



MAZHARUL ULOOM COLLEGE (AUTONOMOUS)
CIRCULAR



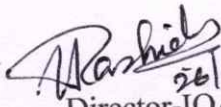
Internal Quality Assurance Cell (IQAC) meeting with COE Team

There will be an Internal Quality Assurance Cell (IQAC) meeting with COE Team on 27.06.2025 at 10.30 am at IQAC.

Agenda:

1. Confirmation of Curriculum Framework Template for the Academic Year 2025-2026
2. No. of Electives / Semester.
3. Inclusion of Value Education & Environmental Studies.
4. To discuss Extra credits on MOOC Certificate Courses.
5. To discuss on uniformity of POs and PSOs, mapping and General instruction to HODs

All concerned members are requested to attend the meeting positively and come prepared with necessary documents or suggestions related to the curriculum framework.


26/6/25
Director-IQAC


20/6/25
Principal i/c.

Date: 26.06.2025

Place: Ambur

Signatures:


Dr. KHK


Dr. ASAK


Dr. BA


Mr. AAA


Mr. KNA



MAZHARUL ULOOM COLLEGE (AUTONOMOUS)



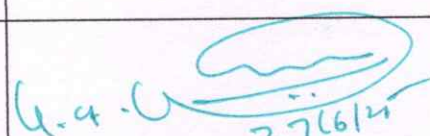
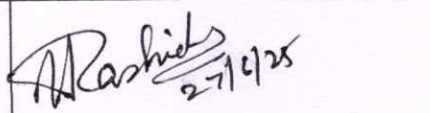
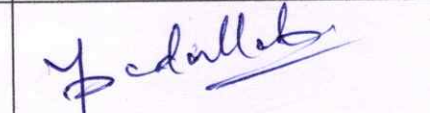
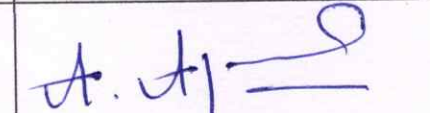
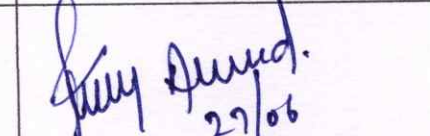
INTERNAL QUALITY ASSURANCE CELL

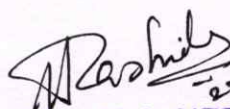
Meeting with COE team

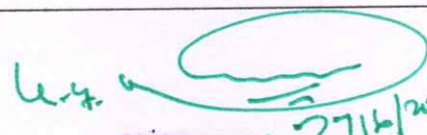
Attendance Sheet

Venue: IQAC

Date: 27.06.2025

S.NO	NAME	DESIGNATION	SIGNATURE
1	Dr. K.H. Kaleemullah	Principal i/c.	 27/6/25
2	Dr. A. Shafee Ahmed Khan	COE & Vice-Principal (Shift I)	 27/6/25
3	Mrs. M.A. Uzeefa Rashida	Vice-Principal (Shift II) & Director-IQAC	 27/6/25
4	Dr. B. Asadullah	IQAC Coordinator	
5	Mr. A. Aqeel Ahmed	Junior Assistant	
6	Mr. K. Naveed Ahamed	Typist / IQAC Technical Assistant	 27/06


27/6/2025
Mrs. M.A. UZEFA RASHIDA
Director - IQAC.
Mazharul Uloom College,
AMBUR - 635802. TPT. DT.


27/6/2025
PRINCIPAL
MAZHARUL ULOOM COLLEGE
(AUTONOMOUS)
AMBUR - 635 802. TPT.DT.



منظہر العلوم کالج، آمبور

MAZHARUL ULOOM COLLEGE

(Established & Managed by the Ambur Muslim Educational Society)

Accredited by NAAC with Grade 'A' CGPA 3.23 in Cycle 3

Affiliated to Thiruvalluvar University, Vellore

AMBUR - 635 802 (Tirupattur District)

M. A. UZEFA RASHIDA M.A., B.Ed., SET

DIRECTOR - IQAC

Phone : 04174 - 242644

Mobile : 97901 34132

E-mail : maur@mucollege.ac.in

iqac2023@mucollege.ac.in

Web : www.mucollege.ac.in

Date : 27.06.2025

MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING WITH COE TEAM HELD ON 27.06.2025 AT 10.30 AM AT THE IQAC.

Members Present: Dr. KHK, ASAK, MAUR, BA, AAA, KNA.

Leave of Absence: ---

Minutes:

Agenda:

1. **Invocation:** Hafiz. A. Aqeel Ahmed recited the verses from Holy Quran.

2. **Welcome Address:**

Principal Dr. K.H. Kaleemullah welcomed the gathering and brought the meeting to an order.

