



Tolani College of Commerce (Autonomous)
तोलानी वाणिज्य महाविद्यालय (स्वायत्त)

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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**
AISHE CODE NO. /ID:C-34223
AQAR 2023 – 2024

Criterion VI - Governance, Leadership and Management
6.2 Strategy Development and Deployment

Metric No	Key Indicators	Page Nos
6.2.1	<p>The institutional Strategic/ Perspective plan has been clearly articulated and implemented</p> <p>Additional information</p> <p>Documentary Evidence:</p> <ol style="list-style-type: none">Minutes of Meeting of Board of Studies (BoS) of :<ul style="list-style-type: none">MathematicsBachelor of Management StudiesShort Term Courses - Enrolment List	<p>1-6 7-16 17-18</p>



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AQAR 2023 – 2024

Board of Studies in Mathematics

Notice

Notice is hereby given for the First Meeting of the Board of Studies (BoS) in Mathematics of Tolani College of Commerce (Autonomous) for the Academic Year 2023-2024 to be held online in Friday, June 23, 2023 from 1.00 p.m. onwards on the MS-Team platform. Kindly make it convenient to attend the meeting.

The Agenda for the Meeting is as follows:

Sr. no.	Agenda for the Meeting
1.	To grant leave of absence, if any.
2.	To read and approve the minutes of the second meeting of the BoS held on February 21, 2023 and action taken report.
3.	Plan of Action: <ul style="list-style-type: none">To discuss the syllabi of Mathematical & Statistical Techniques for Semesters I & II at the undergraduate programmes offered by the College for A.Y. 2023-2024.To discuss the evaluation and question paper pattern and to suggest names of examiners and moderators to the Academic Council.
4.	Any other matter/s, with the permission of the Chairperson.
5.	To decide the date of the next meeting.
6.	To propose a vote of thanks.

Dr. Sadhana Venkatesh

Chairperson





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Minutes of the 1st Meeting of the Board of Studies (BoS) in Mathematics

Meeting for the Academic Year 2023-2024

Date of the Meeting	Friday, 23 rd June 2023
Time	From 1.00 p.m. onwards
Mode of the Meeting	Online on the MS-Team platform
Meeting Number	01/AY 23-24

Members of the Board of Studies (BoS) in Mathematics

Sr. No.	Name of the Members	Category	Signature
1	Dr. Sadhana Venkatesh	Chairman: Head of the Department	Absent
2	Ms. Shubha Chaubal	Member: Faculty members other than the Head of the Department	Present
3	Dr. Dilip Patil	Subject Expert nominated by the Hon'ble Vice Chancellor of University of Mumbai	Present
4	Dr. S. B. Muley	Subject Expert from outside the Parent University, nominated by the Academic Council	Absent
5	Ms. Meena Patil	Subject Expert from outside the Parent University, nominated by the Academic Council	Present
6	Mr. Sagar Dhanvant Jajal	Industry/Corporate/Allied Area Representative	Present
7	Mr. Abhishek Upadhyay	Postgraduate Meritorious Alumni nominated by the Principal of Tolani College of Commerce	Absent





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Agenda 1: To grant leave of absence , if any



Agenda 2: To read and approve the minutes of the second meeting of the BoS held on February 21, 2023 and action taken report.

The Minutes of the Second Meeting of the BoS in Mathematics held on February 21, 2023 and action taken report was read.

Resolved that the syllabus as proposed by the Department of Mathematics of the College for Semester I and II will be implemented from A. Y. 2023-2024.

For Semester I and II of UG programme, the question paper will be modified in the light of the implementation of National Education Policy (NEP) , 2020 from A.Y. 2023-2024





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The members accepted the minutes and ATR and adopted and passed the following resolution.

Resolution 1:

“ Resolved that the Minutes and Action Taken Report presented based on the resolution passed during the Second Meeting of the BoS in Mathematics held on February 21, 2023 are accepted by all the members”

Agenda 3: To discuss and approve the New courses to be introduced under NEP-2020 framework from A.Y. 2023-2024 onwards

As per the Maharashtra Government Resolutions dated April 20, 2023, and May 16, 2023, the College has prepared the credit frameworks under National Education Policy (NEP)- 2020, for the Undergraduate and Postgraduate programmes offered by it. These frameworks have to be implemented starting with A.Y. 2023-2024 at the first-year levels of undergraduate (UG) and postgraduate (PG) programmes. For this, the College has constituted a NEP implementation Cell, headed by the I/c Principal and a few senior teachers as its members.

