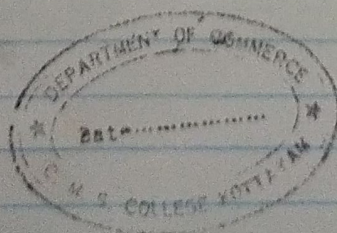


Minutes of the meeting of the Board of Studies  
Commerce, CMS College Kottayam (Autonomous)  
held on 14<sup>th</sup> March 2023 at 10:30am in the  
Department of Commerce

Members Present

- |                            |                             |
|----------------------------|-----------------------------|
| 1. Dr. Ann Abraham         | <u>Dr. Ann Abraham</u>      |
| 2. Dr. Santosh Kumar S     | Online                      |
| 3. Dr. Joseph James        | <del>Dr. Joseph James</del> |
| 4. Dr. Bino Joy            | <u>Bino Joy</u>             |
| 5. Mr. K. Balaji           | Online                      |
| 6. Dr. Vimal George Kurian | <u>Vimal</u>                |
| 7. Ms. Minnie Mary Ninan   | <u>Minnie</u>               |
| 8. Ms. Tilda Mary Daniel   | <u>Tilda</u>                |
| 9. Ms. Tisha Mary Mathew   | <u>Tisha</u>                |
| 10. Mr. Riju Vankey Thomas | <u>Riju</u>                 |

Apology of Absence :- Mr. George K John

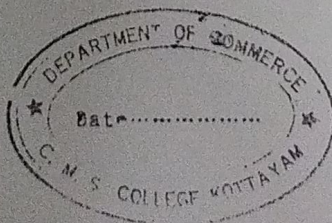


A meeting of the Board of Studies of the Department of Commerce was held on 14<sup>th</sup> March 2023 at 10:30 am in the Department of Commerce through hybrid mode. The google meet link to join the meeting was [meet.google.com/apb-yrao-jjj](https://meet.google.com/apb-yrao-jjj). The meeting began with a silent prayer. Dr. Ann Abraham, chairman of the board welcomed the members of the board meeting.

### **Agenda 1: Evaluation of Value Added Programs based on UGC Norms**

The first item in the agenda was the evaluation of value added programs based on UGC norms. Dr. Ann Abraham pointed out that the guidelines put forward by the UGC regarding the value added programs were that the course should be of at least 36 hours duration and that the syllabus of the value added programs should contain course outcomes. The value added programs offered by the department were Data Processing using Excel and Advanced Excel in the 1<sup>st</sup> year of the degree program and Computerised Accounting using Tally and Advanced Tally using GST in the 2<sup>nd</sup> year of the degree program.

CA K Balaji, opined that the students should be introduced to various new courses such as Python, Big Data Analytics, forensic investigation, by offering orientation programs. Dr. Santosh Kumar S also pointed out the importance of Python in the current scenario. He suggested courses on business analytics both for the undergraduate and post graduate students. He added that keeping in view the implementation of four-year program in less than two years, a change in the value added program is recommended only after the introduction of the New Education Policy, and courses being offered now, maybe continued till then. Prof. Joseph James also agreed to the same and suggested that PG students may be offered statistical softwares as value added programs. Dr. Bino Joy advised to give more importance to the practical aspect of filing of returns in Tally. He opined that tally courses may be combined and a new course can be provided along with the existing ones. He also added that forensic accounting and forensic auditing may be included. The board decided to carry out a feasibility



study on the various courses that can be offered to the students with the aim of equipping them with skills required to prepare them for the industry.

### **Agenda 2: Academic Plans of the Department for the year 2023-24**

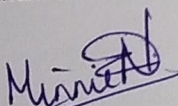
The second point in the agenda was regarding the academic plans of the department for the year 2023-24. The chairman presented certain subthemes for the same. The board asked the department to be more specific about the themes and the nature of the conferences and workshop that the department intends to conduct. Dr.Santosh Kumar suggested that the department should conduct programs on a specific theme each year.

### **Agenda 3: Preliminary discussion and suggestions for syllabus revision**

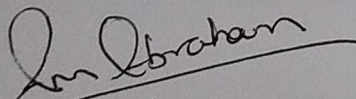
The third point in the agenda was regarding the preliminary discussion on the changes to be made in the existing syllabus. The board opined that it is not advisable to go for revision before getting a clarity regarding the implementation of the four year degree program.

In other matters, Dr. Bino Joy suggested that blue print should be provided to the Question paper setters.

Dr. Vimal George Kurian proposed the vote of thanks. The meeting came to an end at 12 pm.

  
(Member Secretary)  
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(Read and confirmed)

  
Dr. Ann Abraham

(Chairman)

Kottayam

14.03.2023

