

SRCC  
HAND BOOK  
2017-18



SHRI RAM COLLEGE OF COMMERCE

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## **Vision**

*“SRCC – A College of Global  
Choice”*

## **Mission**

*"To achieve and sustain excellence  
in teaching and research, and  
enriching local, national and  
international communities  
through our research, the skills of  
alumni, and the publishing of  
academic and educational  
material*

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## DEPARTMENTS & FACULTY

### DEPARTMENT OF COMMERCE

#### Principal (Officiating)

Dr. R. P. Rustagi

#### Associate Professors

Dr. Ashok Sehgal  
Dr. C. S. Sharma  
Dr. Ravi Gupta  
Ms. Smita Sharma  
Dr. Anil Kumar  
Dr. (Ms.) Deepashree  
Mr. S. K. Bohidar  
Dr. (Ms.) Suman Bhakri  
Ms. Reena Chadha  
Ms. Renu Agarwal  
Dr. (Ms.) Sneha Lata Gupta  
Mr. Amit Sachdeva  
Dr. (Ms.) Rachna Jawa  
Ms. Alka Goyale  
Ms. Aruna Jha  
Ms. Santosh Sabharwal  
Dr. Mallika Kumar

#### (Teacher-in-Charge)

#### Assistant Professors

Dr. Santosh Kumar  
Dr. Abhay Jain  
Dr. Pankaj Chaudhary  
Dr. Santosh Kumari  
Mr. Padmeswar Doley  
Mr. Harendra Nath Tiwari  
Dr. Nawang Gialchhen  
Dr. Tarun Manjhi  
Dr. Surya Prakash  
Mr. Raj Kumar Sah  
Dr. Monika Bansal  
Dr. Alok Kumar  
Ms. Amanpreet Kaur  
Ms. Anisha  
Ms. Karuna  
Ms. Kinneri Jain  
Dr. Neha Matlani  
Dr. Vandana Jain  
Dr. Naveen Mittal  
Dr. Amrita Singh  
Dr. Astha Dewan

### DEPARTMENT OF ECONOMICS

#### Associate Professors

Ms. Anita Mathur  
Mr. Rajiv Jha  
Dr. A.J.C. Bose (Teacher-in-Charge)  
Dr. Rituranjan  
Ms. Priyanka Bhatia

#### Assistant Professors

Dr. Esther N. Ngaihte  
Ms. Renu Bansal  
Mr. Avinash Kumar Jha  
Mr. Rajeev Kumar  
Mr. Rakesh Ranjan

### DEPARTMENT OF ENGLISH

#### Associate Professors

Mr. Soumitra Kumar Choudhury  
Mr. Shailesh K. Chawla (Teacher-in-Charge)  
Ms. Ruchi Kaushik

### DEPARTMENT OF MATHEMATICS

#### Associate Professors

Dr. J.K. Thukral  
Dr. (Ms.) Misha G. Govil  
Dr. (Ms.) Pushp Lata Jain (Teacher-in-Charge)

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**DEPARTMENT OF HINDI****Associate Professors**

Dr. Ravi Sharma (**Teacher-in-Charge**)

**DEPARTMENT OF POLITICAL SCIENCE****Assistant Professor**

Mr. V.V. Linesh (**Teacher-in-Charge**)

**DEPARTMENT OF COMPUTER SCIENCE****Assistant Professor**

Mr. Vikas Madan (**Teacher-in-Charge**)

**DEPARTMENT OF PHYSICAL EDUCATION****Assistant Professor**

Dr. Kuljeet Kaur (**Teacher-in-Charge**)

**ADMINISTRATION****Library**

Mr. Sandeep Nawani

Librarian (Officiating)

**Administration**

Mr. Jatin Lamba

Administrative Officer

Ms. Juleta Khan

Section Officer (Officiating)

**Accounts**

Mr. Praveen Kumar Jain

Administrative Officer

Mr. Sanjay Dobhal

Section Officer

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## ACADEMIC CALENDAR SEMESTER SCHEME (2017-2018)

### SEMESTER I/III/V

Classes Begin	:	20 <sup>th</sup> July, 2017 (Thursday)
Mid-Semester break	:	30 <sup>th</sup> September, 2017 (Saturday) To 6 <sup>th</sup> October, 2017 (Friday)
Classes begin after Mid-Semester break	:	7 <sup>th</sup> October, 2017 (Saturday)*
Dispersal of Classes, Preparation leaves and Practical Examinations begin	:	16 <sup>th</sup> November, 2017 (Thursday)
Theory Examinations begin	:	30 <sup>th</sup> November, 2017 (Thursday)
Winter Break	:	17 <sup>th</sup> December, 2017 (Sunday) To 31 <sup>st</sup> December, 2017 (Sunday)

\*The internal assessment tests will be held from 9<sup>th</sup> October 2017 to 14<sup>th</sup> October 2017 (immediately after the mid semester break).

### SEMESTER II/IV/VI

Classes Begin	:	1 <sup>st</sup> January, 2018 (Monday)
Mid-Semester break	:	2 <sup>nd</sup> March, 2018 (Friday) To 7 <sup>th</sup> March, 2018 (Wednesday)
Classes begin after Mid-Semester break	:	8 <sup>th</sup> March, 2018 (Thursday)**
Dispersal of Classes, reparation leave and Practical Examinations begin	:	27 <sup>th</sup> April, 2018 (Friday)
Theory Examinations begin	:	9 <sup>th</sup> May, 2018 (Wednesday)
Summer Break	:	20 <sup>th</sup> May, 2018 (Sunday) To 19 <sup>th</sup> July, 2018 (Thursday)

\*\* The internal assessment tests will be held immediately after the mid semester break (Dates will be declared later).

## Course Structure for B. Com. (Hons.) – CBCS

<b>Paper Names</b>	
<b>Semester I</b>	
Environmental Studies/ Communication (English/Hindi)	Ability Enhancement Compulsory Course (AECC - 1)
Financial Accounting	Core Course (C-1)
Business Laws	Core Course (C-2)
Generic Elective (GE-1): Any <i>one</i> of the following: <ul style="list-style-type: none"> <li>• Introductory Microeconomics (Dept. of Economics)</li> <li>• Academic Writing and Composition (Dept. of English)</li> <li>• Calculus (Dept. of Mathematics)</li> <li>• हिंदी सिनेमा (Dept. of Hindi)</li> <li>• Politics of Globalization (Dept. of Political Science)</li> </ul>	Generic Elective (GE-1)
<b>Semester II</b>	
Environmental Studies/Communication (English/Hindi)	Ability Enhancement Compulsory Course (AECC - 2)
Corporate Accounting	Core Course (C-3)
Corporate Laws	Core Course (C-4)
Generic Elective (GE-2): Any <i>one</i> of the following <ul style="list-style-type: none"> <li>• Introductory Macroeconomics (Dept. of Economics)</li> <li>• To be Decided (Dept. of English)</li> <li>• Linear Algebra (Dept. of Mathematics)</li> <li>• पट कथा और संवाद लेखन (Dept. of Hindi)</li> <li>• Contemporary Political Economy (Dept. of Political Science)</li> </ul>	Generic Elective (GE-2)
<b>Semester III</b>	
Human Resource Management	Core Course (C-5)
Income-tax Law and Practice	Core Course (C-6)
Management Principles and Applications	Core Course (C-7)

Generic Elective (GE-3): Any <i>one</i> of the following: <ul style="list-style-type: none"> <li>• Indian Economy-1 or Money &amp; Banking or Environmental Economics (Dept. of Economics)</li> <li>• (To Be Decided)(Dept. of English)</li> <li>• Differential Equations (Dept. of Mathematics)</li> <li>• हिंदी कहानी (Dept. of Hindi)</li> <li>• Understanding Ambedkar (Dept. of Political Science)</li> </ul>	Generic Elective (GE-2)
Skill Enhancement Course (SEC-1): Any <i>one</i> of the following: <ul style="list-style-type: none"> <li>• E-commerce</li> <li>• E-marketing</li> <li>• Personal Tax and Planning</li> </ul>	Skill Enhancement Course (SEC - 1)
<b>Semester IV</b>	
Cost Accounting	Core Course (C-8)
Business Mathematics	Core Course (C-9)
Computer Applications in Business	Core Course (C-10)
Generic Elective (GE-4): Any <i>one</i> of the following: <ul style="list-style-type: none"> <li>• Indian Economy-2 or Public Finance or Economic History of India (Dept. of Economics)</li> <li>• To be Decided (Dept. of English)</li> <li>• Elements of Analysis (Dept. of Mathematics)</li> <li>• हिंदी का वैश्विक परिदृश्य (Department of Hindi)</li> <li>• Feminism: Theory and Practice (Dept. of Political Science)</li> </ul>	Generic Elective (GE-2)
Skill Enhancement Course (SEC-2): Any <i>one</i> of the following: <ul style="list-style-type: none"> <li>• Entrepreneurship</li> <li>• Collective Bargaining and Negotiation Skills</li> <li>• E-Filing of Returns</li> <li>• Cyber Crimes and Laws</li> </ul>	Skill Enhancement Course (SEC - 2)
<b>Semester V</b>	
Principles of Marketing	Core Course (C-11)
Fundamentals of Financial Management	Core Course (C-12)

Discipline Specific Elective (Any <i>one</i> out of Group-A): <ul style="list-style-type: none"> <li>• Management Accounting</li> <li>• Banking and Insurance</li> <li>• Computerized Accounting System</li> <li>• Organizational Behaviour</li> </ul>	Discipline Specific Elective (DSE -1)
Discipline Specific Elective (Any <i>one</i> out of Group-B): <ul style="list-style-type: none"> <li>• Corporate Tax Planning</li> <li>• Advertising</li> <li>• Financial Markets, Institutions and Financial Services</li> <li>• Industrial Laws</li> <li>• Business Statistics</li> </ul>	Discipline Specific Elective (DSE - 2)
<b>Semester VI</b>	
Auditing and Corporate Governance	Core Course (C-13)
Goods & Service Tax (GST) & Custom Law	Core Course (C-14)
Discipline Specific Elective (Any <i>one</i> out of Group - C) <ul style="list-style-type: none"> <li>• Fundamentals of Investment</li> <li>• Compensation Management</li> <li>• Business Tax Procedures and Management</li> <li>• New Venture Planning</li> <li>• Consumer Affairs and Customer Care</li> </ul>	Discipline Specific Elective (DSE-3)
Discipline Specific Elective (Any <i>one</i> out of Group-D) <ul style="list-style-type: none"> <li>• Financial Reporting and Analysis</li> <li>• Business Research Method and Project Work</li> <li>• International Business</li> <li>• Industrial Relations and Labour Laws</li> </ul>	Discipline Specific Elective (DSE-4)

Notes:

1. For Practical Lab based

- a) For Core Courses, Financial Accounting (C-1), Income-tax law and Practice (C-6), Business Mathematics (C-9), and Fundamentals of Financial Management (C-12), there shall be 4 Credit hrs. for Lectures + one Credit hr. (Two Practical Periods per week per batch) for Practical Lab + one credit hr for Tutorials (per group)

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- b) For Core Courses, Computer Applications in Business (C-10) and Discipline Specific Elective Computerised Accounting System (DSE-2), there shall be 4 Credit Hrs. for Lectures + Two Credit hrs. (4 Practical Periods per week per batch) for Practical Lab.
  - c) For Skill Enhancement Elective Course, E-Commerce (SEC-1), there shall be 3 Credit Hrs. for Lectures + One Credit hr. (2 Practical Periods per week per batch) for Practical Lab.
2. For other core and elective papers, there shall be 5 lectures and one Tutorial (per batch).
  3. Generic electives to be offered by other departments.

## **Course Structure for B. A. (Hons.) Economics – CBCS**

### **Semester-I**

Economics Core Course 1: Introductory Microeconomics

Economics Core Course 2: Mathematical Methods for Economics-I

Environmental Studies/Communication (English/Hindi)

Generic Elective (GE) Course-I: Any *one* of the following:

- a. Insurance Risk and Management (Dept. of Commerce)
- b. Academic Writing and Composition (Dept. of English)
- c. Calculus (Dept. of Mathematics)
- d. हिंदी सिनेमा (Dept. of Hindi)
- e. Politics of Globalization (Dept. of Political Science)

### **Semester-II**

Economics Core Course 3: Introductory Macroeconomics

Economics Core Course 4: Mathematical Methods for Economics-II

Environmental Studies/Communication (English/Hindi)

Generic Elective (GE) Course-II: Any *one* of the following:

- a. To be decided (Dept. of English)
- b. Investing in Stock Markets (Dept. of Commerce)
- c. Linear Algebra (Dept. of Mathematics)
- d. पट कथा और संवाद लेखन (Department of Hindi)
- e. Contemporary Political Economy (Dept. of Political Science)

### **Semester-III**

Economics Core Course 5: Intermediate Microeconomics-I

Economics Core Course 6: Intermediate Macroeconomics-I

Economics Core Course 7: Statistical Methods for Economics

Skill Enhancement Course (SEC)-I: Financial Economics

Generic Elective (GE) Course-III: Any one of the following:

- a. Project Management (Dept. of Commerce)

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- b. To be decided (Dept. of English)
  - c. Differential Equations (Dept. of Mathematics)
  - d. हिंदी कहानी (Dept. of Hindi)
  - e. Nationalism in India (Dept. of Political Science)

#### **Semester-IV**

Economics Core Course 8: Intermediate Microeconomics-II

Economics Core Course 9: Intermediate Macroeconomics-II

Economics Core Course 10: Introductory Econometrics

Skill Enhancement Course (SEC)-II: Data Analysis

Generic Elective (GE) Course-IV: Any *one* of the following:

- a. Economics Regulations of Domestic and Foreign Exchange Markets (Dept. of Commerce)
- b. To be decided (Dept. of English)
- c. Elements of Analysis (Dept. of Mathematics)
- d. हिंदी का वैश्विक परिदृश्य (Dept. of Hindi)
- e. Feminism: Theory and Practice (Dept. of Political Science)

#### **Semester-V**

Economics Core Course 11: Indian Economy-I

Economics Core Course 12: Development Economics-I

DSE Course-I (From List of Group-I)

DSE Course-II (From List of Group-I)

Group-I (DSE Courses):

- i) Economics of Health and Education
- ii) Applied Econometrics
- iii) Economic History of India (1857-1947)
- iv) Topics in Microeconomics-I
- v) Political Economy-I
- vi) Money and Financial Markets
- vii) Public Economics

#### **Semester-VI**

Economics Core Course 13: Indian Economy-II

Economics Core Course 14: Development Economics-II

DSE Course-III (From List of Group-II)

DSE Course-IV (From List of Group-II)

Group-II (DSE Courses):

- i) Political Economy-II
- ii) Comparative Economic Development (1850-1950)
- iii) Financial Economics

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- iv) Topics in Microeconomics-II
  - v) Environmental Economics
  - vi) International Economics
  - vii) Dissertation/Project

## **Examination including Internal Assessment**

The University of Delhi reserves the right to make alteration in its Academic Schedule and examinations system at any stage in the duration of any or all of the programs.

**1. Attendance:** Subject to the provisions of Ordinance VII, the candidates are required to attend not less than two third of theory and practical/tutorial classes separately in all the subjects taken together held in the College in each semester/academic year.

### **2. Submission of Examination Forms**

Candidates desiring to appear in the examination within the permitted span period and otherwise eligible are required to fill up the prescribed Examination Form.

- i) The Regular Students can collect the Examination Forms from the office of the Colleges and are required to deposit the same along with the prescribed fee at the Colleges within the dates prescribed.
- ii) The Ex-students (Students who have appeared & failed to pass the examination) are required to collect their examination forms from the concerned section of the Examination Branch of Delhi University and such students will be required to submit the examination form and ex-student registration form, duly completed in all respects and countersigned by the Principal of the College at the concerned examination enquiry window for verification. After verification, the candidates would be required to deposit prescribed examination fee with University Cashier and the Examination Form with the concerned window at the Examination Branch.
- iii) The students desirous of improving their performance in any paper as per the University Rules are required to produce their original statement of marks along with the Examination Form. The rules for the same are given in the University Calendar available on the University website ([www.du.ac.in](http://www.du.ac.in)).

### **3. Span Period**

Ordinarily, no student will be allowed to appear in the Examinations beyond the prescribed span period. For all the three year under-graduate courses under the CBCS structure, the span period to complete the course will be 6 years from the year of admission in 1<sup>st</sup> Semester.

### **4. Examination Schedule**

Tentative schedule for holding various examinations is given below: Undergraduate Courses (Formal Stream)-November/December and April/May.

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## 5. Date Sheets

The Examination Branch issues separate Date Sheets for each under graduate course. Examinations for the courses covered under the semester scheme shall be held at the end of each semester in accordance with the academic calendar prescribed by the Academic Council from time to time. Unless otherwise provided specifically in any other Ordinance, there will be no supplementary examination for any of the semesters.

## 6. ORDINANCE VIII-E: Internal Assessment

- 1.1 The scheme for Internal Assessment shall be followed in the regular stream only. The specific Ordinances pertaining to schemes of examinations of various courses shall stand amended, mutatis mutandis, to the extent of internal assessment as laid down in this Ordinance, subject to exclusions referred to above.
  - 1.2. Internal Assessment marks shall be shown separately in the Marks Sheet issued by the University and these marks shall be added to the semester examination marks for determining the division of the student.
  2. 25% of the maximum marks in each paper in undergraduate courses shall be assigned for Internal Assessment and the remaining 75% marks for the Semester University Examination; the time duration and other modalities of the semester examination with respect to this 75% component shall remain as per existing schemes of examination for various undergraduate courses.
    - 2.1.1 For the Semester Examination Scheme, there shall be 10% weightage assigned to Class Test(s)/Quiz(s) to be conducted by each college, for all subjects in B.A., & B.Com. Courses and all papers of the Main Subject in Honours courses.
    - 2.2.1 Each student shall be assessed on the basis of written assignments/ tutorials as well as on the basis of project reports/term papers/seminars. There shall be 10% weightage for such written assignment; and project reports/ presentations/ term papers/seminars. Each student shall be given at least one written assignment per paper in each term /semester.
    - 2.2.2 There shall be 5% weightage for regularity in attending lectures and tutorials, and the credit for regularity in each paper, based on attendance, shall be as follows:
      - More than 67% but less than 70% - 1 mark
      - 70% or more but less than 75% - 2 marks
      - 75% or more but less than 80% - 3 marks
      - 80% or more but less than 85% - 4 marks
      - 85% and above - 5 marks
- [Medical certificates shall be excluded while calculating credit towards marks to be awarded for regularity, though such certificates shall continue to be taken into account for the purpose of calculating eligibility to appear for examinations as per the existing provisions of Ordinance VII.2.9. (a) (ii).]
3. The promotion criteria shall be as per the existing Ordinances for University Examinations, as applicable to respective courses. In addition, the same criteria

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shall apply to the total of the University Examination and the Internal Assessment, taken together.

### **7. Procedure for Obtaining the Documents from Examination Branch**

The rules, procedures and forms for issue of the following documents are given on the University website: (<http://www.du.ac.in/downloads/.htm>).

Duplicate Degree	Duplicate Marks sheet
Transcript	Degree Verification
Migration Certificate	Special Certificate

## **RELEVANT ORDINANCES RELATED TO CALCULATION OF BENEFITS**

### **Ordinance VII: Conditions for Admission to Examinations**

- (a) (i) In the case of a student who is selected as a member of the N.C.C. to participate in the annual N.C.C. Camps or is deputed to undertake Civil Defence work and allied duties or in the case of a student who is enrolled in the National Service Scheme and is deputed to various public assignments by or with the approval of the Head of the institution concerned or a student who is selected to participate in sports or other activities organised by the Inter-University Board or in national or international fixtures in games and sports approved by the Vice-Chancellor or a student who is required to represent the University at the Inter-University Youth Festival, or a student who is required to participate in periodical training in the Territorial Army or a student who is deputed by the College to take part in Inter-College sports or fixtures, debates, seminars, symposia or social work projects or a student who is required to represent the College concerned in debates and other extra-curricular activities held in other Universities or such other activities approved by the Vice-Chancellor for this purpose, in calculating the total number of lectures etc. delivered in the College, or in the University, as the case may be, for his course of study in each academic year, the number of lectures etc., in each subject delivered, during the period of absence for that purpose shall not be taken into account.
- (ii) The Principal of a College may consider, on the basis of the Medical Certificates produced, exceptionally hard cases of students who had fallen seriously ill or had met with an accident during the year disabling them from attending classes for a certain period, with a view to determining whether the lectures etc. delivered during the said period, or a part thereof, could be excluded for purposes of calculation of attendance of the year and decide each case on its own merits.
- (b) The College shall notify on the notice board the final attendance position of each of its students within three days of the dispersal of the classes in the each semester of the academic year. Not later than five days, thereafter, a student may, by an application to the Principal of the college, claim benefit of exclusion of lectures under sub-clause (a) above on grounds to be specified and accompanied by the relevant documents. All such applications submitted

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- within time shall be considered and disposed of by the Principal of the College at least 3 days prior to the commencement of the examination, in which the student is intending to appear.
- (c) The benefit of exclusion of lectures contemplated in categories (i) or (ii) of sub clause (a) above, either separately or jointly, shall in no case exceed 1/3 of the total number of lectures delivered.
1. A student in the categories listed above under clause (a), will get the benefit of attendance for Internal Assessment for the classes missed.
  2. However, medical certificates shall be excluded while calculating credit towards marks to be awarded for regularity, though such certificates shall continue to be taken into account for the purpose of calculating eligibility to appear for examinations.

**Following points should be noted in view of Ordinance VII and Ordinance VIII-E**

1. The rules related to benefits mentioned in Ordinance VII and VIII-E of University of Delhi shall be strictly followed.
2. Medical benefits are given for the purpose of determining eligibility to sit in examinations only and not for the purpose of giving marks.
3. Total benefits cannot exceed 1/3 of the total lectures delivered.
4. Benefits of attendance are given for participation and not for organising the events/ activities.

**The benefits as per the rules of the University of Delhi shall be given only for participation in:**

- i. Various public assignments of the National Service Scheme (NSS) with the approval of the Teacher-in-charge/ Principal;
  - ii. Sports or other activities organised by the Inter-University Board or in national or international fixtures in games and sports approved by the Vice-Chancellor or a student who is required to represent the University at the Inter-University Youth Festival;
  - iii. Periodical training in the Territorial Army;
  - iv. Inter-College sports or fixtures, debates, seminars, symposia or social work projects; or
  - v. Debates and other extra-curricular activities held in other Universities or such other activities.
5. Concerned Teacher-in-charge of societies shall make sure that the participation of student is bonafide.
  6. Benefit sheet must be given for every student separately. Students must submit the photocopy of benefit sheet to their concerned teacher but original sheet must be shown to the concerned teacher, if the teacher demands.
  7. Following format of benefit sheet only should be followed:

## Format of Benefit Sheet

SHRI RAM COLLEGE OF COMMERCE

<SOCIETY NAME>

Attendance Benefit Sheet <Month, Year>

Dear Colleague

It is requested that <Student's Name>, <Roll number> of <Course>, <Year>, <Semester>, <Section>, has participated in the events given below. So kindly grant her/him attendance benefits for the following classes:

S.No.	Date	Class (Period)	Details of Participation
1.			
2.			

Thanks

Verified By

<Name><Name>

Society President

Teacher-In-Charge

## ORDINANCE XV-B Maintenance of Discipline among Students of the University

1. All powers relating to discipline and disciplinary action are vested in the Vice Chancellor.
2. The Vice Chancellor may delegate all or such powers as he/she deems proper to the Proctor and to such other persons as he/she may specify in this behalf.
3. Without prejudice to the generally to power to enforce discipline under the Ordinance. The following shall amount to acts of gross indiscipline:
  - a) Physical assault or threat to use physical force, against any member of the teaching and nonteaching staff of any institution/Department and against any student within the University of Delhi;
  - b) Carrying of, use of, or threat to use of weapons;
  - c) Any violation of the provisions of the Civil Rights Protection Act, 1976;
  - d) Violation of the status, dignity and honor of students belonging to the scheduled castes and tribes;
  - e) Any practice-whether verbal or otherwise-derogatory of women;
  - f) Any attempt at bribing or corruption in any manner;
  - g) Willful destruction of institutional property;
  - h) Creating ill-will or intolerance on religious or communal grounds;
  - i) Causing disruption in any manner of the academic functioning of the University system;
  - j) Ragging as per ordinance XV-C.
4. Without prejudice to the generality of his/her powers relating to the maintenance of discipline and taking such action in the interest of maintaining discipline as may seem him/her appropriate, the Vice-Chancellor, may in the exercise of his/her powers aforesaid order or direct that any students or
  - a) Be expelled; or

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- b) Be, for a stated period rusticated; or
  - c) Be not for a stated period, admitted to a course or courses of study in a College, Department or Institution of the University; or
  - d) Be fined with a sum of rupees that may be specified; or
  - e) Be debarred from taking a University or College or Departmental Examination or Examinations for one or more years; or
  - f) That the result of the students or students concerned in the Examination or Examinations in which he/she or they have appeared be cancelled.
5. The Principals of the Colleges, Heads of the Halls, Dean of Faculties, Heads of Teaching Departments in the University, the Principal, School of Correspondence Courses and Continuing Education and Librarian shall have the authority to exercise all such disciplinary powers over students in their respective Colleges, Institutions, Faculties and Teaching Departments , in the University as may be necessary for the proper conduct of the Institutions, Halls and teaching in the concerned Departments. They may exercise their authority through, or delegate authority to, such of teachers in their Colleges, Institutions or Departments as they may specify for these purposes.
  6. Without prejudice to the powers of the Vice-Chancellor and the Proctor as aforesaid, detailed rules of discipline and proper conduct shall be framed. These rules may be supplemented, where necessary, by the Principals of Colleges, Heads of Halls, Deans of Faculties and Heads of Teaching Departments in this University. Each student shall be expected to provide himself/herself with a copy of these rules.
  7. At the time of admission, every student shall be required to sign a declaration that on admission he/she submits himself/herself to the disciplinary jurisdiction of the Vice-Chancellor and the several authorities of the University of Delhi who may be vested with the authority to exercise discipline.

### **ORDINANCE XV-C Prohibition and Punishment for Ragging**

1. Ragging in any form is strictly prohibited, within the premises of College/ Department or Institution and any part of Delhi University system as well as on public transport.
2. Any individual or collective act or practice of ragging constitutes gross indiscipline and shall be dealt with under this Ordinance.
3. Ragging for the purposes of this Ordinance, ordinarily means any act, conduct or practice by which dominant power or status of senior students is brought to bear on students freshly enrolled or students who are in any way considered junior or inferior by other students; and includes individual or collective acts or practices which –
  - a. involve physical assault or threat to use of physical force;
  - b. violate the status, dignity and honour of women students;
  - c. violate the status, dignity and honour of students belonging to the scheduled caste and tribe;
  - d. expose students to ridicule and contempt and affect their self-esteem;

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- e. entail verbal abuse and aggression, indecent gestures and obscene behaviour.
  4. The Principal of a College, the Head of the Department or an Institution, the authorities of College, or University Hostel or Halls of Residence shall take immediate action on any information of the occurrence of ragging.
  5. Not with standing anything in Clause (4) above, the Proctor may also suo moto enquire into any incident of ragging and make a report to the Vice-Chancellor of the identity of those who have engaged in ragging and the nature of the incident.
  6. The Proctor may also submit an initial report establishing the identity of the perpetrators of ragging and the nature of the ragging incident.
  7. If the Principal of a College or Head of the Department or Institution or the Proctor is satisfied that for some reason, to be recorded in writing, it is not reasonably practical to hold such an enquiry, he/she may so advise the Vice-Chancellor accordingly.
  8. When the Vice-Chancellor is satisfied that it is not expedient to hold such an enquiry, his/her decision shall be final.
  9. On the receipt of a report under Clause (5) or (6) or a determination by the relevant authority under clause (7) disclosing the occurrence of ragging incidents described in Clause 3(a), (b) and (c), the Vice-Chancellor shall direct or order rustication of a student or students for a specific number of years.
  10. The Vice-Chancellor may in other cases of ragging order or direct that any student or students be expelled or be not for a stated period, admitted to a course of study in a college, departmental examination for one or more years or that the results of the student or students concerned in the examination or examinations in which they appeared be cancelled.
  11. In case any student who has obtained degree or diploma of Delhi University is found guilty; under this Ordinance, appropriate action will be taken under Statute 15 for withdrawal of degree or diploma conferred by the University.
  12. For the purpose of this Ordinance, abetment to ragging whether by way of any act, practice or incitement of ragging will also amount to ragging.
  13. All Institutions within the Delhi University system shall be obligated to carry out instructions/ directions issued under this Ordinance, and to give aid assistance to the Vice-Chancellor to achieve the effective implementation of the Ordinance.

## **PREVENTION, PROHIBITION & REDRESSAL OF SEXUAL HARASSMENT ATWORKPLACE**

Provisions of the Sexual Harassment of Women at workplace (Prevention, Prohibition & Redressal) Act, 2013 and Sexual Harassment of Women at workplace (Prevention, Prohibition & Redressal) Rules, 2013 govern the complaints related to sexual harassment at workplace and a designated committee has been constituted in the colleges to take cognizance of the matters, if any. For more information about the Act, 2013 refer to <http://wcd.nic.in/act/sexual-harassment-women-workplace-preventionprohibition-and-redressal-act-2013>

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## INFRASTRUCTURE & FACILITIES

The College is very well equipped with infrastructure and facilities of global standards, which add to the globally competitive dimension of the learning process at the College.

- **Classrooms and Tutorial Block**

All the classrooms of college are centrally air conditioned and are equipped with modern teaching facilities such as Wi-Fi enabled, ceiling mounted LCD projectors and supporting roll down screens. Since the main building of the College has been recognised by the Government of Delhi as a “Heritage Building”, the classrooms have retained the heritage look with the vintage teak furniture. In addition, the College has a two storey tutorial block with fully air conditioned tutorial rooms that facilitates smooth conduct of personalized student-teacher interaction in the college.

- **Library**

The College has a well-stocked library catering to the needs of more than two thousand seven hundred students at the undergraduate and postgraduate levels. Being fully automated, the library uses Radio Frequency Identification (RFID) technology and database management software LibSys version 7.2. It is fully air-conditioned and has two large reading halls accommodating around three hundred students. It is well equipped with all the modern facilities and resources (print and electronic) in the form of CD-ROMs, DVD-ROM, video cassettes etc. It has also developed a full-fledged digital library. The library has fully computerized its most actively used collection which is searchable through OPAC (Online Public Access Catalogue). It also permits access to the electronic resources provided by DULS (Delhi University Library System) and also provides remote access to e-publications through DELNET. There is a separate and dedicated internet service area installed with 40 computers to facilitate the members to access internet and online resources. The library has a collection of over 77,000 books and there is continuous addition of latest publications in the field of business, economics, humanities and literature to provide a wide range of academic resources to students and faculty members. The College also subscribes to various newspapers and about eighty national and international journals. The library has also adopted the cashless payment system cashless and is progressing towards paperless environment.

- **Computer Centre**

The College has three computer labs having a total of 132 computers equipped with updated software and hardware along with internet connectivity and uninterrupted power backup. The computer labs also have projectors installed which are used as teaching aids. Printing and scanning facilities are also available in Computer Centre. In addition, the computer centre is also available for the students for accessing internet, practicing and preparing their projects.

- **Resources for Differently-abled Students**

The College devotes special attention to cater to the needs of differently-abled persons. The College has a unique resource centre for visually impaired students developed under the SRCC Enabling Unit. The Resource Center consists of state of the art technology which exponentially empowers the differently-abled students to

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enhance their learning abilities with screen reading software like JAWS, Super NOVA and Kurzweil. There is a range of text magnifiers and portable OCR (Optical Character Recognition) readers to read hard text instantly. Further, a talking notice-board with a digital-audio database for all the notices is set up in the resource centre. Apart from this, the entire campus area is connected with a network of ramps and an elevator to facilitate smooth movement of physically challenged persons. The College also has two electronic wheel chairs for the aid of students with locomotive disabilities. A separate canteen has been set-up for facilitating differently-abled students

- **Seminar Room**

A state-of-the-art Seminar Room was constructed on the occasion of the College's Platinum Jubilee in 2000–2001. It is fully air-conditioned with LCD projection facilities with seating capacity of about 100 people.

- **Auditorium**

The College has an air-conditioned Auditorium with a seating capacity of over 750 persons. The auditorium is equipped with lighting and sound systems. All important functions are organized in the College auditorium.

- **Sports Complex**

The College is proud to have a gigantic centrally air conditioned sports complex built by the Government of India in the year 2010. The complex stands parallel to any other world class structure, equipped with all amenities and facilities available for the sports players. The Sports Complex includes multipurpose hall and sports field. It includes changing rooms, physiotherapy unit and gymnasium. The multipurpose hall comprises of a wooden floor catering to the sports like basketball, badminton, table tennis, yoga, chess, etc. It has a seating capacity of more than 1200 persons.

- **Playground**

The College has an expansive and lush green outfield that facilitates sports like hockey, football, netball, baseball, softball, handball and athletics.

- **Swimming Pool**

SRCC is one of the few colleges in the University of Delhi to have a swimming pool facility. The swimming pool opens during summer season only. The swimming pool is properly maintained and coaching facilities are also provided to newcomers.

- **Hostel Accommodation for Girls and Boys**

The College has two separate hostels for boys and girls, respectively on the campus itself. The capacity of the hostels is 145 for boys and 53 for girls. The on-campus residence of a number of students gives the College fraternity an image of an extended family. At the infrastructure front, the hostel kitchen has been modernized. The hostels are under CCTV surveillance. Further, online payment of mess bill has been initiated.

Students desirous of hostel accommodation should refer to the relevant Girls Hostel or Boys Hostel Prospectus available in the College/Hostel Office and apply in the prescribed form at the time of admission. Hostel accommodation is on the basis of availability of seats and admission to College does not guarantee admission to the Hostel.

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## **FACILITIES**

- **Canteen**

The College has a fully air-conditioned canteen. A popular meeting place for the students, it provides refreshing and sumptuous snacks, meals and beverages.

- **Cooperative Store**

The College has an in-house Bookshop. It provides books, reference materials and stationery products to the students.

- **Photostat Shop**

There is a photocopier in the campus. The students can avail the facility of photocopy, printing as well as compilation of study material.

- **Bank**

The College houses a branch of State Bank of India (SBI). Students can open their account as well as take advantage of other banking facilities from the SBI branch.

- **Parking Facility**

The College has an all-weather parking area for its staff and students. A guard is deputed to facilitate secured parking. Entry to parking area is restricted to availability of space. The parking area is under CCTV surveillance.

- **Basic Health Care Unit**

The College maintains a Basic Health Care Unit wherein basic medical support is provided to the staff and students. A full-time nurse is appointed for this purpose. Further, the consultation services of a general physician and an orthopedist are also available on specific days.

- **Wi-Fi enabled Campus**

The College has a Wi-Fi enabled campus. The College server is connected with the University's main campus server. Access to any new information is just a click away for students.

- **Lift**

The College has a lift facility and a dedicated lift operator to aid differently-abled students in particular.

- **Railways & Airlines Concession**

Students are allowed railway fare concession during vacations only for travelling to their hometown. Railway concession forms may be obtained from the College's Administration Office. Students must inform the office about any change in hometown address by an application countersigned by their parents. Airlines fare concessions are available for travelling to any place within the country. You may obtain the forms from the airlines office.

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## SCHOLARSHIPS

### Scholarships and Financial Aid

The college provides requisite scholarships and financial aid to genuinely needy students. Students requiring financial assistance may approach the Administrative Officer and complete the formalities.

#### 1. SRCC Student's Union Scholarships

- (i) Two need-cum-merit scholarships of Rs. 12,000 each per annum for students of second year.
- (ii) The scholarships will be awarded to the students of B.Com. (Hons.) and B.A. (Hons.) Economics.
- (iii) The family Income of the student should not exceed Rs. 6,00,000 per annum.

#### 2. SRCC Alumni Association Scholarship

- (i) One need-cum-merit scholarship of Rs. 12,000 per annum for a student of B.Com. (Hons.) or B.A. (Hons.) Economics in the first year.
- (ii) The scholarship will continue in the second and third year, provided the student maintains on an average at least 60% marks in the preceding two semester examinations.
- (iii) The family Income of the student should not exceed Rs. 6,00,000 per annum.

#### 3. Sultan Chand Trust Scholarship

- (i) Two scholarships of Rs. 12,000 each per annum for toppers of first year and second year of B.Com. (Hons.). The scholarships will be awarded to the topper only, even if he/she has been awarded some other scholarship(s).
- (ii) These scholarships are for second year and third year students only.

#### 4. Mitsubishi UFJ Foundation Scholarship

- (i) Mitsubishi UFJ Foundation (Japan) awards a scholarship of US \$420 each to 12 undergraduate students.
- (ii) The scholarship will be awarded to first, second and third year students.
- (iii) There will be three students from B. Com. (Hons.) and one student from B.A. (Hons.) Economics from each of the three years.
- (iv) The scholarships will be awarded on the basis of 75% weightage to marks obtained in the previous examinations and 25% weightage to performance in the interview.
- (v) The scholarships will be awarded to the students even if they have been awarded some other scholarship(s).
- (vi) The scholarships will be given to the students on the basis of merit.

#### 5. Envision Scholarship

- (i) One scholarship of Rs. 18,000 per annum to a student of third year B.Com. (Hons.) for securing the highest marks in the second year.

In case of a tie between students, it will be awarded to one who has secured higher aggregate marks in the preceding qualifying University Examination.

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- (ii) The scholarship will be given to the topper even if he/she has been awarded some other scholarship(s).

**6. M.C. Shukla Scholarship**

- (i) Two need-cum-merit scholarships of Rs. 12,000 each per annum are available for B.Com. (Hons.) second year students who have secured on an average at least 65% marks in the previous two semester examinations, and have minimum of 75% attendance in the previous year.
- (ii) The family Income of the student should not exceed Rs. 6,00,000 per annum.
- (iii) Merit and need have equal weightage.

**7. T. S. Grewal Scholarship**

- (i) One need-cum-merit scholarship of Rs. 12,000 per annum is awarded to a B.Com. (Hons.) second year student who has secured on an average at least 65% marks in the previous two semester examinations.
- (ii) Merit and need have equal weightage.
- (iii) The family income of the student should not exceed Rs. 6,00,000 per annum.
- (iv) The scholarship is funded from the corpus provided by Shri S. N. P. Punj.

**8. Kanwar Lal Memorial Scholarship**

- (i) One need-cum-merit scholarship of Rs. 12,000 per annum is awarded to a student of B.Com. (Hons.) or B.A. (Hons.) Economics.
- (ii) The scholarship will be awarded to a student of B.Com (H) or B.A (H) Economics who secures 60% or more marks in Business Communication or Compulsory Language (English) paper.
- (iii) Merit and need have equal weightage.
- (iv) The family Income of the student should not exceed Rs. 6,00,000 Per Annum.

**9. C. B. Gupta Memorial Scholarship**

- (i) One need-cum-merit scholarship of Rs. 12,000 per annum is awarded to a first year student of B.Com. (Hons.).
- (ii) The family Income of the student should not exceed Rs. 6,00,000 per annum.

**10. Prem Handa Memorial Scholarship**

- (i) One scholarship of Rs. 12,000 per annum is awarded to a third year student of B.Com (Hons.) on need basis.
- (ii) The family Income of the student should not exceed Rs. 6,00,000 per annum.

**11. Pt. Kanahya Lal Dayawanti Punj Scholarship**

- (i) One scholarship of Rs. 12,000 per annum is awarded to a second year student of B.Com (Hons.) on need basis.
- (ii) The family income of the student should not exceed Rs. 6,00,000 per annum.

**12. Manoj Kumar Memorial Scholarship**

- (i) One need-cum-merit scholarship of Rs.12,000 is awarded to a second year student of B.Com (Hons.).

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- (ii) Merit will be determined by qualifying marks of 60% in the subjects Introductory Microeconomics in Semester I and Introductory Macroeconomics in Semester II.
  - (iii) Merit and need have equal weightage.
  - (iv) The family Income of the student should not exceed Rs. 6,00,000 per annum.

### **13. Need Based College Scholarship**

- (i) Scholarships of Rs. 12,000 per annum are awarded to the economically needy students of B.Com. (H), B.A. (H) Eco. and M.Com.
- (ii) The family Income of the student should not exceed Rs. 6,00,000 per annum.

### **14. Scholarship for Scheduled Caste/Scheduled Tribe/OBC**

Two scholarships, namely Post-metric scholarship for SC/OBC and merit Scholarship for College/Technical/Professional institutions for SC/ST/OBC/Minority bonafide students (belonging to Delhi), are awarded by the Directorate of Education, Government of NCT, Delhi on receipt of completed applications submitted through the college. The eligible students should submit their scholarship forms along with the attested copies of documents as per the notification/advertisement published by Delhi Government in leading newspapers in the month of August-September every year.

### **15. All India Entrance Scholarship**

The University holds a competitive examination in the month of October every year for the award of 50 All India Entrance Scholarships of Rs. 250 per month, tenable for three years, for pursuing a course of study for an Honours Degree in this University.

The last date for receipt of application is September 1<sup>st</sup> of every year. Details may be obtained from the College Office or from University on any working day between 9:30 a.m. and 12:30 p.m.

### **16. Neeru Singh and Analjit Singh Scholarship**

- (i) One need-cum-merit scholarship of Rs. 12,000 per annum is awarded to a first year student of B.Com. (H)/B.A. (H) Economics who scores 85% or more marks in 12<sup>th</sup> standard.
- (ii) The awardee will continue to get scholarship through his/her stay in the college, provided he/she scores 60% or more marks in the preceding two semester exams taken together.
- (iii) Merit and need have equal weightage.
- (iv) For a more egalitarian distribution of the scholarship funds, the first year student shall be chosen in rotation – general category in the year of institution (2015), OBC (2016), PWD/SC/ST (2017). This pattern is to be continued thereafter.
- (v) Annual family income should not exceed Rs. 6,00,000 per annum.

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## **MEDALS & PRIZES**

### **Academic Gold Medals**

1. Punj Lloyd Gold Medal is awarded to the topper of Global Business Operations (GBO) Programme across all years taken together.
2. Prem Pandhi Gold Medal is awarded to best post graduate student to be judged on the basis of overall performance of student in academics, attendance, conduct, participation and credits/awards in extra-curricular activities and sports activities in the first two semesters of postgraduate diploma in Global Business Operations. The weightage is as follows:

Academics	50%
Attendance	20%
Conduct and Participation in extra-curricular activities	20%
Sports	10%
3. Kamla Mehrotra Gold Medals awarded to B.Com. (Hons.) overall topper.
4. Tejpal Aggarwal Gold Medals awarded to B.Com. (Hons.) first year topper.
5. Arun Chachra Memorial Gold Medals awarded to a student of B.A. (Hons.) Economics overall topper.
6. Dr. Charat Ram Gold Medal awarded to B.A. (Hons.) Economics second year topper.
7. Shri G. L. Bansal Gold Medal awarded to B.A. (Hons.) Economics first year topper.
8. Professor V.K. Bhalla Gold Medal is awarded to the topper of the Financial Management Paper.

### **Other Medals**

1. Principal Jai Narayan Vaish Memorial Medals are awarded to those students who secure first position in B.Com. (Hons.) and M.Com. in the college at the graduate and post graduate examination respectively and have consistently obtained first division marks in all examinations.
2. Kumari Archana Agrawal Memorial Medal and Cash Prize are awarded to a girl student of B.Com. (Hons.) who secures the highest percentage of marks in all the years taken together and has cleared these examinations in the first attempt.
3. R. L. Gupta Medal awarded to a student of B.Com. (Hons.) III year who secures highest marks in aggregate in Financial Accounting and Corporate Accounting and has consistently obtained first division marks in B.Com. (Hons.) I and II year examinations.
4. Suniti Goyal Medal is awarded to the final year topper of B.A. (Hons.) Economics.

### **Medals for Extra Curricular Activities**

1. Hora Medal is awarded to a student of final year of B.Com. (Hons.) or B.A. (Hons.) Economics or M.Com. or M.A. Economics for outstanding participation

and organization of extra-curricular activities in the college during all the years. The criteria/weightage for award of medal is as under:

Organizing Ability	60%
Leadership Quality	20%
Active Participation in various extra-curricular activities	20%

- Dhani Ram Medal is awarded to the best debaters of the year: one in Hindi and one in English. The medals will be awarded to any student, who has to his/her credit maximum active participation in debating during the year, provided that no student shall be awarded medal more than once.

Best debater will be decided on the basis of the following criteria:

Prize	Weightage in College Function	Weightage in Inter-College Function
1 <sup>st</sup> Prize	10%	40%
2 <sup>nd</sup> Prize	5%	20%
3 <sup>rd</sup> Prize	2%	10%
Consolation Prize or Sharing a Trophy	2%	5%
Participation	1%	5%

- Principal Madan Mohan Medal is awarded to a student who has to his/her credit maximum active participation in extra-curricular activities during the year.  
The participation in extra-curricular events may include debates, public speaking, essay writing, seminar and symposia presentation, conference papers, music, dancing, drawing, painting, sculpture and other fine arts, exhibition of photography, painting etc., plays, mono-acting performance, computer games, quiz competition, co-ordination with corporate for campus recruitment, organization of campus recruitment process, international programmes, case study competition, simulation exercise, etc.
- Social Service Medal is awarded to the best social worker of the college for the year.
- Special award is given by the Principal to a differently-abled student from Third Year of B.Com. (Hons.) and B.A. (Hons.) Economics, M.Com. Final or G.B.O Semester Four.

#### Academic Prizes

- There are three prizes in the I, II and III Year classes of B.Com. (Hons.) and three prizes in the I, II and III Year classes of B.A.(Hons.) Economics. Likewise, there are two prizes in Year I and Year II of M.Com. and Post Graduate Diploma in Global Business Operations.
- Skand Gupta Memorial Prize is given to a student of B.A. (Hons.) Economics II year who scores highest marks in the Compulsory Language (English) Credit Course paper in the preceding year.
- Manohar Lal Memorial Prize is awarded to a student of B.A. (Hons.) Economics II and III year or B.Com. (Hons.) III year who has scored the highest marks in Hindi in the preceding year in the credit course paper.
- Master Akshat Ramesh Gupta Memorial Prize is given to a male student who scores highest aggregate marks during three years of B.Com. (Hons.).

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## LIBRARY

The College has a well-stocked up-to-date library containing nearly seventy seven thousand books and subscribing to eighty international and national journals. The reading room can accommodate around three hundred students. The Library follows the Dewey Decimal System of classification. There is a computerized catalogue, internet facility and online search service. The library is fully-automated. The library is open on all working days. To become a borrowing member of the library, you must show your fee slip, bring one passport-size photograph and fill in the prescribed form obtainable from the lending counter.

The students should follow certain rules and instructions in order to get best out of the Library:

1. The arrangement of the books (whether in the stack rooms, reserved sections) should never be disturbed. Once a book has been removed from the shelves, it should be left lying on the nearby tables. The library staff will put the book in its proper place. Please remember that a misplaced book in the library is just like a book lost.
2. If you are not able to find/trace what you are looking for, the library staff will help you.
3. Books issued should never be marked, torn or tampered with. They still have to be read by many people.

Besides this, certain Do's and Don'ts need to be observed by students:

### **Do's:**

1. Seek the help of library staff if you are not able to locate/trace any book or reading material you are looking for. Each section is assigned to a library staff who can be contacted for help.
2. Library has RFID technology. Library Kiosk can be used to locate the desired item.
3. At the time of taking possession of any book or reading material, check and ensure that the same is in proper condition. Any abnormality must be reported to the counter assistant immediately.
4. Stand in queue while issuing or returning books.
5. Observe absolute SILENCE in the library.
6. Return issued books on time. If you need a book urgently, do reserve it in your name. You can get such books as soon as it is returned to the library.

### **Don'ts:**

1. Users should not mark or write on the reading materials, nor temper/deface/mutilate it in any form.
2. Users are not allowed to bring bags inside the library. All bags must be deposited at the Property Counter located at the entrance of the library, and collect the same while returning.
3. You should not use others' library card as library cards are Non-transferable.
4. Do not insert pencils or notebooks between the pages of a book, especially when closing it.

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5. Users are not allowed to take any book or reading material out of the library without getting it issued.
  6. Users should not speak or read loudly. Gossiping, sleeping and chatting are not permitted.
  7. Eatables, drinks, etc. are not allowed in the Library.
  8. Do not use mobile phone in the library.

### **Property Counter**

As members are not allowed to bring any book, magazine etc. inside the library premises there is a Property Counter to keep these. Before entering the Library, members should deposit their belongings at the Property Counter at their own risk. Cash or other costly items should not be kept in the bags deposited at the counter.

The person at the Library Gate is deputed to check that:

1. No outsider enters the library without the permission of the Librarian or the Principal.
2. No personal belongings (bags etc.) are taken inside the library.
3. No book or periodical goes out without an entry in the library record.

The students are requested to cooperate with the library staff in checking because the person at the library gate is only performing his/her duty.

### **Library Card**

1. All the students admitted to the College should apply on a prescribed form and are issued Library card at the time of their admission. The Card entitles them to avail all the library facilities.
2. The library card identifies that its bearer is a bonafide member of the library.
3. Please carry the library card always with you.
4. The library card should be kept carefully. If it is lost, a duplicate card will be issued at the discretion of the college authorities after establishing the complete identification and genuineness of the student.
5. It should not be handed over to anybody, as it may be misused. The owner is responsible for the consequences thereupon.

### **On-Line Public Access Catalogue (OPAC)**

Library is fully automated. Two computer terminals are placed in the library on ground floor near circulation counter. Users can search their documents/books in library database on these computers.

### **Arrangement of Books**

To ensure the proper use of books, these have been arranged in a logical order according to the Dewey Decimal Classification Scheme. Books are placed on the shelves from left to right across a shelf, then down to the next shelf and across left to right and so on.

The books which are in constant demand such as Text Books, Reference Books etc. are placed separately to facilitate easy access to these books. This technique is adopted to facilitate easy, early search and also to save time.

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## Dictionaries

Dictionaries concerning the respective subject are placed in reference section so that the reader may consult them whenever he/she feels the need.

## Resource Sharing (ILL)

The library has E-mail facility and online search service. We are in the process of acquiring a software package which will completely revolutionize the way we access the books from the catalogue. Library is an active member of Developing Library Network (DELNET).

## RFID (Radio Frequency Identification)

Library has been technically upgraded with the installation of RFID. It will serve the hardware and software used in the library on a long term basis. It is technologically equipped to provide various features like RFID tags, RFID smart card system, self check out station, RFID security gate, RFID book drop, self-management system, portable Wi-Fi handled reader. This will ensure the smooth functioning of the library through automation of various procedures.

## Journals & Periodicals Available:

### Periodicals

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|------------------------------------|-----------------------------|
| 1. Accountancy                     | 8. Chartered Accountant (M) |
| 2. American Economic Review        | 9. The Economist            |
| 3. Accounting Review               | 10. Journal of Accountancy  |
| 4. Harvard Business Review         | 11. Vikalpa                 |
| 5. Journal of Economic Perspective | 12. Kurukshetra             |
| 6. Journal of Economic Literature  | 13. Organization Dynamics   |
| 7. Journal of FinanceMagazines     |                             |

### Magazines

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|-------------------------------|---------------------------------|
| 1. Competition Success Review | 15. The Week                    |
| 2. Business India             | 16. Chronicle                   |
| 3. Business World             | 17. Aajkal (Hindi)              |
| 4. Business Today             | 18. Outlook                     |
| 5. Dalal Street               | 19. Digit                       |
| 6. Employment News            | 20. Sahitya Amrit (Hindi)       |
| 7. Frontline                  | 21. Gyanodya (Hindi)            |
| 8. India Today (English)      | 22. Panchjanya (Hindi)          |
| 9. Kadambani (Hindi)          | 23. Chankya                     |
| 10. Mainstream                | 24. Pratiyogita Darpan          |
| 11. Time                      | 25. Samanya Gyan Darpan (Hindi) |
| 12. Reader's Digest           | 26. P. C. Quest                 |
| 13. Yojana (English)          | 27. Abhigyan                    |
| 14. Sport Star                |                                 |

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## News Papers

1. Business Line
2. Hindustan (H)
3. Business Standard
4. The Economic Times
5. Financial Express
6. The Hindu
7. The HindustanTimes
8. The Indian Express
9. Nav Bharat Times (H)
10. The Asian Age
11. Pioneer
12. The Statesman
13. The Times of India
14. Tribune
15. Mint
16. Deccan Herald
17. Mail Today
18. Dainik Jagran (H)

## Online Publications

Economic and Political Weekly

Economic Outlook

## CDs

Library is also having captivating collections of about 500 CDs at the first floor of the library. Users willing to be benefited can approach the person in-charge Periodical Section.

## Online Data Base Prowess IQ - (For Financial Performance Data of Companies)

SRCC Library has subscribed Prowess IQ or Prowess for Interactive Querying. It is a powerful internet-based application for querying CMIE's database on performances of listed and unlisted companies. It is simple and easy to use. Prowess IQ provides charting tools and well-formatted reports on performances of companies. The reports provide financial information including analytical ratios and benchmark comparisons. Downloads of source documents interim results, ratings rationales and annual report extracts are part of the service. As far as installation is concerned, it can be installed on any computer with Windows. The beauty of the database is that it keeps on adding new features.

## OTHER RULES AND REGULATION OF THE COLLEGE LIBRARY

Library is a public institution, so all the facilities in the library must be available to all the members. This is possible only if all its members religiously adhere to the library rules as prescribed by the authorities. The observance of rules not only facilitates the smooth functioning of the library but also helps its members to avail all the services and facilities to their utmost satisfaction.

## Rules for Students

1. The College Library remains open on all working days. Students may draw books after showing the card issued to them by the college. Loss of library card should be immediately reported to the Librarian along with a copy of Police FIR. A duplicate card may be obtained on payment of Rs. 250.
2. Borrowers must see that the books drawn by them are not spoiled, marked or otherwise mutilated. Reference books shall not be issued to students.
3. The student will get four books at a time against the Library card. The books from the stack room are issued for 7 days only. The overdue charges will be Rs. 5 per day per volume.

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4. Books lost or damaged shall have to be replaced or its double price shall be charged from the borrower as per the library rules.
  5. Readers and borrowers shall not write or put any mark upon any book, periodical, map or any other material belonging to the library. Infringement of this rule may invite severe penalty including replacement of the book.
  6. Students should get their bags etc. checked at the entrance and deposit their gate pass with the library official before they leave the library.
  7. Back issues of current magazines may be issued to the faculty members only.  
These are issued by the Periodical in-charge or the Reading Room in-charge for a period of not more than 7 days. The latest issues of magazines etc. will not be allowed to be taken out.

### **Rules for Ex-Students**

Ex-students may apply for the membership. It should be recommended by any one of the faculty members. They are allowed to use the reading hall & facility only.

### **General**

1. The library is open to the college students and members only.
2. The librarian has the discretion to refuse admission.
3. The librarian has the discretion to demand the return of any book to library at any time.
4. Nobody will be permitted to bring umbrella, stick, bag, brief case, etc. into the library.
5. Students must carry their identity cards with them whenever they enter the college library. They can be refused admission to the library or can be turned out of the library if they fail to produce their identity cards on demand.
6. Any misuse of the library privileges will be considered as a serious breach of discipline and the Principal can take any action as is necessary after consulting the librarian.
7. Students are expected to read the notices issued by the librarian from time to time. Ignorance is no excuse.
8. Students must arrange for the return of the books on time.

**Clearance Certificate:** Library cards are the property of the College Library and these are to be surrendered. Dues, if any, have to be paid and a clearance certificate has to be obtained before a member discontinues his/her membership, or applies for character certificate/mark sheet/degree, or terminates connection with the College.

**Refund of Library Security Deposit:** Students can apply for refund of security deposit after cancellation of admission or after the declaration of their respective result

## **COMPUTER CENTRE / LABS**

The College has a well-equipped Computer Centre with the latest updates in software and hardware. Fresh sets of Dell Computers have been acquired in the recent past. Three computer labs act as computer classrooms. The University's

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optical fibre lease line is available and connects the College round the clock to the University's main campus. The College has undertaken further development and expansion of the Computer Centre keeping in mind the changes in technology and requirements of business and industry. The SRCC Computer Centre is among the best in the University and caters to both undergraduate and postgraduate students.

### **Rules for the use of Computer Center / Labs**

#### **General Guidelines**

1. Food and drinks are not allowed inside the Centre/Labs.
2. Do not stay in the lab if you have no work.
3. Do not make noise in the computer center/labs.
4. Please help in keeping the lab clean.
5. Please switch off the monitor if you are not using the machine.
6. Playing games on computers is not permitted.
7. Do not disturb the system settings of a given machine.
8. Do not touch or mishandle any object, e.g. computer hardware, ACs, etc.
9. Users are not allowed to download and install any arbitrary software. Permission should be sought before downloading and installing any software (executable programs).

#### **Computer Center Classes**

1. Do not enter a lab while a computer class is going on inside the lab.
2. Please make the lab available immediately as soon as you are told that a class is to take place.
3. In spite of terminals being available, do not enter a lab while a class is going on.

#### **Use of Internet**

1. Please make a judicious use of Internet only for academic purposes.
2. Allow other users to use computing facilities in case of overload of users.
3. Chatting is not allowed.
4. Checking your mails all day is not encouraged.

#### **Disposal of Waste Paper**

1. Please throw your waste paper obtained after printing in a paper bin. Do not leave paper around in the lab.
2. If you find that a paper can be used later as it has one side available, please put that in tray for one sided papers.
3. Please cross mark the side of the paper that is not to be used in future.

#### **Use of Printer**

1. Students are required to bring their own paper. College will provide the availability of the printer.
2. Bulk printing from the lab printers is not allowed.
3. Do not take printouts for the pages that may need a lot of ink.
4. Do not insert a crumpled paper in the printer.

#### **Virus-Scan**

Please scan your pen drives, CDs or any other memory device to check the presence of any virus before using computers in the computer centre.

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## OTHER HIGHLIGHTS

- **Stakeholders' Feedback Mechanism**

The College actively engages and promotes stakeholders' participation through its appropriate feedback mechanism. Feedback in the form of suggestions, queries and complaints from students and stakeholders are highly encouraged through official website and various suggestions boxes set up in the campus. A special complaint box has also been set up outside the IQAC office in the College where students can share anonymous feedback.

