



SATHYABAMA

INSTITUTE OF SCIENCE AND TECHNOLOGY

(Established under Section 3 of the UGC Act, 1956)

Declared as Category "A" University by Ministry of HRD, Govt. of India

Accredited with "A" Grade by NAAC - (A CHRISTIAN MINORITY INSTITUTION)

Jeppiaar Nagar, Rajiv Gandhi Salai, Chennai – 600 119, Tamil Nadu, India

Admin. Office : 044 – 2450 3150 / 3151 / 3152 / 3154 / 3155 Fax : 044 – 2450 2344

E-mail : registrar@sathyabamauniversity.ac.in Website : www.sathyabamauniversity.ac.in



SCHOOL OF MANAGEMENT STUDIES

MINUTES OF THE BOARD OF STUDIES MEETING

HELD ON

Date and Day: 25/03/2021 and Thursday

Time: 11.30 AM

Venue: MBA Lab II



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SCHOOL OF MANAGEMENT STUDIES

BOARD OF STUDIES MEETING AGENDA

Date: 25/03/2021

Item No.1

To approve the decision to conduct online exams for students enrolled in undergraduate and graduate programmes in the midst of the COVID19 pandemic.

Item No.2

To include Tally lab in the 1st semester for postgraduate students as a practical course

Item No.3

To introduce Online Distance Learning Programme for both undergraduate and postgraduate courses.

Item No.4

Other matters with the permission of the Chair



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SCHOOL OF MANAGEMENT STUDIES MINUTES OF THE BOARD OF STUDIES

MEETING

The Board of Studies Meeting for School of Management Studies was convened on 25.03.2021 (Tuesday) at 11.30 am.

The Dean, Dr. Bhuvaneswari G., gave the welcoming speech before introducing the Board members. The members received a thorough report on the School's academic programmes and all of the department's academic activities that were carried out in accordance with the University's academic calendar.

The BOS meeting's resolutions from the 25th of March 2021 were examined. It was stated how all undergraduate and graduate schools should have their pedagogy and assessment practices revised. Following a brief evaluation, the agenda items were brought up for discussion, and the following resolutions were approved. Members gave their approval to the BOS meeting minutes.

Agenda Note 1:

To approve conducting online examinations for the students pursuing post- graduate and undergraduate programs in the wake of the pandemic COVID19.

The necessity of administering exams to undergraduate and graduate students online was thoroughly examined. All of the students who have registered for exams have already taken classes in person covering the material for the subject for which they will be sitting for arrear exams, hence permission has been requested to conduct online exams to make things easier and less stressful for the students. The structure of digital assessment as well as elements like online security, how to compute the marks earned, and other topics were covered.



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Agenda Note 2:

To include Tally lab in the 1st semester for postgraduate students as a practical course

Introduction of Tally lab in the 1st semester for the postgraduate students makes them more proficient towards creating accounting records and extract the financial statements. The board believes that this practical course will impart knowledge on the application of the software in their day to day business and professional activities.

Agenda Note 3:

To introduce Online Distance Learning Programme for both undergraduate and postgraduate courses.

As per Regulation 3(B)(a) of University Grants Commission, the board would like to introduce Online Distance Learning Programme for both Undergraduate and Postgraduate courses. This will impart education to learners who are removed in space and / or time from the teachers or the teaching institution on account of economic, social and consideration. Through this initiative the board aims to develop and disseminate professional education to every nook and corner of the state that will foster economic and social development in line with the mission of the institution. The programmes are designed with a broader vision to transform them into new generation managers who will acquire competencies to sustain the increasingly volatile challenges of the digital world.

The votes of thanks to the Chair were proposed by the Dean and the meeting concluded fruitfully.

Minutes approved by: Dr. Bhuvaneswari G



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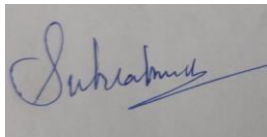
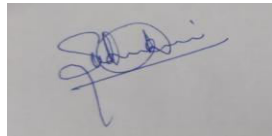
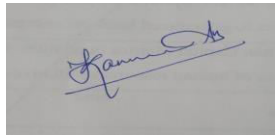
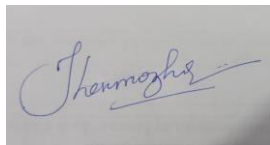
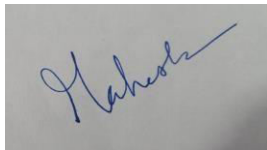
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BOARD OF STUDIES - MEMBERS

Sl. No.	Members	External / Internal	Signature
1	Mr. K. SUBRAMANIAN Manager- Human Resources Sundaram Fasteners Limited (TVS Group) Padi, Chennai-600050	External	
2	Ms. E. SUDHADEVI General Manager Freight Consolidators (Madras) Pvt.LTD., Kodambakkam High Road, Chennai-600034	External	
3	CA. A.B. KANNAN Chartered Accountant Alamelu Associates Gopalapuram, Chennai 600086	External	
4	Dr. R. THENMOZHI Professor and Head, Department of Management Studies University of Madras Chennai 600005	External	
5	Dr. R. MAGESH Professor and Head Department of Management Studies Anna University Chennai - 600025	External	



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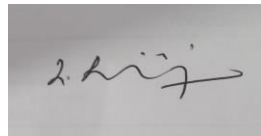
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6	Dr. BHUVANESWARI G. Professor and Dean School of Management Studies Sathyabama Institute of Science and Technology	Internal	
7	Dr. A. PALANI Professor and Head School of Management Studies Sathyabama Institute of Science and Technology	Internal	
8	Dr. R. THAMILSELVAN Associate Professor School of Management Studies Sathyabama Institute of Science and Technology	Internal	
9	Dr. T.R. KALAILAKSHMI Associate Professor School of Management Studies Sathyabama Institute of Science and Technology	Internal	



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SCHOOL OF MANAGEMENT STUDIES

MINUTES OF THE BOARD OF STUDIES MEETING

HELD ON

Date and Day: 27/10/2021 and Wednesday

Time: 11.30AM

Venue: MBA Lab II



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SCHOOL OF MANAGEMENT STUDIES

BOARD OF STUDIES MEETING AGENDA

Date: 27/10/2021

Item No.1

To approve the proposal of conducting regular classes for Undergraduate and Postgraduate students by following social distancing and safety protocols as instructed by the Government of Tamilnadu.

Item No.2

To include mini-project in the Online Distance Learning instead of MS office course.

Item No.3

To update the requirements of mini project and professional training for the undergraduate and postgraduate students.

Item No.4

To upgrade the regulations based on the six-month internship for the postgraduate students.

Item No. 5 Other matters with the permission of the Chair



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SCHOOL OF MANAGEMENT STUDIES

MINUTES OF THE BOARD OF STUDIES MEETING

The Board of Studies Meeting for School of Management Studies was convened on 27.10.2021 (Wednesday) at 11.30 am.

The Dean, Dr. Bhuvaneswari G., gave the welcoming speech and introduced the Board members. The members received a thorough report on the School's academic programmes and all of the department's academic activities that were carried out in accordance with the University's academic calendar.

The BOS meeting's resolutions from the 27th of October 2021 were examined. It was stated how all undergraduate and postgraduate schools should have their pedagogy and assessment practices revised. Following a brief evaluation, the agenda items were brought up for discussion, and the following resolutions were approved. Members gave their approval to the BOS meeting minutes.

Agenda Note 1:

To approve the proposal of conducting regular classes for Undergraduate and Postgraduate students by following social distancing and safety protocols as instructed by the Government of Tamilnadu.

The need to conduct regular offline classes for the students of undergraduate and postgraduate programs was discussed in detail. Following the safety protocols of the Government of Tamilnadu and ensuring the safety measures are properly implemented, hence permission has been requested to conduct the regular classes and also to thoroughly verify the procedures to be followed before the classes begin is covered.



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Agenda Note 2:

To include mini-project in the Online Distance Learning instead of MS office course.

In the Online Distance Learning programme, instead of MS office course mini-project can be added as working professional are already experienced in MS office.

Agenda Note 3:

To update the requirements of mini project and professional training for the undergraduate and postgraduate students.

The requirements for the execution of a Mini-Project by Postgraduate students and also attending Professional Training sessions by Undergraduate students on completion of their 2nd and 5th semester respectively has been discussed in detail. The pattern of assessment and evaluation of internships and project work was reviewed.

Agenda Note 4:

To upgrade the regulations based on the six-month internship for the postgraduate students.

The regulations for undergoing the six-month internship by Postgraduate students on completion of their 3rd semester respectively has been discussed in detail. The pattern of assessment and evaluation of internships was reviewed.

The votes of thanks to the Chair were proposed by the Dean and the meeting concluded fruitfully.

