

MANDATORY DISCLOSURE
(ANNEXURE- I OF COMPLIANCE REPORT)

FOR

MASTER OF BUSINESS ADMINISTRATION
(MBA)

IN

**Chaitanya Bahhu Uddeshiya Sansthas' Institute of Management
& Research, Khaperkheda, Nagpur**

FOR THE ACADEMIC SESSION

2009-10

I. Name and address of the Institution

1 i) Name and Address of the Institution

Name	Chaitanya Bahhu Uddeshiya Sansthas' Institute of Management & Research, Khaperkheda, Nagpur	
Address	Permanent Location as approved by AICTE Chaitanya Bahhu Uddeshiya Sansthas' Institute of Management & Research, Babubhai Colony Prince Lawn Chicholi, Khaperkheda, Nagpur	Temporary Location (if applicable)
Village	Chicholi	Not Applicable
Taluka	Khaperkheda	
District	Nagpur	
Pin Code		
State	Maharashtra	
STD Code	0712-6617181, 9604787193/94	
Fax No.	0712- 6620624, 6630782	
Web Site	www.raisoni.net	
Nearest Rly Station	Nagpur.	
Nearest Airport	Nagpur.	

II. Name and Address of the Principal

Name	Dr. Ayaz Ahmed Khan				
Designation	Director	Qualification & Experience : Phd, MBA, PGDBM, PGDM, PGDTQM	Highest Degree	Specialization	Total Experience
		Date of Birth:	Ph D	Marketing	17
STD Code	0712	Phone No. (O)	Fax No.	6630782,6620624	
STD Code	0712	Phone No. (R) -----	Fax No.	-----	
E-Mail	writeayaz@hotmail.com	Mobile No.	Date of joining the institution: 01/08/09		

III. Name of the Affiliating University

Name	Rashtrasant Tukdoji Maharaj Nagpur University, Nagpur		
Address	Rabindranath Tagore Marg, Nagpur (Maharashtra)		
Pin Code	440001	Period of Affiliation	From 2009-10
STD Code	0712	Phone No.	2525417, 2500561
Fax No.	2532841	E-Mail/ Web site	vcnaguni@hotmail.com

IV. Governance

❖ **Members of the Board and their brief background :**

S.No.	Name	Designation	Experience		
			Mgt	Org	Total
1	Smt. Leena Nitin Tatiya	President	7	10	17
2	Shri. Sudhakar B. Jagdale	Vice President	20	15	35
3	Shri. Nitin G. Tatiya	Secretary	8	12	20
4	Shri. Dinesh P. Saraf	Jt. Secretary	5	8	13
5	Shri. Ramesh H. Ranka	Treasurer	20	10	30
6	Shri. Raju Sakharkar	Member	4	8	12
7	Shri. Sheikh Akhil Sayed Ajmal	Member	7	6	13

❖ **Members of Academic Advisory Body**

1. Shri. Sunil Raisonni - Chairman
2. Shri Harish Waghela - Secretary.
3. Dr. B. B. Chopane - Technical Advisor
4. Shri O.S. Bihade - Executive Director
5. Shri Ajay Sancheti - Industrialist

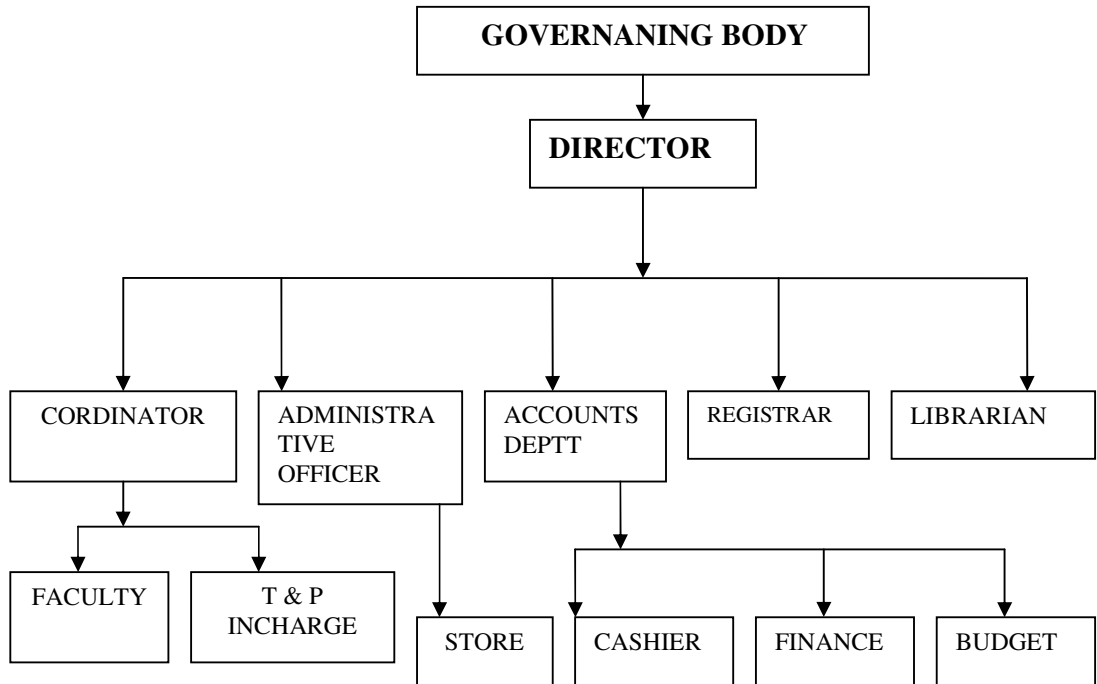
❖ **Frequency of the Board Meetings and Academic Advisory Body.**

Two Meetings are held in the year. Last meeting was held on 23/06/2009

❖ **Organizational Chart & Processes**

The charts are shown on the following pages.

ORGANISATION CHART



❖ **Nature and Extent of involvement of faculty and students in academic affairs / improvements**

Faculty will be involved in following academic affairs:

1. R&D
2. Training and Placement
3. Counseling and guiding the students.
4. Involvement in Industry Visit
5. Staff Development Programme
6. Continuous Evaluation of students
7. Teachers guardian scheme
8. Faculty Development and welfare
9. Teaching and learning process updating

❖ **Mechanism / Norms and Procedure for democratic/good Governance**

Our Organisation charts show the procedure and mechanism. We follow the democratic governance of the institution. The teachers are involved in administrating institutional functions and institutional building.

❖ **Student Feedback on Institutional Governance/faculty performance**

Feedbacks will be regularly taken from students regarding academics, facilities etc.

❖ **Grievance redressal mechanism for faculty, staff and students**

Proper mechanism is in place to look after grievance of staff, students and faculty.

V. Programmes

❖ **Name of the Programmes approved by the AICTE**

Master in Business Administration (MBA) with intake of 60

❖ **Name of the Programmes accredited by the AICTE**

The institute is going to apply for NBA Accreditation in next session.

❖ **Details for each Programme**

Master in Business Administration

- Number of seats: 60
- Duration: 2 years, Full Time
- Cut off mark/rank for admission during the last three years – As per DTE norms
- Fee: Rs. .90000/-
- Placement Facilities: Yes

Name and duration of programme(s) having affiliation/collaboration with Foreign University(s)/ Institution(s) and being run in the same Campus along with status of their AICTE approval. If there is foreign collaboration, give the following details:

NOT APPLICABLE

❖ **Details of the Foreign Institution/University: NOT APPLICABLE**

Name of the Course	S.N.	Name (s) of the Teaching Faculty	Designation (Lecturer/ Asst. Professor/ Professor)	Qualifications with field of specialization with class / division of passing			Date of Birth	Experience			Date of Joining the Institution	Gross total salary as on date with scale & Basic pay	PA N Number	P.F. A/c No.
				UG	PG	Doctorate		a	b	c				
MBA	1	Dr. Ayaz Ahmed Khan	Director	B.A.	MBA, PG DMM PGDM PGDTQM	Ph.D.	15/11/74	17	--	-	1/07/09	18400-500-22400	--	Applied
	2	Jitendra Gajbhiye	Lecturer	B.A.	MBA MCA MCM PGDCCA	--	11/05/70	14	--	-	1/07/09	8000-275-13500	--	Applied
	3	Deepti P Taori	Lecturer	B.Com	MBA	--	19/04/09	1	--	-	1/07/09	8000-275-13500	--	Applied
	4	Anuja P Naikwade	Lecturer	B.Sc.	MBA	--	07/07/73	-	5	-	1/07/09	8000-275-13500	--	Applied
	5	Bagirathi K Iyer	Lecturer	B.Com	MBA	--	10/04/80	1	--	-	1/07/09	8000-275-13500	--	Applied
	6	Datere popatrao	Lecturer	B.Com	MBA	--	29/11/80	2.5	5.5		1/07/09	8000-275-13500	--	Applied
	7	Mrugna Gupta	Lecturer	B.Com	MBA	--	23/06/80	2	--		1/07/09	8000-275-13500	--	Applied
	8	Jagannath D. Patil	Lecturer	B.Sc.	MBA	--	26/01/71	3	7		1/07/09	8000-275-13500	--	Applied
	9	Mr. Haridas Jawade	Lecturer	B.Sc.	MBA	--	10/10/1982	3	--		1/07/09	8000-275-13500	--	Applied

❖ **For each Collaborative/affiliated Programme give the following: NOT APPLICABLE**

VI. Faculty

Branch wise list faculty members

For the course of MBA	
• Permanent Faculty	: 08
• Ad-hoc Faculty	: Nil
• Visiting Faculty	: Nil
• Adjunct Faculty	: Nil
• Guest Faculty	: Nil
• Faculty-Student Ratio	: 1:15

No. of faculty employed and left during the last three years:

For the course of MBA-NOT APPLICABLE as the course started in 2009-10.