- **Industry Academia Interaction**

The College actively encourages a close interaction between what is taught in the class and how that knowledge is applied in the corporate world. This meeting ground of theory and practice is made possible by our students being exposed to industry personalities with whom they can interact and understand the application of theoretical knowledge.

- **National Center for Corporate Governance**

The College has been accorded the status of 'National Centre in Corporate Governance' by the National Foundation for Corporate Governance, Ministry of Corporate Affairs, Government of India. SRCC is the only College of the University of Delhi which has been conferred with this status. The Centre conducts research, workshops and conferences to build and disseminate knowledge in the area of Corporate Governance.

- **Office of International Programmes**

Upholding the vision of SRCC to be, "A college of Global Choice", The office of International Programmes (OIP) creates and expands international synergies with acclaimed global universities and institutions through cross-cultural and academic exchange programmes. The OIP facilitates collaborations and corporations in education, research and academic activities with universities, institutions and international organisations viz. United Nations, UNDP, UNESCO & World Bank. There have been various collaborative programmes with reputed Business Schools and Universities abroad such as IESEG Business School, Paris & Lille, Science-Po, Paris; Utrecht Business School, Netherland; Hongkong Business School; University of Warsaw, Poland; Assumption University, Bangkok; British Council Generation UK INDIA-Study, University of the Wisconsin, Eau Claire, USA; Pennsylvania State University, USA; SVSU, Michigan, USA; MCNY, New York, USA; South Pacific University and Richard Ivey School of Business, Ontario, Canada; MDX University, Dubai, UAE. For any queries contact: *oip@srcc.du.ac.in*

- **Shri Ram Centre for Personal Growth**

Shri Ram Centre for Personal Growth has been started to cater to the needs of students of SRCC for their academic growth and employability. It aims at bringing about a broader and deeper growth in the total skill sets of students. The sessions on various issues are conducted in the college premises by the faculty from college and outside. Remedial classes for B.Com. (Hons.) and B.A. (Hons.) Economics are organized in the required subjects. The aim is to induce concept clarity in students and to train them for examinations.

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- **IQAC (Internal Quality Assurance Cell)**

With a vision to build and ensure a quality culture aimed at all round excellence at the institutional level, the Internal Quality Assurance Cell (IQAC) has been established in the College. It organizes regular capacity building programmes for all the stakeholders of the College. It has also formed a Student Quality Assurance Cell (SQAC). It ensures quality in teaching through continuous evaluation. It follows a 360 degree feedback mechanism to quality sustenance and enhancement. Feedback is invited from stakeholders like parents, students and alumni. IQAC has conducted a workshop on the enhancement of quality in teaching and research.

- **Centre for Green Initiatives**

As a proactive institution concerned with the conservation of the environment, Centre for Green Initiatives functions in the College. With the objective of generating awareness and promoting environmental care at the community level, the Centre directly engages students and faculty to work towards the creation of a pervasive atmosphere facilitating dialogue, action and feedback on environmental issues. The Centre conducts seminars, activities and research to integrate and adopt better environmental practices in the society. Some of the initiatives taken by the Centre include, Carbon Footprint Calculator Desk, Water and Energy Conservation, Green Audit; Carpooling, Plantations and Green Memorations. It has organized “TATVA”, the green festival celebrating Mother Nature. It annually publishes “AVNI”, a student-teacher initiated magazine that provides a creative avenue to environmental care.

- **Kutumb: North-Eastern and Himalayan Nations Integration Society**

This North-Eastern Himalayan states society aims to instill cultural sensitivity among students, college staff and other participants by educating them about the unique cultures, customs and the varied heritage of the Himalayan belt.

- **Equal Opportunity Cell**

The College also has an Equal Opportunity Cell to oversee the effective implementation of policies and programs for disadvantaged groups and to provide guidance and counseling with respect to academic, financial, social and other matters with an objective of ensuring diversity within the campus.

- **Women Development Cell**

Women Development Cell (WDC) of SRCC is a platform for initiating efforts in the direction of pressing social issues related to women. The WDC takes various initiatives to enhance consciousness of gender equality and empowerment amongst young minds in the College.

- **Enabling Unit**

The College has resource center for Visually Challenged students with sitting capacity of around 8-9 students, located in the library. It is well equipped with modern hardware [ClearView + Speech, ClearView One, OCR (Optical Character Recognition), Talking Notice Board, Zuyfuse Heater, Scanner Listener Pro]; and up-to-date Braille software [JAWS, Dolphin Supernova, Dolphin SaySo] for magnifying and reading content.

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- **Internal Complaints Committees**

Sexual harassment at workplace is a widespread problem in the society and atrocities against women is common everywhere. In view of this growing problem, the Internal Complaints Committee (ICC) of the College has taken steps to sensitize and empower girls and enlighten them with various policies and measures as well as provide effective redressal machinery to the students. The ICC has been educating and guiding students about the statutory provisions for prohibition and prevention of sexual harassment and creating awareness on the subject through seminars and instructional means.

- **Workshops, Conferences and Events**

The College organizes various national and international conferences, workshops and talks on a regular basis by inviting eminent speakers from academia as well as industry to provide students and faculty members with a platform for intellectual interaction and development. The institution has always followed a multi-faceted approach towards development of scientific temper, research culture and aptitude among its students.

- **National Colloquium**

The College has been organizing the annual National Colloquium for the past several years at the Vigyan Bhawan/India Habitat Centre, New Delhi, where top industrialists, academicians, economists and representatives of the government deliver lectures on a wide range of aspects about business, economics and industry.

- **Sir Shri Ram Memorial Debate Trophy**

The Trophy was initiated during the Golden Jubilee of the College. In all these years, it has become one of the most sought after trophies in the University. Sir Shri Ram Memorial Trophy attracts participants from different colleges and departments of the University of Delhi. The debate is bilingual, is held in alternate years and comes with silver rotating trophy and cash prizes.

- **Centre for Professional Development (CPD)**

The CPD functions for development of skills and professional expertise in a spectrum of areas for students and faculty. It provides an excellent platform for students and faculty members to enhance their skills and professional expertise in various academic fields, through short term courses and programs focusing on dynamic management landscape. The Centre conducts workshops like Tax Workshop, courses on Supply Chain Management and Advanced Excel, Personality Development workshop, etc. to name a few.

- **Center for Innovation, Incubation and Entrepreneurship (CIIE)**

The College has started a center for startups called 'Center for Innovation, Incubation and Entrepreneurship'. CIIE is a student-led centre comprising of SRCC faculty, alumni, industry experts and like-minded organizations to foster an ecosystem of synergized efforts towards academic and business initiatives. It aims to create an environment that promotes and stimulates the spirit of entrepreneurship among the students of the college. It provides mentoring and fundraising support to the ventures virtually and physically in various ways to help them succeed.

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- **Centre for Community Engagement (Financial Literacy Cell)- Vittshala**

The College has set up the Centre for Community Engagement (CCE) to work proactively with the communities on major development issues. The Centre has launched a Financial Education Programme to promote financial literacy and to enhance the knowledge and skills to manage financial resources and services effectively amongst students and other community stakeholders.

Vittshala is a Centre for Community Engagement (CCE) initiative, aimed at making communities equipped enough to manage financial resources effectively through community engagement, workshops, seminars, and discussions. Vittshala, in its initial phase, has undertaken the projects like, Project Khushhal; Project Sashakt; Project Samarth; Project Utthaan.

- **Business Analyst: The Academic Journal of SRCC**

'Business Analyst' is a bi-annual academic journal of the college published in the months of March and September every year. It is a refereed and reviewed journal having an esteemed review panel specializing in their area of expertise with some of them heading top most institutions in the country. The journal endeavors to disseminate knowledge in the area of business, economics and management. It aims at promoting research in these areas and encourages empirical and inductive writings. The journal is catalogued in the "Library of Congress", Washington, D.C. It is listed in Ulrich's International Periodicals Directory and is included in the UGC-approved List of Journals.

- **Yamuna: College Magazine**

The student's magazine Yamuna is brought out annually. In its eighty eighth year of publication, it continues to provide students with a powerful medium for expressing their creativity in Hindi and English.

- **Strides – A Students' Journal of Shri Ram College of Commerce**

The College has launched a new Journal named 'STRIDES' – A Students' Journal of Shri Ram College of Commerce' to encourage students for research in the college. It is an annual journal exclusively launched to publish academic research papers and articles of students on contemporary topics and issues.

- **Other Publications**

Other than college magazine and journal, the student's societies come up with various publications like Prerna, Artha, Global Conflex, Avni, and Playoff.

- **Centre for Academic Excellence**

The college has a special scheme for financial support wherein students can apply for grants for participating and presenting papers in Seminars/Workshops/Training Programme/Debate/Youth Leadership Programmes and participation in the Field Trips/Industrial Visits/Educational Visits at local, national and international level.

Desirous students can apply for financial assistance in a prescribed form available in the Administration Office along with required documents.

The applications so received will be placed before a Screening Committee. The financial assistance will be released after the approval of the Committee. The Committee will meet after regular intervals for considering the applications for grant of assistance. There will be no advance payment under the scheme.

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## CONSTITUTION OF THE STUDENTS' UNION & SOCIETIES

### Students' Union

For the purpose of drafting the Constitution of the Students' Union, its Name and Objects, there shall be an Association called 'The Students' Union, Shri Ram College of Commerce', to foster social and intellectual activities among the students of the college; to develop in them power of expression and public speaking; and to impart them training in the working of democratic and parliamentary institutions.

### Membership

1. All students of the college shall be members of the Students' Union.
2. Members of the Teaching Staff shall be ex-officio honorary members (without voting rights) of the Students' Union.

These two together, assembled in a meeting, will constitute the General Assembly of the Students' Union.

### Management

The affairs of the Students' Union shall be managed by an elected President and an elected Secretary with the aid and advice of a Cabinet, appointed by the Teacher-in-Charge, in consultation with the President and the Secretary. The Teacher-in-Charge will also function as Speaker of the House.

All the office-bearers shall be responsible to the General Assembly, subject to the ultimate control of the Principal.

### The Tribunal

The Principal shall appoint, at the beginning of each Session, a Tribunal, consisting of three members of the Teaching Staff, one of whom shall be the Teacher-in-Charge, who shall also be its Convenor. The Tribunal shall decide all questions pertaining to the interpretation of the Constitution or any other matter that may be referred to it by the Teacher-in-Charge or the Principal.

### The President and the Secretary

The President and the Secretary shall be elected by the general body of bonafide students of the college as early as possible in the beginning of the academic year, from amongst the candidates approved by the Tribunal. They shall act under the guidance of the Teacher-in-Charge.

A student of the College may contest for the office of the President provided: He/She is a student of B.A. (Hons) Eco/B.Com. (Hons.) III yr. or M.Com classes with at least 55% marks in aggregate in the previous examination(s).

A student of the College may contest for the office of the Secretary provided: He/She is student of B.A. (Hons.) Eco./B.Com. (Hons.) II yr or III yr or M.Com classes with at least 50% marks in aggregate in the previous examination(s).

Other eligibility for contesting elections and other terms and conditions will be governed by recommendations of the Lyngdoh Committee.

### The Cabinet

The Cabinet shall consist of the following members:

1. **President:** He/She will be the Chief Executive of the Union and will function in all matters relating to the Union in accordance with the Constitution.

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2. **Secretary:** He/She will assist the President and act as the Chief Executive in the absence of the President, in accordance with the Constitution.
  3. **Treasurer:** He/She shall maintain the accounts of the Union and assist the President in managing the finances of the Union.
  4. **Secretary for Cultural Affairs:** He/She shall organise cultural festivals, assist the President to select and send teams financed by the Union to outstation festivals; and to inform the concerned Societies about all cultural events taking place in other colleges/institutions.
  5. **Secretary for General Maintenance:** He/She shall ensure cooperation and coordination with the authorities in the matter of physical amenities and facilities in the college, for example, in Cafe, Auditorium, Lawns, and with respect to the general cleanliness of the college premises.
  6. **Secretary for Academic Affairs:** He/She shall take up with the authorities, problems of academic nature relating to time-table, classes and tutorials, and functioning of the Library, etc.
  7. **Secretary for Parliamentary Affairs:** He/She shall organise the meetings of the Union Parliament, record minutes thereof, look after the publicity of the Union functions and forward the suggestions of the class representatives to the concerned authorities.

All members, except the Secretary for Parliamentary Affairs, shall be appointed by the Teacher-in-Charge, in consultation with the President and the Secretary, selecting at least one from each of the following categories:

1. Students pursuing Commerce courses
2. Students pursuing Economics courses
3. Girl students provided they fail to secure any representation in the above categories.

The Secretary for Parliamentary Affairs shall be elected by the class representatives from amongst themselves.

The Cabinet should be formed within 15 days of the election. It shall continue in office as long as the President and the Secretary remain in office. In the event of any of these two offices falling vacant, the Cabinet shall stand dissolved automatically.

### **The Students' Union Parliament**

There shall be a Students' Union Parliament consisting of:

1. Members of the Cabinet.
2. Class Representatives: One elected representative from each section of all the classes.
3. The Leader and the Deputy Leader of the Opposition.

The election of the class representatives will be conducted by the President of the Students' Union. The Leader and the Deputy Leader of the Opposition will be persons who have lost the elections for the post of the President and the Secretary respectively by the narrowest margins.

In case of a difference of opinion in the Cabinet, the matter will be referred to the Students' Union Parliament. The Parliament will meet at least twice in each academic year. Ordinarily, a notice of at least three clear working days should be given for its meetings.

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## **Meetings of the Union**

The Secretary shall convene the meeting of the Union on the dates and timings fixed with the consent of the Teacher-in-Charge. A notice of at least three clear working days shall ordinarily be given for each meeting of the Union. An emergent meeting of the Union may, however, be called at a short notice. A meeting of the Union may also be called by the President with prior consent of the Teacher-in-Charge or by the Principal.

## **Meetings of the General Assembly**

Ordinarily, a notice of three clear working days shall be given for all meetings of the General Assembly. However, with the approval of the Teacher-in-Charge, a meeting of the General Assembly may be called at a short notice.

The quorum of meeting of the General Assembly shall be 1/10 of the total student-members.

Members of the Union shall meet in the General Assembly at least twice in each academic year to consider the Budget proposals, amendments to the Constitution, motions of no-confidence, general policy matters, and matters of general interest or to transact any other business. Such meetings shall be called by the Secretary, with the approval of the Teacher-in-Charge, on such dates and at such time as may be fixed by the Teacher-in-Charge.

## **No-Confidence Motion**

A notice for a motion of No-confidence, signed by at least 50 students of the college, shall be submitted to the Speaker, with the statement of reasons, which if found in order, shall be placed before the Tribunal within three clear working days. The Tribunal shall give its decision within three clear working days and communicate it to the members. If rejected, the Tribunal will communicate to the members who have given the notice the specific reasons for which it has been rejected. When such a notice has been approved by the Tribunal, the motion of No-confidence shall be deemed to have been passed only when at least two-third of the members present and voting in the Students' Union Parliament have approved it.

## **Re-Election**

In case, the office of the President or that of the Secretary or both falls vacant, there shall be, as soon as possible, fresh elections in accordance with the Election Rules.

## **Income and Expenditure**

The main sources of income of the Union shall be:

1. Allocation out of the Students' Societies Fund
2. Special subscriptions raised with the consent of the J.C.C. or in exceptional circumstances with the consent of the Principal who should report this to the J.C.C. in its next meeting.
3. Donations

All expenditure shall be incurred with the prior approval of the Teacher-in-Charge and in accordance with the Budget passed by the General Assembly. Money can be withdrawn by the President or in the absence of the President, by the Treasurer, with the consent of the Teacher-in-Charge.

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## Amendments

Amendments to the Constitution can be proposed by a motion in the General Assembly by at least fifty bonafide student-members. The Proposers of the amendments shall circulate the amendments among the students and shall be allowed to explain it. Then the Amendment shall be deemed to have been passed when at least two-third of the members present have voted and approved it. No such amendments shall come into force unless it has been approved by the College Staff Council.

A copy of the Constitution will be put up on the notice board before the elections are held.

## SOCIETIES

The College has several societies for extra-curricular activities. Prominent among these are - the College Students' Union, Commerce Society, Economics Society, English Literary Society, History and Political Science Society, Hindi Sahitya Sabha, Dramatics Society, Debating Society, Mathematics and Computer Society. On joining the college, you automatically become a member of these societies. The office bearers are elected or nominated. Details regarding the functioning and activities of various societies are as follows:

### COMMERCE SOCIETY

1. **Objective:** Its object would be to foster social and intellectual activity among the students and in particular, to develop in them interest in the study of Commerce. For this purpose, it would arrange talks, lectures, group discussions, essay competitions, seminars, symposia, conferences and the like, relating to the discipline.
2. **Membership:** All students of the College shall be members of the Society. Members of the Teaching Staff shall be ex-officio honorary members.
3. **Management:** The activities of the Society shall be managed by an Executive Committee with the advice and guidance of the Teacher-in-Charge.
4. **Executive Committee:** The Executive Committee shall consist of the President, the Secretary and not more than ten other members who will be nominated by the Teacher-in-Charge in consultation with the President and the Secretary.
5. **The President and the Secretary:** The President and the Secretary shall be elected by the General Body of the student-members. A student of the college may contest for the office, provided that - (a) He/She is a student of the 2<sup>nd</sup> or 3<sup>rd</sup> year class of B.Com. (Hons.) or B.A. (Hons.) Economics or M.Com.; (b) He/She has obtained in the previous examinations at least 55% marks if contesting as President and at least 50% if contesting as Secretary.
6. **Elections:** Elections shall be held on a date fixed by the Principal.
7. **Executive Committee Meetings:** The Secretary shall convene meetings of the Executive Committee with the consent of the Teacher-in-Charge. A notice for each meeting shall be given at least three clear days in advance. An emergent meeting can be called at a shorter notice. If need be, a meeting may also be called by the Teacher-in-Charge or by the President with the prior consent of the Teacher-in-Charge.

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The quorum for a meeting shall be one-third of the total number of members, but not less than three members, whichever is more.

**8 Income and Expenditure:** The main sources of the income of the Society shall be:

(a) Allocation out of Students' Societies Fund, as approved by the Joint Consultative Committee (J.C.C.);

(b) Special Fund, raised with the prior consent of the J.C.C. and the Principal.

For (a), the Society shall submit a budget at the beginning of the session to the J.C.C.; and for (b), a detailed budget proposal shall be placed before the J.C.C. by the Society at least fifteen days in advance.

No expenditure shall be incurred, except in accordance with the budget passed by the Executive Committee and approved by the J.C.C. and the Principal. This applies to both (a) and (b).

All expenditure should be incurred with the prior approval of the Teacher-in-Charge and an annual statement of accounts should be submitted at the close of the year to the J.C.C.

Money can be drawn by the Teacher-in-Charge or by the President with the approval of the Teacher-in-Charge through vouchers prescribed for the purpose.

**9. Amendments** to the Constitution can be made by the Staff Council only.

**10. Miscellaneous:**

a. A proper record of all the activities of the Societies and the student participants shall be maintained by the Teacher-in-Charge and he/she shall hand over the complete record at the end of each term to the Principal.

b. Functions will be organised with the prior approval of the Principal.

c. The Teacher-in-Charge should be drawn from the Department of Commerce.

### **ECONOMICS SOCIETY**

**Objective:** To foster social and intellectual activity among students and in particular, to develop in them interest in the study of Economics. For this purpose, it would arrange talks, lectures, group discussions, essay competitions, seminars, symposia, conference and the like relating to the discipline.

Clause 2 to 10, except 10(c), to be the same as in the Constitution of Commerce Society. Clause 10(c): The Teacher-in-charge should be drawn from the Department of Economics.

### **HINDI SAHITYA SABHA**

**Objective:** Its object would be to foster social and intellectual activity among the students of the college and, in particular, to create interest in Hindi language and literature. For this purpose, it may organise Poetry, Essay, Short-Story and General Knowledge Competitions, Elocution and Declamation Contests, Talks Lectures, Kavi Sammelans, Conferences, Symposia, Seminars and the like.

Clauses 2 to 10, except 10(c), to be the same as in the Constitution of the Commerce Society, after substituting 'Sabha' for 'Society'.

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## ENGLISH LITERARY SOCIETY

**Objective:** Its object would be to foster social and intellectual activity among the students of the college and, in particular, to create interest in English Language and Literature. For this purpose, it may organise Poetry, Essay, Short-Story and General Knowledge Competitions, Elocution and Declamation contests, Poetic Symposia, Talks, Lectures, Seminars, Conferences and the like.

Clauses 2 to 10, except 10(c), to be the same as in the Constitution of Commerce Society.

## FINE ARTS SOCIETY

**Objective:** Its object would be to foster social and cultural activity among the students of the College and, in particular, to create interest in and develop taste and aptitude for Music, Dancing, Drawing, Painting, Sculpture and any other Fine Art. For this purpose, it may organise Talks, Lectures, Exhibitions, Performances, Collage, Sketching, Painting and Music competitions and the like.

Clauses 2 to 10, except 10(c), to be the same as in the Constitution of the Commerce Society.

## HISTORY & POLITICAL SCIENCE SOCIETY

**Objective:** Its object would be to foster social and intellectual activity among the students of the College, and in particular, to develop interest in the knowledge and study of History and Political Science and national and international politics. For this purpose, it may organise Talks, Lectures, Essay Competitions, Group discussions, Seminars, Conferences and the like.

Clauses 2 to 10, except 10(c) to be same as in the Constitution of the Commerce Society.

## DRAMATICS SOCIETY

1. **Objective:** Its objective would be to foster social and intellectual activity among the students and to create interest in and encourage talent for Drama and Theatre. For this purpose, it may organise full-length or One-act Plays, Mono-acting performances, Competitions, Talks, Lectures, Symposia, Conferences and the like relating to its field.

2. **Membership:** All students of the College shall be member of the Society. Members of the Teaching Staff shall be ex-officio honorary members.

3. **Management:** The activities of the Society shall be managed by an Executive Committee with the advice and guidance of the Teacher-in-Charge.

4. **Executive Committee:** The Executive Committee shall consist of the Secretary, the Joint Secretary and not more than ten other members of the committee. All these will be nominated by the Teacher-in-Charge.

The Secretary and the Joint Secretary will assist the Teacher-in-Charge in the task of nominating other members of the Executive Committee.

5. **The Secretary and the Joint Secretary:** The Secretary and the Joint Secretary shall be nominated by the Teacher-in-Charge of the Society as early as possible in the beginning of the academic year through applications invited for these posts from the students and in consultation with the outgoing office bearers

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who are still on the rolls of the college. It is further provided that normally the Secretary should be a student of the Final Year of the Honours Classes or of M.Com.; and the Joint Secretary from the Second Year of the Honours Classes. They should have taken keen interest in the activities of the Society in earlier years and have a distinguished record of achievements in the field of the Society and the Secretary must have obtained at least 50% marks in the previous examinations.

6. **Meetings:** The Secretary shall call meetings of the Executive Committee with the consent of the Teacher-in-Charge. A notice of at least three clear days shall be given for each meeting. An emergent meeting can be called at a shorter notice. If need be, a meeting may be called by the Teacher-in-Charge or by the Joint Secretary with the prior consent of the Teacher-in-Charge.

The quorum for a meeting shall be one-third of the total number of members, but not less than three members, whichever is more.

7. **Income and Expenditure:** The main sources of income of the Society shall be:
- (a) Allocation out of the Students' Societies Fund, as approved by the Joint Consultative Committee (J.C.C.).
  - (b) Special funds raised with the prior consent of the J.C.C. and the Principal.

For (a), the Society shall submit a budget in the beginning of the Session to the J.C.C. and for (b), a detailed budget proposal shall be placed before the J.C.C. by the Society at least fifteen days in advance.

No expenditure shall be incurred, except in accordance with the budget passed by the Executive Committee and approved by the J.C.C. and the Principal. This applies to both (a) and (b). All expenditure should be incurred with the prior approval of the Teacher-in-Charge and an annual statement of accounts should be submitted at the close of the year to J.C.C.

Money can be drawn by the Teacher-in-Charge or by the Secretary with the approval of the Teacher-in-Charge through vouchers prescribed for the purpose.

8. **Amendments** to the Constitution can be made by the Staff Council only.
9. **Miscellaneous:**
- a) Proper record of all the activities of the Society and the student participants shall be maintained by the Teacher-in-Charge and he/she shall handover the complete record at the end of each term to the Principal.
  - b) Functions will be organised with the prior approval of the Principal.

#### **DEBATING SOCIETY**

1. **Objective:** Its objective would be to foster social and intellectual activity among the students and, in particular, to stimulate their interest in and to develop their skills for debating and public speaking. For this purpose, the Society may organize Talks, Lectures, Debates, Debating Classes, Seminars, Conferences and the like.

Clauses 2 to 9 to be the same as in the Constitution of the Dramatics Society.

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## COMPUTER AND MATHEMATICS SOCIETY

1. **Objective:** Its objective would be to foster social and intellectual activity among the students of the College, and in particular, to develop in them interest in Computers and learning of Mathematics and use of both for problem solving in Commerce and Economics. For this purpose, the Society may organise Talks, Lectures, Seminars, Symposia, Conferences, Computer Games, Simulation Exercises, Quiz Competition, Intelligence Tests and the like.

Clauses 2 to 9 to be the same as in the Constitution of the Dramatics Society.

## ELECTION RULES AND REGULATIONS OF SOCIETIES

1. The authority to conduct elections for the offices of all the Societies shall be vested in the Principal, who may function through a Tribunal, if any, which shall consist of the Advisor to the Students' Union and two other members nominated by the Principal. The Advisor to the College Union, for duties in relation to the Elections, shall be known as the Election Officer and shall act as the Convenor of the Tribunal.
2. A student shall be disqualified from being elected as an office bearer of any Society if a disciplinary action has been taken against him/her by the College.
3. No student shall be eligible for election to more than one office.
4. The Tribunal shall invite nominations for election, which should be made on the form prescribed for the purpose and a security fee, to be notified by the Principal, shall be submitted along with each form.
5. A list of candidates after scrutiny shall be placed on the Notice Board. Objections, if any, shall be filed with the Election Officer within seventy two hours of the display of the said list.
6. All objections thereto shall be scrutinised by the Tribunal. The Tribunal shall have the authority to reject the nomination of a person if he/ she is not found qualified for holding an office of a Society under the provisions of its Constitution. The decision of the Tribunal, in all such cases, shall ordinarily be final. But in case of difference of opinion between the Principal and the Tribunal, the matter will be decided by the Staff Council.
7. A list of the candidates whose nominations have been declared valid by the Tribunal shall be placed on the Notice Board.
8. Elections shall be held on a date fixed by the Principal.
9. Before the elections to be held on a date fixed by the Principal, all contesting candidates shall be provided with an opportunity to introduce themselves and their programmes to the general body of the students. Each Presidential candidate shall be given a maximum of 5 minutes and each candidate for the post of Secretary shall be given a maximum of 3 minutes. Second opportunity to speak again shall be given only to the contestants for the office of President and Secretary of the Students' Union after the completion of one full round with the time restriction of 5 minutes and 3 minutes respectively. The Election Officer of the College shall preside over such a meeting.
10. The security fee shall be forfeited in case the candidate obtains less than 1/5th of the valid votes polled.

11. Canvassing through loud-speakers, posters and banners shall be strictly prohibited. In addition, self-propagation through handbills, leaflets, cards or any other printed matter referring to time-table, syllabus, D.T.C. bus routes, calendars etc. will be prohibited after the date of announcement of the elections by the Principal. Violation of this provision shall be punishable under disciplinary rules of the College.
12. If any question arises as to whether an office bearer of a Society has become subject to any disqualification mentioned in Clause (2) above, the matter shall be referred for a decision to the Principal. Before giving any decision on any such question, the Principal shall obtain the opinion of the Tribunal. The decision of the Principal in such cases shall be final.
13. The minimum percentage of marks prescribed for the qualification of a candidate will be considered on the following basis:
  - i. For students of 1<sup>st</sup> year class—Aggregate marks in Board Examination.
  - ii. For students of 2<sup>nd</sup> year class—Aggregate marks of main subjects in 1<sup>st</sup> year Examination.
  - iii. For students of 3<sup>rd</sup> year class—Aggregate marks of main subjects in 1<sup>st</sup> year and 2<sup>nd</sup> year Examinations combined.
  - iv. For students of M.Com. (Previous) class: Aggregate marks of main subjects in I year, II year and III year Examinations combined.
  - v. For students of M.Com. (Final) class: Aggregate marks in M.Com. (Previous) Examination.
14. It shall be obligatory on the part of a candidate to furnish, along with the nomination papers, an attested copy of relevant statement of marks obtained in previous examination, as specified in clause 13 above, issued by the concerned Board/ College/University.
15. No office bearer shall hold the same office more than once.

## **JOINT CONSULTATIVE COMMITTEE**

### **Composition**

There shall be a Joint Consultative Committee (J.C.C.) composed of the following:

#### **Students' Representatives:**

1. President of the College Students' Union	2. Secretary of the College Students' Union
3. President of the Commerce Society	4. President of Economics Society
5. President of the Hindi Sahitya Sabha	6. President of the Fine Arts Society
7. President of the History and Political Science Society	8. President of the English Literary Society
9. Secretary, Sports and Games Committee	10. President, Boys' Hostel Union
11. President. Girls' Hostel Union	12. Topper of B.Com. (Hons.) I Year and II Year Examinations combined
13. Topper of B.A. (Hons.) Economics I yr. and II yr. Examinations combined	

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### Teachers' Representatives

1. Principal	5. Warden, Boys' Hostel
2. Bursar	6. Warden, Girls' Hostel
3. President of the Staff Association	7. In-charge, Sports
4. Advisor to the College Students' Union	8. Librarian
9 to 13. Five teachers nominated by the Staff Council	

#### Special Invitees

1. For the purpose of discussion relating to grant of funds to various Societies, representatives of Societies (Staff Advisor and/or student office bearer), not represented on J.C.C. shall be invited.
2. The Chairman of the J.C.C. can also invite any teacher or student to participate in the discussions, whenever necessary.

#### Objective

The J.C.C. aims at bringing about smooth functioning of the College by having set in process a mechanism by means of which the teachers and students may jointly deliberate upon matters mentioned below, frame a policy and help in the execution of the same.

#### Scope

1. **Academic:** This includes suggestions regarding - (a) Timings of classes; (b) Admission; (c) Maintenance of discipline; (d) Fees levied in the Prospectus.
2. **Financial:** (a) All items of expenditure for which funds have either been collected from students or received for the use of students; and (b) Societies Reserve Fund.

**Fee concession:** It shall be decided by a sub-committee comprising three teachers elected by Staff Council and Union student- members elected by the J.C.C.

3. **Welfare:** Suggestions for improvements in the College Canteen, Library, Garden, Roads, Playground, Hall, Sports and functioning of various Societies of the College Union.

In the above-mentioned matters, the decision of the J.C.C. shall be final.

#### Conduct of Business

1. The Advisor to the College Union and President of the Students' Union shall be ex-officio Convenors of the J.C.C. The Principal shall be the ex-officio Chairman. If the Chairman is absent in any meeting, then the officiating Principal shall act as the Chairman.
2. The J.C.C. shall meet as many times as is necessary, but not less than two times in each academic session.
3. Meetings of the J.C.C. shall be held in the College premises and as far as possible during recess time.
4. The meetings shall be convened by the Convenor(s) acting jointly or any one of them, provided she is acting with the prior permission of the Chairman.
5. Ordinarily three days' notice will be required for a meeting.

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6. However, in case of any emergency, the meeting may be held as and when it is necessary.

### **Quorum**

The quorum at a JCC meeting is one-third of its total members. During the JCC meeting, if the question of quorum is raised and if there is no quorum, the Chairman may adjourn the meeting or suspend it until there is quorum.

### **Passing of Resolution**

A resolution or a proposal shall not be deemed to have been passed unless:

1. It has been agreed to by the majority of the members present at the meeting. In case of a tie in voting (voting shall be by a secret ballot), the matter shall be decided by casting vote of the Chairman.

or

2. It has been agreed to by two-third of the total number of members, by having put their signatures to the proposal moved by a member.

A decision of the J.C.C. will not be altered or repealed within two years from the date on which it is adopted unless, in materially changed circumstances, it has been agreed to by two-third of the total number of members of the J.C.C.

It will be the duty of the Chairman to see that the decisions of the J.C.C. are being implemented. In case of any problem, the Chairman should immediately convene a meeting of J.C.C. and take the help of members.

### **Amendment to the Constitution**

An amendment to the Constitution may be initiated at a meeting specially called for the purpose, on a written representation made by at least three members, and for which at least seven days' notice has been given to the members of J.C.C. An amendment shall not be deemed to have been passed, unless it has been agreed to by a majority of the members of the J.C.C., with not less than two-third of the members present and voting.

### **Broad Guidelines for Conduct of Events / Activities in the College**

Guidelines approved by the Staff Council, Shri Ram College of Commerce, in its meeting held on June 23, 2015 regarding organizing of extra-curricular activities, events and functioning of various societies are as follows:

1. Only Staff Council recognized societies should be allowed to function. An unrecognised cell or forum shall not function, or any extra-curricular event will not be organized, unless that cell or forum or event is given a prior approval by the Staff Council. Any such proposal before being submitted to the Staff Council shall be vetted and reviewed by a committee of the Staff Council. That committee will consist of the Secretary, Staff Council as its convener and Bursar, Students' Advisor, and President, Staff Association as its members.
2. Only a permanent teacher of the college can be in-charge of a society or activity or forum.
3. The societies or recognized cells will not hold any event without the prior written approval of the teacher-in-charge and Principal with estimated budget.

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4. There should be no event of any society/union /forum before the elections in the college.
  5. The Societies or the Union shall not put any desk or counter except during the lunch break.
  6. The activities of all the societies must adhere to their objectives as specified in their constitution. They should not organize activities outside their domain.
  7. The college societies should not be allowed to organize festivals. There should be only one college annual festival of maximum 3 days preferably on Thursday, Friday and Saturday, to be organized by the College Union.
  8. No food stalls should be allowed in the college campus except during the Crossroads.
  9. The structure/composition of the College Students' Union shall be strictly in conformity with the composition prescribed in the constitution of the Union. No other post than provided in the constitution shall be created formally or informally. The other cabinet members of the Students' Union must also fulfill the conditions of 75% attendance, no academic arrear, no disciplinary action etc., as specified by Lyngdoh Committee as eligibility criteria for contesting elections.
  10. There should be a coordination committee to organize the College's Annual Cultural Festival.
  11. No tickets/passes should be allowed to be printed and distributed.
  12. During the college annual festival, there should not be a performer on all days. Only on the last day of the college annual festival a paid/sponsored artist can perform in the college campus, provided his total payment doesn't exceed Rs. 10 lakhs.
  13. For all cultural and entertainment programs, prior approval of appropriate authorities such as Entertainment tax, Traffic, Police, Fire, etc. to be obtained in advance.
  14. No society or the union or office bearer or student or any other person of the college shall collect money from sponsors or corporates or other organizations or persons either in their name or in their account or in the name/account of any other person. In case, it is found that any student or society or person or forum has collected or taken any money in their name or in their account or in the name/account of any other person, severe penal action would be taken against such student or other person of the college which may extend to expulsion from the college.

#### **General Instructions**

- Please keep the College Identity Card with you at all times. It must be produced each time any member of the faculty or office staff asks for it. In case, you lose or damage your Identity Card, a duplicate card is issued on payment of Rs. 200. In case of loss, the duplicate card is issued only on submission of a copy of F.I.R. lodged with the police.
- Please pay your fees by the due date. A fine is charged for non-payment for each day after the due date. If fees are not paid by a month after the due date, your name will be struck off from the College rolls.

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- Attend and submit tutorial assignments as per time table.
  - If you have any complaints regarding cases of violence, mischief, misconduct or use of offensive language, ragging, eve teasing etc., please lodge your complaints with the Disciplinary Committee in writing. You are also requested to abstain from any of the above activities. Punishment may be in the form of a fine, rustication, or expulsion from the College.
  - Play only in the playground. If you are found playing anywhere else, you may be fined heavily.
  - Keep the College building and lawns neat and tidy. Do not put up posters or promotional material anywhere in the College, except on the Notice Board, with the prior permission of the Principal.
  - Do not remove furniture and other equipment from the classrooms.

### **Important Guidelines For Students' Union & Societies Regarding Organization of Society/ Union's Events**

1. All proposals to conduct the event must be duly forwarded and recommended by the concerned Faculty Advisor for approval of the Principal. This includes all important details with respect to the event, guests, VIP dignitaries, participants, budget etc.
2. The Society/ Students' Union must enter into the Memorandum of Understanding (MoU), only through its elected President, with the sponsor. Nobody else is authorized to enter into the MoU on behalf of any Society/ Students' Union. A duly signed copy of the MoU is mandatorily required to be submitted in the Accounts Section of the college.  
The MoU must contain a specific clause with respect to the fact that the sponsor has referred to the important guidelines for Sponsors on the college's website/Handbook of Information and has accepted the same.
3. Deliverables: Deliverables on the part of both the parties should be clearly mentioned in the MoU. Deliverables on the part of Society/ Students' Union is the only responsibility of the concerned Office Bearers. The college undertakes no responsibility for delivery of any promises undertaken by any Society/ the Students' Union against the sponsorship money received.
4. While making promises for deliverables, the Society/ Students' Union should keep in mind the extent to which they can deliver and no exaggerated promises for deliverables should be made which are beyond the control/ purview of the Society/ Students' Union.
5. Events of Societies/ Students' Union's are conceptualized, planned and organized by students only and the college administration only plays the role of a watchdog. It is, therefore, required that all remittances towards the sponsorship are to be drawn in favour of the Principal, Shri Ram College of Commerce and submitted in the Accounts Office of the college.
6. Remittances: Remittances towards the sponsorship can only be in electronic mode (direct transfer to the college's bank account) or through Demand Draft/ Cheque drawn in favor of the Principal, as stated above. No remittance to be collected in cash. Sponsorships received in kind are to be mandatorily reported to the college administration.

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7. Settlement of Accounts: All bills and accounts pertaining to the event must be settled within a fortnight (15 days) of conclusion of the event.
  8. Direct Payments to Artists: All payments to the artists/star performers will be remitted directly to them and not through the Event Manager.
  9. All prizes/awards/rewards to be given in various competitive events must be duly recommended by the concerned Faculty Advisor of the Society/Union Advisor and finally approved by the Principal before their publication/announcement in public.
  10. Rights for Entry: No tickets/passes will be printed/distributed by any Society/Students' Union. The college administration reserves the rights to allow entry to the college premises through tickets/passes.
  11. All cultural programmes/DJ Music events must be over by 7 PM and no extension beyond the stated time will be allowed.
  12. Allocation of Stalls: Proposal and plan for setting of the stall will be submitted by the Societies/Students' Union duly forwarded by the concerned Faculty/Union Advisor. Allocation of stalls will be approved by the Principal. Decision of the Principal in this regard will be full and final and binding on the sponsors and Office Bearers of Societies and Students' Union.  
Entry/identification badges to the sponsors/staff at stalls will be printed by the organizing Society/Students' Union and submitted to the Administration Office for necessary authentication by the college administration.
  13. No food stalls will be allowed except during 'Crossroads'.
  14. No stall will be allowed to be set up without signing of the MoU and deposit of requisite money/charges in the Accounts Section of the college.
  15. Stall(s) for promotion of and/or inclusive of activities like gambling/poker/playing cards/smoking hukkas/alcoholic drinks etc. will not be allowed to be set up. The sponsorship money/charges paid against such activities will not be refunded in any case. As also the college reserves the right to initiate penal proceedings against the offenders.
  16. Classes will remain suspended during the Crossroads only.
  17. All Societies/NSS/Students' Union are required to submit a list of their members and office bearers (with their contact details), duly forwarded by the concerned Faculty Advisor, in the Administration Office latest by January 15, 2018.
  18. Sound/Music: Mike testing/sound check/playing music will not be allowed before 2:00 PM in any of the society events. In case of any default, the concerned society will be fined with a penalty of Rs. 5,000.
  19. No publicity hoardings/banners/flexes should contain any vulgar/offensive text/graphics. Societies/Students' Union should be careful in this regard and advise the sponsors accordingly.
  20. All organizing Societies/Students' Union must keep in mind that in case of any default on their part, the event will be cancelled.
  21. The college administration undertakes no responsibility for foot falls/huge gathering/huge sales volume, etc. at any of the events. The college will not be liable to compensate the vendors for any loss/damages incurred due to low sales or any other reason whatsoever.

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22. In case of disruption/cancellation of the event due to rain or any other natural disturbance or any act beyond the control of the college, the college will not be responsible to refund the sponsorship received.
  23. The college administration reserves the right to allow entry into the college premises during the events. Vendors or their staff will be allowed entry in the college premises only through a Special ID card issued by the college administration.
  24. The college administration/Principal/Faculty Advisors/any officer or official of the college will not be responsible in case of any default on the part of any Society/Students' Union or its Office Bearers.
  25. The format and design of the certificate to be issued by the union/societies to its members must be pre-approved by the Principal of the college.
  26. Cleanliness of the Campus: Keeping the campus clean at all times is our primary responsibility. All Societies/Students' Union must keep cleanliness of the campus and protection of our heritage building on highest priority. Visitors/participants/ sponsors be advised not to litter the campus with waste papers/polythene bags/ wrappers/plastic bottles etc. and not to place posters/banners/flexes on the walls/ pillars etc. Fixing of nails on walls/pillars is strictly prohibited. Huge flexes hanged from terrace over the Office Block should not cover the windows of Administration Office and Accounts Office.

## **CHOICE BASED CREDIT SYSTEM (CBCS)**

The CBCS provides an opportunity for the students to choose courses from the prescribed courses comprising core, elective/minor or skill based courses. The courses can be evaluated following the grading system, which is considered to be better than the conventional marks system. Therefore, it is necessary to introduce uniform grading system in the entire higher education in India. This will benefit the students to move across institutions within India to begin with and across countries. The uniform grading system will also enable potential employers in assessing the performance of the candidates. In order to bring uniformity in evaluation system and computation of the Cumulative Grade Point Average (CGPA) based on student's performance in examinations, the UGC has formulated the guidelines to be followed.

### **RELEVANT ORDINANCES**

1. **Span period for the under-graduate courses under the Choice Based Credit System (CBCS)**

#### **Ordinance VIII (2)**

For all the students obtaining admissions under the Three Year Under-graduate Programme under CBCS starting 2015-16, the span period to complete the course will be 6 years from the year of admission in the first semester, irrespective of the different courses provided the student has completed all requirements to become eligible for appearing in the University Examinations as per rules.

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## 2. Pass Percentage and Promotion Rules for All the Under-Graduate Courses under Choice Based Credit System

### Ordinance IX

The following provisions shall be applicable to students admitted to the Three Year Undergraduate programme under Choice Based Credit System (CBCS):

#### 12(1)

- a. A student who appears in an odd semester examinations or who was eligible to appear in the odd semester examinations but remains absent in any or all the papers of the said semester, shall move on to the next even semester irrespective of his/her result in the said examinations.
- b. The result shall be prepared on the basis of the formula prescribed as at Table 'a' with minor changes in the computation of grade cut off as at table 'B'. The passing criteria of attaining 40% marks in numerical value is therefore to be 'deleted'.
- c. A student shall be eligible for promotion from 1<sup>st</sup> year to 2<sup>nd</sup> year/ III semester provided he/she has passed 50% papers of I and II semester taken together and similarly for promotion from 2<sup>nd</sup> year to 3<sup>rd</sup> year /V semester.
- d. The student shall be declared fail as per the formula prescribed by UGC at Table 'A'. However, they shall have the option to retain the marks in the paper in which they want to retain.
- e. A student Shall be declared eligible for degree provided he/she has passed all the papers of 1<sup>st</sup> year, 2<sup>nd</sup> year and 3<sup>rd</sup> year of a course as per approval of the Executive Council (EC Resolution No. CNC-11/093/2015-16 dated 28<sup>th</sup> September, 2015)
- f. A student who wants to re-appear for improvement in marks in a paper prescribed for semester I/III/V may do so only in the semester examinations to be held in November-December. A student who wants to re-appear for improvement in a paper prescribed in semester II/IV/ VI may do so only in the examinations to be held in May/June.

#### (2) Re-appearance for improvement

- (a) A student may re-appear in any theory paper prescribed for a semester, on foregoing in writing her/his previous performance in the paper/s concerned.  
This can be done in the immediate subsequent semester examination only (for example, a student reappearing in paper prescribed for semester I examination may do so along with subsequent semester III examination and not along with papers for semester Vth).
- (b) A candidate who has cleared examinations of third academic year (Vth and VIth semesters) may re-appear in any paper of V or VI semester only once, at the immediate subsequent examinations on foregoing in writing her/his previous performance in the paper/s concerned, within the prescribed span period.  
**(Note:** The candidate of this category will not be allowed to join any postgraduate courses)
- (c) In the case of re-appearance in paper, the result will be prepared on the basis of candidate's current performance in the examinations.

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- (d) In the case of a candidate, who opts to re-appear in any paper/s under the aforesaid provisions, on surrendering her/his earlier performance but fails to reappear in the paper/s concerned, the marks previously secured by the candidate in the paper/s in which she/he has failed to re-appear shall be taken into account while determining her/his result of the examination held currently.
  - (e) Re-appearance in practical/internal assessment shall-not be allowed.
  - (f) All papers of Core, Elective. Ability Enhancement Compulsory Courses (AECC) and Skill Enhancement Courses (SEC) shall be for 100 marks each and 25 marks shall be for Internal Assessment (IA).
  - (g) Examination for Practical wherever applicable shall be based on continuous evaluation.
  - (h) Duration of end semester theory examinations of Core and Elective subjects shall be three hours.
  - (i) The entire evaluation process for AECC and Skill Enhancement Courses (SEC) shall be undertaken by each college where the AECC and SEC are being taught and the teacher responsible for the conduct of learning of the AECC and SEC shall be responsible for the evaluation,
  - (j) There shall be no internal assessment in practical papers,
  - (k) There shall be no supplementary examinations.
  - (l) Paper setting and evaluation of the answer script of the concerned paper shall be coordinated by the respective boards appointed by the Competent Authority. In case of all Core Courses offered in different programmes across the disciplines, the assessment / evaluation of the' theoretical component towards the end of the semester should be undertaken by external examiners from outside the college at the UG level who may be appointed by the Competent Authority.
  - (m) Eligibility for award of degree under CBCS.

### **(3) Letter grades and grade points**

- (a) A student who passes all the papers prescribed for semester I to semester VI examinations would be eligible for the degree. Such a student shall be categorized on the basis of the combined result of semester I to semester VI examinations under CBCS on a 10 point grading system with the following Letter Grades as given below:

<b>Letter Grade</b>	<b>Grade</b>
<b>O</b> (Outstanding)	10
<b>A+</b> (Excellent)	9
<b>A</b> (Very Good)	8
<b>B+</b> (Good)	7
<b>B</b> (Above Average)	6
<b>C</b> (Average)	5
<b>P</b> (Pass)	4
<b>F</b> (Fail)	0
<b>Ab</b> (Absent)	0

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**Issue of Transcripts:** Based on the grades earned, a Grade Certificate shall be issued to all the registered students by the University after every semester and a consolidated transcript indicating the performance in all semesters. The Grade Certificate will display the course details (code, title of the paper, number of credits, grade secured) along with SGPA of each semester and CGPA earned based on overall six semesters.

- (b) A student obtaining Grade F shall be considered failed and will be required to re-appear in the examinations.
- (c) For non-credit courses, 'satisfactory' or 'unsatisfactory' shall be indicated instead of the Letter Grade and this will not be counted for the computation of SGPA/CGPA.

**Outline of Choice Based Credit System:**

- 1. **Core Course:** A course, which should compulsorily be studied by a candidate as a core requirement is termed as a Core course.
- 2. **Elective Course:** Generally a course which can be chosen from a pool of courses and which may be very specific or specialized or advanced or supportive to the discipline/ subject of study or which provides an extended scope or which enables an exposure to some other discipline/subject/domain or nurtures the candidate's proficiency/skill is called an Elective Course.
  - 2.1 **DSE Course:** Elective courses may be offered by the main discipline/subject of study is referred to as Discipline Specific Elective. The University/Institute may also offer discipline related Elective courses of interdisciplinary nature (to be offered by main discipline/subject of study).
  - 2.2 **Dissertation/Project:** An elective course designed to acquire special/advanced knowledge, such as supplement study/support study to a project work, and a candidate studies such a course on his own with an advisory support by a teacher/faculty member is called dissertation/project.
  - 2.3 **Generic Elective (GE) Course:** An elective course chosen generally from an unrelated discipline/subject, with an intention to seek exposure is called a Generic Elective. P.S.: A core course offered in a discipline/subject may be treated as an elective by other discipline/subject and vice versa and such electives may also be referred to as Generic Elective.
- 3. **Ability Enhancement Courses (AEC)/Competency Improvement Courses/ Skill Development Courses/Foundation Course:** The Ability Enhancement (AE) Courses may be of two kinds: AE Compulsory Course (AECC) and AE Elective Course (AEEC). "AECC" courses are the courses based upon the content that leads to Knowledge enhancement. They (i) Environmental Science, (ii) English/Hindi Communication are mandatory for all disciplines. AEEC courses are value-based and/or skill-based and are aimed at providing hands-on-training, competencies, skills, etc.

Project work/Dissertation is considered as a special course involving application of knowledge in solving / analyzing /exploring a real life situation /difficult problem. A Project/Dissertation work would be of 6 credits. A Project/ Dissertation work may be given in lieu of a discipline specific elective paper.

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## SYLLABUS: B.Com (Hons.)

Semester - I
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### Paper AECC-1: ENVIRONMENTAL STUDIES/COMMUNICATION (ENGLISH/HINDI)\*

\*Please refer to Page No. 132 see details of Environmental Studies/ Communication (English/Hindi)

### Paper C-1: FINANCIAL ACCOUNTING

Objective: To acquire conceptual knowledge of the financial accounting and to provide knowledge about the techniques for preparing accounts in different business organizations.

#### Unit I:

##### (a) Theoretical Framework

Accounting as an information system, the users of financial accounting information and their needs. Qualitative characteristics of accounting information. Functions, advantages and limitations of accounting. Branches of accounting. Basis of accounting; cash basis and accrual basis.

The nature of financial accounting principles—Basic concepts and conventions: entity, money measurement, going concern, cost, realization, accruals, periodicity, consistency, prudence (conservatism), materiality and full disclosures.

Financial accounting standards: Concept, benefits, procedure for issuing accounting standards in India. International financial Reporting Standards (IFRS): - Need and procedures, Convergence to IFRS.

Distinction between Indian accounting standards (IND AS) and Accounting Standards (AS).

##### (b) Accounting Process

From recording of a business transaction to preparation of trial balance including, adjustments: Capital and Revenue expenditures & Receipts. Preparation of Profit and Loss Account and Balance Sheet. (Sole Proprietorship only).

##### (c) Computerised Accounting Systems Practical Lab

Computerised Accounting Systems: Computerized Accounts by using any popular accounting software: Creating a Company; Configure and Features settings; Creating Accounting Ledgers and Groups; Creating Stock Items and Groups; Vouchers Entry; Generating Reports - Cash Book, Ledger Accounts, Trial Balance, Profit and Loss Account, Balance Sheet, Funds Flow Statement, Cash flow Statement, Selecting and shutting a Company: Backup and Restore data of a Company.

#### Unit II:

##### (a) Business Income

Measurement of business income-Net income: the accounting period, the continuity doctrine and matching concept. Objectives of income measurement.

Revenue Concept. Revenue recognition principles. Recognition of expenses.

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The nature of depreciation. The accounting, concept of depreciation. Factors in the measurement of depreciation. Methods of computing depreciation: straight line method and diminishing balance method: Disposal of depreciable assets and change of method.

Inventories: Meaning. Significance of inventory valuation. Inventory Record Systems: periodic and perpetual. Methods: FIFO. LIFO and Weighted Average.

**(b) Preparation of financial statements of not for profit organization**

**Unit III:**

**(a) Accounting for Hire Purchase and installment System**

Calculation of interest, partial and full repossession. Hire purchase trading (total cash price basis), stock and debtors system. Concepts of operating, and financial lease.

**Unit IV: Accounting for Inland Branches**

Concept of dependent branches: accounting aspects: debtors system, stock and debtors system, branch final accounts system and whole sale basis system. Independent branches: Concept-accounting treatment: important adjustment entries and preparation of consolidated profit and loss account and balance sheet.

**Unit V: Accounting for Dissolution of the Partnership Firm**

Accounting of Dissolution of the Partnership firm including insolvency of partners, sale to a limited company and piecemeal distribution.

**Note:**

1. The relevant Indian Accounting Standards in line with the IFRS for all the above topics should be covered
2. Any revision of relevant Indian Accounting Standard would become applicable immediately.
3. There shall be 4 Credit Hrs. for Lectures + one Credit hr. (Two Practical Periods per week per batch) for Practical Lab + one credit Hr. for Tutorials (per group)
4. Examination Scheme for Computerized Accounting System-Practical for 20 marks. The practical examination will be for 1 hour.
5. Theory Exam shall carry 80 marks.

**Suggested Readings:**

1. Monga, J.R. Financial Accounting Concepts and Application, Mayoor Paper Backs, New Delhi.
2. Shukla, M.C., Grewal, T.S. and Gupta, S.C. Advanced Accounts, Vol.- I. S. Chand & Co., New Delhi.
3. Maheshwari, S.N., and Maheshwari, S.K. Financial Accounting, Vikas Publishing House New Delhi.
4. Lal, Jawahar, and Srivastava Seema Financial Accounting Text & Problems. Himalaya Publishing House, New Delhi.
5. Tulsian, P.C. Financial Accounting, Tata McGraw Hill, New Delhi.

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6. Jain, S.P., and Narang K.L. Financial Accounting, Kalyani Publishers, New Delhi.
  7. Gupta, Nirmal, Financial Accounting and Auditing, Ane Books (P) Ltd. New Delhi.
  8. Compendium of Statements and Standards of Accounting, The Institute of Chartered Accountants of India, New Delhi.
  9. Elliott, Barry, and Elliott, Jamic Financial Reporting and Analysis, Prentice Hall International.
  10. Homgren, Charles T. Introduction to Financial Accounting, Pearson Education.  
Note: Latest edition of test book may be used.

### **Paper C-2: BUSINESS LAWS**

**Objective:** To impart basic knowledge of the important business laws along with relevant case law.

#### **Unit I: The Indian Contract Act, 1872**

Contract - meaning, characteristics and kinds, Essentials of valid contract Offer and acceptance, consideration, contractual capacity, free consent, legality of objects, Void agreements, Discharge of contract - modes of discharge including breach and its remedies, Contingent contracts, Quasi – contracts, Contract of Indemnity and Guarantee, Contract of Bailment, Contract of Agency

#### **Unit II: The Sale of Goods Act, 1930**

- a) Contract of sale, meaning and difference between sale and agreement to sell. Conditions and warranties
- b) Transfer of ownership in goods including sale by non-owners Performance of contract of sale
- c) Unpaid seller - meaning and rights of an unpaid seller against the goods and the buyer.

#### **Unit III: The Limited Liability Partnership Act, 2008**

Salient Features of LLP, Difference between LLP and Partnership, LLP and Company, LLP Agreement, Nature of LLP, Partners and Designated Partners, Incorporation Document, Incorporation by Registration, Registered office of LLP and change therein, Change of name, Partners and their Relations, Extent and limitation of liability of LLP and partners, Whistle blowing, Taxation of LLP, Conversion of LLP, Winding up and dissolution

#### **Unit IV: The Information Technology Act 2000**

Definitions under the Act, Digital signature, Electronic governance, Attribution, acknowledgement and dispatch of electronic records, Regulation of certifying authorities, Digital signatures certificates, Duties of subscribers, Penalties and adjudication, Appellate Tribunal, Offences

#### **Suggested Readings:**

1. Lee Reach. Business Laws, Oxford University Press, UK.
2. Singh, Avtar. The Principles of Mercantile Law, Eastern Book Company, Lucknow.
3. Tulsian, P.C. Business Law, Tata McGraw Hill, New Delhi.

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4. Sharma, J.P., and Kanojia, Sunaina. Business Laws, Ane Books Pvt. Ltd., New Delhi.
  5. Chadha, P.R, Business Law, Galgotia Publishing Company, New Delhi
  6. Maheshwari & Maheshwari, Business Law, National Publishing House, New Delhi.
  7. Information Technology Rules 2000 with Information Technology Act 2000, Taxmann Publications Pvt. Ltd., New Delhi.

**Note: Latest edition of text books may be used.**

**Paper GE-1(A) INTRODUCTORY MICRO ECONOMICS**

\*Please refer to Page No. 137 for details of Introductory Micro Economics

**Paper GE-1(B): Any One of the following**

\*Please refer to Page No. 139 see details of following Papers

**Paper 1: ACADEMIC WRITING AND COMPOSITION**

**Paper 2: MEDIA AND COMMUNICATION SKILLS**

**Paper 3: TEXT AND PERFORMANCE**

**Paper 4: LANGUAGE AND LINGUISTICS**

**Paper 5: CONTEMPORARY INDIA: WOMEN AND EMPOWERMENT**

**Paper 6: LANGUAGE, LITERATURE AND CULTURE**

**Paper 7: READINGS ON INDIAN DIVERSITIES AND LITERARY MOVEMENTS**

**Paper GE-1(C): Calculus**

\*Please refer to Page No. 147 for details of Calculus

**Paper GE-1(D): हिंदी सिनेमा**

\*Please refer to Page No. 147 for details of हिंदी सिनेमा

**Paper GE-1(E): POLITICAL OF GLOBALIZATION**

\*Please refer to Page No. 148 for details of Political of Globalization

<b>Semester - II</b>
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**Paper AECC-2: ENVIRONMENTAL STUDIES/COMMUNICATION (ENGLISH/HINDI)\***

\*Please refer to Page No. 132 for details of Environmental Studies/ AECC-1

**Paper C-3: CORPORATE ACCOUNTING**

**Objective:** To acquire the conceptual knowledge of the corporate accounting and to understand the various techniques of preparing the accounting and financial statements.

**Unit I: Accounting for Share Capital & Debentures**

Issue, forfeiture and reissue of forfeited shares-concept & process of book building. Issue of rights and bonus shares. Buy back of shares. Redemption of preference shares. Issue and Redemption of Debentures.