Minutes approved by

Dr. Bhuvaneswari G



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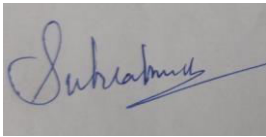
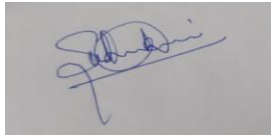
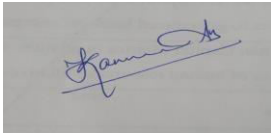
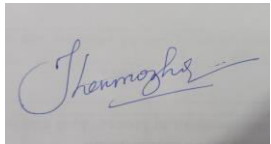
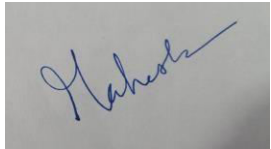
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6	Dr. BHUVANESWARI G. Professor and Dean School of Management Studies Sathyabama Institute of Science and Technology	Internal	



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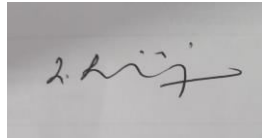
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SCHOOL OF MANAGEMENT STUDIES

MINUTES OF THE BOARD OF STUDIES MEETING

HELD ON

Date and Day: 30.06.2020 - (TUESDAY)

Time: 11.30 AM

Mode: Virtual Meeting via Zoom

Zoom Meeting Link:

<https://zoom.us/j/92513058320?pwd=VUU3U1RTb1pkVVVTVVEJZbGQxZ09VZz09>

Meeting ID: 925 1305 8320

Password: 123456



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SCHOOL OF MANAGEMENT STUDIES

BOARD OF STUDIES MEETING

AGENDA

Date: 30.06.2020

Item No.1

To approve the proposal of conducting Online Arrear Examinations for the students pursuing Postgraduate and Undergraduate programs in the wake of the Pandemic COVID19.

Item No.2

To review the Mini Project and Professional Training requirements for the Postgraduate and Undergraduate programs.

Item No.3

To appraise Online Teaching Pedagogy for the Forthcoming Semester for all the students of the school.

Item No.4

To implement the new courses in PG and UG programs that was introduced in the new regulations 2019.

Item No.5

Other matters with the permission of the Chair



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SCHOOL OF MANAGEMENT STUDIES

MINUTES OF THE BOARD OF STUDIES MEETING

The Board of Studies Meeting for School of Management Studies was convened digitally on 30.06.2020 (Tuesday) at 11.30 am.

The welcome address was delivered by the Dean, Dr. Bhuvaneswari G. and the members of the Board were introduced. The members were given a comprehensive report on the academic programs of the School and all the academic activities carried out by the department as specified in the academic calendar of the University. The Board was informed about the university's 39th rank in NIRF and 12B Status conferred by the UGC due to its consistent progress in research and development activities.

The resolutions of BOS meeting held on 05/04/2019 were reviewed. The need for the revision of Pedagogy and Assessment Patterns for all the Postgraduate and Undergraduate programs was discussed. After a brief appraisal, the Agenda items listed were taken up for discussion and the following resolutions were passed. The minutes of BOS meeting were approved by the members.

Agenda Note 1:

To approve conducting online arrear examinations for the students pursuing post-graduate and undergraduate programs in the wake of the pandemic COVID19.

The need to conduct online arrear examinations for the students of undergraduate and postgraduate programs was discussed in detail. Considering that all the students registering for arrear exams have already attended classes in person covering the syllabus of the subject for which they will be attending arrear exams, approval has been sought to conduct online examinations to facilitate and reduce anxiety amongst the students. The pattern of digital assessment and the factors such as online security, procedure to compute the marks obtained etc. were discussed.



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Agenda Note 2:

To review the mini project and professional training requirements for the Postgraduate and Undergraduate programs.

The requirements for the execution of a Mini-Project by Postgraduate students and also attending Professional Training sessions by Undergraduate students on completion of their 2nd and 5th semester respectively has been discussed in detail. Due to COVID 19, students are unable to intern or pursue project work in companies. The need to pursue online internships and summer programs offered by domestic or international academic institutions and companies was discussed. The pattern of assessment and evaluation of internships and project work was reviewed.

Agenda Note 3:

To appraise Online Teaching Pedagogy for the forthcoming semester (July 2020 to December 2020) for all the students.

In compliance to the Government's order regarding education during the pandemic COVID19, and to facilitate students' education through completion of the courses in the curriculum, digital teaching through online platforms was proposed. The board has insisted on safe and healthy learning and teaching modes which shall be convenient for the students from various locations to pursue learning without anxiety. The assessment patterns for the online classes were also discussed.

Agenda Note 4:

To implement the new courses in PG and UG programs that was introduced in the new regulations 2019.

In accordance with the implementation of revised regulation 2019, few courses in UG and PG programs were introduced for the first time to the students in the year 2020 – 2021. The board has accepted the courses. Following are the new courses.



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S.no	Course Code	Course Name
1	SBAA7009	Consumer Behaviour
2	SBAA7011	Strategic Marketing
3	SBAA7021	Organizational Change and Development
4	SBAA7022	Leadership Power and Politics
5	SBAA7023	Conflict Management and Negotiation
6	SBAA7024	Performance and Compensation Management
7	SBAA7004	Financial Institutions and Services
8	SBAA7005	Rural & Micro Finance
9	SBAA7006	International Finance
10	SBAA7007	Risk Management
11	SBAA7008	Project Finance
12	SBAA7027	Operations Strategy
13	SBAA7030	Lean Management
14	SBAA7031	Environment and Safety Management
15	SBAA7036	Data Mining and Business Analytics
16	SBAA7037	Internet Of Things
17	SBAA7033	Managing E-Business
18	SBAA2501	MS-Office Lab
19	S28APT	Professional Training
20	SBAA3011	Entrepreneurship Essentials
21	S28APROJ	Project Work
22	SBAA1503	Business Ethics and CSR
23	S74APT	Professional Training
24	S74APROJ	Project Work
25	SBAA6301	MS-Office
26	S41APROJ1	Mini Project
27	S41APROJ2	Final Project

The votes of thanks to the Chair were proposed by the Dean and the meeting concluded fruitfully.

Minutes approved by:

Dr. Bhuvaneswari G



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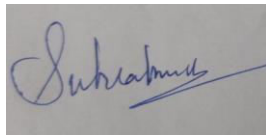
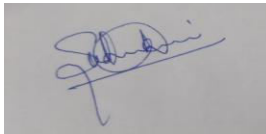
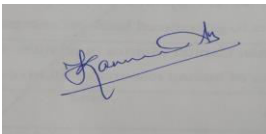
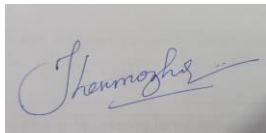
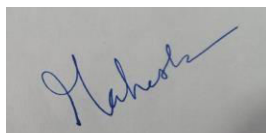
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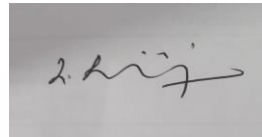
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SCHOOL OF MANAGEMENT STUDIES

MINUTES OF THE BOARD OF STUDIES MEETING

HELD ON

Date and Day: 25/03/2021 and Thursday

Time: 11.30 AM

Venue: MBA Lab II



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SCHOOL OF MANAGEMENT STUDIES

BOARD OF STUDIES MEETING AGENDA

Date: 25/03/2021

Item No.1

To approve the decision to conduct online exams for students enrolled in undergraduate and graduate programmes in the midst of the COVID19 pandemic.

Item No.2

To include Tally lab in the 1st semester for postgraduate students as a practical course

Item No.3

To introduce Online Distance Learning Programme for both undergraduate and postgraduate courses.

Item No.4

Other matters with the permission of the Chair



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SCHOOL OF MANAGEMENT STUDIES

MINUTES OF THE BOARD OF STUDIES MEETING

The Board of Studies Meeting for School of Management Studies was convened on 25.03.2021 (Tuesday) at 11.30 am.

The Dean, Dr. Bhuvaneshwari G., gave the welcoming speech before introducing the Board members. The members received a thorough report on the School's academic programmes and all of the department's academic activities that were carried out in accordance with the University's academic calendar.

The BOS meeting's resolutions from the 25th of March 2021 were examined. It was stated how all undergraduate and graduate schools should have their pedagogy and assessment practices revised. Following a brief evaluation, the agenda items were brought up for discussion, and the following resolutions were approved. Members gave their approval to the BOS meeting minutes.

Agenda Note 1:

To approve conducting online examinations for the students pursuing post- graduate and undergraduate programs in the wake of the pandemic COVID19.

The necessity of administering exams to undergraduate and graduate students online was thoroughly examined. All of the students who have registered for exams have already taken classes in person covering the material for the subject for which they will be sitting for arrear exams, hence permission has been requested to conduct online exams to make things easier and less stressful for the students. The structure of digital assessment as well as elements like online security, how to compute the marks earned, and other topics were covered.



