

JAMIA HAMDARD

(Accredited by NAAC 'A' Grade Deemed to be University)



AGENDA

FOR

158TH MEETING OF THE STANDING COMMITTEE

OF

ACADEMIC COUNCIL

Date: 12th October, 2021 (Tuesday)

Time: 3.30 P.M.

Venue: Board Room (1st Floor), Administrative Building, Jamia Hamdard, Hamdard Nagar, New Delhi-110062

Members on the 158th meeting of the Standing Committee of the Academic Council to be held on 12/10/2021:

- | | | | |
|-----|--|---|-------------------|
| 1. | Prof. M. Afshar Alam, Vice-Chancellor | - | Chairman |
| 2. | Prof. Y.K. Gupta,
Former Professor & HoD, Pharmacology,
AIIMS, Delhi | - | Member |
| 3. | Prof. Shakir Ali, Dean, S.C.L.S. | - | Member |
| 4. | Prof. S.M. Arif Zaidi, Dean, S.U.M.E.R. | - | Member |
| 5. | Prof. S. Mehartaj Begum, Dean, S.H.S.S. | - | Member |
| 6. | Prof. Farhan Jalees Ahmad, Dean, S.I.S.T. | - | Member |
| 7. | Prof. Shibu John, Dean, S.M.B.S. | - | Member |
| 8. | Prof. Vidhu Aeri, Dean, SPER | - | Member |
| 9. | Prof. Manju Chhugani, Dean, S.N.S. & A.H. | - | Member |
| 10. | Prof. Mridu Dudeja Dean, HIMSR | - | Member |
| 11. | Mr. Mirza Vazir Hussain, CoE | - | Permanent Invitee |
| 12. | Prof. Suhel Parvez,
Chairman, Central Admission Committee | - | Permanent Invitee |
| 13. | Prof. S. Raisuddin, Director, IQAC | - | Permanent Invitee |
| 14. | Mr. S.S. Akhtar, Registrar | - | Secretary |

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AGENDA ITEMS

FOR

158th MEETING OF THE STANDING COMMITTEE OF ACADEMIC COUNCIL

OF

JAMIA HAMDARD

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SC 157 (11): TO REPORT THE ACTION TAKEN BY THE VICE-CHANCELLOR IN RESPECT OF GRANTING PERMISSION FOR WAIVING OFF THREE MONTHS PERIOD IN THE DURATION OF ONE YEAR INTERNSHIP FOR THE STUDENTS ENROLLED IN THE DEPARTMENT OF PARA MEDICAL SCIENCES.

The SC noted and confirmed the action taken by the Vice-Chancellor in respect of granting permission for waiving off three months period in the duration of one year internship for the students enrolled in the Department of Para Medical Sciences as brought out in the agenda as a very special case.

SC 157 (12): TO APPROVE THE MINUTES OF THE BOARD OF STUDIES, DEPARTMENT OF BIOTECHNOLOGY, SCLS HELD ON 9/07/2021.

The SC resolved to approve the Minutes of the Board of Studies, Department of Biotechnology, SCLS held on 9/07/2021.

SC 157 (13): TO APPROVE THE MINUTES OF THE BOARD OF STUDIES, CENTRE FOR TRANSLATIONAL AND CLINICAL RESEARCH, SCLS HELD ON 17/07/2021.

The SC resolved to approve the Minutes of the Board of Studies, Centre for Translational and Clinical Research, SCLS held on 17/07/2021.

SC 157 (14): TO CONSIDER THE REMOVAL OF WEEKEND PROGRAMME / PART TIME PROGRAMME FROM THE M.TECH. (CS) DEGREE.

The SC discussed the request of Mr. Ahmad Talha Siddiqui regarding re-issue of his M.Tech. (CS) degree without mentioning Weekend Programme. After discussion, it was resolved to accept this request now and in future, if such request comes, however, fee of Rs. 5000/- (Five thousand only) will be charged for reissuing the same.

SC 157 (15): TO CONSIDER THE REQUEST OF TWO M.PHARM STUDENTS (FOREIGN NATIONALS) FOR ALLOWING THEM TO APPEAR IN VIVA VOCE EXAMINATION AND CLEARING, LATER ON, THE BACKLOG PAPER WITH THEIR JUNIORS.

The SC resolved to approve the request as brought out in the agenda as a onetime issue without making any precedence in future.

SC 157 (16): TO CONSIDER THE PROPOSAL RECEIVED FROM COL RAJ KUMAR, SC, ADM. OFFICER REGARDING INCLUSION OF NCC AS A GENERAL ELECTIVE CREDIT COURSE AT JAMIA HAMDARD

The house deliberated this proposal in detail and appreciated the Chairman for coming with one of the emerging ideas to include the NCC as general elective credit course based on CBCS.

The Chairman informed the house that we should opt CBCS for NAAC as one elective subject with 2 credits or as in conformity with the UGC guidelines and if we start NCC as elective course, Jamia Hamdard would become first university in Delhi-NCR for introducing the same. Further, he informed that efforts are being taken to have NCC Female Brigade also at Jamia Hamdard with Male. The HoD concerned may coordinate with the 17 NCC Battalion.

After deliberations, the SC resolved to approve the proposal of Col Raj Kumar, SC, Adm Officer, NCC Gp HQ Delhi 'C' to introduce NCC as a general elective credit course and further liaisons and communications to have NCC Female Brigade at Jamia Hamdard.

Further, SC resolved to constitute the following committee for recommending and implementing the proposal as approved above and brought out in the agenda:

- | | | |
|--|---|----------|
| 1. Prof. M. Sarwar Alam, Proctor | - | Chairman |
| 2. Prof. Farhan J. Ahmad, Dean, S.I.S.T. | - | Member |
| 3. Prof. Vidhu Aeri, Dean, S.P.E.R. | - | Member |
| 4. Prof. Shibu John, Dean, S.M.B.S. | - | Member |
| 5. Prof. Reshma Nasreen, DSW | - | Convener |

SC 157 (17): TO DISCUSS THE UGC GUIDELINES ON EXAMINATIONS AND ACADEMIC CALENDAR IN VIEW OF THE COVID-19 PANDEMIC.

The Chairman informed the house that the University is strictly following all COVID-19 guidelines notified by the governing councils including the UGC from time to time in respect of conduct of classes, examinations and other academic activities. After receiving the above guidelines of the UGC, a meeting of all Deans, Registrar, Controller of Examinations was held under the chairmanship of Vice-Chancellor on 20th July 2021. Minutes of the meeting was also attached along with agenda item for kind perusal of the members.

Dean, SUMER requested for granting permission to allow 3rd and Final Year students for practical training at Majeedia Unani Hospitals, whereas, the students will be divided in 3-4 batches to restrict the gathering.

The SC agreed on the request of Dean, SUMER provided that the COVID safety norms are not violated. Further, he was advised to follow the action taken or is being taken by the HIMSR in this regard.

"The SC, after detailed deliberations, resolved to adopt the UGC guidelines on examinations and academic calendar as brought out in the agenda.

Further resolved that portal will continue open for online admission forms for UG programmes and admissions in B.Pharm. and B.Sc. (H) Nursing will be based on the score of NEET. If seats are remain vacant, then non-NEET candidates may also be considered for admission in these two courses."

SC 157 (18): TO PERUSE THE RECOMMENDATIONS OF THE COMMITTEE IN ITS MEETING HELD ON 14/07/2021 TO DISCUSS THE ISSUES REGARDING STARTING OF M.Sc. BIOINFORMATICS AND M.Sc. VIROLOGY



Dr. Farhan J. Ahmad

PROGRAMMES IN THE DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING AND THE DEPARTMENT OF MOLECULAR MEDICINE RESPECTIVELY.

The SC perused the recommendations of the Committee regarding starting of M.Sc. Bioinformatics and M.Sc. Medical Virology programmes in the Department of Computer Science and Engineering and Department of Molecular Medicine respectively and authorized the Vice-Chancellor to take further action in this regard.

SC 157 (19): TO START A COURSE IN M.A. IN PUBLIC POLICY AND GOVERNANCE WITH AN INTAKE OF 25 STUDENTS.

The Chairman informed the house that the 40th AC and the BoM had already approved this course, but due to less applications received, it was not started during the academic session 2020-2021.

The SC resolved to start M.A. in Public Policy and Governance programme with a minimum intake of 20 from the academic year 2021-2022 in the Centre for Federal Studies as brought out in the agenda.

SC 157 (20): TO START A COURSE IN M.A. IN INTERNATIONAL STUDIES.

The Chairman briefed the house on the proposal of Mr. Tarmeez Ahmed, Former Ambassador of India to Saudi Arabia to start 2 Years full time M.A. in International Studies, initially with intake of 20. The program is proposed to be offered in the Hamdard Institute of International Studies, Jamia Hamdard with the support of the HNF-HECA.

The house appreciated this proposal and hoped that this programme will be more in demand for diplomats, bureaucrats and foreign nationals.

The SC resolved to approve this proposal, in principle, to start 2 Years full time M.A. in International Studies as brought out in the agenda item initially with intake of 20 in the Hamdard Institute of International Studies from the academic year 2021-2022 subject to approval of the FC and the BoM.

SC 157 (21): TO CREATE A DEPARTMENT FOR HUMANITIES AND APPLIED SCIENCES IN THE SCHOOL OF ENGINEERING SCIENCES AND TECHNOLOGY AS PER THE AICTE REQUIREMENT.

The SC resolved to approve, in principle, the creation of Department of Humanities and Applied Sciences in the School of Engineering Sciences and Technology (SEST) as brought out in the agenda subject to the approval of the P&MB, FC and the BoM.

Further resolved to set up a Career and Counseling Cell in the Department of Humanities and Applied Sciences as it is one of the requirements of the NAAC.

SC 157 (22): TO CREATE A POST FOR THE ASSISTANT PROFESSOR (ENGLISH), ASSISTANT PROFESSOR (PHYSICS) AND ASSISTANT PROFESSOR

Dr. Arshad A/2

(MATHS) FOR THE DEPARTMENT OF APPLIED SCIENCES OUT OF THE POSTS SANCTIONED IN THE SCHOOL OF ENGINEERING SCIENCES AND TECHNOLOGY.

The SC resolved to approve, in principle, to create a position of Assistant Professor in the subjects of English, Physics, Maths and also Chemistry as proposed and discussed subject to approval of the FC and the BoM.

ANY OTHER ITEMS:

SC 157 (23): TO APPROVE THE MINUTES OF THE BOARD OF STUDIES, DEPARTMENT OF PARA MEDICAL SCIENCES, SCHOOL OF NURSING SCIENCES AND ALLIED HEALTH HELD ON 26/07/2021.

The SC resolved to approve the Minutes of the meeting of the Board of Studies, Department of Para Medical Sciences dated 26/07/2021, whereas, along with other issues the SC also granted one time approval in favour of 14 students of all specialties who crossed their span period as a onetime mercy chance to clear the papers.

SC 157 (24): TO APPROVE THE MINUTES OF THE BOARD OF STUDIES, DEPARTMENT OF MEDICAL ELEMENTOLOGY AND TOXICOLOGY HELD ON 17/7/2021.

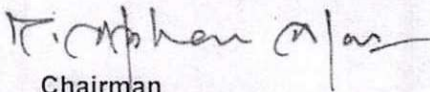
The SC resolved to approve the Minutes of the meeting of the Board of Studies, Department of Medical Elementology and Toxicology, SCLS.

SC 157 (25): TO CONSIDER THE DCPT&OT GUIDELINES FOR CONDUCT OF EXAMINATIONS FOR THE ACADEMIC SESSION 2020-2021

The SC discussed the matter brought out by the HoD, Rehabilitation Sciences who informed the house that the DCPT&OT guidelines directed all the institutions within the NCT of Delhi to conduct the Physiotherapy and Occupational Therapy programs of 1st, 2nd, 3rd & Final Year BPT and BOT students and 1st and 2nd year MPT and MOT students through conventional mode.