The frameworks of the first two semesters have been prepared for all the UG and PG programmes offered by the College. The following points have been considered while preparing the frameworks:

- 1) The College will be offering Four-Year Undergraduate Programmes at the UG level and to begin with will offer Two-Year Postgraduate Programmes (M.Com.) till the academic year 2026-2027.
- 2) The College has decided to opt for Department Specific Core (DSC) for Major courses.
- 3) 1 credit will be equal to 15 hours of teaching.
- 4) The duration of each lecture will be 60 minutes.
- 5) The workload of an assistant professor will be 16 lectures per week.
- 6) 1 tutorial will be equal to 1 credit.
- 7) The batch size of students for tutorials and practicals will be 30 per batch.
- 8) 2 practicals will be equal to 1 credit.





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9) 1 credit= 25 marks of evaluation

10) The College will be adopting the 60:40 marks evaluation pattern i.e., 40 per cent marks for continuous evaluation and 60 per cent marks for semester end examination.

The faculty member made a detailed presentation of the credit frameworks. Based on the frameworks the Department of Mathematics propose to introduce the following courses across the UG programmes of the Academic Year 2023-2024.

Table 1: List of Courses to be introduced across UG programmes under NEP-2020 from A. Y. 2023-2024.

Programme	Semester	Vertical/Name of the Course	Syllabi Modified/Retained/New
B.Com.	I and II	Open Electives: Business Mathematics-I and II	New
B.Com./ BMS/BAF/BBI/BFM /BBA/B.Sc. IT	I	Indian Knowledge System(IKS) : Vedic Mathematics	New
B. Com.	II	Vocational and Skill Enhancement Courses (VSEC): Critical Thinking and Problem Solving	New
BMS/BAF/BBI/BFM /B.Sc. IT	I	Open Electives: Business Statistics	New
BBA Logistics	I	Open Electives: Business Statistics	New

The faculty member then presented the syllabi along with the evaluation pattern drafted for each of the courses mentioned in Table 1. Course wise syllabi is given in Annexure I. After a detailed discussion, the members adopted and accepted the following resolution:





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Resolution 2:

“Resolved that Syllabi along with the evaluation pattern for each of the courses mentioned in Table 1 to be introduced/modified by the Department of Mathematics and to be offered to learners across UG programmes under NEP-2020 from A.Y. 2023-2024 are accepted”. It is also resolved that the Chairperson is authorized to make changes in the frameworks, if any, required due to directions from the government or university or both subsequent to this meeting. The changes, if any, made in the frameworks subsequent to this meeting must be brought to the attention of the members through an e-mail communication by the Chairperson”

Agenda 4: Discuss any other matter/s with the permission of the Chairperson.

There was no other matter for discussion.

Agenda 5: Decide the date of the next meeting.

The members requested that the date of the next meeting can be decided through consultation on a mutually convenient date and time. This request was accepted.

Agenda 6: To propose a vote of thanks.

The Chairperson proposed the vote of thanks and the meeting ended.

Dr. Sadhana Venkatesh,
Vice-Principal
(Chairperson, BoS in Mathematics)





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**2nd Meeting of the Board of Studies in Bachelor of Management Studies for
the Academic Year 2023-2024**

Notice is hereby given for the 2nd Meeting of the Board of Studies in Bachelor of Management Studies of Tolani College of Commerce (Autonomous), Andheri (East), Mumbai, for the academic year 2023-2024 to be held online Wednesday, March 06, 2024 at 11:00 a.m. onwards on the MS-Teams platform. Kindly make it convenient to attend the meeting.

The Agenda for the Meeting is as follows:

Sr. No.	Agenda of the Meeting
1	To grant leave of absence, if any.
2	To read & approve the minutes of the meeting held on Thursday, June 22, 2023.
3	To discuss and approve the Revised Syllabi of F.Y.B.M.S. under NEP 2020 in the Bachelor of Management Studies Programme for Semester I and Semester II to be implemented from A.Y. 2024-2025.
4	To discuss and approve the Revised Syllabi of S.Y.B.M.S. under NEP 2020 in the Bachelor of Management Studies Programme for Semester III and Semester IV to be implemented from A.Y. 2024-2025.
5	To discuss and approve the Revised Syllabus of T.Y.B.M.S. under Autonomous in the Bachelor of Management Studies Programme for Semester V and Semester VI to be implemented from A.Y. 2024-2025.
6	To discuss and approve the Syllabi to be introduced by the Bachelor of Management Studies Programme for other Undergraduate Programmes offered by the College to be implemented from A.Y. 2024-2025.
7	Any other matter/s, with the permission of the Chairperson.
8	To decide the date of the next meeting.
9	To propose a vote of thanks.