**Unit II: Final Accounts**

Preparation of profit and loss account and balance sheet of corporate entities, excluding calculation of managerial remuneration. Disposal of company profits.

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### **Unit III: Valuation of Goodwill and Valuation of Shares**

Concepts and calculation - simple problem only.

### **Unit IV: Amalgamation of Companies**

Concepts and accounting treatment as per Accounting Standard: 14 (ICAI) (excluding intercompany holdings). Internal reconstruction; concepts and accounting treatment excluding scheme of reconstruction.

### **Unit V: Accounts of Holding Companies/Parent Companies**

Preparation of consolidated balance sheet with one subsidiary company. Relevant provisions of Accounting Standard: 21 (ICAI).

### **Unit VI: Banking Companies**

Difference between balance sheet of banking and non-banking company; prudential norms. Asset structure of a commercial bank. Non-performing assets (NPA).

### **Unit VII: Cash Flow Statement**

Preparation of cash flow statement as per Accounting Standard (AS): 3 (Revised) (ICAI): Indirect method only.

#### **Note:**

1. The relevant Indian Accounting Standards in line with the IFRS for all the above topics should be covered.
2. Any revision of relevant Indian Accounting Standard would become applicable immediately.

#### **Suggested Readings:**

1. Monga, J.R. Fundamentals of Corporate Accounting. Mayur Paper Backs. New Delhi.
2. Maheshwari, S, N. and Maheshwari, S. K. Corporate Accounting, Vikas Publishing House, New Delhi,
3. Shukla. M.C., Grewal T.S., and Gupta. S.C. Advanced Accounts. Vol.-II. S. Chand &Co., New Delhi,
4. Ahmed, Naseem, Corporate Accounting. ANE Books Pvt. Ltd., New Delhi.
5. Gupta, Nirmal, Corporate Accounting. Sahitya Bhawan, Agra,
6. Jain, S.P. and Narang, K.L, Corporate Accounting. Kalyani Publishers, New Delhi.
7. Compendium of Statements and Standards of Accounting, The Institute of Chartered Accountants of India, New Delhi.

**Note: Latest edition of text books may be used.**

### **Paper C-4: CORPORATE LAWS**

**Objective:** To impart basic knowledge of the provisions of the Companies Act 2013 and the Depositories Act, 1996. Case studies involving issues in corporate laws are required to be discussed.

#### **Unit I: Introduction**

Administration of Company Law [including National Company Law Tribunal (NCLT), Appellate Tribunal (NCLAT), Special Courts]; characteristics of a company; common

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seal; lifting of corporate veil; types of companies including private and public company, government company, foreign company, one person company, small company, associate company, dormant company, producer company; association not for profit; illegal association; formation of company, promoters and their legal position, pre incorporation contract and provisional contracts; on-line registration of a company.

### **Unit II: Documents**

Memorandum of association and its alteration, articles of association and its alteration, doctrine of constructive notice and indoor management, prospectus, shelf prospectus and red herring prospectus, misstatement in a prospectus; GDR; book building; issue, allotment and forfeiture of shares, calls on shares; public offer and private placement; issue of sweat capital; employee stock options; issue of bonus shares; transmission of shares, buy back and provisions regarding buy back; share certificate; D-Mat system; membership of a company.

### **Unit III: Management and Meetings**

Classification of directors, additional, alternate and adhoc director; women directors, independent director, small shareholders' director; director identity number (DIN); appointment, who can appoint a director, disqualifications, removal of directors; legal position, powers and duties; key managerial personnel, managing director, manager; meetings of shareholders and board; types of meeting, convening and conduct of meetings, requisites of a valid meeting; postal ballot, meeting through video conferencing, e-voting; committees of board of directors - audit committee, nomination and remuneration committee, stakeholders relationship committee, corporate social responsibility committee; prohibition of insider trading.

### **Unit IV: Dividends, Accounts, Audit**

Provisions relating to payment of dividend, provisions relating to books of account, provisions relating to audit, auditors' appointment, rotation of auditors, auditors' report, secretarial standards and secretarial audit; on-line filing of documents, winding up - concept and modes of winding up.

### **Unit V: The Depositories Act 1996**

Definitions; rights and obligations of depositories; participants, issuers and beneficial owners; inquiry and inspections, penalties.

### **Suggested Readings:**

1. Hicks, Andrew & Goo S.H., Cases and Material on Company Law, Oxford University Press
2. Gowar, LCB, Principles of Modern Company Law, Stevens & Sons, London.
3. Majumdar, A.K., and Kapoor G.K., Company Law and Practice, Taxmann, New Delhi
4. Hanningan, Brenda, Company Law, Oxford University Press, U.K.
5. Sharma, J.P., An Easy Approach to Corporate Laws, Ane Books Pvt. Ltd., New Delhi
6. Ramaiya, A Guide to Companies Act, LexisNexis Buttersworth wadhwa.

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7. Kannal, S., & Sowrirajan V.S., Company Law Procedure, Taxman's Allied Services (P) Ltd., New Delhi.
  8. Singh, Harpal, Indian Company Law, Galgotia Publishing, Delhi.
  9. Companies Act and Corporate Laws, Bharat Law House Pvt. Ltd, New Delhi
  10. The Depositories Act, 1996

**Note: Latest edition of text books may be used.**

**Paper GE-2 (A): INTRODUCTORY MACROECONOMICS**

\*Please refer to Page No. 149 for details of Introductory Macroeconomics

**Paper GE-2(B): Any One of the following**

\*Please refer to Page No. 139 see details of following Papers

**Paper 1: ACADEMIC WRITING AND COMPOSITION**

**Paper 2: MEDIA AND COMMUNICATION SKILLS**

**Paper 3: TEXT AND PERFORMANCE**

**Paper 4: LANGUAGE AND LINGUISTICS**

**Paper 5: CONTEMPORARY INDIA: WOMEN AND EMPOWERMENT**

**Paper 6: LANGUAGE, LITERATURE AND CULTURE**

**Paper 7: READINGS ON INDIAN DIVERSITIES AND LITERARY MOVEMENTS**

**Paper GE-2 (C) LINEAR ALGEBRA**

\*Please refer to Page No. 151 for details of Linear Algebra

**Paper GE-2 (D): पट कथा और संवाद लेखन**

\*Please refer to Page No. 152 for details of पट कथा और संवाद लेखन

**Paper GE-2(E): CONTEMPORARY POLITICAL ECONOMY**

\*Please refer to Page No. 152 for details of Contemporary Political Economy

<b>Semester - III</b>
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**Paper C-5: HUMAN RESOURCE MANAGEMENT**

**Objective:** To acquaint students with the techniques and principles to manage human resource of an organisation.

**Unit I: Human Resource Management**

Concept and functions; Role, status and competencies of HR manager; HR policies; Evolution of HRM; Emerging challenges of human resource management – Workforce diversity, empowerment, downsizing, VRS, work life balance.

**Unit II: Acquisition of Human Resource**

Human resource planning- Quantitative and qualitative dimensions; Job analysis – Job description and job specification; Recruitment - concept and sources; Selection concept and process; Test and interview; Placement, induction and socialization; Retention.

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### **Unit III: Training and Development**

Concept and importance; Role specific and competency based training; Training and development methods - Apprenticeship, understudy, job rotation, vestibule training, case study, role playing, sensitivity training, In - basket, management games, conferences and seminars, coaching and mentoring, management development programs; Training process outsourcing.

### **Unit IV: Performance Appraisal and Compensation Management**

Performance appraisal - Nature, objectives and process; Performance management; Methods of performance appraisal; Potential appraisal; Employee counseling; Job changes - Transfers and promotions, Human resource audit; Compensation - Concept and policies, Base and supplementary compensation; Individual, group and organization incentive plans; Fringe benefits; Performance linked compensation; Employee stock option; Pay band compensation system; Job evaluation.

### **Unit V: Maintenance of employees and Emerging Horizons of HRM**

Employee health and safety; Employee welfare; Social security (excluding legal provisions); Employer-employee relations- An overview; Grievance handling and redressal; Industrial disputes: Causes and settlement machinery; e-HRM; Human Resource Information System and e-HRM; Impact of HRM practices on organizational performance; HR audit, Contemporary issues in human resource management.

### **Suggested Readings**

1. Mondy, A. W., and Noe, R. M. Human Resource Management. Pearson Education.
2. Decenzo, D.A., and Robbins, S. P. Fundamentals of Human Resource Management. Wiley, India.
3. Dessler, G., and Varkkey, B. Human Resource Management. Pearson Education, Delhi.
4. Chhabra, T.N. Human Resource Management. Dhanpat Rai & Co., Delhi.
5. Aswathappa, K. Human Resource Management. Tata McGraw-Hill, New Delhi.
6. French, W. L. Human Resource Management. Haughten Mifflin, Boston.
7. Gupta, C.B. Human Resource Management. Sultan Chand & Sons, Delhi.
8. Rao, V. S. P. Human Resource Management: Text and Cases. Excel Books.

**Note: Latest edition of text books may be used.**

## **Paper C-6 : INCOME TAX LAW AND PRACTICE**

### **Lectures/Practical Lab**

**Objective:** To provide basic knowledge and equip students with application of principles and provisions of Income-Tax Act, 1961.

### **Unit I: Introduction**

Basic concepts: Income, agricultural income, person, assessee, assessment year, previous year, gross total income, total income, maximum marginal rate of tax; Permanent Account Number (PAN), Residential status; Scope of total income on the basis of residential status, Exempted income under section 10

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**Unit II: Computation of Income under different heads-I**

Income from Salaries; Income from house property

**Unit III: Computation of Income under different heads-2**

Profits and gains of business or profession; Capital gains; Income from other sources

**Unit IV: Computation of Total Income and Tax Liability**

Income of other persons included in assesses total income; Aggregation of income and set-off and carry forward of losses; Deductions from gross total income; Rebates and reliefs Computation of total income of individuals and firms; Tax liability of an individual and a firm; Five leading cases decided by the Supreme Court

**Unit V: Preparation of Return of Income.****Practical Lab**

Filing of returns: Manually, On-line filing of Returns of Income & TDS; Provision & Procedures of Compulsory On-Line filing of returns for specified assesses.

**There shall be a practical examination of 20 Marks on E-filing of Income Tax Returns using a software utility tool. The student is required to fill appropriate Form and generate the XML file.**

**Suggested readings:**

1. Singhanian, Vinod K., and Singhanian, Monica. Students' Guide to Income Tax, University Edition. Taxmann Publications Pvt. Ltd., New Delhi.
2. Ahuja, Girish., and Gupta, Ravi. Systematic Approach to Income Tax. Bharat Law House, Delhi.
3. Pagare, Dinkar. Law and Practice of income Tax. Sultan Chand and Sons, New Delhi.
4. Lal, B.B. Income Tax Law and Practice. Konark Publications, New Delhi.

**Journals**

1. Income Tax Reports. Company Law Institute of India Pvt. Ltd., Chennai.
2. Taxman. Taxman Allied Services Pvt. Ltd., New Delhi.
3. Current Tax Reporter. Current Tax Reporter, Jodhpur.

**Software**

- 1 Excel Utility available at [incomelaxindiaejiling.gov.in](http://incomelaxindiaejiling.gov.in)

**Note: Latest edition of text books and Software may be used.**

**Paper C-7: MANAGEMENT PRINCIPLES AND APPLICATIONS**

**Objective:** To provide the student with an understanding of basic management concepts, principles and practices.

**Unit I: Introduction**

- 1.1 Concept: Need for study; Managerial functions - An overview; Coordination Essence of Management.
- 1.2 Evolution of Management Thought: Classical approach - Taylor, Fayol, Neo classical and Human relations approach - Hawthorne experiments, Behavioural approach, Systems approach, Contingency approach, MBO, Reengineering, Five- force analysis, Learning Organisation, Fortune at the Bottom of Pyramid.
- 1.3 Trends and Challenges of Management in Global Scenario, Emerging issues in management.

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## **Unit II: Planning**

- 2.1 Types of Plan - An overview.
- 2.2 Strategic planning - Concept, process, Importance and limitations; Growth strategies -internal and external.
- 2.3 Environmental analysis and diagnosis (Internal and external environment) Definition, Importance and Techniques (SWOT/TOWS/WOTS-UP, BCG Matrix, Competitor Analysis), Business environment - Concept and components.
- 2.4 Decision-making - Concept, importance, group decision making, Individual versus group decision making, Decision making process, perfect rationality and bounded rationality, techniques (qualitative and quantitative, MIS, DSS).

## **Unit III: Organising**

Concept, Process of organizing - An overview, span of management, different types of authority (line, staff and functional), decentralization, delegation. Formal and informal organization. Principles of organizing. Types of organization structure.

## **Unit IV: Staffing and Directing**

- 4.1 Concept of staffing - Recruitment and Selection; Orientation; Training and Development; Career Development; Performance Appraisal.
- 4.2 Motivation - Concept, importance, intrinsic and extrinsic motivation; Major motivation theories - Maslow's need hierarchy theory, Herzberg's two factor theory, McGregor's Theory X and Theory Y, Ouchi's Theory Z.
- 4.3 Leadership - Concept, importance; Major theories of leadership (Likert's scale theory, Blake and Mouton's Grid theory, House's path goal theory, Fred Fielder's situational leadership), Transactional leadership, Transformational leadership, Transforming leadership.
- 4.4 Communication - Concept, purpose, process; Oral and written communication; Formal and informal communication networks; Barriers to communication, overcoming barriers to communication.

## **Unit V: Control**

- 5.1 Concept, process, limitation, principles of effective control, Major techniques of control-Ratio analysis (ROI), budgetary control, EVA, MVA, PERT, and CPM.

### **Suggested Readings:**

1. Koontz, H. and Wehrich, H. Essentials of Management. Pearson Education.
2. Robbins, S. and Coulter. M. Management. Pearson Education.
3. Robbins, S. P., Decenzo, D.A., Bhattacharya, S. and Agrawal, M.M. Fundamentals of Management: Essentials, Concepts and Applications. Pearson Education.
4. Drucker P. F. Practice of Management. Mercury Books, London.
5. Chhabra, T.N. Essentials of Management. Sun India.
6. Griffin, R. W. Management Principles and Application. Cengage Learning
7. Luthans, F. Introduction to Management. McGraw Hill.

**Note: Latest edition of text books may be used.**

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**Paper – GE-3(A): INDIAN ECONOMY -1 OR MONEY & BANKING OR ENVIRONMENTAL ECONOMICS**

\*Please refer to Page No. 155 see details of Indian Economy -1 or Money & Banking or Environmental Economics

**Paper GE-3(B): Any One of the following**

\*Please refer to Page No. 139 see details of following Subjects

**Paper 1: ACADEMIC WRITING AND COMPOSITION**

**Paper 2: MEDIA AND COMMUNICATION SKILLS**

**Paper 3: TEXT AND PERFORMANCE**

**Paper 4: LANGUAGE AND LINGUISTICS**

**Paper 5: CONTEMPORARY INDIA: WOMEN AND EMPOWERMENT**

**Paper 6: LANGUAGE, LITERATURE AND CULTURE**

**Paper 7: READINGS ON INDIAN DIVERSITIES AND LITERARY MOVEMENTS**

**Paper – GE-3 (C): DIFFERENTIAL EQUATIONS**

\*Please refer to Page No. 159 for details of Differential Equations

**Paper – GE-3(D):हिंदी कहानी**

\*Please refer to Page No. 160 for details of हिंदी कहानी

**Paper – GE-3(E): NATIONALISM IN INDIA**

\*Please refer to Page No. 161 for details of Nationalism in India

**Paper – SEC-1(A): E-COMMERCE**

Objective: To enable the student to become familiar with the mechanism for conducting business transactions through electronic means

**Unit I: Introduction:**

Meaning, nature, concepts, advantages, disadvantages and reasons for transacting online, types of E-Commerce, e-commerce business models (introduction, key elements of a business model and categorizing major E-commerce businessmodels), forces behind ecommerce. Technology used in E-commerce: The dynamics of world wide web and internet (meaning, evolution and features); Designing, building and launching e-commerce website (A systematic approach involving decisions regarding selection of hardware, software, outsourcing vs. in house development of a website)

**Unit II: Security and Encryption:**

Need and concepts, the e-commerce security environment: (dimension, definition and scope of security), security threats in the E-commerce environment (security intrusions and breaches, attacking methods like hacking, sniffing, cyber-vandalism etc.), technology solutions (Encryption, security channels of communication, protecting networks and protecting servers and clients).

**Unit III: Website designing**

**Practical Lab**

Introduction to HTML; tags and attributes: Text Formatting, Fonts, Hypertext Links, Tables, Images, Lists, Forms, Frames, Cascading Style Sheets.

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**Unit IV: E-payment System:****Lectures/Practical Lab**

Models and methods of e-payments (Debit Card, Credit Card, Smart Cards, e-money), digital signatures (procedure, working and legal position), payment gateways, online banking (meaning, concepts, importance, electronic fund transfer, automated clearing house, automated ledger posting), risks involved in e-payments.

**Unit V: On-line Business Transactions:****Lectures/Practical Lab**

Meaning, purpose, advantages and disadvantages of transacting online, Ecommerce applications in various industries like banking, insurance, payment of utility bill s, online marketing, e-tailing (popularity, benefits, problems and features), online services (financial, travel and career), auctions, online portal, online learning, publishing and entertainment. Online shopping (amazon, snapdeal, ali baba, flipkart, etc.)

**Unit VI: Security and Legal Aspects of E-Commerce**

Threats in E-Commerce, Security of Clients and Service-Provider; Cyber Laws – Relevant provisions of Information Technology Act 2000, offences, secure electronic records and digital signatures penalties and adjudication.

**Note:**

- i) There shall be 3 Credit Hrs. for lectures + One Credit hr. (2 Practical periods per week per batch) for Practical Lab

**Suggested Readings**

1. Agarwala, Kamlesh N., Lal, Amit, and Agarwala, Deeksha. Business on the Net: An Introduction to the Whals and HoIVS of E-Commerce. Macmillan India Ltd.
2. Bajaj, Deobyani Nag. E-Commerce. Tata McGraw Hi II Company, New Delhi.
3. Turban, E., et. a l. Electronic commerce: A Managerial Perspective. Pearson Education Asia.
4. Diwan, Prag., and Sharma, Sunil. Electronic Commerce - A Manager's Guide to E Business. Vanity Books International, Delhi.
5. Dietel , Harvey M., Dietel, Paul J., and Kate Steinbuhler. E-business and Ecommerce for managers. Pearson Education.
6. Greenstein, M. and T.M. Feinman. Electronic Commerce: Security, RiskManagement and Control. Tata McGraw hill.
7. Kosiur, David, Understanding Electronic Commerce. Prentice Hall of India PrivateLtd., New Delhi.
8. Whiteley, David. E-commerce. McGraw Hill, New York.

**Note: Latest edition of text book may be used.**

**Paper SEC-1(B): E-MARKETING**

**Objective:** This course aims at providing the knowledge of concept, tools and techniques of E-marketing.

**Unit I: Introduction**

Concept, nature and importance of marketing; Basics of market segmentation and targeting. An overview of marketing decisions. Concept and nature of e marketing, E-marketing versus traditional marketing; Issues, challenges and opportunities for e-

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marketing; Reasons for growth of emarketing; Tools and techniques of e-marketing-advantages and disadvantages; emarketing situations.

### **Unit II: E-Marketing Management**

Segmentation, targeting and positioning; E-marketing mix; E-marketing and customer relationship management - concept and scope; E-customers and their buying process; E-marketing and customer loyalty and satisfaction; Communities and social networks.

### **Unit III: Internet Marketing**

Concept and role of internet marketing; Website design and domain name branding; Search engine optimization - functions, type of traffic, keywords and steps in search engine optimization ; Internet advertising - types and tracking ROI; Online PR, News and reputation Management; Direct marketing - scope and growth; E-mail marketing; Social media marketing: Concept and tools; Blogging - benefits, types; Video-marketing for business purpose - tools and techniques; Pay per click marketing; Issues and challenges.

### **Suggested Readings:**

1. Strauss, Judy., and Raymond Frost. E-Marketing. Prentice Hall.
2. Hanson, Ward A., Principles of Internet Marketing. South Western College Pub. Division of Thomson Learning.
3. Chaffey, D. F., Chadwick, Ellis., Mayer, R., and K. Johnston. Internet marketing: Strategy, implementation and Practice. Prentice Hall.
4. Hanson, W.A., and K. Kalyanam. Internet marketing & e-commerce. South-Western College Pub.
5. Fill, Chris. Marketing Communication: Interactivity, Communities and Content. Financial Times Prentice Hall.
6. Scott, David Meenan. New Rules of Marketing and PR. John Wiley & Sons.
7. Ryan, Damian., and Jones, Calvin. Understanding Digital Marketing: Marketing Strategies for Engaging the Digital Generation. Koganpage Publishers.

**Note: Latest edition of text book may be used.**

### **Paper SEC-1(C): PERSONAL TAX PLANNING**

**Objective:** To provide basic knowledge of income tax and its planning to students in easily comprehensible manner with a view to equip them to use the legitimate tool of planning in their economic life.

### **UNIT I: Concept of Tax Planning**

- i) Meaning of tax planning, tax avoidance, tax evasion & tax management. Objective of tax planning. Basic framework of Income tax law; meaning of few frequently used terms like assessee, previous year, assessment year, Gross total income, Total taxable income.
- ii) Tax Planning with reference to Residential status – Relevance of residential status in computing taxable income, Determination of Residential status of an individual, HUF, Company, other persons. Relationship between residential status and incidence of tax, Area of Tax Planning-Case study.

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- iii) Provisions in brief relating to concept of agricultural income and tax treatment and tax planning of agricultural income.

#### **UNIT-II Tax Planning with Reference to Salary Income**

- i) Computation of income under the head salary. Taxation of : Bonus, Fees, Commission and allowances, Valuation of perquisites, Allowances , retirement benefits like gratuity, leave encashment, pension tax relief u/s 89(1) (Arrears of Salary).
- ii) Case studies based on designing pay package.

#### **UNIT-III Tax Planning in relation to Income from House Property**

- i) Computation of taxable income of self-occupied & let-out house and partly let out and partly self-occupied house property including tax planning related to section 80C and 80EE.

#### **UNIT-IV Tax Planning in relation to Business income**

- i) Computation of Taxable Business Income, Presumptive taxation, Tax Audit Rules as to Compulsory maintenance of accounts & Audit. Tax planning in relation to capital vs revenue receipts and expenditure relating to lease or own assets etc.

#### **UNIT-V Tax Planning in relation to Capital Gains**

- i) Tax planning with reference to long-term & short-term capital assets and choice of priceinflation indexation.
- ii) Tax planning with reference to deduction under section 80C, 80 CC, 80 CCCD, 80 E, and under section 80G.

#### **Suggested Readings:**

1. Singhanian, Vinod K. and Singhanian, K., Direct Taxes Law & Practice -With special reference to Tax Planning. Taxmann Publications Pvt. Ltd., New Delhi, 2017.
2. Ahuja, G. and Gupta, R., Corporate Tax Planning and Management. Bharat Law House, Delhi, 2017.
3. Mehrotra, H.C. and Goyal, S.P., Direct Tax including Tax Planning & Management. Sahitya Bhawan, Agra, 2017.
4. Mehrotra, H.C. and Goyal, S.P., Ayakar Vidhan avam Likhankan (Income Tax Law and Accounts), Sahitya Bhawan, Agra, 2016.
5. Jain, R.K., Ayakar Vidhan avam Likhankan, Rajeev Bansal Publications, 2017.

**Note: Latest edition of text book may be used. Relevant Finance Act and Finance Rules, and articles by tax consultants in leading newspapers such as Economic Times and Financial Express may also be referred.**

<b>Semester - IV</b>
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#### **Paper C-8: COST ACCOUNTING**

**Objective:** To acquaint the students with basic concepts used in cost accounting and various methods involved in cost ascertainment systems and use of costing data for planning, control & decision-making.

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## **Unit I: Introduction**

Meaning, objectives and advantages of cost accounting, Difference between financial, cost, and management accounting. Cost concepts and classifications, Elements of cost, Installation of costing system; Role of a cost accountant in an organization.

## **Unit II: Elements of Cost: Material and Labour**

- a. Materials: Material/inventory control techniques. Accounting and control of purchases, storage and issue of materials. Methods of pricing of materials issues FIFO, LIFO, Simple Average, Weighted Average, Replacement, Standard Cost. Treatment of Material Losses
- b. Labour: Accounting and Control of labour cost. Time keeping and time booking. Concept and treatment of idle time, over time, labour turnover and tinge benefits. Methods of wage payment and the Incentive schemes- Halsey, Rowan, Taylor's Differential piece wage.

## **Unit III: Elements of Cost: Overheads**

Classification, allocation, apportionment and absorption of overheads; Under and over absorption; Capacity Levels and Costs; Treatments of certain items in costing like interest on capital, packing expenses, bad debts, research and development expenses; Activity based cost allocation.

## **Unit IV: Methods of Costing**

Unit costing, Job costing, Contract costing, Process costing (process losses, valuation of work in progress, joint and by-products), Service costing (only transport).

## **Unit V: Cost Accounting Systems**

Integral and non-integral systems; Reconciliation of cost and financial accounts.

### **Suggested Readings:**

1. Lal, Jawahar., and Srivastava, Seema. Cost Accounting. McGraw Hill Publishing Co., New Delhi.
2. Nigam, B.M. Lall., and Jain, I.C. Cost Accounting: Principles, Methods and Techniques. PHI Pvt. Ltd, New Delhi.
3. Banerjee, Bhabatos. Cost Accounting - Theory and Practice. PHI Pvt. Ltd, New Delhi.
4. Jhamb, H. V. Fundamentals of Cost Accounting. Ane Books Pvt Ltd, New Delhi.
5. Arora, M. N. Cost Accounting - Principles and Practice. Vikas Publishing House, New Delhi.
6. Shukla, M.C., Grewal, T.S., and Gupta, M P. Cost Accounting, Text and Problems. S.Chand & Co. Ltd., New Delhi.
7. Jain, S.P., and Narang, K. L. Cost Accounting, Principles and Methods. Kalyani Publishers, Jalandhar.
8. Maheshwari, S. N., & Mittal, S.N. Cost Accounting, Theory and Problems. Shri Mahabir Book Depot, New Delhi.

**Note: Latest edition of text books may be used.**

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## Paper C-9: BUSINESS MATHEMATICS

**Objective:** To familiarise the students with the basic mathematical tools with emphasis on applications to business and economic situations.

### Unit I: Matrices and Determinants

- 1.1 Algebra of matrices. Inverse of a matrix, Matrix Operation – Business Application.
- 1.2 Solution of system of linear equations (having unique solution and involving not more than three variables) using matrix in version Method and Cremer's Rule, The Leontief Input Output Model (Open Model Only).

### Unit II: Calculus I

- 2.1 Mathematical functions and their types- linear, quadratic, polynomial, exponential, logarithmic and logistic function. Concepts of limit, and continuity of a function.
- 2.2 Concept and rules of differentiation, Maxima and Minima involving second or higher order derivatives.
- 2.3 Concept of Marginal Analysis, Concept of Elasticity, Applied Maximum and Minimum Problems including effect of Tax on Monopolist's Optimum price and quantity, Economic Order Quantity.

### Unit III: Calculus II

- 3.1 Partial Differentiation. Partial derivatives up to second order. Homogeneity of functions and Euler's theorem. Total differentials. Differentiation of implicit functions with the help of total differentials.
- 3.2 Maxima and Minima in cases of two variables involving not more than one constraint including the use of the Lagrange multiplier.
- 3.3 Integration. Standard forms. Methods of integration - by substitution, by PaJts and by use of partial fractions. Definite integration. Finding areas in simple cases.
- 3.3 Application of Integration to marginal analysis. Consumer's and Producer's Surplus, Rate of Sales; the Learning Curve.

### Unit IV: Mathematics of Finance

#### Lecture/Practical Lab

- 4.1 Rates of interest-nominal, effective- and their inter-relationships in different compounding situations.
- 4.2 Compounding and discounting of a sum using different types of rates.
- 4.3 Types of annuities, like ordinary, due, deferred, continuous, perpetual, and their future and present values using different types of rates of interest. Depreciation of Assets. Valuation of simple loans and debentures. Sinking Fund.(General annuities *to be excluded*)

### Unit V: Linear Programming

#### Lectures/ Practical Lab

- 5.1 Formulation of linear programming problems (LPP). Graphical solution to LPPs. Cases of unique and multiple optimal solutions. Unbounded solutions, infeasibility, and redundant constraints.

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- 5.2 Solution to LPPs using Simplex method - maximization and minimization cases. Shadow prices of the resources. Identification of unique and multiple optimal solutions, unbounded solution, infeasibility and degeneracy.
  - 5.3 The dual problem: Formulation of the Dual, Primal- Dual Solutions: (Excluding solution of dual problem when the primal problem involves mixed constraints). Economic interpretation of the dual.

**Note: In addition, the students will work on a software package for solving linear programming problems and analyze the results obtained there from. This will be done through internal assessment.**

**Suggested Readings:**

1. Anthony, M., and Biggs, N. Mathematics for Economics and Finance. Cambridge University Press.
2. Ayres, Frank Jr. Theory and Problems of Mathematics of Finance. Schaum's Outlines Series. McGraw Hill Publishing Co.
3. Budnick, P. Applied Mathematics. McGraw Hill Publishing Co.
4. Dowling, E.T. Mathematics for Economics, Schaum's Outlines Series. McGraw Hill Publishing Co.
5. Mizrahi and Sullivan, John. Mathematics for Business and Social Sciences. Wiley and Sons.
6. Wikes, F.M. Mathematics for Business, Finance and Economics. Thomson Learning.
7. Prasad, Bindra., and Mittal, P.K. Fundamentals of Business Mathematics. HaranandPublications.
8. Thukral, J.K. Business Mathematics. Mayurpaper backs
9. Vohra, N.D. Quantitative Techniques in Management. Tata McGraw Hill Publishing Company.
10. Soni, R.S. Business Mathematics. Pitambar Publishing House.
11. Singh J. K. Business Mathematics. Himalaya Publishing House.

**Note: Latest edition of text books may be used.**

**PAPER C-10: COMPUTER APPLICATIONS IN BUSINESS**

**Objective:** To provide computer skills and knowledge for commerce students and to enhance the student understands of usefulness of in format ion technology tools forbusiness operations.

**Unit I: Introduction**

Introduction to Computer-Characteristics of Computers, the Computer System, Parts of Computers); Computer H/W Setup, Configuration, Networking, Mobile H/W Device and types wireless Networking; Operating System- Introduction to Operating Systems, An overview of various Computer & Mobile OS & Application (UN IX / Linux, DOS, Windows, Android, windows mobile. iOS Like), Features of latest Windows Operating Systems & its Management & Networking (Installation, backup, security, User control), Usage of payment gateways.

**Unit II: Introduction to essential tools**

**Lecture/ Practical Lab**

Introduction to facilities & commonly used features of:

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- a) **Word:** Working with word document, Inserting, filling and formatting a table, Mail Merge including linking with Access Database, Creating Macros - Sending E-mail from Word Import / Export of files Converting Word Document to Web Document, PDF files Hyperlinks; OLE Security features in MS-Word - Protection of Documents– Password for Documents - Checking for viruses in macros, referencing, creating bibliography, manage sources and citations, review documents.
  - b) **PowerPoint:** Preparing Presentations, Slides, Handouts, Speaker's Notes Outlines Media Clips - Charts - Graphs, Adding the Transitions to the Slide Show Special effects in detail, - Setting Slide timings.
  - c) **Spreadsheet:** Creating a work book, Rearranging Worksheet, Organizing Charts and graphs, Ranges and Functions & Formulae: Mathematical, Statistical Financial Functions such as NPV (Net present value), Future value, IRR (Internal Rate of Return), EMI (Equated Monthly Instalments, Compounding Yearly, periodic and monthly) – Auto Calculate Using Names in a Formula, Formula Editing, Consolidation of Data & Data Analysis - Sorting List, Filter & More Filtering Techniques - Consolidate data in multiple worksheets - What-if analysis, Goal Seek Scenario Manager, Solver, Lookup Function - Sub Totals, Nested-IF, Statistical Analysis; Data Validation & Protection - Create a drop down list from range of cells - Apply data validation to cells - Copy data validation setting, remove data validation - Find cell that have data validation, protect cell data, using password to protect sheet and workbook. - Use validation to create dependent list; Pivot table Reports & Pivot Chart Reports.

### **Unit III: Using Spread sheet for Data Analysis & Reporting Features:**

#### **Lectures, Practical Lab**

Using spread sheet for following purposes and making reports: Loan & Lease statement, Ratio Analysis, Payroll statements, Capital Budgeting, Depreciation Accounting, Graphical representation of data, Frequency distribution and its statistical parameters, Correlation and Regression.

### **Unit IV: Database Designs for Accounting and Business Applications**

#### **Lectures, Practical Lab**

Reality-Expressing the Application; Creating Initial design in Entity Relationship (ER) Model; Transforming ER Model to Relational data model concepts; Implementing RDM design using an appropriate DBMS. SQL and Retrieval of Information: Basic Queries in SQL; Embedded Queries in SQL; Insert, Delete and Update statements in SQL DBMS Software: Environment; Tables; Forms; Queries; RepOIs; Modules; Applying DBMS in the areas of Accounting, Inventory, HRM and its accounting, Managing the data records of Employees, Suppliers and Customers.

### **Unit V: CAAT Tools**

#### **Lectures, Practical Lab**

Capabilities & Importing Data from Accounting & other Application Systems – An Introduction; Analytical Reports, Duplicates/ Gaps. Sorting & Charting; Stratification, Summarization, Statistics & Aging - An Introduction ; Sampling, Macros and Audit Trail.

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**Suggested Readings:**

1. Rajaraman, V. Introduction to Information Technology. PHI.
2. Eliason, A.L. On-line Business Computer-Application Science Research Associates Chicago.
3. Leon, A., and Leon, M. Fundamentals of Information Technology. Leon. Vikas (4) Software manuals.
4. Sinha, Pradeep K., and Sinha, Preeti. Foundation of Computing. BPB Publication.
5. Basandra, Suresh K., Management Information System. Wheeler Publication, New Delhi, Allahabad.
6. Kumar, Muneesh. Business Information System. Vikas Publishing House.
7. Eliason, A. L. On-line Business Computer Applications, Science Research Associates, Chicago.
8. Fitzgerald & Dennis. Business Data Communication and Networking. Wiley

**Note: Latest edition of text book may be used.**

**Paper –GE-4(A): INDIAN ECONOMY-2 OR PUBLIC FINANCE OR ECONOMIC HISTORY OF INDIA**

\*Please refer to Page No. 162 see details of Indian Economy-2 or Public Finance or Economic History of India

**Paper GE-4(B): Any One of the following**

\*Please refer to Page No. 139 see details of following Papers

**Paper 1: ACADEMIC WRITING AND COMPOSITION**

**Paper 2: MEDIA AND COMMUNICATION SKILLS**

**Paper 3: TEXT AND PERFORMANCE**

**Paper 4: LANGUAGE AND LINGUISTICS**

**Paper 5: CONTEMPORARY INDIA: WOMEN AND EMPOWERMENT**

**Paper 6: LANGUAGE, LITERATURE AND CULTURE**

**Paper 7: READINGS ON INDIAN DIVERSITIES AND LITERARY MOVEMENTS**

**Paper - GE-4(C): ELEMENTS OF ANALYSIS**

\*Please refer to Page No. 166 for details of Elements of Analysis

**Paper - GE-4(D): हिंदी का वैश्विक परिदृश्य**

\*Please refer to Page No. 167 for details of हिंदी का वैश्विक परिदृश्य

**Paper - GE-4(E): FEMINISM: THEORY AND PRACTICS**

\*Please refer to Page No. 167 for details of Feminism: Theory and Practics

**Paper SEC-2(A): ENTREPRENEURSHIP**

**Objective:** To understanding about entrepreneurship and creative thinking and behaviour for effectiveness at work and in life.

**Unit I: Introduction**

Meaning, elements, determinants and importance of entrepreneurship and creative behaviour. Entrepreneurship and creative response to the society' problems and at

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work. Dimensions of entrepreneurship: intrapreneurship, technopreneurship, cultural entrepreneurship, international entrepreneurship, netpreneurship, ecopreneurship, and social entrepreneurship.

### **Unit II: Types of Business Entities**

Entrepreneurship and Micro, Small and Medium Enterprises. Concept of business groups and role of business houses and family business in India. The contemporary role models in Indian business: their values, business philosophy and behavioural orientations. Connect in family business and its resolution.

### **Unit III: Entrepreneurial Sustainability**

Public and private system of stimulation, support and sustainability of entrepreneurship. Requirement, availability and access to finance, marketing assistance, technology, and industrial accommodation, Role of industries/ entrepreneur's associations and self-help groups. The concept, role and functions of business incubators, angel investors, venture capital and private equity fund.

### **Unit IV: Business Plan Preparation**

Sources of business ideas and tests of feasibility. Significance of writing the business plan/ project proposal. Contents of business plan/ project proposal. Designing business processes, location, layout, operation, planning & control; preparation of project report (various aspects of the project report such as size of investment, nature of product, market potential may be covered). Project submission/ presentation and appraisal there of by external agencies, such as financial/non financial institutions.

### **Unit V: Mobilising Resources**

Mobilising resources for start-up. Accommodation and utilities. Preliminary contracts with the vendors, suppliers, bankers, principal customers; Contract management: Basic start-up problems.

### **Suggested Readings:**

1. Bhide, Amar V. The Origin and Evolution of New Businesses. Oxford University Press, New York.
2. Kuratko and Rao. Entrepreneurship: A South Asian Perspective. Cengage Learning.
3. Desai, Vasant. Dynamics of Entrepreneurial Development and Management. Mumbai, Himalaya Publishing House.
4. Dollinger, Mare J. Entrepreneurship: Strategies and Resources. Illinois, Irwin.
5. Holt, David H. Entrepreneurship: New Venture Creation. Prentice-Hall of India, New Delhi.
6. Kao, John J. The Entrepreneurial Organization. Englewoods Cliffs, New Jersey: Prentice-Hall.
7. Panda, Shiba Charan. Entrepreneurship Development. New Delhi, Anmol Publications.
8. Pisek, Paul E. Creativity, innovation and Quality. (Eastern Economic Edition), New Delhi: Prentice-Hall of India.

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- Singh, Nagendra P. Emerging Trends in Entrepreneurship Development. New Delhi: ASEED.
  - Taneja, Satish., and Gupta, S.L. Entrepreneurship Development-New Venture Creation. Galgotia Publishing House, New Delhi.

**Note: Latest edition of text books may be used.**

### **Paper SEC-2(B): COLLECTIVE BARGAINING AND NEGOTIATION SKILLS**

**Objective:** To promote understanding of the concept and theories of collective bargaining, and also to provide exposure to the required skills in negotiating a contract.

#### **Unit I: Issues in Collective Bargaining**

Meaning, Definitions and Characteristics of Collective Bargaining; Critical Issues in Collective Bargaining; Theories of Collective Bargaining: I-lick's Analysis of Wages Setting under Collective Bargaining, Conflict-choice Model of Negotiation, A Behavioural Theory of Labour Negotiation.

#### **Unit II: Collective Bargaining in India**

Pre-requisites for successful Collective Bargaining in any Country; Collective Bargaining in Practice; Levels of Bargaining, Coverage and Duration of Agreements; Difficulties in the Bargaining Process and Administration of Agreements.

#### **Unit III: Negotiating a Contract**

Meaning of Negotiations, Pre-negotiation- Preparing the Charter of Demand(s), Creating the Bargaining Team, Submission of COD, Costing of Labour Contracts.

#### **Unit IV: Negotiation Skills,**

Negotiation Process; Effective Negotiation-Preparing for Negotiation, Negotiating Integrative Agreements; Negotiation and Collective Bargaining- Approaches and Phases in Collective Bargaining, Coalition Bargaining and Fractional Bargaining, Impasse Resolution, Contract Ratification. Post Negotiation-Administration of the Agreement, Grievance Management, Binding up the Wounds; Collective Bargaining & the emerging scenario.

#### **Suggested readings:**

- J. Venkataratnam, C. S. Industrial Relations: Text and Cases. Oxford University Press, Delhi.
- Salamon, Michael. Industrial Relations- Theory & Practice. London. Prentice Hall.
- Dwivedi, R.S. Managing Human Resources: Industrial Relations in Indian Enterprises. Galgotia Publishing Company, New Delhi.
- Edwards, P. Industrial Relations: Theory and Practice in Britain. Black well Publishing, U.K.

**Note: Latest edition of text book may be used.**

### **Paper SEC-2(C): E-FILING OF RETURNS**

**Objective:** To provide the students the conceptual and practical knowledge about electronic filing of returns.

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### **Unit I: Conceptual Framework**

Meaning of e-filing; difference between e-filing and regular filing of returns; benefits and limitations of e-filing, types of e-filing; e-filing process; relevant notifications.

### **Unit II: Income tax and E-filing of ITRs**

Introduction to income tax - basic terminology, types of assessee, income taxable under different heads, basics of computation of total income and tax liability, deductions available from gross total income, PAN card, due date of filing of income tax return. Instructions for filling out form ITR-1, ITR-2, ITR-3, ITR-4, ITR-4S, ITR-5, ITR-6. Introduction to Income tax Portal; preparation of electronic return (practical workshops).

### **Unit III: TDS and E-filing of TDS returns**

Introduction to the concept of TDS; provision regarding returns of TDS; types of forms for filling TDS returns; practical workshop on e-filing of TDS returns.

### **Unit IV: Service tax and E-filing of Service tax returns**

Introduction to service tax; relevant notifications regarding e-filing of service tax returns; steps for preparing service tax returns; practical workshop on e-filing of service tax returns.

### **Suggested Readings:**

1. Ahuja, Girish., and Gupta, Ravi. Systematic Approach to Income Tax. Bharat Law House, Delhi.

### **Softwares:**

1. Excel Utility available at [incometaxindiaejiling.gov.in](http://incometaxindiaejiling.gov.in)

**Note: Latest edition of text book may be used.**

## **Paper SEC-2(D): CYBER CRIMES AND LAWS**

**Objective:** This paper intends to create an understanding towards the cyber crimes and to familiarize the students with the application of cyber laws in general.

### **Unit I: Cyber Crimes**

Introduction- Computer crime and cybercrimes; Distinction between cyber crimes and conventional crimes; cyber forensic; Kinds of cybercrimes- cyber stalking, cyber terrorism, forgery and fraud, crimes related to IPRs, computer vandalism; Privacy of online data; Cyber Jurisdiction; Copyright issues; and Domain name dispute etc.

### **Unit II: Definition and Terminology (Information Technology Act, 2000)**

Concept of Internet, Internet Governance, E-Contract, E-Forms, Encryption, Data Security. Access, Addressee, Adjudicating Officer, Affixing Digital Signatures, Appropriate Government, Certifying Authority, Certification Practice Statement, Computer, Computer Network, Computer Resource, Computer System, Cyber Appellate Tribunal, Data, Digital Signature, Electronic Form, Electronic Record, Information, Intermediary, Key Pair, Originator, Public Key, Secure System, Verify, Subscriber as defined in the Information Technology Act, 2000.

### **Unit III: Electronic Records**

Authentication of Electronic Records; Legal Recognition of Electronic Records; Legal Recognition of Digital Signatures; Use of Electronic Records and Digital Signatures in

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Government and its Agencies; Retention of Electronic Records; Attribution, Acknowledgement and Dispatch of Electronic Records; Secure Electronic Records and Digital Signatures.

#### **Unit IV: Regulatory Framework**

Regulation of Certifying Authorities; Appointment and Functions of Controller; License to issue Digital Signatures Certificate; Renewal of License; Controller's Powers; Procedure to be Followed by Certifying Authority; Issue, Suspension and Revocation of Digital Signatures Certificate, Duties of Subscribers; Penalties and Adjudication; Appellate Tribunal; Offences

#### **Unit V: Case Laws**

1. **Communication Device-Section 2 (ha)** of the Information Technology (Amendment) Act, 2008-'State v Mohd. Afzal and others (2003), VIIAD (Delhi) I, 107 (2003) DLT385, 2003(71) DRJ 178, 2003 (3) JCC 1669'
2. **Computer Network-Section 2 (j)** of the Information Technology (Amendment) Act, 2008 'Diebold System Pvt Ltd. v The Commissioner of Commercial Taxes, (2006), 144 STC, 59 (Kar)'
3. **Electronic Record Sec. 2 (t)**-'Info Ede(India)Ltd and Ors Vs Sanjeev Goyal, 783, 2006, HC', 'Societe Des Products Nestle S.A & others Vs Essar Industries & Ors, 2006 (33) PTC 496(Del)'
4. **Time and Place of Dispatch and Receipt of Electronic Record-section 13** 'Groff v America Online, Inc., 1998 WL 307001 (1998)'
5. **Penalty for Damage to Computer or Computer System- Section 43'** Umashankar Sivasubramanian v ICICI Bank, 18.04.2010. (Petition No. 2462/2008).
6. Computer Related Offences:'Sanjay Kumar Vs State of Haryana, 20 13, CRR No.66 of 20 13(O&M) 1'
7. Punishment for Disclosure of Information in Breach of Lawful Contract See72 A-'Google India Pvt Ltd Vs M/S Vishaka Industries Limited and another, APHigh Court.
8. Punishment for Identity Theft-Section 66C- 'CBI v Arif Azim Case JudicialReports (Criminal) 2003 (2) page 272'
9. Punishment for Cheating by Personating by using Computer Resource-section 66D' National Association of Software and Service Companies(NAASCOM) v Ajay Sood. (2005) F.S.R. 38; 119 (2005) DLT 596, 2005 (30) PTC 437Del'
10. Punishment for Publishing or Transmitting Obscene Material in Electronic form section 67- 'Avnish Bajaj v State (N.C.T.) of Delhi, (2005) 3 Comp, LJ 364(Del), 116(2005) DLT427, 2005(79) DRJ576'
11. Punishment for Publishing or Transmitting of Material Containing Sexually Explicit Act, etc., in Electronic Form-Section 67A- 'R v Graham Waddon., South wark [Crown Court, 30/6/1999]'

#### **Suggested Reading:**

1. Efraim, Turban., Jae, Lee., King, David., and Chung, HM. Electronic Commerce-Amanagerial Perspective. Pearson Education
2. Joseph, P.T. E-Col1111erce-An indian Perspective. PHI

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3. Chaffey, Dave. E-business and E-commerce Management. Pearson Education.
  4. Painttal, D. Law of Information Technology. Taxmann Publications Pvt. Ltd., New Delhi.
  5. Dietel, Harvey M., Dietel, Pau I J., and Kate Steinbuhler. E-business and Ecommerce for managers. Pearson Education.
  6. Brian, Craig. Cyber Law: The Law of the Internet and information Technology. Pearson Education
  7. Sharma J. P., and Kanojia, Sunaina. Cyber Laws. Ane Books Pvt Ltd, New Delhi.
  8. Information Technology Rules 2000 & Cyber Regulations Appellate Tribunal Rules 2000 with Information Technology Act 2000. Taxmann Publications Pvt. Ltd., New Delhi.

**Note: Latest edition of text book may be used.**

<b>Semester - V</b>
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**Paper C-11: PRINCIPLES OF MARKETING**

**Objective:** The objective of this course is to provide basic knowledge of concepts, principles, tools and techniques of marketing.

**Unit – I**

1. Introduction: Nature, scope and importance of marketing; Evolution of marketing concepts; Marketing mix; Marketing environment. Micro and Macro environmental factors.
2. Consumer Behavior – An Overview: Consumer buying process; Factors influencing consumer buying decisions.

**Unit –II**

3. **Market Selection:** Market segmentation – concept, importance and bases; Target market selection; Positioning concept, importance and bases; Product differentiation vs. market segmentation.
4. **Product:** Meaning and importance. Product classifications; Concept of product mix; Branding, packaging and labeling; After-sales services; Product life-cycle; New Product Development.

**Unit –III**

5. **Pricing:** Significance. Factors affecting price of a product. Major pricing methods; Pricing policies and strategies.
6. **Promotion:** Nature and importance of promotion; Promotion tools: advertising, personal selling, public relations; sales promotion and publicity – concept and their distinctive characteristics; Promotion mix; Factors affecting promotion mix decisions; Integrated Marketing Communication Approach.

**Unit –IV**

7. **Distribution:** Channels of distribution - meaning and importance; Types of distribution channels; Wholesaling and retailing; Factors affecting choice of distribution channel; Distribution logistics: Meaning, importance and decisions.

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8. **Retailing:** Types of retailing – store based and non-store based retailing, chain stores, specialty stores, supermarkets, retail vending machines, mail order houses, retail cooperatives; Management of retailing operations: an overview; Retailing in India: changing scenario.

#### **Unit –V**

9. **Developments & Issues in Marketing:** Rural marketing, Social Marketing, Online marketing, Direct marketing, Services marketing, Green marketing, Relationship marketing. Marketing ethics.

#### **Suggested Readings:**

1. Kotler, Philip., Keller, Kevin Lane., Koshy, Abraham., and Jha, Mithileshwar. Marketing Management: A South Asian Perspective. Pearson Education.
2. Palmer, Adrian. Introduction to Marketing. Oxford University Press, UK.
3. Lamb, Charles W., Hair, Joseph F. and McDaniel, Carl. Principles of Marketing. South Western Publishing, Ohio.
4. Chhabra, T.N. Principles of Marketing. Sun India Publication.
5. Kumar, Arun., & N. Meenakshi. Marketing Management. Vikas Publications.
6. McCarthy, E. Jerome., and William D. Perreault. Basic Marketing. Richard D. Irwin.
7. Pride, William M., and Ferell, D.C. Marketing: Planning, Implementation & Control. Cengage Learning.
8. Majaro, Simon. The Essence of Marketing. Prentice Hall, New Delhi.
9. Zikmund William G. and Michael, D’Amico. Marketing; Creating and Keeping Customers in an E-Commerce World. Thomson Learning.
10. Etzel, Michael J., Walker, Bruce J., Staton, William J., and Pandit, Ajay. Marketing Concepts and Cases. Tata McGraw Hill (Special Indian Edition).
11. McCarthy, E. Jerome., Cannon, Joseph., and William, D. Perrault, Jr. Basic Marketing: A Managerial Approach. McGraw Hills.

**Note: Latest edition of text book may be used.**

#### **Paper C-12: FUNDAMENTALS OF FINANCIAL MANAGEMENT**

**Objective:** To familiarize the students with the principles and practices of financial management.

#### **Unit-I: Introduction**

Nature, Scope and objectives of financial management, Agency problem, Time value of money, Risk and return (including Capital Asset Pricing Model).

#### **Unit-II: Capital Budgeting**

#### **Lectures/Practical Lab**

The Capital Budgeting Process, Cash flow Estimation, Payback Period Method, Discounted Payback Period Method, Accounting Rate of Return, Net Present Value (NPV), Net Terminal Value, Internal Rate of Return (IRR), Profitability Index, Capital budgeting under Risk – Certainty Equivalent Approach and Risk- Adjusted Discount Rate.

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### **Unit-III: Cost of Capital and Financing Decision**

Sources of long-term financing, Estimation of components of cost of capital. Methods for Calculating Cost of Equity, Cost of Retained Earnings, Cost of Debt and Cost of Preference Capital, Weighted Average cost of capital (WACC) and Marginal cost of capital. Capital structure – Theories of Capital Structure (Net Income, Net Operating Income, MM Hypothesis, Traditional Approach). Operating and Financial leverage. Determinants of capital structure.

### **Unit-IV: Dividend Decision**

Theories for Relevance and irrelevance of dividend decision for corporate valuation- Walter's Model, Gordon's Model, MM Theory, Cash and stock dividends. Dividend policies in practice and Determinants of Dividend.

### **Unit-V: Working Capital Decisions**

Concepts of working capital, Operating & Cash Cycles, Risk-return trade off, sources of short-term finance, working capital estimation, cash management, receivables management, inventory management.

#### **Note:**

1. In Addition the students will work on Spreadsheet for doing basic calculations in finance (Unit 2 and 3) and hence can be used for giving students subject related assignments for their internal assessment.
2. There shall be 4 Credit Hrs. for Lectures + one credit hr. (Two practical Periods per week per batch) for practical Lab + one credit for Tutorials (per group)

#### **Suggested Readings:**

1. Khan, M.Y. and Jain, P.K. Financial Management text and problems. Tata Mc Graw Hill New Delhi.
2. Horne, Van., James, C., and John, Wachowicz. Fundamentals of Financial Management. Pearson Education.
3. Ross, Stephen A., Westerfield, Randolph., and Jeffrey, Jaffe. Corporate Finance. Tata McGraw Hill.
4. Srivastava, Rajiv., and Mishra, Anil. Financial Management. Oxford University Press, UK.
5. Singh, Preeti. Financial Management. Ane Books Pvt. Ltd, New Delhi.
6. Singh, J.K. Financial Management- text and Problems. Dhanpat Rai and Company, Delhi.
7. Sharma, G.L. and Y. P.Singh. ed. Contemporary Issues in Finance and Taxation. Academic Foundation Delhi.
8. Rustagi, R.P. *Fundamentals of Financial Management*. Taxmann, New Delhi.
9. Pandey, I.M. *Financial Management*. Vikas Publications UNCTAD Reports.
10. Chandra, P. *Financial Management- Theory and Practice*. Tata Mc Graw Hill.
11. Bhalla, V.K. *Financial Management & Policy*. Anmol Publications, Delhi.

**Note: Latest edition of text book may be used.**

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**Paper: DSE-1 (anyone out of Group-A)**

GROUP A	
a. Management Accounting	c. Banking and Insurance
b. Organizational Behaviours	d. Computerized Accounting System

**DSE Group A (a): MANAGEMENT ACCOUNTING**

**Objective:** To impart the students, knowledge about use of financial, cost and other data for the purpose of managerial planning, control and decision making.

**Unit I: Introduction**

Meaning, objectives, Nature and Scope of management accounting, Difference between cost accounting and management accounting, cost control, cost reduction, cost management.

**Unit II: Budgetary control**

Concept of budget, budgeting and budgetary control, objectives, merits, and limitations. Budget administration, Functional budgets. Fixed and flexible budgets, Zero base budgeting. Programme and performance budgeting.

**Unit III: Standard costing**

Meaning of standard cost and standard costing: advantages, limitations and applications, Variance analysis – material, labour, overheads and sales variances. Disposition of variances, Control ratios.

**Unit IV: Marginal costing**

Absorption versus variable costing: Distinctive features and income determination. Cost-Volume-Profit Analysis: Break-even analysis-algebraic and graphic methods. Angle of incidence, Margin of safety, key factor, Determination of cost indifference point.

**Unit V: Decision making**

Steps in decision making process, concept of relevant cost and benefits, Various short term decision making situations – profitable product mix, Acceptance or Rejection of special/export offers, make or buy, addition or elimination of a product line, sell or process further, operate or shut down. Pricing decisions: Major factors influencing pricing decisions, various methods of pricing.

**Unit VI: Contemporary Issues**

Responsibility Accounting: Concept, Significance, Different Responsibility Centers, Divisional Performance Measurement – Financial and non financial Measures. Transfer pricing.

**Suggested Readings:**

1. Lal, Jawahar., and Srivastava, Seema. *Cost Accounting*. Tata McGraw Hill Publishing Co., New Delhi.
2. Arora, M.N. *Management Accounting*. Himalaya Publishing House.
2. Nigam, B.M. Lall. and I.C. Jain. *Cost Accounting, Principles and Practice*, Prentice.Hall of India, New Delhi.

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3. Jhamb, H.V. *Management Accounting*. Ane Books Pvt. Ltd. New Delhi
  4. Nigam, B.M. Lall., and Jain, I.C. *Cost Accounting- Principles and Practice*. Prentice Hall of India, New Delhi.
  5. Khan, M.Y. and Jain, P.K. *Management Accounting*. Tata McGraw Hill, Publishing Co., New Delhi.
  6. Usry, Milton E. and Lawrence H. Hammer. *Cost Accounting, Planning and Control*. South Western Publishing Co.
  7. Drury, Colin. *Management and Cost Accounting*. Thomson Learning.

**Note: Latest edition of text book may be used.**

### **DSE Group A (b) : ORGANISATIONAL BEHAVIOUR**

**Objective:** The objective of the course is to develop a theoretical understanding among students about the structure and behaviour of organization as it develops over time. The course will also make them capable of realizing the competitiveness for firms.

#### **Unit I: Introduction**

Organisational Theories: Classical, Neo-classical and contemporary. Organisational Behaviour: concepts, determinants, challenges and formal and informal structures; flat and tall structures. Opportunities of OB. Contributing disciplines of OB. Organizational Behaviour Models.

#### **Unit II: Individual Behaviour**

Personality- Type A and B, Big Five personality types, Factors influencing personality. Values and Attitudes- Concept and types of values: Terminal value and Instrumental Value. Component of attitude, job related attitudes. Learning- Concept, Learning theories, and reinforcement. Perception and Emotions- Concept, Perceptual process, Importance, Factors influencing perception, Emotional Intelligence.

#### **Unit III: Group Decision making and Communication**

Concept and nature of decision making process, Individual versus group decision making. Nominal group technique and Delphi technique. Communication and Feedback, Models of communication. Transactional Analysis, Johari Window.

#### **Unit IV: Motivation**

Meaning and Importance of Motivation, Theories- Vroom's Valence -Expectancy theory, Ken Thomas' Intrinsic Motivation theory. Behavioural modification, Motivation and organisational effectiveness, Measurement of motivation using standard questionnaire.

#### **Unit V: Leadership, Power and Conflict**

Concept and theories, styles of Leadership, behavioural approach, situational approach, leadership effectiveness. Power and conflict, Bases of power, Power tactics, Sources of conflict, Conflict Resolution Strategies.

#### **Unit VI: Dynamics of Organisational Behaviour**

Organisational Culture and climate- Concept and determinants of organisational culture. Developing organizational culture. Organisational change- Importance, stability vs. Change, proactive vs. reaction change, change process, managing

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change. Individual and organisational factors to stress; work stressors consequences of stress on individual and organization; Prevention and Management of stress.

