



Office of HOD, Fine arts Department

Ref. No: DFA/NBSCFF/226

ODD SEM

Dated : 5-08-2024

Circular for the Meeting of BOS Department of Fine Arts

To,

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

Sir/ Ma'am,

I am pleased to inform you that for First semester of session 2024-2025 we need to discuss about academic and administrative agendas. Kindly present on 16-08-2024 in HOD Office at 11:30 am agendas are as:

Agenda : Confirmation of earlier BOS Minutes of Meeting Dated: 15/1/2024

Item No. 1: Kindly find attached herewith the Minutes of the 2nd Meeting of the session 2023-24 of Board of Studies of the Department of Fine Arts held on 15/1/2024 at 11:30 AM at NBSCFF. Hard copy of the Minutes is also being sent to you. Since the next meeting is scheduled to be held on 16-08-2024, I request that comments, if any may please be sent by email at (siff09unii@gmail.com) at the earliest. If no comments are received, within a week, the Minutes may be taken as confirmed.

(Annexure-I)

Agenda: Confirmation of earlier Action Taken Report (ATR) of Department of Fine Arts Dated: 24-7-2024

Item No.2: To confirm in the meeting.

(Annexure-II)

Agenda: Proposed a week orientation programme for new students.

Item No.3: For the new learners, there is the great need to get knowledge about college/ campus and all the facilities and welfares of students. **(Annexure-III)**

Agenda: Proposed Academic Calendar of Department of Fine Arts.

Item No.4: For all the activities and smoothly working of the Department a planner is the great need. It becomes easy to organize extracurricular activities along with proper teaching schedule.

(Annexure-IV)

Agenda: Mentor- Mentee strategies for slow learners and fast learners.

Item No.5: Deputation of mentors for the students so that student's holistic development can be done. In this regard strategies for slow learner and fast learner will decide. **(Annexure-V)**

Agenda: Subject allotment in Time Table will be prepared according to periods in UG to PG Courses of Fine Arts.

Item No.6: Time table of the classes & faculty will be schedule for the even semester. All the Coordinators will prepare time table with the help of department faculties. **(Annexure-VI)**



Agenda: Proposed Examiner Panel for upcoming Practical Exams.

Item No.7: Panel for External theory & Practical Exams of BFA & MFA Courses for the current session should be deciding. (Annexure-VII)

Agenda: Feedback form of stakeholder result discussion after analysis.

Item No.8: After completion of the even semester exams feedback analysis report needs to be discussed.

Agenda: Implementation of UG Diploma Course as per NEP in Department of Fine Arts.

Item No.9: In the BFA- Fine Arts 4 Years degree course 2nd year is UGDiploma in BFA Fine Arts will be implemented from this session 2024-2025.

Thanking You

Regards

Anshu Srivastava

Sign Member Secretary

Pooja
Sign Chairperson

Dr. POOJA GUPTA
Professor & Head
Fine Arts Department
NBSCFF, SVSU

Copy to:

- Dr. Archana Rani (Subject Expert)
- Dr. Pooja Gupta, Prof. Pintu Mishra, Dr. Sonal Bhardwaj, Dr. Vandana Tomar, Dr. Anshu Srivastav, Dr. Pavandara Tiwari, Dr. Ashish Mishra, Mr. Sunny Sharma, Mr. Krishan Kumar, Mr. Sudeep, Mr. Lucky Tyagi, Mr. Dharmraj, Mr. Ramesh Chand Maurya, Mr. Anindya Kanti Biswas, Mr. Diwaker.
- Ms. Shashi Verma (Alumni & Industry Expert)



Office of HOD, Fine arts Department

Ref. No: DFA/NBSCFF

Dated : 16-08-2024

Minutes of Meeting Board of Studies- Department of Fine Arts

- Meeting of Board of Studies of Department of Fine Arts was held on 16-08-2024 in HOD office, Department of Fine Arts. All the members of Fine Arts Departments are called at 11:30 am. Following members were presents:

Dr. Pooja Gupta –	Chair Person
Dr. Archana Rani	(Subject Expert)
Dr. Pintu Mishra	Member
Dr. Sonal Bhardwaj	Member
Dr. Anshu Srivastav	Member
Dr. Vandana Tomar	Member
Dr. Pavnandra Tiwari	Member
Mr. Dhramraj	Member
Mr. Sunny Sharma	Member
Mr. Kishan Kumar	Member
Mr. Ashish Mishra	Member
Mr. Lucky Tyagi	Member
Mr. Sudeep	Member
Ms. Shashi Verma	(Alumni & Industry Expert)

Chairperson Dr. Pooja Gupta addresses the meeting and welcome to all the members including External subject expert Dr. Archana Rani and Industry Expert Mrs. Shashi. The following agendas were discussed in the meeting-

- Agenda Item No-1**

Agenda : Confirmation of earlier BOS Minutes of Meeting Dated:15-1-2024 .

Discussion: All the members confirmed earlier BOS minutes of meeting satisfactorily.

Resolution : Discussed and confirmed.

- Agenda Item No-2**

Agenda : Confirmation of earlier Action Taken Report (ATR) of Department of Fine Arts Dated: 24-7-2024.

