

Curriculum Vitae

Name	Dr. Kaneez Zehra
Educational Qualifications	M.A., M.Phil., Ph. D., Osmania University.
Area of Specialization	Police Administration, Personnel Management, Women Studies
Teaching Experience	Total teaching experience exceeding 33 years.
Present Designation	Head & Associate Professor, Department of Public Administration, MANUU.
Academic Distinctions	National Merit Scholarship Holder in Intermediate. Rank Holder in M.A.
N.E.T./S.L.E.T.	Qualified the National Eligibility Test (N.E.T.) conducted by A.P.C.S.C.
Research Interest	Disaster Management, Climate Change and Global Warming, Women Empowerment, E-Governance and Welfare Administration.
Refresher Course	Completed a refresher course organized by Academic Staff College, Osmania University from 13 th Feb, 1995 to 10 th Mar, 1995.
Orientation Course	Completed the Capacity Building of Women Managers in Higher Education (Sensitivity/Awareness/Motivation Workshop), UGC sponsored, organized by Dept. of Management and Commerce, MANUU from 3 rd Dec to 7 th Dec, 2012. Completed the orientation course organized by UGC Academic Staff College, MANUU from 9 th May to 5 th Jun, 2013.
Training Programmes	Participated in the training programme on Academic Leadership from 23 rd April to 28 th April 2018, organized by Center of Academic Leadership and Education Management, Aligarh Muslim University, Aligarh, under the scheme of Pandit Madan Mohan Malaviya National Mission on Teachers and Teaching (MHRD Govt. of India) held at MANUU, Hyderabad.

Participated in the 3 day online training program on Disaster Management from 18th November to 20th November 2020, organised by National Institute of Disaster Management, MHA in collaboration with the Institute of Petroleum Safety, Health and Environment Management.

Attended FDP from 21st Sep to 25th Sep 2020 (5 days), organized by the Ministry of Home Affairs.

Adjudicator for seminar

Refresher course in Political Science and Public Administration on 29th Aug 2019. Organized by UGC HRDC, MANUU.

Refresher course in Political Science and Public Administration in 2022. Organized by UGC HRDC, MANUU.

Publications

Book titled 'Training of I.P.S.' published by M/s Ashish Publishers, New Delhi in 1993.

Article titled 'Crime Against Women' published in 'Women's Developments – Problems and Prospects' edited by Shamim Aleem, 1996.

Article titled 'Issues Concerning Muslim Women – With Special Reference to the Old City of Hyderabad' published in 'Empowerment State, Governance and Beyond' by V. Ravindra Sastry and G. Ram Reddy, published by Research India Press, New Delhi in 2011.

Paper titled FDI and Tourism in India – Problems and Prospects published in the book 'FDI in Service Sector – Opportunities and Challenges, Paramount Publishing House, New Delhi, Hyderabad. ISBN number: 978-93-82163-31-2, 2012.

Paper titled "E Governance – Challenges and Solutions at the eighth International Conference on Public Administration", 2012.

Chapter titled "Waste Management – An Overview", published in Innovative Strategies in Transitional Economy, 2017.

Paper titled "Public Transport – A Solution to Environmental Pollution", published in International

Journal of Social Sciences and Arts, Vol.3, ISSN-2278-8158, Jan 2017.

Paper titled "Green Environment", published in KAAV International Journal of Economics, Commerce and Business Management, ISSN-2348-4969, Vol. 4, 2017.

Paper titled "Waste Management – An Overview", January 2017, published in a book Innovative Strategies in Transitional Economy, ISBN/ISSN 978-93-5213-493-9.

Paper titled "The Importance of Human Resource in an Organisation", Kaav, published in International Journal of Economics, Commerce and Business Management, ISSN-2348-4969, Vol. 6, Jan 2019.

Paper titled 'Green Marketing' published in KAAV International Journal of Economics, Commerce and Business Management. A refereed blind peer review quarterly journal 14th December 2019. ISSN 2348-4969.

Paper titled 'Administrative Response to 2014 Floods in Jammu and Kashmir – A Critical Analysis of Pre and Post Flood Measures', Journal of Critical Reviews, Vol 7, 2020, co-authored.

Papers Presented at National Seminars

Paper titled 'Women Protection Cell' presented at the National Seminar on 'Women in Law Enforcement' organized by the Department of Public Administration, Osmania University, Hyderabad in 1990.

Paper titled 'Governmental and Non-governmental Programmes for Women' presented at the Seminar on 'Educational and Social Problems of Muslim Women' organized by Madina Education Centre, Hyderabad in 1992.

Paper titled 'Issues Concerning Muslim Women with special reference to the old city of Hyderabad presented at the National Seminar on 'Empowerment : State and Governance and Beyond' organized by the Department of Political Science, Osmania University, Hyderabad in 2011.

