

ORDINANCE

GOVERNING TWO YEAR

(FOUR SEMESTER) POST GRADUATE DEGREE COURSE

**Master of Business Administration (HRD)
MBA (HRD)**



BOS Held on 20-10-2023
W.E.F. 2023:2024

**DEPARTMENT OF HRD
FACULTY OF MANAGEMENT STUDIES
V.B.S. PURVANCHAL UNIVERSITY, JAUNPUR (U.P.)**

20/10/23

20/10/23

Head
Department of H.R.D.
V.B.S. Purvanchal University
Jaunpur (U.P.)



Department of HRD FACULTY OF MANAGEMENT STUDIES

Meeting held on: 10-06-2022

M.B.A. (HRD) Ordinances Governing Two Year (Four Semester) Post-Graduate Degree Course

The following ordinances have been framed governing the admission, course structure, examination, research and other allied matters relating to the two year (four semester) M.B.A. (HRD) Post Graduate Degree Course of Department of HRD, Faculty of Management Studies, Veer Bahadur Singh Purvanchal University, Jaunpur.

1. ADMISSION

- 1.1 All matters relating to admission in the M.B.A. (HRD) course shall be dealt with the admission Committee constituted by the University.
- 1.2 The M.B.A. (HRD) course is open to graduates in any discipline with a minimum of 45% marks (40% for SC/ST/OBC-Non Creamy Layer), from a recognized University. Those who are appearing in final examination of graduate degree may also apply for admission and shall be eligible to appear in the Admission Test but they will have to produce proof of being graduate with minimum percentage of marks at the time of admission.
- 1.3 Those who fail to secure 45% marks in undergraduate level but they have passed postgraduate examination in any discipline with at least 55% marks (50% for SC/ST/OBC-Non Creamy Layer) are also eligible for appearing in the admission test of the M.B.A. (HRD) course.
- 1.4 The intake to the M.B.A. (HRD) course shall be 60 students. However, University may reconsider for increasing/decreasing the number if necessary. Out of 60 seats 50 percent shall be made through combined test organized by Common University Entrance Test- PG (CUET-PG) and 50 percent seats shall be filled through University level admission test; Purvanchal University Combined Admission Test (PUCAT). Seats will be filled strictly in order of merit on the basis of marks

obtained in written test. Vacant seats after UPSEE/PUCAT will be filled by open advertisement in which those who come first will get admission after fulfilling the required educational qualification.

1.5 The reservation norms for admission shall be as per Govt. notification issued from time to time.

1.6 On the selection for admission to the M.B.A. (HRD) course, the candidates shall deposit the fees prescribed for the purpose to get his/her admission confirmed within the time period fixed by the Common University Entrance Test- PG (CUET-PG)/Admission Committee of Faculty of Management Studies. If a candidate fails to do so, his/her for admission shall be automatically cancelled and the seat falling vacant shall be offered to other candidate in the merit list. The course fee shall be non-refundable and non-transferable to any other course of the university. There is no provision of Fee concession/exemption under any circumstances except the cases related to state/central Government Social Welfare (Samaj Kalyan) Department.

1.7 Admission in the M.B.A. (HRD) course cannot be claimed by any candidate as a matter of right. The admission Committee shall have the power to refuse, reject or cancel any Admission if it possesses sufficient reason to do so.

2. COURSE OF STUDY AND EXAMINATION

2.1 With a view to conducting the M.B.A. (HRD) course systematically and within a time-bound frame, the Department of the University shall draw up an "Academic Calendar" with the consultation of the Dean in the beginning of the academic session with the approval of the Vice-Chancellor for its implementation.

2.2 A candidate admitted to the M.B.A. (HRD) course shall pursue a regular course of study in all the four semesters and attend at least 75% of the classes held to be eligible to appear in the examination however, the Dean/Vice-Chancellor for cogent reasons may condone 5% and 10% shortage in attendance respectively.

2.3 All the four semester examination of M.B.A. (HRD) course shall be conducted through theory papers, sessionals, practical project reports, viva-voce and such other assignments as may be prescribed for the purpose from time to time.

