



COMPOSITION OF IQAC 2019-20

01. Chairperson : Prof. Zubeda Begum,
Principal, AK College.
02. Co-ordinator of IQAC : Dr. M.S. Vidya,
H.O.D, Kannada.
03. Asst. Co-ordinator :
 1. Dr. Syeda Tabassum S.G.,
HOD of Commerce.
 2. Prof. Noor Ayesha,
H.O.D of Computer Science
04. Teachers Representative :
 1. Ms. Asma Banu,
Lecturer, Dept of Commerce
and Management.
 2. Ms. Fakiha Banu,
Lecturer, Dept of Economics.
05. Management Representative : Dr. Zahceeruddin Ahmeed,
General Secretary, CMA.
06. Office Superintendent : Ms. Vasanthi.R.
07. Student Members :
 1. Fathima Khanum,  BA
 2. Javeeria Khanum,  B.BA
08. External Member : Prof. Mohana,
Associate professor,
Dept of commerce,

IQAC
Minutes of the Meeting 2019-20

Venue: library Date: 15-07-19 Time: 2:00p.m.

The first meeting was held on 15/07/19 at 2:00 p.m in the library.

* Agenda of the Meeting :-

- Nomination of Staff Secretary
- Formation of Committees / cells.
- Calendar of Events.
- Any other.
- To conduct Orientation program for 1st years.

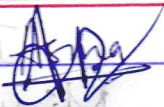
The following members were present in the meeting :-


Prof. Zubeda Begum,
principal.

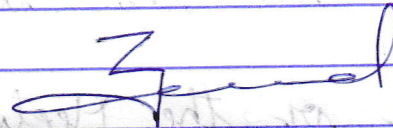
Dr. M.S. Vidya,
IQAC co-coordinator

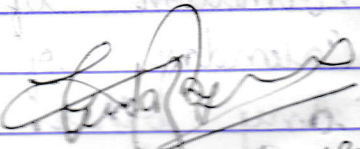
Dr. Syeda Tabassum S.G.,
Asst. co-coordinator - IQAC

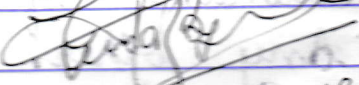
Ms. Nour Ayesha,
Deputy co-coordinator - IQAC

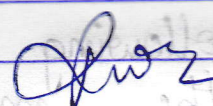
5) Ms. Asma Banu, Lecturer, Dept of commerce & Management 

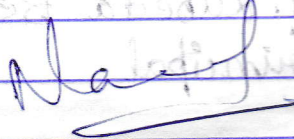
6) Ms. Fakiha Banu, Lecturer, Dept of Economics. 

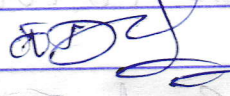
7) Dr. Zayeeruddin Ahmed, General Secretary, CMA. 


8) Ms. Vasanthi.R, Office Member. 

9) Prof. Mumtaz Begum, S.M H.O.D, Hindi.  15/07/2019

10) Ms. Rumana Tabassum, Lecturer, Dept of commerce & Mgt. 

11) Mr. Nadeem. Z.A, Lecturer, Dept of commerce & Mgt. 

12) Dr. Apsara Jam, H.O.D, Geography. 

13) Ms. Khuteja Banu, Lecturer, Dept of Urdu. 

14) Ms. Haiyza Anjum. 

(1) Ms. Kavitha, Kavitha
Lecturer, Dept of commerce &
Hof

(2) Ms. Umme Habeeba, Umm Habeeba
Lecturer, Dept of History

(3) Ms. Aarifa Begum, Aarifa
Lecturer, Dept of

(4) Ms. Ayesha Sultana, Ayesha
Librarian

(5) Ms. Rubina, Rubina
Physical Education Director.

PROCEEDINGS OF THE MEETING.

1) The meeting started with a formal welcome by Dr. Syeda Tabassum, HOD, Commerce.

The principal initiated the meeting by discussing the above agenda's. She welcomed all the teachers for this academic year. She instructed the teachers to follow strict timings before and after the classes. The teachers were instructed not to use mobile phones in the classes as it may create bad image in the minds of students.