Discussion: All the agendas were successfully completed and no agenda found pending.

Resolution : Confirmed.

- Agenda Item No-3**

Agenda : Proposed a week orientation programme for new students.

Discussion: New students should know about the department, other departments and colleges so that they will be benefited and get knowledge for their betterment. Members were decides to add some activatesalso.

Resolution : Passed.

- Agenda Item No-4**

Agenda : Proposed Academic Calendar of Department of Fine Arts.

Discussion: For smoothly functioning of curriculum as well as extra curricula activities academic calendar should be decided.

Resolution : Approved to be execute.

- Agenda Item No-5**



Agenda : Mentor- Mentee strategies for slow learners and advanced learners.

Discussion: There are two types of students we have with us as slow learner and advanced learners. To make slow learners in to fast learners and advance learners in to active learners , we need some helpful strategies. All the faculty members will create a planner.

Resolution : Discussed and confirmed.

• **Agenda Item No-6**

Agenda : Subject allotment in Time Table will be prepared according to periods in UG to PG Courses of Fine Arts.

Discussion: It is decided that subject expert faculty will get the subject.

Resolution : Discussed and names are approved.

• **Agenda Item No-7**

Agenda : Proposed Examiner Panel for upcoming Practical Exams.

Discussion: As per the need of conduction of external exams, each subject faculty will give names of external examiner.

Resolution: Discussed and approved

• **Agenda Item No-8**

Agenda : Feedback form of stakeholder result discussion after analysis.

Discussion: After completion of course faculty will arrange feedback from students. Then as whole we all compile the feedback and analysis them.

Resolution: Discussed report on feedback collected and necessary action will be taken.

• **Agenda Item No- 9**

Agenda

The Board of Studies expressed its satisfaction on the progress made in the department. The meeting ended with a vote of thanks to the Chair.

Thanking You

Regards

Ancha Srivastava
Sign of Member Secretary

Pooja
Sign and Stamp of Chairperson

Dr. POOJA GUPTA
Professor & Head
Fine Arts Department
NBSCFF, SVSU

Copy to:

- Dr. Archana Rani (Subject Expert)
- Dr. Pooja Gupta, Prof. Pintu Mishra, Dr. Sonal Bhardwaj, Dr. Vandana Tomar, Dr. Pavnandra Tiwari, Mr. Sunny Sharma, Mr. Krishan Kumar, Mr. Sudeep, Dr. Anshu Srivastav, Mr. Ashish Mishra, Mr. Lucky Tyagi, Mr. Dharmraj.
- Ms. Shashi Verma (Alumni & Industry Expert)



Office of HOD, Fine arts Department

Ref. No: DFA/NBSCFF

Dated : 24-07-2024

ATR on minutes of meeting held on 15/1/2024 at 11: 30 am.

Agenda Item No.	Agenda	Discussion & Resolution	Assigned Task and Timeline	Task completed on	Remark
1.	Confirmation of earlier BOS Minutes of Meeting Dated:15-1-2024.	All the members confirmed earlier BOS minutes of meeting satisfactorily.			
2.	Confirmation of earlier Action Taken Report (ATR) of Department of Fine Arts Dated: 30-12-2023.	All the agendas were successfully completed and no agenda found pending.			
3.	Subject allotment in Time Table will be prepared according to periods in UG to PG Courses of Fine Arts.	It is decided that subject expert faculty will get the subject.			
4.	Mentor- Mentee strategies for slow learners and advanced learners.	There are two types of students we have with us as slow learner and advanced learners. To make slow learners in to fast learners and advance learners in to active learners , we need some helpful Strategies. All the faculty members will create a planner.			
5.	To conduct Value added Course in the Department of Fine Arts.	Value Added course is essential for the up gradation of students . those things which are beneficial for students skill enhancement , should be done.			
6.	Organizing 13 th Annual Art Exhibition at Raja Ravi Verma Art Gallery, NBSCFF.	Every year annual art exhibition is conducted by the students of Department of Fine Arts, in which students display their work as Painting, Sculpture and Poster Design			
7.	Proposed Examiner	Asper the need of conduction			



	Panel for upcoming Practical Exams.	of external exams, each subject faculty will give names of external examiner.			
8.	Feedback form of stakeholder result discussion after analysis.	After completion of course faculty will arrange feedback from students. Then as whole we all compile the feedback and analysis them.			
9.	Examine the proposed course outcome and programme outcomes.	To evaluate the student's progression in the subject's course outcome and programme outcomes should be assessed.			

Anekha Swastika

Sign Member Secretary

Sign Chairperson

Dr. POOJA GUPTA
Professor & Head
Fine Arts Department
NBSCFF, SVSU

Copy to:

- Dr. Archana Rani (Subject Expert)
- Dr. Pooja Gupta, Prof. Pintu Mishra, Dr. Sonal Bhardwaj, Dr. Vandana Tomar, Dr. Pavandra Tiwari, Mr. Sunny Sharma, Mr. Krishan Kumar, Mr. Sudeep, Dr. Anshu Srivastav, Mr. Ashish Mishra, Mr. Lucky Tyagi, Mr. Dharmraj.
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