



جامعہ ہمدرد

JAMIA HAMDARD

(A Government Aided Deemed to be University)



F.No.JH/RO/ICOR/Convocation-15/2026/08

Dated: 11th March, 2026

OFFICE ORDER

Subject: 15th Convocation of Jamia Hamdard – Constitution of Committees

Reference: Notification and Orders of the Vice-Chancellor dated 11th March, 2026

The 15th Convocation of Jamia Hamdard will be held on Thursday, 16th April, 2026 at Vigyan Bhawan, Maulana Azad Road, New Delhi, 110011. Justice Surya Kant, Hon'ble Chief Justice of India, has kindly consented to deliver the Convocation Address.

For the smooth conduct of the Convocation, the Vice-Chancellor is pleased to constitute the following Sub-Committees:

SUB-COMMITTEES

1. Booking of Vigyan Bhawan Main Hall, Atrium, Foyer, VIP Lounge, etc:

- | | | |
|--|---|----------|
| a) Colonel Tahir Mustafa, Registrar | - | Chairman |
| b) Mr. S. S. Akhtar, Controller of Examinations | - | Member |
| c) Prof. M.A. Sikandar, Director, CDOE | - | Member |
| d) Mr. Ashu Kumar, Offg. Finance Officer | - | Member |
| e) Mr. M.G. Vinod Kumar, Asst. Registrar (VC Office) | - | Member |
| f) Mr. Kishwar Khan, Assistant Registrar (Gen. Admn) | - | Member |
| g) Mr. Md. Tauhid Alam, Asst. Registrar (Liaisoning) & PRO | - | Member |

2. Gold Medal Committee:

- | | | |
|---|---|----------|
| a) Mr. S. S. Akhtar, Controller of Examinations | - | Chairman |
| b) Prof. Shakir Ali, SCLS | - | Member |
| c) Prof. M. Shamim, Dept. of Chemistry, SCLS | - | Member |
| d) Ms. Naheed Chaudhary, A. R. (Exams) | - | Member |
| e) Ms. Jasvinder Kaur, A. R. (Exams) | - | Member |
| f) Mr. Mohd. Jahangir, SO (Exams) | - | Member |

3. Gown and Academic Procession Committee:

- | | | |
|--|---|----------|
| a) Prof. Asgar Ali, SPER | - | Chairman |
| b) Prof. Javed Ali, SPER | - | Member |
| c) Prof. Khursheed A. Ansari, SUMER | - | Member |
| d) Prof. Hina Hamid, HoD, Chemistry | - | Member |
| e) Prof. Sohrab A. Khan, Dean, SAHSR | - | Member |
| f) Ms. Bindu Shaiju, Associate Prof., SNER | - | Member |
| g) Ms. Uzma Bano, Associate Prof., SUMER | - | Member |
| h) Dr. Saima Wajid, Assistant Prof., SCLS | - | Member |
| i) Dr. Safdar Tanweer, Assistant Prof., SEST | - | Member |
| j) Ms. S. Sreelatha, AR (VCO) | - | Member |

4. Dias Management and Program (University Tarana and National Anthem) Committee:

- | | | |
|--|---|----------|
| a) Prof. Reshma Nasreen, DSW | - | Chairman |
| b) Prof. Rana Zaidi, SCLS | - | Member |
| c) Prof. Zeenat Iqbal, FSA | - | Member |
| d) Prof. Khursheed A. Ansari, SUMER | - | Member |
| e) Prof. Noria Farooqui, Dy. FSA | - | Member |
| f) Dr. Kalpana Zutschi, Associate Prof., SAHSR | - | Member |
| g) Dr. Sherin Zafar, Assistant Professor, SEST | - | Member |
| h) Dr. Gautami Tripathi, Assistant Professor, SEST | - | Member |
| i) Mr. Rukmesh Kumar, A. R. (Estab.) | - | Member |
| j) Ms. S. Sreelatha, A.R (VCO) | - | Member |

