

I.K. GUJRAL PUNJAB TECHNICAL UNIVERSITY JALANDHAR (REGISTRAR OFFICE)

IKGPTU/REG/NF/ACAD/2149

Dated: 17-11-2023

NOTIFICATION

Sub: Board of Studies in Foreign Languages for the period of 2023-25.

Whereas, I. K. Gujral Punjab Technical University (formerly known as Punjab Technical University) has been established u/s 2(f) of the UGC Act, 1956; by an Act of State Legislature, with 'Punjab Technical University Act, 1996, as the Principal Act', notified through PUNJAB GOVT. GAZ. (EXTRA.), JAN 16, 1996 (PAUS.26, 1918 SAKA) on 16th January 1997.

Further whereas, the Board of Studies is designated as one of the authorities of the university, as per provisions of section 13(1) of the, 'Punjab Technical University Act, 1996', the Principal Act.

Further whereas, the structure of Board of Studies for various courses running in the University is available in IKGPTU Regulations, as per item 72.10 of 72nd meeting of Board of Governors, held on 23.01.2020. Furthermore as per IQAC, one representative each from Alumni, Industry and students has also been included.

Whereas, with the approval of the Competent Authority, the Board of Studies for **Undergraduate Studies in Foreign Languages** is notified as under:

S No	Nomenclature	Name & Address	Designation
(i)	To be nominated by the Vice Chancellor	DR. RANBIR SINGH Professor, Department of Journalism and Mass Communication, I. K. Gujral Punjab Technical University Main Campus, Kapurthala, Mob - 9478098070, ranbirdoaba@gmail.com, ranbirSingh@ptu.ac.in	Chairperson
(ii)	Three Professors from concerned Departments of affiliated Colleges / Departments of the University by rotation on the basis of Seniority	1. Dr. Aziz Abbas * Professor (Retd.), Guru Nanak Dev University, Amritsar, 23/83, Green View Apartments Lane No. 1 (Jamia Boundary Wall Side) Ghaffar Manzil Extension Jamianagar, New Delhi-110025, Mob - 9814906721, 6280052608, azizrizvi_gndu@yahoo.co.in, syedazizabbasrizvi@gmail.com 2. Dr. Ranbir Singh Professor, Department of Journalism and Mass Communication, I. K. Gujral Punjab Technical University Main Campus, Kapurthala, Mob - 9478098070, ranbirdoaba@gmail.com, ranbirSingh@ptu.ac.in 3. Dr. Damodar Panda * Professor, Dept. of Chinese and Tibetan Languages, Panjab University, Chandigarh, Mob - 9779814361, dpanda@pu.ac.in,	Member(s)
(iii)	Three Associate Professors from the concerned	1. Dr. Mohan Kumar * Associate Professor, Dept. of Foreign languages, Guru Nanak Dev University, Amritsar,	Member(s)

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	discipline / subjects in the affiliated Colleges / University, by rotation on the basis of Seniority	Mob - 9417272199, head.foreign@gndu.ac.in, 2. Dr. Monika Duhan * Associate Professor, Dept. of Education (English), Bhagat Phool Singh Mahila Vishwavidyalaya, Sonapat, Haryana, Mob - 9466344205, monika3014@yahoo.com, 3. Dr. Jeewan Kumar Sharma * Associate Professor, Dept. of German Languages, Panjab University, Chandigarh, Mob - 9888882455, jeewan_sharma_9@yahoo.co.in	
(iv)	Three Assistant Professors from the concerned discipline / subjects in the affiliated Colleges / University, by rotation on the basis of Seniority	1. Dr. Priyanka Mahajan Assistant Professor, Department of Humanities, Language & Cultural Studies, I. K. Gujral Punjab Technical University Main Campus, Kapurthala, Mob - 9478098068, priyanka@ptu.ac.in, priyankamahajan.info@gmail.com 2. Dr. Sarabjit Singh # Assistant Professor, Department of Humanities, Language & Cultural Studies, I. K. Gujral Punjab Technical University Main Campus, Kapurthala, Mob - 9478098061, sarabjit@ptu.ac.in, mannrabia@gmail.com, 4. Dr. Dabashish Chaudhuri Assistant Professor (Mandarin), Dept. of Foreign Languages, Guru Nanak Dev University, Amritsar, Mob - 9013965153, chaudhuri.debasish@gmail.com	Member(s)
(v)	Three outside Experts from Industry or other organizations to be nominated by the Vice Chancellor	1. Dr. Ramnik Aurora Assistant Professor, Department of French and Francophone Studies, Panjab University, Chandigarh, 9872297719, ramnik@pu.ac.in, 2. Dr. Ajit Dakshi Assistant Professor, Department of German Languages, Panjab University, Chandigarh, LL - 0172-2534683, chairgerman@pu.ac.in, 3. Dr. Rupa Singh Assistant Professor, Center for Japanese Studies, Jawaharlal Nehru University, New Delhi, Mob - 9810816630, 011-26704215, rupapopli@mail.jnu.ac.in, rupapopli@hotmail.com,	Member(s)
(vi)	One member each from Industry, Alumni and Students	1. Dr. Ravi Kumar (Industry) President Indian Translation Association, New Delhi, 9953882481, ravi@modilingua.com 2. The Chairperson shall co-opt an Alumni as Member in consultation with Dean (Academics) of the IKGPTU.	

