



ANWARUL ULOOM COLLEGE (AUTONOMOUS)

(Affiliated to Osmania University)

Accredited by NAAC with 'A' Grade

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

Date: June 04, 2019

Venue: Conference Hall

Time: 12:00 noon

Agenda

1. Schedule for Departmental Meetings
2. Constitution of Academic, Administrative Audit committee
3. Fresher's Induction Program.
4. Schedule of IQAC Meetings
5. Faculty Development Program
6. Any other matter with the permission of the chair

Members present

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|--------------------------------|------------------------------|
| 1. Mr. Mohd. Mazheruddin | Chairman & Principal |
| 2. Mr. Ahmed Baig | Member from the Management |
| 3. Dr. Md. Aijaz Khan | Coordinator IQAC |
| 4. Dr. Syeda Sameena Aziz | HOD, Chemistry & V.P |
| 5. Dr. A.Vijaya Govind | HOD, Commerce |
| 6. Dr. Sadia Fatima | HOD, Botany |
| 7. Dr. Syed Salahuddin | HOD, Mathematics |
| 8. Capt. Dr. Kausar Begum Khan | HOD, English |
| 9. Mr. Siraj Basha | HOD, Business Administration |
| 10. Mrs. Nadeem Fatima | HOD, Biotechnology |
| 11. Mrs. Nazia Mohammadi, | HOD Nutrition and Dietetics |
| 12. Mr. Habeeb Uddin Ahmed | Director, Administration |
| 13. Mr. Mahmood Sharief | Account Officer |
| 14. Dr. Syed Safiullah Ghori | Local Society member |
| 15. Mr. Haji Sajjad | Alumni |

Minutes of the Meeting

Agenda -1: Departmental meetings schedule was discussed and resolved to approve.

Agenda -2: Suggestions and modalities of constituting Academic and Administrative Audit Committees for the year were discussed. It was decided to constitute academic audit committee with the following members:

1. Mr. Habeebuddin Ahmed Director, administration (Convener)
2. Dr. Mohd. Aijaz Khan (Member)
3. Dr. Syeda Sameena Aziz (Member)
4. Dr. Mohd. Ahmed Mohiuddin (Member)

Agenda -3: Fresher's Induction program is schedule finalized and Convener of committee for Fresher's Welcome & Farewell will implement the schedule.

Agenda -4: IQAC meetings schedule was finalized.

Agenda -5: It is discussed and resolved that at least two Faculty Development Program should be organized by the IQAC during the academic year.

Sd/-

Coordinator IQAC

Sd/-

Principal