

DEPARTMENT OF BUSINESS ADMINISTRATION
GURU NANAK DEV ENGINEERING COLLEGE, LUDHIANA.

BOARD OF STUDIES

AGENDA

&

MINUTES OF MEETING

2015 ONWARDS

Contents

S. No	Description
I	List of BOS Members
II	Agenda Items <ol style="list-style-type: none">1. To finalize the syllabus of MBA second Semester as per the AICTE model curriculum (New scheme 2019). (Annexure-I)2. To amend and finalize the course codes of new study scheme 2019. (Annexure-II).3. To review and finalize the courses to be offered as open electives for B.Tech and M.Tech . (Annexure-III)4. To finalize the syllabus of the subject (Human Resource Managment) offered as Open Elective to students of M.Tech. (Annexure-IV)

ANNEXURE-I

CORPORATE FINANCE AND FINANCIAL MARKETS

COURSE CODE: MBA-109

Max. Marks: 100
External Assessment: 60
Internal Assessment: 40

Objectives: To provide an understanding of the function, the roles, the goals and the processes of corporate financial management covering the sources of finances, investment of the resources and operations of financial system. Problem-solving methodology and case study will be used to illustrate the theories and tools in financial decision making.

Unit -I

Introduction to Financial Management: Objectives - Functions and Scope – Evolution Interface of Financial Management with Other Functional Areas - Environment of Corporate Finance. Sources of Long-Term Finance (Both domestic and Global): Equity Capital and Preference Capital – ADRs- GDRs – Foreign Bonds-Debt Capital - Term Loans and Deferred Credit. Valuation of Securities: Concept of Valuation - Bond Valuation - Equity Valuation: Dividend Capitalization Approach and Ratio Approach -Valuation of Warrants and Convertibles, Time Value of Money.

Unit -II

Financing & Investment Decisions: Basics of Capital Expenditure Decisions: The Process of Capital Budgeting - Analysis of Project Cash Flows: Cash Flow Estimation -Identifying the Relevant Cash Flows - Cash Flow Analysis Basic Principles in Estimating Cost and Benefits of Investments -Appraisal Criteria: Discounted and Non Discounted Methods (Pay-Back Period - Average rate of return - Net Present Value -Benefit Cost Ratio -Internal Rate of Return) - Replacement, Cash Flow-Estimation Bias - Evaluating Projects with Unequal Life - Adjusting Cash Flow for Inflation, Capital Rationing, Capital Structure Decisions-Leverages, Point of Indifference, Theories of Capital Structure, Cost of Capital- Cost of Debt, Cost of Preference Shares, Cost of Retained Earnings, Cost of Equity & Weighted average Cost of Capital, Working Capital Management-Estimation, Operating Cycle & Net Operating Cycle.

Unit -III

Indian Financial System: Introduction, Salient Features, Functions and Structure/ Organization, Financial System and the Indian Economy, Reforms in the Indian Financial System, Development Financial Institutions, Banking (with special reference to risk management in Banks) & Banking Financial Institutions, Insurance.

Unit -IV

Financial Markets: Functions and Organization, Organizations Resource Mobilization, Capital Market Instruments-Equity, Preference Shares, Debentures, Innovative Debt Instruments, Forward Contracts, Future Contracts, Option Contracts, Channelization of Funds, Equity, Debt and Currency Markets, Regulatory Framework of Primary Market, Regulatory Framework of Secondary Market, Primary Market Organization- Intermediaries,, Activities/ Procedures, Secondary Market Organization, Money Markets. Contemporary issues in Financial Markets.

Tutorials:

- i) Relevant Case Studies should be discussed in class.
- ii) Each student of the class shall carry a mini project on the financial practices or on financial market on the different topic of the syllabus.

The project may be carried on the basis of the primary/secondary data collected from the MNCs/ BSE 500 companies or related to financial markets.

Suggested Readings/ Books:

- I.M. Pandey, Financial Management, Vikas publishers
- Khan & Jain, Financial Management, Tata McGraw Hill
- Prasanna Chandra, Financial Management (Theory & Practice), Tata McGraw Hill
- Brigham, Financial Management: Text & Cases, Cengage Learning
- Brealy & Myres, Principles of Corporate Finance, Tata McGraw Hill
- John J., Financial Decision Making: Concept, Problem & Cases, Prentice Hall
- Khan & Jain, Indian Financial System, McGraw Hill Education (India) Private Limited
- Pathak Bharati V, The Indian Financial System- Markets, Institutions and Services, Pearson
- Madura Jeff, " Financial Institutions and Markets", Cenage Learning
- Fabozzi Frank J. & Modigliani Franco, "Capital Markets- Institutions and Instruments", PHI Learning Private Limited.

HUMAN RESOURCE MANAGEMENT

COURSE CODE: MBA-110

Max Marks: 100
External Assessment: 60
Internal Assessment: 40

Objectives: The objective of the paper is to make student aware of the various functions and importance of the HR department in any organization. It is basically concerned with managing the human resources, whereby the underlying objective is to attract retain and motivate the human resources in any organization, which is the most challenging and daunting look for any organization today.

Unit-I

Human Resources Management: Nature, scope, objectives & functions of HRM, HR as a competitive advantage, line & staff responsibility of HR manager. Competencies of HR Manager, Human Resource Planning, Job Analysis.

Unit – II

Recruitment & Selection: Meaning, Process & methods for recruitment. **Selection:** Need, Importance and the methods of selection. **Induction & Placement:** Need, Induction process, methods and evaluation of different methods. **Training & Development:** Training need Analysis, Methods of training.

Unit – III

Performance Appraisal: Meaning, Methods & Process, Issues in Performance Appraisal, Potential Appraisal. **Compensation Management:** Concept, elements, Job evaluation, wage & Salary fixation, Incentives, bonus, ESOPS, Fringe Benefits compensation, career planning & development, HRIS, **Industrial Relation & Labour laws:** basic concepts.

Unit – IV

Managerial Skills for effectiveness: Building organizational culture, networking skills, interaction across business functions, collaboration and presentation skills, development of a project that addresses an organizational challenge, Negotiation & Assertiveness skills, Mapping personal leadership and learning journey, Expanding professional and personal networks.

Tutorial: Relevant case study on the application of various

- Job Analysis
- Human Resource Planning
- Performance Appraisal

Group Discussion on emerging issues and Presentation on topics related to managerial skills would be conducted to enhance the student's personality and leadership skills.

MARKETING MANAGEMENT

COURSE CODE: MBA-111

Max. Marks: 100

External Assessment: 60

Internal Assessment: 40

Objectives: The course aims at making students understand concepts, philosophies, processes and techniques of managing the marketing operations of a firm in changing business environment. It would provide the students with the opportunity to apply the key concepts to practical business situations.

Unit –I

Understanding Marketing and Consumers: Introduction to Marketing Management, Definition, Importance, Scope, Basic Marketing Concepts, Marketing Mix, Marketing vs selling.

Marketing Environment and Competition Analyzing Marketing Environment- Micro, Macro, Impact of environment on marketing. **Marketing Information System:** Concept and Components. **Consumer Behaviour:** Consumer buying process, Factors Influencing Consumer Buying Behaviour.

Unit –II

Market Segmentation & Targeting. Concepts and types of Market segmentation, **Targeting:** need and methods. **Positioning:** concepts and position for competitive advantage. **Product Decisions:** Product Mix, Packaging and Labelling, Branding, Brand value & Brand Equity. **New Product Development:** Need, Process and Product Life Cycle and marketing mix strategies. **Pricing Decisions:** Objectives, Factors Affecting Pricing Decisions and Pricing Methods.

Unit –III

Delivering and Promoting Product: Supply Chain Decisions Nature, Types, Channel Design and Channel Management Decisions, Retailing, Wholesaling, **Personal Selling:** Personal Selling Process, Managing the Sales Force. **Promotion Mix:** Advertising, Sales Promotion, Public Relations. **Emerging Trends in Marketing:** Green Marketing, Event Marketing, Network Marketing, Social Marketing, Viral Marketing, Customer Relationship Management (CRM), Rural Marketing and Marketing in the Digital Age.

Unit -IV

Bottom of Pyramid Marketing: Understanding poverty and the Base of the Pyramid, understanding their basic needs wants and demands. **Design-Develop-Distribute** approach towards Bottom of Pyramid. Consumption and marketing practices, challenges. **The institutional context of Bottom of Pyramid markets,** Conducting Marketing Research in Bottom of Pyramid. Alternative Market initiatives at Bottom of Pyramid. **Ethical issues associated with Bottom of Pyramid.**

LEGAL AND BUSINESS ENVIRONMENT

COURSE CODE: MBA-112

Max. Marks: 100
External Assessment: 60
Internal Assessment: 40

Objectives: The course aims to provide an understanding of corporate legal framework prevalent in the country. This course seeks to sensitize the students to the broader business environment at micro and macro level and economic environment within which they will operate as managers. The course seeks to examine the interaction between the economy, policy and society at different perspective and enable the students to be more effective managers in today's global economy.

Unit-I

Legal aspect of Business: Introduction to business laws; Structure of the Indian legal systems, sources of law; Fundamentals of contract laws- formation of contracts; **Principles of contract laws-** legality of object consideration, performance of contract- discharge of contract- breach of contract, **Quasi contracts-**contract management, special contracts.- laws of agency; principal-agent- problem-bailment, pledge, guarantee and indemnity.

Unit II

Sales of Goods- principles of sales of goods-transfer of ownership & property- performance of contract-**Consumer Protection Laws-** Law relating to business organizations –Partnership Trusts- company form of organization; Protecting the property of Business-Copyright, Trademark, secret, Geographical Indications- Alternate dispute resolutions.

Unit-III

Macro & Micro indicators in business environment, assessing risk in business environment; Emerging sectors of Indian economy, relative size and growth of public and private sectors- design and strategy of economic reforms; current rate of growth and investment, interest rate structure & Monetary policy, fiscal environment, current inflationary position and its impact on business sector. Public and private partnership; intellectual property regime and environment for the SME sector; Trends in service sector growth; banking reforms and challenges; business opportunities in the rural sector.

