

Composition of IGAC 2021-22

01. Chairperson : Prof. Zubeda Begum,
Principal, Abbas Khan
College for Women,
02. Co-ordinator of IGAC : Dr. M.S Vidya,
HOD, Kannada
03. Asst. Co-ordinator : 1. Dr. Syeda Tabassum S.G,
HOD, Commerce
2. Prof. Noor Ayesha,
HOD of Computer Science
04. Teachers Representative : 1. Ms. Syeda Umme Habiba,
HOD, History
2. Ms. Shaziya Iffath,
Lect. - in - Commerce &
Mgt.
05. Management Representative : Dr. Zaheruddin Ahmed
General Secretary, CMA
06. Office Superintendent : Ms. Vasanthi . R
07. Student Members : 1. Athirfa Tamkeen III BBA
2. Sarana Fathima III BCA
08. External Advisor : Prof. Mohana,
Associate Professor,

IQAC
Minutes of Meeting 2021-22.

Venue: Library

Date: 30-11-2021
Time: 11:30 a.m.

The meeting was held on 30-11-2021 at 11:30 a.m. in the library.

Agenda

1. Masks and Social distancing
2. Language options.
3. AAA
4. Publications by the Faculty
5. Any other

The following members were present in the meeting:

01. Prof. Zubeda Begum,
Principal





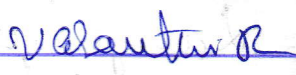
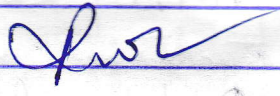
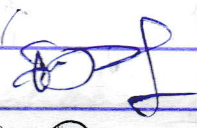
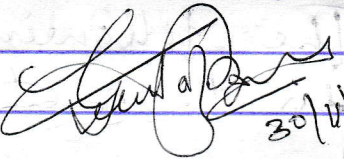
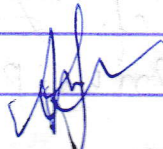
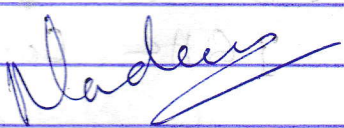
Zubeda Begum

02. Dr. M.S Vidya,
IQAC Co-ordinator

M.S Vidya

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

Syeda Tabassum S.G.

04. Prof. Noor Ayesha,
Deputy Co-ordinator 
05. Ms. Syeda Umme Habeeba,
HOD, History 
06. Ms. Shaziya Iffath,
Lect. - in - Commerce &
Mgt. 
07. Dr. Zaheruddin Ahmed,
General Secretary, CMA 
08. Ms. Vasanthi. R.,
Office Member 
09. Prof. Rumana Tabassum,
Treasurer 
10. Dr. Afsari Jan
HOD, Geography. 
11. Prof. Mumtaz Begum S.M
HOD, Hindi  30/11/2021
12. Dr. Asma Fathima,
HOD, English 
13. Prof. Z. A Nadeem,
Lecturer in - Commerce &


Prof. Bi Bi Ayesha,
Lect. in - Commerce & Mgt.

Bi

Prof. Khutega Bannu,
Lecturer - in - Urdu

Kh

Ms. Priyanka,
Lect. in - Commerce

Priyanka

Ms. Jennifer Nancy,
Lect. in - Commerce & Mgt.

Nancy

Ms. Hajira Sultana,
Lect. in Commerce & Mgt.

