



Dr. N.G.P. ARTS AND SCIENCE COLLEGE

(An Autonomous Institution, Affiliated to Bharathiar University, Coimbatore)
Approved by Government of Tamil Nadu & Accredited by NAAC with 'A' Grade (2nd Cycle)
Dr. N.G.P.-Kalapatti Road, Coimbatore-641 048, Tamil Nadu, India.
Website: www.drngpasc.ac.in | Email: info@drngpasc.ac.in. | Phone: +91-422-2369100

BoS

11th

MINUTES OF THE ELEVENTH BOARD OF STUDIES MEETING

Faculty: Management

Board: Business Administration with Computer Applications

The Meeting of Board of Studies (BoS) was held as given below:

Name of the Body	BoS
Department	Business Administration with Computer Applications
Meeting No.	11
Date and Time	12/05/2021, 10.30 a.m.
Venue	Google Meet
Members Attended	The details are given in ANNEXURE - I

AGENDA

1	Discussion on Fifth Semester Syllabus for the Batch: 2019-20
2	Discussion on Third Semester Syllabus for the Batch: 2020-21
3	Discussion on First Semester Syllabus for the Batch: 2021-22
4	Discussion on Job oriented Certificate Programme Syllabus for the Academic year 2021 – 22
5	Discussion on Diploma in Office Administration Syllabus for the Academic year 2021 – 22
6	Any other matters





Dr. N.G.P. ARTS AND SCIENCE COLLEGE

(An Autonomous Institution, Affiliated to Bharathiar University, Coimbatore)
Approved by Government of Tamil Nadu & Accredited by NAAC with 'A' Grade (2nd Cycle)
Dr. N.G.P.-Kalapatti Road, Coimbatore-641 048, Tamil Nadu, India.
Website: www.drngpasc.ac.in | Email: info@drngpasc.ac.in. | Phone: +91-422-2369100

BoS

11th

MINUTES OF THE ELEVENTH BOARD OF STUDIES MEETING

Faculty: Management

Board: Business Administration with Computer Applications

The Chairman of BoS welcomed all the Panel members for the meeting. The items listed in the agenda were taken for discussion.

The following are the minutes of the meeting:

Item 01	Discussion on Fifth Semester Syllabus for the Batch: 2019-20
Discussion	<p>The Courses and contents of the Fifth semester syllabi were presented and each unit were discussed. After thorough considerations, the experts suggested to change certain portions in the syllabus.</p> <p>The changes are as follows:</p> <p>196BM1A5CA: Human Resource Management Dr. Parthiban suggested to shift the topic "HR Software" from Unit IV to Unit I.</p> <p>196BM1A5DA: Event Management Dr.Kumar Chandar suggested to include a topic "Online Event Management" in Unit II.</p> <p>196BM1A5CP: Practical- Business Analytics Dr.Kumar Chandar suggested to use Tableau software instead of Advanced Excel for analytics.</p>
Resolution	The Board resolved to approve the above changes.
Item 02	Discussion on Third Semester Syllabus for the Batch: 2020-21
Discussion	The board members discussed about the third semester syllabus for the batch 2020-21 and approved the syllabus without any modifications.
Resolution	The Board resolved to approve the same.
Item 03	Discussion on First Semester Syllabus for the Batch: 2021-22
Discussion	The board members discussed about the first semester syllabus for the batch 2021-22 and approved the syllabus without any modifications.
Resolution	The Board resolved to approve the same.
Item 03	Discussion on Job oriented Certificate programme Syllabus for the Academic year 2021 – 22
Discussion	The board members discussed about the contents of the syllabus of "Marketing and Selling Skills" and finalised the same.
Resolution	The Board approved the above discussion.

Cont...





Dr. N.G.P. ARTS AND SCIENCE COLLEGE

(An Autonomous Institution, Affiliated to Bharathiar University, Coimbatore)
Approved by Government of Tamil Nadu & Accredited by NAAC with 'A' Grade (2nd Cycle)

Dr. N.G.P.-Kalapatti Road, Coimbatore-641 048, Tamil Nadu, India.

Website: www.drngpasc.ac.in | Email: info@drngpasc.ac.in. | Phone: +91-422-2369100

BoS

11th

Item 04	Discussion on Diploma in Office Administration Syllabus for the Academic year 2021 – 22
Discussion	The board members discussed about the syllabus and approved the syllabus without any modifications.
Resolution	The Board resolved to approve the same.
Item 05	Any other matters
Discussion	<ul style="list-style-type: none">• Hands on training should be given in HR Software.• Placement readiness workshop should be conducted.• The Board validated the implications offered by the various stakeholders from Ex-officio members, PTA Meeting, Students, Employers, co-opted faculty member and Subject handled faculty members to enrich the curricula in embracing Employment-oriented courses.• Board of Studies in department of Business Administration with Computer Applications recommends the committee of Panel of Experts for examination purposes.
Resolution	The suggestions will be taken into consideration.

