

RAJAH SERFOJI GOVT. COLLEGE (Autonomous, NAAC 'A' Grade & DST-FIST College) (Affiliated to Bharathidasan University, Tiruchirappalli) Thanjavur – 613 005, Tamil Nadu, India.

comdept@rsgc.ac.in

BOARD OF STUDIES IN COMMERCE MINUTES OF THE MEETING HELD ON 05th January 2021

The meeting of the Board of Studies in Commerce, for the Academic Year 2020-21, was held on 5th January 2021 at 2:00 pm at Department of Commerce, Rajah Serfoji Government College, Thanjavur-5.

The following members attended the meeting:

1	Dr. V.PUGAZHENTHI	Chairperson	Head Department of Commerce
2	Dr.A.SELVENDRAN	Subject Expert & University Nominee	Associate Professor in Commerce Govt Arts College, Trichy-22
3	Dr.A.FRANCIS VIJAYAKUMAR	Subject Expert Academic Council Nominee	Assistant Professor in Commerce St.Joseph's College (Autonomous) Trichirappalli
4	Mr.RAJAMAHESWARN	Career Guiding Alumni Member/	Chartered Accountant Ganapathi Nagar, Thanjavur
5	Mr.SATYANARAYANA	Alumni Member / Industrialist	Trinity Academy Job providers Thanjavur
6	Dr.R.P.RAMESH	Faculty Member	Assistant Professor, Dept of Commerce
7	Dr.R.KATHAIAN	Faculty Member	Assistant Professor, Dept of Commerce
8	Dr.V.BUVANESWARAN	Faculty Member	Assistant Professor, Dept of Commerce
9	Dr. R.RAJASEKARAN	Faculty Member	Assistant Professor, Dept of Commerce
10	Dr.R.SAMINATHAN,	Faculty Member	Assistant Professor, Dept of Commerce
11	Dr.C.PALANICHAMY	Faculty Member	Assistant Professor, Dept of Commerce
12	Dr.A.GOVINDARAJAN	Faculty Member	Assistant Professor, Dept of Commerce
13	Dr. R.DHARMALINGAM	Faculty Member	Assistant Professor, Dept of Commerce

Dr.V.PUGAZHENTHI, Chairperson, BoS and Head, Department of Commerce, Rajah Serfoji Government College, called the meeting to order and the following business was transacted.

1) Discussions for the new additions in the existing curriculum for B.Com, M.Com and M.Phil. Programmes, were made in the context of local needs and recent developments.

RESOLUTION [No.: BOS/COM/2020-21/1] Unanimously resolved to approve the changes made which will be implemented from the present academic year itself.

2) Discussions for the revision of the course outline of B.Com./ M.Com. Programmes incorporating the Extra Credit Courses for Advanced Learners. The Extra Credit Courses are presently in vogue for Post Graduate Programmes only and now it is extended to UG Programmes also, from the Academic year 2020-21, as resolved (Resolution No. 3) at the college council meeting held on 12.02.2020. Due ratification for the same shall be obtained from the forthcoming Academic Council in this regard. These courses are introduced to improve the knowledge base of the students in their own Discipline. These are self study courses and are optional. For UG, two Courses with extra credit and for PG, two courses with extra credit are included. There should be no standing arrears for opting Extra Credit Courses and similarly, Students are not permitted to write the course as arrear, if he / she fails in the courses with extra credit. In the 5th & 6th semesters of the UG Programmes and 3rd & 4th Semesters of the PG Programmes, these extra credit courses are to be offered. One of the Discipline Specific Major electives of the particular semester (5th & 6th semesters of the UG and 3rd & 4th Semesters of the PG), which are not opted by the candidate for the regular Study may be taken by them as extra credit course. Each Extra Credit Course will carry 4 credits each.

RESOLUTION [No.: BOS/COM/2020-21/2] Unanimously resolved to give ratification for the extension of the Extra Credit Courses for Advanced Learners which will be implemented from the present academic year itself. As it is a Part-IV self study course there will not be any internal assessment and external marks alone will be awarded. External assessment may be based on the MCQ type from the next academic year onwards. Though the already approved Major Elective Course is taken as an Extra Credit Course choice, it is suggested to float two specific Extra Credit Courses from the next Academic Year onwards.

3) Discussions were made exhaustively on the feedback reports of the Students regarding the Curriculum and the need for more Practical papers/ internship is understood.

