

University of Engineering & Management, Kolkata  
University of Engineering & Management, Jaipur  
Institute of Engineering & Management, Kolkata

16th meeting of the Board of Studies (BoS)  
Department of Business Administration (BBA)

### Minutes of the Meeting

**Date: 21-10-2025**

**Venue: Virtual, Google meet**

**Time: 11:00 AM**

#### Meeting Agenda

1. **Agenda 1:** Confirmation of minutes of the 15th Board of Studies meeting held on 16<sup>th</sup> May 2025.
2. **Agenda 2:** Formation and finalization of the BBA Programme Course Curriculum of even semesters for 2023-2026, 2024-2028 and 2025-2029 Sessions.
3. Any other issue with the permission from the chair.

In chair: Prof. (Dr.) Dibyendu Chattaraj, Chairman, BoS & Associate Professor & Head, Department of Business Administration, Institute of Engineering & Management Kolkata

At the onset, the Chairman welcomed all the faculty members from the IEM BBA department to this BoS meeting. Chairman also welcomed Prof. (Dr.) Rabin Mazumder, Principal, IEM Ashram Campus, Prof (Dr.) Preeti Sharma, Associate Dean, Management of University of Engineering & Management, Jaipur, and Prof. Sourav Banerjee, HoD, BBA Department, University of Engineering & Management, Jaipur, Prof. (Dr.) Ishita Chatterjee, Professor, Calcutta University, noted Academician, Mr. Sourav Halder Industry representative and Mr. Sayan Pal representing IEM BBA Alumni who have joined this BoS meeting. Mr. Halder is the Director of S&P Global Market Intelligence and Mr Pal, pass out batch of 2017 is Operations Lead (Tower Delivery Lead) at Wipro Limited.

After formal welcome session, Chairman placed the agenda for deliberation of the members.

#### The following were the discussed items –

1. Confirmation of minutes of the 15th Board of Studies meeting held on 16th may 2025. The minutes of the 15th Board of Studies meeting had been approved by all the members present.
2. Formation and finalization of the BBA Programme Course Curriculum of even semesters for 2023-2026, 2024-2028 and 2025-2029 Sessions took place.
3. New subjects as per the approved AICTE curriculum in line with NEP 2020 have been included in the 2nd, 4th and 6th semesters.

4. Two sessional papers of 2 credit each for the 2nd semester (Business Ethics and AI for Business) have been included, two sessional papers of 2 credit each for the 4th semester (French and Project) have been included and one theory paper of 4 credit points (Corporate Social Responsibility & Sustainability) has also been included in the 6<sup>th</sup> semester. The detailed course structure is attached herewith.
5. The name of the 4th semester subject 'Introduction to Psychology' has been changed to 'Introduction to Psychology for Managers' pertaining to its curriculum content specific to budding managers.

#### **6. Second Semester Curriculum for 2025 Batch**

- Sessional Papers and Subjects: The curriculum includes CA (Core Areas) and FC (Fundamental Courses) subjects.
- 3 FC Papers: Three FC papers will be part of the first semester.
- Specialization in Business Analytics: Business Analytics will be offered as a specialization within the program, not as a separate degree.

#### **7. MOOCs and IFC requirements**

- **MOOCs Credits:** Students must earn 20 credits through MOOCs over the 4-year program.
- **Industry & Foreign Certification (IFC):** At least 3 certifications must be earned each semester, totaling a minimum of 20 certificates for the 4-year program.
- **Third year requirements:** Students in the 3-year program must complete 15 credits in the third year.
- **Fourth year requirements:** Students in the 4-year program must complete 20 credits in the third year.

#### **8. Additional Courses have been included:**

- Industry and foreign Certification (IFC)
- MOOCs from NPTEL Platform
- Mandatory Additional Requirements (MAR)

#### **9. Enhancement Courses have also been included:**

- General Studies & Current Affairs- II, IV & VI
- Competitive Aptitude & Training - II, IV & VI

### **Conclusion and Adjournment**

The meeting concluded with a summary of the decisions made.

Prior to conclusion, it was decided by the BoS members that Prof. (Dr.) Saikat Chakrabarti of IEM BBA will now undertake the role of Secretary of the Board of Studies, as proposed by Chairman, BoS.