List of faculty for existing course of MBA

Pay Scales (MBA) – Sr. No. 1 – Rs. 18,400-500-22,400, Sr. No 2 to Sr. No. 4 – Rs. 8000-275-13,500

VII. Profile of Principal with qualifications, total experience, age and duration of employment at the institute concerned

Name : **Dr. Ayaz Ahmed Khan**

Date of Birth : 15/11/1974

Designation : DIRECTOR

Educational Qualifications Phd, MBA,PGDBM, PGDM, PGDTQM

Date of joining : 01/08/09

Duration of employment :

Work Experience 17

Teaching :

Industry :

Area of Specializations : Marketing

Subjects taught

Post Graduate Level:

Marketing

Conferences :

VIII. Fees

❖ Details of fee, as approved by State fee Committee, for the Institution

For the course of MBA

S.No.	CATEGORY	CET quota		Management quota	
		Fixed by the State Fee Committee	Being charged by the Institution	Fixed by the State Fee Committee	Being charged by the Institution
1.	Admission Fee	Rs.90,000=00 Interim Fee sanctioned by Shikshan Shulk Samiti Admission process is in progress.			
2.	Tuition Fee				
3.	University fee (Examination fee, Registration fee etc.)				
4.	Hostel fee (Rent etc.)				
5.	Laboratory fee				
6.	Library fee				
7.	Any other				
Total Fee		Rs.90,000=00			

❖ Time schedule for payment of fee for the entire programme

One time payment is taken at the time of admission. However, needy students are permitted to deposit the fees in installments.

- ❖ **Number of scholarship offered by the institute, duration and amount.**

-----NOT APPLICABLE being the new institution-----

- ❖ **Criteria for fee waivers/scholarship**

-----NOT APPLICABLE being the new institution-----

- ❖ **Estimated cost of boarding and lodging in Hostels**

Rs. 24,000 P.A. for boys hostel and Rs. 1000 P.M. for lodging.
Rs. 15,000 P.A. for girls hostel and Rs. 1000 P.M. for lodging.

IX. Admission

- ❖ **Number of seats sanctioned with the year of approval –**

For the course of MBA

Intake – 60

Year of approval – 2009-2010

For the course of MBA

Intake – 60

Year of approval – 2008-2009

- ❖ **Number of students admitted under various categories each year in the last three years.**

Courses	1 st Year of approval by AICTE (give approval ref. no. & date)	AICTE Approved Intake during last 4 years								Status of Accreditation (Validity period)
		2009-10		2008-2009		2007-2008		2006-2007		
		Sanctioned intake	Actual admissions	Sanctioned intake	Actual admissions	Sanctioned intake	Actual admissions	Sanctioned intake	Actual admissions	
PG (FT) MBA		60	19 admission in process	60	59					Not Applicable being new institute

- ❖ **Number of applications received during last two years for admission under Management Quota and number admitted.**

For the course of MBA----- NOT APPLICABLE being new institution-----

X. Admission Procedure

- ❖ **Mention the admission test being followed, name and address of the Test Agency and its URL**

For the course of MBA

MAH MBA CET, Directorate of Technical Education, Maharashtra State.

URL: <http://www.dte.org.in>

- ❖ **Number of seats allotted to different Test Qualified candidates separately [AIMCET/CET (State conducted test/University tests)/Association conducted test]:**

For the course of MBA

MAH MBA CET – 17 Seats.

❖ **Calendar for admission against management/vacant seats
For the course of MBA**

- Last date for request for applications : 11/07/2009
- Last date for submission of application: 15/07/2009
- Dates for announcing final results: 16/07/2009
- Release of admission list (main list and waiting list should be announced on the same day): 16/07/2009 (1400 Hrs)
- Date for acceptance by the candidate (time given should in no case be less than 15 days): 03/08/2009
- Last date for closing of admission: 03/08/2009
- Starting of the Academic session: 04/08/2009
- The waiting list should be activated only on the expiry of date of main list.
- The policy of refund of the fee, in case of withdrawal, should be clearly notified As per DTE Notification

XI. Criteria and Weightages for Admission

❖ **Describe each criteria with its respective weightages i.e. Admission Test, marks in qualifying examination etc.**

The criteria as specified by DTE, Maharashtra is followed

❖ **Mention the minimum level of acceptance, if any**

The criteria as specified by DTE, Maharashtra is followed

❖ **Mention the cut-off levels of percentage & percentile scores of the candidates in the admission test for the last three years.**

The criteria as specified by DTE, Maharashtra is followed

❖ **Display marks scored in Test etc. and in aggregate for all candidates who were admitted**

The criteria as specified by DTE, Maharashtra is followed

XII. Application Form

❖ **Downloadable application form, with online submission possibilities**

For MAH MCA CET and MAH MBA CET, the entire process is online. Students have to register on the DTE Web site. After the CET, eligible students have to provide options of institutes for admission. Based on the CET score, the student is allotted an institute.

XIII. List of Applicants

- ❖ **List of candidates whose applications have been received along with percentile/percentage score for each of the qualifying examination in separate categories for open seats.**

For the course of MBA

For MAH MBA CET, the candidates are allotted the college by DTE, Maharashtra and the list of candidates is published on the Web site.

Sr. No.	Name Of Student	X Percentage	XII Percentage	Graduation Percentage	CET Score
1	Admissions under process				

List of candidates who have applied along with percentage and percentile score for Management quota seats*

For the course of MBA

Sr. No	Name Of Student	X Percentage	XII Percentage	Graduation Percentage	CET Score
1	Admissions under process				

XIV. Results of admission under management seats / vacant seats

- ❖ **Composition of selection team for admission under Management Quota with the brief profiles of members. (This information be made available in the public domain after the admission process is over)**

Sr. No.	Name	Designation
1.		Director
2.		Lecturer
3.		Lecturer

- ❖ **Score of the individual candidates admitted arranged in order of merit.**

For the course of MBA

Sr. No	Name Of Student	X Percentage	XII Percentage	Graduation Percentage	Percentile
1	Admissions under process				

❖ **List of candidates who have been offered admission?**

For the course of MBA

Sr. No.	Name of Student	Sr. No.	Name of Student
1	Admissions under process	23	

❖ **Waiting list of the candidates in order of merit to be operative from the last date of joining of the first list candidates.**

Students were not wait-listed as admissions to all seats were confirmed.

❖ **List of the candidates who joined within the date, vacancy position in each category before operation of waiting list.**

NOT APPLICABLE

XV. Information on infrastructure and other resources available

❖ **Library**

S. No	Course	Number of titles of the books	Number of volumes	Journals	
				National	International
1	MBA	200	1207	11	2

- E-Library facilities – Available
- Departmental Library
For the course of MBA – No. of Titles: 160, No. of volumes: 1208.

- **List of Major Equipment / Facilities for each laboratory. Pl.refer ANNEXURE No.6**

❖ **Soft Skill Development Facilities**

The institute offers a one year Diploma course named “ELAN: The Finishing School”, in personality and soft skills development, which is affiliated to Tilak Maharashtra Open University, Pune. The students are groomed regarding, communication skills, interpersonal skills, interview and GD techniques and public speaking.

❖ **Number of Classrooms and size of each**

For the course of MBA

Particulars	Number of rooms		Carpet area of each room (Sq.M)	
	Requirement as per norms	Available in the institution	Requirement as per norms	Available in the Institution
Class Rooms	02	02	66	70

Number of Tutorial rooms and size of each

For the course of MBA

Particulars	Number of rooms		Carpet area of each room (Sq.M)	
	Requirement as per norms	Available in the institution	Requirement as per norms	Available in the Institution
Tutorial Hall	01	01	36	40

Number of laboratories and size of each:

Details of Laboratories

	MBA	Computer Centre	35	Computers, UPS, Printer, Hub, Scanner
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Number of drawing halls and size of each: Not Applicable

Teaching Learning process: Classroom teaching aided with visual aids like LCD projectors, OHPs.

- Curriculum and syllabi for each of the programmes as approved by the University

Curricula and syllabus for the course of MBA

Semester –I

1. Principles of Business Management
2. Foundation course in Marketing Management
3. Foundation course in Human Resource Management
4. Foundation course in Information Technology Management
5. Foundation course in Accounting
6. Quantitative Decision Making
7. Business Legislation
8. Financial Management

Semester –II

1. Organisation Behavior & Development
2. Managerial Economics
3. Environment Management
4. Business Research
5. Specialisation – I: Paper- I
6. Specialisation – I: Paper- II
7. Specialisation – II: Paper -I
8. Specialisation –II: Paper- II

Semester –III

1. Applied Operations Research
2. Entrepreneurial Development
3. Strategic Management
4. Business Ethics & Corporate Governance
5. Public System Management
6. Project Management and Quality Management
7. Specialisation – I: Paper- III
8. Specialisation – II: Paper- III

Semester –IV

1. Specialisation – I: Paper- IV

2. Specialisation – I: Paper- V
3. Specialisation – I: Paper- VI
4. Specialisation –II: Paper- IV
5. Specialisation – II: Paper- V
6. Specialisation – II: Paper- VI
7. Project Report (from any one of the Specialisation subjects opted)

Specialisations

Group A. Marketing Management

- Paper- I: Advertising & Integrated Marketing Communication
- Paper- II: Brand Management
- Paper- III: Retail Management
- Paper- IV: Rural Marketing
- Paper- V: Marketing of Services
- Paper- VI: Sales & Distribution Management

Group B. Financial Management

- Paper- I: Corporate Taxation
- Paper- II: Project Planning & Financial Strategy
- Paper- III: Indian Financial System
- Paper- IV: International Financial Management
- Paper- V: Security Analysis & Investment Management
- Paper- VI: Principles & Practice of Banking and Insurance

Group C. Human Resource Management

- Paper- I: Group & Organizational Effectiveness
- Paper- II: Performance Management & Compensation
- Paper- III: Training & Development Practices
- Paper- IV: Industrial relations & labor Legislations
- Paper- V: Human Resource Development strategies and systems
- Paper- VI: Global HRM: Scenario and practices

Group D. Information Technology Management

- Paper- I: Database Management Systems
- Paper- II: Internet Technologies and Trends
- Paper- III: Innovation in IT
- Paper- IV: Strategic Management of IT
- Paper- V: Software Engineering
- Paper- VI: Enterprise Resource Planning

