

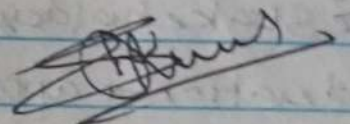
BOARD OF STUDIES MEETING 15/03/2021

(2020-2021)

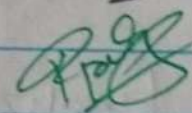
Board of Studies meeting of the Department of Business Administration was conducted on 15-03-2021 at 10.30 AM in Depar<sup>ment</sup> of Business Administration, Sadakathullah Appa College.

The following members were present in the meeting.

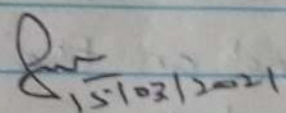
1. DR. S. SHAHUL HAMEED  
[Chair person]



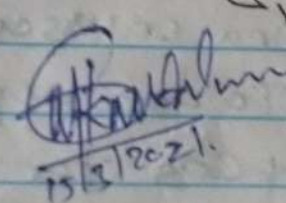
2. DR. N. RAJALINGAM  
[University Nominee]



3. DR. S. SAMSANTHOSÉ  
[Subject Expert-I]

  
15/03/2021

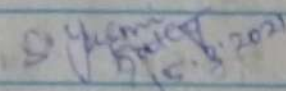
4. DR. G. MAGESH KUTTALAM  
[Subject Expert-II]

  
15/3/2021

5. MR. S. MOHAMED RAFAEK  
[Alumni Meritorius]

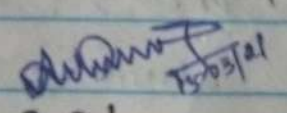
S. Mohamed Rafiek  
15/03/2021

6. MR. F. KHADER MOHIDEEN  
[Industrialist]

  
15/3/2021

7. MRS. S. YASMIN KATHUA

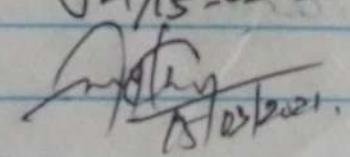
8. DR. A. MARIAMMAL

  
15/03/2021

9. MR. S. MOHAMED MEERAN

15/03/2021

10. MR. K. ABDUL KHALIQ

  
15/03/2021



The meeting started with a prayer.

The Head of the Department welcomed the members of Board of Studies in the department of Business Administration.

The following Agendas were discussed.

Agenda 1: To revise the syllabi for various courses keeping in view the objectives of the college, the interest of the stakeholders, the national requirements for consideration and approval of academic council.

Agenda 2: To finalize the course for all semesters based on the skeleton given by the Dean office & to introduce new courses.

Agenda 3: To get approval from Board of Studies for Pos, PSOs & Cos for 2021-2024 syllabi.

Agenda 4: To fix the title for certificate courses to be offered for the academic year 2021-2022.

Agenda 5: To get the feedback from subject experts, Alumni, Industrialists & teachers for the programme enhancement.



The meeting adopted the following resolutions as per the agenda:

(1) Revised & updated the BBA programme curriculum for the 2021-2024 syllabi based on CBCS & percentage of revision have been made as mentioned in annexure.

(2) Finalised the courses for all the semesters based on the skeleton given by Dean of office and also introduced the new courses.

3. Board members finalised the BBA-programme outcome (POs), Programme specific outcomes (PSOs), Course outcomes (COs) with relationship matrix.

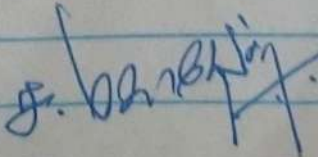
4. Title for the certificate course was finalised for the academic year (2021 onwards)

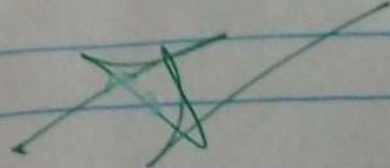
5. The feedback from the Subject Experts/Alumni/Industrialists/Teachers were obtained regarding the curriculum of B.B.A. programme.

(6) Professional English for management & Commerce (I & II) may/should be included in the first year BBA programme curriculum as suggested by the university nominee.

(7) It is resolved to approve the syllabus prepared for the course Soft Skills to be introduced in IV semester for all the UG programmes.

  
CHAIRMAN / CHAIRPERSON

  
DEAN OF ARTS

  
PRINCIPAL





# Sadakathullah Appa College

\*An Autonomous Institution, Re-Accredited by NAAC at an 'A' Grade, \*ISO 9001 : 2015 Certified\*

## Annexure - I

### Department of Business Administration (UG)

The Board of Studies of Department of Business Administration (UG) was held on 15.03.2021 for the approval of 2021-2024 syllabus. The number of new courses, courses focussing on Skill Development / Employability / Entrepreneurship, the percentage of revision are mentioned below.

#### New Courses introduced

S.No.	Title of the Course	Course Code
1	Logistics Management	21UCBA42
2	Office Management	21UNBA41
3	Integrated Marketing Communication	21UEBA52A
4	Brand Management	21UEBA52C
5	Business Analytics	21USBA51
6	Business Ethics	21UCBA62
7	Performance Management	21UEBA61A
8	Compensation Management	21UEBA61B
9	Organization Change and Development	21UEBA61C
10	Risk Management and Insurance	21USBA61

#### Courses focused on Skill Development /Employability / Entrepreneurship

S.No.	Title of the Course	Course Code	Category
1.	Organizational Behaviour	21UCBA21	Entrepreneurship
2.	Business Research Methods	21UCBA31	Entrepreneurship
3.	Logistics Management	21UCBA42	Entrepreneurship
4.	Business Environment	21UABA41	Entrepreneurship
5.	E-Commerce	21UCBA52	Entrepreneurship
6.	Entrepreneurial Development	21UCBA53	Entrepreneurship
7.	Investment Analysis	21UEBA51C	Entrepreneurship
8.	Integrated Marketing Communication	21UEBA52A	Entrepreneurship
9.	Retail Management	21UEBA52B	Entrepreneurship
10.	Brand Management	21UEBA52C	Entrepreneurship
11.	Financial Accounting	21UABA11	Employability
12.	Cost and Management Accounting	21UABA21	Employability
13.	Management Information System	21UABA31	Employability
14.	Management Principles and Behaviour	21UNBA31	Employability
15.	Soft Skills	21USSS41	Employability
16.	Office Management	21UNBA41	Employability





