

PART II AGENDA PAPERS FOR THE FIFTMFIFTH MEETING OF THE
ACADEMIC COUNCIL.

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(v) Proposal for M.A. in Sanskrit & Hindi

(vi) Proposal for M.A. in Sanskrit & Hindi

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(viii) Proposal for M.A. in Sanskrit & Hindi

(ix) Proposal for M.A. in Sanskrit & Hindi

(x) Proposal for M.A. in Sanskrit & Hindi

(xi) Proposal for M.A. in Sanskrit & Hindi

(xii) Proposal for M.A. in Sanskrit & Hindi

(xiii) Proposal for M.A. in Sanskrit & Hindi

(xiv) Proposal for M.A. in Sanskrit & Hindi

(xv) Proposal for M.A. in Sanskrit & Hindi

(xvi) Proposal for M.A. in Sanskrit & Hindi

(xvii) Proposal for M.A. in Sanskrit & Hindi

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(xxii) Proposal for M.A. in Sanskrit & Hindi

(xxiii) Proposal for M.A. in Sanskrit & Hindi

(xxiv) Proposal for M.A. in Sanskrit & Hindi

(xxv) Proposal for M.A. in Sanskrit & Hindi

(xxvi) Proposal for M.A. in Sanskrit & Hindi

(xxvii) Proposal for M.A. in Sanskrit & Hindi

(xxviii) Proposal for M.A. in Sanskrit & Hindi

(xxix) Proposal for M.A. in Sanskrit & Hindi

(xxx) Proposal for M.A. in Sanskrit & Hindi

1:1(1)

Item No: 1

Confirmation of Minutes

- 1) Confirmation of the minutes of the 54th meeting of the Academic Council held on 21st and 22nd Nov, 1996.

The minutes of the 54th meeting of the Academic Council were circulated to all the members. Since no comments has been received from any of the members.

Hence the minutes may be confirmed.

North Eastern Hill College
 The Secretary
 The Department
 23/11/96
 [Signature]

Dr. [Signature], JCE

12/10/96
 [Signature]

the bill for up gradation of grey scale scanner & colour scanner from M/S VIKRANT'S MULTIMEDIA (India) Ltd. Need bills for Rs. 2,39,415/- Two lakh thirty nine thousand four hundred fifteen is enclosed herewith for necessary payment & the firm concerned.

1:2:(1)

ii) Ms.L V Zodinpui and her M.A. Dissertation.

The above item is included in part-I of the 55th Academic Council agenda as a reporting item which, should have been an item for confirmation.

Hence the decision of the Emergent Academic Council held on 3rd April,1997 is placed for confirmation of the Council.

Handwritten notes and stamps, including a date stamp '29/04/97' and a signature.

Handwritten note: 'No. 29/04/97' with a horizontal line through it.

Handwritten notes and a signature on the left side of the page.

Large block of handwritten notes, including the text: 'The bill for upgradation of pay scale', 'Scanner to whom received from M/S', 'VIKRAM'S MULTIMEDIA (Pvt) Ltd', 'Need bills for Rs.39,415/- Two bill', 'Thirty Nine thousand four hundred', 'fifteen hundred rupees for', 'processing payment to the firm', 'concerned'.

NEHU NOTES
No. 29/04/97

(ii) Award of Ph.D/M.Phil Degrees

(iii) h. e. sults/

The Local School Board in Humanities and Education and the School of Life Sciences approved the award of Ph.D/M.Phil Degree of the following candidates which has been announced/ declared.

Sl.No.	Candidate	Department
1.	Sr.Philomena Kharakor(Ph.D)	Khasi
2.	Ms.Rani S.D. (Ph.D)	Education
3.	Ms. C.Nongbri (Ph.D)	Education
4.	Mr.E.S.Langstieh (Ph.D)	Philosophy
5.	Arnab Sen (Ph.D)	Botany
6.	Mamoni Dutta (Ph.D)	Zoology
7.	Adarsh Kaur (M.Phil)	Zoology
8.	Carina Goswami (M.Phil)	Zoology

The same is placed before the Council for consideration.

5:1:6(1)

vi) Procedures and qualification for admission to M.A. and Ph.D. in Linguistics.

The Local School Board in Humanities and Education in its meeting held on 17.4.97 discussed the content of a letter from the Head, Department of Linguistics regarding procedures and qualifications for admission to M.A. and Ph.D in Linguistics and feels that the Department may adopt the procedure for admission that is followed by other departments which does not have Honours level **teaching** and for this the guidelines in the circular of the Controller of Examinations of the University may be followed.

The matter is placed before the Council for consideration.

North Eastern Hill College
LIVE SCHOOL
The Department
23/04/97
D. S. S.

no. 200/1997, UPE

Mr. B. C. for upgradation of grade
Scanner to be received from M/S
VIRWAN'S MULTIMEDIA (Pvt) Ltd
Needle for Rs. 2,39,415/- Two lakh
Thirty Nine Thousand four hundred
fifty five is enclosed herewith for
processing payment & De form
concerned.

NEHU NOTES
Go no later than

vii) Ordinances on condition of Service etc.

The Joint Secretary, Ministry of Human Resource Development, Department of Education, Government of India, New Delhi vide his D.O.No.F.22-5/97-Desk(U) of April 7, 1997 (Annexure-'A') approved the Vice-Chancellor that a Central University has made a grave omission, in the manner of resorting to simple resolutions of the Executive Council for considering conditions of service instead of framing Ordinances detailing conditions of service. He has stressed the importance of having Ordinances framed in such matter and has suggested that the Executive Council may give a blanket approval to the Registrar to incorporate relevant resolutions of the Executive Council in the existing Ordinances on conditions of service.

While the above suggestion may be accepted it is also suggested that such blanket approval may also be given by the Executive Council/Academic Council to incorporate decisions for all other Ordinances dealing with all other matters such as examinations, academics, etc.

The matter is placed before the Council for consideration.

Conf/13-2/Ord/87(Vol.III)

ANNEXURE-'A'

D.O.No.F.22-5/97-Desk(U)

April 7, 1997.

Dear Prof. Paken,

Recently, a grave omission in a Central University has come to our notice where, instead of framing Ordinances detailing conditions of service, simple Resolutions of the Executive Council were considered sufficient. These resolutions pertained to as vital a matter as 'Conditions of Service' which are required to be provided through Ordinances.

In the absence of incorporation of these Resolutions in the Ordinances, the legal validity of such Resolutions stands on a precarious footing as such Resolutions are, prima-facie, in violation of the provision of the relevant University Act setting out subjects required to be provided for through Ordinances. While the magnitude of the problem may have been much wider in the above case, a random scrutiny of the Agenda notes of the Executive Council/Board of Management (EC/BOM) of the various Central Universities gives rise to an apprehension that there could be instances where similar mistakes have occurred.

3. It is to be noted that the term, "Conditions of Service" is wide enough to include within its ambit, items such as Recruitment Rules, Career Advancement and Merit Promotion Schemes, upgradation of Posts with incumbents and merger of cadres etc. In order that decisions on these matters be legally sustainable they must find place in Specific Ordinances of your University. Any change in the existing policies of the University on any such matter must be accompanied either by express amendments in existing Ordinances or framing of new Ordinances. Failure to do so may not only create serious difficulties for the university in a Court of Law, but would also make the relevant Resolution of the EC/BOM liable to be annulled by the Visitor on the ground of being in violation of the University Act.

Contd/.../-

NEHU NOTES

5:1:7(3)

4. Keeping in view the above, you may kindly bestow your personal attention to the matter and order an immediate scrutiny of the Resolutions passed by the EC/BOM, as the case may be, especially relating to "Conditions of Service" and take a decision in each case, as to whether it warrants framing of a new Ordinance or amending an existing one. To avoid inordinate delay, you may consider obtaining a blanket approval of the Executive Council to enable the Registrar to suitably incorporate the relevant Resolution in existing Ordinances instead of going through the entire procedure all over again. It may, however, be prudent not to resort to this measure wherever framing of a new Ordinance is considered necessary. Incidentally, it would be useful to take this opportunity to compile a revised edition of Executive Ordinances of the University.

5. Keeping in view the importance of the subject matter, I would request you to kindly consider bringing the contents of the letter to the notice of the Executive Council/Board of Management in its next meeting. This may also facilitate the Council taking a decision in future as to whether a particular matter brought before it would require framing/amending Ordinances.

6. I shall feel grateful if you could take the trouble of keeping us informed of the result of your review.

Yours sincerely,

Sd/-Naved Masood

Prof. B. Paken,
Vice-Chancellor,
NEHU, Shillong-22.

viii) ISSUES ARISING OUT OF ORDINANCE OA-11, CLAUSE 4 (1) 4 (2) & 5:

The matter regarding the Issues arising out of OA-11 Clause 4 (1), 4 (2) & 5 of the Ordinance (Annexure-A) was raised by Prof. (Mrs) B. Lyndem Lazo vide her letter dated 25.3.97 (Annexure-I). The same has been referred to the Deans' Committee held on 5.4.97, as per the agenda vide Annexure-II & III, and Academic Resolution held on 17.12.85 vide Annexure -IV.

The matter was discussed by the Deans' Committee which had made certain recommendations (Annexure-V).

The matter is therefore placed before the Academic Council for decision on (a) & (b) of the Committees recommendation.

.....
Office Development
The School
Saffron

12/12/97
[Signature]

No. Director, OPE

The bill for upgradation of pay scale
Scanner & Udon received from MS
VIRMAN'S MULTIMEDIA (Pvt) Ltd
Needle for Pp. 39, 41/1 - Two sets
Thirty Nine Thousand four hundred
fifty six is enclosed herewith for
processing payment & the form
concerned

OA-11: ON THE ESTABLISHMENT, STRUCTURE AND MANAGE-
MENT OF CENTRES IN THE UNIVERSITY.

.....

(Section 26 (1) (k) of the NEHU Act, 1973)

4. (1) A centre shall comprise members of faculty in the grade equivalent to Professors, Leaders and lecturers in the University.

4. (2) The designation in the centre may be the same as above or may be Director, Deputy Director, Assistant Director. However the terms and conditions of Director, Deputy Directors and Assistant Directors will be the same as in the corresponding teaching courses unless otherwise provided for in the ordinance.

5. Head of a centre may be designated as Director. However if the head of the centre happens to be in a grade lower than the Professors he will be designated as Acting Director.

.....

From: Prof. (Mrs) Biloris Lyndem Laso
Centre for Distance Education,
N.E.H.U., Shillong.

To

The Deputy Registrar (Estt.II)
North Eastern Hill University,
Umshing, Shillong.

Madam,

With due respect I like to bring to your notice the Notification No.F.27-1/Estt.II/89-5059, dated 22nd March, 1997 appointing Dr.R.M.Warjri, Lecturer, Education Department as Director is not in conformity with the provisions of sections 4 (1), 4 (2) & 5 of O-11 of the North Eastern Hill University which reads:-

- 4 (1) A Centre shall comprise members of faculty in the grade equivalent to Professors, Readers and Lecturers in the University.
- 4 (2) The designation in the Centre may be the same as above or may be Director, Deputy Director, Assistant Director. However the terms and conditions of Director, Deputy Director, and Assistant Directors will be the same as in the corresponding teaching course unless otherwise provided for in the Ordinance.
5. Head of a Centre may be designated as Director. However if the head of the Centre happens to be in a grade lower than the Professors he will be designated as Acting Director.

That I have been appointed as head of the Centre for Distance Education for a period of 3 years vide Notification No.F.27-1/Estt.II/89-5060, dated 22.3.97. As head of Centre my name should have been considered as Director keeping in view my qualification, seniority and experiences, and as such the said notification appointing Dr.Warjri create a bad precedent and needs to be modified for healthy functioning of the Centre.

In view of the above I earnestly request you to kindly look into the matter in correct perspective and in the interest of the University and teacher in particular and thereafter pass such order or orders as deemed proper for the ends of justice, equity and good conscience.

Thanking you.

Yours faithfully,

Dated Shillong,
The 25th March/1997.

Sd/-
(Biloris Lyndem Laso)

Copy to :-

1. Pro-Vice Chancellor, Mizoram Campus, Aizawl/Tura Campus, Mizoram.
2. The Officer On Special Luty, NEHU, Shillong.
3. The Finance Officer, NEHU, Shillong.
4. All Deans of School., NEHU, Shillong.
5. All Heads of Departments, NEHU, Shillong.
6. Head of the Department of Education, NEHU, Shillong.
7. All Officers, NEHU, Shillong.
8. The Regional Director, IGNOU, NERC, Sunny Lodge, Kongsnulliang, Shillong-793 014.
9. The Director (KS), Indira Gandhi National Open University, Maidan Garhi, New Delhi-110 068.
10. Dr.K.M.Warjri, Department of Education, NEHU, Shillong to submit his joining report.
11. P.S. to the Vice-Chancellor, for Vice Chancellor's information.