Group E. HealthCare Management

- Paper- I: Community Health, Epidemiology and Population Management
- Paper- II: HealthCare and Social Policy
- Paper- III: Health System Management
- Paper- IV: Environmental Health Management and Safety Management
- Paper- V: Health and Hospital Information Systems
- Paper- VI: Health Communication: Development and Dissemination

Group F. International Business Management

- Paper- I: International Financial Markets
- Paper- II: Foreign Exchange Management
- Paper- III: International Marketing
- Paper- IV: Export Import Procedures, Documentation & Logistics
- Paper- V: International Economic Organizations
- Paper- VI: India's Foreign Trade Policy

Group G. Operations Management

- Paper- I: Project Management
- Paper- II: Business Process Reengineering

Paper- III: Total Quality Management
 Paper- IV: Supply Chain Management
 Paper- V: Operations Management
 Paper- VI: Manufacturing Economics

Group H. Banking & Financial Services Management

Paper- I: Banking in India
 Paper- II: Financial Services
 Paper- III: Laws & Regulations to Banking
 Paper- IV: Basics of Financial Accounting for Bankers
 Paper- V: Portfolio Management
 Paper- VI: Bank Financial Management

Group I. Agri Business Management

Paper- I: Agri-Input Management
 Paper- II: Agri-Technology Management
 Paper- III: Financial Management for Agri Business
 Paper- IV: Livestock Management
 Paper- V: Food Process Management
 Paper- VI: Trends in Agri Business

Group J. Power Management

Paper- I: Energy Conversion & Power Plant Systems
 Paper- II: Electricity Industry Structure & Regulations
 Paper- III: Power Environment Interface
 Paper- IV: Transmissions & Distribution of Electrical Energy
 Paper- V: Hydro Power Resources Management
 Paper- VI: Power Pricing & Power Purchase Agreements

MBA Examination Semester -I

Internal Examination

Subject	Paper	Maximum Marks	Minimum Marks
1) Principles of Business Management Management	Internal Paper	80	40
	Internal Assessment	20	10
2) Foundation course in Marketing Management	Internal Paper	80	40
	Internal Assessment	20	10
3) Foundation course in Human Resource Management 50	Internal Paper	80	40
	Internal Assessment	20	10
4) Foundation course in Information Technology Management 50	Internal Paper	80	40
	Internal Assessment	20	10
5) Foundation course in Accounting	Internal Paper	80	40
		30	

& Finance		100		50	
	Internal Assessment	20		10	
6) Quantitative Decision Making	Internal Paper	80	} 100	40	}
50	Internal Assessment	20		10	
7) Business Legislation	Internal Paper	80	} 100	40	}
50	Internal Assessment	20		10	
8) Financial Management	Internal Paper	80	} 100	40	}
50	Internal Assessment	20		10	

MBA Examination Semester -II

University Examination

Subject	Paper	Maximum Marks	Minimum Marks
1) Organisation Behavior & Development	University Paper	80	40
50	Internal Assessment	20	10
2) Managerial Economics	University Paper	80	40
50	Internal Assessment	20	10
3) Environment Management	University Paper	80	40
50	Internal Assessment	20	10
4) Business Research	University Paper	80	40
50	Internal Assessment	20	10
5) Specialisation – I: Paper I	University Paper	80	40
50	Internal Assessment	20	10

6) Specialisation – I: Paper II	University Paper	80	} 100	40	}
50	Internal Assessment	20		10	
7) Specialisation – II: Paper I	University Paper	80	} 100	40	}
50	Internal Assessment	20		10	
8) Specialisation – II: Paper II	University Paper	80	} 100	40	}
50	Internal Assessment	20		10	

MBA Examination Semester –III

Internal Examination

Subject	Paper	Maximum Marks	Minimum Marks
1) Applied Operations Research	Internal Paper	80	40
50	Internal Assessment	20	10
2) Entrepreneurial Development	Internal Paper	80	40
50	Internal Assessment	20	10
3) Strategic Management	Internal Paper	80	40
50	Internal Assessment	20	10
4) Business Ethics & Corporate Governance	Internal Paper	80	40
50	Internal Assessment	20	10
5) Public System Management	Internal Paper	80	40
50	Internal Assessment	20	10
6) Quality Management	Internal Paper	80	40
50	Internal Assessment	20	10
7) Specialisation – I: Paper- III	Internal Paper	80	40
50			

	Internal Assessment	20		10
8) Specialisation – II: Paper- III	Internal Paper	80	} 100	40 }
50	Internal Assessment	20		

MBA Examination Semester –IV

University Examination

Subject	Paper	Maximum Marks		Minimum Marks
1) Specialisation – I: Paper- IV	University Paper	80	} 100	40 }
50	Internal Assessment	20		
2) Specialisation – I: Paper- V	University Paper	80	} 100	40 }
50	Internal Assessment	20		
3) Specialisation – I: Paper- VI	University Paper	80	} 100	40 }
50	Internal Assessment	20		
4) Specialisation –II: Paper- IV	University Paper	80	} 100	40 }
50	Internal Assessment	20		
5) Specialisation – II: Paper- V	University Paper	80	} 100	40 }
50	Internal Assessment	20		
6) Specialisation – II: Paper- VI	University Paper	80	} 100	40 }
50	Internal Assessment	20		
7) Project Report				

Project shall carry 200 marks	Marks
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	Maximum	Minimum
Project work (Evaluation by External Examiner)	100	50
Seminar and open defense evaluation by External and Internal Examiner	50	25
Viva-voce by External & Internal Examiner	50	25
Total	200	100

Semester –I

Paper 1: Principles of Business Management

SECTION A

Unit I: Introduction - Nature, function, definition and importance of management, Definition, nature, purpose and scope of management, Functions of a manager, an overview of planning, organizing and controlling, Is management a science or art?

Unit II: Development of Management Thought - Scientific management; Contribution of Taylor, Fayol, Mary Follet, Elton Mayo; Hawthorne experiments, Contingency approach, Indian heritage in production and consumption.

Unit III: Management and Administration - Management and administration, Management as a profession, Professionalism in management in India, Management ethics and management culture, Skills required of manager, Classification of skills, Methods of skills development.

Unit IV: Management Planning - Concept of planning, objectives, Nature, Types of plan, Stages involved in planning, Characteristics of a good plan, Importance, Limitations of planning, Making planning effective, Strategic planning in Indian Industry.

Unit V: Decision Making - Concept, characteristics of decisions, Types of decisions, Steps Involved in decision making, Importance of decision making, Methods of decision making, Committee Decision Making.

SECTION B

Unit VI: Organisation - Concepts, Principle of organization, Importance, Features of good organization structure, Types of Organisation structure.

Unit VII: Authority and Responsibility - Authority, Responsibilities and Accountability, Delegation of Authority Barriers to effective delegation, Span of control.

Unit VIII: Coordination & Direction Concept - Importance and need for coordination, Principles of coordination, Methods of achieving effective coordination; Meaning of direction, Importance and Principles of direction, Characteristics of good directives.

Unit IX: Control - Concept, planning-control relationship, process of control -setting objectives, establishing standards, measuring performance, correcting deviations. Brief review of Traditional Techniques & Modern Techniques of Control; Human response to control; Dimensions or Types of Control - (a) Feed forward control (b) Concurrent Control (Real Time Information & Control), (c) Feedback Control v) Techniques of Control.

Unit X: Comparative study - Comparative study of main features of Japanese Management and Z culture of American Companies.

Suggested Readings:

1. Essentials of Management, Harold Koontz & Heinz, Wehrich, 5th Tata McGraw Hill
2. Management Stoner, Freeman, Gilbert Jr. ,6th ,Prentice Hall
3. Management (A Global Perspective), Heinz Wehrich & Harold Koontz, 10th Tata McGraw Hill
4. A Dictionary of Business 3ed. By Elizabeth Martin – Oxford
5. Fundamentals of Management, Robins ,3rd Pearson Education Asia

Paper 2: Foundation Course in Marketing Management

SECTION A

Unit-I: Concepts & Application - Core Concepts of Marketing, Company Orientation towards Market place, New Concepts – E Business, Relationship Marketing; Database Marketing, Functional areas of Marketing.

Unit-II: Marketing Plan - Steps in the Marketing Process, Nature and contents of a marketing plan, marketing mix. Scanning the Marketing environment; Marketing Research & Demand Forecasting

Unit-III: Analyzing the Market - Segmenting, Targeting, Positioning and Repositioning; Analyzing Buying Behaviour, Analyzing Competition.

Unit-IV: Product Management - Meaning of product, product classification, product levels, product policies, Product life cycle and new product development, Branding & packaging.

Unit-V: Pricing Strategies - Pricing objectives, methods and pricing policies; adopting the price; Initiating and responding to price changes.

SECTION B

Unit-VI: Marketing Communication - Understanding the communication process, Managing advertising; Sales promotion, Public relations and direct marketing.

Unit-VII: Distribution Strategy - Channel design and management, Channel dynamics and market logistics, Channels of distribution, Types of channels, Importance of Retailing and wholesaling.

Unit-VIII: Marketing of Services - Nature, Characteristics and Classification of services, Strategies in service marketing, Importance and future of service marketing.

Unit-IX: Relationship Marketing & E-business - New issues – E-Business, Relationship marketing; Globalization, Consumerism, Legal issues and ethics.

Unit-X: Monitoring and Controlling Marketing Efforts - Evaluating results of marketing strategies implementation and plans, Need and importance of Marketing control, Types of controlling- Operating control, Strategic control, Marketing audit.

Suggested Readings

1. Marketing Management – Planning, Implementation and Control – V. S. Ramaswamy and S. Namakumari - McMillan
2. Marketing Management - P. Kotler - Prentice Hall Inc
3. Marketing Management – Rajan Saxena - Tata McGraw-Hill
4. Introduction to Marketing Management by Adrian Palmer – Oxford University Press.
5. Basic Marketing 15th edition by William D Perreault R, - Tata McGraw-Hill

Paper 3: Foundation Course in Human Resource Management

Unit I: The Strategic Role of HRM - Nature, scope, objectives, importance and functions, Human resource as an asset in organization, Evolution of the concept of HRM, Human resource management in India; human resource management in dynamic environment – External & Internal Environment Systems approach to HRM, Strategic HRM, Strategic roles of HR manager, Qualities of HR Manager.

