



Sant Dnyaneshwar Shikshan Sanstha's
Annasaheb Dange College of Engineering and Technology, Ashta
(An Autonomous Institute affiliated to Shivaji University, Kolhapur)
Department Of Business Administration



Date: 31/01/2025

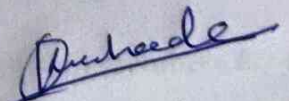
Department of Business Administration

All the members of "**Board of Studies**" are invited for a meeting which is scheduled on Friday 31/01/2025 at 10.30 am. The agenda of the meeting is as below.

Agenda of Meeting

1. To introduce and welcome the Board of Studies (BoS) members for the tenure 2024-25 to 2026-27.
2. To discuss and approve the 3 Years BBA New curriculum Structure Revision-0 (NEP Compliant) with a preamble of credit distribution.
3. To discuss and approve the Curriculum Contents of First Year BBA Courses under Revision-0.
4. To discuss on Updates to the Examination System at ADCET.
5. To discuss on **pedagogical initiatives**
6. To review of **ISE activities**.
7. To discuss our commitment to positioning India as a **Vishwa Guru in Artificial Intelligence**.
8. To discuss on Value added courses for BBA.
9. To consider **additional items** with the permission of the Chair.




Mr. O. K. Buchade
(HOD-Business Administration)

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Date: 31/01/2025

Minutes of First Board of Studies Meeting

- Minutes of the meeting of “1st Board of Studies” held on **Friday 31/01/2025** at 10.30 am under chairmanship of Mr. O. K. Buchade, Head of Business Administration Department in the hybrid mode.
- Following members were participated in meeting.

Sr. No.	Name of Expert	Designation
1.	Mr. O. K. Buchade ADCET, Ashta.	Chairman (HoD)
2.	Dr. A. M. Gurav Shivaji University, Kolhapur.	Expert VC-Nominee
3.	Dr. P. P. Chavan Dr. D. Y. Patil University Pune.	Academic Expert-1
4.	Mr. Pratap Patil Walstar Technologies, Kolhapur.	Industry Representative
5.	Ms Salgar Anuja Ashok ADCET, Ashta.	Member
6.	Mr Aftab Harunrashid Mulla ADCET, Ashta.	Member
7.	Ms. Vilobha Rukade ADCET, Ashta.	Member - Secretary

- Dr. Manoj Sathe, an Associate Professor and Academic Expert from Modern Institute of Business Studies, Pune, was unable to attend the Board of Studies meeting due to a personal commitment.
- Despite this, the Chairman authorized the meeting to proceed. The agenda items were discussed, and the BOS members provided valuable and responsible input.

Agenda Item no. 1: To introduce and welcome the Board of Studies (BoS) members for the tenure 2024-25 to 2026-27

- The BoS Member Secretary welcomed all members, both physically present and virtual participants.



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- A brief overview of ADCET was provided:
 - Established in 1999, Annasaheb Dange College of Engineering and Technology (ADCET), Ashta is an Empowered Autonomous Institute affiliated with Shivaji University, Kolhapur and approved by AICTE, New Delhi.
 - The college is accredited by NAAC with an "A++" Grade and NBA-accredited (eligible programs), outcome-based programs in engineering, technology, and management.
- Vision:
 - To be a leader in producing professionally competent engineers.
- Mission:
 - Imparting effective outcome-based education.
 - Preparing students through skill-oriented courses to excel in their profession with ethical values.
 - Promoting research for societal benefit.
 - Strengthening relationships with all stakeholders.

Agenda Item no. 2: To discuss and approve the 3 Years BBA New curriculum Structure Revision-0 (NEP Compliant) with a preamble of credit distribution.

Discussion and Resolution:

The preamble of NEP (2020) aligned curriculum structure for three years UG Bachelor of Business Administration (BBA) Program has been adopted and confirmed with the following features.

- Mrs. V. K. Rukade Member Secretary presented the curriculum structure for all three years of BBA, which has been prepared based on the model Curriculum of AICTE and SUK and in line with industry requirements.
- The Course Category and their Distribution of Credits across three years for Bachelor of Business Administration Program at ADCET is stated as below:

Course Category	Abbreviation	Credits
Program Core	PC	66
Program Elective	PE	16
Ability Enhancement Course	AE	8
Skill Enhancement Course	SE	15
Open Elective	OE	8
Value Added Course	VA	7
Total Credits		120



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- The 120 credits required for the regular BBA degree are evenly distributed across the three years of the program, with 40 credits per year.
- *The members appreciated the curriculum framework and approved the curriculum structure and its credit distribution, recognizing it as a means to provide a more comprehensive and integrated education.*

Agenda Item no. 3: To discuss and approve the Curriculum Contents of First Year BBA Courses under Revision-0.

Discussion and Resolution:

- With reference to NEP guidelines, the First year BBA course syllabus was presented by respective course coordinators.
- *The Board of Studies approved the syllabus content for the First Year BBA course and recommended strategies to augment teaching and learning, with the aim of enhancing Students' Skills.*
- The Board approved minor changes to the 2nd Semester syllabus of the 1st Year, aiming to alleviate student workload and promote deeper understanding. The revisions prioritize precise learning over covering an excessive amount of content.
- To enhance the learning experience, the Board of Studies members recommended incorporating practical activities into each unit of the syllabus. To that end, concerned faculty members will integrate live projects, industry visits, and hands-on activities.

Agenda Item no. 4: To discuss on Updates to the Examination System at ADCET.

Discussion and Resolution:

- *The Examination System and Scheme were presented as stated in the table below, after a comprehensive review, the BoS members approved the system.* Key aspects that were praised included its alignment with academic goals and its fairness in evaluating student achievement.

