

BOS Minutes of the Meeting



Centre for Hospitality and Tourism Management

14

Baba Ghulam Shah Badshah University  
Rajouri, J&K 185131, INDIA

Ref. No: BGSBU / CHTM /2016/ 10

Dated: 25/6/2016

Minutes of the Meeting :

The meeting of board of Studies(BOS) for centre of Hospitality & Tourism (School of Management Studies) was held in the conference hall of Department of Management Studies on 25<sup>th</sup> June 2016 at 10:30am onwards with following members were present.

1. Shr. Asrar Ghaus - (Convener)
2. Mr. Nishteeth Srivastva (Subject expert)
3. Dr. Dil Pazir (Member)
4. Dr. Javid Iqbal (Member)
5. Mr. Kafeel Ahmed (Member)

Following Issues were discussed & resolved by the members,

**Item No1,**

Syllabus of MBA- (Hospitality & Tourism) Semester First & Second stand approved.

**Item No. 2**

Course Title of MBAHTM-204 should be change as Research Methodology & paper presentation Skills.

**Item No. 3**

Syllabus for 3rd & 4th semester will be approved with following Modification.

- (I) Project Training will be for 6 weeks instead of 45 days.
- (II) The Title of the Course Code MBAHTM- 204 Business & Hospitality Etiquettes changed as Business & Hospitality Practices
- (III) The Title of course code MBAHTM- 303 will be renamed as Project Report & Presentation.
- (IV) In Semester 4<sup>th</sup> Course Code MBAHTM- 401 will be Geography of Tourism in place of Event Management.
- (V) Only four Courses will be offered under Elective in 4<sup>th</sup> semester.

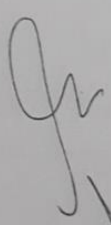
*[Handwritten signatures and dates]*  
25/6/16 25/6/16 25/6/16 25/6/16

## APPROVED COURESE STRUCTURE OF MBA (HT) PROGRAM

(24)

Scheme for MBA Course outline Hospitality & Tourism ManagementSemester-I

Course Code	Course Title	Credit	Internal Assessment Marks	University Exam	Max. Marks
	Core Courses				
MBAHTM-101	Management Perspectives & Organisational Behaviour	4	40	60	100
MBAHTM-102	Managerial Economics	4	40	60	100
MBAHTM-103	Statistical Methods	4	40	60	100
MBAHTM-104	Basics of Hospitality Management	4	40	60	100
MBAHTM-105	Computer Applications in Hospitality & Tourism Industry.	4	40	60	100
MBAHTM-106	Communication Skills.	4	40	60	100
	Total	24	240	360	600

  
 Habiba  
 29/9/16

Semester-II

Course Code	Course Title	Credit	Internal Assessment Marks	University Exam	Total Marks
Choice based Open Elective courses. Students are required to opt any one the following courses.					
Math- 201	Mathematical Tools for Real World Problems	4	40	60	100
IT. 202	Soft Skills in Information Technology	4	40	60	100
Comp-203	Computer Applications and Operations	4	40	60	100
Bio- 204	Fundamentals of Biotechnology	4	40	60	100
Bot- 205	Mysteries of Green Plants	4	40	60	100
Bot- 206	Botany in Rural Developments	4	40	60	100
Zol- 207	Nutrition, Health & Hygiene	4	40	60	100
Arab- 208	Fundamental of Arabic Language	4	40	60	100
Eng- 209	Applied English	4	40	60	100
Edu. 210	Higher Education	4	40	60	100
Eco- 211	Principles of Banking	4	40	60	100
Mgt – 214	Business Communication and Soft Skills	4	40	60	100
Edu- 215	Instructional Technology	4	40	60	100
<b>Core Courses</b>					
MBAHTM-220	Basics of Tourism.	4	40	60	100
MBAHTM-221	Marketing for Hospitality and Tourism.	4	40	60	100
MBAHTM-222	Financial Management and Accounting.	4	40	60	100
MBAHTM-223	Human Resource Management.	4	40	60	100
MBAHTM-224	Research Methodology and Paper Presentation Skills	4	40	60	100
		24	240	360	600

Note: The students after the examination of 2nd semester the students shall go for project training for a period of 6 weeks. After completing the Project Training, students shall be evaluated on the basis of project report, presentation and viva-voce under Course code MBAHTM-302.