# Sadakathullah Appa College

\*An Autonomous Institution, Re-Accredited by NAAC at an 'A' Grade, \*ISO 9001 : 2015 Certified\*

17.	Total Quality Management	21UCBA54	Employability
18.	Financial Service	21UEBA51A	Employability
19.	Modern Banking	21UEBA51B	Employability

## Percentage of Revision

S. No.	Courses	Course Code	Percentage %
1.	Cost and Management Accounting	21UABA21	60%
2.	Management Information System	21UABA31	80%
3.	Human Resource Management	21UCBA41	20%
4.	Logistics Management	21UCBA42	100%
5.	Business Environment	21UABA41	60%
6.	Soft Skills	21USSS41	100%
7.	Office Management	21UNBA41	100%
8.	Total Quality Management	21UCBA54	60%
9.	Investment Analysis	21UEBA51C	40%
10.	Integrated Marketing Communication	21UEBA52A	100%
11.	Brand Management	21UEBA52C	100%
12.	Business Analytics	21USBA51	100%
13.	Business Ethics	21UCBA62	100%
14.	Performance Management	21UEBA61A	100%
15.	Compensation Management	21UEBA61B	100%
16.	Organization Change and Development	21UEBA61C	100%
17.	Risk Management and Insurance	21USBA61	100%

Total Percentage of Revision: 35.5%.

Total number of Courses: 39+1\* (Soft Skill)

  
PRINCIPAL





Board of Studies meeting

16-5-2023

(2023-2024)

The Board of Studies meeting of Department of Business Administration, Sadakathullah Appa College was conducted on 16-05-2023 at 2.30 p.m in the department of Business Administration.

The following members were present in the meeting

1. Dr. S. Shahul Hameed  
(Chair person)



2. Dr. S. Madhavan  
(University nominee)

—

3. Dr. G. Magesh Kuttalam  
(Subject Expert - I)

—

4. Dr. S. Samsanthose  
(Subject Expert - II)



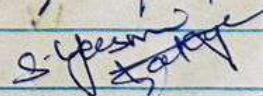
5. Mr. S. Mohamed Rafeeq  
(Alumni meritorious)

S. Mohamed Rafeeq

6. Mr. S. Lakshmi Pathy  
(Industrialist)



7. Mrs. S. Yasmin Kathira



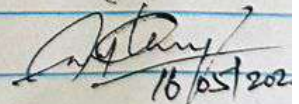
8. Dr. A. Mariammal



9. Mr. S. Mohamed Meeran

TH

10. Mr. K. Abdul Khaliq



16/05/2023



The meeting started with a prayer /

The Head of the department welcomed the members of <sup>board of</sup> Studies in the department of Business Administration.

The following Agenda was discussed. \*

Agenda: To discuss and approve the syllabus for the Bachelor of Business Administration programme for the academic batch 2023-2026 based on the guidelines provided by the Tamilnadu State Council for Higher Education

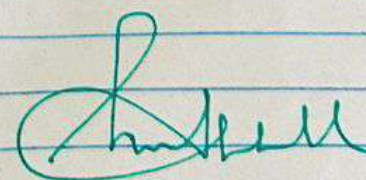
Sem	part	Course type	Title of the Course	H/W	C	I	E
	I	Lang - I	General Tamil - I / Arabic - I	6	3	25	
	II	Lang - I	General English - I	4	3	25	
	III	Core - I	Principles of Management	5	4	25	
	III	Core - II	Accounting for Managers - I	5	4	25	
I	III	EC - I	Managerial Economics	4	3	25	
	IV	SEC - I	Basics of Event Management - NME	2	2	25	
	IV	ABCC - I	Ability Enhancement Compulsory Course / SOFESkills - I	2	2	25	
	IV	FC	Discipline Specific course - IC Business Ethics	2	2	25	
			M. Communication				



Sem	Part	Course Type	TITLE OF THE COURSE	H/W	C	I	E
	I	Lang-II	General Tamil-II/ Arabic-II	6	3	25	75
	II	Lang-II	General English-II	4	3	25	75
	III	Core-III	Business Communi- -cation Management	5	4	25	75
II	III	Core-IV	Accounting For Managers - II	4	4	25	75
	III	EC-II	International Trade	4	3	25	75
	IV	SEC-II	Generic Elective Course (NME) Managerial Skill Development	2	2	25	75
	IV	SEC-III	Business Etiquette and Corporate Grooming	2	2	25	75
	IV	AECC-II	Ability Enhancement Compulsory Course: Naan mudhalvan: Soft Skills-II - Language Proficiency for Employability	2	2	25	75
			Library hours	1	-	-	-

It was resolved to follow the above course structure for First and second semester for the academic year 2023-2024 onwards

  
CHAIRMAN / CHAIRPERSON

Hanumanth..   
DEAN OF ARTS

  
PRINCIPAL



# BOARD OF STUDIES MEETING

DATE: 15/03/2021  
TIME:

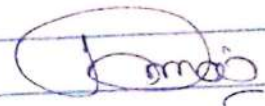
VENUE:-

## AGENDA


B.Com Syllabus finalisation those who are going to join for the academic year 2021 onwards.

## Members Present

1. Dr. C. Curran Dural



2. Dr. Mohamed Abuseli Sheik



3. CA. S. BALASUBRAMANIAN.



4. Dr. M. MOHAMED SIDDIK



5. K. BINSHA MAZHAR



6. J. ABDUL KHADER



7. Dr. P. Geetha



8. Dr. A. BENAZIR.





9. K. CHITRA k Chit
10. P. Anis Maryam P. Anis
11. I. MOHAMMED BUHARI SALEEM I. M. P
12. A. I. Shakir Hameed A. I.
13. Dr. Sma Syed-Mohamed Khaja ~~(SMA)~~
14. Dr. M. Abdul Rehman ~~(M. A. R.)~~

### Resolution :

1. It is resolved to offer the following Core courses, Discipline Specific Elective Courses, Skill Enhancement courses and Inter Disciplinary courses for the B.Com Programme for those who will join in June 2021 and afterwards.
2. It is recommended to exclude the library Hour from the workload



**COURSE PATTERN STRUCTURE**  
**CBCS Syllabus - B Com/H Com(Finance)/B.B.A.**  
 (Applicable for students admitted in June 2021 and onwards)