The SC noted the same and resolved to conduct the examinations as per the DCPT&OT guidelines.

The meeting ended with a vote of thanks.


Chairman
Standing Committee of AC


Secretary
Standing Committee of AC

SC 158 (2): TO APPROVE THE MINUTES OF THE BOARD OF STUDIES, DEPARTMENT OF BOTANY, SCHOOL OF CHEMICAL AND LIFE SCIENCES (SCLS) HELD ON 24/08/2021.

A meeting of the Board of Studies, Department of Botany, SCLS was held on 24/08/2021, wherein, the BoS discussed and resolved the following matters:

- Revision of Syllabus of M.Sc. Botany and B.Sc.-M.Sc. Dual Degree Programme-Botany.
- Implementation of Credit Transfer system through SYAWAM / NPTEL based MOOCs in the revised SYLLABI.
- Proposed Panel of Subject Experts:

The BoS approved the proposed panel of subject experts in Botany / Plant Sciences / Crop Sciences / Agricultural Sciences with the consent of house.

The Minutes of the Board of Studies, Department of Botany held on 24/08/2021 is placed before the Standing Committee for approval.

Secretary
Standing Committee of AC

for SCAE
28/08

JH/SCLS/Bot./BOS/3/2021

25.08.2021

**MINUTES OF THE MEETING OF BOARD OF STUDIES IN BOTANY HELD ON
AUGUST 24, 2021**

A meeting of the Board of Studies (Botany) was held on August 24, 2021 (ONLINE) at 3:00 p.m. The following members were present for the meeting virtually.

- | | | |
|----|---------------------------|-------------------|
| 1. | Dr. Manoj Prasad | (Co-opted Member) |
| 2. | Prof. Indranil Dasgupta | (Co-opted Member) |
| 3. | Prof. Shahid Umar | (Chairman) |
| 4. | Dr. A. Mujib | (Member) |
| 5. | Dr. Md Salik Noorani Khan | (Member) |
| 6. | Dr. Mohd Ashraf Ashfaq | (Member) |
| 7. | Dr. Md Iqbal Raja Khan | (Special Invitee) |

Prof. Shahid Umar greeted and welcomed the experts and members of the BoS, Department of Botany. He also thanked members of the committee reviewing/revising the syllabi of B.Sc. & M.Sc. Botany course. The following agenda items have been discussed.

CONFIRMATION OF MINUTES

Minutes of the previous BoS meeting (held on July 05, 2021) were confirmed with the consent of the House.

REVISION OF SYLLABI OF M.Sc. BOTANY AND B.Sc.-M.Sc. DUAL DEGREE PROGRAMME-BOTANY

After due deliberations, the changes proposed in the syllabi of B.Sc.-M.Sc. Dual degree programme-Botany and M.Sc. Botany programme have been approved (in alignment with CBCS and credit transfer system through SWAYAM/NPTEL based MOOCs) and will be implemented from the academic session (2021-22) onwards. The modified version of the syllabi is given in Annexure I (BSc) & Annexure II (MSc).

IMPLEMENTATION OF CREDIT TRANSFER SYSTEM THROUGH SYAWAM/NPTEL BASED MOOCs IN THE REVISED SYLLABI

The Chairman informed the house for implementation of CTS through SWAYAM/NPTEL based MOOCs in the revised syllabi of PG and UG courses. The house considered and approved with the following:

Manoj Prasad

Indranil Dasgupta

Shahid Umar

Salik

Ashraf

Iqbal Raja Khan

Arif

AR (Academic)

SC 158 (4): TO APPROVE THE MINUTES OF THE BOARD OF STUDIES, DEPARTMENT OF CHEMISTRY, SCLS HELD ON 19TH JULY, 2021.

A meeting of the Board of Studies, Department of Chemistry, SCLS was held on 19/07/2021, wherein, the BoS discussed academic issues and resolved the following:

- Finalizing the Panel of Examiners for setting question papers /conducting practical exams of M.Sc. II and B.Sc. – M.Sc. Integrated Course Semester II.
- **Bye-laws of B.Sc.-M.Sc. integrated programme.**
- **Deliberation on the recommendation for Foundation course in M.Sc. Programme offered in the Department of Chemistry.**

The Minutes of the Board of Studies, Department of Chemistry held on 19/07/2021 is placed before the Standing Committee of the Academic Council for approval.

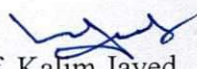
Secretary
Standing Committee of AC


Department of Chemistry
School of Chemical and Life Sciences

28.07.2021




Please find attached the minutes of meeting of BoS held on 19.07.2021.


Prof. Kalim Javed
Head
Department of Chemistry

Dean, SCLS 
29.7.2021



Registrar — for perusal Pl

— VC Approved
Put up in SC of AC
Dr. Afsan Khan
30.7.21 
29-7-21



AR (Acad) — 
3-8-21



BoS was of the opinion that no changes can be made in the curriculum and byelaws of the approved B.Sc.-M.Sc. integrated programme of the current running batches. B.Sc. -M.Sc. integrated course will be treated as a separate course from M.Sc. Chemistry. Regarding span period it was resolved that total span period should be 7 (5+2) years, which can be extended by one year under exceptional circumstances and on the basis of the merit of the case (as per 2015 UGC guidelines on determination of uniform span period).

Changes to the curriculum and byelaws of the said course, if any, can only be made for future batches after approval.

Agenda item – III Deliberation on the recommendation for Foundation course in M.Sc. Programme of Department of Chemistry, SCLS

Bos approved the recommendations made by the following department level three -member committee that the foundation course should be discontinued from the academic session 2021-2022. *In lieu* of the foundation course the paper titled 'Analytical Chemistry' should be shifted from Semester II to semester I. This will to make the total course credits in Semester I and Semester II as 21 each and therefore the credits in Semester I and Semester II will be uniform.

1. Prof. M.S.Alam
2. Dr. Hinna Hamid
3. Dr. Mohd. Samim

Meeting ended with thanks to all members of BoS.

- Prof Kalim Javed, Department of Chemistry, SCLS
- Prof. Sunil Khare, IIT, Delhi
- Prof. Sunil Sharma, University of Delhi
- Prof. M.S.Alam, Department of Chemistry, SCLS
- Dr. Hinna Hamid, Assoc. Prof., Department of Chemistry, SCLS
- Dr. Mohd. Samim, Assoc. Prof., Department of Chemistry, SCLS
- Dr.Syed Shafi, Assist. Prof., Department of Chemistry, SCLS
- Dr.Imran A. Khan, Assist. Prof., Department of Chemistry, SCLS

In the Chair

Legend

Co-opted Member - mail copy attached herewith.

Member

M.S. Alam

Member

28/7/2021

Member

29/7/2021

Member

29/7/2021

Special Invitee

[Signature]

SC 158 (5): TO APPROVE THE MINUTES OF THE BOARD OF STUDIES, CENTRE FOR TRANSLATIONAL AND CLINICAL RESEARCH, SCLS HELD ON 3RD SEPTEMBER, 2021.

A meeting of the Board of Studies, Centre for Translational and Clinical Research, SCLS was held on 03/09/2021, wherein, the BoS discussed academic issues and resolved the following:

- Revised syllabus of B.Sc.-M.Sc. Integrated and M.Sc. Programmes in Clinical Research.
- Requirement of Contractual positions of Assistant Professor in the Centre.
- Online orientation programme, invited Guest Lecture Series and Seminar on "Trends in COVID-19 Clinical Trials" by the Centre.
- Initiation of Faculty Development Programme in "Clinical Research and Drug Regulatory Affairs" by the Centre.
- Initiation of Post-Graduate Diploma Courses by the Centre.
- Panel for External Examiners for ODD Semester Examination of B.Sc.-M.Sc. Integrated and M.Sc. Programme in Clinical Research.
- Proposal for re-designation of "Centre for Translational and Clinical Research" to "Clinical Research" be re-designated as Department.
- Experts for Promotion of Faculty of the Centre.

The Minutes of the Board of Studies, Centre for Translational and Clinical Research held on 3/09/2021 is placed along with annexure before the Standing Committee of the Academic Council for approval.

Secretary
Standing Committee of AC

**CENTRE FOR TRANSLATIONAL AND CLINICAL RESEARCH
SCHOOL OF CHEMICAL AND LIFE SCIENCES
JAMIA HAMDARD**

3rd September, 2021

**Minutes of the meeting of Board of Studies held on 3.9.2021 at 10:00am in the
Committee Room, 3rd Floor, SCLS**

The meeting of the Board of studies was held on 3.9.21 at 10:00am. The following members were present in the meeting:

1. Prof. Suhel Parvez	Chairman
2. Dr. Arshad Khuroo	Co-opted Member
3. Dr. Pooja Gupta	Co-opted Member
4. Prof. Nilanjan Saha	Member
5. Dr. M Shamim	Member
6. Dr. Nidhi	Member
7. Dr. Mohd. Ashif Khan	Member

The meeting started with welcome address by the Chairman in which he acknowledged the presence of members of the BoS. He presented before the members the progress of the Centre. The agenda items given in order were discussed, thereafter.

Previous meeting

1. Approval of the revised syllabus of B.Sc-M.Sc. integrated and M.Sc. programmes in Clinical Research

The revised syllabus was presented to all the members. The addition of newer value added and job-oriented subjects was highly appreciated by the external members. After the suggestions of all the members the revised syllabus was approved. **(ANNEXURE-I)**

2. Contractual positions of Assistant Professor in the Centre

In order to smooth functioning of the academic activities of Centre there is requirement of at least two Assistant Professors on contractual basis. The requirement of faculties was strongly recommended by the members due to addition of new subjects and foundation course to the existing curriculum has increased the workload on existing faculty members. The two contractual faculty members are required for both B.Sc-M.Sc. programmes in Clinical Research. The eligibility criteria and draft of advertisement is enclosed. **(ANNEXURE-II)**

It was also discussed among the members that the course is Industry-oriented and requires time-to time guidance from the experts from the industry. Thus, on the basis of requirement of course the subject expert from the industry can be appointed as Guest Faculty for the specific paper and not more than one in specific semester as and when required. As per the requirement of the coursework which is job oriented, the experts from the industry can mentor our students for their industrial training and research work. All members agreed to the same.

Nilanjan Saha

17/09/21

M. Shamim

Pooja Gupta

Arshad
Khuroo

Digitally signed by Arshad Khuroo
DN: cn=Arshad Khuroo, o=Jamia Hamdard, ou=School of Chemical and Life Sciences, email=Arshad.Khuroo@jamiahamdard.ac.in

3. Approval for online orientation programme, invited guest lecture series and seminar on "Trends in COVID-19 clinical trials" by the Centre

Expert members suggested that organizing orientation programme of newly admitted students/lectures/ seminars are important for knowledge dissipation and enrichment of the newly admitted students. This suggestion was appreciated by all the board members. The Centre plans to organize the orientation programme for newly admitted students/ Seminar/Lectures in the coming months.

4. Approval for initiation of Faculty Development programme in "Clinical Research and Drug Regulatory Affairs" by the Centre

It was discussed to organize faculty development programme in "Clinical Research and Drug Regulatory affairs" for the incorporation of current knowledge of the field to our fellow faculty members, as the Centre has faculty members who have rich experience in pharmaceutical industries. This proposal was approved by all the board members and the Centre will organize the above-mentioned Seminar/Lectures in the coming months. If this is successful it can be taken up as a revenue generation model in the future.

5. Approval for initiation of Post-Graduate Diploma courses by the Centre

It was discussed among the members to initiate post-graduate diploma in Medical Writing/Pharmacovigilance and other relevant discipline. The external members suggested that a proper extensive exploration should be done related to this and a comprehensive analysis and demand of the specific skill development course should be explored and put up the same in next BoS.

