



# Chaitanya Bharathi Institute of Technology

(Regd. No. 855/2009)

(Affiliated to Osmania University, Accredited by NBA (AICTE), Accredited by NAAC (UGC), ISO Certified 9001 : 2008)

**Chaitanya Bharathi P.O., CBIT Campus, Gandipet, Kokapet (V),  
Rajendranagar Mandal, Ranga Reddy District, Hyderabad - 500 075**

e-mail : principal@cbit.ac.in; principalcbt1979@gmail.com; Website : www.cbit.ac.in

☎ : 040 - 24193276; 24193277; 24193280; Fax : 040 - 24193278



## MINUTES OF BOARD OF STUDIES MEETING HELD ON 02-09-2016







### Agenda:

#### I. Discussion of Choice Based Credit System for MBA Two-Year Full Time Course

1. Scheme of MBA Course (Semester I to IV)
2. MBA I year Syllabus
3. MBA Rules and Regulations

#### II. Any other item with the permission of the Chair

### Members :

1. Dr.S.Saraswathi, Chairman, BOS, Head, SMS 
2. Prof.R.Nageshwar Rao, Dean, Business Management, OU 
3. Prof.B.Rajashekar, Dean, SMS, UOH   
02/09/2016  
S. Chandra
4. Prof.Selva Rani, Professor, RBVRR Women's college
5. Prof.B.Krishna Reddy, Professor, PIM
6. Dr.T.Venkatesh, IDBI 
7. Dr.V.Harileela, Sr. Assistant Professor, SMS 
8. Dr.T.S.Poornachandrika, Sr. Assistant Professor, SMS 

**CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY, GANDIPET, HYD**  
**DEPARTMENT OF SCHOOL OF MANAGEMENT STUDIES**  
**MINUTES OF BOARD OF STUDIES MEETING HELD ON 02-09-2016**

**Agenda:**

- I. Discussion of Choice Based Credit System for MBA Two-Year Full Time course
    - (1) Scheme of MBA Course (Semester I to IV)
    - (2) MBA I Year Syllabus (I semester and II semester)
    - (3) MBA Rules and Regulations
  - II. Any other item with the permission of the Chair
- 

**Members Present:**

1. Dr.S.Saraswathi, Chairman, BOS, Head, SMS
2. Dr.SelvaRani, Professor, RBVRR Womens college
3. Dr.R.Nageswar Rao, Dean & Professor, Department of Business Management, OU
4. Dr.B.Rajashekar, Dean & Professor, School of Management Studies, UOH
5. Dr.T.Venkatesh, IDBI
6. Dr.V.Harileela, Sr. Assistant Professor, SMS
7. Dr.T.S.Poornachandrika, Sr. Assistant Professor (Senior Scale), SMS
8. Dr.A.R.Aryasri (Special Invitee)

**Item I (1) "Scheme of MBA Course (Semester I to IV)"** was discussed at length and it was resolved as follows:

- i. 'Business Environment and Ethics' subject is introduced in II semester and 'Business Law and Ethics' subject in I semester was renamed as 'Business Law'.
- ii. Total Quality Management (TQM), core subject in III semester is more suitable as OM Specialization. Add Management Accounting and Control as core in place of TQM.
- iii. Entrepreneurship Development subject in III semester is moved to IV semester and Strategic Management from IV semester shifted to III semester.
- iv. Changed Mini Project to Project Proposal in III semester.
- v. Instead of Seminar, Comprehensive viva is included in IV semester.
- vi. Project viva-voce is renamed as Project Work.

**Item I (2) "MBA I Year Syllabus (I semester and II semester)"** was discussed and it is resolved as follows:

Add Quiz/Seminar to Case Study/Assignment

**16-MB-C-101 Principles of Management:** Elaborate Evolution of Management in Unit-I. Expand Abbreviations in Unit-II. Name title of Unit-V as "Controlling" instead of "Co-ordinating and Controlling". First part of the content in Unit V should be brought to end.



**16-MB-C-102 Managerial Economics:** Add Theory of Firms in Unit-I. Shift Economies and Diseconomies of scale from Unit-IV to III. Change text books and suggested readings.

