

Minutes of the Departmental Committee

The Departmental Committee meeting of MERC was held on 23/12/2013 at 1:30 PM in the Office Chamber of Co-ordinator, *Mr. Faruq Masudi*. The following members were present:


Mr. Faruq Masudi, Coordinator(MERC)	—	-In the Chair-
Dr. Sabeha Mufti Associate Professor	—	Member
Dr. Aaliya Ahmed Sr.Asstt.Professor	—	-do-
Ms. Syeda Afshana Sr.Asstt.Professor	—	-do-
Dr. Malik Zahra Sr.Asstt.Professor	—	-do-


After a brief welcome by the Coordinator, the following agenda was taken up:

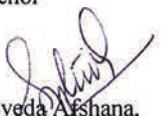
1. It was reiterated that the deadline for the submission of 4th Sem Project (MMCJ-018) shall remain 31st March, 2014.
2. In order to provide professional training to students, it was resolved that the department will make efforts to set-up state-of-the-art Broadcast Studio, and the initiative in this regard will be taken by re-appropriation of existing funds. Additionally, the department will explore the possibilities of raising funds from alternative sources.
3. The tentative examination dates of 2nd and 4th Semesters will be 28th December, 2013 and 1st January, 2014 respectively. Both the exam sessions will be conducted in the forenoon.
4. The contractual lecturers Suhail Ahmad and Rashid Maqbool will be part of the examination team as Supervisors for both the Semester exams.
5. To put on record, the Departmental Committee members acknowledged the significant and far-reaching progress made by MERC during the current academic session under the dynamic leadership of its Co-ordinator Mr. Faruq Masudi. The DC agreed upon the fact that it is for the first time since its inception that the department had seen such professional and highly experienced leadership.


The DC meeting ended on a vote of thanks, especially to Chair Faruq Masudi for his relentless endeavours in this regard.


Faruq Masudi
Convenor


Dr. Sabeha Mufti,
Associate Professor


Dr. Aaliya Ahmed,
Sr. Asstt. Professor


Ms. Syeda Afshana,
Sr. Asstt. Professor


Dr. Malik Zahra,
Sr. Asstt. Professor


(Faruq Masudi)

Co-ordinator

Minutes of the Departmental Committee

The Departmental Committee meeting of MERC was held on 23/12/2013 at 1:30 PM in the Office Chamber of Co-ordinator, *Mr. Faruq Masudi*. The following members were present:

Mr. Faruq Masudi,
Coordinator(MERC)

— -In the Chair-

Dr. Sabeha Mufti
Associate Professor

— Member

Dr. Aaliya Ahmed
Sr.Asstt.Professor

— -do-

Ms. Syeda Afshana
Sr.Asstt.Professor

— -do-

Dr. Malik Zahra
Sr.Asstt.Professor


— -do-

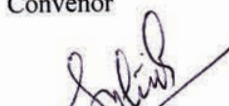
The Departmental Committee(DC) met to put on record the following:


1. The Departmental Committee members acknowledged the significant and far-reaching progress made by MERC during the current academic session under the dynamic leadership of its Co-ordinator Mr. Faruq Masudi.
2. The DC agreed upon the fact that it is for the first time since it's inception that the department has seen such professional and highly experienced leadership.
3. The DC meeting ended on a vote of thanks, especially to Chair Mr. Faruq Masudi for his relentless endeavours in this regard.


Faruq Masudi
Convenor


Dr. Sabeha Mufti,
Associate Professor


Dr. Aaliya Ahmed,
Sr. Asstt. Professor


Ms. Syeda Afshana,
Sr. Asstt. Professor


Dr. Malik Zahra,
Sr. Asstt. Professor


(Faruq Masudi)

Co-ordinator

Minutes of the Departmental Committee

The Departmental Committee meeting of MERC was held on 04/10/2013 at 2:30 PM in the Office Chamber of Coordinator, *Mr. Faruq Masudi*. The following members were present:

