



# UNIVERSITY OF KASHMIR

## DEPARTMENT OF COMMERCE

(NAAC ACCREDITED GRADE 'A')

No. F( \_\_\_\_\_)

Dated: \_\_\_\_\_

Minutes of the Departmental Committee Meeting held on 03-10-2018 in the office chamber of the undersigned.

Following members were present:

Prof. Mushtaq Ahmad Bhat	(In the Chair)
Prof. Khursheed Ahmad Butt	(Member)
Prof. Nazir Ahmad Nazir	(Member)
Prof. Riyaz Ahmad Rainaye	(Member)
Prof. S. M. Shafi	(Member)
Dr. Parvez A. Shah	(Member)
Dr. Khalid A Chishti	(Member)
Dr. Ishfaq Ahmad Thaku	(Member)
Dr. Adil Amin Bhat	(Member)

### Resolution 1

Resolved that faculty members including non-teaching staff accompanying students to picnic (Sonamarg) on 06-10-2018 shall be provided light refreshment subject to the maximum of Rs. 10,000/= by debit to the departmental local funds.

### Resolution 2

Resolved that one desktop computer and printer to be provided to contractual faculty members.

### Resolution 3

Resolved that departmental committee minutes after its circulation among faculty members be e-mailed as well.

The meeting ended with the vote of thanks to the chair.

Prof. Mohi-ud-Din Sangmi	Prof. Khursheed Ahmad Butt	Prof. Nazir Ahmad Nazir	Prof. Riyaz Ahmad Rainayee	Prof. Mohmad Shafi Sofi	Dr. Parvaiz Ahmad Shah
Dr. Sabiya Mufti	Dr. Khalid A Chishti	Er. Kaisar Rasheed	Dr. Ishfaq Ahmad Thaku	Dr. Adil Amin Bhutt	

Head of the Department



# UNIVERSITY OF KASHMIR

## DEPARTMENT OF COMMERCE

(NAAC ACCREDITED GRADE 'A')

No. F(\_\_\_\_\_)

Dated: \_\_\_\_\_

Minutes of the Departmental Committee Meeting held on 31-05-2018 in the office chamber of the undersigned.

Following members were present

Prof. Mushtaq Ahmad Bhat	(In the Chair)
Prof. Mohi-ud-Din Sangmi	(Members)
Prof. Nazir Ahmad Nazir	(Member)
Prof. Riyaz Ahmad Rainaye	(Member)
Prof. S M. Shafi	(Member)
Dr. Parvez A. Shah	(Member)
Er. Kaiser Rashid	(Member)
Dr. Sabiya Mufti	(Member)
Dr. Khalid A Chishti	(Member)

### Resolution 1

Resolved that the estimate for providing and fixing of UPS Electric points in various rooms in the Department prepared and forwarded by the Executive Engineer was recommended for approval of the authority by debit to local funds.

### Resolution 2

The closure of class work for M.Com 4th Semester was fixed as 20th June, 2018.

### Resolution 3

All faculty rooms are recommended for painting.

### Resolution 4

Dr Khalid Ashraf Chesti will continue to hold the coordinatorship of Examination.

### Resolution 5

Dr Sabiya Mufti will coordinate the activities related to Seminar Library. Further, she will act as Academic Councillor for M.Com 1<sup>st</sup> & 2<sup>nd</sup> Semesters.

**Resolution 6**

Dr. Parvaiz Ahmad Shah will coordinate the research activities. He will continue to act as Academic Councilor for M.Com.3rd & 4th Semesters.

**Resolution 7**

Professor Riyaz Ahmad Rainayee will hold the charge of Chairman Purchasing Committee.

The meeting ended with the vote of thanks to the chair

Prof. Mohi-ud-Din Sangmi	Prof. Nazir A Nazir	Prof. Riyaz A Rainaye	Prof. Mushtaq A Bhat	Prof. S. M. Shafi
Dr. Parvaiz Ahmad Shah	Dr. Sabiya Mufti	Dr. Khalid A Chishti		

**Head of the Department**



# UNIVERSITY OF KASHMIR

## DEPARTMENT OF COMMERCE

(NAAC ACCREDITED GRADE 'A')

No. F( \_\_\_\_\_)

Dated: \_\_\_\_\_

Minutes of the Departmental Committee Meeting held on 08-08-2018 in the office chamber of the undersigned.