Agenda Note for Deans' Committee on April 5, 1997

Issues arising out of Ordinance No. 11, Clauses 4 (1), 4 (2), and 5.

The letter No. Nil dated 25.3.97 from Prof. (Mrs) B. Lyndem to Deputy Registrar (Estt. II) with copies to all concerned (Annexure A) and a reply thereto (Annexure B) are placed to the Deans' Committee for consideration.

The provision of the Section mentioned above are quoted below:-

4 (1): The Centre comprises members of faculty in the grade equivalent to professor, reader and Lecturer in the university.

4 (2): The designation in the Centre may be the same as above or may be Director, Deputy Director, Assistant Director. However the terms and condition of Director, Deputy Directors and Asstt. Directors will be the same as in the corresponding teaching courses, unless otherwise provided for in the Ordinance.

5: The head of the Centre may be designated as Director. However, if the head of the Centre happens in a grade lower than the Professor, he will be designated as Acting Director.

1. So far in the University, we have only head of the Centres. Until recently in the Centre for Distance Education, we did not have head of the Centre, but we have appointed Director in addition to their normal duties. In close reading of the clauses referred to above, the head of the Centre by designated as Director of the Centre. For the sake of uniformity in the Centre, the following alternatives may be considered.

(a) All the heads of the Centres be designated as Head including the head of the Centre for Distance Education.

(b) All the existing heads of the Centres may be designated as Director.

In case of the Centre for Distance Education, there was an Academic Council resolution for the Director of CDE to be the Co-ordinator of IGNOU Study Centre. The resolution of the 25th Meeting of the Academic Council held on 17th December, 1985 is at Annexure-A. In view of the facts that we have a head of the Centre, the question arises whether we should have a Director.

In Case we do not have a Director if alternative (A) quoted above is decided then the following alternatives be considered.

- 2. (a) The Academic resolution be modified, to make the head of the Centre as Co-ordinator . Or if (b) above is accepted, then the academic resolution need not be modified, (c) or as suggested by the IGNOU, a panel of three names not below the rank of Readers may be submitted to IGNOU for selecting a Co-ordinator in which case, the Academic Council resolution be modified.

The matter is placed to the Deans' Committee for consideration.

.....

NORTH EASTERN HILL UNIVERSITY
PO NEHU CAMPUS::: SHILLONG.

NO.F.5-14/Estt.II/89-5192

Dated:31.3.97

To

Prof. Biloris Lyndem Laso
CDE, NEHU, Shillong.

Sub:- Appointment of Dr.K.M.Warjri as Director, Distance Education.

Dear Prof. Laso,

With reference to your letter dated 25th March, 1997, on the subject quoted above, I am to state that the contents raised by you in your letter are noted. In this connection, I am to state that the University is examining the provisions of Section 4 (1), 4 (3) and 5 of the OA-11 in its entirety. You will be informed in due course on the necessary follow up action to be taken on/after a decision on/interpretation of the above ordinance by a appropriate University body.

Yours faithfully,

sd/-

(B.Bareh)

Deputy Registrar, Estt.II.

Copy to :-

1. Pro-Vice-Chancellor, Mizoram Campus, Aizawl/Tura Campus, Tura.
2. The Officer On Special Duty, NEHU, Shillong.
3. The Finance Officer, NEHU, Shillong.
4. All Deans of School, NEHU, Shillong.
5. All heads of Departments, NEHU, Shillong.
6. Head of the Department of Education, NEHU, Shillong.
7. All Officer, NEHU, Shillong.
8. The Regional Director, IGNOU, NEK, Sunny Lodge, Nongshilliang, Shillong- 793 014.
9. The Director (KS), Indira Gandhi National Open University, Maidan Garhi, New Delhi- 110068.
10. Dr.K.M.Warjri, Department of Education, NEHU, Shillong to submit his joining report.
11. P.S. to the Vice-Chancellor, for Vice-Chancellor's information.

.....

Copy to :-

EXTRACT OF THE MINUTES OF THE TWENTY FIFTH MEETING OF THE ACADEMIC COUNCIL HELD ON 17TH DECEMBER, 1985.

(iv) Establishment of a Centre for Distance Education.

No. A:25:85:05:6: (iv): The Chairman informed the Council that Dr. K. S. Reddy of the Indira Gandhi Open University expressed his willingness to have collaborative programme with North-Eastern Hill University.

The Council considered the proposal and RESOLVED to accept the offer of collaboration made by the Indira Gandhi Open University and to adopt the programmes to fit in suitably with the system of this University.

The Council RESOLVED to establish a 'Centre for Distance Education' in the University which will work in close collaboration with the Examination Department under the overall guidance of the Dean of Education for the time being. It will gradually develop as an independent wing of the University. The Centre will be responsible for all the correspondence courses in the University. The Council RESOLVED that the Centre should take full advantage of the National Open University infrastructure. In some cases, like the Under-graduate correspondence courses, the Centre may adapt the reading materials prepared by the Open University. In other cases, like Post-graduate courses, the Centre shall function only as a Centre of Open University in the region since the University statute do not provide for correspondence course at the Post-graduate level. In due course the University may also think of making such a proposal. In that event, the reading material of the Open University could be suitably adapted.

14. Issues arising out of Ordinance Or.11 Clause 4 (1), 4(2) & 5.

In terms of the above mentioned Ordinance and Clauses, the Committee after threadbare discussion arrived at the following decision:

- (a) That, the head of a Centre may be designated as head and not as Director.
- (b) That, the Co-ordinator for the IGNOU Study Centre, a University teacher not below the rank of a Reader, be nominated by the Vice-Chancellor.
- (c) That, the resolutions at (a) and (b) above be placed to the Academic Council for necessary decision,

Handwritten notes:
 The bill for upgradation of pay scale
 cannot be taken received from M/S
 VIKRAM'S MULTIMEDIA (Pvt) Ltd
 Need bills for Rs. 2,39,415/- Two lakh
 Thirty Nine thousand four hundred
 fifty five is enclosed herewith for
 processing payment & the form
 concerned.

i) M.Com Syllabus

The School Board of Economics Management and Information Sciences in its meeting held on 14.11.96 approved the new syllabus for M.Com. The syllabus is placed at Annexure 'A' for perusal.

The matter is placed before the Council for consideration.

M. COM PROGRAMME PROPOSED

I ST SEMESTER		II ND SEMESTER		III RD SEMESTER	
MC - 101 (a)	Business Environment & Government Policy	MC-201	Business Policy Strategic Management	MC-301	Organizational Behaviour & Development
MC-101 (b)	Environment & Industry	MC-202	Financial Management Policy	MC-302	Advanced Financial Accounting
MC-102	Principles of Management	MC-203	Indian Financial System	MC-303	Advanced Cost and Management Accounting
MC-103	Managerial Economics	MC-204	Marketing Management & Policy	MC-304	International Marketing Management
MC-104	Business Statistics				

IV SEMESTER : One of the Following Groups

GROUP A . ACCOUNTING, FINANCE AND CONTROL 401 .

- i) Management Control System
- ii) Management Information System
- iii) Security Analysis and Portfolio Management
- iv) International Financial Management

GROUP B : SMALL BUSINESS AND ENTREPRENEURSHIP 402:

- i) Small Business Environment & Entrepreneurship
- ii) Functional Management in small Business
- iii) Project Planning & Management
- iv) Project Report & Viva.

MC : 101 BUSINESS ENVIROMENT & GOVERNMENT POLICY

Objective : To provide knowledge of the policies of the Government of India creating Business Environment

UNIT - I

BUSINESS ENVIRONMENT

Theory of Different Roles of Government Intervention
Market Economy and Government Role
Economic Provisions of the Indian Constitution
Fundamental Rights - Directive Principles - Expansion of the scope of State intervention.

UNIT - II

INDUSRIAL POLICY STATEMENTS

Industrial Policy statements of 1948 & 1956
Industrial Policy statements of 1970
Industrial Policy statements of 1980 & 1991
Update on Industrial Licencing Policy

UNIT - III

ECONOMIC LEGISLATIONS INFLUENCING BUSINESS ENVIRONMENT

Industries (Development & Regulation) Act, 1951
MRTP Act 1969
Foreign Exchange Regulation Act, 1973
Foreign Trade (Development & Regulation) Act 1992

UNIT - IV

POLICIES ON FOREIGN PRIVATE CAPITAL, COLLABORATIONS AND SMALL BUSINESS

Current Policy on Foreign Private Capital
Current Policy on Foreign Collaborations
Current Policy on Small Business
Current Policy on Balanced Regional Development

UNIT - V

Current Policy on Essential Commodities and Essential Commodities Act, 1955
Consumer Protection Act 1986
Current Policy on Public Distribution System
Current Policy on Public Enterprises
Current Policy on Capital Market.

CORE READING

- 1) Francis Cherunillam : Business and Government
Himalaya Publishing House,
Bombay, 1995
- 2) P.K. Ghosh : Business and Government
Sultan Chand and Sons, N. Delhi, 1996
- 3) P.K. Ghosh and G.K. Kapoor : Business Policy and Environment
S. Chand and Sons, N. Delhi, 1996
- 4) A. Das Gupta & A.N. Sen
Gupta : Government & Business
Allied Book Agency, Calcutta.
- 5) M.L. Trivedi : Government & Business
Multitech Publishing Co., Bombay.

Additional Reading

- 1) Rudder Dutt and Sundaram : Indian Economy
KPM S. Chand and Co., New Delhi, 1996.
- 2) M. Adhikary : Economic Environment of Business
S. Chand & Co. New Delhi, 1996
- 3) Amar Chand : Government & Business
Pata McGrawhill, New Delhi
- 4) Alternative Survey Group : Structural Adjustment in India -
An Assessment (New Age Int.(P)
Ltd., N. Delhi.
- 5) Taxman's (1995) : Economic Laws
Taxman's Publications, N. Delhi.

CURRENT READING

- 1) ECONOMIC AND POLITICAL WEEKLY
- 2) MONTHLY COMMENTRY
- 3) BUSINESS WORLD
- 4) BUSINESS STANDARD
- 5) FINANCIAL EXPRESS
- 6) ECONOMIC TIMES

MC : 101 ENVIRONMENT & INDUSTRY

Objective . To provide knowledge of Economic Legislation for Environment protection and Accounting, Auditing and Economics for Environment.

UNIT - I INTRODUCTION

Meaning of Ecology, Environment and Eco - System
Environment, Pollution and Industry
Government of India Policy on Environment

UNIT - II

ECONOMIC LEGISLATION FOR ENVIRONMENT PROTECTION

Water (Prevention and Control of Pollution) Act 1974
Air (Prevention and Control of Pollution) Act 1981
Environment (Protection) Act, 1986

UNIT - III

ECONOMICS, ACCOUNTING & AUDITING FOR ENVIRONMENT

Environment Economics - Introduction
Accounting for Environment
Auditing for Environment

CORE READING

- 1) Tax Man (1995) : Economic Laws
Taxman's Publication, 1995
- 2) Singh & Shekhar : Environmental Policy in India
IIPA, New Delhi
- 3) Sharma P.D. : Ecology and Environment
Rostogi Pub. Meerut, 1981
- 4) Bohm, Peter and Allen Kneese : Economics of Environment
Longman, London, 1972

Additional Reading :

- 1) Arvil, Robert : Man and Environment
Penguin Books, 1983
- 2) Dorfman, Robert and Nancy Robert : Economics of Environment
W.W. Norton & Co., 1977
- 3) Fisher, Antony C. : Resource and Environmental Economics Cambridge University Press 1981.
- 4) Hillary, E. : Ecology - 2000 : Changing Face of Earth (Ed)
Michael Joseph, London, 1984

CURRENT READING

Economic & Political Weekly
Business Standard
Financial Express
Economic Times.

...

Objective . To provide understanding of the general theory of Management.