Dr. Syeda Tabassum Joint Staff Secretary was elected as Staff Secretary for this year and Ms. Rumana Tabassum, HOD, Ingt was elected as a Treasurer.

2) The principal instructed all the teachers to prepare Calendar of Events, Roadmaps and other documents in relation to NAAC.

She also told that a program on National Education policy will be organised in the days to come. She was also particular about the newsletter to be published Semester wise. She advised all the teachers to contribute articles to the Zeal as well as to publish Research articles in reputed UGC refereed Journals.

3) Different committees were clubbed & members were

so the IQAC committee was asked to fix the menu for each day.

2) As Tally is an input course, principal invited Ms. Asma Banu Dept of commerce (mgt) to start the course early with an minimal amt. She instructed all the depts to conduct AAA every year as it enhances the quality assessment.

3) The principal informed the IQAC members to organise orientation program for 1 year Degree students on 18-07-2019. Staff Secretary ~~Ms.~~ Syeda Tabassum was given the responsibility to take care of the program.

Dr. M.S Vidya, IQAC co-ordinator also discussed various activities and programs to be arranged under IQAC. She also insisted on submitting proposal letters for the approval.

Finally the meeting was concluded by formal vote of thanks delivered by Ms. Noor Ayesha, Deputy co-ordinator of IQAC.

IQAC Minutes of meeting 2019-20

venue: library Date: 02-08-19 Time: 3:00 pm

The meeting was held on 02/08/2019 at 3:00 pm in the library.

* Agenda of the Meeting :-

- 1] To conduct Student council Election
- 2] To organise Industrial visit

* The following members were present in the meeting :

1) Prof. Zubeda Begum,
Principal.

2) Dr. M.S. Vidya,
IQAC co-ordinator

3) Dr. Syeda Tabassum S.G.,
Asst. co-ordinator, IQAC

4) Ms. Noor Ayesha,
Deputy co-ordinator - IQAC

5) Ms. Asma Banu,
Lecturer, Dept of commerce
& Mgt.

IQAC

Minutes of meeting 2019-20

venue: library Date: 02-08-19 Time: 3:00 pm

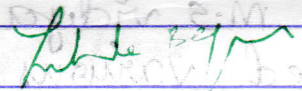
The meeting was held on 02/08/2019 at 3:00 pm in the library.

* Agenda of the Meeting :-

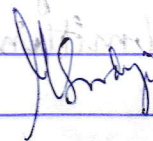
- 1] To conduct Student council Election
- 2] To organise Industrial visit

* The following members were present in the meeting :

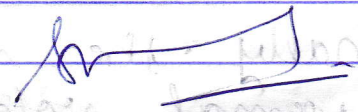
1) Prof. Zubeda Begum,
Principal.



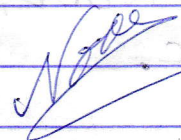
2) Dr. M.S. Vidya,
IQAC co-ordinator



3) Dr. Syeda Tabassum S.G.,
Asst. co-ordinator, IQAC



4) Ms. Noor Ayesha,
Deputy co-ordinator - IQAC



5) Ms. Asma Banu,
Lecturer, Dept of commerce



Ms. Fakiha Benu,
Lecturer, Dept of Economics.

Fa

Dr. Zayecruddin Ahmed,
General Secretary, CMA

Zayecruddin

Prof. Mumtaz Begum, ^{SA}
HOD, Hindi.

Mumtaz Begum
02/03/2019

Ms. BiBi Ayesha,
NSS officer

Be

Ms. Shireen Firdose,
Dept of Geography.

Sh

Ms. Rubina
P.E.D

Rubina

Ms. Rumana Tabassum,
Lecturer, Dept of commerce
& Mgt.

Rumana

Ms. Umme Habeeba,
HOD, History

Umme

Dr. Afsari Jams
HOD, Geography.

Afsari

Ms. Kavitha,
Lecturer, Dept of
commerce & Mgt.

