

MINUTES

Course	B.Com. (Hons.) CBCS (Semester -IV)
Subject	COST ACCOUNTING
Paper No.	BCH – 4.1

A meeting of the above-mentioned paper to prepare the final guidelines, in order to maintain uniformity in teaching, was held as per the following schedule:

Date :29th February 2020
Venue :Seminar Room, Shri Ram College of Commerce, University of Delhi.
Time :12.30 pm

Participants: Teachers of respective colleges teaching core paper of Cost Accounting

The meeting started with a welcome note to all members present by the Convener. A copy of the syllabus was given to the faculty members. The convenor also briefed the house about some of the regulatory changes and changes in practice relating to this paper. In this background, the respective member teachers threadbare discussed the entire course curriculum of the above subject.

The following guidelines were set in the meeting with the consent of all faculty members present and the representative of Department of Commerce, Delhi School of Economics, University of Delhi. It was resolved to adhere to these guidelines in both letter and spirit in order to have consistency and standardization in the teaching learning process.

1. To adhere to the following tentative distribution of lecture periods and guidelines while teaching this course:

LECTURE AND MARKS ALLOCATION

Unit	Particulars	Lectures (Hours)	Marks
I	Introduction	6	8
II	Elements of Cost: Material and Labour	9- Material Cost 5- Labour Cost	15
III	Elements of Cost: Overheads	10	15
IV	Methods of Costing	20	30
V	Cost Accounting Book-Keeping Systems	5	7
	Total	55	75

2. The unit wise guidelines only provide clarification on some issues and topics in syllabus. All topics given in the syllabus are to be covered.

UNIT-WISE GUIDELINES

UNIT – 1 : INTRODUCTION

- Introduction to Cost Accounting Standards & Cost Accounting Records- List, applicability and legal provisions. Audit Rules- only brief overview.

UNIT – II : ELEMENTS OF COST: MATERIAL AND LABOUR

(a) MATERIALS

- Numerical questions from FIFO, LIFO, Weighted Average only, though theoretical concepts of Simple Average, Replacement, Standard Cost may to be covered.

(b) LABOUR

- Numerical questions may be asked from any of the labour concepts including computation of gross and net wages.

UNIT – III : ELEMENTS OF COST: OVERHEADS

OVERHEADS

Treatments of ten items in cost accounting may be covered

1. Bonus
2. Interest on Capital
3. Packing Expenses
4. Bad Debts
5. Research and Development Expenses
6. Depreciation
7. Cost of Idle Facilities
8. Royalties
9. Cost of After Sales Service
10. Cost of In-house Data Processing Department

ACTIVITY BASED COSTING

- Theory and simple numerical questions may be covered.

UNIT – IV : METHODS OF COSTING

UNIT COSTING

- Excluding production/manufacturing account.

PROCESS COSTING

- (including valuation of work-in-progress)- only FIFO and Weighted Average Cost method may be covered.

UNIT – V : COST ACCOUNTING BOOK-KEEPING SYSTEMS

INTEGRAL AND NON-INTEGRAL SYSTEMS

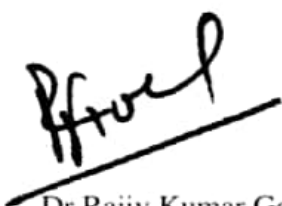
- Theory and numerical questions may be covered.

Note: In all the topics, provisions of relevant ‘cost accounting standards’ applicable should be considered.

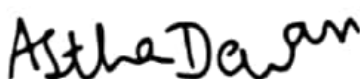
The meeting was attended by the representatives from the Department of Commerce, University of Delhi and the following faculty members teaching Cost Accounting paper to B.Com.(Hons.) course in different colleges of the University of Delhi.

S. No.	Name of the Faculty	Department/College
1	Dr Rajiv Kumar Goel, Convener	Delhi College of Arts & Commerce
2	Dr Ritu Sapra, Representative	Department of Commerce, Delhi School of Economics
3	Dr Astha Dewan, Coordinator	Shri Ram College of Commerce
4	Ms Anuradha Sarin	Acharya Narendra Dev College
5	Dr Minakshi Paliwal	Daulat Ram College
6	Mr Rishabh Gupta	Delhi College of Arts & Commerce
7	Dr Manisha Verma	Hansraj College
8	Ms Sowmya Shree Gupta	Hansraj College
9	Ms Archana Gupta	Indraprastha College for Women
10	Ms Renu Chaudhary	Indraprastha College for Women
11	Dr Vibha Jain	Janki Devi Memorial College
12	Mr Yogesh	Kalindi College
13	Ms Shruti Sethi	Kamla Nehru College
14	Ms Balbir Kaur	Kirori Mal College
15	Dr Pragati Mehra	Moti Lal Nehru College (Day)
16	Dr Seema Srivastava	Moti Lal Nehru College (Day)
17	Dr P C Tuslian	Ramjas College
18	Mr Raavi Masta	Shaheed Bhagat Singh College
19	Dr Sneh Gupta	Shri Ram College of Commerce
20	Ms Santosh	Shri Ram College of Commerce
21	Dr Shalini Aggarwal	Shri Ram College of Commerce
22	Ms Sakshi Gambhir	Shri Ram College of Commerce
23	Ms Bhavya Bansal	Shri Ram College of Commerce
24	Ms Poonam	Shyam Lal College (Evening)
25	Dr Mast Ram	Shyam Lal College (Morning)

The meeting ended with a vote of thanks to the Convener, Representative, Coordinator and faculty members present.



Dr Rajiv Kumar Goel
(Convener)



Dr Astha Dewan
(Coordinator, SRCC)



Dr Ritu Sapra
(DOC, Representative)