UNIT - I INTRODUCTION

Management concept in its evolution
 Various school of Management
 Universality of the principles of Management
 Management as a profession and comparative Management
 Social Responsibilities of Management

UNIT - II PLANNING FUNCTION

Nature and purpose of Planning & Types of Plans
 Objectives - Policies - Strategies
 Procedures - Rules - Programmes - Budgets
 Planning Premises - M B O

UNIT - III ORGANIZATION FUNCTION

Classical, Neo - Classical and Modern Theories of Organization
 Various Forms of Formal Organization and Informal Organization
 Span of Management
 Delegation of Authority - Centralization and Decentralization
 Line and Staff - Plural Executive Committee - Board of Directors.

UNIT - IV STAFFING AND DIRECTING FUNCTIONS

Staffing
 Training & Development
 Leadership
 Motivation
 Communication, Coordination and Morals

UNIT - V CONTROLLING FUNCTION

Process of Control
 Human Aspects in Control
 Modern Control Aids
 Management Audit
 Social Audit

CORE - READING

- 1) Heinz Wehrlich and Harold Koontz : Management: A Global Perspective
(Mc Graw Hill International Edition, New York, 1994)
- 2) James A.F. Stoner, R.R. Edward Freeman, Daniel Gilbert Jr. : Management
(Prentice Hall of India, New Delhi, 1996)
- 3) William A. Newman : The Process of Management - Concept, Behaviour and Practice
Prentice Hall of India, New Delhi.
- 4) Luis A Allen : Management and Organization
Mc Graw Hill, Kogakusje, 1958
- 5) Joseph L. Massie : Essentials of Management
Prentice Hall of India, 1979

Additional Reading

- 1) Peter F. Drucker : The Practice of Management (Allied Publishers, Calcutta, 1970)
- 2) Douglas Mc Gregor : The Human Side of Enterprise
Tata Mc Grawhill, 1970.
- 3) " : The Professional Manager
Scientific Book Agency.
- 4) Shyamal Banerjee : Principles and Practice of Management
Oxford & IBH Pub. Co. Calcutta.
- 5) Earnest Dale : Management : Theory and Practice
Mc Grawhill, Book Company.

CURRENT READING

Harvard Business Review
 Stown Management Review
 Indian Management
 Vikalpa
 Decision
 IIM (B) Journal of Management
 Business World.

MC_ 103 MANAGERIAL ECONOMICS

Objective : To provide knowledge of Managerial Economics and their applications in Managerial Decision Making.

UNIT - I INTRODUCTION

Nature and Scope of Managerial Economics
The Firm and its objectives
Tools of Analysis - Marginal Analysis
Tools of Analysis - Optimisation
Tools of Analysis - Decision & Game Theory, Econometrics

UNIT - II Market Structure

Kinds of Competitive Situations
Market Structure and Competitive Behaviour
Nature of Monopoly & Oligopoly
Monopoly Problem
Measuring the Concentration of Economic Power

UNIT - III ANALYSIS OF DEMAND, PRODUCTION AND COST

Theory of Demand
Business & economic Forecasting
Empirical Estimation of Demand
Theory of Production & Cost
Estimation of Production & Cost Functions

UNIT - IV PRICING

Pricing objectives, and policies
Pricing products of Lasting and perishable Distinctiveness
Pricing standard products when competitors are few.
Cyclical Pricing
product Line pricing and price Differentials

Major Theories : 1. Average Cost Theory; Mark-up Theory; Limit Pricing; Entry - Preventing Pricing.

UNIT - V ADVERTISING

Introduction
Contribution of Economic Theory
Methods for Determining Total Advertising Budget
Cyclical Fluctuations of Advertising
Measuring Socio-Economic Effects of Advertising

...

CORE READING

- 1) V.L. Mote, Samuel Paul & G.S. Gupta : Managerial Economics-Concepts and Cases
Tata Mc Grawhill Company, 1980
- 2) James R Mc Guigan, R Charles Moyer : Managerial Economics - Private and Public Sector Decision Analysis
The Dryden Press, 1975
- 3) R.L. Varshaney and K.L. Maheswari : Managerial Economics
S. Chand and Sons, 1983
- 4) Joel Dean : Managerial Economics
Prentice Hall of India, N. Delhi
1982
- 5) William J. Baumol : Economic Theory and Operation Analysis
Prentice Hall of India, 1984
- 6) A. Koutsayanis : Modern Micro Economic Theory;
Mac Millan.

Additional Reading

- 1) P.L. Mehta : Managerial Economics - Analysis Problem and Cases
S. Chand & Sons, 1978
- 2) Donald S. Watson : Price Theory and its Uses
Scientific Book Agency, Calcutta,
1958
- 3) Bryan Lowes and John R. Sparkes : Modern Managerial Economics
Heinemann : London, 1974
- 4) G.P.E. Clarkson (Ed) : Managerial Economics
Penguin Books, 1968
- 5) Kristian S. Poldo : Readings in Managerial Economics
Prentice Hall Inc. Englewood Cliffs
(NJ) (1973)

CURRENT READING

Economic and Political Weekly
 Indian Economic Review
 Business world
 Economic Times
 Financial Express
 Business Standard.

MC : 104 BUSINESS STATISTICS

Objective :- To acquaint students with the application of statistical Tools in the area of Business Decision Making.

UNIT - I INTRODUCTION

Nature and significance of the study of statistics in business deduction and induction.

Method of presenting statistical Information.

Measures of Central Tendency

Measures of Dispersion

Measures of X skewness and Kurtosis.

UNIT - II PROBABILITY THEORY

Definition of probability and different approaches

Independent and Dependent Events - Mutually Exclusive

Events, compound events, conditional events, Theorem Bayesian Mathematical Expectations.

Theoretical Distributions - Binomial, Poisson and Normal.

UNIT - III SAMPLING

Population and Samples - Types of Sampling;

Sampling distribution : t, f, z, χ^2 .

Testing of Hypothesis, errors and Estimation,

Attributes & variables - large and small samples.

UNIT - IV FORCASTING TECHNIQUES

Coorelation - Regression, Inter polation & Extrapolation

Time Series - Measurement of Trend, Cyclical fluctuation,

and random fluctuation, Seasonal Variation,

Analysis of Variances.

UNIT - V NON PARAMETRIC STATISTICS

Association of Attributes

Non-Parametric Statistics

Sign Test and Chi - square Test

Decision - Theory.

CORE READING

- 1) S.P. Gupta : Statistical Methods
S. Chand & Sons, New Delhi.
- 2) Levin & Rubbin : Statistics for Management
Prentice Hall of India 1995
- 3) B.N. Gupta : Statistics
Sahitya Bhawan, Agra
- 4) B.N. Asthana : Elements of Statistics
Chaitanya Publishing House, Allahabad.
- 5) D.N. Elhance : Fundamentals of Statistics
Kitab Mahal Allahabad.

ADDITIONAL READING

- 1) Mark, L. Berenson & Levin : Basic Business Statistics : Concepts and Applications (Prentice Hall of India Delhi).
- 2) Richard L. Mills : Statistics for Applied Economics & Business Mc Graw Hill, Koyakusha Ltd. Tokyo.
- 3) N.G. Das : Statistical Method in Commerce, Accountancy, and Economics (M. Das Publication).
- 4) Croxton, Cowden and Klein : Applied General Statistics
Prentice Hall of India - ELBS
- 5) Sidney Siegal : Non Parametric Statistics for Behavioural Science (Mc Graw Hill, Kogakusha, Ltd, Tokyo).

MC: 201 : BUSINESS POLICY & STRATEGIC MANAGEMENT

Objective : The objectives of this course is to provide knowledge of strategic management and its application to formulate a business policy.

UNIT - I INTRODUCTION

Concept of and scope of strategic Management
Costs and Benefits of strategic Management
Elements, functions, and significance of strategic Management
Development a corporate strategy, models for a business Enterprise.

UNIT - II FORMULATING CORPORATE STRATEGY

Scanning External Environment
Appraising corporate competence of a Firm
Core competence of corporation
Setting corporate objectives
Choice of corporate strategy

UNIT - III MAKING STRATEGIC DECISIONS

Stability Strategy
Growth Strategy
Diversification Strategy
International Business Strategy
Retrenchment Strategy.

UNIT - IV FORMULATING FUNCTIONAL STRATEGIES

Marketing Strategy
Manufacturing strategy
Financial Strategy
Human Resources Strategy
Research and Development Strategy

UNIT - V STRATEGY IMPLEMENTATION AND REVIEW

Strategy Implementation and Corporate Organizational Structure
Strategy Implementation and Corporate Legitimacy
Strategy Implementation and Culture, Values, and Leadership
Action Planning
Strategy Evaluation and Recycling.

CORE READING :

- 1) R.M. Srivastava : Corporate Strategic Management
(Pragatiprakash. Meerut, 1995)
- 2) H. Igor Ansoff : Strategic Management
Mac Millan, Hongkong, 1979
- 3) Michael E. Porter : Competitive Strategy
(The Free Press, New York, 1980)
- 4) Bhattacharya S.K. and Venkataraman, N. : Managing Business Enterprises : Strategies Structures and System
Vikas Publishing House, Delhi.
- 5) P.K. Ghosh : Business Policy : Strategic Planning and Management. S.. Chand & Sons Delhi.
- 6) Henry Mintzberg and James Brian Quinn : The Strategy Process, Concepts, Contexts, Cases. (Prentice Hall International 1995)

ADDITIONAL READING

- 1) Gerry Johnson and Kevan Scholes : Exploring Corporate Strategy: Text & Cases (prentice Hall of India)
- 2) Hote Charles W and Schendel D. : Strategy Formulation-Analytical Concepts, (West Pub. Co, New York)
- 3) Steiner George A & Miner John B : Management and Strategy : Text, Reading and Cases (Mac Millan, New York)
- 4) Michael E. Porter : Competitive Advantage (The Free Press, New York, 1985)
- 5) Michael E. Porter : The Competitive Advantage of Nations (The Free Press, New York, 1990)

CURRENT READING

- 1) Harvard Business Review
- 2) Sloan Management Review
- 3) Economic and Political Weekly
- 4) Financial Express
- 5) Business Standard
- 6) Business World.

MC: 202 FINANCIAL MANAGEMENT & POLICY

Objective : To develop and understanding of the Finance Function and relevant techniques of Financial Management.

UNIT - I
FOUNDATIONS OF FINANCE

Goals and Functions of Finance
Legal, Operating and Tax Environment
Financial Intermediaries and Markets
Time Value of Money
Risk, Return and Value

UNIT - II

LIQUIDITY AND WORKING CAPITAL MANAGEMENT

Liquidity and Overall Working Capital Management
Management of Cash and Marketable Securities
Management of Accounts Receivables and Inventory
Sources of unsecured short term Finance
Sources of secured short term Finance.

UNIT - III

MANAGEMENT OF LONG TERM FINANCE AND INVESTMENT IN ASSETS

Long Term Debt, Preferred Stock, and Common Stock
Lease Finance, Convertible Securities, Warrants and Exchangeables
Management of Financial Risk.
Investment in Assets and Capital Budgeting Fundamentals.
Capital Budgeting Techniques : Certainty and Risk.

UNIT - IV

CAPITAL STRUCTURE

Cost of Capital and Required Returns
Capital Structure Theory
Capital Structure Decision Making
Dividend Policy
Mechanics and Practices of Dividend Payment

UNIT - V

EXPANSION AND RESTRUCTURING

Mergers and the Market for Corporate Control
Corporate and Distress Restructuring
International Financial Management
Financial Statement Analysis
Financial Planning.

CORE READING

- 1) James C. Vanhorne : Financial Management & Policy
Prentice Hall of India, New Delhi
- 2) E.F. Brigham : Financial Management: Theory & Practice
Hold - Saunders International Edition 1982
- 3) J.F. Weston and E.F. Brigham : Managerial Finance
Holts Rinehart and Winston
- 4) Ezra Solomon & John Pringle : An Introduction to Financial Management
Prentice Hall of India, 1978
- 5) I.M. Pandey : Financial Management
Vikash Publishing House, New Delhi.

ADDITIONAL READING

- 1) Prassana Chandra : Financial Management
Tata Mc Graw Hill, New Delhi.
- 2) M.Y. Khan & P.K. Jain : Financial Management
Tata Mc Graw Hill, New Delhi
- 3) Lawrence J. Gitman : Principles of Managerial Finance
Harper and Row, New York
- 4) Hampton : Financial Decision Making: Concepts, Problems and Cases. (Prentice Hall of India, 1985)
- 5) Stephen H. Ancher, G. Arac Choate and George A. Race He : Financial Management
John Wiley.

CURRENT READING

- 1) Indian Journal of Finance
- 2) Vikalpa
- 3) Decision
- 4) Economic and Political Weekly
- 5) Financial Express
- 6) Business Standard
- 7) Business World
- 8) Management Accountant
- 9) Chartered Secretary
- 10) Chartered Accountant.

