

Dated: 14th August 2019

NOTICE

Academic Committee

It is for the information of all the Principals' HOD's, Coordinator, Faculty and Staff members that as we are all aware of the fact that the scope of education is always expanding. Therefore sincere efforts are needed to ensure that high quality and standards do reflect in all the academic pursuits. Hence an '**Academic Committee**' has especially been constituted to look into the various aspects of teaching, to enhance the professional knowledge of the students and the expertise of the faculty members of our following Institutes:

1. B. S. Anangpuria Institute of Technology & Management
2. B. S. Anangpuria Institute of Pharmacy
3. B. S. Anangpuria Institute of Law

Aims & Objects:

The principal objectives of the Academic Committee are as follows:

- To assist in setting academic & Evaluation strategies, teaching methodologies and ensuring that the academic programs are consistent with the University syllabus and also in conformity with the latest market/ industrial demand.
- To formulate faculty development policies that enhance the academic priorities and objectives in a professional practice.
- To formulate the policies with regards to research activities and publication of Institutes' Journals and News Letters.

Functions & Duties:

- To ensure that the Institutes' academic programs and the evaluation system are appropriate for its students and the students are well served by all the Institutes.
- To ensure that the Institutes/ Departments assess the effectiveness of its academic program regularly and take continuous steps to improve the same.

- To Identify professional, educational or industrial issues that may be of concern to academic effectiveness and submit a report thereof to the Head of the Institutes' (Director) with a recommendation/ suggestion to propel University/ Board of Studies to incorporate the desired changes in the University Syllabus.
- To review program quality and students satisfaction.
- To ensure that the essential capacity for the Institutes' academic effectiveness includes:
 - Policies, capabilities and assessment methods to promote and improve the academic program (e.g., outside evidentiary data to support our students' competency such as (but not limited to) fulfillment of academic expectations, faculty-student ratios, retention statistics, student surveys, etc.).
 - Identify & develop a new academic program of quality & integrity that are capable of being sustained, have excellent employability and most importantly needed for keeping existing programs vital.
 - Development of faculty capabilities in the fields of curriculum design, pedagogy, subject content, and teaching skills to promote quality learning.
 - Development of faculty evaluation process (based on the evaluation by students, peers, and supervisors) that provide faculty members with timely feedback on their teaching content and classroom style.
 - Training and support to the faculty and administrative staff on their roles and skills required to meet students' expectations.
 - Development of Internal Evaluation System of examination and marking.
- The 'Academic Committee' is authorized to constitute consolidated sub-committees or/and the Institute's level sub-committees for the better implementation of academic & examination strategies.
- Any other function, as it may deem fit.

Meetings & Procedures:

- The committee shall conduct at least "02" meetings in a month or as it may deem fit.
- The committee shall lay down its own policy and procedure for the conduct of its proceedings.

Composition:

Sr. No.	Name	Official Status	Designation
1.	Prof. (Dr.) S. S. Tyagi	Director, BSAEI	Chairperson
2.	Prof. (Dr.) Roop Krishen Khar	Principal, BSAIP	Vice-Chairperson
3.	Mr. Rohitash Tayal	General Manager, BSACT	Member Secretary
4.	Prof. (Dr.) Brijpal Singh	Principal, BSAIL	Member
5.	Prof. (Dr.) Pawan Bhadana	Principal, BSAITM	Member
6.	Prof. (Dr.) Shiv Kumar Yadav	Professor, BSAIP	Member
7.	Adv. Charu Sehgal	Deputy Manager, BSACT	Member



Deviya Gupta
Chairman

For kind information

Vice-Chairman

Copy to:

1. Principal (BSAIP)
2. Principal (BSAIL)
3. All HODs
4. Coordinator (Law)
5. Concerned Members

1. General Manager
2. Assistant Registrar (R&E Dept.)
3. Librarian
4. DPE(s)
5. HOD (T&P)
6. Manager (Transport)

Sports Committee

The industry today seeks not just knowledgeable workers, but action oriented people those can easily adapt to changing situations with ease. Sports among other activities play a significant role in developing team-spirit, sense of cooperation and ability to work in harmony in the youth. To inculcate these skills amongst the students the infrastructure has been designated with exceptional facilities for sports at B.S.A.E.I. campus and a 'Sports Committee' has been formed for this purpose for our following four Institutes:

1. B. S. Anangpuria Institute of Technology & Management
2. B. S. Anangpuria Institute of Pharmacy
3. B. S. Anangpuria Institute of Law

Aims & Objects:

- To provide an environment for physical development of the students.
- To provide opportunity to the student to showcase their talent in sports field.
- To organize and regulate sports activities within the campus.
- To inculcate the sportsmanship and team spirit among the students of the Institutes.
- To develop Inter-College/ University fellowship by organizing or taking part in Inter-College, University level, Inter-University contests/ state tournaments and National tournaments.