6. Approval of Panel for External Examiners for odd Semester Examination of B.Sc-M.Sc. intergrated and M.Sc. programme in Clinical Research

The panel of examiners for upcoming examinations were discussed among the members of BoS. The external members of the board approved the list of examiners.

(ANNEXURE-III)

7. Proposal for redesignation of "Centre for Translational and Clinical Research" to "Clinical Research" should be redesignated as the Department

It was proposed by the members that Centre for Translational and Clinical Research should be redesignated as the Department of Translational and Clinical Research as this will facilitate in obtaining development grants such as FIST, SAP and BUILDER from extramural funding agencies. However, the members also suggested that it should be in-line with MoA and the current vision & mission of Jamia Hamdard.

8. Experts for promotion of Faculty of the Centre

The proposed list of experts for the promotion of faculty was discussed among the members. The list is presented and approved by all the external experts and members.

All the members extended support to initiate new academic activities and provided key inputs which provide further impetus to the development of Centre. The chairman concurred that with the advice of the experts and members of BoS, Centre would touch new heights in future.

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17/07/21

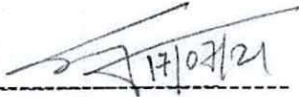
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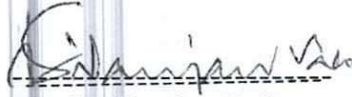
Arshad Khuroo

Digitally signed by Arshad Khuroo
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The meeting ended with vote of thanks to the Chair.



Prof. Suhel Parvez



Prof. Nilanjan Saha

Arshad Khuroo



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Dr. Arshad Khuroo



Dr. Pooja Gupta



Dr. Nidhi



Dr. M. Ashif Khan

**CENTRE FOR TRANSLATIONAL AND
CLINICAL RESEARCH**

SCHOOL OF CHEMICAL AND LIFE SCIENCES

**B.Sc.- M.Sc. INTEGRATED PROGRAMME
(CLINICAL RESEARCH)
SYLLABUS**

CHOICE BASED CREDIT SYSTEM (CBCS)

EFFECTIVE FROM SESSION 2021-22



JAMIA HAMDARD
New Delhi – 110062
www.jamiahamdard.edu

CENTRE FOR TRANSLATIONAL AND CLINICAL RESEARCH

SCHOOL OF CHEMICAL AND LIFE SCIENCES

M.SC. (CLINICAL RESEARCH) SYLLABUS

CHOICE BASED CREDIT SYSTEM (CBCS)

EFFECTIVE FROM SESSION 2021-22



JAMIA HAMDARD
New Delhi – 110062
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SC 158 (6): TO CONSIDER AND APPROVE THE GUIDELINES FOR CHOICE BASED CREDIT SYSTEM (CBCS) AND ONLINE SWAYAM (STUDY WEBS OF ACTIVITY LEARNING FOR YOUNG ASPIRING MINDS) / MOOCS (MASSIVE OPEN ONLINE COURSES) 2021.

A duly constituted Committee under the chairmanship of Director, IQAC held five meetings and formulated guidelines / Manual for Choice Based Credit System (CBCS) and Online S W A Y A M (Study Webs of Activity Learning for Young Aspiring Minds) / MOOCs (Massive Open Online Courses) 2021.

The guidelines as mentioned above are placed before the Standing Committee of the Academic Council for approval.

Secretary
Standing Committee of AC



October 11, 2021


Subject: Agenda Item for the meeting of the Standing Committee of the Academic Council.


Item No.1; To consider and approve the Guidelines for Choice Based Credit System (CBCS) and Online SWAYAM (Study Webs of Activity Learning for Young Aspiring Minds) / MOOCs (Massive Open Online Courses)-2021

The Hon'ble Vice Chancellor constituted a Committee to prepare Guidelines/Manual for Choice Based Credit System (CBCS) and Online SWAYAM (Study Webs of Activity Learning for Young Aspiring Minds) / MOOCs (Massive Open Online Courses)-2021. The Committee held meetings on on 30.7.2021, 11.8.2021, 6.9.2021, 23.9.2021 and 30.9.2021. Minutes of the Committee are enclosed as Annexure-1. The Committee prepared Guidelines/Manual for Choice Based Credit System (CBCS) and Online SWAYAM (Study Webs of Activity Learning for Young Aspiring Minds) / MOOCs (Massive Open Online Courses)-2021 enclosed as Annexure-2.

The matter may please be placed before the Standing Committee of the Academic Council for its consideration and approval.

Submitted please.



(Prof. S. Raisuddin)
Chairman of the
Committee


(Mirza Vazir Hussain)
Controller Examinations
and Convener of the
Committee

Hon'ble Vice Chancellor

*Approved
put up in the SC of AC
M. Afshan Khan,
11.10.21*


AR (Acad) -

*for inclusion in any
other matter.

11-10-21*

MINUTES OF THE MEETING OF THE COMMITTEE CONSTITUTED TO PREPARE CHOICE BASED CREDIT SYSTEM (CBCS) MANUAL AND GUIDELINES FOR CREDIT TRANSFER THROUGH SWAYAM/MOOCs , HELD ON 30th JULY 2021, 11th AUGUST 2021, 6th SEPTEMBER 2021, 23rd SEPTEMBER 2021 AND 30th SEPTEMBER 2021 AT 10.30 A.M. /3.00 P.M. IN THE CHAMBER OF CONTROLLER OF EXAMINATIONS.

Present:

- | | |
|--|--------------|
| 1. Prof. S. Raisuddin, Director, IQAC: | In the Chair |
| 2. Prof. Asgar Ali, School of Pharmaceuticam Education & Research: | Member |
| 3. Prof. Farhan Jalees Ahmad, Dean, School of Interdis. Sc. & Tech.: | Member |
| 4. Prof. Reshma Nasreen, DSW: | Member |
| 5. Mr. Mirza Vazir Hussain, Controller of Examinations: | Convener |

In order to prepare Choice Based Credit System (CBCS) Manual, several meetings of the Committee were held on 30.7.2021, 11.8.2021, 6.9.2021, 23.9.2021 and 30.9.2021. The Controller of Examinations briefed the members about Choice Based Credit System (CBCS) manuals of various Indian Universities particularly Pondicherry University and Osmania University, Hyderabad and Guidelines of UGC. He showed the members copies of manuals from these universities. Various aspects of CBCS manuals were discussed in detail. It was resolved in the first meeting of the Committee that the following may be collected from all Deans of the Schools for further deliberations.

- Name of Courses
- Name of Courses which are governed by any Council/Board (please mention the name of Council/Board)
- Examination system of the Course as per the Council /Board regulations (Semester/ Annual/ Professional)
- Is there any curriculum suggested by the Council/Board?
- Whether CBCS System implemented in courses as governed by the Council/Board (if yes please mention)
- If not, can the University implement CBCS.

The response on the above mentioned queries was poor as some of the Deans/ HoDs did not respond to the queries. The response of the Deans of School is attached at **Annexure-1**

As per the information received from the Deans of Schools implementation of CBCS may not be possible in the following courses as the courses structure and curriculum is decided by the concerned regulatory body/board. However, interested students in these programs

A. Hussain

[Signature]

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may opt for SWAYAM/ MOOCs online courses as additional courses, which is not mandatory:

CBCS and Online SWAYAM/ MOOCs Courses are not applicable in the following programmes:

S.No.	School	Programme	Governed by the Council/Regulatory Body
1	Hamdard Institute of Medical Sciences and Research (HIMSR)	MBBS and MD/MS	National Medical Commission (NMC)
2	School of Unani Medical Education & Research (SUMER)	BUMS and MD (Unani)	Central Council of Indian Medicine (CCIM)
3	School of Pharmaceutical Education & Research (SPER)	DPharm, BPharm and MPharm	Pharmacy Council of India (PCI)
4	Department of Rehabilitation Sciences, School of Nursing & Allied Health (SNAH)	BOT, BPT, MOT and MPT	Delhi Council for Physiotherapy and Occupational Therapy (DCPOT)
	Rufaida College of Nursing, School of Nursing & Allied Health (SNAH)	DGNM, BSc. (Hons.) Nursing, Post basic BSc Nursing and MSc-Nursing	Indian Nursing Council (INC)

It was resolved that apart of the above mentioned programmes CBCS may be implemented in all other programmes of Jamia Hamdard.

In the next meeting after a detailed discussion on the issue of Manual for Choice Based Credit System (CBCS) and Credit Transfer System through SWAYAM (Study Webs of Active-Learning for Young Aspiring Minds)/MOOCs (Massive Open Online Courses), the following was resolved:

1. SWAYAM/ MOOCs Programmes may be introduced in courses where there is no prescribed syllabus a Regulatory Body or Council/Board.
2. The implementation of SWAYAM/ MOOCs Programmes will be for newly admitted students of UG Courses only on experimental basis.
3. A MOOCs Coordinator/Counsellor amongst the faculty member may be appointed in each School/Department to monitor the implementation of SWAYAM/ MOOCs courses/NPTEL.

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Further he/she will counsel the student viza viz the choice of subjects.

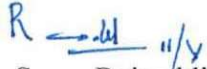
A Coordinator/Counsellor amongst the faculty member may be appointed in each School for SWAYAM Programmes.


4. The Coordinator/Counsellor will identify the SWAYAM/ MOOCs Programmes for the students of his/her School in consultation with HoD/Dean.
5. Students of the School will register themselves in SWAYAM/MOOCs Programmes in consultation with the School Coordinator.
6. Only one course per semester from SWAYAM/ MOOCs Programmes will be selected by the students through Coordinator of the School.
7. A common time table may be designed preferably after the lunch hours.
8. A uniform and unique subject Code may be adopted.


A draft for CBCS Manual has been prepared and sent to all members of the Committee for their remarks/comments. The comments/suggestions received from the members have been incorporated in the CBCS Manual.

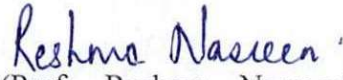
The final Draft of CBCS Manual has been prepared and placed as **Annexure-3. The Committee proposes that the Final** Draft of CBCS Manual for Jamia Hamdard Programmes may be implemented from the next academic session and may please be placed before the next meeting of the Standing Committee of the Academic Council for its consideration and approval please.


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


(Prof. S. Raisuddin),
Director, IQAC,
Chairman of the Committee


(Prof. Asgar Ali), School
of Pharmaceutical
Education & Research,
Member of the Committee


(Prof. Farhan Jalees Ahmad)
Dean, School of
Interdisciplinary Sciences &
Technology, Member of the
Committee


(Prof. Reshma Nasreen)
Dean Students Welfare,
Member of the Committee


(Mirza Vazir Hussain),
Controller of Examinations,
Convener of the Committee

SC 158 (8): TO APPROVE THE MINUTES OF THE BOARD OF STUDIES, DEPARTMENT OF MOLECULAR MEDICINE (DMM), SCHOOL OF INTERDISCIPLINARY SCIENCES AND TECHNOLOGY (SIST) HELD ON 28TH SEPTEMBER, 2021.

A meeting of the Board of Studies, Department of Molecular Medicine (DMM), SIST was held on 28/09/2021, wherein, the BoS discussed academic issues and gave their recommendations on the following:

1. Amendments in the Syllabus of M.Sc. in Medical Virology.
2. Eminent Professors level faculties as Expert in the Department.
3. Adjunct Faculties in the Department.
4. Extension in the tenure of Prof. S.K. Sharma as Adjunct Professor in the Department.
5. List of Examiners for Master's course (M.Sc. Biomedical Sciences).
6. MOOC Courses.
7. Status of Medical Virology.
8. Discontinuation of Two PhD students.