RESOLUTION [No.: BOS/COM/2020-21/3] Unanimously resolved to introduce more Number of Practical papers in the curriculum which will be implemented from the Academic Year 2021-22 onwards and the proposals for the same need to be placed in the forthcoming Board of Studies.

 Discussions were made about the Extra Credit accumulation and Credit transfer benefits for the B.Com. Students if they pursue Professional Course from Insurance Institute of India (III),

RESOLUTION [No.: BOS/COM/2020-21/4] Resolved to give approval for the introduction of three more major electives to the B.Com Programme (Discipline Specific Elective Course) namely,

-Principles of Insurance

-Practice of Life Insurance

-Regulations of Insurance Business

These Courses will be implemented from the Academic Year 2021-22 onwards and the contents of these electives are now unanimously approved and the attempt of offering Credit transfer benefits for the B.Com. students is appreciated.

5) Deliberations were made profoundly on the Credit Accumulation and Transfer through Swayam platform. According to the guidelines of UGC, the students are encouraged to avail this option of enriching their knowledge base by enrolling themselves in the Massive Open Online Courses (MOOC) in any subject of their choice provided by various portals such as SWAYAM, NPTEL etc. initiated by MHRD. This can be availed by all the students of all the semesters and there is no minimum eligibility to take up this course by UG/PG students during their period of study (3 Years/2 Years).

RESOLUTION [No.: BOS/COM/2020-21/5] unanimously resolved to suggest the extra credit accumulation option through Swayam platform and to ensure the entry for the same in the Consolidated Marksheet.

6) Detailed discussions were held on the Programmes proposed for financial assistance. Exploring the possibilities of employability ensuring Certificate Programmes in the field of commerce two Certificate Programmes namely 1. Certificate Course on Stock Market Trading and 2. Certificate Course on GST Practices will be introduced.

RESOLUTION [No.: BOS/COM/2020-21/6 unanimously resolved to give approval to start

1. Certificate Programme on Stock Market Trading

2. Certificate Programme on GST Practices.

- And the contents of the Programmes are also given due approval. Further resolved to suggest the Acadamic Council to do the needful to start and continue these courses even if the RUSA finance is not available or ceases.
- 7) Discussions were made to suggest the Eligibility for the panel of examiners for April 2021.

RESOLUTION [No.: BOS/COM/2020-21/7] Unanimously resolved to suggest the examiners for April 2021 examinations in such a way that there should be a minimum of **FIVE** years of service for UG Valuation and **TEN** years of Service for PG Valuation.

The meeting ended with vote of thanks, particularly to the External Members of the Board, recollecting their valuable inputs in their tenure.

Chairman:

1 Dr. V.PUGAZHENTHI

Head Department of Commerce

Members of the Board:

2.Dr.A.SELVENDRAN- Subject Expert & University Nominee Associate Professor in Commerce Govt Arts College Trichy-22 3. Dr.A.FRANCIS VIJAYAKUMAR- Subject Expert Assistant Professor in Commerce

St.Joseph's College (Autonomous) Trichirappalli

4.Mr. T.S.RAJAMAHESWARN C.A.- Alumni Member / Chartered Accountant Job provider Ganapathi Nagar Thanjavur

5.Mr.SATHYANARAYANA- Alumni Member / Industrialist Trinity Academy Job provider Thanjavur

6. Dr.R.P.RAMESH Assistant Professor of Commerce

7.Dr.R.KATHAIAN Assistant Professor of Commerce

8. Dr.V.BUVANESWARAN Assistant Professor of Commerce

- 9. Dr. R.RAJASEKARAN Assistant Professor of Commerce
- 10. Dr.R.SAMINATHAN, Assistant Professor of Commerce
- 11. Dr.C.PALANICHAMY AU-Assistant Professor of Commerce

