



**Internal Quality Assurance Cell
(IQAC)
JAMIA HAMDARD, NEW DELHI**

MINUTES OF THE 21st MEETING OF IQAC COMMITTEE

Date of Meeting – 24/10/2025; Time – 3.30 pm

Venue: Board Room, Vice Chancellor's Secretariat

PRESENT

In Chair

Prof. (Dr.) M. Afshar Alam, Vice Chancellor

Members

1. Col. Tahir Mustafa, Registrar - Member (category – senior administrative officer)
2. Mr Syed Saud Akhtar, CoE – Member (category – senior administrative officer)
3. Mr. Ashu Kumar, FO (officiating) – Member (category – senior administrative officer)
4. Dr. M.A. Sikandar - Member (category – teacher)
5. Prof. M. Shahar Yar, SPER - Member (category – teacher)
6. Prof. Syedunissa, SMBS –Member (category – teacher)
7. Prof. Farheen Siddiqui, SEST –Member (category – teacher)
8. Dr. Shazia Jilani, SUMER – Member (category – teacher)
9. Dr. Shikha Gera, SMBS – Member (category – teacher)
10. Prof. Rizwanul Haque, Member (category – alumni; attended online)
11. Mr. Mahtab Alam, Member (Employer category; attended online)

Special Invitee(s)

1. Dr Syed Ikmal Murtaza, Consultant IQAC, Jamia Hamdard

Member-Secretary

Prof. S. Raisuddin, Director IQAC

Prof. Pawan. K. Dhar and Prof. V.K. Jain, External Member, Prof. Shakir Ali, SCLS, Mrs. Kalpana Zutshi, SAHSR, Dr. Sadaf Siraj, SMBS, Dr. Sanchit Sharma, Mr. Azhar Ali Khan and Mr. Suraj Kumar could not attend the meeting and were granted leave of absence by the Chairman.

With the permission of the Vice Chancellor, the Director, IQAC initiated the meeting and welcomed all the members to the meeting and requested the Chairman to allow to open the meeting and address the house.

The Vice Chancellor welcomed all the members including the new members inducted in the IQAC Committee. The Chairman and the members of the IQAC Committee greeted the new members. The Chairman informed the house about the admission status for the session 2025–26 and was

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M. Afshar Alam

satisfied with the response of the aspirants to take admission in Jamia Hamdard. Almost all the seats have been filled in with few exceptions.

Subsequently, agenda items were taken up for which the Director IQAC used power point presentation.

There was detailed discussion on each agenda. The following was resolved.

1. Confirmation of minutes of the last meeting held on 22/01/2025

The minutes of the meeting of the IQAC Committee held on 22/01/2025 and the action taken report (ATR) were perused and approved as brought out in the meeting (Annexure I and II). The house approved the same.

2. Action Taken Report (ATR)

The Director IQAC presented the following action taken report with respect to recommendations of the previous IQAC Committee meeting held on 22/01/2025.

- a) It was recommended in the meeting of the IQAC Committee held on 22/01/2025 that Jamia Hamdard will prepare an Institutional Development Plan (IDP) as per the UGC guidelines. In this regard, a Committee was notified with members from Jamia Hamdard and experts from outside of Jamia Hamdard (Annexure – III). The IDP Committee perused the draft and provided critical inputs to the IDP draft. These inputs were incorporated in the IDP document. The draft of the IDP was tabled also shown through multimedia device for deliberation. The Vice Chancellor and the committee members appreciated the efforts of IDP team, especially external experts (Prof. A. Ravinder Nath, Vice Chacellor, Central University of Kashmir and Dr. Subi Chaturvedi, SVP and Chief Corporate Affairs and Public Policy Officer, In-Mobi) for their valuable inputs. The draft of IDP was approved. However, it was recommended that it may circulated to the IDP committee members, IQAC Committee members and all the Deans of School for their comments. The updated and approved version of the IDP will be uploaded on the Jamia Hamdard website.
- b) In the last meeting of the IQAC Committee experts from academia and industry from India and abroad were recommended for their induction as Adjunct Professor/Faculty. Based on the recommendation an office order has been issued (Ref. No. AS/PhD/IQAC/502/2025 dated March 20, 2025) notifying induction of 10 Adjunct Professors and one Adjunct Faculty in various Departments/Schools (Annexure – IV).
- c) As recommended in the last meeting of the IQAC Committee, a committee was constituted to prepare detailed activity plan for the proposed Multi-disciplinary Centre in Artificial Intelligence (AI) (Annexure – V). The committee submitted its recommendations which were approved by the Competent Authority (Annexure VI). The minutes were shared in the meeting of the IQAC Committee. In order to functionalize the Centre the following has been recommended.

