

**Minutes for the 13th Meeting of the Board of Studies in Department of
Management- HRM & IB held on 18.02.2019 at 11.30 a.m.**

The following members were present:

S. No.	Name	Designation
1.	Prof. M.K. Sharma Dean, Faculty of Commerce & Management The IIS University, Jaipur	Chairperson
2.	Prof. N K Garg Professor, Department of Commerce, M D University, Rohtak	External Member (Academician)
3.	Dr. Mahima Rai The IIS University Jaipur	Member
4.	Dr. Nivedita Singh The IIS University Jaipur	Member
5.	Dr. Purnima Sharma The IIS University Jaipur	Member
6.	Dr. Varsha Choudhary The IIS University Jaipur	Member
7.	Dr. Seema Singh Rathore The IIS University Jaipur	Member
8.	Dr. Roopam Kothari The IIS University Jaipur	Member

The following could not attend the meeting:

1.	Ms. Aditi Purohit Marketing Coordinator Sigma Minerals Ltd. Jodhpur	External Member Alumnae
2.	Prof. Meera Mathur Faculty of Management Studies Mohan Lal Sukhadia University Udaipur (Rajasthan)	External Member (Academician)
3.	Mr. Ankit Peetaliya Zonal Business Manager Bennet Coleman & Co. Ltd.(Times Pro) Malviya Nagar, Jaipur	External Member (Industry Expert)



4.	Dr. Ankita Jain The IIS University Jaipur	Member
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At the outset, the Dean Prof. M. K. Sharma welcomed all the members of the BOS. The agenda items were taken up and after considerable deliberations, following decisions were taken:

1. The Minutes of the last meeting held on 22.02.2018 were considered and approved.
2. Credit Template and Syllabi of the following programmes commencing from the academic Session 2019-20 were considered:
 - i) MBA- Human Resource Management (HRM)
 - ii) MBA- International Business (IB)
 - iii) B.Com (Hons.)-Human Resource Management
 - iv) B.Com. (Hons.)-International Business
 - v) COSD – Diploma in Business Analytics
 - vi) COSD – Advance Diploma in Business Analytics

Following Changes were proposed and approved in BoS after due deliberations:

a) Scheme of Evaluation for Semester End Exams for MBA- Semester Based Scheme (to be applicable from Academic Session 2019-20 i.e the batch of MBA-2019-21)

External Evaluation- Theory

Scheme of Evaluation for Semester End Examination (Theory)			
Section	No. of Questions	Marks	Total Marks
Section A (MCQs)	10	1 mark each	10
Section B (Conceptual / Short Application Based Questions with internal choice from each unit)	5	4 mark each	20
Section C (Long Essay Type Question)	03(attempt ant two)	10 mark each	20
Section D (Compulsory Case Study with at least 4 questions)	01	20 mark each	20

b) Introduction of three new papers was proposed in MBA-IB semester III & IV in place of Existing papers:

Course	Existing Paper	Proposed New Paper
MBA- IB Sem III	Marketing of Services	International Logistics Management



MBA- IB Sem IV	International Logistics and Supply Chain Management	International HRM
MBA – IB Sem IV	International Marketing Strategies	International Supply Chain Management

In order to adjust the papers in the logical manner the new paper codes for MBA-IB Sem III & IV will be as follows:

Semester III

Paper Code	Title
MIB 321	International Business
MIB 322	Strategic Management
MIB 323	India's Foreign Trade Policy
MIB 324	International Marketing Management
MIB 325	International Logistics Management
MIB 326(A)*	Foreign Language-Fundamentals of French I
MIB 326 (B)*	Foreign Language-Fundamentals of German I
MIB 327	Corporate Internship & Viva-Voce

Semester IV

Paper Code	Title
MIB 421	International Finance
MIB 422	Project Management
MIB 423	Export Import Documentation & Procedure
MIB 424	International HRM
MIB 425	International Supply Chain Management
MIB 426 (A)*	Foreign Language-Fundamentals of French II
MIB 426 (B)*	Foreign Language-Fundamentals of German II
MIB 427	Dissertation & Viva voce

c) It was proposed and further discussed that Training on statistical analysis using SPSS will be compulsorily provided to the students for 30 hrs. in the practical papers of Seminar Presentation (MHR/MIB 128 & MHR/MIB 228) and the syllabus has been designed accordingly. Similarly, 30 hrs. lab sessions under the supervision of a faculty member will be available to the student for Data Analysis & Report writing in Semester III & IV for the papers(MHR/MIB 327, MHR/MIB 427)



d) A new elective paper was proposed to be introduced in B.Com (H)- HRM & B.Com (H) – IB for the students taking admission in the academic year 2019-20. The students will be given a choice to opt for one paper out of the two papers with the code HRG 617A & HRG 617B (for B.Com- HRM) and IBG617A & IBG617B (B.Com – IB). The paper codes and nomenclature of the courses are as follows:

Programme	Paper Codes	Paper Title
B.Com(HRM)	HRG 617A	Industrial Relations
	HRG 617B	Performance Management
B.Com(IB)	IBG 617A	Export Finance & Procedure
	IBG 617B	India's Foreign Trade Policy

e) Minor changes were proposed in the papers based on discussion and the inputs received from the experts.

