

**CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY
SCHOOL OF MANAGEMENT STUDIES (UNDER AUTONOMOUS STATUS)**

**Minutes of the meeting of the Board of Studies (BOS) members held on 04/10/2013 in the
Conference Hall, CBIT**

Agenda:

1. Preparation of syllabus for various courses keeping in view the objectives of the college, in the interest of the stakeholders and national requirement for consideration and approval of the Academic council.
2. Suggest Methodologies for innovative Teaching and evaluation Techniques.

Members present

1. Dr. M. Kasi Reddy HOD SMS Chairman (BOS)
2. Dr. S. Saraswathi Associate Professor in SMS CBIT
3. Dr. V. Harileela Sr. Assistant Professor in SMS CBIT
4. Prof. B. Krishna Reddy, Dean dept of Business Management, OU
5. Prof. B. Rajasekhar, Registrar, SMS HCU.
6. Prof. Selvarani Shankar HOD Dept of Business Management OU
7. Prof. R. Nageswar Rao, Dept of Business Management OU
8. Dr. T. Venkatesh Assistant General Manager, JNIBF.
9. Mrs. T.S. Poona chandrika Sr. Asst Professor in SMS CBIT
10. Prof. P. Narayan Reddy, Director, NITHM also attended as special invitee.

The item no 1. Was discussed at length and it was resolved to follow the following suggestions of BOS members regarding the course structure and syllabus for M.B.A 1st year 1st semester for the academic year 2013-14.

1. The "**Marketing Management**" paper which was included in the 2nd semester under proposed course structure was shifted to the 1st semester in place of Business law.

The UNIT -IV has been removed in Marketing Management and in its place the Branding concept is included.

2. The "**Managerial Communication**" paper which was in the 3rd semester presently in OU syllabus was renamed as "**Business Communication**" and shifted to 1st semester and some more new concepts were added to the existing syllabus.
3. In the subject "**Information Technology Applications for Business**" (Theory), the number of periods per week are fixed as 4 periods instead of 5 and **ITAB (Lab)** reduced from 3 to 2 periods.

In the subject of **ITAB** some changes are made in UNIT- III. In addition to the advanced concepts in information system, the conceptual framework of ERP (Enterprise Resource Planning) has been included. The supply chain management, customer relationship management and procurement management topics were removed from the present syllabus of OU.

In **ITAB (Lab)**, MS word also included.

4. "**Business Law**" which is in 1st semester was shifted to 2nd semester in place of "**Business Process Reengineering**"(BPR).
5. In the subject "**Managerial Economics**" the UNIT -V is replaced by the concepts of Indian economy and Business environment.

6. Referencing style has been modified and **Harvard referencing style** was followed. Suggested readings were divided into Essential Readings and Suggested Readings.
7. For each course, the objective of the course is mentioned at the beginning of the syllabus to understand the importance of course by the student
8. In "**Financial Accounting and Analysis**" subject, the concept in the 1st UNIT was restructured.
9. For each course, the credits has been given based on the weightage of the course.
10. In the subject "**Management and Organization Behavior**", the UNIT wise structure has been changed.
11. As discussed in the BOS meeting, the examination pattern both for internal and external examinations are structured as follows.

The pattern of Examinations are as follows (**under Autonomous status**)

Internal Examinations (Total Marks -25)

- PART-A** Short Notes (5x1 mark=5 marks)
PART-B Answer all 5 questions (5x3 marks=15 marks)
PART-C Assignment (5 marks) (case study presentation)

The assignments will be given on the contemporary issues on each course to the group of 2 to 3 students and ask them to give a presentation.

External Examinations (Total marks - 75)

PART-A

- Short answer questions:
 Answer all 5 questions. (5x3 marks = 15 marks)

PART-B

- Essay questions (Internal choice) (5X12 marks=60 Marks)

12. External Examination pattern for ITAB subject is as follows

External Examinations (Total marks - 50)

PART-A

- Short answer questions:
 Answer all questions. (5x3 marks = 15 marks)

PART-B

- Essay questions (Internal choice) (5X7 marks=35 Marks)

ITAB Lab

(25 marks)

13. Rules and Regulations of the course was restructured.

14. Promotional Rules were also clearly specified.

Item no.2 was discussed and it was resolved to identify some cases in each course and to discuss in the class room to have case method orientation of teaching.

Mani Reddy
 HOD SMS &
 Chairman BOS