12. Dr.A.GOVINDARAJAN, AU-Assistant Professor of Commerce

13. Dr. R.DHARMALINGAM AU-Assistant Professor of Commerce

05-01-2021

01/2021

Sl.No.	Syllabus (2018-19 Onwards)	Revision has been carried out in the Syllabus (05.01.2021)
2	MANAGERIALECONOMICES(UNIT -1) Page No.45Unit – IManagerialEconomics-Meaning- importance- LawOfDiminishingMarginalUtility- ConceptOfSurplus- IndifferenceCurveAnalysis.	MANAGERIAL ECONOMICES (UNIT - 1) Page no:50 (UNIT -1) Managerial Economics- Meaning-Nature- Features And Scope-Importance- Role And Responsibility Of Managerial Economist- Demand Analysis- Law Of Diminishing Marginal Utility – Concept Of Consumer Surplus – Indifference Curve Analysis. FINANCIAL MANAGEMENT
	page no .48 Unit -I An overview of financial management– Time value of Money – Risk and Return – Valuation of securities Unit – II Cost of Capital – Sources of Long term on Finance – Primary Markets in India – Stock Market –Financial Institutions Unit – III Capital Structure: Theories – Determinants Leverage – Operating, Financial and Composite Leverage – Financial Forecasting- Unit – IV Capital Budgeting – Various methods – Dividend Policy and Share Valuation Unit – V Working capital Requirements - Cash Management – Receivables Management – Inventory Management – Financing Current Assets	(UNIT-I) page no.53 Unit – I Introduction to Business Finance, Meaning and Definition of Financial Management, Objectives of Financial Management- (Profit Maximization and Wealth Maximization), Modern Approach to Financial Management- (Investment Decision, Financing Decision, Dividend Policy Decision), Finance and its relation with other disciplines, Functions of Finance Manager- Time value of Money – Risk and Return –Valuation of securities Unit – II Cost of Capital – Concept and measurement of Cost of Capital (measurement of Specific Cost and WACC), - Sources of Long term on Finance – Primary Markets in India – Stock Market –Financial Institutions Unit – III Capital Structure: Meaning and Factors affecting Capital Structure, Different sources of finance. Trading on Equity, Concept of Leverages and its types. Leverage – Operating, Financial and Composite Leverage - Financial Forecasting Unit – IV Capital Budgeting –Capital Budgeting: Meaning, Definition of Capital Budgeting, Time value of money. Tools of evaluation of the project based on traditional techniques and modern techniques - ARR, Payback Period, Discounted Payback Period, NPV, PI & IRR (Various methods – Dividend Policy and Share Valuation

		Unit – V Working capital Requirements Working Capital Management: Meaning of Working Capital, its components& types, Operating Cycle, Factors affecting working capital, Estimation of working capital requirement. (Total Cost Method & Cash Cost Method)- Cash Management – Receivables Management – Inventory Management – Financing Current Assets
3	BUSINESS INFORMATICS UNIT :I Page no:49 INTRODUCTION TO COMPUTERS Introduction – Characteristics – Classification – Uses – Types of programming languages- Types of memory-I/D Devices - Generation of modern computer.	BUSINESS INFORMATICS UNIT :I Page no:54 INTRODUCTION TO COMPUTERS Introduction - Importance - Characteristics - Classification - Uses - Components of a computer - Generation of modern computer.
4	QUANTITATIVETECHNIQUESFOR BUSINESS DECISONSUNIT – IPage no:53Correlation concepts – Methods –ScatterDiagram, Karl Person'sCorrelation, Spearman's Rank Correlation– PartialCorrelation – MultipleCorrelation – Regressions Analysis.Unit – IIIProbability – Events - Sets – AdditionandMultiplicationrules – BinomialPoisson, Normal , Distribution - Chi-squareTest, ttest, Ftest, Sets – Test ofHypothesis.	QUANTITATIVE TECHNIQUES FOR BUSINESS DECISONS UNIT – I Page no:58 Nature and Scope of Statistical Methods in Commerce – Descriptive Statistics – Measures of Central Tendencies – Mean Median, Mode, Geometric Mean, and Harmonic Mean. Measures of Dispersion – Range, Quartile Deviations, Mean Deviations, Standard Deviations, Mean Deviations, Standard Deviations, Skewness and Kurtosis (Simple Problems) Unit – III Probability – Events, Sets – Addition and Multiplication rules – Binomial Poisson, Normal , Chi-square, t, F concept and properties only (Without Proof)- Test of Hypothesis, Concerning Means, Proportions difference between means (Simple Problems).

