

MINUTES OF THE FIRST MEETING OF THE
BOARD OF STUDIES DATED 31.01.2015 AT 11:AM

After the official declaration of the 'Autonomous' status for St. Teresa's College, Ernakulam, on 13th August 2014, the Board of studies of the Department of commerce was constituted on 15th November 2014, with six members: Chairman, two subject experts, University nominee, Representative from industry and an alumni.

Members of the Board of Studies.

	Name, Designation & address.	Position held in BOS	Mobile No:	E-mail - id
1.	Dr. Elsanma Joseph Head & Assoc. Prof, Dept of Commerce St. Teresa's College Ernakulam	Chairman	9400176021	elsepete@yahoo.co.in
2.	Dr. Peter K.T Associate Professor Dept. of commerce Sacred Heart College, Ernakulam	Subject Expert.	9447870762	ktpete52011@gmail.com
3.	Dominic M.M Associate Professor Dept. of commerce, Sacred Heart college Ernakulam	Subject Expert.	8089232361	

	Name, Designation & Address	Position held in BOS	Mobile No.	E-mail ID
4.	Dr. A.M. Viswambharan Head & Assoc. Professor Department of Commerce St. Albert's College, Ernakulam	University Nominee	9447155580	amviswambharan @g.mail.com
5.	Harry Raphael Imperial Traders Pvt. Ltd Edakunnam Kappela Cheranelloor	Industrial Expert	9846430588	imperialt44 @ g.mail.com
6.	Dr. Aska E. Thomas Assistant Professor Dept. of Commerce St. Paul's College Kalamassery.	Alumni	9495944537	aska.oms @ g.mail.com

List of faculty members in the Dept. of Commerce, St. Teresa's College, Ernakulam, who contributed to the BOS.

1. Smt. Priya Arand, Guest faculty.
2. Smt. Maria Stephen, Guest faculty.
3. Smt. Meeneena Neethu, Guest faculty.
4. Smt. Jini Justin D'costa, Assistant Professor.
5. Smt. Lida Dsouza, Assistant Professor.
6. Smt. Kochuani NV, Assistant Professor.
7. Ms. Annu Paul, Assistant Professor.

A meeting of the Board of Studies members of the Dept. of commerce, St. Theresa's College (Autonomous), Ernakulam was held on 31.01.2015 at 11 am in the department.

Agenda of the First meeting on 31.01.2015 at 11 am.

ITEM.01/BOS/COM 15.01/31/01 : To recommend the restricted undergraduate and postgraduate syllabi.

The members of the BOS are requested to discuss the following restricted syllabi of post-graduate courses in commerce and give their valuable insights and suggestions.

Changes made in the syllabus of M.com

S.No	Semester	Title of the Paper	Change made.
1.	II	Operations Research	Add: Simulation Technique Delete: Queuing Theory.


ITEM.02/BOS/COM/15.01/31/02 : To approve the syllabi of new courses: PGDM-BA and BMS-IB courses.

The members of the BOS are requested to approve the syllabi of the new courses in the undergraduate and post-graduate commerce as PGDM-BA and BMS-IB and give their valuable suggestions.

The following members attend the meeting.

1. Chairman

Ms. Elsamma Joseph
Head of Associate Professors
Dept. of Commerce
St. Teresa's College (Autonomous)
Ernakulam.



2. Subject Experts:

Mr. Peter K.T
Associate Professor
Dept. of Commerce
Sacred Hearts College (Autonomous)
Thevara.

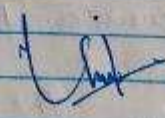
3. Prof. M.M. Dominic

Associate Professor
Dept. of Commerce
Sacred Hearts College (Autonomous)
Thevara.



4. University Nominee

Dr. A.M. Viswambharan
HOD of Associate Professors
Dept. of Commerce
St. Alberts College
Ernakulam



5. Industry Expert:

Harry Raphael
Imperial Traders Int. Ltd
Edakunnam Kappala
Cheranellor.



6. Alumni

Dr. Asha K. Thomas
Assistant Professor
Dept. of Commerce
St. Paul's College
Kalamassery.



The meeting commenced with a prayer. The chairperson, Dr. Ekamma Joseph, welcomed the members of the Board of Studies. The meeting proceeded to the matters in the agenda.

