



F. No. CoS/AJKMCRC/2016

10<sup>th</sup> March, 2016

Minutes of the Meeting of the Committee of Studies held on  
Tuesday, 2<sup>nd</sup> March, 2016

A meeting of the Committee of Studies (CoS) was held on 2<sup>nd</sup> March, 2016 at 03.00 p.m. in JB MRC, AJK Mass Communication Research Centre. The following members of the Committee of Studies (CoS) and the special invitees attended the meeting:

1. Prof. Iftekhhar Ahmad, Director	Chairman
2. Prof. Gita Bamezai	Member
3. Prof. Shohini Ghosh	Member
4. Prof. Naazish Hussaini	Member
5. Prof. G. R. Syed	Member
6. Prof. Shaibani Azam	Member
7. Prof. Danish Iqbal	Member
8. Dr. Sabina Kidwai	Member
9. Dr. Sabeena Gadihoke	Member
10. Mr. F. B. Khan	Member
11. Mr. Sohail Akbar	Member
12. Dr. K. S. Kusuma	Member
13. Ms. Sonali Sharma	Member
14. Ms. Pragati Bhalla	Member
15. Dr. Danish Iqbal	Special Invitee
16. Mr. K. R. Tahiliani	Special Invitee
17. Mr. N. A. Khan	Special Invitee
18. Mr. M. P. Singh	Special Invitee
19. Mr. Satish Kumar	Special Invitee
20. Mr. Sony Thokchom	Special Invitee
21. Mr. Gowhar Farooq	Special Invitee
22. Mr. Mohd. Ahmad, Asstt. Registrar	Special Invitee

The following members/special invitees of the Committee of Studies could not attend the meeting due to their prior engagements/classes/illness:

1. Mr. Shazi Zaman
2. Prof. Zubair Mennai
3. Prof. Rashmi Doraiswamy
4. Mr. Mohd. Alam
5. Mr. Maqsud Aalam

The Chairman welcomed the members of the Committee of Studies and presented the agenda items for consideration of the Committee of Studies:

**CoS-2016:- Item – 01**

**Confirmation of the Minutes of previous meeting of Committee of Studies held on 8<sup>th</sup> December, 2015.**

The Committee of Studies considered and approved the minutes of meeting held on 8<sup>th</sup> December, 2015.

**CoS-2016:- Item – 02**

**Consideration of list of Examiners (Internal/External) and moderators for the Ph. D. Course - Work Examination, Semester II & IV of all Masters, PG Dip. Broadcast Technology and Annual Examination- 2016 of P. G. Diploma in Still Photography & Visual Communication and P. G. Diploma in Acting Courses.**

The Committee of Studies considered and approved the list of Examiners (Internal/External) and moderators for the Ph. D. Course - Work Examination, Semester II & IV of all Masters, PG Dip. Broadcast Technology, and Annual Examination- 2016 of P. G. Diploma in Still Photography & Visual Communication and P. G. Diploma in Acting Courses.

**[Action: Academic Section]**

**CoS-2016:- Item – 03**

**Consideration of Minutes of Formation of Department Committee held on 13<sup>th</sup> January, 2016 at AJK MCRC.**

The Committee of Studies considered and endorsed the Minutes of the Meeting of the Committee on Formation of Department in the AJK MCRC held on 13<sup>th</sup> January, 2016 at AJK MCRC. Prof. Shaibani Azam and Mr. F. B. Khan raised the issue about the grouping of courses suggested by the committee. The chairman suggested to the House that the recommendation of the committee can be reviewed and discussed in the next Committee of Studies meeting. The faculty members were requested to give their suggestions on the grouping of courses in writing with justification before the next Committee of Studies meeting.

**[Action: Faculty Members & Academic Section]**

**CoS-2016:- Item – 04**

**Consideration of Minutes of Expert Committee members held on 30<sup>th</sup> January, 2016 at AJK MCRC.**

The Committee of Studies considered and endorsed the minutes of the Expert Committee.

- (i). The members suggested that the foundation programme for all courses should be common. The duration of the common foundation programme will depend on the input to be given and other related issues.
- (ii). The courses will have their respective specializations after the foundation programme.
- (iii) A certificate of M. A. Mass Communication with mention of specialization in the bracket may be awarded to the students on the completion of the course

**[Action: All Course Coordinators & Academic Section]**



CoS-2016:- Item – 05

- (i). **Consideration of decision of Faculty members Meeting held on 10th February, 2016 in which it was decided to merge Paper –I [Multiple Choice Questions] and Paper – II into one paper of 200 marks in the Entrance Test – 2016 of all programmes of AJK MCRC.**

The Committee of Studies appreciated the idea of merging the Paper – I [Multiple Choice Questions] and Paper – II into one paper of 200 marks in the Entrance Test – 2016 of all programmes of AJK MCRC. However, it was decided that 10% of total marks should be of multiple choice questions (MCQ) with no negative marking.