3. **Confirmation of Curriculum Framework Template for the Academic Year 2025–2026.**

The Director IQAC explained the examination team the requirement for a uniform curriculum structure for all the departments. The curriculum framework template prepared by the IQAC was discussed to confirm its adoption in our Institution.

4. **No. of Electives / Semester.**

The Number of Electives / Semester, the credit points and number of teaching hours was discussed and confirmed by the COE Dr. A. Shafee Ahmed Khan, as per the University norms.

5. **Inclusion of Value Education & Environmental Studies.**

It was discussed and decided that Value Education & Environmental Studies would be included in the II-year 3rd and 4th semester respectively for all UG courses.

6. **To discuss Extra credits on MOOC Certificate Courses.**

It was discussed that extra credit points earned for any MOOC Certificate Courses qualified by any student would be added in the consolidated mark sheet at the end of the program.

MAH
27/06/2025



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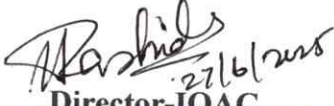
Date : 27.06.2025

7. To discuss on uniformity of POs and PSOs, mapping and General instruction to HODs

The curriculum framework template that was passed in agenda point no. 3 was to be handed over to the Curriculum Development Council to discuss and decide on the uniformity of POs and PSOs, COs mapping. It was decided that the COE would pass the information to the Head of the Departments.

8. Vote of Thanks:

Dr. B. Asadullah Coordinator of IQAC thanked the members present.


Director-IQAC
Mrs. M.A. UZEFA RASHIDA
Director - IQAC.
Mazharul Uloom College,
AMBUR - 635802. TPT. DT.


Principal i/c.
PRINCIPAL
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MAZHARUL ULOOM COLLEGE (AUTONOMOUS)



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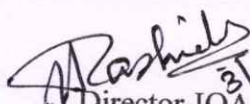
Internal Quality Assurance Cell (IQAC) meeting with Non-Teaching Staff

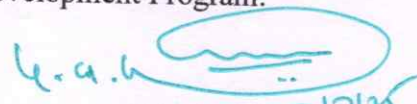
There will be an Internal Quality Assurance Cell (IQAC) meeting with Non-Teaching Staff on 04.07.2025 at 11.30 am at IQAC.

Agenda:

1. To discuss about participation in short term Professional Development Program every year.
2. To enrol and qualify in online certificate courses for career advancement.

All concerned members are requested to attend the meeting positively and come prepared with necessary documents or suggestions related to the Professional Development Program.


Director-IQAC 3/7/2025


Principal i/c. 3/7/25

Date: 03.07.2025

Place: Ambur

Signatures:

Dr. BA 

Mr. IAS 

Mr. KMS 

Mr. KAA 

Mr. AAA 

Mr. KNA 

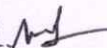
Mr. GMA 

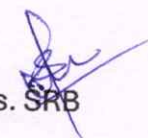
Mrs. AF 

Mr. NAA 

Mrs. SK 

Mr. SAB 

Mr. LMA 


Mrs. SRB



MAZHARUL ULOOM COLLEGE (AUTONOMOUS)

INTERNAL QUALITY ASSURANCE CELL

Meeting with Non-Teaching Staff

Attendance Sheet



Venue: IQAC

Date: 04.07.2025

S.NO	NAME	DESIGNATION	SIGNATURE
1	Mrs. M.A. Uzeefa Rashida	Vice-Principal (Shift II) & Director-IQAC	<i>Rashida</i>
2	Dr. B. Asadullah	IQAC Coordinator	<i>Asadullah</i>
3	Mr. I. Aslam Sheriff	Office Superintendent	<i>I. Aslam</i>
4	Mr. K. Mohammed Sadiq	Assistant	<i>K. Mohammed Sadiq</i>
5	Mr. K. Abrar Ahmed	Junior Assistant	<i>LOA</i>
6	Mr. A. Aqeel Ahmed	Junior Assistant	<i>A. Aqeel</i>
7	Mr. K. Naveed Ahamed	Typist / IQAC Technical Assistant	<i>K. Naveed</i>
8	Mr. G. Mohammed Afzal	Record clerk	<i>G. Mohammed Afzal</i>
9	Mrs. Aneesa Fathima	Record clerk	<i>LOA</i>
10	Mr. N. Abu Athar	Office Assistant	<i>N. Abu Athar</i>
11	Mrs. S. Rabia Basri	Junior Assistant	<i>S. Rabia Basri</i>
12	Mrs. Shabreen Kouser	Junior Assistant	<i>Shabreen</i>
13	Mr. S. Afsar Basha	Library Assistant	<i>S. Afsar Basha</i>
14	Mr. L. Muhammed Alam	Lab Instructor	<i>L. Muhammed Alam</i>

Rashida
4/7/2025
Mrs. M.A. UZEFA RASHIDA
Director - IQAC.
Mazharul Uloom College,
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U. A. U.
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Date : 04.07.2025

MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING WITH NON-TEACHING STAFF MEETING HELD ON 04.07.2025 AT 11.30 AM AT THE IQAC.