The Minutes of the Board of Studies, Department of Molecular Medicine, held on 28/09/2021 is placed along with annexure before the Standing Committee for approval.

Secretary
Standing Committee of AC

06.10.21


This is with reference to the upcoming 158 meeting of the Standing Committee of Academic Council to be held on 11/10/2021 at 10.30 A.M. Please find attached minutes of BoS of department of Molecular Medicine, SIST for inclusion.


Dean, SIST

Registrar

— Kindly include

AR (Acad) —


6-10-21

**Second Meeting of Board of Studies
Department of Molecular Medicine, SIST**

28th September 2021

Minutes of the Meeting

Third BoS meeting of DMM was held on 28th Sep 2021 at 4.00 pm in online mode through Google meet platform and was attended by the following

- | | | |
|-------------------------------|--|-----------------|
| 1. Dr. A. Selvapandiyan, | HOD, DMM | Chairman |
| 2. Prof. Farhan J Ahmad | Professor | Member |
| 3. Dr. Surajit Ganguly | Associate Professors | Member |
| 4. Dr. Sudeshna Kar | Assistant Professors | Member |
| 5. Dr. Anuja Krishnan | Assistant Professors | Member |
| 6. Prof. Moshahid Alam Rizvi, | Department of Biosciences,
Jamia Millia Islamia, New Delhi, | External Expert |
| 7. Prof Sanjay Kapoor, | Department of Plant Molecular Biology,
Faculty of Interdisciplinary and Applied Sciences,
University of Delhi. | External Expert |

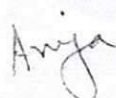
AGENDA

1. **Approval of amendments in the syllabus of MSc in Medical Virology:** Dr. Selva proposed the additions/changes in the syllabus of MSc Medical Virology, based on suggestions from scientists/experts in virology. Since the course was initiated instantly we agreed to undergo with minor changes in the syllabus. Moreover since the syllabus is yet to be shared with the students still in registration process, we may be allowed to make minor edits. However as per the committee suggestion and the input from the previous standing committee suggestion we will not be making any further changes at least for 3 years from now after it is implemented. The only significant changes in it is introduction of a general virology paper with 4 units with 4 credits and 100 marks in the first semester. This is only to give an significant level of introduction on the whole virology in the beginning itself before they undergo detailed portions later in the course. Apart from this paper couple of units titles were edited to show their content were more of virus aspects.
2. **Eminent professors level faculties as Experts in DMM:** As per institute need we prepared a list of 20 eminent professor level faculties/personalities to be considered as Experts in Molecular Medicine.
3. **Adjunct Faculties of DMM:** Two faculties (Dr. Akhil Varshney and Dr. Anil Tiwari) of Shroff's Charity Eye Hospital New Delhi 110002, applied to DMM to be considered as adjunct faculties and they would like to engage in DMM in the teachings and guiding the Master students. Their CV's were shared to the members for consideration. Since DMM is also initiating a new PG course (MSc Medical Virology) in addition the ongoing course (MSc Biomedical Sciences) accommodating these two ad adjunct faculties in DMM may be welcome.
4. **Prof. S.K. Sharma's reappointment of Adjunct Professorship:** Prof. S.K. Sharma served from the year till as an Adjunct Faculty. As his term is coming to an end, he has applied to extend his tenure as Adjunct Faculty for additional period. This has been communicated to the members as well. Committee unanimously recommend for awarding another tenure to Prof. S.K. Sharma..



5. **List of Examiners for Master's course (MSc Biomedical Sciences):** List of examiners for MSc Biomedical Sciences was discussed and approved by committee.
6. **MOOC Courses:** It was discussed and decided to include MOOC's/courses in MSc Biomedical Sciences and MSc in Medical Virology syllabus. The modality of this choice based paper to include in the syllabus will be as per the institute's guideline. A faculty member from Department for each of the courses will be responsible for selecting and advising MOOC's courses for the two masters students.
7. **Status of Medical Virology:** It is proposed to start a "Centre of Virology" within the department of Molecular Medicine under SIST. The course, MSc Medical Virology will be coming under the 'Centre of Virology'.
8. **Approval of discontinuation of two PhD students:** Ms. Seema Mehra from the lab of Dr. Sonam Grover of DMM and Mr. Tejal Shreeya from the lab of Dr. Prem Prakash of DMM, due to personal reason discontinued their PhD program. SRAC committees were not formulated for them. The respective PIs have informed the HOD of the matter. The BOS committee approved the same. After detailed deliberation, the committee unanimously recommends the above mentioned agenda items.

In the end Dr Selva thanked all the members for attending, discussing and approval of the presented documents. The meeting ended with thanks to the chair.



Dr. Anuja Krishnan,
Member



Dr. Sudeshna Kar,
Member



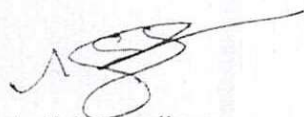
Dr. Surajit Ganguly,
Member



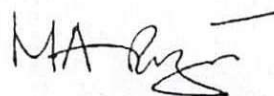
Prof. Sanjay Kapoor
Department of Plant
Molecular Biology,
University of Delhi.
External Expert



Prof. Farhan J Ahmad,
Professor, Member



Dr. A. Selvapandiyan
HOD, DMM
Chairmann



Prof. Moshahid Alam Rizvi,
Department of Bioscience
Jamia Millia Islamia,
New Delhi, External Expert

**MINUTES OF THE MEETING OF THE BOARD OF STUDIES OF THE CENTRE
FOR FEDERAL STUDIES HELD ON 27.08.2021.**

A meeting of the Board of Studies of the Centre for Federal Studies was held on 27.08.2021.
Following were present:

1. Prof. S. Mehartaj Begum, Head Centre for Federal Studies
2. Prof. Nisarul Haq, Department of Political Science, Jamia Millia Islamia
3. Prof. Ajay Kumar Singh, Centre for Federal Studies
4. Prof. Sanjay Dubey, Centre for Federal Studies

Prof. S. Mehartaj Begum, Chairman, Board of Studies welcomed all members particularly external Member, Prof. Nisarul Haq for participating in the meeting. Thereafter, following agenda items were taken up:

**ITEM NO. 1: CONSIDERATION AND APPROVAL OF THE REVISED SYLLABUS
ALONG WITH BYE-LAWS OF M.A. IN HUMAN RIGHTS PROGRAMME.**

It was resolved that the revised Syllabus along with the Bye-laws of M.A. in Human Rights, as per the Choice Based Credit System (CBCS), be approved and recommended to place before the School Board of School of Humanities and Social Sciences for approval.

**ITEM NO. 2: CONSIDERATION AND APPROVAL OF THE PROPOSAL OF NEW
SUPERVISOR FOR SHIV KUMAR, A PH.D. STUDENT IN THE CENTRE FOR
FEDERAL STUDIES.**

It was resolved that Prof. S. Mehartaj Begum be appointed as main Supervisor in place of Dr. R. K. Pandey for Shiv Kumar, Ph.D. Student.

**ITEM NO. 3: CONSIDERATION AND APPROVAL OF THE PANEL OF NAMES OF
SUBJECT EXPERT FOR THE CONSTITUTION OF SELECTION COMMITTEES
FOR RECRUITMENT AND PROMOTION OF FACULTY UNDER CAREER
ADVANCEMENT SCHEME.**

It was resolved that panel of names of subject expert for constitution of the Selection Committees for recruitment and promotion of faculty under Career Advancement Scheme, be approved and sent to the University.

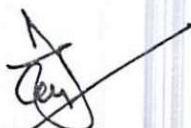
**ITEM NO. 4: CONSIDERATION AND APPROVAL OF THE PANEL OF
EXAMINERS FOR THE PROGRAMMES OFFERED IN THE CENTRE FOR
FEDERAL STUDIES.**

It was resolved that the panel of Examiners for the Programmes offered in the Centre for Federal Studies, be approved and sent to the University.

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

S. Mehartaj Begum
31/08/2021


 28/8/2021



(2)

MINUTES OF THE MEETING OF THE SCHOOL BOARD OF THE SCHOOL OF HUMANITIES AND SOCIAL SCIENCES HELD ON 28.08.2021.

A meeting of the School Board of the School of Humanities and Social Sciences was held on 28.08.2021. Following were present:

1. Prof. S. Mehartaj Begum, Dean, School of Humanities and Social Sciences
2. Prof. Nisarul Haq, Department of Political Science, Jamia Millia Islamia
3. Prof Basir Ahmed Khan, Former Head, Department of Islamic Studies, JH
4. Prof. M.Z. Abdin, Dean, School of Sciences
5. Prof. Reshma Nasreen, School of Management Studies
6. Dr. Arshad Hussain, Head, Department of Islamic Studies

At the outset, Prof. S. Mehartaj Begum, Chairman, School Board of Humanities and Social Sciences welcomed all members and thanked for sparing their valuable time to participate in the meeting. Thereafter, following agenda item was taken up:

ITEM: CONSIDERATION AND APPROVAL OF THE REVISED SYLLABUS ALONG WITH BYE-LAWS OF M.A. IN HUMAN RIGHTS PROGRAMME AS APPROVED BY THE BOARD OF STUDIES OF THE CENTRE FOR FEDERAL STUDIES.

It was resolved that the revised Syllabus along with the Bye-laws of M.A. in Human Rights Programme, as per the Choice Based Credit System (CBCS) as recommended by the Board of Studies of the Centre for Federal Studies in its meeting held on 27.08.2021, be approved. Further, it was also resolved that the same may be sent the University to place before the Academic Council for consideration and approval.

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

SA
06/09/21
(S. Mehartaj Begum)

Arshad
07/09/2021
(Prof. M. Z. Abdin)

Reshma Nasreen
07/09/21.
(Prof (Dr.) Reshma Nasreen)

**AGENDA FOR THE NEXT MEETING OF THE STANDING
COMMITTEE/ACADEMIC COUNCIL**

ITEM

TO CONSIDER AND APPROVE THE REVISED SYLLABUS ALONG WITH BYE-LAWS OF M.A. IN HUMAN RIGHTS PROGRAMME.

M.A. in Human Rights, a two years Programme, is offered in the Centre for Federal Studies. It is a flagship Course of the University. This programme is successfully able to attract good number of students every year from India as well as abroad.

In view of the requirement of market and changing trends in the fields of human rights education, revised Syllabus along with the Bye-laws of M.A. in Human Rights, as per the Choice Based Credit System (CBCS), have been revised and attached herewith as Annexure for consideration and approval.

It is mentioned that the revised Syllabus along with the Bye-laws of Human Rights Programme have been approved by the Board of Studies of the Centre for Federal Studies in its meeting held on 27.08.2021 and subsequently by the School Board of the School of Humanities and Social Sciences in its meeting held on 28.08.2021.

The matter is placed for consideration and approval.

S. Meharaj Begum
10/09/21

SC 158 (12): TO APPROVE THE MINUTES OF THE BOARD OF STUDIES, RUFIDA COLLEGE OF NURSING, SCHOOL OF NURSING SCIENCES AND ALLIED HEALTH (SNSAH) HELD ON 6TH SEPTEMBER, 2021

A meeting of the Board of Studies, Rufaida College of Nursing, SNSAH was held on 6/09/2021, wherein, the BoS discussed the following issues:

1. Approval of revised Bye-laws of Nursing Programmes (B.Sc. Nursing, Post Basic B.Sc. Nursing and M.Sc. Nursing)
2. Panel of Experts

The Minutes of the Board of Studies, Department of Munafeul Aza, SUMER held on 7/09/2021 is placed before the Standing Committee for approval.

Secretary
Standing Committee of AC

15

AGENDA FOR MEETING:

Agenda of the meeting was as follows:

1. Approval of revised byelaws of Nursing programs (B.Sc Nursing , Post Basic B.Sc Nursing & M.Sc Nursing).
2. Preparation of Panel of experts.

