



MAHARAJA SURAJMAL BRIJ UNIVERSITY

BHARATPUR (RAJ)

SYLLABUS

Faculty of Commerce

M.Com. EAFM

(Previous & Final)

Annual Scheme

15-2/20



अकादमिक प्रभारी

महाराजा सूरजमल बृज विश्वविद्यालय
भरतपुर (राज.)

M.S. BRIJ UNIVERSITY, BHARATPUR
SYLLABUS OF M.COM PREVIOUS AND FINAL YEAR 2018-19
ECONOMIC ADMINISTRATION AND FINANCIAL MANAGEMENT
(ANNUAL SCHEME)

M.COM (PREVIOUS)

Compulsory Papers:

Paper - I: ECONOMIC ANALYSIS

Paper - II: FINANCIAL MANAGEMENT & CONTROL

Paper - III: PUBLIC ENTERPRISES

Paper - IV: INDUSTRIAL ECONOMICS

M.COM. (FINAL)

Compulsory Papers:

Paper - I: ECONOMIC ADMINISTRATION OF INDIA

Paper - II: INTERNATIONAL ECONOMICS

Paper - III: INDIAN BANKING SYSTEM

Optional Papers: Choose Any Two papers

Paper -IV : BUSINESS BUDGETING

Paper -V : AGRICULTURAL ECONOMICS

Paper - VI : ECONOMIC ENVIRONMENT IN INDIA

Paper – VII : CO-OPERATIVE SECTOR ADMINISTRATION

M.COM (PREVIOUS) EAFM

Compulsory Papers

- Paper - I: Economic Analysis
Paper - II: Financial Management & Control

Optional Papers

- Paper - III: Public Enterprises
Paper - IV: Industrial Economics

Paper I - Economic Analysis

Attempt one question from each unit

Time : 3 hours.

Min. Marks : 36

Max. Marks : 100

Unit-I

Economic Problem and Functions of Economic System: Theory of consumer behaviour; Utility Analysis : Cardinal and ordinal approach, Law of Diminishing Return Marginal utility, Law of Equi-Marginal Utility, Indifference Curve Analysis, Demand Analysis, Law of Demand, Elasticity of Demand and Demand Forecasting, Law of Supply and Elasticity of Supply.

Unit II

Theory of Production Function – Production functions & Factors of production, Short Period Production Function or Law of Returns, Long Period Production Function or Returns to scale, Cost Concepts, Short-run Cost Analysis, Long-run Cost Analysis, Revenue Concepts and their Use in Business.

Unit III

Markets, Elements of General Equilibrium Analysis, General law of Price and Output Determination, Price and Output Determination under Perfect Competition, Price and Output Determination under Monopoly, Price and Output Determination under Discriminating Monopoly, Price and Output Determination under Imperfect/Monopolistic Competition, Price and Output Determination under Oligopoly.

Unit IV

National Income Analysis, Factor Cost Pricing: Marginal Productivity Theory V/S Modern Theory, Rent and Theories of Rent, Wages and Theories of Wages, Interest and Theories of Interest, Profit and Theories of Profit.

Unit V

Theories of Trade/Business Cycles and its impact on an Economy, Classical Theory of Income and Employment, Keynesian Theory of Income and Employment, Consumption and Investment function, Applicability of Keynesian Theory in Developing Nations, The Problem of Disguised Unemployment.

Suggested Readings:

1. B.P. Gupta, "Business Economies", Malik and Company, Jaipur.
2. N.D. Mathur: "Managerial Economics", Shivam Book House, Jaipur.
3. M.C. Vaish, "Macro Economic Theory", Vikas Publishing House (P) Limited.
4. M.D. Agarwal and Gopal Singh, "Arthik Vishleshan" RBD Publication, Jaipur.
5. D.M. Mithani, Managerial Economics - Theory and application, Himalaya Publishing House, New Delhi.
6. Mote and Paul "Managerial Economics", Tata McGraw Hill, New Delhi.
7. Som Deo Goyal, "Busniess Economics", Ajmera Book Dept. , Jaipur.

Paper II - Financial Management and Control

Attempt one question from each unit

Time : 3 hours.