Kavitha

PROCEEDINGS OF THE MEETING

1) The meeting started with a formal welcome by Dr. Syeda Tabassum, HOD of commerce & Asst. IQAC co-ordinator. The principal initiated the meeting by discussing the above agenda's. She instructed to conduct Students Council Election for the academic year 2019-20 on 03-08-19. Ms. Bibi Ayesha, NSS officer & Staff Secretary, Dr. Syeda Tabassum were given the responsibility to care of the Election.

2) The principal also instructed to organise industrial visit where as the members of parishodhan cell discussed to take a industrial visit to the final year students for "Paramount Nutrition India Pvt Ltd" on 06-08-19.

The meeting was concluded by formal vote of thanks by Ms. Noor Ayesha, deputy IQAC co-ordinator.

IQAC
Minutes of Meeting 2019-20

Library Date: 07-08-19 Time: 2:00pm

The meeting was held on 07/08/2019
2:00 p.m in the library.

Agenda of the Meeting:-

Independence Day Celebration

The following members were present in
the meeting:

Prof. Zubeda Begum,
Principal.

Zubeda Begum

Dr. Ms. Vidya,
IQAC Co-ordinator

Vidya

Dr. Syeda Tabassum S.G.,
Asst. Co-ordinator - IQAC

Tabassum

Ms. Noor Ayesha,
Deputy Co-ordinator - IQAC

Noor Ayesha

Ms. Asma Banu,
Teacher, Dept of Commerce
& Mgt.

Asma Banu

6) Ms. Fakiha Banu,
Lecturer Dept of Economics.

Fa

7) Prof. Mumtaz Begum, S.M.
H.O.D., Hindi.

Mumtaz Begum

8) Ms. Bi Bi Ayesha,
NSS officer.

Bas

9) Ms. Shireen Firdose,
Dept of Geography.

Sh

10) Ms. Rumana Tabassum.
H.O.D., management.

Rumana

11) Ms. Rubina,
P.E.D

Rubina

PROCEEDINGS OF THE MEETING.

The principal initiated the meeting by a warm welcome. She instructed the NSS officer Ms. Bibi Ayesha to look after the preparations. Ms. Rubina, Physical Education Director suggested principal that if there is a cultural program then students would enjoy more. So she was permitted by the principal to train the students for the program.

The Principal also instructed the members to inform the students that their irregularity or absence for the program will be viewed seriously, to which Dr. Syeda Tabassum, Staff Secretary said that extra message can be sent to the students.

Ms. Mumtaz Begum was given charge of ordering breakfast for the occasion & Ms. Bibi Ayesha, NSS officer for advised to look after the important preparations of the program.

Prof. Sabiha Zubair Khan, Convener of cultural club was requested to train the students for patriotic songs and speeches.

Wall clocks distribution to meritorious students was planned on the occasion. The meeting concluded by vote of thanks proposed by

IQAC

Minutes of Meeting 2019-20

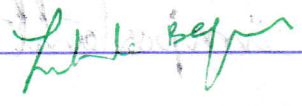
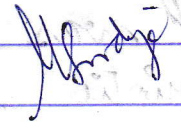
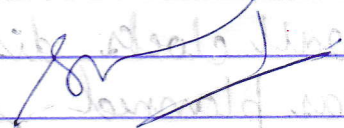
Venue: library Date: 03-09-19 Time: 2:00 p.m.

The meeting was held on 03/09/2019 at 2:00 p.m. in the library.

* Agenda of the Meeting :-

- 1] Awareness program on Balance Diet and Hygiene to be conducted in the month of September 2019.
- 2] To organise Skill Development program.
- 3] A movie on Women Empowerment to be shown to Degree students.

* The following members were present at the meeting :-

- 1) Prof. Zubeda Begum, principal. 
- 2) Dr. M.S. Vidya, IQAC co-ordinator 
- 3) Dr. Syeda Tabassum S.B., Asst. co-ordinator, IQAC. 

Ms. Noor Ayesha,
Deputy co-ordinator, IQAC

Ms. Asma Banu,
Lectures, Dept of commerce
& Mgt.

Ms. Fakhra Banu,
Lectures, Dept of Economics

Prof. Mumtaz Begum, S.O.
HOD, Hindi

Ms. Umme Habeeba,
Lectures, Dept of History

Ms. Kavitha,
Lectures, Dept of commerce
& Mgt.

