



Post Graduate Department of Economics
University of Kashmir, Hazratbal, Srinagar-190006

Prof. & Head

(NAAC Re-accredited Grade 'A+')

Ref. No. F(DC/Minutes) Eco/KU/20

Dated:- 25/02/20

Minutes of the Departmental Committee

A meeting of the members of Departmental Committee was held on 25-02-2020 at 1:00 pm in the office chamber of the Head, Department of Economics.

Following were present:

1. Prof. Effat Yasmin	Chairperson
2. Dr. Javaid Iqbal Khan	Member
3. Dr. Md. Sarfaraz Eqbal	Member
4. Ms. E. Mariam	Member
5. Dr. Sajad Ahmad	Member
6. Dr. Muneeb Hussain Gattoo	Member
7. Dr. Javed Ahmad Bhat	Member
8. Dr. Mohammad Ibrahim Wani	Member

Following agenda was taken up for discussion:-

1. Syllabus outcome.
2. Introduction of Research Ethics and Publication in Research Methodology Course.
3. Organization of workshop.
4. Paper Setting/Speeding up of Examination Results
5. DIQA /Website updation
6. Internal Audit
7. Academic Counselors *identification of slow learners.*
8. Funding from NGO's/Organizations for seminar
9. Course Completion Status

Resolution:-

1. With regard to S.No. 1 it was resolved that each faculty member shall prepare course outcome of the paper taught by them and submit same by 1st of March to Head of Department for incorporation in syllabus.
2. With regard to S.No. 2. It was resolved that 2 credit course Research Ethics & Publication must be finalized by 1st week of March by Dr. Javid Iqbal Khan, Ms. E. Mariam and Mr. Sajad Ahmad Bhat.
3. With regard to S.No. 3 it was resolved that Concept note preferably regarding "Advances in Economic Theory" be prepared by Mr. Sajad Ahmad Bhat and Javed Ahmad Bhat for onward transmission to authorities. Tentatively workshop will be scheduled in 1st week of April, 2020. *Dr. Javid Iqbal will prepare Budget template.*
4. With regard to S.No. 4 it was resolved that Examination will commence from 1st week of April, 2020 as such paper setting (Internal/External) for semester 1st & 2nd shall be completed & submitted to undersigned by 25th of March, 2020. Moreover, all the concerned faculty shall submit the Awards as well as bills to Ms. Saba Azad within 15 days of receipt of Answer Scripts.

Signature
27/2/20
Ibrahim

Signature

Signature

Signature
27/2/20

Signature



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5. With regard to S.No. 5 it was resolved that updating DIQA Profile and Departmental website is of paramount importance. Ms Saba Azad was assigned the duty of updating website in consultation with DIQA Nodal Officer and Academic Councillors.
6. With regard to S.No.6 it was resolved that once in a year Department shall conduct Internal Audit for both Academic and Non-Academic activities preferably in the month of October.
7. With regard to S.No.7 it was resolved that Academic Councilors shall identify Slow learners (those students who secure less than 60% marks) and take remedial measures. Time Table for same be issued by 1st of March, 2020.
8. With regard to S.No.8 it was resolved that Dr. Md Sarafraz, Dr. Muneeb Hussain and Mr. Sajad Ahmad Bhat will move a proposal by 15th of March, 2020 for funding from NABARD for organizing a National Level Seminar as per NABARD Guidelines.
9. With regard to S.No.9 it was resolved that status of syllabus completion for semester 1st may be presented on 31st of March and with regard to semester 2nd and OE/GE courses syllabus should be completed by 31st March, 2020. Further , it was resolved that additional Mathematical classes shall be held by Mr. Sajad Ahmad Bhat and Dr. Mohammad Ibrahim Wani from 4:00 pm to 4:40 pm for slow learners.

The meeting ended with vote of thanks to the chair.

Head of Department

27/2/20
Ibrahim

27/2/2020



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Ref. No. K02020-ECON-DCM-1

Dated:- 13/5/2020

Departmental Committee Meeting Minutes

An online meeting of the members of Departmental Committee was held today on 12-05-2020 at 3:00 pm through conference call.

Following were present:

1. Prof. Effat Yasmin	Chairperson
2. Dr. Javaid Iqbal Khan	Member
3. Dr. Md. Sarfaraz Equbal	Member
4. Ms. E. Mariam	Member
5. Dr. Sajad Ahmad	Member
6. Dr. Muneeb Hussain Gattoo	Member
7. Dr. Javed Ahmad Bhat	Member

Agenda:-

The following agenda was taken up .

