

**V.E.S. College of Arts, Science and Commerce (Autonomous)**  
**Department of B.B.A.**  
**Minutes of Board of Studies Meeting on 10th March, 2023**

**Department: Bachelors of Business Administration (B.B.A.)**

**Day: Friday**

**Date: 10th March, 2023**

**Time: 10:00 a.m.**

**Mode: Online (Google Meet)**

**Agenda of the Meeting:**

1. Welcome and Introduction of all the BOS members.
2. To discuss and approve the Course Structure as per NEP.
3. To discuss and approve the detailed syllabus as per NEP.
4. To discuss and approve scheme of Internal Evaluation and External Evaluation.
5. Any other matter with the permission of the Chair.

**BOS Members:**

1. Dr. Varsha Ganatra: Chairperson (Head, Department of Commerce & Academic Coordinator, Autonomous- Commerce Section)
2. Mrs. Anusuya Yadav (BBA Coordinator)
3. Mr. Utkarsh Kapadia (Core Faculty)
4. Mrs. Snehal Obhan (Core Faculty)
5. Ms. Kiran Ghosh (Core Faculty)
6. Mrs. Preeti Matharu (Core Faculty)
7. Dr. Kulvinder Kaur Batth (Subject Expert)
8. Mr. Prathamesh Veiling (Industry Expert)

**Minutes of the meeting:**

1. All members of the Board of Studies were welcomed by Dr. (Mrs.) Varsha Ganatra (Head of Department of Commerce) Chairperson of the BOS.
2. Proposed course structure with credits as per NEP was presented by Mrs. Anusuya Yadav and was accepted by BOS members for implementation.
3. Detailed syllabus for FY, SY and TY (based on the above course structure) as per NEP was presented by Mrs. Anusuya Yadav. BOS members found the detailed syllabus to be appropriate as per NEP requirements and it was accepted for implementation.
4. It was agreed that depending upon the situation, Internship or Community Engagement Programme or Project may be assigned to the students.
5. Mrs. Anusuya Yadav presented the proposed scheme of Internal and External Evaluation. The proposed Paper Pattern for Internal and External Evaluation was approved by the BOS members and a copy of the same is maintained in the department records.
6. With the permission of the Chair, under A.O.B. following matters were brought under discussion:
  - a. In order to categorize the subjects as per NEP, few subjects had to be shuffled across FY, SY and

TY. Due to the above shuffling of subjects, the structure of the current FY batch was affected as few subjects which they studied in FY were now shifted to SY as per new course structure. This would result in the subjects being repeated for the current FY students when they go to SY. In order to avoid the same, it was proposed that subjects would be reshuffled for the current FY students in order to avoid repetition of the subjects. The above proposal was accepted by the BOS members.

- b. It was also discussed that the current Course Structure, Subjects, Syllabus, Paper Pattern, etc may undergo changes as per the circular/ guidelines that may be issued by Government of Maharashtra and University of Mumbai in view of implementation of NEP 2020 guidelines. The changes, if any, shall be passed in the next BOS meeting succeeding the changes. The above proposal was accepted by the BOS members.
  - c. The Chairperson requested the Subject Expert and Industry Expert to share their valuable insights for enriching academia and interaction in the form of co-curricular and extra-curricular activities. Inclusion of Case Study presentations, business Plan presentations, Skill inculcation activities to enhance employability of students were some of the recommendations from the experts.
7. The meeting concluded with a formal Vote of Thanks by Chairperson Dr. (Mrs.) Varsha Ganatra.

Dr. (Mrs.) Varsha Ganatra  
BOS Chairperson &  
Academic Coordinator  
Autonomous- Commerce Section

Dr. Anita Kanwar  
Principal

Mrs. Anusuya Yadav  
BBA Coordinator

Mr. Utkarsh Kapadia  
Core Faculty