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Agenda Note 2:

To include Tally lab in the 1st semester for postgraduate students as a practical course

Introduction of Tally lab in the 1st semester for the postgraduate students makes them more proficient towards creating accounting records and extract the financial statements. The board believes that this practical course will impart knowledge on the application of the software in their day to day business and professional activities.

Agenda Note 3:

To introduce Online Distance Learning Programme for both undergraduate and postgraduate courses.

As per Regulation 3(B)(a) of University Grants Commission, the board would like to introduce Online Distance Learning Programme for both Undergraduate and Postgraduate courses. This will impart education to learners who are removed in space and / or time from the teachers or the teaching institution on account of economic, social and consideration. Through this initiative the board aims to develop and disseminate professional education to every nook and corner of the state that will foster economic and social development in line with the mission of the institution. The programmes are designed with a broader vision to transform them into new generation managers who will acquire competencies to sustain the increasingly volatile challenges of the digital world.

The votes of thanks to the Chair were proposed by the Dean and the meeting concluded fruitfully.

Minutes approved by: Dr. Bhuvaneswari G



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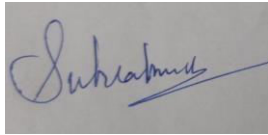
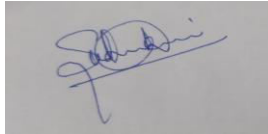
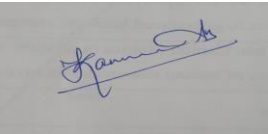
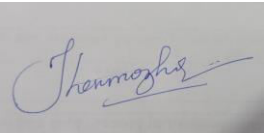
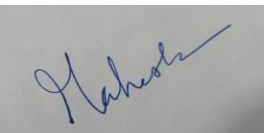
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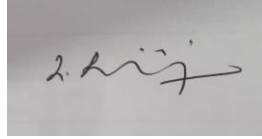
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SCHOOL OF MANAGEMENT STUDIES MINUTES OF

THE BOARD OF STUDIES MEETING

HELD ON

Date and Day: 27/10/2021 and Wednesday

Time: 11.30AM

Venue: MBA Lab II



SATHYABAMA

INSTITUTE OF SCIENCE AND TECHNOLOGY

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SCHOOL OF MANAGEMENT STUDIES

BOARD OF STUDIES MEETING AGENDA

Date: 27/10/2021

Item No.1

To approve the proposal of conducting regular classes for Undergraduate and Postgraduate students by following social distancing and safety protocols as instructed by the Government of Tamilnadu.

Item No.2

To include mini-project in the Online Distance Learning instead of MS office course.

Item No.3

To update the requirements of mini project and professional training for the undergraduate and postgraduate students.

Item No.4

To upgrade the regulations based on the six-month internship for the postgraduate students.

Item No. 5 Other matters with the permission of the Chair



SATHYABAMA

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SCHOOL OF MANAGEMENT STUDIES

MINUTES OF THE BOARD OF STUDIES MEETING

The Board of Studies Meeting for School of Management Studies was convened on 27.10.2021 (Wednesday) at 11.30 am.

The Dean, Dr. Bhuvaneswari G., gave the welcoming speech and introduced the Board members. The members received a thorough report on the School's academic programmes and all of the department's academic activities that were carried out in accordance with the University's academic calendar.

The BOS meeting's resolutions from the 27th of October 2021 were examined. It was stated how all undergraduate and postgraduate schools should have their pedagogy and assessment practices revised. Following a brief evaluation, the agenda items were brought up for discussion, and the following resolutions were approved. Members gave their approval to the BOS meeting minutes.

Agenda Note 1:

To approve the proposal of conducting regular classes for Undergraduate and Postgraduate students by following social distancing and safety protocols as instructed by the Government of Tamilnadu.

The need to conduct regular offline classes for the students of undergraduate and postgraduate programs was discussed in detail. Following the safety protocols of the Government of Tamilnadu and ensuring the safety measures are properly implemented, hence permission has been requested to conduct the regular classes and also to thoroughly verify the procedures to be followed before the classes begin is covered.



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Agenda Note 2:

To include mini-project in the Online Distance Learning instead of MS office course.

In the Online Distance Learning programme, instead of MS office course mini-project can be added as working professional are already experienced in MS-office.

Agenda Note 3:

To update the requirements of mini project and professional training for the undergraduate and postgraduate students.

The requirements for the execution of a Mini-Project by Postgraduate students and also attending Professional Training sessions by Undergraduate students on completion of their 2nd and 5th semester respectively has been discussed in detail. The pattern of assessment and evaluation of internships and project work was reviewed.

Agenda Note 4:

To upgrade the regulations based on the six-month internship for the postgraduate students.

The regulations for undergoing the six-month internship by Postgraduate students on completion of their 3rd semester respectively has been discussed in detail. The pattern of assessment and evaluation of internships was reviewed.

The votes of thanks to the Chair were proposed by the Dean and the meeting concluded fruitfully.

Minutes approved by

Dr. Bhuvaneswari G



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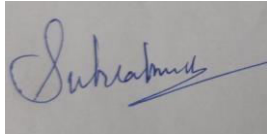
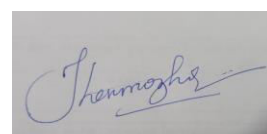
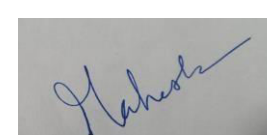
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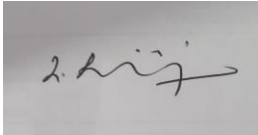
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SATHYABAMA INSTITUTE OF SCIENCE AND TECHNOLOGY

SCHOOL OF MANAGEMENT STUDIES

ODL PROGRAMME: MASTER OF BUSINESS ADMINISTRATION (M.B.A.) CURRICULUM

SEMESTER 1									
Sl. No.	Course Type	Course Code	Course Title	L	T	P	C	Marks	
								CAE	ESE
1	Theory	SDLBAA5101	Management Concepts	4	0	0	4	30	70
2	Theory	SDLBAA5102	Dynamics of Organizational Behaviour	4	0	0	4	30	70
3	Theory	SDLBAA5103	Accounting for Managers	4	0	0	4	30	70
4	Theory	SDLBAA5104	Managerial Economics	4	0	0	4	30	70
5	Theory	SDLBAA5105	Entrepreneurship and Business Venturing	4	0	0	4	30	70
6	Theory	SDLBAA5106	Legal Aspects of Business	4	0	0	4	30	70
7	Theory	SDLMTA5105	Statistics for Management	4	0	0	4	30	70
8	Practical	SDLBAA6101	Tally – Lab	0	0	2	1	30	70
Total Credits for Semester 1 - 29									
Total Marks for Semester 1 - 800									

SEMESTER 2									
Sl. No.	Course Type	Course Code	Course Title	L	T	P	C	Marks	
								CAE	ESE
1	Theory	SDLBAA5201	Marketing for Managers	4	0	0	4	30	70
2	Theory	SDLBAA5202	Management of Human Resources	4	0	0	4	30	70
3	Theory	SDLBAA5203	Financial Management	4	0	0	4	30	70
4	Theory	SDLBAA5204	Operations Management	4	0	0	4	30	70
5	Theory	SDLBAA5205	Applied Operations Research	4	0	0	4	30	70
6	Theory	SDLBAA5206	Research Methods in Management	4	0	0	4	30	70
7	Theory	SDLBAA5207	Strategic Management	4	0	0	4	30	70
8	Practical	SDLBAA6201	SPSS - Lab	0	0	2	1	30	70

L – LECTURE HOURS, T – TUTORIAL HOURS, P – PRACTICAL HOURS, C – CREDITS

CAE – CONTINUOUS ASSESSMENT EXAMINATION

ESE – END SEMESTER EXAMINATION



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SCHOOL OF MANAGEMENT STUDIES

SEMESTER 3									
Sl. No.	Course Type	CourseCode	Course Title	L	T	P	C	Marks	
								CAE	ESE
1	Theory	SDLBAA5301	Global Business Management	4	0	0	4	30	70
2	Theory		Specialization 1 / Elective 1	4	0	0	4	30	70
3	Theory		Specialization 1 / Elective 2	4	0	0	4	30	70
4	Theory		Specialization 1 / Elective 3	4	0	0	4	30	70
5	Theory		Specialization 2 / Elective 1	4	0	0	4	30	70
6	Theory		Specialization 2 / Elective 2	4	0	0	4	30	70
7	Theory		Specialization 2 / Elective 3	4	0	0	4	30	70
8	Practical	SDLBAA6301	MS-Office	0	0	2	1	30	70
9	Practical	SDL41APROJ1	Mini Project	0	0	0	5	30	70
Total Credits for Semester 3 - 34									
Total Marks for Semester 3 - 900									

SEMESTER 4									
Sl. No.	Course Type	CourseCode	Course Title	L	T	P	C	Marks	
								CAE	ESE
1	Practical	SDL41APROJ2	Final Project	0	0	0	10	30	70
Total Credits for Semester 4 - 10									
Total Marks for Semester 4 - 100									

L – LECTURE HOURS, T – TUTORIAL HOURS, P – PRACTICAL HOURS, C – CREDITS



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DEPARTMENT OF MANAGEMENT STUDIES

MINUTES OF BOARD OF STUDIES MEETING HELD ON 30.03.2019

Date: 30-03-2019

Venue: Conference Hall, Vice Chancellor's office Time: 10:00 AM - 1:00 PM

The BOS meeting was convened on 30th March, 2019 to frame the new curriculum and syllabi of School of Management Studies for the academic year 2019-2020.

