

St. Mira's College for Girls, Pune
(Autonomous - Affiliated to Savitribai Phule Pune University)

Department of Business Studies

Board of Studies - Minutes of the Meeting

Revised Syllabus for F.Y.B.Com. (2023-2026)

A meeting of the Board of Studies of the Department of **Business Studies**, St. Mira's College for Girls, Pune was held on **27th May, 2023**.

The agenda of the meeting was to:

1. Discuss the new syllabus for-
F.Y.B.Com.

Major Course

i. Marketing

- Semester I- Principles and Practices of Marketing
- Semester II- Introduction to Salesmanship

ii. Business Entrepreneurship-

- Semester I- Fundamentals of Business Entrepreneurship
- Semester II- Developments in Entrepreneurship

iii. Business Administration

- Semester I- Introduction to Business Administration
- Semester II- Practices in Business Administration

F.Y.B.A-

Course- Open Electives

i. Business Entrepreneurship-

- Semester I- Basics of Entrepreneurship
- Semester II- Entrepreneurship Development

ii. Business Administration

- Semester I- Fundamentals of Business Administration
- Semester II- Business Environment and Functional Areas

2. Discuss the outcomes of the syllabus.
3. Discuss the internal assessments pattern.
4. Approve the syllabus.

The Minutes of the Meeting are:



1. F.Y.B.Com. Major Course Marketing (Course Titles-Semester I- Principles and Practices of Marketing & Semester II- Introduction to Salesmanship) was presented by Asst. Prof. Rajni Singh
 F.Y.B.Com. Major Course Business Entrepreneurship- (Course Titles- Semester I- Fundamentals of Business Entrepreneurship & Semester II- Developments in Entrepreneurship) was presented by Asst. Prof. Jyoti Chintan
 F.Y.B.Com. Major Course Business Administration- (Course Titles-Semester I- Introduction to Business Administration & Semester II- Practices in Business Administration) was presented by Asst. Prof. Shanthi Fernandes
2. F.Y.B.A. Open Elective Course Business Entrepreneurship- (Course Titles- Semester I- Basics of Entrepreneurship & Semester II- (Entrepreneurship Development) was presented by Asst. Prof. Jyoti Chintan
 F.Y.B.A. Open Elective Course Business Administration- (Course Titles-Semester I- Fundamentals of Business Administration & Semester II- Practices in Business Administration) was presented by Asst. Prof. Shanthi Fernandes
3. Outcomes of the syllabus
 Outcomes of the following Courses were approved

Following decisions were taken by the BOS Members -

1. **F.Y.B.Com. Major Course Marketing**
 Semester I- Principles and Practices of Marketing– Inclusion of Concept of Services Marketing Mix under Unit 3
 Semester II- Introduction to Salesmanship- Inclusion of concept of Organisational Selling and B2B Selling under Unit 1
2. **F.Y.B.Com. Major Course Business Entrepreneurship-**
 Semester I- Fundamentals of Business Entrepreneurship – Inclusion of Funding Agencies, under Unit 1 and Incubation for Startups and Innovative entrepreneur under Unit 2
3. **F.Y.B.Com. Major Course Business Administration-**
 Semester I- Introduction to Business Administration & Business- Inclusion of Operations Management in place of Productions Management, Business Analytics, under Unit 4. Though, CRM was suggested under Unit 4, it is not specified separately in the syllabus as it is a part of Marketing Management.
 Semester II- Practices in Business Administration- Inclusion of Operations Policies under Unit1, Moon Lighting under Unit 2. Though SEBI was suggested under Unit 4 but it was not incorporated as it will be a part of Financial Management in TYB.Com.
4. **F.Y.B.A. Open Elective Course- Business Administration** Semester- I was approved without changes. Semester II- Inclusion of Operations Management in place of Productions Management and Business Analytics under Unit 2. CRM was suggested under Unit 2, but it is not specified separately in the syllabus as it is a part of Marketing Management.
5. **F.Y.B.A. Open Elective Course Business Entrepreneurship (Semester-I & II)** was approved without any changes



6. BOS also discussed internal assignments for all the courses. The experts emphasized on conducting internal assignments through case studies, role plays and presentation.
7. BOS approved all the syllabus presented.
8. Meeting concluded with Vote of Thanks.