Ms. Shaziya Iqbal,
Lectures, Dept. of commerce
& Mgt.

Ms. Rumana Tabassum,
HOD, Management.

Ms. Arifa Begum,
Lectures, Dept of Sociology.

Ms. Asma Fathima,

AP

F

03/09/2019

SH

Kavitha

SH

RT

AB

AF

14) Ms. Hajira Anjum,
Lecturer, Dept of Commerce,
& Mgt

[Signature]

15) Ms. BiBi Ayesha,
Lecturer, Dept of Commerce &
Mgt

[Signature]

16) Ms. Ayesha Siddiqua,
Dept of Mathematics.

[Signature]

17) Ms. Jennifer Nancy,
Lecturer Dept of
Commerce & Mgt.

[Signature]

PROCEEDINGS OF THE MEETING :

The principal initiated the Meeting. Dr. Syeda Nassim gave a formal welcome. The IQAC co-ordinator, Ms. M.S. Vidya discussed the above agenda's to the members of the various cells. She instructed under "pehchan" cell to organise Career Guidance program on Awareness of Stock market on 19-08-2019 by A.M.F Academy and also to organise program on Balance Diet and Hygiene in the month of September 2019. Proposed to have Banking Activities, Soft Skill program, EDP program for this semester, under Parishodham cell. Under Suraksha cell IQAC co-ordinator instructed to conduct essay writing competition on prevention of Sexual harassment. Guest lecture program to be conducted on Gender Equity.

Under Prasna and Manini cell IQAC co-ordinator asked the members to screen a movie on women Empowerment to all the Degree students.

The meeting was concluded by a formal vote of thanks by Ms. Noor Ayesha, Deputy IQAC co-ordinator.

IQAC
Minutes of Meeting 2019-20

Venue: library Date: 16-10-19 Time: 12:30 p.m.

The meeting was held on 16/10/2019 at 12:30 p.m. in the library:

* Agenda of the Meeting :-

1] Sports Day i.e., Annual Athletic Meet.

* The following members were present in the meeting :-

1) Prof. Zubeda Begum,
Principal

Zubeda Begum

2) Dr. M.S. Vidya,
IQAC co-ordinator.

M.S. Vidya

3) Dr. Syeda Tabassum,
Asst. co-ordinator, IQAC.

Syeda Tabassum

4) Ms. Noor Ayesha,
Deputy co-ordinator, IQAC

Noor Ayesha

5) Ms. Asma Banu,
Asst. co-ordinator, IQAC

Asma Banu

Ms. Fatiha Bori,
Lectures, Dept of Economics.

Fa

Prof. Sabiha Zubair Khan,
Vice principal

Sabiha Zub

Mr. Nadeem,
Lectures, Dept of commerce
& Mgt

Nadeem

Ms. Afiya Begum,
H.O.D, Sociology.

Afiya

Ms. Rubena,
P.H.D

Rubena

Ms. Jennifer Nancy,
Lectures, Dept of commerce
& Mgt.

Nancy

PROCEEDINGS OF THE MEETING.

The meeting started with a formal welcome by Dr. Syeda Tabassum, H.O.D. commerce, Asst. IQAC co-ordinator, vice principal, Prof. Sabiha Zubair initiated the meeting by assigning the Responsibilities to all the teachers.

Mr. Nadeem discussed the different activities to be conducted on the same day. Sports teacher was instructed to get the band set from the CMA School and give practice to students for marchpast.

Track Events were discussed and list of teachers were prepared who should act as judges for the Events.

The Meeting was concluded by formal note of thanks by Ms. Noor Ayesha, Deputy IQAC co-ordinator.

IQAC

Minutes of Meeting 2019-20

Library Date : 2-11-2019 Time : 12:30 p.m

The last meeting of odd Semester was held on 02/11/2019 at 12:30 p.m in the library.

* Agenda of the Meeting :-

Completion of Syllabus

Attendance, workdiary, Documents

Examination Duties.

Submission of all the criteria

Submission of proposal letters and Reports of the programs conducted with in the Semester.

Mentor mentee systems should be followed strictly.