Shalini

Ms. Shalini Clayton
Chairperson





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AQAR 2023 – 2024

Minutes of the 2nd Meeting of the Board of Studies in Bachelor of Management Studies Meeting for the Academic Year 2023-2024

Date of the Meeting: Wednesday, March 06, 2024

Time: From 11:00 am onwards

Place: Online MS-Teams platform.

Meeting Number: 02/AY 23-24

Members of the BOS in Bachelor of Management Studies			
Sr. No.	Name of the members	Category	Signature
1	Ms. Shalini Clayton, Program Coordinator & Assistant Professor, B.M.S., Tolani College of Commerce	Chairperson: Program Coordinator	Present
2	Ms. Reshma Rajput, Assistant Professor, B.M.S. Tolani College of Commerce	Member: Faculty members other than the HoD/Coordinator	Present
3	Mr. Vedant Kajbaje, Assistant Professor, B.M.S. Tolani College of Commerce	Member: Faculty members other than the HoD/Coordinator	Absent
4	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
5	Dr. Rithika Pathak, B.A.F., B.B.I., B.F.M., B.M.S., HOD & Assistant Professor, KC College (HSNC University)	Subject Expert from outside the Parent University, nominated by the Academic Council	Present
6	Dr. Viji Kannan B.M.S. and B.M.M., HOD Mulund College of Commerce	Subject Expert nominated by the Hon'ble Vice Chancellor	Present
7	Mr. Moinuddin Vakil Chief Marketing Manager, Edelweiss Wealth Management	Postgraduate Meritorious Alumni nominated by the Chairperson	Present
8	Ms. Bharti Dhar Director, Vitasta Consulting Pvt. Ltd	Industry/Corporate/Allied Area Representative	Absent





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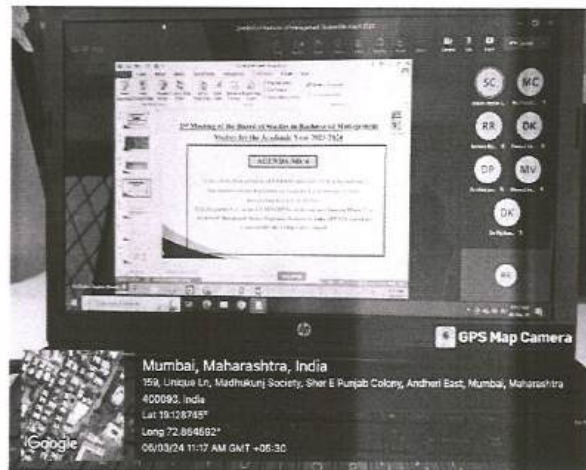
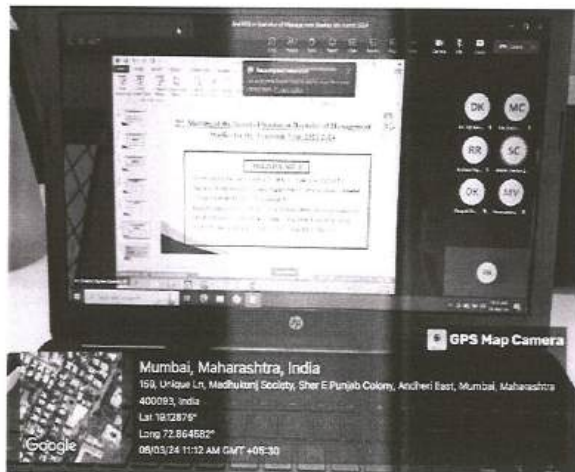
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Photographs of the Second B.O.S. Online Meeting A.Y. 2023-2024