The Members who were present and with whom the above points were discussed and approved were-

Board of Studies	Name
Chairperson (HoD)	Dr. Rama Venkatachalam
Faculty	Mrs. Jyoti Chintan
Faculty	Ms. Rajni Singh
Faculty	Mrs. Shanthi Fernandes
Subject Expert (Outside SPPU)	Dr. K Rajagopal
Subject Expert (Outside SPPU)	Dr. Sumita Joshi
VC Nominee (SPPU)	Dr. Varsha Deshpande
Industry Expert	Mr. Sitesh Thadani
Alumni	Ms. Anushka Sachdev

Screenshot BoS Meeting _Dept. of Business Studies



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Rajni Singh Rama Venkatesharam jyoti chintan Anushka Sachdev

varsha deshpane Ms. Sumita Joshi Deputy Director You

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ST. MIRA'S COLLEGE FOR GIRLS, PUNE
(Autonomous - Affiliated to Savitribai Phule Pune University)

DEPARTMENT: BUSINESS STUDIES

LETTER FOR APPROVAL OF SYLLABUS

We, the Member, Board of Studies-**Department of Business Studies**, St. Mira's College For Girls,(Autonomous) Pune have examined and approved the syllabus framed for the class **FYBCOM-SEM I/SEM II** as the **Major Courses**: Business Entrepreneurship-Title:Fundamentals of Business Entrepreneurship/Developments in Entrepreneurship; Business Administration-Title: Introduction to Business Administration/Practices in Business Administration; Marketing-Title: Principles and Practices of Marketing/Introduction to Salesmanship. BA-SEM I/II as **Open Elective Course**: Business Entrepreneurship-Title: Basics of Entrepreneurship/ Entrepreneurship Development; Business Administration-Title: Fundamentals of Business Administration/Business Environment and Functional Areas. for implementing under the autonomy status for the next three academic years 2023-2026 in a meeting held on **27/05/2023**. The approved syllabus bears my signature with the date on the original document of 25 pages in total.

Sr. No.	BoS	Composition	Name, Designation, Place of Work	Signature
1	Head of the Department	Chairperson	Dr. Rama Venkatachalam, HoD, St. Mira's College	<i>Rama Venkat</i> 27/05/2023
2	Faculty	Member	Asst. Prof. Jyoti Chintan, St. Mira's College	<i>Jyoti</i> 27/5/2023
3	Faculty	Member	Asst. Dr. Rajni Singh, St. Mira's College	<i>Rajni</i> 27/5/2023
4	Faculty	Member	Asst. Prof. Shanthi Fernandes, St. Mira's College	<i>Shanthi</i> 27/5/2023
5	Faculty from other than Parent University	Subject Expert	Dr. K. Rajagopal, Deputy Director, SCMHRD	<i>K. Rajagopal</i> 27/5/2023



6	Faculty from other than Parent University	Subject Expert	Dr. Sumita Joshi, Programme Head, MIT World Peace University	<i>Sumita Joshi</i> 27/5/2022
7	One Expert-Nominated by VC, SPPU	Expert	Dr. Varsha Deshpande, IQAC Coordinator, BM College of Commerce	<i>Varsha Deshpande</i> 27/5/2022
8	One Industry Representative	Industry Expert	Mr. Sitesh Thadani, Business Leader, Director & Site Lead, Amazon Financial Services Centre, Pune	<i>Sitesh Thadani</i> 27/5/2022
9	One Alumni	Member	Ms. Anushka Sachdev, Technical Coordinator, Northern Trust	<i>Anushka Sachdev</i> 27/5/2022