**Suggested Readings:**

1. Robbins; S.P., Organisational Behaviour, Prentice Hall of India Pvt. Ltd., New Delhi.
2. Luthans, Fred, Organisational Behaviour, McGraw Hill International, New York.
3. Greenberg, Jerald, and Baron, Robert A Organisational Behaviour, Prentice Hall of India Pvt. Ltd., New Delhi.
4. Chhabra, T.N., Organisational Behaviour, Sun India Publications.
5. Sekaran, Uma, Organisational Behaviour: *Text and Cases*, Tata McGraw Hill, New Delhi.
6. Hersey, P.K., Blanchard, H. and D.E. Johnson, *Management of organisational Behaviour; Leading Human Resources*, Pearson Education.

**Note: Latest edition of text books may be used.**

**DSE Group A (c): BANKING AND INSURANCE**

**Objective:** To impart knowledge about the basic principles of the banking and insurance.

**Unit I**

Origin of banking: definition, banker and customer relationship, general and special Types of customers, types of deposits, Origin and growth of commercial banks in India. India's Approach to banking Sector Reforms, International security standards in banking, Global Financial Crisis and India's banking Sector. Achievements of financial sector reforms and areas of concern.

**Unit II**

Commercial banks: Credit allocation policies, credit market reforms, flow of credit to agricultural and allied activities, credit flows to Micro, Small and Medium enterprises, Technological Channels for the Delivery of Financial Services, Customer services in banking, Role of Foreign Banks, Advantages and Disadvantages of Foreign Banks, Road Map for foreign banks in India.

**Unit III**

Operations of banking: Cheques and endorsements, types and rules of crossing. Principles of sound lending, Secured vs. unsecured advances, Types of advances, Advance against various securities. Securitisation of Standard Assets, Anti-money Laundering Guidelines, Credit Information Bureau of India Ltd. (CIBIL); Balance Sheet of a Bank; special items, off balance sheet items. Basel I, Basel II, Migration to Basel II Norms.

**Unit IV**

Era of internet banking and its benefits, home banking, mobile banking, virtual banking, ECS (electronic clearing system), E- Payments, Plastic money, EFT (electronic fund transfer), E-Money: electronic purse; digital cash. Safeguards for internet banking, critical Comparison of traditional banking methods and e-banking.

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## Unit V

Basic concepts of risk, Types of business risk, Assessment and transfer, Basic principles of utmost good faith, Insurable interest, Indemnity, Economic function, Proximate cause, Subrogation and contribution.

## Unit VI

Legal Aspects of insurance contract, Types of insurance: Life and Non-life, Re-insurance, Risk and return relationship, Regulatory Framework of Insurance: Role, power and functions of IRDA, IRDA Act 1999. Bancassurance.

### Suggested Readings:

1. Bhasin, Niti, Indian Financial System : Evolution and Present Structure, New Century Publications
2. Agarwal, O.P., Banking and Insurance, Himalya Publishing House
3. Suneja, H.R., Practical and Law of Banking, Himalya Publishing House
4. Saxena, G.S., Legal Aspects of Banking Operations, Sultan Chand and Sons
5. Gupta, P.K., Insurance and Risk Management, Himalaya Publishing House
6. Mishra, M.N., Principles and Practices of Insurance, S. Chand and Sons.
7. Black, K. and Skipper, H.D. Life and Health Insurance, Pearson Education
8. Vaughan, E.J. and Vaughan, T. Fundamentals of Risk and Insurance, Wiley & Sons .

**Note: Latest edition of text books may be used.**

### DSE Group A (d): COMPUTERISED ACCOUNTING SYSTEM

**Objective:** To enhance the skills needed for computerized accounting system and to enable the students to develop simple accounting applications.

#### Unit I: Computerized Accounting: Using Generic Software Lectures/ Practical lab

**Taxation:** TDS. VAT and Service Tax Auditing in Computerized Accounting system: Statutory Audit. Voucher verification. Verification of related party transaction. CAAT: Various Tools.

#### Unit II: Designing Computerised Accounting System Lectures/Practical Lab

Designing Computerised Accounting System using a DBMS Package Creating a voucher entry Form. Preparing ledgers with SOL. Form. and Report Preparing Trial Balance with SOL and Report.

#### Unit III: Designing Accounting Support System Lectures/Practical Lab

Designing Supplier and customers System for Accounting using Form. Query. Module. and Report; Designing Payroll System for Accounting using Form. Query, Module.,and Report.

### Note:

1. There shall be a practical examination of 100 Marks (Practical-80 Marks, Viva- 10 Marks and Work Book- 10 Marks) and duration of Examination shall be 3 Hrs.
2. There shall be Four Lectures per class and 4 Practical periods per batch to be taught in computer Lab.

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**Suggested Readings:**

1. Boockholdt, J.L. .-Accounting Information System: Transmtion Processing and Control. Irwin McGraw-Hill.
2. Hall, J.A. Accounting Information system. South-Western College Publishing,
3. Gelinas. Ulric J.. and Sutton, Steve G. Accounting Information System. South Western Thomson Learning.
4. Rajaraman, V. Introduction to Information Technology. PHI.
5. Bharihoka, Deepak. Fundamentals of Information technology. Excel Book.
6. Madam. Sushila. Computer Applications. Mayur Paperbacks. New Delhi.

**Note: Latest edition of text books may be used.**

**Paper: DSE-2 (anyone out of Group-B)**

GROUP A	
a. Corporate Tax Planning	c. Financial Markets, Institutions and Financial Services
b. Industrial Laws	d. Advertising
e. Business Statistics	

**DSE Group B (a): CORPORATE TAX PLANNING**

**Objective:** To provide basic knowledge of corporate tax planning and its impact on decision making.

**Unit I:** Tax planning, tax management, tax evasion, tax avoidance, Types of companies

Residential status of companies and tax incidence, Tax liability and minimum alternate tax, Carry forward and set off of losses in case of certain companies, Deductions available to corporate Assesses. Tax on distributed profits, units of Mutual funds.

**Unit II:** Tax planning with reference to setting up of a new business: Location of business, nature of business, form of organization, Tax planning with reference to financial management decisions - Capital structure, dividend and bonus shares, Tax planning with reference to sale of scientific research assets

**Unit III:** Tax planning with reference to specific management decisions - Make or buy; own or lease; repair or replace, Tax planning with reference to employees' remuneration, Tax planning with reference to receipt of insurance, Compensation, Tax planning with reference to distribution of assets at the time of liquidation

**Unit IV:** Tax planning in respect of non-residents, Taxable income for non-residents, interest, salaries and exemptions from tax to non-residents. Double taxation relief Provisions regulating transfer pricing, Computation of Arm's length pricing, Advance rulings, Advance pricing agreement.

**Unit V:** Tax planning with reference to business restructuring, Amalgamation, Demerger, Slump sale, Conversion of sole proprietary concern/partnership firm into company, Conversion of company into LLP, Transfer of assets between holding and subsidiary companies

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**Suggested Readings:**

1. Singhanian, Vinod K., and Singhanian, Monica. Direct Taxes Planning and Management. Taxmann Publications Pvt. Ltd., New Delhi.
2. Ahuja, Girish. and Gupta, Ravi. Corporate Tax Planning and Management. Bharat Law House, Delhi.
3. Acharya, Shuklendra and Gurha, M.G. Tax Planning under Direct Taxes. Modern Law Publication, Allahabad.
4. Mittal, D.P. Law of Transfer Pricing. Taxmann Publications Pvt. Ltd., New Delhi.
5. IAS – 12 and AS – 22.
6. Ghosh, T.P. IFRSs. Taxman Publications Pvt. Ltd. New Delhi.

**Journals**

1. Income Tax Reports, Company Law Institute of India Pvt. Ltd., Chennai.
2. Taxman, Taxman Allied Services Pvt. Ltd., New Delhi.
3. Current Tax Reporter, Current Tax Reporter, Jodhpur

**Note: Latest edition of text book may be used.**

**DSE Group B (b): INDUSTRIAL LAWS**

**Objective:** To familiarize the students with the understanding and provisions of industrial related laws. Case studies and problems involving issues in industrial laws are required to be discussed.

**Unit I: The Employees Provident Fund & Miscellaneous Provisions Act, 1952**

Definitions; Schemes under the Act – Employees’ Provident Fund Scheme; Employees’ Pension Scheme, 1995; Employees’ Deposit linked Insurance Scheme.

**Unit II: Employees State Insurance Act, 1948**

Objects and Applicability of the Schemes; Definitions: Personal Injury, Factory, Manufacturing Process, Wages, Partial and Permanent Disablement; ESI Corporation, Standing Committee and Medical Benefit Council; Contributions; Adjudication of Dispute and Claims, Benefits.

**Unit III: Payment of Wages Act, 1936**

Definitions – Employed Person, Employer, Factory, Industrial or other Establishment, Wages; Responsibility for Payment of Wages; Fixation of Wage Period; Time of Payment of Wages; Mode of Payment; Deductions from Wages, Fines.

**Unit IV: The Payment of Bonus Act, 1965**

Definitions – Accounting year, allocable surplus, available surplus, employee, employer, establishments, salary or wage; determination of bonus, calculation of bonus, eligibility for bonus, disqualifications for bonus, payment of minimum and maximum bonus, set on and set off of allocable surplus, deductions of certain amounts from bonus payable, time limit for payment of bonus.

**Unit V: Payment of Gratuity Act, 1972**

Applicability and non - applicability of the Act; Definitions-employee, employer, continuous service; payment of gratuity; forfeiture of gratuity; employer’s duty to determine and pay gratuity; recovery of gratuity; penalties.

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## **Unit VI: Employee's Compensation Act, 1923**

Definitions: dependent, employer, partial and total disablement, workmen, injury, occupational disease; accident; employer's liability for compensation; amount of compensation; contracting; commissioner; case laws.

### **Suggested Readings:**

1. Malik, K.L., Industrial Laws and Labour Laws, Eastern Book Company, Lucknow.
2. Sharma, J.P., Simplified Approach to Labour Laws, Bharat Law House (P) Ltd., New Delhi.
3. Kumar, H.L., Digest of Labour Cases, Universal Law Publishing Co P Ltd, New Delhi
4. Srivastava, S.C., Industrial Relations & Labour Laws, Vikas Publishing House (P) Ltd.

**Note: Latest edition of text book may be used.**

### **DSE Group B (c): FINANCIAL MARKETS, INSTITUTIONS AND FINANCIAL SERVICES**

**Objective:** To provide the student a basic knowledge of financial markets & institutions and to familiarize them with major financial services in India.

#### **Unit-I: An Introduction to Financial System, its Components**

Financial markets and institutions. Financial intermediation. Flow of funds matrix. Financial system and economic development. An overview of Indian financial system.

#### **Unit-II: Financial Markets**

Money Market – functions, organization and instruments. Role of central bank in money market. Indian money market – an overview.

Capital Markets – functions, organization and instruments. Indian debt market. Indian equity market – primary and secondary markets. Role of stock exchanges in India.

#### **Unit-III: Financial Institutions**

Depository and Non-Depository institutions. Commercial banking – introduction, its role in project finance and working capital finance. Development Financial institutions (DFIs) – overview and role in Indian economy. Life and non-life insurance organizations in India. Mutual Funds – Introduction and their role in capital market development. Non-banking financial companies (NBFCs).

#### **Unit-IV: Overview of financial services industry.**

Fund based and fee based financial services. Merchant banking – pre and post issue management, underwriting. Regulatory framework relating to merchant banking in India.

#### **Unit-V: Leasing and hire – purchase.**

Consumer and housing finance. Venture capital finance. Factoring services, bank guarantees and letter of credit. Credit rating. Financial counseling and portfolio management services.

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**Suggested Readings:**

1. Bhole, L.M. Financial Markets and Institutions. Tata McGraw-Hill Publishing Company.
2. Khan, M.Y. Indian Financial System – Theory and Practice. New Delhi: VikasPublishing House.
3. Sharma, G.L. and Singh. Y.P. Contemporary Issues in Finance and Taxation. Academic Foundation, Delhi.
4. Khan and Jain. Financial Services. Tata McGraw Hill.
5. Singh, J.K. Venture Capital Financing in India. Dhanpat Rai and Company, New Delhi.
6. Annual Reports of Major Financial Institutions in India.

**Note: Latest edition of text book may be used**

**DSE Group B (d): ADVERTISING**

**Objective:** The objective of this course is to familiarize students with the basic concepts, tools and techniques of advertising used in marketing.

**Unit I: Introduction**

Communication process-basic and elements; Marketing Communication-response hierarchy, models and alternatives; Advertising-Meaning, nature and importance of advertising; types and objectives. Audience selection; Setting of advertising budget: determinants and major methods.

**Unit II: Media Decisions**

Major media types - their merits and demerits; Advertising through internet and interactive media-Issues and considerations; Factors influencing media choice; media selection, media scheduling.

**Unit III: Message Development**

Advertising creativity; Advertising appeals, Advertising copy and elements of print advertisement creativity; Tactics for print advertisement.

**Unit IV: Measuring Advertising Effectiveness**

Arguments for and against measuring effectiveness, Advertising testing process; Evaluating communication and sales effects; Pre and Post testing techniques.

**Unit V: Organisational Arrangements**

- A) Advertising Agency: Role, types and selection of advertising agency; Reasons for evaluating advertising agencies.
- B) Social, Ethical and legal aspects of advertising in India; Recent developments and issues in advertising.

**Suggested Readings:**

1. Belch and Belch. *Advertising and Promotion*. Tata McGraw Hill Co.
2. Sharma, Kavita. *Advertising: Planning and Decision Making*, Taxmann Publication Pvt. Ltd
3. Mahajan, J.P., and Ramki. *Advertising and Brand Management*. Ane Books Pvt. Ltd, New Delhi.

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4. Burnett, Wells, and Moriatty. *Advertising: Principles and Practice*. Pearson Education
  5. Shimp, Terence A. *Advertising and Promotion: An IMC Approach*. South Western, Cengage Learning.
  6. O'Guinn. *Advertising and Promotion: An Integrated Brand Approach*., Cengage Learning.

**Note: Latest edition of text book may be used.**

### **DSE Group B (e): BUSINESS STATISTICS**

**Objective:** To familiarize students with the basic statistical tools used to summarize and analyze quantitative information for decision making.

#### **Unit I: Statistical Data and Descriptive Statistics**

1.1 Measures of Central Tendency a) Mathematical averages including arithmetic mean, geometric mean and harmonic mean. Properties and applications. b) Positional Averages: Mode and Median (and other partition values including quartiles, deciles, and percentiles) (including graphic determination) 1.2 Measures of Variation: absolute and relative. Range, quartile deviation, mean deviation, standard deviation, and their co-efficient, Properties of standard deviation/variance. 1.3 Moments: calculation and significance. Skewness, Meaning, Measurement using Karl Pearson and Bowley's measures Concept of Kurtosis

#### **Unit II: Probability and Probability Distributions**

2.1 Theory of Probability. Approaches to the calculation of probability 2.2 Calculation of event probabilities. Addition and multiplication laws of probability. (Proof not required) 2.3 Conditional probability and Bayes' Theorem (Proof not required) 2.4 Expectation and variance of a random variable 2.5 Probability distributions: (a) Binomial distribution: Probability distribution function, Constants, Shape, Fitting of binomial distribution (b) Poisson distribution: Probability function, (including Poisson approximation to binomial Distribution), Constants, Fitting of Poisson distribution. (c) Normal distribution: Probability distribution function, Properties of normal curve Calculation of probabilities.

#### **Unit III: Simple Correlation and Regression Analysis**

3.1 Correlation Analysis. Meaning of Correlation; simple, multiple and partial; linear and non-linear, Causation and correlation, Scatter diagram, Pearson's co-efficient of correlation; calculation and properties (proofs not required). Probable and standard errors, Rank Correlation. 3.2 Regression Analysis. Principle of least squares and regression lines. Regression equations and estimation. Standard Error of Estimates.

#### **Unit IV: Index Numbers**

4.1 Meaning and uses of index numbers. Construction of index numbers: fixed and chain base: univariate and composite. Aggregative and average of relatives—simple and weighted. 4.2 Tests of adequacy of index numbers, Base shifting, splicing and deflating. Problems in the construction of index numbers. 4.3 Construction of consumer price indices. Important share price indices including BSE SENSEX and NSE NIFTY.

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## Unit V: Time Series Analysis

5.1 Components of time series. Additive and multiplicative models. 5.2 Trend analysis. Fitting of trend line using principle of least squares – linear, second degree parabola and exponential. Conversion of annual linear trend equation to quarterly/monthly basis and vice-versa. Moving averages. 5.3 Seasonal variations- calculation and uses. Simple averages, ratio-to-trend, ratio-to- moving averages and link-relatives methods. Uses of Seasonal Indices.

## Unit VI: Sampling Concepts, Sampling Distributions & Estimation

Populations and Samples, Parameters and Statistics, Discriptive and Inferential Statistics. Sampling methods including Simple random sampling, Stratified Sampling, Systematic Sampling, Judgment Sampling and Convenience Sampling. Concept of Sampling Distributions and theory of estimation: Point and interval estimation of means (large Samples) and Proportions. Practical Lab

The students will be familiarized with software and the statistical and other functions contained therein related to formation of frequency distributions and calculation of averages, measures of variation, correlation and regression coefficient.

### Suggested Readings:

1. Levin, Richard, David S. Rubin, Rastogi and Siddiqui, Statistics for Management, Pearson Education, 2017.
2. Berenson and Levine, Basic Business Statistics: Concepts and Applications, Prentice Hall, 2015.
3. Siegel, Andrew F., Practical Business Statistics, McGraw Hill, 2016.
4. Vohra, N.D., Business Statistics, McGraw Hill, 2012.
5. Spiegel M.D., Theory and Problems of Statistics (Schaum`s Outlines Series), McGraw Hill Publishing Co.,1988.
6. Gupta, S.P., and Archana Gupta, Business Statistics (Statistical Methods), Sultan Chand and Sons, New Delhi, 2014.
7. Gupta, S.C., Fundamentals of Statistics, Himalaya Publishing House, 2016.
8. Thukral, J.K., Business Statistics, Taxmann, 2016.

**Note: Latest edition of text book may be used.**

<b>Semester - VI</b>
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### Paper C-13: AUDITING AND CORPORATE GOVERNANCE

**Objective:** To provide knowledge of auditing principles, procedures and techniques in accordance with current legal requirements and professional standards.

#### Unit I: Auditing

Basic Principles and Techniques; Classification of Audit, Audit Planning, Internal Control – Internal Check and Internal Audit; Audit Procedure – Vouching and verification of Assets & Liabilities; Company Auditor- Qualifications and disqualifications, Appointment, Rotation, Removal, Remuneration, Rights and Duties; Auditor’s Report- Contents and Types, Liabilities of Statutory Auditors under

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the Companies Act 2013. Special Areas of Audit: Cost audit, Tax audit and Management audit; Recent Trends in Auditing: Basic considerations of audit in EDP Environment; Relevant Auditing and Assurance Standards (AASs).

### **Unit II: Corporate Governance**

Meaning, Theories, Models and Benefits of Corporate Governance; Politics and governance; Board Committees and their Functions; Insider Trading; Rating Agencies; Green Governance/E-governance; Clause 49 of Listing Agreement; Corporate governance in public sector undertakings; corporate funding of political parties; Class Action; Whistle Blowing; Shareholders Activism.

### **Unit III: Major Corporate Governance Failures**

BCCI (UK), Maxwell Communication (UK), Enron (USA), World.Com (USA), Andersen Worldwide (USA), Vivendi (France), Harshad Mehta Scam, Satyam Computer Services Ltd, and Kingfisher Airlines; Common Governance Problems Noticed in various Corporate Failures; Codes and Standards on Corporate Governance; Initiatives in India.

### **Unit IV: Business Ethics**

Morality and Ethics; Business Values and Ethics; Various Approaches to Business Ethics; Ethical Theories; Ethical Governance; Corporate Ethics; Benefits of Adopting Ethics in Business; Ethics Programme; Code of Ethics; Ethics Committee.

### **Unit V: Corporate Social Responsibility (CSR)**

Corporate Philanthropy, Meaning of CSR, CSR and CR, CSR and Corporate Sustainability; CSR & Business ethics, CSR and corporate governance, Environmental Aspect of CSR; CSR provision under the Companies Act 2013, CSR Committees; CSR Models, Drivers of CSR, Codes and Standards on CSR, Global Reporting Initiatives, ISO 26000.

### **Suggested Readings:**

1. Institute of Chartered Accountants of India, *Auditing and Assurance Standards*, ICAI, New Delhi.
2. Relevant Publications of ICAI on *Auditing (CARO)*.
3. Gupta, Kamal and Arora, Ashok. *Fundamentals of Auditing*, Tata Mc-Graw Hill Publishing Co. Ltd., New Delhi.
4. Ghatalia, S.V., *Practical Auditing*, Allied Publishers Private Ltd., New Delhi.
5. Singh, A. K. and Gupta Lovleen, *Auditing Theory and Practice*, Galgotia Publishing Company.
6. Mallin, Christine A., *Corporate Governance (Indian Edition)*, Oxford University Press, New Delhi.
7. Rani, Geeta D., and Mishra, R.K. *Corporate Governance- Theory and Practice*, Excel Books, New Delhi.
8. Tricker, Bob. *Corporate Governance-Principles, Policies, and Practice* (Indian Edition), Oxford University Press, New Delhi.
9. Sharma, J.P., *Corporate Governance, Business Ethics, and CSR*, Ane Books Pvt Ltd, New Delhi.

**Note: Latest edition of text books may be used.**

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## Paper C-14: GOODS & SERVICE TAX (GST) & CUSTOMS LAW

**Objective:** To provide students with a working knowledge of principles and provisions of GST and Customs Law

### Unit I: Introduction

Constitutional framework of Indirect Taxes before GST (Taxation Powers of Union & State Government); Concept of VAT: Meaning, Variants and Methods; Major Defects in the structure of Indirect Taxes prior to GST; Rationale for GST; Structure of GST (SGST, CGST, UTGST & IGST); GST Council, GST Network, State Compensation Mechanism, Registration.

### Unit II: Levy and collection of GST

Taxable event- "Supply" of Goods and Services; Place of Supply: Within state, Interstate, Import and Export; Time of supply; Valuation for GST- Valuation rules, taxability of reimbursement of expenses; Exemption from GST: Small supplies and Composition Scheme; Classification of Goods and Services: Composite and Mixed Supplies.

### Unit III: Input Tax Credit

Eligible and Ineligible Input Tax Credit; Apportionments of Credit and Blocked Credits; Tax Credit in respect of Capital Goods; Recovery of Excess Tax Credit; Availability of Tax Credit in special circumstances; Transfer of Input Credit (Input Service Distribution); Payment of Taxes; Refund; Doctrine of unjust enrichment; TDS, TCS. Reverse Charge Mechanism, Job work.

### Unit IV: Procedures

Tax Invoice, Credit and Debit Notes, Returns, Audit in GST, Assessment: Self-Assessment, Summary and Scrutiny.

### Unit V: Special Provisions

taxability of E-Commerce, Anti-Profitteering, Avoidance of dual control, E-way bills, zero-rated supply, Offences and Penalties, Appeals

### Unit VI: Customs Law

Basic Concepts, Territorial Waters, High Seas, Types of Custom Duties, Valuation, Baggage Rules & Exemptions.

Note: In case of any subsequent notifications/amendments regarding GST or customs law by the government, the syllabus would be updated accordingly.

### Suggested Readings:

1. The Central Goods and Services Tax, 2017
2. The Integrated Goods and Services Tax, 2017
3. The Union Territory Goods and Services Tax, 2017
4. The Goods and Services Tax (Compensation to States), 2017
5. The Constitution (One hundred and First Amendments) Act, 2016
6. Gupta, S.S., GST- How to meet your obligations (April 2017), Taxmann Publications
7. Halakandhi, S., G.S.T (Vastu and Sevakar) (Hindi) Vol-1, 2017
8. Gupta, S.S., Vastu and Sevakar, Taxmann Publications, 2017
9. Vastu and Sevakar Vidhan by Government of India

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**Paper: DSE-3 (anyone out of Group-C)**

GROUP C	
a. Fundamentals of Investment	c. Business Tax Procedures and Management
b. Compensation Management	d. New Venture Planning
e. Consumer Affair and Customer Care	

**DSE Group C (a): FUNDAMENTALS OF INVESTMENT**

**Objective:** To familiarize the students with different investment alternatives, introduce them to the framework of their analysis and valuation and highlight the role of investor protection.

**Unit-I: The Investment Environment**

The investment decision process, Types of Investments-Commodities, Real Estate and Financial Assets, The Indian securities market, the market participants and trading of securities, security market indices, sources of financial information. Return and risk: Concept, Calculation, Trade off between return and risk, Impact of taxes and inflation on return.

**Unit-II: Fixed Income Securities**

Bond Fundamentals, Estimating bond yields, Bond Valuation. Types of bond risks, default risk and credit rating.

**Unit-III: Approaches to Equity Analysis**

Fundamental Analysis, Technical Analysis and Efficient Market Hypothesis Valuation of Equity Shares using various models.

**Unit-IV: Portfolio Analysis and Financial Derivatives**

(a) Portfolio and Diversification, Portfolio Risk and Return (b) Mutual Funds (c) Introduction to Financial Derivatives - Forwards, Futures & Options, Financial Derivatives Markets in India.

**Unit-V: Investor Protection**

Role of SEBI and stock exchanges in investor protection; Investor grievances and their redressal system, insider trading, investors' awareness and activism.

Spread sheet is the recommended software for doing basic calculations in finance and hence can be used for giving students subjects related assignments for their internal assessment purposes.

**Suggested Readings**

1. Jones, C.F. Investments Analysis and Management. Wiley.
2. Chandra, Prasanna. Investment Analysis and Portfolio Management. Tata McGraw Hill.
3. Rustogi, R.P. Fundamentals of Investment. Sultan Chand & Sons, New Delhi.
4. Vohra, N.D., and Bagri. B.R. Futures and Options. McGraw Hill Publishing.
5. Mayo. An Introduction to Investment. Cengage Learning.

**Note: The Latest edition of text books may be used.**

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### **DSE Group C (b): COMPENSATION MANAGEMENT**

**Objective:** To enable the students to design and administer a compensation system that rewards employees fairly while stimulating them to provide goods and services that satisfy customer demands and permitting the organisation to operate profitably.

#### **Unit I: Compensation Management 5 Lectures**

Concept, principles and practices; Consequences of pay dissatisfaction.

#### **Unit II: Foundations of Compensation**

Performance evaluation, Job evaluation – Job grading and Job design; Theories of Compensation; Executive Compensation.

#### **Unit III: Compensation Strategy and Policy**

Developing Strategic Compensation alternatives; Challenges of compensation design; broad bending; compensation policies in India.

#### **Unit IV: Components of Compensation**

Basic Pay, D.A. Incentives Plans; Profit Sharing Schemes; Employee Stock Ownership; Fringe benefits & retirement benefits, provident fund, gratuity, pension.

#### **Unit V: International Compensation Management**

Components of International Compensation package; approaches to international compensation.

#### **Unit VI: Compensation Laws**

Payment of Wages Act, Minimum Wages Act., Bonus Act., Payment of Gratuity Act., Employees State Insurance Act., and Workmen's Compensation Act.

#### **Suggested Readings:**

1. Armstrong, M. & Hellen Murlis. Reward Management. A handbook of Remuneration Strategy.
2. Dwivedi, R.S. Managing Human Resources; Personnel Management in the Indian Enterprises. Galgotia Publishing Co.
3. Venkataratnam, C.S., & B. K. Srivastava. Personnel Management and Human Resources. Tata McGraw Hill.
4. Thomas, J. Bergman, V.G. Scarpello and F.S. Hills. Compensation Decision Making. Dryden Press.
5. Dunn, J.D. and F. M. Rachal. Wage and Salary Administration: Total Compensation System. McGraw Hill, New York.
6. George, T. Milkovich and J.M. Newman. Compensation. Irwin.

**Note: Latest edition of text book may be used.**

### **DSE Group C (c): BUSINESS TAX PROCEDURE AND MANAGEMENT**

**Objective:** To provide basic knowledge of business tax procedures and management under different provisions of the Income tax.

**Unit I:** Advance payment of tax Tax deduction/collection at source, documentation, returns, Certificates Interest payable by Assessee/Government Collection and recovery of tax

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**Unit II:** Assessment, re-assessment, rectification of mistakes Appeals and revisions - Preparation and filing of appeals with appellate authorities - Drafting of appeal; statement of facts and statement of law

**Unit III:** Penalties and prosecutions Settlement Commission Search, seizure and survey

**Unit IV:** Transactions with persons located in notified jurisdictional area General anti-avoidance rule Tax clearance certificate Securities transaction tax

**Unit V:** Information Technology and Tax administration TAN (Tax Deduction and Collection Account Number), TIN (Tax Information Network), e-TDS/e-TCS E-filing of ITRS

**Suggested Readings:**

1. Singhanian, Vinod K. and Singhanian, Monica. *Corporate Tax Planning and Business Tax Procedures*. Taxmann Publications Pvt. Ltd., New Delhi.
2. Ahuja, Girish. and Gupta, Ravi. *Corporate Tax Planning and Management*. Bharat Law House, Delhi.
3. Bajpai, Om Shanker. *Search, Seizure and Survey*. Taxmann Publications Pvt. Ltd., New Delhi.
4. Ahuja, Girish. and Gupta, Ravi. *Systematic Approach to Income Tax*. Bharat Law House, Delhi.

**Journals**

1. Income Tax Reports, Company Law Institute of India Pvt. Ltd., Chennai.
2. Taxman, Taxmann Allied Services Pvt. Ltd., New Delhi.
3. Current Tax Reporter, Current Tax Reporter, Jodhpur.

**Note: Latest edition of text books may be used.**

**Group C (d): NEW VENTURE PLANNING**

Objective: The curriculum aims at giving exposure to students regarding different aspects of setting up a new business. After completing the course student should be able to develop an understanding of the process of identifying various sources of new business ideas of products and services. The understanding of this paper will help them to examine, evaluate and approach different sources of finance, the nature of marketing effort required and to develop a comprehensive business plan.

**Unit I: Starting New Ventures**

Opportunity identification. The search for new ideas. Source of innovative ideas. Techniques for generating ideas. Entrepreneurial imagination and creativity: The role of creative thinking. Developing your creativity. Impediments to creativity.

**Unit II: Methods to Initiate Ventures**

The pathways to New Ventures for Entrepreneurs, Creating New Ventures. Acquiring an established Venture: Advantages of acquiring an ongoing Venture. Examination of key issues. Franchising: How a Franchise works. Franchise law. Evaluating the franchising opportunities.

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### **Unit III: Legal Challenges in Setting up Business**

Intellectual Property Protection: Patents, Trademarks, and Copyrights. Requirements and Procedure for filing a Patent, Trademark, and Copyright. Legal acts governing businesses in India. Identifying Form of Organisation: Sole Proprietorship, Partnership, Limited Liability Partnership and Company.

### **Unit IV: The Search for Entrepreneurial Capital**

The Entrepreneur's Search for Capital. The Venture Capital Market. Criteria for evaluating New-Venture Proposals. Evaluating the Venture Capitalist.

Financing stages. Alternate Sources of Financing for Indian Entrepreneurs. Bank Funding. Government Policy Packages. State Financial Corporations (SFCs). Business Incubators and Facilitators. Informal risk capital: Angel Investors.

### **Unit V: The Marketing Aspects of New Ventures**

Developing a Marketing Plan: Customer Analysis, Sales Analysis and Competition Analysis. Market Research. Sales Forecasting. Evaluation. Pricing Decision.

### **Unit VI: Business Plan Preparation for New Ventures**

Business Plan: Concept. Pitfalls to Avoid in Business Plan. Benefits of a Business Plan. Developing a Well-Conceived Business Plan. Elements of a Business Plan: Executive Summary. Business Description. Marketing: Market Niche and Market Share. Research, Design and Development. Operations. Management. Finances. Critical-Risk. Harvest Strategy. Milestone Schedule.

**Suggested Case Studies:** Case studies related to business or start ups in e-commerce, services, retailing, travel and hospitality.

#### **Suggested Readings:**

1. Kuratko, D.F., and T. V. Rao, *Entrepreneurship: A South-Asian Perspective*, Cengage Learning.
2. Robert, H. M., Manimala, M. Peters, and D. Shepherd, *Entrepreneurship*, Tata McGraw Hill, India.
3. Barringer, B. R., and R. D. Ireland, *Entrepreneurship: Successfully Launching New Ventures*, Pearson Education, India.
4. Allen, K.R., *Launching New Ventures: An Entrepreneurial Approach*, Cengage Learning.
5. Hishrich., Peters, *Entrepreneurship: Starting, Developing and Managing a New Enterprise*, Irwin.
6. Ramachandran, K., *Entrepreneurship Development*, Tata McGraw Hill, India.
7. Roy, Rajeev, *Entrepreneurship*, Oxford University Press.
8. Kumar, Arya, *Entrepreneurship: Creating and Leading an Entrepreneurial Organization*, Pearson, India.
9. Holt, David H., *Entrepreneurship: New Venture Creation*, PHI Learning.
10. Nickels, William G; McHugh, James M, and Susan M McHugh; *Understanding Business*, Tata McGraw Hill.

**Note: Latest edition of the book may be used**

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## DSE Group C (e): CONSUMER AFFAIRS AND CUSTOMER CARE

**Objective:** This paper seeks to familiarise the students with their rights as a consumer and provide understanding of social framework of consumer rights and legal framework of protecting consumer rights.

### Unit I: Conceptual Framework

Consumer and Markets: Concept of Consumers; Nature of markets; Concept of Price in Retail and Wholesale; Maximum Retail Price (MRP) and Local Taxes; Fair Price; misleading advertisements and deceptive packaging.

Experiencing Dissatisfaction: complaining behaviour; Form of Complaint to a business. Making a complaint heard by the Business; Corporate Redress Systems; Conciliation and Intermediation for out-of-court Redressal.

Quality and Standardization: Role of National Standards; National Standards- Indian Standards Mark (ISI), Agmark; Voluntary and Mandatory standards; Licensing and Surveillance. Consumer grievance redressal under the BIS Act, 1986; Introduction to International Standards ISO 10000 Suite: International standards on handling of consumer complaints by Organizations;

### Unit II: The Consumers Protection Act, 1986

Objectives and Basic Concepts: Consumer, goods, service, defect in goods, deficiency in service, spurious goods and services, unfair trade practice, restrictive trade practice. Organizational set-up under the Consumer Protection Act Advisory Bodies: Consumer Protection Councils at the Central, State and District Levels, Basic Consumer Rights.

Adjudicatory Bodies: Their composition, powers and jurisdiction (pecuniary and Territorial): District Forum; State Commission; National Commission. Role of Supreme Court under the CPA.

### Unit III: Grievance Redress Mechanism under the CPA, 1986

Who can file a complaint? Grounds of filing a complaint; Limitation period; Procedure for filing and hearing of a complaint; Temporary Injunction. Reliefs which can be provided; Appeal; Enforcement of order; Bar on frivolous and vexatious complaints; Offences and penalties.

#### Leading Cases decided under Consumer Protection Act related to:

i. Medical Negligence	iv. Electricity, Water, and Telecom Services.
ii. Banking and Financial Service	v. Education
iii. Housing & Real Estate	vi. Defective Product
vii. Unfair Trade Practice	

### Unit IV: Consumer Protection in India

a. **Consumer Movement in India:** Formation of consumer organization and their role in consumer protection including Advocacy and Campaigning for policy

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intervention; Evolution of Consumer Movement in India. Recent developments in Consumer Protection in India; National consumer Helpline, Citizens Charter, Product testing

**b. Industry Regulators and Consumer Complaint Redress Mechanism**

- i. Banking: RBI and Banking Ombudsman
- ii. Telecommunication: TRAI
- iii. Insurance: IRDA
- iv. Food items: Food Safety and Standards Authority of India (an overview)
- v. Electricity Supply: Electricity Regulatory Commission
- vi. Civil Aviation: DGCA

**Unit V: Competition Law**

Competition Act 2002: Objective, Purpose and Salient Features. Concept of: - Agreements having Adverse Impact on Competition; Abuse of Dominant Position; Regulation of Combination; Criteria for Determining “Appreciable Adverse Effect on Competition” and ‘Dominant Position’; ‘Relevant Geographic Market’ Factors; ‘Relevant Product Market’ Factors. Complaints and Procedures.

**Suggested Readings:**

1. Aggarwal, V. K. Consumer Protection: Law and Practice. Bharat Law House, Delhi.
2. Girimaji, Pushpa .Consumer Right for Everyone Penguin Books.
3. Nader, Ralph.The Consumer and Corporate Accountability. USA, Harcourt Brace Jovanovich, Inc.
4. How to Survive as a Consumer? CUTS, India [www.cuts.org](http://www.cuts.org).
5. The Competition Act, (2002).
6. The Consumers Protection Act, 1986
7. The Bureau of Indian Standards Act 1986 9. The Food Safety and Standards Act 2005
8. The Food Safety and Standards Act 2005

**Articles**

1. Jain, Sanjay K. and Kaur Gurmeet (2003). Strategic Green Marketing: How should Business Firms Go about Adopting It? The Indian Journal of Commerce. Vol.56. No.4. pp 1-16.
2. Jain, Sanjay K. and Kaur Gurmeet (2004). Ecolabelling: Genesis, Issues and Perspectives. Efulgence. Vol.2. No.1. pp. 5-18.
3. Ralph L. Day and Laird E. Landon, Jr. (1997). Towards a Theory of Consumer Complaining Behaviour. Ag Woodside, et al. (eds.). Consumer and Industrial Buying Behaviour. New York; North Holland pp. 425-37.
4. Verma ,D.P.S. (2002). Regulating Misleading Advertisements Legal Provisions and Institutional Framework. Vikalpa. Vol. 26. No. 2. pp. 51-57.
6. George, S. Day and A. Aaker (1970). A Guide to consumerism. Journal of Marketing. Vol. 34. pp 12-19.

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## Periodicals

1. Consumer Protection Judgements (CPJ) (Relevant cases reported in various issues).
2. Ethical Consumer (Magazine): ECRA Publishing Ltd. U.K  
www.ethicalconsumer.org
3. Upbhokta Jagran, Ministry of Consumer Affairs, Govt, of India.

**Note: The Latest edition of text books may be used.**

### Paper: DSE-4 (anyone out of Group-D)

GROUP D	
a. Financial Reporting and Analysis	c. International Business
b. Business Research Method and Project Work	d. Industrial Relation and Labour Laws

### DSE Group D (a): FINANCIAL ANALYSIS AND REPORTING

**Objective:** To gain ability to understand, analyse and interpret the basic framework of financial reporting.

#### Unit I: Basis of Financial Reporting

Purpose of financial reporting, users of financial reports, conceptual framework for financial reporting.

#### Unit II: Understanding Financial Statements

**Structure of Financial Statements:** Introduction, Statement of Financial Position (Balance Sheet), Statement of Earnings (Income Statement), and Statement of Cash Flows (Cash Flow Statement).

**Additional disclosure statements:** Need for Additional Statements, Auditor's Report, Director's Report, Funds Flow Statement, Electronic Dissemination, and Corporate Governance.

#### Unit III: Components of Financial Statements

Inventories, Receivables, Assets (Fixed Tangible, Intangible), Leases, Revenue, Income-Tax, Retained Earnings.

#### Unit IV: Analysis & Interpretation of Financial Statements

**Ratio Analysis** – Liquidity, Solvency, Activity & Profitability Analysis, Comparative & Common Size Analysis (Vertical & Horizontal Analysis), Financial Statement Variation by Type of Industry

**Expanded Analysis:** Financial Ratios used in Annual Reports, Management's use of Analysis, Graphing Financial Information

#### Unit V: Accounting Standards in India & IFRS- Basic Framework.

#### Suggested Readings:

1. Lal, Jawahar, *Corporate Financial Reporting: Theory & Practice*, Taxmann Applied Services, New Delhi.

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2. Raiyani, J. R. and Lodha, G., *International Financial Reporting Standard (IFRS) and Indian Accounting Practices*, New Century Publications.
  3. Singh, N. T. and Agarwal, P., *Corporate Financial Reporting in India*, Raj Publishing, Jaipur.
  4. Hennie, V. G., *International Financial Reporting Standards: A practical guide*, Washington: World Bank.
  5. Alexander, D., Britton, A. and A. Jorissen, *Global Financial Reporting and Analysis*, Cengage Learning, Indian edition.

**Note: Latest edition of text book may be used**

### **DSE Group D (b): BUSINESS RESEARCH METHODS AND PROJECT WORK**

Objective: This course aims at providing the general understanding of business research and the methods of business research. The course will impart learning about how to collect, analyze, present and interpret data.

#### **Section A: Business Research Methods**

##### **Unit I: Introduction**

Meaning of research; Scope of Business Research; Purpose of Research – Exploration, Description, Explanation; Unit of Analysis – Individual, Organization, Groups, and Data Series; Conception, Construct, Attributes, Variables.

##### **Unit II: Research Process**

An Overview; Problem Identification and Definition; Selection of Basic Research Methods- Field Study, Laboratory Study, Survey Method, Observational Method, Existing Data Based Research, Longitudinal Studies, Panel Studies.

##### **Unit III: Measurement**

Definition; Designing and writing items; Uni-dimensional and Multi-dimensional scales; Measurement Scales- Nominal, Ordinal, Interval, Ratio; Ratings and Ranking Scale, Thurstone, Likert and Semantic Differential scaling, Paired Comparison; Sampling –Steps, Types, Sample Size Decision; Secondary data sources.

##### **Unit IV: Hypothesis Testing**

Tests concerning means and proportions; ANOVA, Chi-square test and other Non-parametric tests, assumptions of Classical Normal Linear Regression

#### **Section B: Project Report**

##### **Unit V: Report Preparation**

Meaning, types and layout of research report; Steps in report writing; Citations, Bibliography and Annexure in report; JEL Classification.

##### **Note:**

1. There shall be a written examination of 50% Marks on the basis of Unit I: to IV.
2. The student will write a project report under the supervision of a faculty member assigned by the college/institution based on field work. The Project Report carries 50% Marks and will be evaluated by University appointed examiners.

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**Suggested Readings:**

1. Babbie, Earl R. The practice of social research. Wadsworth publication
2. Chawla, Deepak and Soundhi, Neena. Research methodology: Concepts and cases. Vikas publications.
3. Webster, allen L., Applied statistics for business and economics: An essential approach. TMH
4. Cohen, J., Cohen, P., west, S. G., and Aiken L. S. Applied Multiple Regression/ Correlation Analysis for Behavioural Sciences. Routledge.
5. Zikmund, W.G. Business Research Method. South Western Thomson Learning, USA.
7. Emroy, C. William. Business Research Methods, Homewood, Richard D. Irwin.
8. Gujarati, Damodar., Dawn, C. Porter., and Gunasekar, Sangeetha. Basic Ecnometrics. Tata McGraw Hill.

**Note: Latest edition of the book may be used.**

**DSE Group D (c): INTERNATIONAL BUSINESS**

**Objective:** To expose students to the concept, importance and dynamics of international business and India's involvement with global business operations.

**Unit I**

**Introduction to International Business:** Globalization and its growing importance in world economy; Impact of globalization; International business contrasted with domestic business - complexities of international business; Internationalization Stages and Orientations. Modes of entry into international business.

**International Business Environment:** National and foreign environments and their components - economic, cultural and political-legal environments; Global trading environment - recent trends in world trade in goods and services; Trends in India's foreign trade.

**Unit II**

**International Trade** –Theories of International Trade, tariff and nontariff measures; Balance of payment account and its components.

**International and economic organizations:** WTO, UNCTAD, World Bank and IMF.

**Regional Economic Integration:** Forms of regional integration; Integration efforts among countries in Europe, North America and Asia. Cost and benefit of regional economic integration.

**Unit III**

**International Financial Environment:** International financial system and institutions; Foreign exchange markets, Spot market, spot rate quotations, bid-ask spreads, Trading in spot markets, Cross exchange rates; Forward Market: forward rate, long and short forward positions, forward premium and discount. Arbitrage, hedging and speculation; Foreign investments - types and flows; Foreign investment in Indian perspective.

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## Unit IV

**Exchange Rate Determination:** Factors affecting exchange rate –Relative inflation rates, relative interest rates, relative income levels, government controls, expectations, B.Com (Hons.) CBCS 47 Department of Commerce, University of Delhi, Delhi etc. Government intervention and government influence on exchange rates. Theories of exchange rate – Purchasing Power Parity, Interest Rate Parity and Fisher's effect.

## Unit V

**Foreign Trade promotion measures and organizations in India:** Special economic zones (SEZs) and 100% export oriented units (EOUs); Measures for promoting foreign investments into and from India; Indian joint ventures and acquisitions abroad.

### Suggested Readings:

1. Charles W.L. Hill and Arun Kumar Jain, International Business. New Delhi: Tata McGraw-Hill.
2. Johnson, Derbe., and Colin Turner. International Business - Themes & Issues in the Modern Global Economy. London: Routledge.
3. Cherunilam, Francis. International Business: Text and Cases. Prentice Hall of India Ltd.
4. Daniels John, D. Lee H. Radenbaugh and David P. Sullivan. International Business. Pearson Education
5. Justin, Paul. International Business. Prentice Hall of India Ltd.
6. Michael R. Czinkota. et al. International Business. Fortforth: The Dryden Press.
7. RBI. Report on Currency & Finance, various issues.
8. Griffin, Ricky W. and Michael W. Pustay. International Business - A Managerial Perspective. Prentice Hall.
9. V Sharan, International Business, Pearson Education.
10. Bennett, Roger. International Business. Delhi: Pearson.
11. UNCTAD Reports.
12. WTO, Annual Report, various issues.

**Note: Latest edition of text books may be used.**

## DSE Group D (d): INDUSTRIAL RELATIONS AND LABOUR LAWS

**Objective:** To enable the students to learn the concepts of industrial relations including tradeunions, collective bargaining, discipline and various labour enactments.

### Unit 1: Industrial Relations (IR)

Concept of Industrial Relations; Nature of Industrial Relations; Objectives of IR; Factors affecting IR in changing Environment, Evolution of IR in India; Role of State; Trade Union; Employers' Organisation; Human Resource Management and IR Role of ILO in Industrial Relations, International Dimensions of IR.

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## Unit 2: Trade Union

Trade Union: Origin and growth, unions after Independence, unions in the era of liberalisation; Factors Affecting Growth of Trade Unions in India, Multiplicity & Recognition of Trade Unions; Major Provisions of Trade Union Act 1926

## Unit III: Discipline and Grievance Redressal

Discipline: Causes of indiscipline, Maintenance of discipline and misconduct; Highlights of domestic enquiries; Principle of Natural Justice; Labour turnover; Absenteeism; Grievance: Meaning of Grievance, Grievance redressal machinery in India, Grievance handling procedure; salient features of Industrial Employment (Standing orders) Act 1946

## Unit IV: The Industrial Disputes Act, 1947

Definitions of Industry, workman, and Industrial Dispute; Authorities under the Act: Procedure, Powers and Duties of Authorities; Strikes and Lock outs: Lay-off and Retrenchment: Provisions relating to Layoff, Retrenchment, and closure.

## Unit V: The Factories Act, 1948

Provisions relating to manufacturing process, workers, occupier, Health, Safety, Welfare facilities.

### Suggested Readings:

1. Venkata Ratnam, C.S. *Industrial Relations*, Oxford University Press, Delhi.
2. Sharma, J.P. *Simplified Approach to Labour Laws*, Bharat Law House (P) Ltd
3. Salamon, Michael. *Industrial Relations: Theory and Practice*. Pearson Education.
4. Farnham., and Limlott, J. *Understanding Industrial Relations* Casell.

**Note: Latest edition of text books may be used.**

## SYLLABUS: B.A. (Hons.) Economics

Semester - I
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**Paper: ENVIRONMENTAL STUDIES/ COMMUNICATION (ENGLISH/HINDI)\***

\*Please refer to Page No. 132 for details of ENVIRONMENTAL STUDIES/  
COMMUNICATION (ENGLISH/HINDI)\*

**PAPER: CORE ECONOMICS COURSE 1: INTRODUCTORY MICROECONOMICS**

### Course Description

This course is designed to expose the students to the basic principles of micro-economic theory. The emphasis will be on thinking like an economist and the course will illustrate how microeconomic concepts can be applied to analyze real life situations.

### Course Outline

#### 1. Exploring the subject matter of Economics

Why study economics? Scope and method of economics; the economic problem: scarcity and choice; the question of what to produce, how to produce and how to distribute output; science of economics; the basic competitive

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model; prices, property rights and profits; incentives and information; rationing; opportunity sets; economic systems; reading and working with graphs.

**2. Supply and Demand: How Markets Work, Markets and Welfare**

Markets and competition; determinants of individual demand/supply; demand/supply schedule and demand/supply curve; market versus individual demand/supply; shifts in the demand/supply curve, demand and supply together; how prices allocate resources; elasticity and its application; controls on prices; taxes and the costs of taxation; consumer surplus; producer surplus and the efficiency of the markets.

**3. The Households**

The consumption decision - budget constraint, consumption and income/price changes, demand for all other goods and price changes; description of preferences (representing preferences with indifference curves); properties of indifference curves; consumer's optimum choice; income and substitution effects; labour supply and savings decision-choice between leisure and consumption.

**4. The Firm and Perfect Market Structure**

Behaviour of profit maximizing firms and the production process; short run costs and output decisions; costs and output in the long run.

**5. Imperfect Market Structure**

Monopoly and anti-trust policy; government policies towards competition; imperfect competition.

**6. Input Markets**

Labour and land markets - basic concepts (derived demand, productivity of an input, marginal productivity of labour, marginal revenue product); demand for labour; input demand curves; shifts in input demand curves; competitive labour markets; and labour markets and public policy.

**Readings:**

1. Karl E. Case and Ray C. Fair, Principles of Economics, Pearson Education Inc., 8th Edition, 2007.
2. N. Gregory Mankiw, Economics: Principles and Applications, India edition by South Western, a part of Cengage Learning, Cengage Learning India Private Limited, 4th edition, 2007.
3. Joseph E. Stiglitz and Carl E. Walsh, Economics, W.W. Norton & Company, Inc., New York, International Student Edition, 4th Edition, 2007.

**Paper: Core Economics Course 2: MATHEMATICAL METHODS IN ECONOMICS - I**

**Course Description**

This is the first of a compulsory two-course sequence. The objective of this sequence is to transmit the body of basic mathematics that enables the study of economic theory at the undergraduate level, specifically the courses on microeconomic theory, macroeconomic theory, statistics and econometrics set out in this syllabus. In this course, particular economic models are not the ends, but the means for illustrating the method of applying mathematical techniques to economic

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theory in general. The level of sophistication at which the material is to be taught is indicated by the contents of the prescribed text book.

### Course Outline

#### 1. Preliminaries

Logic and proof techniques; sets and set operations; relations; functions and their properties; number systems.

#### 2. Functions of one real variable

Graphs; elementary types of functions: quadratic, polynomial, power, exponential, logarithmic; sequences and series: convergence, algebraic properties and applications; continuous functions: characterizations, properties with respect to various operations and applications; differentiable functions: characterizations, properties with respect to various operations and applications; second and higher order derivatives: properties and applications.

#### 3. Single-variable optimization

Geometric properties of functions: convex functions, their characterizations and applications; local and global optima: geometric characterizations, characterizations using calculus and applications.

#### 4. Integration of functions

#### 5. Difference equations

### Readings:

K. Sydsaeter and P. Hammond, Mathematics for Economic Analysis, Pearson Educational Asia: Delhi, 2002.

#### **Paper GE-1(A): INSURANCE RISK AND MANAGEMENT**

\*Please refer to Page No. 138 for details of Insurance Risk and Management

#### **Paper GE-1(B): Any *One* of the following**

\*Please refer to Page No. 139 see details of Academic Writing and Composition

#### **Paper 1: ACADEMIC WRITING AND COMPOSITION**

#### **Paper 2: MEDIA AND COMMUNICATION SKILLS**

#### **Paper 3: TEXT AND PERFORMANCE**

#### **Paper 4: LANGUAGE AND LINGUISTICS**

#### **Paper 5: CONTEMPORARY INDIA: WOMEN AND EMPOWERMENT**

#### **Paper 6: LANGUAGE, LITERATURE AND CULTURE**

#### **Paper 7: READINGS ON INDIAN DIVERSITIES AND LITERARY MOVEMENTS**

#### **Paper GE-1(C): CALCULUS**

\*Please refer to Page No. 147 for details of Calculus

#### **Paper GE-1(D): हिंदी सिनेमा**

\*Please refer to Page No. 147 for details of हिंदी सिनेमा

#### **Paper GE-1(E): POLITICAL OF GLOBALIZATION**

\*Please refer to Page No. 148 for details of Political of Globalization

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<b>Semester - II</b>
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**Paper: ENVIRONMENTAL STUDIES/ COMMUNICATION (ENGLISH/HINDI)\***

\*Please refer to Page No. 132 for details of ENVIRONMENTAL STUDIES/  
COMMUNICATION (ENGLISH/HINDI)\*

**Paper: ECONOMICS CORE COURSE 3: INTRODUCTORY MACROECONOMICS**

**Course Description** This course aims to introduce the students to the basic concepts of Macro-economics. Macroeconomics deals with the aggregate economy. This course discusses the preliminary concepts associated with the determination and measurement of aggregate macroeconomic variable like savings, investment, GDP, money, inflation, and the balance of payments.

**Course Outline**

**1. Introduction to Macroeconomics and National Income Accounting**

Basic issues studied in macroeconomics; measurement of gross domestic product; income, expenditure and the circular flow; real versus nominal GDP; price indices; national income accounting for an open economy; balance of payments: current and capital accounts.

**2. Money**

Functions of money; quantity theory of money; determination of money supply and demand; credit creation; tools of monetary policy.

**3. Inflation**

Inflation and its social costs; hyperinflation.

**4. The Closed Economy in the Short Run**

Classical and Keynesian systems; simple Keynesian model of income determination; IS-LM model; fiscal and monetary multipliers.

**Readings:**

1. Dornbusch, Fischer and Startz, Macroeconomics, McGraw Hill, 11th edition, 2010,
2. N. Gregory Mankiw. Macroeconomics, Worth Publishers, 7th edition, 2010.
3. Olivier Blanchard, Macroeconomics, Pearson Education, Inc., 5th edition. 2009.
4. Richard T. Froyen, Macroeconomics, Pearson Education Asia, 2nd edition, 2005.
5. Andrew B. Abel and Ben S. Bernanke, Macroeconomics, Pearson Education, Inc., 7th edition, 2011.
6. Errol D'Souza, Macroeconomics, Pearson Education, 2009.
7. Paul R. Krugman, Maurice Obstfeld and Marc Melitz, International Economics, Pearson Education Asia, 9th edition, 2012.

**Paper: ECONOMICS CORE COURSE 4: MATHEMATICAL METHODS IN ECONOMICS-II**

**Course Description** This course is the second part of a compulsory two-course sequence. This part is to be taught in Semester II following the first part in Semester I. The objective of this sequence is to transmit the body of basic mathematics that enables the study of economic theory at the undergraduate level, specifically the courses on microeconomic theory, macroeconomic theory, statistics and econometrics set out in this Syllabus. In this course, particular economic models are

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not the ends, but the means for illustrating the method of applying mathematical techniques to economic theory in general. The level of sophistication at which the material is to be taught is indicated by the contents of the prescribed textbook.

### **Course Outline**

- 1. Differential equations**
- 2. Linear algebra**

Vector spaces: algebraic and geometric properties, scalar products, norms, orthogonality; linear transformations: properties, matrix representations and elementary operations; systems of linear equations: properties of their solution sets; determinants: characterization, properties and applications.

- 3. Functions of several real variables**

Geometric representations: graphs and level curves; differentiable functions: characterizations, properties with respect to various operations and applications; second order derivatives: properties and applications; the implicit function theorem, and application to comparative statics problems; homogeneous and homothetic functions: characterizations and applications.

- 4. Multi-variable optimization**

Convex sets; geometric properties of functions: convex functions, their characterizations, properties and applications; further geometric properties of functions: quasiconvex functions, their characterizations, properties and applications; unconstrained optimization: geometric characterizations, characterizations using calculus and applications; constrained optimization with equality constraints: geometric characterizations, Lagrange characterization using calculus and applications; properties of value function: envelope theorem and applications.

### **Readings:**

K. Sydsaeter and P. Hammond, *Mathematics for Economic Analysis*, Pearson Educational Asia: Delhi, 2002.

#### **Paper GE-2 (A): INVESTING IN STOCK MARKETS**

\*Please refer to Page No. 150 see details of Investing in Stock Markets

#### **Paper GE-2(B): Any One of the following**

\*Please refer to Page No. 139 see details of following papers

#### **Paper 1: ACADEMIC WRITING AND COMPOSITION**

#### **Paper 2: MEDIA AND COMMUNICATION SKILLS**

#### **Paper 3: TEXT AND PERFORMANCE**

#### **Paper 4: LANGUAGE AND LINGUISTICS**

#### **Paper 5: CONTEMPORARY INDIA: WOMEN AND EMPOWERMENT**

#### **Paper 6: LANGUAGE, LITERATURE AND CULTURE**

#### **Paper 7: READINGS ON INDIAN DIVERSITIES AND LITERARY MOVEMENTS**

#### **Paper GE-2(C): LINEAR ALGEBRA**

\*Please refer to Page No. 151 for details of Linear Algebra

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**Paper GE-2(D): पट कथा और संवाद लेखन**

\*Please refer to Page No. 152 for details of पट कथा और संवाद लेखन

**Paper GE-2(E): CONTEMPORARY POLITICAL ECONOMY**

\*Please refer to Page No. 152 for details of Contemporary Political Economy

<b>Semester - III</b>
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**Paper: ECONOMICS CORE COURSE 5: INTERMEDIATE MICROECONOMICS - I**

**Course Description**

The course is designed to provide a sound training in microeconomic theory to formally analyze the behaviour of individual agents. Since students are already familiar with the quantitative techniques in the previous semesters, mathematical tools are used to facilitate understanding of the basic concepts. This course looks at the behaviour of the consumer and the producer and also covers the behaviour of a competitive firm.

**Course Outline**

**1. Consumer Theory**

Preference; utility; budget constraint; choice; demand; Slutsky equation; buying and selling; choice under risk and intertemporal choice; revealed preference.

**2. Production, Costs and Perfect Competition**

Technology; isoquants; production with one and more variable inputs; returns to scale; short run and long run costs; cost curves in the short run and long run; review of perfect competition.