Min. Marks : 36

Max. Marks : 100

Unit I

Finance Function: Meaning, Scope, Role and Objectives of Financial Management, Financial Planning and Capitalization, Financial Forecasting for Funds, Sources of Finance – short term and long term, Ratio Analysis;

Unit II

Capital Structure and Trading on Equity, Theories of Capital Structure, Operating and Financial leverages, Cost of Capital.

Unit-III

Working Capital Management, Receivables Management, Inventory Management, Cash-Flow Analysis, Dividend Policies and Bonds issue;

Unit IV

Effect of New Financing & Right issue, Marketing of Securities, Underwriting of Securities, Stock Exchange, Capital Budgeting;

Unit V

Project Planning and Feasibility Study, Cost-Volume- Profit Analysis, Funds Flow Analysis.

Suggested Readings

1. Khan & Jain, Financial Management.
2. I.M. Panday, Financial Management.
3. M.R. Agarwal, Financial Management, Garima Publications, Jaipur.
4. Agarwal & Agarwal, Financial Management.


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Paper III- Public Enterprises

Attempt one question from each unit

Time : 3 hours.

Min. Marks : 36

Max. Marks : 100

Unit – I

Introduction: The changing role of public enterprises under different types of economic systems: the social and economic benefits of public ownerships; scope, rationale and objectives of the public sector in the present day economy.

Unit – II

Patterns of Public Enterprise: Public corporation; government companies; quasi corporation, departmental undertaking; commodity boards, control boards and local authorities; mixed corporation, joint sector undertaking; leasing and other forms of association in ownership and management between the state and private entrepreneurs. Functional role of public enterprises.

Unit-III

Governing Boards: Merits and demerits of functional and policy boards, internal organization: decentralization; delegation of authority and span of control; line and staff functions, the composition, size and tenure of governing boards.
Disinvestment and privatization in public enterprises, Case studies in power sector, infrastructure sector, telecom sector.

Unit-IV

Financial Administration: Assessment and disbursement of compensation; pattern of the share holdings and borrowing; investment policy, price, and profit policy; budgeting; purchases and sales policies; compensation; evaluation and the criteria of efficiency, Workers participation role in the administration of public enterprises, role of trade unions.

Unit-V

Control on Public Enterprises: Parliamentary, Presidential, Ministerial, Controller and Auditors Generals' Control, Autonomy and Accountability in Public Enterprises, Efficiency audit and expert reviews, users' committees and other advisory organizations; interrelations of public undertakings.

Suggested Reading

1. Hanson, A.H.: Public Enterprises and Economic Development.
2. Hanson, A.H.: Managerial Problem in Public Enterprise.
3. Shukla, M.e.: Administrative in Business.
4. Om Prakash: Theory and Working of State Corporation (with special reference to India).
5. शर्मा, शर्मा एवं सुराना : भारत में लोक उद्योग


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Paper IV- Industrial Economics

Attempt one question from each unit

Time : 3 hours.

Min. Marks : 36

Max. Marks : 100

Unit-I

Nature and Scope of Industrial Economics, Rationale of Industrialization and Foundation of Modern Industry.

Unit-II

Industrial Efficiency Concepts, Determinants, Measurement Efficiency and Decisions-Making Process, Competition Act 2002, Growth and Forms of Industrial Combinations-Horizontal and Vertical integration and Merger, Diversification trends.

Unit-III

Industrial Finance: The Need for Finance, Type of Finance, Source of Industrial Finance Choice of Funding Internal Vs External Sources, Role of lending institutions in India's industrial development.

Unit-IV

Industrial Location Analysis: the Determinant of Industrial Location, Approaches to Industrial Location Analysis, Operational approaches to industrial location, Industrial Location trends in India.
Industrial Productivity: The concept, measurement and determinants, MSME's and their performance.

Unit-V

Government Regulation of Industry: The Need for Government Intervention in Industry, The Government Regulations of industries, Social Control over industry, The legal frame work of Industrial Regulation in India, Appraisal of Industrial Policy of India, Specially recent Industrial Policy.

