data analysis using Software packages - SPSS, MATLAB, ATLAS.ti, NVivo and other relevant software packages.
- Measure of Central tendencies, Skewness, Dispersion and Moments
- Parametric and Non-parametric tests.
- Multivariate Analysis - Factor Analysis, Discriminant Analysis, and Cluster Analysis
- Partial and Multiple Correlation, Regression analysis
- Regression models- ARCH and GARCH models, ARMA and ARIMA models etc.
- Structural Equation Modelling (SEM).
- Test for Goodness of fit.
- Cronbach's Alpha, Convergent Validity, Construct Reliability and Discriminant Validity.
- Analysis of Designs with more than one independent variable.
- Statistical inferences for one or two samples

Some other advance statistical analysis tools like "Stone-Geisser" criterion of prognostic relevance of model, "Partial Least Square" (PLS) Algorithm and "Average Variance Extracted" (AVE), Data Envelope Analysis (D.E.A) etc.

IV – MINOR CHANGES

MINOR CHANGES UNDERGRADUATE

S.No.	COURSE	OLD SYLLABUS	NEW SYLLABUS	JUSTIFICATION
1.	BBM 103	Unit 4 Phrases, Clauses and Sentences	Unit 4 Phrases, Clauses and Sentences, Word-Formation, Use Of Dictionary and Thesaurus	To make student understand the use of Dictionary and Thesaurus
2.	BBM 203	Unit 3 Use of Contracted Forms, Speech Delivery (Use of Breath Groups and Sense Groups)	Unit 3 Reworded As Assimilation and Elision-Weak and Strong Forms of Words, Importance of pronunciation	Contemporary Topics
3	BBM 203	Unit 4 Organization of Speech and Developing Conversational Ability, the Process of Listening	Unit 4 Organization of Speech, Speech Delivery, Developing Conversational Ability and the Process of Listening.	Relevant to the current topics and augment the course contents
4	BBM 303	Unit 3 Precis –Writing and Expansion	Unit 3 Reworded As Reading and Listening Comprehension	To increase the skills of Reading and Listening Comprehension

5.	BBM 303	Unit 4 Business Correspondence (Letters & Memos)	Unit 4 Business Correspondence (Letters & Memos) and Situational Writings	Relevant to the current topics and augment the course contents
6	BBM 403	Unit 2 Meeting Skills-I (Notice, Agenda, Minutes)	Unit 2 Reworded as Meeting Skills (Notice, Agenda & Minutes) conduct of Meetings, Conferences and Seminars	Relevant to the current topics and augment the course contents
7	BBM 403	Unit 3 Meeting Skills-II (Conduct of meetings, Conferences, Seminars)	Unit 3 Reworded as Negotiation Skills, Group Discussion and Writing of Proposals	Relevant to the current topics and augment the course contents
8.	BBM 403	Unit 4 Note Making and Note taking and Feed Back Skills	Unit 4 Note Making , Note taking , Feed Back Skills , Presentation and ICT Skills. (PPP, OHP, E-mail, SMS, Cell Phone, Voice Mail, Fax,etc)	Relevant to the current topics and augment the course contents
9.	BBW 501	Unit 4 E-commerce, B to C and B to B applications	Unit 4 E-commerce, B to C and B to B application and Introduction to Cloud Computing	Relevant to the current topics and augment the course contents

1. BBM103: BUSINESS COMMUNICATION I be retitled as "BUSINESS COMMUNICATION- ESSENTIALS OF ENGLISH GRAMMAR"

2. BBM203: BUSINESS COMMUNICATION II retitled as BUSINESS COMMUNICATION- SPOKEN ENGLISH

3. BBM303: BUSINESS COMMUNICATION II retitled as BUSINESS COMMUNICATION- Writing Skills I

4. BBM403: BUSINESS COMMUNICATION II retitled as BUSINESS COMMUNICATION- Writing Skills II

Annexure-.....