Members Present: MAUR, BA, IAS, KMS, AAA, KNA, GMA, NAA, SRB, SK, SAB, LMA
Leave of Absence: KAA, AF

Agenda:

1. **Invocation:** Hafiz. A. Aqeel Ahmed recited the verses from Holy Quran.
2. **Welcome Address:**
IQAC – Director welcomed the gathering and brought the meeting to an order.
3. **To discuss about participation in short term Professional Development Program every year.**

The IQAC Director briefed the non-teaching staff members about the need for participation in short term Professional Development Program for career upgradation as per the NAAC requirement. The Office Superintendent agreed with the proposal. It was decided that one non-teaching staff would be permitted to attend the PDP every six months in turns.

4. **To enroll and qualify in online certificate courses for career advancement.**

The IQAC Director further encouraged the non-teaching staff members to enrol and qualify in online certificate courses such as SWAYAM, NPTEL, MOOCs, etc.. The Office Superintendent appreciated this proposal from the IQAC.

5. **Vote of Thanks:**

Dr. B. Asadullah Coordinator of IQAC thanked the members present.


24/7/2025
Mrs. M.A. UZEFA RASHIDA
Director - IQAC.
Mazharul Uloom College,
AMBUR - 635802. TPT. DT.


Principal i/c.
PRINCIPAL
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MAZHARUL ULOOM COLLEGE (AUTONOMOUS)



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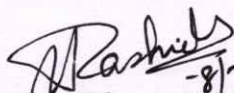
Internal Quality Assurance Cell (IQAC) and Website team virtual meeting with EmDot

There will be an Internal Quality Assurance Cell (IQAC) and Website team virtual meeting with EmDot on 09.07.2025 at 04.00 pm at IQAC.

Agenda:

1. Identifying key areas for website content updation.
2. Understanding technical aspects of website upgradation.
3. Clarifying doubts if any.

All concerned members are requested to attend the meeting positively and come prepared with queries and suggestions related to the website upgradation under your module.


-8/7/2025
Director-IQAC


Principal i/c. 8/7/25

Date: 08.07.2025

Place: Ambur

Signatures:

Dr. BA 

Mr. SMY 

Mr. AAA 

Mr. KNA 

Mr. GMA 

Mr. NM 

Mr. LMA 



MAZHARUL ULOOM COLLEGE (AUTONOMOUS)



INTERNAL QUALITY ASSURANCE CELL

Meeting with Website team and EmDot

Attendance Sheet

Venue: IQAC

Date: 09.07.2025

S.NO	NAME	DESIGNATION	SIGNATURE
1	Mrs. M.A. Uzefa Rashida	Vice-Principal (Shift II) & Director-IQAC	<i>Rashida</i> 9/7/2025
2	Dr. B. Asadullah	IQAC Coordinator	<i>Asadullah</i>
3	Mr. S.M. Mohammed Yaseen	Assistant Professor	<i>S.M. Mohammed Yaseen</i>
4	Mr. K. Naveed Ahamed	Typist / IQAC Technical Assistant	<i>K. Naveed Ahamed</i> 09.07.2025
5	Mr. G. Mohammed Afzal	Record Clerk	<i>G. Mohammed Afzal</i>
6	Mr. L. Muhammed Alam	Lab Instructor	<i>L. Muhammed Alam</i>
7	Mrs. Mahboobunisa	Lab programmer	<i>Mahboobunisa</i> 9/7/25
8	Mr. A. Aqeel Ahmed	Senior Assistant	<i>A. Aqeel Ahmed</i>

Rashida
9/7/2025
Mrs. M.A. UZEFA RASHIDA
Director - IQAC.
Mazharul Uloom College,
AMBUR - 635802. TPT. DT.

U. A. U
9/7/25
PRINCIPAL
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M. A. UZEFA RASHIDA M.A., B.Ed., SET
DIRECTOR - IQAC

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iqac2023@mucollege.ac.in
Web : www.mucollege.ac.in

Date : 10.07.2025

MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) VIRTUAL MEETING WITH WEBSITE TEAM AND EMDOT HELD ON 09.07.2025 AT 04.00 PM AT THE IQAC.

Members Present: MAUR, BA, SMY, AAA, KNA, GMA, MN, LMA

Leave of Absence: ---

Minutes:

1. **Invocation:** Hafiz. A. Aqeel Ahmed recited the verses from Holy Quran.

2. **Welcome Address:**

IQAC – Director welcomed the gathering and brought the meeting to an order.

3. **Identifying key areas for website content updation.**

The team discussed the status of the institutional website and identified key sections requiring content updates. Focus areas included departmental profiles, course details, faculty achievements, research activities, IQAC reports, and student support services. Each department was advised to submit updated content in a standardized format to ensure consistency.