Paper titled 'Digital Divide : An Impediment in the Education Process' presented at the National Conference on 'Access & Equity through ODL in Higher Education : Role of Indian Language Universities' organized by the Directorate of Distance Education, MANUU, Hyderabad and co-sponsored by Distance Education Council, New Delhi in 2011.

Paper titled 'Women's Rights – A Constitutional & Legal Perspective' presented at the National Seminar on 'Women's Human Rights – A Feminist Discourse' organized by the Department of Women Education and Indian Council of Social Science Research, MANUU, Hyderabad in March 2012.

Paper titled 'FDI and Tourism in India – Problems and Prospects' at the National Seminar organized by the Department of Management and Commerce, MANUU, Hyderabad in 22nd and 23 May, 2012.

Paper titled 'Teacher Education in a Globalized World' at the National Seminar on Teacher Education at MANUU, December 2012.

Paper titled 'Urban Resilience and Sustainable Development' at the National Seminar organized by the Department of Pol. Sc. & Pub. Administration, MANUU, 25th to 26th Mar, 2013.

Paper titled "Policy initiatives of central government for educational development of minorities – A study" at the National Seminar on Educational Development of Minorities, MANUU, 10th to 11th February, 2015.

Paper titled "Women Empowerment and its Challenges, in National Seminar on Rethinking Empowerment: Gender and Development in India, 19th to 20th September 2016, organized by Association of Indian Universities, New Delhi and Department of Women Education, MANUU.

Paper titled 'Natural Disasters – An Overview' in the National Seminar on disaster management in India. 21st and 22nd Mar 2018 organized by the department of Public Administration, MANUU.

Presented a paper on emerging trends in public administration in 2020 at Urdu Social Science Congress.

Papers Presented at International Conferences

Paper titled 'Disaster Management and Role of Technology' at the International Conference of Disaster Management at NGRI, Hyderabad on 18th to 20th October 2012.

Paper titled 'E-Governance: Challenges and Solutions at the 8th International Conference on Public Administration, 25th to 27th October, 2012.

Paper titled 'Administration of the Adil Shahi Rulers at the International Seminar at MANUU, 26th to 28th Feb, 2013.

Paper titled 'User Friendly Technologies for Open Distance Learning' at the International Conference organized by Idea and MANUU, 5th to 7th April, 2013.

Paper titled 'Public Transport – A Solution to Environmental Pollution', 27th and 28th January 2017, organized by the faculty of Arts Aki's Pune College of Arts, Science and Commerce, Camp Pune.

Paper titled 'Features of Administrative System and Documents of Qutub Shahi Dynasty, 21st, 22nd and 23rd of March 2017.

Paper titled 'Women Empowerment Initiatives and Government Schemes', first Southern Social Science Congress on Social Science New Paradigms towards Sustainable and Prospective Future, 23rd to 25th March 2017 organized by IPE and ICSSR.

Paper titled Features of Administrative System and Documents of Qutub Shahi Dynasty at International Seminar on The Indo-Persian Sources on Sciences and Technology, 21st, 22nd and 23rd of March 2017 organized by Department of Persian in collaboration with National Council for Promotion of Urdu Language, New Delhi.

Paper titled 'Climate Change and Global Warming at International Conference on Water Resources, Climate Change and Sustainability by ICSSR and Action Aid and IPE, 27-28 September 2019.

Presented a paper in International Urdu Social Science Congress entitled Taleem ke shobe me covid 19 ke dauran intezami challenges in 2022.

Participation in Seminars Participated in National Seminar on Emerging Trends in Public Administration on 7th Sept 2017. Organized by National Council for Promotion of Urdu Language NCPL, New Delhi in collaboration with Regional Center for Urban and Environmental Studies, OU, Hyderabad.

Participated in National Seminar on Public Administration for 21st Century: Trajectories and Prospects on 10th April 2018. Organized by Department of Public Administration in collaboration with the Regional Center for Urban and Environmental Studies, Hyderabad.

Participated in the Second National Urdu Social Science Congress 2018 held on 15th and 16th November 2018. Organized by School of Arts and Social Sciences, MANUU and Center for Promotion of Knowledge in Urdu.

Participated in the online webinar on Early Warning and Communication on 17th November 2020. Organized by National Institute of Disaster Management, MHA in collaboration with Manipur State Disaster Management Authority.

Attended the online web seminar on Indian Universities and Institutions Network for Disaster Risk Reduction - PM 10 point agenda - 6, 16th Sep 2020 by National Institute of Disaster Management.

Participated in online webinar on Disaster Management in Natural Gas Sector on 8th December 2020 organized by National Institute of Disaster Management, MHA.

Organizing Committees Worked as a member of the organizing committee for the Fifth Biennial Convention of the Association for the Study of Persianate Societies, January 2012.

Worked as a member of the organizing committee for the First Research Scholars Seminar conducted by MANUU, 13 – 14, February 2012.

Worked as a member of the hospitality committee for the fourth Convocation MANUU, 2012.

Member of organizing committee for second National Urdu social science congress 15th to 16th November 2018. Topic: Emerging Trends in Social Sciences. Sub-theme: New horizons of public administration.