Following members were present

Prof. Mushtaq Ahmad Bhat  
Prof. S M. Shafi  
Dr. Parvez A. Shah  
Er. Kaiser Rashid  
Dr. Sabiya Mufti  
Dr. Khalid A Chishti  
Dr. Ishfaq Ahmad Thaku  
Dr. Adil Amin Bhatt

(In the Chair)  
(Member)  
(Member)  
(Member)  
(Member)  
(Member)  
(Member)  
(Member)

### Resolution 1

The request of civil contractor to give him work done certificate was discussed. All faculty members were satisfied with the civil work carried out by the contractor in the scholars' room and the painting in the ceiling of corridor. However, the quality of the work done will be certified by the concerned civil engineering wing of the University.

### Resolution 2

The repairing of Ac's in the department was discussed in earlier Dc wherein it was resolved that the defunct Ac's need to be repaired by LG authorised service centre. However, even after repeated calls, the service centre did not respond till date owing to which it was again resolved by the DC to invite tenders from the service providers for execution of the aforementioned work.

### Resolution 3

The GE and OE courses for 1<sup>st</sup> and 3<sup>rd</sup> semester to be offered by the Department are given as under:-

S. No.	Title of the Course and course code	Course Type	Semester	Name of the Teacher
1.	Fundamentals of Accounting	OE	1 <sup>st</sup>	Dr. Khalid Ashraf Chesti
2.	Data & Network Communication	GE	1 <sup>st</sup>	Er. Kaisar Rasheed Gattoo
3.	Understanding Capital Markets	GE	1 <sup>st</sup>	Dr. Adil Amain Bhat
4.	Management Theory & Practice	OE	1 <sup>st</sup>	Dr. Parvaiz Ahmad Shah
5.	Knowledge Management & Information System	OE	3rd	Er. Kaisar Rasheed Gattoo
6.	Organisational Psychology	GE	3rd	Dr Sabiya Mufti
7.	Commercial Bank Management	GE	3rd	Dr. Ishfaq Ahmad Thaku

The meeting ended with the vote of thanks to the chair.

Prof. Mushtaq A Bhat	Prof. S. M. Shafi	Dr. Parvaiz Ahmad Shah	Dr. Sabiya Mufti	Dr. Khalid A Chishti	Er. Kaisar Rasheed	Dr. Ishfaq Ahmad Thaku	Dr. Adil Amin Bhatt
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**Head of the Department**



# UNIVERSITY OF KASHMIR

## DEPARTMENT OF COMMERCE

(NAAC ACCREDITED GRADE 'A')

No. F(\_\_\_\_\_)

Dated: \_\_\_\_\_

Minutes of the Departmental Committee Meeting held on 09-06-2018 in the office chamber of the undersigned.

Following members were present

Prof. Mushtaq Ahmad Bhat	(In the Chair)
Prof. Mohi-ud-Din Sangmi	(Members)
Prof. Nazir Ahmad Nazir	(Member)
Prof. Riyaz Ahmad Rainaye	(Member)
Prof. S M. Shafi	(Member)
Dr. Parvez A. Shah	(Member)
Er. Kaiser Rashid	(Member)
Dr. Sabiya Mufti	(Member)
Dr. Khalid A Chishti	(Member)

### Resolution 1

Resolved that the last two units comprising Amalgamation, Absorption and Reconstruction (unit 9<sup>th</sup>) and Cost Accounting (unit 10<sup>th</sup>) be deleted from the M.Com. Entrance Test syllabus. The deleted portion of syllabus will be replaced with additional units on Management and Financial Accounting to make it competitive for all the three batches likely to appear for admission to M.Com. programme.

### Resolution 2

The request of M.Com 4<sup>th</sup> semester students for a picnic was recommended for further necessary action.

### Resolution 3

The already approved proposal amounting Rs. 4,60,000/=for fabricating and fixing the bookracks in the seminar library be taken up with the authorities again for its execution.

### Resolution 4

Resolved that the Customer Care (LG) be approached for fixing the non-functional AC's. In case the company fails to respond in a week's time, the opinion of Joint Registrar (Development) be obtained regarding issuance of tenders for fixing the non-functional Ac's.

The meeting ended with the vote of thanks to the chair

Prof. Mohi-ud-Din Sangmi	Prof. Nazir A Nazir	Prof. Riyaz A Rainaye	Prof. Mushtaq A Bhat	Prof. S. M. Shafi
Dr. Parvaiz Ahmad Shah	Dr. Sabiya Mufti	Dr. Khalid A Chishti	Er. Kaisar Rasheed	

**Head of the Department**



# UNIVERSITY OF KASHMIR

## DEPARTMENT OF COMMERCE

(NAAC ACCREDITED GRADE 'A')

No. F( \_\_\_\_\_)

Dated: \_\_\_\_\_

Minutes of the Departmental Committee Meeting held on 09-11-2018 in the office chamber of the undersigned.

