

Guidelines for CBCS Revised Syllabus w.e.f. 2019-20
For the Paper Titled
"Organisational Behaviour" of B. Com. (Hons.)
Discipline Specific Elective, Paper No. BCH 5.3 (b), Semester-V

JOINTLY ORGANISED
BY
Department of Commerce, Delhi School of Economics, University of Delhi
And
Zakir Husain Delhi College (Evening), University of Delhi

Date: 13th September, 2021

MINUTES

An online meeting was held on Monday, 13th September, 2021 at 2.30 PM on Google Meet Platform (Meeting ID <https://meet.google.com/sqx-qndy-dab>) to prepare the Guidelines for CBCS Revised Syllabus w.e.f. 2019-20 for the paper titled **"Organisational Behaviour" of B. Com. (Hons.), Discipline Specific Elective, Paper No. BCH 5.3 (b), Semester-V**, jointly organised by Department of Commerce, Delhi School of Economics, University of Delhi and Zakir Husain Delhi College (Evening), University of Delhi. Total Fifty-Two (52) faculty members of the different colleges of University of Delhi associated with teaching of this paper registered in advance to attend the meeting and finally Forty-Six (46) faculty members attended the meeting on the scheduled day, date and on the given link. The meeting was Chaired by Prof. Masroor Ahmad Beg, Principal of the Zakir Husain Delhi College (Evening), Represented by Prof. Urvashi Sharma, Professor, Department of Commerce, Delhi School of Economics, University of Delhi and Convened by Dr. Rajanikant Verma, Associate Professor, Commerce, Zakir Husain Delhi College (Evening) and the following members were present in the online meeting:

Sl. No.	Name of the Faculty	Department / Affiliated College Name
1	PROF. MASROOR AHMAD BEG (PRINCIPAL)	ZAKIR HUSAIN DELHI COLLEGE (EVENING) UNIVERSITY OF DELHI
2	PROF. URVASHI SHARMA (REPRESENTATIVE FROM DOC)	DEPARTMENT OF COMMERCE DELHI SCHOOL OF ECONOMICS), UNIVERSITY OF DELHI
3	DR. RAJANIKANT VERMA (CONVENOR)	ZAKIR HUSAIN DELHI COLLEGE (EVENING) UNIVERSITY OF DELHI
4	DR. ARPITA KAUL	SRI VENKATESWARA COLLEGE
5	DR. UMA S. SINGH	ATMA RAM SANATAN DHARMA COLLEGE
6	MS. ANUBHUTI YADAV	DEEN DAYAL UPADHYAYA COLLEGE
7	DR. DEEPAK SRIVASTAVA	KESHAV MAHAVIDYALAYA
8	MS. BHAWANA MIGLANI	PGDAV COLLEGE
9	MS. RASHI THAREJA	DYAL SINGH EVENING COLLEGE
10	MS. MEENU	DELHI COLLEGE OF ARTS AND COMMERCE
11	DR. SUDESH KUMARI	HANSRAJ COLLEGE
12	MS. HERSHEEN KAUR	SRI GURU GOBIND SINGH COLLEGE OF COMMERCE
13	DR. SHILPI ARORA	MOTILAL NEHRU COLLEGE (DAY)
14	DR. SHIKHA GUPTA	KAMALA NEHRU COLLEGE
15	DR. AKANKSHA JAIN	PGDAV COLLEGE (MORNING)
16	DR. SUBHANJALI CHOPRA	SRI AUROBINDO COLLEGE
17	MS. RICHA DANI	JANKI DEVI MEMORIAL COLLEGE
18	DR. BEAUTY DAS	HANSRAJ COLLEGE
19	MS. SONAL GUPTA	HANSRAJ COLLEGE
20	PROF NAMITA RAJPUT	SRI AUROBINDO COLLEGE
21	MS. SANTOSH SABHARWAL	SHRI RAM COLLEGE OF COMMERCE
22	MS. RASHI PALIWAL	ADITI MAHAVIDYALAYA
23	MS. SHUCHITA VERMA	DAULAT RAM COLLEGE

24	DR. BHOOMIKA GARG	RAJDHANI COLLEGE
25	DR. AKHILESH KR MISHRA	SRI AUROBINDO COLLEGE EVE
26	DR. SUJIT KUMAR	DR. BHIM RAO AMBEDKAR COLLEGE
27	DR. SURABHI SINGHAL	RAMJAS COLLEGE
28	MS. MAMTA CHAUDHARY	DYAL SINGH (DAY) COLLEGE
29	MS. RASHI PALIWAL	ADITI MAHAVIDYALAYA
30	MR. VISHAL GARG	SHAHEED BHAGAT SINGH COLLEGE (MORNING)
31	MS. JYOTI YADAV	SHIVAJI COLLEGE
32	MRS. HARINDER. J. SINGH	MATA SUNDRI COLLEGE
33	DR. SHEELA DUBEY	GARGI COLLEGE
34	DR. RANJEETA PHUKAN	VIVEKANANDA COLLEGE
34	DR. SHANTANU SAURABH	THE MAHARAJA SAYAJIRAO UNIVERSITY OF BARODA
36	DR. MALA RANI	BHARATI COLLEGE
37	DR. SHWETA SHARDA	INDRAPRASTHA COLLEGE FOR WOMEN
38	MS. RACHNA MEGH	VIVEKANANDA COLLEGE
39	MS. NEHA ROHRA	INDRAPRASTHA COLLEGE FOR WOMEN
40	DR. VEENITA SINGH	DEPARTMENT OF BUSINESS STUDIES, BANARAS HINDU UNIVERSITY
41	MR. BINAYAK PRASAD NAYAK	KIIT SCHOOL OF COMMERCE AND ECONOMICS, KIIT UNIVERSITY
42	MR. SHUBHAM GAURAV	DEEN DAYAL UPADHYAYA, GORAKHPUR UNIVERSITY
43	MR. AAMIR KHAN	ZAKIR HUSAIN DELHI COLLEGE EVENING
44	MR. ALOK ANAND	BHARATI COLLEGE
45	DR. MEENU	LAKSHMIBAI COLLEGE
46	DR. URMILA BHARTI	ZAKIR HUSAIN DELHI COLLEGE (EVENING)

