

# HBC RESEARCH & PG DEPARTMENT OF COMMERCE

*ANNUAL REPORT FOR THE ACADEMIC YEAR 2018-2019*



REPORT ON THE WORKING OF THE DEPARTMENT (1<sup>ST</sup> JUNE 2018 TO 31<sup>ST</sup> MAY 2019)

COMPILED AND EDITED BY HBC INTERNAL QUALITY ASSURANCE CELL (IQAC)

**STAFF OF DEPARTMENT OF COMMERCE (As on 31-05-2020) AND THE POSITIONS HELD ON THE CAMPUS**

<b>Sl. No.</b>	<b>Faculties of our Department</b>	<b>Positions held on the Campus</b>
1	Dr. Gireesh Kumar G S, M. Com, M.Phil, Ph.D	Principal of the College
2	Dr. Antony Joseph, M. Com, M.Phil, Ph.D	HoD Department of Commerce
3	Dr. Santo Jose, M. Com, B.Ed, Ph.D Assistant Professor	Staff Advisor of the College, and IQAC Coordinator, HBC Co-operative Society Director Board Member
4	Mr. Jenipher Carlos Hosanna, M. Com, MFM, MCS, MBA, LLM, NET Assistant Professor	UGC NET Coaching Coordinator, Secretary HBC Cooperative Society, Nodal Officer AISHE, Nodal Officer Higher Education Scholarships, Coordinator of B.Voc Courses. IQAC Joint Coordinator
5	Mr. Shinu Thomas P, M. Com, NET Assistant Professor	Internal Exam Coordinator, Staff Council Member, HBC Co-operative Society Director Board Member
6	Ms. Ashly Mareena Mathew, M. Com, NET Assistant Professor	HBC Co-operative Society Director Board Member, ED Club Coordinator, WWS Mentor, Hostel staff Secretary
7	Mr. Justin Jose, M. Com, M.Ed, SET, NET Assistant Professor	College Chaplain, Nature Club Coordinator, CCEK Coordinator, IQAC Member, HBC Co-operative Society Director Board Member
8	Ms. Vinsha P Sam, M. Com, NET, Assistant Professor (on contract)	
9	Ms. Lenittamol Abraham, M. Com, NET, Assistant Professor (on contract)	

## STUDENT ENROLMENT & STRENGTH

Year & Programme	No. of Students
II M.Com.(Finance)	12
I M.Com.(Finance)	15
III B.Com. (Co-operation)	31
II B.Com. (Co-operation)	23
I B.Com. (Co-operation)	31
<b>Total Students</b>	<b>112</b>

## DEPARTMENT OF COMMERCE

### INTRODUCTION

The Research and Postgraduate Department of Commerce was established in the year 1991, to meet the challenges of the emerging scenario in the 21st Century and to optimally exploit the new opportunities in the field of commerce. The Department offers two programmes viz. B. Com (Cooperation) and M. Com (Finance). The Department started the Master's Degree programme in Commerce in 1999 and in 2013, it became an approved research centre under MG University Kottayam. The Department is headed by Dr. Santo Jose. It has consistently bagged 100% pass in the university examinations. It has produced a plethora of toppers in the university Examinations year after year, in both B. Com and M. Com programmes. The Department uses advanced technology such as ICT in teaching learning process. The latest publications in the fields of Business Studies, Economics, Commerce and Industry are continually added to the wide range of academic materials in the college library, so that the students are equipped in a better manner.