ITEM-01/BOS/COMP/15.01/31/01 : To endorse the restructured undergraduate and postgraduate commerce syllabi.

The modifications made in the syllabi was presented to the members of the Board of Studies for their insightful reflections. The members put forth their comprehensive suggestions and recommendations for the restructured syllabi of undergraduate and postgraduate courses.

ITEM-02/BOS/COMP/15.01/31/02 : To endorse the approval of the syllabi of new UG and PG courses.

The syllabi of the new undergraduate and postgraduate courses - BMS IB and PGDM - BA respectively was presented to the members of the BOS for their suggestions and approval. The members put forth their suggestions and approved the new courses and its syllabi.

Read and Confirmed :

1. Chair person

Ms. Ksamma Joseph
HOD & Associate Professor
Dept. of commerce
St. Teresa's College (Autonomous)
Arakulam.



2. Subject Experts :

Ms. Peles - K.T
Associate Professor
Dept. of commerce
Sacred Heart's College (Autonomous)
Thevara.

3. Prof. M.M. Dominic

Associate Professor
Dept. of commerce
Sacred Heart's College (Autonomous)
Thevara.



4. University Nominee

Ms. A.M. Viswanathan
HOD, Associate Professor
Dept. of commerce
St. Albert's College
Arakulam



5. Industry Expert.

Harry Kappal
Imperial Traders Pvt Ltd
Edakunnam Kappala
Chuanelloor.



c. Alumini

Ms. Asha. E. Thomas

Assistant Professor

Dept. of Commerce

St. Paul's College, Kalamassery.



MINUTES OF THE SEVENTH MEETING OF THE
BOARD OF STUDIES DATED 31-01-2018 AT 1.00 PM

The seventh meeting of the board of studies of the Department of Commerce was conducted on 31st January 2018 at 1.00 pm under the chairmanship of Dr. Elsamma Joseph.

Members of the board of studies

Chairperson

Dr. Elsamma Joseph
Retired Assistant Professor
Department of Commerce
St. Teresa's College (Autonomous)
Ernakulam

Dr. May P V

Associate Professor
P.G. Dept of Commerce
St. Marys College
Manarkadu
Kottayam

Dr. Asha R. Thomas

Assistant professor
Dept of Commerce
St. Paul's College
Kalamassery.

Members of the Department

1. Smt. Mary Dorothy Melbin
2. Smt. Jency Treasa
3. Smt. Anni Thomas Kiriyantham
4. Smt. Jini Justin D. Costa
5. Smt. Maya P
6. Smt. Kochurani. N.V

Agenda for the seventh meeting of the board of studies dated 31.1.2018 at 1.00 p.m

- Item 01/BOS/COM/18.1.31/24: Approval of the minutes of the previous board of studies meeting held on 10.8.2017 which were confirmed through circulation Ratified
- Item - 02/BOS/COM/18.1.31/25: To discuss on the restructuring of B.com (finance and taxation) B.com (Capital Market) and BMS courses.
- The Board of Studies of the Department of Commerce has to discuss on the restructuring of the syllabi of B.com (finance and taxation) B.com (capital Market) and BMS for 2018 admission onwards the members are request to put forth their suggestions and recommendations for the restructured syllabi.
- Item 03/BOS/COM/18.1.31/26 To approve the panel of examiners for the even semester examinations 2017-18. The proposed list of the panel of examiners for the even semester examinations is to be approved by the members of the Bos with their suggestions.

The meeting commenced with a prayer by Dr. Elsamma Joseph, the chairperson of BOS welcomed all the members in the BOS. Smt. Jency Treasa made a power point presentation regarding syllabus restructuring and the points to be discussed. The meeting proceeded to the matter in the agenda.

- ITEM. 01/BOS/COM/18.1.31/24: Approval of the minutes of the previous board of studies meeting held on 10.8.2017. Minutes of the previous meeting held on 10.8.2017 which were confirmed through circulation was satisfied. All the members approved the minutes of previous meeting.
- ITEM. 02/BOS/COM/18.1.31/25: Discuss on the restructuring of B.com (finance and taxation), B.com (capital market) and BMS courses.