Following members were present:

Prof. Mushtaq Ahmad Bhat	(In the Chair)
Prof. Nazir Ahmad Nazir	(Member)
Prof. Riyaz Ahmad Rainaye	(Member)
Prof. S. M. Shafi	(Member)
Dr. Parvez A. Shah	(Member)
Er. Kaisar Rasheed	(Member)
Dr. Sabiya Mufti	(Member)
Dr. Ishfaq Ahmad Thaku	(Member)
Dr. Adil Amin Bhat	(Member)

### Resolution 1

Resolved that an extension lecture cum workshop will be conducted by Dr. Shariq Nisar on "Sharia Compliant Mutual Funds" on 19<sup>th</sup> November, 2018.

### Resolution 2

All faculty members are once again reminded to submit attendance statements in the first week of each month for the larger interests of the students.

### Resolution 3

Resolved that non-functional ACs in the Department be repaired by debit to local funds.

### Resolution 4

Resolved that two geysers of 25ltrs in two faculty washrooms be installed by debit to local funds.

### Resolution 5

Resolved that preparatory meetings be conducted to incorporate required changes in M.Com Syllabus under new CBCS scheme.

The meeting ended with the vote of thanks to the chair.

Prof. Nazir Ahmad Nazir	Prof. Riyaz Ahmad Rainayee	Prof. Mohmad Shafi Sofi	Dr. Parvaiz Ahmad Shah
Dr. Sabiya Mufti	Er. Kaisar Rasheed	Dr. Ishfaq Ahmad Thaku	Dr. Adil Amin Bhutt

Head of the Department



# UNIVERSITY OF KASHMIR

## DEPARTMENT OF COMMERCE

(NAAC ACCREDITED GRADE 'A')

No. F( \_\_\_\_\_)

Dated: \_\_\_\_\_

Minutes of the Departmental Committee Meeting held on 19-09-2018 in the office chamber of the undersigned.

Following members were present

Prof. Mushtaq Ahmad Bhat	(In the Chair)
Prof. Nazir Ahmad Nazir	(Member)
Prof. Mohmad Shafi Sofi	(Member)
Dr. Parvez A. Shah	(Member)
Er. Kaiser Rashid	(Member)
Dr. Sabiya Mufti	(Member)
Dr. Khalid A Chishti	(Member)
Dr. Ishfaq Ahmad Thaku	(Member)

### Resolution 1

M.Com. 3<sup>rd</sup> and 4<sup>th</sup> semester students are pressing hard for a picnic. The matter was discussed and deliberated upon and members were unanimous on Sonamerg, as a picnic spot and being relatively safe.

### Resolution 2

In view of relatively low attendance reported by faculty members in their respective classes, it was resolved that 75% class attendance which is mandatory for eligibility to appear in examination be notified for the information of students well in advance.

### Resolution 3

The intake capacity for M.Com programme which is 65 was discussed. Members resolved to reduce the intake capacity to 40 keeping in view that M.Com is now offered in other colleges/universities in Kashmir. However, the matter will be discussed in next DC meeting before it is sent for approval.

The meeting ended with the vote of thanks to the chair.

Prof. Nazir Ahmad Nazir	Prof. Mohmad Shafi Sofi	Dr. Parvaiz Ahmad Shah	Dr. Sabiya Mufti	Dr. Khalid A Chishti	Er. Kaisar Rasheed	Dr. Ishfaq Ahmad Thaku
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**Head of the Department**





# UNIVERSITY OF KASHMIR

## DEPARTMENT OF COMMERCE

(NAAC ACCREDITED GRADE 'A')

No. F(\_\_\_\_\_)

Dated: \_\_\_\_\_

Minutes of the Departmental Committee Meeting held on 23-07-2018 in the office chamber of the undersigned.

Following members were present

Prof. Mushtaq Ahmad Bhat	(In the Chair)
Prof. Nazir Ahmad Nazir	(Member)
Prof. Riyaz Ahmad Rainaye	(Member)
Prof. S M. Shafi	(Member)
Dr. Parvez A. Shah	(Member)
Er. Kaiser Rashid	(Member)
Dr. Khalid A Chishti	(Member)

### Resolution 1

The study leave of Mr. Sartaj Hussain, Assistant Professor, expires on 06-10-2018. His request to recommend the extension in the study leave for twelve months more was accepted in his favour.