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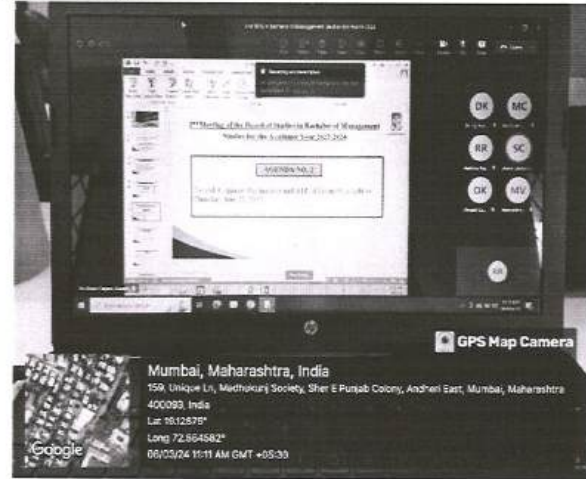
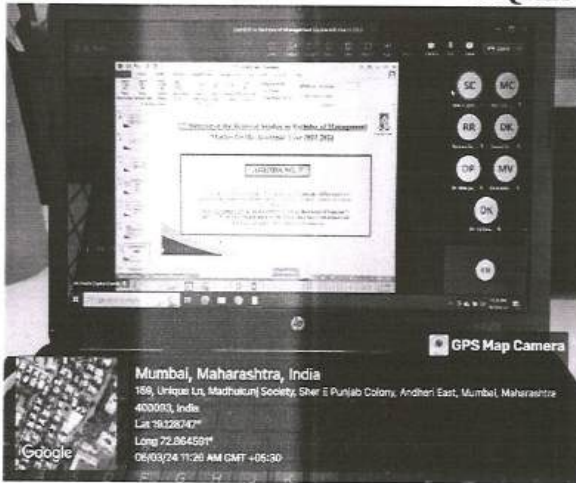
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- **Agenda 1: Grant leave of absence, if any**
Leave of absence granted to the following members:

Sr. No	Name	Category
1.	Mr. Vedant Kajbaje, Assistant Professor, B.M.S. Tolani College of Commerce	Member: Faculty members other than the HoD/Coordinator
2.	Ms. Bharti Dhar Director, Vitasta Consulting Pvt. Ltd	Industry/Corporate/Allied Area Representative

Agenda 2: To read & approve the minutes of the First meeting of Board of Studies in Bachelor of Management Studies held Thursday, June 22, 2023.

The minutes of the First meeting of the Board of Studies in Bachelor of Management Studies held on Thursday, June 22, 2023 was accepted and the following resolution was passed:

Resolution No. & Resolution	Action Taken	Remarks if any
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R2: "Resolved that syllabi along with the evaluation pattern for each of the courses mentioned in Table 1 to be introduced/modified by the Bachelor of Management Studies Programme and to be offered to learners across UG programmes under NEP-2020 from A.Y. 2023-2024 are accepted". It is also resolved that the Chairperson is authorized to make changes in the frameworks, if any, required due to directions from the government or university or both subsequent to this meeting. The changes, if any, made in the frameworks subsequent to this meeting must be brought to the attention of the members through an e-mail communication by the Chairperson".	<i>Implemented as resolved</i>	<i>NIL</i>
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The members accepted the Minutes and the ATR and adopted and passed the following resolution:

Resolution 1
<i>"Resolved that Minutes and Action Taken Report presented based on the resolutions passed during the First meeting of the Board of Studies in Bachelor of Management Studies held on Thursday, June 22, 2023, are accepted by all the members".</i>

- **Agenda 3: To discuss and approve the Revised Syllabi of F.Y.B.M.S. under NEP 2020 in the Bachelor of Management Studies Programme for Semester I and Semester II to be implemented form A.Y. 2024-2025.**

Table 1

Semester	Vertical/Name of the Course	Syllabi Modified/ Retained/ New
I	Mandatory <ul style="list-style-type: none">● Principles of Management	Retained
I	Mandatory	Modified





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	● Foundation of Human Skills	
I	Vocational Skill Course ● Office Management	Modified
II	Mandatory ● Principles of Marketing	Retained
II	Mandatory ● Business Environment	Modified
II	Vocational Skill Course ● Retail Management	Modified

Resolution 2

“Resolved that syllabi along with the evaluation pattern for each courses mentioned in Table 1 to be introduced/modified by the Bachelor of Management Studies Programme offered by the College under NEP-2020 for Semester I and Semester II from Academic Year 2024-2025 are duly accepted by all the members. If any changes are made in the nomenclature of Bachelor of Management Studies (B.M.S.) Programme subsequent to this meeting, must be brought to the attention of the members through an e-mail communication by the Chairperson”.