4. **Understanding technical aspects of website upgradation.**

The technical team elaborated on the necessary backend and frontend enhancements required for the website, including mobile responsiveness, improved navigation, accessibility features, and integration of dynamic content modules. The IQAC, Director Mrs. M.A. Uzeefa Rashida, suggested including analytical tools to track user engagement and ensure regular maintenance schedules.

5. **Clarifying doubts if any.**

Members raised queries regarding the timeline and process of submission for website content. It was clarified that each department would receive a template to streamline updates. Training sessions for designated faculty were proposed to ensure content accuracy and effective use of the CMS (Content Management System).



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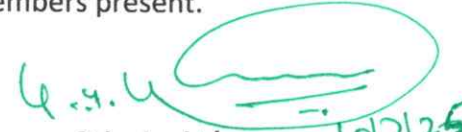
M. A. UZEFA RASHIDA M.A., B.Ed., SET
DIRECTOR - IQAC

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E-mail : maur@mucollege.ac.in
iqac2023@mucollege.ac.in
Web : www.mucollege.ac.in
Date : 10.07.2025

6. Vote of Thanks:

Dr. B. Asadullah, Coordinator of IQAC thanked the members present.


Director - IQAC
10/7/2025
Mrs. M.A. UZEFA RASHIDA
Director - IQAC.
Mazharul Uloom College,
AMBUR - 635802. TPT. DT.


Principal i/c.
PRINCIPAL i/c
MAZHARUL ULOOM COLLEGE
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AMBUR - 635 802. TPT.DT.
10/7/25



Notice of Meeting on 08.09.2025

MUCOLLEGE IQAC 2023-28 <iqac2023@mucollege.ac.in>

Thu, Sep 4, 2025 at 12:34 PM

To: pra <pra@mucollege.ac.in>, saa <saa@mucollege.ac.in>, nft <nft@mucollege.ac.in>, az <az@mucollege.ac.in>, nk <nk@mucollege.ac.in>, ana <ana@mucollege.ac.in>, "R.Jothilakshmi" <rjl@mucollege.ac.in>, khk <khk@mucollege.ac.in>, asak <asak@mucollege.ac.in>

to file

8/9/25

To
All the Criterion Conveners,
Mazharul Uloom College (Autonomous).

Notice

Notice is hereby given that a meeting of IQAC and Seven Criterion Conveners in sha Allah will be held on **08.09.2025 in the Committee Room at 12.30 pm.**

Agenda:-

1. Qirath
2. Welcome Address by the chairman.
3. Internal Academic and Administrative audit of AY 2024-2025
4. Adoption of systematic working strategies to prepare documentation for AY 2024-2025.
5. Any other subject with the permission of the chair.

Kindly adjust your classes and attend the meeting positively. You are requested to intimate your criterion members of the above

--
Regards
M.A.Uzefa Rashida
Vice Principal (Shift II)
Director - IQAC



MAZHARUL ULOOM COLLEGE (AUTONOMOUS)



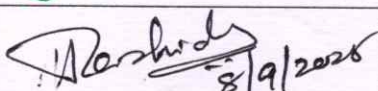
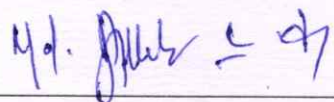
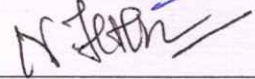
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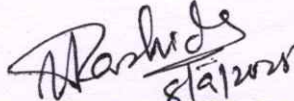
All Criterion Convenors Meeting

Attendance Sheet

Venue: Committee Room

Date: 08.09.2025

S.NO	NAME	DESIGNATION	SIGNATURE
1	Dr. K.H. Kaleemullah	Principal i/c.	
2	Dr. A. Shafee Ahmed Khan	COE & Vice-Principal (Shift I)	
3	Mrs. M.A. Uzefa Rashida	Vice-Principal (Shift II) & Director-IQAC	
4	Dr. B. Asadullah	IQAC Coordinator	
5	Mr. A. Md. Nayeemullah Khan	Convenor, Criterion I	
6	Dr. R. Jothilakshmi	Convenor, Criterion II	LoA
7	Dr. P. Rizwan Ahmed	Convenor, Criterion III	LoA
8	Dr. A. Noorul Ameen	Convenor, Criterion IV	
9	Dr. A. Zakiuddin Ahmed	Convenor, Criterion V	
10	Dr. S. Afsar Ahmed	Convenor, Criterion VI	
11	Dr. N. Fathima Thabussum	Convenor, Criterion VII	
12	Dr. A. Niyaz Ahmed	Representative - Criterion II	
13	Dr. T. AASIF AHMED	criterion - III	
14			


Mrs. M.A. UZERA RASHIDA
 Director - IQAC.
 Mazharul Uloom College,
 AMBUR - 635802. TPT. DT.