**Readings:**

1. Hal R. Varian, Intermediate Microeconomics, a Modern Approach, W.W. Norton and Company/Affiliated East-West Press (India), 8th edition, 2010. The work book by Varian and Bergstrom may be used for problems.
2. C. Snyder and W. Nicholson, Fundamentals of Microeconomics, Cengage Learning (India), 2010.
3. B. Douglas Bernheim and Michael D. Whinston, Microeconomics, Tata McGraw Hill (India), 2009.

**Paper: ECONOMICS CORE COURSE 6: INTERMEDIATE MACROECONOMICS - I**

**Course Description**

This course introduces the students to formal modeling of a macro-economy in terms of analytical tools. It discusses various alternative theories of output and employment determination in a closed economy in the short run as well as in the medium run, and the role of policy in this context. It also introduces the students to various theoretical issues related to an open economy.

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## Course Outline

### 1. Aggregate Demand and Aggregate Supply Curves

Derivation of aggregate demand and aggregate and supply curves; interaction of aggregate demand and supply.

### 2. Inflation, Unemployment and Expectations

Phillips curve; adaptive and rational expectations policy ineffectiveness debate.

### 3. Open Economy Models

Short-run open economy models; Mundell-Fleming model; exchange rate determination; purchasing power parity; asset market approach; Dornbusch's over shooting model; monetary approach to balance of payments international financial markets.

## Readings:

1. Dornbusch, Fischer and Startz, Macroeconomics, McGraw Hill, 11th edition, 2010.
2. N. Gregory Mankiw. Macroeconomics, Worth Publishers, 7th edition, 2010.
3. Olivier Blanchard, Macroeconomics, Pearson Education, Inc., 5th edition, 2009.
4. Steven M. Sheffrin, Rational Expectations, Cambridge University Press, 2nd edition, 1996.
5. Andrew B. Abel and Ben S. Bernanke, Macroeconomics, Pearson Education, Inc., 7th edition, 2011.
6. Errol D'Souza, Macroeconomics, Pearson Education, 2009
7. Paul R. Krugman, Maurice Obstfeld and Marc Melitz, International Economics, Pearson Education Asia, 9th edition, 2012.

## Paper: ECONOMICS CORE COURSE 7: STATISTICAL METHODS FOR ECONOMICS

### Course Description

This is a course on statistical methods for economics. It begins with some basic concepts and terminology that are fundamental to statistical analysis and inference. It then develops the notion of probability, followed by probability distributions of discrete and continuous random variables and of joint distributions. This is followed by a discussion on sampling techniques used to collect survey data. The course introduces the notion of sampling distributions that act as a bridge between probability theory and statistical inference. The semester concludes with some topics in statistical inference that include point and interval estimation.

### Course Outline

#### 1. Introduction and Overview

The distinction between populations and samples and between population parameters and sample statistics; the use of measures of location and variation to describe and summarize data; population moments and their sample counter parts.

#### 2. Elementary Probability Theory

Sample spaces and events; probability axioms and properties; counting techniques; conditional probability and Bayes' rule; independence.

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### 3. Random Variables and Probability Distributions

Defining random variables; probability distributions; expected values of random variables and of functions of random variables; properties of commonly used discrete and continuous distributions (uniform, binomial, normal, poisson and exponential random variables).

### 4. Random Sampling and Jointly Distributed Random Variables

Density and distribution functions for jointly distributed random variables; computing expected values; covariance and correlation coefficients.

### 5. Sampling

Principal steps in a sample survey; methods of sampling; the role of sampling theory; properties of random samples.

### 6. Point and Interval Estimation

Estimation of population parameters using methods of moments and maximum likelihood procedures; properties of estimators; confidence intervals for population parameters.

#### Readings:

1. Jay L. Devore, Probability and Statistics for Engineers, Cengage Learning, 2010.
2. John E. Freund, Mathematical Statistics, Prentice Hall, 1992.
3. Richard J. Larsen and Morris L. Marx, An Introduction to Mathematical Statistics 11 and its Applications, Prentice Hall, 2011.
4. William G. Cochran, Sampling Techniques, John Wiley, 2007.

#### **Paper - GE-3(A): PROJECT MANAGEMENT**

\*Please refer to Page No. 158 see details of Project Management

#### **Paper GE-3(B): Any *One* of the following**

\*Please refer to Page No. 139 see details of following Papers

#### **Paper 1: ACADEMIC WRITING AND COMPOSITION**

#### **Paper 2: MEDIA AND COMMUNICATION SKILLS**

#### **Paper 3: TEXT AND PERFORMANCE**

#### **Paper 4: LANGUAGE AND LINGUISTICS**

#### **Paper 5: CONTEMPORARY INDIA: WOMEN AND EMPOWERMENT**

#### **Paper 6: LANGUAGE, LITERATURE AND CULTURE**

#### **Paper 7: READINGS ON INDIAN DIVERSITIES AND LITERARY MOVEMENTS**

#### **Paper - GE-3(C): DIFFERENTIAL EQUATIONS**

\*Please refer to Page No. 159 for details of Differential Equations

#### **Paper - GE-3(D): हिंदी कहानी**

\*Please refer to Page No. 160 for details of हिंदी कहानी

#### **Paper - GE-3(E): NATIONALISM IN INDIA**

\*Please refer to Page No. 161 for details of Nationalism in India

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## Paper -: SEC-1: FINANCIAL ECONOMICS

### Course Description

This course introduces students to the economics of finance. The course does not require any prior knowledge of economics. This course should be accessible to anyone with an exposure to elementary mathematics. The course is designed to impart the essential aspects of financial asset valuation. The students will be introduced to numerical techniques in finance using spreadsheet programmes such as Microsoft Excel. The course will impart skills that will be useful in a variety of business settings including investment banks, asset management companies and in the field of financial and business journalism.

### Course Outline

#### 1. Deterministic cash-flow streams

Basic theory of interest; discounting and present value; internal rate of return; evaluation criteria; fixed-income securities; bond prices and yields; interest ratesensitivity and duration; immunisation; the term structure of interest rates; yield curves; spot rates and forward rates.

#### 2. Single-period random cash flows

Random asset returns; portfolios of assets; portfolio mean and variance; feasible combinations of mean and variance; mean-variance portfolio analysis: the Markowitz model and the two-fund theorem; risk-free assets and the one-fund theorem.

#### 3. Capital Asset Pricing Model (CAPM)

The capital market line; the capital asset pricing model; the beta of an asset and of a portfolio; security market line; use of the CAPM model in investment analysis and as a pricing formula.

### Readings:

1. David G. Luenberger, Investment Science, Oxford University Press, USA, 1997.
2. Richard A. Brealey and Stewart C. Myers, Principles of Corporate Finance, McGraw Hill, 7th edition, 2002.
3. Burton G. Malkiel, A Random Walk Down Wall Street, W.W. Norton & Company, 2003.
4. Simon Benninga, Financial Modeling, MIT Press, USA, 1997.

<b>Semester - IV</b>
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## Paper -: ECONOMICS CORE COURSE 8: INTERMEDIATE MICROECONOMICS - II

### Course Description

This course is a sequel to Intermediate Microeconomics I. The emphasis will be on giving conceptual clarity to the student coupled with the use of mathematical tools and reasoning. It covers general equilibrium and welfare, imperfect markets and topics under information economics.

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## Course Outline

### 1. General Equilibrium, Efficiency and Welfare

Equilibrium and efficiency under pure exchange and production; over all efficiency and welfare economics.

### 2. Market Structure and Game Theory

Monopoly; pricing with market power; price discrimination; peak-load pricing; two-part tariff; monopolistic competition and oligopoly; game theory and competitive strategy.

### 3. Market Failure

Externalities; public goods and markets with asymmetric information.

## Readings:

1. Hal R. Varian, Intermediate Microeconomics, a Modern Approach, 8th edition, W.W. Norton and Company/Affiliated East-West Press (India), 2010. The workbook by Varian and Bergstrom could be used for problems.
2. C. Snyder and W. Nicholson, Fundamentals of Microeconomics, Cengage Learning (India), 2010.

## Paper -: ECONOMICS CORE COURSE 9: INTERMEDIATE MACROECONOMICS - II

### Course Description

This course is a sequel to Intermediate Macroeconomics I. In this course, the students are introduced to the long run dynamic issues like growth and technical progress. It also provides the micro-foundations to the various aggregative concepts used in the previous course.

### Course Outline

#### 1. Economic Growth

Harrod-Domar model; Solow model; golden rule; technological progress and elements of endogenous growth.

#### 2. Microeconomic Foundations

- a. Consumption: Keynesian consumption function; Fisher's theory of optimal intertemporal choice; life-cycle and permanent income hypotheses; rational expectations and random-walk of consumption expenditure.
- b. Investment: determinants of business fixed investment; residential investment and inventory investment.
- c. Demand for money.

#### 3. Fiscal and Monetary Policy

Active or passive; monetary policy objectives and targets; rules versus discretion: time consistency; the government budget constraint; government debt and Ricardian equivalence.

#### 4. Schools of Macroeconomic Thoughts

Classicals; Keynesians; New-Classicals and New-Keynesians.

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**Readings:**

1. Dornbusch, Fischer and Startz, *Macroeconomics*, McGraw Hill, 11th edition, 2010.
2. N. Gregory Mankiw. *Macroeconomics*, Worth Publishers, 7th edition, 2010.
3. Olivier Blanchard, *Macroeconomics*, Pearson Education, Inc., 5th edition, 2009.
4. Charles I. Jones, *Introduction to Economic Growth*, W.W. Norton & Company, 2nd edition, 2002.
5. Andrew B. Abel and Ben S. Bernanke, *Macroeconomics*, Pearson Education, Inc., 7th edition, 2011.
6. Errol D'Souza, *Macroeconomics*, Pearson Education, 2009.
7. Robert J. Gordon, *Macroeconomics*, Prentice-Hall India Limited, 2011.

**Paper - : ECONOMICS CORE COURSE 10: INTRODUCTORY ECONOMETRICS****Course Description**

This course provides a comprehensive introduction to basic econometric concepts and techniques. It covers statistical concepts of hypothesis testing, estimation and diagnostic testing of simple and multiple regression models. The course also covers the consequences of and tests for misspecification of regression models.

**Course Outline****1. Nature and Scope of Econometrics****2. Statistical Concepts**

Normal distribution; chi-sq, t- and F-distributions; estimation of parameters; properties of estimators; testing of hypotheses: defining statistical hypotheses; distributions of test statistics; testing hypotheses related to population parameters; Type I and Type II errors; power of a test; tests for comparing parameters from two samples.

**3. Simple Linear Regression Model: Two Variable Case**

Estimation of model by method of ordinary least squares; properties of estimators; goodness of fit; tests of hypotheses; scaling and units of measurement; confidence intervals; Gauss-Markov theorem; forecasting.

**4. Multiple Linear Regression Model**

Estimation of parameters; properties of OLS estimators; goodness of fit-R<sup>2</sup> and adjusted R<sup>2</sup>; partial regression coefficients; testing hypotheses—individual and joint; functional forms of regression models; qualitative (dummy) independent variables.

**5. Violations of Classical Assumptions**

Consequences, Detection and Remedies Multicollinearity; heteroscedasticity; serial correlation.

**6. Specification Analysis**

Omission of a relevant variable; inclusion of irrelevant variable; tests of specification errors.

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**Readings:**

1. Jay L. Devore, Probability and Statistics for Engineers, Cengage Learning, 2010.
2. John E. Freund, Mathematical Statistics, Prentice Hall, 1992.
3. Richard J. Larsen and Morris L. Marx, An Introduction to Mathematical Statistics and its Applications, Prentice Hall, 2011.
4. D. N. Gujarati and D.C. Porter, Essentials of Econometrics, McGraw Hill, 4th edition, International Edition, 2009.
5. Christopher Dougherty, Introduction to Econometrics, Oxford University Press, 3rd edition, Indian edition, 2007.
6. Jan Kmenta, Elements of Econometrics, Indian Reprint, Khosla Publishing House, 2nd edition, 2008.

**Paper - GE-4 (A): ECONOMICS OF REGULATIONS OF DOMESTIC AND FOREIGN EXCHANGE MARKETS**

\*Please refer to Page No. 165 for details of Syllabus

**Paper GE-4(B): Any One of the following**

\*Please refer to Page No. 139 see details of following papers

**Paper 1: ACADEMIC WRITING AND COMPOSITION****Paper 2: MEDIA AND COMMUNICATION SKILLS****Paper 3: TEXT AND PERFORMANCE****Paper 4: LANGUAGE AND LINGUISTICS****Paper 5: CONTEMPORARY INDIA: WOMEN AND EMPOWERMENT****Paper 6: LANGUAGE, LITERATURE AND CULTURE****Paper 7: READINGS ON INDIAN DIVERSITIES AND LITERARY MOVEMENTS****Paper - GE-4(C): ELEMENTS OF ANALYSIS**

\*Please refer to Page No. 166 for details of Elements of Analysis

**Paper - GE-4(D): हिंदी का वैश्विक परिदृश्य**

\*Please refer to Page No. 167 for details of हिंदी का वैश्विक परिदृश्य

**Paper - GE-4(E): FEMINISM: THEORY AND PRACTICS**

\*Please refer to Page No. 167 for details of Feminism: Theory and Practics

**Paper - : SEC-2: DATA ANALYSIS****Course Description:**

This course introduces the student to collection and presentation of data. It also discusses how data can be summarized and analysed for drawing statistical inferences. The students will be introduced to important data sources that are available and will also be trained in the use of free statistical software to analyse data.

**Course Outline:**

1. Sources of data. Population census versus sample surveys. Random sampling.

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2. Univariate frequency distributions. Measures of central tendency: mean, median and mode; arithmetic, geometric and harmonic mean. Measures of dispersion, skewness and kurtosis.
  3. Bivariate frequency distribution. Correlation and regression. Rank correlation.
  4. Introduction to probability theory. Notions of random experiment, sample space, event, probability of an event. Conditional probability. Independence of events. Random variables and probability distributions. Binomial and normal distributions.
  5. Estimation of population parameters from sample data. Unbiased estimators for population mean and variance.
  6. Basics of index numbers: price and quantity index numbers.

#### **Readings:**

1. P.H. Karmel and M. Polasek (1978), Applied Statistics for Economists, 4th edition, Pitman.
2. M.R. Spiegel (2003), Theory and Problems of Probability and Statistics (Schaum Series).

<b>Semester - V</b>
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### **Paper --: ECONOMICS CORE COURSE 11: INDIAN ECONOMY-I**

#### **Course Description**

Using appropriate analytical frameworks, this course reviews major trends in economic indicators and policy debates in India in the post-Independence period, with particular emphasis on paradigm shifts and turning points. Given the rapid changes taking place in India, the reading list will have to be updated annually.

#### **Course Outline**

##### **1. Economic Development since Independence**

Major features of the economy at independence; growth and development under different policy regimes—goals, constraints, institutions and policy framework; an assessment of performance—sustainability and regional contrasts; structural change, savings and investment.

##### **2. Population and Human Development**

Demographic trends and issues; education; health and malnutrition.

##### **3. Growth and Distribution**

Trends and policies in poverty; inequality and unemployment.

##### **4. International Comparisons**

#### **Readings:**

1. Jean Dreze and Amartya Sen, Jean Dreze and Amartya Sen, 2013. An Uncertain Glory: India and its Contradictions, Princeton University Press.
2. Pulapre Balakrishnan, 2007, The Recovery of India: Economic Growth in the Nehru Era, Economic and Political Weekly, November.

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3. Rakesh Mohan, 2008, —Growth Record of Indian Economy: 1950-2008. A Story of Sustained Savings and Investment, *Economic and Political Weekly*, May.
  4. S.L. Shetty, 2007, —India's Savings Performance since the Advent of Planning, in K.L. Krishna and A. Vaidyanathan, editors, *Institutions and Markets in India's Development*.
  5. Himanshu, 2010, *Towards New Poverty Lines for India*, *Economic and Political Weekly*, January.
  6. Jean Dreze and Angus Deaton, 2009, *Food and Nutrition in India: Facts and Interpretations*, *Economic and Political Weekly*, February.
  7. Himanshu. 2011, —Employment Trends in India: A Re-examination, *Economic and Political Weekly*, September.
  8. Rama Baru et al, 2010, —Inequities in Access to Health Services in India: Caste, Class and Region, *Economic and Political Weekly*, September.
  9. Geeta G. Kingdon, 2007, —The Progress of School Education in India, *Oxford Review of Economic Policy*.
  10. J.B.G. Tilak, 2007, —Post Elementary Education, Poverty and Development in India, *International Journal of Educational Development*.
  11. T. Dyson, 2008, —India's Demographic Transition and its Consequences for Development in Uma Kapila, editor, *Indian Economy Since Independence*, 19th edition, Academic Foundation.
  12. Kaushik Basu, 2009, —China and India: Idiosyncratic Paths to High Growth, *Economic and Political Weekly*, September.
  13. K. James, 2008, —Glorifying Malthus: Current Debate on Demographic Dividend in India *Economic and Political Weekly*, June.
  14. Reetika Khera, 2011, —India's Public Distribution System: Utilisation and Impact *Journal of Development Studies*.
  15. Aniruddha Krishna and Devendra Bajpai, 2011, —Lineal Spread and Radial Dissipation: Experiencing Growth in Rural India, 1992-2005, *Economic and Political Weekly*, September.
  16. Kaushik Basu and A. Maertens, eds, 2013, *The New Oxford Companion to Economics*, Oxford University Press.

### **Paper --: ECONOMICS CORE COURSE 12: DEVELOPMENT ECONOMICS -I**

#### **Course Description**

This is the first part of a two-part course on economic development. The course begins with a discussion of alternative conceptions of development and their justification. It then proceeds to aggregate models of growth and cross-national comparisons of the growth experience that can help evaluate these models. The axiomatic basis for inequality measurement is used to develop measures of inequality and connections between growth and inequality are explored. The course ends by linking political institutions to growth and inequality by discussing the role of the state in economic development and the informational and incentive problems that affect state governance.

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## Course Outline

### 1. Conceptions of Development

Alternative measures of development, documenting the international variation in these measures, comparing development trajectories across nations and within them.

### 2. Growth Models and Empirics

The Harrod-Domar model, the Solow model and its variants, endogenous growth models and evidence on the determinants of growth.

### 3. Poverty and Inequality: Definitions, Measures and Mechanisms

Inequality axioms; a comparison of commonly used inequality measures; connections between inequality and development; poverty measurement; characteristics of the poor; mechanisms that generate poverty traps and path dependence of growth processes.

### 4. Political Institutions and the Functioning of the State

The determinants of democracy; alternative institutional trajectories and their relationship with economic performance; within-country differences in the functioning of state institutions; state ownership and regulation; government failures and corruption.

## Readings

1. Debraj Ray, Development Economics, Oxford University Press, 2009.
2. Partha Dasgupta, Economics, A Very Short Introduction, Oxford University Press, 2007.
3. Abhijit Banerjee, Roland Benabou and Dilip Mookerjee, Understanding Poverty, Oxford University Press, 2006.
4. Kaushik Basu, The Oxford Companion to Economics in India, OUP, 2007.
5. Amartya Sen, Development as Freedom, OUP, 2000.
6. Daron Acemoglu and James Robinson, Economic Origins of Dictatorship and Democracy, Cambridge University Press, 2006.
7. Robert Putnam, Making Democracy Work: Civic Traditions in Modern Italy, Princeton University Press, 1994

### Paper – :DSE COURSE-1 (From List of Group-I)

### Paper –: DSE COURSE--2 (From List of Group-I)

GROUP I	
a. Economics of Health and Education	e. Political Economy-1
b. Applied Econometrics	f. Money and Financial Markets
c. Economics History of India (1857-1947)	g. Public Economic
d. Topics in Microeconomics-I	

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## **DISCIPLINE SPECIFIC ELECTIVE (DSE) PAPERS: ECONOMICS GROUP-I**

### **(i) ECONOMICS OF HEALTH AND EDUCATION**

#### **Course Description**

The importance of education and health in improving well-being is reflected in their inclusion among the Millennium Development Goals adopted by the United Nations member states, which include among other goals, achieving universal primary education, reducing child mortality, improving maternal health and combating diseases. This course provides a microeconomic framework to analyze, among other things, individual choice in the demand for health and education, government intervention and aspects of inequity and discrimination in both sectors. It also gives an overview of health and education in India.

#### **Course Outline**

##### **1. Role of Health and Education in Human Development**

Importance in poverty alleviation; health and education outcomes and their relationship with macroeconomic performance.

##### **2. Microeconomic Foundations of Health Economics**

Demand for health; uncertainty and health insurance market; alternative insurance mechanisms; market failure and rationale for public intervention; equity and inequality.

##### **3. Evaluation of Health Programs**

Costing, cost effectiveness and cost-benefit analysis; burden of disease.

##### **4. Health Sector in India: An Overview**

Health outcomes; health systems; health financing.

##### **5. Education: Investment in Human Capital**

Rate of return to education: private and social; quality of education; signaling or human capital; theories of discrimination; gender and caste discrimination in India.

##### **6. Education Sector in India: An Overview**

Literacy rates, school participation, school quality measures.

#### **Readings:**

1. William, Jack, Principles of Health Economics for Developing Countries, World Bank Institute Development Studies, 1999.
2. World Development Report, Investing in Health, The World Bank, 1993.
3. Ronald G., Ehrenberg and Robert S., Smith, Modern Labor Economics: Theory and Public Policy, Addison Wesley, 2005.

### **(ii) APPLIED ECONOMETRICS**

#### **Course Description**

The aim of this course is to provide a foundation in applied econometric analysis and develop skills required for empirical research in economics. Topics include specification and selection of regression models, dynamic econometric models,

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advanced methods in regression analysis and panel data models. Since the emphasis is on application of methods, this course requires understanding of econometric software and computing skills.

### **Course Outline**

#### **1. Stages in Empirical Econometric Research**

#### **2. Regression Diagnostics and Specification**

Misspecification; functional forms; model selection.

#### **3. Advanced Topics in Regression Analysis**

##### **Selected Topics:**

Dynamic Econometric Models: distributed lag models; autoregressive models; instrumental variable estimation; simultaneous equation models.

#### **4. Panel Data Models**

Methods of estimation; fixed effects model; random effects model.

#### **5. Introduction to Econometric Software Package**

GRETL; E-VIEWS; STATA (any one).

### **Readings:**

1. Jeffrey M. Wooldridge, *Econometrics*, CENGAGE learning, India Edition, 2009.
2. Dimitrios Asteriou and Stephen Hall, *Applied Econometrics: A Modern Approach*, Palgrave Macmillan, 2007.
3. Damodar Gujarati, *Econometrics by Example*, Palgrave Macmillan, 2011.

### **(iii) ECONOMIC HISTORY OF INDIA (1857-1947)**

### **Course Description**

This course analyses key aspects of Indian economic development during the second half of British colonial rule. In doing so, it investigates the place of the Indian economy in the wider colonial context, and the mechanisms that linked economic development in India to the compulsions of colonial rule. This course links directly to the course on India's economic development after independence in 1947.

### **Course Outline**

#### **1. Introduction: Colonial India: Background and Introduction**

Overview of colonial economy.

#### **2. Macro Trends**

National Income; population; occupational structure.

#### **3. Agriculture**

Agrarian structure and land relations; agricultural markets and institutions – credit, commerce and technology; trends in performance and productivity; famines.

#### **4. Railways and Industry**

Railways; the de-industrialisation debate; evolution of entrepreneurial and industrial structure; nature of industrialisation in the interwar period; constraints to industrial breakthrough; labor relations.

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## 5. Economy and State in the Imperial Context

The imperial priorities and the Indian economy; drain of wealth; international trade, capital flows and the colonial economy – changes and continuities; government and fiscal policy.

### Readings:

1. Lakshmi Subramanian, "History of India 1707-1857", Orient Blackswan, 2010, Chapter 4.
2. Sumit Guha, 1991, Mortality decline in early 20th century India', Indian Economic and Social History Review (IESHR), pp 371-74 and 385-87.
3. Tirthankar Roy, The Economic History of India 1857-1947, Oxford University Press, 3rd edition, 2011.
4. J. Krishnamurthy, Occupational Structure, Dharma Kumar (editor), The Cambridge Economic History of India, Vol. II, (henceforth referred to as CEHI), 2005, Chapter 6.
5. Irfan Habib, Indian Economy 1858-1914, A People's History of India, Vol.28, Tulika, 2006. 27
6. Ira Klein, 1984, —When Rains Fail: Famine relief and mortality in British India, IESHR 21.
7. Jean Dreze, Famine Prevention in India in Dreze and Sen (eds.) Political Economy of Hunger, WIDER Studies in Development Economics, 1990, pp.13-35.
8. John Hurd, Railways, CEHI, Chapter 8, pp.737-761.
9. Rajat Ray (ed.), Entrepreneurship and Industry in India, 1994.
10. AK Bagchi,—Deindustrialization in India in the nineteenth century: Some theoretical implications, Journal of Development Studies, 1976.
11. MD Morris, Emergence of an Industrial Labour Force in India, OUP 1965, Chapter 11, Summary and Conclusions.
12. K.N. Chaudhuri, Foreign Trade and Balance of Payments, CEHI, Chapter 10.
13. B.R. Tomlison, 1975, India and the British Empire 1880-1935, IESHR, Vol.XII.
14. Dharma Kumar, The Fiscal System, CEHI, Chapter 12.
15. Basudev Chatterjee, Trade, Tariffs and Empire, OUP 1992, Epilogue.

### Background reading for students:

Irfan Habib, Indian Economy 1858-1914 (A People's History of India), Vol.28, Tulika 2006. Daniel Thorner, Agrarian Prospect in India, 1977. L. Visaria and P. Visaria, Population. CEHI, Chapter 5. 28

## (iv) TOPICS IN MICROECONOMICS - I

### Course Description

Game theory is an integral part of modern economic analysis. Topics in Microeconomics- I introduces the students to elementary game theory under complete information. This course introduces the basic concepts of game theory in a way that allows students to use them in solving simple problems. The course will deal with the solution concepts for normal form and extensive form games along with a variety of economic applications.

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## Course Outline

### 1. Normal form games

The normal form; dominant and dominated strategies; dominance solvability; mixed strategies; Nash equilibrium; symmetric single population games; applications.

### 2. Extensive form games with perfect information

The game tree; strategies; subgame perfection; backward induction in finite games; commitment; bargaining; other applications.

## Reading:

1. Martin J. Osborne, *An Introduction to Game Theory*, Oxford University Press, New Delhi, 2004.

## (v) POLITICAL ECONOMY-I

### Course Description

This course explores changes in the organisation of production, labour market institutions and corporate structure. It goes on to study the consequences of globalization, especially of financial flows, for the role of the state, economic performance, gender issues, environment, human welfare and development.

### Course Outline

#### 1. Introduction and Historical Overview

Perspective on political economy with a historical overview: capitalist development in the pre-second world war period, the 'golden age' and later.

#### 2. Changing Dynamics of Capitalist Production, Organisational Form and Labour Process

Fordist and post-fordist production; changing dynamics of organisation of production, markets and labour process; the changing nature of job security and labour rights.

#### 3. The State in the Era of Globalisation: Welfare, Development and Autonomy

Globalisation and the limits of the welfare state, development and state autonomy.

#### 4. The Changing Role of Finance

The changing role of finance in capital accumulation and corporate structure; finance and globalisation - financialisation, financial liberalisation and financial crisis.

#### 5. The Social Dimension

Globalisation and uneven development – growth, inequality and exclusion.

#### 6. New Perspectives

Gender in work, accumulation and globalisation; issues in environment and sustainability; alternatives ahead.

## Readings:

1. Michel Beaud, *A History of Capitalism, 1500-2000*, trans. by Tom Dickman and Anny Lefebvre, New York: Monthly Review Press, 2001.

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2. Ash Amin (ed.), *Post-Fordism: A Reader*, Blackwell, 1994.
  3. Fran Tonkiss, *Contemporary Economic Sociology: Globalisation, Production, Inequality*, Chapter 4 (Fordism and After), Routledge India 2008 reprint, 2006. 30
  4. S. Hymer, "The Multinational Corporation and the Law of Uneven Development", in H. Radice (ed.) *International Firms and Modern Imperialism*, Penguin Books, 1975.
  5. G. Gereffi, J. Humphrey and T. Sturgeon, 2005, —The Governance of Global Value Chains , *Review of International Political Economy*, Volume 12: 78–104.
  6. Narasimha Reddy, —Economic Globalisation, Past and Present – The Challenges to Labour in Jomo K.S. & KhooKhayJin (ed.) *Globalization and Its Discontents, Revisited*, Sepsis -Tulika Books, 2003.
  7. David Harvey, *A Brief History of Neoliberalism*, OUP, 2005.
  8. Andrew Glyn, —Challenges to Capital , in *Capitalism Unleashed: Finance, Globalization and Welfare*, Oxford: Oxford University Press, (Ch. One, pp. 1-24), 2006.
  9. G Dumenil and D Levy, *The Crisis of Neoliberalism*, Harvard University Press, 2011.
  10. K.S. Jomo (ed.), *The Long Twentieth Century: The Great Divergence: Hegemony, Uneven Development and Global Inequality*, OUP, 2006.
  11. Gary Dymksy, 2005, —Financial Globalization, Social Exclusion and Financial Crisis, *International Review of Applied Economics*, Vol. 19: 439–457.
  12. E. Stockhammer, —Financialization and the Global Economy , in G. Epstein and M.H. Wolfson (ed.) *The Political Economy of Financial Crises*, Oxford University Press, 2010. [Also in Working Paper Series, No. 240, Political Economy Research Institute, University of Massachusetts Amherst]
  13. J.P. Smith and M.P. Ward, 1989, —Women in the Labour Market and in the Family, *Journal of Economic Perspectives*, Volume 3: 9-23.
  14. Marilyn Power, 2004, —Social Provisioning as a Starting Point for Feminist Economics, *Feminist Economics*, Volume 10: 3-19.
  15. John Bellamy Foster, *Ecology against Capitalism*, Monthly Review Press, 2002.

### **(vi) MONEY AND FINANCIAL MARKETS**

#### **Course Description**

This course exposes students to the theory and functioning of the monetary and financial sectors of the economy. It highlights the organization, structure and role of financial markets and institutions. It also discusses interest rates, monetary management and instruments of monetary control. Financial and banking sector reforms and monetary policy with special reference to India are also covered.

#### **Course Outline**

##### **1. Money**

Concept, functions, measurement; theories of money supply determination.

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## **2. Financial Institutions, Markets, Instruments and Financial Innovations**

- a. Role of financial markets and institutions; problem of asymmetric information – adverse selection and moral hazard; financial crises.
- b. Money and capital markets: organization, structure and reforms in India; role of financial derivatives and other innovations.

## **3. Interest Rates**

Determination; sources of interest rate differentials; theories of term structure of interest rates; interest rates in India.

## **4. Banking System**

- a. Balance sheet and portfolio management.
- b. Indian banking system: Changing role and structure; banking sector reforms.

## **5. Central Banking and Monetary Policy**

Functions, balance sheet; goals, targets, indicators and instruments of monetary control; monetary management in an open economy; current monetary policy of India.

### **Readings**

1. F. S. Mishkin and S. G. Eakins, Financial Markets and Institutions, Pearson Education, 6th edition, 2009.
2. F. J. Fabozzi, F. Modigliani, F. J. Jones, M. G. Ferri, Foundations of Financial Markets and Institutions, Pearson Education, 3rd edition, 2009.
3. M. R. Baye and D. W. Jansen, Money, Banking and Financial Markets, AITBS, 1996.
4. Rakesh Mohan, Growth with Financial Stability- Central Banking in an Emerging Market, Oxford University Press, 2011.
5. L. M. Bhole and J. Mahukud, Financial Institutions and Markets, Tata McGraw Hill, 5th edition, 2011.
6. M. Y. Khan, Indian Financial System, Tata McGraw Hill, 7th edition, 2011.
7. N. Jadhav, Monetary Policy, Financial Stability and Central Banking in India, Macmillan, 2006.
8. R.B.I. – Report of the Working Group: Money Supply Analytics and Methodology of Compilation, 1998.
9. R.B.I. Bulletin, Annual Report and Report on Currency and Finance (latest).

### **(vii) PUBLIC ECONOMICS**

#### **Course Description**

Public economics is the study of government policy from the points of view of economic efficiency and equity. The paper deals with the nature of government intervention and its implications for allocation, distribution and stabilization. Inherently, this study involves a formal analysis of government taxation and expenditures. The subject encompasses a host of topics including public goods, market failures and externalities. The paper is divided into two sections, one dealing with the theory of public economics and the other with the Indian public finances.

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## Course Outline

### 1. Public Economic Theory

- a. Fiscal functions: an overview.
- b. Public Goods: definition, models of efficient allocation, pure and impure public goods, free riding.
- c. Externalities: the problem and its solutions, taxes versus regulation, property rights, the Coase theorem.
- d. Taxation: its economic effects; dead weight loss and distortion, efficiency and equity considerations, tax incidence, optimal taxation.

### 2. Indian Public Finances

- a. Tax System: structure and reforms
- b. Budget, deficits and public debt
- c. Fiscal federalism in India

### Readings:

1. J. Hindriks, G. Myles: *Intermediate Public Economics*, MIT Press, 2006.
2. H. Rosen, T. Gayer: *Public Finance*, 9th ed., McGraw-Hill/Irwin, 2009.
3. Joseph E. Stiglitz, *Economics of the Public Sector*, W.W. Norton & Company, 3rd edition, 2000.
4. R.A. Musgrave and P.B. Musgrave, *Public Finance in Theory & Practice*, McGraw Hill Publications, 5th edition, 1989.
5. John Cullis and Philip Jones, *Public Finance and Public Choice*, Oxford University Press, 1st edition, 1998.
6. Harvey Rosen, *Public Finance*, McGraw Hill Publications, 7th edition, 2005.
7. Mahesh Purohit, *Value Added Tax: Experiences of India and Other Countries*, 2007.
8. Kaushik Basu and A. Maertens (ed.), *The New Oxford Companion to Economics in India*, Oxford University Press, 2013.
9. M.M. Sury, *Government Budgeting in India*, 1990.
10. M. Govinda Rao, *Changing Contours of Federal Fiscal Arrangements in India*, Amaresh Bagchi (ed), *Readings in Public Finance*, Oxford University Press, 2005.
11. Paul Samuelson, 1955, —Diagrammatic Exposition of a theory of Public Expenditure, *Review of Economics and Statistics*, Volume 37.
12. Shankar Acharya, 2005, —Thirty Years of Tax Reform in India , *Economic and Political Weekly*, May 14-20.
13. Rangarajan and D.K. Srivastava, 2005, —Fiscal Deficit and Government Debt: Implications for Growth and Stabilization”, *Economic and Political Weekly*, July 2-8.
14. M. Govinda Rao, 2011, —Goods and Services Tax: A Gorilla, Chimpanzee or a Genius like Primates?, *Economic and Political Weekly*, February 12-18.
15. Report of the 13th Finance Commission, 2010-15.
16. *Economic Survey*, Government of India (Latest).
17. *State Finances: A Study of Budgets*, Reserve Bank of India (Latest).

**Paper –: ECONOMICS CORE COURSE 13: INDIAN ECONOMY-II**

**Course Description**

This course examines sector-specific policies and their impact in shaping trends in key economic indicators in India. It highlights major policy debates and evaluates the Indian empirical evidence. Given the rapid changes taking place in the country, the reading list will have to be updated annually.

**Course Outline**

**1. Macroeconomic Policies and Their Impact**

Fiscal Policy; trade and investment policy; financial and monetary policies; labour regulation.

**2. Policies and Performance in Agriculture**

Growth; productivity; agrarian structure and technology; capital formation; trade; pricing and procurement.

**3. Policies and Performance in Industry**

Growth; productivity; diversification; small scale industries; public sector; competition policy; foreign investment.

**4. Trends and Performance in Services**

**Readings:**

1. Shankar Acharya, 2010, —Macroeconomic Performance and Policies 2000-8, in Shankar Acharya and Rakesh Mohan, editors, India's Economy: Performances and Challenges: Development and Participation, Oxford University Press.
2. Rakesh Mohan, 2010, —India's Financial Sector and Monetary Policy Reforms, in Shankar Acharya and Rakesh Mohan, editors, India's Economy: Performances and Challenges: Development and Participation, Oxford University Press.
3. Pulapre Balakrishnan, Ramesh Golait and Pankaj Kumar, 2008, —Agricultural Growth in India Since 1991, RBI DEAP Study no. 27.
4. B. N. Goldar and S.C. Aggarwal, 2005, —Trade Liberalisation and Price-Cost Margin in Indian Industries, The Developing Economics, September.
5. P. Goldberg, A. Khandelwal, N. Pavcnik and P. Topalova, 2009, —Trade Liberalisation and New Imported Inputs, American Economic Review, Papers and Proceedings, May.
6. Kunal Sen, 2010, —Trade, Foreign Direct Investment and Industrial Transformation in India, in Premachandra Athukorala, editor, The Rise of Asia, Routledge.
7. A. Ahsan, C. Pages and T. Roy, 2008, —Legislation, Enforcement and Adjudication in Indian Labour Markets: Origins, Consequences and the Way Forward, in D. Mazumdar and S. Sarkar, editors, Globalization, Labour Markets and Inequality in India, Routledge.
8. Dipak Mazumdar and Sandeep Sarkar, 2009, —The Employment Problem in India and the Phenomenon of the 'Missing Middle', Indian Journal of Labour Economics.

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9. J. Dennis Rajakumar, 2011, —Size and Growth of Private Corporate Sector in Indian Manufacturing, Economic and Political Weekly, April.
  10. Ramesh Chand, 2010, —Understanding the Nature and Causes of Food Inflation, Economic and Political Weekly, February.
  11. Bishwanath Goldar, 2011, —Organised Manufacturing Employment: Continuing the Debate, Economic and Political Weekly, April.
  12. Kaushik Basu and A. Maertens, eds, 2013, The New Oxford Companion to Economics in India, Oxford University Press.

### **Paper --: ECONOMICS CORE COURSE 14: DEVELOPMENT ECONOMICS-II**

#### **Course Description**

This is the second module of the economic development sequence. It begins with basic demographic concepts and their evolution during the process of development. The structure of markets and contracts is linked to the particular problems of enforcement experienced in poor countries. The governance of communities and organizations is studied and this is then linked to questions of sustainable growth. The course ends with reflections on the role of globalization and increase in international dependence on the process of development.

#### **Course Outline**

##### **1. Demography and Development**

Demographic concepts; birth and death rates, age structure, fertility and mortality; demographic transitions during the process of development; gender bias in preferences and outcomes and evidence on unequal treatment within households; connections between income, mortality, fertility choices and human capital accumulation; migration.

##### **2. Land, Labor and Credit Markets**

The distribution of land ownership; land reform and its effects on productivity; contractual relationships between tenants and landlords; land acquisition; nutrition and labor productivity; informational problems and credit contracts; microfinance; inter-linkages between rural factor markets.

##### **3. Individuals, Communities and Collective Outcomes**

Individual behavior in social environments, multiple social equilibria; governance in organizations and in communities; individual responses to organizational inefficiency.

##### **4. Environment and Sustainable Development**

Defining sustainability for renewable resources a brief history of environmental change; common-pool resources; environmental externalities and state regulation of the environment; economic activity and climate change.

##### **5. Globalization**

Globalization in historical perspective; the economics and politics of multilateral agreements; trade, production patterns and world inequality; financial instability in a globalized world.

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## Readings

1. Debraj Ray, Development Economics, Oxford University Press, 2009.
2. Partha Dasgupta, Economics, A Very Short Introduction, Oxford University Press, 2007.
3. Abhijit Banerjee, Roland Benabou and Dilip Mookerjee, Understanding Poverty, Oxford University Press, 2006.
4. Thomas Schelling, Micromotives and Macrobehavior, W. W. Norton, 1978.
5. Albert O. Hirschman, Exit, Voice and Loyalty: Responses to Decline in Firms, Organizations and States, Harvard University Press, 1970.
6. Raghuram Rajan, Fault Lines: How Hidden Fractures Still Threaten the World Economy, 2010.
7. Elinor Ostrom, Governing the Commons: The Evolution of Institutions for Collective Action, Cambridge University Press, 1990.
8. Dani Rodrik, The Globalization Paradox: Why Global Markets, States and Democracy Can't Coexist, Oxford University Press, 2011.
9. Michael D. Bordo, Alan M. Taylor and Jeffrey G. Williamson (ed.), Globalization in Historical Perspective, University of Chicago Press, 2003.

**Paper : DSE COURSE--3 (From List of Group-II)**

**Paper : DSE COURSE--4 (From List of Group-II)**

GROUP II	
a. Political Economy-II	e. Environmental Economics
b. Comparative Economic Development (1850-1950)	f. International Economics
c. Financial Economics	g. Dissertation Project
d. Topics in Microeconomics-II	

## DISCIPLINE SPECIFIC ELECTIVE (DSE) PAPERS: ECONOMICS GROUP-II

### (a) POLITICAL ECONOMY-II

#### Course Description

Employing perspectives from alternative schools of thought, this course explores the development of the structure and institutions of capitalist economies and their relationship to social and political forces. Students are expected to read some classic texts as well as more recent commentaries.

#### Course Outline

##### 1. Analysing Social Change in Historical Perspective

The method of historical materialism; the transition from feudalism to capitalism; capitalism as a historical process – alternative perspectives.

##### 2. Capitalism as an Evolving Economic System

Basic features; accumulation and crisis; the modern corporation; monopoly capitalism— alternative perspectives.

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### 3. The State in Capitalism

The state and the economy – contestation and mutual interdependence; the state as an arena of conflict; imperialism – the basic foundations.

#### Readings:

1. J. Gurley, "The Materialist Conception of History", Ch.2.1 in R. Edwards, M. Reich and T. Weisskopf (ed.), *The Capitalist System*, 2nd edition, 1978.
2. O. Lange, *Political Economy*, vol. 1, 1963, Chapters 1 and 2.
3. E.K. Hunt, *History of Economic Thought*, M.E. Sharpe, Indian edn, Shilpi Publications, 2004.
4. Irfan Habib, 1995, "Capitalism in History", *Social Scientist*, Vol. 23: 15-31.
5. R. L. Heilbroner, "Capitalism", in *The New Palgrave Dictionary of Modern Economics*, Macmillan, 1987. Also reprinted as Chapter 2 in *Behind the Veil of Economics* by R.L. Heilbroner, W.W. Norton, 1988.
6. P. Sweezy, *The Theory of Capitalist Development*, Monthly Review Press, 1942, chapters 2, 4, 5, 6, 8 and 10.
7. Anwar Shaikh, Entries on "Economic Crises" and "Falling Rate of Profit" in T. Bott more et al (eds.), *The Dictionary of Marxist Thought*, OUP, Indian edition, Maya Blackwell, 2000.
8. VamsiVakulabharanam, 2009, —The Recent Crisis in Global Capitalism: Towards a Marxian Understanding , *Economic and Political Weekly*, March 28, Vol. 44: 144-150.
9. J. Schumpeter, *Capitalism, Socialism and Democracy*, George Allen and Unwin 1976, Chapters 6, 7 and 8.
10. P. Baran (1957), *The Political Economy of Growth*, Chapter 3, Pelican edition, 1973.
11. R. Heilbroner, —The Role of the State , Ch.4 in *The Nature and Logic of Capitalism*, 1985.
12. M. Kalecki, —Political Aspects of Full Employment , in E.K. Hunt and J.G. Schwarz (eds.), *A Critique of Economic Theory*, Penguin Books, 1972.
13. AmitBhaduri, —Nationalism and Economic Policy in the Era of Globalization , Ch. 2 in Deepak Nayyar (ed), *Governing Globalization: Issues and Institutions*, OUP, 2002 [also WIDER Working Paper no.188, WIDER website (2000)].
14. PrabhatPatnaik, —"Lenin's Theory of Imperialism Today", in K.S. Jomo (ed.) *The Long Twentieth Century: The Great Divergence: Hegemony, Uneven Development and Global Inequality*, OUP.
15. James O'Connor, "The Meaning of Economic Imperialism," in Robert Rhodes, ed., *Imperialism and Underdevelopment*, New York: Monthly Review Press, 1970, pages 101 to 111.

### (b) COMPARATIVE ECONOMIC DEVELOPMENT (1850-1950)

#### Course Description

This course investigates selected issues in comparative historical perspective over the 19th century and the first few decades of the 20th century. The course focuses

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on a set of countries, which followed clearly diverse trajectories and patterns of growth to achieve their industrial transition and compares the outcomes of these diverse trajectories on sectoral change, inter-sectoral relations, labour processes and industrial relations and also compares the role of the state in facilitating the respective trajectories.

### **Course Outline**

- 1. Introduction and Perspectives on Comparative Economic Development**
- 2. An Overview of Economic Development of the countries selected for case studies**
- 3. Agriculture**  
Agrarian surplus and the role of the peasantry in economic development.
- 4. Industry**  
The industrial revolution in Britain; Industrialisation in late industrialisers.
- 5. The Factory System and Making of the Industrial Working Class**  
Division of labour, structure of industrial authority, organisation of work and industrial production, relationship between workers and managers.
- 6. The Role of the State in Industrial and Developmental Transition**

### **Readings:**

1. E.J. Hobsbawm, *World of Labour: Further studies in the history of labour*, London Weidenfeld& Nicholson, 1984.
2. E.J. Hobsbawm, *Industry and Empire: An Economic History of Britain since 1750*, Weidenfeld& Nicholson, 1968.
3. Peter Mathias, *The First Industrial Nation, An Economic History of Britain, 1700-1914*. 2nd edition Methuen, 1983.
4. T. Nakamura, *Economic Growth in Pre-War Japan*, Tr. by Robert A Feldman, Yale University Press, 1983.
5. Okochi, Karsh and Levine, *Workers and Employees in Japan, The Japanese Employment Relations System*, University of Tokyo, 1965.
6. Y. Hayami, *A Century of Agricultural Growth in Pre-War Japan: Its Relevance to Asian Development*, University of Minnesota Press, 1975.
7. Chalmers Johnson, *MITI and the Japanese Miracle: The Growth of Industrial Policy 1925-1975*, Stanford University Press, 1982.
8. W.W. Lockwood, *Economic Development of Japan*, Expanded edition, Princeton University Press, 1966.
9. Dobb M., *Soviet Economic Development Since 1917*, Universal Book Stall, New Delhi, 1995.
10. Paul R. Gregory and Robert C. Stuart, *Soviet Economic Structure and Performance*, Harper & Row, 3rd edition, 1986.
11. Timothy W. Guinnane, 2002, —Delegated Monitors, Large and Small: Germany's banking System, 1800 –1914 , *Journal of Economic Literature*, Volume XL: 73-124.

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12. Richard A. Easterlin, Davis and Parker, *American Economic Growth: An economist's History of the United States*, Harper & Row, 1972.
  13. Hughes and Cain, *American Economic History*, HarperCollins College Publishers, 4th edition, 1994.

**Background readings for teachers:**

Angus Maddison, *Dynamic Forces in Capitalist Development, A Long-Run Comparative View*, Oxford University Press, 1991.

P.K.O' Brien, 1986, —Do we have a Typology for the Study of European Industrialization in the XIXth Century? , *Journal of European Economic History*, XV 3:291-333.

### **(c) FINANCIAL ECONOMICS**

#### **Course Description**

This course introduces students to the economics of finance. Some of the basic models used to benchmark valuation of assets and derivatives are studied in detail; these include the CAPM, and the Binomial Option Pricing models. The course ends with a brief introduction to corporate finance.

#### **Course Outline**

##### **1. Investment Theory and Portfolio Analysis**

###### **a. Deterministic cash-flow streams**

Basic theory of interest; discounting and present value; internal rate of return; evaluation criteria; fixed-income securities; bond prices and yields; interest rate sensitivity and duration; immunisation; the term structure of interest rates; yield curves; spot rates and forward rates.

###### **b. Single-period random cash flows**

Random asset returns; portfolios of assets; portfolio mean and variance; feasible combinations of mean and variance; mean-variance portfolio analysis: the Markowitz model and the two-fund theorem; risk-free assets and the one-fund theorem.

###### **c. CAPM**

The capital market line; the capital asset pricing model; the beta of an asset and of a portfolio; security market line; use of the CAPM model in investment analysis and as a pricing formula.

##### **2. Options and Derivatives**

Introduction to derivatives and options; forward and futures contracts; options; other derivatives; forward and future prices; stock index futures; interest rate futures; the use of futures for hedging; duration-based hedging strategies; option markets; call and put options; factors affecting option prices; put-call parity; option trading strategies: spreads; straddles; strips and straps; strangles; the principle of arbitrage; discrete processes and the binomial tree model; risk-neutral valuation.

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### 3. Corporate Finance

Patterns of corporate financing: common stock; debt; preferences; convertibles; Capital structure and the cost of capital; corporate debt and dividend policy; the ModiglianiMiller theorem.

#### Readings:

1. David G. Luenberger, *Investment Science*, Oxford University Press, USA, 1997.
2. Hull, John C., *Options, Futures and Other Derivatives*, Pearson Education, 6<sup>th</sup> edition, 2005.
3. Thomas E. Copeland, J. Fred Weston and KuldeepShastri, *Financial Theory and Corporate Policy*, Prentice Hall, 4<sup>th</sup> edition, 2003.
4. Richard A. Brealey and Stewart C. Myers, *Principles of Corporate Finance*, McGraw Hill, 7<sup>th</sup> edition, 2002.
5. Stephen A. Ross, Randolph W. Westerfield and Bradford D. Jordan, *Fundamentals of Corporate Finance*. McGraw-Hill, 7<sup>th</sup> edition, 2005.
6. Burton G. Malkiel, *A Random Walk Down Wall Street*, W.W. Norton & Company, 2003.
7. William Sharpe, Gordon Alexander and Jeffery Bailey, *Investments*, Prentice Hall of India, 6<sup>th</sup> edition, 2003.

### (d) TOPICS IN MICROECONOMICS - II

#### Course Description

This course deals with repeated games and games with incomplete information. Ideas related to asymmetric information among the interacting economic agents would be the main focus of this course. Students learn the concept of Bayesian and Perfect Bayesian equilibrium. The course ends with the application of game theory to analyse moral hazard, adverse selection and signalling problems.

#### Course Outline

##### 1. Repeated Games.

Finitely repeated games and backward induction; infinitely repeated games; history dependent strategies; one-step deviation property; the repeated prisoners' dilemma; idea of folk theorem.

##### 2. Simultaneous move games with incomplete information (Bayesian games).

Strategies; Bayesian Nash equilibrium; auctions; other applications.

##### 3. Extensive form games with imperfect information.

Strategies; beliefs and sequential equilibrium; applications.

##### 4. Information economics.

Adverse selection; moral hazard; signalling games.

#### Readings:

1. Martin J. Osborne, *An Introduction to Game Theory*, Oxford University Press, New Delhi, 2004.
2. Hugh Gravelle and Ray Rees, *Microeconomics*, Pearson Education, 2<sup>nd</sup> edition, 1992.

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## (e) ENVIRONMENTAL ECONOMICS

### Course Description

This course focuses on economic causes of environmental problems. In particular, economic principles are applied to environmental questions and their management through various economic institutions, economic incentives and other instruments and policies. Economic implications of environmental policy are also addressed as well as valuation of environmental quality, quantification of environmental damages, tools for evaluation of environmental projects such as cost-benefit analysis and environmental impact assessments. Selected topics on international environmental problems are also discussed.

### Course Outline

#### 1. Introduction

What is environmental economics; review of microeconomics and welfare economics.

#### 2. The Theory of Externalities

Pareto optimality and market failure in the presence of externalities; property rights and the Coase theorem.

#### 3. The Design and Implementation of Environmental Policy

Overview; Pigouvian taxes and effluent fees; tradable permits; choice between taxes and quotas under uncertainty; implementation of environmental policy.

#### 4. International Environmental Problems

Trans-boundary environmental problems; economics of climate change; trade and environment.

#### 5. Measuring the Benefits of Environmental Improvements

Non-Market values and measurement methods; risk assessment and perception.

#### 6. Sustainable Development

Concepts; measurement.

### Readings:

1. Charles Kolstad, *Intermediate Environmental Economics*, Oxford University Press, 2<sup>nd</sup> edition, 2010.
2. Robert N. Stavins (ed.), *Economics of the Environment: Selected Readings*, W.W.Norton, 5<sup>th</sup> edition, 2005.
3. Roger Perman, Yue Ma, James McGilvray and Michael Common, *Natural Resource and Environmental Economics*, Pearson Education/Addison Wesley, 3<sup>rd</sup> edition, 2003.
4. Maureen L. Cropper and Wallace E. Oates, 1992, —Environmental Economics: A Survey, *Journal of Economic Literature*, Volume 30:675-740.

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## (f) INTERNATIONAL ECONOMICS

### Course Description

This course develops a systematic exposition of models that try to explain the composition, direction, and consequences of international trade, and the determinants and effects of trade policy. It then builds on the models of open economy macroeconomics developed in courses 08 and 12, focusing on national policies as well as international monetary systems. It concludes with an analytical account of the causes and consequences of the rapid expansion of international financial flows in recent years. Although the course is based on abstract theoretical models, students will also be exposed to real-world examples and case studies.

### Course Outline

#### 1. Introduction

What is international economics about? An overview of world trade.

#### 2. Theories of International Trade

The Ricardian, specific factors, and Heckscher-Ohlin models; new trade theories; the international location of production; firms in the global economy — outsourcing and multinational enterprises.

#### 3. Trade Policy

Instruments of trade policy; political economy of trade policy; controversies in trade policy.

#### 4. International Macroeconomic Policy

Fixed versus flexible exchange rates; international monetary systems; financial globalization and financial crises.

### Readings:

1. Paul Krugman, Maurice Obstfeld, and Marc Melitz, *International Economics: Theory and Policy*, Addison-Wesley (Pearson Education Indian Edition), 9th edition, 2012.
2. Dominick Salvatore, *International Economics: Trade and Finance*, John Wiley International Student Edition, 10th edition, 2011.

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## SYLLABUS

### ENVIRONMENTAL STUDIES

#### Unit 1 : Multidisciplinary nature of environmental studies

Definition, scope and importance, need for public awareness.

#### Unit 2 : Natural Resources :

Renewable and non-renewable resources :

Natural resources and associated problems.

- Forest resources : Use and over-exploitation, deforestation, case studies. Timber extraction, mining, dams and their effects on forest and tribal people.
- Water resources : Use and over-utilization of surface and ground water, floods, drought, conflicts over water, dams-benefits and problems.
- Mineral resources : Use and exploitation, environmental effects of extracting and using mineral resources, case studies.
- Food resources : World food problems, changes caused by agriculture and overgrazing, effects of modern agriculture, fertilizer-pesticide problems, waterlogging, salinity, case studies.
- Energy resources : Growing energy needs, renewable and non-renewable energy sources, use of alternate energy sources. Case studies.
- Land resources : Land as a resource, land degradation, man induced landslides, soil erosion and desertification.
  - Role of an individual in conservation of natural resources.
  - Equitable use of resources for sustainable lifestyles.

**Unit 3** : Ecosystems: Concept of an ecosystem, Structure and function of an ecosystem, Producers, consumers and decomposers, Energy flow in the ecosystem, Ecological succession, Food chains, food webs and ecological pyramids, Introduction, types, characteristic features, structure and function of the following ecosystems :

- Forest ecosystem, b) Grassland ecosystem, c) Desert ecosystem d) Aquatic ecosystems (ponds, streams, lakes, rivers, oceans, estuaries)

#### Unit 4 : Biodiversity and its conservation

- Introduction - Definition : genetic, species and ecosystem diversity.
- Biogeographical classification of India
- Value of biodiversity : consumptive use, productive use, social, ethical, aesthetic and option values
- Biodiversity at global, National and local levels.
- India as a mega-diversity nation
- Hot-spots of biodiversity.
- Threats to bio diversity : habitat loss, poaching of wildlife, man-wildlife conflicts.
- Endangered and endemic species of India
- Conservation of bio diversity : In-situ and Ex-situ conservation of biodiversity.

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## **Unit 5 : Environmental Pollution**

### Definition

- Cause, effects and control measures of:-
  - a) Air pollution
  - b) Water pollution
  - c) Soil pollution
  - d) Marine pollution
  - e) Noise pollution
  - f) Thermal pollution
  - g) Nuclear hazards
- Solid waste Management: Causes, effects and control measures of urban and industrial wastes.
- Role of an individual in prevention of pollution.
- Pollution case studies.
- Disaster management: floods, earthquake, cyclone and landslides.

## **Unit 6 : Social Issues and the Environment**

From Unsustainable to Sustainable development, Urban problems related to energy, Water conservation, rain water harvesting, watershed management, Resettlement and rehabilitation of people; its problems and concerns. Case Studies, Environmental ethics: Issues and possible solutions, Climate change, global warming, acid rain, ozone layer depletion, nuclear accidents and holocaust. Case Studies, Wasteland reclamation, Consumerism and waste products, Environment Protection Act, Air (Prevention and Control of Pollution) Act, Water (Prevention and control of Pollution) Act, Wildlife Protection Act, Forest Conservation Act, Issues involved in enforcement of environmental legislation, Public awareness.

## **Unit 7 : Human Population and the Environment**

Population growth, variation among nations, Population explosion - Family Welfare Programme, Environment and human health, Human Rights, Value Education, HIV/AIDS, Women and Child Welfare, Role of Information Technology in Environment and human health, Case Studies.