Unit-IV

Globalization trends and challenges: balance of payment trends, environment for foreign trade and investment; exchange rate movements and their impact, India's competitiveness in the world economy; external influences on India's business environment.

Operations Management

Course code: MBA-113

Max. Marks: 100
External Assessment: 60
Internal Assessment: 40

Objectives: Develop knowledge of concepts and skills required to equip the learner in practising global standards for managing the operations of a manufacturing/service organization.

Unit - I

Operations management-Concept; functions; transformation process model - inputs, process and outputs difference between manufacturing and service operations; Recent trends in operations management; operations management in corporate profitability and competitiveness.

Designing products, services and processes- New product design; Product development process; product-process mix; design of services and service processes; service process matrix.

Process decisions- process choice; Relationship of process choice with volume in both manufacturing and services. **Facility Location** – importance, factors in location analysis, location decision issues for multinational firms.

Unit - II

Facility Layout – Objectives, Advantages, Basic Types of Layouts, Problems in facility layout.

Capacity Planning – Concepts, Factors affecting Capacity Planning, Capacity Planning Decisions. **Forecasting** -Importance of Forecasting in managerial decision making, Demand characteristics and its patterns, designing the forecasting system, type of forecasting techniques, role of computers in forecasting, forecast error, selection of the forecasting model.

Unit - III

Inventory Management - Concept, Objectives, Inventory costs, Inventory classification, Factors Affecting Inventory Control Policy, Basic stock control methods, Continuous and Periodic review Inventory models, **Deterministic Economic Order Quantity (EOQ) Models**- Basic EOQ Model, EOQ and Quantity Discount, EOQ Model with Non-instantaneous Receipt (Production-run formula), EOQ Model with Planned Shortages or where stockout is permitted, Stochastic inventory models, single period model for perishable products and services.

Supply Chain Management (SCM) meaning; nature of SCM for both manufacturers and service providers; role of purchasing and distribution in designing effective supply chains; measures of supply chain performance and their linkage to key financial measures; Lean and Agile supply chains and their design.

Unit - IV

Total Quality Management (TQM) – customer driven concept of quality; total quality management concept; **Principles of Total Quality management** :- Customer satisfaction, Employee involvement and Continuous improvement; major costs of poor quality; Improving quality through TQM;

JIT and Lean Production System- Concept; characteristics; Kanban System; JIT system in services; strategic implications of JIT systems; Problems in implementing JIT systems; Total quality control (TQC) concept; Deming's contribution to TQC; Contribution of Crosby to Quality management.

Sustainable Operations management- concept; need; Triple bottom line (TBL) concept; Sustainable operations strategies and their linkage with TBL.

Tutorials:

1. A total of four case Studies on the various concepts of Operations management will be discussed.
2. Additionally Monte Carlo Simulation model for capacity planning and inventory analysis; Break even method and transportation method for location analysis and financial analyses techniques for assessing the relative attractiveness of projects with respect to other investment opportunities shall be discussed.

Suggested Readings/Books:

- Operations Management Strategy and Analysis by Lee J. Krajewski, Manoj K. Malhotra, Larry P. Ritzman.; Publisher: Pearson Education
- Production and Operations Management by Everette E. Adam, Jr. Ronald J. Ebert; Publisher: Prentice Hall of India
- Production and Operations Management by N.G. Nair; Publisher: Tata Mc. Graw Hill
- Production and Operations Management by Panneerselvam R; Publisher: Prentice Hall of India.
- Operations Management Theory & Practice, B. Mahadevan; Publisher: Pearson Education.

SEMINAR ON SOCIAL RESPONSIVENESS

COURSE CODE: MBA-114

Max Marks: 50
External Assessment: 0
Internal Assessment: 50

Objectives: The main objectives of the course include developing an attitude of responsiveness to contextual social issues / problems and exploring solutions, understanding business ethics and corporate social responsibility in the students pursuing the course. Students are expected to identify the contemporary social problems, exploring the opportunities for social entrepreneurship, designing business solutions and demonstrating ethical standards in organizational decision making.

Unit-I

Corporate Social Responsibility: Concept, Definition, Need, Arguments in favour of and against CSR. Historical Phases of Corporate Social Responsibility, Perspectives of CSR. Models of CSR, Drivers of CSR, Business Ethics and CSR, CSR Practices in India, Case Studies of Major CSR Initiatives.

Unit-II

Corporate Sustainability: Meaning, Need and importance of Sustainability, Sustainability Case Studies-Triple Bottom Line (TBL). Corporate Sustainability Reporting Frameworks- Global Reporting Initiative Guidelines, National Voluntary Guidelines on Social, Environmental and Economic Responsibilities of Business.

Unit-III

Eco-Efficiency & Pollution: Advantages of saving energy and reducing waste to business, Global warming, Green House effect, Carbon neutrality, Benefits to businesses in reducing carbon footprints, carbon credits.

Unit-IV

Drug De-addiction and Traffic Rules: Causes, remedies, and societal impact of drug abuse, Traffic Rules and regulations, road signs, punishment for violations (Eminent experts of the subject will be called for the Seminar at least once during the semester. It will be binding for all the students to attend the seminar.

RESEARCH METHODOLOGY

COURSE CODE: MBA-115

Max.Marks-100

External Assessment-60

Internal Assessment-40

Objectives: To Equip the students with the basic understanding of the research methodology in changing business scenario. To provide an insight into the application of dynamic analytical techniques to face the stormy challenges, aimed at fulfilling the objectives of business decision making.

Unit-I

Introduction to Research- Meaning of research; Types of research and research process; Features of good research study. **Research problem-** Defining research problem; Problem identification process; Components of research problem. **Formulating the research hypothesis-** Meaning of hypothesis; Types of research hypothesis. **Scaling techniques-** Meaning, types of scales, scale construction techniques.

Unit-II

Data Collection- Types of data; Sources of data collection; Tools of data collection; Methods of data collection. **Questionnaire Design-** Questionnaire method; Types of questionnaire; Process of questionnaire designing. **Sampling-** Concepts; sampling vs census; sampling vs non sampling error; **Sampling Design-** Probability and Non Probability sampling.

Unit-III

Test of Significance- Assumption about Parametric and Non Parametric tests; Chi-square test for the goodness of fit; T-test; F-test; Z-test; ANNOVA; **Non Parametric test-** Sign test, Run test; Krushall-Wallis test, Maan Whitney U test.

Unit-IV

Research Report writing- Types of research reports: Brief reports and Detailed reports. Report writing: structure of research report- Preliminary section, main report; formulation rules for writing the report; Appendix- norms of using Index and Bibliography.

Tutorial: Problems related to practical topics will be discussed and sorted out.
Questionnaire will be prepared by using different techniques.
Students will be prepared to construct different scales.

ANNEXURE-II

Guru Nanak Dev Engineering College, Ludhiana.
Department of Business Administration
Study Scheme 2019.

SEMESTER -I

Course Code	Course Title	Course Type	Load Allocation			Marks Distribution		Total Marks	Total Credits
			L	T*	P	Internal	External		
MBA-101	Fundamentals of Management	Core	3	1		40	60	100	4
MBA-102	Managerial Economics	Core	3	1		40	60	100	4
MBA-103	Financial Reporting & Analysis	Core	3	1		40	60	100	4
MBA-104	Organisational Behaviour & Design	Core	3	1		40	60	100	4
MBA-105	Business Analytics	Core	3	1		40	60	100	4
MBA-106	Business communications**	Core	2	2		50	50	100	4
MBA-107	Computer Applications for Business	Core			2	40	60	100	1
MBA-108	Seminar on Indian Ethos and Ethics	Core		4		50		50	4
	TOTAL		17	11	2	340	410	750	29

* Separate syllabi shall be designed for Lecture and Tutorial classes. The syllabus for tutorial classes would be Practical / Task oriented.

** The students shall compulsorily submit a report on the topics covered in the course which shall be the eligibility criteria for passing in this course.

5th BOS Meeting 11/10/2019

Guru Nanak Dev Engineering College, Ludhiana.
Department of Business Administration
Study Scheme 2019.

SEMESTER-II

Course Code	Course Title	Course Type	Load Allocation			Marks Distribution		Total Marks	Total Credits
			L	T*	P	Internal	External		
MBA-109	Corporate Finance and Financial Markets.	Core	3	1		40	60	100	4
MBA-110	Human Resource Management	Core	3	1		40	60	100	4
MBA-111	Marketing Management	Core	3	1		40	60	100	4
MBA-112	Legal and Business Environment	Core	3	1		40	60	100	4
MBA-113	Operations Management	Core	3	1		40	60	100	4
MBA-114	Seminar on Social Responsiveness	Core		4		50		50	4
MBA-115	Research Methodology***	Core	3	1		40	60	50	4
##	Open Elective/ MOOCS****	OE	3			40	60	100	3
			21	10		330	420	750	31

1. *** The students shall compulsorily submit a mini project report as an eligibility criteria for passing in this course.
2. **** Student opting for MOOCS course shall have to undergo 12 weeks course which shall be considered equivalent to open elective.
3. ## The students shall opt from the open elective courses being offered by other departments (M.TECH / M.C.A) and accordingly the same course code shall be applicable. For these open elective courses the students shall be attending the classes in the department offering the selected course.
4. Evaluation of the papers MBA-108 (Seminar on Indian Ethos and Ethics) and MBA-114 (Seminar on Social Responsiveness) will be Internal and the bifurcation of the marks would be:
 - MST - 24 Marks
 - Attendance and Class behavior - 6 Marks
 - Assignments and class tasks - 5 Marks
 - Field Work/Practical - 15 Marks

Guru Nanak Dev Engineering College, Ludhiana.
Department of Business Administration
Study Scheme 2019.