SEM	P	Title of the paper	H/W	Marks			
				C	I	E	T
I		Language (T/A) I	6	3	25	75	100
		Communicative English I	6	3	25	75	100
	Core I	Introduction to Accounting	5	4	25	75	100
	Core II	Business Organisation and Management	5	4	25	75	100
	Allied -I	Business Economics	6	4	25	75	100
	AECC	AECC-Value Education-I/II	2	2	25	75	100
II		Language (T/A) II	6	3	25	75	100
		Communicative English II	6	3	25	75	100
	Core -III	Financial Accounting*	5	4	25	75	100
	Core -IV	Principles of Marketing	5	4	25	75	100
	Allied-I/2	Indian Economic Development	6	4	25	75	100
	AECC	AECC-Environmental Science	2	2	25	75	100
III	Core - V	Advanced Accounting	5	4	25	75	100
	Core -VI	Entrepreneurial Development	4	4	25	75	100
	Core -VII	Modern Banking	4	4	25	75	100
	Core -VIII	Business Communication	4	4	25	75	100

*[Signature]*  
**CHAIRMAN / CHAIRPERSON**

*[Signature]*  
**DEAN OF ARTS**

*[Signature]*  
**PRINCIPAL**





# Sadakathullah Appa College

\*An Autonomous Institution, Re-Accredited by NAAC at an 'A' Grade, \*ISO 9001 : 2015 Certified\*

## Annexure - I Department of Commerce (UG)

The Board of Studies of Department of Commerce (UG) was held on 15.03.2021 for the approval of 2021-2024 syllabus. The number of new courses, courses focussing on Skill Development / Employability / Entrepreneurship, the percentage of revision are mentioned below.

### New Courses introduced

S. No.	Title of the Course	Course Code
1	Business Organisation and Management	21UCCO12
2	Consumer Behavior and Rights	21UCCO41
3	Insolvency and Bankruptcy code	21USCO42
4	Insurance	21UECO51B
5	Intellectual Property Rights	21UECO51C
6	Basics Research Methods	21UECO52A
7	Accounting Standards	21UECO52B
8	Logistics Management	21UECO52C
9	Advertising	21USCO51
10	International Business	21UECO61B
11	Salesmanship	21USCO61

### Courses focused on Skill Development / Employability / Entrepreneurship

S. No.	Title of the Course	Course Code	Category
1.	Introduction to Accounting	21UCCO11	Employability
2.	Financial Accounting	21UCCO21	Employability
3.	Advanced Accounting	21UCCO31	Employability
4.	Entrepreneurial Development	21UCCO32	Employability
5.	Import and Export procedure	21UCCO44	Employability
6.	Corporate Accounting	21UCCO51	Employability
7.	Cost Accounting	21UCCO52	Employability
8.	Logistics Management	21UECO52C	Employability
9.	Advertising	21USCO51	Employability
10.	Management Accounting	21UCCO61	Employability
11.	Indirect Taxes	21UCCO62	Employability
12.	Tally ERP (or)	21UECO61A	Employability







# Sadakathullah Appa College

\*An Autonomous Institution, Re-Accredited by NAAC at an 'A' Grade, \*ISO 9001 : 2015 Certified\*

## Percentage of Revision

S. No.	Courses	Course Code	Percentage %
1.	Business Organization and Management	21UCC012	100%
2.	Advanced Accounting	21UCC031	10%
3.	Entrepreneurial Development	21UCC032	60%
4.	Modern Banking	21UCC033	20%
5.	Human Resource Management	21UCC042	10%
6.	Company Law	21UCC043	5%
7.	Import And Export Procedure	21UCC044	30%
8.	Insolvency and Bankruptcy code	21USC042	100%
9.	Principles of Commerce	21UNCO41	100%
10.	Corporate Accounting	21UCC051	5%
11.	Cost Accounting	21UCC052	5%
12.	Income tax law and practice	21UCC054	10%
13.	Auditing	21UECO51A	25%
14.	Insurance	21UECO51B	100%
15.	Intellectual Property Rights	21UECO51C	100%
16.	Basics Research Methods	21UECO52A	100%
17.	Accounting Standards	21UECO52B	100%
18.	Logistics Management	21UECO52C	100%
19.	Advertising	21USC051	100%
20.	Management Accounting	21UCC061	5%
21.	Salesmanship	21USC061	100%
22.	Consumer Behavior and Rights	21UCC041	100%
23.	International Business	21UECO61B	100%

Total Percentage of Revision: 24.4%

Total number of Courses: 36

  
PRINCIPAL





DEPARTMENT OF ECONOMICS.

Board of Studies meeting for Economics  
(2021-22) Those who

The Board of Studies meeting for economics  
was held on 15-3-2021 in the department of  
Commerce.

Agenda:

1) Approval of B.Com and B.A. History allied  
Subjects.

2) Corrections need to be modified if it  
is required.

3) Any other matter.

Name

- 1) K. SHEIK THAMBY K. Sheik Thamy  
15/03/2021
- 2) DR. M. SULTHANA BARVIN. M. Sulthana  
15/03/21
- 3) DR. M. ISAKKIAMMAL. M. Isakkiammal
- 4) DR. M. PETCHIAMMAL. M. Petchiammal
- 5) DR. P. SEKAR P. Sekar
- 6) PROF. V. ULAGAMMAL. V. Ulagammal  
15/3/21  
15/3/21



It is resolved to approve the same subject, Business Economics, Indian Economic Development, Business Statistics and Business mathematics for B. Com. Only we made minor corrections in the syllabi Business Economics and Indian Economic Development.

It is resolved to approve the same subject General Economics, Indian Economic Development for I.B.A. History. We made minor correction in the syllabi Indian Economic Development.

It is resolved to approve the same subject Tourism Economics and we made minor correction in the syllabi for II.B.A. History.

It is resolved to change the subject labour Economics instead of Tourism products in India for II.B.A. History.



Name :

K. SHEIK THAMBY

DR. M. SULTHANA PARVIN.

DR. M. ESAKKIAMMAL.

DR. M. PETCHIAMMAL.

DR. P. SEKAR.

PROF. V. ULAGIAMMAL.

K. Shanthi  
15/3/21

M. Sultana Parvin  
15/3/21

M. Esakki Ammal  
15/3/21

M. Petchiammal  
15/3/21

P. Sekar  
15/3/21

Ulagiammal V  
15/3/21

K. Shanthi  
**CHAIRMAN / CHAIRPERSON**

H. Senthil  
**DEAN OF ARTS**

19.2.21.

