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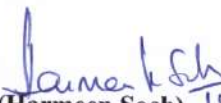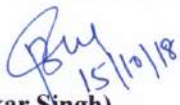
DATED: 15/10/2018

Subject: Regarding approval of Minutes of Meeting of BOS, Faculty of Management.

A meeting of BOS, Faculty of Management was held on 15/10/18 to finalize the paper pattern of various courses of Management of IKGPTU and to finalize the scheme and syllabus of B.Voc Banking Finance Services and Insurance (BFSI). Minutes of meeting are attached herewith. You are requested to kindly approve the Minutes of Meeting of BOS and this may kindly be taken to the upcoming Academic Council. Kindly excuse the delay in sending the file.

(Dr. Pooja Mehta)
Assistant Professor

(Harmeen Soch) 15/10/18
Head of Department & Chairperson, BOS

(Dr. Balkar Singh)
Director, Academics, IKGPTU

Honable VC
Chairperson, (Acad. Council)

Mr Sarwan ~ Chairperson BOS Mgt 18/10/2018

Minutes of meeting of BOS Management
Venue: Meeting Room, 2nd Floor, Department of Academics, IKGPTU, Main Campus
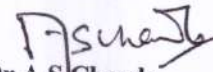### Date: 15th October, 2018

Following members were present:

Dr. Harmeen Soch, HOD, Department of Management, IKGPTU Main Campus, Kapurthala,(Chairperson)
Dr. S. K Singla, Professor, LCET, Katanikalan (Member)
Dr. A.S Chawla, Professor, RIMT University (Member)
Dr. Parampal Singh, Associate Professor, GNDE, Ludhiana (Member)
Dr. Pooja Mehta, Asstt. Professor, IKGPTU Main Campus, Kapurthala (Member)
Dr. Mandeep Kaur, Asstt. Professor IKGPTU Main Campus, Kapurthala (Member)
Dr. Kapil Gupta, Asstt. Professor IKGPTU Main Campus, Kapurthala (Member)

The members discussed in detail the agenda of the meeting and following decisions were taken:

1. Paper pattern of following courses is finalized and attached as per following details:
   - MBA **Annexure A.**
   - M.Com **Annexure B.**
   - BBA **Annexure C.**
   - B.Com (Hons.) **Annexure D.**
   - BBA (Business Economics) **(Annexure E)**
   - BBA (Events Management) **(Annexure F)**
   - BBA (Rural Development) **(Annexure G)**
   - BBA (Service Industry Management) **(Annexure H)**
   - BBA (Retail Management) **(Annexure I)**
   - BBA (Health, Spa and Resort) **(Annexure J)**
   - BBA (Sales, Marketing, Advertising and PR) **(Annexure K)**
   - B.Com (E-Commerce) **(Annexure L)**
   - MBA (IB) **Annexure M.**

2. Members discussed the Scheme and Syllabus of B.Voc Banking Finance Services and Insurance in detail. It was decided that Syllabus of BFSI as recommended by AICTE be adopted for Main Campus and Colleges of IKGPTU.

The chairperson thanked all the member of BOS.
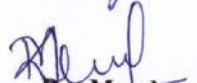
Dr. Harmeen Soch 15/10/18

Dr A.S Chawla

Dr. S.K Singla

Dr. Parampal Singh 15/10/18

Dr. Kapil Gupta

Dr. Mandeep Kaur 15/10/18

Dr. Pooja Mehta 15/10/18

Er. Navdeep k Sandhu

Paper Pattern for MBA

Instruction to the Paper Setters:

- **Part A (16 marks):** This section will have 8 questions covering the whole syllabus carrying 02 marks each. The student has to attempt all questions.
- **Part B (32 marks):** This section will consist of 04 sub sections. Each section consists of 02 questions from the each unit of the syllabus. The student has to attempt one question each subsection. Each question carrying 08 marks.
- **Part C (12 marks):** This section will consist of one case study of 12 marks.

Paper Pattern for M.Com

Instruction to the Paper Setters:

- **Part A (16 marks):** This section will have 8 questions covering the whole syllabus carrying 02 marks each. The student has to attempt all questions.
- **Part B (32 marks):** This section will consist of 04 sub sections. Each section consists of 02 questions from the each unit of the syllabus. The student has to attempt one question each subsection. Each question carrying 08 marks.
- **Part C (12 marks):** This section will consist of one case study of 12 marks.