Business arising from the previous meeting:

The minutes of the previous BOS meeting held on 17th June 2021 were proposed as circulated and passed by Prof.(Dr.) Nirmala Singh and seconded by Mr. Eke Lama Tamang.

AGENDA ITEM 1: Approval of revised byelaws of Nursing programs (B.Sc Nursing , Post Basic B.Sc Nursing & M.Sc Nursing).

The chairperson asked for feedbacks and inputs on the revised byelaws of the nursing programs, which was already circulated to the members via email. The changes that were incorporated in the byelaws of the nursing programs were also briefed in the meeting. In light of the Indian Nursing Council's revised B.Sc (Hons) Nursing syllabus and mandate to implement the revised syllabus from academic session 2021, the revised byelaws were unanimously approved and passed by the members.

AGENDA ITEM 2: Preparation of Panel of experts.

The chairperson informed that a panel of experts need to be prepared as directed by the Vice Chancellor of the University (Jamia Hamdard). She asked the members to give their suggestions for experts to be included in the panel. The panel was prepared with inputs from the members of BOS.

The meeting was adjourned with thanks to all members.

Ushara
10/09/2021
Ms. Veena Sharma
Chairperson, BOS
Principal, Rufaida College of Nursing,
Jamia Hamdard, New Delhi

(Prepared by Ms. Bindu Shaiju & Mr.Eke Lama Tamang)

ii. PROGRAM STRUCTURE

B.Sc. Nursing Program Structure			
<p>I Semester</p> <ol style="list-style-type: none"> 1. Communicative English 2. Applied Anatomy 3. Applied Physiology 4. Applied Sociology 5. Applied Psychology 6. *Nursing Foundations I <p><i>Mandatory Module</i> *First Aid as part of Nursing Foundation I Course</p>	<p>III Semester</p> <ol style="list-style-type: none"> 1. Applied Microbiology and Infection Control including Safety 2. Pharmacology I 3. Pathology I 4. *Adult Health (Medical Surgical) Nursing I with integrated pathophysiology <p><i>Mandatory Module</i> *BCLS as part of Adult Health Nursing I</p>	<p>V Semester</p> <ol style="list-style-type: none"> 1. *Child Health Nursing I 2. Mental Health Nursing I 3. Community Health Nursing I (including Environmental Science & Epidemiology) 4. Educational Technology/Nursing Education 5. Introduction to Forensic Nursing and Indian Laws <p><i>Mandatory Modules</i> *Essential Newborn Care (ENBC), Facility Based Newborn Care (FBNBC), IMNCI and PLS as part of Child Health Nursing</p>	<p>VII Semester</p> <ol style="list-style-type: none"> 1. Community Health Nursing II 2. Nursing Research & Statistics 3. Midwifery/Obstetrics and Gynecology (OBG) Nursing II <p><i>Mandatory Modules</i> *Safe delivery app under OBG Nursing I/II (VI/VII Semester)</p>
<p>II Semester</p> <ol style="list-style-type: none"> 1. Applied Biochemistry 2. Applied Nutrition and Dietetics 3. *Nursing Foundations II 4. Health/Nursing Informatics & Technology <p><i>Mandatory Module</i> *Health Assessment as part of Nursing Foundation II Course</p>	<p>IV Semester</p> <ol style="list-style-type: none"> 1. *Pharmacology II 2. Pathology II & Genetics 3. Adult Health Nursing II with integrated pathophysiology including Geriatric Nursing 4. Professionalism, Professional Values & Ethics including Bioethics <p><i>Mandatory Module</i> *Fundamentals of Prescribing under Pharmacology II *Palliative care module under Adult Health Nursing II</p>	<p>VI Semester</p> <ol style="list-style-type: none"> 1. Child Health Nursing II 2. Mental Health Nursing II 3. Nursing Management & Leadership 4. *Midwifery/Obstetrics and Gynecology (OBG) Nursing I <p><i>Mandatory Module</i> *SBA Module under OBG Nursing I/II (VI/VII Semester)</p>	<p>VIII Semester</p> <p>Internship (Intensive Practicum/Residency Posting)</p>

Note: No institute/University will modify the curriculum. However they can add units/subject in the syllabus as deemed necessary. #Modules both mandatory and elective shall be certified by the institution/external agency.

iii. MANDATORY MODULES

The prepared modules/modules outlined by the Council such as Health Assessment & Fundamentals of Prescribing and available modules as National Guidelines (First Aid – NDMA, IMNCI, ENBC, FBNBC), Palliative Care, Safe Delivery App and SBA module will be provided in separate learning resource package.

For BCLS, PLS – Standard national/international modules can be used.

iv. ELECTIVE MODULES

Number of electives to be completed: 3 (Every module = 1 credit = 20 hours)

III & IV Semesters: To complete any one elective by end of 4th semester across 1st to 4th semesters

- Human values
- Diabetes care
- Soft skills

V & VI Semesters: To complete any one of the following before end of 6th semester

- CBT
- Personality development
- Addiction psychiatry
- Adolescent health
- Sports health
- Accreditation and practice standards
- Developmental psychology
- Menopausal health
- Health Economics

VII & VIII Semesters: To complete any one of the following before end of 8th semester

- Scientific writing skills
- Lactation management
- Sexuality & Health
- Stress management
- Job readiness and employability in health care setting

1 credit = 20 hours of theory

1 credit = 40 hours of lab/ practical

1 credit = 80 hours of clinical

M. Khan
10/9/21

JAMIA HAMDARD
RUFAIDA COLLEGE OF NURSING
ADMISSION AND EXAMINATION RULES

For the degree of (Post Basic B. Sc. Nursing)
REVISED BYELAWS WITH EFFECT FROM AUGUST 2021

1. Programme: Bachelor of Science in Nursing (Post Basic B. Sc. Nursing). It shall be a fulltime regular course of 2 yrs duration. During an academic year, a candidate shall be enrolled only for one programme of study and shall not appear in any other examination of this or any other University.

2. Medium of Instruction and Examination: English

3. Eligibility for admission:

- a) DGNM qualification from Nursing School/College recognized by the Indian Nursing Council
- b) Passed 10+2 or Senior Secondary/Intermediate from Central Board of Secondary Education, or any other equivalent examination recognized by Jamia Hamdard as equivalent thereto.
- c) Registered as RN(Registered Nurse) and RM(Registered Midwife) under State Nursing Council
- d) Qualified the admission test/interview conducted by Jamia Hamdard.
- e) Ability to communicate in English and Hindi.
- f) Sound health.

4. Course structure

Rufaida College of Nursing follows the syllabus prescribed by Indian Nursing Council, which has been duly approved by Academic Council of Jamia Hamdard. The distribution of hours in class room instruction and supervised nursing practice in various subjects is given below. The course content is given in the syllabus.

5. Duration

Ist Year

Course duration	=	1 year
Weeks available per year	=	52 weeks
Vacations	=	4weeks
Gazette holidays	=	2 weeks
Examination (including preparatory)	=	4 weeks
Available weeks	=	42 weeks(Including 2week summer posting)
Hours per week	=	40 hours/week
Practical	=	30 hours/week
Theory	=	10 hours/week
Hours available in the academic year	=	1680 hours

Ullhas
11/10/21

Elective modules: Students have to complete one online module / course. After completion of the module the marks will be included in the internal assessment of the respective years. Students can choose any one of the following module.

- I. First year: Essential new born care or IMNCI.
- II. Second year: SBA module or safe delivery app.

N.B.:

1. Teaching of Anatomy, Physiology, Pharmacology and pathology will be integrated with clinical subjects.
2. A minimum of 80% attendance in theory and 80% in practical/clinical in each subject is essential for appearing in the examination.
3. 100% attendance in practical/clinical in each clinical area is essential before award of degree.
4. 50% of minimum marks in each theory and practical paper separately are required for passing.
5. **A candidate has to secure minimum of 50 % in qualifying subject for passing**

8. Internal Assessment

- (a) For the purpose of internal assessment, there will be two written Sessional tests in each academic year, both in Theory and Practical.
- (b) Each test will be of 2 hours duration. These will be conducted by the respective teachers as per a notified schedule during the regular teaching slots. There will be no provision for special or additional internal assessment tests.
- (c) The answer books of the Sessional tests shall be shown to the students and taken back with their signatures on these. The Sessional test answer books shall be retained in the Department till the end of the academic term.
- (d) The students shall be required to maintain the observation visit reports/ other such assessments, including diary, for assessment by the teachers concerned in each case. Besides the class tests, marks will be given for day to day work and assignments in the following:
 - (a) Case presentation
 - (b) Nursing Care plan
 - (c) Case study
 - (d) Seminar
 - (e) Daily Diary
 - (f) Return demonstrations
 - (g) Monthly clinical evaluation
 - (h) Maintenance of Midwifery Case book
 - (i) Practice Practical exams.

S. K. Singh
10/9/21final draft
23/8/2021

RUFAIDA COLLEGE OF NURSING
Jamia Hamdard, New Delhi
ADMISSION AND EXAMINATION RULES
For

M. Sc. Nursing (Semester System)
REVISED BYELAWS- w.e.f. AUGUST 2021

1. Objective

To utilize / apply the concepts, theories & principles of nursing sciences, demonstrate advance competence in practice of nursing and as a nurse specialist, demonstrate leadership qualities & function effectively as nurse educator and manager, demonstrate skills in conducting nursing research, establish collaborative relationship with members of other disciplines & health care team members and demonstrate interest in continuous learning for personal & professional advancement.

2. The Programme

Highlights of the course as given below:

- a. **Name of the Programme:** Master of Science in Nursing (M. Sc. Nursing)
- b. **Nature :** Full time, regular course.
- c. **Duration:** 2 years (Four Semesters)
- d. **Total no. of credits:** 145
- e. **Medium of Instruction & Examination:** English
- f. **Eligibility for Admission:**

A candidate seeking admission to this course must:

- i. Be a Registered Nurse & Registered Midwife or equivalent with any State Nursing Registration Council.
- ii. The candidate should have passed B.Sc. Nursing / B.Sc. (Hons) Nursing / Post Basic B.Sc. Nursing securing minimum of 55% aggregate marks, from an INC recognized institution.
- iii. Reservation: reservation will be done as the JH M.Sc. bye laws.
- iv. Minimum one year of work experience after Basic B.Sc. Nursing registration with State Nursing council. Minimum one year of work experience prior or after Post Basic B.Sc. Nursing after registration with State Nursing council.

Ullhas
11/10/21

Total	200	550
	Required hrs. =750	

*Elective module to be completed before commencement of the III semester examination.

Elective Module

Students have to complete online module/course from MOOC (Swayam Portal) and have to obtain minimum of 2 credits by way of doing any one course from the following areas before the examination of 3rd Semester. Students need to submit the certificate to this effect.

1. Research Methodology
2. Communication
3. Stress Managements
4. Guidance & Counseling
5. Leadership

4. Scheme of Examination:

The distribution of marks for semester test in theory & practical subjects in different papers during the four semesters of study is detailed below. The duration of semester examination in theory will be 2-3 hours (either 2 or 3 hours) and in practical will be 4 hours, unless specified otherwise. The examination should be held preferably in the same institution where she is a student or where she had her practical experience. There should be nurse examiners only, and these should be conducted as far as possible in the actual work situation in the hospital or at the Health Centre / Village rather than in a classroom.

- For theory, 1credit= 15 hours and for practical, 1 credit = 30 hours. There will be at least 90 working days in each semester.

