



SHAH-I- HAMADAN INSTITUTE OF ISLAMIC STUDIES

University of Kashmir, Srinagar-190006-India

NAAC Accredited Grade "A"

Tele. HOD: 2225; Office: 2226, Faculty: 2227/2228/2282

Minutes of the Meeting

A meeting of the members of Departmental Committee was held in the office chamber of the Head of the Department on 9th of January 2019. The Head of the Department presented various important matters one by one before the members for discussion. After thorough deliberations on them by the respected members it was unanimously resolved as following:

Item no. 1 Extension case of Mohammad Younce Bhat (Contractual Assistant Lecturer)

Mohammad Younce Bhat's extension case will be sent to the university authorities for continuation. Besides, the concerned has been asked to maintain the strict punctuality in the department and submit affidavit duly attested before 1st class magistrate to this effect. It was also resolved that Mr. Mohammad Younce Bhat will be given non-teaching assignments (library work).

Item No. 2 PG Board of Studies Meeting

In view of the revised UGC-NET syllabus for Islamic Studies, the department will conduct PG Board of the Studies meeting to review the whole PG syllabus accordingly. The date of meeting has been tentatively fixed on 19-01-2019.

Item No. 3 NAAC Preparations

In view of the forthcoming NAAC visit, the department will undertake following work:

- (i) Construction of ramp for specially abled students
- (ii) Conversion of one library room into washroom that will be earmarked for specially abled students.
- (iii) Purchase of one wheel chair for the specially abled students (by debit to the supplementary shift fees)
- (iv) Prepare *Institute at a Glance* for the assessment period 2012-18.
- (v) Purchase one glass box for library.
- (vi) Making of sign boards for research scholar's cabin, computer lab, photo gallery, journals, fresh arrivals and optional class.
- (vii) Prof. Abdul Rashid Bhat will make in writing the best practices, core values, vision and mission of the department.

Item No. 4 Departmental Grievance Redressal Mechanism

The departmental grievance redressal mechanism will be made operational in which full fledged grievance redressal cell, grievance box and email will be made. Besides, the departmental website will also have one hyperlink to address the same issue.



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Item No. 5 Purchase of furnishing and furniture

The department will purchase furnishing for library and also required furniture for research scholars' cabin.

Item No. 6 WIFI facility for library

Mr. Mohammad Younce Bhat will look after the purchase and installation of WIFI router in the departmental library

Item No. 7 Publication of *Insight Islamicus* Vol. 18

Insight Islamicus, Vol. 18 will be published at an earliest and the same will be released at the inaugural function of Two-Day International Seminar on 16th March 2019.

Item No. 8 Purchase of Books for the Departmental Library

All the teachers will provide a list of books that pertain to their courses. The same will be consolidated and accordingly books will be procured. All the purchases of the books now onwards will route only through department committee.

The meeting ended with a warm thanks to the chair

Signatures of the Departmental Committee Members.

1. Prof. Manzoor Ahmad Bhat (Chairman)

2. Prof. Abdul Rashid Bhat (member)

3. Dr. Nasir Nabi (member)

Dated: 09-01-2019

Head of the Department
S.H. INSTITUTE OF
ISLAMIC STUDIES
UNIVERSITY OF KASHMIR