BOS MINUTES OF MEETING

First BOS meeting was held on 21.10.2021 from 2:00 PM onwards. Following members were present;

External

1. Dr Ritika Sinha

2. Dr Dwarika Prasad Uniyal

3. Dr Ajoy Kumar

4. Dr Vidyasagar

5. Dr Poornima Charantimath

6. Dr Rajendra Desai

7. Mr Gururaj Deshpande

8. Mr Vinod Kumar Kulkarni

Internal
1. Dr Purushottam Bung
2. Dr Anupama K Malagi
3. Dr Santhosh M
4. Dr Padmalini Singh
5. Dr Noor Firdoos Jahan
6. Dr A Narasima Venkatesh
7. Prof Dileep
8. Prof Uma Sharma
9. Prof Rashmi Shetty
10. Prof Payal Jindal

Following members were granted leave of absence as they were not able to attend the meeting.
1. Dr Satyajit Majumdar
2. Dr Vasanti Srinivasan
3. Dr Pramendra Kumar
4. Prof N Nagasubba Reddy

AGENDA POINT 1: The overall curriculum framework

OBSERVATIONS

The overall curriculum framework was appreciated by esteemed BOS members and following suggestions were made:
- The sequencing of courses can be reorganized in such a way that it can help students to acquire required knowledge and skills to prepare them for potential job opportunities.
- Major and Minor specialization can be offered in association with other sister institutions specialized in offering specialized courses in future.

DISCUSSION

- Compensation and Reward course should be taught in III semester rather than IV semester as it may help student to negotiate job offers being offered to them during III semester itself. Likewise, other courses can also be reorganized wherever necessary.
- For providing more options and opportunities to the students, minor specialization courses can be offered by other sister institutions such as major specialization can be offered in management discipline and minor course in any liberal education discipline offered by RV University. It will enhance collaboration between sister concerns also.

RESOLUTION

- Compensation and Reward course has been moved from IV to III Semester and Managing Teams has been moved from III semester to IV semester.
- Integrated Marketing Communication course has been shifted from III to IV semester and Service and Retail Marketing course has been shifted to III Semester.
- As suggested by the BOS members, the collaboration between sister concerns for offering Minor specializations will be planned and implemented in future iterations.

AGENDA POINT 2. Detailed curriculum of common courses of all 4 semesters

OBSERVATIONS

- As Employability skills is skill-based course, more focus should be given on the evaluation of the skills acquired by the students rather than written exam.
- Evaluation rubrics of all courses across all four semesters to include Business Communication component.
- Managerial Research Skills Lab (MRSL) course can be planned and synchronized with Business Immersion (BI) course and Social Immersion course as well. In Managerial Research Skills Lab (MRSL) course, students can work with faculty members on a live project from Industry like consultancy and research projects.
- Social Immersion program should be offered in association with an NGO as far as possible and provision of freelance study should also be given to students. Further, the outcome of Social Immersion program should be documented and published.
- All Immersion programme should be well planned to avoid any operational issues. To keep track of student progress, daily Journal can be maintained by the students and weekly reports can be submitted to the mentors.
- In Foreign language, credit should be spread across 2 semesters for students to learn the language effectively.

DISCUSSION

- The evaluation of Employability skills can be based on the student's performance in receiving the summer internship and placement/pre-placement offers as students can demonstrate the employability skills acquired while hunting for the summer internship or final placements.
- A common rubric based on Business Communication criteria should be designed and included in evaluation of all courses. Wherever possible, the faculty teaching Business Communication course should assess the effectiveness of communication skills acquired and demonstrated by the students.

- Managerial Research Skills Lab (MRSL) course can be planned and synchronized with Business Immersion (BI) course in such a way that students who are working with the company for BI course can identify a research problem or can write a case study or publish a research paper. Such publications can be linked to faculty research output.
- Social Immersion course outcome can be planned in such a way as to lead to publication. Students will learn documentation of their work in a form of a video, blog post, podcast, seminar conference, etc.

RESOLUTION
- It was clarified that the evaluation pattern of Employability Skills course already has the suggested components namely evaluating the skills acquired and demonstrated rather than written examination.
- The members arrived on the consensus based on the discussions to include the Business Communication component in the evaluation rubrics to begin with only selected courses like Business Immersion, Social/International Immersion, Internship and Managerial Research Skills Lab. In future this can be extended to all the courses.
- Regarding the synchronization of Managerial Research Skills Lab (MRSL) course with Business Immersion (BI), the members agreed to implement the process in an informal manner as we will try and retain the same mentor for all the courses.
- It was clarified to the BOS members that discussions have already been initiated with 'Lets Tag On a NGO' and other NGOs too including Rotary to avoid any operational issues. It was agreed upon by the members to extend freelance study also and to ensure systematic documentation of the Social Immersion experience.
- The members agreed to enhance the effectiveness of Immersion Program by way of implementing the practice of maintaining daily journals and weekly reports.
- Regarding Foreign Language course to be spread across first 2 semesters, it was decided to discuss with the Institute of Foreign Language which is going to offer the course and rework on the syllabus and evaluation criteria in the next iteration.

