



Office of HOD, Animation Department

Ref No.. NBSCFF/Ani./2022/03

Dated:-02-02-2022

**Circular for the Meeting of BOS Department of Animation**

To

All the Members  
Board of Studies  
Department of Animation  
Faculty of Fine Arts

Sir/Ma'am,

This is for the information of all the Faculty members of the Department of Animation that there will be a meeting of Board of Studies on 07-02-2022 at 11.00 a.m. in the HOD office, Department of Animation Swami Vivekanand Subharti University, Meerut.

**AGENDA FOR PROPOSED BOARD OF STUDIES (BOS) MEETING**

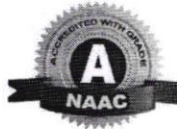
1. Confirmation of earlier Action Taken Report (ATR) of Department of Animation.
2. Proposed Academic Calendar of Department of Animation.
3. Subject allotment in Time Table will be prepared according to periods in UG to PG Courses of Animation.
4. Feedback form of stakeholder result discussion after analysis.
5. Mentor-Mentee Strategies for slow learners and Advanced learners.
6. To Discuss about Proposed Course Outcome- Programme Outcomes Should be Analysis.
7. To discuss about to propose internal and external examiners.

Ms. Vidhi Khandelwal  
Assistant Professor  
Animation Department  
NBSCFF,SVSU

Copy for the information and necessary action to :

- Ms. Vidhi Khandelwal
- Mr. Vineet Kumar Agarwal
- Mr. Anurag Kaushik
- Ms. Tamanna
- Mr. Manish Sharma

Chair Person  
Subject Expert  
Member  
Member  
Alumni



Office of the Animation

Ref. No: NBSCFF/Ani./2022/04

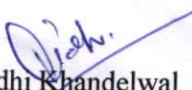
Dated :07-02-2022

**Minutes of Meeting  
Board of Studies- Department of Animation**

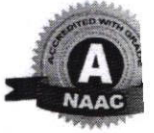
Meeting of Board of Studies Department of Animation was held on 07-02-2022 in HOD office, Department of Animation. All the members of Animation Departments are called at 11:00 Am. Following members were presents:

Ms. Vidhi Khandelwal	Chair Person
Mr. Vineet Kumar Agarwal	Subject Expert
Mr. Anurag Kaushik	Member
Ms. Tamanna	Member
Mr. Manish Sharma	Alumni

- **Agenda: Confirmation of earlier BOS Minutes of Meeting Dated : 07-09-2021.**
- Resolution : Discussed and confirmed. (Annexure -I)
- **Agenda : Confirmation of earlier Action Taken Report (ATR) of Department of Animation.**
- Resolution : Confirmed and no agenda found pending. (Annexure -II)
- **Agenda: Proposed Academic Calendar of Department of Animation.**
- Resolution: Passed and send to Dean Faculty of Fine Arts for Approval. (Annexure -III)
- **Agenda: Subject allotment in Time Table will be prepared according to periods in UG to PG Courses of Animation.**
- Resolution: Discussed and confirmed.
- **Agenda: Feedback form of stakeholder result discussion after analysis.**
- Resolution: The members of board of studies has examined and analyze the online student's feedback form then prepare a report and the report has been sent to the Principal office and others concern persons for the betterment of the Department. (Annexure -IV)
- **Agenda: Mentor-Mentee Strategies for slow learners and Advanced learners.**
- Resolution: Deputation of mentors of the students so that student's holistic development can be done. In this regard strategies for slow learners and fast learners will decide. (Annexure -V)
- **Agenda-To Discuss about Proposed Course Outcome- Programme Outcomes Should be Analysis.**
- Resolution: Discussed and Execute. (Annexure -VI)
- **Agenda: To discuss about to propose internal and external examiners.**
- Resolution : The members of board of studies have discussed & proposed the list of internal & external examiners, moderators, paper setters & evaluators which is attached in the list of enclosures forwarded to the board of studies.

  
Ms. Vidhi Khandelwal  
Assistant Professor  
Animation Department  
NBSCFF,SVSU






**Office of Animation**

Ref. No: NBSCFF/Ani/2022/16  
Dated : 31-04-2022

**Action Taken Report of Board of Studies**

The meeting of Board of Studies (BOS) was held on 07-02-2022 at 11:00 am. in the Department of Animation

The Actions that were taken after the meeting of Board of Studies are as follows-	
1.	Approved & execute Academic Calendar of Department of Animation. Approved and execute
2.	Passed all Subject allotment is Time Table was prepared according to periods in UG to PG Courses of Animation According to subject expert faculty.
3.	The feedbacks of students on teachers were collected and analyzed and communicated to concerned teachers with necessary suggestions. & Feedback form of stakeholder result discussed after analysis is found that there is the needs of CBCS in programme B.Sc & M.Sc.
4.	Mentor-mentee program was chalked out effectively in the academic year 2021-22
5.	The slow learners and advanced learners were identified and conducted different activities for them by respective departments.
6.	Course Outcome- Programme Outcomes Should be Analyzed .
7.	To names of moderators for question paper and panel of examiners for theory and practical exams for B.SC-M.SC-BFA Animation programs for the session 2021-22 & Internal examinations were conducted under the monitoring of HOD.

  
Ms. Vidhi Khandelwal  
Head, Animation Department  
NBSCFF,SVSU