ST. MIRA'S COLLEGE FOR GIRLS, PUNE
(Autonomous- Affiliated to Savitribai Phule Pune University)

Department of Business Economics & Banking

Board of Studies -Minutes of Meeting

Date: May 27, 2023

Syllabi Revision – FYBA/BCOM 2023-2025

Members Present: Dr. Shalini Iyer, Dr. Mahendra Agale, Dr. Ishita Dutt, Dr. AKshay Dhume, Mr. Himanshu Mayne, Ms. Pooja Singh, Dr. Arwah Madan, Dr. Meenakshi Wagh, Mrs. Amruta Basu

Members Absent: All Present

The Meeting was held on May 27, 2023, on Google Meet at 4PM

Agenda

1. Overview of NEP Structure as adapted & Courses offered in Business Economics and Banking
2. Discussion on the Courses - FYBCOM-SEM I-Banking Operations and Management; SEM II-Banking Procedures and Practices; Economics-SEM II-Markets Structure, Market Failure and Intervention, and FYBBA-Course: OE-SEM I-Basics of Business Demography and SEM II-Fundamentals of Business Economics-Micro
3. Approve the Draft Syllabi for all the Courses
4. Any other with the permission of the Chair.

Dr. Shalini Iyer chaired the Meeting; she welcomed the BoS members for the new term under the NEP; Dr. Arwah Madan presented and Overview of Courses under NEP; and then a presentation of the course outlines in the FYBCOM-SEM I-Banking Operations and Management; SEM II-Banking Procedures and Practices for 4 credits; Business Economics-SEM II-Markets Structure, Market Failure and Intervention for 2 credits and 4 credits, and FYBBA-Course: OE-SEM I-Basics of Business Demography and SEM II-Fundamentals of Business Economics-Micro (2 credits each for Semester I and Semester II respectively). Dr. Meenakshi Wagh and Mrs. Basu supplemented information on the Course in Banking and Courses for BBA students respectively. The detailed courses design and structure was shared with the Board of Studies members.

The Following points were discussed

1. Dr. Mahendra Agale appreciated the overall syllabus design for both Banking as well as Business Economics; he was of the opinion that some topics need to be elaborated upon such as Costs (different types); Price-output determination, details of market structures, etc. The suggestion/s was accepted and approved.
2. Dr. Akshay Dhume appreciated the scope and coverage of the syllabi for all the course and pointed out that a good mix of theory and practical aspects can bring about a sound grounding in Economics and Banking. He also pointed out that there is a need to bring in technology to discuss some concepts in Economics and Banking such as use of Excel spreadsheets to calculate cost or revenue or rates of interest. Dr. Meenakshi Wagh and Dr. Arwah Madan gave examples of how such integration is done in topics such as cost calculation, elasticity calculation, interest rate calculation, etc. The suggestion was accepted and approved.



3. Dr. Ishita Dutt pointed out that there is a need to bring in and highlight the practical aspects through various assignments and mini-projects on topics covered; however, she insisted that there needs to be a mechanism in place to check the Plagiarism of such submission from students so that the students are aware of Plagiarism and are able to put in their best efforts to complete assignments and projects. Dr. Shalini Iyer informed the Board that such efforts are being made to instil Research Ethics among students at all levels. Such efforts are made wherever possible to carry out plagiarism checks of assignments and projects.
4. Mr. Himanshu Mayne also agreed to the point that there a need for a combination of practice with theory and stressed on the need to bring in case studies in teaching and discussion. Dr. Meenakshi Wagh gave examples on how case studies/caselets are used to teach and discuss various concepts in Banking and Finance such as Nomination. The suggestion was accepted and approved.
5. Ms. Pooja Singh, our alumna, appreciated the internal assessment mechanism that is a combination of MCQ Testing and group presentations; however, she stressed on the need to bring in Team work and team building exercises. She was of the opinion that team work and collaborative spirit are important at workplaces and that there is need for more such scope and effort in the curriculum design. She was of the opinion that Team activities should be an integral part of the Internal Assignments and Assessment.

