



MOOGAMBIGAI CHARITABLE AND EDUCATIONAL TRUST
Rajarajeswari College of Engineering

(An Autonomous Institution under Visvesvaraya Technological University, Belagavi)



DEPARTMENT OF MANAGEMENT STUDIES

MINUTES OF THE PROGRAMME ASSESSMENT COMMITTEE (PAC) MEETING

Name of the Institution: Rajarajeswari College of Engineering, Bangalore

Department: Department of Management Studies (BBA & MBA)

Meeting: Third Autonomous Programme Assessment Committee (PAC) Meeting

Date: 09-08-2024

Time: 10:30 AM

Venue: HOD Cabin

Members:

S.No	Name of the Members	Description
1	Dr. Lakshmi B L	Chairman
2	Dr. K S Lakshminarayana	Member
3	Dr. Sowmya G	Member
4	Ms. Sushma S Rawath	Member
5	Ms. Usha V	Member
6	Ms. Deepika N	Member
7	Ms. Subha R	Member
8	Mr. Nargunam N	Member

Proceedings of the Meeting

• **Welcome Address**

The Chairperson welcomed all the members to the **Third Autonomous Programme Assessment Committee Meeting** and outlined the purpose of the meeting, which was finalization of syllabus, Course Outcomes, and evaluation rubrics for the BBA and MBA programmes.

• **Confirmation of Minutes of the Second PAC Meeting**

The minutes of the Second PAC Meeting were read and confirmed.

• **Finalization of Syllabus for BBA and MBA**

The Programme Coordinators presented the **final syllabus** for BBA and MBA programmes after incorporating suggestions from earlier meetings.

Resolution:

The committee **approved the final syllabus for BBA and MBA programmes** and resolved to recommend the same to the **Board of Studies (BOS)** for final approval.

• **Finalization of Course Outcomes (COs)**

Course-wise **Course Outcomes (COs)** for BBA and MBA programmes were presented and discussed.



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Resolution:

The committee **approved the final COs** for all courses of BBA and MBA programmes.

- **Approval of CO–PO–PSO Mapping**

The CO–PO–PSO mapping matrices for both programmes were reviewed.

Resolution:

The mapping was **validated and approved** in line with Outcome-Based Education (OBE) requirements.

- **Approval of Evaluation Rubrics**

Evaluation rubrics for **Continuous Internal Evaluation (CIE), Semester End Examination (SEE), laboratory, project, seminar, and internship** components were presented.

Resolution:

The committee **approved the evaluation rubrics** and recommended them to the BOS.

- **Review of Question Paper Blueprint and Assessment Weightage**

The question paper blueprint with Bloom's Taxonomy levels and assessment weightage was reviewed.

Resolution:

Approved.

- **Approval of Teaching–Learning and Evaluation Methods**

Innovative teaching–learning methods and evaluation strategies were discussed.

Resolution:

Approved.

- **Recommendations to the Board of Studies (BOS)**

The committee resolved to recommend the **final syllabus, Course Outcomes, CO–PO–PSO mapping, and evaluation rubrics** for BBA and MBA programmes to the BOS.

Vote of Thanks

The Members proposed the vote of thanks.



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Members Present:

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1	Dr. Lakshmi B L	Chairman
2	Dr. K S Lakshminarayana	Member
3	Dr. Sowmya G	Member
4	Ms. Sushma S Rawath	Member
5	Ms. Usha V	Member
6	Ms. Deepika N	Member
7	Ms. Subha R	Member
8	Mr. Nargunam N	Member

Chairperson of PAC



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MINUTES OF THE PROGRAMME ASSESSMENT COMMITTEE (PAC) MEETING

Name of the Institution: Rajarajeswari College of Engineering, Bangalore

Department: Department of Management Studies

Meeting: Second Autonomous Programme Assessment Committee (PAC) Meeting

Date: 12-07-2024

Time: 10:30 AM

Venue: HOD Cabin

Members:

S.No	Name of the Members	Description
1	Dr. Lakshmi B L	Chairman
2	Dr. K S Lakshminarayana	Member
3	Dr. Sowmya G	Member
4	Ms. Sushma S Rawath	Member
5	Ms. Usha V	Member
6	Ms. Deepika N	Member
7	Ms. Subha R	Member
8	Mr. Nargunam N	Member

• **Review of Action Taken Report**

The Members presented the Action Taken Report (ATR) on the resolutions passed in the First PAC Meeting.

• **Framing of Scheme of Examination – BBA & MBA**

BBA Programme

The Programme Coordinator (BBA) presented the draft Scheme of Examination, including semester-wise credits, Continuous Internal Evaluation (CIE), Semester End Examination (SEE), and evaluation pattern.

Resolution:

The PAC approved the draft Scheme of Examination for BBA and recommended it to the Board of Studies (BOS) for final approval.



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MBA Programme

The Programme Coordinator (MBA) presented the draft Scheme of Examination for the MBA programme.

Resolution:

The PAC approved the draft Scheme of Examination for MBA and recommended it to the BOS.