**Motto**

Learn to Lead and Lead to Light

**Vision**

To train the students to evaluate and meet the current and future global challenges of rapidly changing business environment

**Mission**

1. To impart performance based holistic education in commerce using state of the art technology and infrastructure leading to the development of qualified educationists, academicians and professionals
2. To enhance management skills and analytical thinking of our students for a successful career.
3. To explore training and development opportunities and continuing education both for students and teachers through SWAYAM, NPTEL, edX, Coursera, etc.
4. To develop a team of competent, qualified and ICT enabled faculty to lead teaching to research and innovation
5. To involve in projects leading to high-quality research and contribute to the wellbeing of our citizens
6. To continuously evaluate our performance against suitable benchmarks and to honour the creativity of teachers and students
7. To be recognized as a Department providing Research growth & Education oriented to employability & entrepreneurship in higher education at par with global standards

**Objectives**

1. To provide a blend of learning, entertainment and values
2. To provide opportunities for every student to identify their strengths and skills
3. To provide personalized guidance to students in their career planning
4. To ensure a free, transparent and effective system of internal assessment for students
5. To fully utilize ICT in teaching and learning

## Academic Philosophy

We build leaders of enterprises, and we hope our students will make a difference to their prospective organizations and to the world around them, thereby our students will be known as leaders of change. We have a large reserve of goodwill among the diaspora of our alumni, prospective students, faculty and staff and the present status of our department is the outcome of the commitment of our existing staff to the Department and we also hold tremendous promises for the future.

## Quality Policy

We provide our students a high-quality teaching learning environment. Our teaching learning environment is nourished with group discussions, peer teaching, interactive study sessions, cross age teaching, paper presentations, etc.

## PROGRAMS & COURSES OFFERED BY THE DEPARTMENT

### B.COM CO-OPERATION

#### Program overview

The Department of Commerce imparts quality education in Commerce subjects including Accounting, Management, Finance, Banking & Insurance, Statistics, Marketing, Managerial Economics, Income Tax, Co-operation and Computer Application and thereby provides human capital.

#### Common Courses

Sl No	Course Name	Credit	Hours per week
1	Language- English-I	4	5
2	Second Language-I	4	4
3	Language- English-II	4	5
4	Second Language-II	4	4
5	Language- English- III	3	3
6	Language- English -IV	3	3
TOTAL – Common Course 1 – 14 credits and Common Course 2- 8 credits		22	

### Complementary Courses

Sl. No.	Course Name	Credit	Hours per week
1	Banking and Insurance	3	4
2	Principles of Business Decisions	3	4
TOTAL		6	

### Core Courses

Sl. No.	Course Name	Credit	Hours per Week
1	Dimensions and Methodology of Business Studies	2	3
2	Financial Accounting, I	4	5
3	Corporate Regulations and Administration	3	4
4	Financial Accounting II	4	5
5	Business Regulatory Framework	3	4
6	Business Management	3	3
7	Corporate Accounts I	4	5
8	Quantitative Techniques for Business 1	4	5
9	Financial Markets and Operations	3	4
10	Marketing Management	3	3
11	Optional – 1: Basics Co-operation	4	5
12	Corporate Accounts II	4	6
13	Quantitative Techniques for Business- II	4	6
14	Entrepreneurship Development and Project	4	5
15	Optional – 2: Management of Co-operative Enterprises	4	5
16	Cost Accounting - 1	4	6
17	Environment Management and Human Rights	4	5
18	Financial Management	4	5

19	Optional – 3: Co-operative Legal System	4	5
20	Cost Accounting - 2	4	6
21	Advertisement and Sales Management	3	4
22	Auditing and Assurance	4	5
23	Management Accounting	4	5
24	Optional – 4: Co-operative Accounting	4	5
25	Project and Viva	1	-
TOTAL		89	

### OPTIONAL COURSES OFFERED

CO-OPERATION			
Sl. No.	Course Name	Credit	Hours per Week
1	Basics of Co-operation	4	5
2	Management of Co-operative Enterprises	4	5
3	Co-operative Legal System	4	5
4	Accounting for Co-operative Societies	4	5

### OPEN COURSE OFFERED

Sl. No.	Course Name	Credit	Hours per Week
1	CO5OP03- Fundamentals of Accounting	3	4

## M.COM FINANCE & TAXATION

### Program overview

**M.Com. Finance & Taxation** or **Master of Commerce in Finance & Taxation** is a postgraduate course in Finance having a duration of 2 years which has been spread over four semesters.