Resolved that

- The Syllabus (Draft) was approved by the Board. [Referred to as Draft subject to change if any in the NEP structure]
- It was resolved that the Course Design would make efforts to bring in use of computer softwares and programmes as simple as Excel and explore other advanced ones as well.
- It was resolved that the Course Design would bring in more practical aspects in the form of numerical, case studies, poster presentations, etc.

Meeting ended with Thanks to the Chair.

Board of Studies	Name
Chairperson (HoD)	Dr. Shalini Iyer
Faculty	Dr. ArwahMadan
Faculty	Dr. MeenakshiWagh
Faculty	Mrs. Amrita Basu
Subject Expert (Outside SPPU)	Dr. Ishita Dutt
Subject Expert (Outside SPPU)	Dr. AkshayDhume
VC Nominee (SPPU)	Dr. MahendraAgale
Industry Expert	CFP Himanshu Mayne
Alumni	Ms. Pooja Singh



ST. MIRA' S COLLEGE FOR GIRLS, PUNE
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DEPARTMENT: Business Economics and Banking

LETTER FOR APPROVAL OF SYLLABUS

We, the Member, Board of Studies-Business Economics and Banking, St. Mira's College For Girls, (Autonomous) Pune have examined and approved the syllabus framed for the class **FYBCOM & FYBBA** as the **Major, Minor & OE** Course (resp.) with Course Title/s: **Banking Operations and Management, Banking Procedures and Practices; Market, Market Failure and Intervention; Fundamentals of Business Economics-Micro, Basics of Business Demography** for implementing under the autonomy status for the next three academic years 2023-2026 in a meeting held on 27/05/2023. The approved syllabus bears my signature with the date on the original document of ___ pages in total.

Sr. No.	BoS	Composition	Name, Designation, Place of Work	Signature
1	Head of the Department	Chairperson	Dr. Shalini Iyer	<i>Shalini Iyer 27/5/23</i>
2	Faculty	Member	Dr. Arwah Madan	<i>Arwah Madan 27/5</i>
3	Faculty	Member	Dr. Meenakshi Wagh	<i>MSWagh 27/5/23</i>
4	Faculty	Member	Mrs. Amrita Basu	<i>ABasu 27/5/23</i>
5	Faculty from other than Parent University	Subject Expert	Dr. Akshay Dhume, Professor MIT School of Liberal Arts, MIT-WPU, Pune dr.akshay.dhume@gmail.com (M) 98221 60366	<i>A Dhume 27/5/23</i>
6	Faculty from other than Parent University	Subject Expert	Dr. Ishita Dutt, Assistant Professor, SCMS, SIU, Pune ishita.dutt@scmspune.ac.in (M) 9823292744	<i>I. Dutt 27/5/23</i>



7	One Expert-Nominated by VC, SPPU	Expert	Dr.Mahendra Agale, Associate Professor & HoD, Department of Banking and Finance, Ness Wadia College of Commerce, Pune agale.1967@gmail.com (M) 09850913050	<i>MAgale</i>
8	One Industry Representative	Industry Expert	Mr.Himanshu Mayne, CEO, Infinite Financial Academy, himmayne@gmail.com (M) 9819198758	<i>Himanshu</i> 27/05/23
9	One Alumni	Member	Ms.Pooja Singh, PFS Tax Associate, PwC AC 31poojasingh99@gmail.com (M) 7038590605	<i>Singh</i> 27/5/23



St. Mira's College for Girls, Pune
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Department of Accountancy

Board of Studies - Minutes of the Meeting

Revised Syllabus for F.Y.B.COM. (2023-2026)

A meeting of the Board of Studies of the Department of **Accountancy**, St. Mira's College for Girls, Pune was held on **25th April, 2023**.