Calculation of Theory and Practical credits:

$$\text{No. of credits (Theory)} = \frac{\text{No. of theory hours of a subject}}{15 \text{ hours}}$$

$$\text{No. of credits (Practical)} = \frac{\text{No. of Practical hours of a subject}}{30 \text{ hours}}$$

Calculation of LTP in hours/week

$$\text{LTP in hours/week} = \frac{\text{No. of theory/practical hours of a subject}}{\text{No. of weeks available in the semester}}$$

SC 158 (13): TO APPROVE THE MINUTES OF THE BOARD OF STUDIES, DEPARTMENT OF MANAGEMENT, SCHOOL OF MANAGEMENT AND BUSINESS STUDIES (SMBS) HELD ON 5TH AUGUST, 2021

A meeting of the Board of Studies, Department of Management, SMBS was held on 5/08/2021, wherein, the BoS discussed the following issues:

1. Approval of the Syllabus of B.Com (Hons.) 3rd, 4th, 5th and 6th semesters, which is in accordance with the UGC guidelines / CBCS pattern.
2. Introduction of detailed syllabi and perusal of remaining papers of 3rd and 4th Semesters (in the specialization of Entrepreneurship in MBA)
3. Introduction of a new paper on personality development (BBA (I)-S-04) from the Skill Enhancement paper in place of Dissertation for BBA and BBA-MBA Integrated.
4. The BoS approved the Panel of Experts for Selection Process.

The Minutes of the Board of Studies, Department of Management, SMBS held on 5/08/2021 is placed before the Standing Committee of the Academic Council for approval.

Secretary
Standing Committee of AC

**DEPARTMENT OF MANAGEMENT, SMBS
JAMIA HAMDARD
NEW DELHI - 110062**

August 5, 2021

Subject: Minutes of the Meeting of the Board of Studies (BoS)

An Online Board of Studies (BoS) meeting of the Department of Management, School of Management & Business Studies, Jamia Hamdard, New Delhi was held on August 5, 2021 (Thursday) at 3:00 p.m. Following members attended the meeting:

Dr. S.N.Haque (Head of Department and Chairman of BoS)
Prof. Mohammad Khalid Azam (Co-opted member)
Prof. Amirul Hasan Ansari (Co-opted Member),
Prof. (Dr.) Reshma Nasreen (Member)
Dr. Md. Shahnawaz Abdin (Member)
Dr. Syeedun Nisa (Member)
Dr. Noria Farooqui (Special Invitee)
Dr. Nudrat Moini Rahman (Special Invitee),
Dr. Matloob Ullah Khan (Special Invitee)

The following agenda items were discussed and approved. The same is presented in the form of the minutes of the BoS Meeting.

Item no. 1. : Approval of the syllabus of 3rd, 4th, 5th and, 6th semester of B.Com (H), in the Department of Management, SMBS, Jamia Hamdard.

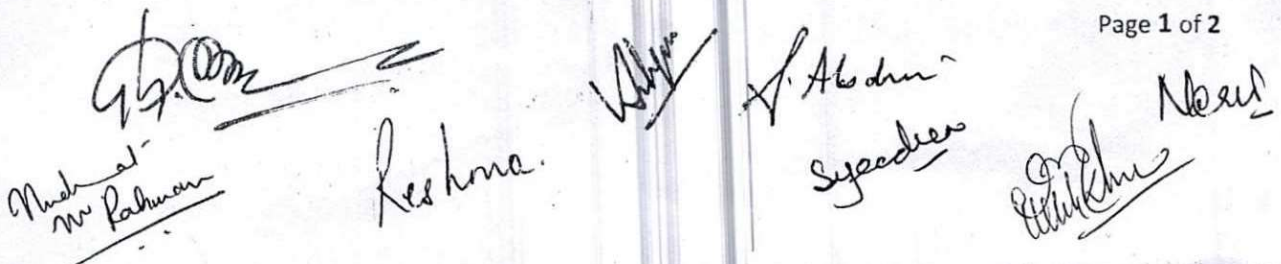
The Members of the BoS reviewed the syllabus of B.Com (Hons) - 3rd, 4th, 5th and 6th semesters and after thorough deliberations it was unanimously resolved that the course structure is in accordance with the UGC Guidelines/CBCS Pattern.

The members duly approved the same.
(Annexure A attached).

Item no. 2. Introduction of detailed syllabi and, Perusal of remaining papers of the third semester and 4th semester (in the Specialization of Entrepreneurship in MBA)

- a. Since the proposed Specialization of Entrepreneurship, consisted of nine papers and their respective syllabi, the committee favored the decision to give this specialization as a major as well as minor option in the III Sem and IV Sem along with other specializations.
- b. All the nine papers and their respective syllabi were approved by the committee for Entrepreneurship specialization hereafter.
- c. A proposed change in the nomenclature of three papers was made, and was approved by the committee.

The members duly approved the same. (Annexure B attached).



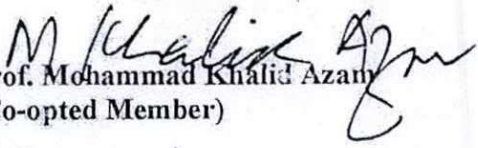
Item no. 3. Introduction of a new paper on personality development (BBA (I)-S-04) from the Skill Enhancement paper in place of Dissertation for BBA and BBA MBA Integrated.

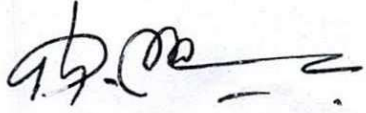
It was resolved that the new subject in place of dissertation will be Personality Development which is picked from the Skill enhancement basket bearing the code of BBA-S-04 AND BBA(I)-S-04 for BBA and BBA-MBA INTEGRATED respectively. This paper shall bear the same code that is BBA S-04 AND BBA (I)-S-04 for BBA and BBA-MBA INTEGRATED respectively. However, the dissertation will remain as an option (As paper number BBA-F-23 AND BBA(I)-F-23 FOR BBA and BBA/MBA integrated respectively) but students will be encouraged to take up Personality development paper as it is more employable and practical. The members duly approved the same. (Annexure C attached).

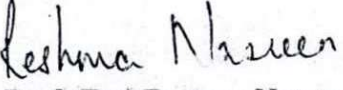
Item no. 4. : Any other items with the permission of the Chair.

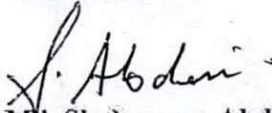
The Board of Studies duly approved the Panel of Experts for Selection Process.

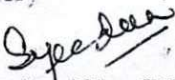
The meeting ended with vote of thanks.

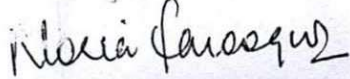

Prof. Mohammad Khalid Azam
(Co-opted Member)

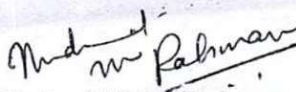

Prof. Anisul Hasan Ansari
(Co-opted member)



Prof. (Dr.) Rozina Nasreen
(Member)



Dr. Md. Shahnawaz Abdin (Member)


Dr. Syeedun Nisa (Member)


Dr. Noria Farooqui (Special Invitee)


Dr. Nudrat Moimi Rahman
(Special Invitee)


Dr. Matsoob Ullah Khan
(Special Invitee)


Dr. S.N.Haque
(Head of Department and Chairman of BoS).

SC 158 (14): TO APPROVE THE MINUTES OF THE BOARD OF STUDIES, CENTRE FOR DISTANCE AND ONLINE EDUCATION (CDOE) HELD ON 4TH AUGUST, 2021

A meeting of the Board of Studies, Centre for Distance and Online Education (CDOE), was held on 4/08/2021, wherein, the BoS discussed the following issues:

1. Panel of Course Writers and Editors of the P.G. Diploma in Drug Regulatory Affairs (PGDDRA) Programme.
2. Proposal to Up-grade few PG Diploma Programmes to Masters Degree Programme.
 - a) P.G. Diploma in Drug Regulatory Affairs to Masters in Drug Regulatory Affairs.
 - b) P.G. Diploma in Dietetics and Therapeutic Nutrition to M.Sc. in Dietetics and Therapeutic Nutrition.
3. Re-naming / restructuring few Post Graduate Diploma Programmes.
 - a) Advanced Diploma in Computer Science.
 - b) Advanced Diploma in Bio-informatics.
 - c) Advanced Diploma in Chemo-informatics.
 - d) Advanced Diploma in Dietetics and Therapeutics Nutrition
 - e) Advanced Diploma in Drug Regulatory Affairs
 - f) Advanced Diploma in Environmental Monitoring and Impact Assessment
 - g) Advanced Diploma in Intellectual Property Rights
 - h) Advanced Diploma in Human Rights
 - i) Advanced Diploma in Medical Record Techniques
 - j) Diploma in Bakery and Confectionery Technology.
4. Proposal to start M.A. (Human Rights) and M.A. (Islamic Studies) through ODL / Online Mode.

The Minutes of the Board of Studies, Centre for Distance and Online Education (CDOE) held on 4/08/2021 is placed before the Standing Committee for approval.

Secretary
Standing Committee of AC

guidelines prescribed by the UGC for offering Masters Degree Programmes through ODL / Online mode, may be followed. Due approval of the Academic Council of Jamia Hamdard and the UGC may be obtained for offering the Programmes.

Further, the Board has considered and approved the fees proposed by the CDOE for the (Human Rights) and MA (Islamic Studies) Programmes to be offered through ODL / Online mode, mentioned in the Programme Project Reports. It has further recommended that fees for the foreign students may be decided as per the prevailing practice at Jamia Hamdard, in order to meet out cost of designing, development and delivery of the Masters Degree Programmes proposed.

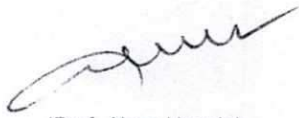
The meeting ended with vote of thanks to the Chair.



(Dr Babita Singh)
Internal Member



Dr Mohammad Jamshed)
Internal Member



(Prof. Ahrar Husain)
External Member

(Prof. Suresh C Garg)
External Member



(Prof. Masood Parveez)
Chairman

SC 158 (16): TO APPROVE THE MINUTES OF THE BOARD OF STUDIES, DEPARTMENT OF COMMUNITY MEDICINE, HIMSR HELD ON 1ST SEPTEMBER, 2021.

A meeting of the Board of Studies, Department of Community Medicine, HIMSR was held on 1/09/2021, wherein, the BoS discussed the course curriculum of MBBS (CBME based), MD (CBME based), MPH & PhD in Public Health running under the Department of Community Medicine, HIMSR.

The recommendations of the BoS along with relevant annexure are placed herewith for consideration and approval of the Standing Committee of the Academic Council.

Secretary
Standing Committee of AC

SCHOOL OF NURSING SCIENCES AND ALLIED HEALTH
JAMIA HAMDARD
"DEEMED TO BE UNIVERSITY"
NEW DELHI - 110062
Department of Rehabilitation Sciences

JH/SNSAH/DRSc/10/21

08th October, 2021

MINUTES OF THE MEETING OF BOARD OF STUDIES

The Meeting of the Board of Studies was held on 07th October, 2021 on Google meet link zjf-noxv-uye which commenced at 3.15 p.m. and was attended by the following members:

- Dr. Rajeev Aggarwal (Member Expert) Senior Physiotherapist, AIIMS, New Delhi.
- Dr. Ruchi Nagar Buckshee (Head and Associate Professor Occupational Therapy)
- Dr. Nishat Quddus (Associate Professor Physiotherapy)
- Dr. Shubha Arora, (Assistant Professor Occupational Therapy)
- Dr. Deepak Malhotra (Assistant Professor Physiotherapy)

Agenda:

- Revision of Bye Laws and paper format
- Revision of Ph.D Course work
- Change of Nomenclature

Dr. Smita Jayvant (Member Expert), Director, Pt. Deendayal Upadhyaya National Institute for Persons with Physical Disabilities, New Delhi, expressed her inability to be the part of this meeting because of her previous commitments

The Meeting started with discussion on following points:

1) Review of byelaws and paper format for U.G. & P.G Programs

(a) **Pass Percentage in each subject:** The house agreed on the passing marks to be kept 50 % in each subject.