Paper Code	Paper Title	Changes Proposed
IBG 116	Basics of International Business	<ul style="list-style-type: none"> Unit-1 Evolution of International Business, International business orientations (changes added)
IBG 117	Basics of International Trade	<ul style="list-style-type: none"> Unit-3 Classification (removed) Unit-4 Meaning, Types (changes added) Kinds (removed)
IBG 216	Advance International Business	<ul style="list-style-type: none"> Unit-1 International Business Analysis (removed), Types of International Business(added) Unit-5 Meaning(added)
IBG 217	International Trade and Finance	<ul style="list-style-type: none"> Unit-1 Features, Participants, Functions, Quotations in interbank markets-Two way quotations, Cross rates, Direct & Indirect quotes, American & European quotations (changes added). Favorable Vs. Unfavorable, Arbitrage.Determination of Exchange rate, Theories of exchange rate- PPP theory, BoP Theory (removed) Unit-2 foreign exchange rates Meaning, Types- Fixed Vs. Flexible, Spot Vs. Forward, Favorable Vs. Unfavorable



		<p>Theories of Exchange Rate- PPP Theory, BoP Theory.(changes added) Trade environment Trade strategies, Agreement of free trade protection, methods of protection, commodity agreements, Cartels.(removed)</p> <ul style="list-style-type: none"> • Unit-3 Trade environment Free Trade-Meaning, Advantages, Disadvantages Protection- Meaning, Arguments for Protection, Protective devices (changes added). Regional Economic Integration Concept, NAFTA, SAARC, OPEC, ASEAN, European Union (removed) • Unit-4 Regional Economic Integration Concept, NAFTA, SAARC, OPEC, ASEAN, European Union (changes added) International Payment Systems Features, Need, Methods- Telegraphic Transfers, Mail Transfers, Banker's Drafts, Personal Cheque, Traveller's Cheque, Bills of Exchange, Letter of Credit, Other means of International Payments. (removed) • Unit-5 International Payment System Features, Need, Methods- Telegraphic Transfers, Mail Transfers, Banker's Drafts, Personal Cheque, Traveler's Cheque, Bills of Exchange, Letter of Credit, other means of International Payments. (changes added) United Nation Conference on Trade and Development(UNCTAD) Introduction, Organization,
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IBG 316	International marketing management	No changes
IBG 317	Export Import finance	<ul style="list-style-type: none"> Unit-1 features & types of Pre-shipment finance, features & types of Post-shipment finance (changes added) procedures, institutional Support: Short term credit, Long term credit, factoring. (removed) Unit-4 Exchange Control In India, Economic Risk, Meaning ,features, Objectives ,methods. (removed) Unit-5 Export Financing and Institutional Support Short term credit, Long term credit, factoring Export Credit and Guarantee Corporation of India (ECGC), Export Import Bank of India (EXIM)- Objectives and Functions. (changes added). Export Credit and Guarantee Corporation (ECGC), EXIM Bank (removed).
IBG 416	International marketing strategies	No changes
IBG 417	Global Human Resource Management	No changes
IBG 516	Elements of export logistics	<ul style="list-style-type: none"> Unit-2 Warehousing Corporation (removed) Unit-3 Directorate General of Civil Aviation (changes added) Unit-4 types of containers, combined transport document(CTD) (changes added)



IBG 517	Export documentation and procedure	<ul style="list-style-type: none"> Unit-4 concept & forms of pre shipment inspection, Functions (changes added) Unit-5 customs clearance of export & import cargo (changes added)
IBG 616	Logistics and supply chain management	No changes
IBG 617 A	Export finance & procedure	<ul style="list-style-type: none"> Unit-1 Pre-shipment Finance, Meaning, Procedure of Pre shipment Finance (changes added). Export Finance (removed). Unit-2 Meaning, Procedure of Post shipment Finance (changes added) Unit-4 Export Promotion Institutions- Export Promotion Council, Commodity Boards. (changes added) import entitlement, ECGC- brief introduction-concessions granted to exporters, combined transport document(CTD) (removed)
HRG 116	Elements of Human Resource Management	No changes
HRG 117	Labour Economics	<p>Unit 1: No major changes.</p> <p>Unit 2: Determinants of demand of labour, supply of labour & determinants of supply of labour were included.</p> <p>Unit 3: Labour Recruitment & Selection was replaced by Social Security in place of Unit 3.</p> <p>Unit 4: Concept of Rationalization: Meaning and Importance was incorporated.</p> <p>Unit 5: Problems and measures to improve their conditions relating to employment, wages, hours of work, indebtedness, housing was included.</p>
HRG 216	Advance Human Resource Management	No changes
HRG 217	Labour Welfare	No changes
HRG 316	Organization Behaviour I	No changes