- **Agenda 4: To discuss and approve the Revised Syllabi of S.Y.B.M.S. under NEP 2020 in the Bachelor of Bachelor of Management Studies for Semester III and Semester IV to be implemented from A.Y. 2024-2025.**

Table 2

Semester	Vertical/Name of the Course	Syllabi Modified/ Retained/ New
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III	Major ● Strategic Management	Modified
III	Major ● Business Planning and Entrepreneurial Management	Modified
III	Minor ● Advertising	Modified
III	Vocational Skill Course ● Managing Family Business	New
IV	Major ● Organizational Behaviour	New
IV	Major ● Logistics and Supply Chain Management	New
IV	Minor ● Personal Selling and Salesmanship	New

Resolution 3

“Resolved that syllabi along with the evaluation pattern for each courses mentioned in Table 2 to be introduced/modified by the Bachelor of Management Studies Programme offered by the College under NEP-2020 for Semester III and Semester IV from Academic Year 2024-2025 are duly accepted by all the members”.





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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
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AQAR 2023 – 2024

- **Agenda 6: To discuss and approve the Syllabi to be introduced by the Bachelor of Management Studies Programme for other Undergraduate Programmes offered by the College to be implemented from A.Y. 2024-2025.**

Table 4

Programme	Semester	Vertical/Name of the Course	Syllabi Modified/Retained/ New
B.Com	I	Vocational Skill Course ● Office Management	Modified
B.A.F./B.B.I./B.F.M.	II	Minor Introduction to Human Resource Management	New
B.B.A. (Logistics)	II	Minor ● Principles of Management	New
B.A.F./B.B.I./B.F.M.	II	Minor ● Introduction to Marketing Management	New





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B.Com./B.A.F./B.B.I./B.F. .M./B.B.A. (Logistics)/B.Sc.IT	II	Co-curricular Course <ul style="list-style-type: none">Fundamentals of Human Skills	Modified
B.A.F./B.B.I./B.F.M.	III	Vocational Skill Course <ul style="list-style-type: none">Managing Family Business	New

Resolution 5

“Resolved that syllabi along with the evaluation pattern for each of the courses mentioned in Table 4 to be introduced by the Bachelor of Management Studies Programme and to be offered to the learners of the First Year and the Second Year of Bachelor of Commerce(B.Com), Bachelor of Commerce (Accounting and Finance) , Bachelor of Commerce (Banking and Insurance), Bachelor of Commerce (Financial Markets), Bachelor of Business Administration (Logistics) and Bachelor of Science (Information Technology) programmes under NEP-2020 from A.Y. 2024-2025 are accepted.

- **Agenda 7: Any other matter/s, with the permission of the Chairperson.**

There being no other matter, the meeting ended with a vote of thanks to the Chair.

- **Agenda 8: To decide the date of the next meeting.**

It was decided that the next meeting of the Board of Studies in Bachelor of Management Studies will be held in the month of November 2024.

- **Agenda 9: To propose a vote of thanks.**

Ms. Shalini Clayton
Chairperson





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Criterion 1 – Curricular Aspects

1.3.3 Number of students enrolled in the courses under 1.3.2

Name of the value-added courses (with 30 or more contact hours) offered	Course Code, if any	No. of times offered during the year	Duration of course (in hours)	Number of students enrolled during the year	1.3.3 Number of students who completed the course during the year
Short term course in Research Methodology	NA	1	30	69	67
Short term course in Critical Thinking & Problem Solving	NA	3	331	327	327
Short term course in Presentation Skills	NA	3	288	268	268
Short term course in Personal Financial Planning	NA	3	435	429	429
Banking & Insurance Course in collaboratin with Ursa Minor Consulting Pvt. Ltd.	NA	1	35	3	3
Advanced Program in Web Designing in collaboration with Anudip Foundation	NA	1	254	67	65
Advanced Program in Digital Marketing in collaboration with Anudip Foundation	NA	1	242	58	58
Certificate Course CPITE (Certificate in Professional IT and English Communication)	NA	1	152	10	9
Chartered Financial Expert (CFX) in collaboration with FinX	NA	2	250	18	9





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VFX - Fast Track to VFX Mastery in collaboration with The VFX Institute, (A1 VFX Institute Private Limited- By Visual Bird Studio)	NA	2	30	14	11
Investment Banking (Hybrid) in collaboration with FinX	NA	1	30	30	28
Train, Earn and Learn (TEL) Scheme' in collaboration with the Western Indian Regional Council (WIRC) of the Institute of Chartered Accountants of India (ICAI)	NA	7	36	777	756
Total				2070	2030

Verified & Found Correct

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

For MBS

Prepared by &
Teacher Incharge

Ms. Shalini Clayton

Amrita Nambiar

Checked by

Ms. Amrita Nambiar
I.Q.A.C. Co-ordinator

Dr. Vasudev Iyer

Dr. Vasudev Iyer

I/c Principal

