

Department of Business Administration (BBA)
Meeting of the Board of Studies

Date : 09th February 2019
Time : 10.00 a.m.
Venue : Department Staff Room

Chairperson:

Dr. S. SARALA LAKSHMI, S. Sarala Lakshmi
(Asst. Professor & Head, Dept. of BBA)

Members (Internal):

1. Mr. R. MURUGESAN
2. Mr. A. KENNEDY
3. Mrs. P. STELLA
4. Mr. P. KANDHAKUMAR

[Signature]
P. of BBA
9/2/19
10:00 AM
S. L. Lakshmi

Current Student:

Mr. M. TAMILARASAN

[Signature]

Members (External):

1. Dr. P. RAVI,
Professor - Dept. of Mgt. Studies,
Manonmaniam Sundaranan University,
Tirunelveli.

[Signature]
09/02/2019

2. Dr. F. JOSEPH RUBERT,
Asst. Professor & Head,
ST. JEROME'S COLLEGE,
NAGERCOIL.

[Signature]
9/2/19

DEPARTMENT OF BUSINESS ADMINISTRATION
St. Xavier's College (Autonomous)
Palayamkottai -627 002

MINUTES OF BOARD OF STUDIES MEETING

Date: 09.02.2019

Time: 10.00 AM

Venue: Department Staff Room

Chairman:

Dr.S.Sarala Lakshmi,

(Asst.Professor and Head - Dept of BBA)

Members (Internal)

1. Mr.R.Murugeasan
2. Mr. A.Kennedy
3. Mr. P. Kandakumar
4. Mrs.P.Stella

(Assistant Professors - Dept of BBA)

Members (External)

1. Dr. P. Ravi,
Professor - Department of MBA,
Manonmaniam Sundaranar University,
Tirunelveli.
2. Dr.E.Joseph Rubert,
Asst.Professor and Head - Dept of BBA,
St.Jerome's College of Arts and Science,
Nagercoil.

Member (Present Student)

Mr. Tamilarasan,

Department No: 16BBA58

III BBA, St.Xavier's College, Palayamkottai

Minutes of the Meeting

The board has resolved the following resolutions and recommends the same to be implemented.

1. The name of the subject Stepping into Business (18 USB 32) may be reconstructed as Business Incubation .
2. In the Subject Modern Banking and Insurance Law And Practices (18UBA33) the concept of Types of Insurance Contract in the IV unit will be replaced as Classification of Insurance Policies.
3. The concept of Sustainability may be included in the V unit of Entrepreneurial Development (18 UBA 61).
4. . The concept of advertising ethics can be included in the V unit of Marketing Management (18 UBA 31)
5. Introduction of SPSS (Statistical Packages for Social Studies) with basic parametric and non parametric test can be included in the V unit of Computer Applications in Business (Theory & Practical) 18 UBAA 31

Enclosure: Revised Syllabus

Department of Business Administration
Meeting of the Board of Studies

Date : 08/02/20

Time : 10am

Venue : Department Staff Room

Chair person :

DR. P. STELLA

(AP/HOD) Dept. of BBA

~~P. Stella~~
08/02/20

Members (Internal)

1. Mr. R. MURUGESAN

2. Mr. A. KANTHAKUMAR

3. Mr. R. RAMKUMAR

M. Ramkumar
K. Ramkumar

Members (External)

1. Dr. P. RAVI

Professor, Dept. of Mgt. Studies.

Manonmaniam Sundaranand University (Autonomous)
Tirunelveli.

2. Dr. E. JOSEPH RUBERT

Asst. Professor & HOD

St. Jerome's College,

Nagapattinam

08/02/20

3. Mrs. N. STELLA

Asst. Professor,

Lady Doreen College, Madurai

08/02/20

Current Student:

Mr. P. BALAHARI SANKAR

P. Paluhisankar

DEPARTMENT OF BUSINESS ADMINISTRATION (BBA)
St. Xaviers's College (Autonomous)
Palayamkottai -627 002

MINUTES OF BOARD OF STUDIES MEETING

Date: 08.02.2020

Time: 10.00 AM

Venue: Department Staff Room

Chairman:

Dr.P.Stella,

(Asst.Professor and Head - Dept of BBA)

Members (Internal)

1. Mr.R.Murugeasan
2. Mr. P. Kandakumar
3. Mr. R. Ramkumar
(Assistant Professors - Dept of BBA)

Members (External)

1. Dr.E.JosephRubert,
Asst.Professor and Head - Dept of BBA,
St.Jerome's College of Arts and Science,
Nagercoil.
2. Mrs. N. Stella,
Asst.Professor- Dept of BBA,
Lady dock College,
Madurai.