### Resolution 2

The request of M.Com 2<sup>nd</sup> Semester students to give farewell to seniors was accepted. Dr. Khalid Ashraf Chesti, Dr Ishfaq Ahmad Thaku and Dr. Adil Amain Bhat will coordinate and oversee the expenditure to be incurred on this activity.

### Resolution 3

The necessary expenditure to be incurred in extending WIFI facility to scholars' room was recommended.

### Resolution 4

The estimated expenditure amounting Rs: 15,450/= for repairs of photocopier was recommended.

### Resolution 5

LCD installed in Committee Room having poor resolution will be examined by Mr. Sajjad Ahmad Shah, Computer Operator. He will suggest measures to improve its resolution. The expenditure on this account is recommended to be born out of the local funds of the Department.

The meeting ended with the vote of thanks to the chair.

Prof. Mohi-ud-Din Sangmi	Prof. Nazir A Nazir	Prof. Riyaz A Rainaye	Prof. Mushtaq A Bhat	Prof. S. M. Shafi
Dr. Parvaiz Ahmad Shah	Dr. Sabiya Mufti	Dr. Khalid A Chishti	Er. Kaisar Rasheed	

**Head of the Department**



# UNIVERSITY OF KASHMIR

## DEPARTMENT OF COMMERCE

(NAAC ACCREDITED GRADE 'A')

No. F( \_\_\_\_\_)

Dated: \_\_\_\_\_

Minutes of the Departmental Committee Meeting held on 26-09-2018 in the office chamber of the undersigned.

Following members were present

Prof. Mushtaq Ahmad Bhat	(In the Chair)
Prof. Riyaz Ahmad Rainayee	(Member)
Er. Kaiser Rashid	(Member)
Dr. Sabya Mufti	(Member)
Dr. Khalid A Chishti	(Member)
Dr. Ishfaq Ahmad Thaku	(Member)
Dr. Adil Amin Bhatt	(Member)

### Resolution 1

In view of the fact that authorities have already withdrawn industrial tour budget from the financial year 2017 onwards, members were unanimous that the industrial tour fee of Rs: 500/= should not be charged from the students henceforth.

### Resolution 2

Computer fee of Rs: 500/= also should not be charged from the students as the department is no longer providing the required computer facilities to the students.

### Resolution 3

To maintain confidentiality/secretcy related to conduct of examinations, it was resolved that the paper setter should handover the sealed question paper/s together with the requisite number of photocopies personally to Head of the Department (HOD) who will hand-over the same to the concerned superintendent on the date of examination. Further, a review committee comprising of concerned faculty members of the semester (core and discipline centric), one professor who is not teaching in that semester and HOD will review the awards for a comprehensive review for any discrepancy before they are uploaded to the University website.

### Resolution 4

Repairing of Lenovo ThinkPad R61 laptop amounting Rs: 8500/= in the possession of Er Kaiser Rasheed was also recommended.

The meeting ended with the vote of thanks to the chair.

Prof. Mohi-ud-Din Sangmi	Prof. Khursheed Ahmad Butt	Prof. Nazir Ahmad Nazir	Prof. Riyaz Ahmad Rainayee	Prof. Mohmad Shafi Sofi	Dr. Parvaiz Ahmad Shah
Dr. Sabya Mufti	Dr. Khalid A Chishti	Er. Kaiser Rasheed	Dr. Ishfaq Ahmad Thaku	Dr. Adil Amin Bhutt	

**Head of the Department**



# UNIVERSITY OF KASHMIR

## DEPARTMENT OF COMMERCE

(NAAC ACCREDITED GRADE 'A')

No. F(\_\_\_\_\_)

Dated: \_\_\_\_\_

Minutes of the Departmental Committee Meeting held on 27-06-2018 in the office chamber of the undersigned.

Following members were present

Prof. Mushtaq Ahmad Bhat	(In the Chair)
Prof. Mohi-ud-Din Sangmi	(Members)
Prof. Nazir Ahmad Nazir	(Member)
Prof. Riyaz Ahmad Rainaye	(Member)
Prof. S M. Shafi	(Member)
Dr. Parvez A. Shah	(Member)
Er. Kaiser Rashid	(Member)
Dr. Sabiya Mufti	(Member)
Dr. Khalid A Chishti	(Member)

### Resolution 1

Tiling of corridor (un-tiled portion) near entrance/upstairs of the building involving an amount of Rs: 9,666/= was recommended by debit to local funds.

### Resolution 2

Dismantling of existing aluminium partition of the seminar library/scholars room was already recommended in earlier DC with the estimated cost of Rs: 9,500/=. It's re-fixing (part of dismantled portion) at the entrance of the seminar library in the 1<sup>st</sup> floor with additional cost of Rs: 3,000 is recommended by debit to local funds.