* The following members were present in the meeting :-

1) Prof. Zubeda Begum,
Principal

Zubeda Begum

2) Dr. M.S. Vidya,
IQAC Co-ordinator

M.S. Vidya

3) Dr. Syeda Tabassum,

Syeda Tabassum

- 4) Ms. Noor. Ayesha,
Deputy IQAC co-ordinator
- 5) Ms. Asma Bannu,
Lecturer, Dept of commerce
& mgmt
- 6) Ms. Fakira Bannu,
Lecturer, Dept of Economics
- 7) Prof. Sabiha Zubair Khan,
vice principal,
- 8) Prof. Mumtaz Begum, S.M.
H.O.D Hindi
- 9) Dr. Afsari Jan,
H.O.D Geography.
- 10) Dr. Asma Fathima,
H.O.D English.
- 11) Mrs Esther-I,
Lecturer, Dept of Sociology.
- 12) Mrs Apoorva Prasad,
Lecturer, Dept of English
- 13) Ms. Ayesha Siddiqua,
Dept of Mathematics.

- 1) SBI Ayesha, Bal
 Lecturer, Dept of commerce
 & Mgt
- 2) Shireen Firdose, Sh
 Dept of Geography.
- 3) Mehuteja Banu, lb
 Dept of Urdu.
- 4) Ms. Umme Habeeba Sh
 Dept of History
- 5) Ms. Shaziya Iffalath Sh
 Dept of commerce & Mgt.
- 6) Ms. Kavitha, Kavitha R.
 Dept of commerce & Mgt.
- 7) Ms. Hajira Anjum, H
 Dept of commerce & Mgt.
- 8) Ms. Rumana Tabassum, Rumana
 H.O.D, Mgt.
- 9) Ms. Jennifer Nancy, Nancy R.
 Dept of commerce & Mgt.
- 10) Ms. Nadeem, Nadeem
 Dept of commerce & Mgt.

PROCEEDINGS OF THE MEETING

- 1) The meeting started with a formal welcome by Dr. Syeda Tabassum, H.O.D of commerce & Mgt & Asst. IQAC co-ordinator. The principal initiated the meeting by discussing the above agenda's. She took information from the teachers about the completion of syllabus & Revision.
 - 2) She instructed all the teachers to take up exam duties as the Exams were scheduled on 25th Nov 2019. She was very particular of allotment of I.A marks. She instructed the teachers to submit Consolidated marks, registers, attendance, work dairies and all other Dept documents.
 - 3) Dr. M's vidya IQAC co-ordinator was asked to take up initiative in organising F.D.P. in the next Semester. IQAC co-ordinator requested all the convenors to submit the proposal letters for different Events and also to submit all the criteria's. Reports of the conducted programs with documents to be submitted.
 - 4) As Mentor-Mentee System is followed every Semester all the Mentors were asked to submit the details.
- Finally meeting was concluded by vote of

TQAC
Minutes of Meeting 2019-20

Library Date: 13-01-20 Time: 3:00 p.m.

The first meeting of Even Semester was held on 13/01/2020 in library at 3:00 p.m.

* Agenda of the meeting :-

F.D.P, Seminars, Conferences and programs from various cells to be conducted in the Semester.

Inter-class literary fest and cultural activities to be conducted.

Kannada Habba and Tashree-Urdu Program was tentatively fixed.

Discussion about the AQAR.

Discussion about to organise parents Teachers meeting.

* The following members were present in the meeting :-

1) Prof. Zubeda Begum,
Principal.

Zubeda Begum

2) Dr. M.S. Vidya,
TQAC co-ordinator.

M.S. Vidya

3) Dr. Syeda Tabassum,
Asst. TQAC co-ordinator.

Syeda Tabassum

4) Ms. Noor Ayesha,
Deputy, IQAC co-ordinator

[Signature]

5) Ms. Asma Bannu,
Dept of commerce & Mgt

[Signature]

6) Ms. Fatima Bannu,
Dept of Economics.

[Signature]

7) Prof. Sabiha Zubair Khan,
vice principal

[Signature]

8) Prof. Mumtaz Begum,
H.O.D, Hindi

[Signature]

9) Dr. Ayesha Jan,
H.O.D, Geography.