## **Unit 8 : Field work**

Visit to a local area to document environmental assets river/ forest/grassland/hill/mountain, Visit to a local polluted site-Urban/Rural/Industrial/Agricultural, Study of common plants, insects, birds, Study of simple ecosystems-pond, river, hill slopes, etc. (Field work Equal to 5 lecture hours)

### **References**

- a) Agarwal, K.C. 2001 Environmental Biology, Nidi Publ. Ltd. Bikaner.
- b) Bharucha Erach, The Biodiversity of India, Mapin Publishing Pvt. Ltd., Ahmedabad -380 013, India, Email:mapin@icenet.net (R)
- c) Brunner R.C., 1989, Hazardous Waste Incineration, McGraw Hill Inc. 480p
- d) Clark R.S., Marine Pollution, Clarendon Press Oxford (TB)
- e) Cunningham, W.P. Cooper, T.H. Gorhani, E& Hepworth, M.T. 2001, Environmental Encyclopedia, Jaico Publ. House, Mumbai, 1196p

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- f) De A.K., Environmental Chemistry, Wiley Eastern Ltd.
  - g) Down to Earth, Centre for Science and Environment (R)
  - h) Gleick, H.P. 1993. Water in Crisis, Pacific Institute for Studies in Dev., Environment & Security. Stockholm Env. Institute Oxford Univ. Press. 473p
  - i) Hawkins R.E., Encyclopedia of Indian Natural History, Bombay Natural History Society, Bombay (R)
  - j) Heywood, V.H & Waston, R.T. 1995. Global Biodiversity Assessment. Cambridge Univ. Press 1140p.
  - k) Jadhav, H & Bhosale, V.M. 1995. Environmental Protection and Laws. Himalaya Pub. House, Delhi 284 p.
  - l) Mckinney, M.L. & School, R.M. 1996. Environmental Science Systems & Solutions, Web enhanced edition. 639p.
  - m) Mhaskar A.K., Matter Hazardous, Techno-Science Publication (TB)
  - n) Miller T.G. Jr. Environmental Science, Wadsworth Publishing Co. (TB)
  - o) Odum, E.P. 1971. Fundamentals of Ecology. W.B. Saunders Co. USA, 574p
  - p) Rao M N. & Datta, A.K. 1987. Waste Water treatment. Oxford & IBH Publ. Co. Pvt. Ltd. 345p.
  - q) Sharma B.K., 2001. Environmental Chemistry. Geol Publ. House, Meerut
  - r) Survey of the Environment, The Hindu (M)
  - s) Townsend C., Harper J, and Michael Begon, Essentials of Ecology, Blackwell Science
  - t) Trivedi R.K., Handbook of Environmental Laws, Rules Guidelines, Compliances and Standards, Vol I and II, Enviro Media (R)
  - u) Trivedi R. K. and P.K. Goel, Introduction to air pollution, Techno-Science Publication (TB)
  - v) Wanger K.D., 1998 Environmental Management. W.B. Saunders Co. Philadelphia, USA 499p
- (M) Magazine  
 (R) Reference  
 (TB) Textbook

### **COMMUNICATION: ( ENGLISH/HINDI )**

#### **ABILITY ENHANCEMENT COURSE COMPULSORY**

#### **Paper 1: ENGLISH/MIL COMMUNICATION**

#### **English Communication – A, B and C Credits: 4**

Preamble: The purpose of this course is to introduce students to the theory, fundamentals and tools of communication and to develop in them vital communication skills which should be integral to personal, social and professional interactions. One of the critical links among human beings and an important thread that binds society together is the ability to share thoughts, emotions and ideas through various means of communication: both verbal and non-verbal. In the context of rapid globalization and increasing recognition of social and cultural pluralities, the significance of clear and effective communication has substantially enhanced.

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The present course hopes to address some of these aspects through an interactive mode of teaching-learning process and by focusing on various dimensions of communication skills. Some of these are:

Language of communication, various speaking skills such as personal communication, social interactions and communication in professional situations such as interviews, group discussions and office environments, important reading skills as well as writing skills such as report writing, note-taking etc.

While, to an extent, the art of communication is natural to all living beings, in today's world of complexities, it has also acquired some elements of science. It is hoped that after studying this course, students will find a difference in their personal and professional interactions.

The recommended readings given at the end are only suggestive; the students and teachers have the freedom to consult other materials on various units/topics given below. Similarly, the questions in the examination will be aimed towards assessing the skills learnt by the students rather than the textual content of the recommended books.

The Communicative Language Course in English is a three-tiered structure, addressing different levels of language learning acquired in school. The three streams A, B and C are offered to students who have studied English up to class XII, class X and class VIII respectively.

1. **Introduction:** Theory of Communication, Types and modes of Communication
2. **Language of Communication:**  
Verbal and Non-verbal (Spoken and Written) Personal, Social and Business  
Barriers and Strategies Intra-personal, Inter-personal and Group communication
3. **Speaking Skills:**  
Monologue, Dialogue, Group Discussion, Effective Communication/ Mis-Communication, Interview, Public Speech
4. **Reading and Understanding**  
Close Reading, Comprehension, Summary Paraphrasing, Analysis and Interpretation  
Translation(from Indian language to English and vice-versa) Literary/Knowledge Texts
5. **Writing Skills**  
Documenting, Report Writing, Making notes, Letter writing

**Recommended Readings\*:**

*Business English:* Editorial Board, Department of English, University of Delhi. Pearson, 2008. \*Other available books relevant to the course may be consulted. These readings may be used for all the three streams, and pitched at different levels to address the three learning levels respectively.

हिंदी भाषा और सम्प्रेषण (स्नातक स्तर के सभी पाठ्यक्रम:  
बी.ए. ऑनेर्स /बी.कॉम. ऑनेर्स के सभी विद्यार्थियों के लिए)

**इकाई-1 : भाषिक संप्रेषण : स्वरूप और सिद्धांत**

- संप्रेषण की अवधारणा और महत्त्व
- संप्रेषण की प्रक्रिया
- संप्रेषण के विभिन्न मॉडल
- संप्रेषण की चुनौतियाँ

**इकाई-2 : संप्रेषण के प्रकार**

- मौखिक और लिखित
- वैयक्तिक और सामाजिक
- व्यावसायिक
- भ्रामक संप्रेषण
- संप्रेषण बाधाएँ और रणनीति

**इकाई-3 : संप्रेषण के माध्यम**

- एकालाप
- संवाद
- सामूहिक चर्चा
- प्रभावी संप्रेषण

**इकाई-4 : पढ़ना और समझना**

- गहन अध्ययन
- अव्योहार
- सार और अन्वय
- विश्लेषण और व्याख्या
- अनुवाद

**सहायक ग्रंथ**

- हिंदी का सामाजिक संदर्भ — रवींद्रनाथ श्रीवास्तव
- संप्रेषण-परक व्याकरण : सिद्धांत और स्वरूप — सुरेश कुमार
- प्रयोग और प्रयोग — वी.आर. जगन्नाथ
- कुछ पूर्वाग्रह — अशोक वाजपेयी
- भाषाई अस्मिता और हिंदी — रवींद्रनाथ श्रीवास्तव
- रचना का सरोकार — विश्वनाथ प्रसाद तिवारी
- भारतीय भाषा चिंतन की पीठिका — विधानिवास मिश्र

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## GENERIC ELECTIVE

### GE-1. (A) INTRODUCTORY MICROECONOMICS (DEPT. OF ECONOMICS)

(Only for B.Com. (H) Students)

Objective: This course is designed to expose the students to the basic principles of microeconomic theory. The emphasis will be on thinking like an economist and the course will illustrate how microeconomic concepts can be applied to analyze real-life situations.

#### Unit I: Exploring the subject matter of Economics

Why study economics? Scope and method of economics; the economic problem: scarcity and choice; the question of what to produce, how to produce and how to distribute output; science of economics; the basic competitive model; prices, property rights and profits; incentives and information; rationing; opportunity sets; economic systems; reading and working with graphs.

#### Unit II: Supply and Demand: How Markets Work, Markets and Welfare

Markets and competition; determinants of individual demand/supply; demand/supply schedule and demand/supply curve; market versus individual demand/supply; shifts in the demand/supply curve, demand and supply together; how prices allocate resources; elasticity and its application; controls on prices; taxes and the costs of taxation; consumer surplus; producer surplus and the efficiency of the markets.

#### Unit III: The Households

The consumption decision - budget constraint, consumption and income/ price changes, demand for all other goods and price changes; description of preferences (representing preferences with indifference curves); properties of indifference curves; consumer's optimum choice; income and substitution effects; labour supply and savings decision - choice between leisure and consumption.

#### Unit IV: The Firm and Perfect Market Structure

Behaviour of profit maximizing firms and the production process; short run costs and output decisions; costs and output in the long run.

#### Unit V: Imperfect Market Structure

Monopoly and anti-trust policy; government policies towards competition; imperfect competition.

#### Unit VI: Input Markets

Labour and land markets - basic concepts (derived demand, productivity of an input, marginal productivity of labour, marginal revenue product); demand for labour; input demand curves; shifts in input demand curves; competitive labour markets; and labour markets and public policy.

#### Readings

1. Karl E. Case and Ray C. Fair, Principles of Economics, Pearson Education Inc., 8<sup>th</sup> Edition, 2007.

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2. N. Gregory Mankiw, Economics: Principles and Applications, India edition by SouthWestern, a part of Cengage Learning, Cengage Learning India Private Limited, 4<sup>th</sup> edition, 2007.
  3. Joseph E. Stiglitz and Carl E. Walsh, Economics, W.W. Norton & Company, Inc., New York, International Student Edition, 4th Edition, 2007.

**GE-1. (A) INSURANCE RISK AND MANAGEMENT (Dep. of Commerce)**

**(Only for B.A. (H) Economics Students)**

**Objective:** To develop an understanding among students about identifying analyzing and managing various types of risk. Besides, the students will be in a position to understand principles of insurance and its usefulness in business, along with its regulatory framework.

**Unit I:** Concepts of Risk, Types of Risk, Managing Risk, Sources and Measurement of Risk, Risk Evaluation and Prediction. Disaster Risk Management, Risk Retention and Transfer.

**Unit II:** Concept of Insurance, Need for Insurance, Globalization of Insurance Sector, Reinsurance, Co-insurance, Assignment, Endowment.

**Unit III:** Nature of Insurance Contract, Principle of Utmost Good Faith, Insurable Interest, Proximate cause, Contribution and subrogation, Indemnity, Legal Aspects of Insurance Contract, Types of Insurance, Fire and Motor Insurance, Health Insurance, Marine Insurance, Automobile Insurance.

**Unit IV:** Control of Malpractices, Negligence, Loss Assessment and Loss Control, Exclusion of Perils Actuaries, Computation of Insurance Premium.

Regulatory Framework of Insurance: Role, Power and Functions of IRDA, Composition of IRDA, IRDA Act'1999.

**Readings:**

1. George, E.Rejda. Principles of Risk Management and Insurance. Pearson Education.
2. Dorfman, Marks S. Introduction to Risk Management and Insurance. Pearson
3. All the three modules of Insurance and Risk Management by Institute of Chartered Accountants of India.
4. Gupta. P.K. Insurance and Risk Management. Himalaya Publishing House.
5. Mishra, M.N. Principles and Practices of Insurance. S.Chand and Sons.
6. Dinsdale, W.A. Elements of Insurance. Pitaman.
7. Black, K. and H.D. Skipper, Life and Health Insurance. Pearson Education
8. Crne, F. Insurance Principles and Practices, John Wiley and Sons, New York.
9. Vaughan, E.J. and Vaughan. T. Fundamentals of Risk and Insurance. Wiley & Sons.
10. Hansell, D.S. Elements of Insurance. Macdonalds & Evans Ltd.

**Note: Latest edition of text books may be used.**

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**GE-1,2,3,4. (B): Generic Elective. Any One of the following**

**Paper 1: ACADEMIC WRITING AND COMPOSITION**

1. Introduction to the Writing Process
2. Introduction to the Conventions of Academic Writing
3. Writing in One's Own Words: Summarizing and Paraphrasing
4. Critical Thinking: Syntheses, Analyses, and Evaluation
5. Structuring an Argument: Introduction, Interjection, and Conclusion
6. Citing Resources; Editing, Book and Media Review

**Suggested Readings**

1. Liz Hamp-Lyons and Ben Heasley, *Study Writing: A Course in Writing Skills for Academic Purposes* (Cambridge: CUP, 2006).
2. Renu Gupta, *A Course in Academic Writing* (New Delhi: Orient BlackSwan, 2010).
3. Ilona Leki, *Academic Writing: Exploring Processes and Strategies* (New York: CUP, 2nd edn, 1998).
4. Gerald Graff and Cathy Birkenstein, *They Say/I Say: The Moves That Matter in Academic Writing* (New York: Norton, 2009).

**Paper 2: MEDIA AND COMMUNICATION SKILLS**

**1. Introduction to Mass Communication**

1. Mass Communication and Globalization
2. Forms of Mass Communication

Topics for Student Presentations:

- a. Case studies on current issues Indian journalism
- b. Performing street plays
- c. Writing pamphlets and posters, etc.

**2. Advertisement**

1. Types of advertisements
2. Advertising ethics
3. How to create advertisements/storyboards

Topics for Student Presentations:

- a. Creating an advertisement/visualization
- b. Enacting an advertisement in a group
- c. Creating jingles and taglines

**3. Media Writing**

1. Scriptwriting for TV and Radio
2. Writing News Reports and Editorials
3. Editing for Print and Online Media

Topics for Student Presentations:

- a. Script writing for a TV news/panel discussion/radio programme/hosting radio programmes on community radio
- b. Writing news reports/book reviews/film reviews/TV program reviews/interviews
- c. Editing articles
- d. Writing an editorial on a topical subject

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#### **4. Introduction to Cyber Media and Social Media**

1. Types of Social Media
2. The Impact of Social Media
3. Introduction to Cyber Media

#### **Suggested Readings:**

##### **Media and Mass Communication:**

1. MV Kamath: Professional Journalism. New Delhi: Vikas Publishing House, 1980.
2. Denis Macquail: Mass Communication. New Delhi: Om Books, 2000.
3. Ambrish Saxena: Fundamentals of Reporting and Editing. New Delhi: Kanishka Publishers, 2007.
4. MK Joseph: Outline of Editing. New Delhi: Anmol Publications, 2002.
5. TJS George: Editing – A Handbook for Journalists (IIMC)
6. Harold Evans: Essential English for Journalists, Editors and Writers. UK: Random House, 2000.
7. Rajiv Batra, John G Myers, David A Aaker: Advertising Management (New Delhi, Pearson Education, 2007.
8. Em Griffin. Communication – A First Look at Communication Theory. Edition VIII, McGrawHill, 2011.
9. Uma Narula. Handbook of Communication Models, Perspectives, Strategies. New Delhi: Atlantic Publishers, 2006.
10. Jan Servaes, ed. Communication for Development and Social Change. 2003. New Delhi: Sage India, 2007.
11. Larry Barker. Communication. Edition VIII. Boston: McGraw Hill, 2002; rpt. 2009.12. Brent D. Ruben and Lea P. Stewart. Communication and Human Behaviour. Edition V Pearson, 2005.

##### **Television Journalism:**

1. Andrew Boyd. Broadcast Journalism: Techniques of Radio and Television News. 2000.
2. Burlington: Focal Press; 6 edition, 2009.
3. Robert Thompson, Cindy Malone. The Broadcast Journalism Handbook: A Television News
4. Survival Guide. Maryland: Rowman & Littlefield Publishers, 2004.
5. Mark W. Hall. Broadcast Journalism: An Introduction to News Writing. Hastings House, 1978.
6. Stephen Cushion. Television Journalism. Sage Publications, 2012.

##### **Digital Media:**

1. Tony Feldman. An Introduction to Digital Media. Taylor & Francis, 2004.
2. Brian Carroll. Writing for Digital Media. Taylor & Francis, 2010.
3. Paul Messaris and Lee Humphreys, eds. Digital Media: Transformations in Human
4. Communications. New York: Peter Lang Publishing, 2006.
5. Megan A. Winget, William Aspray. Digital Media: Technological and Social Challenges of the Interactive World. Lanham: Scarecrow Press, 2011.

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### Paper 3: TEXT AND PERFORMANCE

#### 1. Introduction

1. Introduction to theories of Performance
2. Historical overview of Western and Indian theatre
3. Forms and Periods: Classical, Contemporary, Stylized, Naturalist

Topics for Student Presentations:

- a. Perspectives on theatre and performance
- b. Historical development of theatrical forms
- c. Folk traditions

#### 2. Theatrical Forms and Practices

1. Types of theatre, semiotics of performative spaces, e.g. proscenium 'in the round', amphitheatre, open-air, etc.
2. Voice, speech: body movement, gestures and techniques (traditional and contemporary), floor exercises: improvisation/characterization

Topics for Student Presentations:

- a. On the different types of performative space in practice
- b. Poetry reading, elocution, expressive gestures, and choreographed movement

#### 3. Theories of Drama

1. Theories and demonstrations of acting: Stanislavsky, Brecht
2. Bharata

Topics for Student Presentations:

- a. Acting short solo/ group performances followed by discussion and analysis with application of theoretical perspectives

#### 4. Theatrical Production

1. Direction, production, stage props, costume, lighting, backstage support.
2. Recording/archiving performance/case study of production/performance/ impact of media on performance processes.

Topics for Student Presentations:

- a. All aspects of production and performance; recording, archiving, interviewing performers and data collection.

#### 5. Project Work: Theatre Workshop leading to the production of a play

#### Suggested Readings:

1. Text and Performance: Introduction
2. Adya Rangacharya. The Indian Theatre. New Delhi: NBT, 1971.
3. Richard, Schechner. 'Drama, Script, Theatre and Performance' in Performance Theory. London and New York: Routledge, 2003.
4. Nemichandra Jain, Tradition, Continuity and Change in Indian Theatre, New Delhi: Vikas Publishing House, 1992.
5. V. Raghvan. 'Sanskrit Drama and Performance' in Indian Drama and Retrospect. Hope India Publication and Sangeet Natak Akademi.

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6. Theatrical Forms and Practices
  7. E. Alkazi, "The Training of The Actor", Indian Drama and Retrospect. Hope India Publication and Sangeet Natak Akademi, 2007
  8. Peter Brook. The Empty Space: A Book About the Theatre: Deadly, Holy, Rough, Immediate. 1968. Touchstone, 1995.
  9. Prasanna. Indian Method in Acting. Delhi: National School of Drama, 2013.
  10. Theories of Drama
  11. Walter Benjamin, 'What is Epic Theatre', Understanding Brecht. London and New York: Verso, 1973.
  12. The Stanislavski System: The Professional Training of an Actor. 2nd rev. ed. Penguin, 1984.
  13. Goverdhan Panchal. The Theatres of Bharata and Some Aspects of Sanskrit Play-Production.
  14. Delhi: Munshiram Manoharlal Publishers, 1996. Theatrical Production
  15. G.N. Dasgupta. A Guide to Stage Lighting. Delhi: Annapurna, 1986.
  16. Robert Leach. Theatre Studies: The Basics. Routledge, 2015.
  17. Aparna Bhargva Dhadwadkar. Theatres after Independence. New Delhi: OUP, 2006.

**Further Readings:**

1. Nandi Bhatia, ed. Modern Indian Theatre: A Reader. New Delhi: Oxford University Press, 2009.
2. Indian Drama in Retrospect. Introduction by Jayant Kastuaar. New Delhi: Sangeet Naatak Akademi and Hope India Publications, 2007.
3. Vasudha Dalmia. Poetics, Plays and Performances: The Politics of Modern Indian Theatre. New Delhi: OUP, 2009.
4. Ananda Lal, ed. The Oxford Companion to Indian Theatre. New Delhi: OUP, 2004.
5. Richmond, Farley, P., Darius L., Swann and Phillip B. Zarrilli, eds. Indian Theatre: Traditions of Performance. New Delhi: Motilal Banarsidass, 1993.
6. Richard Schechner. Performance Studies: An Introduction. Oxon: Routledge, 2003.
7. Bharat Gupt. Dramatic Concepts: Greek and Indian, A Study of Poetics and Natyashashtra. New Delhi: D.K. World, 1994.
8. Andrew Sofer. The Stage Life of Props. USA: The University of Michigan Press, 2003.
9. James R. Hamilton. The Art of Theater. Oxford: Blackwell, 2007.
10. Indian Theatre, January 2012, available at National School of Drama

**Paper 4: LANGUAGE AND LINGUISTICS**

1. Language: language and communication; language varieties: standard and non-standard language; language change. Mesthrie, Rajend and Rakesh M Bhatt. 2008. World Englishes: The study of new linguistic varieties. Cambridge: Cambridge University Press.

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2. Structuralism: De Saussure, Ferdinand. 1966. *Course in general linguistics*. New York: McGraw Hill. Introduction: Chapter 3
  3. Phonology and Morphology: Akmajian, A., R. A. Demers and R. M. Harnish, *Linguistics: An Introduction to Language and Communication*, 2nd ed. Fromkin, V., and R. Rodman, *An Introduction to Language*, 2nd ed. (New York: Holt, Rinehart and Winston, 1974) Chapters 3, 6 and 7
  4. Syntax and semantics: categories and constituents phrase structure; maxims of conversation. Ak Majjan, A., R. A. Demers and R, M Harnish, *Linguistics: An Introduction to Language and Communication*, 2nd ed. (Cambridge, Mass.: MIT Press, 1984; Indian edition, Prentice Hall, 1991) Chapter 5 and 6.

**Paper 5: CONTEMPORARY INDIA: WOMEN AND EMPOWERMENT**

1. Social Construction of Gender (Masculinity and Femininity) Patriarchy
2. History of Women's Movements in India (Pre-independence, post independence) Women, Nationalism, Partition Women and Political Participation
3. Women and Law Women and the Indian Constitution Personal Laws (Customary practices on inheritance and Marriage) (Supplemented by workshop on legal awareness)
4. Women and Environment State interventions, Domestic violence, Female foeticide, sexual harassment Female Voices: Sultana's Dream. Rokeya Sakhawat Hossain, "Sultana's Dream" Sultana's Dream and Padmarag: Two Feminist Utopias, New Delhi: Penguin, 2005. (1-15) Dalit Discourse: "Baby Kondiba Kamble: Jinne Amuche" pg. 194-225 and "Vimal Dadasaheb More: Teen Dagdachi Chul" pg. 344-386 in *Writing Caste/ Writing Gender: Narrating Dalit Women's Testimonios*, ed. Sharmila Rege, New Delhi: Zubaan Books, 2006.

**Suggested Readings:**

**Social Construction of Gender**

1. Ann Oakley. *Sex, Gender and Society*. London: Temple Smith, 1972.
2. Kamala Bhasin. *What is Patriarchy?* New Delhi: Kali for Women, 1993.
3. Kamala Bhasin. *Exploring Masculinity*, New Delhi: Women Unlimited, 2004.
4. V. Geetha. *Gender*. Calcutta: Stree, 2002.
5. Kate Millet. *Sexual Politics*. New York: Doubleday, 1970.

**History of Women's Movement in India**

1. Ray Raka. *Fields of Protest: Women's Movements in India*. New Delhi: Kali for Women. 2000.
2. Radha Kumar: *A History of Doing: An Illustrated Account of Movements for Women's Rights and Feminism in India: 1800-1990*. New Delhi: Kali for Women. 2002.

**Women and Law**

1. Flavia Agnes, Sudhir Chandra, Monmayee Basu. *Women and Law in India: An Omnibus comprising Law and Gender Inequality, Enslaved Daughters, Hindu Women and Marriage Law*. New Delhi: OUP, 2004.

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2. The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) BareAct. New Delhi: Universal. 2014.

### **Women and Environment**

1. Vandana Shiva. Staying Alive: Women, Ecology, and Development. New Delhi: Zed Books, 1988.
2. Bina Aggarwal. "Who Sows Who Reaps? Women and Land Rights in India". Journal of Peasant Studies 15(4):531-581, 1998.

### **Female Voices**

1. Urvashi Butalia: The Other Side of Silence: Voices from the Partition of India. New Delhi: Penguin, 1998.

### **Dalit Discourse**

1. Sharmila Rege. Against the Madness of Manu, B.R Ambedkar's Writings on Brahmanical Patriarchy, New Delhi: Navayana, 2013.

## **Paper 6: LANGUAGE, LITERATURE AND CULTURE**

### **Course Objective:**

Language and literature are as much a part of our environment as the physical, economic and political environment. This course aims at increasing the students' awareness of why language matters, multilinguality, features of Indian literature and trends in contemporary Indian culture, especially as they are reflected in the media.

### **I. Language**

- a. Why language matters
- b. Functions of language
- c. Language and class, gender, ethnicity, identity
- d. Language variation: dialect, slang, standard and non-standard language
- e. Bilingualism and multilingualism, Fromkin, Victoria, David Blair and Peter Collins. 1999. An Introduction to Language. Harcourt Brace, Javanovich: NY. [Pages 362-370]
- f. Crystal, David. 1997. The Cambridge Encyclopaedia of Language. Cambridge: CUP.
- g. Holmes, Janet. 1992. An Introduction to Sociolinguistics. London and New York: Longman.
- h. George Yule. 1996. The Study of Language. 2nd edition. CUP.
- i. Poddar, A. 1969. Language and Society in India: Proceedings of a Seminar IAS: Shimla, pages 76-88, 136-143.
- j. Khubchandani, L.M. 1983. Plural Languages, Plural Cultures. University of Hawaii Press. [Chapters 5 & 6]
- k. Cummins J and M. Swain. 1986. Bilingualism in Education. Longman: London [Chapter 8]

### **II. Indian Literature**

This section of the course will involve a study of significant themes and forms of Indian literature through the ages with the help of prescribed texts.

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- (i) The relation between language and literature: oral and written literature
  - (ii) Salient features of ancient and medieval Indian literature
  - (iii) Different Phases of Indian literatures

**Prescribed Text:**

Selections for detailed study from Indian Literature: An Introduction/ Bhartiya Sahitya: ek Parichay, edited by Anjana Dev, Sanam Khanna and Bajrang Bihari Tiwari (Delhi: Pearson, 2005: reprinted 2006).

- Chapter 2: Veda Vyasa: The Mahabharata: The Ekalavya Episode
- Chapter 3: Sudraka : Mrichchhakatika: The Making of a Breach
- Chapter 4: Ilanko Atikal: Cilappatikaram: The Book of Mathurai
- Chapter 7: Mirabai: I Know Only Krsna
- Chapter 8: Amir Abul Hasan Khusrau: Separation
- Chapter 9: Asadullah Khan 'Ghalib': Desires Come by the Thousands
- Chapter 11: Faiz Ahmad Faiz: Do Not Ask
- Chapter 12: Subramania Bharati: The Palla Song
- Chapter 14: Rabindranath Tagore: The Cabuliwallah
- Chapter 16: Shrilal Shukla: Raag Darbari
- Chapter 17: Ismat Chughtai: Touch-Me-Not
- Chapter 19: Amrita Pritam: To Waris Shah
- Chapter 20: Masti Venkatesha Iyengar: Venkateshami's Love Affair
- Chapter 22: Indira Goswami: The Journey
- Chapter 24: Omprakash Valmiki: Joothan
- Chapter 26. Shrikant Mahapatra: Folk Songs

\* The remaining units may be considered as suggested readings:

**Further Reading:**

Sisir Kumar Das, ed. A History of Indian Literature. New Delhi: Sahitya Akademi, 1995.

**III. Culture and Society in Contemporary India**

- (i) The Idea of Culture
- (ii) Culture and the Media

**Suggested Readings:**

1. Williams, Raymond. (1983) Keywords. rev. ed., OUP.
2. During, Simon, ed. (1999) The Cultural Studies-Readers. London: Routledge.
3. Dines, G. & J. M. Humez, eds. (1995) Gender, Race and Class in Media: A Text-Reader. Thousand Oaks, CA: Sage.
4. Shapiro, Michael and Harold Schiffman (1981) Language and Society in South Asia, Delhi: Motilal Banarsidas.
5. Aurobindo, Sri. "Is India Civilised?" in Foundations of Indian Culture. Volume 20 [pages 1-13]
6. Gokak, V.K. 1986. "Towards a Definition of Culture" in India and World Culture. New Delhi: Sahitya Akademi. [pages 1-8]

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7. Kumar, Keval J. *Mass Communication in India*. 3rd Edition. Mumbai: Jaico PublishingHouse, 2004.
  8. Basham, A.L. *The Wonder that was India*. Delhi: Rupa, 1999, Chapter 9: 'Language andLiterature'.
  9. Karna, M.N. (March-Sept. 1999) 'Language, Region and National Identity', *SociologicalBulletin*, 48:1&2, pages 75-96

#### **Paper 7: READINGS ON INDIAN DIVERSITIES AND LITERARY MOVEMENTS**

Sukrita Paul Kumar, et.al.,eds., *Cultural Diversity, Linguistic Plurality and Literary Traditionsin India*. New Delhi:. Oxford University Press, 2015. Editorial Board: Department of English, University of Delhi

Unit 1: Overview

Unit 2: Linguistic Plurality within Sufi and Bhakti Tradition

Unit 3: Language Politics: Hindi and Urdu

Unit 4: Tribal Verse

Unit 5: Dalit Voices

Unit 6: Writing in English

Unit 7: Womanspeak: Examples from Kannada and Bangla

Unit 8: Literary Cultures: Gujarati and Sindhi

#### **Suggested Topics and Background Prose Readings for Class Presentations:**

1. Multilingualism and Language Hierarchies
2. Oral Traditions
3. Dalit and Tribal Cultures
4. Sufi and Bhakti Traditions
5. Indian Writing in English

#### **Readings:**

1. Jawaharlal Nehru, "The Variety and Unity of India" and 'The Epics, History, Tradition and Myth', *The Discovery of India*. Bombay: Asia Publishing House, 1961. Pg. 61-63, 99-106.
2. U.R. Ananthamurthy, "Tradition and Creativity", ed. A.J. Thomas, *Literature and Culture*.Calcutta: Papyrus, 2002.
3. Shashi Deshpande, "Where do we belong: Regional, National or International?" and "Why Am I a Feminist", in *Writing from the Margins and Other Essays*. New Delhi: Viking, 2003. Pg.82-85.
4. Rustom Barucha, "Thinking through Culture: A Perspective for the Millennium", and Gopal Guru, "Dalits in Pursuit of Modernity", in *India: Another Millennium*, ed. Romila Thapar. NeDelhi: Penguin, 2000. Pg. 66-84, 123-36.
5. Vinay Dharwadkar, "Orientalism and the Study of Indian Literature", in *Orientalism and thePostcolonial Predicament: Perspectives on South Asia*, ed. Carol A. Breckenridge and Peter vander Veer. New Delhi: OUP, 1994. Pg. 158-95.
6. Sheldon Pollock, ed., *Literary Cultures in History*. New Delhi: OUP, 2003. Pg. 1-36.

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## GE-1. (C) CALCULUS (Dept. of Mathematics)

Examination 3 hrs.

Five Lectures per week + Tutorial as per University rules

Max. Marks 100 (including internal assessment)

### UNIT-I

$\epsilon$ - $\delta$  Definition of limit of a function, One sided limit, Limits at infinity, Horizontal asymptotes, Infinite limits, Vertical asymptotes, Linearization, Differential of a function, Concavity, Points of inflection, Curve sketching, Indeterminate forms, L' Hopital's rule, Volumes by slicing, Volumes of solids of revolution by the disk method.

### UNIT-II

Volumes of solids of revolution by the washer method, Volume by cylindrical shells, Length of plane curves, Area of surface of revolution, Improper integration: Type I and II, Tests of convergence and divergence, Polar coordinates, Graphing in polar coordinates, Vector valued functions: Limit, Continuity, Derivatives, Integrals, Arc length, Unit tangent vector.

### UNIT-III

Curvature, Unit normal vector, Torsion, Unit binormal vector, Functions of several Variables, Graph, Level curves, Limit, Continuity, Partial derivatives, Differentiability Chain Rule, Directional derivatives, Gradient, Tangent plane and normal line, Extreme values, Saddle points

### REFERENCES:

1. G. B. Thomas and R. L. Finney, Calculus, Pearson Education, 11/e (2012)
2. H. Anton, I. Bivens and S. Davis, Calculus, John Wiley and Sons Inc., 7/e (2011)

## GE-1. (D) हिंदी सिनेमा (Dept. of Hindi)

**बिंदु 1** % कला विधा के रूप के सिनेमा और उसकी सैद्धांतिकी

**बिंदु 2** % हिन्दी सिनेमा : उद्भव और विकास

**बिंदु 3** % सिनेमा के कैमरे की भूमिका

**बिंदु 4** % नयी तकनीक और सिनेमा – सम्भावनाएँ और चुनौतियाँ  
(संदर्भ : मुगले आजम, मदन इंडिया, दीवार, पीके )

### लग्गद खक

- फिल्म निर्देशन : कुजदीप सिन्हा
- हिंदी सिनेमा का इतिहास – मनमोहन चड्ढा
- नया सिनेमा – ब्रजेश्वर मदान
- भारतीय सिने सिद्धांत – अनुपम ओझा
- सिनेमा : कल, आज, कल – विनोद भारद्वाज
- हिंदी सिनेमा के सौ बर्ष – प्रकाशन विभाग

- हिंदी सिनेमा के सौ बर्ष – प्रहलाद अग्रवाल
- राजकपूर : आधी हकीकत, आधा फसाना – प्रहलाद अग्रवाल
- सिनेमा का जादुई सफर – प्रताप सिंह
- मोहम्मद रफी : पैगम्बर-ए-मौसिकी – ज़िया इमाम
- नौशाद : ज़र्ज़ जो आफताब बना – ज़िया इमाम
- सिनेमा के बारे में जावेद अख़्तर से बातचीत – नसरिन मुन्नी कबीर
- गुरुदत्त – विमल मित्र
- सत्यजीत रे – महेंद्र मित्र
- कैमरा मेरी तीसरी आँख – राधू कर्माकर
- धुनों की यात्रा – पंकज राग

### **GE-1. (E) POLITICS OF GLOBALIZATION (Dept. of Political Science)**

Course objective: The objective of this generic elective paper is to make students from diverse background understand the process of globalization from a political perspective. This paper will create a broad understanding of the issues and processes globalization based on critical analysis of the various anchors and dimensions of globalization.

1. Concept of Globalisation: Globalisation debate; for and against.
2. Approaches to understanding globalisation:
  - a. Liberal approach
  - b. Radical approach
3. International Institutions/Regimes
  - a. World Bank
  - b. International Monetary Fund
  - c. The World Trade Organisation
4. Issues in Globalisation: Alternative Perspectives on its nature and character, critical dimensions: economic, political and cultural
5. Globalisation and democracy: State, sovereignty and the civil society.
6. Globalisation and Politics in developing countries
  - a. Globalisation and social movements
  - b. Globalisation and the demise of Nation State
  - c. Globalisation and human migration
- a. The inevitability of globalisation: Domestic and Global responses

#### **Suggested Reading:**

1. Anthony Giddens, The Globalizing of Modernity.
2. Arjun Appadurai, Modernity at Large: Cultural Dimensions of Globalisation, University of Minnesota Press, 1996.
3. David E. Korten, Niconor Perlas and Vandana Shiva (ed.), International Forum of Globalisation.

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4. Deepak Nayyar (ed.) *Governing Globalisation: Issues and Institutions*, Oxford University Press, 2002.
  5. Held, David and Anthony McGrew (ed.), *The Global Transformation Reader: An Introduction to the Globalisation Debate*, 2nd Cambridge, Polity Press, Blackwell Publishing.
  6. Jagdish Bhagwati, *In defense of Globalisation*, Oxford University Press, 2004.
  7. John Stopford, *Multinational Corporations*, Foreign Policy, Fall, 1998
  8. Joseph E Stiglitz, *Globalisation and its discontents*.
  9. Keohane Robert and Joseph S. Nye Jr., *Globalisation: What is new, what is not*.
  10. Kofi Annan, *The politics of Globalisation*,
  11. Marc Lindenberg and Coralie Bryant, *Going Global: Transforming Relief and Development NGOs*, Bloomfield, Kumarian Press.
  12. Noreena Hertz, *The silent take over: Global Capitalism and the death of Democracy*, Praeger, 2000.
  13. Nye Joseph S and John D. Donanu (ed.) *Governance in a Globalizing World*, Washington dc, Brookings.
  14. Nye Jr. Joseph S, *Globalisation and American Power*.
  15. Pilpin Robert, *The National State in the Global Economy*.
  16. Samuel Huntington, *the clash of Civilizations and the Remaking of world order*.
  17. Stanley Hoffman, *Clash of civilizations*,
  18. Tyler Cowen, *Creative Destruction: How Globalisation is changing the world's culture*, New Jersey, Princeton University Press, 2000.

#### **Additional Reading**

1. Brahm John and Steeve Smith (ed.) *The Globalisation of World Politics: An Introduction to International Relations*, Oxford University Press, 2001.
2. John Clark (ed.), *Globalising Civic Engagement: Civil Society and Transnational Action*, London, Earthscan, 2003.
3. Sanjeev Khagram, James Riker and Korthxu Sikkink (ed.) *Restructuring World Politics: Transnational Social Movements*, MN, University of Minnesota Press, 2002.
4. Bernard Hoelkman and Michel Kostecki, *the Political Economy of the World Trading System: From GATT to WTO*, New York, OUP,

### **GE-2. (A) INTRODUCTORY MACROECONOMICS (Dept. of Economics)**

#### **(Only for B.Com. (H) Students)**

**Objective:** This course aims to introduce the students to the basic concepts of Macroeconomics. Macroeconomics deals with the aggregate economy. This course discusses the preliminary concepts associated with the determination and measurement of aggregate macroeconomic variable like savings, investment, GDP, money, inflation, and the balance of payments.

#### **Unit I: Introduction to Macroeconomics and National Income Accounting**

Basic issues studied in macroeconomics; measurement of gross domestic product; income, expenditure and the circular flow; real versus nominal GDP; price indices;

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national income accounting for an open economy; balance of payments: current and capital accounts.

### **Unit II: Money**

Functions of money; quantity theory of money; determination of money supply and demand; credit creation; tools of monetary policy.

### **Unit III: Inflation**

Inflation and its social costs; hyperinflation.

### **Unit IV: The Closed Economy in the Short Run**

Classical and Keynesian systems; simple Keynesian model of income determination; ISLM model; fiscal and monetary multipliers.

### **Readings:**

1. Dornbusch, Fischer and Startz, *Macroeconomics*, McGraw Hill, 11th edition, 2010.
2. N. Gregory Mankiw. *Macroeconomics*, Worth Publishers, 7th edition, 2010.
3. Olivier Blanchard, *Macroeconomics*, Pearson Education, Inc., 5th edition, 2009.
4. Richard T. Froyen, *Macroeconomics*, Pearson Education Asia, 2nd edition, 2005.
5. Andrew B. Abel and Ben S. Bernanke, *Macroeconomics*, Pearson Education, Inc., 7th edition, 2011.
6. Errol D'Souza, *Macroeconomics*, Pearson Education, 2009.
7. Paul R. Krugman, Maurice Obstfeld and Marc Melitz, *International Economics*, Pearson Education Asia, 9th edition, 2012.

## **GE-2. (A) INVESTMENT IN STOCK MARKETS (Dept. of Commerce)**

### **(Only for B.A. (H) Economics Students)**

**Objective:** To provide basic skills to operate in stock market and the ways of investing in it. It will enable the student to take up investment in stock market independently.

### **Unit I: Investing Fundamentals**

Types of Investment – Equity Shares, IPO/ FPO, Bonds. Indian Securities Market: the market participants, trading of securities, security market indices. Sources of financial information. Role of Stock Exchange, Stock exchanges in India: BSE, NSE, MCX. Buying and selling of stocks: using brokerage and analysts' recommendations. Use of limit order and market order.

### **Unit II: Stock Analysis and Valuation**

Online trading of stocks. Understanding stock quotations, types and placing of order. Risk: its valuation and mitigation, Analysis of the company: financial characteristics (as explained by ratio analysis, future prospects of the company, assessing quality of management using financial and non-financial data, balance sheet and quarterly results, cash flows and capital structure). Comparative analysis of companies, Stock valuations: using ratios like PE ratio, PEG ratio, Price Revenue ratio. Use of Historic prices, simple moving average, basic and advanced interactive charts. Examining the shareholding pattern of the company. Pitfalls to avoid while investing: high P/E stocks, low price stocks, stop loss, excess averaging.

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### **Unit III: Investing in Mutual Funds**

Background on Mutual Funds: Advantages of investing in Mutual funds. Motives of mutual fund investments, Net Asset Value, Types of Mutual funds: Open ended, close ended, equity, debt, hybrid, money market, Load vs. no load funds, Factors affecting choice of mutual funds. CRISIL Mutual Fund Ranking and its Usage.

### **Unit IV: Understanding Derivatives**

Futures, Options, trading in futures and options. Understanding stock market quotes on futures and options. Types of orders, Put and Call options: How Put and Call options work. Commodities, Derivatives of commodities, trading of commodity derivatives on MCX, Currency derivatives and its trading.

#### **Suggested Readings:**

1. Gitman and Joehnk, Fundamentals of Investing, Pearson.
2. Madura, Jeff, Personal Finance, Pearson.
3. Chandra, Prasanna, Investment Analysis and Portfolio Management, Tata McGraw Hill.
4. Damodaran, Aswath, Investment Valuation: Tool and Techniques for Determining the Value of Any Asset, Wiley Finance.
5. Bodie, Alex, Marcus and Mohanty, Investments, McGraw Hill Publishing Co.
6. Hirt and Block, Fundamentals of Investment Management, McGraw Hill Publishing Co.
7. Pandiyan, Punithavathy, Security Analysis and Portfolio Management, Vikas Publications
8. [www.yahoofinance.com](http://www.yahoofinance.com)
9. [www.moneycontrol.com](http://www.moneycontrol.com)
10. [www.bloomberg.com](http://www.bloomberg.com)

**Note: Latest edition of text book may be used.**

### **GE-2. (C) LINEAR ALGEBRA (Dept. of Mathematics)**

#### **UNIT-I**

Fundamental operation with vectors in Euclidean space  $R^n$ , Linear combination of vectors, Dot product and their properties, Cauchy Schwarz inequality, Triangle inequality, Projection vectors, Some elementary results on vector in  $R^n$ , Matrices, Gauss–Jordan row reduction, Reduced row echelon form, Row equivalence, Rank, Linear combination of vectors, Row space, Eigenvalues, Eigenvectors, Eigenspace, Characteristic polynomials, Diagonalization of matrices, Definition and examples of vector space, Some elementary properties of vector spaces, Subspace.

#### **UNIT-II**

Span of a set, A spanning set for an eigenspace, Linear independence and linear dependence of vectors, Basis and dimension of a vector space, Maximal linearly independent sets, Minimal spanning sets, Application of rank, Homogenous and non homogenous systems of equations, Coordinates of a vector in ordered basis, Transition matrix, Linear transformations: Definition and examples, Elementary properties, The matrix of a linear transformation, Linear operator and Similarity.

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### UNIT-III

Application: Computer graphics- Fundamental movements in a plane, Homogenous coordinates, Composition of movements, Kernel and range of a linear transformation, Dimension theorem, One to one and onto linear transformations, Invertible linear transformations, Isomorphism: Isomorphic vector spaces (to  $R^n$ ), Orthogonal and orthonormal vectors, Orthogonal and orthonormal bases, Orthogonal complement, Projection theorem (Statement only), Orthogonal projection onto a subspace, Application: Least square solutions for inconsistent systems.

#### References:

1. S. Andrilli and D. Hecker, Elementary Linear Algebra, Academic Press, 4/e (2012)
2. B. Kolman and D.R. Hill, Introductory Linear Algebra with Applications, Pearson Education, 7/e (2003)

### GE-2. (D) पटकथा तथा संवाद लेखन (Dept. of Hindi)

**इकाई-1 :** पटकथा अवधारणा और स्वरूप

**इकाई-2 :** फीचर फिल्म, टी.वी. धारावाहिक, कहानी, एवं डॉक्यूमेंट्री की पटकथा

**इकाई-3 :** संवाद सैद्धान्तिकी और संरचना

**इकाई-4 :** फीचर फिल्म, टी.वी. धारावाहिक, कहानी, एवं डॉक्यूमेंट्री की संवाद—लेखन

#### सहायक ग्रंथ

- पटकथा लेखन — मनोहर श्याम जोशी
- टेलीविजन लेखन — असगर वज़ाहत प्रभात रंजन
- कथा पटकथा — मन्नू भंडारी
- रेडियो लेखन — मधुकर गंगाधर
- फीचर लेखन — मनोहर प्रभाकर

### GE-2. (E) CONTEMPORARY POLITICAL ECONOMY (Dept. of Political Science)

Course Objective: Given the growing recognition worldwide of the importance of the political economy approach to the study of global order, this course has the following objectives: 1. To familiarize the students with the different theoretical approaches; 2. To give a brief overview of the history of the evolution of the modern capitalist world; 3. To highlight the important contemporary problems, issues and debates on how these should be addressed.

#### I. Approaches to Political Economy

Classical Liberalism, Marxism, Welfarism, Neo-liberalism and Gandhian approach

#### II. Capitalist Transformation

- a. European Feudalism and Transition to Capitalism

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- b. Globalization: Transnational Corporations, World Trade Organization, Nongovernmental Organizations (their role in development)

### **III. Issues in Development**

- (i) Culture: Media and Television
- (ii) Big Dams and Environmental Concerns
- (iii) Military: Global Arms Industry and Arms Trade
- (iv) Knowledge Systems

### **IV. Globalization and Development Dilemmas**

- (i) IT revolution and Debates on Sovereignty
- (ii) Gender
- (iii) Racial and Ethnic Problems
- (iv) Migration

#### **Essential Readings**

#### **I. Approaches to Political Economy:**

##### **a. Classical Liberalism**

Arblaster, A. (2006) 'The Rise and Decline of Western Liberalism' in Lal, D. *Reviving the Invisible Hand: The Case for Classical Liberalism in the Twentyfirst Century*. Princeton: Princeton University Press, pp. 1- 8, 17- 30, and 48- 51.

##### **b. Marxism**

Mandel, E. (1979) *An Introduction to Marxist Economic Theory*. New York: Pathfinder Press, 3rd print, pp. 3-73.

##### **c. Welfarism**

Kersbergen, K.V. and Manow, P. (2009) *Religion, Class Coalition and Welfare State*. Cambridge: Cambridge University Press, chapters 1 and 10, pp. 1-38; 266-295. Andersen, J. G. (ed.) (2008) 'The Impact of Public Policies' in Caramani, D *Comparative Politics*. Oxford: Oxford University Press, ch 22, pp. 547- 563 .

##### **d. Neo-liberalism**

Harvey, D. (2005) *A Brief History of Neo-liberalism*. Oxford: Oxford University Press, pp. 1- 206.

##### **e. Gandhism**

Ghosh, B.N. (2007) *Gandhian Political Economy: Principles, Practice and Policy*. Ashgate Publishing Limited, pp. 21- 88.

#### **II. Capitalist Transformation**

##### **a. European Feudalism and transition to Capitalism**

Phukan, M. (1998) *The Rise of the Modern West: Social and Economic History of Early Modern Europe*. Delhi: Macmillan India, (ch.14: Transition from Feudalism to Capitalism), pp. 420- 440.

##### **b. Globalization: Transnational Corporations**

Gilpin, R. (2003) *Global Political Economy: Understanding the International Economic Order*. Hyderabad: Orient Longman, pp. 278- 304.

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Kennedy, P. (1993) *Preparing for the Twentieth Century*. UK: Vintage, Ch. 3  
Gelinas, J. B. (2003) *Juggernaut Politics- Understanding Predatory Globalization*.  
Halifax, Fernwood, Ch.3. Available from: [www.globalpolicy.org](http://www.globalpolicy.org)

### **World Trade Organization**

Gilpin, R. (2003) *Global Political Economy: Understanding the International Economic Order*.

Hyderabad: Orient Longman, Ch. 8, pp. 196- 233.

### **Non-governmental Organizations (Their role in development)**

Prasad, K. (2000) *NGOs and Social-economic Development Opportunities*. New Delhi: Deep & Deep, ch. 1, 2, 3, 5.

Fisher, J. (2003) *Non-governments – NGOs and the Political Development in the Third World*.

Jaipur: Rawat, ch. 1, 4, 6.81

## **III. Issues in Development:**

### **(i) Culture:**

Media and Television Mackay, H. (2004) 'The Globalization of Culture' in Held, D. (ed.) *A Globalizing World? Culture, Economics and Politics*. London: Routledge, pp. 47- 84

Tomlinson, J. (2004) 'Cultural Imperialism' in Lechner, F. J and Boli, J. (eds.) *The Globalization Reader*. Oxford: Blackwell, pp. 303- 311.

### **(ii) Big dams and Environmental Concerns**

Lechner, F. J and Boli, J. (eds.) (2004) *The Globalization Reader*. Oxford: Blackwell, pp. 361- 376 and 398- 404.

Held, D. and Mcrew, A. (eds.) (2000) *The Global Transformations Reader*. Cambridge: Polity Press, pp. 374- 386.

Singh, S. (1997) *Taming the Waters: The Political Economy of Large Dams in India*. New Delhi: Oxford University Press, pp. 133- 163, 182- 203, 204- 240.

### **(iii) Military: Global Arms Industry and Arms Trade**

Kesselman, M. (2007) *The Politics of Globalization*. Boston: Houghton Mifflin Company, pp. 330- 339.

### **(iv) Knowledge Systems:**

Marglin, S. (1990) 'Towards the Decolonisation of the Mind' in Marglin, S. and Marglin, F. A. (eds.) *Dominating Knowledge: Development, Culture and Resistance*. Oxford: Oxford University Press, pp. 1- 28.

## **IV. Globalization and Development Dilemmas:**

### **(i) IT revolution and Debates on Sovereignty**

L. Lechner, F. J and Boli, J. (eds.) (2004) *The Globalization Reader*. Oxford: Blackwell, pp. 211- 244.

Held, D. and Mcrew, A. (eds.) (2000) *The Global Transformations Reader*. Cambridge: Polity Press, pp. 105-155.

Omahe, K. (2004) 'The End of the Nation State', L. Lechner, F. J and Boli, J. (eds.) *The Globalization Reader*. Oxford: Blackwell, ch. 29.

Glen, J. (2007) *Globalization: North-South Perspectives* London Routledge, ch.6.

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Sen, A. (2006) *Identity and Violence: Illusion and Destiny*. London: Penguin/Allen Lane, ch.7, pp. 130-148.

**(ii) Gender**

Berkovitch, N. (2004) 'The Emergence and Transformation of the International Women's Movements' in L. Lechner, F. J and Boli, J. (eds.) *The Globalization Reader*. Oxford: Blackwell, ch.31, pp. 251- 257.

Steans, J. (2000) 'The Gender Dimension' in Held, D. and Mcrew, A. (eds.), *The Global Transformations Reader*. Cambridge: Polity Press, ch.35, pp. 366- 373.

Tickner, J. A. (2008) 'Gender in World Politics' in Baylis, J., Smith, S. & Owens, P. (eds.) *Globalization of World Politics*, 4th edn., New Delhi: Oxford University Press, ch.15.

**(iii) Racial and Ethnic Problems**

Kesselman, M. and Krieger, J. (2006) *Readings in Comparative Politics: Political Challenges and Changing Agendas*. Boston: Houghton Mifflin Company, pp. 243-254 and 266- 276.

**(iv) Migration**

Arya, S. and Roy, A. (eds.) *Poverty Gender and Migration*. New Delhi: Sage, Ch. 1 Kesselman, M. (2007) *The Politics of Globalization*. Boston: Houghton Mifflin Company, pp. 450- 462.

Nayyar, D. (ed.) (2002) *Governing Globalization*. Delhi: OUP, pp. 144- 176

**GE-3. (A) INDIAN ECONOMY – 1  
OR MONEY & BANKING  
OR ENVIRONMENTAL ECONOMICS  
(Only for B.Com. (H) Students)**

**INDIAN ECONOMY -1**

**Objective:** Using appropriate analytical frameworks this course reviews major trends in economic indicators and policy debates in India in the post-Independence period with particular emphasis on paradigm shifts and turning points.

**Unit I: Economic Development since Independence**

Major features of the economy at independence; growth and development under different policy regimes—goals, constraints, institutions and policy framework; an assessment of performance—sustainability and regional contrasts; structural change, savings and investment.

**Unit II: Population and Human Development**

Demographic trends and issues; education; health and malnutrition.

**Unit III: Growth and Distribution**

Trends and policies in poverty; inequality and unemployment.

**Unit IV: International Comparisons**

**Readings:**

1. Jean Dreze and Amartya Sen, 2013. *An Uncertain Glory: India and its Contradictions*, Princeton University Press.

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2. Pulapre Balakrishnan, 2007, The Recovery of India: Economic Growth in the Nehru Era, Economic and Political Weekly, November.
  3. Rakesh Mohan, 2008, —Growth Record of Indian Economy: 1950-2008. A Story of Sustained Savings and Investment, Economic and Political Weekly, May.
  4. S.L. Shetty, 2007, —India's Savings Performance since the Advent of Planning, in K.L. Krishna and A. Vaidyanathan, editors, Institutions and Markets in India's Development.
  5. Himanshu, 2010, —Towards New Poverty Lines for India, Economic and Political Weekly, January.
  6. Jean Dreze and Angus Deaton, 2009, —Food and Nutrition in India: Facts and Interpretations, Economic and Political Weekly, February.
  7. Himanshu. 2011, —Employment Trends in India: A Re-examination, Economic and Political Weekly, September.
  8. Rama Baru et al, 2010, —Inequities in Access to Health Services in India: Caste, Class and Region, Economic and Political Weekly, September.
  9. Geeta G. Kingdon, 2007, —The Progress of School Education in India, OxfordReview of Economic Policy.
  10. J.B.G. Tilak, 2007, —Post Elementary Education, Poverty and Development in India, International Journal of Educational Development.
  11. T. Dyson, 2008, —India's Demographic Transition and its Consequences for Development in Uma Kapila, editor, Indian Economy Since Independence, 19th edition, Academic Foundation.
  12. Kaushik Basu, 2009, —China and India: Idiosyncratic Paths to High Growth, Economic and Political Weekly, September.
  13. K. James, 2008, —Glorifying Malthus: Current Debate on Demographic Dividend in India, Economic and Political Weekly, June.
  14. Reetika Khera, 2011, —India's Public Distribution System: Utilisation and Impact Journal of Development Studies.
  15. Aniruddha Krishna and Devendra Bajpai, 2011, —Lineal Spread and Radial Dissipation: Experiencing Growth in Rural India, 1992-2005, Economic and Political Weekly, September.
  16. Kaushik Basu and A. Maertens, eds, 2013, Oxford Companion to Economics, Oxford University Press.

### **MONEY AND BANKING**

**Objective:** This course exposes students to the theory and functioning of the monetary and financial sectors of the economy. It highlights the organization, structure and role of financial markets and institutions. It also discusses interest rates, monetary management and instruments of monetary control. Financial and banking sector reforms and monetary policy with special reference to India are also covered.

#### **Unit I: Money**

Concept, functions, measurement; theories of money supply determination.

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## **Unit II: Financial Institutions, Markets, Instruments and Financial Innovations**

- a. Role of financial markets and institutions; problem of asymmetric information – adverse selection and moral hazard; financial crises.
- b. Money and capital markets: organization, structure and reforms in India; role of financial derivatives and other innovations.

## **Unit III: Interest Rates**

Determination; sources of interest rate differentials; theories of term structure of interest rates; interest rates in India.

## **Unit IV: Banking System.**

- a. Balance sheet and portfolio management.
- b. Indian banking system: Changing role and structure; banking sector reforms.

## **Unit V: Central Banking and Monetary Policy**

Functions, balance sheet; goals, targets, indicators and instruments of monetary control; monetary management in an open economy; current monetary policy of India.

## **Readings**

1. F. S. Mishkin and S. G. Eakins, Financial Markets and Institutions, Pearson Education, 6th edition, 2009.
2. F. J. Fabozzi, F. Modigliani, F. J. Jones, M. G. Ferri, Foundations of Financial Markets and Institutions, Pearson Education, 3rd edition, 2009.
3. L. M. Bhole and J. Mahukud, Financial Institutions and Markets, Tata McGraw Hill, 5th edition, 2011.
4. M. Y. Khan, Indian Financial System, Tata McGraw Hill, 7th edition, 2011.
5. Various latest issues of R.B.I. Bulletins, Annual Reports, Reports on Currency and Finance and Reports of the Working Group, IMF Staff Papers.

## **ENVIRONMENTAL ECONOMICS**

Objective: This course introduces students to concepts, methods and policy options in managing the environment using tools of economic analysis. This course should be accessible to anyone with an analytical mind and familiarity with basic concepts of economics. Since several environmental problems are caused by economic activity (for instance, carbon emissions, over-harvesting of renewable resources and air and water pollution as a by-product of industrial activity), this course examines different approaches to adjusting behaviour through economic institutions such as markets and incentives as well as through regulation, etc. It also addresses the economic implications of environmental policies through practical applications of methods for valuation of environmental goods and services and quantification of environmental damages. Conversely, the impact of economic growth on the environment is also addressed under the rubric of sustainable development. Environmental problems and issues from the Indian and international context (especially global warming) are used to illustrate the concepts and methods presented in the course. The course will be useful for students aiming towards careers in the government sector, policy analysis, business, journalism and international organisations.

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**Unit I: Introduction**

Key environmental issues and problems, economic way of thinking about these problems, basic concepts from economics; Pareto optimality and market failure in the presence of externalities; property rights and other approaches.

**Unit II: The Design and Implementation of Environmental Policy**

Overview, Pigouvian taxes and effluent fees, tradable permits, implementation of environmental policies in India and international experience; transboundary environmental problems; economics of climate change.

**Unit III: Environmental Valuation Methods and Applications**

Valuation of non-market goods and services-theory and practice; measurement methods; cost-benefit analysis of environmental policies and regulations.

**Unit IV: Sustainable Development**

Concepts; measurement; perspectives from Indian experience

**Readings**

1. Roger Perman, Yue Ma, Michael Common, David Maddison and James McGilvray, "Natural Resource and Environmental Economics", Pearson Education/AddisonWesley, 4th edition, 2011.
2. Charles Kolstad, "Intermediate Environmental Economics", Oxford University Press, 2nd edition, 2010.
3. Robert N. Stavins (ed.), "Economics of the Environment: Selected Readings", W.W. Norton, 6th edition, 2012.
4. Robert Solow, "An Almost Practical Step toward Sustainability," Resources for the Future 40th anniversary lecture, 1992.
5. Kenneth Arrow et al., "Are We Consuming Too Much?" Journal of Economic Perspectives, 18(3): 147-172, 2004.
6. IPCC (Intergovernmental Panel on Climate Change), Fifth Assessment Report (forth coming 2014).

**GE-3. (A) PROJECT MANAGEMENT****(Only for B.A. (H) Economics Students)**

**Objective:** To enable the student to evolve a suitable framework for the preparation, appraisal, monitoring and control and hedge risk of industrial project.

**Unit I: Introduction**

Objectives of Project Planning, monitoring and control of investment projects. Relevance of social cost benefit analysis, identification of investment opportunities. Pre-feasibility studies.

**Unit II: Project Preparation**

Technical feasibility, Marketing Feasibility and Technical Feasibility, estimation of costs, demand analysis and commercial viability, risk analysis, collaboration arrangements; financial planning; Estimation of fund requirements, sources of funds. Loan syndication for the projects. Tax considerations in project preparation and the legal aspects.

