

ANWARUL ULOOM COLLEGE (AUTONOMOUS)

(Affiliated to Osmania University)

Accredited by NAAC with 'A' Grade

New Mallepally, Hyderabad – 500001, T.S., India.

Minutes of the Management, IQAC & HoDs meeting held on 29th March, 2019 at 2:30 P.M. in the Conference Hall of Anwarul Uloom College.

Members Present:

1. Mr. Mujahed Alam Khan Joint Secretary, Anwarul Uloom Educational Association
2. Mr. Mohd. Mazheruddin Principal, Anwarul Uloom College
3. Mr. Ahmed Baig Director & Governing Body Member
4. Dr. Md Aijaz Khan IQAC Coordinator
5. Dr. Syeda Sameena Aziz HOD Chemistry & Vice Principal
6. Dr. Mir Sajjad Mohiuddin Ali Khan HOD Physics Controller of Examination
7. Prof. Haji Sajjad Dept. of Commerce
8. Mr. Md Habeebuddin Ahmed Sahab Director Administration
9. Mrs. Nadeem Fatima HOD, Biotechnology
10. Mr. Siraj Basha Mohammed HOD Business Administration
11. Dr. A.Vijaya Govind HOD Commerce
12. Mr. Salman Baig HOD Computer Science & Engineering
13. Mr. Md. Azheruddin Qureshi HOD Electronics
14. Mrs. Bushra Fatima HOD E-Commerce
15. Dr. Kausar Begum Khan HOD English
16. Mrs. Mohi Fatima HOD Hindi
17. Dr. Mohammed Salah Uddin HOD Mathematics
18. Mrs. Asma Sadiha HOD Political Science
19. Mrs. Viqarunnisa HOD Public Administration
20. Dr. Mazaher Hussain HOD Economics
21. Mr. K.Felix HOD History
22. Ms. Zoya Nourine HoD Nutrition & Dietetics
23. Capt. Syed Siddiq Hassan NCC & Sports Department
24. S.A Wahed Care Taker

The meeting commenced at 2:30 P.M. Principal of Anwarul Uloom College welcomed Joint secretary of Anwarul Uloom Educational Association, Director & Governing Body Member and all the Heads of the departments. Mr. Ahmed Baig highlighted the importance of AQAR in the quality improvement of the institutions vis a vis criteria wise performance of convenor and his team.

The Honorary Joint Secretary of Anwarul Uloom Educational Association Mr. Mujahid Alam Khan Sahab reviewed the performance of Convenors Criteria-wise. He stressed that the organization with its highly qualified and experienced human resources and physical infrastructure shall strive to achieve NAAC A++ Grade in the next NAAC Assessment. Criteria-wise review was taken up.

Criterion 1 Curricular Aspects: This criterion carries weightage of 150 Marks. This criterion was reviewed it was emphasized that innovation and regular updating of syllabi as per the requirements of the market is required. Constant feedback from stakeholders (Students, Parents, Alumni and Employers) in the prescribed format available on college website towards improvement. (Action: HODs)

Criterion 2: Teaching Learning and Evaluation: This criterion carries weightage of 300 marks. In this regard it requires prime importance and extra ordinary care. In this connection E-learning resources and ICT are emphasized. The Heads of the departments shall identify the E-learning resources and ICT (Information and communication Technology) for effective teaching and submit their requirements. It is also found that mentoring system, performance appraisal of teachers and students grievance redressal mechanism be constantly updated. (Action: HoDs & Librarian)

Criterion 3: Research Innovation and Extension: This criterion has weightage of 150 marks. Joint secretary informed that management is always ready to sponsor the Minor & Major research projects and to reimburse the research paper publication fees. The Joint Secretary desired that to strengthen the research & innovation in the college the services of experts in the field shall be utilized.

Joint Secretary desired that each faculty should and must publish at least two research papers in UGC approved Journals and every department should take at least one minor research project or

interdisciplinary projects. Joint secretary also desired that resource person of the departments shall approach private funding agencies like banks, Industries, hospitals etc. for funding the project. H desired that every department should start consultancy services with collaboration of various organizations like Urdu Academy, Telugu academy for translation work for commerce department they can start consultancy services in collaboration with CA firms. Nutrition Department can take services of Pharmacy college principal for consultancy purpose and Joint secretary advised that Nutrition department should consult with surrounding hospitals for consultancy services. Under consultancy services the faculty can provide corporate training/ advisory services. (Action: Administration, HoDs, NSS & NCC Officers)

Criterion 4: Infrastructure and Learning Resources: This criterion has weightage of 100 marks. Joint secretary desired that all the class rooms shall be equipped with digital facilities and ICTs and smart class rooms with digital facilities shall be provided. In this connection all heads of the departments was instructed to furnish the requirements. It is requested that the requirements submit the requirements shall be submitted by 1st April 2019 without fail for further action. It is also desired to monitor automate of the library with E- Journal, E - books, CDs and also enriched the text books and reference books. Joint Secretary desired that services of retired librarian from Osmania University shall be utilized for college library. (Action: HoDs, Librarian, & Administration)

Criterion 5: Students Support and Progression: This criterion has weightage of 100 marks. It is felt that as regards scholarship and financial support received by the students there should be proper documentation. As regards placement on campus and off the campus effective steps and documentation should be maintained. So that the information will be helpful for obtaining feedback from employers. As regard alumni it is decided that Mr. Haji Sajjad will be Convenor of Alumni Association and he will be responsible for its activities. It is felt that proper documentation like enrolment of alumni, Alumni meetings, contribution made by the alumni and various activities like feedback from Alumni shall be maintained properly. (Action: Administration (Scholarship), Placement Officer & Convenor of Alumni Association Prof. Haji Sajjad)

Criterion 6: Governance Leadership and Management: This criterion has weightage of 100 marks. It is noted that parents' teacher association is effectively interacting. Financial and administrative management shall be fully computerized. (Action: Administration)

Criterion 7: Institutional Values and Best Practices: This criterion has weightage of 100 marks. Dr. Sajjad Mohiuddin suggested that consumption of electricity should be reduced by using alternate renewable energy (like Solar Energy) to the extent possible so as to make the campus eco-friendly. (Action: Administration)

Meeting concluded at 4:00 P.M. with vote of thanks by Dr. A. Vijaya Govind Head Department of Commerce.


IQAC Coordinator


Principal