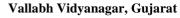
SARDAR PATEL UNIVERSITY





(Reaccredited with 'A' Grade by NAAC (CGPA 3.11) Syllabus as per NEP 2020 with effect from the Academic Year 2023-2024

BACHELOR OF BUSINESS ADMINISTRATION BBA (ISM) Semester (II)

Course Code	UM02 MABBS 03	Title of the Course	Company Management - II
Total Credits of the Course	04	Hours per Week	04

Course Objectives:	 To expose the student to the theory and overview of the Companies To impart knowledge about company management and Documentation.
	To familiarize students with company meeting and other legal aspects.

Cours	Course Content		
Unit	Description	Weightage (%)	
1.	 Membership of Company Members and Shareholders, Who can become a member, Different ways of becoming a member, Cessation of membership, Rights and liabilities of members, Register and Index of member 	25%	
2.	 Company Management Director-Position, Qualification, Disqualification, Appointment, Duties, Powers. Managing Director - Qualification and Appointment. 	25%	
3.	 Company Meetings and Documentation Statutory Meetings, Annual General Meetings, Extra Ordinary General Meetings Notices, Agenda, Quorum, Proxy, Resolutions, Minutes. 	25%	

SARDAR PATEL UNIVERSITY

Vallabh Vidyanagar, Gujarat



(Reaccredited with 'A' Grade by NAAC (CGPA 3.11) Syllabus as per NEP 2020 with effect from the Academic Year 2023-2024

4.	Company Secretary	25%
	Meaning of Company Secretary	
	Qualification of Company Secretary	
	 Positions of Company Secretary 	
	Qualities of Company Secretary	
	Duties of Company Secretary	

Evaluation Pattern		
Sr. No.	Details of the Evaluation	Weightage
1.	Internal Written (As per CBCS R.6.8.3)	15%
2.	Internal Continuous Assessment in the form of Quizzes, Seminars, Assignments, Attendance (As per CBCS R.6.8.3)	15%
3.	University Examination	70%

Cou	Course Outcomes: Having completed this course, the learner will be able to	
1.	Understand about membership of companies and their rights and duties.	
2.	Understand about directors and managing directors and their rights, duties and qualification.	
3.	Know about various aspects of company meetings.	
4.	Understand about Company Secretary and their rights, duties and qualification. Company Secretary.	

SARDAR PATEL UNIVERSITY



Vallabh Vidyanagar, Gujarat

(Reaccredited with 'A' Grade by NAAC (CGPA 3.25) Syllabus as per NEP 2020 with effect from the Academic Year 2023-2024

Sugge	Suggested References:	
Sr. No.	References	
1.	Management Theory & Practice by J S Chauhan	
2.	Company Law By N D Kapoor	
3	Forms of Business Organisation by S P Shah, Dr. Paresh Shah & A A Purohit	

On-line resources to be used if available as reference material https://www.icsi.edu/home/

On-line Resources

https://sdak24.com/management-of-companies-corporate-law-notes/

https://www.dphu.org/uploads/attachements/books/books_3955_0.pdf