• **Framing of Syllabus – BBA & MBA**

BBA Programme

The **newly framed syllabus** for all semesters of the BBA programme was placed before the committee.

Resolution:

The PAC approved the newly framed BBA syllabus and recommended it to the BOS for consideration and approval.

MBA Programme

The newly framed syllabus for the MBA programme, including core, elective, laboratory, and project components, was presented.

Resolution:

The PAC **approved the newly framed MBA syllabus and recommended it to the BOS** for approval.

• **Review of Assessment Pattern and Question Paper Design**

The assessment pattern and question paper formats aligned with **Bloom's Taxonomy** and **Outcome-Based Education (OBE)** were discussed.

Resolution:

Approved and recommended to BOS.

• **Validation of CO–PO–PSO Mapping**

CO–PO–PSO mapping matrices for BBA and MBA programmes were reviewed.

Resolution:

The mappings were validated and approved.

Vote of Thanks

The Member proposed the vote of thanks.

The PAC approved and recommended the newly framed Scheme of Examination and Syllabus for both BBA and MBA programmes to the Board of Studies (BOS) for final approval under autonomous status.



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Name of the Institution: Rajarajeswari College of Engineering, Bangalore

Department: Department of Management Studies

Meeting: Second Autonomous Programme Assessment Committee (PAC) Meeting

Date: 12-07-2024

Time: 10:30 AM

Venue: HOD Cabin

Members Present:

S.No	Name of the Members	Description
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4	Ms. Sushma S Rawath	Member
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Chairperson of PAC



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MINUTES OF THE PROGRAMME ASSESSMENT COMMITTEE (PAC) MEETING

Name of the Institution: Rajarajeswari College of Engineering, Bangalore

Department: Department of Management Studies

Meeting: First Autonomous Programme Assessment Committee (PAC) Meeting

Date: 05-07-2024

Time: 10:30 AM

Venue: HOD Cabin

Members:

S.No	Name of the Members	Description
1	Dr. Lakshmi B L	Chairman
2	Dr. K S Lakshminarayana	Member
3	Dr. Sowmya G	Member
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5	Ms. Usha V	Member
6	Ms. Deepika N	Member
7	Ms. Subha R	Member
8	Mr. Nargunam N	Member

- The Chairman welcomed all the members to the **First Autonomous Programme Assessment Committee Meeting for BBA and MBA Programmes** and expressed gratitude for their presence and guidance.
- The Committee Members itself introduced and highlighted their academic, industry, and university affiliations.
- The Chairperson briefed the committee on the objectives and scope of autonomy, emphasizing curriculum flexibility, outcome-based education, and continuous improvement.
- The roles and responsibilities of the Programme Assessment Committee in curriculum design, assessment approval, and academic quality assurance were discussed.
- Discussion on POs, PSOs, and COs (BBA & MBA)

BBA Programme

The Programme Coordinator (BBA) presented the **Programme Outcomes (POs), Programme Specific Outcomes (PSOs), and Course Outcomes (COs)** for the BBA programme.



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Resolution:

The committee approved the BBA POs, PSOs, and COs with minor modifications as suggested by the experts.

MBA Programme:

The Programme Coordinator (MBA) presented the **Programme Outcomes (POs), Programme Specific Outcomes (PSOs), and Course Outcomes (COs)** for the MBA programme.

Resolution:

The committee approved the MBA POs, PSOs, and COs and recommended inclusion of advanced computing and industry-oriented competencies.

- **Approval of Curriculum Structure and Scheme of Examination:**

BBA

The curriculum structure, credit distribution, and scheme of examination for the BBA programme were reviewed.

Resolution:

Approved.

MBA

The curriculum framework, semester-wise credit allocation, and scheme of examination for the MBA programme were discussed.

Resolution:

Approved.

- **Assessment Methods and Evaluation Criteria**

The Continuous Internal Evaluation (CIE) and Semester End Examination (SEE) patterns for both BBA and MBA were deliberated.

Resolution:

The assessment methods and evaluation criteria for both programmes were approved.

- **Alignment with Bloom's Taxonomy and OBE**

The committee reviewed the alignment of question papers and assessments with **Bloom's Taxonomy** and **Outcome-Based Education (OBE)** principles for both programmes.



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Resolution:

Approved.

• **Academic Regulations and Credit Framework**

Academic regulations, grading system, and credit framework applicable to both BBA and MBA programmes were discussed.

Resolution:

Approved.

• **Suggestions and Recommendations**

The external experts suggested strengthening industry relevance, project-based learning, and skill-oriented courses for both programmes.

Resolution:

The committee agreed to incorporate the suggestions in a phased manner.

Vote of Thanks

The Member Secretary proposed the vote of thanks and thanked all the members for their valuable contributions.

Members Present:

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3	Dr. Sowmya G	Member
4	Ms. Sushma S Rawath	Member
5	Ms. Usha V	Member
6	Ms. Deepika N	Member
7	Ms. Subha R	Member
8	Mr. Nargunam N	Member

Chairperson - PAC

Academic Dean

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Principal
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