



AQAR 2021-22

**1.1 Curriculum Design and Development**

**1.1.2 Commerce Computer Application – Board of Studies**

**DEPARTMENT OF COMMERCE COMPUTER APPLICATION  
ST JOSEPH'S COLLEGE (AUTONOMOUS)  
TIRUCHIRAPPALLI – 620 002  
MINUTES OF THE BOARD OF STUDIES HELD ON 18<sup>TH</sup> MAY 2021  
THROUGH GOOGLE MEET  
MEMBERS PRESENT**

S.No.	NAME	
01.	<b>Dr. Kanmani Joan of Arch</b> (University Representative) Associate Professor K N Government College for Women (Autonomous) Thanjavur	A/C NO.30544692078 STATE BANK OF INDIA KARANTHATANGUDI IFSC Code:SBI0008178
02.	<b>Dr. Veilankani Joseph</b> (External Expert) Professor and Head Dept of youth Welfare studies Madurai Kamaragar University Madurai	A/C NO.2963101005937 CANARA BANK ANNA UNIVERSITY BIT campus branch IFSC Code:CNRB0002963
03.	<b>Mr. Jeniffer Arul Raj</b> (Industrial expert) Chartered Accountant CIMA DISA (ICAI) CONTONEMENT .TRICHY 620001	ABSENT
04.	<b>Miss. Sakthi Priya</b> (Almnus) Transaction processing new Associate Accenture Software Company Chennai	SAKTHI PRIYA GUNASEARAN A/C NO.50100380763522 HDFC Bank Maduravoyal Branch IFSC Code:HDFC0004842
05.	<b>Dr. J. Rajees</b> Head of the Department, Dept. of Commerce CA, SJC	Head and Convenor
06.	<b>Dr. D. John Prabakaran</b> Asst. Professor, Dept.of Commerce CA, SJC	Member
07.	<b>Dr. F.X. Virgin Fraga</b> Asst. Professor, Dept. of Commerce CA, SJC	Member
08.	<b>Dr. N. Maheswari</b> Asst. Professor, Dept. of Commerce CA, SJC	Member
09.	<b>Mr. J. Arputha Sahaya Raj</b> Asst. Professor, Dept. of Commerce CA, SJC	Member
10.	<b>Dr. R. Arul</b> Asst. Professor, Dept. of Commerce CA, SJC	Member

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*[Handwritten signature]*

11.	<b>Ms. S. Punithavathi</b> Asst. Professor, Dept. of Commerce CA. SJC	Member
12	<b>Dr.B.Fathima mary</b> Asst. Professor, Dept. Commerce CA,SJC	Member

## MINUTES OF THE BOARD OF STUDIES HELD ON 18<sup>TH</sup> MAY 2021 PG DEPARTMENT OF COMMERCE CA

The department of Commerce CA has conducted Board of studies meeting through google meet on 18.05.2021 at 10am. The head of the department and all the staff members were present. The experts were **Dr. Velanganni Joseph** Associate Professor, Department of Youth welfare studies, Madurai Kamaraj University and **Dr. Kanmani**, Associate professor, Government Kundavai Nachiyar college for women, Thanjavur. **Ms. Sakthi Priya**, Alumnus, Associate in software company also participated in the discussion.

The meeting started with the prayer song led by Dr. D. John Prabakaran, Then Dr. J. Rajees, the Head of the department welcomed and introduced the External experts and all the staff members. Prof. J. Arputha Sahaya Raj displayed UG syllabus made the corrections given in the discussion and Dr. N. Maheswari presented the PG syllabus and made correction in the PG syllabus. Dr. F. X. Virgin Fraga prepared the over all minutes. The following are the points observed and suggested in the discussion.

### UG

1. Heading can be included in all subjects.

### 2. Financial Accounting: 21UCC13CC01

Unit IV – Hire purchase and installment can be added.

Unit V – Partnership can be taken.

Consignment and joint venture can be taken before IV unit.

### 3. Computer Application for Business: 21UCC13CC02

Unit II – Avoid IT in many places.

SIS (Abbreviation), Add word document.

Unit III – Add presentation of work sheet

Salary Bill, EB Bill Charts & Diagrams - Latest book can be added.

### 4. Business Environment: 21UCC13AC04

Unit I – Sustainable Development

(importance & features)

WTO guidelines, Fiscal and Monetary policy.

Modify II & III Unit.

### 5. Business accounting 21UCC23CC05

Unit I - Issue and redemption of shares.

Unit II - Company final accounts.

Unit III - Absorption, Amalgamation & External Reconstruction.

Unit IV - Holding company & liquidation

Unit V - Banking & Insurance Companies

Text Book Jain & Narang (vol & 2)

### 6. Modern Marketing 21UCC23AC08

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- Unit I - Telemarketing (added)
- Unit II - Online marketing
- Unit III - Marketing mix & product mix
- Unit IV - Marketing of services
- Unit V - Data Base Marketing

**7. Management Accounting :21UCC33CC09**

Mention Year in the text book

**8. Appraisal and Assurance :21UCC43CC14**

Modify the topic as Advanced Auditing

**9. Practical banking in India: 21UCC44SE18**

Include RBI

**10. Cost Accounting:21UCC53CC19**

Material cost, LIFO, FIFO (added)

**11. E-Commence:21UCC53EG27**

Include Settlement

**12. Advertising and Sales Promotion Management21UCC63ES32**

Add Publicity

**13. TQM- Total Quality Management21UCC63EG36**

Include professional ethics.

Then PG syllabus revision was continued. The syllabus was presented by Dr. N. Maheshwari and the following suggestion were received from the experts.

**PG**

**1. Operations Research:21PCC1CC01**

Include simplest method

**2. Database systems :21PCC1CC03**

Include RDBMS

**3. Business Communication & Employability Skills21PCC1ES05**

Subjects should be removed and include core paper to strengthen the syllabus

**Action taken :**

ENTREPRENEURSHIP DEVELOPMENT has been included in the place of above course.

**4. Costing Accounting 21PCC2CC08**

The course title could be changes as Advanced costing Techniques.

-Add variance analysis and standard costing

**5. Python Programming21PCC2CC09**

-Little clarity needed

**6. Labour Legislation 21PCC2ES12**

-Conflict management could be added

**7. Computer application in business statistics 21P CC3CP15**

Reliability test could be added

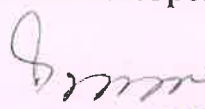
**8. Big data analysis 21P CC3CC17**

-Data and using R (can be added)

Find out whether there is no repetition in UG and PG syllabus.

Then final suggestions were given by the experts and the Head of the department Dr J. Rajees assured the experts that all the points could be taken for inclusion in the syllabus. Also directed the staff members to make corrections and send them back. The discussion came to an end at 2.30pm.

**All the corrections were made and incorporated in the syllabus after the meeting.**

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