MC - 203 INDIAN FINANCIAL SYSTEM

Objective :- To provide understanding of the functioning of financial markets and institutions and their role in Indian economy.

COURSE CONTENTS

UNIT - I

INDIAN FINANCIAL SYSTEM

Evolution and role of financial institutions in India, structure of financial markets, money market and capital market.

UNIT - II

NON BANKING FINANCIAL INTERMEDIARIES

Growth, role and importance, Functions and Working of IFCI, ICICI, and S.ECs; their project appraisal techniques, Contribution of LIC, GIC and UTI in industrial Finance.

UNIT - III

NEW ISSUE MARKET AND STOCK EXCHANGES IN INDIA

Role of new issue market in industrial Financing; Floating of new issues; Organisation and Functions of Stock Exchanges in India; Trading in Stock Exchange; Listing of Securities; Regulation and Control of Stock Exchange in India.

UNIT - IV

MERCHANT BANKING AND UNDER WRITING

Role and functions of Merchant Banking in India; Recent Trends; Significance of Underwriting; Institutional Underwriting in India.

UNIT - V

EFFICIENT MARKET HYPOTHESIS

Forms of Capital Market - Weak, Semi-Strong and Strong; Experiments and Analysis of Efficient Market Hypothesis; Approaches of different schools of thought, Recent Studies.

CORE READING

- 1) L.M. BHOLE : Financial Markets & Institutions
Tata Mc Graw Hill Company, N. Delhi
- 2) R.M. Srivastava : Management of Indian Financial Institutions (Himalaya Pub.House Bombay).
- 3) M.M. Khan : Indian Financial Theory and Practice
Vikas Pub. House, New Delhi.
- 4) I.J.B.I. : Development Banking
IDBI Publication.
- 5) James C. Vanborne : Financial Market Rates and Flows
Prentice Hall of India, New Delhi.

ADDITIONAL READING

- 1) Herbert E. Dougall and Jack E. Gaumnitz : Capital Markets and Institutions
Prentice Hall International.
- 2) William F. Sharpe : Investments
Gordon J. Alexander & Jeffery V. Bailey : Prentice Hall of India, New Delhi
- 3) Reserve Bank of India : Functions and Working; Annual Reports on the Trends and Progress of Banking in India and Reports on Currency & Finance.
- 4) R.W. Goldsmith : Financial Institutions
Random House
- 5) Gurley J. and Shaw E.S. : Money in a Theory of Finance
Brookings Institutions, Washington.

CURRENT READING

- Economic and Political Weekly
- Business World
- Indian Journal of Finance
- Financial Express
- business standard
- Economic Times
- R.B.I. Bulletins
- Annual Reports of IDBI, UPI, LIC, IFCI, ICICI.

MC - 204 MARKETING MANAGEMENT & POLICY

Objective :- The course aims to develop understanding of the marketing function and strategies.

UNIT - I
INTRODUCTION TO MARKETING MANAGEMENT

Critical Role of Marketing in Organizations
Customer satisfaction through Quality, Service, and value.
Market Oriented Strategic Planning.
Marketing Process and Marketing Planning.

UNIT - II
ANALYSING MARKET OPPORTUNITIES

Marketing information system and Market Research
Analysing the Marketing Environment
Analysing Consumer Markets and Business Buying
Analysing Business Markets and Business Buying Behaviour
Analysing Industries and Competitors.

UNIT - III
RESEARCHING, SELECTING TARGET MARKETS
AND DEVELOPING MARKET STRATEGIES

Measuring and Forecasting Market Demand.
Identifying Market Segments and Selecting Target Markets.
Developing, Testing and Launching New Products.
Managing Product Life Cycles and Strategies.
Designing Market Strategies for Market Leaders, Challengers.
Followers and nichers - Strategies for the Global Market Place.

UNIT - IV
PLANNING MARKET PROGRAMMES

Managing Product Lines, brands, and Packaging.
Managing Service Business and Ancillary Services.
Designing Pricing Strategies and Programmes.
Selecting and Managing Marketing Channels - Managing Retailing, wholesaling and Physical Distribution System.
Designing Communication and Promotion Mix Strategies - Designing Effective Advertising Programmes.

UNIT - V
ORGANIZING, IMPLEMENTING, AND CONTROLLING
MARKETING EFFORT

Organizing and Implementing Marketing Programmes
Evaluating and Controlling Market Performance.
International Market - Introduction.

CORE READING

- 1) Philip Kotler : Marketing Management Analysis, Planning Implementation and Control
Prentice Hall of India, N. Delhi.
1994
- 2) William J. Stanton : Fundamentals of Marketing
Mc Graw Hill, New York
- 3) E.W. Candiff : Fundamentals of Modern Marketing
R.C. Still & NAP Govini : Prentice Hall of India N. Delhi.
- 4) Philip Kotler : Marketing for Non-Profit Organisation
Prentice Hall of India, New Delhi.

ADDITIONAL READING

- 1) Donald S. Tull and
Del, I. Hawkins : Marketing Research: Measurements & Method
(Prentice Hall of India, N. Delhi.
- 2) Luis W. Stern and
Adel I. El-Ansary : Marketing Channels
Prentice Hall of India, N. Delhi.
- 3) Ram Markin : Marketing Strategy and Management
John Willey & Sons.
- 4) E.J. Kelly
William Lazer : Manaherial Marketing - Perspectives and View Poonts (Richard D. Irwin Inc, Illinois.
- 5) S. Neelamegham : Marketing Management and the Indian Economy (Vikas Publishing House) New Delhi.

CURRENT READING

- 1) Journal of Marketing
- 2) Indian Management
- 3) Vikalpa
- 4) Decision
- 5) Economic and Political Weekly
- 6) Business Standard
- 7) Financial Express
- 8) Business World.

Objective : To acquaint the student with the determinants of inter - personal and inter - group behaviour in organisational setting and to equip them with behavioural skills in managing people at work.

CONTENTS :

I. INTRODUCTION : Organisational Behaviour; concept, Determinants and Models.

II. Individual Behaviour : Personality, Learning, Perception and individual decision-making, Values and Attitudes.

Management's assumption about people: Mc Gregor's Theory X and Y. Chris Argyris Behaviour Pattern;

Motivation : Maslow's Need Hierarchy, Herzberg's Two Factor Theory, Vroom's Expectancy Theory OB Method.

III. Inter-Personal Behaviour : Communication and Feedback. Transactional Analysis, Johri window.

IV. Group Behaviour : Group Dynamics, Cohesiveness and Productivity Resistance to Change.

Conflict : Sources, Patterns, Levels and Resolution, Organisational Politics.

Leadership : Concept and styles. Fiedler's Contingency Model House's path - Goal Theory. Leadership effectiveness.

V. Organisational Processes : Control: Process and Behavioural Dimensions of Control.

Organisational Processes : Control : Process and Behavioural Dimensions of Control.

Organisational Effectiveness : Concept and Measurement.

Organisational Change. Emerging Issues in Organisational Behaviour.

CORE READING

- 1) Fred Luthans : Organisational Behaviour
Mc Graw Hill, New York
- 2) Stephen B. Robbins : Organisational Behaviour
Prentice Hall of India, N. Delhi 1990
- 3) Keith Davis & John W. Newstrom : Organisational Behaviour: Human Behaviour at Work (Mc Graw Hill, New York, 1989)
- 4) Paul Herse & Kenneth H. Blanchard : Management of Organisational Behavioural Behaviour (Prentice Hall of India, New Delhi, 1990)
- 5) Douglas Mc Gregor : Human Side of the Enterprise
Tata Mc Graw Hill, New Delhi ;

ADDITIONAL READING

- 1) Resis S. Likert : New Pattern of Management
Mc Graw Hill, New York, 1961.
- 2) Douglas Mc Gregor : The Professional Manager
Mc Tata Mc Graw Hill, New Delhi.
- 3) R.S. Diwedi : Human Relations and Organisational Behaviour (Oxford & IBH Pub. Co. New Delhi)
- 4) R.S. Diwedi : Dynamics of Human Behaviour at Work
Oxford & IBH Pub. Co. N. Delhi.
- 5) Edgar H. Schein : Organisational Psychology
Prentice Hall of India, N. Delhi.

CURRENT READING

Harvard Business Review

Sloan Management Review

Vikalpa

Indian Management

IIM(B) Management Review.

MC: 302 ADVANCEMENT FINANCIAL ACCOUNTING

Objective : To develop understanding of accounting theory and provide knowledge of some advanced accounting techniques.

UNIT - I

INTRODUCTION

Generally accepted Accounting Principles - Indian Accounting Standards - International Accounting Standards -

UNIT - II

INFLATION ACCOUNTING

Accounting for Price Level changes with special reference to current Cost Accounting, and Current Purchasing Power.

UNIT - III

ACCOUNTING FOR LEASES AND HUMAN RESOURCES

Models of HRA - Some case studies in India and abroad. Types of leases - Principles and practices of accounting for leases in India and Western Countries.

UNIT - IV

CORPORATE REPORTING

Objective, Disclosure requirements - Evaluation of disclosure practices in financial reporting, periodic and segment reporting, social Responsibility Accounting, Harmonisation of Corporate Reports, Accounting for research and development.

UNIT - V

GOVERNMENT ACCOUNTING

Fund Accounting -- Principles and Practice in India - Accounting Classification and modification of Govt. of India - Government Budgeting Practice in India - PB, PPBS, ZBB, Government Accounting in Perspective.

CORE READING

- 1) E.S. Hendriksen : Accounting Theory
Richard D. Irwin, New York
- 2) Kenneth S. Most : Accounting Theory
Greek Publishing Inc, Ohio
- 3) M.W.E. Glantier and B. Underdown : Accounting Theory and Practice
Arnold - Heinemann.
- 4) L.S. Pprwel : Accounting Theory
Tata Mc Graw Hill, New Delhi.
- 5) Shrine Athore : International Accounting
Prentice Hall of India, 1996.

ADDITIONAL READING

- 1) Gokul Sinha : Accounting Theory
Book World, Calcutta.
- 2) P.K. Ghosh, M. Goel and G.C. Maheswari : Accounting Theory
Eastern Wiley Pub. New Delhi.
- 3) A. Belkaoui : Accounting Theory
Harcourt Brace, Jobanorach, N. York.
- 4) William T. Baxter : Accounting Theory
Harcourt Brace, Jobanorach, N. York.
- 5) M.J.K. Thavraj : Financial Management in Government.

CURRENT READING

- Chartered Accountant
- Chartered Secretary
- Management Accounting
- Indian Journal of Public Administration.
- Financial Express.
- Business Standard.

Handwritten notes in Hindi:
 The bill for upgradation of pay scale
 scanner & labour received from M/S
 VIKRAM'S MULTIMEDIA (Pvt.) Ltd
 needed for Rs. 39,415/- Two lakh
 That Nine thousand four hundred
 fifteen is included in contract for
 necessary payment to the firm

MC; 303

ADVANCED COST AND MANAGEMENT ACCOUNTING

Objective: To develop understanding of accounting tools and information and their application in managerial decision and making.

UNIT-I
INTRODUCTION

Nature, Historical development, Domain and tools of cost and Management Accounting, Management-Information System and its relationship with accounting, organisation for Management Accounting, Management Accounting in perspective.

UNIT-II
COST AND RESPONSIBILITY ACCOUNTING

Cost Concepts, Full cost information and its uses, full cost accounting, differential cost analysis, Activity Based Costing CVP analysis and its used in decision making, Responsibility accounting-importance and techniques.

UNIT-III
CAPITAL BUDGETING AND STANDARD COSTING

1. Need, Methods, Investment decisions under situation of certainty and uncertainty.
2. Analysis of variance for both cost and revenues.

UNIT-IV
DIVISIONAL PERFORMANCE

Criteria for evaluation-their merits and demerits, multiple yard sticks, cost control and cost reduction, value engineering.

UNIT-V
STRATEGIC COST MANAGEMENT

Strategic Cost Management Framework, Strategic positioning analysis, Value Chain Analysis, Cost driver analysis-Need for strategic cost management in the contemporary business scenerio.

CORE READING:

1. C.T. Horgreen Introduction to Management Accounting
Prentice Hall of India, N. Delhi
2. Atkinson and R.S. Kaplan Advanced Management Accounting
Prentice Hall of India, N. Delhi
3. Ronald M. Copland and Paul V. Vascher Managerial Accounting
John Wiley & Sons, New York
4. R.N. Anthony and G.A. Welsh Fundamentals of Management Accounting
Richard D. Irwin, Chicago
5. R.N. Anthony Management Control System: Cases and Readings (Richard D. Irwin, Chicago).