5. Preparation of Vice-Chancellor's Report & Chief Guest's Address Committee:

- | | | |
|--|---|----------|
| a) Prof. Suhel Parvez, Dean (Academics) | - | Chairman |
| b) Prof. Parul Aggarwal, Dean, SEST | - | Member |
| c) Prof. Veena Sharma, Principal, RCN & Dean, SNER | - | Member |
| d) Prof. Sayeedun Nisa, HoD (Mgt) & Director, HIIS | - | Member |
| e) Dr. Uzma Akhtar Khan, Assistant Prof., CAL for Soft skill | - | Member |
| f) Mr. Vinod Kumar MG, AR, VCO | - | Member |

6. Audio/Visual Committee:

- | | | |
|---|---|----------|
| a) Prof. Reshma Nasreen, DSW | - | Chairman |
| b) Prof. Farheen Siddiqui, SEST | - | Member |
| c) Prof. Farhat Bashir Khan, CMMC | - | Member |
| d) Dr. Imran Hussain, Assistant Prof., SEST | - | Member |
| e) Dr. S.S. Biswas, Assistant Professor, SEST | - | Member |
| f) Dr. Abdul Qadir Siddiquee, Assistant Professor, CMMS | - | Member |
| g) Mr. Md. Zeeshan, Asst. Prof., CMMC | - | Member |
| h) Mr. Mirza Rahil Beg, Incharge, HAH-CIT | - | Member |
| i) Mr. Tauhid Alam, Asst. Registrar (Liaisoning) | - | Member |

7. Security, Protocol and Parking Committee:

- | | | |
|---|---|----------|
| a) Colonel Tahir Mustafa, Registrar | - | Chairman |
| b) Prof. M. A. Sikandar, Director, CDOE | - | Chairman |
| c) Prof. M. Akram, Chief Proctor | - | Member |
| d) Prof. M. Shahnawaz Abdin, Provost (Boys) | - | Member |
| e) Dr. Tabreez Nafees, Assistant Proctor | - | Member |
| f) Dr. Umar Jahangir, Assistant Proctor | - | Member |
| g) Dr. Sarfaraz Ahsan, Deputy Registrar | - | Member |
| h) Mr. Rukmesh Kumar, A. R. (Estab.) | - | Member |
| i) Mr. Kishwar Khan, A. R. (Gen. Admn.) | - | Member |
| j) Mr. Ram Sundar, OSD (Security) | - | Member |

8. Refreshments Committee:

- | | | |
|--|---|-------------|
| a) Colonel Tahir Mustafa, Registrar | - | Chairperson |
| b) Prof. M. Mumtaz Alam, SPER | - | Member |
| c) Prof. Sayeed Ahmad, Director, COE (Unani) | - | Member |
| d) Dr. Nishat Quddus, Associate Prof., SAHSR | - | Member |
| e) Dr. Sarfaraz Ahsan, Deputy Registrar | - | Member |

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|--|---|--------|
| f) Dr. Mohan Kamthan, Assistant Prof., SCLS | - | Member |
| g) Dr. Md Iqbal Raja Khan, Assistant Professor, SCLS | - | Member |
| h) Mr. Tanvir Ul Haque, Manager, Scholar House | - | Member |

9. Press / Media Committee:

- | | | |
|--|---|----------|
| a) Colonel Tahir Mustafa, Registrar | - | Chairman |
| b) Prof. Farhat Bashir Khan, CMMS | - | Member |
| c) Dr. Khursheed A. Ansari, SUMER | - | Member |
| d) Prof. Jawed Ahmed, SEST | - | Member |
| e) Dr. M. Zishan, Assistant Professor, CMMS | - | Member |
| f) Dr. Javid M. Pandith, Asst. Professor, CDOE | - | Member |
| g) Mr. Tauhid Alam, AR (Liaisoning) & PRO | - | Member |

10. Website Committee:

- | | | |
|---|---|-------------|
| a) Prof. Farheen Siddiqui, SEST | - | Chairperson |
| b) Prof. Parul Agarwal, SEST | - | Member |
| c) Prof. Javed Ali, HoD, Pharmaceutics | - | Member |
| d) Dr. Imran Hussain, Assistant Prof., SEST | - | Member |
| e) Mr. Azam Khan, System Analyst | - | Member |
| f) Mr. Tauhid Alam, Consultant Media Relations | - | Member |
| g) Ms. S. Sreelatha, Asst. Registrar (VCO) | - | Member |
| h) Mr. Mirza Rahil Beg, Incharge, Computer Centre | - | Convener |