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### **Unit III: Project appraisal**

Business criterion of growth, liquidity and profitability, social cost benefit analysis in public and private sectors, investment criterion and choice of techniques. Estimation of shadow prices and social discount rate.

### **Unit IV: Issues in Project Planning and Management**

Cost and Time Management issues in Project planning and management.

#### **Suggested Readings:**

1. Chandra. Prasanna, Project Preparation Appraisal and Implementation. Tata McGraw Hill.
2. Gray, Clifford .F., Larson, Eric W., and Desai, Gautam V. Project Management. The Managerial Process. McGraw Hill Education.
3. Khatua, Sitangshu. Project Management and appraisal. Oxford University Press
4. Gido, Jack, and Clements, James P. Project Management. Cengage Learning

**Note: Latest edition of text books may be used.**

### **GE-3. (C) DIFFERENTIAL EQUATIONS (Dept. of Mathematics)**

#### **UNIT-I**

First order ordinary differential equations: Basic concepts and ideas, Exact differential equations, Integrating factors, Bernoulli equations, Orthogonal trajectories of curves, Existence and uniqueness of solutions, Second order differential equations: Homogenous linear equations of second order, Second order homogenous equations with constant coefficients, Differential operator, Euler Cauchy equation

#### **UNIT-II**

Existence and uniqueness theory, Wronskian, Nonhomogenous ordinary differential equations, Solution by undetermined coefficients, Solution by variation of parameters, Higher order homogenous equations with constant coefficients, System of differential equations, Conversion of nth order ODEs to a system, Basic concepts and ideas, Homogenous system with constant coefficients.

#### **UNIT-III**

Power series method: Theory of power series methods, Legendre's equation, Legendre polynomial, Partial differential equations: Basic Concepts and definitions, Mathematical problems, First order equations: Classification, Construction, Geometrical interpretation, Method of characteristics, General solutions of first order partial differential equations, Canonical forms and method of separation of variables for first order partial differential equations, Classification of second order partial differential equations, Reduction to canonical forms, Second order partial differential equations with constant coefficients, General solutions.

#### **References:**

1. Erwin Kreyszig, Advanced Engineering Mathematics, John Wiley & Sons, Inc., 9/e, (2006)

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2. TynMyint-U and Lokenath Debnath; Linear Partial Differential Equations for Scientists and Engineers, Springer, Indian Reprint (2009)

**GE-3. (D) हिंदी कहानी (Dept. of Hindi)**

**इकाई-1** 1. उसने कहा था — चंद्रधर शर्मा गुलेरी

2. पूस की रात — प्रेमचंद
3. छोटा जादूगर — प्रसाद

**इकाई-2** 1. पाजेब — जैनेन्द्र कुमार

2. तीसरी कसम — फणी वरनाथ रेणु
3. चीफ की दावत — भीष्म साहनी

**इकाई-3** 1. परिन्दे — निर्मल वर्मा

2. दोपहर का भोजन — अमरकांत
3. सिक्का बदल गया — कृष्णा सोबती

**इकाई-4** 1. जंगल जातकम् — काशीनाथ सिंह

2. वापसी — उषा प्रियंवदा
3. घुसपैठिये — ओमप्रकाश बाल्मीकि

**सहायक ग्रंथ**

- संकलन निबंध — नलिन विलोचन  
'एक दुनिया समानान्तर' — राजेन्द्र यादव
- 'कहानी : नई कहानी' नामवर सिंह
- नई कहानी की भूमिका — कमलेश्वर
- 'हिंदी कहानी का इतिहास' — रामगोपाल राय
- हिंदी कहानी : अंतरंग पहचान — रामदरश मिश्र
- हिंदी कहानी की रचना-प्रक्रिया — परमानंद श्रीवास्तव
- अपनी बात — भीष्म साहनी
- नई कहानी : संदर्भ और प्रकृति — देवीशंकर अवस्थी
- प्रेमचंद और उनका युग — रामविलास शर्मा
- साहित्य से संवाद — गोपेश्वर सिंह
- कुछ कहानियाँ : कुछ विचार — विश्वनाथ त्रिपाठी
- कथावीथी — हरिमोहन भार्मा और राजेन्द्र गौतम
- हिंदी कहानी का पहला दशक — संपा. भवदेव पाण्डेय
- हिंदी कहानी का विकास — मधुरेश
- हमसफरनामा — स्वयं प्रकाश
- समय और साहित्य — विजय मोहन सिंह
- हिंदी कहानी : प्रक्रिया और पाठ — सुरेंद्र चौधरी

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### **GE-3. (E) NATIONALISM IN INDIA (Dept. of Political Science)**

Course objective: The purpose of this course is to help students understand the struggle of Indian people against colonialism. It seeks to achieve this understanding by looking at this struggle from different theoretical perspectives that highlight its different dimensions. The course begins with the nineteenth century Indian responses to colonial dominance in the form of reformism and its criticism and continues through various phases up to the events leading to the Partition and Independence. In the process, the course tries to highlight its various conflicts and contradictions by focusing on its different dimensions: communalism, class struggle, caste and gender questions.

#### **I. Approaches to the Study of Nationalism in India**

Nationalist, Imperialist, Marxist, and Subaltern Interpretations

#### **II. Reformism and Anti-Reformism in the Nineteenth Century**

Major Social and Religious Movements in 19th century

#### **III. Nationalist Politics and Expansion of its Social Base**

- a. Phases of Nationalist Movement: Liberal Constitutionalists, Swadeshi and the Radicals; Beginning of Constitutionalism in India
- b. Gandhi and Mass Mobilisation: Non-Cooperation Movement, Civil Disobedience Movement, and Quit India Movement
- c. Socialist Alternatives: Congress Socialists, Communists

#### **IV. Social Movements**

- a. The Women's Question: Participation in the National Movement and its Impact
- b. The Caste Question: Anti-Brahminical Politics
- c. Peasant, Tribals and Workers Movements

#### **V. Partition and Independence**

- a. Communalism in Indian Politics
- b. The Two-Nation Theory, Negotiations over Partition

#### **Reading List**

##### **I. Approaches to the Study of Nationalism in India**

Essential Readings:

S. Bandopadhyay, (2004) *From Plassey to Partition: A History of Modern India*, New Delhi: Orient Longman, pp. 184-191.

R. Thapar, (2000) 'Interpretations of Colonial History: Colonial, Nationalist, Post colonial', in P. DeSouza, (ed.) *Contemporary India: Transitions*, New Delhi: Sage Publications, pp. 25-36.

##### **II. Reformism and Anti-Reformism in the Nineteenth Century**

Essential Readings:

S. Bandopadhyay, (2004) *From Plassey to Partition: A History of Modern India*, New Delhi: Orient Longman, pp.139-158, 234-276.

A. Sen, (2007) 'The idea of Social Reform and its Critique among Hindus of Nineteenth Century India', in S. Bhattacharya, (ed.) *Development of Modern Indian Thought and the Social Sciences*, Vol. X. New Delhi: Oxford University Press.

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### III. Nationalist Politics and Expansion of its Social Base

Essential Readings:

S. Bandopadhyay, (2004) From Plassey to Partition: A History of Modern India. New Delhi: Orient Longman, pp. 279-311.

S. Sarkar, (1983) Modern India (1885-1947), New Delhi: Macmillan,

P. Chatterjee, (1993) 'The Nation and its Pasts', in P. Chatterjee, The Nation and its Fragments: Colonial and Postcolonial Histories. New Delhi: Oxford University Press, pp. 76-115.

### IV. Social Movements

Essential Readings:

S. Bandopadhyay, (2004) From Plassey to Partition: A history of Modern India. New Delhi: Orient Longman, pp. 342-357, 369-381.

G. Shah, (2002) Social Movements and the State, New Delhi: Sage, pp. 13-31

### V. Partition and Independence

A. Jalal, and S. Bose, (1997) Modern South Asia: History, Culture, and Political Economy. New Delhi: Oxford University Press, pp. 135-156.

A. Nandy, (2005) Rashtravad banam Deshbhakti Translated by A. Dubey, New Delhi: Vani Prakashan. pp. 23-33. (The original essay in English is from A. Nandy, (1994) New Delhi: Oxford University Press, pp. 1-8.)

#### Additional Readings:

B. Chakrabarty and R. Pandey, (2010) Modern Indian Political Thought, New Delhi: Sage Publications.

P. Chatterjee, (1993) The Nation and its Fragments: Colonial and Post colonial Histories, New Delhi: Oxford University Press.

R. Pradhan, (2008) Raj to Swaraj, New Delhi: Macmillan (Available in Hindi).

S. Islam, (2006) Bharat Mein Algaovaad aur Dharm, New Delhi: Vani Prakashan.

### GE-4. (A) INDIAN ECONOMY-2

#### OR PUBLIC FINANCE

#### OR ECONOMIC HISTORY OF INDIA

#### (Only for B.Com. (H) Students)

#### INDIAN ECONOMY-II

**Objective:** This course examines sector-specific policies and their impact in shaping trends in key economic indicators in India. It highlights major policy debates and evaluates the Indian empirical evidence.

#### Unit I: Macroeconomic Policies and Their Impact

Fiscal Policy; trade and investment policy; financial and monetary policies; labour regulation.

#### Unit II: Policies and Performance in Agriculture

Growth; productivity; agrarian structure and technology; capital formation; trade; pricing and procurement.

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### Unit III: Policies and Performance in Industry

Growth; productivity; diversification; small scale industries; public sector; competition policy; foreign investment.

### Unit IV: Trends and Performance in Services

#### Readings:

1. Shankar Acharya, 2010, —Macroeconomic Performance and Policies 2000-8,|| in Shankar Acharya and Rakesh Mohan, editors, India's Economy: Performances and Challenges: Development and Participation, Oxford University Press.
2. Rakesh Mohan, 2010, —India's Financial Sector and Monetary Policy Reforms, in Shankar Acharya and Rakesh Mohan, editors, India's Economy: Performances and Challenges: Development and Participation, Oxford University Press.
3. Pulapre Balakrishnan, Ramesh Golait and Pankaj Kumar, 2008, —Agricultural Growth in India Since 1991, RBI DEAP Study no. 27.
4. Kunal Sen, 2010, —Trade, Foreign Direct Investment and Industrial Transformation in India, in Premachandra Athukorala, editor, The Rise of Asia, Routledge.
5. Ahsan, C. Pages and T. Roy, 2008, —Legislation, Enforcement and Adjudication in Indian Labour Markets: Origins, Consequences and the Way Forward, in D. Mazumdar and S. Sarkar, editors, Globalization, Labour Markets and Inequality in India, Routledge.
6. Dipak Mazumdar and Sandeep Sarkar, 2009, —The Employment Problem in India and the Phenomenon of the Missing Middle, Indian Journal of Labour Economics.
7. J. Dennis Rajakumar, 2011, —Size and Growth of Private Corporate Sector in Indian Manufacturing, Economic and Political Weekly, April.
8. Ramesh Chand, 2010, Understanding the Nature and Causes of Food Inflation, Economic and Political Weekly, February.
9. Bishwanath Goldar, 2011, Organised Manufacturing Employment: Continuing the Debate, Economic and Political Weekly, April.
10. Kaushik Basu and A. Maertens, eds, 2013. The New Oxford Companion to Economics in India, Oxford University Press.

### PUBLIC FINANCE

**Objective:** This course is a non-technical overview of government finances with special reference to India. The course does not require any prior knowledge of economics. It will look into the efficiency and equity aspects of taxation of the centre, states and the local governments and the issues of fiscal federalism and decentralisation in India. The course will be useful for students aiming towards careers in the government sector, policy analysis, business and journalism.

#### Unit I: Theory

1. Overview of Fiscal Functions, Tools of Normative Analysis, Pareto Efficiency, Equity and the Social Welfare.
2. Market Failure, Public Good and Externalities.
3. Elementary Theories of Product & Factor Taxation (Excess Burden & Incidence).

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## **Unit II: Issues from Indian Public Finance**

4. Working of Monetary and Fiscal Policies.
5. Current Issues of India's Tax System.
6. Analysis of Budget and Deficits
7. Fiscal Federalism in India
8. State and Local Finances

### **Readings**

1. Musgrave, R.A. and P.B. Musgrave, Public Finance in Theory and Practice, McGrawHill, 1989.
2. Mahesh Purohit , "Value Added Tax: Experience of India and Other Countries", Gayatri Publications, 2007.
3. Kaushik Basu, and A. Maertens (ed.), The Oxford Companion to Economics in India, Oxford University Press, 2007.
4. M.M Sury, Government Budgeting in India, Commonwealth Publishers, 1990.
5. Shankar Acharya, "Thirty years of tax reform" in India, Economic and Political Weekly, May 2005.
6. Government of India, Report of the 13th Finance Commission.
7. Economic Survey, Government of India (latest).
8. State Finances: A Study of Budgets, Reserve Bank of India (latest).

## **ECONOMIC HISTORY OF INDIA 1857-1947**

**Objective:** This course analyses key aspects of Indian economic development during the second half of British colonial rule. In doing so, it investigates the place of the Indian economy in the wider colonial context, and the mechanisms that linked economic development in India to the compulsions of colonial rule. This course links directly to the course on India's economic development after independence in 1947.

### **Unit I: Introduction: Colonial India: Background and Introduction**

Overview of colonial economy.

### **Unit II: Macro Trends**

National Income; population; occupational structure.

### **Unit III: Agriculture**

Agrarian structure and land relations; agricultural markets and institutions – credit, commerce and technology; trends in performance and productivity; famines.

### **Unit IV: Railways and Industry**

Railways; the de-industrialisation debate; evolution of entrepreneurial and industrial structure; nature of industrialisation in the interwar period; constraints to industrial break through; labor relations.

### **Unit V: Economy and State in the Imperial Context**

The imperial priorities and the Indian economy; drain of wealth; international trade, capital flows and the colonial economy – changes and continuities; government and fiscal policy.

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**Readings:**

1. Lakshmi Subramanian, "History of India 1707-1857", Orient Blackswan, 2010, Chapter 4.
2. Sumit Guha, 1991, 'Mortality decline in early 20th century India', Indian Economic and Social History Review (IESHR), pp 371-74 and 385-87.
3. Tirthankar Roy, The Economic History of India 1857-1947, Oxford University Press, 3rd edition, 2011.
4. J. Krishna murty, Occupational Structure, Dharma Kumar (editor), The Cambridge Economic History of India, Vol. II, (henceforth referred to as CEHI), 2005, Chapter 6.
5. Irfan Habib, Indian Economy 1858-1914, A People's History of India, Vol.28, Tulika, 2006.
6. Ira Klein, 1984, —When Rains Fail: Famine relief and mortality in British India, IESHR 21.
7. Jean Dreze, Famine Prevention in India in Dreze and Sen (eds.) Political Economy of Hunger, WIDER Studies in Development Economics, 1990, pp.13-35.
8. John Hurd, Railways, CEHI, Chapter 8, pp.737-761.
9. Rajat Ray (ed.), Entrepreneurship and Industry in India, 1994.
10. AK Bagchi, —Deindustrialization in India in the nineteenth century: Some theoretical implications], Journal of Development Studies, 1976.
11. MD Morris, Emergence of an Industrial Labour Force in India, OUP 1965, Chapter 11, Summary and Conclusions.
12. K.N. Chaudhuri, Foreign Trade and Balance of Payments, CEHI, Chapter 10.
13. B.R. Tomlison, 1975, India and the British Empire 1880-1935, IESHR, Vol. XII.
14. Dharma Kumar, The Fiscal System, CEHI, Chapter 12.
15. Basudev Chatterjee, Trade, Tariffs and Empire, OUP 1992, Epilogue.  
Background reading for students:
  - Irfan Habib, Indian Economy 1858-1914 (A People's History of India), Vol.28, Tulika 2006.
  - Daniel Thorner, Agrarian Prospect in India, 1977.

**GE-4. (A) ECONOMICS OF REGULATIONS OF DOMESTIC AND FOREIGN EXCHANGE MARKETS****(Only for B.A. (H) Economics Students)**

**Objective:** To acquaint students with the economics of regulation of domestic and foreign exchange markets.

**Unit I: Regulation of Domestic Markets**

Basic functions of government; Market efficiency; Market failure; the meaning & cause; public policy towards monopoly and competition.

**Unit II: Foreign Trade Policy and Procedures**

Main Features: Served from India Scheme; export promotion council; Vishesh Krishi and Gram Udyog Yojana; focus market scheme, duty exemption and remission

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scheme, advance authorization scheme and DFRC, DEPB, EPCG, etc; EOUs, EHTPs, STPs, BPTs, and SEZs.

### **Unit – III: Industries Development Regulation**

An overview of current Industrial Policy; Regulatory Mechanism under Industries Development and Regulation Act., 1951. The Micro, Small and Medium Enterprises Development Act., 2006. Term of office of Chairperson and other Members, Duties, Powers and Functions of Commission.

### **Unit – IV: Foreign Exchange Market**

Balance of Payments; Market for Foreign Exchange; Determination of Exchange Rates.

### **Unit V: The Foreign Exchange Management Act, 1999**

Definitions; Authorized Person, Capital Account Transaction Currency, Current Account Transaction, Foreign Exchange, Person, Person Resident in India, Repatriate to India. Regulation and Management of Foreign Exchange: Dealing in Foreign Exchange, Holding of Foreign Exchange, current Account Transactions, Capital Account Transactions, Export of Goods and Services, Realization and Repatriation of Foreign Exchange, Contravention and Penalties, Enforcement of the Orders of Adjudicating Authority, Adjudication and Appeal.

#### **Suggested Readings:**

1. Lipsey, R.G., and Chrystal, K.A. Economics. Oxford Univ. Press.
2. Taxmann's Students Guide to Economics Laws, Taxman Allied Services Pvt. Ltd, New Delhi.
3. Taxman's, Consumer Protection Law Manual with Practice Manual, Taxmann Allied Services Pvt. Ltd., New Delhi.
4. Viswanathan, Suresh T, Law and Practice of Competition Act, 2002. Bharat Law House, New Delhi
5. Study Material Economic and Labour Laws (Paper 5) – The Institute of Company Secretaries of India

**Note: Latest edition of text book may be used.**

## **GE-4. (C) ELEMENTS OF ANALYSIS (Dept. of Mathematics)**

### **Unit I**

Finite and infinite sets examples of countable and uncountable sets. Real line; absolute value bounded sets suprema and infima, statement of order Completeness property of  $\mathbb{R}$ , Archimedean property of  $\mathbb{R}$ , intervals. Real sequences, Convergence, sum and product of convergent sequences, proof of convergence of some simple sequences such as  $(-1)^n/n$ ,  $1/n^2$ ,  $(1+1/n)^n$ ,  $x^n$  with  $|x| < 1$ ,  $a/n$ , where  $a$  is a bounded sequence. Concept of cluster points and statement of Bolzano Weierstrass' theorem. Statement and illustration of Cauchy convergence criterion for sequences. Cauchy's theorem on limits, order preservation and squeeze theorem, monotone sequences and their convergence.

### **Unit II**

Definition and a necessary condition for convergence of an infinite series. Cauchy convergence criterion for series, positive term series, geometric series, comparison

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test, limit comparison test, convergence of p-series, Root test, Ratio test, alternating series, Leibnitz's test. Definition and examples of absolute and conditional convergence.

### Unit III

Definition of power series: radius of convergence, Cauchy-Hadamard theorem, statement and illustration of term-by-term differentiation and integration of power series. Power series expansions for  $\exp(x)$ ,  $\sin(x)$ ,  $\cos(x)$ ,  $\log(1+x)$  & their properties.

### References:

1. R.G. Bartle and D.R. Sherbert: Introduction to Real Analysis, John Wiley and Sons (Asia) Pte. Ltd., 2000.
2. C. P. Simon and L. Blume: Mathematics for Economists, W W Norton and Company, 1994. [3] K. Sydsaeter and P.J. Hammod, Mathematics for Economics Analysis, Pearson Education, 2002

### GE-4. (D) हिंदी का वैश्विक परिदृश्य (Dept. of Hindi)

**इकाई-1 :** वैश्वीकरण, भाषा, समाज और साहित्य

**इकाई-2 :** हिंदी का विश्व—सन्दर्भ, संयुक्त राष्ट्र में हिंदी

**इकाई-3 :** हिंदी सिनेमा और हिंदी की दुनिया : सांस्कृतिक संवाद व सम्प्रेषण

**इकाई-4 :** अन्तर्राष्ट्रीय हिंदी सम्मलेन : जरूरत और भूमिका, 21वीं सदी में हिंदी की वैश्विक चुनौतियाँ

### सहायक ग्रंथ

- प्रवासी हिंदी साहित्य — कमल किशोर गोयनका
- मॉरीशस का हिंदी साहित्य — वीर सिंह, जागा सिंह
- मॉरीशस का हिंदी साहित्य — मुनीश्वर चिंतामणि
- सूरीनाम हिन्दुस्तानी — भावना सक्सेना
- फीजी का सर्जनात्मक साहित्य — विमलेश कांति वर्मा
- सूरीनाम का सर्जनात्मक हिंदी साहित्य — विमलेश कांति वर्मा
- फीजी में हिंदी : स्वरूप और विकास — विमलेश कांति वर्मा

### GE-4. (E) FEMINISM: THEORY AND PRACTICE (Dept. of Political Science)

Course Objective: The aim of the course is to explain contemporary debates on feminism and the history of feminist struggles. The course begins with a discussion on construction of gender and an understanding of complexity of patriarchy and goes on to analyze theoretical debates within feminism. Part II of the paper covers history of feminism in the west, socialist societies and in anti-colonial struggles. Part III focuses a gendered analysis of Indian society, economy and polity with a view to understanding the structures of gender inequalities. And the last section aims to understand the issues with which contemporary Indian women's movements are engaged with.

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## **I. Approaches to understanding Patriarchy (22 Lectures)**

1. Feminist theorising of the sex/gender distinction. Biologism versus social constructivism
2. Understanding Patriarchy and Feminism
3. Liberal, Socialist, Marxist, Radical feminism, New Feminist Schools/Traditions

## **II. History of Feminism (22 Lectures)**

- Origins of Feminism in the West: France, Britain and United States of America
- Feminism in the Socialist Countries: China, Cuba and erstwhile USSR
- Feminist issues and women's participation in anti-colonial and national liberation movements with special focus on India

## **III. The Indian Experience (16 Lectures)**

- Traditional Historiography and Feminist critiques. Social Reforms Movement and position of women in India. History of Women's struggle in India
- Family in contemporary India - patrilineal and matrilineal practices. Gender Relations in the Family, Patterns of Consumption: Intra Household Divisions, entitlements and bargaining, Property Rights
- Understanding Woman's Work and Labour – Sexual Division of Labour, Productive and Reproductive labour, Visible - invisible work – Unpaid (reproductive and care), Underpaid and Paid work,- Methods of computing women's work , Female headed households

### **Essential Readings**

#### **I. Approaches to understanding Patriarchy**

Geetha, V. (2002) Gender. Calcutta: Stree.

Geetha, V. (2007) Patriarchy. Calcutta: Stree.

Jagger, Alison. (1983) Feminist Politics and Human Nature. U.K.: Harvester Press, pp.25-350.

#### **Supplementary Readings:**

Ray, Suranjita. Understanding Patriarchy. Available at:

[http://www.du.ac.in/fileadmin/DU/Academics/course\\_material/hrge\\_06.pdf](http://www.du.ac.in/fileadmin/DU/Academics/course_material/hrge_06.pdf)

Lerner, Gerda. (1986) The Creation of Patriarchy. New York: Oxford University Press.

#### **II. History of Feminism**

Rowbotham, Sheila. (1993) Women in Movements. New York and London: Routledge, Section I, pp. 27-74 and 178-218.

Jayawardene, Kumari. (1986) Feminism and Nationalism in the Third World. London: Zed Books, pp. 1-24, 71-108, and Conclusion.

Forbes, Geraldine (1998) Women in Modern India. Cambridge: Cambridge University Press, pp. 1-150.

#### **Supplementary Readings:**

Eisentein, Zillah. (1979) Capitalist Patriarchy and the Case for Socialist Feminism. New York: Monthly Review Press, pp. 271-353.

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Funk, Nanette & Mueller, Magda. (1993) *Gender, Politics and Post-Communism*. New York and London: Routledge, Introduction and Chapter 28.

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## Committees and Societies for the Academic Year 2017-18

S.No		Committee/Post		Name of Faculty
1		<b>Staff Council Chairman (Principal) (Officiating)</b>	Dr.	R.P.Rustagi
		<b>Secretary</b>	Dr.	Naveen Mittal
2		<b>Teacher-in-Charge Commerce</b>	Dr.	Mallika Kumar
		<b>Economics</b>	Dr.	A.J.C. Bose
		<b>English</b>	Mr.	Shailesh K. Chawla
		<b>Mathematics</b>	Dr.	Pushp Lata Jain
		<b>Hindi</b>	Dr.	Ravi Sharma
		<b>Political Science</b>	Mr.	V.V. Linesh
		<b>Computer Science</b>	Mr.	Vikas Madan
		<b>Sports/Physical Education</b>	Dr.	Kuljeet Kaur
3		<b>Admission Committee</b>		
	A	<b>Commerce</b>		
		<b>Convenor (TIC)</b>	Dr.	Mallika Kumar
		<b>Members</b>	Dr.	Ashok Sehgal
			Dr.	Ravi Gupta
			Dr.	Anil Kumar
			Dr.	Deepashree
			Dr.	Pushp Lata Jain
			Ms.	Reena Chadha
			Mr.	Amit Sachdeva
			Mr.	Vikas Madan
			Dr.	Ravi Sharma
			Mr.	S.K. Choudhary
			Ms.	Santosh Sabharwal
			Dr.	Abhay Jain
			Dr.	Santosh Kumari
			Mr.	Harendra Nath Tiwari
			Dr.	Nawang Gialchhen
			Mr.	V.V. Linesh
			Ms.	Amanpreet Kaur Mishra
			Ms.	Kinneri Jain
			Dr.	Vandana Jain
			Dr.	Naveen Mittal
			Dr.	Astha Dewan
	B	<b>Economics</b>		
		<b>Convenor (TIC)</b>	Dr.	A.J.C. Bose
		<b>Members</b>	Mr.	Rajiv Jha
			Mr.	Shailesh K. Chawla
			Ms.	Priyanka Bhatia
			Dr.	Esther N. Ngaihte
			Ms.	Renu Bansal
			Mr.	Avinash Kumar Jha
			Mr.	Rajeev Kumar
			Mr.	V.V. Linesh

	C	<b>Sports</b>		
		<b>Convenor (TIC)</b>	Dr.	Kuljeet Jaur
		<b>Members</b>	Dr.	Ashok Sehgal
			Dr.	Deepashree
			Dr.	Santosh Kumar
			Dr.	Astha Dewan
4		<b>Time-Table Committee</b>		
	A	<b>Commerce</b>		
		<b>Convenor</b>	Mr.	S.K. Aggarwal
		<b>Co-Convenor</b>	Mr.	Vikas Madan
			Dr.	Santosh Kumar
			Ms.	Karuna
			Dr.	Astha Dewan
	B	<b>Economics</b>		
		<b>Convenor</b>	Ms.	Priyanka Bhatia
		<b>Co-Convenor</b>	Mr.	Rajiv Jha
			Dr.	A.J.C. Bose
5		<b>Academic Standards Committee</b>		
	A	<b>Commerce</b>		
		<b>Convenor [Senior Most Teacher of the Department]</b>	Dr.	Ashok Sehgal
		<b>Members</b>	Dr.	Suman Bakri
			Dr.	Surya Prakash
			Ms.	Kinneri Jain
			Dr.	Vandana Jain
	B	<b>Economics</b>		
		<b>Convenor [Senior Most Teacher of the Department]</b>	Ms.	Anita Mathur
			Dr.	Rituranjan
			Ms.	Renu Bansal
			Mr.	Rajeev Kumar
6		<b>Academic Supervisory Committee</b>		
		<b>Convenor [Senior Most Teacher of the College]</b>	Dr.	Ashok Sehgal
		<b>Ex-Officio Members</b>		TIC of All Department
				Convenor, Semester Examination
				Convenor, Internal Assessment Monitoring Committee
			Dr.	Rachna Jawa
			Mr.	Vikas Madan
			Dr.	Santosh Kumari
7		<b>Student Faculty Committee</b>		
	A	<b>Commerce Convenor (TIC)</b>	Dr.	Mallika Kumar
		<b>Members</b>	Dr.	Pankaj Chaudhary
			Mr.	Raj Kumar Sah
			Ms.	Amanpreet Kaur Mishra

				Toppers of B.Com (H) I, II, III and IV Semester
	B	<b>Economics</b>		
		<b>Convenor (TIC)</b>	Dr.	A.J.C Bose
		<b>Members</b>	Dr.	Rituranjan
			Mr.	Avinash Kumar Jha
				Toppers of B. A. Eco (H) I, II, III and IV Semester
8		<b>Internal Assessment Monitoring Committee</b>		
		<b>Chairman (Principal) (Officiating)</b>	Dr.	R.P.Rustagi
		<b>Bursar</b>	Ms.	Smita Sharma
		<b>Secretary, Staff Council</b>	Dr.	Naveen Mittal
		<b>Members</b>	Dr.	Ashok Sehgal
			Mr.	Rajiv Jha
9		<b>Internal Assessment Moderation Committee</b>		
	A	<b>Coomerce</b>		
		<b>Senior Most Teacher in the Department</b>	Dr.	Ashok Sehgal
		<b>TIC of Current Session</b>	Dr.	Mallika Kumar
		<b>TIC of Previous Session</b>	Ms.	Santosh Sabharwal
	B	<b>Economics</b>		
		<b>Senior Most Teacher in the Department</b>	Ms.	Anita Mathur
		<b>TIC of Current Session</b>	Dr.	A.J.C. Bose
			Mr.	Rajiv Jha
10		<b>Library Committee</b>		
		<b>Convenor (Librarian) (Officiating)</b>	Mr.	Sandeep Nawani
		<b>Ex-Officio Members</b>		TIC of All Department
		<b>Students' Representative</b>		Toppers of B.Com (H) and B.A. (H) Eco I,II,III and IV Semester
11		<b>Computer Committee</b>		
		<b>Convenor</b>	Dr.	Abhay Jain
			Dr.	Nawang Gialchhen
			Dr.	Surya Prakash
			Dr.	Monika Bansal
			Ms.	Karuna
			Dr.	Vandana Jain
			Dr.	Astha Dewan
12		<b>Advisor, Studnets Union</b>	Dr.	Surya Prakash
		<b>Advisor</b>		
13		<b>Student Union Tribunal</b>		
		<b>Convenor (Advisor, Students Union)</b>	Dr.	Surya Prakash
		<b>Members</b>	Dr.	Ashok Sehgal
			Ms.	Smita Sharma
14		<b>College Discipline Committee</b>	Dr.	Surya Prakash

		<b>Convenor (Advisor, Students Union)</b>		
		<b>Bursar</b>	Ms.	Smita Sharma
		<b>Warden, Boys Hostel</b>	Mr.	Harendra Nath Tiwari
		<b>Warden, Girls Hostel</b>	Dr.	Sneh Lata Gupta
		<b>Ex-Officio Members</b>		TIC of All Department
15		<b>Hostel Committee and Discipline Committee for Hotel</b>		
	A	<b>Boys Hostel</b>		
		<b>Convenor (Warden, Boys Hostel)</b>	Mr.	Harendra Nath Tiwari
		<b>Bursar</b>	Ms.	Smita Sharma
		<b>Ex-Warden</b>	Dr.	Santosh Kumar
		<b>Advisor, Student Union</b>	Dr.	Surya Prakash
		<b>Hostel Union Representative</b>		Hostel Union Representative
	B	<b>Girls Hostel</b>		
		<b>Convenor (Warden, Girls Hostel)</b>	Dr.	Sneh Lata Gupta
		<b>Bursar</b>	Ms.	Smita Sharma
		<b>Advisor, Student Union</b>	Dr.	Surya Prakash
		<b>Hostel Union Representative</b>		Hostel Union Representative
16		<b>Business Analyst Committee</b>		
		<b>Editor</b>	Dr.	Santosh Kumar
		<b>Editorial Board</b>		TIC of All Department
17		<b>Placement Cell</b>		
		<b>Convenor</b>	Ms.	Smita Sharma
18		<b>P.F./N.P.S. Monitoring Committee</b>		
		<b>Convenor</b>	Dr.	Ravi Gupta
		<b>Bursar</b>	Ms.	Smita Sharma
		<b>Members</b>	Dr.	Kuljeet Jaur
			Dr.	Santosh Kumari
			Dr.	Tarun Manjhi
			Ms.	Amanpreet Kaur Mishra
			Ms.	Karuna
19		<b>Financial Assistance Committee (Fee Concession Committee/ Students Aid Fund Committee/ Need Based Scholarship Committee)</b>		
		<b>Convenor (Bursar)</b>	Ms.	Smita Sharma
		<b>Members</b>	Ms.	Renu Aggarwal
			Dr.	Pushp Lata Jain
			Mr.	Avinash Kumar Jha
20		<b>Annual Day Co-Ordination Committee</b>		
		<b>Convenor (Senior most teacher of the College)</b>	Dr.	Ashok Sehgal
		<b>Warden, Boys Hostel</b>	Mr.	Harendra Nath Tiwari
		<b>Warden, Girls Hostel</b>	Dr.	Sneh Lata Gupta
		<b>Advisor, Studnets Union</b>	Dr.	Surya Prakash

	<b>President, Staff Association</b>	Dr.	Alok Kumar
	<b>TIC Sports</b>	Dr.	Kuljeet Jaur
21	<b>Annual Day Awards Committee</b>		
	<b>Convenor</b>	Ms.	Priyanka Bhatia
	<b>Members</b>	Dr.	Pushp Lata Jain
		Mr.	Vikas Madan
		Ms.	Amanpreet Kaur Mishra
22	<b>Annual Day Prizes Committee</b>		
	<b>Convenor</b>	Dr.	Nawang Gialchhen
	<b>Members</b>	Dr.	Rachna Jawa
		Ms.	Kinneri Jain
		Dr.	Vandana Jain
23	<b>College Magazine (Yamuna)</b>		
	<b>Editor-English Section</b>	Mr.	Shailesh K. Chawla
	<b>Editor-Hindi Section</b>	Dr.	Ravi Sharma
24	<b>Faculty Advisors</b>		
	<b>Commerce Society</b>	Dr.	Deepashree
	<b>Economics Society</b>	Mr.	Avinash Kumar Jha
	<b>English Literary Society</b>	Ms.	Ruchi Kaushik
	<b>Hindi Sahitya Sabha</b>	Mr.	Ravi Sharma
	<b>History and Political Sciene Society</b>	Mr.	V.V. Linesh
	<b>Fine Arts Society</b>	Ms.	Kinneri Jain
	<b>Debating Society</b>	Dr.	Deepashree
	<b>Dramatics Society</b>	Dr.	Rachna Jawa
	<b>Computer and Mathematics Society</b>	Dr.	Misha G. Govil
	<b>Hobby Workshop</b>	Mr.	Shailesh K. Chawla
25	<b>Cafe Committee</b>		
	<b>Convenor (Bursar)</b>	Ms.	Smita Sharma
	<b>Warden, Boys Hostel</b>	Mr.	Harendra Nath Tiwari
	<b>Warden, Girls Hostel</b>	Dr.	Sneh Lata Gupta
	<b>Members</b>	Ms.	Santosh Sabharwal
		Dr.	Monica Bansal
		Dr.	Astha Dewan
26	<b>College Seminar Committee</b>		
	<b>Convenor</b>	Ms.	Renu Bansal
	<b>Members</b>	Mr.	Rajeev Kumar
		Dr.	Surya Prakash
		Mr.	Raj Kumar Sah
		Dr.	Alok Kumar
27	<b>Student Faculty Exchange Program Committee</b>		
	<b>Convenor</b>	Dr.	Santosh Kumari
	<b>Members</b>	Dr.	Suman Bhakri
		Ms.	Reena Chadha
		Dr.	Pankaj Chaudhary
		Ms.	Karuna
		Dr.	Astha Dewan
28	<b>Environment and Cleanliness Committee</b>		

	<b>Convenor</b>	Dr.	Surya Prakash
	<b>Members</b>	Dr.	Kuljeet Kaur
		Mr.	Rajeev Kumar
		Dr.	Nawang Gialchhen
		Mr.	Raj Kumar Sah
29	<b>Joint Consultative Committee</b>		
	<b>Chairman (Principal) (Officiating)</b>	Dr.	R.P.Rustagi
	<b>Convenor (Ad., Students Union)</b>	Dr.	Surya Prakash
	<b>Bursar</b>	Ms.	Smita Sharma
	<b>President, Staff Association</b>	Dr.	Alok Kumar
	<b>Warden, Boys Hostel</b>	Mr.	Harendra Nath Tiwari
	<b>Warden, Girls Hostel</b>	Dr.	Sneh Lata Gupta
	<b>Teacher-in-Charge, Sports</b>	Dr.	Kuljeet Kaur
	<b>Librarian (Officiating)</b>	Mr.	Sandeep Nawani
	<b>Members</b>	Dr.	Deepashree
		Dr.	Ravi Sharma
		Dr.	Abhay Jain
		Mr.	Rakesh Ranjan
		Mr.	V.V. Linesh
	<b>Other Committees/Cells/Officers</b>		
1	<b>NAAC Committee</b>		
	<b>Principal (Officiating)</b>	Dr.	R.P.Rustagi
	<b>Convenor</b>	Dr.	Rachna Jawa
2	<b>National Service Scheme (NSS)</b>	Dr.	Nwang Gialchhen
3	<b>Internal Complaints Committee (ICC)</b>	Dr.	Deepashree
4	<b>Women Development Cell</b>	Dr.	Monika Bansal
5	<b>"Pahal"-Centre for Innovation, Incubation and Entrepreneurship (CIIE)</b>	Dr.	Vandana Jain
6	<b>"Kutumb"-North-east and Himalayan Nations Integration Society</b>	Dr.	Astha Dewan
7	<b>Nodal Officer for North-Eastern Students</b>	Dr.	Esther N. Ngaihte
8	<b>Archive Committee</b>	Dr.	R.P.Rustagi
9	<b>Anti Ragging Committee (Advisor, Students Union)</b>	Dr.	Surya Prakash
10	<b>Anti Smoking Committee (Programme Officer, NSS)</b>	Dr.	Nawang Gialchhen
11	<b>Enabling Unit for Differently Aabled Persons</b>	Mr.	V.V. Linesh
12	<b>Centre for Community Engagement (Financial Literacy Cell)- Vitshalla</b>	Dr.	Anil Kumar
13	<b>Sri Ram Centre for Personal Growth</b>	Dr.	Anil Kumar
14	<b>Equal Opportunity Cell</b>	Ms.	Santosh Sabharwal
		Dr.	Esther N. Ngaihte
		Mr.	Harendra Nath Tiwari
		Ms.	Juleta Khan (Section Officer)
15	<b>Anti Discrimination Cell</b>	Ms.	Santosh Sabharwal

16	<b>Liason Officer, OBC</b>	Dr.	Monika Bansal
17	<b>Liason Officer, SC/ST</b>	Dr.	Esther N. Ngaihte
18	<b>Liason Officer, PWD</b>	Mr.	Harendra Nath Tiwari
	<b>Approved and Registered Cells</b>		<b>Under</b>
1	<b>Quiz Society</b>		Economics Society
2	<b>Panache-Western Dance Society</b>		Fine Arts Society
3	<b>Connecting Dreams Foundation - SRCC</b>		Debating Society
4	<b>CLIF - Club for Leadership, Innovation and Finance</b>		Commerce Society
5	<b>Corporate Interaction Cell (CIC)</b>		Placement Cell
6	<b>Click - The Film and Photography Society</b>		Hobby Workshop
7	<b>Human Resource Development Cell</b>		Commerce Society
8	<b>D-Street</b>		Commerce Society
9	<b>Demeanor</b>		Fine Arts Society
10	<b>Finance and Investment Cell</b>		Commerce Society
11	<b>Book Club</b>		
12	<b>Enactus</b>		
13	<b>The Ideation Cell</b>		CIIE
14	<b>Entrepreneurship Development Cell</b>		CIIE
15	<b>Verve - The Choreo Dance Society</b>		Fine Arts Society
16	<b>The Marketing Society</b>		Commerce Society
17	<b>Cognizance</b>		Commerce Society
18	<b>Atman – Mind, Body, Soul Club</b>	Ms.	Santosh Sabharwal
19	<b>Youth Parliament</b>	Dr.	Anil Kumar
20	<b>Wings of Fire</b>	Dr.	Naveen Mittal

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## RESEARCH, PUBLICATIONS & PARTICIPATION BY FACULTY

A.J.C. BOSE

### Articles

1. Annavajhula J.C.B (1988), "Subcontracting in Electronics: A Case Study of Keltron", Economic and Political Weekly, Vol.33, No.35, August 27.
2. Annavajhula J.C. Bose (1989a), "Subcontracting of Industrial Production: An Anatomy", The Asian Economic Review, Vol.31, No.2, August.
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5. Annavajhula J.C. Bose (1990), "International Subcontracting in Automotive and Electronics Industries: Retrospect and Prospect", The Indian Economic Journal, Vol.38, No.2, October-December.
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7. -- -- -- -- (1993a), "Technical Sophistication and Subcontracting: Some Pointers from Research in Advanced Economies", Business Analyst, Vol.14, No.1, July-December.
8. Annavajhula JCB (1993b), "Electronic Reorganization of Manufacturing: A New Techno-Economic Paradigm", Economic and Political Weekly, May 29.
9. Annavajhula J.C. Bose (1995a), "Production Subcontracting in Developing Economies: A Short Survey", The Indian Journal of Labour Economics, Vol.37, No.2, April-June.
10. -- -- -- -- (1995b), "Inter-Firm Extra-Market Exchange Relations: An Interpretive Note", Business Analyst, Vol.15, No.1, January.
11. -- -- -- -- (1996), "Subcontracting, Industrialization and Labouring Conditions in India: An Appraisal", The Indian Journal of Labour Economics, Vol.38, No.1, January-March.
12. -- -- -- -- (1997), "Economic Reforms and Labour in India: A Survey", Business Analyst, January-June.
13. -- -- -- -- (2000), "Micro-level Industrial Restructuring and Employment Relations in Times of New Competition: A Brief Survey and Research Agenda", Business Analyst (A Journal of Shri Ram College of Commerce) Vol.21, No.1, January-June.
14. A.J.C. Bose and Saroj Sinha (2011), "Towards Grounded Theories of Industrial Firm and Employment: A Critical Appraisal", Labour and Development, Vol.18, No.2, December (ISSN: 0973-0419).
15. -- -- -- -- (2012), "Human Side of Lean Production: Aren't We on a Slippery Slope?", International Journal of Lean Thinking, Vol.3, Issue 2, December (ISSN: 2146-0337)

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16. -- -- -- (2012), "Business Strategy and Labour Relations: A Critical Review", *The Indian Journal of Labour Economics*, Vol.55, No.2, April-June (ISSN: 0971-7927)
  17. -- -- -- (2012), "Incentives for Workers from Motor Vehicle Assemblers: Pointers from Empirical Evidence", *Business Analyst, A Journal of Shri Ram College of Commerce*, Vol.33, Issue 1, April-September (ISSN 0973-211X).
  18. Annavajhula JCB and SurendraPratap (2012), "Worker Voices in an Auto Production Chain: Notes from the Pits of a Low Road—I" *Economic and Political Weekly*, August 18.
  19. Annavajhula JCB and SurendraPratap (2012), "Worker Voices in an Auto Production Chain: Notes from the Pits of a Low Road—II", *Economic and Political Weekly*, August 25.
  20. Annavajhula J.C. Bose (2012), "Global Auto Workers' Concerns and Perspectives: Is there Life Enhancing Future for Labour?", *Indian Streams Research Journal*, Vol.2, Issue 8, September (ISSN: 2230-7850).
  21. -- -- -- (2012), "Libertarian Labour Laws: A Thumbnail Discussion", *Indian Streams Research Journal*, Vol.2, Issue 9, October.
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  23. Annavajhula J.C. Bose and Shashi Kumar (2012), "Ideologies and Realities in Labour Relations Research: An Assessment", *Labour and Development, A Journal of V.V. Giri National Labour Institute*, Vol.19, No.2, December.
  24. Annavajhula J.C. Bose (2012), "Chinese Low Road and Global Race to the Bottom", *Asian Journal of Research in Business Economics and Management*, Vol.2, Issue 11, November (ISSN: 2249-7307).
  25. -- -- -- (2013), "Thinking Out Loud on Labour Relations Management in India", *Radix International Journal of Economics and Business Management*, Vol.2, Issue 2, February (ISSN: 2277-1018).
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  27. Annavajhula JCB (2013), "Labour Abuse in Buyer- and Producer-Driven Supply Chains", *Economic and Political Weekly*, Mumbai, April 20. (Reproduced in Pulin B. Nayak (ed.) (2015), *Economic Development of India: Critical Concepts in Economics*, Vol.3, Routledge, London and New York).
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  29. -- -- -- (2013), "Understanding Choice, Merits and Demerits of Labour Research Strategy", *Business Analyst*, Vol.34, No.1, April-September.
  30. Annavajhula J.C. Bose and Manshi Gupta (2013), "Home Schooling and Child Development", *Review of Research* (ISSN: 2249-894X), Vol.3, Issue 2, November.

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31. -- -- -- (2013), "Workplace Sexual Harassment as a Problem of Employee Relations", *International Journal of Management and Development Studies*, Vol.2, Issue 12, December.
  32. Annavajhula J.C. Bose and A. Chinmayee Meghana (2014), "Overcoming Psychiatric Disturbances: A Note", *Review of Research*, Vol.3, Issue 4, January.
  33. A. Chinmayee Meghana and Annavajhula J.C. Bose (2014), "Gender Identity Disorder (GID): A Note", *Research Directions (ISSN: 2321-5488)*, Vol.1, Issue 11, May.
  34. SurendraPratap and Annavajhula J.C. Bose (2015), "Issues of Labour Unrest in Asia: A Comparative Study of Hot Spots and Flash Points", *Journal of Indian Research (ISSN: 2321-4155)*, Vol.3, No.1, January-March.
  35. -- -- -- (2015), "Financialization, International Capital Mobility and Primitive Accumulation: Triple Monsters Eating Up Livelihoods", *International Journal of Development Research (ISSN: 2230-9926)*, Vol.5, No.5, May.
  36. SurendraPratap and A.J.C. Bose (2015), "Transforming the Working and Living Conditions of Workers in India", *Indian Labour Journal (ISSN: 0019-5723)*, Vol. 56, No.4, April.
  37. SurendraPratap and Annavajhula J.C. Bose (2015), "Working People in Indian Economy: A Structural Analysis", *International Journal of Social and Economic Research(Online ISSN: 2249-6270)*, Vol.5, Issue 2, July.
  38. -- -- -- (2015), "Struggle for a Dignified Life: The Case of Paharpur Workers", *Social Action (ISSN: 0037-7627)*, Vol.65, No.3, July-September.
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  40. -- -- -- (2015), "Development as Politics: A Study of Emerging Workers' Movements in India", *Journal of Economic and Social Development (ISSN:0973-886X)*, Vol.11, No.1, June.
  41. -- -- -- (2015), "Labour Management Today without Right to Organise and Collectively Bargain", *Management Today (ISSN: 2348-3989 Online/2230-9764 Print)*, Vol.5, No.3, July.
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  43. -- -- -- (2015), "Early Years Spirituality and Holistic Learning", *Indian Journal of Spirituality*, Vol. 28, No.3, July-September.
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  52. S. Pratap and A.J.C. Bose (2017), "Neo imperialism and Labour Compression", <https://rupeindia.wordpress.com/2017/03/15/neoimperialism-and-labour-compression/#more-1288>, March 15, and in *Aspects of Indian Economy*, No. 68, Research Unit for Political Economy, Mumbai.

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1. Joel Mokyr (1990), *Twenty-Five Years of Technological Change: An Historical Survey*, Harwood Academic Publishers, Chur, Switzerland, in *Business Analyst*, Vol.14, No.1, July-December 1993.
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3. Joga Singh Khokhar (ed.) (1997), *Programming Models for the Electricity Industry*, Commonwealth Publishers, New Delhi, in *Business Analyst*, January-June, 1997.
4. Duck-Koo Chung and Barry Eichengreen (eds.) (2004), *The Korean Economy Beyond the Crisis*, Edward Elgar, in *China Report* (Sage Publication), Vol.42, No.4, 2006.
5. Sushila Narsimhan and G. Balatchandirane (eds.) (2004), *India and East Asia: Learning from Each Other*, Manak, New Delhi, in *The Indian Journal of Labour Economics*, Vol.48, No.2, April-June.
6. Thorstein Veblen (2005), *The Theory of Leisure Class: An Economic Study of Institutions*, Indian Edition, Aakar Books, New Delhi, in *The Indian Economic Journal*, Vol.53, No.2.
7. Tony Avirgan, L. Josh Bivens and Sarah Gammage (eds.) (2005), *Good Jobs, Bad Jobs, No Jobs*, Global Policy Network and Economic Policy Institute, in *The Indian Journal of Labour Economics*, Vol.48, No.3, July-September.
8. Immanuel Ness (2005), *Immigrants, Unions and the New US Labour Market*, Temple University Press, Philadelphia, in *The Indian Journal of Labour Economics*, Vol.49, No.1, January-March.
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## ALOK KUMAR

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1. Kumar Alok, Corporate Accounting, for B. Com. (Hons.) Course of Delhi University. 2<sup>nd</sup> Ed. New Delhi: Galgotia Publishing Company, 2017.
2. Kumar Alok, Basic Corporate Accounting, for B. Com. (Programme) Course of Delhi University. 2nd Ed. New Delhi: Galgotia Publishing Company, 2017.

### Research Articles

1. Kumar, Alok "An Evaluation of Public Sector Reforms" Anusandhanika' (ISSN0974- 200X) Vol.VI, July 2008.
2. Kumar, Alok "E-initiative in Corporate Governance- An Analysis of Relevant Provisions of Companies Act 2013" Abhinav International Monthly Refereed Journal of Research in Management and technology' (Online ISSN-2320-0073), Vol. 4, Issue 5 (May, 2015).

### Paper Presentation

1. Paper presented at State Level Seminar Organised by P.G. Department of Commerce and Business Management Ranchi University, Ranchi (25-02-2005) on "Public Sector Reforms with Special Reference to MECON Ltd."
2. IX International Conference on Finance and Business Management held at 'Department of Commerce and Business Management Ranchi University, Ranchi, Jharkhand, in Association with STMP, New Delhi, in July 2014. "Corporate Governance - New Dimensions in India"

## AMIT SACHDEVA

### Books

1. Sachdeva, Amit, Micro Economics: Theory and Applications–Part I, New Delhi: Kusum Lata Publications.
2. Micro Economics: Theory and Application–PartII, New Delhi: Kusum Lata Publications.

## AMRITA SINGH

1. Article titled "Slow Process of Winding Up of Companies" published in Institute of Company Secretaries of India (ICSI) Journal. July 2007 issue. Co-author Dr. J. P. Sharma.
2. Chapter titled "Independent Directors-The Indian Story" published in February 2016 issue of book titled "Contemporary Issues in Corporate Governance" bearing ISBN Number 978-93- 5254-704- 3.
3. Paper titled "Impact of Independent Directors on Firm Performance in Select Indian Companies" presented for the ICGS 2016 Conference held in Boston on 1-2 October and is in process of being published.

## ANIL KUMAR

### Books

1. Kumar, Anil; L.C.Gupta and Jain, Naveen (2006). *Indian Share Buyback Practices and their Regulations: Effect on Share Prices, Dividends and Corporate Finance*. Society for Capital Market Research and Development, New Delhi

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2. Kumar, Anil (2012) *Corporate Governance : Theory and Practice*, New Delhi: International Book House
  3. Kumar, Anil (2012) *Company and Compensation Laws'* International Book House, New Delhi.
  4. Anil Kumar and Jyotsna Arora (2013) *Corporate Governance, Business Ethics and CSR*, International Book House, New Delhi.
  5. Anil Kumar (2014) *Performance Effects of Corporate Governance Code* Scholars Press Germany.
  6. Kumar, Anil (2016) *Industrial Law*, International Book House, New Delhi.
  7. Corporate Governance (Chapter 1-7, Module 4) in Edited Volume of Indian Institute of Corporate Affairs, Government of India. Published by Taxmann, 2015
  8. Kumar, Anil (2017) '*Corporate Laws*', Taxmann, New Delhi.
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#### **Research Articles**

1. Kumar, Anil. "Audit Committee: A cross Country Analysis "Chartered Accountant, Vol.56, No.04, October, 2007, pp.574-585.
2. "Indian Code of Corporate Governance: A Critique", GGU Journal of Business, Vol.2 (I), June 2006, pp.75-84.
3. "Chairman & CEO: One job or Two?", Business Analyst, Vol.3(I),October,2009.
4. Corporate Governance Practices in Asia, national Foundation for Corporate Governance, Government of India, New Delhi

#### **Paper Presentation**

1. 20thAsian-Pacific Conference on 'International Accounting Issues' held at Paris in November, 2006 'Independent Directors and Corporate Performance; Indian Evidence'.
2. XXIX All India Accounting Conference and International Seminar held at New Delhi in December 2006'Financial Reporting Review. International Practices'.
3. National Conference on Corporate Law held at New Delhi in December 2009 'Functioning and Effectiveness of Corporate Boards in India'.
4. 2<sup>nd</sup> International Conference on Accounting and Finance held May 2010 at Namibia organized by the University of Namibia, 'Role of Independent Directors on Corporate Boards in India: An Empirical Study'.
5. 10thInternational Conference on Emerging Global Trends and Future Challenges in Economic Development held in January, 2011 at Jaipur organized by the Rajasthan Chamber of Commerce &Industry and Research Development Association/Corporate Governance: Indian Perspective'.
6. 13<sup>th</sup> Asian-Pacific Conference on 'International Accounting Issues' held at Beijing in October, 2011' Promoters Ownership and Performance of Companies in India'.
7. Presented paper on Corporate Governance Code at the Third World Finance conference held in Rio de Jenairo, Brazil in June 2012.

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8. Keynote address on 'Corporate Governance Issues on Family Business' in International Conference in Advances in Business and Information Technology & Doctoral Colloquium held in Kigali, Rwanda (Africa) on March 1-2, 2017.

**ARUNA JHA**

**Books**

1. Jha Aruna. Elements of Auditing. 1stEd. New Delhi: Taxmann, 2004.
2. Students Guide to Auditing. 3rd Ed. New Delhi: Taxmann, 2004.

**ASHOK SEHGAL**

**Books**

1. Sehgal, Ashok. Fundamentals of Accountancy for Class XI. New Delhi: Ratna Sagar P.Ltd., 2000.
2. Fundamentals of Accountancy for Class XII. New Delhi: Ratna Sagar P. Ltd., 2000  
Financial Accounting for PE-I & C.S.(Foundation). NewDelh:Taxmann,2005
3. Advanced Accounting I – Financial Accounting. New Delhi: Taxmann,2008.
4. Advanced Accounting II – Corporate Accounting. New Delhi:Taxmann,2008.
5. Financial Accounting for B.Com.(H) Course of Delhi University. New Delhi: Taxmann, 2009.
6. Corporate Accounting for B.Com.(H) Course of Delhi University. New Delhi: Taxmann, 2010.
7. Accounting for Management. New Delhi: Taxmann,2010.
8. Advanced Accounting (Financial) for professional examinations and advanced courses of Universities.
9. Advanced Accounting (Corporate) for professional examinations and advanced courses of Universities.
10. Financial Accounting for Managers, Lexis Nexis Butterworth's, Wadhwa,2014.
11. Contemporary Financial Reporting and Accounting Information System, are search book.

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1. "Contemporary Financial Accounting Information System and Indian Accounting Standards", Business Analyst. 23.1,(Jan-June2002).
2. "Prediction of Profitability for Investment Selection", Journal of Accounting and Finance Research Foundation, Jaipur, June2004.
3. "Accounting Reforms in the Indian Context" Unpublished paper presented in Indian Accounting Association Conference, Dec.2004.
4. Sehgal, Ashok. "Indian Accounting Standards and International Financial Reporting Standards". Business Analyst. October,2011.

**ABHAY JAIN**

**Research Article**

1. Jain, Abhay." Factors Influencing Mobile Service Adoption in Rural India" Asia Pacific Journal of Rural Development, Centre on integrated Rural Development for Asia and Pacific Vol. X VII No.1, July 2007, pp.17-28.

**Paper Presentation**

1. The paper on “Women Empowerment: The Changing Face of Indian Society” was presented at the International Conference on “Empowerment of Women in Developing World”, organized by Shivaji College, University of Delhi on Apr 1-2,2013 at Delhi, India.
2. The paper on “Wal-Mart’s Entry Strategies in India: A Move towards Sustainable Development” was presented at the International Conference on “Managing MNE Dynamics and Sustainable Development: Best Strategies, Practices and Models”, organized by Shaheed Bhagat Singh Evening College, University of Delhi on Dec12- 14,2012at Delhi, India.
3. The paper on “FDI in Multi-Brand Retail: A Consumer Perspective” was presented at the International Conference on “Marketing Paradigms in Emerging Economies”, organized by Faculty of Management Studies, Banaras Hindu University, on Dec 4- 5,2012 at Varanasi, India.
4. The paper on “Effect of Mergers and Acquisitions on Operating Performance: A Study of Acquiring Firms in India” was presented at the Fourth Annual Business Research Conference, organized by World Business Institute, Australia and BCA Australia & New York, USA on June 4-5,2012 at Adelphi University, Manhattan Campus, New York, USA.
5. The paper on “Solving the Gender Gap through Work Life Balance: A Case of State Bank of India” “Transformational Leadership” organized by Shri Ram College of Commerce, University of Delhi, India.
6. The paper on “Microfinance: A Tool of Financial Inclusion” was presented at the National Seminar on “Shifting Gears; Jump starting a Slowing Indian Economy”, organized by Delhi College of Arts & Commerce, University of Delhi on Jan14-15, 2013 at Delhi, India.
7. The paper on “Role of FDI in Multi Brand Retail in India: An Empirical Analysis” was presented at the National Conference on “FDI in India: Response and Challenge”, organized by Shaheed Bhagat Singh College, University of Delhi on Nov 5-6, 2012 at Delhi, India.
8. The paper on “Women Empowerment through Self Help Group” was presented at the National Seminar on “Corporate Social Responsibility – A Gender Perspective”, organized by Lady Shri Ram College for Women, University of Delhi on Oct 25- 26,2012 at Delhi, India.
9. The paper on “Corporate Governance - Corporate Social Responsibility: Complementary or Substitutes?” was presented at the National Seminar on “Corporate Social Responsibility Issues and Challenges”, organized by Kirori Mal College, University of Delhi on Aug 24-25, 2012 at Delhi, India.
10. The paper on “Impact of Organizational Culture on Mergers and Acquisitions” was presented at the National Seminar on “Mergers and Acquisitions in Global Scenario”, organized by Kamala Nehru College, University of Delhi, on Aug 17-18, 2012 at Delhi, India.
11. The paper on “Self Help Group – Bank Linkage Model: Performance and Social Trade- off” was presented at the National Seminar on “The Future of Corporate

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- Finance in India”, organized by Delhi College of Arts & Commerce, University of Delhi on Mar 22-23, 2012 at Delhi, India.
12. The paper on “A Review of Micro finance Model: SHG-Bank Linkage Programme” international conference on “India 2020: Vision for the Financial Sector” organized by Sri Guru Gobind Singh College of Commerce, University of Delhi, on March 10- 11, 2014at Delhi, India.
  13. The paper on “Corporate Governance Practices and their Impact on Firms Performance: Evidence from IT Sector in India” was presented at the Asian Conference on “Corporate Governance and Business Sustainability” organized by Shri Ram College of Commerce, University of Delhi and Assumption University of Thailand on Oct 7-9, 2013 at Bangkok, Thailand.
  14. The paper on “Self Help Group – Bank Linkage Model: Performance and Social Trade off” was presented at the National Conference on “Challenges of Development: Re- Visit to Inclusiveness”, organized by Zakir Husain Delhi College, University of Delhi, on Jan 17-18, 2014 at Delhi, India.