ADDITIONAL READING:

1. I.M. Pandey Management Accounting
Vikash Publishing House, N. Delhi
2. S.K. Chakraborty New Perspective in Management Accounting (MacMillan, Calcutta)
3. R.S. Kaplan Advanced Management Accounting
Prentice Hall of India, N. Delhi
4. Jerry Zimmerman Accounting for Decision Making and Control (Irwin, Chicago, 1995).
5. John Shank and Vijay Govindarajan Strategic Cost Management
The Free Press, New York, 1993.

CURRENT READING

Management Accountant
 Management Accounting (U.S.A., U.K)
 Journal of Cost Management
 Decision
 Vikalpa
 Financial Express.

MC;304: INTERNATIONAL MARKETING MANAGEMENT

Objective: To acquaint the student planning, techniques and organization of International marketing and appraise them with managerial problems in this regard.

UNIT-I OVERVIEW OF WORLD BUSINESS

Nature of International Marketing: Challenges and opportunities.

Trade theories and Economic Development
Trade Distortions and Market Barriers

UNIT-II WORLD MARKET ENVIRONMENT & PLANNING FOR INTERNATIONAL MARKETING

World Market Environment-Political, Legal, and Cultural,
Consumer Behaviour in the International Context:
Psychological and Social
Marketing Research & International System
Marketing Analysis and Foreign Markets Entry Strategies.

UNIT III INTERNATIONAL MARKETING DECISIONS

Product Strategies-Basic Decisions and Product
Product Strategies-Branding and Packing
Distribution Strategies-Channel of Distribution
Distribution Strategies -Physical Distribution and Documentation.

UNIT IV INTERNATIONAL MARKETING DECISIONS-II.

Promotion Strategies-Personal Selling, Publicity and Sales Promotion.

Promotion Strategies-Advertising
Pricing Strategies-Basic Decisions
Pricing Strategies-Terms of Sale and Payment.

UNIT-V FINANCIAL ENVIRONMENT & DECISIONS

Sources of Financing and International Money Markets
Currencies and Foreign Exchange
International Marketing Logistics.

CORE READING:

1. Sakon Visit and Hohn Shaw International Marketing: Analysis and Strategy (Prentice Hall of India, N. Delhi, 1995.)
2. Fayer Weather International Marketing Prentice Hall of India, N. Delhi
3. R.L. Kramor International Marketing South Western Publishers
4. Terpstra Vern International Marketing Dryden Press, New York
5. Phillips R. Cateora & John M. Hess International Marketing Richard D. Irwin, Chicago

ADDITIONAL READING

1. Philip Kotler Marketing Management Prentice Hall of India, New Delhi 1995.
2. William I Stanton Fundamentals of Marketing Mc. Graw Hill Logokushu, Tokyo
3. Simon Majare International Marketing: A Strategic Approach to World Market George Allen & Unwin Bub.
4. E. Gordon Miracle & International Marketing Management Richard D. Irwin, Chicago.
5. Warren J. Keegan Multinational Marketing Management Prentice Hall International (N. York)

CURRENT READING:

Vikalpa
Journal of Marketing
Economic & Political Weekly
Advertisement & Marketing
Indian Management
Economic Times
Financial Express

MC:401(1)

MANAGEMENT CONTROL SYSTEMS

Objective: The objective of the course is to develop an understanding of the analytical tools necessary for developing a basic framework for designing and operating a management control system.

UNIT-I INTRODUCTION

Concepts and importance of Management Control System. Strategic Planning-Goals and objectives, Management control structure-profit centres. Investment centre, Responsibility centre.

UNIT-II CONTROL PROCESS

Programming, Budgeting, Operating and Measurement, Analysis and Reporting.

UNIT-III CONTROL STRATEGIES

Design, Implementation and evaluation of Management Control Control System. Management Information elements; Data Base information System. Behavioural Aspects of management Control Impact of social psychology.

UNIT-IV TRANSFER PRICING

Methods, Problems and Applications.

UNIT-V CONTROL IN NON-PROFIT ORGANISATIONS

Distinctive features in Public sector undertakings and other non-profit organisations.

CORE READING:

1. R.N. Anthony and John Dearden Management Control Systems
Richard D. Irwin, Chicago
2. Jerry Zimmerman Accounting for Decision Making and Control (Richard D. Irwin, Chicago)
3. David Solomon Divisional Performance: Measurement and Control (Richard D. Irwin, Chicago)
4. R.S. Kaplan Advanced Management Accounting
Prentice Hall of India, N. Delhi.
5. Joseph A. Maciariello Management Control System
Prentice Hall Inco, Eaglewood Cliffs, N. Jersey.

ADDITIONAL READING:

1. Vijay Sathe Controller Involvement in Management -
Prentice Hall Inc. Eaglewood Cliffs, New Jersey.
2. Richard F. Vancil Decentralization: Management Ambiguity by Design
Dow Jones Irwin, Homewood III
3. Richard M. Lynch Accounting for Management Planning & Control. Tata McGraw Hill, N. Delhi 1983.
4. Glen A. Welsh. Budgeting: A Systematic Approach to Profit Planning & Control
Prentice Hall of India, N. Delhi.
5. S.K. Chakraborty Topics in Accounting & Finance
S.K. Bhattacharjee
S.K. Ghosh & N.K. Rao. Oxford Univ. Press. Calcutta.

CURRENT READING

Harvard Business Review
Blown Management Review
Management Accounting Review
Management Accounting (USE, UK)
Management Accountant
Business World
Financial Express.

5:2:1:(31)

MC: 401 (ii) MANAGEMENT INFORMATION SYSTEM

Objective : To give an understanding of concepts, design and practice of Management Information System.

COURSE CONTENTS

INTRODUCTION

UNIT - I Evolution of MIS, Concept of Information -
Mathematical definition, summarization and Inferences
Age and quality; Difference between information and data
Types of information for different levels of Management.

UNIT - II SYSTEM CONCEPTS

Definition, Characteristics and types. Sub Systems
Various types; control mechanism.

UNIT - III DESIGN OF MIS

Design and components and MIS; Input and output filters,
Data Bank, data retrieval and processing, Degree of
automatic system - flow charts; value Analysis of MIS
Developing organization structure for MIS - Cost- Benefit
Analysis.

UNIT - IV IMPLEMENTATION OF MIS

Preparation of Network; Developing reporting and
Control system. Evaluation of MIS, Control and
maintaining the system, MIS for operational Control
for management control and strategic planning, Real
life illustrations in marketing, production, finance
purchasing and personnel.

UNIT - V MIS AND COMPUTERS

Data Processing system concept: Manual, Semi mechanical
and electronic information systems; CPU Peripheral devices
Compilers; Batch processing; Time sharing; time on-
and real time systems; operating systems; Introduction
to COBOL.

CORE READING

- 1) George H. SCOTT : Principles of MIS
(Mc Graw Hill)
- 2) Manedick & Ross : Information System for Modern
Prentice Hall of India.
- 3) Kanter : Management Information System
(Prentice Hall of India, N. Delhi)
- 4) R.I. Tricker : Management Information and Control
System (Wiley and Sons)
- 5) Blee Menthal Sherman : MIS : A Framework for Management
Planning and Development
(Prentice Hall, New Jersey).

ADDITIONAL READING

- 1) Hussain and Hussain : Information Processing System for
Management (Richard D. Irwin)
- 2) William A. Bochhino : MIS: Tools & Design
(Prentice Hall, London)
- 3) Coleman Raymond : MIS, Management Dimensions
(Hodden Day, Sanfransisco)
- 4) Gordon B. Dias : Management Information System
Conceptual Foundations, Structure
and Development
Mc Graw Hill, New York.

Handwritten notes and signatures:

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VIKRANS WILTI/MBIA (Index) 177

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process payment to the form

concerned

20/11/20

MC: 401(iii) SECURITY ANALYSIS AND PORTFOLIO MANAGEMENT

Objective : To provide an understanding of the methods of security analysis and various theories and problems related to portfolio management.

UNIT - I

INTRODUCTION

Principles of investment - risk and return; Fixed return and variable dividend securities - shares, Debenture - convertible and non convertible, Government securities.

UNIT - II

THE INDIAN CAPITAL MARKET

New Issues market; Stock exchange - role and functioning; Listing requirements, Regulations; Role of non - banking financial intermediaries.

UNIT - III

SECURITY EVALUATION

The Security evaluation models; Fundamental analysis Chartist techniques, Technical analysis and Random Walk Analysis.

UNIT - IV

PORTFOLIO THEORIES

Efficient market hypothesis - forms and test; Concept of a Portfolio and sharp models; Capital Assets Pricing Model - test and applications; Arbitrage Pricing Theory.

UNIT - V

PORTFOLIO MANAGEMENT IN INDIA

CORE READING

- 1) Robert A. Strong : Portfolio Management Handbook
(Jaico Publishing House, Bombay, 1994)
- 2) Donald E. Fischer : Security Analysis and Portfolio Management
Prentice Hall of India, N. Delhi 1995
- 3) William E. Sharpe
Gordon J. Alexander
Jeffrey V. Bailey : Investment
Prentice Hall of India, New Delhi 1995
- 4) John F. Marshall
Vipul K. Bansal : Financial Engineering
(Prentice Hall of India, N. Delhi 1995)
- 5) Edain J. Elton and
Martin J. Gruber : Modern Portfolio Theory and Investment Analysis
(John Wiley)

ADDITIONAL READING

- 1) V.K. Bhalla : Investment Management
(S. Chand, N. Delhi)
- 2) Graham Dod and
Cottee : Security Analysis - Principles and Techniques (Mc Graw Hill)
- 3) Jack Clark Francis : Investment Analysis and Management
(Mc Graw Hill)
- 4) J. Anthony and Robert
M. Bear : Investment Analysis and Management
(Harper and Row)

MC .401 (IV) INTERNATIONAL FINANCIAL MANAGEMENT

Objective : The objective of the course is to give an exposure to the students about concepts, tools, and techniques of International Financial Management.

UNIT - IINTRODUCTION

Why International Finance - Capital Flows - Financial Risk - Global Finance - Economic Reforms in India - international Monetary System - Balance of Payments.

UNIT - IITHE FOREIGN EXCHANGE MARKET

Features - Geography - Function - Participants Transaction Styles
Foreign Exchange Quotations - Forward Premium and Discount Interest
Rate Parity - Indian Exchange Rate Arrangement - Exchange Rate Determination.

UNIT - IIICURRENCY RISK MANAGEMENT

Magnitude of the currency Risk Problem - Types of currency Risk Translation Methods - Currency Risk Management Products and Approaches.

UNIT - IVMANAGING INTEREST RATE EXPOSURE

Interest Rate Risk Management - Not Hedging Taxing the Interest Rate Fixing the Maximum Rate of Interest.

UNIT - VEURO CURRENCY AND INTERNATIONAL PROJECT FINANCE

Euro currency Markets - International Project Finance - International Cash Management.

CORE READING

- 1) Vihang R. Errunza : International Business Finance
Devi Singh (Global Business Press, 1995)
T.S. Srinivasan
- 2) M. Levi : International Finance: Financial Management and the International Economy. (Mc. Graw Hill Book Co. 1983)
- 3) Dennis J. Oconnar : International Dimensions of Financial Management (Mc. Millan Pub. Co., New York 1990)
Alberto T. Bueso
- 4) Adrian Buckley : Multinational Finance
(Heritage Publications, N. Delhi, 1987)
- 5) Ramesh K.S. Rao : Fundamentals of Financial Management
(Mc. Millan Pub. Co. New York, 1989)

ADDITIONAL READING

- 1) Rita M. Rodriguez : International Financial Management
E. Eugene Carter (Prentice Hall of India, N. Delhi)
- 2) Richard D. Robinson : Internationalization of Business
(The Dryden Press, Chicago 1983)
- 3) James C. Vanhorne : Financial Market Rates and Flows
(Prentice Hall)

MC: 402 (i) SMALL BUSINESS ENVIRONMENT & ENTREPRENEURSHIP

Objective :- To develop understanding of the concept of entrepreneurship and provide knowledge of small business environment in India, with special reference to North East Region.

UNIT - I

INTRODUCTION

Small business concepts - importance in a developing economy - Role of SSIS in India - Their relative efficiency and Efficiency - Growth of small business in India.