## The Program Structure of M. Com (Finance & Taxation)

Course Code	Title of the Course	Type of the Course	Hour/week	Credits
<b>FIRST SEMESTER</b>				
CM010101	Specialised Accounting	Core	5	4
CM010102	Organisational Behaviour	Core	5	3
CM010103	Marketing Management	Core	5	4
CM010104	Management Optimisation Techniques	Core	5	4
CM010105	Methodology for Social Science Research	Core	5	4
<b>TOTAL FOR SEMESTER</b>			<b>25</b>	<b>19</b>
<b>SECOND SEMESTER</b>				
CM010201	Advanced Corporate Accounting	Core	5	4
CM010202	Human Resource Management	Core	5	3
CM010203	International Business and Finance	Core	5	4
CM010204	Quantitative Techniques	Core	5	4
CM010205	Strategic Management	Core	5	4
<b>TOTAL FOR THE SEMESTER</b>			<b>25</b>	<b>19</b>
<b>THIRD SEMESTER</b>				
CM010301	Strategic Financial Management	Core	6	5
CM010302	Income Tax – Law and Practice	Core	7	5
CM010303	Security Analysis and Portfolio Management	Core	6	4
CM800301	Indirect Tax Laws	Core Elective	6	4
<b>TOTAL FOR THE SEMESTER</b>			<b>25</b>	<b>18</b>
<b>FOURTH SEMESTER</b>				
CM010401	Advanced Cost and Management Accounting	Core	6	5
CM010402	Income Tax-Assessment and Procedure	Core	7	5
CM800401	Derivatives and Risk Management	Core Elective	6	4
CM800402	Personal Investment and Behavioural Finance	Core Elective	6	4
CM010403	Project Report	Core project	Nil	4
CM010404	Comprehensive Viva Voce	Core Viva	Nil	2
<b>TOTAL FOR THE SEMESTER</b>			<b>25</b>	<b>24</b>
<b>TOTAL CREDITS FOR THE PROGRAMME</b>				<b>80</b>





As per the directions of IQAC our College, a preparatory meeting of the Department hold in the College on 31<sup>st</sup> May 2018, before commencement the Academic Year 2018-2019. The meeting discussed in detail the Action Plans 2018-19, Teachers' Duties 2018-19, Time Tables, Result Analysis, Association Programs etc.



As per the Mahatma Gandhi University Academic Calendar, College re-opened after the summer vacation and regulars' classes commenced on 1<sup>st</sup> June 2018 with the opening prayer of Rev. P.K Sebastian, Bursar of Henry Baker College, Melukavu.

## 1. One Day Seminar on “Research Designs and Methods” (30 July 2018)



The Department of Commerce organized a one-day seminar for commerce students on the topic One Day Seminar on **Research Designs and Methods**. on 30th July 2018. The Resource Person of the programme was Sri. Abin Jose, Assistant Professor, St. Joseph College, Moolamattom. The programme was welcomed by Dr. Santo Jose, Secretary, Department of Commerce, presided by Dr. Antony Joseph, Head of the Department of Commerce and inaugurated by Dr. Gireesh Kumar G.S, our Principal. The Seminar in College Seminar Hall from 10 am came to an end by 3.00 p.m. with the vote of thanks by Prof. Shinu Thomas P.

The following were the expected outcome from our students based on the seminar in the area of research methods:

- Students should understand a general definition of research design.
- Students should know why educational research is undertaken, and the audiences that profit

from research studies.

- Students should be able to identify the overall process of designing a research study from its inception to its report.
- Students should be able to identify a research problem stated in a study.
- Students should be familiar with how to write a good introduction to an educational research study and the components that comprise such an introduction.
- Students should be familiar with conducting a literature review for a scholarly educational study:
  - The steps in the overall process.
  - The types of databases often searched.
  - The criteria for evaluating the quality of a study.
  - The ways of organizing the material found.
  - The different types of literature reviews.
- Students should be able to distinguish a purpose statement, a research question or hypothesis, and a research objective.
- Students should be able to define the meaning of a variable, and to be able to identify independent, dependent, and mediating variables.
- Students should be able to define theory use in quantitative research.
- Students should be able to design a good quantitative purpose statement and good quantitative research questions and hypotheses.
- Students should know the steps in the process of quantitative data collection.
- Students should be able to distinguish between a population and a sample.
- Students should know the various types of quantitative sampling and which ones present the most rigorous approach to use.
- Students should understand the link between quantitative research questions and data collection and how research questions are operationalized in educational practice.
- Students should be familiar with the steps involved in identifying and selecting a good instrument to use in a study

The total number of participants of the programme was 52.



