



SCHOOL OF COMMERCE AND BUSINESS MANAGEMENT

Date: 07.07.2025

OFFICE ORDER

Sub: - Constitution of Departmental Level Committees for the Academic year 2025-2026.

Departmental Level Committees are constituted for the academic year 2025-2026 or until further orders whichever is earlier. The Committees need to co ordinate for smooth functioning of programs in the Department.

Committee	Members	a.
Admission Committee	Dean, SCBM	
	Head, DMC	
	Prof. Syed Khaja Safiuddin	
	Mr. Syed Muzammil Qadri	
Time-Table Committee	Head, DMC	
	Dr. Saidalavi.K	
	Mr. Nissar Hussain	7
	Dr. Humera Fatima.	1 4
Examination Committee	Head, DMC	
	1. Dr. Rashid Farooqi	
	2. Dr. Reshma Nikhat	
	3. Dr. Humera Fatima.	
	4. Dr. Khatib ur Rub	
	5.Dr. Yasmeen Sultana	03
	6.Dr. Syed Hamid Mohiuddin Quadri	
Seminar/Conferences/Webinar/Invited	Dean, SCBM	
Lecture Committee.		
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Industrial Visit Committee		
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Student Projects, Mentoring	Dr. Saidalavi.K - Head	14
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	Dr. Syed Hamid Mohiuddin Quadri	
	Admission Committee Time-Table Committee Examination Committee Seminar/Conferences/Webinar/Invited Lecture Committee. Industry-Academia Linkage & MOU, Industrial Visit Committee	Admission Committee Dean, SCBM Head, DMC Prof. Syed Khaja Safiuddin Mohd. Ather Dr. Khatib ur Rub Mr. Syed Muzammil Qadri Mr. Syed Muzammil Qadri Time-Table Committee Head, DMC Dr. Saidalavi.K Mr. Nissar Hussain Dr. Humera Fatima. Dr. Humera Fatima. Examination Committee Head, DMC 1. Dr. Rashid Farooqi 2. Dr. Reshma Nikhat 3. Dr. Humera Fatima. 4. Dr. Khatib ur Rub 5.Dr. Yasmeen Sultana 6.Dr. Syed Hamid Mohiuddin Quadri Seminar/Conferences/Webinar/Invited Dean, SCBM Lecture Committee Dean, SCBM Head, DMC Dr. Kamruddin SK Dr. Reshma Nikhat Dr. Syed Hamid Mohiuddin Quadri Industry-Academia Linkage & MOU, Dean, SCBM Industrial Visit Committee Head, DMC Prof. Saneem Fatima Dr. Khatib ur Rub Mr. Nissar Hussain Dr. Khatib ur Rub

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بالأراد بيشن أردويو نيور شي المقامة عليه مولانا آزاد بيشن أردويو نيور شي MAULANA AZAD NATIONAL ÜRDU UNIVERSITY A Central University under Ministry of Education



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-AI	IVILO	Government of India		8,
	7	Library Committee and Reading Room	Head, DMC	1
	,	Diotary Committee and reading recom	Prof. Badidduin Ahmed	1
			Dr. Kamruddin SK	
			Dr. Rashid Farooqi	-
		a a a	Dr. Khatib ur Rub	-
			Mr. Mohd Ather	
	8	NDLI Club	Head, DMC (Chair)	-
	8	NDLI CIUD	Prof. Badiuddin Ahmed (Secretary)	
	1		Dr.Saidalavi. K (Executive Member) Dr. Khatib ur Rub	
	9	Students Placement Affairs & Internship	Dr. Kamruddin SK	
			Mr.Nissar Hussain	
		· · · · · · · · · · · · · · · · · · ·	Dr. Khatib ur Rub	1
			Dr. Syed Hamid Mohiuddin Quadri	
а. 13	10	Student Discipline	Head, DMC	
			Prof. Saneem Fatima	
			Dr. Rashid Farooqi	
			Dr. Yasmeen Sultana	
	11	Student Grievance	Dean, SCBM	-
3	-		Head, DMC	
ŝ	× ×		Prof. Badiuddin Ahmed	Ì
			Prof. Syed Khaja Safiuddin ;	
			Dr. Reshma Nikhat	
			Mr. Nissar Hussain	
	12	Students Clubs (Management Quiz,	Head, DMC	
		Debating Society etc) Coordination	Dr.Saidalavi. K	
			Dr. Syed Hamid Mohiuddin Quadri	
			Mr. Mohd Ather	_
	13	Management and Commerce Fest	Prof. M.A. Azeem	
			Dr. Reshma Nikhat	
			Dr. Rashid Farooqi	
			Mr. Nissar Hussain	
	14	Website, Social Media, PR related,	Dean, SCBM	
		Student Out-reach Committee	Head, DMC	
		programmes	Prof. Syed Khaja Safiuddin	
			Dr.Saidalavi, K	
	(a)	13	Mr. Nissar Hussain	
	15	AICTE Coordination	Dean, SCBM	
		*	Head, DMC	l.
			Prof. Badiuddin Ahmed	
	2		Mr. Nissar Hussain	
	16	NAAC, NIRF, IQAC coordination	Dean, SCBM	
			Head, DMC	
			Dr.Saidalavi, K	
		*	Mr. Nissar Hussain	
	17	Student Induction Coordination	Dean, SCBM	
			Head, DMC	
			Dr. Reshma Nikhat	
			Mr. Nissar Hussain	
	*		Dr. Yasmeen Sultana	
	-		Dr. Humera Fatima	

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18	Alumni Affairs & Coordination	Head, DMC
		Prof. Badiuddin Ahmed
		Prof. Syed Khaja Safiuddin
		Mr. Nissar Hussain
		Dr. Khatibur Rub
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The Committee shall meet as and when required and it may take the assistance of any other teaching staff, research scholars or student volunteers for its functioning. Staff support services will be provided for meetings of the Committee and clerical work to the extent possible by the office staff posted at DMC/SCBM.

Wherever any financial implication is involved in any matter related to the functioning of the Committee, prior approval of the Competent Authority to be sought in advance.

DF s Menni. School of Commerce मौलाना आज़ाद नेशनल उर्दू यूनिवर्सिटी Maulana Azad National Urdu University गञ्चीबौली, हैदराबाद - ५०००३२ Gachibowli, Hyderabad-500 032.

Copy to :

1. Dean, SCBM 2. All Faculty Members

- 3. Notice Board
- 4. SCBM/DMC Website