

Kanya Maha Vidyalaya, Jalandhar City
(An Autonomous College)



Proceedings of Meeting of Board of Studies
Master of Business Administration (MBA)
PG Department of Commerce and Business Administration

Date:17-05-2025

Time: 12:30 PM

Via Zoom video conferencing

Day and Date: Tuesday 17-5-2025

Time: 12:30 pm

Mode: Online Meeting via ZOOM

The following members attended the meeting and detailed minutes are listed below:

1.	Dr. Aparna Bhatia, Associate Professor, University School of Financial Studies, GNDU, Amritsar. University Nominee
2.	Dr. Manjit Singh, Professor, Dept. of Applied Management, Punjabi University, Patiala. Outside Parent University Nominee
3.	Dr. Abhay Jain, Associate Professor, SRCC, New Delhi. Outside Parent University Nominee
4.	Ms. Shikha Garg, Manager, HR, HDFC Life Alumni
5.	Mr. Mangat Rai Sharma RAMCO International, Jalandhar Industry Partner
6.	Dr. Sabina Batra, Associate Professor, PG Dept. of Commerce and Business Administration, KMV, Jalandhar.
7.	Dr. Rashmi Sharma, Associate Professor, PG Dept. of Commerce and Business Administration, KMV, Jalandhar.
8.	Dr. Rashmi Bindra, Assistant Professor, PG Dept. of Commerce and Business Administration, KMV, Jalandhar
9.	Mrs. Ritu, Assistant Professor, PG Dept. of Commerce and Business Administration, KMV, Jalandhar

Dr. Sabina welcomed members of Board of Studies to the tenth Board of Studies meeting. She expressed her gratitude to all the members of the board for joining the ZOOM Meeting and always helping in upgradation of our Syllabi with their vital inputs. She apprised the members about the programmes in the department along with teaching and research strengths of the department. She acquainted the members that the department regularly organizes Seminars and Workshops by erudite scholars from elite institutions at the National and International level. She further added that to give practical knowledge to the students, an Inter-College Competition BRAINSTORM is organized every year by the department. She also highlighted the research work of faculty members.

After brief overview of the department activities, she took up the agenda items for deliberations with the permission of committee members

Item:Comm10:2025:3 To discuss the Scheme, syllabus and ordinance of New Programme **Master of Business Administration (AICTE Approved)** (Semester I- II) under Credit Based Continuous Evaluation Grading System to be started from the session 2025-26. This programme is already passed in statutory meeting held on 21-09-2024.

Kanya Maha Vidyalaya, Jalandhar (Autonomous)

SCHEME AND CURRICULLUM OF EXAMINATION OF TWO-YEAR DEGREE PROGRAMME

Master of Business Administration

(Under Credit Based Continuous Evaluation Grading System)

SESSION:2025-26

Semester I										
Course Code	Course Name	Course Type	Hours Per Week L-T-P	Credits L-T-P	Total Credits	Marks				Examination Time (in Hours)
						Total	Th	P	CA	
MBAL-1171	Managerial Economics	DSC	4-0-0	4-0-0	4	100	70	-	30	3
MBAL-1172	Data Analysis and Decision Tools	DSC	4-0-0	4-0-0	4	100	70	-	30	3
MBAL-1093	Accounting for Management and Reporting	DSC	4-0-0	4-0-0	4	100	70	-	30	3
MBAL-1094	Business Environment	DSC	4-0-0	4-0-0	4	100	70	-	30	3
MBAL-1095	Management Principles and Organizational Behaviour	DSC	4-0-0	4-0-0	4	100	70	-	30	3
MBAL-1126	Management of Information System	DSC	4-0-0	4-0-0	4	100	70	-	30	3
MBAP-1090	Workshop on Business Communication	SEC	0-0-4	0-0-2	2	50		35	15	3
TOTAL					26	650				

Kanya Maha Vidyalaya, Jalandhar (Autonomous)

