## **TECNIA INSTITUTE OF ADVANCED STUDIES**

3 PSP, Institutional Area, Madhuban Chowk, Rohini, New Delhi-11008

Ref. No. TIAS/ Dir. Off./2022-23/10

Date: 03.08.2022

## **OFFICE ORDER**

Subject:

Duty as In-Charge of 'Photography Club'

The following faculty member is assigned the duty of In-Charge Photography Club with immediate effect in addition to already assigned duties/ charges.

Sr. No.	Name of Faculty Member	Department	Duty Assigned For
1.	Ms. Jyoti Gupta	Dept. of Journ. & Mass	In-Charge – Photography
	* n,	Comm.	Club

The above is required to undertake all conceivable efforts towards the development and propagation events, activities taking cues from GGSIP University and execute the same and also take note of the contemporary issues from time to time, records MoM for all activities and requirements; further, In-Charge is required to undertake activities as per Event Calendar, Dynamics, Outcomes, Values, Day and Dates and upload the same on the webpage of Club on Institute's website for the advantage of all stakeholders.

The aforesaid duty assigned as per UGC; Gazette Notification; Dt. 18.07.2018; UGC Regulations on minimum qualifications for appointment of teacher and other academic staff in universities and colleges and measures for the maintenance of standards in Higher Education, 2018; pg. no. 104; Appendix-II; Table-I; Assessment Criteria and methodology for university/college teachers; S. No. 2; Heading: Grading Criteria; "Involved in at least 3 activities"

Techis Inditate of Aevanced Studies (Affiliated to GGSIP University Delhi) Madhuhan Chowk, Ronini, Delhi-85 Copy to:

IQAC

Dean (Academics)

Dean (R&D)

All HoDs – MBA, BBA, BA (J&MC) & BCA Program

**Faculty Concerned** 

Training & Placement Cell

!n-charge-ITC

In-charge, Student Welfare

In-Charge, All Clubs

Academic Cell - to inform all concerned.

Directorate Secretariat

**Guard File**