SEMESTER-III

Course Code	Course Title	Course Type	Load Allocation			Marks Distribution		Total Marks	Total Credits
			L	T*	P	Internal	External		
MBA-116	Entrepreneurship and Project Management	Core	3	1		40	60	100	4
MBA-XXX	Program Elective-I*	Electives	3	1		40	60	100	4
MBA-XXX	Program Elective-II*	Electives	3	1		40	60	100	4
MBA-XXX	Program Elective-III*	Electives	3	1		40	60	100	4
MBA-XXX	Program Elective-IV*	Electives	3	1		40	60	100	4
MBA-117	Industrial/ Institutional Training	Internship			2	50		50	1
MBAD-130	Dissertation Phase-I	Field work			4	50		50	2
			15	5	6	300	300	600	23

Guru Nanak Dev Engineering College, Ludhiana.
Department of Business Administration
Study Scheme 2019.

SEMESTER- IV

Course Code	Course Title	Course Type	Load Allocation			Marks Distribution		Total Marks	Total Credits
			L	T	P	Internal	External		
MBA-132	Corporate Strategy	Core	3	1		40	60	100	4
MBA -XXX	Elective-V**	Elective	3	1		40	60	100	4
MBA-XXX	Elective-VI**	Elective	3	1		40	60	100	4
MBA-XXX	Elective-VII**	Elective	3	1		40	60	100	4
MBA-XXX	Elective-VIII**	Elective	3	1		40	60	100	4
MBAD-131	Dissertation Phase -2		---	---	6		50	50	3
##	Open Elective/MOOCs	OE	3			40	60	100	3
			18	5	6	240	410	650	26

The students shall opt from the open elective courses being offered by other departments (M.Tech /M.C.A) and accordingly the same course code shall be applicable. For these open elective courses the students shall be attending the classes in the department offering the selected course.

Note on Elective Subjects

- *The programme shall be dual specialization offering a total of 6 departmental electives in third and fourth semester each (2 from each specialization). The students shall opt for two subjects each in the selected specialization I (Elective -I & Elective-II) & specialization II (Elective -III & Elective-IV) of choice from the list of offered electives in each specialization in third semester
- **Similarly the students shall opt for two subjects each in the specialization I (Elective -V & Elective-VI) & specialization II (Elective -VII & Elective-VIII) of choice from the list of offered electives in each specialization in fourth semester. Further the minimum number of students required to offer an elective course shall be ten.

TOTAL CREDITS FOR MBA PROGRAM: 109

DEPARTMENTAL ELECTIVE COURSES

Specialization Finance 3rd Semester

- MBA-118 Investment Analysis and Portfolio Management
- MBA-119 Project Appraisal and Finance
- MBA-120 Financial Markets and Services
- MBA-121 Mergers, Acquisitions and Corporate Restructuring

Specialization Human Resource Management 3rd Semester

- MBA-126 Manpower Planning, Recruitment, and Selection
- MBA-127 Employee Relations
- MBA-128 Compensation and Benefits Management
- MBA-129 Understanding self-Indian Perspective

Specialization Finance 4th Semester

- MBA-133 International Finance
- MBA-134 Managing Banks and Financial Institutions
- MBA-135 Valuation
- MBA-136 Behavioral Finance

Specialization Human Resource Management 4th Semester

- MBA-141 Cross Cultural Management
- MBA-142 Team Dynamics at Work
- MBA-143 International HRM
- MBA-144 Strategic HRM

Specialization Marketing 3rd Semester

- MBA-122 Consumer Behaviour
- MBA-123 Integrated Marketing Communication
- MBA-124 Digital and Social Media Marketing
- MBA-125 Product and Brand Management

Specialization Marketing 4th Semester

- MBA-136 Services Marketing
- MBA-138 Retail Management
- MBA-139 International Marketing
- MBA-140 Sales and Distribution Management

Teachers need to submit the detailed course plan for both theory and tutorial subjects to the HOD before the commencement of each semester. Committee shall be formed by HOD for the approval of the submitted course plan.

OPEN ELECTIVES BEING OFFERED FOR UG STUDENTS

Subjects to be offered as Open Electives by the Department of Business Administration for B.Tech (U.G) courses

• OEMBA-201	Corporate Finance and Financial Markets
• OEMBA-202	Human Resource Management
• OEMBA-203	Marketing Management
• OEMBA-204	Operation Management
• OEMBA-205	Services Marketing
• OEMBA-206	International HRM

OPEN ELECTIVES BEING OFFERED FOR PG (M.TECH/M.C.A) STUDENTS

• MOBA- 301	Fundamentals of Management
• MOBA- 302	Organisational Behaviour & Design
• MOBA- 303	Financial Markets and Services
• MOBA -304	Consumer Behaviour
• MOBA -305	Manpower Planning, Recruitment, and Selection
• MOBA-306	International HRM.
• MOBA-307	Human Resource Management

The classes for the open elective courses for students of other departments shall preferably be held along with the students of M.B.A. program.

ANNEXURE-II

OPEN ELECTIVES BEING OFFERED FOR UG STUDENTS

Subjects to be offered as Open Electives by the Department of Business Administration for B.Tech (U.G) courses

- OEMBA-201 Corporate Finance and Financial Markets
- OEMBA-202 Human Resource Management
- OEMBA-203 Marketing Management
- OEMBA-204 Operation Management
- OEMBA-205 Services Marketing
- OEMBA-206 International HRM

OPEN ELECTIVES BEING OFFERED FOR PG (M.TECH/M.C.A) STUDENTS

- MOBA- 301 Fundamentals of Management
- MOBA- 302 Organisational Behaviour & Design
- MOBA- 303 Financial Markets and Services
- MOBA -304 Consumer Behaviour
- MOBA -305 Manpower Planning, Recruitment, and Selection
- MOBA-306 International HRM
- MOBA-307 Human Resource Management

The classes for the open elective courses for students of other departments shall preferably be held along with the students of M.B.A. program.

ANNEXURE-IV

Human Resource Management
MOBA-307

(Credits: 3)

Teaching Scheme

Lectures: 3 hrs/ week

Human Resources Management: Meaning, Scope, Objective, Functions, Roles and Importance. interaction with other functional areas. HRM & HRD a comparative analysis. Human Resource Management practices in India. Human Resource Planning: Meaning & Concept, Process and importance, Methods of Human Resources Planning, Importance of HRIS. Job Analysis, Job Description, Job Specification & Job Evaluation – Meaning, Concepts and Methods.

Recruitment & Selection: Meaning & Concept, Process & Methods Recruitment & Selections. Induction & Placement Process. Training & Development: Meaning & Concept of Training & Development, Methods of Training & Development, Difference Between Training & Development, Aligning Training to Business Needs, Future of Training & development. Career Planning & Coaching & Mentoring.

Performance Appraisal: Meaning & Concept of Performance Appraisal, Methods & Process Of Performance Appraisal, Issues in Performance Appraisal and Potential Appraisal. Compensation Management- Wage & Salary Administration: Meaning & Concept of Wage & Salary Administration, Elements & Methods of Wage & Salary, Incentive Plans & Fringe Benefits. Internal Mobility: Promotion, Transfer, Demotion, Separation. Quality of work life (QWL): Meaning, Concept, Development and Various Approaches of QWL, Techniques for improving QWL. Health, Safety & Employee Welfare, Social Security, Job Stress, Counseling and Monitoring, Job Satisfaction and Morale. Competency Mapping Unit

Industrial Relations: Meaning & Concept of Industrial Relations. Collective Bargaining - Meaning, Scope and Objectives; Collective Bargaining – Issues and Strategies; Negotiations Skills and Strategies; Participative Management; Employee Grievances and their Resolution – Model for Grievance Resolution Procedure. Quality Circles: Concept, Structure. Role of Management, Quality Circle in India, HR Audit, Contemporary Issues in HRM.

Suggested Readings/ Books:

- V.S.P.Rao, Human Resource Management, Excel Books
- C.B. Memoria, Personal Management, Himalaya Publications
- Edwin B. Flippo, Personal Management, Tata Mc Graw Hill
- K. Aswathappa, Human Resource Management, Tata McGrawHill
- Bohlander, Snell & Vohra, Human Resource Management, Cengage Learning
- Dale Yoder, Personal Management & Industrial Relations, Tata McGraw Hill C.B. Gupta, Human Resource Management, Sultan Chand and Sons
- R.S. Dwivedi, HRD in India Companies, Himalaya publications
- Gary Dessler, Human Resource Management, McMillan
- Gomez-Mejia, Managing Human Resources, Pearson Education

(October 11, 2019)

Item
No: 1

Agenda Items:-

To Finalize the syllabus of MBA second Semester as per the AICTE model curriculum (New scheme 2019). (Annexure-I)

Corporate Finance and Financial Markets(MBA-109) –approved

Human Resource Management (MBA-110) In 3rd Unit Strategic HR Practices to be added. In Unit-I HR Audit needs to be incorporated.

Marketing Management (MBA-111) In Unit II concepts of service marketing to be added. Emerging Trends to be shifted to Unit –IV.

Legal and Business Environment(MBA-112) Introduction of Company Law, Liabilities of company formation, Qualifications, Rights and duties of Board of directors / to be added in IInd Unit. Partnership, trust to be deleted and add the trade secret. In Unit IV, concept of BOP to be added.

Operation Management (MBA-113) Unit-II capacity Planning to be removed. Unit –III- Introduction of MRP, MRP2&ERP to be added and supply chain management to be removed. In Unit-IV concept of SQC, Quality Circles to be added. JIT to be added in Unit –III. Sustainable operations management to be removed.