Unit II: Job Analysis & Design - Job Analysis – Meaning, Uses, Process and methods of collecting data for job analysis, Competency approach to job analysis, Job Description, Job Specifications & Role Analysis, Factors affecting Job Design, Techniques of Job Design, Cases and Exercises in understanding Job Analysis.

Unit III: Human Resources Planning & Recruitment Policy - Human Resources Planning; Need for Human Resources Planning; Process of Human Resources Planning; Human Resource Planning System; Responsibility for Human Resource Planning. Framework for Procurement; Recruitment Policy; Factors Affecting Recruitment; Sources of Recruitment; Recruitment Practice in India; The Problem of The ‘Sons of The Soil’; Assessment of The Recruitment Programme, Global Staffing – Expatriation, Inpatriation , Flexpatriation.

Unit IV: Selection, Induction & Placement - Selection Process, New tools /Methods of selection – Interviews, Tests and assessment of effectiveness of selection tools. Induction Programme, Problems in Induction, Requisites of effective Induction, Typical Induction Programme – Do’s & Don’ts, Placement – Internal Mobility, Transfers, Employee Separations.

Unit V: Employee Growth & Development Training - Introduction of Training; Objectives and Importance of Training; Training Needs Identification. Organization Analysis; Task Analysis; Man Analysis; Training Areas Identified by Trainers; Responsibility for Training; Training Organization; Lead Time Planning; Types and Techniques of Training and Development; Objectives of Training Methods; Classification of Training Methods/Techniques; Training by Supervisors; Need and Importance of Management Development; Evaluation of Training; Reasons of Training Failure; Improving Effectiveness of Training.

SECTION B

Unit VI: Performance Appraisal - Nature, Objectives, limitations–various methods – Modern & Traditional, Multiple Person Evaluation Methods; Performance Tests & Field Review Techniques; Appraisal, Praise and Recognition; Rewards and Incentives; Promotions. HR Records, MIS HR Reports, HR Formats – Personnel Files, Attendance, Leave, Medical Records.

Unit VII: Compensation Management - Wage & Salary Administration-Introduction; Wage & Salary Administration; Theories to Determine the Wages; Classification of Wages; Machinery for Fixing Wages; Job Satisfaction, Job Evaluation; Objectives of Job Evaluation; Job Evaluation Methods; Advantages and Limitations of Job Evaluation.

Unit VIII: Employee Benefits & Incentives - Employee Benefits: Meaning, Types of Benefits & Services, Principles of Fringes, Guidelines to make benefit programme more effective; Incentive Payments : Incentive

Plans, Individual Incentives, Group Base Incentive Plan, Organization wide Incentive Plans, Other Incentive schemes, Guidelines for PFP(pay for performance) systems.

Unit IX: Employee Welfare & Social Security - Employee Welfare: Importance, Agencies, Types & statutory provisions; Social Security: Introduction, Types, Social security measures / labour law provisions in India; Health & Safety: Legal provisions regarding Health & safety, Measures to promote Health & Safety, Employee Assistance Programmes, Effective safety management.

Unit X: HR Records & Research & Issues - HR Records Keeping– Process, Methods (Manual / Computerized), Types & Importance. HR Research – Areas of research, Methods of conducting Research , Uses and Importance HR Issues – Causes & Impact of : Employee Turnover, Absenteeism, Attrition & Retention, Talent Management.

Suggested Readings

1. A Text book of Human Resource Management – C. B. Mamoria & S. V. Gankar. Publication - Himalaya Publishing House
2. Personnel and human Resource management - Text & cases, P Subba Rao, Publication - Himalaya Publishing House
3. Human resource Management – P. Jyothi, Publication – Oxford University Press.
4. Human Resource Management , Ninth Edition, R.Wayne Mondy, Robert M, Noe, Publication- Pearson Education
5. Human Resource and Personnel Management – Text and cases, K. Aswathappa, Publication - McGraw- Hill Publishing co. ltd.

Paper 4: Foundation Course in Information Technology Management

SECTION-A

Unit I: Introduction to Computers - Generation of Computers, Block Diagram, Working of Computer, Hardware and Software, Programming and Flow Charts concepts, Operating systems (MSDOS, Windows, UNIX, Linux), Networking concepts.

Unit II: Working with Computers - Introduction to Word, Excel, PowerPoint, Internet and Web (Working with Google, Yahoo, Rediff, Amazon, e-bay etc.)

Unit III: Multimedia - Introduction, Components of Multimedia: Graphics, Audio & Animation, Using Multimedia at Home, Business, Education and Entertainment, Applications in Games and Animation Industry.

Unit IV: Introduction to HTML - Basics, Text, Lists, Images, Links, Backgrounds, Tables, Frames, Forms, Meta-tags and Hexa-colors, Preparing simple web pages.

Unit V: IT Consulting – Basic concepts of business, strategy and operation; Business / Strategic Consulting: Reengineering, BPR; Operations Consulting: domain knowledge concept, domain-consulting; Cases: McKinsey, AT Kearney etc.

SECTION-B

Unit VI: IT Enabled Services (ITES) – Processes, Outsourcing Function, Call Centers; BPO's: Captive BPO's (GE and Dell) and Third Party BPO's (Infosys BPO, Wipro BOP, Mphasis, Progeon, WNS, Daksh and EXL etc); KPO's: Processes and Domain Expertise.

Unit VII: Software Engineering: SDLC: Concepts and Life Cycle, Software Testing: fundamentals and terminology; Software Quality fundamentals, Software Project Management.

Unit VIII: Enterprise Resource Planning – Concept, History, ERP Packages, Advantages and Limitations.

Unit IX: Information Security - Importance, Malicious Programs: Virus, Trojans, Worm, Logic Bomb, Antivirus: Norton, CA-eTrust, Symantec, McAfee; Cryptography and Data Encryption, Firewall, Hacking, Cyber Law's Basics.

Unit X: Trends in IT – Definitions, Conceptual Understandings and Applications of Data Mining, Data Warehousing, Knowledge Management, e-Commerce, e-Learning, e-Business and e-Governance.

Suggested Readings:

1. Management Information systems. By M. Jaiswal – (Oxford)
2. Oz- Management Information Systems 3rd Edn. (Thomson Learning Books)
3. Harry – Information & Management Systems (A.H. Wheeler)
4. A.K. Gupta - Management Information System (S. Chand & Col)
5. D. Yeats – System Analysis and Design (Macmillan)

Paper 5: Foundation Course in Accounting

SECTION –A

Unit –I: Introduction - Meaning, Scope and importance of Financial Accounting. Financial Accounting - concepts and conventions, classification of accounts, Rules and principles governing Double Entry Book-keeping system.

Unit –II: Accounting Books & Record - Meaning, Preparation of Journal, Ledger & Trial balance.

Unit III: Final Account of Joint Stock Companies - Final Accounts of Joint Stock Companies – contents, and preparation of Trading and Manufacturing, Profit and Loss Account, Profit and Loss Appropriation Account and Balance sheet with adjustment.

Unit IV: Analysis and Interpretation of Financial Statements - Meaning of financial statements, objective, utility and limitations of financial analysis, Types of financial analysis, tools and techniques of analysis, Funds Flow Analysis and Cash Flow Analysis:-concept, Simple problems on preparation of funds flow statement and cash flow statement.

Unit V: Ratio Analysis - Ratio Analysis - classification of various ratios, Reading the balance sheet and other financial data to comment on the financial soundness of the firm.

Section -B

Unit –VI: Decision Making Techniques - Management Accounting for Decision Making and Control; Cost Volume Profit Analysis; EVA and Performance Measurement.

Unit –VII: Performance Evaluation Techniques - Introduction to Budgeting and Budgetary Control; Classification of Budget; Problems on Flexible and Cash Budgets; Responsibility Accounting.

Unit –VIII: Cost Accounting - Objectives, Classification of Cost, Preparation of statement of cost, Quotations, Reconciliation of Cost & Financial accounts, Process costing, Marginal Costing, Operating / Service Costing, Contract Costing

Unit IX: New Approaches for Planning and Implementation of Control Systems - Overview, The nature and scope, Factors affecting MCS, Strategic Planning and Controls for differentiated situations

Unit X: Applications - Overview of Control in Banking and Non banking finance, Service Industry, Transnational Companies, Project management and PSE.

Suggested Readings

1. Financial, Cost and Management Accounting, Dr.P.Periasamy,2nd Edition, Himalaya Publishing House
2. Management Control System by Sekhar, TMH ,New Delhi
3. Advanced Accounts Volume II By M.C. Shukla, T.S. Grewal, S.C. Gupta S. Chand and company, New Delhi.
4. Management Accounting, Principles& Practice by Sharma R.K& Gupta S.K.
5. Management control System by Robert N.Anthony, TMH, New Delhi

Paper 6: Quantitative Decision Making

SECTION A

Unit I: Measures of Central Tendency - Arithmetic Mean, Median, Mode, Comparison of Mean, Median and Mode.

Unit II: Measures of Dispersion - Range, Quartile Deviation, Mean Deviation, Standard Deviation, Relative Dispersion: Coefficient of Variance.

Unit III: Regression and Correlation Analysis - Regression: Method of Least Squares, Regression Coefficient, Standard Errors of Estimate. Correlation: Types, Graphical and Algebraic Method, Coefficient of Determination, Rank Correlation.

Unit IV: Time Series Analysis and Forecasting - Components of Time Series, Trend, seasonal variation, cyclic variation and irregular variation, Forecasting.

Unit V: Matrices and Markov Chains - Matrices: Concepts, Laws, Addition, Multiplication using Matrices, Inverse of Matrix, Markov Chains and its application.

SECTION B

Unit VI: Introduction to Operations Research - Definition, Characteristics, Model, Phases, Indian Companies using Operations Research Techniques, Future Scope of Operations Research Industry, Quantitative Approach to Decision Making.

Unit VII: LPP - Graphical Method - Assumptions, Formulation and Solution by Graphical Method: Feasibility Region, Unboundedness, Infeasibility, Multiple Optimum Solutions.