 Principal i/c. 8/9/25
PRINCIPAL
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DIRECTOR - IQAC

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Mobile : 97901 34132

E-mail : maur@mucollege.ac.in

iqac2023@mucollege.ac.in

Web : www.mucollege.ac.in

Date : 10.09.2025

MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) AND ALL CRITERION CONVENORS MEETING HELD ON 08.09.2025 AT 12.30 PM AT THE IQAC.

Members Present: Dr. KHK, Dr. ASAK, MAUR, Dr. BA, NK, Dr. ANA, Dr. AZ, Dr. SAA,
Dr. NFT, Dr. NA, Dr. TAA.

Leave of Absence: Dr. RJL, Dr. PRA

Minutes:

1. Invocation: Dr. A. Niyaz Ahmed recited the verses from Holy Quran.

2. Welcome Address:

Principal i/c. Dr. K.H. Kaleemullah, welcomed the gathering and brought the meeting to an order.

3. Internal Academic and Administrative audit of AY 2024-2025:

The IQAC Director Mrs. M.A. Uzefa Rashida, briefed the criterion convenors about the upcoming Internal Academic and Administrative audit of AY 2024-2025 asking the members present to list out the documents required if any which is not in conformation with the NAAC for their respective criterion documentation as per their metrics.

4. Adoption of systematic working strategies to prepare documentation for AY 2024-2025.

To streamline documentation related to Departments, CGPC, Extension Activities, Library, and Office for various administrative and accreditation purposes, the IQAC proposed the systematic uploading of all relevant documents in designated departmental drives. These drives will be shared with the respective Criterion Teams to facilitate effective documentation, verification, and retrieval. Further, the IQAC submitted the consolidated list



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Web : www.mucollege.ac.in

Date : 10.09.2025

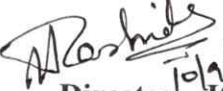
of documents required for ONOD (One Nation One Data), as earlier communicated by NAAC, in alignment with the ten attributes of the Binary Accreditation Framework (BAF).

5. Any other subject with the permission of the chair:

No additional agenda items were proposed, and hence no further matters were taken up for discussion.

6. Vote of Thanks:

Dr. B. Asadullah, Coordinator of IQAC thanked the members present.


Director - IQAC
Mrs. M.A. UZEFA RASHIDA
Director - IQAC.
Mazharul Uloom College,
AMBUR - 635802. TPT. DT.


Principal i/c.
PRINCIPAL
MAZHARUL ULOOM COLLEGE
(AUTONOMOUS)
AMBUR - 635 802. TPT.DT.



IQAC and Criterion Convenors Meeting on 04.12.2025.

2 messages

MUCOLLEGE IQAC 2023-28 <iqac2023@mucollege.ac.in>

Wed, Dec 3, 2025 at 4:09 PM

To: pmr <pmr@mucollege.ac.in>, nk <nk@mucollege.ac.in>, sak <sak@mucollege.ac.in>, jaa <jaa@mucollege.ac.in>, pmj <pmj@mucollege.ac.in>, sjr <sjr@mucollege.ac.in>, mma <mma@mucollege.ac.in>, "R.Jothilakshmi" <rjl@mucollege.ac.in>, mpb <mpb@mucollege.ac.in>, sdm <sdm@mucollege.ac.in>, taa <taa@mucollege.ac.in>, saa <saa@mucollege.ac.in>, na <na@mucollege.ac.in>, nft <nft@mucollege.ac.in>, vsa <vsa@mucollege.ac.in>, gj <gj@mucollege.ac.in>, smy <smy@mucollege.ac.in>, sk <sk@mucollege.ac.in>, ana <ana@mucollege.ac.in>, pra <pra@mucollege.ac.in>, az <az@mucollege.ac.in>, pjs <pjs@mucollege.ac.in>, jd <jd@mucollege.ac.in>
Cc: khk <khk@mucollege.ac.in>, asak <asak@mucollege.ac.in>

To

All the Criterion Conveners & Members,
Mazharul Uloom College (Autonomous).

Notice

Notice is hereby given that a meeting of IQAC and Seven Criterion Conveners and Members, in sha Allah will be held on **04.12.2025 in the Committee Room at 12.00 pm.**

Agenda:-

1. Qirath
2. Welcome Address by the chairman.
3. Implementation of systematic working strategies to prepare documentation for AY 2024-2025.
4. Any other subject with the permission of the chair.

Convenors are requested to kindly adjust your classes and attend the meeting positively. Criterion members are requested to attend the meeting if they have no class.

--
Regards
M.A.Uzefa Rashida
Vice Principal (Shift II)
Director - IQAC

khk MUC - <khk@mucollege.ac.in>
To: iqac2023@mucollege.ac.in

Wed, Dec 3, 2025 at 4:09 PM

Thanks & Regards

Dr. K. H. Kaleemullah
Head, Department of Urdu
Mazharul Uloom College (Autonomous)
Ambur - 635 802
Tirupattur District
Tamil Nadu, India.