HRG 317	Human Development	Resource	Unit 1: no changes Unit 2: HRD as a total system was replaced by HRD Planning Unit 3: HRD Modules are replaced by HRD Climate Unit 4: Subsystems/Mechanisms of HRD were replaced by Elements, Process and Factors contributing to HRD. Unit 5: Potential Appraisal was replaced by HRD Audit.
HRG 416	Organization Behaviour II		No changes
HRG 417	Human Resource Planning and Development		Methods/Techniques of Management Development of unit 1 were shifted to unit 2. Whereas, Executive development was removed from unit 2.
HRG 516	Organization Development and Change		No changes
HRG 517	Compensation Management		No changes
HRG 616	Strategic Human Resource Management		No changes
HRG 617	Industrial Relations		Unit 3: Essential conditions for successful working of worker's participation in management along with Quality Circles were incorporated. Unit 4: Prevention of Industrial conflicts was included.

f) Course Structure of Diploma and Advance Diploma in Business Analytics was discussed with minor changes suggested. The finalization of syllabus was subject to the further discussion in the BoS meeting of the Department of Computer science & Information Technology

3. Already approved syllabi for the following Programmes/Courses of the Academic years 2017-18 (Semesters V to VI) and academic years 2018-19 (Semesters III to VI) were considered and approved:

- i) MBA- Human Resource Management (HRM):
- ii) MBA- International Business (IB):
- vii) B.Com (Hons.)-Human Resource Management:
- viii) B.Com. (Hons.)-International Business



4. The BOS Co-opted **Dr. Mahima Rai** as member of the Examiners Selection Committee for a period of one year (i.e. for the session 2019-20).
5. The Question Papers of Semester-II, IV and VI Examinations, April-May 2018 and Semesters I & III and V Examinations November-December 2018 were reviewed.
6. The Examiners' Reports for the Semester II, IV and VI Examinations, April-May 2018 and Semesters I, III and V Examinations, November-December 2018 were reviewed.
7. **As per the other items** with the permission of the chairperson a proposal was made to introduce the credits for Extra Curricular Activities for the students of MBA in the form of Community Engagement Services with effect from the Academic Session 2019-20. The students will undertake Community Engagement Services in each of the 4 semesters. Various guest lectures, field visits, campaigns, workshops and seminars will be organized to fulfill the objectives of this paper. At the end of each semester students will be evaluated on the basis of the project report related to the work done in the field of Community Engagement.

Paper Code / Semester	Community Engagement Activities	Credits
MHR/MIB 129 / I	<ul style="list-style-type: none"> • Community Welfare Drive: Traffic Regulation, Road safety awareness program, Blood Donation, Organic Farming, Consumer awareness, Visit of special home. • Health, Hygiene & Sanitation Drive: Food and Nutrition, Concept of Balance Diet, Safe drinking water, Water borne diseases, National Health Programme, Home Nursing and First Aid. 	2
MHR/MIB 229 / II	<ul style="list-style-type: none"> • Women Empowerment Drive: Self defense training, Vocational Training, Role of financial and support service Institutions, Women Entrepreneurship, Family Planning, Self Employment Programs. • Cleanliness Drive: Volunteering in Swatch Bharat Abhiyan, awareness program, rallies, shramdan. 	2
MHR/MIB 328 / III	<ul style="list-style-type: none"> • Rural Engagement Drive: Rural Education, Rural Sanitation, Rural Entrepreneurship, Literacy drive, Rain water harvesting, Skill India drive. • Environment Issues Drive: Environment conservation, Tree plantation camp, Slogan writing, skit and awareness campaigns for water conservation, Waste management, Solar Energy in India, Rain water harvesting. 	2

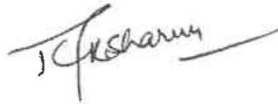


MHR/MIB 428 / IV	<ul style="list-style-type: none">• Educational & Recreational drive: Literacy Drive, Public Speaking, Personality Development• Social Entrepreneurship drive: Identify the social issue/problem, Developing a social mission, Develop support, develop sustainable models, impact assessment.	2
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The meeting ended with a vote of thanks.



Dr. Raakhi Gupta
Registrar



Prof. M.K. Sharma
Dean, Faculty of Commerce
& Management



Dr. Roopam Kothari
Convener

