



# MOHAMED SATHAK COLLEGE OF ARTS AND SCIENCE

*(Affiliated to the University of Madras, Approved by UGC & AICTE and Reaccredited by NAAC with B Grade)*

Sholinganallur, Chennai – 600 119, Tamil Nadu, India.

Phone: 044-24501115, 24501054, 24501578, 24500212 Fax: 044-24501114

Web: [www.msartsandscience-edu.in](http://www.msartsandscience-edu.in), E-mail: [principal@msartsandscience-edu.in](mailto:principal@msartsandscience-edu.in)

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## **7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens:**

The affiliating University curriculum is framed with mandatory courses like Professional ethics and human values, Constitution of India, Essence of Indian Traditional Knowledge, as a small step to inculcate constitutional obligations among the students. To encourage students to provide clothing and foods to flood-affected areas.

Sensitization of students and employees of the Institution to the constitutional obligations is done through curriculum as well as through extra-curricular activities. Many of the subjects offered have topics which sensitize the students about the constitutional obligations e.g. Business Regulation frame work, Principal of Management, Research methodology and Ethics, Business constitution. There is some subject named Professional ethics, Bioethics Human Rights Laws and Social Issues program in which students learn all the laws and regulations laid by Regulatory Bodies and the objective to acquaint with the ethics in research in connection with their contribution society. Environmental science constitutes the part of curricular teaching and evaluation to sensitize the students on the preservation the ecosystem and environment.

NSS unit of the institution conducts a cleanliness drive to mark the occasion of Swachh Bharat in the college campus as well as in the nearby village area. An oath is taken by all students and faculties to keep their surroundings clean.

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Our college has a full-fledged citizen consumer club with Senior Professor as a coordinator. This club conducts training about the various citizen responsibilities like adulteration in food, obeying traffic signals, the rights and responsibilities of the citizen towards the society and government. The students are trained in ethics, values and they are made environmental conscious. MSCAS sensitizes the students and the employees of the institution to the constitutional obligations about values, rights, duties, and responsibilities of citizens which enables them to conduct as a responsible citizen. To equip students with the knowledge, skill, and values that are necessary for sustaining one's balance between a livelihood and life by providing an effective, supportive, safe, accessible, and affordable learning environment. The college establishes policies that reflect core values. Code of conduct is prepared for students and staff and everyone should obey the conduct rules.

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## SYLLABUS

**UNIVERSITY OF MADRAS**  
**B.Com. DEGREE COURSE IN CORPORATE SECRETARYSHIP**  
**SYLLABUS WITH EFFECT FROM 2020-2021**

**CORE-X: CORPORATE GOVERNANCE AND ETHICS**

**BCS-DSC10**

Inst.Hrs : 6  
Credits : 4

**YEAR: III**  
**SEMESTER: V**

**Course Objectives**

- To impart knowledge on governance which ensure ethics in corporate management.
- To provide an understanding on legal enforcement for management of corporate health in the interest of shareholder & public.

**UNIT I - Corporate Governance**

Corporate governance – meaning – objectives – need - importance – principles – corporate governance and organisation success. Corporate governance in India

**UNIT II - Levels of Governance Structure**

Corporate governance and role, responsibilities and powers - Board of Directors, Corporate Management Committee and Divisional Management Committee.

**UNIT III - Corporate Governance Forums**

CII code on corporate governance – features - Various Corporate Governance forums – CACG, OECD, ICGN AND NFCG.

**UNIT IV - Corporate Social Responsibility**

Corporate Social Responsibility – definition – nature – levels – phases and approaches, principles, Indian models – dimensions. Corporate social reporting - Objectives of Corporate Social Reporting and case studies.

**UNIT V - Business Ethics**

Business ethics – meaning, significance, scope – factors responsible for ethical and unethical business decision. Unethical practices in Business – Business ethics in India – Ethics training programme.

**Practical orientation – Students can be assigned to submit a report on CSR activities of the Institution in which they have undergone institutional training.**

**Suggested Readings:**

1. Dr. Neeru Vasishth and Dr. Namita Rajput - Corporate Governance values and ethics, Taxmann Publications Pvt Ltd, New Delhi.
2. S.Sanakaran – International Business & Environment, Margham Publication, Chennai.
3. Dr.S.S. Khanka – Business Ethics and Corporate Governance, S.Chand Publication.
4. Sundar.K, Business Ethics and Value, Vijay Nichole Prints, Chennai.
5. Taxmann - Corporate Governance, Indian Institute of Corporate Affairs,
6. A.C.Fernando, K.P.Muralidharan & E.K.Satheesh – Corporate Governance, Principles, Policies and Practices, Pearson Education.