Member (Present Student)

Mr. P BalaHari Shankar,

Department No:17BBA53

III BBA, St.Xavier's College, Palayamkottai

Minutes of the Meeting

The board has resolved the following resolutions and recommends the same to be implemented.

1. In the Subject Entrepreneurial Development (18 UBA 61) the concept of MSME introduction was recommended
2. In the subject Marketing Management (18 UBA 31) the fifth unit may have the concept of digital marketing with its recent trends.

Other Recommendations

3. Textbook recommendations should be made accurate.
4. Practical difficulty in the subject Management Aptitude Development for I BBA was discussed.
5. A new subject on taxing can be introduced.
6. Concepts of Provident Fund, Salary Deductions and Invoice could be introduced in the subject Human Resource Management (18UBA62).
7. The subject Tally and Computer Application in 3rd semester can be changed to 4th semester, and the subject Accounting for Managers in 4th semester could be changed to 3rd semester.

Enclosure: Revised Syllabus

Department of Business Administration (BBA)

Meeting of the Board of Studies

Date : 06th February 2020
Time : 9.30 a.m.
Venue : Department Staff Room.

Chair Person : Mr. R. MURUGESAN,
Asst. Professor - Dept. of BBA

Members (Internal):

1. Dr. P. Karthakumar
2. Mrs. N. Stella
3. Miss. K. Kavitha

Members (External):

1. Dr. E. Joseph Rubert,
Asst. Professor & Head,
St. Jerome's College,
Nagercoil.
6/2/2020
2. Mr. A. VARADHARAJAN,
Proprietor, Shyamal Book Centre,
Tiruvetveli.
S. Varadly:
6/2/21

Member (Student):

Miss. S. KIRSHANTHINI (Dept. No. 18BBA54)
III BBA, St. Xavier's College.
S. Kirsa.

Department of Business Administration

Meeting of Board of studies - Minutes

Date: 6th Feb. 2021

Venue: Department staff room

Chairperson: Mr. R.Murugesan , Assistant professor, Dept.of Business Administration

Members: Internal

1. Dr. P.Kanthakumar
2. Mrs.N.Stella
3. Ms.K.Kavitha

Members - external

Dr.E. Rubert
Assistant professor & Head,
St.Jerom's college,
Nagercoil

Mr.A.Varadharajan,
Properitor, Shyamal book centre,
Tirunelveli

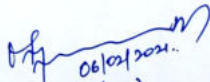
Member- student

Ms. S.krishanthini- Reg.no: 18BBA54
III BBA,
St.Xavier's college (Autonomous)
Palayamkottai.

The Board has discussed and resolved the following resolutions and recommendations, the same to be implemented in the proposed syllabus,

1. In the subject Business communication (sub code: 21UBAA11), side heading of 2nd unit has been changed into employment and corporate communication and the concept of time management is to be added.
2. Communication networks, intranet, internet, emails, sms, teleconferencing and video conferencing were removed from the 2nd unit.

3. In the subject Financial accounting (sub code: 21UBAA21), the concept of Rectification of errors (theoretical aspects only) is to be added in the 1st unit.
4. Introduction to social media marketing is to be added as one of the concept in the fifth unit of marketing management subject (sub code: 21UBA31)
5. Reporting to management is to be added as one of the concept in the fifth unit of Accounting for managers subject (sub code: 18UBA41).
6. In retail management subject (21UBAA41) the concepts of customer loyalty, building loyalty, store loyalty ~~is~~ ^{have} been replaced with the concepts of bargaining, process, types and advantages.
7. New subject Total quality management (sub code : 21UBAE41) is to be introduced and in the first unit concepts of quality and significance of quality ~~is~~ ^{have} been interchanged, in the second unit aspects of quality guidelines for quality management (spelling errors) has been checked. In the fifth unit the concepts of bench marking and its meaning was corrected and QFD (Quality Function Deployment) and FMEA - importance, FMEA stages ~~is~~ ^{are} to be introduced.
8. In the subject Logistics Management (sub code: 21UBA51) , New concepts of introduction to e-way bill , rules and generation process ~~is~~ ^{are included}.