**16-MB-C-103 Financial Accounting and Analysis:** No change

**16MB C104 Marketing Management:** Keep autonomous syllabus for first four units. Title of Unit-III "Marketing Mix and Control" and add Unit-V content in Unit III. Unit-V Contemporary Issues in Marketing.

**16MB C105 Statistics for Management:** Add Harmonic mean, Geometric mean & Kurtosis in Unit I. In Unit-II delete distributions in title. Delete Introduction to Probability. Use Law instead of theorems. Add Baye's theorem. Move Unit III iii) to Unit-IV. Title of Unit-V Correlation, Regression and Time Series instead of Forecasting Techniques. Change Text books and suggested Readings.

**16MB C106 Business Communication:** Exchange of Unit-II and Unit IV. Include Negotiations – Approaches, Preparing for and conducting negotiations.

**16MB C107 Business Law:** Change title of the subject from Business Law and Ethics to Business Law. Title of Unit-I "Introduction" instead of "Law of Contracts". Remove Unit-V Business Ethics and add RTI, IPR's, Competition Law, Cyber Laws (move from unit-IV).

**16MB C108 Information Technology Applications for Business:**  
No change in the proposed syllabus

**16MB C109 Information Technology Lab**  
It was resolved to rewrite the whole syllabus

**Soft Skills Lab**  
It is under English Department BoS

**16MB C201 Organisation Behaviour**

1. Title for Unit-I: Introduction, Unit-II: Organisation Structure, Unit-III: Motivation and Leadership, Unit-IV: Group Dynamics and Unit-V: Power, Politics, Conflict and Negotiations.
2. Add Organisation culture, climate and conflict topics.

**16MB C202 Human Resource Management, 16MB C203 Financial Management, 16MB C204 Business Research Methods, 16MB C205 Operations Research**

No change in the proposed syllabus

**16MB C206 Operations Management**  
Unit V 'International Operations Management' is replaced with TQM basics.

**Item I (3) MBA Rules and Regulations:** The proposed was accepted.

As no item was raised in 'Any other item', the meeting concluded by the Chairman.

BoS thanking all the members present and for their valuable contributions to the Syllabus discussed.



**Dr.S.Saraswathi**  
**HOD, SMS**  
**Chairman, BOS**



## CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY (A)

No. CBIT/Admn./ 30 /2015

Dt.16.05.2015

### CIRCULAR


Sub: CBIT – Autonomous – Fourth (4<sup>th</sup>) Academic Council Meeting – Reg.  
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The Fourth Meeting of the Academic Council is convened on 30.05.2015 at 10.00AM in the Conference Hall. All the Members are hereby requested to make it convenient to attend the same without fail.

#### AGENDA:

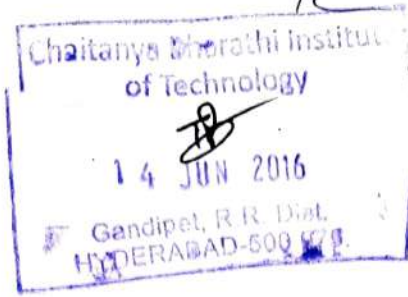
1. To confirm the minutes of Third Academic Council meeting.
2. To approve the mapping of grade points of M.E / M.Tech. III and IV semester.
3. To approve the modifications in evaluation of M.E / M.Tech. Project Report / Dissertation.
4. To approve the revised re-registration procedure of the subjects for M.E / M.Tech. students.
5. To approve
  - a) "Human Values and Professional Ethics" as a mandatory course for 3/4 B.E / B.Tech.
  - b) "Human Rights and Legislative Procedures" as an elective course for B.E / B.Tech.
6. To approve BoS minutes of respective Engineering / Technology disciplines and the syllabus for 3/4 B.E / B.Tech. of all branches.
7. To approve BoS minutes of MCA and the syllabus for 3/3 MCA.
8. To approve the Bridge Course Syllabus for Lateral entry students.
9. To discuss the Sub-Committee report on students discipline.
10. To discuss about "Implementation of Choice base credit system" (Letter received from UGC).
11. Any other item with the permission of Chair.

**Note :** All the Chairpersons of BoS are hereby requested to send a copy of the agenda items under their control by 20.05.2015 through e-mail to [principal@cbit.ac.in](mailto:principal@cbit.ac.in) and [dean\\_cdaac@cbit.ac.in](mailto:dean_cdaac@cbit.ac.in).