[Signature]  
**PRINCIPAL**





# Sadakathullah Appa College

\*An Autonomous Institution, Re-Accredited by NAAC at an 'A' Grade, \*ISO 9001 : 2015 Certified\*

## Annexure - I

### Department of Economics (Allied)

The Board of Studies of Department of Economics (Allied) was held on 15.3.2021 for the approval of 2021-2024 syllabus. The number of new courses, courses focussing on Skill Development / Employability / Entrepreneurship, the percentage of revision are mentioned below.

#### New Courses introduced:

S. No.	Title of the Course	Course Code
1.	Labour Economics	21UAEH41

#### Courses focused on Skill Development /Employability / Entrepreneurship

S. No.	Title of the Course	Course Code	Category
1.	Business Economics	21UAEC11	Skill Development
2.	Business Mathematics	21UAEC31	Skill Development
3.	Business Statistics	21UAEC41	Skill Development
4.	Tourism Economics	21UAEH31	Employability
5.	Labour Economics	21UAEH41	Employability

#### Percentage of Revision

S. No.	Courses	Course Code	Percentage %
1.	Labour Economics	21UAEH41	100%

Total Percentage of Revision: 12.5%

Total number of Courses: 08

  
PRINCIPAL





## BOARD OF STUDIES MEETING

DATE: 16.05.2023

TIME: 2.30 PM

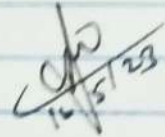
VENUE: SEMINAR HALL

AGENDA:

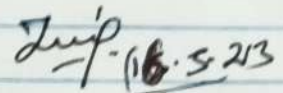
- ① To finalise the courses for the I and second semester for those who will join June 2023 and afterwards
- ② Any other matter

Members present

① DR. A. HAMIL

ASSOCIATE PROFESSOR & HEAD,  
PG & RESEARCH DEPT OF COMMERCE.② DR. M. N. MOHAMED ABUSALI SHEIK,  
ASSISTANT PROFESSOR OF COMMERCE.③ DR. S. M. A. SYED MOHAMED KHAJA,  
VICE PRINCIPAL.

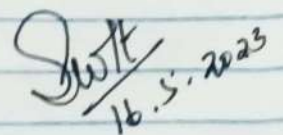
④ DR. A. JESURAT,

ASSISTANT PROFESSOR OF COMMERCE & HEAD,  
DEPARTMENT OF COMMERCE 'A', UNAIDED SECTION.

⑤ DR. A. SHEIK MYDEEN,

ASSISTANT PROFESSOR OF COMMERCE & HEAD,  
B.COM FINANCE, UNAIDED SECTION.

⑥ DR. ANDREWS SCOTT,

ASSISTANT PROFESSOR OF COMMERCE  
ALAGAPPA GOVT ARTS COLLEGE,  
KARAIKUDI - 630 003.

- ① DR. C. ABDI AHAMED  
ASSISTANT PROFESSOR OF COMMERCE,  
JAMAL MOHAMED COLLEGE, TRICHY. ①  
16/5/23
- ② DR. V. GANAPATHY SANKARA KRISHNAN,  
ASSOCIATE PROFESSOR OF COMMERCE,  
SPI PARAMAKALYANI COLLEGE, ALWARKURICHI,  
TIRUNELVELI.
- ③ DR. C. GEETHA,  
ASSOCIATE PROFESSOR,  
SARAH TUCKER COLLEGE, PALAYAMICOTTAI. Geetha  
16/5/23
- ④ DR. A. T. SHARUL HAMEED. ~~Sharul~~  
16/5/23
- ⑤ DR. P. GEETHA. P. Geetha  
16/5/23
- ⑥ DR. M. MOHAMED SIDDIK. ~~M. Siddik~~  
16/5/23
- ⑦ DR. M. ABDUL RAHUMAN. M. Asdule  
16/5/23
- ⑧ DR. A. BENAZIR. A. Benazir  
16/5/23
- ⑨ DR. J. ABDUL KHADER.
- ⑩ DR. P. AMRA MARIYAM. P. Amra Mariyam  
16/5/23
- ⑪ S. ASIFA. ~~S. Asifa~~  
16/5/23
- ⑫ DR. V. ULAGAMMAL. Ulag v.  
16/5/23
- ⑬ M. FATHIMA FARHANA.. M. Farhana  
16/5/23



### **Resolutions of Board of studies of Commerce UG – B.Com.**

1. Resolved to approve the Course Financial Accounting I as Core Course I in the First Semester with 5 hours per week and with 4 credits.
2. Resolved to approve the Course Principles of Management as Core Course II in the First Semester with 5 hours per week and with 4 credits.
3. Resolved to approve the Course Business Communication as the First Elective Course I with 4 hours per week and with 3 credits in the First Semester.
4. Resolved to approve the Course Insurance and Risk Management as the Second Elective Course I with 4 hours per week and with 3 credits in the First Semester.
5. Resolved to approve the Third Elective Course I with 4 hours per week and with 3 credits to be offered by the Economics Department and the Board request the Board of studies of Economics to Finalise a Course to be offered by them.
6. Resolved to approve the Course Basics in Accounting as the Skill Enhancement Course I as a Generic Elective **offered to other Major Students** with 2 hours per week and with 2 credits in the First Semester.

7. Resolved to approve the Course Foundation Course in Commerce as the Foundation Course in the First Semester with 2 hours per week and with 2 credits.
8. Resolved to approve the Course Financial Accounting II as Core Course III in the Second Semester with 5 hours per week and with 4 credits.
9. Resolved to approve the Course Business Law as Core Course IV in the Second Semester with 5 hours per week and with 4 credits.
10. Resolved to approve the Course Business Environment as the First Elective Course II with 4 hours per week and with 3 credits in the Second Semester.
11. Resolved to approve the Course Office Management & Secretarial Practice as the Second Elective Course II with 4 hours per week and with 3 credits in the Second Semester.
12. Resolved to approve the Third Elective Course II with 4 hours per week and with 3 credits to be offered by the Economics Department in the Second Semester and the Board request the Board of studies of Economics to Finalise a Course to be offered by them.
13. Resolved to approve the Course Development of Small Business as the Skill Enhancement Course II as a Generic Elective **offered to other Major Students** with 2 hours per week and with 2 credits in the Second Semester.