Suggested Readings:

1. S.C Kuchhal: industrial Economics
2. R.S kulshrestha: Industrial Economics (Hindi and English)


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Compulsory Papers

Paper I - Economic Administration Of India

Paper II - International Economics

Paper III - Indian Banking System

Optional Papers: Choose Any Two papers

Paper IV - Business Budgeting

Paper V - Agricultural Economics

Paper VI - Economic Environment In India

Paper VII - Co-Operative Sector Administration

Paper I - Economic Administration of India

Attempt one question from each unit

Time : 3 hours.

Min. Marks : 36

Max. Marks : 100

Unit-I

The Concept of Economic Administration: Nature, Scope, Objectives and Techniques of Economic Administration and Constitutional Provisions in India.

Unit-II

Present Economic Policies and Planning: Fiscal and Monetary Policies. Industrial Policy, Economic Controls. A study of Niti Aayog.

Unit-III

Administration of Financial Resources: Central-and State Financial Relations, the Constitutional Provisions, VAT, Service Tax, GST.

Unit-IV

Present Finance Commission: Its recommendations and effects on fiscal policy of the Government, Administration of Public Debt of India, FDI in India.

Unit- V

Financial Administration of the Indian Union: Centre, State and Local Finances: Parliament and Public Accountability: The role of Estimates Committee, Public Accounts Committee, Comptroller & Auditor General of India, Leakage in Financial Administration.

Suggested Readings :

1. Chanda, Ashok :Indian Administration
2. Bhargava, R.N.:Indian Public Finance
3. Prem Chand A:Control of Public Expenditure in India
4. Kaldor, N.: An Expenditure Tax
5. Lewis, W.A.: Principles of Economics
6. Tandon, B.C. :Economic Planning
7. Mishra Puri : Indian Economy
8. Dutt & sundarm : Indian Economy

Paper II – International Economics

Attempt one question from each unit

Time : 3 hours.

Min. Marks : 36

Max. Marks : 100

Unit-I

International Trade: Meaning, need, Importance and Problems of International Trade. International and Inter-regional trade, International Business Environment: Meaning and factors affecting the environment.

International Trade Theories: Absolute and comparative advantages theories; Hecksher-Ohlin theory.

Unit-II

Balance of Payment: Concept of Balance of trade and Balance of Payment; causes of Disequilibrium and adjustment mechanism. India's Balance of Payment.

Foreign Exchange: Meaning, types and determination of exchange rate; Theories of Foreign Exchange; Exchange control- objectives and methods.

Unit-III

India's Foreign Trade: Volume, composition and direction; Commercial policy of India; EXIM Bank.

Foreign Aid: Problems and Prospects in India.

Unit-IV

IPRs: Concept and Nature, TRIPs, Introductory Principle of all primary IPRs; Patent, Copyright, Trademarks, Designs, Geography Indications & Traditional knowledge Trade secret & Confidential Information, Plant Varieties

FDI: Govt Policy towards foreign capital, Make-in-India initiative.

FEMA: Main provisions; TRIMs: Brief Introduction.

Unit-V

International Institutions: IMF, World Bank and its affiliates ; European Union; SAARC; ASEAN; NAFTA; OPEC & OECD; G-8, G-20, & BRICS- Objectives, organization and achievements.

World Trade Organisation:- Organisation, structure and working.

Book Recommended:-

1. Prof. Ashwani Kumar Bansal: Law of Trade Marks in India, Thomson Reuter, New Delhi
2. Trivedi, Jatana and Bajaj : International Trade and Finance, RBSA Publisher, Jaipur
3. Trivedi, Nagar, Soral and Bhatt : International Trade and Finance, Ramesh Book Depot, Jaipur
4. Agarwal, Singh & Gupta : International Trade and Finance, Ajmera Book Com., Jaipur
5. D.M. Mithani : International Economics; Himalaya Publishing House, Mumbai
6. G.C. Singhai : International Trade and Finance, Ajmera Book Company, Jaipur

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Paper III - Indian Banking System

Attempt one question from each unit

Time : 3 hours.

Min. Marks : 36

Max. Marks : 100

Unit-I

Structure of Indian Banking System: Central bank - Commercial banks –Cooperative banks - Regional Rural Banks-Local Area Banks: Difference between scheduled and non scheduled bank, Role of banking system in the economic growth and development.