  
16/5/15  
**PRINCIPAL and**  
**Chairman, Academic Council**

#### Copy to:

1. All the Chairpersons of BoS.
2. Dean – CDAAC.
3. Dean – Students Affairs.
4. Dean – R&D.
5. Dr. M.V.S. Murali Krishna, Professor, Dept. of Mechanical Engineering.
6. Dr. M. V. Krishna Rao, Assoc. Professor, Dept. of Civil Engineering.
7. Dr. K. Sagar, Assoc. Prof. & Head, Dept. of MCA.
8. Smt. M. Kalyani, Asst. Professor, Dept. of Chemical Engineering.
9. Dr. Y. Krishna Reddy, In-charge, AEC.
10. Dr. T. Sankarshana, CoE.



Date: 14-06-2016

To

The Principal  
CBIT.

Sub: Re-constitution of Board of Studies – for Dept. of SMS – Reg.

Sir,

With reference to the discussion in HOD's meeting regarding re-constitution of Board of Studies, I am herewith proposing the following names for Composition of Board of Studies and present before Academic Council to be held on 25<sup>th</sup> June 2016 for approval.

S.No.	Composition	Name
1.	Head of the Department Concerned	Dr.S.Saraswathi
2.	Professor	Dr.A.R.Aryasri
3.	One Assistant Professor	Dr.V.Harileela
4.	Two Experts	Prof.B.Rajashekar, Dean, SMS, UoH Prof.R.Nageswar Rao
5.	One expert from a panel of 6	
6.	One representative from Industry/Corporate sector relating to Placement	Mr.Deepak Gupta, HR Head, Karvy Consultancy
7.	Alumni	Dr.T.Venkatesh, AGM, JNIBF
8.	Experts from outside	Dr.Raghunath Reddy, Professor, JNTUH
9.	Other Members (Staff)	Dr.T.S.Poornachandrika Mrs.B.Lavanya

  
HOD, SMS





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## MINUTES OF BOARD OF STUDIES MEETING HELD ON 4-05-2017

### Agenda:

1. Discussion of MBA IV semester syllabus under CBCS
11. Any other item with the permission of the Chair.

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### Members Present:

1. Dr.S.Saraswathi, Chairman, BOS, Head, SMS

2. Dr.R.Nageswar Rao, Dean & Professor, Department of Business Management, OU

3. Dr.B.Rajashekar, Dean & Professor, School of Management Studies, UOH

4. Dr.SelvaRani, Professor, RBVRR Womens college

5. Dr.T.Venkatesh, IDBI

6. Dr.V.Harileela, Sr. Assistant Professor, SMS

7. Dr.T.S.Poornachandrika, Sr. Assistant Professor, SMS

8. Dr.A.R.Aryasri (Special Invitee)

9. Mrs.B.Lavanya (Special Invitee)



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## DEPARTMENT OF SCHOOL OF MANAGEMENT STUDIES



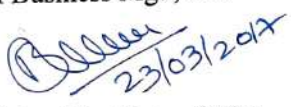



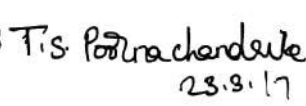

### MINUTES OF II BOARD OF STUDIES MEETING HELD ON 23-03-2017

(CBCS)

#### Agenda:

1. Approval of syllabus for MBA III and IV semester under CBCS.
2. Service courses for Engineering under CBCS.
3. Any other item

#### Members Present:

1. Dr.S.Saraswathi, Chairman, BOS, Head, SMS 
2. Prof.R.Nageshwar Rao, Dean, Dept. of Business Mgt., OU 
3. Dr.B.Rajashekar, Dean, SMS, UOH   
23/03/2017
4. Prof.B.Krishna Reddy, Professor, Pendekanti Institute of Mgt.
5. Dr.SelvaRani, Professor, RBVRR 
6. Dr.T.Venkatesh, IDBI 
7. Dr.V.Harileela, Sr. Assistant Professor, SMS 
8. Dr.T.S.Poornachandrika, Sr. Assistant Professor (Senior Scale), SMS   
23.3.17
9. Dr.Aryasri (special Invitee) 



**CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY, GANDIPET, HYD**  
**DEPARTMENT OF SCHOOL OF MANAGEMENT STUDIES**

**MINUTES OF BOARD OF STUDIES MEETING HELD ON 23-03-2017**

**Agenda:**

- I. Service Courses (for B.Tech, BE, and MCA) under CBCS
- II. Discussion of MBA III semester syllabus under CBCS
- III. Any other item with the permission of the Chair.

