



Knowledge is Supreme

# TOLANI COLLEGE OF COMMERCE (AUTONOMOUS)

150-151, Sher-E-Punjab Society, Guru Gobind Singh Road, Andheri (E), Mumbai – 400 093

College NAAC Code No. MHCOGN10577

AQAR 2021 - 2022

## Criterion VI - Governance, Leadership and Management

### 6.5 Internal Quality Assurance System

Metric No	Key Indicators	Page Nos
6.5.1	<p><b>Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle):</b></p> <p><b>Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles):</b></p> <p><b>Additional information</b></p> <p><b>Documentary Evidence:</b></p> <ol style="list-style-type: none"><li>1. Session on 'Essentials for Re-designing Syllabus'</li><li>2. Talk on 'Mapping of Course Outcomes with Programme Outcomes'</li><li>3. Minutes of First Meeting of Board of Studies (BoS) of :<ul style="list-style-type: none"><li>● Department of Commerce</li><li>● Department of Bachelor of Management Studies</li></ul></li></ol>	<p>1-5</p> <p>6-13</p> <p>14-25</p>



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# Tolani College of Commerce (Autonomous)

## तोलानी वाणिज्य महाविद्यालय (स्वायत्त)

(Sponsored and Managed by Tolani Education Society, Mumbai - 400 021)  
(Recognised Linguistic (Sindhi) Minority Institution, Affiliated to University of Mumbai)

Re-Accredited (3<sup>rd</sup> Cycle) by N.A.A.C. with 'A' Grade (CGPA 3.03)

150-151, SHER-E-PUNJAB SOCIETY,  
GURU GOBIND SINGH ROAD,  
ANDHERI (EAST), MUMBAI-400 093.

Tel. : (022) 6153 5455  
Fax : (022) 6153 5456  
E-mail : tcc@tolani.edu  
Website : tcc.tolani.edu

College NAAC Code No. MHCOGN10577  
AQAR 2021 - 2022

### Report on Session on 'Essentials for Re-designing Syllabus'

**1. Name of the Organising Cell/ Department/Committee/Association:**

The Internal Quality Assurance Cell (I.Q.A.C.)

**2. Day & Date of Event:** Saturday, 5<sup>th</sup> February, 2022

**3. Duration:** From 11.00 a.m. To 12.00 p.m.

**4. Mode:** Online (MS-Teams)

**5. Name, Organisation & Designation of Resource Person:**

Dr. Shefali Pandya

Retired Senior Professor & Former Head, Department of Education, University of Mumbai.

**6. Objective of the Event:**

- To create a platform where the faculty members can get in-depth understanding of the essentials of redesigning the syllabus and get their doubts clarified.

**7. No. of Organising Members:**

	Male	Female	Total
Faculty Members	01	03	04

**8. No. of Beneficiaries:**

	Male	Female	Total
Faculty Members	09	19	28



*Handwritten signature/initials*



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### 9. Outcomes:

Faculty members were able to understand:

- The difference between 'Curriculum' and 'Syllabus'
- Various factors to be considered while 'Redesigning Syllabus'
- The overhauling required on other fronts like:
  - ✓ Evaluation
  - ✓ Attendance
  - ✓ Discipline
- The impact of 'Syllabus Redesigning' on various stakeholders like:
  - ✓ UGC
  - ✓ Parent University
  - ✓ College /Institution
  - ✓ Learners
  - ✓ Industry/Recruiters



*M. Anand*



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Website : [tcc.tolani.edu](http://tcc.tolani.edu)

## Photograph



Dr. Shefali Pandya addressing the faculty members







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### Attendance

Sr. No.	Full Name	User Action	Timestamp
1	Laxmi Pandya	Joined	2/5/2022, 10:37:54 AM
2	Shalini Jonnala	Joined	2/5/2022, 10:37:55 AM
3	Jayalakshmi Singh	Joined	2/5/2022, 10:41:07 AM
4	Shriniwas Bala	Joined	2/5/2022, 10:50:35 AM
5	Deepak Sharma	Joined	2/5/2022, 10:50:41 AM
6	Dr.Sadhana Venkatesh	Joined	2/5/2022, 10:50:51 AM
7	NEHA SAWANT	Joined	2/5/2022, 10:50:51 AM
8	Vasudev Iyer	Joined	2/5/2022, 10:51:02 AM
9	Dr. Hema Mehta (Guest)	Joined	2/5/2022, 10:51:37 AM
10	Jyoti Ghosh	Joined	2/5/2022, 10:52:32 AM
11	Shefali Pandya (Guest)	Joined	2/5/2022, 10:52:39 AM
12	Kaustubh Chandrakant	Joined	2/5/2022, 10:52:58 AM
13	PRIYANKA BHALEKAR	Joined	2/5/2022, 10:53:26 AM
14	Ria Dua	Joined	2/5/2022, 10:54:15 AM
15	ISHTIYAQ CHIPLUNKAR	Joined	2/5/2022, 10:54:34 AM
16	Kaushalya Rajpurohit	Joined	2/5/2022, 10:55:24 AM
17	Varada Trivedi	Joined	2/5/2022, 10:56:45 AM
18	MUBEEN SHAIKH	Joined	2/5/2022, 10:56:51 AM
19	Reshma Rajput (Guest)	Joined	2/5/2022, 10:57:42 AM
20	Murugan (Guest)	Joined	2/5/2022, 10:58:27 AM
21	Swarnjit Saini	Joined	2/5/2022, 10:59:11 AM
22	Mehrunissa Ansari	Joined	2/5/2022, 11:00:25 AM
23	Kanchan Taksale	Joined	2/5/2022, 11:00:34 AM
24	SONIA MALLARAM	Joined	2/5/2022, 11:04:58 AM
25	Ronald Mendonca	Joined	2/5/2022, 11:05:32 AM
26	p m rao (Guest)	Joined	2/5/2022, 11:07:09 AM
27	Kalyanee Raikar	Joined	2/5/2022, 11:07:25 AM
28	Swati Anavatti (Guest)	Joined	2/5/2022, 11:11:58 AM
29	vijaya krishna	Joined	2/5/2022, 11:15:50 AM

