



**St. Joseph's College of Commerce
(Autonomous)**

Affiliated to Bengaluru City University

Accredited with A++ Grade by NAAC in 4th Cycle (CGPA of 3.57/4)

College with Potential for Excellence (CPE)

Ranked 93rd in NIRF 2022 by the Ministry of Education, Government of India

#163, Brigade Road, Bengaluru - 560025, Karnataka, India

AQAR: 2021-2022

**1.3.2 Value-added Courses for Imparting
Transferable and Life Skills Offered during the year**

COURSES ON HUMAN VALUES

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UG 21 CC 401: INDIAN CONSTITUTION**Module - 1: 12 Hrs**

Framing of the Indian Constitution: Role of the Constituent Assembly.

Philosophy of the Constitution: Objectives, resolution, Preamble, Fundamental Rights and Duties. Human Rights and Environmental Protection.

Module - 2: 12 Hrs

Special Rights created in the Constitution for Dalits, Backward Classes, Women & Children, and Religious & Linguistic Minorities.

Directive Principles of State Policy: The need to balance Fundamental Rights with Directive Principles.

Module - 3: 12 Hrs

Union Executive: President, Prime Minister and Council of Ministers; Powers and functions, Coalition Government; Problems in their working.

Union Legislature: Lok Sabha and Rajya Sabha, Powers and functions; recent trends in their functioning.

Module - 4: 12 Hrs

State Government: Governor, Chief Minister and Council of Ministers, Legislature. Centre-State Relations: Political, Financial, Administrative; Recent Trends.

Module - 5: 12 Hrs

Judiciary: Supreme Court, Judicial Review, Writs, Public Interest Litigations. Enforcing Rights through writs.

Emergency Provisions (Article 356)

Books for Reference:

- *K. K. Ghai: Indian Constitution.*
- *G R Poornima, M N Suresh Kumar & Barath D. Malali: Indian Constitution.*

UG22OE014: Environment and Public Health in Contemporary Society**Module 1 - Linkages between Environment and Health 10Hrs**

Understanding linkages between Environment and Public Health: Effect of quality of air, water and soil on health. Perspective on Individual health: Nutritional, socio-cultural and developmental aspects, Dietary diversity for good health; Human developmental indices for public health.

Module 2 - Climate Change and Implications on Public Health 12Hrs

Global warming - Agricultural practices (chemical agriculture) and Industrial technologies (use of non-biodegradable materials like plastics, aerosols, refrigerants, pesticides); Manifestations of Climate change on Public Health- Burning of Fossil fuels , automobile emissions and Acid rain.

Module 3 – Diseases in Contemporary Society 14 Hrs

Definition- need for good health- factors affecting health. Types of diseases - deficiency, infection, pollution diseases- allergies, respiratory, cardiovascular, and cancer Personal hygiene- food - balanced diet. Food habits and cleanliness, food adulterants, avoiding smoking, drugs and alcohol. Communicable diseases: Mode of transmission -epidemic and endemic diseases. Management of hygiene in public places - Railway stations, Bus stands and other public places. Infectious diseases: Role of sanitation and poverty case studies on TB, diarrhea, malaria, viral diseases .Non-communicable diseases: Role of Lifestyle and built environment. Diabetes and Hypertension.

Module 4 - Perspectives and Interventions in Public Health 14Hrs

Epidemiological perspectives — Disease burden and surveillance; Alternative systems of medicine - Ayurveda, Yoga, Unani, Siddha and Homeopathy (AYUSH); Universal Immunization Programme (UIP); Reproductive health-Youth Module for Victory on AIDS (YUVA) programme of Government of India. Occupational health hazards- physical-chemical and biological. Occupational diseases- prevention and control.

Module 5 - Environmental Management Policies and Practices 10Hrs

Municipal solid waste management: Definition, sources, characterization collection and transportation and disposal methods. Solid waste

management system in urban and rural areas. Municipal Solid waste rules. Policies and practices with respect to Environmental Protection Act, Forest Conservation Act, Wild life protection Act, Water and Air Act, Industrial, Biomedical and E waste disposal rules.