*Shubine J*

Semester-III

Course Code	Course Title	Credit	Internal Assessment Marks	University Exam	Total Marks
	Core Courses				
MBAHTM-301	Strategic Management.	4	40	60	100
MBAHTM-302	Summer Training Report & Presentation.	4	40	60	100
MBAHTM-303	Tourism Resources of J&K.	4	40	60	100
MBAHTM-304	Front Office.	4	40	60	100
Choice Based Complimentary Elective courses Students are required to opt. any two of the following courses					
MBAHTM-305	Basics of Event Management.	4	40	60	100
MBAHTM-306	Tour Guiding & Escorting Skills.	4	40	60	100
MBAHTM-307	Geography of Tourism	4	40	60	100
MBAHTM-308	Adventure, Wildlife & Cultural Tourism	4	40	60	100
MBAHTM-309	Viva Voce.	-	-	-	50
Total		24	240	360	650

*Shabina*

Semester-IV

Course Code	Course Title	Credit	Internal Assessment Marks	University Exam	Max. Marks
	Core Courses				
MBAHTM-401	Tourism Resources & Geography of India.	4	40	60	100
MBAHTM-402	Travel Agency & Tour Operations.	4	40	60	100
MBAHTM-403	Tour Policy, Planning and Development	4	40	60	100
MBAHTM-404	Tourism Management in India.	4	40	60	100
	Choice based Complimentary elective courses. Students are required to opt. any two of the following courses				
MBAHTM-405	Entrepreneurship Development in Hospitality & Tourism	4	40	60	100
MBAHTM-406	Food & Beverage Management.	4	40	60	100
MBAHTM-407	Accommodation Management.	4	40	60	100
MBAHTM-408	Dimensions of International Tourism.	4	40	60	100
MBAHTM-409	Viva-Voce	.....	....	....	50
	Total	24	240	360	650

*Handwritten signature*

Director  
CHT 31/8/2016



## Centre for Hospitality and Tourism Management



(13)

Baba Ghulam Shah Badshah University  
Rajouri, J&K 185131, INDIA

## Elective in Tourism:

1. Course code MBAHTM 404 Tour guiding and Escorting Skills.
2. Course code MBAHTM 405 Dimensions of International Tourism.
3. Course code MBAHTM 406 Adventures, Wildlife and Cultural Tourism.
4. Course code MBAHTM 407 Travel Agency and Tour Operations.

## Elective in Hospitality:

1. Course code MBAHTM 408 Front Office Management
2. Course code MBAHTM 409 Accommodation Management
3. Course code MBAHTM 410 Food & Beverage Management
4. Course code MBAHTM 411 Event Management

Item No. 4,

Diploma in front office

Semester -I

*Shree*  
25/6/16


*Cu*

*AS*  
25/6/16

*[Signature]*  
25/6/16

*[Signature]*  
25/06/16

## APPROVED COURSE STRUCTURE OF DIPLOMA PROGRAM FRONT OFFICE OPERATIONS (DFO)



**Centre for Hospitality and Tourism Management**

Baba Ghulam Shah Badshah University  
Rajouri, J&K 185131, INDIA

(12)