UNIT - II

Policy and Programme for Small Business

Industrial Policy - 1948, 1956, 1977, 1980, 1991 (A critical analysis of all the policies), small industrial programme - Industrial estates - Rural industrialisation - Infrastructural support for rural industries.

UNIT - III

INSTITUTIONAL SET UP FOR SMALL BUSINESS

SIDO, NSIC, SEDBI, SISI, DIC, COMMERCIAL BANKS, NISIET, EDII, IIE, DIRECTORATE OF INDUSTRIES, CITD, NCDC, NIESBUD, KVIC, NEDFI.

UNIT - IV

ENTREPRENEURSHIP THEORIES

Entrepreneurship - Meaning and definition, Theories on entrepreneurship - psychological, sociological, managerial and political and economic. Traits of a successful entrepreneur (with some success stories from India).

UNIT - V

ENTREPRENEURSHIP DEVELOPMENT

Models of entrepreneurship development - EDPs in India - EDPs in North East India - Evaluation of EDPs - Components of a Comprehensive EDP - Making EDPs effective in India.

CORE READING

- 1) Vasant Desai : Entrepreneurial Development Vol. I/
Himalaya Publications, Bombay, 1991
- 2) V.S.P. Rao &
D. Nagaiya : Small Industry Development in India
Discovery Publishing House, ..
N.D. 1991.
- 3) S.K. Suri : Small Scale Industrialisation in
India
Sage Publication New Delhi, 1990
- 4) Vasant Desai : Small Industrial Organisation and
Management (Himalaya Publication,
Bombay)
- 5) Peter Drucker : Innovation and Entrepreneurship
Heineman, London, 1985

ADDITIONAL READING

- 1) D.C. M. le II and
D.G. Winter : Motivating Economic Achievement
Free Press, New York, 1969
- 2) Dinesh Awasthi &
Jose Sebastian : Evaluation of Entrepreneurship
Progress
Sage Publications, N. Delhi, 1996.
- 3) P.N. Dhar and
H.F. Leydell : The Role of Small Enterprises in
Indian Economic Development.
(Asia Publication House)
- 4) Karl M. Vexper : New Venture Strategies
Prentice Hall of India, N. Delhi.
- 5) Hall David : The Hall Marks for Successful Busi-
ness Excel Books, N. Delhi, 1995.
- 6) Gautam Raj Jain &
Debamuni Gupta (Ed) : New Initiatives in Entrepreneurship
Education and Training.
EDII, Ahmedabad, 1994.
- 7) D.D. Mali : Vision 2001 : Small Industry in
North East Indian Institute of
Entrepreneurship Gauhati, 1996.
- 8) R.A. Sharma : Entrepreneurial Change in Indian
Industries Sterling Publication.

CURRENT READING

Journal of Small Business Management
SEDME

Economic and Political Weekly
Journal of Entrepreneurship.
L aghu Udyog Samachar

Economic Time
Financial Express.

MC 1/ 402 (ii) FUNCTIONAL MANAGEMENT IN SMALL BUSINESS

Objective : To provide an insight into the process of functional management in small business.

UNIT - IHUMAN RESOURCE MANAGEMENT

Frame-work for Human Resource Management, Relating employees and employment, wage administration - employees welfare - employees development - maintaining industrial relations - Labour laws and their impact on small business - Time Management.

UNIT - IIFINANCIAL MANAGEMENT

Indian Financial System for small Business, financial incentives- Preparation and analysis of financial statements, small business financing - Maintenance of accounting records - Tax Management - Small Business Risk Management - Credit and Debt Management - Working Capital Management.

UNIT - IIIMARKETING MANAGEMENT

Product classes and life cycle - marketing mix, product policy, branding, Total Marketing Concept - Market survey - Personal Selling. Advertising and Promotion - Pricing Policies - Channels of distribution - Government Policies for Marketing of Small Industrial Products.

UNIT - IVMANAGEMENT OF OPERATION

Location advantages on operation, Layout planning - purchasing and inventory control - Break - Even analysis - production planning Scheduling and control - Quality Control and Cost Consciousness in Production. Day to day management of small business.

UNIT - VSTRATEGIC MANAGEMENT

Strategic Management - The Core Concept. Strategic business Plan for small business - Strategic positioning Analysis, Value Chain Analysis - Cost Analysis - Implementation of strategies.

CORE READING

- 1) H.N. Broom : Small Business Management
South Eastern Publishing Co.
- 2) Stein Haff and Burgess : Small Business Management Fundamentals
Tata Mc Graw Hill, N. Delhi, 1989
- 3) Bansol C.L. : Entrepreneurship and Small Business Management (Har Anand Publications, New Delhi, 1993.
- 4) D.P. Stegall : Managing the Small Business
I.S. Steinmet Z and Tarapore Vela Publishers, 1992
N.B. Kline
- 5) Vasant Desai : Small Industrial Organization and Management (Himalaya Publication, Bombay)

ADDITIONAL READING

- B. Hall & Brahmmon L. Royace : Small Business Management
John Wiley and Sons, New Delhi.
- V.K. Jain : Marketing Management for Small Units
Management Publishing Co. Dehradun, 1988
- Sue Birley : The Small Business Case Book
Mc Cillan Press Ltd., 1979.
- Buffa Elwood : Modern Production Management
John Wiley & Sons, New York.
- Mc. Clain Thomas : Operation Management
Prentice Hall of India, New Delhi.
- Philip Kotler : Principles of Marketing
Prentice Hall of India, New Delhi.
- Prem Kumar and Ajit Ghosh : Management of Small Scale Industry
Anmol Publications, New Delhi, 1991.
- John Shank and Vijay Govendarajan : Strategic Cost Management
Free Press, New York, 1993.
- Sue Morris : Discipline, Grievance and Dismissal
Sterling Publishers, 1976.

CURRENT READING

Indian Management
SEDME
Management & Behavioural Sciences (NISLET)
SSI Magazine (Eastern Trade Press)
Journal of Small Business Management
Economic and Political Weekly
Financial Express
Economic Times.

MC: 402 (iii) SMALL BUSINESS

PROJECT PLANNING AND MANAGEMENT

Objective :: To provide knowledge of techniques and their formulation appraisal and management of small Business Project.

UNIT - I

FORMULATION AND PLANNING OF PROJECTS

Characteristics of a sound project; Assessing the value of a sound industrial project to the economy; stages in project appraisal, feasibility report, project proposal in detail.

UNIT - II

MARKET APPRAISAL

Market Survey, Sources of data, Methods of collecting data, forecasting future demand, preparation of sales plan and report.

UNIT - III

SOCIO TECHN - ECONOMIC APPRAISAL

Depth of Technical analysis : Factors for consideration under technical analysis (Social Appraisal of Industrial Projects).

UNIT - IV

FINANCIAL APPRAISAL

Estimation of financial requirements, Application of Capital Budgeting techniques, Risk and Undertainty in Project evaluation Planning the pattern of Capital structure and financing the project, financial viability, Preparation and analysis of financial statement.

UNIT - V

PROJECT MANAGEMENT

Network Analysis, Gantt Chart, PERT, CPM, Managing Time and Cost overruns, Project follow up.

CORE READING

- 1) Prasanna Chandra : Project Preparation, Appraisal and Implementation. (Tata Mc Graw Hill, New Delhi).
- 2) Vasant Desai : Entrepreneurial Development, Vol II. Project Formulation Appraisal and Financing for Small Industry. Himalaya Publication, Bombay, 1991.
- 3) O E C D : Manual for Preparation of Industrial Feasibility Studies. (O E C D Publications)
- 4) Pitala : Project Appraisal Techniques Oxford & IBH Publication, Calcutta.
- 5) Trefour L. Young : Planning and Implementing Project Sterling Publishing Ltd. 1996

ADDITIONAL READING

- 1) O E C D : Guide to Practical Project Appraisal O E C D Publications.
- 2) Nabhi's Guide on SSI, Jain Brothers, New Delhi.
- 3) O E C D : Manual of Industrial Project Analysis in Developing Countries . (I D B I Reprint, Bombay.)
- 4) O E C D : A Management Approach to Project Appraisal. (O E C D Publications)
- 5) Susi Philipose : Operation Research - A Practical Approach. Tata Mc Graw Hill, New Delhi.

CURRENT READING

Management Accounting (UK)
 Management Accountant
 Vikalpa
 Decision
 Financial Express
 Economic Times.

- ii) Course on Environment awareness and others in Linguistics, Department, North-Eastern Hill University.

This item 'Course on Environment awareness in Linguistics' may be taken up together with Item No: 3(i) in the Part-I agenda.

The Local School Board of Humanities and Education in its meeting on 17th April'1997 made the following observation on the above course.

" The Board decided that this matter be kept pending as clarification about the Course and its weightage is awaited from the Academic Council "

The other courses on Linguistics approved by the School Board are placed at Annexure-A for consideration of the Council.

North Eastern Hill University
 Department of Linguistics
 Shillong
 27/04/97
 [Signature]

for consideration, 07/07

17/04/97
 [Signature]

the bill for upgradation of grey scale
 scanner & colour scanner from M/S
 WIKMAN'S MULTIMEDIA (India) Ltd
 need bills for Rs 2,39,415/- Two lakh
 thirty nine thousand four hundred &
 fifteen rupees enclosed herewith for
 processing payment & the firm
 concerned

DEPARTMENT OF LINGUISTICS
NEHU : SHILLONG

M.A. Semester - I

- C. 1. Introduction to Linguistics
- C. 2. Linguistic Theory and Schools of Linguistics
- C. 3. Phonetics and Phonology
- C. 4. Morphology and Introductory Syntax

Semester - II

- C. 5. Semantics
 - C. 6. Socio-Linguistics and Sociology of Languages
 - C. 7. Psycholinguistics and Language Learning
 - C. 8. Optional
 - C. 8. a) Language Teaching and Testing
 - C. 8. b) Translation Theory and Practice
 - C. 8. c) Lexicology and Texticography
 - C. 8. d) Linguistics and Literary Stylistics
- Any two Options at
a time will be
offered.

Semester - III

- C. 9. Advanced Syntax
- C. 10. Historical and Comparative Linguistics.
- C. 11. South Asia as a Linguistics Area: Special reference to North East India and Surrounding Areas.
- C. 12. Dialectology.

Semester - IV

- C.13. Trends and Issues in Linguistics
- C. 14. Language Planning and Development
- C. 15. Basic Research Methodology and Field Work
- C. 16. a) Structure of/Introduction to Tibeto-Burman Language
- C. 16. " OR Astro-Asiatic Language
- C. 16. a) OR
- C. 16. b) Anthropological Linguistics.

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(iii) M.A.Syllabus in Garo

The Local School Board in Humanities and Education in its meeting held on 17.4.97 approved the M.A.Syllabus in Garo as recommended by the Board of Post-Graduate Studies in Garo.

The same is placed at Annexure-'A' for favour of consideration of the Council.

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Syllabus
for M.A. in Humanities and Education
1997
27/8/97

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27/08/97
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VIKRAM'S MULTIMEDIA (Pvt.) Ltd
New Delhi for Rs. 39,415/- Two lakh
Thirty Nine Thousand Four hundred
fifty five is enclosed herewith for
necessary payment to the firm
concerned.

COURSE ON ENVIRONMENT

Awareness of environment as reflected in Garo poetry and prose, vocabulary and figures of speech. 50

Environment and development in North-East India. 30

Walden. 20

1. D.S. Rongmuthu : Epic lore of the Garos.
Deptt. of Tribal Culture & Folklore
Research, G.U., 1967

2. L.R. Marak : Dikkini Gro Dinga.
Eeu Dee Printers, 1989.

3. M.S. Sangma & J.R. Marak : Aganme'e apa.
Ri Khasi Press, 1985.

4. D.S.Nengminza : Seokgimin Poetryrang.
Tura Book Room. 1980.

Pieces :-

- 1) Sallingni Agana,
- 2) Hagar,
- 3) Do'kua,
- 4) Tingtotsa Chini Git,
- 5) Wachimiting,
- 6) Seng'wat,
- 7) Atchiram A'Song.

2. Zahid Hussain (ed) : Environmental Degradation and Conservation in North-East India.
Osmon Publication, N.D. 1996.

Bimal J. Deb (ed) : Regional Development in North-East India. Issues and Prospects.
Chapters 22-28. Reliance Publishing Home, N.D. 1995.

3. Henry D. Thoreau : Walden.

.....

DEPARTMENT OF GARO
TURA CAMPUS

Proposal to club together Course IX & Course XIII Literature in Translation I and II.