M. N. S.





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*Total Attendees including Resource Person:*

	Faculty Members	Resource Person	Total
Male	09	00	09
Female	19	01	20
Total	28	01	29

Prepared by  
Mr. Kaustubh Bhagat

Verified & Found Correct

Teacher In-charge  
Dr. Hema Mehta

Checked by  
Dr. Ansari Mehrunnisa  
I.Q.A.C. Co-ordinator

Internal Committee For Data Verification & Validation  
Tolani College Of Commerce (Autonomous), Mumbai-93

PRINCIPAL  
Tolani College of Commerce  
Andheri (East), Mumbai - 400 093.  
Dr. Vijaya Krishna  
Principal







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AQAR 2021 - 2022

### Report on An Online Talk on 'Mapping of Course Outcomes with Programme Outcomes- Day 1'

- Name of the Organising Cell/ Department/Committee/Association:** The Internal Quality Assurance Cell (I.Q.A.C.)
- Day & Date of Event:** Wednesday, 9<sup>th</sup> March, 2022
- Duration:** 12.00 noon to 02.00 p.m.
- Name, Organisation & Designation of Resource Person:** Dr Prashant Borkar, Vice President, Academia and Product Manager at Mastersoft ERP Solutions Pvt. Ltd.
- Objectives of the Event:**
  - To highlight the following concepts and their significance:
    - Effective Curriculum Design
    - Outcome Based Education (OBE)
    - Learning Experience
  - To introduce the concept of Course Outcomes (COs)

#### 6. No. of Organising Members:

	Male	Female	Total
Faculty Members	01	02	03

#### 7. No. of Beneficiaries:

	Male	Female	Total
Faculty Members	09	20	29

#### 8. Outcomes:

- The faculty members learned about the growing importance of OBE.
- The faculty members gained useful insights about the framing of COs.





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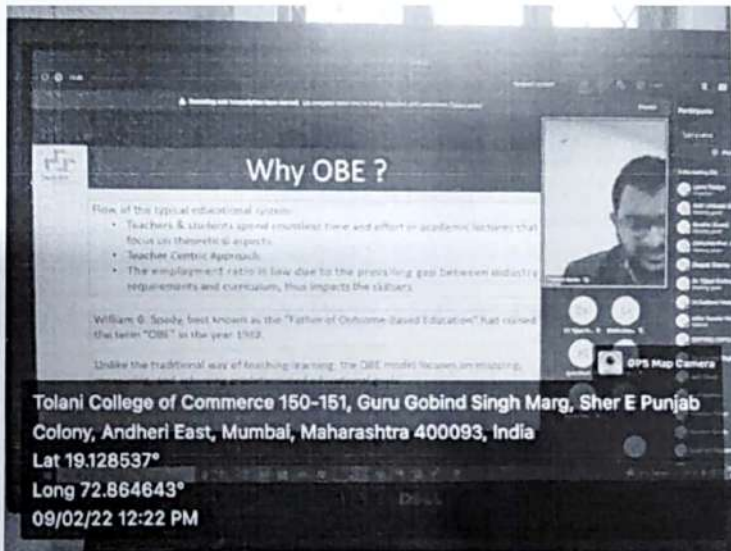
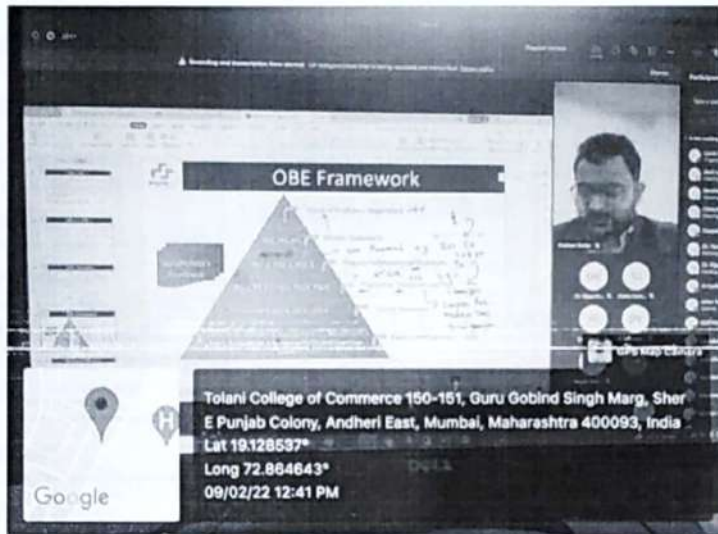
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### Photographs