Mr. Faruq Masudi, Coordinator(MERC)	—	-In the chair-
Mr. Nasir Mirza S.G Assistant Professor	—	Member
Dr. Sabeha Mufti Associate Professor	—	-do-
Dr. Aaliya Ahmed Sr.Asstt.Professor	—	-do-
Ms. Syeda Afshana Sr.Asstt.Professor	—	-do-
Dr. Malik Zahra Sr.Asstt.Professor	—	-do-
Ms. Muslim Jan, Editor	—	-do-
Mr. Suhail Ahmad, Contractual Lecturer	—	Non Voting
Mr. Rashid Maqbool Contractual Lecturer	—	Non Voting

After a welcome by the Coordinator, the agenda was taken up:


1. To accept the synopsis for the Project in Course No. MMCJ-018 by 4th semester.
2. To submit the project MMCJ-018 by 4th semester by or before 30th March, 2014
3. The 2nd Internal Assessment of 2nd and 4th semester shall be held on 8th November, 2013. The 3rd and final Internal Assessment of 2nd & 4th semester shall be held on 2nd -3rd December, 2013. The internal assessment of 2nd & 4th semester shall be uploaded by 7th December, 2013.
4. The last teaching day for 2nd & 4th semester shall be 30th November, 2013.
5. As per the rules, the case of Sheema Farooq is recommended for sympathetic consideration by the concerned authorities.
6. The faculty members shall meet on 23rd October, 2013, regarding the changes in the syllabus.

The meeting concluded with a vote of thanks



Faruq Masudi
Convenor

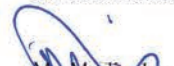

Mr. Nasir Mirza,
S.G Asstt. Professor

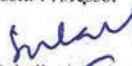

Dr. Sabeha Mufti,
Associate Professor



Dr. Aaliya Ahmed,
Sr. Asstt. Professor


Ms. Syeda Afshana,
Sr. Asstt. Professor


Dr. Malik Zahra,
Sr. Asstt. Professor


Ms. Muslim Jan,
Editor


Mr. Suhail Ahmad,
Contractual Lecturer


Mr. Rashid Maqbool,
Contractual Lecturer


(Faruq Masudi)
Coordinator

Minutes of the Departmental Committee

The Departmental Committee meeting of MERC was held on 30/09/2013 at 1:00 PM in the Office Chamber of Coordinator, *Mr. Faruq Masudi*. The following members were present:

Mr. Faruq Masudi, Coordinator(MERC)	—	-In the chair-
Mr. Nasir Mirza S.G Assistant Professor	—	Member
Dr. Sabeha Mufti Associate Professor	—	-do-
Dr. Aaliya Ahmed Sr.Asstt.Professor	—	-do-
Ms. Syeda Afshana Sr.Asstt.Professor	—	-do-
Dr. Malik Zahra Sr.Asstt.Professor	—	-do-
Ms. Muslim Jan, Editor	—	-do-
Mr. Suhail Ahmad, Contractual Lecturer	—	Non Voting

After a welcome by the Coordinator, the agenda was taken up:

1. The students of 4th semester shall redraft the letter that they had submitted regarding extension of deadline for submitting the synopsis for the Project-020. It was resolved that the students shall state the reason why they missed the deadline and did not submit it on the date given.
3. The internal assessment of all courses of 2nd & 4th semester shall be finished by 8th October, 2013.

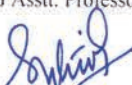
The meeting concluded with a vote of thanks

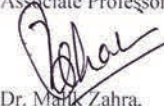

Faruq Masudi
Convenor


Mr. Nasir Mirza,
S.G Asstt. Professor

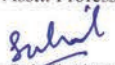

Dr. Sabeha Mufti,
Associate Professor


Dr. Aaliya Ahmed,
Sr. Asstt. Professor


Ms. Syeda Afshana,
Sr. Asstt. Professor


Dr. Malik Zahra,
Sr. Asstt. Professor


Ms. Muslim Jan,
Editor


Mr. Suhail Ahmad,
Contractual Lecturer


(Faruq Masudi)
Coordinator

Minutes of the Departmental Committee

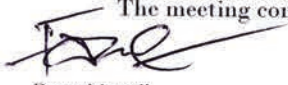
The Departmental Committee meeting of MERC was held on 03/07/2013 at 3:00 PM in the Office Chamber of Coordinator, *Mr. Faruq Masudi*. The following members were present:

Mr. Faruq Masudi, Coordinator(MERC)	—	-In the chair-
Mr. Nasir Mirza S.G Assistant Professor	—	Member
Dr. Aaliya Ahmed Sr.Asstt.Professor	—	-do-
Ms. Syeda Afshana Sr.Asstt.Professor	—	-do-
Ms. Malik Zahra Sr.Asstt.Professor	—	-do-
Ms. Muslim Jan, Editor	—	-do-
Mr. Faheen, Assistant Professor (Adhoc)	—	Non Voting


After a welcome by the Coordinator, the agenda was taken up and resolved:

1. In reference to letter received from Assistant Registrar (Academic) regarding the equivalence to M.A in Journalism from IUST and M.A in Communication from Doon University to the corresponding degree of this University. It was resolved that the degree from IUST/Doon University will be held in equivalence with the degree from Kashmir University in Mass Communication & Journalism.
2. The 1st semester exam shall be from 20th -29th August, 2013 & the 3rd semester exam shall be from 21st -31st August, 2013 subject to the approval of the date sheet by the Controller of Examination.
3. The concerned faculty shall submit the question paper for 1st semester exam by 7th August, 2013.
4. The students from 1st & 3rd semester who have been absent continuously for more than 15th days, shall be struck off from the rolls as per the University rules.
5. The notice for optional courses for 2nd & 4th semester shall be issued on 25th July, 2013. Concerned faculty handling various courses shall conduct counseling sessions with students of 2nd & 4th semester individually on 1st August, 2013. The session shall be of 45 minutes duration for each optional course.
6. The class work of 2nd /4th semester shall begin from 2nd September, 2013.
7. The date for 2nd / 4th semester exam s is scheduled from, 10th December, 2013 onwards.


The meeting concluded with a vote of thanks


Faruq Masudi
Convenor


Mr. Nasir Mirza,
S.G Asstt. Professor


Dr. Aaliya Ahmed,
Sr. Asstt. Professor


Ms. Syeda Afshana,
Sr. Asstt. Professor


Ms. Malik Zahra,
Sr. Asstt. Professor


Ms. Muslim Jan,
Editor

Mr. Faheen
Assistant Professor, Adhoc
(Non Voting)


(Faruq Masudi)
Coordinator

Minutes of the Departmental Committee

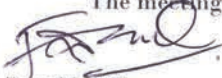
The Departmental Committee meeting of MERC was held on 25/09/2013 at 1:00 PM in the Office Chamber of Coordinator, *Mr. Faruq Masudi*. The following members were present:

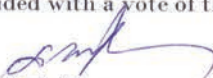
Mr. Faruq Masudi, Coordinator(MERC)	—	-In the chair-
Mr. Nasir Mirza S.G Assistant Professor	—	Member
Dr. Sabeha Mufti Associate Professor	—	-do-
Dr. Aaliya Ahmed Sr.Asstt.Professor	—	-do-
Ms. Syeda Afshana Sr.Asstt.Professor	—	-do-
Ms. Malik Zahra Sr.Asstt.Professor	—	-do-
Ms. Muslim Jan, Editor	—	-do-
Mr. Suhail Ahmad, Contractual Lecturer	—	Non Voting


After a welcome by the Coordinator, the agenda was taken up:


1. The Departmental Committee unanimously noted that the deadline for submitting the synopsis of 4th semester for their respective projects in MMCJ-018 has not been extended.


The meeting concluded with a vote of thanks



Faruq Masudi
Convenor

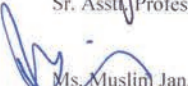

Mr. Nasir Mirza,
S.G Asstt. Professor



Dr. Sabeha Mufti,
Associate Professor


Dr. Aaliya Ahmed,
Sr. Asstt. Professor


Ms. Syeda Afshana,
Sr. Asstt. Professor


Ms. Malik Zahra,
Sr. Asstt. Professor


Ms. Muslim Jan,
Editor


Mr. Suhail Ahmad,
Contractual Lecturer


(Faruq Masudi)
Coordinator

Minutes of the Departmental Committee

The Departmental Committee meeting of MERC was held on 26/08/2013 at 2:00 PM in the Office Chamber of Coordinator, Mr. Faruq Masudi. The following members were present:

Mr. Faruq Masudi, Coordinator(MERC)	—	-In the chair-
Mr. Nasir Mirza S.G Assistant Professor	—	Member
Dr. Sabeha Mufti, Associate Professor	—	-do-
Dr. Aaliya Ahmed Sr.Asstt.Professor	—	-do-
Ms. Syeda Afshana Sr.Asstt.Professor	—	-do-
Ms. Malik Zahra Sr.Asstt.Professor	—	-do-
Ms. Muslim Jan, Editor	—	-do-
Mr. Faheen, Assistant Professor (Adhoc)	—	Non Voting

After a welcome by the Coordinator, the agenda was taken up and resolved:

Item 1. Inclusion of Group Discussion and Personal Interview as additional component for the admission of M.A Mass Communication & Journalism course session 2014-15 and onwards

Resolution The matter was discussed in the Departmental Committee in depth. It was unanimously resolved and recommended that the Group Discussion and Personal Interview may be incorporated as an additional component of the Entrance Test on the model of Management and MFC course run by the University. A two-three members panel of external examiners shall conduct the PI/GD under the chairmanship of Head of the Department. The same procedure is also followed by Central University of Kashmir and IUST, Awantipora.

The meeting concluded with a vote of thanks to the chair


Faruq Masudi

Mr. Nasir Mirza,
S.G Asstt. Professor



Dr. Sabeha Mufti,
Associate Professor


Dr. Aaliya Ahmed,
Sr. Asstt. Professor


Ms. Syeda Afshana,
Sr. Asstt. Professor


Ms. Malik Zahra,
Sr. Asstt. Professor

Ms. Muslim Jan,
Editor


Mr. Faheen,
Assistant Professor, Adhoc
(Non Voting)


(Faruq Masudi)
Coordinator

Minutes of the Departmental Committee

The Departmental Committee meeting of MERC was held on 18/09/2013 at 2:30 PM in the Office Chamber of Coordinator, *Mr. Faruq Masudi*. The following members were present:

Mr. Faruq Masudi, Coordinator(MERC)	—	-In the chair-
Mr. Nasir Mirza S.G Assistant Professor	—	Member
Dr. Sabeha Mufti Associate Professor	—	-do-
Dr. Aaliya Ahmed Sr.Asstt.Professor	—	-do-
Ms. Malik Zahra Sr.Asstt.Professor	—	-do-
Ms. Muslim Jan, Editor	—	-do-
Mr. Suhail Ahmad, Contractual Lecturer	—	Non Voting
Mr. Rashid Maqbool, Contractual Lecturer	—	Non Voting

After a welcome by the Coordinator, the agenda was taken up and resolved:

1. Senior Faculty member Mr. Nasir Mirza is proposed to attend the seminar/workshop organized by Department of Statistics from 21-23 October, 2013.
2. Students of 4th semester will go Internship on the lines of similar program undertaken by the students in 2012 at places identified by them for the course MMCJ-020.
3. The degree of M.A in Mass Communication & Journalism offered by MERC shall be treated both as an Academic and Professional Degree
4. Students of 4th semester shall submit their synopsis regarding their selection of projects by 24th September, 2013 after consulting their respective supervisors and duly signed by them to the HoD.
5. Faculty shall notify the attendance of both semesters by 30th September, 2013, followed by calls and letters to the parents of 2nd semester students. Monthly Internal exam shall be conducted in each course of 2nd and 4th semester.

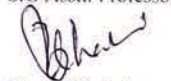
The meeting concluded with a vote of thanks


Faruq Masudi
Convenor

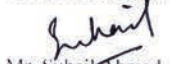

Mr. Nasir Mirza,
S.G Asstt. Professor



Dr. Sabeha Mufti,
Associate Professor


Dr. Aaliya Ahmed,
Sr. Asstt. Professor


Ms. Malik Zahra,
Sr. Asstt. Professor


Ms. Muslim Jan,
Editor


Mr. Suhail Ahmad,
Contractual Lecturer


Mr. Rashid Maqbool
Contractual Lecturer


(Faruq Masudi)
Coordinator

Minutes of the Departmental Committee


The Departmental Committee meeting of MERC was held on 03/07/2013 at 3:00 PM in the Office Chamber of Coordinator, *Mr. Faruq Masudi*. The following members were present:

Mr. Faruq Masudi, Coordinator(MERC)	—	-In the chair-
Mr. Nasir Mirza S.G Assistant Professor	—	Member
Dr. Sabeha Mufti Associate Professor	—	-do-
Dr. Aaliya Ahmed Sr.Asstt.Professor	—	-do-
Ms. Malik Zahra Sr.Asstt.Professor	—	-do-
Ms. Muslim Jan, Editor	—	-do-
Mr. Faheen, Assistant Professor (Adhoc)	—	Non Voting

After a welcome by the Coordinator, the agenda was taken up and resolved:

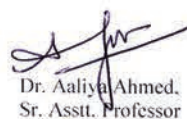
1. All the faculty members shall submit the shortage in attendance of students, with a signature from the students falling short of attendance. Parents of chronic cases shall be informed about the same.
2. All the faculty members shall submit the internal assessment of 1st & 3rd semester by 31st July, 2013 and upload by 3rd August, 2013.
3. The Examination of 1st/3rd semester shall commence from 17th August, 2013.

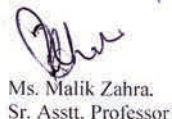
The meeting concluded with a vote of thanks


Faruq Masudi
Convenor



Mr. Nasir Mirza,
S.G Asstt. Professor


Dr. Sabeha Mufti,
Associate Professor


Dr. Aaliya Ahmed,
Sr. Asstt. Professor


Ms. Malik Zahra,
Sr. Asstt. Professor


Ms. Muslim Jan
Editor


Mr. Faheen,
Assistant Professor, Adhoc
(Non Voting)


(Faruq Masudi)
Coordinator

Minutes of the Departmental Committee

The Departmental Committee meeting of MERC was held on 25/04/2013 at 3:15 p.m in the Office Chamber of Coordinator, *Mr. Faruq Masudi*. The following members were present:


Mr. Faruq Masudi, Coordinator(MERC)	—	-In the chair-
Mr. Nasir Mirza S.G Assistant Professor	—	Member
Dr. Sabeha Mufti Associate Professor	—	-do-
Dr. Aaliya Ahmed Sr.Asstt.Professor	—	-do-
Ms. Syeda Afshana Sr.Asstt.Professor	—	-do-
Ms. Malik Zahra Sr.Asstt.Professor	—	-do-
Ms. Muslim Jan, Editor	—	-do-
Mr. Faheen, Assistant Professor (Adhoc)	—	Non Voting


After a welcome by the Coordinator, the agenda was taken up and resolved:

1. The coordinator placed before the Departmental Committee members the application of the candidate namely Showkat Lateef bearing Roll No.12077100002 batch 2012 regarding his readmission. After the discussion, the departmental committee while taking note of the remarks of the Assistant Registrar on the file, resolved that the matter be placed before the Dean Academic Affairs for perusal and opinion regarding further necessary action.
2. That the faculty shall submit a list of experts for the courses for virtual sessions for 1st & 3rd semester.
3. The Departmental Committee recommended to conduct theme based workshops on TV Production, Radio Production, Print Media, Research Methodology, Communication Skills, and Creative Writing. List may be identified for the same.
4. The Departmental Committee recommended to conduct the 3rd semester exams by 17th August, 2013 after the summer break. However, the internal assessment shall be submitted by 30th July, 2013.
5. It was resolved to hold the Multi Media festival in the 1st week of September, 2013
6. Departmental Committee recommended that the candidate namely Younis Ahmad Dar bearing Roll No.11236 be allowed to clear the backlog in the 2nd semester course as provided under rules. The Section Officer will do the needful after consulting the concerned in the examination wing so as to enable the department to take further necessary action.
7. In order to facilitate the submission of the paper setter/examiners for MCMP/MCVP course at UG level, the Departmental Committee desired the MERC office to ascertain the status of the revised syllabus for the above mentioned 2 courses forwarded earlier. The section officer shall forward the same to the concerned section.

