



# Shah N.H. Commerce College, Valsad

(Accredited "B" by NAAC)

## Department of Accountancy

3<sup>rd</sup> Meeting of Academic Year :2018-19

### Notice of Meeting

This is to inform all the professors of Accountancy Department that third departmental meeting of 2018-19 is scheduled on 10th December, 2018 from 3:30 PM to 4:30 PM.

### Agenda of Meeting

No.	Agenda
1	Discussion on topics covered in previous meeting
2	To distribute the Answer sheet assessment task of university exams
3	To discuss the syllabus of BCOM semester 2,4 &6 and MCOM semester 2 & 4
4	To have discussion on introducing "Fundamentals of Financial Accounting" as short-term course
5	To review the results of first term
6	To distribute the paper setting task of second Internal Evaluation Test
7	Topics suggested by Head of Department

To the Professors of Department of Accountancy






No.	Name	Sign
1	Prof. K.C. Patel	
2	Prof. R.G. Pawar	

3	Prof. C.S. Rana	
4	Prof. Avneet Kaur R. Chaddha	
5	Prof. Sweety Sharma	

Head of Department of Accountancy

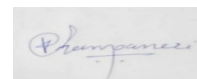
# MINUTES OF A MEETING

Today on 10th December, 2018 third meeting of accountancy department for academic year 2018-19 was held at college staff room under the chairmanship of Prof. V.R. Champaneri from 3:30 PM to 4:30 PM. Following members attended the meeting.

No.	Name	Sign
1	Prof. K.C. Patel	
2	Prof. R.G. Pawar	
3	Prof. C.S. Rana	
4	Prof. Avneet Kaur R. Chaddha	
5	Prof. Sweety Sharma	

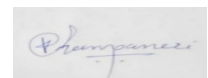
Following points were discussed in the meeting:

1	Discussion on topics covered in previous meeting	All the professors of department were heartily welcomed to the third meeting of the year. At the commencement of today's meeting, the Head of the Accountancy Department assessed the status of implementation of the points discussed in the previous meeting.
2	Distribution of the Answer sheet assessment task of university exams	The university examinations of B.Com Semester 1, 2 & 3 and M.Com Semester 1 and 2 were completed this year, so the teachers who were teaching the subject were informed about the assessment of the allocation made for the same.
3	Discussion about the syllabus of BCOM semester 2,4 &6 and MCOM semester 2 & 4	Discussions were held about the syllabus for the BCOM semester 2,4 &6 and MCOM semester 2 & 4 and it was urged to complete the syllabus in a timely manner.
4	Discussion on introducing "Fundamentals of Financial	Discussions were held on introducing a new additional certificate course, "Fundamentals of Financial Accounting", for



Head of Department of Accountancy

	Accounting” as short-term course	the purpose of providing students with a specialization in a special field.
5	Review of the results of first term	The meeting reviewed the results of the university examinations and formulated future policies accordingly.
6	Distribution of the paper setting task of second Internal Evaluation Test	Instructions were given by the Head of the Department to prepare the question paper according to the paper style and keeping in view all the types of students for the second Internal Test.




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Head of Department of Accountancy