1. The HOD, Dr.Bhuvaneswari G greeted and welcomed all the Board of Studies members. The senior faculty members of the School of Management Studies attended the meeting and interacted with the expert members.
2. The syllabus revision was done for MBA.
3. The HOD, Dr.Bhuvaneswari G briefly introduction about the school from its inception and the various courses being offered. The HOD further described the process of syllabus revision by enumerating the various steps that were adopted in framing the new syllabus.
4. A new syllabus for a total of 21 theory papers, 3 practical papers, 1 mini project and a final project had been prepared for MBA programme and placed before the panel for their approval.
5. Suggestions were received from the experts during the BOS meeting held on 21st May, 2018 and their valuable suggestions were considered while framing the syllabus.
6. The syllabus was sent well in advance to the academic experts who were absent and their valuable suggestions were incorporated in the syllabus.
7. The contents of the syllabus for each subject was discussed in detail and taking into consideration the relevance to the latest technologies.
8. The members welcomed the inclusion concept based programs and the introduction of the subject
9. The BOS Experts appreciated the content as well as the depth of the syllabi in the curriculum.



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The BOS Committee Members discussed the Curriculum 2019 and suggested the following inputs that incorporate in the Curriculum 2019.

Include E-Marketing channels in Marketing for Managers

- Testing to be included in Research Methods in Management.
- Leadership, Power and Politics could be included in as a departmental elective.
- International Business Management could be renamed as Global Business Management

The BOS Committee Members discussed the Curriculum 2019 and suggested the following inputs that incorporate in the Curriculum 2019.

- SBAA3002 BUSINESS ENVIRONMENT is revised so the students will be able to demonstrate and develop conceptual framework of business environment and generate interest in international business. Understand the definition of ethics and the importance and role of ethical behavior in the business world today.
- SBAA3007 COMPUTER APPLICATIONS IN BUSINESS is revised Understand the application of business Knowledge in both theoretical and practical aspects. Explain the concepts and terminology used in the operation of application systems in a business environment. Demonstrate proper file management techniques to manipulate electronic files and folders in a local and networked environment.
- SBAA1402 COMPANY LAW is revised Basic and broad knowledge in business laws in management. Ability to apply concepts, principles and theories to understand simple business laws. To help the students to understand the basic rules of Agreements and Contracts
- SMTX1016 BUSINESS STATISTICS Students will be able to interpret the relevance of statistical findings for business problem solving and decision making. students will be able to apply technology to statistical analysis and problem solving.
- SBAA1103 BUSINESS ECONOMICS To help students understand and apply the various decision tools to understand the market structure. To integrate the concept of price and output decisions of firms under various market structure.
- SBAA1301 CORPORATE ACCOUNTING Students in the field of corporate finance, trying to respond to the demands presented by competitive and globalized economy which more and more requires specialized agents in these disciplines.



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- SBAA1102 FINANCIAL ACCOUNTING To accurately prepare an organization's financial accounts for a specific period. The students of this course will have the ability to identify and analyze financial accounting problems and opportunities in real life situations
- SBAA3011 ENTREPRENEURSHIP ESSENTIALS Gain an understanding about Entrepreneurship and the Entrepreneurial Mindset. Learn to identify business opportunities and generate business ideas. Discover the key financial decisions entrepreneurs must make in the early stages of a startup. Understand the process of raising capital and how to speak to investors.
- SBAA1405 ESSENTIALS OF MARKETING Understand the role marketing plays in any organization. Learn how to formulate a marketing strategy. Understand the four P's of marketing and how they are evolving to encompass other consumer considerations
- SBAA1501 COST ACCOUNTING To understand the students about the different tools in the hands of management for effective utilization of resources. To learn how accountants create, organize, interpret, and communicate information that improves internal processes and allows organizations to identify and leverage opportunities to create value within the supply chain and with customers

The closing meeting was chaired by the Vice Chancellor of Sathyabama Institute of Science and Technology and the vote of thanks was given by the Head, School of Management Studies. **Members Present:**

Convener

Dr. Bhuvaneswari G, HOD, School of Management Studies.

External Members Academic Experts

1. Dr. J Khaja Sheriff, Chair Person, Department of Commerce, Department of Management Studies, Centre for Infrastructural Management Studies, University of Madras.

Industry Experts

- Mr. K. SUBRAMANIAN Manager- Human Resources Sundaram Fasteners Limited (TVS Group)
- Ms. E. SUDHADEVI General Manager Freight Consolidators (Madras) Pvt.LTD.,

Internal Members

1. Dr. Chitra Devi A, Professor
2. Dr. Kalailakshmi T R, Associate Professor, MBA
3. Dr. Velumoni D, Associate Professor, MBA

Academic Experts

Dr R Magesh, Professor and Head, Department of Management Studies, Anna University, Chennai.

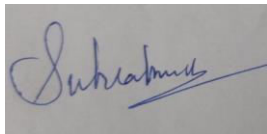
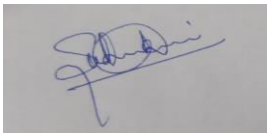
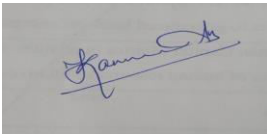
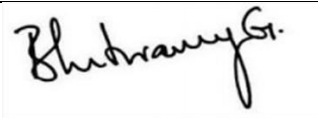
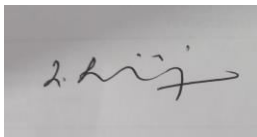


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1	Mr. K. SUBRAMANIAN Manager- Human Resources Sundaram Fasteners Limited (TVS Group) Padi, Chennai-600050	External	
2	Ms. E. SUDHADEVI General Manager Freight Consolidators (Madras) Pvt.LTD., Kodambakkam High Road, Chennai-600034	External	
3	CA. A.B. KANNAN Chartered Accountant Alamelu Associates Gopalapuram, Chennai 600086	External	
4	Dr. BHUVANESWARI G. Professor and Head School of Management Studies Sathyabama Institute of Science and Technology	Internal	
5	Dr. A. PALANI Professor School of Management Studies Sathyabama Institute of Science and Technology	Internal	
6	Dr. R. THAMILSELVAN Associate Professor School of Management Studies Sathyabama Institute of Science and Technology	Internal	
7	Dr. T.R. KALAILAKSHMI Associate Professor School of Management Studies Sathyabama Institute of Science and Technology	Internal	



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Minutes of Board of Studies Meeting

Date: 25.11.2019

Time: 11.00 am

Mode:

Virtual Zoom: Meeting ID: 950 1202 9311

Password:

12345 Minutes of the BOS Meeting -2019-2020 held on 25th November, 2019.

Agenda:

1. Review of 2015 curriculum and 2019 curriculum.
2. Updating the course contents of Accounting for Managers.
3. Revision of case study evaluation rubrics for internal assessment and end semester examination.
4. Approval of Social Entrepreneurship program.

The Minutes

Prof. Dr.Bhuvaneswari G, Convener, BOS gave the introductory comments. The members reviewed the 2015 curriculum and 2019 curriculum and the following decisions were taken.

- └ Based on the feedback given by students and faculty members, there was updation of contents on Accounting for Managers course.
- └ The case study evaluation rubrics was revised for internal assessment and end semester examination.
- └ Business to business marketing course content was also revised.
- └ The course contents of Social Entrepreneurship were approved by the members
- └ The external members suggested to incorporate Industry interaction programs.
- └ The BOS Committee Members discussed the Curriculum 2019 and suggested the following inputs that incorporate in the Curriculum 2019.
- └ SBAA1601 RESEARCH METHODOLOGY Develop a research proposal or industry project plan. Gain experience with instrument development and data collection methods. Gain experience with ethics proposals.
- SBAA1403 FINANCIAL SERVICES To enrich student's understanding of the fundamental concepts and working of financial service institutions. To equip students with the knowledge and skills necessary to become employable in the financial service industry.