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**Members Present:**

1. Dr.S.Saraswathi, Chairman, BOS, Head, SMS
2. Dr.SelvaRani, Professor, RBVRR Womens college
3. Dr.R.Nageswar Rao, Dean & Professor, Department of Business Management, OU
4. Dr.B.Rajashekar, Dean & Professor, School of Management Studies, UOH
5. Dr.T.Venkatesh, IDBI
6. Dr.V.Harileela, Sr. Assistant Professor, SMS
7. Dr.T.S.Poornachandrika, Sr. Assistant Professor (Senior Scale), SMS
8. Dr.A.R.Aryasri (Special Invitee)

**I. Service Courses (for B.Tech, BE, and MCA) under CBCS**

**A. 16MB C01: Managerial Economics and Accountancy (for all branches of BE)**

It is resolved as follows:

1. Price output determination under perfect competition and monopoly' is deleted.
2. Unit-V titled "Capital Management" is renamed as "Capital Budgeting". Contents 'Capital Management, its significance, determinants and estimation of fixed and working, capital requirements, sources of capital' deleted. Introduction to Working Capital Management is added.

**B. 16MB C02: Principles and Practice of Management (for Chemical and Bio-Technology IV Year)**

It is resolved as follows:

1. In unit-IV 'Introduction to Purchase & Material management Purchasing objects and principles, types of purchasing, Vendor selection, rating, evaluation & Development' is deleted. Ratio Analysis, Tender, Objectives of Financial Management, Major Decisions of Financial Manager, Risk Return Trade Off, EOQ are added.
2. In unit V- Marketing mix instead of Promotion Mix.
3. As subject is borrowed from various disciplines, text books and suggested readings should cover all units/disciplines.

Date: 21-03-2017

To

The Principal  
CBIT.

Sub: Re-constitution of Board of Studies – for Dept. of SMS – Reg.

Sir,

With reference to oral information from Principal office on 20<sup>th</sup> March 2017 regarding re-constitution of Board of Studies, I am herewith proposing the following names for Composition of Board of Studies..

S.No.	Composition	Name
1.	Head of the Department Concerned	Dr.S.Saraswathi
2.	Professor	Dr.A.R.Aryasri
3.	One Assistant Professor	Dr.V.Harileela
4.	Two Experts	1.Prof.B.Rajashekar, Dean, SMS, UoH 2.Prof.R.Nageswar Rao, Dean, Business Management, OU
5.	One expert from a panel of 6	List enclosed (to be nominated by VC, OU)
6.	One representative from Industry/Corporate sector relating to Placement	Mr.Deepak Gupta, HR Head, Karvy Consultancy
7.	Alumni	Dr.T.Venkatesh, AGM, JNIBF
8.	Experts from outside	Dr.Raghunath Reddy, Professor, JNTUH
9.	Other Members (Staff)	Dr.T.S.Poornachandrika Mrs.B.Lavanya

HOD, SMS

Date: 21-03-2017

To

The Principal  
CBIT.

Sir,

With reference to re-constitution of Board of Studies, I am herewith proposing the panel of six from the Department of Business Management, Osmania University, among which one expert to be nominated by the Vice-Chancellor, Osmania University.

1. Prof. G.Shailaja, Head & Professor, Dept. of Business Management, Osmania University.
2. Prof. Mrs K. Gnana Chandrika, Chairperson, Board of Studies & Professor, Dept. of Business Management, Osmania University.
3. Prof. P.Venkataiah, Professor, Business Management, Osmania University.
4. Prof. R. Venkateshwar Rao, Professor, Business Management, Osmania University.
5. Prof. D. Sreeramulu, Professor, Business Management, Osmania University.
6. Prof. B. Muralidhar, Professor, Business Management, Osmania University.

I request to forward the above panel to Vice Chancellor, Osmania University to nominate one among six experts mentioned above.