2.4 Matters pertaining to the amendment in the ordinance, syllabus, introduction of new course/paper and conduct of examination, assignments etc., shall be dealt with the Board of Studies constituted by the Vice-Chancellor. The constitution of the Board of Studies shall be as follows:

2.4.1 Head of the Department will be the convener, and

2.4.2 Two external experts of the related field whose names are proposed by HOD and approved by V.C.

2.4.3 Dean, Faculty of Management studies

2.4.4 By rotation two senior faculty members of the Department. (Not less than Reader/Associate professor level).

2.5 The Board of Studies constituted as above shall recommend the panel of paper setters/examiners to the Vice-Chancellor. After getting approval from the Vice-Chancellor, the appointment letters shall be issued to the concerned paper setters/examiners by the Registrar/Controller of examinations of V.B.S. Purvanchal University.

2.6 The Registrar/Controller of the Examinations, with the approval of the Vice-Chancellor shall associate one or two members of the Board of Studies for the moderation of the papers, the moderated papers shall have to be got printed by the Registrar/Controller of the Examinations well before commencement of the Examinations.

2.7 After printing the papers in sealed covers, it shall be handed over to the Examination Superintendent who will ensure the smooth and fair conduct of the examinations.

2.8 For appearing in the M.B.A. (HRD) semester Examination each student shall have to deposit a prescribed Examination fee along with a filled in Examination application form.

2.9 The student of course shall be examined in the subjects in accordance with course curriculum. The detailed syllabus of each theory paper is given after Table.

2.10 In each of the M.B.A. (HRD) theory papers there shall be two components:

2.10.1 Semester Examination: The semester examination in each theory paper shall be of 3 hours duration and shall carry 75 marks (10 questions, each should be answered in 50 words of 1.5 marks each, 05 questions of 6 marks for each questions should be answered in 200 words and two questions, each should be answered in 500 words of 15 marks each).

2.10.2 Sessionals: In each theory paper, there shall be sessionals of 25 marks, which will be conducted by the teachers concerned in consultation with the head of Department. ordinarily, the break-up of sessionals-marks shall be as follows:

- (1) Class Test: 10 marks (Out of two class test one best shall be considered.)
- (2) Assignments/Seminars: 10 marks
- (3) Class Attendance: 5 marks

Note: There will be no internal assessment in case of summer training reports evaluation and viva, dissertation report evaluation and viva, and computer paper.

2.11 The marks in the sessionals shall be awarded by the teachers concerned and submitted to the Head of Department who will after due approval send the same to the Registrar/Controller of Examinations, VBS Purvanchal University, for being included in the examination results.

2.12 Summer Training/Project Report: Every M.B.A. (HRD) student shall be required to undergo practical training/Project work for a period of 6 to 8 weeks in any organization connected with Industry/Trade/Commerce/Business approved by the head of the HRD Department of the University. The student will submit a training report, which shall be evaluated for 100 marks including 75 marks on report evaluation and 25 marks viva which will be evaluated by one External Examiner and an internal member nominated by the Vice Chancellor from the name of experts suggested by the Head of Department shall constitute a part of the M.B.A. (HRD) III Semester examination of the University. It is compulsory for the student to submit report and personally appear in the viva to defend the training work done.

2.13 Dissertation work: In the fourth semester examination students are required to do project work on the topic decided with consultation of the subject experts in the department. The project should be innovative, problem solving, research oriented which give ultimate benefit to the industry and society. The report will be evaluated for of 100 marks by one External Examiner and an internal member nominated by the Vice Chancellor from the name of experts suggested by the HOD. It is compulsory for the student to submit dissertation report and personally appear in the viva to defend the work done.

3. DECLARATION OF RESULTS

3.1 The maximum and minimum marks for each theory paper, sessionals, project report and viva-voce in the semester examination shall be as followed:

| | Maximum marks | Minimum Percentage |
|---------------------------|---------------|--------------------|
| Theory paper + Sessionals | 75+25 (100) | 36% in aggregate |

| | | |
|--|-------------|------------------|
| Summer Training/Project Report Evaluation and Viva | 75+25 (100) | 36% in aggregate |
| Dissertation Report Evaluation and Viva | 75+25(100) | 36% in aggregate |

3.2 The candidates who secure at least 36% of marks in each paper including aggregate of theory and sessional/practical and at least 40% of the aggregate of all papers in semester, shall be declared pass in the semester examination. Therefore, on the basis of the above structure the candidates result will be declared on the following manner:-

3.2.1 Pass: Those who secure 36% percent marks in each paper separately and 40% in aggregate.

3.2.2 Promoted:

| | |
|------------|--|
| Category 1 | Those who secure at least 36% in at least 3 papers and 40% in aggregate. |
| Category 2 | Those who secure at least 36% in all the papers but fail to secure 40% in aggregate. |

3.2.3 Failed: Students who do not fall under the pass and promoted categories shall be declared as failed.

3.3 Those under promoted Category 2 in their I, II semester shall be required to get their deficiency compensated by reappearing in as many papers as they like in the next year semester examination. Those under promoted category 2 in their III semester examination shall be required to get their deficiency compensated by reappearing in as many papers as they like in the supplementary examination along with the IV semester examination.