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- i. Name of Prof. Farheen Siddiqui, former Dean of the School of Engineering Science & Technology (SEST) has been recommended as the ~~In-charge~~^{Head} of the Centre.
 - ii. The Centre will initially function from the HAH-Centre for Information Technology.
- d) Regarding establishment of a UGC Cell to handle the matters related to UGC and for liaising with UGC, it was resolved that such as cell will function under the Registrar. The cell will seek advice from the Dean (Academics) on academic matters wherever required.
- e) It was recommended in the last IQAC Committee meeting that Jamia Hamdard should reactivate the 'Distinguished Lecture Series'. The Distinguished Lecture Series has designed to invite eminent global and Indian leaders, experts, and thought leaders from various fields to deliver talks on subjects of broad academic and public interest. The initiative aimed to foster intellectual dialogue, critical thinking, and engagement with contemporary issues. The lectures span diverse fields such as foreign policy and international relations, ethics in science and technology, artificial intelligence, digital futures, public health and healthcare innovations, cultural diversity and social cohesion, scientific advancements and sustainability, and emerging social issues. Between years 2017 to 2020 a total of 22 lectures were organized under the series. These lectures invoked widespread interest among the faculty and students and provided forum for live interaction. The recommendation of the IQAC Committee has since been implemented and the Competent Authority of Jamia Hamdard has approved the following committee to organize the Distinguished Lecture Series under the aegis of the Office Dean (Academics).

- Dean (Academics) - Chairman
- Cultural Coordinator/President Literary Club - Member
- Foreign Student Advisor (FSA) - Member
- Assistant Registrar (Academic) - Member

The Director IQAC assured that the approved minutes of the meeting as well as ATR will be uploaded on the Jamia Hamdard web site.

2. Institutional Development Plan (IDP)

Covered in ATR 2 (a), page 2.

3. Induction of Adjunct Professor/Faculty

The CVs of the following scientists and professionals are proposed to be inducted as Adjunct Faculty/Professor.

Sl. No.	Name and affiliation	Proposed designation
1	Ms. Mudasir Saleem Andrabi, Associate Professor, Capstone College of Nursing, University of Alabama, USA	Adjunct Faculty in Nursing in the School of Nursing Education & Research (SNER)
2	Ms. Shauna L. Houk, Assistant Professor, School of Nursing,	Adjunct Faculty in Nursing in the School of Nursing Education & Research (SNER)

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	Dalhousie University, Halifax, NS, Canada	
3	Dr P L Sahu, Director National Dope Testing Laboratory (NDTL) New Delhi	Adjunct Faculty in the Department of Pharmaceutical Chemistry, School of Pharmaceutical Education and Research (SPER) and Department of Medical Elementology & Toxicology, SCLS

Members perused their CVs and relevance to the research and academic programmes of the proposed Department/School and approved their induction Adjunct Faculty/Adjunct Professor, respectively. Office of the Registrar shall issue an order in this regard.

Besides the above three experts, the Director, IQAC, has received CVs with the request for the consideration as induction as Adjunct Professor/Faculty from Dr. Ksusrar Mahmood Ansari, Principal Scientist, CSIR-Industrial Toxicology Research Institute, Lucknow and Dr. Umesh Prasad, former technical staff of CSIR-Industrial Toxicology Research Institute, Lucknow, presently serving as Deputy Librarian, Isabella Thoburn (IT) P.G. College (Lucknow University), Lucknow. The Director IQAC evaluated their CV and list of publications and proposes to induct Dr. Ansari as an Adjunct Professor in the Department of Medical Elementology & Toxicology, School of Chemical & Life Sciences (SCLS), and Dr. Prasad who has majorly worked in the field of health informatics and risk assessment as Adjunct Faculty in the Department of Health Management, School of Management & Business Studies (SMBS) and the Department of Medical Elementology & Toxicology, SCLS. If approved, office of the Registrar shall issue an order in this regard.

Director IQAC informed the house that the tenure of 52 Adjunct Professor and Adjunct Faculty has ended. An e-mail was sent to all concerned Deans of the School on June 20, 2025 and a reminder on October 23, 2025 seeking report on their performance and involvement in academic and research activities of the School/Departments of the School. In most of the cases either there is no record of activities in the Department/School or no recommendation has been received except for 11 Adjunct Professors/Faculty for them there is record of some activity, involvement, interest shown by the experts and recommendation from the concerned Dean of Head of the Department (Annexure VII). It is proposed that their continuance may be considered on the exiting terms and conditions for another term. Office of the Registrar shall issue an order in this regard.

It appears that the Departments/Schools are not able to fully exploit this provision to strengthen their academic and research. Accordingly, in case of other Adjunct Professor and Adjunct Faculty the following has been recommended.

- Names of the deceased Adjunct Professors/Adjunct Faculty may be removed from the record.
- In order to assess the performance and contribution of Adjunct Professors/Faculty and to consider their cases for extension of engagement, the following three-member committee has been constituted:

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| • Dean Academics | - Chairperson |
| • Registrar, Jamia Hamdard | - Member |
| • Dean of Concerned School | - Member |

Office of the Registrar shall issue an order in this regard.

