

Ref No: SRMUH/RO/BOS/24-25

Friday, May 28, 2024

Office Order

From: The Registrar	To: All the Concerned Members
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Subject:- **Constitution of Committee for Board of Studies (BoS) for the Academic Year 2024-25 of the Department of Biotechnology & Microbiology (Faculty of Science) - Reg.**

With reference to the subject above, in accordance to Chapter 4, Clause no.28 of the first statute of the University, the Hon'ble Vice-Chancellor has constituted a Committee for Board of Studies (BoS) consisting of the following members for the Academic Year 2024-25.

Sr. No	Constitution of Board of Studies	Nomination of Members
1	Chairman	Dean Academic Affairs SRM University Delhi-NCR, Sonapat, Haryana
2	All Professors of the Department	Prof. V. Samuel Raj Department of Biotechnology & Microbiology SRM University Delhi-NCR, Sonapat, Haryana
3	Two Associate Professors and two Assistant Professors by rotation according to seniority	Dr. Arpana Vibhuti Associate Professor and Head SRM University Delhi-NCR, Sonapat, Haryana
		Dr. Rashmi Ambasta Associate Professor SRM University Delhi-NCR, Sonapat, Haryana
		Dr. Rakhi Srivastav Assistant Professor SRM University Delhi-NCR, Sonapat, Haryana
		Dr. Archana Gupta Assistant Professor SRM University Delhi-NCR, Sonapat, Haryana
4	One senior teacher to be co-opted by the Board of Studies from another institute nominated by the Vice-Chancellor in consultation with Dean Academic Affairs	
5	Two outside subject experts nominated by the Vice-Chancellor on the recommendation of the Dean Academic Affairs	Prof. Ravikrishnan Elangovan Department of Biotechnology IIT, New Delhi Email: elangovan@dbeb.iitd.ac.in
		Dr. Neerja Hajela Senior Scientist, Yakult Email: neerja.jahela@gutfoundation.org.in

6	Other officials of the University	Mr. Vikram Barara Controller of Examination SRM University Delhi-NCR, Sonapat. Email: coe@srmuniversity.ac.in
		Dr. Pavan Agarwal Librarian SRM University Delhi-NCR, Sonapat.
7	Representative of Dean Academics	Dr. Pawan K. Singh Associate Professor & Academic Coordinator, Dept. of ECE SRM University Delhi-NCR, Sonapat.

The term of reference of the Board of Studies (BoS) of the individual department is to finalize.

- The detailed syllabi of different courses of different department prepared by the respective faculty members for detailed discussions and it's finalisation.
- To incorporate all observations and deliberated points as finalised by the BoS committee members.
- The final syllabi along with recommendations of Board of Studies to be submitted to the Academic Council for its approval and subsequently publication along with its course contents.
- The revised and updated course curriculum by the Board of Studies from time to time be submitted to the Academic Council for approval.
- Other power and functions are as laid down in the Statute, Ordinance, Regulations or Rules of the University.



Prof. V. Samuel Raj

Registrar

Copy for information:-

1. Office of the Hon'ble Vice Chancellor
2. Office of the Dean (Academic Affairs)
3. All Concerned members