**Journals**

- Journal of Corporate Governance Research – Macrothink Institute
- Indian Journal of Corporate Governance, Bi-annual journal – Sage Journals

**e-learning Resources**

- <https://elearningindustry.com>
- <https://essentialskillz.com>

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## UNIVERSITY OF MADRAS B.Com. DEGREE COURSE IN ACCOUNTING & FINANCE SYLLABUS WITH EFFECT FROM 2020-2021

BAF-DSC10

### CORE-X: CORPORATE AND BUSINESS LAW

Inst.Hrs : 5  
Credits : 4

YEAR: II  
SEMESTER: IV

#### OBJECTIVES:

1. To highlight the provisions of law governing the General Contracts.
2. To help the students to understand the significant provisions of the Companies Act, 2013.

#### UNIT I:

Indian Contract Act Formation - Nature and Elements of Contract - Classification of Contract - Contract Vs Agreement

#### UNIT II:

Offer - Definition - Forms of offer - Requirements of Valid Offer. Acceptance - Meaning - Legal Rules as to a valid acceptance. Consideration - Definition - Essentials - Legal Rules relating to consideration - Contracts without consideration

#### UNIT III:

Capacity of parties. Definition - Persons Competent to contract. Free consent - Coercion - Undue Influence - Fraud — Misrepresentation — Mistake. Legality of object — void agreement - Unlawful agreements - performance of contracts

#### UNIT IV:

Company - Definition - Characteristics - Lifting of corporate veil - Advantages of Incorporation - Company Law Administration - NCLT & NCLAT - Classification of companies - Formation of a Company - Memorandum and Articles of Association.

#### UNIT V:

Prospectus - Definition - Registration - Contents - Shelf Prospectus - Misstatement and their consequences - Share capital - Meaning - kinds - alteration of share capital - Dividend - provisions for declaration of dividend - Meetings - Kinds of Company Meetings.

#### SUGGESTED READINGS

1. Kapoor, N.D. Business Laws, Sultan Chand and Sons.
2. Sreenivasan, M.R. Business Laws, Margam Publications.
3. Dhandapani, M.V. Business Laws, Sultan Chand and Sons.
1. Badre Alam, S. & Saravanel, P. Mercantile Law
1. Kapoor, N.D. Elements of Company Law, Sultan Chand and Sons

#### E-RESOURCES

[www.cramerz.com](http://www.cramerz.com) [www.digitalbusinesslawgroup.com](http://www.digitalbusinesslawgroup.com) <http://swcu.libguides.com/buslaw>  
<http://libguides.slu.edu/businesslaw>

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Paper – 23			
Title of the paper			
Bioethics, Human Rights and Social Issues			
Category of the course	Year	Semester	Credits
Elective	II	IV	2

## Unit – 1

Introduction: Historical development of Human Rights and Human Relations – International and National. International Instruments: United Nation Commission for Human Rights,

## Unit – 2

European Convention for Human Rights, UDHR, Civil and Political Rights- National Instruments: National and State Instruments: Development of Human Rights – Article 21 of Indian Constitution.

## Unit – 3

Human Relations: Political relations, Ethnic and Communal relations, Socio-cultural relations, Organization relation etc., and related Human Rights. Economics of Human Rights and Relations – Adam Smith's thoughts on moral sentiments.

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## Unit – 4

Student's Activity: Assignment/Case study/Term paper etc.,

## Unit – 5

Impact of gene cloning and Bioethics. Intellectual Property Rights (IPR) and patents, biosafety, containment facilities for Genetic Engineering experiments, Regulations on field experiments and release of GMO's (Genetically Modified Organisms), labeling of GM (Genetically Modified) Foods.