H

Ms. Janeriyā Bannu,
Lecturer in - Computer Science

JB

Ms. Sameera Jabeen,
Lect. in - commerce

Sm

Ms. Sadiya Halsema,
Lect. in - computer Science

Sad

Ms. Massarath Anjum,
Lecturer in - English

MA

Proceedings of the meeting

01. Dr. Syeda Tabassum S. G., Asst. Co-ordinator IQAC, welcomed everyone to the meeting. Principal instructed all the Faculty members to follow strict norms of Covid-19 and ensure that students are wearing masks, and maintaining social distancing.
02. Language Department Heads discussed about the language to be offered to the students, As still the court order was awaited. So principal told till the order comes students can be given any choice of their language but later should shift to compulsory Kannada without any confusion.
03. As per the NAAC guidelines AAA should be done for every department every year. So principal decided to hold AAA by allotting the duties to everyone. Co-ordinators were appointed to take care of the process.
04. All the teachers were instructed to publish research articles in National & international Journals every year. As the new norms of NAAC demand research publications and also for which more

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

IQAC
Minutes of Meeting 2021-22

Venue: Library

Date: 15/02/2022

Time: 2:30 p.m

The meeting was held on 15/02/2022 at 2:30pm in the library.

Agenda

01. Discussion about completion of attendance, workdiaries, other Registers
02. Completion of Remission, Preparatory exams
03. AAA, Activities of next Semester
04. Calender of events, NSS officer post

The following members were present in the meeting

01. Prof. Zubeda Begum,
Principal

Zubeda Begum

02. Dr. M.S Vidya,
IQAC CO-ordinator

M.S Vidya

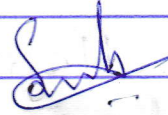
03. Dr. Syeda Tabassum S.G.,

Syeda Tabassum S.G.

2 Prof. Noor Ayesha,
Deputy Co-ordinator IQAC



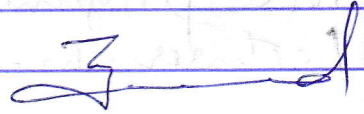
3 Prof. Syeda Umme Hakeeba,
HOD, History



4 Prof. Shaziya Tiffath,
Lecturer-in-Commerce &
Mgt.



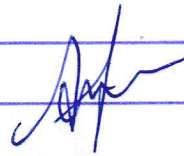
5 Dr. Zaheruddin Ahmed,
General Secretary, CMA



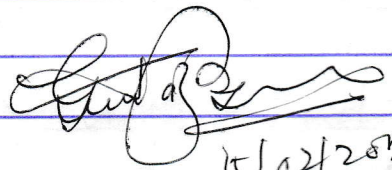
6 Ms. Vasanthi R,
Office Member



7 Dr. Asma Fathima,
HOD, English



8 Prof. Mumtaz Begum, S.M
HOD, Hindi

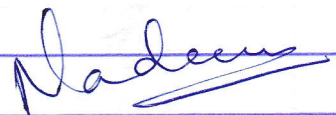


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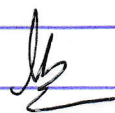
9 Dr. Afsari Jam,
HOD, Geography



10 Prof. Z.A Nadeem
Lecturer-in-Commerce &
Mgt.



11 Prof. Khutija Banu,
Lecturer-in-Urdu



14. Prof. Arifa Begum,
HOD, Sociology

Arifa

15. Ms. Hajira Sultana,
Lect. in - Commerce & Mgt.

Hajira

16. Prof. Ayesha Siddiqua
Lecturer - in - Computer Science

Ayesha

17. Ms. Priyanka G
Lecturer - in - Commerce &
Mgt.

Priyanka

Proceedings of the meeting

Dr. Syeda Tabassum S.G, Asst. Co-ordinator IQAC, welcomed everyone in the meeting.

As this is the last meeting of the Semester, principal enquired about the attendance and Work diaries completion. As the last day of the Semester was extended students will continue to have online classes.

Along with this, principal also instructed teachers to conduct Revision to the Students especially to weak Students for practical subjects.

AAA is a very important part of the IQAC, The IQAC Team instructed the teachers to conduct inter dept. Audit this week. Formats of the questionnaire was given to the Respective members they were asked to prepare reports on the basis of the audit.

Principal and - Dr. M.S Vidya IQAC co-ordinator requested all the teachers to plan few activities for the coming Semester.

NSS officer was appointed for this Academic year. Prof. Noor Ayesha

HOD, Computer Science was given the charge along with the documents.