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- SBAA1202 PRINCIPLES OF MANAGEMENT To help the students gain understanding of the functions and responsibilities of managers. To provide them tools and techniques to be used in the performance of the managerial job.
- └ SBAA1404 INCOME TAX LAW AND PRACTICE To familiar with the computation of income from house property. To familiar with the computation of income from business and profession. Analyze the assessment procedure and representation before appropriate authorities under the law
- └ SBAA3012 FUNDAMENTALS OF HRM Integrated perspective on role of HRM in modern business. Ability to plan human resources and implement techniques of job design. Ability to handle employee issues and evaluate the new trends in HRM
- └ SBAA1502 MANAGEMENT ACCOUNTING Students will learn relevant managerial accounting career skills, applying both quantitative and qualitative knowledge to their future careers in business. Students will complete a Project/ Written Assignment that integrates career orientation and or professional development skills.

Convener: Dr. Bhuvaneswari G, Head School of Management Studies

External Members: Academic Expert

- └ Dr. J Khaja Sheriff, Chairman, Department of Management Studies.
- └ Dr R Magesh , Professor and Head , Department of Management Studies, Anna University , Chennai.
- └ Dr V M Shenbagaraman, Professor of Systems and Head MBA ,SRM Institute of Science and Technology.

Internal Members:

- └ Dr. G.Bhuvaneswari G, HoD, Management Studies
- └ Dr.A.Christra Devi, Professor, Management Studies
- └ Dr.Kalailakshmi T R , Associate Professor, Management Studies
- └ Dr.D Velumoni, Associate Professor, Management Studies

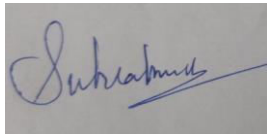
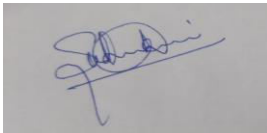
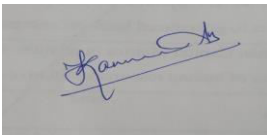
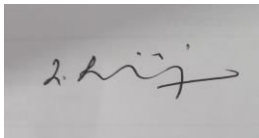
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BOARD OF STUDIES - MEMBERS

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1	Mr. K. SUBRAMANIAN Manager- Human Resources Sundaram Fasteners Limited (TVS Group) Padi, Chennai-600050	External	
2	Ms. E. SUDHADEVI General Manager Freight Consolidators (Madras) Pvt.LTD., Kodambakkam High Road, Chennai-600034	External	
3	CA. A.B. KANNAN Chartered Accountant Alamelu Associates Gopalapuram, Chennai 600086	External	
4	Dr. BHUVANESWARI G. Professor and Head School of Management Studies Sathyabama Institute of Science and Technology	Internal	
5	Dr. A. PALANI Professor School of Management Studies Sathyabama Institute of Science and Technology	Internal	
6	Dr. R. THAMILSELVAN Associate Professor School of Management Studies Sathyabama Institute of Science and Technology	Internal	
7	Dr. T.R. KALAILAKSHMI Associate Professor School of Management Studies Sathyabama Institute of Science and Technology	Internal	



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DEPARTMENT OF MANAGEMENT STUDIES

Ref: MBA / BOS / 2018 – 2019

Date: 21st May, 2018

Minutes of Board of Studies Meeting held on 21st May, 2018

Venue: Conference Hall, Vice Chancellor's office

Agenda

- To discuss about courses modifications in 2015 Regulations
- To discuss about courses shuffling in 2015 Regulations
- To review the action taken for the approvals and suggestions made in 4th November, 2017

meeting During the meeting the following members were present,

1. Dr Bhuvaneswari G
2. Dr Kannan N
3. Dr Chitra Devi A
4. Dr Kalailakshmi T R
5. Dr Velumoni D
6. Dr Preethi Sheshadri
7. Dr. Verginya Rao Beshi
8. Dr Nithya S
9. Dr Aysha Fathima Y
10. Dr Rani J
11. Dr Krishna Priya V
12. Dr Thamilselvan R
13. Dr Joyce S
14. Dr Uma Maheswari S
15. Dr Lavanya M



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Jeppiaar Nagar, Rajiv Gandhi Salai (OMR), Chennai – 600 119, Tamil Nadu, India.



The following points were discussed during the meeting and the minutes were recorded as below,

1. The Head, Department of Management studies, Dr. G Bhuvaneswari greeted and welcomed all members of Board of Studies.
2. The members discussed about the performance of 2017 – 2018 (Even Semester) academic activities.
3. Dr. A. Chitra Devi has explained the changes that have taken in curriculum that has been accepted in previous board of studies meeting.
4. Dr. D.Velumoni has put forth the reframed Course outcomes of 2015 regulations courses for discussion.
5. The suggestion of including courses like leadership power politics strategic financial management Brand management and retailing as an elective subject by Dr .N. Kannan is taken for discussion for the benefits of students to be updated with latest technologies.
6. The Financial management course syllabus is suggested to reframe in a advanced way for next forth coming regulations.
7. Branch specific courses like project finance, lean management is suggested to be included in syllabi
8. External board members suggested including Data mining and Business Analytics, logistics management, international Human resource management courses as Electives in 2019 regulations
9. The external members of the Board of studies agreed to the suggestions given by the internal members and approved the changes to be done in the syllabi.
10. The changes will be sent to Academic council for their approval.
11. The vote of thanks was proposed by the Dr. G .Bhuvaneswari , Head ,Department of Management studies

Copy to:

- Academic Council
- Programme Assessment Committee
- Department Advisory Committee



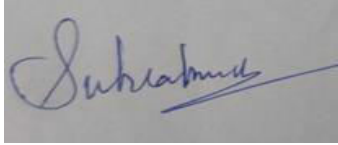
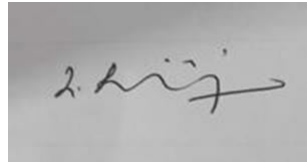
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DEPARTMENT OF MANAGEMENT STUDIES

Ref: MBA / BOS / 2018 – 2019

Date : 03/11/2018

Minutes of Board of Studies Meeting held on 3rd November, 2018.

Venue: Conference Hall, Vice Chancellor's office

Agenda

- To finalize the curriculum Structure of 2019 Regulations
- To finalize the number of courses in 2019 regulations
- To finalize number of theory and lab courses in each semester
- To discuss about introduction of Lean Management 2019 Regulations
- To discuss about introduction of university Electives in 2019 Regulations
- To finalize the number of credits in 2019 Regulations to comply with AICTE norms
- To discuss about courses modifications in 2015 Regulations
- To review the action taken for the approvals and suggestions made in 21st May, 2018 meeting

During the meeting the following members were present,

1. Dr Bhuvaneswari G
2. Dr Kannan N
3. Dr Chitra Devi A
4. Dr Kalailakshmi T R
5. Dr Velumoni D
6. Dr Preethi Sheshadri
7. Dr. Verginya Rao Beshi
8. Dr Nithya S
9. Dr Aysha Fathima Y
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11. Dr Krishna Priya V
12. Dr Thamilselvan R
13. Dr Palani A
13. Dr Joyce S
14. Dr Uma Maheswari S
15. Dr Lavanya M



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The following points were discussed during the meeting and the minutes were recorded as below,

1. The Head Department of management studies , Dr G Bhuvaneswari. greeted and welcomed all members of Board of Studies.
2. The members discussed about the performance of 2017 – 2018 (Even Semester) academic activities.
3. Dr. Kannan N asked about the actions taken for the discussions and decisions made in the previous
4. Dr. G Bhuvaneswari initiated the discussion for revision of curriculum and suggested to have curriculum comply with AICTE Norm.
5. Dr .N. Kannan suggested to increase *the total credits from 98 to 102 as per the new guidelines and* also accepted it.
6. Healthy discussions are made and it is decided to suggest to academic council to increase the credits
7. Dr. T R Kalailakshmi suggested having latest and advanced text books and Reference books in curriculum.
8. Dr. Velumoni D put forth the board the tentative structure of curriculum of 2019 and it was approved by all the members.
9. Dr.T R Kalailakshmi started the discussion of number of theory and lab courses in each semester and Dr. Velumoni D showed the prepared Document and got verified and approval from all the board members.
10. Dr. Bhuvaneswari G put forth the board the list of professional electives given to students of ManagementStudies.



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11. Dr.Kannan N suggested collecting feedbacks from Industrial Experts, Academicians, and Alumni's about syllabus as an input for upcoming revision of syllabus 2019.
12. Dr.kannan N asked *to prepare the syllabus along with Course Mapping for Outcome Based Education refereeing various standard universities syllabus*
13. *Dr. A Chitra Devi asked to get feedback from the service branches for their syllabus preparation*
14. *All their suggestions and* comments have been noted and corresponding alterations are to be done in the syllabi and decided to review the contents of syllabi in next board of studies.
15. The HOD thanked the members for their suggestions and active participation in the meeting.