Books to be retained:

- | | | | | |
|----|------------------|---|---|------|
| 1. | Karnesh R. Marak | : | Veniceni Badinggipa (II Merchant of Venice) | -10- |
| 2. | Wilson K. Marak | : | Songregipani Songreani (Pilgrim's Progress) | -20- |
| 3. | M. Rongmuthu | : | Mana Tomi Jamdap (Uncle Tom's Cabin) | -10- |
| 4. | R.R. Momin | : | Ramayan. | -20- |
| 5. | H.W. Marak | : | Gitanjali | -20- |
| 6. | F.A. Bucceri | : | Kristoko Daksningani (Imitation of Christ). | -20- |

Course IX : Literature in Translation - I

Objective : This will be a study of Literature translated from English.

Text Books :

- | | | | |
|----|----------------------|---|--|
| 1. | Karnesh R. Marak | : | <u>Veniceni Badinggipa</u> (Merchant of Venice) |
| 2. | Wilson K. Marak | : | <u>Songregipani Songreani</u> (Pilgrim's Progress). |
| 3. | Wilson K. Marak | : | <u>Arabian Walrang</u> (Arabian Nights) |
| 4. | Mackenson Rongmuthu: | | <u>Mama Tomni Jamdap</u> (Uncle Tom's Cabin) |
| 5. | Digmin S.Nengminza : | | <u>Troy Songjinmao Dakgrikani Katta</u> (Helen of Troy). |

Course XIII : Literature in Translation - II

Objective : In this course, the students are required to study some Indian & world literature translated into Garo.

Text Books:

- | | | | |
|----|-------------------|---|-------------------------------------|
| 1. | Redin Momin | : | <u>Ramayan</u> |
| 2. | Wilson K. Marak | : | <u>Tagoreni Basegimin Golporang</u> |
| 3. | Harendra W. Momin | : | <u>Gitanjali</u> |
| 4. | Fr.A. Buccieri | : | <u>Kristoko Daksningani</u> |
| 5. | Fr.A. Buccieri | : | <u>Pinokkio.</u> |

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(iv) New M.Phil Course in Philosophy.

The Local School Board in Humanities and Education in its meeting held on 17.4.97 approved the new M.Phil Course in Philosophy.

The same is placed at Annexure -'A' for consideration of the Council.

M. PHILFreud and Religion

- I - Fundamentals of Psycho-analysis
- II - Sociogenesis of Religion: Use of Anthropological material, Theories.
- III - Theories of Psycho-mythology: Dynamics of Psyche; Powers of Illusion.
- IV - Freud and Philosophy of Religion.

Suggested Readings:

- Sigmund Freud, Totem and Taboo, ed. James Strachey.
- " Future of an Illusion, Trans. W.D, Robson Scott.
- " Moses and Monotheism, Edt. James Strachey.
- " Interpretation of Dreams, (2 parts), Edt. James Strachey.
- " Civilization and Its Discontents, Edt. James Strachey.

(The above works are from the Collected Works of Sigmund Freud, Hogarth Press, London, 1973).

Additional Readings:

- Ludwig Feuerbach, The Essence of Christianity, Harper Torch Books, New York, 1957.
- Erich Fromm, Psycho-analysis and Religion, Yale University Press New Haven, 1950.
- Gay V.P., Reading Freud: Psychology of Neurosis and Religion, Scholars Press, California, 1983.
- Paul Ricouer, Freud and Philosophy, Yale University Press, New Haven, 1970.
- Hans Kung, Freud and the Problem of God, Yale University press New Haven, 1974.

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DEPARTMENT OF PHILOSOPHY
NEHU : SHILLONG

M.Phil

CONTEMPORARY METAPHYSICS

1. Nature, Structure and Types of Metaphysics,
2. Substance,
3. Particular and General,
4. The Concept of Person,
5. Metaphysical Arguments.

Note: This is a text based course.

The Text: Metaphysics. D.W. Hamlyn. Cambridge University Press, (1984).

Other References:

1. The Nature of Metaphysics. D.F. Pears, MacMillan, (1970)
2. Metaphysics. W.H. Walsh, London: Hutchinson, (1963)
3. Individuals. P.F. Strawson, Methuen (1959)
4. The Central Question of Philosophy, A.J. Ayer, Harmands-Worth (1976).

M. PHIL

CONTEMPORARY MORAL PHILOSOPHY

Contents:

1. The concern of Morality.
2. Moral Virtues and the Direct View- Sidgwick,
3. The Indirect View: Aristotle,
4. Hume - The Dualism of Virtues,
5. Incommensurability of Moral Points of View.

Note: This is a text based course.

The Text: Human Character and Morality by Stephen D. Hudson
(London, 1986).

Other References:

1. After Virtue, A. MacIntyre, (Notre Dame, 1981).
2. Nicomachea Ethica, Tr. W.D. Ross, O.U.P. 1966.
3. Enquiries Concerning Human Understanding and Concerning The Principles of Morals, Edited L.A. Selby - Bigge, O.U.P. 1975.
4. The Methods of Ethics, Henry Sidgwick, Chicago, 1962.

.....

5:2:5(1)

v) Bridge Course in Garo and Hindi Departments

The Local School Board in Humanities and Education in its meeting held on 17.4.97 resolved that after the respective Board of Under Graduate Studies have met and approved the bridge Course for the Department of Hindi and Garo, the Dean is authorised to approve the same.

The matter is placed before the Council for consideration.

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NEHU NOTES

5:2:6(1)

vi) Proposal for a Statistic Course in Linguistics Department.

The Local School Board in Humanities and Education in its meeting held on 17.4.97 considered a proposal from the Linguistics Department for a Statistic Course in the Department, to which, the Board's advice is to approach the Centre for Applied Statistics for the purpose.

The matter is placed before the Council for consideration.

SHIRAZ
VANDANA HILL
THE SCHOOL
Linguistics Department
23/8/97

To be discussed on 23/8/97

NEHU NOTES
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provisional payment to the firm
concerned.

NEHU NOTES
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5: 5 - Examination Matters :

(i) Panel of Examiners

Tjw

The School Board in Humanities and Education and School of Life Sciences approved the Panel of Examiners of the following candidates.

Sl.No.	Name of candidates	Ph.D/M.Phil	Department
1.	Mr.Niu Francis Whiso	Ph.D	English
2.	Mr.Gautam Banerjee	Ph.D	English
3.	Mr.Rukhono Khate	Ph.D	Education
4.	Ms.Mitali Chowdhury	Ph.D	Philosophy
5.	Ms.Joyanti Paul	Ph.D	Philosophy
6.	Ms.Lalthansangi	Ph.D	Education
7.	Ms.H.Malsawmi	Ph.D	Education
8.	Ms.Jacinta Lalmuanpuii	M.Phil	Education
9.	Ms.Sulochana Brahma	M.Phil	Education
10.	Ms.Papri Pal	Ph.D	Zoology
11.	Shri Babu John	Ph.D	Botany
12.	Md.Monsur Ahmed Borbhuiya	Ph.D	Bio-Chemistry
13.	Shri Laisram Sanju Kr.Singh	Ph.D	-do-
14.	Mr.R.Imkongwapang	M.Phil	Zoology

The matter is placed before the Council for consideration.

5:6 - Establishment of new Deptts/Centres/Courses

- i) Post-Graduate Diploma Course in Computer Applications-St. Anthony College-

ii) On the recommendation of the Academic Council in its 44th meeting of the PGDCA Course was introduced in St. Anthony's College subject to the condition that the concerned institution should apply and obtain accreditation within a period of three years, from the Department of Electronics.

Considering the above condition, the Principal had again made a request to the University to exempt the College from going for accreditation to the Department of Electronic giving justifications. This request was placed before the Executive Council for consideration.

The Executive Council in its 90th meeting Resolved that it will not be possible for the University to recognise the course in the absence of the accreditation from the Deptt. of Electronics.

The above decision was conveyed to the Principal, who on receipt of the same has requested the University to review the decision taking reference from other Institutions.

The matter was again discussed in the Executive Council in its 91st meeting and the Council reiterated the decision that the College must obtain accreditation within 15th June, 1997. This resolution was also communicated to the Principal, who on receipt of the same has submitted a letter which is self explanatory (Annexure-'A') requesting the University to suggest alternative solution to the problem faced by the college.

The problems raised by the Principal, St. Anthony's College was put up in the Executive Council in its 92nd meeting and the Council considered the request of the Principal, regarding the commencement of the PGDCA Course and RESOLVED that the University may write to the Department of Electronics for clarification and the matter may be placed to the Academic Council for decision. The Council, further authorised the Chairman to take necessary action on the matter and report to the Council.

The matter is placed before the Council for information.

Annexure-A

St. Anthony's College

Shillong:-793001

Phono : (0364)223558,222553

Fax : (0364) 228553

Principal

Ref No: SAC/SM/21/97-03 dated 20th February 1997

To,

Dr.A Patton,
Controller of Examinations,
North-Eastern Hill University,
Mawkyroh, Umshing,
Shillong :- 793022

Dear Sir,

This has a reference to your letter No: ~~XX~~/PG/4/PGDCA/II/95411/2067 dated 13.01.97, regarding the University decision requiring the College to get accreditation by AICTE/BOE for the continuation of our affiliation for PGDCA.

In this connection, I am to bring to the notice of the University the following problems faced by the College :

1. On approaching AICTE, the College has been informed that AICTE does not deal with PGDCA, but only with MCA Courses.
2. As pointed out in our earlier correspondence with the University, DOE is both an accrediting and affiliating body. Institutions which are accredited to it have also to send their candidates for DOE Examinations. Since NEHU forbids Colleges, affiliated to it, to seek a dual affiliation, it will not be possible for the College to get DOE accreditation.
3. There are 34 candidates, waiting for the clearance from the University, to start the next batch of PGDCA.

I will be grateful if the University could either allow the continuance of our affiliation, or suggest an alternative solution so that the aspirations of the students of this region to get certified Computer Education are not dashed to the ground. In this connection, may I bring to the notice of the University that the College fulfils far more than the required DOE norms for Computer Education (Staff, equipments, Laboratories, Library Books etc).

With kind regards,

Yours sincerely,

Sd/-

Fr. Stephen Mavelly SDB
Principal.

5:7:2(1)

ii) Proposal of St. Edmund's College to start Bio-Chemistry at degree level from the current session

Since the Affiliation Committee is not yet constituted after the formation of College Development Council as per the revised Ordinance, few cases of urgent nature have not been processed. Specially St. Edmund's College have applied to start a new course - Bio-Chemistry at the degree level from the current session. So the matter is placed before the August Body at least to form a Committee immediately to go into the syllabus and other papers of Bio-Chemistry and also to suggest the Inspection Team for the purpose.

The matter is placed before the Council for consideration.

No: CDC/A-83/91-92/327

NEHU NOTES

(iii) P.G. Affiliation to NERIST

NERIST, Itanagar applied to acquire affiliation for PG Programmes on two courses, viz.

- a) Information Technology and
- b) Environmental Science and Engineering

(vide letter ACA-1/30/96 dt.24.2.97 (Annexure-'A') and No. ACA-1/30/96-97 dt.5.3.97) (Annexure-'B') The request was for 'a minimum of two years'.

But NEHU does not have provision for affiliating PG courses under its colleges.

Meanwhile, Hon'ble Human Resource Development Minister has given his kind approval for affiliation of NERIST with NEHU in accordance with section 6(3) of Arunachal Pradesh University Act for M.Tech programmes in the above mentioned two courses. (Copy of the letter Addl.Apprenticeship Adviser is enclosed herewith.)

The matter is placed before the Council for consideration.

North Eastern Regional Institute of Science
& Technology
(Under the Ministry of Human Resource Development
Government of India)

Nirjuli-791109 (Itanagar)
Arunachal Pradesh, India,

Ref. No. ACA-1/30/96
Dt. 24.2.97

Prof. B. Pakem,
Vice-Chancellor,
NEHU Post-NEHU Campus,
Mawkynroh-Umshing,
Shillong-793 002, Meghalaya,

Dear Prof. Pakem,

It was nice meeting you very briefly at Raj Bhavan on 20.2.97 during foundation laying ceremony. As briefly mentioned at that time, you will be pleased to note that we are running two inter-disciplinary M.Tech. programmes viz. on Information Technology and Environmental Sc. & Engg. since August '96. These courses are duly approved by AICTE and Ministry of Human Resource Development had also duly accorded its approval to this Institute for starting these two PG Programmes. The courses are running well and a number of GATE qualified students from various states like Assam, Arunachal Pradesh, Tamilnadu, Karnataka, etc. are pursuing these courses.

