



# BIRLA INSTITUTE OF TECHNOLOGY

(A Deemed to be University u/s 3 of the UGC Act, 1956)

OFF-CAMPUS (NOIDA) – 201301 (INDIA)

Ref: BITN/AR/OO/2024-25/18

Date: 16-01-2025

## OFFICE ORDER

The following faculty members, in addition to their present duties, are hereby entrusted additional responsibility as **Faculty In-Charge** of mentioned academic functions of Birla Institute of Technology, Noida Campus with immediate effect and until further orders to oversee related activities.

Faculty In-Charge - Admissions & Academics	Ms. Seema Sharma, Asst. Professor
Faculty In-Charge - Registration, ERP & Website	Dr. Charu Wahi, Asst. Professor Dr. Swati Prasad, Asst. Professor
Faculty In-Charge - Faculty Affairs	Dr. Meenakshi Sharma, Professor Ms. Priti Sharma, Asst. Professor
Faculty In-Charge - Student Affairs (Cultural & Events)	Dr. Charu Wahi, Asst. Professor Ms. Pramila Joshi, Asst. Professor
Faculty In-Charge - Student Affairs (Sports)	Dr. Umair Ujala, Asst. Professor Ms. Sheetal Sehgal, Asst. Professor
Faculty In-Charge - Industry & Alumni Relations	Ms. Preety Bajaj, Asst. Professor Ms. Rachana Pratik, Asst. Professor
Faculty In-Charge - Examinations	Mr. Sanjay Kumar, Asst. Professor Mr. Kiran Ashok Shetti, Sr. Animation Trainer
Faculty In-Charge - Research and Development (R&D) Cell	Dr. Vibha Kaw Raina, Asst. Professor Dr. Arun Mittal, Asst. Professor
Faculty In-Charge - Career Development Cell	Dr. Monika Bisht, Asst. Professor

This issues with the approval of the Director, BIT Noida Campus and takes precedence over all earlier office orders of Faculty In-Charge / Coordinator of mentioned academic functions for BIT Noida Campus.

*Abhisek M.*  
16.01.2025  
(Abhisek Mohapatra)  
Assistant Registrar

### Copy to:

- (1) All above concerned
- (2) All Students, Faculty & Staff Members through email
- (3) Institute Notice Board
- (4) Office of the Director, BIT Noida
- (5) Dr. Charu Wahi for uploading this Office Order on Institute's website