



BIRLA INSTITUTE OF TECHNOLOGY

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

NOIDA CAMPUS

Ref: BITN/AR/OO/2024-25/09

Date: 04-12-2024

OFFICE ORDER

TIME TABLE COMMITTEE

The Time Table Committee of Birla Institute of Technology, Noida Campus has been constituted as mentioned herein under with immediate effect and until further orders.

Mr. Sanjay Kumar, Asst. Professor	Chairperson
Dr. Monika Bisht, Asst. Professor	Member
Ms. Rachana Pratik, Asst. Professor	Member
Ms. Seema Sharma, Asst. Professor	Member
Mr. Lalit Mohan Bhatt, Editor	Member
Mr. Anurag Joshi, Asst. Professor	Member Secretary

Scope of the Committee:

- (1) To prepare Class Time Table well before beginning of each semester and to adjust Time Table in unforeseen circumstances.
- (2) To ensure that workload is equitably distributed among faculty members providing adequate time for preparation between lectures.
- (3) To ensure that published Class Time Tables are balanced and meet the needs of both students and faculty.

The committee will meet periodically and as and when necessity arises.

This issues with the approval of the Director, BIT Noida Campus and takes precedence over all earlier office orders of Time Table Committee for BIT Noida Campus.

Abhisek M.
04.12.2024
(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