

Chh. Shahu Institute of Business Education & Research Trust's

V.P. INSTITUTE OF MANAGEMENT STUDIES AND RESEARCH, SANGLI

Affiliated to the Shivaji University, Kolhapur and Accredited by NAAC



PROSPECTUS

Diploma in Business Management (DBM)

Under the faculty of commerce and management

INDEX

1. INTRODUCTION	1
2. BASIC INFORMATION OF THE COURSE	2
3. STRUCTURE OF SYLLABUS	3
4. FEES STRUCTURE	4
5. DETAILS OF INFRASTRUCTURAL FACILITIES	6
6. OTHER FACILITIES	7
7. GENERAL INSTRUCTIONS	8

1. INTRODUCTION

Chh. Shahu Institute of Business Education and Research (SIBER) Kolhapur, the most prestigious B-School of SW. Maharashtra is unique in many respects. Firstly, the Institute was established way back in 1970s when only the Founder Chairman Dr. A.D. Shinde because of his vision and foresight could visualize the importance of management education in the years to follow. Secondly the Institute is fully committed to the cause of education in management and allied areas. Finally and most importantly, SIBER is the only B-School which has been conferred with the most coveted status of an Autonomous Institute by Shivaji University, Kolhapur, with the concurrence of the Government of Maharashtra and the University Grants Commission, New Delhi. All this speaks volumes of the achievements of the Institute and also reflects on its potential for excellence.

It was after soaring new heights and successfully running of SIBER that the Trust realised the long felt need of starting yet another Management Institute in the adjacent District of Sangli which finally culminated in the setting up of the V.P. Institute of Management Studies & Research (VPIMSR) in Sangli in 1984 affiliated to the Shivaji University, Kolhapur. The establishment of VPIMSR proved a blessing in disguise for the rural youth of this area because it is the only Institute which caters to the specific needs of the students coming from the countryside and of those from the less privileged classes who cannot afford to join the ostentatious B-Schools in cities for pursuing their academic goals. VPIMSR will enable the students of this area to venture into the ever expanding dynamic world of business and come out with flying colours in life.

A distinct feature of the VP. Institute is that it is the only one which has been granted permanent affiliation by Shivaji University, Kolhapur to conduct the MBA Programme. The Institute gives an opportunity to the students to expose their latent talents and to excel in whatever they choose the study.

Vision:

- To foster ideas, courage determinations and to promote equal opportunities in higher education to the student community.
- To educate and prepare student community for professional excellence in an ever- changing complex business globe.

Mission:

- By adopting variety of modern pedagogies to facilitate the students in understanding, developing, interaction and applying core and specialized concepts and practices and to prepare students academically up-dated and professionally capable to accept and face the future challenges of market needs in the field of information technology, industrial automation and various functional areas of management.

2. BASIC INFORMATION OF THE COURSE

This course would provide the graduates in different faculties and also the diploma holder, the conceptual and practical knowledge of Direct and Indirect Taxes and would enable them to obtain meaningful prospects and career in the field of Tax Consultation.

I. OBJECTIVES

1. To prepare employees for middle level management in private, Cooperative and public sector organizations
2. To provide conceptual knowledge of management education to the students.
3. To inculcate managerial skills and entrepreneurial skills among the students
4. To build up self-confidence and competency among the students to take up self-employable business ventures.
5. To provide opportunities of promotion and efficient work to the graduates, employees and diploma holders.

The objective of the Diploma course will be to provide opportunity for promotion and efficient work to graduates, employees, diploma holders in both private and public sector organizations.

II. DURATION OF THE COURSE:

1. The duration of programme shall be one year.

2. Programme shall be a part time.
3. The Programme shall be on self-supporting basis.
4. Students have to complete the program within 1+2 years from the date of admission.

III. INTAKE OF STUDENTS: 60

IV. ELIGIBILITY FOR ADMISSION:

Any graduate candidate from recognized university or any diploma holder(3 year duration) under 10+3 or under 10+2+2 pattern from recognized Maharashtra Board of technical education or any state board of technical education or equivalent their to OR The student pursuing master degree programme of this University are also eligible for admission.

Admission process: - The institutes/Colleges have to decide the admission process. The admission should be strictly on merit basis.

Medium of instruction:-

The medium of instruction shall be English only.

V. STRUCTURE OF THE COURSE :

The following are the Theory papers.