5	BUSINESS TAXATION	BUSINESS TAXATION
-	UNIT –V	UNIT –V
	Page no:55	Page no:60
	Procedures related to levy-	Procedures related to levy-
	registration-procedures-compulsory	registration-procedures-
	registration-deemed registration-	compulsory registration-deemed
	casual taxable person and non-	registration-casual taxable person
	resident taxable person-exempted	and non-resident taxable person-
	goods and services-input tax credit-	exempted goods and services-input
	eligibility and conditions-transfer of	tax credit-eligibility and
	credit.	conditions-transfer of credit-GST vs the Current Indirect Tax
		Structure.
6	STRATEGIC HUMAN RESOURCE	STRATEGIC HUMAN RESOURCE
	MANAGEMENT	MANAGEMENT
	UNIT :II	UNIT :II
	Page no:59	Page no:64
	Employment: Job Analysis, Job Design,	Job Analysis , Job Design, Human
	Human Resource Planning – Factors -	Resource Planning – Factors Affecting
	Techniques. Recruitment – Factors – Sources	HRP, Techniques HRP, Recruitment – Factors Affecting– Sources – E
	- Types. Selection- Process - Tools -	Recruitment, Selection Of Process – Tools
	Orientation And Placement.	For Selection–Orientation And Placement.
	Orientation And Flacement.	Succession Planning – Replacement Vs.
		Succession – Traditional Vs., Future Steps
		In The Process, Re Recruitment)
7.	ADVANCED CORPORATE ACCOUNTING	ADVANCED
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/.	UNIT-1	CORPORATEACCOUNTING
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/.	UNIT-1 page: 61	CORPORATEACCOUNTING Unit – I Page:66 Valuation of Goodwill: Need – Factors
/.	UNIT-1 page: 61 Amalgamation, Absorption, External Reconstruction of companies and alternation of share capital	CORPORATEACCOUNTING Unit – I Page:66 Valuation of Goodwill: Need – Factors Affecting the Valuation - Methods –
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RAJAH SERFOJI GOVERNMENT COLLEGE (AUTONOMOUS)- THANJAVUR -05

Unrealized Profits – Revaluation of Assets and Liabilities - Consolidated Balance Sheet.Unit – IVBank Accounts:Non-performing Assets (NPA) - Rebate on Bills Discounted - Preparation of Profit and Loss Account and Balance Sheet (New Format), Insurance Company Accounts:Life Insurance - Revenue Account, Valuation Balance Sheet and Balance Sheet (New Format), General Insurance - Fire and Marine Revenue Account, Profit and Loss Appropriation Account and Balance Sheet (New Format).Unit –VInflation Accounting: Limitation of Historical Accounting - Current Purchasing Power Method - Current Cost Accounting Method - Hybrid Method, Human Resource Accounting: Meaning - Objectives - Valuation - Value Based Methods of Human Resource Valuation - Value Based Methods of Human Resour
Social Responsibility Accounting: Meaning –

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Meaning, objectives - Characteristics -	Definition – Meaning, objectives -
Types of Research	Characteristics - Types of Research – steps
Unit - 2	in research process
Identification and formulation of research	Unit - 2
problem- research question- hypothesis-	Selection and Formulation of
quality of hypothesis- null hypothesis and	research problem - review of literature –
alternative hypothesis- steps and procedure	hypothesis – quality of good hypothesis –
of hypothesis.	type of hypothesis –steps and procedure of
Unit - 3	testing of hypothesis.
Research design – concepts and	Unit – 3
importance in research – feature of good	
research design- exploratory research design-	Research design- concepts and
concept, types, and uses, descriptive research	importance in research- features of good
-concept, type and uses.	research design – types of research design
Unit - 4	
Sampling - Meaning - Characteristics	Unit – 4
- Methods – sampling error –sampling size-	
data collection - Data collection - Primary	
sources and Secondary sources- preparation	
questionnaire – difference between	collection - Primary sources and Secondary
questionnaire and schedule	sources- preparation questionnaire –
	difference between questionnaire and
Unit - 5	schedule.
Report writing – essential- structure / layout-	
Types - Contents of reports - Steps in	Unit - 5
drafting reports.	processing and analysis of data-
	checking -editing-coding and tabulating-
	interpretation of data- report writing -
	essentials- layout- types- contents of
	report- steps in drafting reports.