The chairman of Board of Studies (BoS) thanked all the members for their active participation and cordially invited them for the next meeting.

Date: 12/05/2021

(Dr. S. MOHAN)

BoS Chairman/HoD
Department of Management Studies
Dr. N. G. P. Arts and Science College
Coimbatore – 641 048





Dr. N.G.P. ARTS AND SCIENCE COLLEGE

(An Autonomous Institution, Affiliated to Bharathiar University, Coimbatore)
Approved by Government of Tamil Nadu & Accredited by NAAC with 'A' Grade (2nd Cycle)
Dr. N.G.P.-Kalapatti Road, Coimbatore-641 048, Tamil Nadu, India.
Website: www.drngpasc.ac.in | Email: info@drngpasc.ac.in. | Phone: +91-422-2369100

BoS

11th

ATTENDANCE OF THE ELEVENTH BOARD OF STUDIES MEETING

Faculty: Management

Board: Business Administration with Computer Applications

Date: 12/05/2021

Time: 10:30 a.m.

Venue: Online- Google Meet

The following members were present for the Board of Studies Meeting:

S. No.	Name & Designation	Position	Signature*
1.	Dr. S. Mohan Professor & Head Department of Management Studies Dr. N. G.P. Arts And Science College Coimbatore- 641048	Chairman	Present
2.	Dr. M. Viswanathan Associate Professor & Head Department of BBA CA Kongu Arts and Science College Erode- 638107	VC Nominee	Present
3.	Dr. S. Parthiban Assistant Professor Department of Management Gobi Arts and Science College Gobichettipalayam- 638476	Subject Expert	Present
4.	Dr. G. Jayanthi Professor & Head Department of BBA & BBA(CA) Sri Ramakrishna College of Arts and Science Coimbatore- 641006	Subject Expert	Absent
5.	Dr. S. Kumar Chandar Associate Professor Department of Management Christ University, Bengaluru- 560029	Subject Expert	Present
6.	Dr.V.R.Palanivelu Professor Periyar Institute of Management Studies Periyar University, Salem- 636011	Subject Expert	Absent
7.	Mr. Saravanan Natrajan Assistant Officer- HR Larsen & Toubro Limited, Coimbatore.	Industrial Expert	Present

Cont...

Page | 4





Dr. N.G.P. ARTS AND SCIENCE COLLEGE

(An Autonomous Institution, Affiliated to Bharathiar University, Coimbatore)
Approved by Government of Tamil Nadu & Accredited by NAAC with 'A' Grade (2nd Cycle)
Dr. N.G.P.-Kalapatti Road, Coimbatore-641 048, Tamil Nadu, India.
Website: www.drngpsc.ac.in | Email: info@drngpsc.ac.in. | Phone: +91-422-2369100

BoS

11th

8.	Dr. P. R. Muthusamy Director- Academics Dr. N. G. P. Educational Institutions- 641048	Honorary Expert	Present
9.	Mr. K. Ajil Nodal Co-coordinator, Pradhan Mantri YUVA Yojana (PM-YUVA) Ministry of Skill Development & Entrepreneurship, Government of India Nodal E-Hub, Kerala- 682022	Alumni	Absent
10.	Dr. V. Abirami Professor	Internal Member	Present
11.	Dr. S. N. Selvaraj Associate Professor	Internal Member	Present
12.	Mrs. T. Nithya Assistant Professor	Internal Member	Present
13.	Dr. N. Kuppuchamy Professor & Head Department of Tamil Dr. N. G.P. Arts and Science College Coimbatore- 641048	Co-opted Member	Present
14.	Dr. R. Vithya Prabha Professor & Head Department of English Dr. N. G.P. Arts and Science College Coimbatore- 641048	Co-opted Member	Present
15.	Dr. M. Sangeetha Professor Department of Mathematics Dr. N. G.P. Arts and Science College Coimbatore- 641048	IDC Member	Present
16.	Ms. Vishali Nandakumar III B.B.A. (CA)	Student Representative	Present

***Virtual meeting- Signature not required**

Date: 12/05/2021

(Dr. S. MOHAN)

BoS Chairman/HoD
Department of Management Studies
Dr. N. G. P Arts and Science College
Coimbatore – 641 048



Dr. NGPASC
COIMBATORE | INDIA