Skill Development:

(These activities are only indicative, the Faculty member can innovate)

1. Examining local cuisines for dietary diversity.
2. Examining National Health Survey data e.g. National Family Health Survey, Annual Health surveys.
3. Survey of Immunization coverage in a particular area.
4. To establish if there is a relation between GDP and life expectancies/Health parameters.
5. Survey of Respiratory allergies.
6. Examining household / institutional / market/neighbor-hood wastes and their disposal mechanism.
7. Survey of households along the Arkavathi and Cauvery River for life expectancy and common ailments and diseases.
8. Determine the extent of use of paper and suggest means of reducing the use of paper and paper products.
9. Documentation of festival/fasting and mapping of agro-ecological cycles.
10. Definitions of poverty - Governmental policies on poverty mitigation - facts and fiction.
11. Health indicators vis- a-vis income groups.
12. Deforestation and flooding - myth or fact?
13. Smoking and Lung Cancer.
14. Estimation of water-demands of a city/town.
15. Adapting water-harvesting technology - survey, sustainability.

Book for Reference:

- Nandini N, SModuleha N. and Sucharita Tandon, (2007),

Environmental Studies, Sapna Book House, Bangalore.

- *Michel, Mckinney, Robert and Logan (2007). Environmental Science – Systems & Solutions. Jones & Barlett Publishers, Canada.*
- *Minkoff, E., & Baker, P. (2003). Biology Today: An Issues Approach (3 ed.).*
- *Park, K. (2011). Preventive and Social Medicine. Benarsi Das Publications, (pp. 16- 19, 24-27).*
- *Public Health Nutrition in Developing Countries Part-2).*
 - *Wood head Publishing India.*
- *Sadgopal, M., & Sagar, A. (2007, July-September). Can Public Health open up to the AYUSH Systems and give space for People's views of health and disease?*
- *Sekhsaria, P. (2007). Conservation in India and the Need to Think Beyond 'Tiger vs. Tribal'. Biotropica, 39(5), 575-577.*
- *Tyler Miller and Scott E. Spoolman 'Environmental Science' (2012) 13th edition First Indian Reprint Chapters 14-17 (total pages 108) Cengage Learning, New Delhi. www.cengage.co.*
- *UNDP. (2013). The Human Development Report, The Rise of the South: HumanProgress in Diverse World. New York: UNDP, (also available in Hindi),*
- *Wani, M., & Kothari, A. (2007, July 15). Protected areas and human rights India: the impact of the official conservation model on local commModuleies. Policy Matters, 100-114.*

UG 17AO 019: HUMAN RIGHTS AND SOCIAL JUSTICE**Objective:**

- The main objective of the human Rights and social Justice Paper - is to make the students aware of various problems in a community. It helps them to provide knowledge and to know about the main causes that affects their social life and human rights.
- To teach the students and to enable people to help one another and of their own.
- To understand and practice sustainable development with the Human Rights approach.
- To create a thought of selfless service and socio- economic development for all.
- To create men and women for others.

Module 1 – Human Rights and Social Justice**10Hrs**

What are Human Rights? Human - Dignity, Liberty, Equality, Justice, Unity in diversity, Meaning and significance of Life based Education, Social justice concept, definition, meaning, need, history, principles, objectives and scope. Types of issues in urban, Rural and tribal community.

Module 2 – Problems Associated With Rural, Urban and Tribal Communities**10Hrs**

Understanding of growth and Development - and its Dimensions in Rural, tribal and urban communities, Social- economic, cultural & demographic profile of rural/tribal/urban population in India with special emphasis on vulnerable community & their challenges.

Module 3 – Change and Challenges**10Hrs**

- Urbanization, globalization and liberalization, emerging trends, causes of development in socio- cultural, socio- economic, socio- political and its formal and informal classification of displacement, relocation, violation of basic human rights

Module 4 – Government Schemes and Policies**15Hrs**

Value Added Courses

AY: 2021- 2022

Prospects of rural life with reference to agriculture and allied activities like

land and its use, animal husbandry, irrigation, pre-production, production and post-harvest technology, rural infrastructure- drinking water, housing, health and education. Problems and prospects of vulnerable sections among tribes: Primitive tribes, nomadic, semi nomadic and de-notified tribes in India, their distinct identity, profile of culture, living conditions, livelihood & nature of problems associated and factors affecting their lives in India.

Module 5 - Governing Systems and Directive Principles of State Policy 15Hrs

Provisions to urban, rural and tribal communities, Ministry of Tribal Affairs: National policies and implementation of PESA Act and Article 244 provision of constituting tribal Councils. Rural Constitution 73rd amendment and its implications. Role of co- operatives and rural banks, NABARD, District Rural Development Agency in rural development. Urban community development policies; programs: urban local bodies systems, urban development departments, Commissions, Boards, Corporations, Missions, their role & responsibilities in the implementation of policies and programs with emphasis on lower middle class and urban poor.