Unit-II

Private sector banks in India: Their progress and performance after 1969. Foreign banks in India: Their progress and performance, Regulation of Foreign banks in India, Comparative study of Public and Private Sector Banks.

Unit-III

Social control over banks, Nationalisation of banks - Arguments for and against nationalisation, Objectives of nationalisation, Progress of nationalized banks pertaining to branch expansion, deposit mobilization, credit development and priority sector lending: Lead Bank Scheme.

Unit-IV


State Bank of India, Subsidiary Banks to State Bank of India. Role of State Bank of India: As an agent of the RBI, as a commercial bank, its role in financing various sector, Progress and Performance of SBI. Evolution of the Reserve Bank of India, Organization and Management of the RBI, Functions of the RBI, Credit Control Mechanism.

Unit-V

Rationale and objectives of financial reforms, Recommendations of the Narasimham Committee I & II, Capital adequacy norms, Provisioning, Non Performing Assets (NPAs).

Suggested Readings

1. Financial Sector Reforms and India's Economic Development: N.A. Majumdar
2. Central Banking and Economic Development: Vasant Desai
3. Monetary Economics: S.D. Gupta
4. Banking in India - S. Panandikar
5. Banking: S.N. Maheshwari
6. Report on Trends and Progress of Banking in India: Reserve Bank of India Publication.
7. Annual Reports of Banks
8. Indian banking system - Dr. Rita Swami
9. Indian Banking System - Dr. B.R. Sangle, Dr. G.T. Sangle, Dr. Kayande Patil and Prof. N.C. Pawar
10. Indian Banking System - Prof. S. V. Joshi, Dr. CP. Rodrigues and Prof. Azhar Khan


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Optional Papers (Choose Any Two)

Paper IV – Business Budgeting

Attempt one question from each unit

Time : 3 hours.

Min. Marks : 36

Max. Marks : 100

Unit-I

Budgeting: Meaning, Origin and significance: Business budgets, Surplus budgets, Deficit budgets and its limitations in Public/Private sector institutions; Budget as an instrument of corporate planning; Framing of Government and Business Budget; Budget organization, Budget Committee and Time framework; Annual, Half-Yearly, Quarterly, Monthly, Weekly and Daily Budgets.

Unit-II

Operational Budgets: Feature of sound business budgeting; Materials budget; Labour budget, Overhead budget.

Unit-III

Financial budgets; (Detailed study of various methods of preparing cash budgets) Practical application of flexible budgeting; Master budget, Human Resource budgeting, Budgeting of Time and other Scarce (Economic) Resources.

Unit-IV

Performance Budgeting: The concept, evolution and its applicability to Government and business with special reference to India. Steps in the preparation of performance budgets, follow-up, Evaluation (including Concurrent Evaluation) and Monitoring: Information management, success and limitations of performance budgeting in India with special focus on Banks, Financial Institutions and Public Enterprises, budgetary control.

Unit-V

Zero base budgeting-its theory and practice with special reference to India. Budgeting and Management Reports: Financial forecasting and Investment decisions, External reporting of security markets. Government (Planners/Policy-Matters) and other agencies, Preparation of various performance, Reports for presentation to various levels of management, Timeliness, Reliability and Relevance of such reports and their practical formulations.

Suggested Readings:

1. व्यावसायिक बजटन : एम.आर. अग्रवाल
2. व्यावसायिक बजटन एवं पूंजी व्यय निर्णय : अग्रवाल, विजय, सुरोलिया
3. व्यावसायिक बजटन : ओसवाल, टण्डन, शर्मा, चिरानिया
4. Business Budgeting: Agarwal, Vijay & Surolia
5. Business Budgeting: Oswal, Sharma
6. वित्तीय प्रबंध के मूलतत्व : जाट, गुप्ता, मेन्दीरत्ता, सैनी, मिश्रा
7. वित्तीय प्रबंध एवं वित्तीय विश्लेषण : अग्रवाल, अग्रवाल
8. Management Accounting: Man Mohan, Goyal

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Paper V - Agriculture Economics

Attempt one question from each unit

Time : 3 hours.

