

PART - IV

FACULTY OF MANAGEMENT STUDIES

36.0 SPECIFIC REGULATIONS APPLICABLE TO THE DEGREES OF BBA and MBA.

The Faculty of Management Studies currently functioning under the guidance of a Dean and a Head of the Department. Under this faculty the programmes listed below are being conducted by qualified and experienced Professors. This faculty has well equipped library, sophisticated equipments, adequate computer systems and Internet Connectivity.

37.0 PROGRAMMES OFFERED, CODE AND DURATION

S. No.	Faculty	Code	Programme	Duration Semester	
				Min	Max
1.	Management Studies	MG	BBA (FT)	6	10
			MBA (FT)	4	8
			MBA (PT)	6	10
			MBA(Sports Management) (FT)	4	8
			MBA(Sports Management) (PT)	6	10
			MBA (Hospitality Management) (FT)	4	8
			MBA (Hospitality Management) (PT)	6	10
			MBA (Health Care Management) (FT)	4	8
			MBA (Health Care Management) (PT)	6	10

38.0 **ADMISSION CRITERIA**

38.1 ELIGIBILITY FOR ADMISSION IN BBA.

Candidates seeking admission to the first year of the B.B.A. Degree Programme should have passed the Higher Secondary Course Examination (Academic or Vocational) with Mathematics/Business Mathematics/ Statistics/ Computer Science/ Commerce/Accountancy/Economics as a subject or any other Examination accepted as equivalent.

38.1.1 AGE LIMIT

He/She shall complete the age of 17 years on or before 31st December of the year of Admission to the BCA Programme.

38.2 Eligibility for Admission in MBA.

A pass in any degree awarded by any recognized university approved by UGC.

38.2.1 An admission test is conducted following the pattern of "CAT" for the selection of candidates. However, the performance of the candidate who has appeared for other recognized entrance tests will also be considered for selection.

39.0 **STRUCTURE OF PROGRAMMES**

39.1. B.B.A and M.B.A. programmes will have their curricula with syllabi consisting of Basic, Functional and Elective Courses .

39.1.1. Courses include Lectures, Tutorials, Laboratory, Seminar, Project Work, Practical Training, Report Writing, Tests, Examinations, Viva voce, etc.,

39.1.2. Elective Courses are offered on various specializations like Marketing, Finance, Human Resource, Systems, Export, etc.

39.1.3. Each course is normally assigned certain number of credits on the basis of 01 Credit per lecture period per week, 01 Credit per tutorial period per week, 01 Credit for 2-3 hours of laboratories, Practical or seminar or project work per week, 01 Credit for 4 weeks of industrial training during semester vacations.

39.2 Semester curriculum of BBA.

39.2.1 The 1st Semester curriculum shall have five Theory Courses which include one Part I language course and one Part II English course for 3 credits each, Allied course for 4 credits and Two Theory courses for 4 credits each.

39.2.2 The 2nd semester curriculum shall have 5 Theory course which include one part 1 language course and one part 2 English course for 3 credits each, allied course for 4 credits and 2 Theory courses for 4 credits each.

39.2.3 The 3rd Semester curriculum shall have 6 Theory courses which include one Allied Course for 4 credits and Three Theory Courses for 4 credits each, Two theory courses for 3 credits each and one theory for 2 credits.

39.2.4 The 4th Semester curriculum shall have 6 Theory courses which include four Theory courses for 4 credits each and one Allied Course for 4 credits and one theory course for 2 credits.

- 39.2.5 The 5th Semester curriculum shall have Five Theory courses for 4 credits and one practical for 2 credits.
- 39.2.6 The 6th semester curriculum shall have Five Theory courses for 4 credits each and one project for 10 credits.
- 39.3 Each semester curriculum of MBA shall normally have eight courses.
- 39.3.1 For the award of MBA the degree, a student has to earn certain minimum total number of credits specified in the Curriculum. The minimum will be 90 Credits (Full Time/Part-Time).
- 39.4 The medium of instruction, including Tests, Examinations and Project Report shall be in English, unless any specific course involves languages other than English.
- 39.5. Evaluation of the theory papers and the project work are done with the award of marks which in turn are converted into credits.

40.0 DURATION OF THE PROGRAMME

- 40.1 A student is normally expected to complete the BBA programme in 6 semester (Three Academic Years) but in any case not more than 10 semesters.
- 40.2 A student is normally expected to complete the M.B.A. programme in 4 Semesters (two academic years) but in any case not more than 08 semesters. Each semester shall normally consist of 15 weeks. The Head of the Department shall ensure that every teacher imparts instruction as per the number of periods specified in the syllabus and that the teacher teaches the full content of the prescribed syllabus for the course being taught. End-Semester Examination will ordinarily commence immediately after the last working day of the semester. Students admitted into Part-Time M.B.A are normally expected to complete the programme in 6 Semesters (Three academic years) but in any case, not more than 10 semesters.

41.0 PRACTICAL TRAINING

At the end of the second semester all students of MBA will undergo Practical training in any industry / business organization of repute for a minimum of six weeks duration. At the end of the training they will submit a report highlighting their observation and mention / identify at least one problem area where Management practices can improve the performance of the organization.

42.0 PROJECT WORK FOR MBA

The fourth semester is *entirely devoted to taking up an industry / business related project work. The project will focus on specific management problems*

which can be solved by application of the concepts they studied preferably in their specialties. The project will be guided by an internal faculty as well as an external guide.

However, the students are also encouraged to take up specific research projects which are of inter disciplinary nature and also of entrepreneurial value where they can apply their own creative ideas. In this case the project will be guided by an internal faculty, as well as external experts.

The students are required to submit an abstract of the project within 15 days of the commencement of the 4th semester. The progress of the project will be evaluated based on three seminar presentations which will be evaluated by a group of faculty and preferably one external expert.

Out of the total 15 credits allocated for the project, six credits will be given for continuous assessment as per the norms given above and the remaining 9 will be for the final project report and a viva voce.

The final assessment of the report and the viva voce will be conducted by two examiners-one the internal guide and the second, the external guide / expert / examiner.

Project report and viva voce will be given a weightage of 60:40. The project work should be an individual one.

The project report should be submitted not later than 16 weeks from the starting date of the semester.

43.0 PART TIME PROGRAMME OF MBA

The Part Time programme will have a minimum of six semesters. The requirement of Practical training is not compulsory for Part time candidates. However in lieu of the Practical training specified for full time course, they have to submit a mini project covering a specific management problem either faced in the organization they are working or elsewhere.

44.0 PASSING REQUIREMENTS FOR BBA AND MBA

A candidate who secures not less than 40% of total marks, prescribed for a course of BBA with a minimum of 40% of the marks prescribed for the end semester examination (including project) shall be declared to have passed in the examination. The total marks for a course of BBA is 100, in which 50 marks is for end semester examination and 50 marks is for Internal Assessment.

A student who secures not less than 50% of total marks prescribed for the course of MBA with a minimum of 50% of the marks prescribed for the end semester university examination (including MBA project work) shall be declared to have passed in the Examination. Total marks for a course of MBA is 100, in which 50 marks are for End semester examination and 50 marks are for Internal Assessment.

45.0 ELIGIBILITY FOR THE AWARD OF BBA DEGREE/MBADEGREE

54.1 A student will have to earn credits as given below for the award of BBA Degree/MBA Degree.

Total Credits required for the BBA (FT) is 130 credits.

Total credits required for the MBA Full Time and Part Time – 90
(Remaining conditions are same like other UG and PG courses under Humanities and Sciences).