Unit VIII: LPP - Simplex Method - Formulation and Construction of Initial Basic Table by Simplex Method and its interpretation, Theoretical Concept of Duality and Sensitivity.

Unit IX: LPP – Transportation - Formulation and Solution by North West Corner Rule (NWC), Least Cost Method (LCM) and Vogel’s Approximation Method (VAM); Optimization by Modified Distribution Method (MODI).

Unit X: LPP – Assignment - Formulation and Solution.

Suggested Readings:-

1. Business Statistics, G. C. Beri (TMH)
2. Quantitative Techniques in Management, N. D. Vohra (TMH)
3. Quantitative Methods For Business, Anderson (Thomson Learning Books)
4. Statistical methods, S.P. Gupta (S Chand)
5. Levin Richard & Rubin David – Statistics for Management (Prentice Hall of India)

Paper 7: Business Legislation

SECTION A

Unit I: Administration of law & legal system in India - Introduction to legal aspects of Business in general; Freedom of Trade, Profession and Occupation (Constitutional Provisions).

Unit II: The Companies Act (1956) - Definition & characteristics of a company, Company distinguished from partnership, Kinds of Companies, Provisions relating to incorporation, lifting the Corporate Veil.

Unit III: Memorandum of Association, Doctrine of ultra-vires, Articles of Association, Doctrine of indoor management & constructive notice, Concept of Prospectus.

Unit IV: Role & duties of promoter, Shares and Debentures – natures, kinds, transfer and transmission; Directors – Powers, position and duties.

Unit V: Winding Up of the Company - Types of Winding up- Winding up by Court, Voluntary winding up , Winding up under the supervision of court and Conduct of winding up.

SECTION B

Unit VI: The Income Tax Act, 1961 - Introduction to Income tax act –Definition of assessee, Residential status of assessee; Definition of Deduction, Rebate, Relief & Exemption; Heads of Chargeable Income for salaried.

Unit VII: Indian Contract Act (1872) - a) Definition (Sec.2) b) Essential elements of a valid contract c) Competency to enter in contracts (Sec. 11 & 12).d) Consent – Free consent, Coercion, undue influence, fraud, misrepresentation, mistake (sec 13-23).Void Agreement (sec 24-30) f) Consequences of breach of contract (sec73-75).

Unit VIII: Intellectual Property Act - Scope, Provisions & overview.

Unit IX: Information Technology Act 2000 & Cyber Law - Scope, Provisions & overview; Right to Information Act 2005.

Unit X: Consumer Protection Act - Scope, Provisions & overview.

Suggested Readings

1. Bare Acts- Govt. or Private publication
2. Mercantile Law – Shukla – 30th Ed. – S. Chand & Co.
3. Business Law- N. D. Kapoor – S. Chand & Co.
4. Company Law – Singh Avtar, 11th Ed., Eastern Book Co., Lakhnow
5. Business Law – M. C. Kuchhal, 2nd Ed., Vikas Publication House, New Delhi

Paper – 8: Financial Management

SECTION – A

Unit I: Introduction - Concept of business finance, finance function, scope, organization, Responsibilities of finance executive, Goals & objectives of financial management, Functional areas; Concept of time value of money, Compounding & discounting; Future value of single amount & annuity, present value of single amount & annuity; Practical application of time value technique.

Unit II: Sources of financing - LONG TERM: shares, debentures, term loans, lease & hire purchase, retained earnings, public deposits, bonds (Types, features & utility)

(a) SHORT TERM: bank finance, commercial paper & trade credit & bills discounting

(b) INTERNAL: Retained earnings, Depreciation policies.

Unit III: Capital structure - Concept, meaning, principles & importance. Introduction to Trading on equity, Capital gearing & leveraging, Cost of capital, Cost of different sources of finance, Weighted average cost of capital, Theories of capital structure, concept of optimal capital structure, Computation of leverages, Cost of capital and EBIT-EPS analysis.

Unit IV: Capitalization - Concept, Theories, Over capitalisation – Concept, Symptoms, causes, Consequences & remedies, Under capitalisation - Concept, causes, Consequences & remedies, Watered Stock, Watered stock Vs Over capitalisation.

Unit V: Dividend policies - Concept, determinants and factors affecting, relevance and irrelevance concept, dividend valuation models – Gordon, Walter and Modigliani-Miller models Stability of dividends – concept and significance.

SECTION – B

Unit VI: Working capital - Concept, significance, types. Adequacy of working capital, Factors affecting working capital needs, Financing approaches for working capital, Methods of forecasting working capital requirements.

Unit – VII: Capital budgeting - Nature and significance, techniques of capital budgeting –Pay Back Method, Accounting rate of return, Net Present Value and profitability index.

Unit – VIII: Financial institutions - Need, structure, policies, norms & schemes; Financing procedures, changing role of project appraisal; Overview of operations of NBFC's & Financial Institutions.

Unit – IX: Financing of small scale industry - Meaning, importance, growth of SSIs, Special financing needs and sources, issues & implications.

Unit – X: Corporate restructuring - Reasons & drivers of restructuring, Methods of restructuring- mergers, takeovers, acquisitions, divesting, spin-off, split ups, privatization, buyback & joint ventures.

Suggested Readings:

1. Financial Management by Ravi Kishore, Taxmann's.
2. Financial Management by S. M. Inamdar, Everest Publishing house, 12th Edition 2004.
3. Financial Management by Sharma & Gupta , Kalyani Publishers.
4. Financial Management by R.M. Srivastav, Kalyani Publishers.
5. Financial Accounting for Management by P. Shah- Pub, by Oxford

Semester –II

Paper 1: Organisation Behavior & Development

SECTION A

Unit I: Organizational Behaviour - The nature of organisations: Why do organisations exist? Components of organisations; Organisations as open systems, Managers in organisations, Productivity and managerial performance, Value-added managers, The manager's challenge, Organisational behaviour and the new workplace, Managing the globalisation of work, Managing human rights in the workplace, Managing developments in information technologies, Managing organisational transitions, Managing new forms of Organisation.

Unit II: Foundations of Individual Behaviour - biographical characteristics, ability, and learning

Unit III: Perception: Introduction, Halo effect, Stereotyping, pigeonholing and compartmentalisation; Self-fulfilling prophecy; Perceptual mythology; other influences on perception.

Unit IV: Attitudes and values - Attitudes, Components of attitudes, Attitudes and behaviour, Attitudes and cognitive consistency, Job satisfaction as an attitude; development Values, Sources and types of values, Patterns and trends in values, Managing values and attitudes.

Unit V: Motivation- Concepts, Theories of Maslow, Herzberg, McClelland, Porter & Lawler Model, Application of Motivation concept, Individual motivation and motivation in the organization, Cultural Differences in Motivation, Intrinsic and Extrinsic Motivation, Social Motivation, Motivation and Health, Role of motivation in human behaviour.

SECTION B

Unit VI: Foundations of group behaviour - The nature of groups: groups and teams, informal and formal groups, purpose of teams, Teams and team building: selecting team members, team roles, stages in team development, team building, team identity, team loyalty, commitment to shared beliefs, multi-disciplinary teams, Team Dynamics: group norms, decision-making behaviour, dysfunctional teams, Cohesiveness.

Unit VII: Conflict - Substantive and emotional conflicts, Levels of conflict, Sources of conflict in organisations, Symptoms of conflict Causes of conflict, Strategies for the management of conflict.

Unit VIII: Organizational Change - Nature, levels and dilemmas of change, Pressures for change, The Domino effect, Responses to change, Force field analysis, Change process, Resistance to change, Dynamics of change.

Unit IX: Organizational Development - Goals of organisational development: Principles underlying organisational development, Ethical aspects of organisational development, The process of organisational development: Action research and organisational development, Organisational development interventions: Organisation-wide interventions, Smaller group and inter-group interventions, Individual interventions.

Unit X: OD Techniques - Traditional: Grid Training, Survey Method; Modern: Process Consultation Method, Third Party, Team Building, Transactional Analysis.

Suggested Readings:

1. Organisation Behaviour, Luthans 8th Tata McGraw Hill
2. Organisation Behaviour, Robbins, 9th Pearson Education Asia
3. Principal of Organizational Behaviour 4th Ed. By R. Fincham –Oxford
4. Prentice Hall India Organisational Behaviour: Human Behaviour at Work Newstrom & Davis, 10th, Tata McGraw Hill
5. Brooks I — Organisational Behaviour: Individuals, Groups and Organisation Second Edition (Prentice Hall, 2002)

Paper 2: Managerial Economics

SECTION A

Unit I: Nature and fundamental concepts and basis techniques of managerial economics - Analysis of Demand, Significance, estimation of demand; Elasticity of Demand, Techniques and Importance of Demand forecasting; Basic Mathematical Problems related to demand estimation and elasticity of demand.

Unit II: Production & Cost Analysis - Production & Production Function: Concept, Forms of production function, Law of variable Proportions, Returns to scale. Cost concept, Short term and long term cost output relationship, Cost curves, Economies of scale.

Unit III: Objectives & Equilibrium of the Firm - Market Structures- Perfect Competition, Monopoly, Monopolistic Competition & Oligopoly - kinked demand curve and cartels, Mathematical Problems on profit maximization and Price & Output determination under various market structures.

Unit IV: Pricing in practice - Cost plus pricing, incremental pricing, transfer pricing and price discrimination.

Unit V: Market failure - Concept, Symptoms and Reasons, Concept of Asymmetric Information; Market intervention by Government-Rationale for Intervention.

SECTION B

Unit VI: National Income Accounting - Concept & measurement; Determination of Income & Employment; Concept of multiplier; Inflation and Deflation, types, causes and control of inflation.

Unit VII: Macro economic policy - Monetary and fiscal- objectives and Instruments; Effectiveness of Monetary & Fiscal Policy with respect to Indian Economy.

Unit VIII: Business cycles - Concept, Causes & Impact, Measures to control Business cycles.

Unit IX: External Sector Dynamics - Justification for International Trade, Foreign Capital flows & Balance of Payment-Methods top correct Disequilibria; Exchange Rate: Fixed & Flexible; Convertibility of Rupee (Current & Capital Account).