Seminar on Social Responsiveness (MBA-114) The syllabus not to be divided unit wise. Concept like Eco-efficiency, eco service system evaluation, renewable energy form (EVs &BS6 norms), Carbon credits to

NBS

AK

MBH

11-10-19

SKJ

	<p>be added</p> <p>Research Methodology (MBA -115) In Unit -III Under non parametric tests sign and run test to be removed and introduction to multi-variate/ factor /discriminant /conjoint/cluster/ multiple regression to be added. Relevant software's to be introduced to the students.</p>
Item No: 2	<p>To amend and finalize the course codes of new study scheme 2019, (Annexure-II).</p> <p>Approved</p> <p>The students can opt 8 weeks /12 weeks MOOC subjects for desired credits as per SWAYAM Guidelines.</p>
Item No: 3	<p>To review and finalize the courses to be offered as open electives for B.Tech and M.Tech.(Annexure-III)</p> <p>Approved</p> <p>M.TECH -</p> <p>Subjects titled Operation Management (MOBA-308) and Marketing Management (MOBA-309) to be offered as open electives.</p>
Item No: 4	<p>To finalize the syllabus of the course HRM to be offered as open electives for B.Tech and M.Tech courses. (Annexure-IV)</p> <p>Approved</p>

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R. Sir


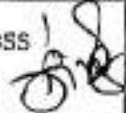
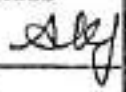



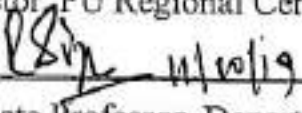
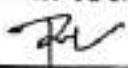
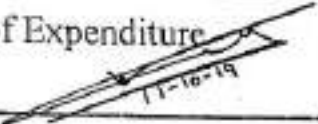
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11-10-19

MS. H. K. whose

List of BOS Members


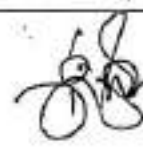

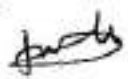

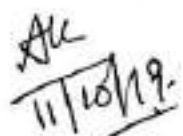

1	Dr. Sukhdev Singh, Professor & Head, Department of Business Administration, GNDEC, Ludhiana (Chairman). 
2	Dr. Parampal Singh, Associate Professor, Department of Business Administration, GNDEC, Ludhiana (Member). 
3	Dr. Amanjot Kaur Gill, Assistant Professor Department of Business Administration, GNDEC, Ludhiana (Member). 
4	Dr. Harmohan Singh Dhall, Assistant Professor Department of Business Administration, GNDEC, Ludhiana (Member). 
5	Dr. Navdeep Kaur, Assistant Professor Department of Business Administration, GNDEC, Ludhiana (Member). 
6	Ms. Amarpreet Kaur, Assistant Professor Department of Business Administration, GNDEC, Ludhiana (Member). 
EXTERNAL MEMBERS	
7	Dr. Ravi Inder Singh, Director, PU Regional Centre, Fountain Chowk, Ludhiana (Member). 
8	Dr. Rajat Aggarwal, Associate Professor, Department of Management Studies, IIT Roorkee (Member). 
9	Dr. Ajesh Kaura, Vice -President, Nahar Group, Ludhiana, (Member).
10	Dr. Harmeen Soch, Associate Professor. PIT (PTU main campus), Kapurthala (Member nominated by IKGPTU).
11	Mr. Inderjit Singh, Deputy Director, Department of Expenditure Ministry of Finance GOI, New Delhi. (Member) 

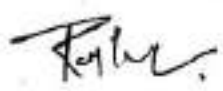

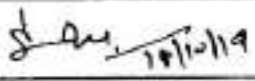


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Nominated Members	
1	Dean (Academics)/Nominee <i>J. A.</i> 11.10.19
2	COE/ Nominee <i>J. A.</i>
3	Dean(T&P)/ Nominee <i>N. B.</i>
	Speical Invitee: Ms.Mandeep Kaur Khosa <i>Khosa</i> Assistant Professor, Deptt. of Business Administration, Guru Nanak Dev Engineering College Ludhiana


BOS Members

The following members were present during the meeting of BOS on 11th October, 2019.

1	Dr. Sukhdev Singh, Professor & Head, Department of Business Administration, GNDEC, Ludhiana (Chairman).	 11/10/19
2	Dr. Parampal Singh, Associate Professor, Department of Business Administration, GNDEC, Ludhiana (Member).	 11/10/19
3	Dr. Amanjot Kaur Gill, Assistant Professor Department of Business Administration, GNDEC, Ludhiana (Member).	 11/10/19
4	Dr. Harmohan Singh Dhall, Assistant Professor Department of Business Administration, GNDEC, Ludhiana (Member).	 11/10/19
5	Dr. Navdeep Kaur, Assistant Professor Department of Business Administration, GNDEC, Ludhiana (Member).	 11/10/19
6	Ms. Amarpreet Kaur, Assistant Professor Department of Business Administration, GNDEC, Ludhiana (Member).	 11/10/19
EXTERNAL MEMBERS		
7	Dr. Ravi Inder Singh, Director, PU Regional Centre, Fountain Chowk, Ludhiana (Member).	 11/10/19

8	Dr. Rajat Aggarwal, Associate Professor, Department of Management Studies, IIT Roorkee (Member).	
9	Dr. Ajesh Kaura, Vice -President, Nahar Group, Ludhiana, (Member).	
10	Dr. Harmeen Soch, Associate Professor. PIT (PTU main campus), Kapurthala (Member nominated by IKGPTU).	
11	Mr. Inderjit Singh, Assistant Director (Cost) Tariff commission, Ministry of Commerce and Industry, GOI, New Delhi. (Member)	
	Nominated Members	
1	Dean (Academics)/Nominee.	
2	COE/ Nominee	
3	Dean(T&P)/ Nominee	

* Designation - Mr. Inderjit Singh Deputy Director,
Department of Expenditure,
Ministry of Finance,
New Delhi.

Special Invitee :- Ms. Mandeep Kaur Khosa 
Assistant Professor,
Dept. of Business Administration
GNDEC, Ludhiana.

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GURU NANAK DEV ENGINEERING COLLEGE, LUDHIANA

Department of Business Administration

No. MBA 22/1011

Dated 28-8-19

Dean Academics

Sub: Minor Alteration in the proposed scheme of MBA Programme 2019.

Sir,

In the above proposed scheme, the department of Business Administration has offered open electives for the students of B.Tech. & M.Tech. As per proposed scheme, these elective are offered in 2nd & 4th semester. As the teaching classes in M. Tech. are not held in 4th semester so this proposed scheme of open elective for M. Tech. may be introduced in M. Tech. (3rd semester) subject to approval of competent authority.

Thanking you,




Department of Business Administration

Encl:-

Relevant page of the proposed scheme.

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28/8/19


Professor & Head,
Department of Management,
Guru Nanak Dev Engg. College,
Ludhiana (Punjab) - 141006.

Handwritten note:
ok

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OPEN ELECTIVE FOR OTHER DEPARTMENTS

Subjects to be offered as Open Electives by the Department of Business Administration for B.Tech and M.Tech courses

2nd Semester of MBA program


- MBA-19201 Corporate Finance and Financial Markets
- MBA-19203 Marketing Management

The classes for the open elective courses for students of other departments shall be held alongwith the students of M.B.A. program.

4th Semester of MBA program#

- MBA-19925 International Finance
- MBA-19926 Managing Banks and Financial Institutions
- MBA-19927 Valuation
- MBA-19928 Behavioral Finance
- MBA-19905 Services Marketing
- MBA-19906 Retail Management
- MBA-19907 International Marketing
- MBA-19908 Sales and Distribution Management
- MBA-19970 Cross Cultural Management
- MBA-19971 Team Dynamics at Work
- MBA-19972 International HRM
- MBA-19973 Strategic HRM

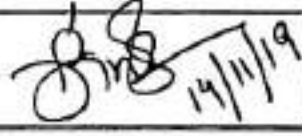
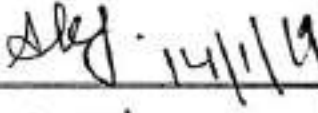
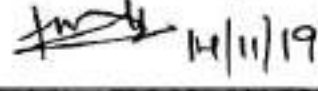

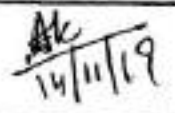
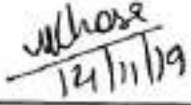
Subjects offered as electives in MBA 4th semester from the above list would be available as Open Electives for B.Tech and M.Tech branches. The classes for the open elective courses for students of other departments shall be held alongwith the students of M.B.A. program.



 Professor & Head,
 Department of Management,
 Guru Nanak Dev Engg. College,
 Ludhiana (Punjab) - 141006.

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Minutes of the meeting

The internal members of the BOS (Department of Business Administration) in the meeting held on 14/11/19 hereby approve the Question paper pattern of the Subject: **Business Communication (MBA-106)** (Marks: 50) of 1st semester (**Annexure-I**) from Nov-Dec 2019 examinations onwards.

	BOS Members	Signatures
1	Dr. Parampal Singh, Head & Associate Professor, Department of Business Administration, GNDEC, Ludhiana (Chairman).	 14/11/19
2	Dr. Amanjot Kaur Gill, Assistant Professor Department of Business Administration, GNDEC, Ludhiana (Member).	 14/11/19
3	Dr. Harmohan Singh Dhall, Assistant Professor Department of Business Administration, GNDEC, Ludhiana (Member).	 14/11/19
4	Dr. Navdeep Kaur, Assistant Professor Department of Business Administration, GNDEC, Ludhiana (Member).	 14/11/19
5	Ms. Amarpreet Kaur, Assistant Professor Department of Business Administration, GNDEC, Ludhiana (Member).	 14/11/19
6	Ms Mandeep kaur Khosa, Assistant Professor Department of Business Administration, GNDEC, Ludhiana.	 14/11/19


Professor & Head,
Department of Management,
Guru Nanak Dev Engg. College
Ludhiana (Punjab) - 141005.

ANNEXURE- I

No of Questions: 10]
Roll No.-----

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[Total No of Pages:]

Program/Course: MBA(Sem Ist)
Name of the Subject: Business Communication
Subject Code: MBA-106
Paper ID:

Time Allowed: 03 Hours

Max. Marks: 50

NOTE:

- 1) Part C is Compulsory
- 2) Attempt any Five questions from Part-A, and any one questions from each of the Sections B1, B2, B3 and B4 of Part-B.
- 3) Any missing data may be assumed appropriately.

