

SWARNANDHRA
COLLEGE OF ENGINEERING & TECHNOLOGY
(AUTONOMOUS)
DEPARTMENT OF BACHELOR OF BUSINESS ADMINISTRATION

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**SWARNANDHRA
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BOARD OF STUDIES MEETING AGENDA

Agenda for Second Board of Studies Meeting of the Department of Bachelor of Business Administration, Swarnandhra College of Engineering and Technology (Autonomous) to be held virtually on 22-08-2025 at 2:00 PM.

Items of Agenda:

1. To discuss the course structure of the III and IV semesters of R24 BBA programme.
2. To discuss the syllabi in the III and IV semesters of R24 BBA programme.
3. To review the R24 regulations and I year syllabus framed in the previous meeting for the BBA.
4. Any other matter with the permission of the chair.

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MINUTES OF BOARD OF STUDIES MEETING

The second Board of Studies Meeting of the Department of Bachelor of Business Administration, Swarnandhra College of Engineering and Technology (Autonomous) held virtually on 22-08-2025 at 2:00 PM. The meeting started with welcoming the honourable members of Board of Studies by the Chairman. The agenda was displayed before the board for discussion.

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Agenda 1: To discuss the course structure of the III and IV semesters of R24 BBA programme.

Resolutions:

- The board has approved the proposed Course Structure with few modifications of the III and IV semesters of BBA.
- The board suggested changing the titles of two courses in the III semester. The title of the course Business Ethics is renamed as Business Ethics and Corporate Governance as it included topics relating to Corporate Governance in the syllabus. The title of the course Fundamentals of E-commerce is renamed as E-commerce as the scope is vast.

Agenda 2: To discuss the syllabi in the III and IV semesters of R24 BBA programme.

Resolutions:

- The board has approved the syllabi in the III and IV semesters of BBA programme with few modifications.
- The board examined the course outcomes and recommended refining them for greater clarity and measurable learning results.
- The board also examined the model question papers of III and IV semesters of BBA programme.

Agenda 3: To review the R24 regulations and I year syllabus framed in the previous meeting..

Resolutions:

- The board reviewed the R24 regulations of the BBA with respect to attendance requirements, promotion rules, internal and external evaluation and others.

Agenda 4: Any other matter with the permission of the chair.
resolutions:

- The board recommended conducting regular mentoring sessions to support students' academic and personal development.
- The board recommended implementing continuous assessment methods to ensure consistent student progress.
- The board advised promoting participation in academic competitions and seminars, to broaden student exposure.

As there were no other issues to be discussed, the meeting was concluded with vote of thanks by the chairman.



CHAIRMAN-BoS

**CHAIRMAN
BOARD OF STUDIES
Department of B.B.A.
Swamandhra College of Engineering & Technology**