Unit X: Economic Environment of Business - Factors determining Economic environment of Business, Present scenario of Indian Economy.

Suggested Readings:

1. Managerial Economics, P. L. Mehta, Sultan Chand & Sons, New Delhi
2. Managerial Economics, Dwidevi, TMH
3. Managerial economics in a Global economy, Dominick Salvatore, 2006, Thomson learning Press
4. Managerial Economics, Suma Damodran, 2006, Oxford University Press, New Delhi
5. Indian Economy, Mishra & Puri, 2007, Himalaya Publishing House

Paper 3: Environment Management

SECTION – A

Unit I: Introduction to Environment Management - Definition, Scope & importance, Need for public awareness- institution in environment, People in environment, Fundamentals– sustainable development, Unsustainable to sustainable development.

Unit II: Natural resources - Renewable and non renewable resources, and associated problems, Role of an individual in conservation of natural resources; equitable use of resources for sustainable life cycles; Preserving resources for future generation, the rights of animals.

Unit III: Ecosystem - Concept of an Ecosystem, understanding ecosystems, ecosystem degradation, resource utilization; Structure & functions of an ecosystem-producers, consumers and decomposers; Ecological succession; food chains, food webs and ecological pyramids; Ecosystem types – characteristics features, structure and functions of forest, grassland, desert and aquatic ecosystems, Industrial Ecology and Recycling Industry.

Unit IV: Environment legislation - Environmental (protection) Act, The water (prevention and control of Pollution); The wild life protection Act; Forest conservation Act; Issues involved in enforcement of environmental legislations; Environment Impact Assessment; Environmental Auditing; Clearance / Permission for establishing Industry.

Unit V: Human population & environment - Global population growth, variations among nations. Population explosion, Family welfare Programmes-methods of sterilization; Urbanization, Environment & human health-climate and human health, infectious diseases, water related diseases, risk due to chemicals in food, Cancer and environment. Human rights –Equity, Nutrition and health rights, intellectual property rights (IPRS), Community biodiversity registers (CBRs); Value education – environmental values, valuing nature, valuing cultures, social justice, human heritage, equitable use of resources, common property resources, ecological degradation; HIV/AIDS; Women and children Welfare; Information technology in environment and human health.

SECTION – B

Unit VI: Air Pollution:- Definition Air pollution, causes, effects & control, Green house effect, pollution: Vehicles, Industry households, Global warming, Ozone layer depletion, effects & remedies, Role of individual and institution in preventions of Air pollution; **Soil Pollution:-** Definition soil pollution, causes, effects & control, Surface condition, texture, contents. Forest, Afforestation, Plantations, pollution due agricultural patterns, chemical fertilizers & Pesticides; Run-off, grazing desertification; **Waste land Management:** - causes, effects and control measures of urban and industrial waste; Role of individual and institution in preventions of Soil pollution.

Unit VII: Water and marine Pollution - Definition water pollution, causes, effects & control; Management of water: Hard & Soft water, contaminants, Acid Rains; Pollution by sewerage, industry runoff degradation due to biological changes; Sea water pollution & degradation of Marine; Role of individual and institution in preventions of water & marine pollution.

Unit VII: Noise, Thermal & Nuclear Pollution - Definition of Noise pollution: Sources or Causes effects and control. Definition of thermal pollution; Causes, effects & control; Definition of nuclear pollution; Radiation; Causes, effects & control, Nuclear accidents; Role of individual and institution in preventions of Noise, thermal and nuclear pollution.

Unit IX: Biodiversity - Introduction- biodiversity at genetic, species and ecosystem levels; Bio-geographic classification of India; Value of diversity– Consumption use value, Productive use value, Social, Ethical, Moral, aesthetic and optional value if diversity; India as mega-diversity nation, Hotspots of biodiversity; Threats to biodiversity–habitat loss, poaching of wildlife, man-wild life conflicts; Common endangered and endemic plant and animal species of India; *In situ and Ex situ* conservation of Biodiversity.

Unit X: Social issues and environment - Construction of dams: problems and concerns of resettlement, rehabilitation of affected people; Conservation: energy, water, forest, soil, strategies for conservation; Environmental ethics– issues and possible solutions, resource consumption patterns and need for equitable utilization; Equity disparity in western and eastern countries; Urban and rural equity issues; Need for gender equity; Public awareness–Using an environmental calendar of activities, Self initiation.

Suggested Readings

1. A text book of environmental by K M Agrawal, P K Sikdar, S C Deb”, published by Macmillan
2. Environment management by N K Uberoi”, published by Excel Books
3. Environment management by Dr. Swapan Deb”, published by Jaico Publishing House.
4. Environmental Management by S K Agrawal”, published by A.P.H. publishing Corporation.
5. Environmental Studies by Rajagopalan- Pub. By Oxford.

Paper 4: Business Research

SECTION A

Unit I: Introduction - Meaning, Objectives and Types of research, Research Approach, Research Process, Relevance & scope of research in management.

Unit II: Research Design - Features of good Design, Types of Research Design, Basic principles of experimental Design, Use of advanced technology in Research Design, Role of Research analyst.

Unit III: Sampling Design - Steps in sample Design, Characteristics of a good sample Design, Probability & Non Probability sampling.

Unit IV: Measurement & scaling techniques - Errors in measurement. Test of sound measurement, Scaling and scale construction technique.

Unit V: Methods of data collection - Primary data – questionnaire and interviews; Collection of secondary data; Use of computer and Information technology in data collection.

SECTION B

Unit VI: Collection and Processing data - Field work, Survey Errors, Data coding; Editing and Tabulation.

Unit VII: Analysis of data - Analysis of Variance; Advanced Data Analysis Techniques- Factor Analysis, Cluster Analysis, Discriminant Analysis, Conjoint Analysis, Multi Dimensional Scaling.

Unit VIII: Testing of hypothesis - Procedure for hypothesis testing; Use of statistical techniques for testing of hypothesis.

Unit IX: Interpretation of data - Techniques of Interpretation, Report writing, Layout of a project report, preparing research reports.

Unit X: Research in management - General management, Small business innovation research (SBIR), Research in functional areas – marketing, finance, HR and Production, Software Application in SPSS.

Suggested Readings:

1. Zikmund : Business Research Methods, (Thomson Learning Books)
2. Marketing Research, G C Beri third edition (McGraw Hill)
3. Dwivedi – Research Methods in Behaviourial Science (Macmillan)
4. Bennet, Roger : Management Research, ILO, 1993
5. Salkind, Neil J. : Exploring Research, (Prentice – Hall, 1997)

Paper 5: Specialisation – I: Paper- I

Paper 6: Specialisation – I: Paper- II

Paper 7: Specialisation – II: Paper -I

Paper 8: Specialisation –II: Paper- II

Semester –III

Paper 1: Applied Operations Research

SECTION – A

Unit I: Game Theory - Terminology, Game Models, Two Person Zero Sum Games and their Solutions, Graphical Method, Algebraic Method, Arithmetic Methods, Methods of Matrices.

Unit II: PERT/CPM I - Rules of Network Construction, Network Analysis (Forward Pass, Backward Pass, Critical Paths and Floats).

Unit III: PERT/CPM II - Resource Analysis and Allocation (Crashing), Probability in PERT, PERT vs. CPM.

Unit IV: Replacement I - Replacement Policies: Equipment Deteriorate Gradually, Time Value of Money Considered.

Unit V: Replacement II - Equipment Fail Suddenly (Group Replacement), Staff Replacement.

SECTION – B

Unit VI: Sequencing - Introduction, Terminology & Assumptions, Processing 'n' jobs through 2, 3 and 'm' machines.

Unit VII: Simulation I - Introduction, Simulation Process, Monte Carlo Simulation, Generation of Random Numbers, Queuing Model [M/M/1: (∞ /FCFS)], Simulation of Queuing System.

Unit VIII: Simulation II - Simulation of Inventory System, Simulation of Investment Problems, Advantages and Disadvantages of Simulation, Applications of Simulation.

Unit IX: Dynamic Programming - Concept, Dynamic Programming & Resource Allocation, Dynamic Programming vs. Linear Programming.

Unit X: Application of Computer in ORT - Introduction, Packages, Practical Use of these Packages.

Suggested Readings:-

1. Introduction to Operations Research- Hillier & Liberman – McGraw Hill
2. Quantitative Techniques in Management by N. D. Vohra – Tata McGraw Hill
3. Operations Research - Panersevam – Prentice Hall of India
4. Operations Research – J. K. Sharma - McMillan
5. Operations Research – Hira and Gupta – S. Chand & Co.

Paper 2: Entrepreneurial Development

SECTION A

Unit I: Entrepreneurship - Creativity and Innovation, Relationship with the Economic Development, Barriers to Entrepreneurship (Factors affecting Growth of Entrepreneurship), Theory of Achievement Motivation, McClelland's Experiments, Women Entrepreneur's.

Unit II: Entrepreneurship Trends - Strategic Management, Forms of Ownerships, Franchising, Mergers and Acquisitions, Types of Entrepreneurship, Career Planning, Choice of Entrepreneurship as a Career, Cases from Indian Industry.

Unit III: Business Idea - Identifying & Developing Entrepreneurial Potential, Business Ideas Generation Process, Evaluation of Business Idea.

Unit IV: Business Plan - The ED Cycle, Building the Business Plan, Venturing an Enterprise, Financial Considerations (Cash Flow Management, Financial Plan, Business Plan).

Unit V: Entrepreneurial Support Systems - Activities of SIDBI, EDI, NIESBUD, DIC, NABARD Government policy, Agency supporting entrepreneurial development Industrial estates.

SECTION B

Unit VI: Location and Layout Decisions - Location decisions for Manufacturing, Retail and Services Business, Layout and Design Considerations, Build, Buy or Lease Decisions.

Unit VII: Entrepreneurship in India - Entrepreneurship Development in India: Issues and Opportunities, Small-Scale Sector in India, The NGO Factor in EDP-INDIA Corporate Social Responsibility (CSR): NGO's in India, Social Responsibility of Entrepreneurs, CSR.

