



ANWARUL ULOOM COLLEGE (AUTONOMOUS)

(Affiliated to Osmania University)

Accredited by NAAC with 'A' Grade

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

Minutes of the IQAC meeting held on November 12, 2020 at 12:00 noon in the RJP Hall of Anwarul Uloom College.

Members Present:

1. Mr. Ahmed Baig, Director
2. Dr. Md Aijaz Khan, Coordinator, IQAC
3. Dr. Syeda Sameena, Aziz HOD, Chemistry
4. Dr. A.Vijaya Govind, HOD, Commerce
5. Dr. Sadia Fatima, HOD, Botany
6. Dr. Syed Salahuddin, HOD, Mathematics
7. Capt. Dr. Kausar Begum Khan, HOD, English
8. Dr. Mir Sajjad Mohiuddin Ali Khan, HOD, Physics & COE
9. Mr. Israr Ahmed, HOD, CSE & Placement Officer
10. Mr. Siraj Basha, HOD, Business Administration
11. Mrs. Nadeem Fatima, HOD, Biotechnology
12. Dr. Kausar Begum, HOD, Arabic
13. Mr. Ubaid Siddiqui, HOD Computer Science
14. Mrs. Nazia Mohammadi, HOD, Nutrition & Dietetics
15. Mr. Habeebuddin Ahmed, Director, Administration
16. Mr. Zafarullah Khan, Administrative Officer
17. Mr. Mahmood Sharief, Account Officer
18. Mr. Md. Shamsuddin, Superintendent, Academic Section
19. Dr. Syed Safiullah Ghor, Member from Local Society
20. Prof. Haji Sajjad, Alumnus
21. Mr. Abdul Rahman, Student, M.Com. Course, AUC
22. Dr. Sanaullah Qaseem, CEO, Mashq Integrated Solutions - Industrialist

The meeting commenced with opening remarks of Prof. Haji Sajjad followed by presentation of the status report by IQAC Coordinator on progress of finalization of the AQAR. All the heads of the departments were advised to submit self appraisals of faculty members, feedback of teachers, students and stake holders. It was also advised that more no. of faculty to take membership of professional bodies. Further the criteria-wise Conveners were instructed to submit the required supporting documents in prescribed format as per NAAC guidelines. After detailed deliberations, following decisions were taken.

1. That consequent to the construction of new buildings, new allotments as per requirements will be provided to the departments.
2. Major departments have been provided the Copier Machines and computers as per their requirements. Further a Central facility consisting of Computers, printers and copier machine and computer operators will also be created for the benefit of all departments.

3. Heads of Departments and the IQAC to speed up the process of purchase of new books and the subscription of journals.
4. Infrastructure committee has been requested to study the departmental requirements and to submit report for further action.
5. Up gradation of smart classrooms to be reviewed and updated from time to time.
6. The obsolete courses to be identified and replaced with the need based courses.
7. The website of the college to be updated on regular basis.
8. Additional welfare measures for the teaching and non-teaching staff to be taken up and in view of the pandemic situation, preparing health profile of the staff members to be taken up.
9. All the records and minutes of the meeting of various committees to be kept in bonded form.
10. HODs also requested to conduct at least two extension activities every month with proper documentation.
11. IQAC to monitor regular meetings of different statutory and non statutory committees.
12. HOD of Microbiology department advised to initiate the process for the introduction of M.Sc. Microbiology course.
13. Controller of examinations is advised to proceed with the Digitization of old records on priority basis.
14. The conduct of the online classes to be monitored by the concerned Head of the department and to submit periodic reports.
15. The NCC and NSS officers to submit the photographs, press reports cuttings and video clips of the distribution of clothes, food items and other welfare activities performed during the pandemic and the unprecedented flooding of Hyderabad during October/November, 2020.
16. Prof. Haji Sajjad to submit a brief report about the various measures of cleaning and sanitization of the college campus and class rooms, laboratories, library etc. and the process of checking of temperature at the entry points of the college and providing masks, Glouses and sanitizers to all persons entering college campus taken up since the reopening of colleges in the month of August,2020 because of which not a single incident of Covid-19 cases was reported among the college students and staff.
17. The Controller of Examinations is instructed to submit brief report about the smooth and fair conduct of both the college examinations as well as extending support of University examinations at this college as a goodwill gesture, without any untoward incident.
18. Mr. K. Felix to submit brief report about the conduct of various Union Public Service Examinations smoothly and without any untoward incident post pandemic.

Meeting concluded with vote of thanks.


Coordinator, IQAC


Chairman, IQAC