As you may be aware that although we have already initiated active steps to get approval of a "Deemed University" status, yet it may take some more time. Our M.Tech. students are already now in the 2nd semester out of three semesters duration and by Dec. 1997 the students shall be completing their M.Tech. programme. Accordingly, we are in urgent need to acquire affiliation of some University for PG programmes.

We are grateful to you for according affiliation to NERIST for UG programmes for a period of 3 years beyond 1995-96 academic session. In the same spirit and considering the academic career

Contd./.../

of bright and young students those who are pursuing M.Tech. programmes in NERIST, I would request you to kindly do the needful to accord NEHU affiliation for PG programmes of NERIST for a minimum period of two years, if required, as a very special case. I understand your Academic Council meeting is also scheduled to take place in near future.

With best regards and looking forward to hear soon.

Yours faithfully,

Sd/-K.B.Misra
Director

ANNEXURE--'B'

Prof.K.B.Misra, Nirjuli-791109(Itanagar)
Ph.D.PASc.FNAE,FIETE,FIE,FSAR(UK) Arunachal Pradesh,India.

To

Prof.B.Pakem,
Vice-Chancellor,
North-Eastern Hill University,
Post-NEHU Campus,
Mawkynroh-Umshing,
Shillong-793002(Meghalaya)

Dear Prof.Pakem,

It was nice meeting you very briefly at Rajbhawan on 20.2.97 during foundation laying ceremony. As briefly mentioned at that time, you will be pleased to note that we are running two inter-disciplinary M.Tech.programmes viz.on information Technology and Environmental Science & Engineering since August,96. Those courses are duly approved by AICTE and Ministry of Human Resource Development had also duly accorded its approval to this Institute for starting these two PG Programmes. The courses are running well and a number of GATE qualified students from various states like Assam, Arunachal Pradesh,Tamilnadu,Karnataka etc.are pursuing their courses.

As you may aware that although we have already initiated active steps to get approval of a deemed University status,yet it may take some more time. Our M.Tech,students are already in 2nd semester out of the three semesters duration and by December,97 the students shall be completing their M.Tech.courses. Accordingly,we are in urgent need to acquire affiliation of some University for PG Programmes.

We are grateful to you for according affiliation to NERIST for UG Programmes for a period of 3-years beyond 1995-96 academic session. In the same spirit and considering the academic career of bright and young students those who are pursuing M.Tech.Programmes in NERIST,I would request you

Contd/.../--

to kindly do the needful to accord NEHU affiliation for PG Programmes of NERIST for a minimum period of two years, if required, as a very special case. I understand your Academic Council meeting is also scheduled to take place in near future.

With best regards and looking forward to hear soon.

Yours faithfully,

Sd/-K.B.Misra
Director

[Faint mirrored text from the reverse side of the page, including phrases like 'Kindly refer to your letter No. 40-1/8/92, dated 23rd February, to convey that Hon'ble Member Resource Development Minister has given his approval for affiliation of NERIST with NEHU in accordance with Section 5(3) of Anamchal Pradesh University Act for M.Tech. Programmes in (a) Information Technology, and (b) Environmental Science & Engineering. By enclosing a copy of the letter to NEHU, we are requesting for necessary action in the matter. Please follow up.]

Yours sincerely,
Sd/-K.B.Misra

[Handwritten signature]

[Handwritten text]

[Faint mirrored text from the reverse side of the page, including 'Prof. K.B. Misra, Director, North-Eastern Regional Institute of Science & Technology, NITJal-751001 (Jalpaiguri), Anamchal Pradesh']

[Faint mirrored text from the reverse side of the page, including 'Vice-Chancellor, North-Eastern Regional Institute of Science & Technology, NITJal-751001 (Jalpaiguri), Anamchal Pradesh']

[Faint mirrored text from the reverse side of the page, including 'They have been forwarded for approval']

[Faint mirrored text from the reverse side of the page, including 'needed for 20/28/92 - The file']

[Faint mirrored text from the reverse side of the page, including 'Scanned from W/S']

S.K.MISRA
Addl.Apprenticeship Adviser,
PHONE: 3332498.

MINISTRY OF HUMAN RESOURCE DEVELOPMENT
DEPARTMENT OF EDUCATION
GOVERNMENT OF INDIA
NEW DELHI-110001

D.O.No.F.27-11/96-TS(IV)

April 01, 1997.

Dear Prof.Misra,

Kindly refer to your letter No.Aca-1/3/96, dated 21st February, 1997. I am to convey that Hon'ble Human Resource Development Minister has given his kind approval for affiliation of NERIST with NEHU in accordance with Section 6(3) of Arunachal Pradesh University Act for M.Tech. Programmes in (a) Information Technology, and, (b) Environmental Science & Engineering. By endorsing a copy of the letter to NEHU, we are requesting for necessary action in the matter. Please follow up.

With regards,

Yours sincerely,

Sd/-S.K.Misra

Prof.K.B.Misra,
Director,
North-Eastern Regional Institute of Science & Technology,
Nirjuli-791109 (Itanagar),
Arunachal Pradesh

Copy to Prof.B.Pakem, Vice-Chancellor, North-Eastern Hill University, PO, NEHU Campus, Mawkynroh-Umshing, Shillong-793 002 (Meghalaya).

Sd/-S.K.Misra

- (iv) Constitution of Affiliation Committee under Revised Ordinance OB-6 "On the Affiliation of Colleges".

The Revised Ordinance OB-6 on the Affiliation of Colleges provides for constitution of an Affiliation Committee consisting of the following :

- (i) Vice-Chancellor or Pro-Vice-Chancellor - Chairman
- (ii) Director of Public Instruction/ Higher Education or his nominee of the State(s) concerned. Member(s)
- (iii) Two nominees of the Academic Council. Member(s)
- (iv) Registrar or any other Officer nominated by the Vice-Chancellor. Member-Secretary

The matter is placed before the Council for nomination of Member(s) under Clause (iii) above. The Council may also like to consider the Vice-Chancellor's nominee under Clause (iv) above who can be nominated in place of the Registrar, whenever the need arises.

(v) Governing Body-Shillong Law College

The item may be taken up together under item 5: 7(1) in Part-I agenda.

A letter jointly signed by Shri L.Marbaniang and Shri V.K.Jindal was received enclosing thereto the resolution of a meeting held on 5th April, 1997,

The same is placed at Annexure-'A' & 'B' for consideration of the Council.

SHILLONG
V.K. JINDAL
L. MARBANIANG
29/04/97

No. 007

12/08/97

The bill for upgradation of grey scale scanner to colour received from M/S. VIKRAM'S MULTIMEDIA (Pvt) Ltd. Need Rs. for Rs. 39,415/- Two lakh thirty nine thousand four hundred fifteen rupees is enclosed herewith for necessary payment to the firm concerned.

REGISTERED A/D

ANNEXURE-'A'

To
The Vice-Chancellor,
North-Eastern Hill University,
P.O., NEHU Campus, Mawkyntoh-Umshing,
Shillong. 793 022, Meghalaya.

Dated Shillong, the 21st April, 1997.

Sir,

We are sending herewith the photo copy of the Resolutions passed in the meeting of the Regular teachers of the Shillong Law College, Shillong for your kind immediate action.

Yours faithfully,

Sd/-V.K.Jindal,
Lecturer & Convener
of the meeting.

Sd/-L.Marbaniang
Vice-Principal &
President of the meeting

NEHU NOTES

ANNEXURE-'B'

The meeting of the Regular teachers of the Shillong Law College, Shillong held on the 5th April, 1997 under the Chairmanship of Shri L. Marbaniang, Vice-Principal, Shillong Law College, Shillong, Smti. M. Sharma is on leave for a period of 2½ months, and passed the Resolutions attached herewith:

1. Sd/-L. Marbaniang.
2. Sd/-B. P. Dutta.
3. Sd/-V. K. Jindal.
4. Sd/-K. Rahman.

Resolution No. 1. The meeting of the Regular teachers of Shillong Law College, Shillong held on the 5th April, 1997 observed with great concern the attitude of the Principal in not taking any action to reconstitute the Governing Body according to the Act and Rules and further the Principal is continuing to run the College individually and singly without any consultation with the Vice-Principal and the Regular teachers of the College. And that the Principal in March, 1997 appointed a new teacher without consultation and in clear violation of the Bar Council Rules of minimum 10 (ten) years practice. In this connection, the Principal's attention is drawn to the Resolution Nos. 3 and 6 of the Regular teachers' meeting held on the 3rd September, 1996 AND

Resolved that the Principal be requested to reconstitute the Governing Body without any further delay and till such time he should not act in respect of the appointments etc. in the College.

It is further resolved that the Principal should take step for reconstitution of the Governing Body in consultation with and approval of the Regular teachers of the College.

Resolution No. 2. It is resolved that the proceedings of this meeting be forwarded to the Principal with a request to comply the same and copy of the same be also sent to the Bar Council of India, Assam and Meghalaya's University with a request for taking immediate action.

The President and the Convener are authorised to do the needful.

Sd/-V. K. Jindal, Convener.

Sd/-L. Marbaniang
President

5:8 - OTHERS

Special Duty Allowance (SDA) in North-East Region

The University Grants Commission (UGC) vide letter No. F.10-1/94(CU) dated 20.7.96 forwarded a decision of the Hon'ble Supreme Court and desired to know the position in the matter of payment of S.D.A.

The said Hon'ble Supreme Court's judgement states that the employees locally recruited and posted in the N.E. Region are not entitled to S.D.A., even if the posts carry All India Transfer Liability. This decision was in view of the O.A. filed by all India Rly. Employees Confederation versus Union of India.

In a similar judgement passed by the Hon'ble Supreme Court that the Supreme Court has upheld that mere Clause in the appointment order the effect that the post carry All India Transfer Liability will also not make eligible for grant of S.D.A. on being posted to N.E. Region, unless, recruitment to Service/Cadre/Post has been made on All India basis and promotion done on All India Common Seniority list for the service/Cadre/post as a whole.

The above judgement were passed since some employees working in the N.E. Region were allowed S.D.A. on the basis of the judgement given by Central Administrative Tribunal (CAT) Gauhati Bench, and in response to which, the concerned Ministries filed a Special Leave petition in the Supreme Court.

In response to the UGC's Communication vis-a-vis the Supreme Court's judgement as stated at para(i) & (ii) above, the University sought for comments from the Legal Adviser of the University. The Legal Adviser advice that the decision of the Hon'ble Supreme Court is binding on all concerned parties including Officers of NEHU, who are also Central Govt. Employees.

Before considering the legal parametres, it is pertinent to point out here the context of the case in regard to payment of SDA, to NEHU, employees.

1. The SDA was sanctioned by the Govt. of India in 1983 to Central Govt. employees posted in N.E. Region for a tenure period. The drawal of the said allowance was subject to (i) the employees must have All India Transfer Liability and (ii) Income tax payer.
2. The employees of NEHU did not fulfill the said mandatory conditions of the G.O.I. and hence, they were not entitled for drawal of the S.D.A.

However, by virtue of specific sanction accorded by the Executive Council which adopted the instructions of the Ministry in regard to SDA as a guide for an independent view and especially, when the said allowance was also drawn by the autonomous organisations like NERIST and ICAR, the employees of NEHU were given the special Allowance on the lines parallel to the SDA

granted by the Ministry to Central Govt. employees.

In the context of above facts, it is expedient to resolve the matter, whether the judgement of the Hon'ble Supreme Court which relates to the concerned parties can also be made applicable to employees of NEHU as the clarification was sought from the UGC. However, no specific reply have been received from them. Accordingly, the matter was placed before the 92nd meeting of the Executive Council held on 21st March, 1997, and the Council considered the grant of Special Duty Allowance to the employees of the University ^{and} RESOLVED that in view of the Supreme Court's judgement the same may be discontinued with effect from 1.4.97.

~~However, the Executive Council's~~ decision relating to the discontinuance of Special Duty Allowance from 1st April, the Vice-Chancellor has issued a circular to keep in abeyance the implementation for discontinuance of the payment of Special Duty Allowance in view of the Statutory provision under Statute 13:2(1) of the NEHU Act, 1973 subject to condition for modification as the Executive Council deems fit and proper, in pursuance of its Resolution of the 92nd Executive Council held on 21st March, 1997 read with Statute 13:2(1).

The matter is placed before the Academic Council for information.

ET: 92-4/Conf/97