Copy to:

1. Academic Council
2. Programme Assessment Committee
3. Department Advisory Committee



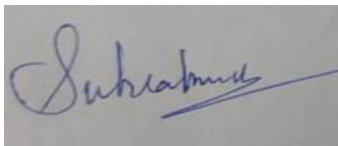
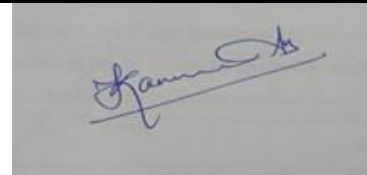
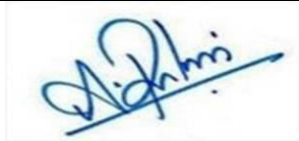
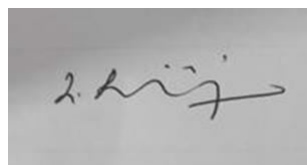
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SBA5109	FINANCIAL MANAGEMENT	L	T	P	Credits	Total Marks
		3	.	.	3	100

COURSE OBJECTIVE

- To provide an understanding of the concepts and techniques of sourcing and managing the capital.

UNIT 1 INTRODUCTION**9 Hrs.**

Financial Management - Meaning, Objective, Scope And Uses - Finance Functions - Finance Manager's Role - Financial Forecasting - Sources of Finance - Financial Information System.

UNIT 2 TIME VALUE OF MONEY AND LEVERAGE**9 Hrs.**

Concept , Compounding technique, doubling period, Discounting factor -present value for single amount, present value annuity, future value of a single amount, future value annuity. - Relationship of interest, inflation and time value of money

Leverage: Meaning , Measurement of Financial Leverage Operating Leverage And Combined Leverage significant of these leverages

UNIT 3 CAPITAL STRUCTURE**9 Hrs.**

Capital Structure: Meaning and Determinants of Capital Structure - Need For Optimum Capital Structure - Theories of Capital Structure, Net Income Approach, Net Operating Income Approach, MM approach and traditional approach.

UNIT 4 MANAGEMENT OF WORKING CAPITAL**9 Hrs.**

Management of Working Capital : Concepts Need and Determinants Of Working Capital,- operating cycle. Management of Cash, Inventory Management- Accounts Receivables: Bank Finance for Working Capital, Tandon Committee & Chore Committee - Observations and Recommendations.

UNIT 5 MANAGEMENT OF LONG TERM CAPITAL**9 Hrs.**

Management of Long Term Capital: Cost of Capital - Concepts and Significance - Computation of Cost of Equity Capital, Cost of Debt, Cost of Preference Share Capital - Cost of Retained Capital, Weighted Average Cost of Capital.

- Case study is Mandatory

TEXT / REFERENCE BOOKS

1. Prasanna chandra Financial Management - Tata Mcgraw Hill
2. K. GUPTA AND R.K SHARMA Financial Management - kalyani publishers
3. Van home Financial Management - Prentice Hall
4. I.m.pandey Financial Management - Vikas
5. Khan & jain Financial Management -Tata Mcgraw Hill
6. S.N. maheswari Financial Management -Sultan Chand & Sons

COURSE OUTCOMES

- CO1 - Evaluate the financial decisions of a firm
 CO2 - Calculate leverages to make the optimum financing and investment decisions
 CO3 - Analyse the capital structure of a firm
 CO4 - Compute the working capital requirements to manage cash flow
 CO5 - Calculate specific and overall cost of capital to determine minimum return on investment
 CO6 - Integrate best practices of financial management for sustaining a successful enterprise.

END SEMESTER EXAMINATION QUESTION PAPER PATTERN

Max. Marks: 100

Exam Duration: 3 Hrs.

PART A: 5 Questions to be answered out of 8 Questions, each Question carrying 6 marks

30 Marks

PART B: 2 Questions from each unit of internal choice, each carrying 10 marks

50 Marks

PART C: 1 Compulsory - Question / Case Study, carrying 20 marks

20 Marks

SBAA5203	FINANCIAL MANAGEMENT	L	T	P	Credits	Total Marks
		4	0	0	4	100

COURSE OBJECTIVES

- To understand the Financial Management and its application in practice.
- To familiarize with the critical elements of financial decision-making for organisations
- To understand the Investment Decisions, Sources of Finance, Management of Working Capital.

UNIT 1 INTRODUCTION TO FINANCIAL MANAGEMENT**9 Hrs.**

Introduction: Nature: Finance and related disciplines; Objectives; Profit Maximization, Wealth Maximization - Traditional and Modern Approach; Scope of Financial Management - Finance Decision, Investment Decision, Dividend Decision; Organisation of finance function; **Finance Manager's Role - Financial Forecasting - Sources of Finance - Financial Information System.**

UNIT 2 TIME VALUE OF MONEY AND LEVERAGE**9 Hrs.**

Time Value of Money: Concept, Present Value, Future Value, and Annuity - Relationship of Interest, Inflation and Time Value of Money. Leverage: Meaning, Types, EBIT -EPS analysis.

UNIT 3 CAPITAL BUDGETING AND COST OF CAPITAL**9 Hrs.**

Capital Budgeting: Meaning, Principles and Evaluation techniques - Pay Back Period, Accounting Rate of Return, Net Present Value, Profitability Index, Internal Rate of Return and Modified Internal Rate of Return method. **Cost of Capital: Concepts, Significance - Computation of Cost of Debt; Cost of Preference Share; Cost of Equity Share; Cost of Retained Earning; Weighted Average Cost of Capital.**

UNIT 4 CAPITAL STRUCTURE AND DIVIDEND POLICY**9 Hrs.**

Capital Structure: Meaning and Determinants of Capital Structure - Need for Optimum Capital Structure - Approaches to Capital Structure Theories - Net Income approach, Net Operating Income approach, Modigliani-Miller (MM) approach and Traditional Approach. Dividend Policy Decision: **The irrelevance of dividends: MM hypothesis; Relevance of dividends: Walter's model, Gordon's model.**

UNIT 5 WORKING CAPITAL**9 Hrs.**

Working Capital: Concepts, Need and Determinants. Determining Financing Mix for Working Capital. Management of Cash, Inventory Management- Accounts Receivables; Bank Finance for Working Capital: Dheja Committee, Tandon Committee, Chore Committee, Marathe Committee - Observations and Recommendations.

Max. 45 Hrs.**COURSE OUTCOMES**

On completion of the course, student will be able to

- CO1 - Establish a basic financial knowledge on three decisions of financial management.
- CO2 - Demonstrate the knowledge of value of money over time and able to evaluate the leverage effects to form long-term financial policies for business.
- CO3 - Describe the common investment criteria and project cash flows
- CO4 - Understand the management of corporate capital structure
- CO5 - Analyse the various elements of Working Capital Management
- CO6 - Apply concepts and techniques of managing finance to contemporary financial events in firms

TEXT / REFERENCE BOOKS

1. M.Y. Khan & P.K. Jain, Financial Management, Tata McGraw Hill.
2. S.N. Maheswari Financial Management, Sultan Chand & Sons.

END SEMESTER EXAMINATION QUESTION PAPER PATTERN**Max. Marks: 100****Exam Duration: 3 Hrs.****PART A:** 5 Questions to be answered out of 8 Questions, each Question carrying 6 marks**30 Marks****PART B:** 2 Questions from each unit of internal choice, each carrying 10 marks**50 Marks****PART C:** 1 Compulsory - Question / Case Study, carrying 20 marks**20 Marks**



DEPARTMENT OF Management Studies

Ref: MBA / BOS / 2017 – 2018

Date: 29th April, 2017

Minutes of Board of Studies Meeting held on 29th April, 2017

Venue: Conference Hall, Central Library, Sathyabama University, Chennai -119

Agenda

- To discuss about courses modifications in 2015 Regulations
- To discuss about courses shuffling in 2015 Regulations
- To review the action taken for the approvals and suggestions made in 5th November, 2016 meeting

During the meeting the following members were present,

S No Name of the Faculty Signature

1. Dr Bhuvaneswari G
2. Dr Kannan N
3. Dr Chitra Devi A
4. Dr Kalailakshmi T R
5. Dr Velumoni D
6. Dr Preethi Sheshadri
7. Dr. Verginya Rao Beshi
8. Dr Nithya S
9. Dr Aysha Fathima Y
10. Dr Rani J
11. Dr Krishna Priya V
12. Dr Thamilselvan R
13. Dr Joyce S
14. Dr Uma Maheswari S
15. Dr Lavanya M



The following points were discussed during the meeting and the minutes were recorded as below.

