

## **Minutes of the Board of Studies Meeting**

**Date:** 24th March 2025

**Time:** 2:00 PM

**Venue:** Library Conference Hall

### **Members Present:**

1. *Mrs. Kanthi Viswanath*
2. *Dr. Shakti Chavan*
3. *Mrs. Radha*
4. *Ms. Rutuja*
5. *Mr. Saurabh Lad.*
6. *Dr. Aparna Jain*
7. *Mrs. Deepali Kamble*
8. *Dr. Poonam Kakkad*
9. *Mr. Nikhil Mhatre*
10. *Mr. Chirant Doshi*

### **Agenda for the Meeting:**

1. Welcome and Introduction of all the BOS members.
2. To discuss and approve the Syllabus.
3. To discuss and approve the Scheme of Course Evaluation.
4. To discuss and approve suggested techniques for Continuous Internal Evaluation.
5. To discuss and approve Question Paper Pattern (For Theory & Practical).
6. To discuss methodologies for innovative teaching and evaluation techniques.
7. Any other matter with the permission of the chair.

- The Board of Studies (BOS) meeting commenced at 2:00 PM, chaired by Mrs. Kanthi Viswanath, Head of the BMS Department. It was attended by internal faculty members and external BOS members, including subject experts, a university nominee, an industry expert, and a PG alumnus.
- The agenda covered syllabus modifications, course evaluation schemes, continuous internal assessment techniques, question paper patterns, innovative teaching methodologies, and other relevant matters.
- Mrs. Kanthi Viswanath presented the TYBMS syllabus, emphasizing its alignment with Mumbai University and the 40:60 assessment structure under the National Education Policy (NEP). Internal assessments will include assignments, project-based learning activities, class tests, and academic participation. The syllabus for Semesters V and VI was approved.
- The FYBMS syllabus was reviewed, introducing a new Open Elective subject, 'Lifestyle Disorder and Stress Management,' along with updates in 'Indian Knowledge Systems (IKS).' The Environmental Studies (EVS) syllabus was revised to focus on environmental laws and sustainable development. A permission was taken from the BOS to implement changes as and when recommended by AICTE.

- Two new Open Elective subjects—Corporate Etiquettes and Fundamental Analysis—were approved for Semester II. Dr. Poonam Kakkad recommended integrating NPTEL and SWAYAM resources into the Skill Enhancement syllabus, which was agreed upon and incorporated. The revised FYBMS syllabus for both semesters was approved.
- The SYBMS syllabus was discussed, with updates in Strategic Management, Consumer Behaviour, and Integrated Marketing Communication (IMC). The Event Management syllabus was also updated with industry-aligned topics on sponsorship and event crisis management.
- The meeting reaffirmed the 60:40 assessment structure. Dr. Poonam Kakkad inquired about On-the-Job Training (OJT) in the Third Year syllabus, and Mrs. Kanthi Viswanath clarified its inclusion with 4 credits, while Research is part of the Honours degree program.
- With all agenda items addressed and approved, the meeting concluded positively. The members acknowledged faculty and expert contributions, ensuring curriculum alignment with academic and industry standards. The meeting ended with a vote of thanks to all participants.