[Signature]

10) Ms. Umme Habeeba,
H.O.D, History

[Signature]

11) Ms. Rumana Tabassum,
H.O.D, Mgt

[Signature]

12) Ms. Shaziya Iffath,
Dept of commerce & Mgt

[Signature]

13) Ms. BiBi Ayesha,
Dept of Commerce & Mgt

[Signature]

14) Ms. Jennifer Nancy,
Dept of commerce & Mgt

[Signature]

PROCEEDINGS OF THE MEETING :

- 1) The meeting started with a welcome by Dr. Syeda Tabassum, Asst IQAC co-ordinator. The principal initiated the meeting by discussing the above agenda's. He instructed to organise F.D.P, Seminars, Conferences & programs from various cell & Dept in this Semester.
- 2) Vice-principal discussed about the "Inspiration" Intercollegiate Cultural & literary fest that should be organised in this Semester.
- 3) Discussion about to organise Kannada Habba program on 1st February 2020, Saturday at 11:00 am in the Conference Hall was tentatively fixed.
- 4) IQAC co-ordinators instructed all the faculties to submit the criterias for AQAR which shall be uploaded for the Academic year 2019-20.
- 5) It was decided to organise parents Teachers meeting in the month of February 2020.

The meeting was concluded by formal vote of thanks by Ms. Noor Ayesha, Deputy IQAC Co-ordinator.

IQAC

Minutes of meeting 2019-20

Venue: Library Date: 22-01-20 Time: 2:00 p.m.

The meeting was held on 22/01/2020 at 12:30 p.m. in the library.

* Agenda of the Meeting:

1) Republic Day Celebration.

* The following members were present in the meeting:

1) Prof. Zubeda Begum,
Principal

Zubeda Begum

2) Dr. Ms. Vidhya,
IQAC co-ordinator

Vidhya

3) Dr. Syeda Tabassum,
Asst. IQAC co-ordinator

Tabassum

4) Ms. Noor Ayesha,
Deputy IQAC co-ordinator

Noor Ayesha

5) Ms. Asma Banu,
Dept. of Commerce & Nat.

Asma Banu

- 1) Ms. Fatiha Banu, (F)
Dept of Economics.
- 2) Prof. Sabiha Zubair, Sabiha Zubair
vice principal
- 3) Ms. BiBi Ayesha, Pearl
NSS officer
- 4) Ms. Jennifer Nancy, Nancy.B
Dept. of commerce & Mgt
- 5) Ms. Shaziya Tyath, (S)
Dept of commerce & Mgt
- 6) Ms. Hajira Anjum, (H)
Dept of commerce & Mgt
- 7) Ms. Paritha, Paritha.P
Dept of commerce & Mgt.

PROCEEDINGS OF THE MEETING

The meeting started with a formal welcome by Dr. Syeda Tabassum, Asst. IQAC Co-ordinator. Prof. Sabiha Zubair, vice-principal discussed about the preparations to be made for the program. Ms. Bibi Ayesha NSS officer was instructed to take care of flag hoisting & chocolates distribution.

Ms. Asma Fathima H.O.D, English was given incharge of selecting students for English speech.

Ms. Mumtaz Begum, H.O.D, Hindi was asked to take care of Breakfast for the teachers. Distribution of Momentos to P.G students were given incharge to Ms. Asma Banu & Ms. Fatima Banu.

The meeting was concluded by vote of Thanks by Ms. Noor Ayesha, Deputy, IQAC Co-ordinator.

IQAC
Minutes of Meeting 2019-20

Library Date: 03-02-20 Time: 3:00 p.m.

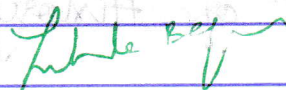
The meeting was held on 03/02/2020 at 3:00 p.m. in the library.