- (ii). **Consideration of a committee constituted in the Faculty Meeting held on 10<sup>th</sup> February, 2016 for the qualification and re-designation of “Assistant Professor - TV & Video Production and Unit Manager”.**

The Committee of Studies approved a committee to review the qualification and redesignation of “Assistant Professor - TV & Video Production and Unit Manager”.

The chairman constituted a committee of the following members to review and suggest the qualifications/redesignation:

i.	Director	Convenor
ii.	One Jamia Faculty in the related field	Member
iii.	One Internal Faculty of AJK MCRC	Member
iv.	One External member in the concerned field	Member
v.	Assistant Registrar, AJK MCRC	Member

[Action: Asstt. Registrar & All Course Coordinators ]

CoS-2016:- Item – 06

- (i). **Consideration of decision of Faculty members Meeting held on 16<sup>th</sup> February, 2016 in which it was decided to organize Anwar Jamal Kidwai Memorial lecture on 30th March, 2016.**

The Committee of Studies approved the decision of Faculty members meeting held on 16<sup>th</sup> February, 2016 to organize Anwar Jamal Kidwai Memorial Lecture to be held on 29<sup>th</sup> March, 2016. The members suggested that if Mr. Amar Kanwar is not available then either Ms. Saba Dewan or Mr. Ravish Kumar (NDTV) may be invited in his place for the lecture. [ Action Dr. Sabeena Gadihoke, All Course Coordinators & Asstt. Registrar]

- (ii) **Consideration of decision of the Faculty Meeting held on 16<sup>th</sup> February, 2016 for the proposed “Admission Schedule for Entrance Test -2016 of AJK MCRC”.**

The Committee of Studies cleared the proposed ‘Admission Schedule for the Entrance Test- 2016’ which was approved in the Faculty members meeting held on 16<sup>th</sup> February, 2016. The admission schedule- 2016 is enclosed.

[Action: Dr. Sabeena Gadihoke, All Course Coordinators & Academic Section]

CoS-2016:- Item – 07

Consideration of introducing 'Film Appreciation' & 'Social Media for Development Communication' paper and Syllabus for M. Sc. (Mathematics Education) (META) and Choice Based Credit System (CBCS) from the academic session 2015-16.

The Committee of Studies considered and approved the papers 'Film Appreciation' & 'Social Media for Development Communication' and Syllabus for M. Sc. (Mathematics Education) under the META programme and Choice Based Credit System (CBCS) schemes from the academic session 2015-16. [Action: Course Coordinators, CBCS & Academic Section]

CoS-2016:- Item – 08

Consideration of request of Mr. F. B. Khan for converting PG Diploma in Still Photography and Visual Communication course from Annual mode of Examination to Semester mode from the academic session 2016-2017.

The Committee of Studies the appreciated the request of Mr. F. B. Khan and considered his request to converting P. G. Diploma in Still Photography and Visual Communication course from Annual mode of Examination to Semester mode from the academic session 2016-2017.

[Action: Course Coordinators, PG Still Photography & Academic Section]

CoS-2016:- Item – 09

Consideration of appointment of Prof. Iftekhhar Ahmed as Supervisor of Ms. Radhika Khanna, Ph.D scholar.

The Supervisor informed that the last date of submission of Ph.D thesis of Ms. Radhika Khanna is 17<sup>th</sup> March, 2016. She has recently requested for another extension of one year duration on medical ground for her submission of thesis. Her request was forwarded to the competent authorities for consideration but was regretted. The members requested the Supervisor of Ms. Radhika Khanna to inform her to submit the thesis on or before 17<sup>th</sup> March, 2016 otherwise her admission, according to Ph.D Ordinances, will be deemed to be cancelled.

[Action: Academic Section]

Any Other Item:

Any Other Item- 01:

Dr. Sabeena Gadihoke informed that the University has signed a contract with NDTV to air one of the student's video productions on animal care initiative titled, 'An Unlikely Match'. The NDTV has agreed to pay Rs. 75,000/- for telecast of this programme. The video is made by a group of five students. She requested that a token amount of Rs. 5,000/- each may be paid as an award to the students. The rest of the amount would be spent on students workshops or related activities.

The members appreciated and congratulated the students for their fruitful efforts and suggested to distribute Rs. 5,000/- to each of the students of the team. The members suggested to utilize the rest of the amount to market the students films by releasing DVD's. In this regard a detailed proposal should be prepared and approval may be



taken from the competent authorities. The members considered and approved the proposal.