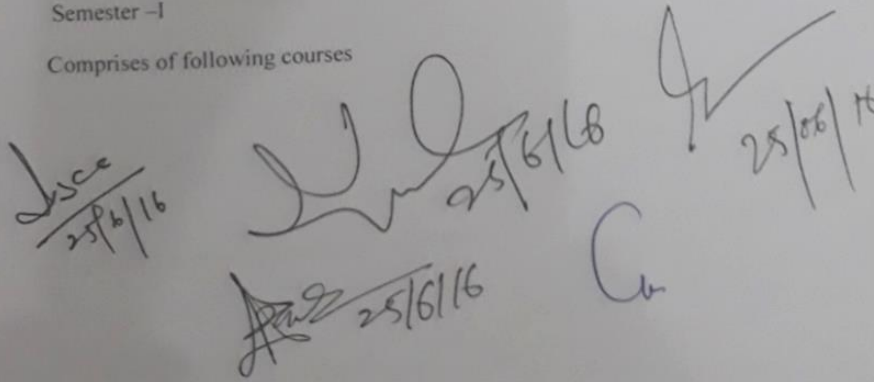
Comprises of following courses

Course Code	Course Title	External	Internal	Total
DFO-101	Front Office operations	60	40	100
DFO-102	Principles of Accounting	60	40	100
DFO-103	Communication Skills & Office organization	60	40	100
DFO-104	Basics of computers	60	40	100
DFO-150	Front Office practical based on theory	50	50	100
DFO-151	Practical on computer application	50	50	100
DFO-152	Practical on communication & presentation skills	50	50	100
Total Marks		390	310	700

**Semester II**

Student will undergo industrial training for 17 weeks after successful completion of training student will submit training report followed by presentation the total marks will be 500 in which 300 for external and 200 for internal

**Item 5,**  
Diploma in Housekeeping  
Semester -I  
Comprises of following courses



## APPROVED COURSE STRUCTURE OF DIPLOMA PROGRAM HOUSEKEEPING OPERATIONS (DHK)



Baba Ghulam Shah Badshah University  
Rajouri, J&K 185131, INDIA

①①

Course Code	Course Title	External	Internal	Total
DHK-101	Housekeeping operations	60	40	100
DHK-102	Principles of Accounting	60	40	100
DHK-103	Communication Skills & Office Organization	60	40	100
DHK-104	Basics of computers	60	40	100
DHK-150	Practical of Housekeeping operations	50	50	100
DHK-151	Practical on computer Application	50	50	100
DHK-152	Practical on communication & presentation skills	50	50	100
<b>Total Marks</b>		390	310	700

### Semester II

Student will undergo industrial training for 17 weeks after successful completion of training student will submit training report followed by presentation the total marks will be 500 in which 300 for external and 200 for internal

Meeting ended with positive vote

Convener

Board of Studies for Hospitality & Tourism

*[Signature]*  
25/6/16

*[Signature]*  
25/6/16

*[Signature]*  
25/6/16



## APPROVED COURSE STRUCTURE OF DIPLOMA PROGRAM FOOD & BEVERAGE (DFB)

### 5) Diploma in Food & Beverage Services.

#### Semester I

(27)

Comprises of Following Courses.

Course Code	Course Title	External	Internal	Total
DFB-101	Introduction to Food and Beverage Services.	60	40	100
DFB-102	Principles of Accounting.	60	40	100
DFB-103	Communication Skills & Office Organization.	60	40	100
DFB-104	Basics of Computers.	60	40	100
DFB-150	Practical based on Food and Beverage Services.	60	40	100
DFB-151	Practical on Computer Applications.	60	40	100
DFB-152	Practical on Communication and Presentation Skill.	60	40	100
<b>Total Marks</b>		<b>390</b>	<b>310</b>	<b>700</b>

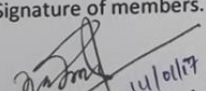
#### Semester II

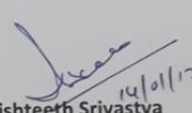
Students will undergo industrial training for 17 weeks after successful completion of training student will submit training report followed by presentation the total marks will be 500 in which 300 for external and 200 for internal.

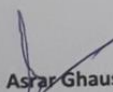
### 6) Some Suggestions regarding Choice Based Open Elective Courses were made.

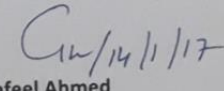
Meeting ended Positive Note.


Signature of members.

  
Prof. Naseem Ahmed  
(Convener)

  
Mr. Nishteeth Srivastva  
(Subject Expert)

  
Shri. Asrar Ghaus  
(Member)

  
Mr. Kafeel Ahmed  
(Member)

  
Convener  
Board of Studies for Hospitality & Tourism