* Agenda of the Meeting :-

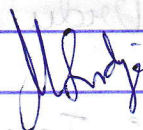
1) Mehfil-e-Ghazal [Tashn-e-Urdu]

* The following members were present in the meeting :-

1) Prof. Zubeda Begum,
Principal



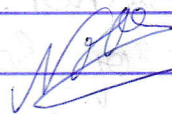
2) Dr. Ms. Vidya,
IQAC co-ordinator



3) Dr. Syeda Tabassum,
Asst. IQAC co-ordinator



4) Ms. Noor Ayesha,
Deputy IQAC co-ordinator



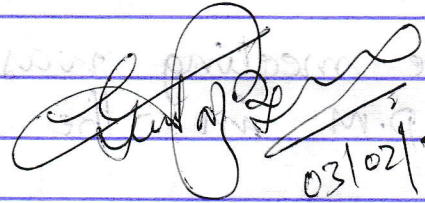
5) Ms. Asma Banu,
Dept of commerce & Mgt.



- 6) Ms. Fatima Banu,
Dept. of Economics
- 7) Prof. Sabiha Zubair,
Vice-principal.
- 8) Prof. Mumtaz Begum, sm
H.O.D., Hindi
- 9) Ms. Rumana Tabassum,
H.O.D., Mgt
- 10) Prof. Asma Fathima,
H.O.D., English
- 11) Ms. Umme Habiba,
Dept of History
- 12) Ms. Khuleja Banu,
Dept of Urdu
- 13) Dr. Afsari Jan,
H.O.D., Geography
- 14) Ms. Esther,
Dept of Sociology
- 15) Ms. Shaziya Tjpath
Dept of commerce & Mgt.

⑦

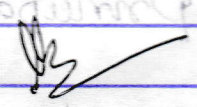
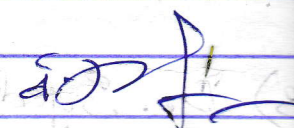
Sabiha Zubair



03/02/2020

Rumana



Esther



PROCEEDINGS OF THE MEETING :

The meeting started with a formal welcome by Dr. Syeda Tabassum, Asst. IQAC co-ordinator. The vice-principal initiated the meeting. Dept of urdu was suppose to organise Mehfil-e-ghazal. This program is specifically planned to promote urdu language in the music. vice principal Prof. Sabiha Zubair informed all the teachers to take up their particular responsibilities efficiently.

Famous Ghazal Singers from the state were expected for the program & it is to be arranged on a large scale.

She instructed a group of teachers to take charge of dispatching invitation cards & also personally inviting guests to the program. She told the teachers to select girls interested in dancing & ghazals to prepare them for performing in the program.

Madam herself was hoisting the program. She instructed Ms. Khuteja Banu dept of urdu to read out a list of performers on that day & Dr. Syeda Tabassum, Staff secretary was asked to give vote of thanks.

Finally the meeting concluded with vote of thanks given by Ms. Noor Ayesha, Deputy IQAC co-ordinator.

IQAC

Minutes of Meeting 2019-20

venues library Date: 20-02-20 Time: 12:30 p.m.

The meeting was held on 20/02/2020 at 12:30 p.m. in the library.

* Agenda of the meeting :-

- 1] To organise College Day for the year 2019-20
- 2] N.S.S special camp to be organised
- 3] One day tour.

* The following members were present in the meeting :-

1) Prof. Zubeda Begum,
Principal

2) Dr. M.S. Vidya,
IQAC co-ordinator

3) Dr. Syeda Tabassum, S.G.
Asst. IQAC co-ordinator

4) Ms. Noor Ayesha,
Deputy, IQAC co-ordinator

5) Ms. Asma Bano,

2) Ms. Fatima Banu,
Dept of Economics.

Fa

3) Prof. Sabiha Zubair,
vice-principal

Sabiha Zubair

4) Prof. Mumtaz Begum, (S.M)
H.O.D Hindi

Mumtaz Begum
20/02/2020

5) Ms. Rumana Tabassum,
H.O.D, Mgt

Rumana Tabassum
20/02/2020

6) Dr. Apsari Jan,
Dept of Geography

Apsari Jan

7) Ms. Khuleja Banu,
Dept of Urdu.

Khuleja Banu

8) Ms. Asma Fathima,
H.O.D, English

Asma Fathima

9) Ms. Fatima Banu,
Dept of Economics

Fa

10) Ms. Umme Habiba,
H.O.D, History

Umme Habiba

11) Ms. Bibi Ayesha,
Dept of commerce & Mgt

Bibi Ayesha