MAZHARUL ULOOM COLLEGE (AUTONOMOUS)



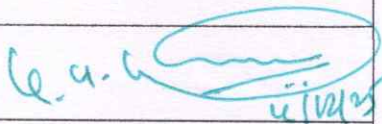
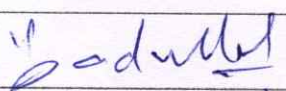
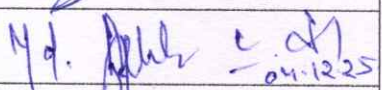
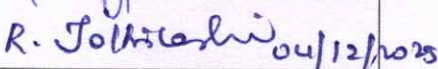
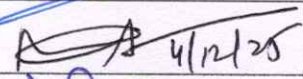
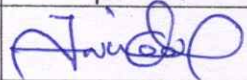
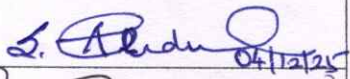
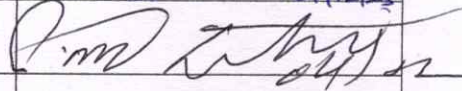
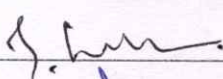
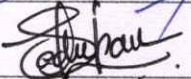
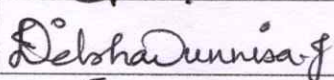
INTERNAL QUALITY ASSURANCE CELL

All Criterion Convenors Meeting

Attendance Sheet

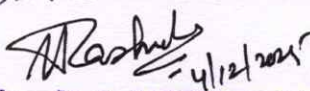
Venue: Committee Room

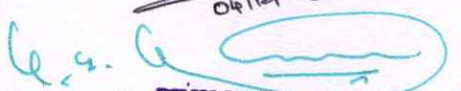
Date: 04.12.2025

S.NO	NAME	DESIGNATION	SIGNATURE
1	Dr. K.H. Kaleemullah	Principal i/c.	
2	Dr. A. Shafee Ahmed Khan	Vice-Principal (Shift I) & COE	
3	Mrs. M.A. Uzefa Rashida	Vice-Principal (Shift II) & Director-IQAC	leave on absence
4	Dr. B. Asadullah	IQAC Coordinator	
5	Mr. A. Md. Nayeemullah Khan	Convenor, Criterion I	
6	Dr. R. Jothilakshmi	Convenor, Criterion II	
7	Dr. P. Rizwan Ahmed	Convenor, Criterion III	
8	Dr. A. Noorul Ameen	Convenor, Criterion IV	
9	Dr. A. Zakiuddin Ahmed	Convenor, Criterion V	
10	Dr. S. Afsar Ahmed	Convenor, Criterion VI	
11	Dr. N. Fathima Thabussum	Convenor, Criterion VII	leave on absence
12	Dr. S. Diwan Mohdum	member, criterion - IV	
13	S. ABDUL KAREEM	member Criterion - I	
14	Dr. MOHAMMED JARAR P	MEMBER - VI	
15	Dr. SANANTHANAN	member - VII	
16	DR. T. AASIF AHMED	MEMBER - III	
17	Dr. P.J. SADIA PARYEEN	MEMBER - I	
18	DILSHADUNNISA-J	MEMBER - VI	

19 Dr. V.S. SUHAIL AHMED

Member - IV


Mrs. M.A. UZEFA RASHIDA
 Director - IQAC.
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M. A. UZEFA RASHIDA M.A., B.Ed., SET
DIRECTOR - IQAC

Phone : 04174 - 242644
Mobile : 97901 34132
E-mail : maur@mucollege.ac.in
iqac2023@mucollege.ac.in
Web : www.mucollege.ac.in

Date : 05.12.2025

MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) AND ALL CRITERION CONVENORS AND MEMBERS MEETING HELD ON 04.12.2025 AT 12.30 PM AT THE IQAC.

Members Present: Dr. KHK, Dr. ASAK, Dr. BA, NK, Dr. RJL, Dr. PRA, Dr. ANA, Dr. AZ,
Dr. SAA, Dr. NFT, Dr. SDM, SAK, Dr. PMJ, GJ, Dr. TAA, Dr. PJS, JD, Dr. VSA.

Leave of Absence: Mrs. MAUR (Director IQAC)

Minutes:

1. Invocation: Dr. A. Niyaz Ahmed recited the verses from Holy Quran.

2. Welcome Address:

Principal i/c. Dr. K.H. Kaleemullah, welcomed the gathering and brought the meeting to an order.

3. Implementation of systematic working strategies to prepare documentation for AY 2024-2025:

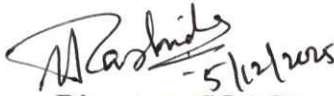
The IQAC Coordinator, Dr. B. Asadullah, informed the members that the IQAC Technical Assistant, Mr. K. Naveed Ahamed, has systematically created criterion-wise folders in the IQAC digital drive to streamline documentation and data management processes. These folders have been organized according to each NAAC criterion and further structured to accommodate metric-wise documentation, ensuring clarity, accuracy, and easy retrieval of records.