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4. Current Ranking Status

Members noted with appreciation ranking performance of Jamia Hamdard in the NIRF and other international ranking agencies (QS and THE) and house congratulated the leadership of Jamia Hamdard and IQAC – Ranking Team for their efforts in improving and sustaining rankings of Jamia Hamdard. It was a matter of satisfaction Jamia Hamdard regained its No. 1 ranking in the 'Pharmacy' category in NIRF 2025. It was suggested by some members that analysis various performance indicators may be undertaken by the IQAC and areas of improvement may be identified. Prof. M.A. Sikandar suggested that these achievements must be displayed on the official website of Jamia Hamdard as a flash news.

5. Perusal of the status of data submission for All India Survey on Higher Education (AISHE) 2024-25

Members appreciated timely submission of data by Jamia Hamdard team on the portal of All India Survey on Higher Education (AISHE), Ministry of Education.

6. Perusal of Annual Quality Assurance Report (AQAR) for 2023-24

Members appreciated timely submission of data of Annual Quality Assurance Report (AQAR) for 2023-24 by the IQAC team on NAAC portal. The AQAR 2023-24 has been approved by the NAAC. It was noted that all the AQARs have been submitted and approved by the NAAC since 2016-17 to 2023-24.

7. Quality Initiatives

1. Distinguished lecture series

Covered in ATR 2 (e), page 3.

2. Selection of Journals for research publication

Jamia Hamdard has adopted UGC-CARE list of journals for the publication of research papers/articles by research scholars. However, UGC has discontinued the UGC -CARE list of journals vide its public notice F.No.1-1/2018 (CARE/JOURNAL)-Part file dated 11th February 2025. UGC invited feedback from the group of experts and academicians till 25th February 2025 on the modalities to be adopted for quality publications. Based on the feedback received from various stakeholders, UGC vide its public notice F.No.1-1/2018 (CARE/JOURNAL) - dated 16th July 2025 has recommended the following

- 1) Suggestive Parameters for choosing Peer-Reviewed Journals
- 2) Uploading on the UGC website a list of 1474 UGC-CARE listed journals as on 10th February 2025, for referring purposes to the stakeholders for all academic activities. This list of UGC-CARE journals (now discontinued) is intended to serve as a reference only.

Additionally, UGC has suggested that High Education Institutions (HEIs) may establish an internal committee to fine tune the above suggested parameters from time to time as needed in their specific cases to ensure they continue to meet the quality standards and to align with the institute's academic and research goals.

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Therefore, an internal committee for the above mentioned purpose is constituted by the competent authority as below.

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| • Prof. S. Raisuddin | - Dean (Academics) |
| • Prof. Shakir Ali | - Director, R&D Cell |
| • Prof. Suhel Parvez | - Dean, SCLS |
| • Prof. M. Shahar Yar | - Dy. Director, IQAC - Convener |
| • Prof. Farheen Siddiqui | - Dean, SEST |
| • Prof. Shahnawaz Abdin | - Department of Management, SMBS |
| • Dr. Parvez Akhtar | - Librarian |

Office of the Registrar shall issue an order in this regard.

Any other item(s)

- Prof. Rizwanul Haque appreciated the initiative of Jamia Hamdard in reviving the Distinguished Lecture Series.
- Prof. Rizwanul Haque also suggested that efforts should be made to maximize the utilization of available resources, which may be effectively achieved through the establishment of a dedicated committee.
- Mr. Mahtab Alam underscored the significance of generative AI and suggested that its successful implementation requires strong industry partnership.
- The Vice Chancellor suggested to strength the Ranking Cell and Data Centre in the IQAC. Director IQAC informed the house in this regard a post of Statistical Assistant has been advertised and his/her induction in the Ranking Cell and Data Centre will enable data management and analysis.
- The IQAC Office requires significant renovation with replacement of outdated furniture, fixtures, air-conditioners and IT equipment. Director IQAC requested budget allocation. Accordingly, a budget of Rs. 10 lakh may be approved for this purpose.
- Prof. M. A. Sikandar, Director, CDOE, suggested that the Deans of the Schools should prepare School-wise flyer for inclusion on the Jamia Hamdard website.
- It was resolved that all lectures of on general topics/issues such as NEP 2020 and its implementation, research publication ethics, environmental sustainability, academic collaboration, Indian Knowledge system (IKS) etc. will be organized under the aegis of IQAC. However, domain specific lectures will continue to be organized by the Schools/Departments/Centres
- The Vice Chancellor was of view that IQAC should undertake quality related activities round year. In this regard the Director informed that previously there were Quality Circle of faculty members at the School level. These Quality Circles provided important inputs to the IQAC. He proposed to reconstitute Quality Circles with the approval of the Competent Authority.

The meeting ended with thanks to the Chair.

Minutes were circulated to all members through e-mail few members approved it by an e-mail massage.

Submitted for perusal and kind approval

R = 18/11/2025
(Prof. S. Raisuddin)
Director IQAC
Director
Internal Quality Assurance Cell
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Jamia Hamdard
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Prof. (Dr.) M. Afshar Alam
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Approved
M Afshar Alam
19.11.25
Director, IQAC