Sr.	Name of the Subject	Int./ Ext	Wee kly Hrs.	Uni. Exm Mark	Int. Exm Mark	Mar -ks
1	Fundamentals of Management	Ext	02	80	20	100
2	Talley, GST and ERP	Ext	02	80	20	100
3	Digital Marketing	Ext	02	80	20	100
4	Employee and Labour Relations	Ext	02	80	20	100
5	Operations Management	Ext	02	80	20	100
6	Business Skills	Int	02		100	100
7	Management of Small Business	Int	02		100	100
8	Project Report and Viva- Voce	Ext	--	50	50	100
	Total Programme					800

VI. INTERNAL EXAMINATION:

1. Assignments 10 Marks
2. Mid Term Exam 10 Marks

VII. NATURE OF THE EXAMINATION AND STANDARD OF PASSING:

Examination Structure: 80:20

Internal Structure

Nature of Question Paper

Q.No. 1 and 5 are compulsory; attempt any two out of Q.No. 2 to 4

Q.1 Case Study (Compulsory) 20 Marks

Q.2 Broad Question 20 Marks

Q.3 Broad Question 20 Marks

Q.4 Broad Question 20 Marks

(Any two from Q.2 to Q.4)

Q.5 Short Notes (Compulsory) (Any 4 Out of 6) 20 Marks

Scheme of Examination

1. DBM Programme is to be conducted through Annual Pattern
2. Exam will be conducted at the end of the year.
3. Each paper/subject during the year will carry 100 marks.
4. University Exam shall be of 80 marks for each paper or subject
5. Written Examination will be 3 Hr duration for each paper/Subject.
6. For the subject Project Viva-Voce, examiners (university appointed) shall evaluate project report and conduct viva-voce and chairman should filling online marks and hard copy submit to the University examination department. The viva-voce committee appointed by University should have two experts and one should be Chairman of committee.

Standard of Passing:

A candidate must get minimum 40% marks in all papers or subjects to be following condition

1. The minimum standard of passing in each paper shall be 40 marks provided that candidates gets at least 40 % marks i.e. 28 out of 70 marks in university examination and 40% i.e. 12 marks out of 30 marks in the internal assessment.

2. For passing in case of project report and viva-voce examination candidate shall have to be obtain minimum 40% marks i.e. 20 marks for project report submission out of 50 marks and 20 marks for project vivo-voce examination from university panel.

3. Standard of passing and division of class shall be as under.
As per the university standards.

Credits and Grading: as per the university norms.

Fees: - As per the university norms.

4. Fees Structure

The structure of fees for the DBM course is determined by Shivaji University, Kolhapur. The Institute is governed by the directives of the University and therefore the fees charged are in accordance to the norms laid down by the University, which are as follows:

Sr.No.	Particulars	DBM
1	Development fee	50
2	Tuition fees	6000
	(A) Total	6050
3	Agrani College	50
4	Aptkalin Nidhi	10
5	Ashwedmedh	25
6	E-facilities	50
7	Eligibility fee	100
8	Env.studies fee	0
9	Insurance fee	25
10	P.G.Registration	0
11	Pro-rata	30
12	S.A.F.	15
13	S.W.F.	15
14	T.C.Fee	0
15	Youth festival	55
16	Self Finance Unit	10
17	Exm.fee	710
	(c) University	1095
18	Admission/Form	50
19	Computer fee	500
20	Gym.fee	0
21	I Card	25
22	Library fee	500
23	Study material	400
24	Term fee	0
25	Allumini Association Fund	500
	(B) Other	1975
	Total (A+B+C)	9120
26	Library Deposit	500

University Eligibility fees and Examination fees will be charged separately as per the directives of Shivaji University, Kolhapur.