11. Invitation/Reception Committee:

- | | | |
|---|---|----------|
| a) Mr. S. S. Akhtar, Controller of Examinations | - | Chairman |
| b) Dr. Sadaf Siraj, Professor, SMBS | - | Member |
| c) Dr. Sarfaraz Ahsan, Dy. Registrar | - | Member |
| d) Dr. Sherin Zafar, Asst. Prof., SEST | - | Member |
| e) Dr. Jagriti Narang, Asst. Professor, SCLS | - | Member |
| f) Mr. Vinod Kumar MG., AR, VCO | - | Member |
| g) Mr. Tauhid Alam, AR & PRO | - | Member |
| h) Ms. S. Sreelatha, AR, VCO | - | Member |

12. Preparation of Degrees / Certificates Committee:

- | | | |
|---|---|----------|
| a) Mr. S. S. Akhtar, Controller of Examinations | - | Chairman |
| b) Dr. Mohd. Abdul Ahad, Associate Prof., SEST | - | Member |
| c) Dr. Saima Wajid, Associate Professor, SCLS | - | Member |
| d) Mr. Azam Khan, Dy. CoE | - | Member |
| e) Ms. Naheed Chaudhary, A. R. (Exams) | - | Member |
| f) Ms. Jasvinder Kaur, A. R. (Exams.) | - | Member |
| g) Ms. Farzana Parveen, Sr. Assistant (Exam.) | - | Member |

13. Committee for Seat Arrangement & Guest Management:

- | | | |
|--|---|----------|
| a) Prof. M. Shahar Yar, Director, IQAC | - | Chairman |
| b) Prof. Sandhya Bawa, SPER | - | Member |
| c) Prof. Divya Vohra, SPER | - | Member |
| d) Prof. S. Nadeemul Haque, Dean, SMBS | - | Member |
| e) Prof. Syeedun Nisa, HoD, Management | - | Member |
| f) Prof. M. Shanawaz Abdin, Provost (Boys) | - | Member |

- | | | |
|---|---|--------|
| g) Prof. Abdul Kalam Najmi, SPER | - | Member |
| h) Prof. M. Asif, Incharge, CIF, SPER | - | Member |
| i) Prof. Sana Beg, SMBS | - | Member |
| j) Prof. Ozair Alam, SPER | - | Member |
| k) Prof. Seema Rani, Vice Principal, RCN | - | Member |
| l) Prof. Sohrab Khan, Dean, SAHSR | - | Member |
| m) Prof. Ruchi Nagar, Occupational Therapy, SNASH | - | Member |
| n) Dr. S.S. Biswas, Assistant Professor, SEST | - | Member |
| o) Dr. Mohan Kamthan, Asst. Professor, SCLS | - | Member |
| p) Dr. Fazlur Rehman, Asst. Prof., SHSS | - | Member |
| q) Dr. Mairaj Ahmad Ansari, Asst. Prof., SCLS | - | Member |
| r) Dr. Sahar Zaidi, Asst. Prof., SAHSR & ADSW | - | Member |
| s) Ms. S. Sreelatha, Asst. Registrar (VCO) | - | Member |

14. Committee for Signage, Banners & Background:

- | | | |
|--|---|----------|
| a) Prof. Reshma Nasreen, Dean Students Welfare | - | Chairman |
| b) Prof. Shibu John, HoD, Health Management | - | Member |
| c) Prof. Sayeed Ahmad, HoD, Pharmacognosy & Phytochemistry | - | Member |
| d) Dr. Nudrat Moini Rehman, Associate Professor, SMBS | - | Member |
| e) Dr. Sarfaraz Ahsan, Deputy Registrar | - | Member |
| f) Mr. Tauhid Alam, AR & PRO | - | Member |
| g) Ms. S. Sreelatha, AR, VCO | - | Member |
| h) Mr. Md. Aftab Alam, Executive Engineer (Off.) | - | Member |