[Action: Dr. Sabeena Gadihoke & Accounts Officer]

**Any Other Item- 02:**

The faculty members suggested that the following eminent faculty may be invited for the Choice Based Credit System (CBCS) for 1<sup>st</sup> Semester from the academic session 2016-2017:

- i. Mr. Aveen Sen for Creative Writing for Media and Visual Thinking
- ii. Ms. Supriya Consul for Visual Communication

The members suggested to include more skill and ability based courses for CBCS & META, namely:

- a. RJ' ing
- b. Writing for the Radio
- c. Voice Modulation for Radio
- d. Freelance Journalism
- e. Traditional Media

The members considered and approved the above courses for CBCS and requested the concerned faculty to submit syllabi of the courses.

[Action: Course Coordinators, CBCS, Dr. Sabeena Gadihoke & Academic Section]

**Any Other Item- 03:**

On the request of the Ph.D scholars, for the paper entitled, "Practice Based Research Methods: Theory and Practice", it was suggested to invite Ms. Alisha Libo, Reader Film Studies University of Sussex or Mr. Tenbrink, University of Goldsmith to take classes.

[Action: Course Coordinators, Ph.D & Academic Section]


**Any Other Item- 04:**

The Chairman informed that he attended a meeting with Dr. Sabina Kidwai and Ms. Sonali Sharma in the office of the Vice-Chancellor in which the Vice-Chancellor discussed a proposal for sending an application to the UGC for declaring Jamia Millia Islamia as 'University with Potential of Excellence'. Prof. Ghosh, Coordinator, Vision Documents, JMI and Dr. Nisar Ahmed, Joint Secretary of UGC were also present in this meeting. The main focus in the application shall be AJK MCRC.

The Chairman requested the faculty member to prepare a detailed innovative proposal for presentation to the Vice Chancellor.

A meeting may also be organized with Prof. Ghosh after preparation of the detailed proposal in the third week of March, 2016.

[Action: All Faculty Members]

  
(Iftekhar Ahmed)  
Director & Chairman

**Copy to:** All members of the Committee of Studies for their comments, if any, within seven days.

**(AJK MASS COMMUNICATION RESEARCH CENTRE, JMI)  
ADMISSION SCHEDULE – 2016-2017**

S. No.	Course	Date and Time of Entrance Test	Display of List of Candidates called for Interview	Date & Time of interview/Group Discussion	Display of list of selected/ Waitlisted candidates	Completion of Formalities by Selected Candidates	Display of candidates selected from the waiting list
1.	M.A. Convergent Journalism	<b>14.05.2016</b> (Saturday) 10.00 - 1.00 p.m	26.05.2016	16.06.2016 to 18.06.2016	28.06.2016	12.07.2016	13.07.2016
2.	M.A. Mass Communication	<b>15.05.2016</b> (Sunday) 10.00 - 1.00 p.m	08.06.2016	20.06.2016 to 25.06.2016	28.06.2016	11.07.2016	12.07.2016
3.	M.A. in Visual Effects & Animation	<b>14.05.2016</b> (Saturday) 2:30 - 5 :30 p.m	27.05.2016	10.06.2016 to 11.06.2016	28.06.2016	13.07.2016	14.07.2016
4.	M.A. in Development Communication	<b>15.05.2016</b> (Sunday) 2:30 - 5 :30 p.m	02.06.2016	13.06.2016 to 15.06.2016	28.06.2016	13.07.2016	14.07.2016
5.	P.G. Diploma in Still Photography & Visual Communication	<b>22.05.2016</b> (Sunday) 10.00 - 1.00 p.m	27.05.2016	08.06.2016 to 09.06.2016	30.06.2016	14.07.2016	15.07.2016
6.	P.G. Diploma in Acting	<b>22.05.2016</b> (Sunday) 2:30 - 5 :30 p.m	27.05.2016	06.06.2016 to 07.06.2016	30.06.2016	14.07.2016	15.07.2016
7.	P.G. Diploma in Broadcast Technology	<b>22.05.2016</b> (Sunday) 2:30 - 5 :30 p.m	27.05.2016	08.06.2016 to 09.06.2016	30.06.2016	14.07.2016	15.07.2016

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18/07/16

F. No. CoS/AJKMCRC/2017

7<sup>th</sup> April, 2017

Minutes of the Meeting of the Committee of Studies held on  
Thursday, 6<sup>th</sup> April, 2017

A meeting of the Committee of Studies (CoS) was held on 6<sup>th</sup> April, 2017 at 03.30 p.m. in JB MRC, AJK Mass Communication Research Centre. The following members of the Committee of Studies (CoS) and the special invitees attended the meeting:

