

Date: 14/10/2023

**MINUTES OF MEETING**

**Department:** Commerce

**Date :** 14/10/2023

**Venue :** Board Room

**Agenda:**

- Approval of Revised Regulation and Syllabus for B.Com and BCA (Financial Accounting, Cost and Management Accounting) courses to take effect from the Academic year 2023 – 2024, as per TamilNadu State Council for Higher Education and University of Madras.
- Approval of the Syllabus for the Certificate and Diploma Courses to be offered during 2023 – 2024.

**The following members are present in the meeting:**

1. Dr. Archana Prasad, Principal, MOP Vaishnav College, Nungambakkam, Chennai – 600 034. External Subject Expert – Member nominated by the Vice-Chancellor.
2. Prof. S. Ramanathan, Principal, Asan Memorial Arts & Science College, Medavakkam, Chennai -600 100 – External Subject Expert.
3. Dr. Malathi Selvakkumar, Principal, S. A. College of Arts & Science College, Thiruverkadu, Chennai – 600 077 – External Subject Expert.
4. Mr. C. Jayasankar., Assistant Professor and Head Dept. of Commerce, Sri Sankara Arts and Science College, Enathur, Kanchipuram – Chairman.
5. Mr. M. Venkatesan, Assistant Professor, Dept. of Commerce, Sri Sankara Arts and Science College, Enathur, Kanchipuram – Member.

6. Dr. R. Mayakkannan, Associate Professor, Dept. of Commerce, Sri Sankara Arts and Science College, Enathur, Kanchipuram – Member.
7. Dr. A. Dhakshinamoorthy, Assistant Professor, Dept. of Commerce, Sri Sankara Arts and Science College, Enathur, Kanchipuram – Member.
8. Dr. V. Sampath, Assistant Professor, Dept. of Commerce, Sri Sankara Arts and Science College, Enathur, Kanchipuram – Member.
9. Dr. P. Manjula, Assistant Professor, Dept. of Commerce, Sri Sankara Arts and Science College, Enathur, Kanchipuram – Member.
10. CA. R. Sarath Karthick., Consultant, Tax and Regulatory Department. Mylapore Division, Teynampet, Chennai 600 035 – Representative from Industry.
11. CA. R. S. Balaji., B.Com, F.C.A, Partner, G. Sekar Associates, Chartered Accountants, Chennai – 600 024 – Meritorious Alumnus.
12. Prof. K. R. Venkatesan, Principal, Sri Sankara Arts and Science College, Enathur, Kanchipuram – Special invitee.

- The Revised Regulations and syllabus for B.Com and BCA (Financial Accounting, Cost and Management Accounting) and Certificate courses were discussed in the BOS. The board of studies appreciated the overall adoption of syllabus prescribed by TamilNadu State Council for Higher Education (TANSICHE) and University of Madras.
- The Members discussed about the various Employment opportunities and Skill development of the students and effectiveness of the Regulation and Syllabus of B.Com Course. The following are the various Employment opportunities and Skill development opportunities of the students after completing the programme:
  - Students will be able to gain the following specialized knowledge:
    - ✓ Managing skills
    - ✓ Decision making skills
    - ✓ Entrepreneurial skills
    - ✓ Communication skills in business correspondence
    - ✓ Knowledge in micro and macro economy
    - ✓ Accounting and Auditing knowledge
    - ✓ Business operating skills

- ✓ Marketing skills
- ✓ Knowledge in the field of research
- Job Opportunities can be gained from the following fields / areas:
  - ✓ Accounting
  - ✓ Auditing
  - ✓ Marketing and Marketing Management
  - ✓ Human Resource Management
  - ✓ Business
- Some important subjects and their effectiveness of the revised syllabus:
  - ✓ Financial Accounting – It helps to know how to record the business transactions and preparation of financial statements in various organisation except company.
  - ✓ Corporate Accounting – It helps to know accounting records and treatment in company organizations.
  - ✓ Cost Accounting – It helps to produce accounting knowledge in the manufacturing concern.
  - ✓ Management Accounting – It helps to produce financial statement analyzing knowledge for decision making purpose of the management.
  - ✓ Income tax law and practice – It helps to gain knowledge in income tax assessment for various persons.
  - ✓ Auditing and Corporate Governance – It helps to know the auditing procedures for various organisation and duties and responsibilities of an auditor.
  - ✓ Human Resource Management – It helps to produce more knowledge for various process in the HRM practice in the organization.
  - ✓ Principles of Management – It helps to know the various principles and functions in the organisation and how to manage the problems.
  - ✓ Corporate Communication – It provides assistance in the field of business correspondence in various purposes.
  - ✓ Principles of Marketing – It helps to get knowledge about all the techniques and tactics in the field of marketing.

- ✓ Business law – It helps to gain knowledge in various Act and Government procedures in business practices.
- ✓ Business Mathematics and Statistics – It helps to develop knowledge for applying various statistical techniques in the field of business research.
- Members discussed the importance of the Certificate Courses which are providing skill development of the students. After completing the certificate courses, the students are able to-
  - Gain knowledge about significance of investment in mutual funds and to develop awareness about stock exchanges and stock analysis.
  - Gain knowledge on the provisions of banking regulations in India and to educate with the changing scenario of banking operations with digitalization.
  - Gain knowledge about the globalization of world economy and to impart knowledge about significance of foreign direct investment.
- Members suggested adopting Power Point Presentation in teaching methodologies.

**Resolution 1:**

The Board of Studies had a detailed deliberation and Resolved to approve the Revised Regulation and Syllabus for B.Com and BCA (Financial Accounting, Cost and Management Accounting) courses and recommended to the academic council of the college for the implementation of the same to take effect from the academic year 2023 – 2024, as per TamilNadu State Council for Higher Education and University of Madras.

**Resolution 2:**

Resolved to approve the Regulations and Syllabus for the following Certificate and Diploma Courses to be offered for UG students to take effect from the academic year 2023 – 2024.

**Certificate Courses**

1. Stock Market Investing
2. Digital Banking

**Diploma course**

1. Diploma in Office Management & Secretarial Practice.

Signature of the members:

1. Dr. Archana Prasad

Archana Prasad

2. Prof. S. Ramanathan

S. Ramanathan

3. Dr. Malathi Selvakumar

Malathi Selvakumar  
14/10/23

4. Mr. C. Jayasankar

C. Jayasankar

5. Mr. M. Venkatesan

M. Venkatesan

6. Dr. R. Mayakkannan

R. Mayakkannan

7. Dr. A. Dhakshinamoorthy

A. Dhakshinamoorthy

8. Dr. V. Sampath

V. Sampath

9. Dr. P. Manjula

P. Manjula

10. CA. R. Sarath Karthick

R. Sarath Karthick

11. CA. R. S. Balaji

R. S. Balaji

12. Prof. K. R. Venkatesan

K. R. Venkatesan