SCHEME AND CURRICULLUM OF EXAMINATION OF TWO-YEAR DEGREE PROGRAMME

Master of Business Administration

Under Credit Based Continuous Evaluation Grading System

SESSION:2025-26

Semester II										
Course Code	Course Name	Course Type	Hours Per Week L-T-P	Credits L-T-P	Total Credits	Marks				Examination Time (in Hours)
						Total	Th	P	CA	
MBAL-2091	Business Research Methodology	DSC	4-0-0	4-0-0	4	100	70	-	30	3
MBAL-2092	Management of Corporate Finance	DSC	4-0-0	4-0-0	4	100	70	-	30	3
MBAL-2093	Marketing Management	DSC	4-0-0	4-0-0	4	100	70	-	30	3
MBAL-2094	Human Resource Management	DSC	4-0-0	4-0-0	4	100	70	-	30	3
MBAL-2095	Entrepreneurship Development and Project Management	DSC	4-0-0	4-0-0	4	100	70	-	30	3
MBAL-2096	Business Ethics and Corporate Social Responsibility	DSC	4-0-0	4-0-0	4	100	70	-	30	3
MBAP-2090	Seminar Based on Case Studies	SEC	0-0-4	0-0-2	2	50		35	15	3
*VACD-2161	Drug Abuse: Problem, Management and Prevention (Value Added Course)	VAC	2-0-0	2-0-0	2	50	35	-	15	3
TOTAL					28	650				

*In case, students admitted to Post Graduate Programme have not studied compulsory value added courses such as Drug Abuse: Problem, Management and Prevention Course in Under Graduate Programmes, they will have to take compulsory value added course at PG Level.

Summer Training

On completion of the first two semesters in the first year and before the commencement of the third semester in the second year, a student is required to undergo summer training in an organisation. A report based on the summer training shall be submitted within four weeks from the commencement of the third semester.

Proceedings: The syllabus, scheme and ordinance of **Master of Business Administration** (Semester I- II) under Credit Based Continuous Evaluation Grading System for the session 2025-26 was discussed by all the Board members and they suggested several changes in the scheme and curriculum. Since the prime focus of this programme is to make the young aspirants job ready and globally employable, the board members also emphasised on giving practical orientation to this programme. Dr. Manjit Singh, Dr. Aparna and Dr. Abhay wanted us to follow the model syllabus for MBA issued by AICTE. They gave valuable inputs like:

1. In the course **Accounting for Management and Reporting**, Dr. Manjit and Dr. Aparna emphasised that the reporting part of the course was making the course too heavy for the beginners in accounting i.e. the students from non-commerce background and that it should be more foundational. The reporting part could be taught in subsequent semesters as per the opinion of Dr. Abhay. Dr. Manjit added that the Budgeting part can be taught with MS Excel so computer-based accounting with Excel should be made a part of this course.
2. Instead of one Course of **Management Principles and Organisation Behaviour**, we can add two separate courses on Management Principles and Organisation Behaviour as they both have different orientation. They suggested that Organisation Behaviour should be taught in third semester.
3. The second semester of MBA has to deal with functional areas and **Supply Chain Management** has its foundation with **Production and Operations Management**, so it should be added in this semester as one of the functional areas.
4. For the Course **Management of Corporate Finance**, Dr. Manjit Sir suggested the name as Financial Management or Corporate Finance and Policy.
5. The Board Members suggested that the Course of **Business Ethics and Corporate Social Responsibility** should be shifted to fourth Semester as it was a technical course for the beginners of Management Programme.
6. Regarding the Course **Seminar on Case Studies**, the Board members suggested that case studies should be embedded in the course curriculum, making them an integral part of all courses in all semesters. It was emphasised that students should be taught to handle case studies and give their presentations on the case studies specified for different topics. So, it was suggested to delete the Course **Seminar on Case Studies from second semester**.
7. Dr. Manjit recommended **Data Visualisation courses on AI, Tableau, Advanced Excel and Power BI** to be added in various semesters instead of Fundamentals of Computers.

