



St. John College of Humanities and Sciences

ALDEL EDUCATION TRUST'S
AUTONOMOUS
(A Christian Religious Minority Institution)
Affiliated to University of Mumbai



NAAC Accredited with Grade 'B++'

Minutes of the Meeting of the

Board of Studies for Accountancy, Commerce and Management Venue:
Conference room, St. John College of Humanities and Sciences, (Autonomous),
Palghar

Date and Day: 1st October 2025, Wednesday

Time: 2:30 p.m. onwards

Agenda No. 1:

To review and discuss the curriculum design, development, and implementation in line with the NEP 2020 and autonomy requirements, and to consider syllabus enrichment proposals for Accountancy, Commerce and Management disciplines.

Discussions Held:

The Board reviewed proposed revisions to the First and Second Year for Even Semester syllabi, across various departments with the aim of enriching the curriculum and aligning it with the principles of NEP 2020.

Class-FYBBI

Subjects – **1) Management Process and Organization Behaviour (Major)** : It was proposed to incorporate Personality tests (MBTI, Big Five).

2) Intro. to Business (Minor): It was proposed to incorporate Business Environment Analysis (PESTLE Framework).

Class -FYBAF

Subjects- **1) Financial Accounting - II (MAJOR)** : It was proposed to incorporate Consignment Accounting, handling consignments for online sales platforms (Amazon, Flipkart).

2) Data Visualisation (VSC) : New Concept is to be introduced in Dashboard Design Principles and interactive Dashboards in Excel or Power BI.

Class - FYBCOM

Subjects: **1) Accountancy & Financial Management-II (Major)**: It was Proposed to introduce Accounting for Hire Purchase- Meaning Calculation of interest Accounting for hire purchase transactions by asset purchase method based on full cash price journal entries, ledger accounts and disclosure in balance sheet for hirer and vendor(excluding default, repossession and calculation of cash price)

2) Commerce II (Major) : Project Planning and Entrepreneurship - Business Planning Process, Identification of idea/concept for enterprise, Challenges, Developing simple business



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plan, Concept and importance of Project Planning, Project Report, Feasibility Study and its types Entrepreneurship: Concept and importance of entrepreneurship, Factors Contributing to Growth of Entrepreneurship, Entrepreneur, Manager and Intrapreneur Comparative analysis, Incentives to Entrepreneurs in India, Social entrepreneurship, Women Entrepreneurs: Opportunities and Challenges. Start-up ecosystem, Entrepreneurship in Sunrise Sectors: Fin-Tech, Healthcare, Tourism and Hospitality, Aviation, Education, Entertainment Sector.

3) Accounting with Tally :- Module 1. Introduction to Tally & Recording Transactions- Unit I: Introduction to Tally Basics of Computerized Accounting. Introduction to Tally ERP/Prime – Features, Advantages. Company creation, security controls, and configurations. Groups, Ledgers, and Voucher types. Unit II: Recording Transactions Journal Entries in Tally. Recording of Cash, Bank, Purchase, and Sales transactions. Debit Note, Credit Note, and Contra Entries. Inventory management basics – Stock Groups, Stock Items, Units of Measure. Module 2. GST and Final Accounts in Tally- GST features in Tally – Enabling GST, GST Ledgers. Recording GST transactions (Intra-State and Inter-State). Generating GST Reports. Trial Balance, Profit & Loss Account, Balance Sheet.

Class -SYBCOM

1) Accountancy & Financial Management-III (Major): It was proposed to introduce, Redemption of Preference Shares-Issue of Bonus share by using CRR

2) Accounting & Auditing-II (Management Accounting-II) (Major): It was proposed to introduce, Working Capital Management- Practical problems on calculating working capital requirements using current ratio, quick ratio, and turnover ratios.

3) Commerce IV Management : It was proposed to introduce, Production and Finance: Module 1: Production & Quality- Lean Manufacturing – Concept and basic principles. Just-in-Time (JIT) Production – Concept, advantages, and challenges. **4) Business Law-III:** It was proposed to introduce, negotiable Instruments I. Section 7 – Parties to a negotiable instrument: Drawer, Drawee, Payee 2. Section 8 – “Holder” and rights of holder. 3. Section 14 – Material alteration (relevance to characteristics and handling of instruments)

5) Vocational Skills in Accounting-VI (SEC): It was proposed to introduce, Auditing Techniques and Internal Control System-Automated Environment, Key features of automated environment and understanding and documenting automated environment.

Class-FYBMS

Subjects- **1) Global Management Theories and Styles (Major):** It was proposed to introduce, new leadership style with more realistic and practical approach as, Transformational vs Transactional Leadership, Leadership for Well-being & Mental Health, Leadership Ethics Trust & Authenticity and integrity in leadership, Avoiding toxic leadership.

2) MS-OFFICE (SEC): It was Proposed to incorporate data Validation Drop-down lists, custom rules for data entry. Data Cleaning Tools Remove duplicates, Text-to-Columns, Flash Fill.

Class-SYBMS



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Subjects: 1) Retail Marketing (Major): It was proposed to introduce, types of Merchandise, Principles of Merchandising, Merchandise Planning- Meaning and Process, Sources for Merchandise.