The Board of studies approved the request and suggestions put forth by the members regarding the restructuring of B.com (finance and taxation), B.com (capital market). The Board of studies suggested to seek expert opinion regarding B.com (capital market) syllabus restructuring.

- ITEM. 03/BOS/COM/18.1.31/26: Approval of panel of examiners for the even semester examination 2017-18. The proposed list of the panel of examiners for the even semester examinations is approved by the members of the board of studies with their suggestions.

The meeting concluded with a vote of thanks. After the meeting refreshment were provided. The BOS members were given honorarium and also duty certificates.

The following members attended the meeting.

1. Chairperson
Dr. Elsamma Joseph
Retired Associate professor
Department of Commerce
St. Teresa's College, Ermatulam.

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2. Dr. Mary P. V.
Associate professor
P.G. Department of Commerce
St. Mary's College
Mamascadu, Kottayam.

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3. Dr. Arsha E. Thomas
Assistant professor
Dept. of Commerce
St. Paul's College
Kalamassery

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MINUTES OF THE FOURTH MEETING OF THE
BOARD OF STUDIES DATED 17.06.2016 AT 3.30 PM

The fourth meeting of the Board of Studies of the Dept of Commerce was conducted on 17th June 2016 under the Chairmanship of Dr. Elamma Joseph.

Members of Board of Studies:

Chairman:

Dr. Elamma Joseph
Retired Associate Professor
St. Teresa's College (Autonomous)
Kanakulam

Subject Experts:

Dr. Peter S. S.
Associate Professor
Dept. of Commerce
SH College, Thevara

Prof. Dominic M
Associate Professor
Dept. of Commerce
SH College, Thevara.

University Nominee:

Dr. A.M. Viswambharan
Associate Professor
Dept. of Commerce
SH College, Thevara

Expert from Industry:

Mr. Harry Raphael
 Imperial Traders Pvt. Ltd.
 Edathunnam Kappela
 Cheranilloor.

Alumni:

Dr. Asha E. Thomas
 Assistant Professor
 Dept. of Commerce
 St. Paul's College
 Kalamassery.

Members from the Department:

1. Smt. Mary Sautay Melbin, HoD, Assistant Professor.
2. Smt. Jeny Treasa
3. Smt. Ann Thomas Kuriantham
4. Smt. Elizabeth Rini S.F.
5. Smt. Jini Justin D'Costa.
6. Smt. Ottina Treasa Mendez.
7. Smt. Lidia Duron,
8. Smt. Kochurani N.V.
9. Ms. Ammu Paul,

AGENDA FOR THE FOURTH MEETING OF THE
 BOARD OF STUDIES DATED 17.06.2016 AT 3:30 PM

ITEM 01/ BOS/COM/16-06/17/18 Approval of the minutes
 of the previous Board of Studies meeting held on
 25.11.2015

ITEM-02/BOS/COM/16-06/17/14 To discuss on the suggestions given by the Board of Studies in Commerce (Mahatma Gandhi University) regarding the scheme & syllabi of B.Com with Capital Market.

The Board of Studies of the Department of Commerce has to discuss on the letter issued from MG University dated 16-03-2016 (No. 8979/Part/2/2015/Acad) regarding the remarks on B.Com scheme and syllabi.

ITEM-03/BOS/COM/16-06/17/15 To approve the panel of examiners for the odd semester examination.

The proposed list of the panel of examiners for the odd semester examinations is to be approved by the members of Board of Studies with their suggestions.

ITEM-04/BOS/COM/16-06/17/16 To recommend text books and books for reference.

The Board of Studies has to make recommendations or suggestions regarding the text books and references catering the needs of the restructured/new syllabi.

The following members attended the meeting:

Chairman:

Dr. Elizabeth Joseph

Retired Associate Professor

Dept of Commerce

St. Teresa's College (Autonomous)

Ernakulam.



Subject Experts:

Dr. Piles S. T.

Associate Professor

Dept. of Commerce

Sacred Heart College

Thevara.

P. Piles

Prof. Dominic M

Associate Professor

Dept. of Commerce

Sacred Heart College

Thevara.

Dominic

University Nominee:

Dr. A. M. Viswambharan

Associate Professor

Dept. of Commerce

Sacred Heart College

Thevara.