Part -A

[Marks: 04 each]

Q1.

Part- B

Section-B1

[Marks: 06 each]

Q2

Q3

Section-B2

[Marks: 06 each]

Q4

Q5

Section-B3

[Marks: 06 each]

Q6

Q7

Section-B4

[Marks: 06 each]


Q8

Q9

Part -C

[Marks: 06]

Q10 Case Study:


Professor & Head,
Department of Management,
Guru Nanak Dev Engg. College,
Ludhiana (Punjab) - 141006.

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GURU NANAK DEV ENGINEERING COLLEGE, LUDHIANA
Department of Business Administration

No.MBA-39/34

Dated-19-01-18

Principal,

Through: Dean Academics

Sir,

In reference to letter No. RK-38/2042 dated 16.11.17 regarding constitution of the BOS, it is submitted that to the best of my knowledge, Dr. Prem Kumar, Vice Chancellor, GNA University Phagwara was nominated as member of BOS of the Department of Business Administration (please refer Serial No. 8) and now he has quit the university and went abroad. Dr. Prem Kumar was in the category of subject experts. So, you are requested to proceed to replace this expert and seek necessary approval. Sir, another member of BOS as PTU nominee is Dr. Harveen Soch (please refer serial no. 11). The spellings of her name may be corrected as she is mentioned as Harneeh Soch.

The proposed replacements are:-

1. Dr. G.S. Batra, Prof. School of Management Studies and
Dean Research, Punjabi University, Patiala.
2. Dr. B.S. Bhatia, Pro. Vice Chancellor
RIMT University, Mandi Gobindgarh
3. Dr. Rajat Aggarwal, Associate Professor,
Department of Management Studies, IIT Roorke


Head
Department of Business Administration

AGENDA - 4th Meeting BOS, 2018

Contents

S. No	Description
1	List of BOS Members
2	Agenda Items <ul style="list-style-type: none">• Proposed scheme for MBA programme as per AICTE norms 2018. (Annexure-I)• Offering open electives to the MBA students.• The department shall offer open electives to the students of other departments.• To introduce Ph.D in Management under self-financed scheme with effect from session 2019-20.• Basis for Rationalization of awards in the Internal Assessment.• To Introduce one year Part Time Post Graduate Diploma in Management for Working Executives.• To introduce full time regular three year Graduate Programs in<ol style="list-style-type: none">1. Business Administration (BBA) &2. Commerce (B.Com).

List of BOS Members

1	Dr. Sukhdev Singh, Professor & Head, Department of Business Administration, GNDEC, Ludhiana (Chairman).
2	Dr. Parampal Singh, Associate Professor, Department of Business Administration, GNDEC, Ludhiana (Member).
3	Ms. Amanjot Kaur Gill, Assistant Professor Department of Business Administration, GNDEC, Ludhiana (Member).
4	Dr. Harmohan Singh Dhall, Assistant Professor Department of Business Administration, GNDEC, Ludhiana (Member).
5	Dr. Navdeep Kaur, Assistant Professor Department of Business Administration, GNDEC, Ludhiana (Member).
6	Ms. Amarpreet Kaur, Assistant Professor Department of Business Administration, GNDEC, Ludhiana (Member).
EXTERNAL MEMBERS	
7	Dr. Ravi Inder Singh, Director, PU Regional Centre, Fountain Chowk, Ludhiana (Member).
8	Dr. Rajat Aggarwal, Associate Professor, Department of Management Studies, IIT Roorkee. (Member)
9	Dr. Ajesh Kaura, Vice –President, Nahar Group, Ludhiana, (Member).
10	Dr. Harmeen Soch, Associate Professor. PIT (PTU main campus), Kapurthala (Member nominated by IKGPTU).

11	Mr. Inderjit Singh, Assistant Director (Cost) Tariff commission, Ministry of Commerce and Industry, GOI, New Delhi.
	Nominated Members
1	Dean (Academics)/Nominee
2	COE/ Nominee
3	Dean(T&P)/ Nominee

Department of Business Administration's Agenda of 4th Meeting of BOS on 20th September 2018

Guru Nanak Dev Engineering College, Ludhiana.Department of Business AdministrationMinutes of Meeting of BOS Meeting(September 20th 2018)

item No.1	Proposed scheme for MBA programme as per AICTE norms 2018.(Annexure-I) Approved with changes
Item No.2	Offering open electives to MBA students. Approved
Item No.3	The department shall offer open electives to the students of other departments. Approved
Item No.4	To introduce Ph.D in Management under self-financed scheme with effect from session 2019-20. Approved but Dissented by Dr.Harmeen Soch as it is not prevalent in other universities and the college needs to meet with many requisite resources before such a strategic decision can be taken at University level.
Item No.5	Basis for Rationalization of awards in the Internal Assessment. Approved. (It should be followed with bell shaped probability distribution)
Item No.6	To Introduce one year Part Time Post Graduate Diploma in Management

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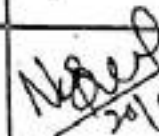

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	for Working Executives. Approved (To introduce three(3) years part-time MBA program. It is resolved that if a candidate passes one year course he/she shall be given Diploma in Management).
Item No.7	1. To introduce full time regular three year Graduate Programs in 1. Business Administration (BBA) & 2. Commerce (B.Com). Approved

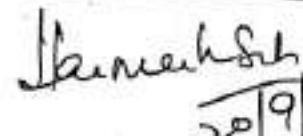
Following members were present during the ^{4th} Board of Studies meeting held on 20 September, 2018 in the seminar room of Department of Business Administration.

List of BOS Members who were present during meeting.

	Internal members	Signature
1	Dr. Sukhdev Singh, Professor & Head, Department of Business Administration, GNDEC, Ludhiana (Chairman).	
2	Dr. Parampal Singh, Associate Professor, Department of Business Administration, GNDEC, Ludhiana (Member).	
3	Dr. Harmohan Singh Dhall, Assistant Professor, Department of Business Administration, GNDEC, Ludhiana (Member).	
4	Dr. Navdeep Kaur, Assistant Professor, Department of Business Administration, GNDEC, Ludhiana (Member).	 20/9/2018
5	Ms. Amarpreet Kaur, Assistant Professor, Department of Business Administration, GNDEC, Ludhiana (Member).	 20/9/18


20/9/18


20/9/18


20/9/18


20/9/18


20/9/2018

	External members	
6	Dr. Ravi Inder Singh, Director, PU Regional Centre, Fountain Chowk, Ludhiana (Member) .	RSI 20/9/18
7	Dr. Rajat Aggarwal, Associate Professor, Department of Management Studies, IIT Roorkee (Member) .	Raj A 20-9-18
8	Dr. Harmeen Soch, Associate Professor. PIT (PTU main campus), Kapurthala (Member nominated by IKGPTU) .	H Soch 20/9/18
9	Mr. Inderjit Singh, Assistant Director (Cost) Tariff commission, Ministry of Commerce and Industry, GOI, New Delhi. (Member)	20-9-18

To

Dean Academics,

In reference to your letter no. RK38/997 dated 02.08.2017, the proposed members of BOS for the subsequent term are as:-

BOS Members**Two Subject Experts from outside Parent University:-**

1. Dr. G.S. Batra, Prof. & Head, School of Management Studies, Punjabi University, Patiala.
2. Dr. B.S. Bhatia, Former & Dean Research, Guru Granth Sahib World Sikh University, Fatehgarh – Sahib
3. Dr. Ravi Inder Singh, Professor, University Business School, P.U. Regional Centre Fountain Chouk, Ludhiana.
4. Dr. Prem Kumar, V.C. Chancellor GNA University, Phagwara.

One industry representative to be nominated by the Director:-

1. Sh. V.K. Goyal, Executive Director and Group CEO, S.E.L. Manufacturing Co. Ltd, 274, Dhandari Khurd, G.T. Road, Ldh.
2. S. Sohinder Singh, President Marketing, OWM, Nahar Spinning Mills, Ldh.
3. Mr. Ajesh Kaura, Vice President, Nahar Group, Ldh.
4. Mr. Anil Kumar, Executive Director & CEO, Syrians Industries, Ldh.

One expert to be nominated by Vice Chancellor from a panel of six recommended by Director:-

1. Dr. Ashwani Bhalla, Professor, SCD Govt. College, Ludhiana.
2. Dr. Harmeen Soch, Associate Professor, PIT (PTU main campus), Kapurthala
3. Dr. Sanjiv Bansal, Assistant Professor, Department of Commerce /Management, PTU Jalandhar.
4. Dr. Mandeep Kaur, Assistant Professor, Department of Commerce /Management, PTU Jalandhar.
5. Dr. Nitya, Assistant Professor, Department of Commerce /Management, PTU Jalandhar.
6. Dr. Kapil Gupta, Deputy Registrar, Department of Commerce /Management, PTU Jalandhar.

One postgraduate meritorious Alumnus to be nominated by the Director:-

1. Mr. Inderjit Singh, Assistant Director (cost) Tariff commission, Ministry of Commerce and Industry, GOI, New Delhi.
2. Mr. Akash Suri, Manager Marketing, Life Styles International Private Ltd., IFFCO Building, Surendra Jhakar Bhawan, Ground Floor Plot No.-3, Industrial area, Sector 32, Gurgaon.

Faculty of MBA Department as Internal Members:-

1. Dr. Sukhdev Singh, Professor & Head, Department of Business Administration, GNDEC, Ludhiana. (Chairman)
2. Dr. Parampal Singh, Associate Professor, Department of Business Administration, GNDEC, Ludhiana. (Member)
3. Pf. Amanjot Kaur Gill, Assistant Professor, Department of Business Administration, GNDEC, Ludhiana. (Member)
4. Pf. Harmohan Singh Dhall, Assistant Professor, Department of Business Administration, GNDEC, Ludhiana. (Member)
5. Dr. Navdeep Kaur, Department of Business Administration, GNDEC, Ludhiana. (Member)
6. Pf. Amarpreet Kaur, Department of Business Administration, GNDEC, Ludhiana. (Member)

Head,
Department of Business Administration,
Guru Nanak Dev Engg. College,
Ludhiana.