1.	Prof. Iftekhar Ahmed, Director	Chairman
2.	Prof. Gita Bamezai	Member
3.	Prof. Rashmi Doraiswamy	Member
4.	Prof. Shohini Ghosh	Member
5.	Prof. G. R. Syed	Member
6.	Prof. Danish Iqbal	Member
7.	Dr. Sabina Kidwai	Member
8.	Mr. F. B. Khan	Member
9.	Dr. K. S. Kusuma	Member
10.	Ms. Fathima N.	Member
11.	Ms. Pragati Paul	Member
12.	Mr. Atul Sinha	Member
13.	Dr. Danish Iqbal	Special Invitee
14.	Mr. N. A. Khan	Special Invitee
15.	Mr. Gowhar Farooq	Special Invitee
16.	Mr. Maqsud Aalam, Section Officer	Special Invitee

The following members/special invitees of the Committee of Studies could not attend the meeting due to their prior engagements/classes/illness:

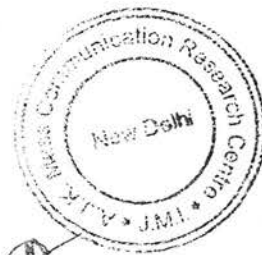
1. Mr. Shazi Zaman
2. Prof. Zubair Menai
3. Prof. Sabeena Gadihoke
4. Prof. Shaibani Azam
5. Mr. Sony Thokchom
6. Mr. Mohd. Alam

The Chairman welcomed the members of the Committee of Studies and presented the agenda items for consideration of the Committee of Studies:

**COS-2017:- Item – 01**

**Confirmation of the Minutes of previous meeting of the Committee of Studies held on 24<sup>th</sup> – 25<sup>th</sup> October, 2016.**

The members of Committee of Studies considered and approved the minutes of meeting held on 24<sup>th</sup> – 25<sup>th</sup> October, 2016.



COS-2017:- Item – 02

Consideration of list of Examiners (Internal/External) and moderators for End Semester Examination of Even Semester- May, 2017 (2<sup>nd</sup> and 4<sup>th</sup> Semester) of M. A. in Mass Communication, M. A. in Convergent Journalism, M. A. in Development Communication, M. A. in Visual Effects and Animation, P. G. Diploma in Still Photography and Visual Communication Course, M.Sc. Mathematics Education (META) and Credit Based Choice System (CBCS).

The members of Committee of Studies considered and approved the list of Examiners (Internal/External) and moderators for End Semester Examination of Even Semester- May, 2017 (2<sup>nd</sup> and 4<sup>th</sup> Semester) of M. A. in Mass Communication, M. A. in Convergent Journalism, M. A. in Development Communication, M. A. in Visual Effects and Animation, P. G. Diploma in Still Photography and Visual Communication Course, M.Sc. Mathematics Education (META) and Credit Based Choice System (CBCS).

[Action: Academic Section]

COS-2017:- Item – 03

Consideration of request of Mr. F. B. Khan, Course Coordinator to convert P.G. Diploma in Still Photography and Visual Communication into master programme from the academic session 2017-2018.

The members of Committee of Studies suggested Mr. F. B. Khan, Course Coordinator of P.G. Diploma in Still Photography and Visual Communication to put up a complete proposal for the master course before the faculty meeting, along with the filled up prescribed form, issued by the administration. Once the proposal is approved in the Faculty meeting, this matter may be taken up in the meeting of the Committee of Studies. The members recommended a committee of the following persons to review the proposed syllabus, required infrastructure, faculty, fee structure, placement and requirement of support staff for the proposed course:

- |    |                        |          |
|----|------------------------|----------|
| 1. | Mr. F. B. Khan         | Convenor |
| 2. | Prof. Sabeena Gadihoke | Member   |
| 3. | One External member    | Member   |

The members of the Committee of Studies suggested to make an effective proposal based on facts, need of the course, and source of funding.

[Action: Course Coordinator & Section Officer]

COS-2017:- Item – 04

Consideration of request of Prof. Danish Iqbal regarding bifurcation of Photography (Elective) and Radio Production (Elective) paper of 2<sup>nd</sup> semester of M. A. Mass Communication course.

The members of Committee of Studies considered and approved bifurcation of Photography (Elective) and Radio Production (Elective) paper of 2<sup>nd</sup> semester of M. A. Mass Communication course.

[Action: Concerned faculty members]





**COS-2017:- Item – 05**

**Consideration of syllabus of Credit Based Choice System (CBCS) and M.Sc. Mathematics Education (META) of following subjects applicable from the academic session 2016-17.**

- i. Theatre and Poetry for the Exploration of Self
- ii. Writing for Print Media
- iii. Understanding Music
- iv. New Media
- v. MOOC and E-Learning

The members of Committee of Studies considered and approved the above syllabus of Credit Based Choice System (CBCS) and M.Sc. Mathematics Education (META) applicable from the academic session 2016-17.