15. Committee for Medical Emergency:

- | | | |
|--|---|----------|
| a) Prof. Sudhir Kumar Jain, Dean, HIMSR | - | Chairman |
| b) Prof. Sohrab A. Khan, Dean, SAHSR | - | Member |
| c) Prof. Minhaj Ahmad, Medical Suptd., Majeedia Hospital | - | Member |
| d) Prof. Ruchi Nagar, SAHSR | - | Member |
| e) Dr. Kaleem Ahmad Khan, Consultant, Majeedia Hospital | - | Member |
| f) Dr. Deepak Malhotra, Assistant Professor, Physiotherapy | - | Member |
| g) Mr. Zuhaib Siddiqui, Assistant Professor, Physiotherapy | - | Member |
| h) Ms. Sahar Zaidi, Assistant Professor, Physiotherapy | - | Member |

16. Crisis Management Committee:

- | | | |
|--|---|----------|
| a) Prof. M. Z. Abdin, SCLS | - | Chairman |
| b) Prof. M. Shahar Yar, Director, IQAC | - | Member |
| c) Prof. M. Akram, Chief Proctor | - | Member |
| d) Prof. Shahnawaz Abdin, Provost (Boys) | - | Member |
| e) Dr. Sarfaraz Ahsan, Deputy Registrar | - | Member |
| f) Mr. M.G Vinod Kumar, AR, VCO | - | Member |

17. Disciplinary / Volunteers Committee:

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|--|---|----------|
| a) Prof. M. Akram, Chief Proctor | - | Chairman |
| b) Prof. M. Shahnawaz Abdin, Provost (Boys) | - | Member |
| c) Prof. Saleena K. Basheer, Provost (Girls) | - | Member |
| d) Prof. S. Mehartaj Begum, Dean, SHSS | - | Member |
| e) Prof. Sadaf Siraj, Dy. Proctor | - | Member |

- | | | |
|--|---|--------|
| f) Dr. Nishat Quddus, Deputy Proctor | - | Member |
| g) Dr. Saima Wajid, Associate Prof., SCLS | - | Member |
| h) Dr. Umar Jahanagir, Assistant Proctor | - | Member |
| i) Dr. Mohd. Abdul Ahad, Associate Professor, SEST | - | Member |
| j) Ms. Suchhanda Bhattacharya, Assistant Proctor | - | Member |

18. Committee for Memento and Gift:

- | | | |
|--|---|----------|
| a) Colonel Tahir Mustafa, Registrar | - | Chairman |
| b) Mr. S. S. Akhtar, Controller of Examination | - | Member |
| c) Prof. S. Mehartaj Begum, SHSS | - | Member |
| d) Prof. Asif Hussain, SPER | - | Member |
| e) Prof. Hina Hamid, Head, Department of Chemistry | - | Member |
| f) Prof. Sadaf Siraj, SMBS | - | Member |
| g) Prof. Seema Rani, Vice Principal, RCN | - | Member |
| h) Dr. Sarfaraz Ahsan, Deputy Registrar | - | Member |
| i) Mr. Kishwar Khan, Asst. Registrar (Purchase) | - | Member |

19. Committee for Budgetary Provision:

- | | | |
|--|---|----------|
| a) Mr. Ashu Kumar, Offg. Finance Officer | - | Chairman |
| b) Colonel Tahir Mustafa, Registrar | - | Member |
| c) Mr. S. S. Akhtar, Controller of Examination | - | Member |
| d) Prof. M. A. Sikandar, Director, CDOE | - | Member |
| e) Prof. Reshma Nasreen, DSW | - | Member |
| f) Mr. M.G. Vinod Kumar, Asst. Registrar (VCO) | - | Member |

Chairperson of each committee shall hold meetings to plan and executive the work on each items of responsibilities assigned to them. The chairperson of each sub-committee may co-opt any faculty member or staff depending on the requirement of task. All Deans, Heads, Directors of the Centres, Branch heads are required to extend help to the sub-committees to make the Convocation a grand success.

Core Committee:

For the purpose of effective coordination with different committees, there shall be a **Core Committee** under the Chairmanship of the Vice-Chancellor with Mr. Sajid Ahmed, OSD to Chancellor and the Chairpersons of different Sub-Committees.

Authority : Approval of the Vice-Chancellor dated 11th March, 2026.


 (Col. Tahir Mustafa)
 Registrar

Copy to:

1. Chairperson and Members of Sub-Committees
2. Mr. Sajid Ahmed, OSD to Chancellor
3. Office of the Vice-Chancellor/Registrar/FO/CoE
4. Incharge, HAH-CIT – For uploading the information on the University Website
5. Guard File