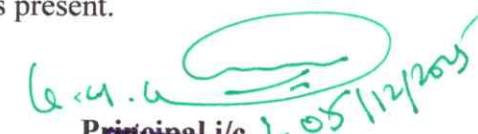
4. Any other subject with the permission of the chair:

No additional agenda items were proposed, and hence no further matters were taken up for discussion.

5. Vote of Thanks:

Dr. B. Asadullah, Coordinator of IQAC thanked the members present.


Mrs. M.A. UZEFA RASHIDA
Director - IQAC.
Mazharul Uloom College,
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Principal i/c.
MAZHARUL ULOOM COLLEGE
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MUCOLLEGE IQAC 2023-28 <iqac2023@mucollege.ac.in>

IQAC and Curriculum Development Council (CDC) meeting on 08.04.2026 - Regarding

MUCOLLEGE IQAC 2023-28 <iqac2023@mucollege.ac.in>

Wed, Apr 8, 2026 at 11:11 AM

To: ana <ana@mucollege.ac.in>, pra <pra@mucollege.ac.in>, az <az@mucollege.ac.in>, nft <nft@mucollege.ac.in>, nk <nk@mucollege.ac.in>, asak <asak@mucollege.ac.in>, saa <saa@mucollege.ac.in>, "R.Jothilakshmi" <rjl@mucollege.ac.in>, na <na@mucollege.ac.in>, Principal - Mazharul Uloom College <principal@mucollege.ac.in>

Cc: ba <ba@mucollege.ac.in>

Bcc: Nazar Mohammed <secretary@mucollege.ac.in>

To
Curriculum Development Council (CDC)
Mazharul Uloom College (Autonomous)

Notice

Notice is hereby given that a meeting of IQAC and the CDC, in sha Allah will be held on **08.04.2026 in the Committee Room at 12.40 pm.**

Agenda:-

1. Qirath
2. Welcome Address by the Principal.
3. 40 hrs. Certificate courses / MOOCs to be made mandatory for AY 2026-2027.
4. To bring tally certificate course as a VAC for 2nd year B.Com, B.Com(CS), BBA & B.Com (CA).
5. DMLT for Microbiology students.
6. Personality Development and Interview Skills for final year students.
7. Utilization of MoUs with VIS (Tally), ICT Academy and (in future) JAWA Computer Education.
8. Any other subject with the permission of the chair.

Special Invitees:

Dr. R. Jothilakshmi
Dr. S. Afsar Ahmed
Dr. A. Niyaz Ahmed

CDC Convenor, Member Co-ordinators and Special Invitees are requested to kindly attend the meeting positively.

--

Regards

Dr. M.A. Uzefa Rashida
Vice Principal (Shift II)
Director - IQAC



MAZHARUL ULOOM COLLEGE (AUTONOMOUS)



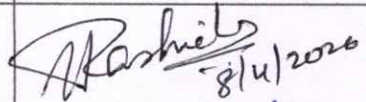
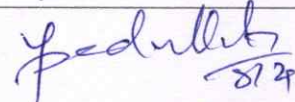
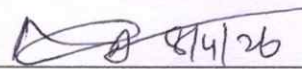
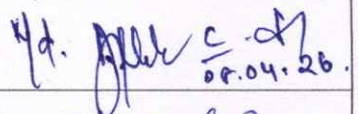
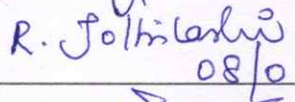
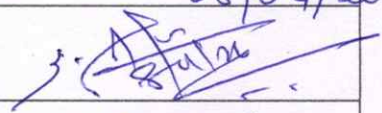
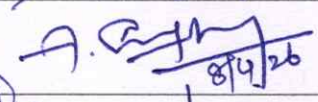
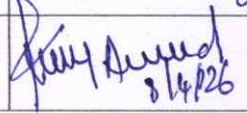
INTERNAL QUALITY ASSURANCE CELL

