

5/3/2021
Shukla

REGISTRAR'S SECRETARIAT
JAMIA HAMDARD
(Deemed to be University)
Hamdard Nagar, New Delhi-110062

No.: AS/A&AAC/JH-1/2021
12th March, 2021

OFFICE ORDER

The Vice-Chancellor is pleased to constitute a University Level Administrative and Academic Audit Advisory Committee consisting of the following:

- | | | |
|---|---|------------------|
| 1. Vice-Chancellor, Jamia Hamdard | - | Chairman |
| 2. Prof. M. Z. Abdin, SCLS | - | Member |
| 3. Prof. Ajay Kumar Singh, SHSS | - | Member |
| 4. Mr. Khwaja Shahid, Former PVC, MAANU | - | External Member |
| 5. Mr. Qaisar Shamim, IRS (Retd.) | - | External Member |
| 6. Director, IQAC | - | Member-Secretary |

The above Committee will frame the policy and formulate the procedure and formats to be followed by the Auditing Committees. The audit reports will be perused by the Advisory Committee. The Committee will communicate its comments and observations to the concerned School / Department / Section / Unit of the university for compliance of the same.


(S.S. Akhtar)
Registrar

Copy to:

- All Deans of Schools
- Dean Students' Welfare
- All HoDs/Centre
- Finance Officer
- All concerned above Internal Members
- All Outside Expert Members
- Controller of Examinations
- Proctor
- Provost
- Director, IQAC / Advisor (Research)
- Sr. Consultant (E&M)
- University Librarian
- FSA
- Deputy Registrar
- PRO
- Law Officer
- In-charge, Web Cell
- A.R. / Secretary to Vice Chancellor
- P.A. to Registrar
- Guard File

6/3/21
S.S. Akhtar

REGISTRAR'S SECRETARIAT
JAMIA HAMDARD
(Deemed to be University)
Hamdard Nagar, New Delhi-110062

No.: AS/A&FAC/JH-1/2021
12th March, 2021

OFFICE ORDER

The Vice-Chancellor is pleased to constitute a Administrative and Financial Auditing Committee consisting of the following:

- | | | |
|---|---|-----------------|
| 1. Prof. Asgar Ali, SPER | - | Chairman |
| 2. Prof. Sanjay Dubey, SHSS | - | Member |
| 3. Prof. Javed Akhtar,
Deptt. of Business Administration
Ex. Controller and Registrar, AMU, Aligarh | - | External Member |
| 4. Mr. Nitin Malik, Registrar, Ambedkar University, Delhi | - | External Member |
| 5. Deputy Registrar, Jamia Hamdard | - | Convener |

The above Committee will evaluate the efficiency and effectiveness of the administrative and financial procedure that include assessment of policies, strategies, functions and mechanisms of the Administrative / Finance Section. The Committee will submit its report / finding to the Office of the Vice-Chancellor.


(S.S. Akhtar)
Registrar

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JAMIA HAMDARD

(Deemed To Be University)

Accredited by NAAC in 'A' Category

Phone : 011 26059688 (12 Lines)
Fax : 011 26059663
Email : inquiry@jamiyahamdard.edu
Website : www.jamiyahamdard.edu

HAMDARD NAGAR
NEW DELHI - 110062

D.No: Estab/LD/157

Dated: 19.02.2021

OFFICE ORDER

In continuation of the Office Order D.No.Estab/LD/146, dated 18.02.2021, the following is issued further regarding Academic Audit Committees:

1. The Academic Audit Committee for the School of Interdisciplinary Sciences and Technology is constituted as under:

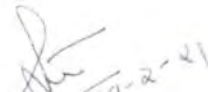
1. Dean - Chairperson
2. Internal Faculty - Co-coordinator
Dr. Kulsum Jaan, SIST
3. External Faculty from other School/Department of Jamia Hamdard
Prof. M. Afshar Alam, SEST
4. External Subject Expert
Prof. Shafeeque Ahmed Ansari, Center for Interdisciplinary Research for Basic Sciences, JMI, New Delhi.

2. In the School of Engineering Sciences and Technology, the name of Internal Faculty- Coordinator may be read as "Dr. Jawed Ahmed, Department of Computer Sciences, SEST in place of Prof. Javed Ali.

3. The last paragraph of the aforementioned office order may be read as under:

"The Chairpersons and Coordinators of the specific committees are directed to initiate preparation for Academic Audits of each faculty and department. The proforma/ formats for the audit are to be obtained/ facilitated by the Internal Quality Assurance Cell (IQAC), Jamia Hamdard. The resolutions/ recommendations of the specific committees may kindly be sent to the office of the Vice Chancellor for further action and processing".

The rest of the content of the ibid Office Order will remain same.