14. Resolved to approve the Course E- Commerce as the Skill Enhancement Course III with 2 hours per week and with 2 credits in the Second Semester.
15. Resolved to approve the Course Fundamentals of Management as the Second Elective Course I with 4 hours per week and with 3 credits in the First Semester to be offered to other major students.
16. Resolved to approve the Course Introduction to E-Commerce as the Second Elective Course II with 4 hours per week and with 3 credits in the Second Semester to be offered to other major students.
17. Resolved to drop the Library Hour in the Second Semester and increase the Core IV hour into 5 hours per week instead of 4 hours.

**B.Com. - Course Structure (2023-26)**  
**(Applicable for those who joined in June 2023 and afterwards)**  
**Title of the Courses, Credits & Marks**

SEMESTER – I								
P	Sub	Course Title	Sub. Code	H/W	C	MARKS		
						I	E	T
I	T	Tamil – I		6	3	25	75	100
	A	Arabic – I						
II	E	English – I		4	3	25	75	100
III	C-I	<b>Financial Accounting I</b>		5	4	25	75	100
	C-II	<b>Principles of Management</b>		5	4	25	75	100
	EC-I	Business Communication		4	3	25	75	100
		Insurance and Risk Management						
		Business Economics						
IV	SEC-I NME	Basics in Accounting		2	2	25	75	100
	AECC-I	AECC-I - English		2	2	25	75	100
	FC	Foundation Course		2	2	25	75	100
				<b>30</b>	<b>23</b>	<b>200</b>	<b>600</b>	<b>800</b>

SEMESTER - II									
P	Sub	Course Title	Sub. Code	H/W	C	MARKS			
						I	E	T	
I	T	Tamil - I							
	A	Arabic - I		6	3	25	75	100	
II	E	English - I		4	3	25	75	100	
III	C-III	Financial Accounting II		5	4	25	75	100	
	C-IV	Business Law		5	4	25	75	100	
	EC-II	Business Environment			4	3	25	75	100
		Office Management & Secretarial Practice							
		Indian Economic Development							
SEC-II NME	Development of Small Business			2	2	25	75	100	
IV	SEC-III	E-Commerce		2	2	25	75	100	
	AECC-II	AECC-II - English		2	2	25	75	100	
				<b>30</b>	<b>23</b>	<b>200</b>	<b>600</b>	<b>800</b>	

DR. C. GEETHA.  
Associate Professor.  
Dept of Commerce.  
Sarah Tucker College.  
Tirunelveli.

*Geetha*

Dr. D. Andrews Scott.  
Assistant professor  
P.G. Department of Commerce.  
Atagappa Government Arts College  
Korailudi. 630 003.  
Cell: 9443970552.

*Scott*

Dr. L. Asid Ahamed  
Assistant Professor  
P.G. & Research Department of Commerce  
Jamal Mohamed College (Autonomous)  
Tidiyar.  
cell: 9790937806

*Asid*

*16/05/2022*  
CHAIRMAN / CHAIRPERSON

*Ahamed*  
DEAN OF ARTS

*Asid*  
PRINCIPAL



2021 - 22.

Board of Studies Meeting of the Department

COMMERCE (Finana) was conducted on 15/3/2021 at 10.30.

in the Department of Commerce (Finana), SADALATHULLAH APFA COLLEGE

Following members were present in the meeting.

1. Dr. Al. Kamala Asso. Prof, Sri Sarada College, Tirunelveli-627011. Al. Kamala
2. Janab L.K.S. Muhammad Meeran Mohideen LKS
3. Dr. K. Sheik Mohideen KS
4. Dr. K. Ahamed Anis Fatima KAF
5. Mr. J.A.M. OMERAY Farook FO
6. Dr. H. Syed Sulaima Benajir MS



The following agenda were discussed.

Agenda :

To get the approval of the (2021-2024) syllabi

To fix the titles for certificate courses to offer from the academic year 2021-22

To frame courses focusing on employability / entrepreneurship skill development.

Resolution :

The approval of <sup>particular</sup> specific elective courses skill enhancement courses and allied courses framed for 2021-24

	core I	introduction to Accounting
Sem I	II	Indian financial system
	Allied I	Business economics

ii	Core III	Financial Accounting
	core IV	Financial markets and services
	Allied II	Indian economic development



Sem III	Core V	Advanced Accounting
	VI	Entrepreneurial development
	VII	Modern Banking
	VIII	Business Communication
Allied III		Business mathematics
NME I		Principles of Commerce
SEC I		Introduction to Computer
SEC II		MOOC

Sem IV	Core IX	Financial management
	X	Working capital management
	XI	Islamic banking and finance
	XII	Investment strategies
Allied IV		Business strategies
NME - II		Basics in Accounting
SEC III		Soft skills
SEC IV		International finance

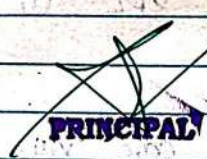
	Core XIII	Corporate Accounting
	XIV	Cost Accounting
	XV	Business Law
SEM V	XVI	Income tax Law and practice
		a) Auditing
DSE I		b) Training and development
		c) Personal planning and finance
DSE II		a) Basics Research methods
		b) Business Ethics
		c) Retail management
SEC V		Development of small business



	sem xvii	management accounting
	xviii	indirect tax
SEM VI	xix	industrial law
DSE III	a)	Gally ERP 9
	b)	Indian stock exchange
	c)	Corporate finance
DSE IV		project
SEC VI		Salesmanship

\* It is resolved to fix Business Finance as the title for certificate course (2021-22)

courses were framed based on employability / entrepreneurship skill development.

K. Shakti  
 CHAIRMAN / CHAIRPERSON  
 J. Bhatnagar  
 DEAN OF ARTS  
 19.3.2021  
  
 PRINCIPAL





# Sadakathullah Appa College

\*An Autonomous Institution, Re-Accredited by NAAC at an 'A' Grade, \*ISO 9001 : 2015 Certified\*

## Annexure - I

### Department of Commerce-Finance (UG)

The Board of Studies of Department of Commerce-Finance (UG) was held on 15.03.2021 for the approval of 2021-2024 syllabus. The number of new courses, courses focussing on Skill Development / Employability / Entrepreneurship, the percentage of revision are mentioned below.