Assessment Component	Type	Marks	Timing
In-Semester Evaluation (ISE-I & II)	Activity Based Assessment	40	Throughout the Semester
Mid-Semester Examination(MSE)	Written Examination	30	Mid-Semester
End-Semester Examination (ESE)	Written Examination	30	End of Semester
Make-Up Examination	Written Examination	100	15 days after ESE and remedial classes are compulsory for students with backlog(s).



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Agenda Item no. 5: To discuss on Pedagogical Initiatives

Discussion and Resolution:

- Recognizing the need to adhere to NEP guidelines and accreditation standards, several pedagogical initiatives were presented to the Board of Studies. The members then discussed and ***approved the implementation of modern, evidence-based teaching and learning approaches***, with the aim of fostering student engagement and improving academic performance

Agenda Item no. 6: To review of In-Semester Evaluation (ISE) activities.

Discussion and Resolution:

- ISE activities were presented, and the Board of Studies members appreciated and ***approved the adoption of Activity-Based Assessment for In-Semester Evaluation*** across all courses. This approach, which encourages active learning and application of concepts, will be supported by assessment rubrics prepared for each course.
- The list of activities conducted under **In-Semester Evaluation** is stated below.

Sr. No.	Activity Name	Sr. No.	Activity Name
1	Group Activities	8	Field Visit
2	Poster presentation	9	Problem solving activity
3	Videos	10	Seminars
4	Group discussion	11	Competitions
5	Spot presentation	12	Assignment & oral
6	Role Plays	13	Case Study
7	Quizzes	14	Review Activity (Recent Trends)

Agenda Item no.7: To discuss our commitment to positioning India as a Vishwa Guru in Artificial Intelligence.

Discussion and Resolution:

- Recognizing the importance of practical application in achieving India's goal of becoming a Vishwa Guru in AI, ***it was suggested that AI applications be correlated with each unit or course to possible extent.*** Innovative workshops, guest lectures, and other similar initiatives will be implemented to facilitate this integration.



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Agenda Item no. 8: Discussion on Value Added Courses.

Discussion and Resolution:


- To enrich the curriculum, value-added courses are offered to First and Second Year BBA students (Semesters I-IV) within the curriculum. Students are required to select one value-added course per semester, and *the syllabi for these courses have been developed and presented and got approved.*

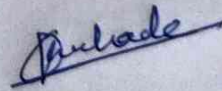
Agenda Item no. 9: To consider additional items with the permission of the Chair.

Discussion and Resolution:

- The BoS members expressed their appreciation for the faculty's efforts in developing the curriculum.
- The BoS members recommended implementing a one-week foundation program on commerce and management for first-year students.
- The BoS members suggested incorporating courses into the curriculum structure that will generate student interest and adequately prepare them for the placement process.
- The BoS members recommended introducing internship-based courses to provide students with valuable hands-on experience.

Mr.O.K.Buchade HOD-BBA Department concluded the meeting. Mrs. V. K. Rukade Member Secretary proposed a vote of thanks to all members for their presence and valuable suggestions during the meeting.


Mrs. V. K. Rukade
Secretary

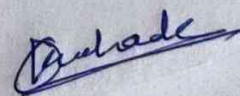

Mr. O. K. Buchade
HOD-BBA Department



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Action Taken Report

Sr. No.	Suggestion	Proposed action
1	Syllabus Revision for 2nd semester of 1 st Year	Minor adjustments have been made to reduce the syllabus load, as the current content was found to be extensive.
2	Incorporation of Practical Activities in Syllabus	Mandatory practical activities have been incorporated after each unit to enhance learning outcomes and provide students with experiential learning opportunities.
3	Industry-Related Course Enrollment It was noted that 100% of students in the 6th semester are enrolled in industry-related online courses.	Swayam and NPTEL courses will be offered, providing students with access to content that is aligned with industry standards and practices.
4	Commerce Foundation Course A 1-2 week foundational course in commerce was deemed necessary.	<ul style="list-style-type: none"> - Overview of BBA Course - Career opportunities after BBA - Skills needed to excel - Motivational Activities/ Speeches - Question and Answers



O. K. Buchade
HOD-BBA Department





Sant Dnyaneshwar Shikshan Sanstha's
Annasaheb Dange College of Engineering and Technology, Ashta,
Dist: Sangli
(An autonomous institute affiliated to Shivaji University, Kolhapur)

ADCET

Department of Bachelor of Business Administration

Date: 27-01-2025

1ST Board of Studies (BoS) Meeting - AY: 2024-25

Date: 31-01-2025, Friday @ 10.30 am.

Sr. No.	Name of Member	Designation	Institute / University / Organization	Signature
1	Mr. O. K. Buchade	Chairman (HOD)	ADCET, Ashta.	<i>Buchade</i> 31-01-25
2	Dr. A. M. Gurav	Expert VC - Nominee	Shivaji University, Kolhapur.	<i>AG</i> 31-1-25
3	Dr. P. P. Chavan	Academic Expert	Dr. D Y Patil University, Pune.	Virtually Connected
4	Dr. Manoj Sathe	Academic Expert	Modern Institute of Business Studies, Pune.	- Absent -
5	Mr. Pratap Patil	Industry Representative	Walstar Technologies, Kolhapur.	Virtually connected
6	Mrs. V. K. Rukade	BOS Secretary	ADCET, Ashta	<i>V. Rukade</i>
7	Ms. A. A. Salgar	Member	ADCET, Ashta.	<i>Salgar</i>
8	Mr. A. H. Mulla	Member	ADCET, Ashta.	<i>A. H. Mulla</i> 31-1-25