(S. S. Akhtar)
Registrar

All Concerned

Copy to:

1. All Deans
2. All Heads of the Departments
3. Finance Officer
4. Director, IQAC
5. AR/Secretary to Vice-Chancellor
6. PA to Registrar
7. Personal/Guard File



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HAMDARD NAGAR
NEW DELHI - 110062

D.No: Estab/LD/146

Dated: 18.02.2021

OFFICE ORDER

The Vice-Chancellor is pleased to constitute the following Academic Audit Committees at School level in order to perform Academic Audits of the each departments under the concerned schools, for a period of two years or till further order, with immediate effect:

A. School of Chemical & Life Sciences

1. Dean - Chairperson
2. Internal Faculty - Co-coordinator
Dr. Haider Ali Khan, SCLS
3. External Faculty from other School/Department of Jamia Hamdard
Prof. Nadeem Siddiqui, SPER
4. External Subject Expert
Prof. M.V. Rajam, Deptt. of Genetics, University of Delhi

B. School of Unani Medicine & Education Research

1. Dean - Chairperson
2. Internal Faculty - Co-coordinator
Dr Umar Jahangir, SUMER
3. External Faculty from other School/Department of Jamia Hamdard
Prof. Farhan J. Ahmad, SPER
4. External Subject Expert
Prof. M. M. Wamiq Amin, A.K. Tibbiya College, AMU, Aligarh

C. School of Pharmaceutical Education and Research

1. Dean - Chairperson
2. Internal Faculty - Co-coordinator
Dr M. Shahar Yar, SPER
3. External Faculty from other School/Department of Jamia Hamdard
Prof. J.K. Batra, SCLS
4. External Subject Expert
Prof. P.K. Sahoo, Delhi Institute of Pharmaceutical Sciences and Research (DIPSAR), New Delhi

D. School of Law (Hamdard Institute of Legal Studies and Research) and Center for Media and Mass Communication

1. Dean - Chairperson
2. Internal Faculty - Co-coordinator

- Dr Mehar Fatima, HILSR
3. External Faculty from other School/Department of Jamia Hamdard
Prof. Sanjay Dubey, CFS
 4. External Subject Expert
Prof. Ashraf Wani, GGSIPU, New Delhi for HILSR
Prof. Iftikhar Ahmed, Director, SJMC, AKU Campus Mithapur for Mass Communication

E. School of Management and Business Studies

1. Dean - Chairperson
2. Internal Faculty – Co-coordinator
Dr. Sakhi John for Healthcare & Pharmaceutical Management, Hotel Management & Catering.
Dr Shahnawaz Abdin for Management Studies
3. External Faculty from other School/Department of Jamia Hamdard
Prof. Ajay Kumar Singh, SHSS
4. External Subject Expert
Prof. A. Vankatraman, FMS, Delhi University

F. School of Nursing Sciences and Allied Health

1. Dean - Chairperson
2. Internal Faculty – Co-coordinator
Dr Seema Rani – Nursing
Ms Ruchi Nagar Bakshee, Rehab. Sciences
Prof. Manju Chhugani – Paramedical Sciences
3. External Faculty from other School/Department of Jamia Hamdard
Prof. Suhail Fatima
4. External Subject Expert
A. Dr Zubia Viqar, JMI, New Delhi for Deptt. of Rehab. Sciences
B. Prof. Sanjay Kumar Mishra, R.P. Centre, AIIMS, New Delhi for Paramedical Sciences
C. Dr Deepika Khakha, College of Nursing, AIIMS, New Delhi for Nursing.

G. School of Engineering Sciences & Technology

1. Dean - Chairperson
2. Internal Faculty – Co-coordinator
Prof. Javed Ali
3. External Faculty from other School/Department of Jamia Hamdard
Prof. M.Z. Abdin
4. External Subject Expert
Prof. Asim Zafar, Deptt. of Computer Sciences, AMU, Aligarh

H. School of Humanities and Social Sciences

1. Dean - Chairperson
2. Internal Faculty – Co-coordinator
Prof. G.Y. Anjum
3. External Faculty from other School/Department of Jamia Hamdard
Prof. Reshma Nasreen, SMBS

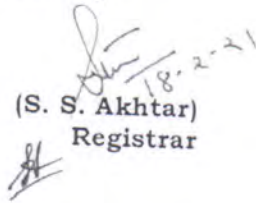


4. External Subject Expert
Prof. Mohammad Ishaque, JMI, New Delhi for Islamic Studies
Prof. Anupama Roy, JNU, New Delhi for Federal Studies

The mandate of the above Academic Audit Committees will be as under:

1. To identify strengths and weaknesses of the department.
2. To assess the academic performance of the department as a whole.
3. To assess the performance of the department in terms of enabling the learning environment for students.
4. To assess the academic performance of the individual faculty in a department.
5. To encourage individual faculty to achieve academic excellence and be accountable.
6. To assess the status of the department in terms of availability of facilities and amenities to meet the on-campus requirements of faculty and students.

The Chairpersons of the specific committees are directed to kindly take necessary action for Academic Audits of each faculty and department. The resolutions / recommendations may kindly be sent to the office of the Registrar for further action and processing.


(S. S. Akhtar)
Registrar

All Concerned

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