Dr. Prashant Borkar addressing the faculty members about OBE



*M. Mani*





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### Attendance

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2	Dr.Sadhana Venkatesh	3/09/2022, 11:45:39 AM	Faculty Member	Female
3	Shalini Jonnala	3/09/2022, 11:45:56 AM	Faculty Member	Female
4	Jayalakshmi Singh	3/09/2022, 11:46:54 AM	Faculty Member	Female
5	Dr. Hema Mehta (Guest)	3/09/2022, 11:47:14 AM	Faculty Member	Female
6	SONIA MALLARAM	3/09/2022, 11:47:31 AM	Faculty Member	Female
7	Deepak Sharma	3/09/2022, 11:47:31 AM	Faculty Member	Male
8	NEHA SAWANT	3/09/2022, 11:47:31 AM	Faculty Member	Female
9	Prashant Borkar	3/09/2022, 11:47:41 AM	Resource Person	Male
10	Vasudev Iyer	3/09/2022, 11:48:02 AM	Faculty Member	Male
11	vijaya krishna	3/09/2022, 11:48:02 AM	Faculty Member	Female
12	Jyoti Ghosh	3/09/2022, 11:48:19 AM	Faculty Member	Female
13	Kaustubh Chandrakant	3/09/2022, 11:48:19 AM	Faculty Member	Male
14	Swati Anavatti (Guest)	3/09/2022, 11:48:20 AM	Faculty Member	Female
15	ISHTIYAQ CHIPLUNKAR	3/09/2022, 11:48:21 AM	Faculty Member	Male
16	Kaushalya Rajpurohit	3/09/2022, 11:48:21 AM	Faculty Member	Female
17	Shriniwas Bala	3/09/2022, 11:48:21 AM	Faculty Member	Male
18	Varada Trivedi	3/09/2022, 11:48:21 AM	Faculty Member	Female
19	MUBEEN SHAIKH	3/09/2022, 11:48:23 AM	Faculty Member	Male
20	bandita	3/09/2022, 11:48:23 AM	Faculty Member	Female
21	PRIYANKA BHALEKAR	3/09/2022, 11:48:38 AM	Faculty Member	Female
22	Reshma Rajput (Guest)	3/09/2022, 11:48:38 AM	Faculty Member	Female

M.H.A.





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23	Murugan (Guest)	3/09/2022, 11:48:38 AM	Faculty Member	Male
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25	Kanchan Taksale	3/09/2022, 11:49:07 AM	Faculty Member	Female
26	Ronald Mendonca	3/09/2022, 11:49:07 AM	Faculty Member	Male
27	p m rao (Guest)	3/09/2022, 11:49:07 AM	Faculty Member	Male
28	Kalyanee Raikar	3/09/2022, 11:49:14 AM	Faculty Member	Female
29	Swarnjit Saini	3/09/2022, 11:57:14 AM	Faculty Member	Female
30	Ria Dua	3/09/2022, 12:00:14 PM	Faculty Member	Female

Total Attendees including Resource Person:

	Faculty Members	Resource Person	Total
Male	09	01	10
Female	20	00	20
Total	29	01	30

Prepared by

Mr. Mubeen Shaikh

Teacher In-charge

Dr. Hema Mehta

Verified & Found Correct

Checked by

Dr. Ansari Mehrunnisa  
I.Q.A.C. Co-ordinator

PRINCIPAL

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Andheri (East), Mumbai - 400 093.

Dr. Vijaya Krishna

Principal







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AQAR 2021 – 2022

### Report on A Talk on 'Mapping of Course Outcomes with Programme Outcomes- Day 2'

- Name of the Organising Cell/ Department/Committee/Association:** The Internal Quality Assurance Cell (I.Q.A.C.)
- Day & Date of Event:** Thursday, 10<sup>th</sup> March, 2022
- Duration:** 12.00 noon to 02.00 p.m.
- Name, Organisation & Designation of Resource Person:** Dr Prashant Borkar, Vice President, Academia and Product Manager at Mastersoft ERP Solutions Pvt. Ltd.
- Objective of the Event:**
  - To briefly revise the highlight of the previous session on Course Outcomes (COs).
  - To guide the faculty members about framing appropriate Programme Outcomes (POs).
  - To help the faculty members understand the mapping of POs and COs.

#### 6. No. of Organising Members:

	Male	Female	Total
Faculty Members	01	02	03

#### 7. No. of Beneficiaries:

	Male	Female	Total
Faculty Members	09	20	29

#### 8. Outcomes:

- The faculty members gained knowledge about the framing of appropriate POs.
- The faculty members were introduced to the concept of 'Bloom's Taxonomy'
- Different tools for effective mapping of POs and COs were discussed.