  
21/3/17  
**HOD, SMS**



**SCHOOL OF MANAGEMENT STUDIES  
CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY**

13<sup>th</sup> March 2017

To,  
Dr.A.R.Aryasri  
Dr.V.Harileela  
Dr.T.S.Poornachandrika

Sub: Board of Studies meeting on 23<sup>rd</sup> March 2017 for MBA II year syllabus approval under CBCS.

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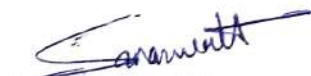
**Sir/Madam,**

A Board of Studies Meeting is scheduled on 23<sup>rd</sup> March 2017, Thursday at 11.40 AM at CBIT City Office, Narayanaguda to discuss MBA II year syllabus. For discussion and approval, meeting is arranged as follows:

**Date:** 23<sup>rd</sup> March 2017  
**Time:** 11.40 AM  
**Venue:** Chaitanya Bharathi Educational Society (Head Office),  
D.No:- 3-5-925/2B, Keshava Memorial High School Lane,  
Adjacent to Masjid, Narayanguda, Hyderabad, Telangana.

You are requested to be available by 11.30 in the above venue. Please join us for lunch at 1.00 pm.

Yours Sincerely



Dr.S.Saraswathi  
HOD, School of Management Studies  
Chairperson, BOS  
Chaitanya Bharathi Institute of Technology, Hyderabad.  
e-mail: [singisaraswathi@yahoo.co.uk](mailto:singisaraswathi@yahoo.co.uk)  
contact No. 9290482334, 8466997201



**SCHOOL OF MANAGEMENT STUDIES  
CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY**

13<sup>th</sup> March 2017

To,  
Dr.A.R.Aryasri  
Dr.V.Harileela  
Dr.T.S.Poornachandrika

Sub: Board of Studies meeting on 23<sup>rd</sup> March 2017 for MBA II year syllabus approval under CBCS.

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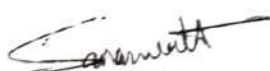
**Sir/Madam,**

A Board of Studies Meeting is scheduled on 23<sup>rd</sup> March 2017, Thursday at 11.40 AM at CBIT City Office, Narayanaguda to discuss MBA II year syllabus. For discussion and approval, meeting is arranged as follows:

**Date:** 23<sup>rd</sup> March 2017  
**Time:** 11.40 AM  
**Venue:** Chaitanya Bharathi Educational Society (Head Office),  
D.No:- 3-5-925/2B, Keshava Memorial High School Lane,  
Adjacent to Masjid, Narayanguda, Hyderabad, Telangana.

You are requested to be available by 11.30 in the above venue. Please join us for lunch at 1.00 pm.

Yours Sincerely



Dr.S.Saraswathi  
HOD, School of Management Studies  
Chairperson, BOS  
Chaitanya Bharathi Institute of Technology, Hyderabad.  
e-mail: [singisaraswathi@yahoo.co.uk](mailto:singisaraswathi@yahoo.co.uk)  
contact No. 9290482334, 8466997201



**SCHOOL OF MANAGEMENT STUDIES  
CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY**


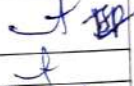
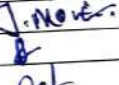















Date: 1-02-2017

**CIRCULAR**

As per instructions from Principal and HOD's meeting held in the month of January, it was decided to conduct BOS meeting for II year syllabus approval. We would initiate the process of framing syllabus and getting it approved in BOS (supposed to be conducted in the month of Feb) and Academic council meeting to held in the month of March 2017. In this connection the list of subjects for III semester and IV semester is given below, against which faculty name is provided to submit the proposed syllabus by 10<sup>th</sup> February 2017 (i.e.Friday). I request the faculties given below to make note of the subject(s) for which they have to prepare the proposed syllabus.

**Note:** prepare the syllabus considering each Semester of 16 weeks, each week 3 hrs class work. Give 2 text books and 2 reference books. At the possible extent see that the text book price is ranging between 500-600 rupees for the benefit of the student (in terms of availability and affordability).

