



PG Department of Economics
University of Kashmir, Hazratbal, Srinagar-190006
(NAAC Re-accredited Grade A+)

Prof. & Head

Ref. No: F(Minutes - DC) Eco/24

Dated: 01-05-2024

Minutes of the meeting of the Departmental Committee held on 26-04-2024 at 3.30 pm in the office chamber of the Head Department of Economics.

The agenda of the meeting was to deliberate upon certain issues related to department. All the teaching & non-teaching staff were present to attend the meeting which are as under:-

<u>S.No</u>	<u>Name</u>	<u>In Meeting</u>	<u>Signatures</u>
1.	Prof Imtiyaz Ul Haq	Chairman	
2.	Dr Javaid Tobal Khan	Member	
3.	Dr. Md.Sarfraz Equbal	Member	
4.	Mrs E.Mariam	Member	
5.	Dr Sajad Ahmad Bhat	Member	
6.	Dr Syed Owais	Member	
7.	Dr Aamir Jammal	Member	
8.	Dr Suadet Hussain	Member	
9.	Mrs Roohi Jan	Member	
10.	Mr Ab Ahad Sheikh	Member	
11.	Mrs Gulshan Ara	Member	
12.	Mr Tariq Ahmad Shola	Member	
13.	Mrs Masooda Akhter	Member	
14.	Mr Shabir Ahmad Kuthoo	Member	

After threadbare discussion it was found that there is deficiency of one Junior Assistant in the office. A proposal be sent to Assistant Registrar (Gen Adm) for providing the services of one Junior Assistant for the smooth functioning of the department.

New work allotment order be issued for the smooth functioning of the department.

The meeting ended with a vote of thanks to all members.

Head of the Department

01/05/24



P. G. Department of Economics
University of Kashmir, Srinagar
(NAAC Re-accredited Grade 'A')

Minutes of the Meeting dated: 27/05/2024

A Committee was constituted with the mandate to verify the rewiring / re-electrification that was carried out recently in the department of Economics so that work completion certificate be issued to the contractor concern.

In this regard, the committee has certain observations / concerns which are as follows.

1. Due to the work carried out the internet facility in this department is completely disrupted and has not been restored till date.
2. There are multiple controls of power supply & connections for inverters / batteries which is neither convenient nor advisable.
3. Since installation of the UPS there is occasional beeping particularly in the morning hour. Further, it is to state that a newly installed UPS priced at about Rs. 2 lacs had to be serviced (opened) 3 to 4 times to address certain issues. Both of these issues need to be looked into.
4. Old fittings / clips are still fixed / hanging at many places, which need to be removed. Further, after this work the entire department has been rendered shabby and need immediate face lifting.
5. AC transformer in one of the class rooms has not been connected / adjusted.
6. There used to be Fluctuation in the power supply time and again which as of now seem to have been addressed.

In the light of above, the executive Engineer may be request to address the above issues. The work completion certificate shall be issued once these issues are addressed satisfactorily.

Members of the Committee

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- 3.
- 4.
- 5.

HEAD OF THE DEPARTMENT



Post Graduate Department of Economics
University of Kashmir, Hazratbal, Srinagar-190006
(NAAC Re-accredited Grade 'A')

Professor & Head

Ref. No. F(DCM-ECO)KU/2024

Dated 05-08-2024

Minutes of Departmental Committee Meeting (DCM) held on 05-08-2024

Chairperson: Prof. Effat Yasmin
Members Present:

- Dr. Javaid Iqbal Khan
- Dr. Md Sarafraz Equbal

Location: Chairperson's Office Chamber

At the very outset, the Chairperson welcomed all the members and informed them about the purpose of the meeting. The following items were on the agenda:

1. Storage of Answer Scripts and Roundtable Evaluation

The DCM resolved that all old answer scripts will be returned to the concerned authority. New answer scripts will be kept in the HOD's Chamber. From now on, there will be roundtable evaluation of answer scripts for the 2nd and 4th semesters in the office chamber of the head of the department.

2. Issuance and Storage of Sports Equipment

Sports equipment will be stored in the general storeroom. The Head-Assistant will be in charge of issuing the sports equipment.

3. Budget Head Utilization and examination infrastructure

The department will procure a mini-refrigerator under the given and sanctioned budget head. Additionally, one printer will be identified for examination purposes, and the xerox machine will be moved to Dr. Sarfaraz's chamber.

4. Technical Committee for Stock Assessment

A committee has been formed, headed by Dr. Javaid Iqbal Khan, Head-Assistant and jr. MTS as an assistant. This committee will check the dead stock, functional stock, and dumbled stock in the department and suggest measures for its disposal and maintenance.

5. Teaching Plan for Next Semester

All teachers will design their own teaching pedagogy, with a minimum of 75 percent of the syllabus delivered through classroom teaching and 25 percent through student-led activities. Additionally, a committee has been formed to oversee the departmental academic calendar, headed by Dr. Sarfaraz, with Dr. Sajad and Dr. Suadat Hussain as members.

6. Hiring of Additional Sanitation Worker

Given that there are about 80 female students, scholars, and employees in the department, there is an urgent need for a female sanitation worker. The DCM resolved to arrange for the services of a female sanitation worker for the current session against the approved budget for "outsourcing of upkeep." Shortfall if any should be met by debit to the department's local fund.

The meeting was adjourned with the Chairperson's thanks to all members for their participation.

Signature of Department Committee

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