Commerce Association is a platform creating a multitude of opportunities to commerce students for their overall development. The association organized a huge number of vibrant programmers during the Academic Year 2018-2019. The official inauguration of Commerce Association Activities 2018-19 on 19<sup>th</sup> September 2018 by Sri. Rajeev G., General Manager, DIC, Kottayam, Dr. Gireesh Kumar G.S., Principal, Presided over the meeting.

learn to lead

You are cordially invited and request the pleasure of your esteemed presence on the auspicious occasion of the

**Inauguration Ceremony of  
COMMERCE ASSOCIATION & ED CLUB  
INDUSTRIAL AWARENESS PROGRAMME  
INTERACTION WITH SUCCESSFUL ENTREPRENEUR PROGRAMME**

of  
*Commerce Family*  
**HENRY BAKER COLLEGE, MELUKAVU**

**Wednesday, the 19th September 2018 at 10.00 a.m.**  
Venue: College Auditorium

Dr. Gireesh Kumar G.S <small>Principal</small>	Dr. Antony Joseph <small>Head of the Department</small>	Dr. Santo Jose <small>Dept. Secretary</small>
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Prof. Shinu Thomas P <small>(Co-ordinator, Commerce Association)</small>	Prof. Juna Dominic <small>(Co-ordinator, Commerce Association)</small>	Prof. Ashly Mereena Mathew <small>(Co-ordinator, ED Club)</small>
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Place: Melukavu  
Date: 15/09/2018

**"Inauguration Ceremony of Commerce Association and ED Club"**  
Wednesday, the 19th September 2018

**Programme**

**10.00 Am: Session I : Inauguration Function**

Stage Opening

Welcome : Prof. Shinu Thomas P.( Co-ordinator, Commerce Association)

Introductory Remarks : Dr. Antony Joseph ( Head, Research & PG Department of Commerce)

Presidential Address : Dr. Gireesh Kumar G.S. (Principal)

Inauguration : Sri. Rajeev G. ( General Manager, DIC, Kottayam.)

Keynote Address : Sri. Dileep Johnson ( Manager, State Bank of India)  
(Honouring the Achievers)

Felicitations : Sri. Anuragh Pandikkattu ( Member Melukavu Grama Panchayathu)  
: Prof. Korah Jacob ( Staff Secretary)  
: Smt. Nimmy Shiju (Chairperson, CDS Melukavu)  
: Dr. Santo Jose ( Department Secretary)  
: Prof. Juna Dominic ( Co-ordinator, Commerce Association)  
: Sri. Tobin Tomy ( Student Co-ordinator)  
: Sri. Ajmal V.A ( Student Co-ordinator)

Vote of Thanks : Prof. Ashly Mereena Mathew( Co-ordinator, ED Club)

**10.45 Am: Session II : Industrial Awareness Programme**

Resource Person : Sri. Sabu Abraham (Auditor, Khadi & Village Industries Dept., Idukki)

**12.00 Pm: Session III :Interaction with Successful Entrepreneur**

Entrepreneur : Sri. Gino Pulicken( Former Student & GM , Fraternal Chit Fund Pvt. Ltd. Eranakulam)

Faculty and Students of  
Department of Commerce (Self-Financing) &  
Research and Postgraduate Department of Commerce (Regular)  
HENRY BAKER COLLEGE, MELUKAVU





## 2. Industrial Visits

### Second Year B.Com. Model I Co-operation (1<sup>st</sup> April 2019)

31 students of our Second Year B.Com. Model I Co-operation accompanied by Prof. Shinu Thomas P. and Prof. Ashly Mereena Mathew are visited Munnar amd Munnar Tea Factory on 1<sup>st</sup> April 2019.