*M. Mani*







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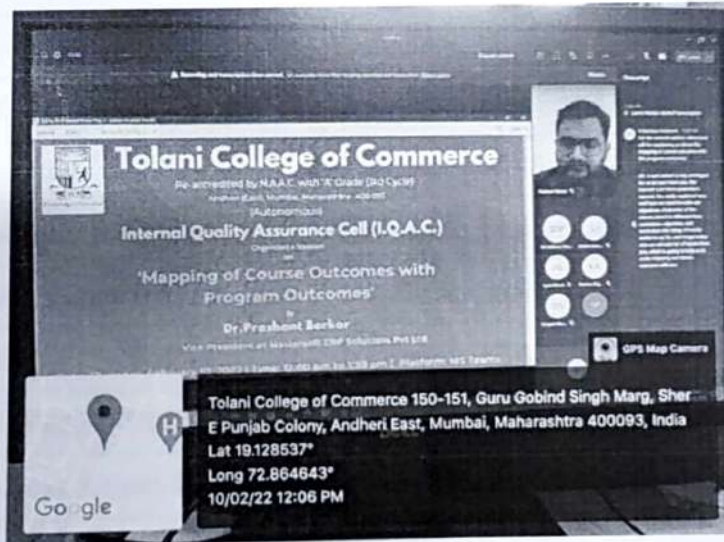
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### Photographs



Dr. Prashant Borkar addressing the faculty members

*M.A.K.*





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2	Shalini Jonnala	3/10/2022, 11:42:34 AM	Faculty Member	Female
3	Jayalakshmi Singh	3/10/2022, 11:42:34 AM	Faculty Member	Female
4	Shriniwas Bala	3/10/2022, 11:44:04 AM	Faculty Member	Male
5	Deepak Sharma	3/10/2022, 11:44:04 AM	Faculty Member	Male
6	Dr.Sadhana Venkatesh	3/10/2022, 11:44:04 AM	Faculty Member	Female
7	NEHA SAWANT	3/10/2022, 11:44:43 AM	Faculty Member	Female
8	Vasudev Iyer	3/10/2022, 11:44:43 AM	Faculty Member	Male
9	vijaya krishna	3/10/2022, 11:44:45 AM	Faculty Member	Female
10	Dr. Hema Mehta (Guest)	3/10/2022, 11:44:54 AM	Faculty Member	Female
11	Jyoti Ghosh	3/10/2022, 11:45:54 AM	Faculty Member	Female
12	Kaustubh Chandrakant	3/10/2022, 11:45:55 AM	Faculty Member	Male
13	PRIYANKA BHALEKAR	3/10/2022, 11:45:55 AM	Faculty Member	Female
14	Ria Dua	3/10/2022, 11:45:57 AM	Faculty Member	Female
15	ISHTIYAQ CHIPLUNKAR	3/10/2022, 11:45:59 AM	Faculty Member	Male
16	Kaushalya Rajpurohit	3/10/2022, 11:45:59 AM	Faculty Member	Female
17	Varada Trivedi	3/10/2022, 11:46:02 AM	Faculty Member	Female
18	Prashant Borkar	3/10/2022, 11:46:10 AM	Resource Person	Male
19	MUBEEN SHAIKH	3/10/2022, 11:46:12 AM	Faculty Member	Male
20	bandita	3/10/2022, 11:46:12 AM	Faculty Member	Female
21	Reshma Rajput (Guest)	3/10/2022, 11:46:30 AM	Faculty Member	Female

*Mh...*







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25	Kanchan Taksale	3/10/2022, 11:46:58 AM	Faculty Member	Female
26	SONIA MALLARAM	3/10/2022, 11:46:58 AM	Faculty Member	Female
27	Ronald Mendonca	3/10/2022, 11:47:05 AM	Faculty Member	Male
28	p m rao (Guest)	3/10/2022, 11:47:05 AM	Faculty Member	Male
29	Kalyanee Raikar	3/10/2022, 11:47:05 AM	Faculty Member	Female
30	Swati Anavatti (Guest)	3/10/2022, 11:47:05 AM	Faculty Member	Female

Total Attendees including Resource Person:

	Faculty Members	Resource Person	Total
Male	09	01	10
Female	20	00	20
Total	29	01	30

Verified & Found Correct

Prepared by  
Mr. Mubeen Shaikh

Teacher In-charge  
Dr. Hema Mehta

Internal Committee For Data Verification & Validation  
Tolani College Of Commerce (Autonomous), Mumbai-93

Checked by  
Dr. Ansari Mehruunisa  
I.Q.A.C. Co-ordinator

PRINCIPAL  
Tolani College of Commerce  
Andheri (East), Mumbai - 400 093.  
Dr. Vijaya Krishna

Principal







# Tolani College of Commerce

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GURU GOBIND SINGH ROAD,  
ANDHERI (EAST), MUMBAI-400 093.