Paper Pattern for Bachelor of Business Administration (BBA)

Instruction to the Paper Setters:

There will be two sections of Question Paper; Section A and Section B:

• **Section A (20 Marks):** It consists of 10 compulsory short notes of two marks each that covers all the units equally.
• **Section B (40 Marks):** Its consists of 08 questions (ques. 2 to ques. 9) of 10 marks each (two questions from each unit as mentioned below)
   a) **Ques 2 and Question 3 from Unit I** *(Choice between 2 and 3 only)*
   b) **Ques 4 and Question 5 from Unit II** *(Choice between 4 and 5 only)*
   c) **Ques 6 and Question 7 from Unit III** *(Choice between 6 and 7 only)*
   d) **Ques 8 and Question 9 from Unit IV** *(Choice between 8 and 9 only)*

• **It is compulsory to attempt one question from each unit.**
• **In Numerical based papers the paper setter should set one numerical question from each unit wherever it is possible.**

Paper Pattern for B. Com (Hons.)

<u>**Instruction to the Paper Setters:**</u>

There will be two sections of Question Paper; Section A and Section B:

• **Section A (20 Marks):** It consists of 10 compulsory short notes of two marks each that covers all the units equally.

• **Section B (40 Marks):** Its consists of 08 questions (ques. 2 to ques. 9) of 10 marks each (two questions from each unit as mentioned below)

a) **Ques 2 and Question 3 from Unit I** *(Choice between 2 and 3 only)*
b) **Ques 4 and Question 5 from Unit II** *(Choice between 4 and 5 only)*
c) **Ques 6 and Question 7 from Unit III** *(Choice between 6 and 7 only)*
d) **Ques 8 and Question 9 from Unit IV** *(Choice between 8 and 9 only)*

• **It is compulsory to attempt one question from each unit.**

• **In Numerical based papers the paper setter should set one numerical question from each unit wherever it is possible.**

Paper Pattern for BBA (Business Economics)

Instruction to the Paper Setters:

There will be two sections of Question Paper; Section A and Section B:

• **Section A (20 Marks):** It consists of 10 compulsory short notes of two marks each that covers all the units equally.

• **Section B (40 Marks):** Its consists of 08 questions (ques. 2 to ques. 9) of 10 marks each (two questions from each unit as mentioned below)
   a) **Ques 2 and Question 3 from Unit I** *(Choice between 2 and 3 only)*
   b) **Ques 4 and Question 5 from Unit II** *(Choice between 4 and 5 only)*
   c) **Ques 6 and Question 7 from Unit III** *(Choice between 6 and 7 only)*
   d) **Ques 8 and Question 9 from Unit IV** *(Choice between 8 and 9 only)*

• **It is compulsory to attempt one question from each unit.**
• **In Numerical based papers the paper setter should set one numerical question from each unit wherever it is possible.**

Paper Pattern for BBA (Events Management)

<u>**Instruction to the Paper Setters:**</u>

There will be two sections of Question Paper; Section A and Section B:

• **Section A (20 Marks):** It consists of 10 compulsory short notes of two marks each that covers all the units equally.

• **Section B (40 Marks):** Its consists of 08 questions (ques. 2 to ques. 9) of 10 marks each (two questions from each unit as mentioned below)

  a) **Ques 2 and Question 3 from Unit I** *(Choice between 2 and 3 only)*
  b) **Ques 4 and Question 5 from Unit II** *(Choice between 4 and 5 only)*
  c) **Ques 6 and Question 7 from Unit III** *(Choice between 6 and 7 only)*
  d) **Ques 8 and Question 9 from Unit IV** *(Choice between 8 and 9 only)*

• **It is compulsory to attempt one question from each unit.**

• **In Numerical based papers the paper setter should set one numerical question from each unit wherever it is possible.**

Paper Pattern for BBA (Rural Development)

<u>**Instruction to the Paper Setters:**</u>

There will be two sections of Question Paper; Section A and Section B:

• **Section A (20 Marks):** It consists of 10 compulsory short notes of two marks each that covers all the units equally.

• **Section B (40 Marks):** Its consists of 08 questions (ques. 2 to ques. 9) of 10 marks each (two questions from each unit as mentioned below)

    a) **Ques 2 and Question 3 from Unit I** *(Choice between 2 and 3 only)*
    b) **Ques 4 and Question 5 from Unit II** *(Choice between 4 and 5 only)*
    c) **Ques 6 and Question 7 from Unit III** *(Choice between 6 and 7 only)*
    d) **Ques 8 and Question 9 from Unit IV** *(Choice between 8 and 9 only)*

• **It is compulsory to attempt one question from each unit.**

• **In Numerical based papers the paper setter should set one numerical question from each unit wherever it is possible.**

Paper Pattern for BBA (Service Industry Management)

Instruction to the Paper Setters:

There will be two sections of Question Paper; Section A and Section B:

• **Section A (20 Marks):** It consists of 10 compulsory short notes of two marks each that covers all the units equally.
• **Section B (40 Marks):** Its consists of 08 questions (ques. 2 to ques. 9) of 10 marks each (two questions from each unit as mentioned below)
   a) **Ques 2 and Question 3 from Unit I** *(Choice between 2 and 3 only)*
   b) **Ques 4 and Question 5 from Unit II** *(Choice between 4 and 5 only)*
   c) **Ques 6 and Question 7 from Unit III** *(Choice between 6 and 7 only)*
   d) **Ques 8 and Question 9 from Unit IV** *(Choice between 8 and 9 only)*

• **It is compulsory to attempt one question from each unit.**
• **In Numerical based papers the paper setter should set one numerical question from each unit wherever it is possible.**

Paper Pattern for BBA (Retail Management)

Instruction to the Paper Setters:

There will be two sections of Question Paper; Section A and Section B:

• **Section A (20 Marks):** It consists of 10 compulsory short notes of two marks each that covers all the units equally.

• **Section B (40 Marks):** Its consists of 08 questions (ques. 2 to ques. 9) of 10 marks each (two questions from each unit as mentioned below)

    a) **Ques 2 and Question 3 from Unit I** *(Choice between 2 and 3 only)*
    b) **Ques 4 and Question 5 from Unit II** *(Choice between 4 and 5 only)*
    c) **Ques 6 and Question 7 from Unit III** *(Choice between 6 and 7 only)*
    d) **Ques 8 and Question 9 from Unit IV** *(Choice between 8 and 9 only)*

• **It is compulsory to attempt one question from each unit.**

• **In Numerical based papers the paper setter should set one numerical question from each unit wherever it is possible.**

Paper Pattern for BBA (Health, Spa and Resort)

Instruction to the Paper Setters:

There will be two sections of Question Paper; Section A and Section B:

- **Section A (20 Marks):** It consists of 10 compulsory short notes of two marks each that covers all the units equally.
- **Section B (40 Marks):** Its consists of 08 questions (ques. 2 to ques. 9) of 10 marks each (two questions from each unit as mentioned below)
    a) **Ques 2 and Question 3 from Unit I** *(Choice between 2 and 3 only)*
    b) **Ques 4 and Question 5 from Unit II** *(Choice between 4 and 5 only)*
    c) **Ques 6 and Question 7 from Unit III** *(Choice between 6 and 7 only)*
    d) **Ques 8 and Question 9 from Unit IV** *(Choice between 8 and 9 only)*

- **It is compulsory to attempt one question from each unit.**
- **In Numerical based papers the paper setter should set one numerical question from each unit wherever it is possible.**

Paper Pattern for BBA (Sales, Marketing, Advertising and PR)

Instruction to the Paper Setters:

There will be two sections of Question Paper; Section A and Section B:

- **Section A (20 Marks):** It consists of 10 compulsory short notes of two marks each that covers all the units equally.
- **Section B (40 Marks):** Its consists of 08 questions (ques. 2 to ques. 9) of 10 marks each (two questions from each unit as mentioned below)
    a) **Ques 2 and Question 3 from Unit I** *(Choice between 2 and 3 only)*
    b) **Ques 4 and Question 5 from Unit II** *(Choice between 4 and 5 only)*
    c) **Ques 6 and Question 7 from Unit III** *(Choice between 6 and 7 only)*
    d) **Ques 8 and Question 9 from Unit IV** *(Choice between 8 and 9 only)*

- **It is compulsory to attempt one question from each unit.**
- **In Numerical based papers the paper setter should set one numerical question from each unit wherever it is possible.**

Paper Pattern for B.Com (E- Commerce)

Instruction to the Paper Setters:

There will be two sections of Question Paper; Section A and Section B:

• **Section A (20 Marks):** It consists of 10 compulsory short notes of two marks each that covers all the units equally.
• **Section B (40 Marks):** Its consists of 08 questions (ques. 2 to ques. 9) of 10 marks each (two questions from each unit as mentioned below)
   a) **Ques 2 and Question 3 from Unit I** *(Choice between 2 and 3 only)*
   b) **Ques 4 and Question 5 from Unit II** *(Choice between 4 and 5 only)*
   c) **Ques 6 and Question 7 from Unit III** *(Choice between 6 and 7 only)*
   d) **Ques 8 and Question 9 from Unit IV** *(Choice between 8 and 9 only)*

• **It is compulsory to attempt one question from each unit.**
• **In Numerical based papers the paper setter should set one numerical question from each unit wherever it is possible.**

Paper Pattern for MBA (IB)

Instruction to the Paper Setters:

- **Part A (16 marks):** This section will have 8 questions covering the whole syllabus carrying 02 marks each. The student has to attempt all questions.
- **Part B (32 marks):** This section will consist of 04 sub sections. Each section consists of 02 questions from the each unit of the syllabus. The student has to attempt one question each subsection. Each question carrying 08 marks.
- **Part C (12 marks):** This section will consist of one case study of 12 marks.