Min. Marks : 36

Max. Marks : 100

Unit-I

Nature and Scope of Agriculture Economics. Rationale of Agriculture in Indian Economy, Agriculture Efficiency: Concept, Its Measurement, Agricultural Growth and Development in plan period with special reference to two immediate previous plans.

Unit-II

Agriculture Productivity: Concept, Measurement and Determinants, Risk and uncertainty factors in agriculture sector. Agricultural Inputs: Seeds, Fertilizer, Pesticides, Irrigation and Power.

Unit-III

Agriculture Finance: Institutional and Non Institutional Finance, Kishan Credit Card and Crop Insurance.

Unit-IV

Agricultural Price: Price Policy, Support Price, Procurement Price, Rationale of Subsidy in Agriculture, Input Cost and Price Policy.

Agriculture Marketing: Problems and Challenges, Export of Agriculture Product.

Unit V

Infrastructure Development in Agriculture. New Agriculture Policy: Green and White Revolution, Investment in Agriculture Sector.

Suggested Readings:

1. Sukhpal Singh: Rural Marketing Management, Vikas Publishing House, New Delhi.
2. Ruddar Datt, K.P.M. Sundhararn, Indian Economy, S. Chand & Sons, New Delhi.

Dr. Ramesh

Ramesh
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Paper VI - Economic Environment in India

Attempt one question from each unit

Time : 3 hours.

Min. Marks : 36

Max. Marks : 100

Unit-I

Economic Environment- Meaning, factors affecting Economic Environment, Basic features of India Economy, Rural Scenario of Indian Economy, Basic features of Rural Economy.

Unit-II

Economic Policies- Agriculture Policy, Industrial Policy, Commercial Policy, Fiscal Policy.
Economic Planning- Meaning, Importance, Objectives & Techniques of Planning.

Unit-III

Significance of Agriculture in Indian Economy, and New Agriculture Strategy, Agriculture Finance (Specially Kisan Credit Card), Nature and Causes of risk and uncertainty in agriculture, Measures to control risk and uncertainty. Agriculture & W.T.O.

Unit-IV


Foreign Trade, Volume, Composition and Direction, Export Promotion.

Unit- V

Indian Economic Problems: Poverty, Unemployment, Economic Disparities and Population Explosion.

Suggested Readings:

1. Ruddar Dutt & K.P.M. Sundharam : Bhartiya Arthvivastha
2. A.N. Agrawal: Bhartiya Arthvivastha
3. Laxminarayan Nathuramka: Indian Economy
4. Chaudhary Charan Singh: Bharat ki Bkayanaha Arthvivastha Sthiti
5. Ruddar Dutt & Sundharam : Indian Economy
6. A.N. Agarwal: Indian Economy
7. N.L. Agarwal: Bhartiya Krishi Ka Arthtantra
8. Mishra and Puri: Indian Economy (Hindi & English Version)
9. N.D. Mathur: Economic Environment in India, Shivam Book House (P) Ltd., Jaipur.


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Paper VII - Co-operative Sector Administration

Attempt one question from each unit

Time : 3 hours.

Min. Marks : 36

Max. Marks : 100

Unit-I

Concept of Co-operation, Principles of Co-operation, Co-operative Principles. Co-operation V/s Capitalism and Socialism.

Unit-II

Government Control over Cooperatives: legal and Administrative. Organisational Structure of Co-operatives, Organisational Chart for Short term Medium term and Long term Credit Institutions, Management of Co-operative Banks.

Unit-III

Leadership in Co-operatives, Characteristics of a good Leadership in Co-operative Sector. Federal Structure of Co-operative Organisation-Control Over Co-operatives: Audit and Co-operative Supervision.

Unit-IV

Concept of Cooperative Education and Co-operative Training- Needs and Importance in Modern era, Difference between co-operative education and cooperative training, Role of National Co-operative Union of India in the co-operative training system.

Unit-V

Role of Institutional framework of co-operative education and training, Merits and demerits of democratic governance.

Suggested Readings:

1. G.S. Karnat: New Dimensions of Co-operative Management.
2. G.S. Karnat: Cases in Co-operative Management
3. I.L.O.:Co-operative Management & Administration

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