

GUIDELINES FOR BOARD OF FACULTY (BOARD OF STUDIES)

The Board of Faculty	5.02	(1)	<p>The Board of Faculty shall consist of following members :-</p> <p>(a) The Dean of faculty : Chairman</p> <p>(b) All HODs : Members</p> <p>(c) All Professors : Members</p> <p>(d) Two Associate Professors of the Faculty by rotation for one year on the basis of seniority nominated by the Vice-Chancellor : Members</p> <p>(e) Two Assistant Professors of the Faculty by rotation for one year one the basis of seniority nominated by the Vice-Chancellor : Members</p> <p>(f) Two outside experts nominated by the Vice-Chancellor : Members</p>
			<p>The Dean of the concerned Faculty shall nominate one of the Professors/HODs as Member Secretary for one year.</p>
Term		(2)	<p>Members, other than ex-officio members, shall have term of two years of or till they hold the position by virtue of which they have been nominated, whichever is earlier.</p>
Quorum		(3)	<p>Two fifth members of the Board of Faculty shall form the quorum, however, if any of the meetings of the Board of Faculty, the quorum is not there at the scheduled date, time and venue, the meeting of the Board of Faculty shall be reconvened after two hours on the same date and venue for which no quorum shall be required. The notice for meeting of the Board of Faculty shall be issued by the Member Secretary in consultation with the Chairman at least six days in advance.</p>
Meetings		(4)	<p>The Meetings of the Board of Faculty shall be held normally twice every year. However, the Chairman may call upon more meetings as and when he/she deems necessary.</p>
		(5)	<p>The Chairman, Board of Faculty may invite any Teacher in a meeting of the Board of Faculty, as and when considered necessary. However such an invites shall have no voting right.</p>
		(6)	<p>An emergency meeting of the Board of Faculty may be convened by the Chairman with the approval of the Vice-Chancellor for which three days' notice will suffice.</p>
Powers and Functions		(7)	<p>The Board of Faculty shall have the following powers and functions:-</p> <p>(a) To promote inter-disciplinary teaching and research within the faculty and in coordination with other departments/ faculties</p>

		<p>of the University;</p> <p>(b) To prepare and recommend syllabi of courses for all programmes being offered by the Department along with text books and reference books;</p> <p>(c) To review syllabi of all courses offered by the Department after every two years. In case, Board of Faculty considers it necessary to review earlier and existing courses and incorporate suitable modification based on some recent related technological departments and /or new information received, the same may be taken up by the Board for the review;</p> <p>(d) To consider and recommend proposals for new programs to be started within the faculty;</p> <p>(e) To consider and recommend addition and removal of any programs of studies to the Academic Council;</p> <p>(f) To develop programs of study and research at faculty level, and/or at inter-faculty level wherever possible;</p> <p>(g) To develop specialized programs to meet the requirements of the Industry;</p> <p>(h) To organize specialized training of the students for facilitating placements and preparation of various competitive examinations for admissions or jobs in public sector;</p> <p>(i) To conduct special training programs for the students for ensuring their employability;</p> <p>(j) To ensure quality teaching across all faculties and departments;</p> <p>(k) To recommend policy for student's participation in all matters related to academics;</p> <p>(l) To make provision for continual student development through lectures, tutorials, lab sessions and progress evolution through assignments, class test. Quizzes, midterm examinations and end semester examinations.</p> <p>(m) To recommend new electives as per the demand of students;</p> <p>(n) To recommend new electives from across the disciplines to provide greater flexibility/ adaptability and modalities in the program for the students;</p>
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