2) Customer Relationship Management (Major): It was proposed to introduce, Software App for Customer Service: Activity Management, Agent Management, Case Assignment, Contract ,Management, Customer Self Service, Email Response Management, Escalation, Inbound Communication Management, Invoicing, Outbound Communication Management, Queuing and Routing, Scheduling.

3) Ad making (SEC): It was proposed to introduce, Top ten Ad Agencies of the world and India . Media in Advertising: Traditional and New age Media, AIDA and DAGMAR Model, 4. Execution and Evaluation of Advertising: Preparing print ads: Essentials of Copywriting, Copy-Elements & Types, Layout. Creating broadcast ads: Execution Styles, Jingles and Music, Concept of Storyboard. Evaluation: Advertising copy, Pre-testing and Post-testing of Advertisements- Methods and Objectives.

4) Change & Conflict Management (Major): It was proposed to introduce, Conflict Prevention and Early Intervention: Early Warning Signs of Conflict, Proactive. Conflict Management Strategies, Conflict Prevention in Teams and Organizations,

Class- FY BFM

Subjects – 1) Financial Market Environment(Major) : It was proposed to introduce Digital Finance and Technology (Cryptocurrencies, Blockchain, FinTech, and Robo-Advisory) and Sustainable Market Practices (ESG Investing).

2) E-Commerce - (Minor): It was proposed to introduce Introduction of E-Commerce, Case on success & failure of Indian e-commerce (e.g., Flipkart vs. Snapdeal, Amazon vs. local players), where students will ask to prepare role models.

1) Food security & Hygiene (Open elective): for(FY BBI, FYBAF, FY B.COM, FYBMS, FY BFM)- It was proposed to introduce Basic Good Manufacturing Practices (GMP) & Good Hygiene Practices (GHP), FIFO/FEFO methods, Case study: KFC Chicken Contamination ,India Students to bring case studies for discussion in class.

2) OE-I- Psy. of Digital Influen.(Open elective): for(SY BBI, SYBAF, SY B.COM, SYBMS, SY BFM)- It was proposed to remove certain concepts as, are We Becoming More Narcissistic (Removed), i. Taxonomy of Video Games and Who Plays and Why?

3) OE- II- Digital Literacy in Rural Marketing (Open elective): for(SY BBI, SYBAF, SY B.COM, SYBMS, SY BFM)- It was proposed to introduce Introduction to Digital Literacy & Rural Markets 2) Digital Platforms for Rural Engagement 3) E-Commerce and Digital Transactions as our college belongs to rural district.

Resolution:

It was resolved that the proposed modifications to the First and Second Year syllabi of various departments be accepted and recommended to the Academic Council for final



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approval. The Board further resolved that the revised curriculum shall incorporate practical, application-based, and comparative learning components wherever relevant, and adopt a progressive and concept-reinforcing structure across the three academic years, in alignment with the guiding principles of NEP 2020 and autonomy.

Agenda 2: Evaluation & Assessment:

Discussions Held:

The Exam pattern was reviewed and discussed. The Board of Examiners were discussed. The BOS also recommended community project related evaluations, members recommended tie-ups with NGOs for more exposure to the students to understand problems faced by rural people. BOS members also focused on arranging visits for the students in SSI units. Local entrepreneurs can be interviewed to understand the business environment in Palghar vicinity.

Resolution

It was resolved that the proposed changes be accepted and recommended to the Academic Council for final approval. All the departments to consider the above strategies to enhance Evaluation & Assessment requirements.

Agenda 3: Any Other Matter

BOS members appreciate the efforts taken by faculty members for the benefits of the student community in general. It was resolved that the proposed changes be accepted and recommended to the Academic Council for final approval. All departments to consider the above strategies to enhance overall academic performance



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Members, Board of Studies, Accountancy, Commerce and Management

LIST OF MEMBERS		Attendance
Ms. Jinal Shah	Chairperson, St. John College of Humanities and Sciences, Palghar	Offline
External Faculty Members From other then Parent University		
Dr. Atul Sathe	Associate Prof. H. R College of Commerce and Economics, HSNC University, Mumbai	Online
Dr. Rajesh Kumar Pandey	Associate Prof.SSR Institute of Research and Management, Silvassa	Online
University Nominee		
Dr. Hema Mehta	Associate Prof., Tolani College of Commerce, Andheri	Online
Dr. Reuben Buthello	Industry Expert- CEO, Bharat Coach, Mumbai	Online
Ms. Monika Joshi	Alumnus – SJCHS	Online
Departmental Faculty Members		Attendance
Dr. Priya Chaurasiya	IQAC Coordinator & HOD- B.Com	Offline
Ms. Anshu Tiwari	HOD- BAF	Offline
Mr. Sachin Gawali	HOD- B.Com (MS) & CoE	Offline
Mrs. Jyotsana Raut	Faculty Member- BAF	Offline
Dr. Akansha Thakur	Faculty Member- BMS	Offline


Chairperson

Board of Studies

(Accountancy , Commerce and Management)

Ms. Jinal Shah


Principal

Dr. Muktha Jacob