A. M.

Expert from Industry:

Mr. Henry Raphael

Imperial Traders Pvt. Ltd.

Edakkunnam Kappela

Cheramellor.

~~Henry Raphael~~

Alumni:

Dr. Asha F Thomas

Assistant Professor

Dept. of Commerce

St. Paul's College

Kalamassery.

A. F. Thomas

The meeting was commenced with a prayer. Dr. Elsamra Joseph, the chairperson of the BOS welcomed the gathering. All the members were present in the meeting. Smt. Mary Sreelaxy Melbin made a presentation regarding the points to be discussed. The meeting proceeded to the matters in the agenda.

- ITEM 01/ BOS/ com/ 16.06.17/13 Approval of the minutes of the previous Board of Studies meeting held on 25.11.2015.

Minutes of the previous meeting held on 25.11.2015, which were confirmed through circulation was ratified. All the members approved the minutes of the previous meeting.

- ITEM 02/ BOS/ com/ 16.06.17/14 Discussion on the suggestions given by the BOS in commerce (Mahatma Gandhi University) regarding the scheme or syllabi of B.Com with capital market.

The Board of Studies of Commerce discussed on the letter issued from M.G.U. University dated 16.03.2016 (No-8979/ Part/2/2015/ Acad) regarding the remarks on B.Com capital market scheme and syllabi. The following requests were put forth by the

- Regarding the change in the question paper pattern inclusion of generic elective paper in accordance with the new guidelines of Restructured course of B.Com - MGU University, the BOS members requested to permit this batch of B.Com Capital Market without incorporating these changes. Such changes will create some difficulties in examinations as all our other

under autonomy. The suggestions regarding the change in question paper pattern and ~~opt~~ scheme in accordance with the new guidelines of MCA University will be incorporated from the next academic year onwards without failure.

- Regarding the change in the syllabi of some papers: by avoiding repetitions or by including some more logical contents, ^{such change} were made by the BOS members. Paper titled 'Financial Accounting II' which was given in semester IV was placed in semester III and 'Corporate Accounting' which was given in semester III was ~~offered~~ placed in semester IV.
- 'Fundamentals of Capital Market' which was offered in semester V as open course is suggested to be continued as such.

- ITEM-03/BOS/COM/16-06-17/15: Approval of the panel of examiners for the odd semester exams.
The proposed list of the panel of examiners for the odd semester examination is approved by the members of the Board of Studies.

- ITEM-04/BOS/COM/16-06-17/16 Recommendation of text books i.e. books for reference.
The Board of Studies members have recommended the text books for references and also gave some suggestion regarding the text books to meet the needs of restructured syllabi.

meeting refreshment was provided. The BOS members were given honorarium & also duty certificates.

Read & confirmed.

Chairman

Dr. Elamma Joseph
Retired Associate Professor
Dept. of Commerce
St. Teresa's College,
Eruakulam.

EM

Subject Experts:

Dr. Geetha CA
Associate Professor
P.O. & Research Dept. of Commerce
The Cochin College.
Ischi-02

GM

Dr. Mary P.V
Associate Professor
P.O. Dept. of Commerce
St. Mary's College,
Manarcadu, Kottayam

MP

Expert from Industry:

Mr. Harry Raphael
Imperial Traders Pvt. Ltd
Edakunnam Kappala

HR

Alumni:

Dr. Asha F Thomas
Assistant Professor
Dept. of Commerce
St. Paul's College
Kalamassery.

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Members of from the Department

1. Mary Sathy Malbin
Assistant Professor

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2. Jency Treasa
Assistant Professor

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3. Ann Thomas Kariyankom
Assistant Professor

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4. Elizabeth Rini K.F.
Assistant Professor.

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5. Jini Justin D'Costa
Assistant Professor

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6. Smt. Kochuram N.V.
Assistant Professor.

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MINUTES OF THE FIFTH MEETING OF THE
BOARD OF STUDIES DATED 22.03.2017 AT 2:30 PM

The fifth meeting of the Board of Studies of the Dept. of Commerce was conducted on 22nd of March 2017. Under the chairmanship of Dr. Elsamra Joseph. The Board of Studies was reconstituted after their tenure by including new members into the Board. This meeting will be considered as the first meeting of the new Board of Studies.