Tel. : (022) 6153 5455  
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Autonomous for first year of Undergraduate and Postgraduate Programs in the Academic Year 2021-2022

## Minutes of the 1<sup>st</sup> Meeting of the Board of Studies in Commerce For the Academic Year 2021-2022

Name of B.o.S.: Department of Commerce

Day & Date of the Meeting: Wednesday, 15 December, 2021

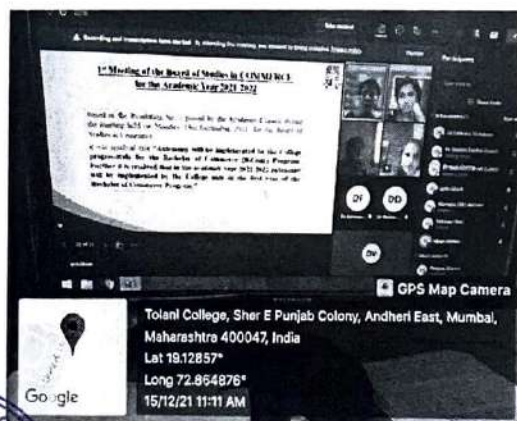
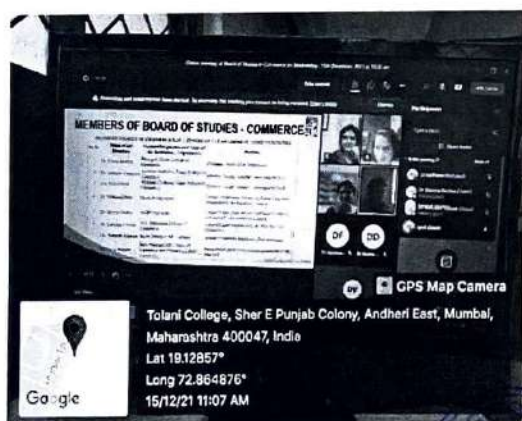
Time: From 11 a.m. To 11:45 a.m.

Place: Microsoft Teams

Meeting Number: 01/AY 21-22

### Members of Board of Studies in Commerce

Sr. No.	Name	Category	Signature of those present*
1	Dr. Vijaya Krishna	Chairman: Head of the Department	Present
2	Dr. Sadhana Venkatesh	Member: Faculty members other than the Coordinator	Present
3	Ms. Jyoti Ghosh	Member: Faculty members other than the Coordinator	Present
4	Dr. Kanchan Fulmali	Subject Expert nominated by the Hon'ble Vice Chancellor	Present
5	Dr. Shobha Dedhia	Subject Expert from outside the Parent University, nominated by the Academic Council	Present
6	Dr. Vaibhavi Dalvi	Subject Expert from outside the Parent University, nominated by the Academic Council	Present
7	Ms. Namrata Jashnani	Industry/Corporate/Allied Area Representative	Present
8	Dr. Navin Punjabi	Postgraduate Meritorious Alumni nominated by the Principal	Present





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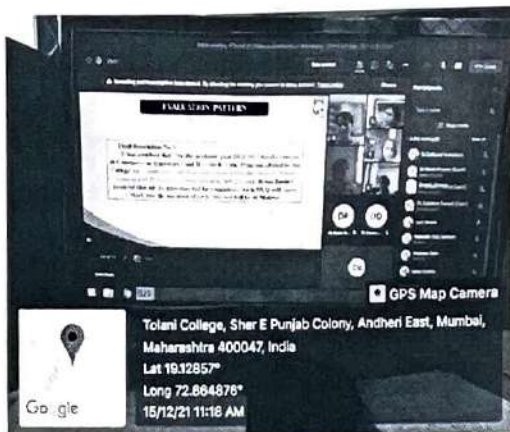
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**Autonomous for first year of Undergraduate and Postgraduate Programs in the Academic Year 2021-2022**



## Agenda 1: Grant of Leave of absence (if any).

All the members were present for the meeting on line.

## Agenda 2: To welcome the members.

The members were welcomed and introduced by Ms. Jyoti Ghosh.

## Agenda 3: To present an overview of the College.

Ms. Jyoti S. Ghosh gave a brief overview of the College and the programs. The Department profile and students' academic achievements were also presented.

## Agenda 4: To discuss the grant of autonomy and its implementation

The Members were informed that the Academic Council during its meeting held on Monday, 13th December, 2021, passed a resolution that "Autonomy will be implemented by the College progressively for courses offered under the B.o.S. in Commerce at undergraduate Bachelor of Commerce (B.Com.) Program. Further it is resolved that in the academic year 2021-2022 autonomy will be implemented by the College only in the first year of all undergraduate and post graduate programs offered by the College".

This Resolution was accepted by all the Members.

## Agenda 5: To discuss the syllabi of Commerce for Semester I and II at the undergraduate program offered by the College.

After a brief discussion all the Members unanimously agreed to adopt and pass the following Resolution:

### Resolution 1

***"It was resolved to implement the syllabi as prescribed by the University of Mumbai for semesters I and II for the course of Commerce for the undergraduate Bachelor of Commerce (B.Com.) Program offered by the Autonomous College for the academic year 2021-2022".***







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*Autonomous for first year of Undergraduate and Postgraduate Programs in the Academic Year 2021-2022*

## Agenda 6: To discuss the evaluation and question paper pattern.

- Based on the Resolution No. 3 passed by the Academic Council during the meeting held on Monday, 13th December, 2021, the following Resolution was adopted and accepted by the Members:

Table 1: Evaluation Pattern.