06/02/2021..
(for HOD)

Department of Business Administration
Meeting of the Board of Studies (BBA)

Date : 23rd April 2022

Time : 10 AM

Venue : Department Staff Room

Chairperson : DR. P. SURESH,
DPI/BBA, S.K.C.

P. Suresh
BBA

Members : (Internal)

1. Mr. R. Murugesan

2. Dr. P. Karthickumar

3. Mr. S. R. Venkatesh Kumar

M. R. Murugesan
P. Karthickumar
S. R. Venkatesh Kumar

Members (External):

1. Dr. E. Joseph Rubert,
Assistant professor,

Department of Management Studies,

Arumachalla College of Engineering for Women,
Nagarcovil.

23/4/22

2. Dr. N. Lavanya,

Head & Assistant professor,

Department of Business Administration

Sri Sarada College for Women,
Thiruvuru.

N. Lavanya
23/4

3. Mr. Balasani Sankar, P

MBA, St. Xavier's College, Tiru

Propanlor (Sivacala Sivas)

P. Balasani Sankar

4. Member (Student)

Ms. Pushpa Juleline (BBA)

P. Juleline

Department of Business Administration
Meeting of the Board of Studies

Date : 14.10.2022

Time : 10 AM

Venue : BBA Staff Room

Chairperson: DR. P. STILGA
AP/BBA, SXC.

P. Stilga

Members (Internal)

1. Mr. R. Murugesan
2. Dr. P. Karthickumar
3. Mrs. N. Stella.
4. Mr. S.R. Venkateshkumar

M. Murugesan
P. Karthickumar
N. Stella
S.R. Venkateshkumar

Members (External)

1. Dr. P. Ravi,
Professor, Dept. of Mgt Studies,
MS University, Tirunelveli.

P. Ravi
14/10/2022

2. Dr. N. Laxmya,
Head of Dept. Professor,
Sri Sarathy College for Women,
Tirunelveli.

N. Laxmya
14/10

3. Mr. Balu Hari Shankar,
Siva Balu Events,
Tirunelveli.

B. Hari Shankar

4. Mr. Hari Ram Kumar (II BBA)

Department of Business Administration
Board of Studies meeting

Date: 14.10.2022

Venue: BBA Department staff room

Time: 10.am

Chairperson: Dr.P.Stella

Head & Assistant professor,

Department of Business Administration

St.Xavier's college (Autonomous)

Palayamkottai.

Internal Members:

1. Mr.R.Murugesan
2. Dr.P.Kanthakumar
3. Mrs.N.Stella
4. Mr.S.R.Venkatesh kumar

External Members:

1. Dr.P.Ravi,
Head & Professor,
Department of Management Studies,
Manonmaniam Sundaranar University,
Tirunelveli.
2. Dr. N. Lavanya
Head & Assistant professor,
Sri Saradha College for women,
Tirunelveli

3. Mr.Bala Hari Shankar,
Siva bala events,
Tirunelveli

4. Mr.Hari Ramkumar (III BBA)

After having due discussions, the board has resolved to pass the following resolutions.

- To offer the course “Computer Applications in business” (21 UBAA 31) as ECC which carries 6 hours and 4 credits and the course General Tamil – III is introduced in semester III.
- To offer the course “Modern Banking & Insurance Law and Practices(21UBA 33) as ECC which carries 6 hours and 4 credits and to offer the course English -III in semester III
- To allot 5 hours for the course “organizational behavior” (21UBA42) and to allot 5 hours for the course “ Accounting for managers” (21UBA41) in semester IV, also to offer the courses retail management(21UBAA41) and Total Quality Management (21UBAE41) both taking place in semester IV as ECC and to introduce the course General Tamil- IV and General English in semester –IV.