Unit VIII: The Industry and Ancillarization Entrepreneurship & Industry, Ancillarization, Ancillarization in India, Ancillaries & Industrial Development, Ancillary Opportunities in different Economic Sectors: Agro Industries, Logistics, BPO, Banking and Finance, Sub-contracting System, Supplier Organization Network Global Aspect of Entrepreneurship.

Unit IX: Financial incentives - Backward area benefits, Schemes for educated unemployed, Fiscal incentives, Procurement of industrial equipment, marketing support.

Unit X: Entrepreneurial behaviour - Techno economics innovation and entrepreneurship, Socio-psychological factors influencing entrepreneurship development.

Suggested Readings:

1. Entrepreneurship 6 th edition. Robert D Hisrich , Tata McGraw-Hill.
2. Kuratko- Entrepreneurship – A Contemporary Approach, (Thomson Learning Books)
3. Small-Scale Industries and Entrepreneurship. Desai, Vasant (2003). Himalaya Publishing House, Delhi.
4. Chary – Business Gurus speaks (Macmillan)
5. S.S. Khanka – Entrepreneurial Development (S. Chand & Co.)

Paper 3: Strategic Management

SECTION – A

Unit I: Strategic management - Introduction to strategic management, Strategic decision making, Strategic management process; Difference between Policy, Strategy and Tactics.

Unit II: Strategic Intent - Vision, Mission & goals, Preparation of Vision & Mission Statement; Organisational objectives, Hierarchy of objectives & strategies, setting of Objectives.

Unit III: Internal & Resource analysis - SWOT analysis, Resource analysis- a) Organisation capabilities & competitive advantage b) Value chain analysis; Concept of synergy -Core competency, Competitive analysis - Interpreting the five forces model, Competitors analysis

Unit IV: External analysis - Environment analysis a)Components of External environment b)Components of Internal environment c)Environmental scanning. **Industry Analysis** a) A Framework for industry analysis b)Michael Porter's Analysis c)Usefulness of industry analysis.

Unit V: Strategic Formulation (Case study) - Corporate level strategy: A) Growth-Concentration, Horizontal, Vertical, B) Diversification- Concentric, conglomerate. C) Expansion through Cooperation; Merger, Acquisitions, Joint ventures & strategic alliances D) Stability -Pause/proceed with caution, No change, Profit strategies. E) Retrenchment –Turnaround, Captive Company Strategy, Selling out Bankruptcy, Liquidation.

SECTION – B

Unit VI: Business Level strategy & Functional level strategy - A) Business Level strategy- Competitive advantage, Low cost strategy, Differential strategy and Focus strategy, B) Functional level strategy - Operations strategy, Marketing strategy, Financial strategy, Human Resource strategy.

Unit VII: Portfolio Approach & analysis - a)Portfolio analysis, advantages & disadvantages, b)BCG Matrix c) General Electric's Business Screen, d)Life cycle or Arthur D Little matrix, e) Balance scorecard.

Unit VIII: Global strategy - Reasons for globalization, Global expansion strategy, International Portfolio Analysis; Market entry strategy, International strategy & competitive advantage.

Unit IX: Strategic Implementation - 7 s framework- (separate variables in details), Strategic Business Unit (SBU), Merits & Demerits of SBU; Leadership, Power & organisation culture.

Unit X: Strategic evaluation, Control & continuous Improvement - Establishing strategic evaluation & control; The quality imperative: continuous Improvement to build customer value, Fundamentals of Six sigma approach for continuous improvement.

Suggested Readings:

1. Strategic Planning & Formulation of Corporate Strategy, V S Ramaswami, S Namaumari, Publication- Macmillan, India.
2. Strategic Management ,9 th Edition – John A Pearce II, Richard B Robinson, Jr Publication-Tata McGraw- Hill Publishing Company Limited, New Delhi.
3. Crafting & executive strategy -14 th edition, Arthur A. Thompson Jr, A.J. Strickland III, Publication-Tata McGraw- Hill Publishing Company Limited, New Delhi.
4. Management Policy & strategic Management – R.M. Srivastava Publication – Himalaya Publishing House.
5. Global Strategic management – Kamel Mellahi, J. George Frynas, Paul Finlay Publication- Oxford University Press, New Delhi.

Paper 4: Business Ethics & Corporate Governance

SECTION A

Unit I: Ethics - An introduction, Concept of ethics, Values & Ethics – Meaning & Types of Values, Ethical Action–Morals, Morality, Moral development pyramid, Beliefs, Religiosity and Law.

Unit II: Ethical Decision Making - Normative Framework –Principle of personal benefit, Principle of Social Benefit, Principle of Neutralization, Categorical Imperative, Principle of Duty, Principle of Justice and Principle of Lawfulness. Approaches / Theories of ethics – Gandhian Approach, Friedman’s Economic theory, Kant’s Deontological theory, Mill & Bentham’s Utilitarianism theory, Aristotle’s Virtue based ethics and Narrative based ethics – Case studies on inspirational life stories of individuals.

Unit III: Business Ethics - Ethics in Business – Myth & Reality, The Indian Business scene, Ethical Concerns, LPG & Global trends in business ethics, Business ethics rating in India.

Unit IV: Organizational Ethics - Organizations & Organisation culture, Types of Organization, Corporate code of ethics – Formulating, Advantages, implementation Professionalism and professional ethics code.

Unit V: Business & Society - Business & its stakeholders, Social Responsibility – Concept of CSR, Public Policy approach & role of NGO, Environmental Ethics – concerns, issues & case studies.

SECTION B

Unit VI: Corporate Governance - Objectives , issues, features, Corporate Governance codes – Cadbury report, CII recommendations ,Corporate Governance for public sector, Corporate Governance & Investment – ethical investing, Insider trading, Case studies – Tata Finance, Enron case & UTI case.

Unit VII: Ethical Issues in Marketing - Introduction; Principles of Ethical Marketing; Ethical approaches to buyer- seller relationship; Ethics in Pricing; Ethics in product labeling and packing; Ethics in dealership decision; Ethics in promotion; Social and Ethical criticism of Advertising & Media, Ethics in Marketing research; Green Marketing; Alcohol and Tobacco Promotion.

Unit VIII: Ethical Issues in HRM - The Ethical Organisation in the Boundary less World Ethics in Recruitment and Selection, the Employment Interview, Nepotism. Occupational Testing and Psychometric Instruments: an Ethical Perspective; Ethics and Equality – Gender Bias, Sexual Harassment, Discrimination, Affirmative Action HRM and Employee Well-Being - Civil Liberties, Flexible Working Patterns, Presenteeism and the Impact of Long Working Hours on Managers, Dichotomy, Professional Loyalty The New Pay: Risk and Representation at Work; Conditions of Worth and the Performance Management Paradox; Employee Participation and Involvement.

Unit IX: Ethical Issues in IT - Ethical Issues in IT & ITES – Privacy, Accuracy, Accessibility, Property, Security Threats, Computer crimes & Preventing it, Software Piracy & Hacking, Internet Crimes & Computer Abuse, Ethics for IT Professionals & Its users. Ethics in Intellectual Property Rights, Designs, Patents, Trademarks, Copyrights.

Unit X: Ethical Issues in Industry - Ethical issues in Production management Services, Product Design, Features, Quality standards, Safety, Obligation to inform consumer, Ford Pinto case; Ethics Audit – Formal committees, Auditing Process.

Suggested Readings:

1. Business Ethics – Concept & Practice - B. H. Agalgatti & R. P. Banerjee – (Nirali Publication)
2. Ethics in Business & Management - R. P. Banerjee (Himalaya Publication)
3. Business Ethics. by Crane – Pub. By Oxford Press
4. Corporate Governance & Business Ethics – (Text & Cases), U. C. Mathur, Macmillan India Ltd.
5. Business Ethics, C S V Murthy, Himalaya Publishing House

Paper 5: Public System Management

SECTION A

Unit I: Introduction - Understanding the state of the economy, Government & public welfare, Concept of Public Goods & services, Concept of Public System, Role of Government in Public System, Types of Public system, Weaknesses & Issues of the Public System in India.

Unit II: Public Enterprise Management - Objectives and Roles of Public Enterprise, Organizational Forms and Working of the Board of Management, Public Enterprise Policy and Reform Measures, Marketing Problems of Public Enterprises; Cases: Western Coalfields Limited (WCL), MECL, MOIL and MSEB etc.

Unit III: Energy Management - Organisation for Energy Management: Goal setting in Energy Management; Energy crisis, energy use Patterns and scope for Conservation; Energy Audit, Energy Pricing; Non conventional sources of energy; Utilization of solar energy; Biomass as a source of energy; The option of Nuclear energy in the developing countries; Case: Suzlon.

Unit IV: Water Resource Management - Objectives and organization of water resource Management; Optimization techniques for water resources projects; Scientific utilization of Agriculture water; irrigation projects; Water crisis management flood and droughts; Water harvesting; Problem relating to supply and timely use of water in cities and towns. Cases: Jalswaraj by Govt. of India, Sardar Sarovar, Bhakra Nangal and Maharashtra Jivan Pradhikaran.

Unit V: Management of Education System - Education as Development Priority; Education and Economic growth; International Comparisons; Strategies of Development of Education System; Concept of Investment in Man; Systems of Education in India: Formal, informal, Primary, Secondary and Higher Education; Cases: Ivy League, Yale, IIT's and IIM's.

SECTION B

Unit VI: Management of Telecommunication systems - Role of Telecommunication; Effects of technology and scale on cost of service, Organization, management and financing in Telecommunication; Mobilizing resources for expansion, Impact of Telecommunications on rural development, Cases: BEL, C-DOT, DoT, BSNL and Telecom Commission.

Unit VII: Health Systems Management - System analysis and system dynamics in health care; Health system: Characteristics, Planning methodologies, Goals and functions; Strategic management in health care; Quantitative foundations of health services management; Case: NHS (UK).

Unit VIII: Public Infrastructure Management-1 – Definition; Local, Regional, State and Federal Agencies responsible for infrastructure development and their role in Regional Planning Process; The role of Civic Organizations and Private Sector; Overview of the Infrastructure Management Process.

