

**BOARD OF STUDIES**

**General**

1. As an affiliated college, the syllabus of various courses, as laid down by Dr. APJ Abdul Kalam Technical University (AKTU), Lucknow is followed for all courses. However, at times, a closer look into the course coverage is necessitated to see if it is meeting the current needs of the industry. There is a need therefore to have a Board of Studies (BOS) in each department to examine syllabus related matters with a view to recommend either the augmentation of existing syllabus or to recommend some changes in the interest of students with Academic Council of the college for an in-depth examination and solution.

**Composition**

2. The composition of departmental BOSs is given below:

- |   |   |          |
|---|---|----------|
| (a) HOD   | - | Convener |
| (b) 2 x Professors/ Associate Professors/<br>Assistant Professors of the department | - | Members  |
| (c) One nominated subject expert<br>from outside SRMGPC                             | - | Member   |
| (d) Special Invitee (as and when required)  | - | Member   |

3. Each department will have a separate BOS excepting EE and EN departments which are functioning under one HOD.

**Functions**

4. The Board shall have following functions / powers:-


- To make recommendations to the Academic Committee in regard to the organization and co-ordination of instruction, teaching and training in the college.
- To make recommendations to the Academic Committee in regard to the number and qualifications of teachers, library facilities and/or laboratory equipment for each subject of instruction and training;
- To report to the Academic Committee on all matters referred to it by any department.



- (d) Generally, to advise on all academic matters falling within its purview.

**Conclusion**

5. A quorum of at least 4 members is essential for the meeting. Proper attendance record is required to be maintained.
6. All the departments must hold at least two BOS meetings every year, and the minutes be recorded for ratification / appraisal by Academic Committee.



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Director