The meeting ended with the vote of thanks to the chair.

Prof. Mohi-ud-Din Sangmi	Prof. Nazir A Nazir	Prof. Riyaz A Rainaye	Prof. Mushtaq A Bhat	Prof. S. M. Shafi
Dr. Parvaiz Ahmad Shah	Dr. Sabiya Mufti	Dr. Khalid A Chishti	Er. Kaisar Rasheed	

**Head of the Department**



# UNIVERSITY OF KASHMIR

## DEPARTMENT OF COMMERCE

(NAAC ACCREDITED GRADE 'A')

No. F( \_\_\_\_\_)

Dated: \_\_\_\_\_

Minutes of the Departmental Committee Meeting held on 28-08-2018 in the office chamber of the undersigned.

Following members were present

Prof. Mushtaq Ahmad Bhat	(In the Chair)
Prof. Nazir Ahmad Nazir	(Member)
Prof. Riyaz Ahmad Rainayee	(Member)
Dr. Parvez A. Shah	(Member)
Er. Kaiser Rashid	(Member)
Dr. Sabiya Mufti	(Member)
Dr. Khalid A Chishti	(Member)
Dr. Ishfaq Ahmad Thaku	(Member)
Dr. Adil Amin Bhatt	(Member)

### Resolution 1

The time table for M.Com 1<sup>st</sup> and M.Com 2<sup>nd</sup> was discussed and approved.

### Resolution 2

In view of the research needs of scholars of the department, the subscription to data streams/databases was discussed and resolved to recommend IndiaStat as a database for the department.

### Resolution 3

The requisition submitted by the librarian for curtains in the library and duly recommended by in-charge library was discussed. It was resolved that the estimated expenditure amounting Rs: 15,460/= for fixing steel rods, holders, and curtain in the library is recommended by debit to local funds.

### Resolution 4

Damaged electric wire in the corridor /class rooms/faculty rooms is recommended to be repaired by debit to local funds.

### Resolution 5

In response to University Circular dated 10-08-2018 regarding nominating of Nodal Officer for speedy redressal of the grievances/complaints lodged by the general public in the JKGGC, Dr. Parvaiz Ahmad Shah is recommended as a nodal officer.

The meeting ended with the vote of thanks to the chair.

Prof. Nazir Ahmad Nazir	Prof. Riyaz A Rainayee	Dr. Parvaiz Ahmad Shah	Dr. Sabiya Mufti	Dr. Khalid A Chishti	Er. Kaisar Rasheed	Dr. Ishfaq Ahmad Thaku	Dr. Adil Amin Bhatt
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**Head of the Department**



# UNIVERSITY OF KASHMIR

## DEPARTMENT OF COMMERCE

(NAAC ACCREDITED GRADE 'A')

No. F(\_\_\_\_\_)

Dated: \_\_\_\_\_

Minutes of the Departmental Committee Meeting held on 29-06-2018 in the office chamber of the undersigned.

Following members were present

Prof. Mushtaq Ahmad Bhat	(In the Chair)
Prof. Mohi-ud-Din Sangmi	(Members)
Prof. Nazir Ahmad Nazir	(Member)
Prof. Riyaz Ahmad Rainaye	(Member)
Prof. S M. Shafi	(Member)
Dr. Parvez A. Shah	(Member)
Er. Kaiser Rashid	(Member)
Dr. Sabiya Mufti	(Member)
Dr. Khalid A Chishti	(Member)

### Resolution 1

The following expenditure is recommended for up-gradation of infrastructural facilities in the department:-

S.No.	Proposed Work	Estimated Expenditure
1.	Class Room No.4 (Fixed steel bunches)	1,60,000
2.	Scholars' Room	7,60,000
3.	Library a) Fabricating and Fixing of Book racks: 4,60,000 b) Ac's (5 no' in two rooms): 5,40,000 c) Electrification and internet facility: <u>1,50,000</u>	11,50,000
4.	Repairing of two faculty washrooms	50,000
5.	Repairing of HOD's washroom	50,000
<b>Total</b>		<b>21,70,000</b>

The meeting ended with the vote of thanks to the chair.

Prof. Mohi-ud-Din Sangmi	Prof. Nazir A Nazir	Prof. Riyaz A Rainaye	Prof. Mushtaq A Bhat	Prof. S. M. Shafi
Dr. Parvaiz Ahmad Shah	Dr. Sabiya Mufti	Dr. Khalid A Chishti	Er. Kaisar Rasheed	

**Head of the Department**