

2. HOD reported that RACs were formed in the staff Council as authorized by BOS. As Prof. Jyoti Kakkar took VRS and left the Department, the DRC dated July 19 & 20, 2018 replaced her with other members in the RACs.

With the above points, the minutes of the last BOS dated December 6, 2017 were confirmed.

3. The new syllabus of Advanced Diploma in Public Health (ADPH) was approved.
4. The minor changes in the syllabus of M A (Social Work) and M A (HRM) were approved.
5. The revised Field Work Manual for M A (HRM) and M A (Social Work) were approved.
6. The annual duties and teaching workload 2018-19 were approved.

7. Matters related to PhD:

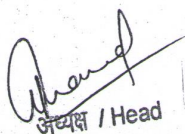
- (a) Six monthly Progress reports of PhD Students were approved.
(b) HOD discussed about the reallocation of PhD scholars under the supervision of Prof. Jyoti Kakkar who took VRS. The new supervisors were allocated to the scholars as per the PhD Ordinance IX dated 21.10.2013. The details are:

S. No.	Name of the Student	Name of the new supervisor
1.	Srishti Puri	Prof. Ushvinder Kaur Popli
2.	Prashant Srivastava	Dr. Vani Narula
3.	Sushil Kumar	Prof. Neelam Sukhramani
4.	Sumbul Abid	Prof. Archana Dassi

Regarding the reallocation of PhD scholars of teacher who retires or leaves the Department in future, it was decided that the process should take place well in time and in consultative manner.

- (c) The extension in the duration of the following PhD scholars was approved:

S. No.	Name of the Student	Name of the Supervisor	Period of Extension
1.	Srishti Puri	Prof. Ushvinder Kaur Popli	One Year
2.	Md. Ali Azam	Dr. Habeebul Rahiman V M	One Year
3.	Rabab Imam	Prof. Archana Dassi	One Year
4.	Gurneet Kaur Kalra	Dr. Rashmi Jain	One Year
5.	Rakesh S	Prof. Zubair Meenai	One Year


अध्यक्ष / Head

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DEPARTMENT OF SOCIAL WORK
JAMIA MILLIA ISLAMIA

Minutes, Board of Studies, May 10, 2016

A meeting of the Board of Studies was held on May 10, 2016 in the Seminar room of the Department. The following members were present:

1. Prof. N. U. Khan (Chairperson)
2. Prof. C P Singh (External Member)
3. Prof. Mohd. Muslim Khan (Internal Member, JMI)
4. Prof. Haseena Hashia (Internal Member, JMI)
5. Prof. S M Sajid
6. Prof. Zubair Meenai
7. Prof. Ushvinder Kaur Popli
8. Prof. Jyoti Kakkar
9. Prof. Archana Dassi
10. Dr. Neelam Sukhramani
11. Dr. Vani Narula
12. Dr. Intezar Khan
13. Dr. Sigamani P
14. Dr. Ashvini Singh
15. Ms. L H M Gangte
16. Dr. Virendra Shahare
17. Dr. Habeebul Rahiman V M
18. Mr. Sanjay Ingole
19. Dr. Rashmi Jain
20. Dr. Asiya Nasreen
21. Ms. Noshin Nizam
22. Dr. Rubina Nusrat

Decisions Taken:

1. The minutes of the meeting of Board of Studies dated September 3-4, 2015 were confirmed.
2. It was reported that show cause notice was issued to Ms. Aalya Amin, PhD student under the supervision of Prof. Zubair Meenai. She replied to the show cause notice but her supervisor was not satisfied with her reply. Moreover her time period of PhD expired in March 2016. Therefore, Board decided to cancel her admission.

3. Discussion was held on the syllabus review for M.A. (Social Work) and M.A. (HRM). The review for M.A. (HRM) syllabus was deferred as it was suggested to take advice from the

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stakeholders in the form of HR Conclave. The outline of M.A (Social Work) syllabus was approved by the Board. (attached) (Annexure 1)

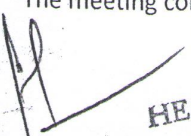
4. The Annual Duties and Teaching workload for the session 2016-17 were approved.
5. The term of present external members Prof. C. P. Singh and Mr. S.Y.Siddiqui is going to end in September 2016. After discussion, Prof. C. P. Singh has been reappointed and Prof. Aruna Khasgiwala has been appointed in place of Mr. S Y Siddiqui as the external members of BOS for a period of three years.
6. The revised titles of PhD students enrolled in September 2015 were approved.(List attached) (Annexure 2)
7. In other matters related to PhD, the following matters were discussed:
 - (a) Progress reports of 50 PhD students were approved by the BOS. (List enclosed)
 - (b) The Board approved the extension in duration of the following PhD students:

S.No.	Name of the Student	Name of the Supervisor	Period of Extension
1.	Pushpa Shoundiya H	Dr. Neelam Sukhramani	One Year
2.	Supongsenla Jamir	Prof. N.U.Khan	One Year
3.	Alka Singh	Dr. Ashvini Singh	Six Months
4.	Asma Jan	Dr. Intezar Khan	One Year
5.	Sunil Kumar	Dr. R. R. Patil	One Year
6.	Shivani Singh	Dr. R. R.Patil	One Year
7.	Aneesh T V	Dr. R. R.Patil	One Year
8.	Megha C M	Dr. Sigamani P	One year
9.	Sufia Azmat	Prof. Jyoti Kakkar	One Year
10.	Ameesha Oberoi	Dr. Habeebul Rahman	One Year
11.	Seema Naaz	Dr. Neelam Sukhramani	Six Months
12.	Shumaila Nazir	Prof. Zubair Meenai	Six Months

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6. The matters related to PhD were discussed:
- (a) The request of Prashant Srivastava, PhD student under the supervision of Dr. Jyoti Kakkar for the Co-Supervisor was rejected as the supervisor was of the opinion that there is no need of a co-supervisor for the said study.
 - (b) Md. Ali Azam, PhD student under the supervision of Dr. Habbebul Rahman requested for the Co-Supervisor and his request was accepted. Dr. Atiqur Rahman, Associate Professor in the Department of Geography was approved as the Co-Supervisor.
7. A departmental research committee was endorsed by the board which was formed to review the new research proposals by the teachers before the final submission of proposals. The committee would consist of a Professor, Associate Professor and Assistant Professor and it would work for two years on the principle of rotation. Therefore, the committee was formed with Prof. S. M. Sajid, Dr. Jyoti Kakkar and Dr. Intezar Khan as the members for a period of two years.
8. A syllabus review committee was formed to review the syllabus for choice based credit system which would be introduced from the academic session 2015-2016. The committee would consist of Dr. Archana Dassi as the chairperson and Dr. Vani Narula, Dr. Rashmi Jain as the members.
9. Dr. Vani Narula reported about her PhD student Fabiha Khalid. She did not report the supervisor after the expiry of her maternity leave. Her formal application for the maternity leave was also not been received. Moreover, her time period for Ph D expired on March 31, 2015 and she did not give any application for the extension of the period.
10. HOD asked the PhD supervisors that they should keep a watch on their students about the submission of fee and progress report. Therefore, it was decided that supervisors should maintain the files of their PhD students with all the relevant papers.
11. HOD informed about the training for police functionaries which is going to be organized by the department from May 5-14, 2015. Dr. Neelam Sukhramani and Dr. Rashmi Jain would be the incharge of the above training.

The meeting concluded with a vote of thanks to the chair.


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