1. The Head of Management studies , Dr. G. Bhuvaneswari greeted and welcomed all members of Board of Studies.
2. The members discussed about the performance of 2016 – 2017 (Odd Semester) academic activities.
3. Dr. A. Chitra Devi has explained the changes that have been taken in curriculum and has been accepted in previous board of studies meeting.
4. The suggestion of including more topics on ‘staffing’ in the course ‘Management concept’ was put forth by Dr.T.R.Kalailakshmi in the board for discussion.
5. The suggestions of including more lab sessions in SPSS and suggestions for allocation of two credits to it is taken for discussion.
6. The external members of the Board of studies agreed to the suggestions given by the internal members and approved the changes to be done in the syllabi.
7. The changes will be sent to Academic council for their approval.
8. The vote of thanks was proposed by the Head, Dr. G. Bhuvaneswari , School of Management Studies.

Copy to:

- Academic Council
- Programme Assessment Committee
- Department Advisory Committee



SBA5101	MANAGEMENT CONCEPTS	L	T	P	Credits	Total Marks
		3	1	0	4	100

COURSE OBJECTIVE

- └ To provide a strong foundation of Managerial concepts and to offer them an understanding of behavior of people as individuals, as Group.

UNIT 1 INTRODUCTION 12 Hrs.

Management: Definition - Evolution of Management Studies –Nature, Functions - Levels and role of management - Basic Principles and Process of Management - Management vs. Administration –Contribution of Taylor and Fayol to Management - Management styles -Qualities of good manager.

UNIT 2 PLANNING & ORGANISING 12 Hrs.

Planning: Concept and purpose - Planning Process - Management by Objectives (MBO). Organising: Concept and purpose of organising - Types of organisation structures- Line, Line & Staff, Functional, Project, Matrix, Virtual Organisation structures. Bases of Departmentation. Centralisation and Decentralisation of Authority.

UNIT 3 DIRECTING & CONTROLLING 12 Hrs.

Directing: Characteristics - Importance and Techniques of directing. Leadership: Theories - Styles. Communication: Process of Communication - Types – Barriers. Motivation: Theories of Motivation - Designing Motivating jobs - Techniques for motivation. Controlling: Importance of control - Essentials of control system - Process of control. Management By exception (MBE)

UNIT 4 INDIVIDUAL BEHAVIOUR 12 Hrs.

Organisational Behaviour: Introduction - Evolution of OB - Significance of the subject to the organization and to the manager. Difference in approach between Scientific Management and OB - Values and Attitudes. Managing Individual Behaviour: Personality: Theories - Determinants. Perception – Factors influencing perception - Process. Learning: Theories of learning. Job Satisfaction – Components – Significance - Influencing Factors. Stress Management – Causes and Coping Strategies.

UNIT 5 GROUP BEHAVIOUR 12 Hrs.

The Group: Need, Types. Group Dynamics – Group Behaviour and Group Decision Making – Techniques – Inter Group Relationships, Group Cohesiveness. Organisational Conflict – Causes, Types and Management of Conflict. Power and Politics. Organisational Change – Need –Planned change process – Advantages and Disadvantages. Casestudy.

TEXT / REFERENCE BOOKS

1. Gupta C.B, Management Theory and Practice, 14th Edition, Sultan Chand & Sons, 2009.
2. Harold Koontz, Principles of Management, 1st Edition, Tata McGraw Hill, 2004.
3. Khanka.S.S, Organisational Behaviour, 6th Edition, S. Chand & Co, 2010.

COURSE OUTCOMES

- CO1 - Apply general management principles in various business fields.
 CO2 - Allocate the resources for organisational initiatives as per plans
 CO3 - Implement Directing and controlling techniques to ensure that critical tasks are implemented and completed .
 CO4 - Assess Individual behaviour in the work environment.
 CO5 - Analyse group behaviour to establish productive relationships.
 CO6 - Develop processes essential for effective general management.

END SEMESTER EXAMINATION QUESTION PAPER PATTERN

Max. Marks: 100

Ex am Duration: 3 Hrs.

PART A: 5 Questions to be answered out of 8 Questions, each Question carrying 6 marks 30 Marks

PART B: 2 Questions from each unit of internal choice, each carrying 10 marks 50 Marks

PART C: 1 Compulsory - Question / Case Study, carrying 20 marks 20 Marks



		L	T	P	Credits	Total Marks
SBA5101	MANAGEMENT CONCEPTS	3	1	0	4	100

COURSE OBJECTIVE

- To provide a strong foundation of Managerial concepts and to offer them an understanding of behavior of people as individuals, as Group.

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UNIT 2 PLANNING & ORGANISING 12 Hrs.

Planning: Concept and purpose - Planning Process - Management by Objectives (MBO). Organising: Concept and purpose of organising - Types of organisation structures- Line, Line & Staff, Functional, Project, Matrix, Virtual Organisation structures. Bases of Departmentation. Centralisation and Decentralisation of Authority. **Staffing: -Concept- System Approach-Manpower Planning-Job Analysis - Recruitment and Selection - Training and Development** - Coordination.

UNIT 3 DIRECTING & CONTROLLING 12 Hrs.

Directing: Characteristics - Importance and Techniques of directing. Leadership: Theories - Styles. Communication: Process of Communication - Types – Barriers. Motivation: Theories of Motivation - Designing Motivating jobs - Techniques for motivation. Controlling: Importance of control - Essentials of control system - Process of control. Management By exception (MBE)

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UNIT 5 GROUP BEHAVIOUR 12 Hrs.

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- Gupta C.B, Management Theory and Practice, 14th Edition, Sultan Chand & Sons, 2009.
- Harold Koontz, Principles of Management, 1st Edition, Tata McGraw Hill, 2004.
- Khanka.S.S, Organisational Behaviour, 6th Edition, S. Chand & Co, 2010.

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- CO2 - Allocate the resources for organisational initiatives as per plans
- CO3 - Implement Directing and controlling techniques to ensure that critical tasks are implemented and completed.
- CO4 - Assess Individual behaviour in the work environment.
- CO5 - Analyse group behaviour to establish productive relationships.
- CO6 - Develop processes essential for effective general management.

END SEMESTER EXAMINATION QUESTION PAPER PATTERN

Max. Marks: 100

Exam Duration: 3 Hrs.

PART A: 5 Questions to be answered out of 8 Questions, each Question carrying 6 marks
30 Marks

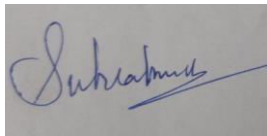
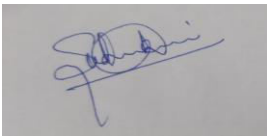
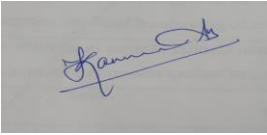
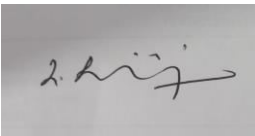
PART B: 2 Questions from each unit of internal choice, each carrying 10 marks

50 Marks

PART C: 1 Compulsory - Question / Case Study, carrying 20 marks

20 Marks

**DEPARTMENT OF MANAGEMENT STUDIES****BOARD OF STUDIES - MEMBERS**

Sl. No.	Members	External / Internal	Signature
1	Mr. K. SUBRAMANIAN Manager- Human Resources Sundaram Fasteners Limited (TVS Group) Padi, Chennai-600050	External	
2	Ms. E. SUDHADEVI General Manager Freight Consolidators (Madras) Pvt.LTD., Kodambakkam High Road, Chennai-600034	External	
3	CA. A.B. KANNAN Chartered Accountant Alamelu Associates Gopalapuram, Chennai 600086	External	
4	Dr. BHUVANESWARI G. Professor and Head School of Management Studies Sathyabama Institute of Science and Technology	Internal	
5	Dr. A. PALANI Professor School of Management Studies Sathyabama Institute of Science and Technology	Internal	
6	Dr. R. THAMILSELVAN Associate Professor School of Management Studies Sathyabama Institute of Science and Technology	Internal	
7	Dr. T.R. KALAILAKSHMI Associate Professor School of Management Studies Sathyabama Institute of Science and Technology	Internal	



SATHYABAMA

INSTITUTE OF SCIENCE AND TECHNOLOGY
(DEEMED TO BE UNIVERSITY)

Accredited with 'A' Grade by NAAC

Jeppiaar Nagar, Rajiv Gandhi Salai (OMR), Chennai – 600 119, Tamil Nadu, India.