The following guidelines were set in the online meeting with the consent of all the Faculty Members, and the Representative of Department of Commerce, Delhi School of Economics, University of Delhi:

Teaching Related General Guidelines

1. Total Number of Lectures Assigned As per UGC Norms are 65.
2. Unit Wise and Case Study Based Breakup of 65 Lectures are recommended as follows:

Unit I: Introduction	9 Lectures
Unit II: Individual Behaviour	14 Lectures
Unit III: Motivation and Communication (Including Case)	13 Lectures
Unit IV: Group Behaviour and Leadership (Including Case)	13 Lectures
Unit V: Dynamics of Organisational Behaviour (Including Case)	16 Lectures

Case Study will be focused on:

Motivation and Communication	3 Lectures
Group Behaviour and Leadership	3 Lectures
Dynamics of Organisational Behaviour	4 Lectures

(Note: Case Study Based Ten Lectures are included in Unit wise Lecture)

3. Case Study should be of moderate size only to create the understanding of the subject and to ensure active participation of the students and continuous learning process.
4. All the topics and sub topics should be covered from the books mentioned in the References only.
5. To bring the uniformity in Teaching, the sub topics to be covered under the broad topic of different units are annexed herewith in Annexure 1 of this minutes.

Examination Related General Guidelines

1. Total number of questions will be five. All questions will carry equal weightage i.e. 15 marks of each.

2. First four questions serially marked from 1 to 4 will be of 15 marks each with internal choice format requiring comprehensive coverage of entire syllabus must be asked and there should not be more than two parts in a question.

For Example: Q1/Q2/Q3/Q4

- (a)
(b)

Or

- (c)
(d)

3. Question Number 5 will be based on compulsory one case study of moderate size without any choice of 8 marks in first part and second part will be based on short notes of 7 marks in the format of attempt any two out of four (i.e. 3.5 marks of each), covering all four units excluding the unit from which case study is asked.

For Example: Q5

A

Case Study of Moderate Length

B

Short Notes on any two of the following:

- i.
ii.
iii.
iv.

Internal Assessment Related General Guidelines

Total Marks for Internal Assessment are 25 as per University Rule.

- a) 5 Marks for Attendance as Per University Rule.
- b) 10 Marks for Assignments in the Form of Class Tests/Assignments Only.
- c) 10 Marks for Class Participation/Presentations in the Class Room.

All the faculty members participated actively in the deliberation and appreciated the timely initiative of Prof. Reetesh Kr. Singh, the Head and Dean, Department of Commerce and expressed sincere thanks to Prof. Amit Kumar Singh, Coordinator, Department-College Interface & Professor, Commerce Department, University of Delhi, for the interest shown by him in executing this meeting and specially thank to Prof. Urvashi Sharma, Representative, Professor, Commerce Department, University of Delhi, for her throughout the deliberation in the meeting. The efforts of Senior Faculty members Prof. Namita Rajput, from Sri Aurobindo College, Dr. Sheela Dubey from Gargi College, Dr. Sujit Kumar from Dr. Bhim Rao Ambedkar College and Dr. Akhilesh Kumar Mishra from Sri Aurobindo College (Evening), were also appreciated in developing the recommended topics to be covered under the different units.

The meeting ended with a vote of thanks to the Principal of the College Prof. Masroor Ahmad Beg, Convener of the meeting Dr. Rajanikant Verma, Representative and Coordinator, Department of Commerce, Prof. Urvashi Sharma.

Dr. Rajanikant Verma
(Convenor of the Meeting)

Associate Professor, Commerce
Zakir Husain Delhi College (Evening)
University of Delhi

Prof. Urvashi Sharma
(Representative & Coordinator)

Professor
Department of Commerce, DSE
University of Delhi

Annexure 1: Recommended Subtopics to be covered under different units:

B. Com. (Hons.) Vth Semester, BCH 5.3 (b) Organisational Behaviour

Recommended Subtopics:

Unit I: Introduction

- *Organisational Theories: Critical evaluation of Classical, Neo-classical, Behavioural, Contingency and System Approach*
- *OB Models: Autocratic, Custodial, Supportive, and Collegial*

Unit II: Individual Behaviour

- *Learning Theories: Cognitive and Social Learning Theories*

Unit III: Motivation and Communication

- *Communication and feedback: Communication Barriers, Process and Effective Communications*

Unit IV: Group Behaviour and Leadership

- *Group Cohesiveness: Factors Affecting*
- *Leadership Theories: Behavioural Approach: Michigan Studies, Ohio State Studies, and Managerial Grid; Situational Approach: Hersey & Blanchard Model, Fiedler's Contingency Model, and House's Path Goal Theory*

Unit V: Dynamics of Organisational Behaviour

- *Organisational Change: Kurt Lewin Model*