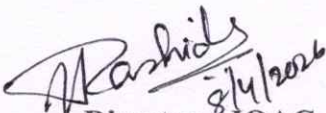
Meeting with CDC

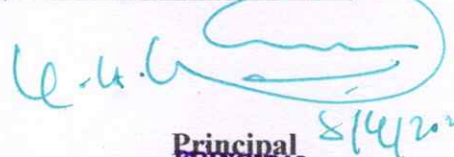
Attendance Sheet

Venue: Committee Room

Date: 08.04.2026

S.No	Name	Designation	Signature with date
1	Dr. K.H. Kaleemullah	Principal i/c.	 8/4/26
2	Dr. A. Shafee Ahmed Khan	Vice-Principal (Shift I) & COE	 Permission
3	Dr. M.A. Uzefa Rashida	Vice-Principal (Shift II) & Director-IQAC	 8/4/2026
4	Dr. B. Asadullah	IQAC Coordinator	 8/4
5	Dr. A. Zakiuddin Ahmed	Convenor (CDC)	 8/4/26.
6	Dr. A. Noorul Ameen	Member Co Ordinator (CDC)	 8/4/26
7	Dr. P. Rizwan Ahmed	Member Co Ordinator (CDC)	On Permission
8	Dr. N. Fathima Thabassum	Member Co Ordinator (CDC)	 8/4/26
9	Mr. M. Nayeemullah Khan	Special Invitees (CDC)	 08.04.26.
10	Dr. R. Jothilakshmi	Nodal officer MOOCs	 08/04/2026
11	Dr. S. Afsar Ahmed	Director CGPC	 8/4/26
12	Dr. A. Niyaz Ahmed	Nodal Officer ICT Academy	 8/4/26
13	Mr. K. Naveed Ahamed	Typist / IQAC Technical Assistant	 8/4/26


Director - IQAC
Mrs. M.A. UZEFA RASHIDA
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DIRECTOR - IQAC

Phone : 04174 - 242644

Mobile : 97901 34132

E-mail : maur@mucollege.ac.in

iqac2023@mucollege.ac.in

Web : www.mucollege.ac.in

Date : 08.04.2026

MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) AND CDC MEETING HELD ON 08.04.2026 AT 12.40 PM AT THE CONVENTIONAL HALL.

Members Present: Dr. KHK, Dr. MAUR, Dr. BA, Dr. AZ, Dr. ANA, Dr. PRA, Dr. NFT, Mr. NK, Dr. RJL, Dr. SAA, Dr. NA, Mr. KNA.

Leave of Absence: Dr. ASAK.

Minutes:

1. Invocation: Dr. A. Niyaz Ahmed recited the verses from Holy Quran.

2. Welcome Address:

Principal i/c. Dr. K.H. Kaleemullah, welcomed the gathering and brought the meeting to an order.

3. 40 hrs. Certificate courses / MOOCs to be made mandatory for AY 2026-2027:

Addressing the members of the Curriculum Development Council, Dr. M.A. Uzefa Rashida, Director, IQAC, highlighted the need to integrate 40-hour certificate courses / MOOCs that meets NAAC quality benchmarks, for the academic year 2026-2027. She emphasized the CDC to take responsibility for identifying suitable courses relevant to each programme and ensure proper academic structuring, delivery, and assessment. To which the CDC convenor Dr. A Zakiuddin Ahmed suggested to present this proposal before the Chairman of the Board of Studies during the BOS Chairman's meeting with the principal.

4. To bring tally certificate course as a VAC for 2nd year B. Com, B. Com (CS), BBA & B. Com (CA):

Dr. M.A. Uzefa Rashida addressed that the Tally Certificate Course should be offered as a Value-Added Course (VAC) for II-year students of B. Com, B. Com (CS), BBA, and B. Com (CA). It was noted that the Tally certificate course has already been successfully implemented for B. Com and B. Com (CS) students. For the academic year 2026-2027, it is proposed to extend the same to BBA and B. Com (CA) students as well. She requested the CDC to not include Tally in the curriculum. The CDC members discussed the proposal and agreed to implement the course in collaboration with recognized training partners.



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DIRECTOR - IQAC

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Mobile : 97901 34132
E-mail : maur@mucollege.ac.in
iqac2023@mucollege.ac.in
Web : www.mucollege.ac.in

Date : 08.04.2026

5. DMLT for Microbiology students:

In her address to the CDC, Dr. M.A. Uzeefa Rashida proposed the introduction of a Diploma in Medical Laboratory Technology (DMLT) course for Microbiology students. She pointed out that such a course would enhance practical exposure and improve employability in healthcare and diagnostic sectors.

6. Personality Development and Interview Skills for final year students

Dr. M.A. Uzeefa Rashida suggested the CDC and Director CGPC the importance of embedding personality development and interview skills training for final-year students. The proposal was discussed in detail by the CDC, and while it was decided not to include these components within the formal curriculum, the council acknowledged their significance and recommended offering them as add-on programmes. The Director, CGPC, was entrusted with the responsibility of examining and implementing suitable training initiatives in this regard.

7. Utilization of MoUs with VIS (Tally), ICT Academy and (in future) JAWA Computer Education.

The MoUs were to be renewed and utilised to the fullest to enhance students' competencies.

8. Any other subject with the permission of the chair.

No additional agenda items were proposed, and hence no further matters were taken up for discussion.


Director - IQAC
Mrs. M.A. UZEFA RASHIDA
Director - IQAC.
Mazharul Uloom College,
AMBUR - 635802. TPT. DT.


Principal i/c.
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