Agenda Items of Third BOS Meeting (August 5th 2017)

1	<p>a) Formal approval of the DRC (Departmental Research Committee) by BOS. Annexure -I</p> <p>b) Approval of the Guidelines for Research Project Report (MBA-15407) by BOS as formulated and approved by DRC. Annexure -II</p>
2	Evaluation of the Research Project Report would be done by single External examiner.
3	The marks distribution of the paper "Presentation on Training Report" (MBA-15307) in third semester would be divided into Internal (40 marks) and External (60 marks). After completion of the training, students would be required to make presentation of training report in the department. DRC would be evaluating the students. The internal marks would have the segregation of Contents of the Report: 20 Marks and Presentation: 20 marks.
4	<p>Proposed format for "Presentation on Training Report" would be</p> <ul style="list-style-type: none"> • Introduction • Review of Literature* • Research Methodology* • Analysis & Discussion • Findings <p>*To discuss whether Review of Literature and Research Methodology should be a part of Training Report or not.</p>
5	Approval of the list of External paper setters Annexure-III.
6	Other relevant issues related to MBA Programme.

Department of Business Administration's Agenda of 3rd Meeting of BOS on 05th August 2017

Professor & Head,
Department of Management,
Guru Nanak Dev Engg. College,
Ludhiana (Punjab) 141006

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ANNEXURE-I

DRC (Departmental Research Committee) formed at the departmental level would constitute following members:

1. Dr. Parampal Singh, Convenor (Research Committee)
2. Prof. Amanjot Kaur Gill
3. Prof. H.S. Dhall
4. Dr. Navdeep Kaur
5. Prof. Amarpreet Kaur.

Approval of BOS

1. Sh. V.K. Goyal.
2. Dr. B.S. Bhatia.
3. Dr. Karamjit Singh.
4. Dr. Harmeen Soch.
5. Sh. Sanjiv Khara.
6. Mr. Inderjit Singh.
7. Mr. Akash Suri.

Department of Business Administration's Agenda of 3rd Meeting of BOS on 05th August 2017

Professor & Head,
Department of Management.

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ANNEXURE-II

Guidelines for Research Project Report (MBA-15407)

1. Tentative title of the research project to be submitted by the students to respective guides in 3rd semester by November before preparatory holidays.
2. Internal evaluation of research project is based on 40 marks; Segregation of the marks:
Synopsis presentation: 10 marks
Project progress report: 15 Marks
Pre-submission presentation of research project report: 15 marks
3. Student is free to opt for Co-Guide (in case of multi-disciplinary project).
4. Since, the student has an option to carry out the research project in any of his specialization; the committee decided that student would be required to convey their preference in writing and seek approval from HOD.
5. Synopsis submission to be done by the last week of January.
6. Maximum limit of Synopsis is of 10 pages which include:
 - INTRODUCTION
 - REVIEW OF LITERATURE (Latest reviews are more relevant)
 - OBJECTIVES
 - RESEARCH METHODOLOGY (Statistical Tools & concepts of research methodology like sample size, sampling techniques etc).
 - BIBLIOGRAPHY.
7. Students are required to submit two hard copies of Synopsis.
8. Synopsis presentation will be held in the first week of February.
9. For Synopsis Presentation (PPT) maximum number of slides has to be 10.
10. Review of Literature should be in tabular form and sources to be given in the Bibliography.
11. If special permission for synopsis presentation is to be taken then prior written permission of the respective guide and HOD would be taken and such cases will be considered as second time evaluation.
12. Second time evaluation would be done from 6 marks instead of 10 marks.
13. Performance will be evaluated by DRC members (Individually) on prescribed format.

Professor & Head,
Department of Management,
Guru Nanak Dev Engg. College,
Ludhiana (Punjab) - 141005.

ANNEXURE-II

Guidelines for Research Project Report (MBA-15407)

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 - INTRODUCTION
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11. If special permission for synopsis presentation is to be taken then prior written permission of the respective guide and HOD would be taken and such cases will be considered as second time evaluation.
12. Second time evaluation would be done from 6 marks instead of 10 marks.
13. Performance will be evaluated by DRC members (Individually) on prescribed format.

Professor & Head,
Department of Management,
Guru Nanak Dev Engg. College,
Ludhiana (Punjab) - 141005.

14. Pre-submission presentation will to be held in last week of March and presentations would be taken specialization wise.

15. Format of PPT presentation for pre-submission is-

- i) Title and objectives,
- ii) Research Methodology
- iii) Analysis and Interpretation
- iv) Major Findings
- v) Limitations

16. Plagiarism policy is same as followed at the Institute level i.e maximum of 20% (Similarity Index) is allowed.

17. Plagiarism checking of research projects has be completed by 2nd week of April.

18. Final submission of the Research project report has to be done by 3rd week of April.

19. The format of Research project report submission

i) Preliminary pages

- Title page
- Acknowledgement
- Certificate of originality endorsed by the student and guide/co-guide.
- Abstract
- Originality report
- Table of Contents with page number.
- List of Figures
- List of Tables

ii) Chapter scheme

- Chapter -I Introduction
- Chapter -II Review of Literature
- Chapter -III Research Methodology
- Chapter -IV Data Analysis and Interpretation
- Chapter- V Findings, Recommendations and Future scope
- Bibliography
- Annexure (Questionnaire)

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20. Guides would convey to their respective students about the format and ensure that research project report is as per guidelines issued by DRC.
21. It was decided that the Hard Binding of the research project would be of specific colour according to Specialisations.

- Brown hard cover for Marketing
- Black hard cover is for HRM
- White hard cover is for Finance

22. Two copies of the research project need to be submitted in the Department.

23. Guides to submit the details of the internal marks out of 40 for finalization to the DRC.

APPROVAL OF BOS

Signatures: BOS MEMBERS:-

EXTERNAL

- 1 Dr. B.S. BHATIA
- 2 Dr. HARMEEN SOCH
- 3 SHRI. V.K. GOYAL
- 4 SHRI. SANJEEV KHERA
- 5 MR. AKASH SURI
- 6 MR. Inderjeet Singh
- 7 Dr. KARAMJIT SINGH

B.S. Bhatia

05/06

5-8-17

INTERNAL

- 1 Dr. Parampal Singh
- 2 Prof. Amanjot Kaur Gill
- 3 Prof. H.S. Dhall
- 4 Dr. Navdeep Kaur
- 5 Prof. Amarpreet Kaur

Special
Inviter

HEAD & CHAIRMAN- BOARD OF
STUDIES:-

Dr. SUKHDEV SINGH

ANNEXURE -III

DEPARTMENT OF BUSINESS ADMINISTRATION, GNDEC, LUDHIANA

LIST OF EXTERNAL PAPER SETTERS

Prefix Name	Name	Designation	Department & Institute
Dr.	Pratibha Goyal	Professor	School of Business Studies, PAU, Ludhiana.
Dr.	Navjot Kaur	Professor	School of Management Studies, Punjabi University, Patiala
Dr.	Gagandeep Kaur Banga	Associate Professor	School of Business Studies, PAU, Ludhiana.
Dr.	Mohit Gupta	Assistant Professor	School of Business Studies, PAU, Ludhiana.
Dr.	Ravi Inder Singh	Associate Professor	University Business School, PU Regional Centre, P.U., Chh. Jalandhar
Dr.	Harsh Vineet Kaur	Assistant Professor	Commerce and Management, SGGS World University
Dr.	Puran Singh	Associate Professor	P.G. Department of Economics, S.C.D. Government College, Ludhiana
Dr.	Jagwinder Singh	Associate Professor	Deptt. of Entrepreneurship, NIT Jalandhar.
Dr.	Jeewan Jyoti Maini	Assistant Professor	School of Management Studies, MIMIT, Malout
Dr.	Ajay Samyal	Assistant Professor	School of Management Studies, MIMIT, Malout
Dr.	Meenakshi Rana	Assistant Professor	School of Mathematics, Thapar University
Dr.	Manish Bansal	Associate Professor	School of Management Studies, MIMLT, Malout
Dr.	Bhupinder P S Chahal	Associate Professor	University School of Business, Chandigarh University
Dr.	Anil Angrish	Associate Professor	Business Administration, N.I.P.E.R. Mohali
Dr.	Sukhmani	Assistant Professor	School of Business Studies, PAU, Ludhiana.
Dr.	Navdeep Aggarwal	Assistant Professor	School of Business Studies, PAU, Ludhiana.
Dr.	Khushdeep Dharni	Assistant Professor	School of Business Studies, PAU, Ludhiana.
Dr.	Ashwani Bhalla	Professor	Deptt. of Commerce, SCD Govt. College Ludhiana
Dr.	Rajesh Gupta	Associate Professor	Centre for Mathematics and Statistics, Central Univ. Punjab
Dr.	Aparna Bhatia	Assistant Professor	Commerce, GNDU Amritsar
Dr.	Balljit Kaur	Assistant Professor	Punjab School of Economics, GNDU Amritsar
Dr.	Sumninder Kaur Bawa	Associate Professor	University Business School, GNDU Amritsar
Dr.	Sangeeta Arora	Associate Professor	Commerce, GNDU Amritsar
Dr.	Sandeep Viridi	Assistant Professor	School of Management Studies, Pbi. Univ., Patiala
Dr.	Vikas Singla	Assistant Professor	School of Management Studies, Pbi. Univ., Patiala
Dr.	Rajwinder Singh	Assistant Professor	School of Management Studies, Pbi. Univ., Patiala
Dr.	Niti Chatterji	Assistant Professor	School of Management, Thapar University, Dera B.
Dr.	Rupali Arora	Associate Professor	University School of Business, Chandigarh University
Dr.	Rupinderbir Kaur	Assistant Professor	University Business School, Punjab University