**Deliberations and recommendation by attending faculty members are as below:**

### **Discussion on Foreign Certification**

- Query by Mr. Saurav Halder: Mr. Saurav Halder inquired about opportunities for students to obtain foreign certifications.
- Response by HOD Prof. (Dr.) Dibyendu Chattaraj: The HOD explained that platforms like Coursera and LinkedIn Learning offer relevant courses. These courses are free, with access provided by the institution.

### **Discussion on Practical exposure:**

- Query by Mr. Sayan Pal: Mr. Pal inquired about opportunities for students to obtain practical or hands-on exposure.
- Response by HOD Prof. (Dr.) Dibyendu Chattaraj: The HOD explained that Students will be going for mandatory Internship after 4<sup>th</sup> semester. Also students have to go for further internship/industry project after 6<sup>th</sup> semester (primarily for the 2024-28 and 2025-29 batches).

### **Agreement on Course Structure**

- Consensus: All faculty members present at the meeting reviewed and agreed upon the proposed course structure.

Chairman finally concluded the meeting with vote of thanks delivered by Secretary, Prof. (Dr.) Saikat Chakrabarti to everyone for their presence.

Faculty Members who had attended the meeting is attached.

Dr. Dibyendu Chattaraj,  
Chairman, BoS & Associate Professor & Head,  
Department of Business Administration,  
Institute of Engineering & Management Kolkata

Faculty Members who attended the 16<sup>th</sup> BoS meeting on 21.11.2025:

| Sl No. | Faculty Members                 | Designation                                                     | Signature |
|--------|---------------------------------|-----------------------------------------------------------------|-----------|
| 1      | Prof. (Dr.) Dibyendu Chattaraj  | <b>Chairman</b> , BOS, HOD - BBA Dept.                          |           |
| 2      | Prof. (Dr.) Rabin Mazumder      | <b>Principal</b> , Ashram Campus, Member of BoS                 |           |
| 3      | Prof. (Dr.) Saikat Chakrabarti  | <b>Member Secretary</b> , BoS, Assistant HOD & Professor        |           |
| 4      | Prof. (Dr.) Ajanta Ghosh        | Assistant HOD & Assistant Professor, Member of BoS              |           |
| 5      | Prof. Sukla Samajpati           | Associate Dean, Member of BoS                                   |           |
| 6      | Prof. (Dr.) Soumik Gangopadhyay | Professor, Member of BoS                                        |           |
| 7      | Prof. (Dr.) Shweta Kishore      | Associate Professor, Member of BoS                              |           |
| 8      | Prof. Sreeparna Guha            | Assistant Professor, Member of BoS                              |           |
| 9      | Prof. Doyel Mukhrrjee Prodhan   | Assistant Professor, Member of BoS                              |           |
| 10     | Prof. Kamalika Dasgupta         | Assistant Professor, Member of BoS                              |           |
| 11     | Prof. Suchana Roy               | Assistant Professor, Member of BoS                              |           |
| 12     | Prof. Sayan Karmakar            | Assistant Professor, Member of BoS                              |           |
| 13     | Prof. Peu Das                   | Assistant Professor, Member of BoS                              |           |
| 14     | Prof Nayan Ranjan Mukerje       | Assistant Professor, Member of BoS                              |           |
| 15     | Prof. Priyanka Singh            | Assistant Professor, Member of BoS                              |           |
| 16     | Prof. Joysri Datta              | Assistant Professor, Member of BoS                              |           |
| 17     | Prof. Piyali Banerjee           | Assistant Professor, Member of BoS                              |           |
| 18     | Prof. Suchandra Bose            | Assistant Professor, Member of BoS                              |           |
| 19     | Prof. (Dr.) Preeti Sharma,      | Dean Management, UEM Jaipur, Member of BoS                      |           |
| 20     | Prof. Sourav Banerjee           | HoD, BBA Dept, UEM Jaipur                                       |           |
| 21     | Prof. Dr. Ishita Chatterjee     | Associate Professor, Calcutta University, <b>Subject Expert</b> |           |
| 22     | Mr. Sayan Pal                   | <b>IEM, BBA Alumni Representative</b>                           |           |
| 23     | Mr. Sourav Halder               | <b>Industry Representative</b>                                  |           |