#### New Courses introduced

S. No.	Title of the Course	Course Code
1	Entrepreneurial Development	21UCCF32
2	Investment Strategies	21UCCF44
3	Training and Development	21UECF51B
4	Personal Finance and Planning	21UECF51C
5	Basics Research Methods	21UECF52A
6	Business Ethics	21UECF52B
7	Retail management	21UECF52C
8	Development of Small Business	21USCF51

#### Courses focused on Skill Development / Employability / Entrepreneurship

S. No.	Title of the Course	Course Code	Category
1.	Introduction to Accounting	21UCCF11	Employability
2.	Financial Accounting	21UCCF21	Employability
3.	Advanced Accounting	21UCCF31	Employability
4.	Entrepreneurial Development	21UCCF32	Entrepreneurship
5.	Business Communication	21UCCF34	Skill Development
6.	Modern Banking	21UCCF33	Skill Development
7.	Cost Accounting	21UCCF52	Employability, Skill Development
8.	Corporate Accounting	21UCCF51	Employability
9.	Business Law	21UCCF53	Skill Development
10.	Income Tax Law and Practise	21UCCF54	Skill Development
11.	Auditing	21UECF51A	Employability
12.	Management Accounting	21UCCF61	Employability
13.	Indirect Taxes	21UCCF62	Employability
14.	Tally ERP 9	21UECF61A	Skill Development





# Sadakathullah Appa College

\*An Autonomous Institution, Re-Accredited by NAAC at an 'A' Grade, \*ISO 9001 : 2015 Certified\*

## Percentage of Revision

S. No.	Courses	Course Code	Percentage %
1.	Advanced Accounting	21UCCF31	10%
2	Modern Banking	21UCCF33	20%
3.	Corporate Accounting	21UCCF51	5%
4.	Cost Accounting	21UCCF52	5%
5	Income Tax Law and Practice	21UCCF54	10%
6	Auditing	21UECF51A	25%
7	Management Accounting	21UCCF61	5%
8	Indian Financial System	21UCCF12	20%

Total Percentage of Revision: 2.86%.

Total number of Courses: 41

  
PRINCIPAL





Board of Studies Meeting of the Department of Commerce  
Finance was conducted on 16/05/2023 at 2:30 PM in  
our department.

The following Members were present in the Meeting

1. Dr. V. Somananesh  
Associate Professor  
Department of Commerce  
V.O.C College, Thoothukudi

V. Somananesh  
16.05.2023

2. Dr. A. Anockia Dass,  
Assistant Professor  
Department of Commerce  
St. Xavier's College, Palayamkottai

A. Anockia Dass  
16/05/2023

3. Dr. K. SHEIKH HYDNEEN

K. SHEIKH HYDNEEN

4. Dr. K. AHMED ANIS FATIHA

K. AHMED ANIS FATIHA

5. Dr. ED. PRIYADHARSHINI

ED. PRIYADHARSHINI

6. Dr. J. A. M. OMERAY FAROOK

J. A. M. OMERAY FAROOK

7. Dr. M. SYED SULAIMA BENAZIR

M. SYED SULAIMA BENAZIR



## AGENDA:

1. Approval of Programme Structure for Ue Bcom Finance (2023-2026)
2. Discuss and approve Ue Courses for Ue Bcom Finance Programme
3. Discuss Ue Allied courses in First, Second, Third, Fourth Semester.

## Resolution:-

1. Resolved to approve Ue Course Structure for Ue Bcom Finance Programme (2023-2026)
2. Resolved to approve Ue allied courses in First, Second, Third, Fourth Semester.

### First Semester:

1. Business Communication
2. Insurance and Risk Management
3. Business Economics

### Second Semester:

1. Indian Financial System
2. Indian Economic Development
3. Fundamentals of Investment

### Third Semester:

1. Macro Finance & Risk Appraisal
2. Financial Market
3. Financial Derivatives

### Fourth Semester:

1. Corporate Finance
2. Security analysis & Portfolio management
3. Legal & regulatory framework of Finance Market



## Programme Structure (2023-2026)

### Semester I

Core I - Financial Accounting - I

Core II - Principles of Management

Elective (A) - Business Communication  
Indian Economic Development  
Business Economics

SEC (Name) - Advertising

AEC - I - Soft Skill I - (Common)

FC - Business Finance

### Semester II

Core III - Financial Accounting II

Core IV - Islamic Banking & Finance

Elective (A) - Indian Financial System  
- Insurance & Risk Management  
- Fundamentals of Investment

SEC - II (Name) - Salesmanship

SEC - III - International Finance

AEC - II - Soft Skill II - (Common)

### Semester III

Core V - Corporate Accounting I

Core VI - Company Law

Elective (A) - Micro Finance & Enterprise  
Financial Market  
Financial Derivatives

SEC - IV - Entrepreneurial Development

SEC - V - Banking

AEC - III - Soft Skill III - (Common)



Semester IV

- Core VII - Corporate Accounting II  
 Core VIII - Business Maths & Statistics  
 Elective (A) - Corporate Finance  
 - Security Analysis & Mgt.  
 Portfolio Management  
 - Legal & Regulatory Frame  
 work of Finance Mgt  
 SEC VI - Insurance & Risk Management  
 SEC VII - Micro Finance & Micro Enterprise  
 AEC IV - Soft Skill IV - (Common)  
 EVS - Environmental Science

Semester V

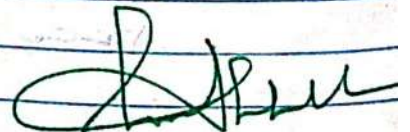
- Core IX - Cost Accounting I  
 Core X - Income Tax I  
 Core XI - Auditing  
 Core XII - Project  
 Elective V - Strategic Management  
 Elective VI - Working Capital Management  
 VC - Value Education

Semester VI

- Core XIII - Cost Accounting II  
 Core XIV - Management Accounting  
 Core XV - Income Tax II  
 Elective VII - Financial Management  
 Elective VIII - Basics of MS Excel  
 PCSEC - Professional Competency Course  
 EA - Extension Activity

U. Shukla

Hanant



CHAIRMAN / CHAIRPERSON

DEAN OF ARTS

PRINCIPAL



# Board of Studies Meeting - III


Date: 07/5/23

Time: 2:30 pm.

Venue: Department

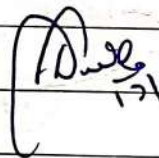
## Agenda:

1. Approval of course structure for the fifth and sixth semesters of B.Com (Hons) Programme and for first year (2023-26) as per TANSCHE
2. Discuss and approve the courses and credit for the fifth and sixth semester of B.Com Hons Programme.
3. Discuss other related suggestions.