6. Details of Infrastructural facilities

a) Library: Well staged central library for all departments with J-Gate and EBSCO e-journal

b) Computing:

- Name of the Internet Provider : Airtel
- Available Bandwidth : 155 Mbps Landline and Leased Line & Wi-Fi
- Class Rooms : Class rooms are equipped with ICT facility
- Laboratories : 3 Computer Labs with recent configurations

c) Support structures

1. ICT enabled classrooms.
2. Seminar hall equipped with Video conferencing facility
3. State of art computing facilities.
4. Language lab with multimedia facility.
5. Library with offline and online resources.
6. Auditorium hall for co-curricular activities
7. Moodle and Fedena software system.

d) Teaching-Learning methods

- Seminar method
- Case study method
- Group discussion method
- Lectures were organized via video conferencing in seminar hall
- Mini projects (Individual and group based projects) in individual subjects
- Research paper publication in conference/seminars/journals
- Guest lectures
- Remedial classes for slow learners
- Cash prize test for improving employability skills
- BEC (Business English Communication) classes for all students (The fees are borne by the Institute.)
- Foundation classes for freshers.
- Inter and Intro-collegiate competitions.
- Book bank scheme for meritorious and economically poor students.

7. Other Facilities

a) Industrial interaction/Visit

With prior permission of Principal, the placement cell along with the students visits the industries, to observe and understand their work culture and to know departmental communication procedure.

b) Career Counseling

Placement officer provides guidance to the students on various issues pertaining to competitive examinations such as structure of examination, guidance for preparation of examination, personal interviews at regular intervals through formal as well as informal interaction with them. The students are trained for interviews by conduction of activities like Field work, Mini Project, Role play, Debates, Mock interview, Group discussion, General and technical aptitude test etc.

रॅगींग -

सन १९९९ महाराष्ट्र शासन राजपत्र अधिनियम क्रमांक ३३ नुसार महाराष्ट्र राज्यात शैक्षणिक संस्थामध्ये रॅगींग करण्याची मनाई करण्यात आली आहे. शासनाचे पत्रानुसार रॅगींग (शारीरिक व मानसिक छळ) केलेले कोणी आढळल्यास त्यास दोन वर्षे कारावासाची शिक्षा व दहा हजार रुपयांपर्यंत द्रव्यदंडाची शिक्षा होण्यास पात्र असेल. रॅगींग अपराध सिध्दापराधी ठरलेल्या कोणत्याही विद्यार्थ्यास संस्थेतून काढून टाकणेत येईल व काढून टाकल्याच्या दिवसापासून ५ वर्षांच्या कालावधीपर्यंत कोणत्याही इतर संस्थेत प्रवेश देता येणार नाही

c) Scholarship/Fee Concession

The Institute follows the norms set by the Government for scholarship to SC/ST/OBC/Women/Economically Weaker sections/ Differently abled/Minority community and other.

Besides Government scholarship, the Institute contributes 50% and 20% of tuition fees of the girl students of DBM and the students of BBA/BCA program respectively, who are deprived from any other kind of scholarship.

8. GENERAL INSTRUCTIONS

- Candidate should carefully read, before being admitted, the prospectus issued by the Institute as well as the relevant University publications. The rules contained in the course as well as those made by the Institute and changes made therein, from time to time, shall be binding on the candidate and on his / her guardians.
- Candidates are admitted to the course, subject to the rules of Shivaji University. Kolhapur as to the eligibility, grant of terms etc.
- The fees prescribed by the University for the course must be paid at the time of admission. Failure to do so shall result in cancellation of admission.
- If a candidate is entitled to any Government Scholarship or Freeship, the amount of such scholarship or freeship will be paid to him / her only when it is actually received by the Institute from the appropriate authorities.
- For the grant of two terms and for eligibility to fill in the University Examination Form of the course, candidate must attend at least 80% of the lectures for the course as laid down by the University.
- No candidate shall be considered to have pursued course of study unless he / she is certified by the Principal to have attended at least 80% of the lectures and satisfactorily completed all the tutorials, seminars and internal work as laid down by the University.
- Every candidate must attend the classes regularly and complete his / her class work, tutorials, seminars and assignments within the stipulated period. Attendance for periodical test and surprise tests conducted from time to time is compulsory.
- All the submissions with respect to the internal marks have to be done in the allotted time only. Late submissions are not allowed.

- The students will be exposed to the business world through constant liaison and interaction with the industry and faculty of leading Management Institutes.
- A very high standard of discipline, regularity and punctuality is expected from the candidates, failure of which will be viewed seriously in judging the performance of a candidate.
- No candidate shall be allowed to appear for the University Examination unless he / she satisfies all the rules and regulations laid down by the University.
- Fees are not refundable on any account except the amounts paid as Library Deposit and Caution Money. Whenever admission of a student is to be cancelled by him / her, the student should intimate to the Principal in writing, with the written consent of his / her guardian.
- The students are required to be in the prescribed dress code on the campus on the stipulated days and when the occasions demand.
- The code of conduct as laid down by the Institute is required to be strictly followed by the students.