Sr. No.	Component	Test/Project Work/Semester End Examination	Marks
1.	Continuous Evaluation (C.E.): Two MCQ based Tests of 20 Marks each	• Test 1	20
		• Test 2	20
		• Total	40
2.	Semester End Examination (SEE)	• Theory paper	60
3	Passing standards	• C.E: Test 1 + Test 2	16
		• SEE	24
		• Total	40
	Total	C.E + Semester End Examination	100

### Resolution 2

*"It was resolved that the scheme of evaluation for the course of Commerce for the undergraduate Bachelor of Commerce (B.Com.) Program offered by the Autonomous College for the academic year 2021-2022 will be as given in the Table 1".*

- The proposed question paper pattern for semesters I and II for the course of Commerce for the undergraduate Bachelor of Commerce (B.Com.) Program offered by the Autonomous College for the academic year 2021-2022 was appreciated by the Members.

Some suggestions were given by the member for Q.5 regarding approach and application based questions which will be implemented progressively.







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Website : [tec.tolani.edu](http://tec.tolani.edu)

*Autonomous for first year of Undergraduate and Postgraduate Programs in the Academic Year 2021-2022*

For Commerce course offered in the First Year of Bachelor of Commerce program the following resolution was adopted and accepted by the Members unanimously:

**Table 2: Question Paper Pattern for Commerce at First Year B.Com. Program (Semesters I and II)**

<b>Semester End Examination (SEE)</b>		
<b>Question Paper Pattern</b>		
Maximum Marks: 60	Minimum Marks to Pass: 24	Duration: 2 hours
Note : All Questions are Compulsory carrying 12 marks each.		
<b>Question No</b>	<b>Particulars</b>	<b>Marks</b>
Q-1	Attempt any 2 of the following: (From Module I) a. b. c.	12 Marks
Q-2	Attempt any 2 of the following: (From Module II) a. b. c.	12 Marks
Q-3	Attempt any 2 of the following: (From Module III) a. b. c.	12 Marks
Q-4	Attempt any 2 of the following: (From Module IV) a. b. c.	12 Marks
Q-5	Attempt the following: (Entire Syllabus)	12 Marks

**Resolution 3:**

***"It was resolved that the question paper pattern for the course Commerce at Semesters I and II of the Bachelor of Commerce (B.Com.) Program will be as given in the Table 2"***





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*Autonomous for first year of Undergraduate and Postgraduate Programs in the Academic Year 2021-2022*

## Agenda 7: To suggest names of examiners to the Academic Council.

Based on the discussions and suggestions, the following Resolution was adopted and passed:

### **Resolution 4:**

*"It was resolved that the examiners to the extent possible will be the faculty members teaching the course or who are qualified to teach the course. It is further resolved that the Rules of Moderation of the University of Mumbai will be adopted".*

## Agenda 8: Any other matter/s, with the permission of the Chairperson.

As there was no other matter to discuss, the meeting ended with a vote of thanks to the Chair.

## Agenda 9: To fix the date of the next meeting.

Tentatively it was decided that the next meeting of the B.o.S in Commerce be held in the of last week of February, 2022 or in the second week of March, 2022.

Dr. Vijaya Krishna  
Principal, Head of the Department and Chairperson



Dr.(Mrs.) Vijaya Krishna  
PRINCIPAL  
TOLANI COLLEGE OF COMMERCE  
Andheri (East), Mumbai - 400 093.





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Autonomy Implemented at the first year level of Undergraduate and Postgraduate Programs in the Academic Year 2021-2022

## Minutes of the 1<sup>st</sup> Meeting of the Board of Studies in Bachelor of Management Studies Meeting for the Academic Year 2021-2022