  
CHAIRMAN

## Members Present

- ① University Nominee  
Dr. S. David Appathurai  
Associate Professor  
St. Xavier's College (Autonomous)

  
17/5/23

- ② Subject expert - II  
Dr. A. Saleth Mary Vetrivel  
Assistant Professor  
St. Mary's College (Autonomous)

  
17.5.23

- ③ Dr. K. Ahamed Anis Fathima

  
17/5/23



④ Dr. Ed. Puzadharshini

*[Signature]*

⑤ Dr. JAM Omeray Farook

*[Signature]*  
17/05/23

⑥ Dr. M. Syed Subaig Benzia

*[Signature]*

Resolution:

1) Resolved adopt the programme structure prescribed by TANSICHE to offer B.com (Hons) Programme for the period 2023-2026.

2) Resolved to approve the course structure for the fifth and sixth Semester of B.com Hons programme.

3) Resolved to approve the title "Advanced Accounting", "Strategic and Operational Management", "Cost and Management Audit", "Income Tax Law & Practice", "Financial Management", "Indian Accounting Standard", "Consumer behaviour" for fifth Semester

4) Resolved to approve the title "Corporate Accounting", "Indirect Tax", "Company Law", HR "Human Resource Management", "Project", "Fundamental of Investment" for sixth Semester

*[Signature]*

CHAIRMAN / CHAIRPERSON

*[Signature]*

DEAN OF ARTS

*[Signature]*

PRINCIPAL



DATE: 02.03.2020

VENUE: DC MEETING HALL

### AGENDA

1. To get the approval of POs, PSO's and COs framed for the 2018-2021 syllabi
2. To frame Courses focusing on employability / entrepreneurship / Skill development.
3. To fix the titles for Certificate Courses to offer from the academic year 2020-2021
4. To get the feedbacks from the Subject Experts / Alumni / Industrialists / Teachers
5. To prepare the list of Questions setters and evaluators.
6. To calculate the percentage of revision between the previous and the new syllabi
7. To work out the modalities for introducing Internship / Fieldwork / MOUs.
8. To discuss the introduction various innovative teaching methodology.

### MEMBERS PRESENT.

① DR. B. REVATHY

PROF. OF COMMERCE, M.S. UNIVERSITY

*B. Revathy*  
2/3/2020

②

② (V) GANAPATHISANKARA  
ERISHTANATH

*Ganapathisankara*

③ DR. A. KAMIL

ASSOCIATE PROF & HEAD

④ DR. M. N. MOHAMED Abusdi Sheik

A.T. Shakur Hameed.

*M. N. Mohamed*

Dr. P. Geetha

Dr. M. Abdul Rahman

*M. Abdul Rahman*

Dr. A. Benazir.

**ANNEXURE**

**SYLLABUS 2021 -2024**

\* The details of the syllabus revision for the period of 2021 - 2024 carried out in the PCI Board of Studies Meeting held on 16.03.2021.

\* The following 13 new courses were introduced

S no	Course Title	Subject Code	Semester
1	Insurance and Risk Management	21PCCO14	I
2	Accounting for Management	21PCCO21	II
3	Computerised Accounting with Tally	21PCCO42	IV
4	Merchant banking and financial services	21PECO1B	I
5	Customer Relationship Management	21PECO1C	I
6	Logistic Management	21PECO2A	II
7	Environmental Management Accounting	21PECO2B	II
8	Management Information System	21PECO2C	II
9	Consumer Rights and Education	21PECO3B	III
10	Credit Management	21PECO3C	III
11	Business Analytics	21PECO4B	IV
12	Capital Market	21PECO4C	IV
13	Entrepreneurial Development	2PICO11	I

The following 10 courses provide employability

S.no	Course Title	Subject Code	Semester
1	Applied Costing	21PCCO11	I
2	Quantitative Techniques &	21PCCO12	I



	Operation Research	21PCCO13	I
	International Business	21PCCO21	II
	Accounting for Management	21PCCO22	II
5	Advanced Financial Management		
6	Service Marketing	21PCCO23	II
7	Security Analysis & Portfolio Management	21PCCO24	II
8	Organisational Behaviour	21PCCO31	II
9	Retail Management	21PECO1A	I
10	Logistics Management	21PECO2A	II

Overall Changes in the Syllabus 60 %


RESOLUTIONS

① Resolved to approve the Programme and course outcome for the M.Com syllabi framed for the period 2018-2021.

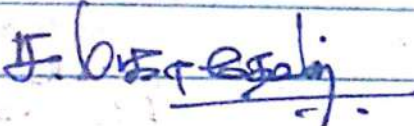
② Resolved to incorporate minimum of 2 courses each on Employability, Entrepreneurship and Skill Development.

③ Resolved to approve the revised panel of Question setters and Paper Evaluators.

④ Resolved to incorporate 30 to 40% of revision of forthcoming syllabi from the previous syllabi.

  
2/3/2020

CHAIRMAN / CHAIRPERSON



DEAN OF ARTS



PRINCIPAL

SADAKATHULLAH APPA COLLEGE  
(AUTONOMOUS)  
Rahmath Nagar, Tirunelveli - 627 011.





# Sadakathullah Appa College

\*An Autonomous Institution, Re-Accredited by NAAC at an 'A' Grade, \*ISO 9001 : 2015 Certified\*

## Annexure - I

### Department of Commerce (PG)

The Board of Studies of Department of Commerce (PG) was held on 16.03.2021 for the approval of 2021-2024 syllabus. The number of new courses, courses focussing on Skill Development / Employability / Entrepreneurship, the percentage of revision are mentioned below.

#### New Courses introduced

S. No.	Title of the Course	Course Code
1	Insurance and Risk Management	21PCCO14
2	Accounting for Management	21PCCO21
3	Computerized Accounting with Tally	21PCCO42
4	Merchant Banking and Financial services	21PECO1B
5	Customer Relationship Management	21PECO1C
6	Logistic Management	21PECO2A
7	Environmental Management Accounting	21PECO2B
8	Management Information System	21PECO2C
9	Consumer Rights and Education	21PECO3B
10	Credit Management	21PECO3C
11	Business Analytics	21PECO4B
12	Capital Markets	21PECO4C
13	Entrepreneurial Development	21PICO11

#### Courses focused on Skill Development /Employability / Entrepreneurship

S. No.	Title of the Course	Course Code	Category
1.	Applied Costing	21PCCO11	Employability
2.	Quantitative Techniques and Operation Research	21PCCO12	Employability
3.	International Business	21PCCO13	Employability
4.	Accounting for Management	21PCCO21	Employability
5.	Advanced Financial Management	21PCCO22	Employability
6.	Service Marketing	21PCCO23	Employability
7.	Security analysis and Portfolio Management	21PCCO24	Employability
8.	Organisational Behaviour	21PCCO31	Employability