Books for Reference:

- Social Movements in India, Sage Publication, Ghanasham Shah
- Rajeswari Dayal: Community Development, programmes in India, Kitab
- Mahal publications Ltd.
- Mukerji, B.: Community Development in India: Orient Longmans, New Delhi.
- Social Policy & Social Development in India: Kulkarni P D
- Pedagogy of the Oppressed – Paulo Freire
- Everyone likes a Good Drought – Palagummi Sainath
- Dr. B.R Ambedkar Biography
- Shah D.C: Tribal Issues in India.
- Jain P.C: Planned development among Tribals.
- Behra N.K: Tribals and the Indian Constitution.
- Hettne Bjorn-1982. : Development theory and the third world – Ideas and action
- Tudipura, Jacob: Urban Community Development.

- Bosco A.B.: Social welfare planning in India.

Value Added Courses

AY: 2021- 2022

- Paul wiebe(1975) :Social life in Indian slum
- Chaandra and Punalekar :Urban Community Development in India

C4 15MC402: GOVERNANCE, RISK AND ETHICS**Objective:**

To apply relevant knowledge, skills and exercise professional judgment in carrying out the role of the accountant relating to governance, internal control, compliance and the management of risk within an organization, in the context of an overall ethical framework.

Module – 1: Governance and Responsibility**12Hrs**

The scope of governance – Agency relationships and theories – The board of directors – Board committees – Directors' remuneration
– Different approaches to corporate governance – Corporate governance and corporate social responsibility – Governance: reporting and disclosure
– Public sectors governance.

Module – 2: Internal Control and Review**10Hrs**

Management control systems in corporate governance – Internal control, audit and compliance in corporate governance – Internal control and reporting – Management information in audit and internal control.

Module – 3: Identifying and Assessing Risk**11Hrs**

Risk and the risk management process – Categories of risk – identification, assessment and measurement of risk.

Module – 4: Controlling Risk**12Hrs**

Targeting and monitoring risk – Methods of controlling and reducing risk – Risk avoidance, retention and modelling.

Module –5: Professional Values, Ethics and Social Responsibility 15Hrs

Ethical theories – Different approaches to ethics and social responsibility – Professions and the public interest – Professional practice and codes of ethics – Conflicts of interest and the consequences of unethical behaviour – Ethical characteristics of professionalism – Social and Environmental issues in the conduct of business and of ethical behaviour.

Skill Development:

1. Defines governance and explain its function in the effective management and control of organizations and of the resources for which they are accountable.
2. Evaluate the professional accountant's role in internal control, review and compliance.
3. Explain and evaluate the role of the accountant in controlling and mitigating risk.
4. Demonstrate the application of professional values and judgment through an ethical framework that is in the best interests of society and the profession, in compliance with relevant professional codes, laws and regulations.

Books for Reference:

- ACCA STUDY MATERIAL 2016 OF KAPLAN, BPP and BECKERS.
- S K Mandal: Ethics & Corporate, Tata McGraw Hill Education
- S K Bhatia: Business Ethics & Managerial Values, Deep & Deep Publication
- Triechmann Hoyt Sommer: Risk Management & Insurance, South-Western Cengage Learning.
- Harrington Niehaus: Risk Management & Insurance, Tata McGraw Hill Education.

M1 15 MC 603: BUSINESS ETHICS**Objective:**

Create awareness about the importance of ethics in personal, professional and business contexts. Learn the theories and models of ethics. Explore ethical and moral dilemmas through literary and cinema works. Understand the meaning, scope and significance of corporate governance, its concepts, its evolution and practice, including risk management and control.

Module 1 - Prologue to ethics**15Hrs**

Meaning and scope – principles of personal ethics – principles of professional ethics – business ethics – code of conduct and ethics for managers – values and ethics – roots of unethical behaviour – need for business ethics – corporate governance ethics

Module 2 - Ethical Theories and Models**8 Hrs**

Ethical relativism and absolutism – role of ethical theory in business classification of ethical theories: 1) Consequentiality or teleological theories – Utilitarianism – Egoism. 2) Non- consequentialist or ontological theories – Kantian theories. 3) Other normative theories: stockholder, stakeholder, social contract, and trusteeship theories.