Functions & Duties:

- To prepare annual schedule for various sports activities both for the students and staff in line with the Time-table and proper implementation of the same with prior approval from the Head of the Institution.

B. S. ANANGPURIA EDUCATIONAL INSTITUTES

ALAMPUR, BALLABGARH-SOHNA MAJOR DISTRICT ROAD,
FARIDABAD-121004 DELHI-NCR, INDIA.
0129-2206750-53 || BSAEI@ANANGPURIA.COM || WWW.ANANGPURIA.COM

- To plan and organize the Annual Athletic Meet and make necessary arrangement for its proper execution such as division of duties, arrangements of medals and certificates, preparation of sports ground, proper availability of sports material etc.
- To organize annual regional/state/national level inter colligate sports and games competitions in the college to promote "Unity in Diversity".
- To encourage the students to actively participate in various sports and games competitions conducted by other colleges.
- To select of Institutes' various Sports Teams for representing the Institute in outside inter-Institute, University, inter-University and other related competitions.
- To keep records of sports goods and prepare requisition for further requirements.
- To maintain records of sports and games events attended by students within the college, within the university and outside at the region/state /national level and their achievements/ awards.

Meetings & Procedures:

- The Committee may conduct meeting as and when required.
- The Meeting shall be presided by the Chairperson of the Committee and in his/her absence either by the member so nominated by the Chairperson, himself/herself or by the members present in the meeting.
- The proceedings of the meeting shall be recorded as "Minutes of Meeting" and shall be duly signed by the Chairperson and the Member Secretary.
- In every meeting Attendance-Sheet shall be signed by the every present member.
- A Notice for holding a meeting shall be circulated atleast one day prior to the scheduled date of the meeting and in emergent situation a meeting can also be called on short notice.

- The Member-Secretary shall circulate the proper notice consisting of clear agenda, date, time and venue of the meeting and shall be served by any of the modes i.e. E-mail, registered post, courier, SMS, telephonically or in person.
- If the meeting is adjourned due to the lack of quorum then its subsequent meeting shall not be adjourned again for the same reason and the decision so taken by the members present in that meeting shall stand valid.
- The quorum to transact a meeting shall be of 70% of the members irrespective of outside member/s (rounded off above 0.5).
- The decision shall be taken unanimously and in case of lack of unanimity it shall be taken by majority.

Composition:

S.No.	Name	Represent	Designation	Mobile No.
1	Mr. Rohitash Tayal	BSAEI	Chairperson	9971992185
2	Ms. Geetanjali Gandhi	BSAITM	Member	9711902095
3	Mr. Karan Singh Gaur	BSAIL	Member	9871499763
4	Mr. Saurabh Maan	BSAIP	Member	8901333460
5	Mr. Manish Sharawat	BSAITM	Member	7011386375
6	Mr. Brijesh Upadhyay	BSAITM	Member	9810463985
7	Dr. Anangpal	BSAITM	Member	9971992100
8	Mr. Gyanender Malik	BSAIL	Member	9813242105
9	Dr. Bijender Singh	BSAIP	Member Secretary	8930404444 9467780099


DIRECTOR

Ref. No. BSAEI/2021/Notice/021

Dated: March 24, 2021

NOTICE

This is in continuation to the notice dated April 03, 2019, in which various Committees were constituted to create healthy and congenial academic environment in the Institute's Campus.

Since some of the staff members have left the Institution, hence the SC/ST Committee has been re-constituted as follows:

SC/ST Committee:

Sr. No.	Name	Designation	Mobile No.
1	Dr. Roop Krishen Khar	Chairman	9810508898
2	Mr. Brijesh Kumar Upadhyay	Member	9810463985
3	Mr. Saurabh Shekhar	Member	9773741909
4	Mr. Bhaskararao Markapudi	Member	9899514317
5	Ms. Mary Helena Kujur	Member Secretary	8839095758

DIRECTOR

Copy to:

1. Principal (BSAITM)
2. Principal (BSAIP)
3. Principal (BSAIL)
4. All HODs
5. Concerned members

1. General Manager
2. Registrar /Sr. Manager Accounts
3. Dy. Manager
4. Librarian(s)
5. DPE(s)
6. Manager (Transport)

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