(b) **Ratio between End- Examination and Internal Assessment:** The house agreed on the ratio to be maintain between the End- Exam and Internal Assessment marks as 75:25 There will be three (3) Internal Assessments (Unit Tests) and the best two (2) performances out of the three Unit Tests of Internal Assessments will be counted.

(c) **Supplementary examination:** All the members agreed that there will be supplementary examination after each annual examination. A student can have a choice to appear in the backlog papers in the supplementary examination or in the subsequent regular annual examination with a prescribed fee per paper.

The supplementary examination will be held within one month of declaration of results.

(d) **Promotional criteria from annual examination:** The proposed promotional criteria was that a student will be required to clear minimum 40% of his/her papers in annual examination to be eligible for promotion to next year. A student may appear in supplementary examination after each annual examination and can have a choice to appear in a backlog papers in supplementary examination or in subsequent regular annual examination.

A student detained due to shortage of attendance will repeat his/her papers in subsequent year.

[Signature]
08/10/21

Nishat Quddus
08/10/21

[Signature]
08/10/21

[Signature]
08/10/21

[Signature]
08.10.21

SC 158 (24): TO CONSIDER THE FEE STRUCTURE PROPOSED FOR THE COURSES TO BE OFFERED UNDER ONLINE PROGRAMMES AT CENTRE FOR DISTANCE AND ONLINE EDUCATION (CDOE), JAMIA HAMDARD.

The UGC vide its Public Notification has granted approval to Jamia Hamdard (first in Delhi) to offer BBA, BCA, B.Com., M.A. (Human Rights) Programmes to be offered through online mode for the session commencing November, 2021.

Director, CDOE has submitted DPR along with proposed fee structure for the aforementioned Programmes.

The proposed fee structure attached herewith as Annexure- SC 158 (19) 1 and DPR is placed on the table for consideration of the Standing Committee of the Academic Council.

Secretary
Standing Committee of AC

**UNIVERSITY GRANTS COMMISSION
DISTANCE EDUCATION BUREAU**

F. No. 1-14/2021 (DEB-I) pt. file

14th September, 2021

Additional List of Entitled HEIs - for offering full-fledged online programmes

(Academic year 2021-22, session beginning July, 2021 (revised as November 2021) and onwards)

Reference: This is in addition to the list of HEIs uploaded on UGC Web portal dated 16th August, 2021 at <https://www.ugc.ac.in/pdf/news/SS13544/Online-Entitled-Final-List-19-08-2021.pdf>

The list of Higher Educational Institutions entitled to start full-fledged Online Programmes without prior approval of the UGC, as per provisions stipulated under regulation 3(B)(a) of the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 from academic session November, 2021 and onwards

(I) As mandated by the Regulations, online applications had been invited from all entitled HEIs willing to offer programmes under online mode from 2021-22, academic session beginning July, 2021 (revised as November 2021). Further, each HEI was required to submit an affidavit for ensuring compliance to all the provisions of the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 and its amendments.

The duly certified information by HEI thus collected was to ascertain conformity to the following four provisions only:

1. Entitlement eligibility criteria of the HEI
2. Permissibility of proposed programmes to be offered under Online mode
3. Adherence to UGC Notification of Specification of Degrees, 2014
4. Prior approval of Regulatory Authority, wherever applicable

(II) The HEI's are entitled to offer online programmes for the period, till they are complying NAAC or NIRF ranking requirements as per Regulation 3(B)(a) and if not, they shall discontinue the programmes and accordingly, inform the same to the UGC. The learners already enrolled in the current entitled programmes shall be allowed to complete the programmes in the laid down manner as per the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 and its amendments.

(III) Programmes under the ambit of Regulatory Authorities have been considered on the basis of communication/recommendation received separately from respective Regulatory Authority. In case of approvals/recommendation received separately from respective Regulatory Authority, HEI shall abide the conditions such as number of seats, valid academic year etc. mentioned in the relevant Regulatory Authority letter.

(IV) **The Commission in its 551st meeting held on 1st July 2021 decided that the academic session July 2021 shall be changed to November, 2021 with the last date of admission as 15th December, 2021 under exceptional circumstances.**

(V) The updated list of entitled HEIs, which have submitted the affidavit ensuring compliance to University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 and have been found complying with above mentioned provisions (as per (i) above), is enclosed herewith.



[Handwritten Signature]

(Rajnish Jain)
Secretary

S. No.	STATE	TYPE OF HEI	HEI NAME	NUMBER OF PROGRAMMES	NAME OF PROGRAMMES	LINKS FOR HEI'S APPLICATION & AFFIDAVIT
1.	ANDHRA PRADESH	DEEMED TO BE	KONERU LAKSHMAIAH EDUCATION FOUNDATION	5	1. MASTER OF BUSINESS ADMINISTRATION (DIGITAL MARKETING) 2. MASTER OF BUSINESS ADMINISTRATION (ENTREPRENEURSHIP) 3. MASTER OF BUSINESS ADMINISTRATION (DATA SCIENCE) 4. MASTER OF BUSINESS ADMINISTRATION (LOGISTICS & SUPPLY CHAIN MANAGEMENT) 5. POST GRADUATE DIPLOMA (BANKING & FINANCIAL SERVICES)	<ul style="list-style-type: none"> • <u>APPLICATION</u> • <u>AFFIDAVIT</u>
2.	DELHI	DEEMED TO BE	JAMIA HAMDARD	5	1. BACHELOR OF BUSINESS ADMINISTRATION (MANAGEMENT) 2. BACHELOR OF COMMERCE (HONS) (ACCOUNTANCY) 3. BACHELOR OF COMPUTER APPLICATIONS (DATA SCIENCE) 4. MASTER OF ARTS (HUMAN RIGHTS) 5. MASTER OF ARTS (ISLAMIC STUDIES)	<ul style="list-style-type: none"> • <u>APPLICATION</u> • <u>AFFIDAVIT</u>
3.	KARNATAKA	DEEMED TO BE	JSS ACADEMY OF EDUCATION AND RESEARCH	1	1. BACHELOR OF SCIENCE (PSYCHOLOGY)	<ul style="list-style-type: none"> • <u>APPLICATION</u> • <u>AFFIDAVIT</u>
4.	KARNATAKA	DEEMED TO BE	MANIPAL ACADEMY OF HIGHER EDUCATION	3	1. MASTER OF BUSINESS ADMINISTRATION (GENERAL MANAGEMENT) 2. MASTER OF SCIENCE (BUSINESS ANALYTICS) 3. MASTER OF SCIENCE (DATA SCIENCE)	<ul style="list-style-type: none"> • <u>APPLICATION</u> • <u>AFFIDAVIT</u>
5.	MAHARASHTRA	DEEMED TO BE	BHARTI VIDYAPEETH	1	1. MASTER OF BUSINESS ADMINISTRATION	<ul style="list-style-type: none"> • <u>APPLICATION</u> • <u>AFFIDAVIT</u>

JAMIA HAMDARD
Centre for Distance and Online Education

PROPOSAL FOR OFFERING ONLINE PROGRAMMES

INTRODUCTION

Jamia Hamdard is one of the top ranking Universities of the country. The National Assessment and Accreditation Council (NAAC), Government of India has accredited 'A' Grade to Jamia Hamdard with 3.15 under 4.0 Scale. It has been ranked at 18th position in the year 2019 and 21st in the year 2020 by the National Institutional Ranking Framework (NIRF), Government of India. The School of Pharmaceutical Education and Research (SPER) has been ranked No. 1 by the NIRF in the year 2019 and in 2020 also.

Jamia Hamdard has thirteen Schools of Studies offering high quality Programmes ranging from Certificate, Diploma, Undergraduate, Postgraduate and the Doctoral Programmes. They are: Hamdard Institute of Medical Sciences and Research, School of Unani Medicine, School of Pharmaceutical Education and Research, School of Nursing and Allied Health, School of Chemical and Life Sciences, School of Interdisciplinary Studies, School of Engineering Sciences and Technology, School of Humanities and Social Sciences, School of Management and Business Studies, School of Law, Hamdard Institute of Legal Studies and Research, School of Education, Training and Empowerment, School of Media Education and Mass Communication, and the School of Open and Distance Learning.

The School of Open and Distance Learning (SODL) of Jamia Hamdard now been renamed as the Centre for Distance and Online Education (CDOE), was established in the year 2004, offering various undergraduate and postgraduate diploma programmes. Major objective of the School of Open and Distance Learning has been to provide access to higher education to those who are not able to draw benefits from the formal system of education. The open and distance learning system allows a learner to determine his / her pace of learning.

Our Founder Late Janab Hakeem Abdul Hameed Sahab has established Jamia Hamdard in order to extend opportunity of higher education to the disadvantaged sections of the society, especially, the Muslim minority. The dream of Late Hakeem Saheb is being fulfilled by offering programmes through ODL mode to the students of a few recognized Madarsas. This is enabling children from the Muslim minority dominated pockets of Delhi to get enrolled in the main - stream programmes and courses.

THE MANDATE

Open Distance Learning (ODL) mode of education has been recognized as one of the effective tools of educationally empowering those sections of the society, which could not afford to join the formal on - campus education due to various reasons. As a result, it is an effective tool for non - formal education. Presently, ODL institutions are not only imparting education as an alternative to the formal system but also making effective contribution in areas, such as vocational and technical education and even in high technology based education. The distance education also has potential to reach to the un-reached and even marginalized and excluded groups of the society such as tribal populations and Muslim women. Open and distance education provides an opportunity to students for acquiring new knowledge and skills that are needed for their development. Jamia Hamdard being in education for a long time has taken initiatives to offer an opportunity to those students who are unable to get on - campus education and those who have limited access to educational resources.

The flexible and innovative methods of education of Open and Distance Learning system ensures 'independent learning' to anyone, anytime and anywhere. The ODL Programmes of Jamia Hamdard also envisages providing an opportunity to girls from Muslim community, who by and large have been left out by the national educational endeavors.

Jamia Hamdard's study programmes under ODL are selective and customized to meet the learning requirements of knowledge seekers as well as to ensure that they learn at their own pace and convenience.

ENROLLMENT AND ACADEMIC SUPPORT SERVICES

The SODL has been providing academic support to its learners through a network of 60 study centres spread at the length and breadth of the country and also in the Middle East (Annexure - I). The UGC vide its circular dated 27/06/2013 (Annexure - II) has specified jurisdiction for operation of the institutions offering ODL Programmes. As per the new Regulation, Jamia Hamdard being the Deemed to be University had to restrict its operations to its campus only. It could not establish study centres beyond its campus at Hamdard Nagar. The study centres it had were then closed. This has resulted in decrease in enrollment of the ODL Programmes. Annexure - III (A) shows programme - wise, year - wise number of students enrolled for various academic programmes from the year 2004 to 2020.

STATUS OF RECOGNITION OF THE ODL PROGRAMME

In the year 2018, the UGC had given approval to Jamia Hamdard for offering BBA and BCA Programme for the year 2018 - 19 and 2019 - 20. A good number of students (as detailed at Annexure - IV) had enrolled for the ODL Programmes.

Further, the UGC vide its Notification dated 21/02/2018 (Annexure - V) has notified that the Higher Education Institutions having a NAAC grade of A+, with score 3.26 under 4.0 scale can only offer ODL Programmes from the session commencing 2020 - 21. Since Jamia Hamdard had a NAAC grade of A, with score 3.15 under the 4.0 scale, it was not eligible to offer ODL Programme. The SODL however had submitted its proposal to the UGC in November, 2019 for offering the ODL Programmes under its strength of Jamia Hamdard being considered as the Institution of Eminence (IoE), but the application was not considered.