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		3. Student Member shall be coopted by Chairperson in consultation with Dean (Academics) of the University	

* Member opted from Outside due to Vacant positions in university.

will act as Coordinator Board of Studies.

Programme: -

1	Short-Term Certificate Course
In addition: - Any other related program, as per directions of the Dean Academics, IKGPTU	

Main Functions: -

- (i) To prepare and recommend the Curriculum, Syllabi and course of studies including the textbooks for various Programmes/subjects/courses in line with the Vision, Mission and Objectives of the University / Department, for consideration and approval of the Academic Council. Also to map the syllabus for student migration cases from other Universities.
- (ii) To suggest methods & methodologies for innovative teaching and evaluation techniques and in addition, to suggest course scheme and measures to be taken for developing teaching departments as center of excellence in addition to courses being offered.
- (iii) To suggest to Academic Council an expert panel for Question Paper setters / Evaluators, Internal and External Examiners. Also to frame wherever necessary, model papers for the guidance of paper setters and to give recommendations on out of syllabus, misprinting error cases in question papers etc.
- (iv) To coordinate research, teaching and extension / outreach activities of the University / Department and to recommend measures for the periodical assessment and improvement of the standard of studies.
- (v) To recommend a list of reference books, periodicals, reports etc., pertaining to the subject concerned, for the library and to recommend panel of editors for preparation of anthologies.
- (vi) To recommend the list of equipment, and the norms for the recruitment of technical staff.
- (vii) To act as a consultative body in regard to all references made to it and to bring to the notice of the concerned authorities any matter connected with subjects under the purview of the Board.
- (viii) To deal with any other matter referred to it by any of the University Authorities.
- (ix) Meeting of the Board of studies shall be convened as and when required, but not less than twice in a calendar year. Gap between two meetings should not be more than 180 days.

Tenure:

The tenure of the Board of Studies shall be for two years from the date of this notification.

Quorum:


Quorum of the BoS meeting shall be minimum of Half (1/2) of the members of the BoS constituted including the Chairperson of the BoS. The term of members expires after 2 years from the notification or till they hold official positions as above, whichever is earlier.

General Conditions: -

- (i) In the absence of Chairperson BoS, Professor at First Position in BoS will act as Chairperson to hold meetings of respective BoS.

- (ii) Any BoS member, on account of continuous absence may be replaced by the Vice Chancellor in consultation with the Dean Academics, on recommendation of Chairperson BoS.
- (iii) Chairperson, BOS may invite any subject expert(s) as a special invite, with additional specialization to the meeting, if required, in consultation with Dean Academics IKGPTU, with his prior approval.
- (iv) BoS shall have one faculty as coordinator from IKGPTU. The coordinator will be responsible for making all the arrangements for conduct the BoS meeting through the Department of Academics and shall be responsible to put up all the issues / agenda related to BoS in meeting and will hand over all the related records to the office of Dean (Academics), IKGPTU.
- (v) TA/DA & Honorarium to members and other invitees of the meeting shall be paid as per university norms notification no. IKGPTU/REG/NF/2169 dated 31.05.2019 and as revised from time to time.

This is issued with the approval of competent authority vide e-office file No. I-15/1253/2023-ACAD (Computer No. 109943).



(Dr. S.K. Misra)
Registrar

Endst. No. IKGPTU/REG/NF/ACAD/2150-2154

Dated: 17-11-2023

A copy of the above is forwarded to the following for information and necessary action please.

1. Secretary to Vice Chancellor: for kind information to Hon'ble Vice Chancellor.
2. Registrar-cum-Member Secretary, BoG of IKGPTU Kapurthala.
3. Dean (Academics), IKGPTU.
4. DR (ITS): For uploading on BoS Page of University website.
5. All concerned.


(Dr. S.K. Misra)
Registrar