# Sadakathullah Appa College

\*An Autonomous Institution, Re-Accredited by NAAC at an 'A' Grade, \*ISO 9001 : 2015 Certified\*

9.	Retail Management	21PECO1A	Employability
10.	Logistic Management	21PECO2A	Employability

## Percentage of Revision

S.No.	Courses	Course Code	Percentage %
1.	Applied costing	21PCCO11	40%
2.	International Business	21PCCO13	100%
3.	Insurance and Risk Management	21PCCO14	100%
4.	Accounting For Management	21PCCO21	25%
5.	Advanced Financial Management	21PCCO22	100%
6.	Advanced Corporate Accounting	21PCCO32	40%
7.	Business Research Methods	21PCCO34	60%
8.	Indirect Taxes	21PCCO41	75%
9.	Computerization Accounting with Tally	21PCCO42	100%
10.	Retail Management	21PECO11A	5%
11.	Merchant Banking and Financial Services	21PECO11B	100%
12.	Customer Relationship Management	21PECO11C	100%
13.	Environmental Management Accounting	21PECO21B	100%
14.	Management Information system	21PECO21C	100%
15.	Consumer Rights and Education	21PECO31B	100%
16.	Credit Management	21PECO31C	100%
17.	Corporate Laws	21PECO41A	20%
18.	Business Analytics	21PECO41B	100%
19.	Capital Markets	21PECO41C	100%
20.	Entrepreneurial Development	21PICO11	100%
21.	Logistic Management	21PECO21A	100%

Total Percentage of Revision: 60%

Total number of Courses: 30

  
PRINCIPAL





# BOARD OF STUDIES MEETING

DATE: 17-05-2023

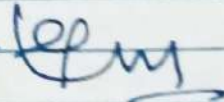
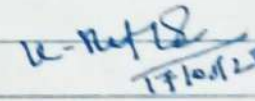

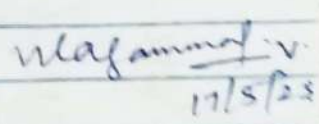
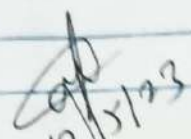
TIME: 2.15 PM

VENUE: SEMINAR HALL

## AGENDA:

- ① To finalise the courses for the M.Com Programme for those who will join in June 2023 and afterwards
- ② To finalise the courses for the M.Phil Commerce Programme for those who will join in June 2023 and afterwards
- ③ Any other matter.

## MEMBERS PRESENT:

- ① DR. A. HAMIL - CHAIRMAN -   
Associate Prof & Head
- ② Dr. K. Rajamannar  
Assistant Professor -   
Manonmaniam Sundaranar University
- ③ Dr. C. Chelladurai  
Assistant Professor.  
V.H.N. Senthil Kumara Nadar -   
College, Virudhunagar.
- ④ Dr. V. Ulagamma!  
Assistant Professor -   
MSU College - Coimbatore
- ⑤ Dr. Mohamed Abusali Sheik - 

- (6) Dr. A. I. Shakul Hameed - *AKJ*
- (7) Dr. M. Mohamed Siddik - *Dr. M. Mohamed Siddik*
- (8) Dr. P. Geetha - *Ph.D.*
- (9) Dr. M. Abdul Rahuman - *M. Abdul Rahuman*
- (10) Dr. A. BENAZIR - *A. Benazir*
- (11) Dr. P. Amra Mariyam - *P. Amra*

It is resolved to approve the following Core Courses, Elective Courses (EC), Skill Enhancement Courses (SEC), Ability Enhancement Compulsory Courses (AECC) for the First and Second Semester for those who will join in June 2023 and afterwards subject to the directions from the TANSCHIE.

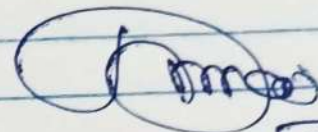
SEMESTER - I								
P	Sub	Course Title	Sub. Code	H/W	C	MARKS		
						I	E	T
I	C-I	Business Finance		6	4	25	75	100
	C-II	Digital Marketing		6	4	25	75	100
	C-III	Banking and Insurance		6	4	25	75	100
	EC-I	Security Analysis and Portfolio Management		4	3	25	75	100
		Operations Research						
	EC-II	Labour Laws		4	3	25	75	100
II	SEC-I	Professional Competency - Advanced Excel		2	2	25	75	100
	AECC-I	Executive Self-development		2	2	25	75	100
				<b>30</b>	<b>22</b>	<b>175</b>	<b>525</b>	<b>700</b>
SEMESTER - II								
I	C-IV	Strategic Cost Management		6	4	25	75	100
	C-V	Corporate Accounting		6	4	25	75	100
	C-VI	Setting up of Business Entities		6	4	25	75	100
	EC-III	Business Ethics and Corporate Sustainability		4	3	25	75	100
		Audit and Due Diligence						
	NME	Human Resource Management		4	3	25	75	100
II	SEC-II	Retail Management		2	2	25	75	100
	AECC-II	Office Management		2	2	25	75	100
		Internship/Industrial Activity		-	-	-	-	-
				<b>30</b>	<b>22</b>	<b>175</b>	<b>525</b>	<b>700</b>



1. Dr. K. RAJAMANNAR  
Assistant Professor,  
Department of Commerce,  
M.S. University, Tirunelveli

u. Ref. 12  
17/5/23

2. Dr. C. CHELADURAI  
Asst. Professor  
Department of Commerce  
VHNSN College, Virudhunagar

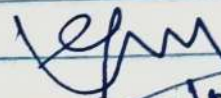
  
17/5

3. Dr. V. VLAGAMMAL  
Asst Prof. of Commerce  
MSU College, Govindaperi.

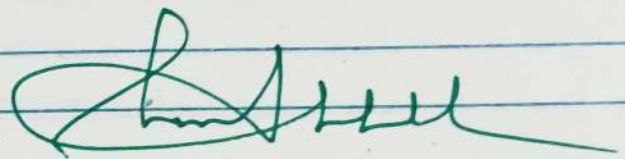
u. Ref. V.  
17/5/23



DEAN OF ARTS

  
17/05/2023

CHAIRMAN / CHAIRPERSON



PRINCIPAL