3.4 Students under promoted Category 1 in the I & II semester shall be allowed to continue the course but shall be required to re-appear in the papers in which they had failed, in the next year. Student under promoted Category 1 in the III semester shall be required to pass in the papers in which they have failed by appearing in supplementary examination for such papers along with the IV semester examination.

3.5 The promoted student will have to re-appear, in the papers in which they have not qualified, along with the concerned semester examination.

3.6 The sessional marks of failed and promoted candidates shall, however, be carried forward as such to the next examination in which they re-appear.

- 3.7 Student failed in any semester examination can appear in the next year as EX-STUDENT. However, the student has to deposit the examination fee for which he/she is appearing as EX-STUDENT. The seat occupied by ex-student will be additional to the total intake seat of MBA (HRD).
- 3.8 In case if any student fails to complete the course in stipulated time(four years) then he/she may be allowed to complete the course after the recommendation of the head of the department and approval of the Vice Chancellor.
- 3.9 The result of the M.B.A. (HRD) IV semester shall be declared on the basis of the combined marks secured by a candidate in all four Semesters of the M.B.A. (HRD) course in the following categories:

| | |
|-------------|---------------------------------|
| Passed | 40% and above but less than 45% |
| 2nd class | 45% and above but less than 60% |
| 1st class | 60% and above but less than 75% |
| Distinction | 75% and above |

- 3.10 Students who failed in one or more papers in final semester examination and also failed to score 40% in aggregate but have scored more than 36% in each theory paper in their final semester examination can reappear in as many theory papers as they like by taking up supplementary examination to be conducted by the university within six months of declaration of the final semester result. Any student who fails to clear his final semester in the supplementary examination shall be given two more chances in the next two final semester examinations.
- 3.11 Those who have failed in any paper of I, II, III & IV semester Examination shall not be assigned any rank while declaring the final result of the M.B.A. (HRD) course.
- 3.12 In view of the fast advancement in the field of management and information technology, the course curriculum shall be revised at regular intervals.
- 3.13 Matters which are not covered under these ordinances, in case of any problem the prevailing university rules & New Education Policy-2020 will apply.

4 Ph.D. Programme:

- 4.1 Research programme: Since the Department is new and unique in its kind the Department is making sincere efforts to promote the research activities in the

emerging areas of Human Resource Development, for the purpose a Research Degree Committee (RDC) is formed in the Department.

4.2 RDC members: A five member's committee will be constituted as follows;

4.2.1 Head of the Department will be the convener, and

4.2.2 Two external experts of the related field whose names are proposed by HOD and approved by V.C.

4.2.3 Dean, Faculty of Management studies

4.2.4 One Professor, One Reader/Associate Professor and One Lecturer/Assistant Professor (those who are eligible for guiding research) of the Department, by rotation.

4.3 Major Area of Research: The major areas of the research programme in the Department are: Human Resource Management, Organization Behaviour, Interdisciplinary research areas like Psychology, Sociology, Public Administration, General Management, Economics, Marketing, Finance and other relevant field.

4.4 Eligibility for Admission to the Ph.D. Programme: The candidates seeking admission to the Ph.D programme in the Department must be postgraduate in Human Resource Development / Personnel Management & Industrial Relations / Business Administration / M.A. (Psychology) / M.A. (Sociology) / M.A. (Public Administration) / M.A. (Economics) / M.Com. with 55% marks and has qualified the Combined Entrance Test (CET) organized by the state Government or University.

4.5 The course work will be as per the UGC guideline, 2016, Clause No. 7.8. A candidate has to secure minimum 55% marks in the pre Ph.D. coursework.

4.6 Declaration of Results

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Department of H.R.D.
V.B.S. Purvanchal University
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