Module 3 - Ethical Decision Making**7 Hrs**

Implications of unethical issues in different functional areas of business like finance, HR and marketing – Economic ideologies: Capitalism, Socialism and Communism -Economics and Business Ethics – Global Business Practices – Consumerism, Human Rights, Healthcare and Labour – Sustainable Development. Ethical models – Tucker's 5 question model - American Accounting Association model – Ethical Decision Making Process.

Module 4 - Ethics and Literature**20 Hrs**

Exploring ethical and moral dilemmas through literary and cinematic works. A discussion of the following literary and cinematic works

will explore ethical dilemmas that occur in various contexts in public and personal lives.

1. Antigone and Oedipus Rex: Politics and Governance.
2. Hamlet and Dr. Faustus: Duty, Responsibility and Temptation.
3. Crime and Punishment and A Short Film About Killing: Life and Death.
4. Three Colours: Blue, White & Red: Relationships.

Module 5 - Corporate Social Responsibility (CSR)**10Hrs**

Concept of CSR, Corporate Philanthropy, Strategic Planning and Corporate Social Responsibility; Relationship of CSR with Corporate Sustainability; CSR and Business Ethics, CSR and Corporate Governance – Ethics in functional areas of Business – insider trading, whistle blowing etc. CSR provisions under the Companies Act 2013; CSR Committee; CSR Models, Codes, and Standards on CSR – Case studies.

Module 6 - Corporate Governance**10Hrs**

Conceptual framework of Corporate Governance: Theories & Models, Broad Committees; Corporate Governance Reforms.

Major Corporate Scandals in India and Abroad: Common Governance Problems Noticed in various Corporate Failures. Codes & Standards on Corporate Governance - World Bank's guidelines (basics only) – OECD principles (basics) – Sarbanes-Oxley Act 2002 (important clauses only).

Skill Development:

(These activities are only indicative, the Faculty member can innovate)

1. Grounding in philosophy of ethics and various debates on ethical practice and judgement.
2. Understanding ethical challenges through the lens of literature and cinema and applying them to real world situations.
3. Students are expected to study any five CSR initiatives by Indian organizations and submit a report for the same.

P115 AO 101: BASIC SKILLS IN COUNSELLING

Objectives:

1. To train students who will be available in the community, to reach out to those who need help.
2. To give the students an overview about counseling, which might help them in making a decision in dealing with their students, identification of problems among students and the ability to make referrals
3. To give the students opportunity for self/personal growth.

Module 1:

Meaning & Definition of Counseling, Qualities of a Counselor: Self-Awareness, Counseling situations, Different modes of

Counseling: Individual, Group, Family, Tel, E-Mail, Ethical issues in Counseling

Module 2:

Rapport Building, Attending Skills, Observation Skills, Questioning Skills, Positive Asset Search

Encouraging, Paraphrasing and Summarizing, Reflection Feeling/Empathy, Emotions: Identification, expression, regulation

Module 3:

Case history taking, Structuring a session, Self Esteem.

Person-Centred Theory - Core Conditions of Counseling, Psychoanalytic Theory : Unconscious, Defense Mechanism.

Module 4:

Theory of Psycho-social development, Behavioural Theories: Classical & Operant Conditioning and its application

Module 5:

CBT identification: A-B-C, Assertiveness training, Peer Pressure. Anxiety, Depression, Suicide.

Module 6:

Boundaries as a teacher, referral skills, Stress and Stress Management

Techniques & Work Life Balance. Evaluation

BOOKS FOR REFERENCE:

1. Bond, T. (1997). *Standards and ethics for counsellors in action*. New Delhi: Sage.
2. Cormier, S. & Cormier, B. (1998). *Interviewing strategies for helpers* (4th edn.). Pacific Grove, CA: Brooks/Cole.
3. Corey, G (2009). *Theory and practice of counselling and psychotherapy* (8th edn.). Pacific

Grove, CA: Brooks/Cole.

4. Egan, G. (1994). *The skilled helper* (5th edn.). Pacific Grove, CA: Brooks/Cole.
5. Ivey, A.E. & Ivey, M.B. (2003). *Intentional interviewing and counselling* (5th edn.). Pacific Grove, CA: Brooks/Cole.
6. Shertzer, B. & Stone, S. C. (1980). *Fundamentals of counselling*. Boston: Houghton Mifflin .

PI15 MC 202: BUSINESS ETHICS AND CORPORATE GOVERNANCE

Objectives:

To provide knowledge, on emerging trends and how conflict of interests provoke unethical behaviour, in good corporate governance.