Members of the Board of Studies:

Chairman:

Dr. Elsamra Joseph
Retired Associate Professor
Dept. of Commerce
St. Theresa's College (Autonomous)
Kanakulam.

Subject Experts:

Dr. Geetha CA
Associate Professor
P.G. & Research Dept. of Commerce
The Cochin College
Kochi - 02.

Dr. Mary P.U

Associate Professor
P.G. Dept. of Commerce

Expert from Industry
 Mr. Harry Raphael
 Imperial Traders Pvt Ltd
 Edakkunnam Kappela
 Cheramelloor

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 in

Alumni:

Dr. Asha E Thomas
 Assistant Professor
 Dept. of Commerce
 St. Paul's College
 Kalamassery.

University Nominee
 not allotted

Members from the Department:

1. Smt. Mary Srethya Melbin
2. Smt. Jersey Thresa
3. Smt. Ann Thomas Kiriyanthan
4. Smt. Elizabeth Rami K.F
5. Smt. Jeni Justus D'Costa
6. Smt. Maya P
7. Smt. Kollurani NV
- 8.

AGENDA FOR THE FIFTH MEETING OF THE
BOARD OF STUDIES DATED 22.03.17 AT 2.30 PM

ITEM-01/BOS/^{com}17.03/22/17 Approval of the minutes of the previous Board of Studies meeting held on 17/06/2016.

Minutes of the previous meeting held on 17/06/2016 which were confirmed through circulation was ratified.

ITEM-02/BOS/com/17.03/22/18 To discuss on the restructuring of the B.Com syllabi for the 2018 admission onwards.

The Board of Studies of the Department of Commerce has to discuss on the restructuring of the syllabi of B.Com for the 2018 admission onwards. The members are requested to put forth their suggestions & recommendations for the restructuring of syllabi.

ITEM-03/BOS/com/17.03/22/19 To approve the panel of examiners for the odd and even semester examinations 2017-18.

The proposed list of the panel of examiners for the odd and even semester examinations is to be approved by the members of the Board of Studies with their suggestions.

The meeting commenced with a prayer. Dr. Elamma Joseph, the chairperson of BOS welcomed all the members in the BOS and in the department. All the members in the BOS were present during the meeting. Smt. Mary Sreethy Melbin made a ppt presentation regarding the points to be discussed. The meeting proceeded to the matters in the agenda.

- ITEM-01/BOS/COM/17-03-22/17 Approval of the minutes of the previous Board of Studies meeting held on 17/06/2016.

Minutes of the previous meeting held on 17/06/2016, which were confirmed through circulation, was ratified. All the members approved the minutes of the previous meeting.

- ITEM-02/BOS/COM/17-03-22/18 Discussion on the restructuring of the B.Com - Finance & Taxation & B.Com Capital Market for 2018 admission onwards.

The Board of Studies of Commerce discussed the restructuring of the syllabi of B.Com. The members gave many suggestions regarding the changes in the syllabi & recommended for a restructuring for the 2018 admission onwards. But in order to keep parity with the Mahatma Gandhi University Syllabus the members put forth the suggestions that to wait till a final decision is taken on the publishing of MG University syllabus.

- ITEM-03/BOS/COM/17-03-22/19 Approval of the panel examiners for odd and even semester exams.

The meeting concluded with a vote of thanks by Smt. Jini Justin d'Costa. After the meeting refreshment was provided. The BoS members were given honorarium and also duty certificates.

Read & Confirmed:

Chairperson
Dr. Elizabeth Joseph
Retired Associate Professor
Dept. of Commerce
St. Theresa's College, Kkm.

Alumni
Dr. Asha Thomas
Assistant Professor
Dept. of Commerce
St. Paul's College
Kalamassery

Subject Experts:
Dr. Greetha CA
Associate Professor
P.G. Research Dept. of Commerce
The Cochin College
Kochi - 02

Dr. Harry P.V
Associate Professor
P.G. Dept. of Commerce
St. Mary's College
Manarcadu Kottayam

Industry Expert
Mr. Harry Raphael
Imperial Traders Pvt Ltd
Edakkunnam Kapela
Cheranellor.