Several members of the CoS raised the difficulties faced by the students of MCRC due to CBCS courses which is quite time consuming. Both the students and teachers find less time for their regular courses which are production oriented. Hence the members of CoS suggested to waive off the CBCS courses for MCRC students from the next academic session, i.e., 2017-2018. [Action: Academic Section]

**COS-2017:- Item – 06**

**Consideration of statement of six monthly progress report submitted by the following Ph. D scholars :**

- |                                   |                       |
|-----------------------------------|-----------------------|
| 1. Mr. Atul Sinha                 | 7. Mr. Sunil Kalai    |
| 2. Mr. Savindra Haribhaw Sawarkar | 8. Ms. Pragati Bhalla |
| 3. Ms. Anandana Kapur             | 9. Ms. Princi Sharma  |
| 4. Ms. Sonali Sharma              | 10. Ms. Shruti Nagpal |
| 5. Ms. Nagma Sahi Ansari          | 11. Ms. Uzma Falak    |
| 6. Mr. Tawseef Majeed             |                       |

The members of Committee of Studies considered and approved the six monthly progress report of the above Ph.D scholars. [Action: Academic Section]

**COS-2017:- Item – 07**

**For information: Vice – Chancellor, JMI has given ex-post facto approval for extension of duration of Mr. Savindra H. Sawarkar, Ph.D scholar, for submission of thesis w.e.f. 20.12.2016.**

The members of Committee of Studies endorsed the same as ex- post facto approval for extension of duration already granted by the competent authority.

[Action: Academic Section]



**COS-2017:- Additional Item- 01:**

**Collaboration of AJK MCRC with Prime Focus Technologies**

The Chairman informed the house that a meeting with Prime Focus Technologies regarding collaboration with AJK MCRC was held on 03.02.2017 at 03:00 p.m. The following areas of collaboration between Prime Focus Technologies and AJK MCRC were discussed:

1. Exchange of Faculty of AJK MCRC and professionals of Prime Focus Technologies (PFT)
2. Internship for students of AJK MCRC and studio facilities at PFT, Mumbai
3. Workshop by professionals of PFT for AJK MCRC students
4. Opportunities of employment to MCRC student in PFT
5. Research facilities to the students of MCRC at PFT, and
6. Scholarship to the students of AJK MCRC

The member of CoS expressed reservation on the collaboration in view of the past experiences with other such organizations. Since the PFT, want to offer various help to MCRC, we can go ahead for a Memorandum of Understanding (MoU).

[Action: Ms. Pragati Paul & Section Officer]

**COS-2017:- Additional Item- 02:**

**Constitution of the Departmental Research Committee (DRC)/Centre's Research Committee (CRC) by Committee of Studies to consider the applications for admission to the Ph.D programme.**

The members of CoS suggested to follow the notification vide no. Ac-9(2)/RO/2017 dated 30<sup>th</sup> March, 2017 issued by Registrar, JMI to constitute a Centre's Research Committee (CRC) for consideration of the applications for admission in Ph.D programme.

[Action: Ph.D Course Coordinator]

**COS-2017:- Additional Item- 03:**

**Consideration of proposed changes in the Media and Cultural Studies subject for semester 2<sup>nd</sup> and 3<sup>rd</sup> of M. A. Mass Communication course.**

The members of CoS considered and approved the following changes in the Media and Cultural Studies subject of M. A. Mass Communication course for Semester 2<sup>nd</sup> and 3<sup>rd</sup> :

1. The photography modules in semester 2<sup>nd</sup> and 3<sup>rd</sup> have been combined into one module [Unit- 1] that will be taught only in semester 2<sup>nd</sup>.
2. Unit – 2 in semester 2<sup>nd</sup> (Image and Seeing: A cultural evolution) has been shortened.
3. Introduction to Film Studies has been moved from semester 3<sup>rd</sup> to semester 2<sup>nd</sup>.
4. Unit- 1 in semester 2<sup>nd</sup> (Introducing Media and Cultural Studies – 1) has been moved to semester 3<sup>rd</sup>. [Action: Course Coordinator, M. A. Mass Communication]

**COS-2017:- Additional Item- 04:**

**Consideration of shifting of papers of M. A. Visual Effects & Animation.**

The members of CoS considered and approved the shifting of following papers from one semester to the next semester for better output:

1. To retain Illustration/Gaming (Elective) subjects in semester 2<sup>nd</sup>.
2. To shift Business and Management Skills from semester 4<sup>th</sup> to semester 3<sup>rd</sup>.



3. To propose a change in the Final Production paper of semester 4<sup>th</sup>. Currently the students are allowed to make individual products using any medium they have been taught – 2D/3D/Experimental Animation or a Game or even a Graphic Novel with an animated trailer.

The members agreed to the proposal of the Course Coordinator to alternatively allow the students to take up their Final Production (studio based) as a paid intern and submit an independent production for the Final Viva Voce. The attendance in this case would be maintained by the concerned organization/studio to be submitted to the Centre on monthly basis.

