

Profile of Dr. Safia Amir

1.	Name of the Faculty member	DR. SAFIA AMIR	
2.	Designation	Assistant Professor	
3.	Qualifications	BA (Hons.) English, MA Islamic Studies, Ph D, Islamic Studies	
4.	State of Domicile	Uttar Pradesh	
5.	Department & School	Islamic Studies, Humanities and Social Sciences	
6.	Details of Courses taught	BA (Hons.) Islamic Studies, MA Islamic Studies, Ph D Islamic Studies Coursework	
7.	Research Thrust Areas	Islam in India, Islam and Human Rights	
8.	Emails	samir@jamiahamdard.ac.in Alternate: safia.amir23@yahoo.com	
PUBLICATIONS			
9.	Publications in peer reviewed National & International journals, Citations, H-index	https://scholar.google.com.tw/citations?hl=en&user=AlabvbYAAAAJ	
BOOKS & BOOK CHAPTERS PUBLISHED			
10.	Number of books published by National publisher	01 (Kanishka Publishers, Distributors, New Delhi)	
11.	Number of Book Chapters in Edited books of National Publishers	02 (ISPCK, Delhi and Henry Martyn Institute, Hyderabad; APH Publishing, New Delhi)	
RESEARCH SUPERVISION			
As Supervisor			
12.	Number of Ph.D. Guided	04	
PRESENTATIONS IN CONFERENCES AS SPEAKER/ RESOURCE PERSON			
13.	Number of presentations in National or International Conferences in India	Invited – 03 Oral – 06	
14.	Number of presentations in International Conferences abroad	Oral – 01	
ADMINISTRATIVE RESPONSIBILITIES/ PARTICIPATION IN COMMITTEES OF JAMIA HAMDARD			
15.	<u>University Level</u>	<ul style="list-style-type: none"> • 2012-2020, member, IQAC Quality Circle for data capture for NIRF, AISHE, AQAR etc. • 2016-2018, as a part of IQAC Committee, compiled data of School of Humanities and Social Sciences for AISHE 	

- 2016-2019, as member, University committee for NIRF and IQAC Quality Circle, collected, compiled and uploaded data of SHSS and consolidated it with University data for NIRF rankings from 2016 to 2019
- In 2017, prepared documents for Institution of Eminence status
- From 2015 December, as Quality Circle member, started working on upcoming NAAC accreditation
 - From 2017 February, member, University Committee for updating, editing, formatting and printing NAAC-SSR (Self Study Report) of University before final submission
 - From July 2017, as member, University NAAC Review Committee and University NAAC Working Committee, was involved in preparations for NAAC Peer Team visit; compiled data and documents pertaining to SHSS, for NAAC accreditation, 2017
 - 2016-2017, compiled Evaluative Report of Department (ERD), required documents and all other data of Department of Islamic Studies for the same
- Since 2017 April, member, University Alumni Committee and one of the founding members of The Alumni Association of Jamia Hamdard (TAAJH)
- 2016-2017, compiled data and prepared a PPT on the Department of Islamic Studies for the visit of the UGC team to review 12 (B) status of the University
- From December 2015, started working on the upcoming visit of the UGC Expert Committee on Deemed University Status
- From January 2017, as member of a three-member University Committee, helped to compile information in the UGC format, for its Expert Committee on Deemed University Status
 - At the departmental level, compiled data, prepared all necessary documents, made and presented a PPT during the visit of the UGC team for the same
- February 2016-2017, nominated as member, Standing Committee of Academic Council of Jamia Hamdard
- 2015, as member Quality Circle, compiled AQAR documents of the Department for IQAC
- 2015 January-May, worked on the University Information Brochure as a part of the University Committee and core editing team for the same
- 2013, member, Core Group, Disaster Management Module
- 2013 April, member, University Ph. D. byelaws drafting committee
- 2012 and 2010, member, Organising Committee for the University Convocation
- 2010 March-2012 February, member, Academic Council of the University

School Level

- 2014-2020, member, School/ Faculty Admission Committee and contact person for admissions
- From September 2018, was responsible for dealing with complaints of (sexual) harassment at the School level
- 2011-2014 & 2017-2020, member, Faculty-level Anti-ragging Squad/ University-Level Committee for Prohibition of Ragging
- 16-17 March & 6-7 April 2017, served as HoD in the absence of the Head

- October 2016, made a PPT about the Department for the Hon'ble VC on behalf of the HoD
- 2011 August, member, Faculty interview panel for admission to M. A. and B. A. (Hons.) Islamic Studies, M. Phil. Federal Studies and M. A. Human Rights

Departmental Level

- 16-17 March & 6-7 April 2017, in May-June & 15-18 Oct. 2019, and 23-30 Dec. 2019, served as HoD in the absence of the Head
- From Feb. 2019 to date, lead coordinator and member in various departmental committees of faculty members, formed for distribution of work
- April 2010-August 2018 and Jan. 2021 to date, member, Board of Studies, Department of Islamic Studies
- December 2012-15, member, Departmental Doctoral Committee
- 2015, Department Admission Incharge
- 2013 October, member, departmental interview panel for admission to M. A. and B. A. (Hons.) in Islamic Studies
- 2016 October, on behalf of the HoD, prepared a PPT on the Department at the behest of the Hon'ble Vice-Chancellor
- 2014 January, prepared and presented a PPT on the department, on the occasion of the Vice-Chancellor's Faculty meeting and visit in FISSS
- 2013 June, prepared a PPT on the department, to be presented before a visiting delegation of senior faculty members from the State Islamic Institute of Bengkulu, Indonesia
- 2010 July-2013 January, made the departmental time-table consecutively for six semesters
- 2011 December, assisted the HoD/ Deputy Superintendent, in paperwork and supervision for smooth conduct of odd semester exam in the absence of an Office Incharge