8. Dr. Aparna suggested the inclusion of **Idea Pitching Seminars** for the students to showcase their entrepreneurial skills through presentations.

9. Dr. Aparna emphasised the importance of **AI, Advanced AI, Excel and Power BI** tools and suggested that these should be included not only in second Semester but should be continued in all semesters to ensure their continuous learning and application by students.

10. The board members added that the **maximum number of credits** of all semesters should be upto 95 and that they should be kept at par with other universities.

11. Dr. Aparna highlighted that the syllabus of **Managerial Economics** should be reduced as it would be difficult for non-commerce students to apprehend and grasp the concepts of Micro and Macro Economics in the first semester. Dr. Manjit also suggested that the syllabi of all courses of MBA Programme should be more application oriented and less voluminous.

12. Dr. Manjit suggested that **Cost Behaviour, Cost Drivers and Cost Objects** should be taught to MBA students which will entail CVP analysis. He further added that managerial application of budgeting, profit planning and control, master budget should be included in the course to give it management orientation. He emphasised that application perspective should be strengthened and it should be the criteria of teaching in MBA Programme.

13. Dr. Manjit recommended several books by **foreign authors** like Robert Anthony and T. Horngren for giving conceptual clarity of Accounting to students.

14. All members suggested that syllabi of all courses should be scaled down and case studies should be added for better comprehension of technical concepts by the students.

15. Dr. Abhay added that the syllabi of MBA Programme should be compatible with the requirements of **UGC NET exam**.

16. Dr. Manjit and Dr. Abhay highlighted the importance of a **properly structured Bridge/Orientation** of at least 15 days for students before the commencement of classes to bring all students from commerce and non-commerce backgrounds at par.

17. Dr. Abhay added that Placements of students should be the prime focus of this programme. He suggested that the operational aspect of **Placement Cell should be taken care of by the students** under the supervision of teachers as in other Universities. They added that student-oriented system should be brought after their proper training. Dr. Abhay suggested an interaction with industry partners for atleast one day in a week. Dr. Manjit suggested the appointment of adjunct faculty from different industries for delivering lectures for at least 40-60 hours on AI, Advanced AI, Power BI, Excel and other areas of specialisation of MBA programme.

The house approved the Item: Comm10: 2025: 3

Proceedings: Dr. Sabina apprised the BOS members that the department is well equipped with Projectors and e-content. There are smart classrooms in the college which are being effectively used by the faculty.

The faculty members use the e-resources and adopt the tech savvy teaching practices to the maximum extent.

Regarding teaching practices, Dr. Manjit added that teachers for MBA Programme should be trained to handle case studies and there should be capacity building of all teachers to be inducted for this programme for the use of Outcome Based Education System (OBE).

The house approved the Item: Comm10: 2025: 14

Item: Comm10: 2025: 15: Inputs invited to upgrade the department profile.

Proceedings: Dr. Sabina invited inputs from the Board Members for upgradation of the Department profile. The BoS Members appreciated the performance of the faculty members and they were highly satisfied with the academic and research upgradation of the Department.

The meeting ended with vote of thanks by Dr. Sabina Batra. She expressed her heartfelt thanks to the board members for joining the online Board meeting and for providing their valuable inputs for MBA Programme and for upgradation of syllabi of various Commerce Courses in conformity with GNDU guidelines. She assured the Board members that the proceedings of the meeting would be forwarded for the online approval of the worthy board members.

Dr. Aparna Bhatia
(VC Nominee)

Dr. Manjit Singh
(Outside Parent University
Nominee)

Dr. Abhay Jain
(Outside Parent
University Nominee)

Mr. Mangat Rai
Industry Partner

Ms. Shikha Garg
Alumni

Dr. Neeraj Main
Head, PG Dept. of
Commerce

Dr. Sabina Batra
Faculty Member

Dr. Rashmi Sharma
Faculty Member

Dr. Rashmi Bindra
Faculty Member

Mrs. Ritu
Faculty Member