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9	EXECUTIVESELF DEVELOPMENT	EXECUTIVESELF DEVELOPMENT
	UNIT-2	Unit-2
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	Unit I	Unit I
	Self-Discovery Self - meaning - types -	Self-Discovery Self - meaning - types -
	Johari window - self-knowledge - self	Johari window - self-knowledge - self
	acceptance –self-appreciation - self-	acceptance –self-appreciation - self-
	esteem - Personality - difference between	esteem - Personality - difference between
	self and personality – factors affecting	self and personality – factors affecting
	personality – types of personality.	personality – types of personality.
	Unit II	Unit II
	Complexes - meaning -nature -types-	Complexes - meaning -nature -types-
	interpersonal relationship-transactional	interpersonal relationship-transactional
	analysis-life positions - developing	analysis-life positions - developing
	positive attitudes - sources – formation.	positive attitudes - sources - formation -
	Unit III	types attitudes and their results Thinking
	Stress-meaning-causes-types-	- Mental Imagery, Problem Solving,
	copingwithstress-counseling-meaning-	Decision Making. Concept Formation,
	assumptions-goals-process-skills required by	Language development.
	the counselor- approaches to counseling.	Unit III
	Unit IV	Stress-meaning-causes-types-
	Communication-meaning -features -kinds -	copingwithstress-counseling-meaning-
	body language-interview skills-group	assumptions-goals-process-skills required
	discussion - group dynamics-team work.	by the counselor- approaches to
	Unit V	counseling.
	Time management - reading skills -	Unit IV
	listening skills - taking notes - art of	Communication-meaning -features -
	public speaking -writing skills -	kinds -body language-interview skills–
	emotional intelligence.	group discussion - group dynamics-team
	Ť	work.
		Unit V
		Time management - reading skills
		- listening skills - taking notes - art of public speaking -writing
		skills - emotional intelligence.
		skins - emotional memgence.
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10	ENTREPRENEURSHIP AND SMALL	ENTREPRENEURSHIP AND SMALL
	BUSINESS MANAGEMENT	BUSINESS MANAGEMENT
	PAGE; 68	PAGE; 73
	UNIT I: ENTREPRENEURSHIP	UNIT I: ENTREPRENEURSHIP
	Entrepreneur and entrepreneurship concept – distinction between entrepreneur and manager- entrepreneurial competency- factions- types (including women and rural)	Concept of Entrepreneur. Entrepreneur, Entrepreneurship and Manager. Difference between Entrepreneur and Entrepreneur, Entrepreneur and Entrepreneurship. Attributes and Characteristics of successful entrepreneurs. Functions of an
	UNIT-II: SMALL BUSINESS ENTERPRISE	Entrepreneur, Classification of Entrepreneurs. Role of Entrepreneur in Indian Economy, developing
	Small Business framework – concept and definition- nature and characteristics – relationship between small and large business	Indian Economy, developing entrepreneurial culture, Factors influencing Entrepreneurship Growth.
	 scope and types of small business – rationale and objectives – small business as 	UNIT-II: SMALL BUSINESS ENTERPRISE
	seed bed of Entrepreneurship UNIT III: ESTABLISHING A SMALL	Small Business framework – concept and definition- nature and characteristics –
	ENTERPRISE	relationship between small and large business – scope and types of small
	Establishing a small enterprise – learning the important steps for starting a business –	business – rationale and objectives – small business as seed bed of Entrepreneurship
	project identificationandselectingtheproduct- generationandscreeningtheprojectideas- marketanalysistechnical analysis, financial	UNIT III: ESTABLISHING A SMALL ENTERPRISE
	analysis (up to cost of production) Project formulation – assessment of projectfeasibility–	Establishing a small enterprise – learning the important steps for starting a business –
	preparationofprojectreportm- dealingwithbasicstartupproblems.	project identificationandselectingtheproduct– generationandscreeningtheprojectideas–
	UNIT IV: GROWTH STRATEGY	marketanalysistechnical analysis, financial analysis (up to cost of production) Project
	Growth strategy for small business – need for growth – types of growth strategy –	formulation – assessment of projectfeasibility–
	expansion-Diversification- sub contracting.	preparationofprojectreportm- dealingwithbasicstartupproblems. Impact
	SourcesOfFinance-	of Small Business on Covit 19. UNIT IV: GROWTH STRATEGY
	FinancialSupporttosmallBusiness- Variousincentivesandsubsidies– Central and State Government Schemes – Case study of	Growth strategy for small business – need for growth – types of growth strategy – expansion

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great Entrepreneurs	-Diversification- sub contracting.
	UNIT V: INSTITUTIONAL SUPPORT
	Sources of Finance–Financial Support to small Business-Various incentives and subsidies– Central and State Government Schemes – Case study of great Entrepreneurs