Finally the meeting was concluded with vote of thanks delivered by Prof. Noor Ayesha the new appointed NSE officer.

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IQAC
Minutes of Meeting 2021-22

Name: Library

Date: 01/07/2022

Time: 11:30 a.m

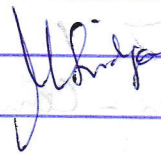
The meeting was held on 01/07/2022 at 11:30 a.m in the library.

Agenda

01. Online FDP's and webinars
02. Activities from cells/committees
03. Alumni meet, parents meet.

The following members were present in the meeting:-

01. Dr. M.S. Vidya,
Principal (incharge)



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


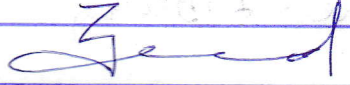
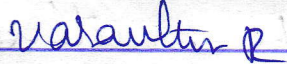
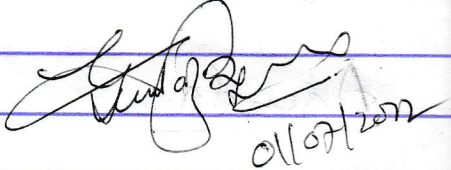


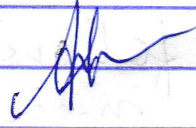
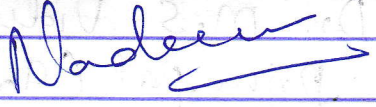
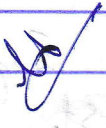



03. Prof. Noor Ayesha,
Deputy Co-ordinator IQAC



04. Prof. Syeda Umme Habeeba,
HOD, History



05. Prof. Shaziya Iffath,
Lect. - in - Commerce & Mgt. 
06. Dr. Zaheruddin Ahmed,
General Secretary, CMA 
07. Ms. Vasanthi. R
Office member 
08. Prof. Mumtaz Begum, S.M
HOD, Hindi 
01/07/2022
09. Dr. Afsari Jan
HOD, Geography. 
10. Prof. Rumana Tabassum,
HOD, Management 
11. Dr. Asima Fathima,
HOD, English 
12. Prof. Z. A Nadeem,
Lect. - in - Commerce & Mgt. 
13. Prof. Arita Begum,
HOD, Sociology 
14. Prof. Khuleja Banu,
Lecturer - in - Urdu. 

Proceedings of the meeting

The meeting started with welcome note by Dr. Syeda Tabassum S.G., Asst. Co-ordinator IQAC.

Dr. M. S. Vidya Principal (Incharge) initiated the meeting. The meeting continued with the discussion of organizing FDP'S and online webinars by different cells and departments.

The IQAC team suggested to hold 5 days FDP in the month of July dated 25th - 29th July. from 5 different departments (ie. Computer, Economics, Commerce, History and English).

Tentatively the theme should be based on Technology. All the Convenors of different cells [Bandhavya, prerana, manini] etc. also suggest few topics to arrange online webinars.

As the Zoom platform will be subscribed for a month. All these activities were to be fixed during this period.

As every year Alumni meet should be organized the convenor of the cells Ms. Rumana Tabassum was asked to arrange Alumni meet in this month. She tentatively decided to keep it on both 1st and 2nd of July.

All the teachers were instructed to contact them and ask them to attend the meet.

06. Prof. Z. A Nadeem convenor of parents Council suggested to arrange parents meet on 21st July. He told he will make the concern letters and distribute among the students as early as possible.

Prof. Noor Ayecha, Deputy co-ordinator proposed Vote of thanks.

IQAC
Minutes of meeting 2021-22

Place: Library

Date: 12/09/2022

Time: 11:30 a.m

The meeting was held on 12-09-2022 at 11:30 a.m. in the library.