SHIVAJI UNIVERSITY, KOLHAPUR

Sr. No. 000763



C E R T I F I C A T E

This is to certify that University approval is given to *Vasantraodada Patil Institute of Management Studies and Research, Wanleswadi, Tal.Miraj, Dist.Sangli* to conduct the following courses for the academic year 2019-20.

ENGINEERING FACULTY

M.B.A. Part I & II

Permanent Affiliation

Intake 60

Govt. Recent Approval
University Approval
A.I.C.T.E. Recent Approval

- एनजीसी/३५९४/एमबीए/७४९७/मशि-३ दि. २१/०७/१९९४
- PG/Affi./VYJ/5131, Date. 02/08/2005
- Westem/1-4259311068/2019/EOA Date 10 April, 2019

M.Com. I & II

Non Grant Division - 1

Permanent Affiliation

Govt. Recent Approval
University Approval
Course

- शिक्षणसेयो/म.शा./क्र.यकेएफ/१०८३/६५२(ममु)/(७४९८)विशि-३, दि.०२/०५/१९८४
- PG/Affi./VYJ/5131, Date. 02/08/2005
- M.Com. Intake 50

D. B. M.

Non Grant Division - 1

Permanent Affiliation

Intake 60

Govt. Recent Approval
University Approval
Course

- शिक्षणसेयो/म.शा./क्र.यकेएफ/१०८३/६५२(ममु)/(७४९८)विशि-३, दि.०२/०५/१९८४
- PG/Affi./VYJ/5131, Date. 02/08/2005
- D. B. M. All Syllabus

D. I. T.

Non Grant Division - 1

Permanent Affiliation

Intake 60

Govt. Recent Approval
University Approval
Course

- यकेएफ/१०८३/६५२(ममु)/(७४९८)विशि-३, दि.०२/०५/१९८४
- PG/Affi./VYJ/5131, Date. 02/08/2005
- D. I. T. All Syllabus

B.B.A

Non Grant Division

Intake 80

Govt. Recent Approval
University Recent Approval
Course

- क्र.शिविसं-२००६/(२३१/०६)/मशि-३, दि. २१/०६/२००५
- शिवाजी.वि./संलग्नता/टी-२/विद्यापरिषद बैठक, दिनांक.२४/०५/२०१९.
- All Syllabus

B.C.A.

Non Grant Division

Intake 80

Govt. Recent Approval
University Approval
Course

- क्र.शिविसं-२००६/(२३१/०६)/मशि-३, दि. २१/०६/२००५
- शिवाजी.वि./संलग्नता/टी-२/विद्यापरिषद बैठक, दिनांक.२४/०५/२०१९.
- All Syllabus

Registrar
Shivaji University,
Kolhapur.

SHIVAJI UNIVERSITY, KOLHAPUR

Sr. No. **No. 000761**



P.G.D.C.A. Non Grant Division

Intake 60

Govt. Recent Approval
University Approval
Course

- क्र.शिविसं-२००६/(२३१/०६)/मशि-३, दि. २१/०६/२००५
- शिवाजी.वि./संलग्नता/टी-२/विद्यापरिषद बैठक, दिनांक.२४/०५/२०१९.
- P.G.D.C.A. All Syllabus

M.C.A. Part I, II & III

Intake 60

Govt. Recent Approval
D.T.E. Approval
University Approval
A.I.C.T.E. Approval

- संकीर्ण-२०१०/८१८८/२०१०/तांशि-४ दि. ३०/०७/२०१०
- २/एनजीसी/मान्यता/२०१०/२३७४/दि. ०८/११/२०१०
- शिवाजी.वि./संलग्नता/टी-२/विद्यापरिषद बैठक, दिनांक.२४/०५/२०१९.
- Westem/1-3323617026/2017/EOA Date 30 March, 2017

B.B.A. II, B.C.A. II

University Circular
Compulsory

- SU/BOS/Env.sy1/Dhawani/11594/11125, Dtd.16 March, 2005
पर्यावरणअभ्यास

----- * * * -----

Place: KOLHAPUR No **5 71 1**
Date : **- 6 JUN 2019**


Registrar,
Shivaji University,
Kolhapur.