Further the student would submit the production at various stages for internal assessment.  
**[Action: Course Coordinator, M. A. Visual Effects & Animation]**

**COS-2017:- Additional Item- 05:**

**Regularization of all self financed courses of AJK MCRC.**

The Course Coordinators of M. A. Convergent Journalism, M. A. Development Communication, M. A. Visual Effects and Animation, P. G. Diploma in Still Photography and Visual Communication, P. G. Diploma in Broadcast Technology and P. G. Diploma in Acting informed the members that these self financed courses are running for the last ten years. They want these courses to be regularized by MHRD/UGC.

The members suggested for filling up the prescribed form issued by the administration for sending to MHRD/UGC, through proper channel, for the regularization.

**[Action: All Course Coordinator]**

**COS-2017:- Additional Item- 06:**

**Approval of the MOOC courses to be offered by AJK MCRC.**

The Incharge CEC presented the following six MOOC courses for necessary approval to be launched on SWAYAM platform through CEC. The CoS members approved the following courses in principle.  
**[Action: Incharge, CEC]**

S. No.	Course Title	Name of SME/PI	Credit
01.	Introduction to Audio-Visual Media	Dr. K. S. Kusuma Asstt. Professor	04
02.	Advertising & Public Relations	Dr. K. S. Kusuma Asstt. Professor	04
03.	Writing for Mass Media	Prof. F. B. Khan Prof.(Media & Communication )	02
04.	Photojournalism	Prof. F. B. Khan Prof.(Media & Communication)	04
05.	Design & Graphics	Prof. F. B. Khan Prof.(Media & Communication)	04
06.	Computer Applications for Mass Media	Prof. F. B. Khan Prof.(Media & Communication)	04



**COS-2017:- Additional Item- 07:**

**Vision of AJK MCRC for the next 15 years.**

The chairman presented the minutes of faculty meeting held on 5<sup>th</sup> April, 2017 for integration of courses as a vision for the Centre. This may be worked out in phases. To achieve the target of 15 years vision of AJK MCRC the Centre needs the following works to be done:

1. Regularization of the self - financed courses
2. An auditorium/screening facility for 300 – 400 persons.
3. Large classrooms with 100 seats - 4 numbers
4. Classrooms of 30 students each - 10 numbers
5. Two labs: one each for Virtual Reality and Holography respectively
6. Two small Radio (Talk) studios
7. Two sound booths
8. 40 editing units with a capacity of 5 students to sit in each.

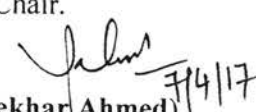
The Course Coordinator were requested to work out the details within two weeks for further action. Members suggested to apply for funding by the agencies like JICA, COL, CDA etc for MCRC projects. [Action: Course Coordinators & Section Officer]

**COS-2017:- Additional Item- 08:**

**Data for All India Survey on Higher Education (AISHE)- MHRD.**

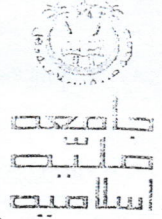
The Honorary Director, Internal Quality Assurance Cell (IQAC) had sent a format which has already been forwarded to all the faculty members to provide the details as required by MHRD. It will help in ranking of our University as well as our Centre. All are requested to send the same on or before 7<sup>th</sup> April, 2017. [Action: All regular faculty members]

The meeting concluded at 05:15 p.m. with a vote of thanks from the Chair.

  
(Iftekhar Ahmed) 7/4/17  
Director & Chairman

**Copy to:** All members of the Committee of Studies for their comments, if any, within seven days.





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F. No. CoS/AJKMCRC/2018

28<sup>th</sup> March, 2018

Minutes of the Meeting of the Committee of Studies held on  
Monday, 26<sup>th</sup> March, 2018

A meeting of the Committee of Studies (CoS) was held on **26<sup>th</sup> March, 2018 at 03.00 p.m.** in the JB MRC Conference Room, AJK Mass Communication Research Centre. The following members of the Committee of Studies (CoS) and the special invitees attended the meeting:

1. Prof. Iftexhar Ahmed, Director	Chairman
2. Prof. Rashmi Doraiswamy	Member
3. Prof. Shohini Ghosh	Member
4. Prof. G. R. Syed	Member
5. Prof. M. Kasim	Member
6. Prof. Danish Iqbal	Member
7. Prof. Sabeena Gadihoke	Member
8. Dr. Sabina Kidwai	Member
9. Mr. F. B. Khan	Member
10. Mr. Sohail Akbar	Member
11. Dr. K. S. Kusuma	Member
12. Mr. Mateen Ahmed	Member
13. Dr. Atul Sinha	Member
14. Ms. Pragati Paul	Member
15. Mr. Anugyan Nag	Member
16. Ms. Maryam Zehra	Member
17. Mr. Gowhar Farooq	Member
18. Mr. Imran Alam	Special Invitee
19. Mr. Alfred Thumlhiti Monsang	Special Invitee
20. Mr. Mohd. Alam, Maintenance Engineer	Special Invitee
21. Mr. Maqsd Aalam, Section Officer	Special Invitee