***Echo point mattupeety; dona, anitta, namitha, alphy, jaya, ritcy, binitt, nimisha sona, asiya, litty, ashly***



***Students posing for snapshot in the Echo Point at the foot of a hill (Mattupetty hill stations). From left to right: litty, vigitha, akhila, namitha, binit, nimisha, asiya, sona, salmiya, shilpa, jaya, ritcy, alphy, anitta, ashly, dona, Thomas, akshaY, Amal, Jithin sanoj, shinu***





***Do you know how to make tea powder? How to protect the enzymes in tea leaves? And what are the hidden health benefits of tea? - Staff of Kannan Devam Tea explains to our students!***



**First Year M. Com (26<sup>th</sup> February 2019)**

15 students of our First Year M. Com accompanied by Prof. Jenipher Carlos Hosanna and Prof. Lenittamol Abraham are visited Coir Factory Alappuzha on 26<sup>th</sup> February 2019.



*Our students' camera couldn't help taking snapshot of this Brass-nickel Golden 10 Rupees 60 Years Coir Board Commemorative Coin in UNC condition displayed in the front office of Coir factory at Alapuzha*



# HBC DEPARTMENT OF COMMERCE III BCOM **STUDY TOUR TO COORG & CHIKMAGALUR** 16 TO 20 DECEMBER 2018



30 Student of our Final Year B.Com. Model I Co-operation accompanied by Dr. Santo Jose and Smt. Vinsha P. Sam are visited Coorg and Chikmagalur from 16<sup>th</sup> – 20<sup>th</sup> December 2018.









**Final Year M.Com. (13<sup>th</sup> February 2019)**

12 Students of our Final Year M.Com. accompanied by Prof. Jenipher Carlos Hosanna and Ms. Lenittamol Abraham are visited Thekkedy, Kambam and Theni on 13<sup>th</sup> February 2019.



*Different Attractions of the Tour to Thekkady Wild Life Sanctuary (Tiger Reserve)*