- 1. Online classes for upcoming semesters.**
- 2. Internal Assessment based examination for current semesters.**

To begin with HOD appraised committee members about various notifications that were issued by the office of the Dean Academic Affairs and direction of Hon'ble Vice Chancellor about completion of syllabus and conduct of Examination of semester 1st 2019 and semester 2nd 2018.

Resolution:-

After threadbare discussion with the teaching faculty it was resolved that the atmosphere is not conducive for assignment based examination due to frequent interruption in internet connectivity and non-cooperation of students as only 30% to 40% of the students are attending online classes. It was decided that online class work of semester 2nd batch 2019 and semester 3rd batch 2018 should be started with immediate effect, using different platforms preferably Zoom. Time table may be modified and instead of only 03 classes there will be 05 classes per day to complete the syllabus on time subject to uninterrupted Internet facility.

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


13/5/20

(Prof. Effat Yasim)
Head of Department



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Ref. No. KU2020-ECON-DCM-2

Dated:- 1-6-2020

Departmental Committee Minutes

An online meeting of the members of Departmental Committee was held on 29-05-2020 at 12:00 noon using Zoom.

Following were present:

1. Prof. Effat Yasmin	Chairperson
2. Dr. Javaid Iqbal Khan	Member
3. Dr. Md. Sarfaraz Equbal	Member
4. Ms. E. Mariam	Member
5. Mr. Sajad Ahmad	Member
6. Mr. Muneeb Hussain Gattoo	Member
7. Mr. Javed Ahmad Bhat	Member
8. Mr. Mohammad Ibrahim Wani	Member

Agenda of the meeting:-

1. Online Internal Assessment tests
2. Compilation of B.A Hon's Syllabus
3. Conduct of UG Board of Studies meeting.
4. Verification of examination forms.
5. Fumigation of Faculty rooms.

Resolution :-

1. With regard to point no. 1 after a threadbare discussion among the faculty, it was resolved that based on the inputs from departmental committee a comprehensive model regarding the internal assessment test may be prepared by Dr. Md. Sarafraz and Ms. E. Mariam (Academic Counselors) and same may be submitted to the undersigned by 2nd of June, 2020 so that process of online Internal Assessment can be initiated and completed by third week of June, 2020.
2. With regard to point No.2, it was resolved that Dr. Javed Ahmad Bhat will collect the syllabus of various courses from faculty members and compile the same upto 5th of June, 2020.
3. With regard to point no. 3, it was resolved that from 1st of June, 2020 Non-teaching staff will resume duties as per roster issued and arrangements will be made to organize Board of Studies online meeting any day between 15th -20th June.
4. With regard to point no.4, it was resolved that verification of examination forms be done at the department in line with the instructions issued by the office of the Controller Examination.
5. With regard to point No. 5, it was resolved that fumigation of the faculty rooms be done in their presence.

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


(Prof. Effat Yasim)
Head of Department



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Ref. No. KU2020-ECON-DCM-3

Dated:- 8/6/2020

Departmental Committee Minutes

An online meeting of the members of Departmental Committee was held on 05-06-2020 at 4:00 pm using Zoom.

Following were present:

1. Prof. Effat Yasmin	Chairperson
2. Dr. Javaid Iqbal Khan	Member
3. Dr. Md. Sarfaraz Equbal	Member
4. Ms. E. Mariam	Member
5. Mr. Sajad Ahmad	Member
6. Mr. Muneeb Hussain Gattoo	Member
7. Mr. Javed Ahmad Bhat	Member
8. Mr. Mohammad Ibrahim Wani	Member

Agenda of the meeting:-

1. Conduct & Evaluation of Examination.
2. Online teaching.
3. Attendance and online teaching record
4. SWAYAM

Resolution :-

1. With regard to point no. 1 regarding conduct and evaluation of examination it was resolved that examination model should be based on total 100 Marks (80+20 breakup, 20 marks of each Unit 20*4) for Core/DCE papers .The examination and Evaluation be done through Assignment /Viva/ Term papers and Open Book followed by a devised mechanism of MCQ's and for OE/GE same analogy to be followed carrying 50 Marks with a breakup (40-10).Further, it was resolved that fool proof model be framed and compiled by Ms. E. Mariam and submitted to Head of the Department for further course of action .
2. With regard to point no. 2 it was resolved that Examination of previous semesters be deferred till 15 of August, 2020 and full concentration should be given to only on online teaching and continuous Internal Assessment of current semesters.
3. With regard to point no. 3 it was resolved that attendance of both teaching and students be forwarded to Head of the Department mail by all faculty members on weekly basis.
4. With regard to point no. 4 It was resolved that DR. Javaid Iqbal Khan will go through SWAYAM platform and identify papers which will be beneficial for the students of economics and.

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

(Prof. Effat Yasim)
Head of Department