The Agenda of the meeting was to:

1. Discuss the new syllabus of **Major Course** for the F.Y.B.Com. **Basics of COSTING and Material Costing.**
2. Discuss the new syllabus of **Minor Course** for the F.Y.B.Com. **Basics of Accounting and Accounting Standards**
3. Discuss the new syllabus of **Open elective Course** for the F.Y.B.Com. **Women and Law and Cyber Law.**
4. Discuss the outcomes of the syllabus.
5. Discuss the internal assessments pattern.
6. Approve the syllabus.

The Minutes of the Meeting are:

1. The NEP Structure was discussed with respect to the courses offered by the department.
2. The outcomes of the syllabus were discussed and finalized.
3. The internal assessments pattern was discussed and finalized.
4. The syllabus was duly presented and approved by the BOS members for the following Courses from 2023-2026:
 - a. **Major Course_ Basics of Accounting and material Costing**
 - b. **Minor Course_ Basics of Accounting and Accounting Standards**
 - c. **Open elective Course_ Women and Law and Cyber Law.**

Following decisions were taken by the BOS Members -

1. For the Major Course- Inclusion of preparation of Cost Statement after learning accounting for all elements of Cost.
2. For the Minor Course- Introduction of relevant Accounting Standards and progress it further with Ind AS culminating into IFRS.



3. For the Open Elective Course- Introduction of Constitutional Articles in the curriculum and Vishakha guidelines.

The Members who were present and with whom the above points were discussed and approved were-

Board of Studies	Name
Chairperson (HoD)	Elizabeth Kanade
Faculty	Dr. Dimple Buche
Subject Expert (Outside SPPU)	Dr. Arvind Dhond
Subject Expert (Outside SPPU)	Dr. A.D. Jadhav
VC Nominee (SPPU)	Dr. Anil Adsule
Industry Expert	CA Akshay Oke
Alumni	Ms. Jasleen Kaur



ST. MIRA'S COLLEGE FOR GIRLS, PUNE
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DEPARTMENT: ACCOUNTANCY
LETTER FOR APPROVAL OF SYLLABUS

We, the Member, Board of Studies- Accountancy, St. Mira's College For Girls, (Autonomous) Pune have examined and approved the syllabus framed for the class FYBCOM as the Major, Major +2 and Open Elective Course with Course Title: Basics of Costing/Material Costing; Basics of Accounting/Accounting Standards; Women and Law/Cyber Law for implementing under the autonomy status for the next three academic years 2023-2026 in a meeting held on 24/05/2023. The approved syllabus bears my signature with the date on each page of the original document of 16 pages in total.

Sr. No.	BoS	Composition	Name, Designation, Place of Work	Signature
1	Head of the Department	Chairperson	Ms. Elizabeth Kanade	<i>Elizabeth Kanade</i> 24/5/23
2	Faculty	Member	Dr. Dimple Buche	<i>Dimple Buche</i> 24/5/2023
3	Faculty	Member	Dr. Meenakshi Wagh	<i>MSWagh</i> 24/5/2023
4	Faculty	Member	Ms. Deepanjali Mazumder	<i>deepanjali mazumder</i> 24/5/2023
5	Faculty from other than Parent University	Subject Expert	Dr. Jadhav Amardeep, Associate Professor, Chatrpati Shahu Institute of Business Education and Research (SIBER) Kolhapur.	<i>Jadhav Amardeep</i> 24/5/2023



6	Faculty from other than Parent University	Subject Expert	Dr. Arvind Dhond Professor, Head of Commerce Department, St. Xaviers College, Mumbai.	A. Dhond
7	One Expert-Nominated by VC, SPPU	Expert	Dr. Anil Adsule, Principal, St. Vincents	A. Adsule 24/05/2023
8	One Industry Representative	Industry Expert	CA Akshay Oke, Founder -Finpro Consulting	(A) 24/5/2023
9	One Alumni	Member	Ms. Jasleen Kaur, M Com, CMA (US), BNY Mellon	Jasleen K