Member of organizing committee for third National Urdu social science congress 2019. Topic: Social sciences in 21st Century – concerns and challenges. Sub-theme: Public administration in 21st century – theory and practice.

Member of organizing committee for fourth National Urdu social science congress 2020 (online). 22nd to 23rd December 2020. On social sciences decline and resurgence. Sub-theme: Public administration: Relevance and resurgence.

International Urdu social science congress 2022 (online) on social sciences in South Asia. 2nd and 3rd Feb 2022.

Chaired Sessions

Chaired a session for the National Seminar on Emerging Trends in Public Administration, On topic Citizen Administration and Changing Public Services at MVS Government Degree College, Mahbubnagar on 7th September 2017.

Chaired technical session for one-day National Seminar on Emerging Trends in Public Administration, organized by the Department of Public Administration, MVS Government Degree College, Mahbubnagar, 14th August 2017.

Chaired a session for the National Urdu Social Science Congress 2018, 15th and 16th November.

Chaired a session for the National Urdu Social Science Congress 2019.

Chaired a session for the National Urdu Social Science Congress 2020 (online).

Chaired a session for the International Urdu social science congress 2022 (online).

Resource Person

Guest lectures for IAS, Shadan Degree College.

For IAS, MANUU-CSE Coaching Academy.

Conducted interviews for the aspirants of CSE coaching at MANUU, 2010, 2011 and 2012.

Lecture on Human Rights at Shadan Degree College for Women, 30th Jan 2013.

Introduction of Public Administration: Opportunities in Higher Education on the orientation programme conducted by the Department of Public Administration on 28th June 2016.

Lecture on orientation programme on the topic "Introduction to Public Administration: Opportunities in Higher Education", 28th June 2016, MVS Government Degree and P.G. College, Mahbubnagar.

As a resource person on Voices Unheard: Breaking the Silence, 3rd, 4th and 5th Sep 2020, International Seminar organized by O.U.

Public administration: Relevance and resurgence, 2020 on-line, Urdu Social Science Congress.

Academic Activities

Participated in the symposium for Azaad Day Celebrations organized by the Dept. of Political Science and Public Administration, MANUU from 8th Nov to 11th Nov, 2012.

Member of the Internal Quality Assurance Cell, MANUU from 2013 to 2014.

Member of Expert Participant on Consultation Workshop on New Education Policy 2015. Theme – Bridging Gender and Social Gaps.

Received a Certificate of Appreciation for Azad Day Celebrations 2015 for extra-curricular activities.

Chairperson of the Departmental Research Committee, Department of Political Science and Public Administration, MANUU.

Chairperson of the Board of Studies, Department of Public Administration, MANUU.
Member of School Board.

Member of Academic Council.

Convener of Seminar

Worked as a convener for a session on 'Women's Human Rights – A Feminist Discourse', a National seminar organized by the Department of Women Education and Indian Council of Social Science Research. MANUU, 2012.

Distinguished Lecture Series of Ministry of External Affairs, along with Media Coordinator, 26th February 2015 and 11th March 2015.

Four years after the Arab Spring, 22nd April, 2015.

Convener for the session on 14th and 15th December 2017 on National Social Science Congress.

Convener of seminar Disaster Management in India 21st to 22nd Mar 2018.

Other Committees

Worked as a member of the reception committee for the International Conference on The Contribution of Adil Shahis of Deccan in Promotion of Persian Language, Literature and Culture, 26th to 28th Feb 2013.

Worked as a member of the hospitality committee for the 5th Convocation, Aug, 2013.

Member of Hostel Management Committee as Warden, April 2014.

Member of Convocation Committee (Accommodation and Hospitality), December 2014.

Member of Expert Committee to oversee the preparation of self-learning material for B.A. programme for Distance and Open Learning, Jamia Milia Islamia, New Delhi, 2016.

Warden

Worked as a warden from 2014 to 2015.

As a Coordinator

Worked as a coordinator for the National Seminar on Democratic Decentralization in Urban India for Good Governance and Sustainable Development, organized by the Department of Pol. Science and Pub. Administration, MANUU, 25th to 26th March, 2013.

Third National Seminar – Educational Development of Minorities – Policy Initiatives and Impact (co-sponsored by Ministry of Minority Affairs, Government of India, February 10 to 11, 2015, organized by Department of Political Science and Public Administration.

Seminar on Good Governance, 24th December 2014, along with the Department of Management and Commerce.

Coordinator for the Refresher Course in Political Science and Public Administration from 23rd July to 12th August 2015.

Coordinator for the Refresher Course in Research Methodology from 18th August to 7th September, 2016.

Member of BOS

Chairperson of Departmental Research Committee since 2014 till date.

Member of Board of Studies, Anwar-Ul-Uloom College, Hyderabad, from 2015 till date.

Member of Board of Studies, St. Anne's College, Hyderabad from 2015 to 2020.

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