

Ref. No. MRIIRS/Notification/2022/058

Dated: 19.04.2022

NOTIFICATION

The Competent Authority has been pleased to accord approval to re-constitute the 'Board of Studies' of the Department of English under Faculty of Media Studies & Humanities as under:-

Head of the Department

1. Dr. Shivani Vashist	Professor & Head Deptt of English	Chairperson
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All Professors of the Department

1. Dr. Jyoti Sharma	Professor Deptt of English	Member
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Two Associate Professors

1. Dr. Sujata	Associate Professor Deptt of English	Member
2. Dr. Swati Chauhan	Associate Professor Deptt of English	Member

Two Assistant Professors

1. Dr. Jayashree Hazarika	Assistant Professor Deptt of English	Member
2. Dr. Tripti Tyagi	Assistant Professor Deptt of English	Member

Two persons co-opted for their expert knowledge including those belonging to the concerned profession or industry

1. Prof. Anup Beniwal	University School Humanities And Social Sciences, GGSIP University Dwarka, Delhi	External Member
2. Prof. T.N.Dhar	Retd Prof. University of Kashmir H.No 149, 1 st Floor, Indraprastha Colony Sector 30-33, Faridabad 121003	External Member

MANAV RACHNA INTERNATIONAL INSTITUTE OF RESEARCH AND STUDIES

(Deemed to be University under Section 3 of the UGC Act, 1956)

(NAAC Accredited 'A' Grade)

Administrative Headquarters: 5E/1-A, Bungalow Plot, N.I.T. Faridabad, Phone: +91-129-4198600 (30 lines)

MRIIRS Aravali Campus: Sector-43, Delhi Surajkund Road, Faridabad, Phone: +91-129-4198100 (30 lines)

E-mail: info@mriirs.edu.in URL: www.mriirs.edu.in



Powers and Duties of 'Board of Studies' as per Ordinance No-7

- (i) To coordinate the teaching and research work in the Programmes assigned to the Department(s);
- (ii) To appoint committees of courses for the Department(s), wherever required, to supervise the work of such committees.
- (iii) To recommend to the Board of Faculty, the scheme courses and syllabi of Studies in the various programmes assigned to the Department(s).
- (iv) To recommend to the Board of Faculty, name of paper setters, examiners and moderators, wherever required;
- (v) To consider schemes for the advancement of the standards of teaching and research, and to submit such proposals to the Board of Faculty concerned.
- (vi) To consider schemes for interaction with industry and to submit such proposals to Board of Faculty concerned.
- (vii) To prepare and formulate schemes for Faculty Development and to submit such proposals to Board of Faculty concerned.
- (viii) To consider feedback reports on the placement and employability of the passed out students and to suggest remedial measures, wherever necessary, for consideration of the Board of Faculty concerned.
- (ix) To consider proposals for revenue generation including professional consultancies, Resource sharing etc. and to submit such proposals to Board of Faculty concerned.
- (x) To perform all other functions which may be prescribed by the Ordinances / rules, and to consider all such matters as may be referred to it by the Board of Faculty, the Academic Council or the Vice-Chancellor;
- (xi) To delegate to the Chairman, or to any other member of the Board or to a Committee, such or specific powers as may be decided upon by the Board from time to time.

Terms of Membership

All members of the Board of Studies, other than ex-Officio members, shall hold office for a term of **two years**. The term of members shall commence from **14.04.2022 to 13.04.2024**. Any member can be considered for re-nomination.

Meetings

- (i) Notice for a meeting of the Board, shall ordinarily be issued at least 10 days before the day fixed for the meeting. However, an emergent meeting can be called at a shorter notice, with the prior approval of the Vice- Chancellor.

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(ii) The quorum for the meeting of the Board shall be one third of its total members subject to minimum five members.

(iii) The Chairman, Board of Studies, shall hold at least two meetings in a semester.


REGISTRAR

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Copy forwarded to the following for information and necessary action:

1. Dean-FMeH, MRIIRS
2. All the Members (through Dean-FMeH Office)


REGISTRAR

CC:

PS to VC (For kind information of Vice-Chancellor)

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