

# TECNIA INSTITUTE OF ADVANCED STUDIES

Grade 'A' Institute

Ref. No. TIAS/DIR /2023-24/004

Date: 21.07.2023

## NOTICE

### Sub: Faculty Retention

All the faculty members, HoDs, Dean Academics [MCA, BCA, BA (JMC)], Dean Development (MBA, BBA), Director, Admin and their respective staff are hereby informed, In order to make an attempt and improve the retention of faculty; All concerned office bearer are advised to take up the task and reporting in proper channel for normal routine work.

However, In case of any delay in the working or grievance if any or any other matter related to unprofessional conduct and person concern is not worthy enough or detrimental to be a member of Tecnia fraternity;

The concerned staff of Tecnia may submit their grievance in strict confidentiality to the office of the Executive Director vide email mentioned below:

**E mail- chairman@tecnia.in**

All concerns to note and comply.

This is issued with the approval of competent authority.

All HoDs : to circulate to all faculty members.



**Director**

Director

Tecnia Institute of Advanced Studies  
(Affiliated to GGSIP University Delhi)  
Medhuan Chowk, Rohini, Delhi-85

Copy to:

ED Sir-for kind information please

Dean (Academics)

Dean (Development)

Dean (R&D)

All HoDs –Dept. of MBA, BBA, MCA, BCA BA(JMC)

All Class In-Charges/Mentors notified through respective HoDs, TIAS

Training & Placement Cell

Academic Coordinator-cum- PRO

In-Charge, Events,

In charge- ITC,

In-Charge, Student Welfare

In-Charge-Librarian

Academic Cell-to inform all concerned.

Coordinator- IQAC

Admin, Chairman Secretariat

Personal File.