**TREAT THIS AS URGENT AND SUBMIT ON OR BEFORE 10<sup>TH</sup> FEB 2017**

<b>III- SEMESTER</b>				
<b>CORE/ELECTIVE</b>	<b>COURSE CODE</b>	<b>SUBJECT</b>	<b>FACULTY</b>	<b>SIGN</b>
Core	16MB C120	Management Accounting and control	Mrs.K.Bhagyalakshmi	
Core	16MB C121	International Business	Dr.A.R.Aryasri & Dr.T.S.Poornachandrika	
Core	16MB C122	Strategic Management	Dr.A.R.Aryasri	
Finance (F)	16MB E101	Investment Management	Mrs.J.Mounika	
	16MB E102	International Finance	Dr.V.Harileela	
Human Resource (HR)	16MB E103	Performance and Compensation Management	Mr.Varaprasad Goud	
	16MB E104	Organizational Development and Change Management	Mr.Varaprasad Goud	
Marketing (M)	16MB E105	Product and Brand Management	Mr.Srinivasa Rao	
	16MB E106	Promotion and Distribution Management	Dr.T.S.Poornachandrika	
Operations Management (OM)	16MB E107	Total Quality Management	Mrs.Surekha	
	16MB E108	Technology Management	Mrs.Surekha	
Systems (SYS)	16MB E109	RDBMS	Mrs.Mounika	
	16MB E110	E-Business	Mrs.Caroline	
<b>IV- SEMESTER</b>				
Core	16MB C124	Logistics and Supply Chain Management	Dr.V.Harileela	
Core	16MB C125	Entrepreneurial Development	Dr.A.R.Aryasri & Dr.T.S.Poornachandrika	
Finance (F)	16MB E111	Financial Risk Management	Dr.V.Harileela	
	16MB E112	Banking and Insurance	Mrs.K.Bhagyalakshmi	
Human Resource	16MB E113	Industrial Relations and	Mr.Varaprasad Goud	



(HR)		Labour Laws		
	16MB E114	Talent and Knowledge Management	Mrs. <del>Caroline</del> Vasanthi	
Marketing (M)	16MB E115	Consumer Behaviour	Dr. T.S. Poornachandrika	<del>TS</del>
	16MB E116	Services and Retail Marketing	Dr. S. Saraswathi	
Operations Management (OM)	16MB E117	Service Operations Management	Mrs. Surekha Adiki	<del>Se</del>
Systems (SYS)	16MB E118	*Enterprise Resource Planning (ERP)	Mrs. Caroline & Mrs. Mounika	Caroline <del>J. Nair</del>
	16MB E119	Cloud Computing		

\*Enterprise Resource Planning (ERP): common elective for OM and Systems

  
HOD, SMS 1/2/17

**C. 16MB C03: Managerial Economics and Financial Analysis (for MCA)**  
Proposed syllabus is accepted and no change

**D. 16MB C04: Organisation Behaviour (for MCA)**  
It is resolved as follows:


1. No change in the syllabus
2. Indian authored book to be included.

**II. Discussion of MBA III semester syllabus: It is resolved as given below:**

1. Title of first unit for all the subjects would be "Introduction".
2. Expand Abbreviations wherever necessary.
3. Include one Indian authored book in text books and suggested readings.
4. The title of "Management Accounting and Control" is renamed as "Strategic Management Accounting". The sub contents 'Sources of competitor information. Target costing- Steps in implementing target costing' are removed in Unit-V.
5. In the subject 'Investment Management', in unit-V 'Introduction to Mutual Funds' is added.
6. In the subject Performance and Compensation Management, in unit-II elaborate types of psychometric tests.
7. In the subject "Product and Brand Management" Unit III: perceptual mapping-preference choice models and Unit IV: Brand Management are reshuffled and made as Unit IV and III to have a sequence in the learning.
8. In Promotion and Distribution Management, Unit-III 'Personal Selling, Sales Promotion and Support Media' is renamed as 'Promotion Mix'. E-tailing is added in Unit-V.
9. In Total Quality Management, unit-III titled "Techniques of TQM-I" is renamed as "Techniques of TQM".
10. Title of Systems specialization 'RDBMS' is expanded.
11. In E-Business subject, in unit-I, e-business vs e-commerce is changed to e-business, e-commerce.

No item was raised in 'Any other item'.

The meeting concluded by the Chairman, BoS thanking all the members present and for their valuable contributions to the Syllabus discussed.

  
**Dr.S.Saraswathi**  
**HOD, SMS**  
**Chairman, BOS**