
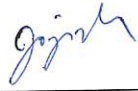
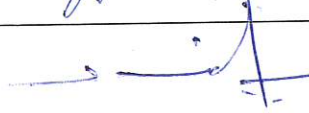

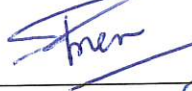




Agenda for BOS meeting on 13-01-2021

Business Administration

1. Confirmation of minutes of last meeting
2. Proposal to adapt outcome based education in Bachelor of Business Administration (BBA) program
3. Proposal for the permission to use software(s) during End of Semester Examination
4. Review of MBA Examination results
5. Review of MBA Placement process
6. Proposal to revise the current MBA syllabus
7. Other items suggested by the honourable members and admitted by the chair

Meeting of the Board of Studies in **Business Administration** held at Rajagiri College of Social Sciences (Autonomous), Valley Campus, Kakkanad at 10.00 a.m. on 13th January 2021 (Wednesday), with external members joining on the google meet platform

Sl. No	Name	Signature
1.	Dr. Veeva Mathew – Chairman	
2.	Dr. Joji Alex N	
3.	Dr. Simon Jacob C	
4.	Dr. Minimol M.C	
5.	Dr. Smitha Siji	
6.	Dr. Bejoy John Thomas	
7.	Dr. Ayana Johny	
8.	Mr. Geemon Korah, External Member	Online
9.	Mr. Abin Abraham, External Member	Online
10.	Dr. Santhosh P. Thampi, External Member - MGU nominee	Leave

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RAJAGIRI COLLEGE OF SOCIAL SCIENCES (AUTONOMOUS)

BOARD OF STUDIES MEETING

Minutes of the meeting of the Board of Studies in Business Administration MBA & BBA held at 10:00 AM on 13th January 2021 at the Board Room of Rajagiri College of Social Sciences, with external members joining on the google meet platform.

Agenda

- Confirmation of minutes of last meeting
- Proposal to adapt outcome based education in Bachelor of Business Administration (BBA) program
- Proposal for the permission to use software(s) during End of Semester Examination
- Review of MBA Examination results
- Review of MBA Placement process
- Proposal to revise the current MBA syllabus
- Other items suggested by the honourable members and admitted by the chair

Members present

1. Dr. Veeva Mathew – Chairman
2. Dr. Joji Alex
3. Dr. Simon Jacob C
4. Dr. Minimol M.C
5. Dr. Smitha Siji
6. Dr. Bejoy John Thomas
7. Dr. Ayana Johny
8. Mr. Geemon Korah, External Member (via Google Meet)
9. Mr. Abin Abraham, External Member (via Google Meet)

Leave of Absence:

1. Dr. Santhosh P. Thampi, External Member (MG university nominee)

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Address by Chairman

The Chairman welcomed all the members to the meeting and introduced the agenda for the BOS meeting. The minutes of the last BOS meeting held on 18-12-2019 was also presented by the Chairman.

Discussion

The meeting discussed the various item in the agenda one by one. The details are given below:

- 1. Confirmation of minutes of last meeting: The minutes of the last meeting of BoS was presented and approved in the meeting**
- 2. To adapt outcome based education in Bachelor of Business Administration program as per the proposal send by UGC**

The proposed Program Objectives (POs) and Program Specific Objectives (PSOs) for the BBA course were presented. Members discussed the suitability of each PO to BBA course

The members suggested various changes required to be incorporated in the POs and PSOs

- It was suggested to align PSOs with the POs.
- The PO Team player should be reworded as Team work
- The PO Technical Competency should be replaced with Functional Competency, as it involves all competency including the technical competency.

Revised POs and PSOs of BBA program as per the suggestion by the board:

- **PO1: Our graduates will have analytical skills for effective decision-making**
 - PSO1a: Our graduates will be able to use their understanding of business and the business environment in analyzing and evaluating business problems for effective decision making
 - PSO1b: Our graduates will be able to successfully employ analytical tools and techniques in order to collect and connect data from multiple sources, analyze the data, for offering sound business decisions.
- **PO2: Our graduates will communicate effectively in business contexts.**
 - PSO2a: Our graduates will demonstrate proficiency in oral business communication.

- PSO2b: Our graduates will demonstrate proficiency in written business communication.
- **PO3: Our graduates will demonstrate functional competency**
 - PSO3a: Our graduates will be able to identify opportunities and probable challenges in the market place using an array of business research tools and techniques
 - PSO3b: Our graduates will be able to develop sustainable business solutions/innovations to real life problems through creative thinking and an innovative mind.
 - PSO3c: Our graduates will be able to adapt to the changing technological landscape, and use the most appropriate technology and tools to deduce business problems and offer real time solutions
- **PO4: Our graduates will work effectively individually and in Groups**
 - PSO4a: Our graduate be able to demonstrate sound leadership qualities while managing multiple tasks and individuals at work.
 - PSO4b: Our graduates will be able to relate to the team dynamics and execute tasks in a diverse work environment through consensual decision making and professional relationships
- **PO 5: Our graduates will demonstrate socially responsible behaviour**
 - PSO5a: Our graduates will be able to demonstrate ethical standards in their professional roles and responsibilities by exemplifying social values and beliefs.
 - PSO5b: Our graduates will be able to outline a fine balance between business growth and sustainable development, in order to minimize environmental concerns and enhance community well-being.

3. Proposal for the permission to use software(s) for End of Semester Examination

The chairman presented the proposal to conduct practice based End Semester Examination (ESE) for Business Analytics specialisation courses. Whereby the ESE will be as per the regulations of the University (written examination as per the approved pattern of question paper given in the approved syllabus) using software). ESE for such courses will be conducted under controlled environment in computer lab.

Suggestion came from a member that examination should be conducted as Open book exams. The chairman pointed out the restrictions from the University for conducting Open Book Examinations for MBA.

The Board of Studies recommended the proposal to conduct ESE of Business Analytics (Semester III and Semester IV) specialisation courses of MBA in written format using required software without changing the pattern/structure of question paper approved by the University. Further, the ESE question paper should also cover adequate theory questions.

4. Review of MBA Examinations and the Results

The Chairman updated the BOS about the status of the course and various semester examinations of MBA 2019-21 (Seniors) and 2020-22 (Juniors) batches. The status is as follows:

The II semester examinations of the final year MBA 2019-21 batch, which was delayed due to Covid-19 is completed now

Semester III examinations will be scheduled from 18th of January.

End of Semester Examinations of MBA 2020-22 batch is scheduled from 19th January to 5th February 2021.

5. Review of MBA Placement process

Out of 117 students from the 2018-20 batch, 83 students (76.15%) were placed.

From the 125 students of 2019-21 batch, 28 students have been placed so far. Their placement is still ongoing.

6. Proposal to Revise the current MBA syllabus

The Chairman presented the proposal to revise the MBA syllabus from 2022 admission onwards. External members suggested to prepare the draft syllabus by May 2021 and send to all Board members for their review and approval.

The members raised queries regarding the nature of proposed changes in syllabus and the Chairman mentioned that Business Analytics, Marketing and Operations are the areas where major changes are proposed in the syllabus. Minor changes were recommended in other areas.

The Chairman thanked all the members of BoS and the meeting was concluded at 11.00 a.m.



Dr. Veeva Mathew,

Chairman, BoS