Item Proposed revision for the format of presentation on training

It is decided that the current format

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30	Ms.	Ritu Sharma	Assistant Professor	University School of Business, Chandigarh
31	Dr.	Luxmi	Associate Professor	University Business School, Punjab University
33	Dr.	Tejinderpal Singh	Assistant Professor	University Business School, Punjab University
34	Dr.	Anil Chadhak	Professor	University School of Business, Chandigarh
35	Dr.	Monika Bedi	Assistant Professor	University Business School, Punjab University
36	Dr.	Karminder Singh Ghuman	Associate Professor	School of Management, Thapar University
37	Dr.	Amarjit Singh Sidhu	Professor	University Business School, GNDU Amritsar
39	Dr.	Bikramjit Singh Mann	Professor	University Business School, GNDU Amritsar
40	Dr.	Bikram Singh Hundal	Professor	University Business School, GNDU Amritsar
41	Dr.	B.B Singla	Associate Professor	University Business School, Punjab University
42	Dr.	Pavleen	Assistant Professor	University Business School, GNDU Amritsar
43	Dr.	Jasleen Kaur	Assistant Professor	Management, BBSBEC, Fatehgarh Sahib
44	Dr.	Amandeep Kaur	Assistant Professor	Business Management, G.N.D.U. Regional

Signatures: BOS MEMBERS:-

EXTERNAL

- 1 Dr. B.S. BHATIA
- 2 Dr. HARMEEN SOCH
- 3 SHRI. V.K. GOYAL
- 4 SHRI. SANJEEV KHERA
- 5 MR. AKASH SURI
- 6 MR.INDERJEET SINGH
- 7 Dr. KARAMJIT SINGH

B. Bhatia

Dr. Inderjeet Singh

INTERNAL

- 1 Dr. Parampal Singh
- 2 Prof. Amanjot Kaur Gill
- 3 Prof. H.S. Dhall

Special Invitee: Dr. Navdeep Kaur
Prof. Amarpreet Kaur

Dr. Parampal Singh

Prof. Amanjot Kaur Gill

Dr. Navdeep Kaur

Prof. Amarpreet Kaur

HEAD & CHAIRMAN- BOARD OF STUDIES:-

Dr. SUKHDEV SINGH

Dr. Sukhdev Singh

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Guru Nanak Dev Engineering College, Ludhiana.

Department of Business Administration

Minutes of Meeting of 3rd BOS Meeting

(August 5th, 2017)

Item No.1	<p>a) Formal approval of the DRC (Departmental Research Committee) by BOS. Annexure -I</p> <p>b) Approval of the Guidelines for Research Project Report (MBA-15407) by BOS as formulated and approved by DRC. Annexure -II</p> <p>Approved</p>
Item No.2	<p>Evaluation of the Research Project Report would be done by single External examiner.</p> <p>Approved</p>
Item No.3	<p>The marks distribution of the paper "Presentation on Training Report" (MBA-15307) in third semester would be divided into Internal (40 marks) and External (60 marks). After completion of the training, students would be required to make presentation of training report in the department. DRC would be evaluating the students. The internal marks would have the segregation of Contents of the Report: 20 Marks and Presentation: 20 marks.</p> <p>Approved</p>
Item No.4	<p>Proposed revision for the format of "Presentation on Training Report"</p> <p>The members of BOS unanimously decided that the current Format as such would continue without excluding Review of Literature and Research Methodology.</p>

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Item No.5	Approval of the list of External paper setters Annexure-III. Approved
Item No.6	Other relevant issues related to MBA Programme. It was mooted to plan an Academic Audit of the department.

The meeting ended with a vote of thanks.

The following members were present in the meeting:-

Signatures: BOS MEMBERS:-

EXTERNAL

- 1 Dr. B.S. BHATIA
- 2 MR. AKASH SURI
- 3 MR.INDERJEET SINGH

B. S. Bhatia
A. Suri
I. Singh
5/8/17

INTERNAL

- 1 DR. PARAMPAL SINGH
- 2 PROF. AMANJOT KAUR GILL
- 3 PROF. H.S. DHALL

P. Singh
A. Gill
H. S. Dhall

Special
Invitee:

- DR. NAVDEEP Kaur
PROP. AMARPREET KAUR

N. Kaur
A. Kaur
15/08/17
25/08/17

HEAD & CHAIRMAN- BOARD OF STUDIES:-

Dr. SUKHDEV SINGH

Contents

S. No	Description
1	List of BOS Members
2	Agenda Items <ul style="list-style-type: none">• Introduction of CGPA System batch (2015-17) onwards• Approval of changes in the Curriculum of MBA programme.• Setting of the question papers for the end semester examination.

Department of Business Administration's Agenda of 2nd Meeting of BOS on 10th June 2015

Professor & Head,
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Ludhiana (Punjab) - 141005.

Agenda Items

1	Introduction of the CGPA system batch 2015-17 onwards.
2	The marks distribution of the paper 'Presentation on Training Report' (MBA-307) in third semester would be divided into 50 Internal and 50 External. Students would be required to make training report presentation in the department after its completion.
3	<p>The Title of the Final Research project (MBA-407) will be assigned to the students by the end of 3rd semester and its evaluation will be based on the following criteria:</p> <ul style="list-style-type: none">• Total marks for the Final research project will be 100.• Marks distribution will be Internal 40 marks and External 60 marks.• Internal marks (40) will have further bifurcation of Synopsis Presentation : 10 Marks Project Progress Report: 15 Marks Pre submission Presentation: 15 Marks.* <p>*Students will have to make the presentation of the Final research project before the Research Project Evaluation committee who would evaluate the research project.</p> <ul style="list-style-type: none">• The student can be supervised by two guides in case the student decides to carry out research in Multi-functional area.• Evaluation of the Final Research Project would be done by the External examiner separately for each area of specializations offered.
4	<p>Amendments in the Curriculum of MBA programme for 2015-17 batch onwards.</p> <ul style="list-style-type: none">• Change in the Syllabi of the subjects offered (Details attached in Annexure-I).• The subjects to be offered in respective areas of specializations will be decided from the list of 5 subjects for the IIIrd semester and 5 for the IVth semester by the teacher

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	<p>taking into consideration the relevance of that subject according to the changing business/Industry environment.</p> <ul style="list-style-type: none"> • The marks distribution of the internal assessment (40 marks) of the subjects will have the following bifurcation. <p>Midterm Tests : 20 Marks Assignments/ Case discussions: 10 Marks Attendance: 4 Marks Lead role/Participation of the students: 6 Marks.</p>
5	<p>Setting of the question papers for the end semester examination</p> <ul style="list-style-type: none"> • Question paper of Practical subjects should have at least 50 % Numerical content. • Section C of the question paper would be of the Case study that would be compulsory.

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Department of Business Administration's Agenda of 2nd Meeting of BOS on 10th June 2015

1. Approval for changes in the Curriculum of MBA Programme.

The changes (Highlighted) in curriculum of the MBA programme is mentioned below:

Scheme of Masters in Business Administration (MBA) Batch 2015 onwards

First Semester

Contact Hours: 35 Hrs

Course Code	Course Title	Load Allocation			Marks Distribution		Total Marks	Credits
		L	T	P	Internal	External		
MBA-15101	Principles and Practices of Management	4	1	-	40	60	100	5
MBA-15102	Organizational Behaviour	4	1	-	40	60	100	5
MBA-15103	Accounting for Management	4	1	-	40	60	100	5
MBA-15104	Quantitative Techniques	4	1	-	40	60	100	5
MBA-15105	Managerial Economics	4	1	-	40	60	100	5
MBA-15106	Business Communication	4	1	-	40	60	100	5
MBA-15107	Information Technology for Management	3	2		40	60	100	5
MBA-15108	Viva Voce	-	-	-	-	50	50	2
Total		27	8		280	470	750	37

Department of Business Administration's Agenda of 2nd Meeting of BOS on 10th June 2015

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Second Semester

Contact Hours: 33 Hrs

Course Code	Course Title	Load Allocation			Marks Distribution		Total Marks	Credits
		L	T	P	Internal	External		
MBA 201	Business Environment	4	1	-	40	60	100	5
MBA 202	Production and Operation Management	4	1	-	40	60	100	5
MBA 203	Human Resource Management	4	1	-	40	60	100	5
MBA 204	Marketing Management	4	1	-	40	60	100	5
MBA 205	Financial Management	4	1	-	40	60	100	5
MBA 206	Research Methodology	4	1	-	40	60	100	5
BTHU 101*	Human Values and Professional Ethics	3	-	-	40	60	100	3
MBA 207	Viva Voce	-	-	-	-	50	50	2
Total		27	6	-	280	470	750	35

Third Semester

Contact Hours: 33 Hrs

Course Code	Course Title	Load Allocation			Marks Distribution		Total Marks	Credits
		L	T	P	Internal	External		
MBA 301	Applied Operations Research	4	1	-	40	60	100	5
MBA 302	Corporate Legal Environment	4	1	-	40	60	100	5
MBA* XXX***	Specialization I	4	1	-	40	60	100	5
MBA XXX***	Specialization II	4	1	-	40	60	100	5
MBA XXX***	Specialization -III	4	1	-	40	60	100	5
MBA XXX***	Specialization -IV	4	1	-	40	60	100	5
MBA 307**	Presentation on Training Reports	3	-	-	50	50	100	2
MBA 308	Viva Voce	-	-	-	-	50	50	2
Total		27	6	-	290	460	750	34

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Course Code	Course Title	Load Allocation			Marks Distribution		Total Marks	Credits
		L	T	P	Internal	External		
MBA 401	Strategic Management	4	1	-	40	60	100	5
MBA 402	Entrepreneurship and Managing Small Medium Business	4	1	-	40	60	100	5
MBA XXX***	Specialization I	4	1	-	40	60	100	5
MBA XXX***	Specialization II	4	1	-	40	60	100	5
MBA XXX***	Specialization -III	4	1	-	40	60	100	5
MBA XXX***	Specialization -IV	4	1	-	40	60	100	5
MBA 407	Research Project Report	-	-	-	40	60	100	2
MBA 408	Viva Voce	-	-	-	-	50	50	2
Total		24	6	-	280	470	750	34

*** represents the subject code as per specialization

* The internal assessment of this course is based on the report to be prepared individually by the students. Such reports may be checked and signed by external examiner / University official at the time of subject viva voce examination.