Agenda

1. Follow up of students for admissions.

2. Completion of 2nd Sem Syllabus, Workdiaries and attendance.

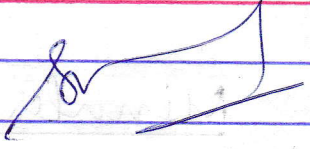

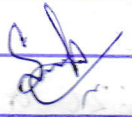

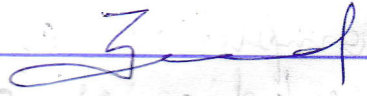
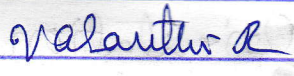
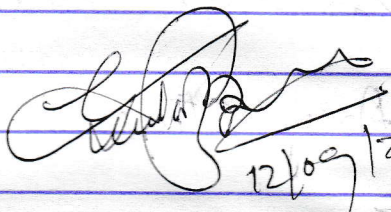
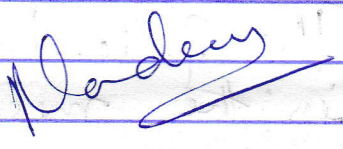
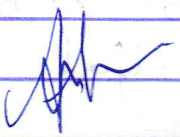

3. Orientation program for 1st Sem Degree students 2022-23.

4. Any other

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. Prof. Noor Ayesha,
Deputy Co-ordinator IQAC 
5. Prof. Syeda Umm-e-Habeeba,
HOD; History 
06. Prof. Shaziya Iffath,
Lecturer-in-Commerce &
Mgt. 
07. Dr. Zaheeruddin Ahmed,
General Secretary, CMA 
08. Ms. Vasanthi, R,
Office Member 
09. Prof. Mumtaz Begum, S.M.
HOD, Hindi 
12/09/2022
10. Prof. Z.A. Nadeem,
Lecturer-in-Commerce &
Mgt. 
11. Dr. Asma Fathima,
HOD, English 
12. Dr. Afsan Jan 

Proceedings of the meeting

The meeting was held on 12-09-2022 at 11:30 a.m in the library. Dr. Syeda Tabassum S.G, Asst. Co-ordinator IGAC welcomed every one in the meeting.

Prof. Zubeda Begum, Principal initiated the meeting. She instructed all the teachers to take care of the admissions for the degree students as the no. of colleges have increased in the city. The strength of the college is reduced in the previous years. Hence she said all the teachers should take up this work seriously by visiting the other nearby colleges to counsel students to take up admission here.

2) Examinations duties were allotted to the teachers for the upcoming exams for 4th & 6th sem freshers and repeaters. The teachers were instructed to be on time with regular dress code & also to take keen initiative & conducting smooth exams without any hassle.

3) Principal also discussed about arranging orientation programs for 1st year degree students.

4) As the students of Degree has Drastically come down the Degree teachers were instructed to take P.U classes for all the subjects - so that the P.U students are aware of the teachers in degree & also develop a relationship which will be easy to attract them to take admission in degree college.

The meeting concluded with vote of thanks by Ms. Noor Ayesha, Deputy POAC co-ordinator.

COMPOSITION OF IQAC 2022-23

Chairperson: Prof. Zubeda Begum,
Principal

Co-ordinator of IQAC: Dr. M.S. Vidya,
H.O.D. Dept. of Kannada

Asst Co-ordinator: 1. Dr. Syeda Tabassum S.G.,
H.O.D. Dept. of Commerce
2. Prof. Noor Ayesha,
H.O.D. Dept. of Computer
Science

Teachers Representative: 1. Ms. Syeda Umme Habeeba,
Lecturer, Dept. of History
2. Ms. Shaziya Iffath,
Lecturer, Dept. of Commerce
& Mgt

Management Representative: Dr. Zaheeruddin Ahmed,
Gen. Secretary, CMA

Office Superintendent: Ms. Vasanthi R.

Student Members: 1. Sarana Fathima $\hat{11}$, BBA
2. Maryam Zehra $\hat{11}$, BBA

External Member: Prof. Mohana,
Associate Professor, Dept of
Commerce, GFGC, Kengeri.