AGENDA POINT 3: Detailed curriculum of all specialization courses

OBSERVATIONS
- Concepts of anthropology and ethnography will be helpful for students before they go for the Business Immersion program.
- All students should have an opportunity to understand the application of Business Analytics in various functional areas.
- Certificate course can be offered to give deeper insights on new emerging topics.
- Membership of professional bodies in various specialization areas should be focussed on.
- Continuous Quality Management course can be renamed as Strategic Quality Management.
- Experiential learning pedagogy should be adopted for effective learning involving Industry experts.
- For courses like Financial Management course simulation-based pedagogy should be practiced.
- Simulation as a pedagogical tool need to be introduced for effective learning in the selected courses like strategy.

DISCUSSION

- Workshop on anthropology and ethnography can be organized for students before they go for the Business Immersion programme.
- Advanced Certification program can be offered in Project Management that is part of Operation and Supply Chain Management Course in association with professional bodies like PMI.
- For HR courses, Assessment Centre Workshops can be organized in association with professional bodies.
- For Design thinking and Business Communication courses experiential learning pedagogy can be adopted.
- iBizSim: International Business Simulations can be used for teaching International Business and Strategy.

RESOLUTION

- It was decided to organize an orientation workshop on anthropology and ethnography before Business Immersion program.
- It was clarified that the Introduction to Business Analytics Course offered in II Semester includes a specific module on Application of Analytics in all domains like HR, Finance, Marketing, Operations etc.
- It was agreed upon to organize regular workshops, seminar, invited talks, certificate course on new trending topics.
- It was informed to the BOS members that the Institution already has membership with few professional bodies. The membership of other professional bodies will also be taken up in future.
- It was agreed upon that the Continuous Quality Management course will be renamed as Strategic Quality Management.
- It was informed to the members that experiential learning pedagogy and simulation-based learning (wherever relevant) is already part of majority of the courses.

AGENDA POINT 4: Academic Regulations

OBSERVATIONS

- XAT, NMAT and GMAT should be included along with other tests for admission to MBA programme.
- Paper Viewing Process (PVP) process should be modified.
- Social media policy should be included in the regulations.
- The window time for revaluation should be kept short and levels of revaluation system should be embedded.

DISCUSSION

- Due to a smaller number of students, physical PVP is possible but levels of revaluation system should be introduced. In the first level, minimal fee like Rs. 100-Rs.200 should be charged from the students in order to show them the answer scripts. At the second level, students can apply for revaluation at a higher fee like Rs. 4000-Rs.5000. This system will ensure that only genuine students will apply for revaluation.

- Policy document should mention that student will have to accept an increase or decrease in marks after revaluation whichever is awarded by the evaluator. This will be final.

RESOLUTION

It was agreed to include the following suggestions:
- XAT, NMAT and GMAT scores to be considered in the admission process.
- Paper Viewing Process (PVP) process will be modified as suggested by the BOS members.
- Social media policy will be included in the regulations.
- The window time for revaluation will be kept short (2-3 days) after the announcement of the results.

AGENDA POINT 5: Manual of regulations & Guidelines of examinations

OBSERVATIONS
- For semester end exam, a tie-up with a robust platform for conducting an online proctored exam.
- The policy for the 3rd valuation should be modified.
- There should be a statutory provision mentioned in the policy document that should indicate final authority whose decision will be final in awarding grades.
- During orientation programme all regulations should be explained to students.
- Social media policy should be incorporated in the policy document that none of the evaluation related official document should be shared electronically.
- Photocopy of answer scripts should not be given to the students.

DISCUSSION
- It should be mentioned in the policy document that CIA exams can be Zoom proctored and on Quicklrn platform and semester end-term examination can be online proctored using reliable platform if situation demands and wherever necessary.
- Deviation above 20% in 1st and 2nd valuation can be considered for 3rd valuation and an average of the closest two should be considered while awarding the final marks.

RESOLUTION
- It was agreed to continue proctored online exam on the institutional LMS for CIA and for semester end exam, the institution will sign up with a reliable platform for conducting online exams.
- The suggestion regarding the requirements for 3rd valuation will be incorporated in the guidelines.
- Suggestions pertaining to academic regulations will be incorporated in the student's handbook and will be explained during orientation programme.

AGENDA POINT 6: The programme structure in the light of NEP 2020

OBSERVATIONS
- The BOS members appreciated the inclusion of important elements of NEP 2020 in the programme curriculum framework.

AGENDA POINT 7: Any other matter with the permission of the Chair

The matters taken up for discussion were pertaining to following aspects:
- Appointment of COE (Controller of Examination) – Approved by the members.
- Board of Examiners (BOE) - Approved by the members.
- Examination Board and Grading Advisory Committee -   Approved by the members.

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