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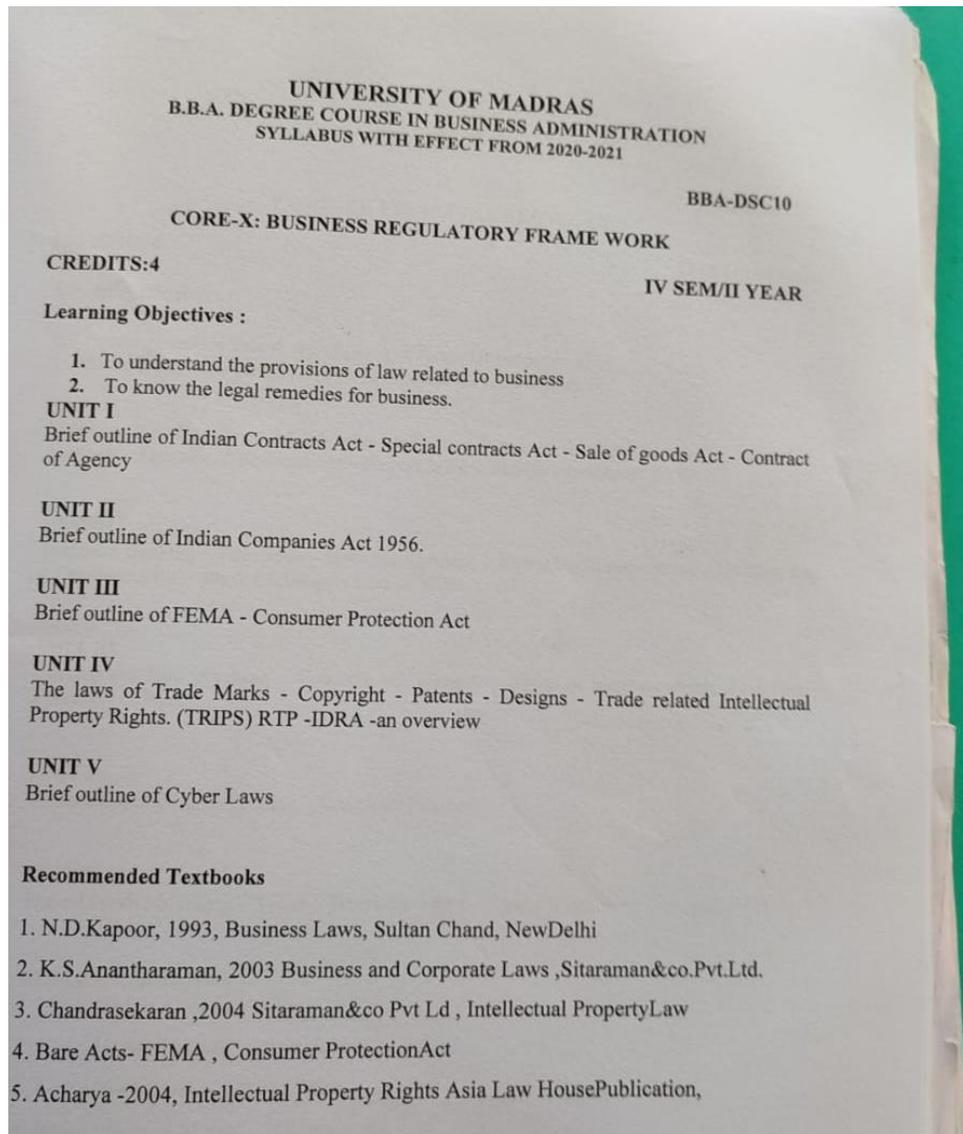
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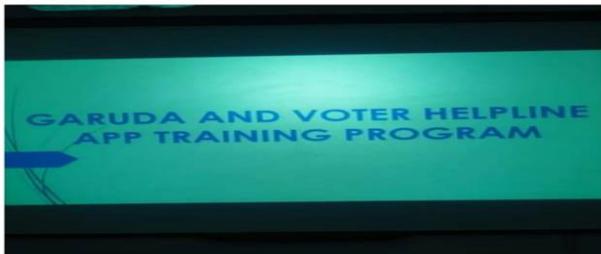
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## Vigilance Awareness



## Voters Awareness Programme



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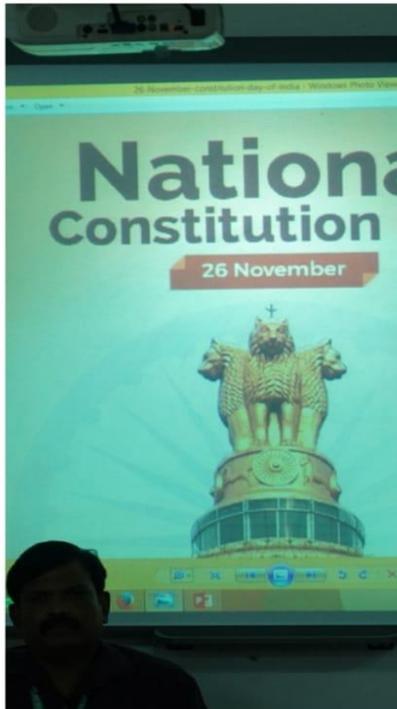
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### National Constitution Day



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### SWACHH BHARAT ABHIYAN



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