*(1) Students Waiting for taking tickets*



*(2) Students Waiting for the boat*





(3) Students in boat to Tiger Reserve



(4) Students coming after the boating



(5) Camera shot of students



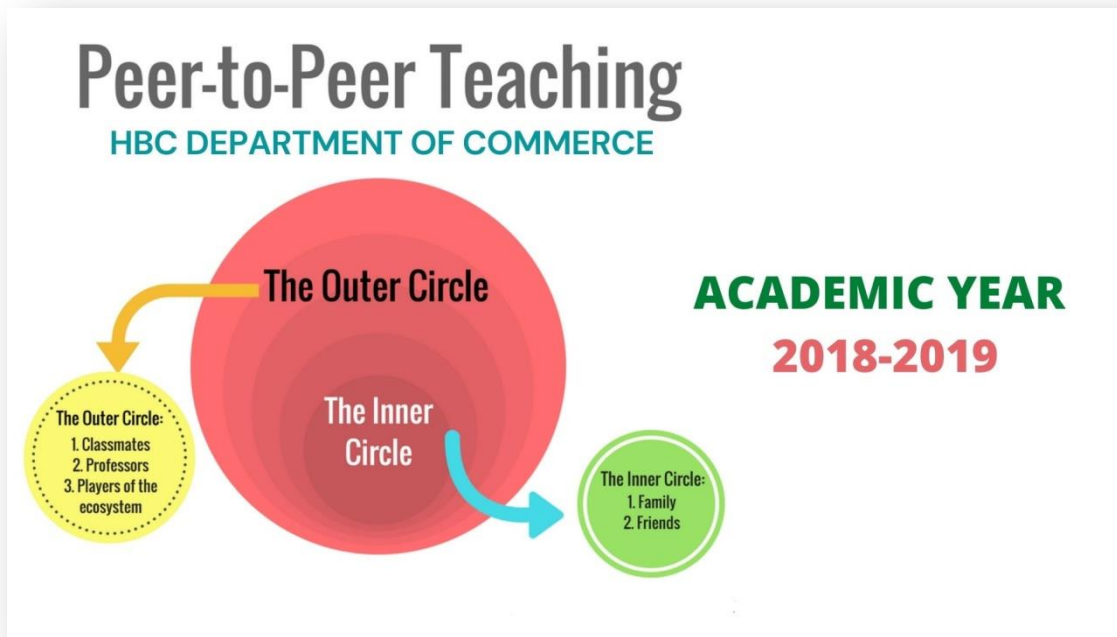
(6) Camera shot of students



Location: Kambam-Theni: Munthirithottam (Vineyard)

Standing from Left to Right: Ms. Saranya Vinod (2) Ms. Soumya T C (3) Ms. Athira Uthaman (4) Ms. Jisna T V (5) Ms. Mathu A S (6) Ms. Lenittamol Abraham (faculty on duty) (7) Ms. Parvathy S

Sitting from Left to Right: Mr. (1) Arun Tom Issac (2) Mr. Jenipher Carlos Hosanna (faculty on duty) (3) Ms. Greesham Sebastian (4) Ms. Anju Mathew and (5) Ms. Tintumol Kuriachen



As a part of Zero Free hour Policy of the College, the department introduced the system in commerce classes. Students and their parents suggested that Peer Teaching is a highly useful and effective system. Fast learners and academically excellent students from the same class are taking classes whenever the free hours occur. Department provide proper training to such students.

## CROSS AGED TEACHING HBC DEPARTMENT OF COMMERCE



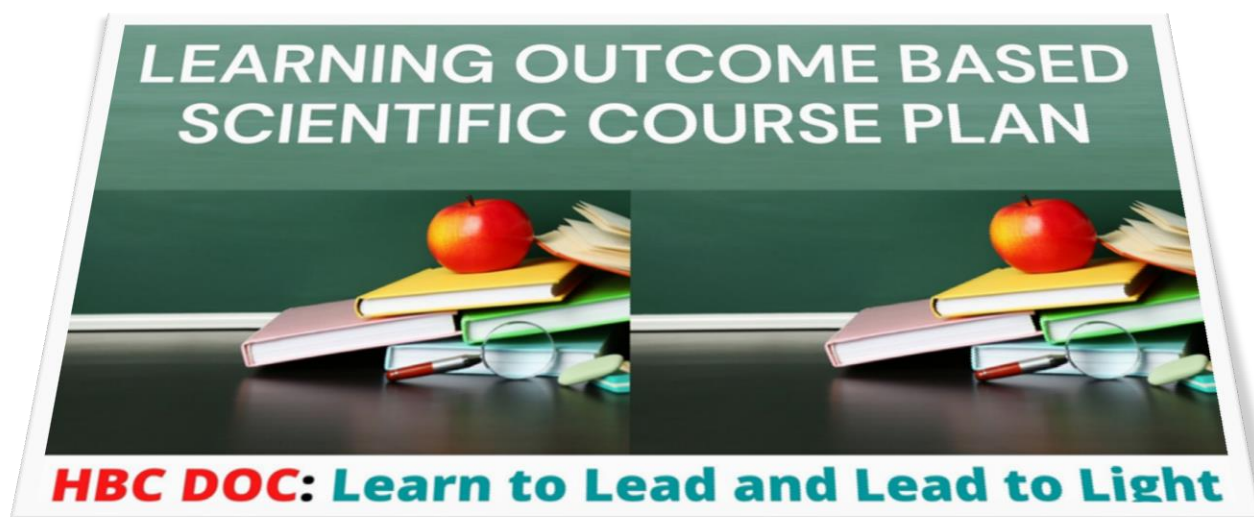
This is scheme introduced by the commerce department to postgraduate students having teaching aspirations. Such selected students taking classes in UG classes based on the topic allotted by the teacher concerned. Department provide proper training to such students.



This is a special end effective bench marking program arranged by the department for Fast Learners. Inspiring books of legends issued by the department to Fast Learners and conducting discussions every week in their allotted books.