Jamia Hamdard did not apply for re - accreditation in February 2019, as mentioned in the UGC's Notification dated 21/02/2018 for being eligible to offer ODL Programmes, as its NAAC accreditation was valid up to 2022.

The SODL then started admission for its PG Diploma Programmes for the session 2020 - 21. Unfortunately, due to the pandemic situation there is not satisfactory admission in a few of the PG Diploma Programmes. Annexure - III (B) reveals the status of admission to the PG Diploma Programmes.

The UGC on 04/09/2020 has notified its University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 through a Gazette Notification. The same is enclosed for reference (Annexure - VI).

As per the new Regulations (2020), Higher Educational Institutions (HEIs) having a NAAC score of 3.01 on a 4.0 scale, OR having rank in top 100 in University category of NIRF at least once in two preceding cycles are eligible to offer Open and Distance Learning and Online Programmes.

As per the new Regulations (2020), Jamia Hamdard is eligible to offer ODL and the Online Programmes as its NAAC score is 3.15 under 4.0 point scale, and was placed at 18th rank in the year 2019, and at 21st rank in the current cycle, 2020 by the NIRF.

In response to the above, Jamia Hamdard has submitted its application on 16/11/2020 for offering BBA, BCA, BCOM (Hons), MBA and the MCA Programmes through ODL mode from the session commencing January 2021.

The UGC has considered our proposal and has granted permission to offer the BBA, BCA and the BCOM (H) Programme through ODL mode for the session 2020 - 21, commencing March 2021. For the MBA and the MCA Programmes, we have been asked by the UGC to obtain approval from the All India Council of Technical Education (AICTE). We shall apply to the AICTE for offering the MBA and the MCA Programmes through ODL / Online mode from the sessions 2021 - 22.

Within the financial means of University, due care has been taken to keep the cost of education low, so that educationally backward sections can take advantage of University's programmes through ODL mode. This goal in view, the SODL of Jamia Hamdard has made concerted efforts to offer professional and job oriented courses with regular updates of curricula and study material and introduction of tools of Information Technology.

THE ACADEMIC PROGRAMMES OF CDOE

The Centre for Distance and Online Education, Jamia Hamdard offers education through ODL mode in few selected programmes where University has tremendous strength. The courses are designed and developed with views to prepare a cadre of manpower with requisite knowledge and professional skills so that they can effectively function in the globalised economy, which is no doubt highly knowledge intensive. In its endeavors to cater for education and training needs of different socio-economic groups, the programmes have been carefully identified to fill the contemporary gaps in available courses offered by other institutions and the market demand, and/or to provide cost - effective options to the weaker sections of the society, who are unable to reap the benefit of development due to lack of adequate education, training and skills.

Keeping in view of the COVID - 19 pandemic, for the safety of the learners, the faculty and staff of Jamia Hamdard, the SODL, Jamia Hamdard have decided to provide academic and the administrative support services to its learners through an integrated ODL - Online mode, following the latest guidelines issued by the University Grants Commission. The CDOE has been providing high quality academic support to its learners through high quality self - instructional study material, online theoretical counselling sessions, online submission of assignments and project reports. Examinations have also been conducted as per the guidelines issued by the University Grants Commission.

The School of Open and Distance Learning / CDOE, Jamia Hamdard has been offering the following career oriented Programmes:

PROGRAMMES ON OFFER FROM 2004 - 2019

Bachelor of Business Administration (BBA), Bachelors of Computer Applications (BCA), PG Diploma in Bio Informatics (PGDB), PG Diploma in Chemo Informatics (PGDC), PG Diploma in Dietetics and Therapeutics Medicine (PGDDTN), PG Diploma in Pharmaceutical Regulatory Affairs (PGDPRA), PG Diploma in Environmental Monitoring and Impact Assessment (PGDEMIA), PG Diploma in Intellectual Property Rights (PGDIPR), PG Diploma in Human Rights (PGDHR), PG Diploma in Medical Record Techniques (PGDMRT),

NEW PROGRAMMES OFFERED FROM 2019 - 20

In addition to the above listed Programmes, the following new programmes were added.

PG Diploma in Computer Applications (PGDCA) - leading to MCA, PG Diploma in Artificial Intelligence (PGDAI), PG Diploma in Machine Learning (PGDML), PG Diploma in Big Data Analytics (PGDBDA), PG Diploma in Cloud Computing (PGDCC), PG Diploma in Cyber Security and Digital Forensics (PGDCSDF), Diploma in Professional Arabic (DPA), Diploma in Persian Language (DPL), and Certificate in Modern Persian Language (CMPL).

The BBA, BCA and the BCOM (Hons) Programmes are approved by the University Grants Commission for the session 2020 - 21. The PG Diploma, Diploma and the Certificate Programmes are approved by the Academic Council of Jamia Hamdard. Approval for offering the MBA and MCA Programmes from July 2021 session will be sought from the AICTE and the UGC from the session commencing January 2021.

Further, without sacrificing quality of education, cost of education under SODL has been kept very low, facilitating students from the economically deprived sections of the society to get enrolled into the programmes of SODL and get education of their choice. Poor students, specially, girls are pursuing academic career along with their employment.

It is expected that a good number of students would enroll for the proposed ODL BBA, BCA, BCOM (Hons), as they are much in demand. Annexure - VII gives the number of students expected to be enrolled for the 2020 - 21 session and estimated revenue to be generated from these ODL Programmes.

EXAMINATION

Annual examination of the BBA, BCA and the PG Diploma Programmes were conducted in the month of June 2019, and also in the month of December, 2019. About 662 students appeared in the June 2019 examination, and 900 in the December 2019 examination. Their results are declared as per the schedule, and notified on the webpage of SODL.

Keeping in view of the pandemic situation, the SODL has conducted online examination of all of its learners in the month of September and October, 2020. About 589 number of examinees appeared in the online examination. Result of the online examination conducted in September and October, 2020 is also declared, and posted on the webpage of SODL.

REVENUE AND EXPENDITURE

The revenue generated through the ODL Programmes since 2014 is given at Annexure - III. It reveals that the SODL has generated good revenue when Jamia Hamdard had study centres. The revenue generation has decreased considerably subsequent to closure of the study centres.

The SODL has requested the Finance Section for giving us the statement of expenditure for the year 2004 - 05 to 2019 - 20. As of now we could get information related to five financial years only. The statement will reveal that the SODL has generated good revenue and there has been an impressive surplus during the period of study centres. The revenue generation has decreased considerably subsequent to closure of the study centres. The revenue - expenditure statement placed below reveals that the SODL did not run under loss at any time.

S No	Financial Year	Revenue In Rupees	Expenditure In Rupees	Surplus In Rupees
1	2019 - 20	1,58,17,201	1,14,67,483	43,49,718
2	2018 - 19	1,50,51,570	73,82,941	76,68,629
3	2017 - 18	2,10,06,100	64,52,004	1,45,54,096
4	2016 - 17	1,52,31,925	88,96,418	63,35,507
5	2015 - 16	1,98,40,975	55,20,557	1,43,20,418
6	Total			4,72,28,368

Annexure - VII gives expected revenue to be generated, expenditure expected to incur and the surplus amount, after we admit students for the ODL BBA, BCA, BCOM (Hons) for the January 2021 session.

QUALITY ASSURANCE

In order to ensure quality of the academic programmes, and the support services provided to the learners, the SODL has been conducting Programme Review Meeting regularly. Minutes of the review meetings held on 08/04/2019 and 04/02/2020 are placed as Annexure - VIII and Annexure - IX.

Based on the recommendations of the Internal Review Committees, the Programmes BBA, BCA, PGDPRA have been revised in the year 2019 - 20. Other Programmes would be revised in the subsequent session.

In order to monitor quality of the support service provided to the learners, the SODL has been obtaining feedback from the students, and the academic counsellors of ODL Programmes. The feedback reports are analyzed, and remedial actions are taken in order to maintain quality of the academic programmes and the student support services, as prescribed by the University Grants Commission.

MINUTES OF THE MEETING OF THE COMMITTEE CONSTITUTED TO PREPARE GUIDELINES FOR FRAMING THE PROGRAMME OUTCOME AND COURSE OUTCOME OF JAMIA HAMDARD PROGRAMMES, HELD ON 17th SEPTEMBER 2021, 29th SEPTEMBER 2021 AND 6th October 2021 AT 3.00 P.M. /3.40 P.M. IN THE CHAMBER OF CONTROLLER OF EXAMINATIONS.

Present:

- | | |
|--|--------------|
| 5. Prof. S. Raisuddin, Director, IQAC: | In the Chair |
| 6. Prof. Manju Chhugani, Dean, School of Nursing Sciences & Allied Health: | Member |
| 7. Prof. Sanjula Baboota, School of Pharmaceutical Education and Research: | Member |
| 8. Mr. Mirza Vazir Hussain, Controller of Examinations: | Convener |

The Controller of Examinations informed that Prof. Aeجاز Masih, Faculty of Education, Jamia Millia Islamia, New Delhi could not attend the meetings dated 17th and 29th September 2021 and 6th October 2021 due to his pre occupations.

In order to prepare Guidelines for framing the Programme Outcome and Course Outcome, meetings of the Committee were held on 17th September 2021 and 29th September 2021. The Controller of Examinations briefed the members about the **Programme Outcomes** and **Course Outcomes** which help in curriculum planning and development, and in the design, delivery and review of academic programmes. They provide general guidance for articulating the essential learnings associated with the programmes of the study and courses within a programme. Programme outcomes examine what a program or process is to do, achieve, or accomplish for its own improvement and/or in support of institutional or divisional goals: generally numbers, needs, or satisfaction driven. They can address quality, quantity, fiscal sustainability, facilities and infrastructure, or growth. The Programme Outcomes are specific enough to explain how those broad expectations are accomplished within a given programme, and Course Outcomes specify what expectations an instructor has for the course, which are related to one or more programme outcomes.

The Controller of Examinations further explained in detail about **Programme Outcomes** and **Course Outcomes**

Program Learning Outcomes: Faculty members should design outcomes for their programs/departments by discussing what they believe is essential to students learning in their disciplines. Usually those discussions are rooted in the skills and knowledge that faculty members teach in their own courses. Once faculty members

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Mirza Vazir Hussain

have agreed on program/departmental outcomes for student learning, they can use those outcomes as guides for articulating new or revised learning outcomes for their own courses.

Course Outcomes: The starting point for designing a course of study is determining what its intended outcomes are to be. Why should students take this class? What will they gain from it? Every course should have clearly stated goals and objectives. Course goals express in broad terms what you hope to impart as a result of teaching this topic with your approach. Course objectives can be written for the whole course and/or for individual units of study.

After the discussion on the matter, it was resolved that:

- The draft guidelines for Framing Programme and Course objectives of Jamia Hamdard Programme as per UGC Guidelines on Learning Outcomes-based Curriculum Framework for Undergraduate Education (**Annexure-2**) enclosed (**at Annexure-1**) may be sent to Prof. Aejez Masih for his valuable comments.
- A template developed template for framing byelaws of the programmes to maintain uniformity (**Annexure-1**) may also be sent to Prof. Aejez Masih for his valuable comments.
- Since no comments from Prof. Aejez Masih was received till today (11th October 2021) so the Chairman of the Committee has directed to place the draft Guidelines for Framing Programme and Course objectives of Jamia Hamdard Programme before the forthcoming meeting of the Standing Committee of the Academic Council.

The meeting ended with a vote of thank to the Chair.

Raisuddin

(Prof. S. Raisuddin), Director, IQAC,
Chairman of the Committee

Manju Chhuganui

(Prof. Manju Chhuganui), Dean,
School of Nursing Sciences &
Allied Health and Member of the
Committee

Saboota

(Prof. Sanjula Baboota) School of
Pharmaceutical Education and Research
Member of the Committee

Hussain

(Mirza Vazir Hussain), Controller of
Examinations,
Convener of the Committee