Date of the Meeting: Wednesday, 15 December, 2021

Time: From 12:00 noon onwards

Place: Online MS-Team platform

Meeting Number: 01/AY 21-22

Members of the BOS in Bachelor of Management Studies			
Sr. No.	Name of the Members	Category	Signature
1	Ms. Shalini Clayton, Assistant Professor, Program Coordinator, B.M.S., Tolani College of Commerce (TCC)	Chairperson: Head of the Department	Present
2	Ms. Reshma Rajput, Assistant Professor, B.M.S., (TCC)	Member: Faculty members other than the Head of the Department	Present
3	Mr. Murugan Nadar, Assistant Professor, B.A.F., (TCC)	Member: Faculty members other than the Head of the Department	Present
4	Mr. Santosh Yadav, Visiting Faculty, (TCC)	Member: Faculty members other than the Head of the Department	Absent
5	Ms. Deepali Kamle, I/c. Director, SVKM's Institute of International Studies (NMIMS University)	Subject Expert from outside the Parent University, nominated by the Academic Council	Present
6	Dr. Rithika Pathak, Head of Department and Assistant Professor of B.A.F., B.B.I., B.F.M. and B.M.S., KC College (HSNC University)	Subject Expert from outside the Parent University, nominated by the Academic Council	Present
7	Dr. Viji Kannan, Head of Department and Assistant Professor of B.M.S. and B.M.M., Mulund College of Commerce	Subject Expert nominated by the Hon'ble Vice Chancellor	Present
8	Ms. Bharti Dhar, Director, Vitasta Consulting Pvt. Ltd	Industry/Corporate/Allied Area Representative	Present
9	Mr. Moinuddin Vakil, Chief Marketing Manager, Edelweiss Wealth Management	Postgraduate Meritorious Alumni nominated by the Principal of Tolani College of Commerce	Present
10	Dr. Vasudev Iyer (Special Invitee), Associate Professor and Vice Principal, Self Financing Programs, (TCC)	Other member of the staff from the same faculty	Present
11	Ms. Shubha Chubal, (Special Invitee), Assistant Professor, (TCC)	Other member of the staff from the same faculty	Present

Minutes of the 1<sup>st</sup> Meeting of the BoS in Bachelor of Management Studies 15<sup>th</sup> December 2021

*Shalini*







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- **Agenda 1:** Grant leave of absence, if any

Sr. No.	Name	Category
1	Mr. Santosh Yadav, Visiting Faculty, Tolani College of Commerce	Member: Faculty members other than the HoD/Coordinator

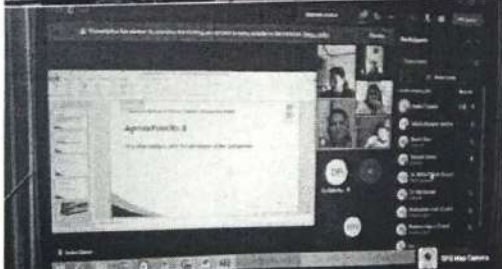
### Photographs of the First B.O.S. Meeting conduct:



Mumbai, Maharashtra, India  
Tolani College, Sher E Punjab Colony, Andheri East, Mumbai,  
Maharashtra 400047, India  
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Long 72.865211°  
15/12/21 12:38 PM



Mumbai, Maharashtra, India  
Tolani College, Sher E Punjab Colony, Andheri East, Mumbai,  
Maharashtra 400047, India  
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Long 72.865211°  
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Mumbai, Maharashtra, India  
Tolani College, Sher E Punjab Colony, Andheri East, Mumbai,  
Maharashtra 400047, India  
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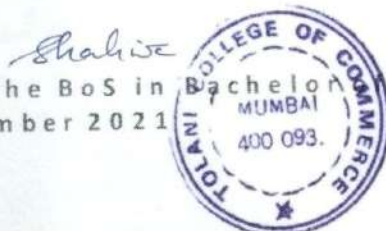


Mumbai, Maharashtra, India  
Tolani College, Sher E Punjab Colony, Andheri East, Mumbai,  
Maharashtra 400047, India  
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Long 72.865211°  
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- **Agenda 2:** To welcome the members

The Chairperson welcomed all the members. Each Member gave a brief introduction about them.

Minutes of the 1<sup>st</sup> Meeting of the BoS in  
Management Studies 15<sup>th</sup> December 2021







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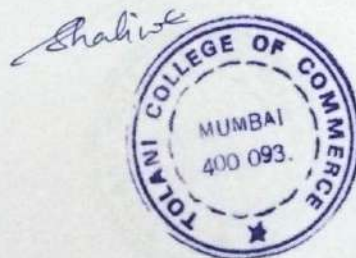
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Autonomy Implemented at the first year level of Undergraduate and Postgraduate Programs in the Academic Year 2021-2022

- **Agenda 3: To present an overview of the College to the Members by the Chairperson**  
The Chairperson, Ms. Shalini Clayton presented a brief overview of the College from the inception till now. The Department profile and students' academic achievements were also presented.
- **Agenda 4: To discuss the grant of autonomy and its implementation**  
The Members were informed that the Academic Council during its meeting held on Monday, 13th December, 2021, passed a resolution that "Autonomy will be implemented by the College progressively for courses offered under the BoS in Bachelor of Management Studies at undergraduate level. Further it is resolved that in the academic year 2021-2022 autonomy will be implemented by the College only in the first year of all undergraduate programs offered by the College". This Resolution was accepted by all the Members.
- **Agenda 5: To discuss the syllabi of Bachelor of Management Studies for Introduction to Financial Accounts, Foundation of Human Skills and Business Statistics at Semester I and Principles of Marketing, Business Mathematics, Business Environment and Principles of Management at Semester II at the undergraduate programs offered by the College.**  
After a brief discussion all the Members unanimously agreed to adopt and pass the following Resolution:

**Resolution 1**

*"It was resolved to implement the syllabi as prescribed by the University of Mumbai for courses for Introduction to Financial Accounts, Foundation of Human Skills and Business Statistics at Semester I and Principles of Marketing, Business Mathematics, Business Environment and Principles of Management at Semester II of Bachelor of Management Studies undergraduate programs offered by the Autonomous College for the academic year 2021-2022".*







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• **Agenda 6: To discuss the evaluation and question paper pattern.**

Based on the Resolution No. 3 passed by the Academic Council during the meeting held on Monday, 13th December, 2021, the following Resolution was adopted and accepted by the Members:

Table 1: Scheme of Evaluation Pattern.