DEPARTMENT OF MANAGEMENT STUDIES

Ref: MBA / BOS / 2017 – 2018

Date: 4th November, 2017

Minutes of Board of Studies Meeting held on 4th November, 2017

Venue: Conference Hall, Vice Chancellor's office

Agenda

- To discuss about courses modifications in 2015 Regulations
- To discuss about courses shuffling in 2015 Regulations
- To review the action taken for the approvals and suggestions made in 29th April, 2017 meeting

During the meeting the following members were present,

1. Dr Bhuvaneswari G
2. Dr Kannan N
3. Dr Chitra Devi A
4. Dr Kalailakshmi T R
5. Dr Velumoni D
6. Dr Preethi Sheshadri
7. Dr. Verginya Rao Beshi
8. Dr Nithya S
9. Dr Aysha Fathima Y
10. Dr Rani J
11. Dr Krishna Priya V
12. Dr Thamilselvan R
13. Dr Joyce S
14. Dr Uma Maheswari S
15. Dr Lavanya M



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The following points were discussed during the meeting and the minutes were recorded as below,

1. The HOD of Management Studies, Dr. G Bhuvaneswari greeted and welcomed all members of Board of Studies.
2. The members discussed about the performance of 2016 – 2017 (Even Semester) academic activities.
3. Dr. A Chitra Devi has explained the changes that have taken in curriculum that has been accepted in previous board of studies meeting.
4. The suggestion to introduce Skill development course in forth coming regulations for the benefit of students in placement point of view is taken for discussion.
5. The suggestion of swapping the courses was put forth by Dr. T R Kalailakshmi in the board for discussion.
6. It is decided to reframe course outcomes for the needed courses and it is to be discussed in next board meeting.
7. The external members of the Board of studies agreed to the suggestions given by the internal members and approved the changes to be done in the syllabi.
8. The changes will be sent to Academic council for their approval.
9. The vote of thanks was proposed by the Head of Management Studies, Dr G Bhuvaneswari.

Copy to:

- Academic Council
- Programme Assessment Committee
- Department Advisory Committee



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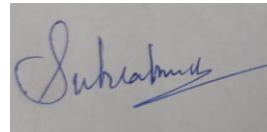
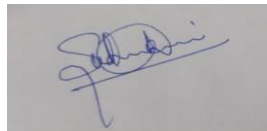
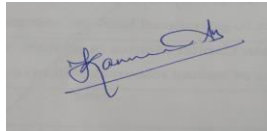
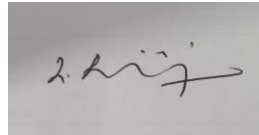
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5	Dr. A. PALANI Professor School of Management Studies Sathyabama Institute of Science and Technology	Internal	
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7	Dr. T.R. KALAILAKSHMI Associate Professor School of Management Studies Sathyabama Institute of Science and Technology	Internal	



SATHYABAMA UNIVERSITY
(Established under Section 3 of UGC Act, 1956)
Declared as Category “A” University by MHRD, Govt. of India
JEPPIAAR NAGAR, RAJIV GANDHI SALAI, 600 119



School of Management Studies
B.Com (Financial Accounting)

Minutes of the Board of Studies Meeting

Venue: Conference Hall, Admin Block

Date: 14.10.2017 (Saturday) at 10.00 am

**Minutes of the Board of Studies Meeting held for
B.Com (Financial Accounting), School of Management Studies Venue:
Conference Hall, Admin Block
Date: 14.10.2017 (Saturday) at 10.00am**

The First Board of Studies Meeting for B.Com (Financial Accounting), School of Management Studies was held on 14.10.2017 (Saturday) at 10.00 am.

Dr. G. Buvaneshwari, Dean, School of Management Studies Chaired the meeting and the following members participated in the Meeting:

External Members:

1. **CMA. Dr. I. Ashok**, Practicing Chartered Accountant, Central Council Member, Chairman CAT and AAT, ICAI, KolKata – 700016
2. **Dr. A. Mayilmurugan**, Associate Professor and Head, Department of Commerce, Madura College (Autonomous), Madurai 625011
3. **CA. V. Sundarajan**, Practicing Chartered Accountant, Sivakasi.
4. **CMA. R. Muthuvalavan**, Practicing Cost Accountant, GST Trainer and Practitioner, GM – Finance (Retired), BEML, Bangalore
5. **CA. S. Praveen Kumar**, Practicing Chartered Accountant and Director, Grant Thornton, India LLP, Chennai

Special Invitees:

6. **CMA. Manas Kumar Thakur**, Former President 2016-2017, Chairman, Advanced Studies and Central Council Member, ICAI, KolKata – 700016
7. **CMA. Sharad Kumar Kalagi**, Practicing Cost Accountant, Bangalore
8. **CMA. Jyothi Sathish**, Secretary, ICAI, Southern India Regional Council, Chennai

Internal Members:

9. **Dr. G. Bhuvaneshwari**, Professor and Dean, School of Management Studies, Sathyabama University
10. **Dr. R. Thamilselvan**, Associate Professor, School of Management Studies, Sathyabama University
11. **Mrs. Y. Aysha Fathima**, Assistant Professor, School of Management Studies, Sathyabama University
12. **Dr. A. Palani**, Assistant Professor, School of Management Studies, Sathyabama University

The meeting started with the welcome address by Prof. Dr. G. Bhuvaneswari, Chairman of the Board of Studies, then the agenda of the meeting was taken up for discussion.

- Prof. Dr. G. Bhuvaneswari briefed about the Regulations and Curriculum of the courses offered based on Choice Based Credit System (CBCS) by the University under the School of Management Studies such as B.Com and M.B.A.
- Then she explains the new professional courses proposed to start based on CBCS under the school of Management from the academic year 2018-2019 are
 - **B.Com (Accounting and Audit) – Full Time**
 - **B.Com (Cost Management and Audit) – Full Time**

These specialized courses in a way that it is designed especially for students aspiring to become Cost and Management Accountants, and Chartered Accountants.

These courses are designed to enable the students to acquire advanced knowledge in the subjects of Cost and Management Accountancy and Chartered Accountancy courses. And how this course will enable the students to pursue their CMA and CA course simultaneously with B.Com.

- Then she explains the structure of the new courses proposed as follows;
 - The three years of study will cover the syllabus of Foundation course and both groups of Intermediate for CMA / CA.
 - The students enrolling under B.Com-ICMAI have to register for their Foundation Course exam of CMA / CA before or immediately after joining the college.
 - On completion of Foundation course, the students have to register for Intermediate Group I & II exams of CMA / CA.

- The Board considered objectives and the structure of the new courses and unanimously accepts that these courses are of great value and will cater to its instant need and have high feasibility and employability
- **Dr. A. Mayilmurugan**, Associate Professor and Head, Department of Commerce, Madura College (Autonomous), Madurai, explained that as per UGC guidelines, the course should have Core courses (CC), Ability Enhancement Compulsory Course (AECC), Skill Enhancement Course (SEC), Discipline Specific Elective (DSE), Generic Elective (GE) and Non Major Elective (NME) properly distributed throughout the course
- Based on the suggestions of **Dr. A. Mayilmurugan**, **CMA. R. Muthuvalavan**, Practicing Cost Accountant, GST Trainer and Practitioner, GM – Finance (Retired), BEML, Bangalore, suggested the subjects to be arranged in the semester which may help the student to cover the subjects of CMA /CA. i.e., The syllabus should cover the foundation course subjects of CMA in the first semester B.Com. with the above said electives and the Group 1 subjects of CMA in the Second and Third semester of B.com and the Group 2 subjects of CMA in the Fourth and Fifth semester of B.Com..
- **CMA. Dr. I. Ashok**, Practicing Chartered Accountant, Central Council Member, Chairman CAT and AAT, ICAI, Kolkata, suggested that frequent Guest Lectures to conduct with the help of **Practicing CA / CMA** about the emerging topics such as GST etc., which make the student to acquire knowledge apart from curriculum.
- The External members of the Board were given their valuable suggestions on framing the subjects of the courses which is perfectly integrated with Foundation, Inter and Final courses of the renowned *Institute of Chartered Accountants of India (ICAI)* and The Institute of Cost Accountant of India (ICMAI).
- The subjects was suggested and finalized by the board members for B.Com. (CMA) before the lunch session.
- The members assembled after the lunch session for the deciding the subjects for B.Com.(CA)

- Then the board members decided the subjects to be offered in B.Com.(CA) to enable the students to complete the Foundation Course and both groups of Inter.
- The Board recommends that the University, over and above the minimum credits can offer Add-on Courses to the students in various disciplines to enhance their employability.
- The Board recommends the number of working hours per week for the students for getting the prescribed credits may be of 30 hours.
- The External members of the Board of Studies expressed their opinion that all the new courses are very promising therefore these courses may have initially low enrolment but with passage of time the courses will have attract good number of students and create high demand. Therefore the courses may be started even with 30 students initially.
- The Chairperson of the board accepted to implement the views and suggestions given by the board members.

The meeting ended with thanks to the Chair.