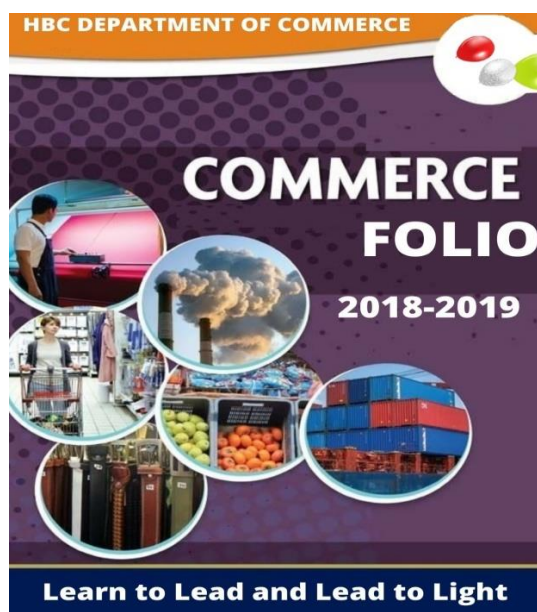




As per the guidelines of Internal Quality Assurance Cell of Our College, Faculty Members of Department of Commerce systematically prepare Course Plans, Teaching Plans.

## 5. Daily Mirror (Junior Com.)

It is an initiative made by the department of commerce for first year B. Com Degree Students. Prof. Justin Jose was the in charge of the program. Commerce folio is the newsletter of the Department of Commerce published once in a semester.





## 6. Internal/Terminal/Model Examinations

Systematically conducted monthly examinations during the year 2015-16 as per the schedule of Internal Examination cell.

## 7. Parents Meeting

Class wise parents meeting organized by the department once in a semester immediately after the Model Examinations. All parents are actively participated the meeting scheduled



Department of Commerce secured comparatively better result in the Final Year UG and PG University Examinations 2018-2019.

Programme name	Pass Percentage
Bachelor of Commerce (Co-operation) - Aided	90%
<b>Master of Commerce (Finance) - Aided</b>	100%

# University Rank Holders

<b>III<sup>rd</sup> RANK</b>	<b>V<sup>th</sup> RANK</b>	<b>VIII<sup>th</sup> RANK</b>
		
<b>Ms. Sunila Sunny</b> B.Com. Co-operation (2016-2019)	<b>Ms. Sruthy S.</b> B.Com. Co-operation (2016-2019)	<b>Ms. Renjana Suresh</b> B.Com. Co-operation (2016-2019)

## 100 % Pass (M.Com. Finance 2017-2019 Batch)

എം.ജി. സർവ്വകലാശാല M.Com. ഡിഗ്രി പരീക്ഷയിൽ **100% വിജയം** കരസ്ഥമാക്കി നമ്മുടെ കോളജിന്റെ യശസ്സ് ഉയർത്തിയ M.Com. 2017-2019 ബാച്ചിലെ എല്ലാ വിദ്യാർത്ഥിനി-വിദ്യാർത്ഥികൾക്കും ഹെൻറി ബേക്കർ കോളജ് കുടുംബത്തിന്റെ

**ഘൃദയം നിറഞ്ഞ അഭിനന്ദനങ്ങൾ**

					
Ms. Anju Mathew	Mr. Arjun A.R	Mr. Arun Tom Issac	Ms. Athira Uthaman	Ms. Greeshma Sebastian	Ms. Jisna T V
					
Ms. Mathu A S	Ms. Parvathy S	Ms. Saranya Vinod	Ms. Soumya T C	Ms. Tintumul Kuriachen	



## Student Achievers Honoured



## 8. Department Staff Meetings

Normally once in a month department staff meetings were assembled in the department. That is normally the last Friday of every month. Total 15 Meetings were assembled in this Academic Year 2018-19. Dr. Santo Jose, served as the secretary of the department.



## HBC DEPARTMENT OF COMMERCE



**DEPARTMENTAL SOCIAL RESPONSIBILITY**

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