Unit IX: Public Infrastructure Management-2 - Organizational Studies and Infrastructure Developments from Road Transport, Railways, Power, Airports and Shipping Ports like PWD, MSRDC, Central Railway, DLF, GMR, GVK, TATA Energy and Reliance Energy etc; Profile Study: RC Sinha (Mumbai-Pune Expressway), T. Chandrashekar (Administrative Reforms), S. Sreedharan (Konkan Railway), Vilasrao Salunkhe (Pani Panchayat) and MS Swaminathan (Gender Divide) etc

Unit X: Emerging Trends - Privatization, Public Private Partnership (PPP) - concept, Role of PPP in development of Public systems, Strengths & weaknesses of privatization & PPP; PPP Agreements in India; Infrastructure scenario in Nagpur: SEZ, MIHAN, MADC, NIT, NMC (SETU), MRSAC (Maharashtra Remote Sensing Application Center) etc.

Suggested Readings

1. "Ideas that have Worked" by Department of Administrative Reforms and Public Grievances, 2004, Penguin / Viking, New Delhi
2. "Infrastructure Management: Design, Construction, Maintenance, Rehabilitation, Renovation." Hudson, Haas, and Uddin, McGraw-Hill, 1997
3. Bureau of Public Enterprises. Public Enterprises Survey, 1994-95, New Delhi, 1996
4. Donglass, C. "Energy Technology Handbook". McGraw Hill, New York. 1977
5. Chaturvedi, T.N. (ed) "Training in Public Administration: The changing Perspectives". 1989. The Indian Institute of Public Administration, New Delhi
6. Chaturvedi, M.C. and Rogers P. "Water Resources Systems Planning: Some Case Studies for India. Indian Academy of Sciences, Bangalore, 1995.
7. Tilak, J B G. "The Economic of Inequality in Education". 1987. Sage, New Delhi.
8. "India's Rural Telephone Network". 1981. New Delhi
9. Indian Council of Medical Research. "National Conference on Evaluation of Primary Health Care Programmes, 1980, ICMR, New Delhi.
10. Ramaiah, J J. "Health Programme Management Through PERT". 1979. Abhinav, New Delhi.

Paper 6: Project Management and Quality Management

SECTION A

Unit I: Introduction to Project Management - Concepts of Project and Project Management; Project Life Cycle, Project Stakeholders; Organizational Influences.

Unit II: Project Management Standard – Processes, Process Groups, Process Interactions and Process Mapping.

Unit III: Knowledge Areas I – Process Flow Diagram; Plan, Direct, Manage, Monitor, Control and Close a Project.

Unit IV: Knowledge Areas II – Scope; Time Management: Activity Sequencing, Resource and Duration Estimation; Cost vs. Quality Management in Projects.

Unit V: Procurement and Risk Management – Planning Purchase and Contracting; Select Sellers; Contract Administration and Closure; Qualitative vs. Quantitative Risk Analysis; Risk Monitoring and Control.

SECTION B

Unit VI: Introduction to Quality Systems - Overview of quality, history of quality, competitive advantage, industrial perspective, total quality system, Taguchi “Loss Function” concept; Statistical Process Control: Process Control Chart calculations, Extraction of information, Capability Index, Individual and Moving Range Charts, Implementation of Statistical Process Control, Control Charts for Attributes, Numerical.

Unit VII: Problem solving techniques for Quality Management - Pareto Analysis, Ishikawa (Cause/Effect) Diagrams, Failure Modes and Effects Analysis, Brainstorming, Program for Quality Improving, Contributions: Deming and Juran.

Unit VIII: Strategic Quality Management - Total Quality Management (TQM), Implementation of TQM, Reliability Health and Safety: Defining Reliability, Product Life Characteristic Curve, Reliability Function, Reliability Engineering. Classification of Hazards, Codes of Practice, Company Safety Statement.

Unit IX: Quality Techniques - Indian Quality Standards, Japanese vs. American Techniques, KAIZEN, Six Sigma: Design, Measure, Analysis, Improve and Control Phases; TOYOTA WAY.

Unit X: Standards and Certifications - ISO 9000, ISO 14000, BS 7799 ISMS, TS; Agency Inspection Services: BSI (UK), VDE (GERMANY), NSAI (IRELAND), UL (US), MHSA (US) and BIS (INDIA); NABCB: National Accreditation Board for Certification Bodies; BVQI: Bureau Veritas Quality International and TÜV.

Suggested Readings

1. Project Management, A Managerial Approach, Meredith and Mantel, John Wiley and Sons, Fifth Edition, 2003. Course Text.
2. The New Project Management, J. Davidson Frame, Jossey-Bass, 1994.
3. The Management and Control of Quality: J.R. Evans, W.M. Lindsay: West Publishing Company 1996, ISBN0314472851
4. Introduction to Quality Control: Kaoru Ishikawa; Chapman and Hall 1992 ISBN 0412435403
5. Introduction to Statistical Quality Control; D.C. Montgomery, John Wiley & Sons, ISBN 047108459x

Paper 7: Specialisation – I: Paper- III

Paper 8: Specialisation – II: Paper- III

Semester –IV

Paper 1: Specialisation – I: Paper- IV

Paper 2: Specialisation – I: Paper- V

Paper 3: Specialisation – I: Paper- VI

Paper 4: Specialisation – II: Paper- IV

Paper 5: Specialisation – II: Paper- V

Paper 6: Specialisation –II: Paper- VI

Project Work (From the Specialisation Subjects offered)

Academic Calendar : CBS, Khaperkheda

Start of the Semester – 11/08/09, Date of Mid-Term Examination – 15/09/09 to 19/09/09,

Date of Pre-University Examination – 10/11/09 to 15/11/09

Date of University Examination – Probable to commence in the 1st week of November 2009

Academic Time Table SEM-I

DAY/TIME	10AM TO 11AM	11AM TO 12PM	12PM TO 12.15PM	12.15 TO 1.15PM	1.15PM TO 2.00PM	2.00PM TO 3.00PM	3.00PM TO 4.00PM	4.00PM TO 5.00PM
MON	Foundation course in A/C	Foundation course in A/C	B R E A K	Foundation course in HRM	L U N C H	Business Legislation	Financial Management	P B M
TUE	Quantity Decision Making	Quantity Decision Making		Foundation course in HRM		Business Legislation	Financial Management	P B M
WED	Foundation course in A/C	Foundation course in A/C		Foundation course in HRM		Business Legislation	Financial Management	P B M
THU	Quantity Decision Making	Quantity Decision Making		Foundation Course in IT		Foundation Course in Marketing	CASE STUDY	CASE STUDY
FRI	Foundation Course in IT	Foundation Course in Marketing		GUEST LECTURE		SEMINAR	SEMINAR	
SAT	Foundation Course in IT	Foundation Course in Marketing		GUEST LECTURE				

Academic Time Table Sem-III

DAY/TIME	10AM TO 11AM	11AM TO 12PM	12PM TO 12.15PM	12.15 TO 1.15PM	1.15PM TO 2.00PM	2.00PM TO 3.00PM	3.00PM TO 4.00PM	4.00PM TO 5.00PM
MON	Applied OR	Public System Management	B R E A K	Project Management and Quality Management	L U N C H	Entrepreneurial Dev.	MM	IT/IBM
TUE	Strategic Management	Strategic Management		Project Management and Quality Management		Entrepreneurial Dev.	MM	IT/IBM
WED	Applied OR	Public System Management		Project Management and Quality Management		Entrepreneurial Dev.	MM	IT/IBM
THU	Strategic Management	Business Ethics & Corp. Governance		HRM		FM	FM	BSFM
FRI	Applied OR	Business Ethics & Corp. Governance		HRM		FM	BSFM	BSFM
SAT	Public System Management	Business Ethics & Corp. Governance		HRM		SEMENAR/PRESENTATION/CASE STUDIES		

Mr. Jitendra Gajbhiye

Class	Subject / Practical	Hrs
MBA I Sem I/III	Foundation course in HRM/HRM Paper-III/BECG	4+4
	Case Studies	4
	Presentation/Case Study	4
Total		16

Miss. Dipti Taori

Class	Subject / Practical	Hrs
MBA I Sem I/III	Foundation course in IT/IT Specialisation	4+4
	Presentation	4
	Seminar/ IT Practicals	4
Total		16

Miss. Mrugna Gupta

Class	Subject / Practical	Hrs
MBA I Sem I/ III	Foundation course in Accounts/ AOR/Pr Mgt.	4+4
	Case Studies	4
	Presentation/Case Study	4
Total		16

Miss. Anuja Naikwade

Class	Subject / Practical	Hrs.
MBA I/ Sem III	Principles of Business Management/IBM Paper-III/SM	4+4
	Seminar	4
	Presentation/Case Study	4
Total		16

Miss. Bhagirathi Iyer

Class	Subject / Practical	Hrs.
MBA I Sem I/III	Quantitative Decision Techniques/ BFSM Paper-III	4+4
	Seminar	4
	Presentation/Case Study	4
Total		16

Mr. Jagannath Patil

Class	Subject / Practical	Hrs.
MBA I Sem I/III	Financial Management/FM Paper-III/PSM	4+4
	Seminar	4
	Presentation/Case Study	4
Total		16

Mr. Haridas Jawade

Class	Subject / Practical	Hrs.
MBA I Sem I/III	Financial Management/FM Paper-III/PSM	4+4
	Seminar	4
	Presentation/Case Study	4
Total		16

Mr. Ganesh Datere

Class	Subject / Practical	Hrs.
MBA I Sem I/III	Financial Management/FM Paper-III/PSM	4+4
	Seminar	4
	Presentation/Case Study	4
Total		16

➤ **Internal Continuous Evaluation System and place**

Regular Surprise Test, Unit Test, Pre-University Test and its evaluation. Training for Aptitude Test, Technical Quiz, and psychometric Test etc is provided.

➤ **Students' assessment of Faculty, System in place.**

At the end of each semester, students are required to fill up a feedback form regarding all the faculty members and this is used to evaluate the overall performance of the faculty.