Module 1:

Business Ethics an overview: Nature - Need - Importance, Sources of Ethics: Religion, Philosophical System. Ethical Concepts: Values - Moral Standards – Principles of Rights Justice – Equality- Care – Virtue- Agency – Prisoners Dilemma - Types and codes of ethics. Kantianism - Kohlsberg Vs Utilitarianism, Individualism Vs Collectivism. Ethical Decision Making Model.

Module – 2:

Ethical issues in Marketing Management – Marketing Strategy, Marketing Mix – Pricing and Distribution- Advertising and its Impact. Product Safety - Due Care theory -Contractual theory – Strict Liability Theory.

Module 3:

Ethical issues in Human Resource Management – Nature of employment contracts, Ethical hiring, equality of opportunity, Ethics and Remuneration; Ethics in Retrenchment.

Module 4:

Ethical issues in Finance and Accounts – Importance of Financial Statements, Importance of Transparency in Disclosure, Ethical issues in Mergers and Acquisition, Insider trading, Money Laundering, Banking Ombudsman Scheme. Right to information Act.

Module 5:

Corporate Governance: Meaning – Definition- Significance - Principle of Corporate Governance- Issues- Strategies and Techniques to Sound Corporate Governance- Indian Model. Obligation: investors, employees, customers, Managerial. Legislative Changes.

Module 6:

Corporate Social Responsibility: Definition – importance – Scope – Advantages – Steps- Theoretical Justification for CSR-CSR as a Business strategy for sustainable Development- External Standards on CSR- Indian perspective- Ethics and CSR of business. Companies Act (Amendment) 2013 on CSR.

BOOKS FOR REFERENCE:

1. Ferrell, O.C., Fraedrich, John, and Ferrell, Linda (2008). *Business Ethics, Ethical Decision Making & Cases, Seventh Edition*. Boston, MA: Prentice Hall. ISBN (10 digits) – 0- 618- 74934-9.
2. Manuel G. Valasquez, *Business Ethics – Concepts and Cases*, Pearson Education, 2002.
3. John R. Boatright., & Bibhu Prasan Patra., *Ethics and conduct of Business*, sixth edition, Pearson, 2011.
4. Parthasarathy S, Rangarajan P, *Concepts and realities in Business Ethics*, Sadagopan Publishers, 2003.
5. Bhatia SK, *Business ethics and managerial values*, Deep and Deep Publications, 2001.
6. Banerjee, R P., *Ethics in business management, concepts and cases*, Himalaya Publishing House, 2001.

UG19AO23: Humanitarian Assistance and Disaster management

Objective: The objective of this course is to provide knowledge of Humanitarian assistance before and after disaster , aim and approaches to disaster and risk reduction and to enhance the knowledge by providing, realistic models in risk reduction, promote prevention and preparedness for disaster , undertake mitigation and risk reduction steps.

To prioritize rescue, relief , rehabilitation and reconstruction

Module 1- Concept & Basis of Disaster management- 8 Hrs

Definition and Objective of Disaster management, History of disaster management in India, meaning and definition of Humanity

Module 2- Basic Disaster Management Aspects - 10 Hrs The Significance of Disaster today, the Disaster Threat, major Requirements for Coping with Disaster

Module 3- The Disaster Management Cycle- 10 Hrs risk Disaster and National

Module 4- International Disaster Assistance -10 Hrs Leadership in Disaster, Organization, plan, use of resources

Module 5- Long – term Measures – Risk- 10 Hrs Risk reduction, Prevention, Mitigation, Preparedness, Response, Recovery, Logistics, Post-Disaster Review

Module 6 – Disaster Management Support Requirement, 12 Hrs Training, Public Awareness, National Disaster Management Policy, National Disaster Management Guidelines and policy, role of NGOs, Civil society, in disaster management.

Skill development

1. Participate in world disaster day and come up with the poster to bring awareness to people.
2. Draft and analyse the college building for disaster barrier
3. Participate in various guest lectures on disaster management and quiz conducted would be conducted on the same.
4. Learn CPR and first aid and demonstrate in class.

Reference Books:

- Introduction to International Disaster Management by Damon P.Coppola (17 October 2006)
- Disaster Management and Preparedness Book by Larry Collinsand Thomas D Schneid (22 November 2000)
- Disaster and Development Book by Andrew Collins (2009)
- Natural Hazards and Disaster Management: Vulnerability and Mitigation R B Singh (1 Dec, 2006)
- Disaster Management in India Hardcover –Shastri K N 2011