The following members/special invitees of the Committee of Studies could not attend the meeting due to their prior engagements/classes/illness:

1. Mr. Shazi Zaman
2. Prof. Gita Bamezai
3. Prof. Zubair Menai
4. Dr. Fathima N.
5. Mr. Sony Thokchom
6. Dr. Danish Iqbal
7. Mr. Shakeel Ahmed, Consultant

The Chairman welcomed and introduced Mr. Alfred Thumlhiti Monsang and Mr. Imran Alam to the members of the Committee of Studies who have recently joined on contract as Asstt. Professor of Cinematography & Television Production respectively. He presented the agenda items for consideration of the Committee of Studies:

*[Handwritten signature]*



Confirmation of the Minutes of previous meeting of Committee of Studies held on 29<sup>th</sup> January, 2018.

The members of Committee of Studies considered and approved the minutes of meeting held on 29<sup>th</sup> January, 2018. [Action: Academic Section]

**COS-2018:- Item – 02**

Consideration of list of Examiners (Internal/External) and moderators for End Semester Examination of Even Semester- May, 2018 (2nd and 4th Semester) of M. A. in Mass Communication, M. A. in Convergent Journalism, M. A. in Development Communication, M. A. in Visual Effects & Animation & also Credit Based Choice System (CBCS), P. G. Diploma in Still Photography and Visual Communication Course, P. G. Diploma in Broadcast Technology, P. G. Diploma in Acting (Annual) and M.Sc. Mathematics Education (META).

The members of Committee of Studies considered and approved the list of Examiners (Internal/External) and moderators for End Semester Examination of Even Semester- May, 2018 (2nd and 4th Semester) of M. A. in Mass Communication, M. A. in Convergent Journalism, M. A. in Development Communication, M. A. in Visual Effects & Animation & also Credit Based Choice System (CBCS), P. G. Diploma in Still Photography and Visual Communication Course, P. G. Diploma in Broadcast Technology, P. G. Diploma in Acting (Annual) and M.Sc. Mathematics Education (META). [Action: Academic Section]

**COS-2018:- Item – 03**

**A constitution of a sub-committee to review the syllabus/curriculum i.e. Credit & Marks system in comparison with hours of all masters and PG Diploma courses as per CBCS Ordinance, JMI.**

In view of the guidelines of UGC related to the credits and marks and duty hours of the faculty members, it was decided to review the syllabi of courses of AJK MCRC. The following committee members will look into the issues and suggest to overcome the shortcomings, if any.

1. The Course Coordinators of following courses:
  - i. Mr. Sohail Akbar, M. A. Mass Communication
  - ii. Dr. Fathima N., M. A. Convergent Journalism
  - iii. Prof. G. R. Syed/Mr. Anugyan Nag, M. A. Development Communication
  - iv. Dr. Atul Sinha, M. A. Visual Effects & Animation
  - v. Mr. F. B. Khan, PG Dip. Still Photography & Visual Communication
  - vi. Prof. M. Kasim, PG Dip. Broadcast Technology
  - vii. Dr. Danish Iqbal, PG Dip. Acting
2. Mr. Mateen Ahmed, Assistant Professor (Sound)
3. Prof. Shafeeque Ahmed Ansari, Hony. Director, Academic, JMI
4. Mr. Maqsd Aalam, Section Officer

[Action: Academic Section & Concerned members]



**COS-2018:- Item - 04**

**Consideration of CBCS courses for PG Diploma students as credited or certificate courses.**

The faculty members suggested to extend the option of Credit Based Choice System (CBCS) courses to the three Post Graduate Diploma Courses of AJK MCRC also as the university ordinance allows for it. Mr. F. B. Khan stated that due to heavy workload of practicals, the students of P. G. Diploma in Still Photography & Visual Communication will not be able to offer CBCS courses but they can opt for MOOC's once they are implemented as CBCS paper.

[Action: Academic Section & PG Diploma Course Coordinators]

**COS-2018:- Item - 05**

Consideration of MOOC's as a CBCS paper and related issues viz. admission, attendance, examination, evaluation, certification, etc.

It was decided that the same committee which is constituted to review the credits and marks on COS item No. 03 (above) may also look into the process of admission, attendance, examination, evaluation and certification etc. for its implementation as CBCS paper from the next semester, i.e., 2018-19. [Action: Academic Section & Concerned members Item No-03]

**COS-2018:- Item - 06**

Consideration of appointment of Supervisors/Co-supervisor of following, Ph.D. scholars.