### **Books**

1. Dewan, Astha, Role of Company Secretaries - a New Perspective. The Institute of Company Secretaries of India 2010.
2. Dewan, Astha, “Performance of Self Help Group – Bank Linkage Model: A Critique”. Financial Inclusion: New Paradigms, ed. Dr M.A.Beg: Navyug Books International, Delhi, 2014.14-24.Print.

### **Research Papers**

1. “Global Economic Crises: Impact on Micro finance”. Professional Banker, (a monthly banking digest from the Institute of Chartered Financial Analysis of India (ICFAI) University Press) March2010.
2. “Microfinance: A Tool of Socio – economic Development from Below?” Business Analyst, April - September, 2009.
3. “Segment-wise Role of Company Secretaries: A study”. Chartered Secretary, a monthly journal published by the Institute of Company Secretaries (ICSI), New Delhi, November, 2007.
4. The paper on “Human Right to Safe Drinking Water” has been accepted for publication in book titled Human Rights in Changing Times by Cambridge Scholars Publishing, U.K.

## **DEEPASHREE**

### **Books**

1. Introductory Micro economics, GE in Eco – I (CBCS), Scholar Tech Press, July2017.
2. Micro economics, B. Com (H), Sem – I, BCH GE-1 (a) (CBCS), Scholar Tech Press, July 2017.
3. Principles of Micro economics - I, Sem – I, (CBCS), Scholar Tech Press, July 2017.
4. General Economics, CA Examination Series, for CPT, McGrawHill.
5. MCQs in Economics for CACPT, McGrawHill.
6. Managerial Economics, Ane Books.

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7. Business Economics, BBA, Maximax, July 2017.
  8. Principles of Microeconomics-II, Sem – II, Scholar Tech Press, January 2018.
  9. Principles of Macroeconomics-II, Sem – II, Scholar Tech Press, January 2018.
  10. Indian Economy: Performance and Policies, Semester IV, Scholar Tech Press, July 2016.
  11. Microeconomics-TheoryandApplications,Part-I, Scholar Tech Press,July 2016.
  12. Introductory Macroeconomics,GE in Eco – II (CBCS), Scholar Tech Press, January 2018.
  13. Microeconomics – Theory and Applications, Part-II, Scholar Tech Press, July 2016.
  14. Macroeconomics for BBA, Sem- III, Scholar Tech Press, July 2017.
  15. Principles of Macroeconomics-I, Semester III, Scholar Tech Press, July 2017.
  16. Economic Development in India, Scholar Tech Press, July 2017.
  17. Macro economics, B. Com (H), Sem – II, BCH GE-2 (a), Scholar Tech Press, January 2018.
  18. Macro economics, Scholar Tech Press, July2016.
  19. Principles of Economics, Sem - I, Scholar Tech Press, July 2016.
  20. Introductory Micro economics, New Saraswati House for Class –XII, April 2017.
  21. Introductory Macro economics, New Saraswati House for Class –XII, April 2017.
  22. Indian Economy, New Saraswati House for Class–XI, April 2017.
  23. Numerical Problems in Economics, New Saraswati House for Class–XII, April 2017.
  24. Economic Development and Policy in India–I, Semester–V, Scholar Tech Press, July 2017.
  25. Economic Development and Policy in India–II, Semester–VI, Scholar Tech Press, January 2018.

#### **Published Research Papers**

1. "Demand Projection for Vanaspati, from 1986 to 1991", Vyapar Bharti, November 30, 1983.
2. "Privatization Techniques — A Critical Appraisal", Indian Journal of Public Enterprises. 12.21, December, 1996.
3. "Impact of Privatization in Latin America", Business Analyst (17.1), January-June, 1997.
4. "Economic Reforms and Development in Malaysia", Business Analyst (18.2),July – December, 1997.
5. "Privatization of Public Enterprises: Korean Experience", Trends in Social Science Research, (5.1), June, 1998.
6. "Privatization Implementation: Issues and Concept", Business Analyst, (22.2), July-December, 2001.
7. "Methods of Privatization", Business Analyst, (24.1), January-June, 2003.
8. "Integration of MSMEs with Global Value Chains", Indian Journal of Research, July – December, 2014.

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## HARENDRA NATH TIWARI

### Books

1. Tiwari, H. N. and Jain, H. C. Fundamentals of Computers and Information system, New Delhi, International Book House,2013.
2. Goyal, B.K. and Tiwari, H.N. Financial Accounting, New Delhi, International Book House, 2012.
3. Tiwari, H.N. and Mohan, Puneet. Business Studies For XIth class, New Delhi Sun India Publications, 2007.
4. Business Studies For XIIth class, New Delhi: Sun India Publications,2007. Tiwari, H.N. and Jain, H.C. Introduction to Essential Tools, International Book House, 2013

## J.K.THUKRAL

### Books

1. Thukral, J.K. Mathematics for Business Studies. 15th Ed. New Delhi: Mayoor Paperbacks.2011.
2. Business Mathematics & Statistics, 4<sup>th</sup> Edition, Mayur Paperbacks, 2011.
3. Business Mathematics,2<sup>nd</sup> Edition, Mayur Paperbacks, 2011.
4. Business Statistics, 2<sup>nd</sup> Edition, Taxmann, 2011.
5. Mathematics for C.A.PE-1. 4<sup>th</sup> ed. 2005, New Delhi.Taxmann,2006.
6. Mathematics Part A+C: Class XII. New Delhi: CBSE, 2006.
7. Business Mathematics and Statistics, Edition 2014, Mayur Paperback.
8. Business Mathematics, Edition 2014, Mayur Paperback.
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10. Mathematics for Business Studies. 17<sup>th</sup> Ed. New Delhi. Mayur Paperbacks. 2014.
11. Business Mathematics & Statistics, 6<sup>th</sup> Ed., Mayur Paperbacks,2014.
12. Business Mathematics, 3<sup>rd</sup> Edition, Mayur Paperbacks, 2014.
13. Business Statistics, 3<sup>rd</sup> Edition, Taxmann,2013.
14. Fundamentals of Business Statistics, Self-published, 2015 Edition.
15. Business Mathematics, A Text Book for B.Com. -106, GGSIP University, Scholar Tech. Press, 2014.
16. Business Statistics, A Text Book for B. Com. - 110, GGSIP University, Scholar Tech. Press,2014.

### Research Papers

1. Thukral, J.K. "Ona class of Operators". Glasnik Mathematicki. 21(21). 1986. pp.381-386.
2. "M.\*Paranormal Operators". Glasnik Mathematicki. 22(42). 1987. pp.123-129.
3. "On the Joint Approximate Point SpectrumII". Tamkang Journal of Mathematics. 18 (1987) No.4. 1-6.
4. "On Left Weyl's Theorem". The Mathematics Student. 40(1982). pp.227-30.
5. "Factorisation of K-quasihyponormal operators". International J Math. &Sci. 14 (1991). pp. 439-442.

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6. "Quasi-Paranormal Operators". Abstract. International Conference on Invariant Subspaces and Allied Topics. Delhi (India). 1986.
  7. "On the Joint Approximate Point Spectrums". Bolltettino Delia Unions Mathematicaltaliana.
  8. "The numerical range of a toeplitz operator with harmonic symbol". Journal of Operator Theory. 34 (1995). 213-216.
  9. "Conditions Implying Normality". Tamkang Journal of Mathematics. 17(1986). No.4. pp.89-92.
  10. "On a class of Operators". Glasnik Mathematicki. 21(21). 1986. pp.381-386.

#### **KINNERI JAIN**

##### **Research Papers**

1. Jain, Kinneri "WTO-Dispute Settlement Mechanism & Developing Countries". National Conference,SRCC,2010 (Seminar Proceedings)
2. "Consumer dispute Redressal Mechanism", Business Analyst,SRCC,2011

#### **KULJEET KAUR**

##### **Articles**

1. Kaur, Kuljeet, "Relationship between achievement motivation and precompetition anxiety of Indian Inter-varisly Hockey players". Scientific Journal in Sports & Exercise, July- December, 2007.
2. "Competitive Trait Anxiety of the top level Indian Hockey players". Scientific Journal in Sports & Exercise, January-June, 2008.

#### **MISHA G.GOVIL**

##### **Articles**

1. Govil, Misha G. "Second Order Duality in Multi objective Programming using(F, r,s) type I Functions".Opsearch.37.42000,316-326,
2. "E-Convex and Related Functions". International Journal of Management and Systems.18.22002,193-206.
3. "Optimality Criteria in Set-valued Optimization". Journal of Australian Mathematical Society.752003,221-231
4. "Generalized E-Convex Functions in Nonlinear Programming". Indian Journal of Mathematics.452003,223-240
5. "E-Optimality for Multi objective Programming on a Banach Space". European Journal of Operations Research.2003.
6. "Cone Preinvex Vector Valued Optimization". Operational Research and its Applications: Recent Trends Proceedings of APORS-2003.1110-117.

##### **Seminar paper**

1. Govil, Misha G. "Star Convex Functions and Optimization" presented at the Sixth International Conference of the Association of Asia-Pacific Operational Research Societies held at New Delhi, India from Dec. 8 to 11,2003.

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## MALLIKA KUMAR

### **Paper Presentation and Lectures in International Programmes.**

1. Presented a paper titled, "Fast tracking Financial Inclusion through Innovative Cooperative Models–Exiting Scenario and Future Prospects" on September 2nd, 2010 at International Cooperative Alliance-Asia Pacific (ICA-AP) Regional Assembly Conference in Beijing, China.
2. Delivered a lecture on "Resilience of the Cooperative Business Model" in the Intensive International Programme on June 27th, 2012 at Utrecht Business School, The Netherland.
3. Delivered a lecture on "The Cooperative advantage" on July 3rd, 2013 at Utrecht Business School, The Netherland.
4. Delivered a lecture on "SRCC: International Collaborations" on June 10th, 2014 at Metropolitan College New York, USA.
5. Presented a paper on "Sustainability: An Intrinsic Nature of Cooperative Business model" on September 24th, 2014 at International Conference on 'Global Business Sustainability' in SVSU, Michigan, USA.
6. Delivered a lecture on, "Working Together" on June 29th, 2016 at Utrecht Business School, The Netherland.
7. Presented a paper on, "Socio Economic Sustainability of Financial Cooperatives in India" at the Third European Academic Research Conference on Global Business, Economics, Finance and Banking on 3 July 2016 in Paris, France

### **Publications**

1. "Service Quality Analysis of Cooperative Banks", Indian Journal of Commerce, Volume 63 No. 1, Jan-March, 2010.
2. "Sustainable Development through Cooperatives", SAR Economist, Vol. 18. No.222, May, 2010.
3. "Cooperative Banks–Need of the hour is Marketing", Cooperator, Vol.47 No 9, March 2010
4. 'Strategic Issues of Agricultural Cooperative Credit in Uttarakhand" published in the July, 2007 issue of "Indian Cooperative review", Volume 45, No.1.
5. Rural Cooperative credit –A Swot Analysis", published in the September, 2007 issue of 'YOJANA' Volume 51.
6. Statutory Reforms for Cooperatives in the State of Uttaranchal", published (Dt 6.08.06) in Himanchal Star, Dehradun.
7. "Cooperatives in India", published in "Third Concept", Volume 23, February, 2010.
8. "Rural Cooperative Credit" in the book 'Institutional Rural Credit Management' published by Shree Publishers and Distributors. Pg 181-186
9. The e-publication as Member of UNDP Microfinance Solution exchange can be viewed at <http://www.solutionexchangeun.net.in> or [www.in.undp.org/knowledgedigest/mallika kumar](http://www.in.undp.org/knowledgedigest/mallika%20kumar)

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10. "Microfinance Services through Mobile Phone Banking in Remote Areas" <ftp://ftp.solutionexchange.net.in/public/mf/cr/cr-se-mf-ictd-23040801-public.pdf> June 2008
    - a. "Microfinance for Mountain & other remote areas".
    - b. Market place for Social Enterprise Capital.
    - c. Microfinance Services for Mountain & other remote areas.
    - d. Financial literacy, awareness generation and establishment of Financial and Multi-purpose Cooperatives of Youth, Dec 19th, 2014.
    - e. Financial Cooperatives in the Context of Financial Inclusion, June 2nd, 2015

#### **Participation in Conference/Workshops**

1. Participated in the talk on 'India's Education policy and market-based reforms-challenges and opportunities' by Prof. Emmerich Davies, Harvard Graduate School of Education on July 13<sup>th</sup>, 2017, The American Centre, New Delhi.
2. Participated as a delegate in the co-op MIC on ICA-Asia Pacific-European Union initiative on March 31<sup>st</sup>, 2017 in ICA-AP Regional Centre, New Delhi.
3. Participated in the Interactive Session on Socio-Economic Sustainability Dialogue with the First Secretary and Permanent Delegation of India on July 3rd, 2016 at the UNESCO, Paris, France.
4. Participated as Guest of Honor in the Symposium on the United Nations 21st International Cooperative Day: Theme-"Choose Cooperatives Choose Equality" organized by National Cooperative Union of India (NCUI) on July 4th, 2015 at NCUI Auditorium, New Delhi.
5. Participated in the Dialogue on Youth for Development to mark the occasion of International Youth Day on Wednesday, 12 August, 2015, jointly organised by the State Bank of India and United Nations India at the UN Conference Hall, 55 Lodi Estate, New Delhi.
6. Participated in the Ministerial Interaction with the UK Ministers- Rt Hon Sajid Javid MP, Secretary of State, Business Innovation and Skills and Jo Johnson MP, Minister of state for universities and sciences on November 9th, 2015, at IIT, Delhi.
7. Participated in the UN Public Lecture by Mr. Kailash Satyarthi, Nobel Peace Laureate and Child Rights Activist, on Sustainable Development Begins with Education, on December 1st, 2015 at India Habitat Centre, New Delhi.
8. Participated as Resource person in, 'Small group workshop on the proposal of a study of Financial Cooperative Sector in India' on 8th July, 2014 at UNDP Committee room, New Delhi.
9. Participated in Professional Development Programme, 'Managing yourself, Leading others' on 16th- 17th June, 2014 at Harvard University, Boston, USA.
10. Participated in the Consultation meeting held on, 'Women leadership training' on 19th August, 2014 at IFFCO Foundation, New Delhi.
11. Participated in Regional Cooperative Youth Forum for Asia Pacific, 17 – 21st July, 2013 organized by International Cooperative Alliance Committee on Youth in Asia Pacific at Buldana, Maharashtra, India.

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12. Participated in the International Conference on “The Role of Cooperative Enterprises in Financial Inclusion” on 28th June, 2012 at Duisenberg Auditorium, Rabo Bank, Netherland.
  13. Participated in the, “National Workshop on Voluntary Savings” on 9th November, 2012 at Radison Blue, organized by United Nation Development Programme (UNDP), New Delhi.
  14. Participated in the Coop-Connect Forum on the theme, “Cooperative Enterprise Empowers Women” on 6th July, 2010 at NCUI, New Delhi.
  15. Participated in the National Microfinance Conference –“Financial Inclusion & Responsible Microfinance, organized by Sa Dhan & FICCI on 17th -18th March 2010, at Ashok Hotel in Delhi.
  16. Participated in Transparent Pricing Seminar, organized by Micro Finance Transparency (USA) on 12th April, 2010, Essex Farm in New Delhi.
  17. Participated in the 7th Microfinance India Summit –“Mission of Microfinance: Time To Reflect and Reaffirm”, organized by ACCESS on 15th -16th November, 2010 at Ashok Hotel in New Delhi.
  18. Participated in Coop- Connect forum, ‘Confronting Climate change – Role of Cooperatives’ on Feb 25th, 2010, at NCUI, New Delhi.
  19. Participated in the UNDP Action Group workshop on 'Empowering Community Based Microfinance Institutions for Poverty Alleviation & Women Empowerment', 2nd December, 2010, UNDP Conference Hall, New Delhi.

#### **MONIKA BANSAL**

1. “Green Corporate Marketing Practices”, International Conference on Green Marketing, IMT Ghaziabad, September 25th-26th, 2008.
2. “Rural Innovation and Corporate Social Responsibility - A Review”, International Conference on Technology and Innovation in Marketing, IMT Ghaziabad.
3. “Biofuel the Future”, International Conference on Emerging Technologies in Environmental Science and Engineering, Aligarh Muslim University, October 26th-28th, 2009.
4. “Renewable Energy and Conservation”, International Conference on Resource Development and Environmental Change: Emerging Issues and Challenges, Aligarh Muslim University, January 27th-29th, 2009.
5. “Capitalizing Rural Potential”, Ninth International Conference on Operation and Quantitative Management, Loyola Maramount University, Los Angeles, U.S.A., June 27th-30th, 2009.
6. Case Study on “Bharat Pariyojan Limited: Making inroads to Rural Markets” International Conference on Intercultural Communication, IMS Ghaziabad, September 3th-5th, 2009.
7. “Ethics and Global Economy”, 2nd International Conference on Integrating Spirituality and Organizational Leadership”, FMS, University of Delhi, February 9th- 12th, 2009.
8. “Green Marketing: A Study of Consumer Attitude & Environmental Concern”, 64th All India Commerce Conference, Indian Commerce Association, December 15th-17th, 2011.

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9. Environmental Consciousness, Its Antecedents and Behavioral Outcomes , 2nd Annual International Conference, Innovation in Marketing for Emerging Markets - Global Challenges and Opportunities, Academy of Indian Marketing, July 29-30, 2012.
  10. Measuring Environmental Consciousness, Third Multinational Enterprises and Sustainable Development International Conference (MESD-12), Shaheed Bhagat Singh College (Evening), University of Delhi, 12-14 Decemeber, 2012.
  11. Singh, A. K., & Bansal, M. (2012). Green Marketing: A Study of Consumer Attitude & Environmental Concern. *Indian Journal of Commerce*, 65 (2), 273-283.
  12. Sharma, K., & Bansal, M. (2013). Environmental Consciousness, Its Antecedents and Behavioral Outcomes. *Journal of Indian Business Research*, 5(3), 198-214.
  13. Bansal, M. (2013). Environmental Consciousness, Its Antecedents and Behavioral Outcomes. *Journal of Commerce and Business Studies*, 1 (1).
  14. Bansal, M. (2016). Measuring Environmental Consciousness. In *Emerging Dynamics of Sustainability in Multinational Enterprises*. Edward Elgar Publishing.
  15. Bansal, M. (2016). Sustainable Development: An Environmental Perspective. In *Dimensions in Higher Educaion*. New Delhi Publishers.
  16. Case Method Teaching Seminar, Harvard Business Case Publishing and IIM-A Case Center, 2016.

#### **NAWANG GIALCHHEN**

1. "Micro Insurance as a Tool to Reach Low Income Groups: An Assessment" *Himalayan Journal of Contemporary Research*, Vol. 3 (1), Jan-Jun 2014, pp. 727-737.
2. "Need of Insurance Education in India" *Hermeneutics*, Vol. 4 (2), Sep 2014, pp. 24-28.
3. "Financial Evaluation of OICL: An Analysis" *Business Analyst*, Vol. 37 (1), Apr-Sep 2016, pp. 47-62.

#### **NEHA MATLANI**

##### **Research Papers**

1. Limited Liability Partnership a cross different countries.
2. Corporate Governance Failure: 'A case study of Satyam'.
3. Global Financial crises: 'Its Impact on India & Corporate Governance lessons learnt'.

#### **PANKAJ CHAUDHARY**

##### **Book Reviews**

1. Statistics part of Business Mathematics and Statistics, 2013.
2. Co-Authorship of "Business Mathematics and Statistics", International Book House, 2014.
3. C-CAPM: A Test of Non Linearity in Conditioning Variable, 2016, Lambert Academic Publishing.

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4. Stock Return Volatility: A Comparative study of India and China, 2016, Lambert Academic Publishing.

#### **Research Papers**

1. "Testing of Three Factor Fama-French model for Indian and US stock market", Journal of Commerce and Accounting Research, Volume 6 Issue 2 April 2017.

#### **PRIYANKA BHATIA**

#### **Article**

1. Bhatia, Priyanka. "Production in the Indian Manufacturing Sector: a Panel Data Analysis" Indian Economics Review, Vol.-35 No.1, 2000.
2. 'Article published in 'Indian Economics Review'

#### **PUSHP LATA JAIN**

#### **Research Articles**

1. Jain, Pushp Lata "Non-differentiable multi-objective fractional programming with Hanson- Mond classes of functions", Journal of information and optimization sciences, Vol. 12, No.1, pp35-47, 1991.
2. "Generalized concavity and duality in multi-objective Non-smooth programming", UTILITAS Mathematica, Vol43, pp71-78, 1993.
3. "On multi-objective fractional duality for Hanson-Mond classes of functions", Journal of information and optimization sciences, Vol14, No.1, pp1-9, 1993.
4. "Optimality and duality for fractional Minimax programming under Generalized invexity", Proceedings XIII Annual Convention of ORSI: Operational Research, Computers and Decision Making, pp439-448, 1990.
5. "Generalized (F, r) - convexity and duality for Non-smooth Multi-objective programs", OPTIMIZATION, Vol31, pp153-164, 1994.
6. "Generalized proper efficiency and duality in multi-objective fractional programming", IJOMAS.
7. "Generalized F-convexity and duality: An on-differentiable can", Asia-Pacific Journal of Operation Research.
8. "A note on fractional multi-objective Non-smooth programming" OPSErCH.

#### **RACHNA JAWA**

#### **Book**

1. Jawa, Rachna—Mergers Acquisitions and Corporate Restructuring in India- Procedures and Case Studies, New Century Publications, New Delhi.

#### **RAJKUMAR SAH**

#### **Book**

1. 'Corporate Accounting' For B.Com. (Hons.) of Delhi University under CBCS published by Singhal Publications, Delhi in the year 2017.

#### **Research Articles**

2. Sah, Raj Kumar. "Profitability Analysis - Modi Industries Ltd." Journal of Commerce and Information Technology, Jaipur, 2000.

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3. Sah,Raj Kumar. "Indian Accounting Standards and International Financial Reporting Standards". Business Analyst, October, 2011.
  4. "One Person Company (OPC) under the Companies Act, 2013-Is it viable in India?" published in April-June, 2014 in "Interdisciplinary Journal of Management and Behavioral Sciences (IJMBS),a referred journal of STMP.
  5. Corporate Social Responsibility (CSR) in India- Justification of a Move towards it through regulations' published in Business Analyst in volume 36 of the year 2016.
  6. Provisions of presentation of proposed dividends in Balance Sheet: A Comparison of the provisions of the companies Act, 2013 and the Companies (Accounting Standards) Rules, 2006' published in Abhinav International Monthly Referred Journal of Research in Management and Technology in the year 2015, Volume IV.

#### **RAJIV JHA**

#### **Articles**

1. "Role of Foreign Direct Investment in India's Industrial Development", in C. P. Chandrasekhar (ed.), ICSSR Research Surveys and Explorations (Economics): Indian Industrialisation, New Delhi: Oxford University Press, 2015.
2. "Capital Scrapping and Exports: A Vintage Model," Economic and Political Weekly (vol. XLIX, no. 39, September 27, 2014).
3. "The Analytics of the Agriculture-Industry Relationship in a Closed Economy: A case Study of India," Economic and Political Weekly (vol. 45, no. 17, April 24-April 30, 2010).
4. "Development in the Time of Finance," Review of the book 'Capture and Exclude: Developing Countries and the Poor in Global Finance (ed) Amiya Bagchi and Gary Dymski, Tulika, 2007], Economic and Political Weekly (vol XLIV, no. 45, November 7-November 13,2009).
5. "The Economy: Changing Tracks," Economic and Political Weekly (vol XLI, no. 50, December 16-December 22, 2006).
6. "A Model of Exports and Investment in an Open Developing Economy", Economic and Political Weekly (vol XLI, no. 9, March 4-March 10, 2006).
7. "Machine Tool Absorption and Capital Formation in India: Dynamics of the Equilibrium Adjustment Process" Economic and Political Weekly (vol XL, no. 9, February 26- March 4, 2005).

#### **RAVI GUPTA**

#### **Books**

1. Ahuja, Girish and Ravi Gupta. Professional approach to Direct Taxes Law & Practice, New Delhi: Wolters Kluwer (India) Pvt. Ltd. (CCH), 2017.
2. Systematic Approach to Income Tax & VAT & Service Tax. New Delhi: Wolters Kluwer (India) Pvt. Ltd. (CCH) , 2017.
3. Concise Commentary on Direct Taxes. New Delhi: Wolters Kluwer (India) Pvt. Ltd. (CCH), 2017.

4. Corporate Tax Planning & Management. New Delhi: Wolters Kluwer (India) Pvt. Ltd. (CCH), 2017.
5. Practical Approach to Income Tax & VAT & Service Tax. New Delhi: Wolters Kluwer (India) Pvt. Ltd. (CCH), 2017.
6. Simplified Approach to Income Tax Laws. New Delhi: Flair Publications, 2017.
7. Direct Taxes Ready Reckoner. New Delhi: Wolters Kluwer (India) Pvt. Ltd. (CCH), 2017.
8. Direct Tax Mini Ready Reckoner. New Delhi: Wolters Kluwer (India) Pvt. Ltd. (CCH), 2017.
9. Taxation of Salaries. New Delhi: Wolters Kluwer (India) Pvt. Ltd. (CCH), 2017.
10. Taxation of Capital Gains. New Delhi: Wolters Kluwer (India) Pvt. Ltd. (CCH), 2017.
11. Law of Depreciation. New Delhi: Wolters Kluwer (India) Pvt. Ltd. (CCH), 2017.
12. Guide to Fringe Benefit Tax. New Delhi: Wolters Kluwer (India) Pvt. Ltd. (CCH), 2017.
13. Guide to Deduction of Tax at Source. New Delhi: Wolters Kluwer (India) Pvt. Ltd. (CCH), 2017.
14. Compendium on Advance Readings, 2010, New Delhi, Wolters Kluwer (India) Pvt. Ltd. (CCH), 2017
15. Compendium on issues on Direct Taxes, 2011, New Delhi, Wolters Kluwer (India) Pvt. Ltd. (CCH), 2017

### रवि शर्मा

1. काव्य और नैतिकता (आचार्य महावीर प्रसाद द्विवेदी एवं मैथ्यू आर्नल्ड के संदर्भ में) आधुनिक पुस्तक m | lx. नई दिल्ली, सन् 1988.
2. भाषा स्तंभ-(सहलेखन)-व्याकरण भाग 1-3 प्रज्ञा प्रकाशन, नई दिल्ली, सन् 1996.
3. भाषा मूल-(सहलेखन)-व्याकरण भाग 1-3 प्रज्ञा प्रकाशन, नई दिल्ली, सन् 1999.
4. पाश्चात्य काव्य चिंतन और आचार्य शुक्ल— ईशा ज्ञानदीप, नई दिल्ली, सन् 2001.
5. संघर्ष मीमांसा (काव्य संकलन)—भारतीय प्रकाशन संस्थान, नई दिल्ली, सन् 2001.
6. हिंदी दक्षता 'ग' — किताब घर, नई दिल्ली, सन् 2004.
7. हिंदी व्यवहार — किताब घर, नई दिल्ली, सन् 2005.
8. बकरी कल्चर (व्यंग्य संकलन) ज्योति इन्टरप्रिसेस, नई दिल्ली, सन् 2006.
9. ग्लोकल हिंदी (लेख संकलन) — किताब घर, नई दिल्ली, सन् 2006.
10. विरासत (धारावाहिक) — किताब घर, नई दिल्ली, सन् 2008.
11. बूँद बूँद बनती सरिता (काव्य संकलन) 2013.
12. एक पत्थर तो तबियत से (युवाओ हेतु प्रेरक लेख—संग्रह) 2013
13. अँगूठा छाप हस्ताक्षर (व्यंग्य संग्रह) 2014
14. संघर्ष मीमांसा (काव्य—संग्रह अंग्रेजी अनुवाद सहित) 2015

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## REENA CHADHA

### Books

1. Chadha, Sumant and Chadha, Reena -Corporate Laws, Mayur Paperbacks, New Delhi, 2011.
2. Company and Compensation Laws, Mayur Paper backs, New Delhi, 2012.

## RENU AGARWAL

### Articles

1. Verma, D.P.S. and Agarwal. Renu-“Recent Liberalisation measures: Impact for Indian markets” Management Review - Vol. 17 IV.
2. Agarwal, Renu and Jain, Sanjay -“Strategic approach to Adevertising Agency Management-A comparitive study-“Business Analyst-vol.12No.1 July-December 1991.

## RITURANJAN

### Book

1. Rituranjan MicroEconomics: Theory and Applications, Vol.1 and Vol.2 New Delhi: Books India International, 1999.

### Articles

1. Rituranjan,. “A Quantitative Analysis of Inflationary Trends in India”, Business Analyst, New Series, Vol.2,No.2, October-March2007-08.
2. “Indian Economy: Which Way Now? – A Report”, Business Analyst, New Series,Vol. 1, No. 2, October-March2006-07.
3. “Financial Reforms and the Efficiency of the Indian Financial System”, Business Analyst, New Series,Vol1,No.1,April-September2006.
4. “Globalization and the New Wave of International Trade Blocks”, Business Analyst, Vol.21, No.2, July-December2004.
5. “Socio Political Dimensions of Institutional Credit Allocation in India”, Business Analyst, Vol.21, No.1, January-June, 2000.
6. “Ethical Issues in Business and Finance”, Business Analyst, Vol.20, No.2, July-December,1999.
7. “Value of Transactions Time and Recent Developments in the Theory of Demand for Money”, Business Analyst, Vol19, No.2, July-December, 1998.
8. “Emerging Structure of the Indian Financial System” Business Analyst, Vol.19, No. 1, January-June, 1998.
9. Implication of Inter linkages between Growth of Financial Sector and Economic Development for Indian Business”. Business Analyst,Vol.18, No.2July-December 1997.
10. Parallel Economy in India: the Problem of Quantification?” Business Analyst, Vol.18, No. 1, January-June,1997.
11. The Demand for money in India: an Econometric Analysis”. Business Analyst, Vol. 17, No. 1, January-June,1996.
12. "Demographic Dividend and Demography – Development Link", Business Analyst, Volume 35, Issue 2, October 2014 – March,2015.
13. "Financial Inclusion in India : Retrospect and Prospects", Business Analyst, Volume 35,Issue1,April-September, 2014.

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14. "Inflation: A Significant Obstacle to the Growth of Indian Economy", Business Analyst, Volume 32, Issue 1, April-September, 2011.
  15. "Resilience of the Indian Economy", Business Analyst, Volume 31, Issue 1, April-September, 2010.

#### **R.P.RUSTAGI**

##### **Books**

1. Rustagi, RP. Financial Management: Theory Concepts and Problems. New Delhi: Taxmann, 2011.
2. Derivatives and Risk Management: Taxmann, New Delhi, 2014.
3. Fundamentals of Financial Management. New Delhi: Taxmann, 2017.
4. Principles of Financial Management. New Delhi: Taxmann, 2012.
5. Problems & Solutions in Financial Management. New Delhi: Taxmann, 2011.
6. Management Accounting. New Delhi: Taxmann, 2011.
7. Accounting Standards. New Delhi: Galgotia Publishing Co. 2005.
8. Financial Analysis and Financial Management, New Delhi: Sultan Chand and sons. 2010.
9. Fundamentals of Management Accounting, Taxmann, New Delhi, 2017.
10. Financial Management for Bankers, New Delhi: Sultan Chand and Sons. 2006
11. Investment Management, New Delhi: Sultan Chand and Sons, 2014.
12. Working Capital Management, New Delhi, Taxmann, 2011.
13. Elements of financial Management, New Delhi, Taxmann, 2010.
14. Strategic Financial Management, Sultan Chand and Sons, New Delhi, 2015.
15. Basic Financial Management, Sultan Chand and Sons, New Delhi, 2017.

#### **RUCHI KAUSHIK**

##### **Books**

1. Published Cambridge Listening and Speaking XI (2014). UK: Cambridge University Press.
2. Co-authored and co-edited Language, Literature and Creativity II (2013) with Mukti Sanyal et al. Delhi: Orient Blackswan and Delhi University.

##### **Book Chapters**

1. Chapter titled "Sensitizing Students to Social Issues in Literary Texts: Rethinking Gender" in Khanna & Gupta ed. Essential Readings for Teachers of English: From Research Insights to Classroom Practices (2012). Delhi: Orient Blackswan.

##### **Research Publications**

1. Article titled "Rethinking Teaching and Learning of English: Exploring the Perceptions of Students for Developing Needs-based Materials in FORTELL: Journal for teaching English Language and Literature, Issue no.32, January, 2016. ISSN.NO. Print: 2229-6557, online: 2394-9244.
2. Co-Guest Editor, FORTELL: Journal for Teaching of English Language and Literature, Issue no.30, January 2015. ISSN.NO. Print 2229-6557, online 2394-9244.
3. Published an article titled "Interdisciplinary Crossings in Classroom Interactions" in Urdhva Mula: Roots Upwards, an Inter disciplinary Women's Studies Journal, Vol.5, No.1, 2008. Bombay: Bombay University Publication.

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## Paper Presentations

1. Presented a paper titled 'Issues and challenges of being English teachers-cum-materials developers: A perspective' in the National Conference organized by Central Institute of Education, Delhi University on 3 March 2017.
2. Awarded the US State Department Individual Award to present a paper in the workshop mode titled "Designing Games for Language Gains: Enhancing Speaking Skills Amongst Learners" (on 7th April) at the 50th TESOL 2016 International Convention & English Language Expo from 5-8 April 2016 in Baltimore, Maryland, USA.
3. Presented a paper on "Teaching and Learning of English in Indian Universities" at the International Workshop on Prospects for English Studies: India and Britain Compared jointly organized by Open University, UK and Jawahar Lal Nehru University on 5-6 April, 2012.
4. Co-presented a paper with Mukti Sanyal et.al. on "Are You Listening?: Designing Innovative Listening Tasks at the Tertiary Level" at the 10th Asia TEFL (Teaching of English as a foreign Language) International Conference held in Delhi from 4-6 October, 2012 in Delhi.

## Book Review

1. Published a book review of Task-Based Language Learning and Teaching with Technology in Language and Language Teaching Issue no. 7, Number 1, Volume 4, January 2015.

**S.K.AGGARWAL**

## Books

1. Modern Business Law, Ed. 3, (2017), Maximax Publishing House, New Delhi
2. Modern Corporate Law, Ed. 3, (2017), Maximax Publishing House, New Delhi

**SOUMITRA KUMAR CHOUDHURY**

## Book

1. Choudhury, Soumitra Kumar, Anjana N.Dev, et.al. (Deptt. Of English, University of Delhi), Business English, New Delhi: Pearson Longman, 2008.

## Book Reviews

1. Choudhury, Soumitra Kumar. "The Lady Hippopotamus and Other Stories by Rajiva Wijesinha, Colombo: English Writers Cooperative of Sri Lanka, 1991". "Giriya by Punyakante Wijenaikie, Colombo: State Printing Corporation, [1970;rep.]1990". "Yukthi and Other Stories by Punyakante Wijinaikie, Himbutuwelgoda, Kalaniya, Sri Lanka: New Kelani Printers, 1991". In-Between: Essays and Studies in Literary Criticism. I, II, September 1992, pp.181-185.
2. "Fire Beneath the Cauldron: A Canadian Fiction Anthologyed by Geoff Hancock, Saskatoon: Thistle down Press, 1991." In-Between: Essays and Studies in Literary Criticism. II, I, March 1993, pp.103-105.
3. "Western Ice landic Short Stories ed. And trans. By Kirsten Wolf and Arny Hjaltadottir, Winnipeg: University of Manitoba Press, 1992." In-Between: Essays and Studies in Literary Criticism. II, I, March 1993, pp.111-114.
4. "The Book of Heroes: A Collection of Light Verse and Much Worse by Tabish Khair, Delhi: Rupa, 1994." The Weekend Observer (Observer of Business and Politics) New Delhi ed n. Decembers, 1994.

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5. "The Narrator: A Novel by Makarand Paranjape, Delhi: Rupa, 1995". The Weekend Observer (Observer of Business and Politics).New Delhi edn.March25,1995.
  6. "British Life in India: An Anthology of Humourous and Other Writings ed. by R.V. Vernede, Delhi: OUP, 1995". The Weekend Observer(Observer of Business and Politics) New Delhi ed. May 6,1995.
  7. "Looking Through Glass by Mukul Kesavan, New Delhi: Ravi Dayal, 1995". The Weekend Observer (Observer of Business and Politics) New Delhi ed. June10, 1995.
  8. "Science and the Raj by Deepak Kumar, Delhi: OUP, 1995." The Weekend Observer (Observer of Business and Politics) New Delhi edn. June 24,1995.
  9. "Patrons and Philistines: Art sand the State in British India by Pushpa Sundar, Delhi: OUP, 1995." The Weekend Observer (Observer of Business and Politics). New Delhi ed. November 11,1995.
  10. "Raj Constructs of Women', Women and Empire: Representations in the Writings of British India by Indrani Sen, Delhi: Orient Longman, 2002." Frontline, March 26,2004.
  11. Travels to Europe:Self and Other in Bengali Travel Narratives, 1870-1910 Simonti Sen (New Perspectives in SouthAsian History; NewDelhi: Orient Longman,2005) in Social Scientist, Vol.34, Nos.7-8, July-August2006.
  12. Memsahib's Writing: Colonial Narratives on Indian Women edited by Indrani Sen, Delhi: Orient Longman, 2008 in Social Scientist 438-439, November-December,2009.

#### **Articles**

1. "For Truth's Defence: On Literary Satires." The Weekend Observer (Observer of Business and Politics) New Delhi ed. Decembers, 31994.
2. "Appropriating Academia: On Campus Novels."The Weekend Observer (Observer of Business and Politics) New Delhi ed.December17,1994.

#### **Interviews**

1. "Indian Poetry Lacks Humour: An Interview with Tabish Khair". The Weekend Observer (Observer of Business and Politics)New Delhi edn.Decembers,1994.
2. "A Pseudo-Historical Novel: An Interview with Mukul Kesavan". The Weekend Observer (Observer of Business and Politics) New Delhi edn.July22, 1995.

#### **SHAILESH KUMAR CHAWLA**

#### **Book**

1. Chawla, Shailesh K. Essential Business Communication. New Delhi: Mayoor Publications, 2005.

#### **SMITA SHARMA**

#### **Book**

1. Sharma, Smita. Business Law. New Delhi: Mayur Paperbacks, 2007. Business Law for B.Com

#### **SUMAN BHAKRI**

#### **Books**

1. Bhakri, Suman. Personnel Management in Indian Industries, New Delhi: Ashish Publishing House.

2. Personnel Management through Cost and Ratios, New Delhi: Anmol Publishers.
3. Economic Development in India, New Delhi: Kalyani Publishers.
4. Human Development in India, New Delhi, AneBooks.
5. Statistical Anatomy of India, New Delhi, Taxmann.
6. Evolution of Indian Economy, New Delhi, Arya Books Depot.
7. Indian Economic Development, New Delhi, Books India International.
8. Indian Economy. New Delhi: Macmillan India.
9. Railways Commercial Functioning I and II. New Delhi: CBSE and NCERT.
10. Office Management and Secretarial Practice: Employment Opportunities and Core Competencies. New Delhi, NCERT.
11. Salesmanship and Marketing: Identifying Core Competencies. New Delhi, NCERT.
12. Insurance Selling: Identifying Core Competencies, New Delhi, NCERT.
13. Statistical Data on Indian Economy, New Delhi, Taxmann.

### **SURYA PRAKASH**

#### **Books**

1. Advertising Management ISBN 978-93-272-4778-7, 2014 Kalyani Publishers, 4863/2B, Bharat Ram Road, 24, Daryaganj, New Delhi-110002.
2. Fundamental of International Business, ISBN 978-93-83283-05-7, 2014 International Book House P.Ltd., 2/42, Ansari Road, Daryaganj, New Delhi, India.
3. Marketing Management, ISBN 978-93-272-3254-7, 2013 Kalyani Publishers, 4863/ 2B, Bharat Ram Road, 24, Daryaganj, New Delhi-110002.
4. Strategic Marketing (Hindi Edition) ISBN 978-93-272-3407-7, 2013 Kalyani Publishers, 4863/2B, Bharat Ram Road, 24, Daryaganj, New Delhi-110002.
5. Principles of Marketing, ISBN 978-93-272-2372-9, 2012, Kalyani Publishers, 4863/ 2B, Bharat Ram Road, 24, Daryaganj, New Delhi-110002.
6. Principles of Marketing (for Gulbargah and Karnataka University) ISBN 978-93-272-2444-3, 2012, Kalyani Publishers, 4863/2B, Bharat Ram Road, 24, Daryaganj, New Delhi-110002.
7. Marketing Management Text and Cases, ISBN 978-93-272-2843-4, 2013 Kalyani Publishers, 4863/2B, Bharat Ram Road, 24, Daryaganj, New Delhi-110002.
8. Marketing and Services Management, ISBN 978-93-272-2914-1, 2013, Kalyani Publishers, 4863/2B, Bharat Ram Road, 24, Daryaganj, New Delhi-110002.
9. Strategic Marketing, ISBN 978-93-272-2921-9, 2013, Kalyani Publishers, 4863/2B, Bharat Ram Road, 24, Daryaganj, New Delhi-110002.
10. E-Marketing, 2011, Swati Prakashan, 358- A Shivaji Road Govind Lok, Near N.A.S. College, Meerut.

#### **Research Papers and Articles**

1. "Rural Marketing Practices in 21st Century: A strategic outline for Sustainable Development of Rural India" Scholarly Research Journal for Interdisciplinary studies (special Issue) Jan- March 2017, ISSN- 2319-4766 vol. 6, Issue-23
2. "Brand Management: A Conceptual Framework for Competitive Markets" Aatmbodh, Journal of Rajarshi School of Management & Technology, ISSN 0972-1398, Vol. XII, No.02, Autumn 2015.

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3. "Marketing Practices in 21st Century: An Ethical Perspective" *Hermeneutics (A Biannual Refereed International Journal of Business and Social Studies)* ISSN: 2231-6353, RNI-UP/ENG/2011/36701, Volume 05 Number 01 March 2015.
  4. *Marketing In the Twenty First Century: Issues and Challenges" Commerce Times (International Journal of Commerce)* ISSN2320-9461,April2014.
  5. *Business Ethics and Green Marketing Initiative: A Global Prospective" Hermeneutics (A Biannual Refereed International Journal of Business and Social Studies)* ISSN:2231-6353,RNI-UP/ENG/2011/36701, Volume 04 Number 01 March2014.
  6. "Power Sector Reform in India: An introduction" *Aatm bodh, Journal of Rajarshi School of Management &Technology*,ISSN0972-1398,Vol.V,No.I,Autumn2008.
  7. "Uttaranchal Seeds & Tarai Development Corporation Ltd.: An Over- view" *ANVIKSHIKI(BI-Monthly International Journal of All Research)*ISSN:0973-9777, Vol.9,Month November December,2008
  8. "Dimension of FDI in India after Liberalisation" *Commerce and Business Studies, issue1, volume2, (BI-Annual Journal of Economic Commerce and Management)* ISSN: 0974-1879, published by Avadh Commerce and Management Association,Faizabad.2008.
  9. "Globalization and Indian Banking Sector: Challenges and Opportunities" Fourth issue of *ANVIKSHIKI (BI-Monthly International Journal of All Research)*ISSN: 0973-9777,Vol.8, Month September October,2008
  10. "Emerging trend of FDI: A Global outlook" *Research Journal of Philosophy and Social Sciences, (Special Issue)* ISSN: 0048-7325, Volume xxxiv 2008.
  11. "Present Scenario of VAT in India compare with sale tax" Fourth issue of *ANVIKSHIKI (BI-Monthly International Journal of All Research)* ISSN:0973-9777,Vol.No.7 month July-August,2008.
  12. "Foreign Direct Investment: India Vs China" *Research Journal of Philosophy and Social Sciences, ISSN:0048-7325,No.1,2 Volume xxxiv(2008)*.
  13. "Retailing in India: Emerging Trends Challenges and Opportunities", *ANVIKSHIKI (BI-Monthly International Journal of All Research)* ISSN:0973-9777, Vol.3, No.-1, Month November December,2008.
  14. "E-banking Scenario in India" (Abstract) *Souvenir UGC Sponsored National Seminar,5-6 May,2007on Indian Banking Today: Search for better tomorrow. Organized by Department of Commerce, Marwari College, Bhagalpur (T.M. Bhagalpur University, Bhagalpur)*.
  15. "Retail Banking Scenario in India" *The Handbook of Seminar Proceedings 2007-08, National Seminar on Financial & Insurance Sector dated December 15-16, 2007 organized by School of Management Sciences, Varanasi.*
  16. "Infrastructure and Industrial Development of India" (Abstract) *The India Journal of Commerce, Quarterly Publication of the Indian Commerce Association, Vol-60, No-3, July-September 2007.*
  17. "Infrastructure and Economic Development in India" (Abstract) *The India Journal of Commerce, Quarterly Publication of the Indian Commerce Association. Vol-60, No-3,July-September2007.*
  18. "Working of VAT in India" ISSN: 0972-7779, *Accet Research Journal, Vol.III (4) October, 2005.*

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19. "Marketing Practices in 21st Century: An Ethical Perspective" *Hermeneutics (A Biannual Refereed International Journal of Business and Social Studies)* ISSN:2231-6353, RNI-UP/ENG/2011/36701, Volume 05 Number 01 March 2015.
  20. "Ethical Issues in Creative Accounting on the Job Performance of Accounting Professionals: An Indian Perspective" *International Journal of Multidisciplinary Research (IJMR)* Vol.III Issue6(III), September 2014, ISSN:2277-9302

### **Paper Presentation**

1. Sustainability of Business: A Marketing Perspective" presented in 4th International Conference organised by CMAI and Lyceum o the Philippines university, Manila, Philippines during 2-4 February 2017 at Manila, Philippines.
2. "Role of Rural Marketing in Development of Rural India" in International Conference during June 3-4, 2016, Organized by Gaeddu College of Business Studies, Royal University of Bhutan, Bhutan
3. "Marketing In 21st Century: An Ethical Issues" 6th International Conference on Business and Finance October 14-16, 2014, Windhoek, Namibia. Organized by SRCC and University of Namibia
4. "Impact of Globalization on Indian Markets: An Emerging Issues" 69th All India Commerce Conference- 2016, November 11-13, 2016, Organized by Indian Commerce Association and Faculty of Commerce, University of Lucknow, Lucknow.
5. "A Study of Empowerment of Rural Women Through Self-help Group" 69th All India Commerce Conference- 2016, November 11-13, 2016, Organized by Indian Commerce Association and Faculty of Commerce, University of Lucknow, Lucknow.
6. E- Commerce in India: Prospects and Challenges in National seminar on Vision 2030, Strategies for Industries & Academia dated November 27-28, 2016, Organised by HPCMA and Government College Bilaspur, Himanchal Pradesh.
7. "Role of Tourism Industry in the Growth of Economy in the state of Himanchal Pradesh" National seminar on Potential & Prospects of Tourism Industry in India with special reference to state of Himanchal Pradesh dated September 16-17, 2016, Organised by G.G.D.S.D. college Rajpur (Palampur), Kangra(H.P.) and ICSI, New Delhi.
8. "Accounting as Strengths in Business Prospects" in 38th All India Accounting Conference & International Seminar on accounting and Research, dated December 5-6, 2015, organized by University Business School, Punjab University, Chandigarh & IAA, Chandigarh Branch .
9. "Role of Accounting in Development of Business Paradigm in India" in 38th All India Accounting Conference & International Seminar on accounting and Research, dated December 5-6, 2015, organized by University Business School, Punjab University, Chandigarh & IAA, Chandigarh Branch .
10. "Tourism Marketing In India: An Opportunity Ahead" In international Conference dated May 2-3, 2015 organised by Department and Economics and Tourism, B.H.U., Varansi
11. "Brand Management : A Conceptual framework for Competitive Markets" in International Seminar on Vision for Varansi- Approach to City Management, in association with Municipal Corporation of Varansi and Washington State University (USA) dated February 7-8, 2015, Organised by Rajarshi school of Management and Technology, Varanasi.

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12. "Ethical Issues and Green Marketing Initiative" in Asian Conference on Corporate Governance and Business Sustainability, Bangkok, Thailand. On October 7-9, 2013, organized by SRCC and Assumption University of Thailand, Bangkok.
  13. "Goods and Service Tax: A Paradigm Shift in Indirect Taxation in India." In XXXIII All India Accounting Conference and International Seminar on Accounting Education and Research, held on November 13-14, 2010 at Thiruvananthapuram, Organized by University of Kerala and Indian Accounting Association, Kerala branch.
  14. Retail Banking in India' in National Conference held on 2<sup>nd</sup> and 3<sup>rd</sup> February 2008, on National Conference on Management: Beyond Repertoire in School of Management Sciences. Varanasi.
  15. "Foreign Direct Investment: India vis-a-vis China" in Eight International Conference, held on 3-5 January 2007 on India: Investment Destination. Organized by GGS Indraprastha University, New Delhi.
  16. "Retailing in India Challenges and Opportunities" in 60th All India Commerce Conference on 27-29, December 2007. Organized by Department of Commerce, Osmania University, and Hyderabad.
  17. "Contemporary Issues in Indian Retail Sector" in National Seminar on Retailing in India: Emerging Trends held on 27-28 October 2007, Organized by Faculty of Commerce and Management Studies, Mathama Gandhi Kashi Vidyapeeth Varanasi.
  18. "Retail Banking Scenario in India" in National Seminar held on 15th & 16<sup>th</sup> December, 2007, on Changing Dimension in Financial & Insurance Sectors, Organized by School of Management Sciences. Varanasi.
  19. "Customer Relationship Management in Banking Sector" in National Conference held on 2nd and 3rd February 2008, on National Conference on Management: Beyond Repertoire in School of Management Sciences. Varanasi.
  20. "Infrastructure and Economic Development in India" in 59th All India Commerce Conference, held on 28-30 December 2006 Organized by Faculty of Commerce and Management Studies, Andhra University, Visakhapatnam (A.P.)
  21. "E-Banking in India" in National Seminar on Financial Sector Reforms in India held on 24 to 25 Feb. 2006 Organized by Faculty of Commerce, B.H.U. Varanasi.
  22. "Infrastructural and Industrial Development of India" in 59th All India Commerce Conference held on 28-30 December 2006 Organized by Faculty of Commerce and Management Studies, Andhra University, Visakhapatnam (A.P.)
  23. "Introduction of VAT in India Compared with Sales Tax" in National Seminar on Financial Sector Reforms in India held on 24 to 25 February 2006, Organized by Faculty of Commerce, B.H.U. Varanasi.
  24. "Working of VAT in India" in National Seminar on Financial Sector Reforms in India held on 24 to 25 Feb. 2006, Organized by Faculty of Commerce, B.H.U. Varanasi.
  25. "Impact of Globalisation on Indian Entrepreneurship" in 58 All India Commerce Conference held on 27-29 December 2005, organized by Faculty of Commerce and Management Studies, Mathama Gandhi Kashi Vidyapeeth, Varanasi.

#### **Participation in Conferences and Seminars**

1. National Conference on Transformational Leadership 2013, on April 6, 2013. Organized by Shri Ram College of Commerce, University of Delhi, Delhi.

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2. National Conference on FDI in India: Response and Challenges, on November 5-6, 2012. Organized by Shaheed Bhagat Singh College, University of Delhi, Delhi.
  3. National Conference on Merger and Acquisitions - Issues, Opportunity and Challenges on January 20-21, 2012. Organized by Shaheed Bhagat Singh College, University of Delhi, Delhi.
  4. International Conference on Corporate Governance: The Road Ahead on March 27-28, 2012. Organized by Shri Ram College of Commerce, Delhi.
  5. XXIV Annual Convocation 2011 on " Indian Financial Sector - Agenda for Reforms" on September 17, 2011, organized by Department of Financial Studies, University of Delhi, Delhi

### **SANTOSH KUMAR**

#### **Book Reviews**

1. "Crises as conquest: learning from East Africa" by Prof. Jayati Ghosh & C.P. Chandra sekhar in Business Analyst, (Jan-June, 2003).
2. "Financial markets in India" by Rakesh Sahani in Business Analyst, (April-September, 2007).
3. "Globalization and Development "by Sunanda Sen, National Book Trust, New Delhi, in Business Analyst, October-March, 2008.
4. "Poor Economics: Rethinking Poverty and the Ways to End it", By Abhijit V. Banerjee and Esther Dufelo, Random House India, in Business Analyst, April-September, 2011. Vol. 32, Issue-1.
5. 'Heterodoxy over the Failed Main stream' titled book are view of "Wealth and welfare: An Expedition into Real Life Economics", by C.T. Kurian, Books for Change and International Publishing Housing, Bangalore, in Economic and Political Weekly, Vol. XLIX, No. 35, August 30, 2014.

#### **Research Article**

1. Kumar, Santosh. "The effectiveness of capital controls in the prevention of financial crises: a developing country's perspective" Business Analyst, (July-December, 2004).

### **SANTOSH KUMARI**

1. Santosh Kumari (2014). Corporate Governance is not a Significant Predictor of Financial Performance. Business Analyst, Volume 35, Issue 1, April-September, 2014, pp. 179-215 (ISSN 0973-211X).
2. Santosh Kumari and Shweta Anand (2014). Corporate Governance and Financial Performance: An Investigation of Relationship. International Journal of Social Science and Interdisciplinary Research (IJSSIR), Volume 3, Issue 3, March 2014, pp. 56-88 (ISSN 2277- 3630). Link- <http://www.indianresearchjournals.com/pdf/IJSSIR/2014/March/6.pdf>
3. Santosh Kumari (2013). Corporate Governance and Financial Performance: A Review of Literature. Business Analyst, Volume 34, Issue 1, April-September, 2013, pp. 199-218 (ISSN 0973-211X).
4. Santosh Kumari and Sakhhi Chhabra (2013). Understanding Leadership through Leader Competency Profiling. Business Analyst, Volume 33, Issue 2, October 2012- March 2013, pp. 37-54 (ISSN 0973-211X).
5. Santosh Kumari and Sakhhi Chhabra (2013). A Study of Competencies Possessed by Leaders of Global Brands. Full paper published in proceedings of

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'National Conference on Transformational Leadership, April 5-7, 2013' in the form of a book titled 'Transformational Leadership and Beyond' pp. 28-40 (ISBN-9789382880264) organized by Shri Ram College of Commerce, University of Delhi, Delhi 110007.

6. Santosh Kumari and Sakhhi Chhabra (2013). A Study of Competencies Possessed by Leaders of Global Brands. Full paper presented during 'National Conference on Transformational Leadership, April 5-7, 2013' organised by Shri Ram College of Commerce, University of Delhi, Delhi-110007.
7. Reviewed papers as a Referee during the year 2015-2016 for an International Journal titled 'Educational Management Administration & Leadership, SAGE Publications (Los Angeles, London, New Delhi, Singapore, Washington DC and Melbourne)'. ISSN: 1741-1432 [print] 1741-1440 [online]. Page No. 872 and 874:<http://journals.sagepub.com/doi/pdf/10.1177/1741143216663993>

#### **VANDANA JAIN**

##### **Research Publications**

1. "Push Factors Causing Outward FDI from Select Asian Economies: Is Sustainability a Concern", Niti Bhasin, K. V Bhanu murthy and Vandana Jain in Emerging Dynamics of Sustainability in Multinational enterprises, edited by John R. McIntyre, Vera Ivanaj, Rabi N. Kar, published by Edward Elgar, London, 2016.
2. "Emergence of Multinationals from India", Business Analysts, 2010, Vol. 31 (1), pp-99-114.

##### **Research Articles**

1. Presented research paper titled, " Firm Level Determinants of Outward FDI from India", at the International conference jointly organized by SRCC and University of Kigali, Rwanda held on 28th feb- 1st march' 2017 in University of Kigali, Rwanda.
2. Presented a paper entitled "Push Factors Causing Outward FDI from Select Asian Economies: Is Sustainability a Concern?" at the Third International Conference on Multinational Enterprises and Sustainable Development held in New Delhi, on December 13, 2012 (co-authored with Dr. Niti Bhasin).
3. Presented Paper entitled, "Home country determinants of Outward FDI: a study of Select Asian economies" at the third World Finance conference held in Rio-de Janerio on 2-4 July, 2012 (co-authored with Dr. Niti Bhasin).
4. Presented paper entitled, "Multinationals from India" at the National conference organized by SRCC on 5-6 Nov, 2010.

#### **VIKAS MADAN**

##### **Research Article**

1. Madan, Vikas and Kush, Ashwani. "Review of Hashing as Security Tools in Wireless Adhoc-Networks". (Conference Proceedings) International Conference on Advanced Computing and Communication Technology, 2008.