** The experts from industry/ academia may be invited for evaluation.

Note: The viva voce examination of MBA 308 will be held on the basis of Sumer Training report and other subjects of 3rd semester. Such reports may be checked and signed by external examiner at the time of subject viva voce examination.

The student can opt for either Super specialization or Dual combination.

• In Super specialization the student will study the following subjects

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Semester III; 04 subjects and Semester IV 04 subjects

- In Dual specialization the student will study the following subjects

Semester III (2+2) and Semester IV (2+2)

The student may opt for either super specialization or dual specialization. The students opting for super specialization must study 04 subjects of the chosen specialization in Semester III and Semester IV. Thus student must opt for 08 subjects in all specialization either as super specialization or as a dual must study these subjects in the respective semester. The student opting for dual specialization must study 02 subjects of each of these specializations in Semester III and Semester IV. Thus the student must study a total of 04 subjects of each specialization. In Semester III two subjects each from 02 specializations. In semester IV two subjects each from 02 specializations.

- Presently the students are being offered Dual Specialization

*** Semester III (Specialization)

MARKETING

- MBA 901 Consumer Behaviour
- MBA 902 Advertising Management
- MBA 903 Product and Brand Management
- MBA 904 Retail and Franchising
- MBA 905 Rural and Industrial Marketing

FINANCE

- MBA 921 Security Analysis and Portfolio Management
- MBA 922 Management of Financial Services
- MBA 923 Direct Tax Planning
- MBA 924 Strategic Financial Management
- MBA 925 Treasury and Credit risk Management

HUMAN RESOURCE MANAGEMENT

- MBA 961 Social Security & Labour Welfare
- MBA962 Training & Development
- MBA963 Industrial Psychology
- MBA 964 Manpower planning
- MBA 965 Conflict and Negotiations

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***** Semester IV (Specialization)****MARKETING**

- MBA 906 Service Marketing
- MBA 907 International Marketing
- MBA 908 Sales and Distribution Management
- MBA 909 Logistics Management
- MBA 910 Customer Relationship Management

FINANCE

- MBA 926 International Finance
- MBA 927 Banking and Insurance Operations
- MBA 928 Global Capital Market
- MBA 929 Management Control System
- MBA 930 Financial Engineering

HUMAN RESOURCE MANAGEMENT

- MBA 966 Organization Development
- MBA 967 International Human Resource Management
- MBA 968 Industrial Relations and Labour Laws
- MBA 969 People Management and Leadership
- MBA 970 Stress Management

Submitted for Consideration and Approval

2. Setting of the Question Papers for the End semester Examinations.

- Question paper of Practical subjects should have at least 50 % Numerical content.
- Section C of the question paper will be of the Case study that would be compulsory.

Submitted for Consideration and Approval

Department of Business Administration
Guru Nanak Dev Engineering College, Ludhiana

Dated : 10/06/2015

Hereunder follow the Minutes of Second Meeting of Board of Studies held on 10/06/2015 at 10:00 am in committee room.

The following persons were present:

- | | |
|----------------------|----------------------------|
| 1. Dr. B.S. Bhatia | 5. Dr. Parampal Singh |
| 2. Sh. Sanjiv Khera | 6. Prof. Amanjot Kaur Gill |
| 3. Mr. Akash Suri | 7. Prof. Harmohan Singh |
| 4. Dr. Sukhdev Singh | Dhall |

The meeting was initiated with a welcome note by the chairman & thereafter the pre-circulated agenda was set in motion.

Proceedings:

1. A detailed discussion was made on the introduction of CGPA system from batch 2015-17 onwards. The house raised the point that the introduction of CGPA is subject to the broader policy as adopted by the administration of the institute specifically with respect to the proportion of core /allied/free choice courses to be offered. Special reference was made to free choice courses as it was suggested that this aspect had direct implications for number of faculty required.

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It was mooted that the agenda item be firstly discussed and decided with the college administration and a policy in principle be devised for the institute. This policy framework shall then act as a reference for introduction of CGPA system in M.B.A programme.

2. The marks distribution for the paper titled "Presentation on Training Report- MBA 307" in third semester was decided as under:

Internal evaluation: 40 marks

External evaluation: 60 marks

Additionally the students shall be required to make a presentation of this report in the department.

3. The discussion related to third agenda item had following outcomes:

-Maximum marks for the paper titled "Research project Report (MBA-407)" shall be 100

- Marks distribution will be as :---
internal : external :: 40:60

-Internal marks of 40 shall have further bifurcation as :

Synopsis presentation : 10 marks

Project progress report: 15 marks

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Pre-submission presentation : 15 marks

The students shall be required to make the pre-submission presentation before the Research project evaluation committee nominated by the Head of the Department.

-The students can opt for a co-guide in case the student decides to carry out research in multi-functional area.

-External evaluation of the project shall be done by separate external examiners for separate specializations offered . In this evaluation the internal examiner (nominated by the H.O.D) shall carry out the role of facilitator.

- The synopsis presentation and pre-submission presentation shall both be time bound and shall be informed to the students suitably.

4. a) Changes proposed in the i) load allocation in the curriculum of M.BA programme and ii)content of some of the courses offered were acceptable to the house.

b) The two subjects to be offered in the respective areas of specializations in the third and fourth semester each shall be decided from the list of five subjects as mentioned in the current syllabus. This decision shall be taken by the teachers concerned taking into consideration its due relevance.

c) The marks distribution for the internal assessment of the subjects shall be as per below pattern:

Mid term tests: - 20 marks

Assignments*/case discussions: - 10 marks

Attendance :- 4 marks

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Lead role/ Participation of the students:- 6marks

*Assignments should preferably be related to some real life industry issue.

5. The end semester examination question papers shall have :
 - a) maximum 50% numerical content in case of subjects which are numerical in nature.
 - b) one compulsory section comprising of a caselet/small case study carrying eight marks.

In addition to the above outcomes for agenda items, following suggestions were made by the house:

- i) Greater choice be provided as regards to number of elective/free choice subjects as is emphasized by the NBA and NAAC . More faculty be hired in accomplishing this if need be.
- ii) A six-point model for policy formulation for CGPA system at institute level :
 - a. List down courses which may be available for free choice.
 - b. Divide the courses for odd and even semesters.
 - c. Decide about the minimum number of students required for offering a specific free choice course.
 - d. Fix the credits for each free choice course.
 - e. Fix teaching hours for free choice courses before finalization of the time table at institute level.

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iii) As regards the anti-Plagiarism check policy adopted by the institute for the Research project Report (MBA-407), carried out in the fourth semester, the house suggested to keep a similarity index tolerance level of zero percentage for the same except for the initial two chapters viz. a) Introduction and b) Literature Review for which the similarity index may be ignored.

Remark: The meeting was joined by Dr. Navdeep Kaur (Asstt. professor, Department of Business Administration, G.N.D.E.C.) and Prof. Gurpreet Kaur Kang (Asstt. professor, Department of Business Administration, G.N.D.E.C.). The presence of these faculty members was required in order to explain the changes proposed in the syllabus content of the subjects taught by them, to the house against point no. 1 of agenda item 4.

The meeting ended with a vote of thanks.



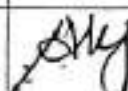
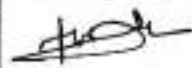
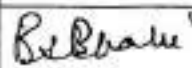


1. Dr. B.S. Bhatia *B.S. Bhatia*
2. Sh. Sanjiv Khera
3. Mr. Akash Suri
4. Dr. Sukhdev Singh *[Signature]*
5. Dr. Parampal Singh *[Signature]*
6. Prof. Amanjot Kaur Gill *[Signature]*
7. Prof. Harmohan Singh Dhall *[Signature]*
8. Dr. Navdeep Kaur. *(Navdeep)*

GURU NANAK DEV ENGINEERING COLLEGE, LUDHIANA**Department of Business Administration**

No.MBA-----

Dated-10.6.15

List of Members of Board of Studies, Department of Business Administration**Attendance**

Sr.No.	Name	Designation	Signature
1	Dr.Sukhdev Singh, Professor & Head, Department of Business Administration, GNDEC, Ludhiana.	Chairman	
2	Dr.Parampal Singh, Associate Professor, Department of Business Administration, GNDEC, Ludhiana.	Member	
3	Prof.Amanjot Kaur Gill, Assistant Professor Department of Business Administration, GNDEC, Ludhiana.	Member	
4	Prof.Harmohan Singh Dhall, Assistant Professor, Department of Business Administration, GNDEC, Ludhiana.	Member	
5	Dr.B.S Bhatia, Professor & Head, Guru Granth Sahib World Sikh University, Fatehgarh Sahib	Member (Academics)	
6	Sh.V.K Goyal, Executive Director & Group CEO, S.E.L. Manufacturing Co. Ltd., 274, Dhandari Khurd, G.T.Road, Ludhiana.	Member (Industry)	
7	Sh.Sanjiv Khera, Senior General Manager, Atlas Cycles (Haryana) Ltd. Sahibabad (U.P)	Member (Industry)	
8	Dr.Karamjit Singh, Professor, Punjab University Chandigarh	Member (Academics)	
9	Dr.Harveen Soch, Associate Professor, PIT (PTU Main Campus) Kapurthala.	Member (PTU Nominee)	
10	Mr.Akash Suri, Marketing R5, Life Styles International Private Limited, Viva Palace Mall, G.T Road, Jalandhar	Member (Alumni)	
11	Mr.Inderjit Singh, Assistant Director (Cost), Ministry of Commerce & Industry Govt. of India, New Delhi.	Member (Alumni)	