- i. Ms. Pragati Paul, Ph.D. scholar
- ii. Ms. Princi Sharma, Ph.D. scholar and
- iii. Mr. Tausif Majeed, Ph.D. scholar

Prof. Sabeena Gadihoke mentioned that the above Ph.D. scholars shall be guided by old Ph.D. ordinance of the University. These scholars will have the following supervisors:

**Ph. D. Scholars**

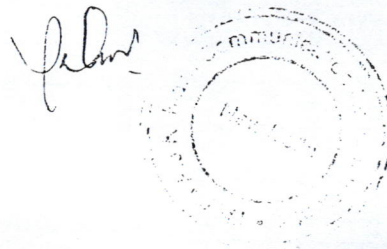
1. Ms. Pragati Paul
2. Ms. Princi Sharma
3. Mr. Tausif Majeed

**Supervisors**

- Dr. K. S. Kusuma  
Dr. Fathima N.  
Dr. Atul Sinha

It was also mentioned that the Ph.D. scholars needed not give chapters of their thesis to the office as it is a confidential document. The scholars are required to give text of their presentation with the filled - in proforma every six months after their presentation.

[Action: Academic Section & Concerned Ph.D. scholars]



Consideration Statement of six monthly progress report submitted by the following Ph. D. scholars :

S.No.	Name of Scholars	Status of Progress report submission
01.	Ms. Sonali Sharma	Up to December, 2017
02.	Ms. Nagma Sahi Ansari	Up to December, 2017
03.	Mr. Tawseef Majeed	Up to December, 2017.
04.	Ms. Anandana Kapur	Up to December, 2017
05.	Mr. Sunil Kalai	Up to December, 2017
06.	Ms. Pragati Paul	Up to December, 2017
07.	Ms. Princi Sharma	Up to December, 2017
08.	Ms. Shruti Nagpal	Up to December, 2017

The members of Committee of Studies considered and approved the six monthly progress reports of the above Ph.D. scholars in principle. **[Action: Academic Section ]**

**COS-2018:- Item – 08**

**Reporting Item:** Consideration of qualification, experience and specialization as per UGC guidelines for the post of Assistant Professor (Theatre) duly approved by the competent authority in anticipation of the approval of the Committee of Studies/Board of Management, Academic Council and Executive Council.

The proposed eligibility for the post of Assistant Professor (Theatre) was approved by the members. However, Dr. K. S. Kusuma had some reservation about the acting course and faculty position. The other faculty members felt it is required at the Centre.

**[Action: Section Officer]**

**COS-2018:- Item – 09**

**Consideration of review of academic and administrative structure of AJK MCRC.**

It was felt that the academic and administrative structure of AJK MCRC is required to be reviewed. A committee of the following faculty members was proposed to review and suggest:

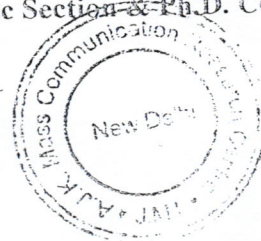
- |      |  |          |
|------|--|----------|
| I.   | Mr. F. B. Khan   | Convenor |
| II.  | Prof. M. Kasim   | Member   |
| III. | Prof. Tabrez Alam, Hony. Director, Academic, JMI           | Member   |
| IV.  | Professor Sushant G. Ghosh, Hony. Director (Research), JMI | Member   |
| V.   | Co-opted members, if any                                   |          |

**[Action: Section Officer & Concerned Members]**

**COS-2018:- Any Other Item – 01**

It was decided that AJK MCRC may conduct both theoretical and practice based Ph. D. **[Action: Academic Section & Ph.D. Course Coordinator]**

*Jalms*





COS-2018:- Any Other Item – 02

The faculty members were requested by the Director to immediately provide the details of their academic/research/professional works done for NIRF and Outlook ratings of AJK MCRC/Jamia Millia Islamia. [Action: Academic Section & Faculty Members]

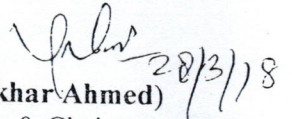
COS-2018:- Any Other Item – 03

The Director requested the faculty members to upload the marks of internal assessment of student on Jamia website on or before 15<sup>th</sup> April, 2018. [Action: Academic Section & Faculty Members]

COS-2018:- Any Other Item – 04

The faculty members were informed that the current semester examination will end on 29<sup>th</sup> May, 2018. However, summer vacation of the University starts from 15<sup>th</sup> May, 2018.

The meeting concluded at 04:30 p.m. with a vote of thanks from the Chair.

  
(Iftekhar Ahmed)  
Director & Chairman

**Copy to:** All members of the Committee of Studies for their comments, if any, within seven days.