Sr. No.	Component	Test/Project Work/Semester End Examination	Marks
1.	Continuous Evaluation (C.E.): Two MCQ based Tests of 20 Marks each	• Test 1	20
		• Test 2	20
		• Total	40
2.	Semester End Examination (SEE)	• Theory paper	60
3	Passing standards	• C.E: Test 1 + Test 2	16
		• SEE	24
		• Total	40
	Total	C.E + Semester End Examination	100

**Resolution 2**

*"It was resolved that the scheme of evaluation for the course of Introduction to Financial Accounts, Foundation of Human Skills and Business Statistics at Semester I and Principles of Marketing, Business Mathematics, Principles of Management and Business Environment at Semester II of Bachelor of Management Studies undergraduate program offered by the Autonomous College for the academic year 2021-2022 will be as given in the Table 1".*





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**Table 2: Question Paper Pattern for Introduction to Financial Accounts, Business Statistics at Semester I and Business Mathematics at Semester II of Bachelor of Management Studies Program**

Maximum Marks:60

Duration:2 Hours

All Questions are Compulsory Carrying 15 Marks

Question No	Particular	Marks
Q-1	Attempt any one of the following: a. Practical Question b. Practical Question	15 Marks
Q-2	Attempt any one of the following: a. Practical Question b. Practical Question	15 Marks
Q-3	Attempt any one of the following: a. Practical Question b. Practical Question	15 Marks
Q-4	A) Theory questions B) Theory questions OR Short Notes To be asked 05 To be answered 03	8 Marks 7 Marks 15 Marks

**Note:**

Practical question of 15marks may be divided into two sub questions of 7/8 and 10/5 marks.

If the topic demands, instead of practical questions, appropriate theory question may be asked

Minutes of the 1<sup>st</sup> Meeting of the BoS in Bachelor of Management Studies 15<sup>th</sup> December 2021







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All members agreed with the question paper pattern. Based on the discussions and suggestions, the following Resolution was adopted and passed:

**Resolution 3:**

**“It was resolved that the question paper pattern for the courses of *Introduction to Financial Accounts, Business Statistics at Semester I and Business Mathematics at Semester II* of Bachelor of Management Studies Program will be as given in the Table 2”**

**Table 3: Question Paper Pattern for Foundation of Human Skills at Semester I and Principles of Marketing, Business Environment and Principles of Management at Semester II of Bachelor of Management Studies Program**

Maximum Marks:60

Duration:2 Hours

All Questions are Compulsory Carrying 15 Marks

Question No	Particular	Marks
Q-1	Attempt the following: a. Full Length Question (8 marks) b. Full Length Question (7 marks) Or c. Full Length Question (8 marks) d. Full Length Question (7 marks)	15 Marks
Q-2	Attempt the following: a. Full Length Question (8 marks) b. Full Length Question (7 marks) Or c. Full Length Question (8 marks) d. Full Length Question (7 marks)	15 Marks
Q-3	Attempt the following: a. Full Length Question (8 marks) b. Full Length Question (7 marks) Or	15 Marks



Minutes of the 1<sup>st</sup> Meeting of the BoS in Bachelor of Management Studies 15<sup>th</sup> December 2021





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	c. Full Length Question (8 marks) d. Full Length Question (7 marks)	
Q-4	A) Full Length Question B) Full Length Question OR Short Notes To be asked 05 To be answered 03	8 Marks 7 Marks 15 Marks

All members agreed with the question paper pattern. Based on the discussions and suggestions, the following Resolution was adopted and passed:

#### Resolution 4:

**“It was resolved that the question paper pattern for the courses of *Foundation of Human Skills at Semester I and Principles of Marketing, Business Environment and Principles of Management at Semester II* of Bachelor of Management Studies Program will be as given in the Table 3”**

- **Agenda 7: To suggest names of examiners to the Academic Council.**

Based on the discussions and suggestions, the following Resolution was adopted and passed:

#### Resolution 5:

**It was resolved that “the examiners to the extent possible will be the faculty members teaching the courses. It was further resolved that the Rules for Moderation of University of Mumbai will be adopted”**

- **Agenda 8: Any other matter/s, with the permission of the Chairperson.**

As there was no other matter for discussion, the meeting ended after thanking the Chairperson.

- **Agenda 9: To fix the date of the next meeting.**

Tentatively it was decided that the next meeting of the BoS in Bachelor of Management Studies can be held on March, Friday 04, 2022.

*Shalini*

**Ms. Shalini Clayton**  
Head of the Department and Chairperson



*Vijaya Krishna*

**Dr.(Mrs.) Vijaya Krishna**  
PRINCIPAL

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Andheri (East), Mumbai - 400 093.

Minutes of the 1<sup>st</sup> Meeting of the BoS in Bachelor of  
Management Studies 15<sup>th</sup> December 2021