The meeting concluded with a vote of thanks



Faruq Masudi
Convener


Mr. Nasir Mirza,
S.G Asstt. Professor



Dr. Sabeha Mufti,
Associate Professor


Dr. Aaliya Ahmed,
Sr. Asstt. Professor


Ms. Syeda Afshana,
Sr. Asstt. Professor


Ms. Malik Zahra,
Sr. Asstt. Professor


Ms. Muslim Jan,
Editor


Mr. Faheen,
Assistant Professor, Adhoc
(Non Voting)


(Faruq Masudi)
Coordinator

Minutes of the Departmental Committee

The Departmental Committee meeting of MERC was held on 23/04/2013 at 3:30 p.m in the Office Chamber of Coordinator, Mr. Faruq Masudi. The following members were present:

Mr. Faruq Masudi, Coordinator(MERC)	—	-In the chair-
Mr. Nasir Mirza S.G Assistant Professor	—	Member
Dr. Sabeha Mufti Associate Professor	—	-do-
Dr. Aaliya Ahmed Sr.Asstt.Professor	—	-do-
Ms. Syeda Afshana Sr.Asstt.Professor	—	-do-
Ms. Malik Zahra Sr.Asstt.Professor	—	-do-
Ms. Muslim Jan, Editor	—	-do-

After a welcome by the Coordinator, the agenda was taken up and resolved:

1. That the last date of submitting Project for 4th semester students shall be 27th April, 2013. No further extension shall be granted.
2. The theme for the WORLD PRESS FREEDOM DAY for 3rd May, 2013 shall be "Safe to Speak: Security of freedom of Expression in all Media".
3. The tentative list of speakers for the World Press Freedom Day are as follows:

Key Note Speaker: Siddharth Vardarajan(National) if not available, Shujaat Bukhari shall be the key note speaker

The other speakers shall include:

Parvez Bukhari (AFP), Bashir Manzar (Kashmir Images), Rouf Rasool(Kashmir Images), Masood Hussain(Kashmir Life), Shadaab Bashir(Srinagar Times), Yousuf Jameel (Telegraph/VOA), Nayeem Mehjoor(BBC), Taufiq Rashid(HT), Altaf Hussain(Free Lancer), Naseer Ganai(Mail Today), Aijaz Hussain(AP/India Today), Nasir Mirza(MERC)

4. The date sheet for 4th semester students is as follows:
Internship: 7th May, 2013
Media Output: 8th May, 2013
Project: 9th May, 2013

- The examination of Media Output(MMCJ-010) of 2nd semester shall be held on 4th May, 2013

The meeting concluded with a vote of thanks

Mr. Nasir Mirza,
S.G Asstt. Professor

Ms. Syeda Afshana,
Sr. Asstt. Professor

Dr. Sabeha Mufti,
Associate Professor

Ms. Malik Zahra,
Sr. Asstt. Professor

Dr. Aaliya Ahmed,
Sr. Asstt. Professor

Ms. Muslim Jan,
Editor

(Faruq Masudi)
Coordinator

Minutes of the Departmental Committee

The Departmental Committee meeting of MERC was held on 02/04/2013 at 3:30 p.m in the Office Chamber of Coordinator, *Mr. Faruq Masudi*. The following members were present:

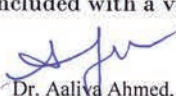
Mr. Faruq Masudi, Coordinator(MERC)	—	-In the chair-
Dr. Sabeha Mufti Associate Professor	—	Member
Dr. Aaliya Ahmed Sr.Asstt.Professor	—	-do-
Ms. Syeda Afshana Sr.Asstt.Professor	—	-do-
Ms. Malik Zahra Sr.Asstt.Professor	—	-do-
Mr. Faheen, Assistant Professor (Adhoc)	—	Non Voting


After a welcome by the Coordinator, the agenda was taken up and resolved:


1. That the students of ^{3rd} semester shall be given 2 days' extension for deciding the option in MMCJ-014(Photography & Digital Film Making) and MMCJ-15(Media Output, TV). They shall submit their choices by 4:30 pm till 4th April, 2013. In order to determine the distribution of students in the above mentioned courses written objective test shall be conducted on 5th April, 2013 for the same.
2. With regard to application of Showkat Lateef, the office shall ascertain the rules regarding the same and place before next departmental committee. The office shall also inform the Departmental Committee about the status and factual position of the case.
3. It was suggested to name the website of the department as Media Matters
4. It was proposed that the faculty shall prepare a panel of guest lecturers for different streams from within and outside the University.
5. It was suggested that Ms. Muslim Jan (Editor) shall look into the 2 workshops to be conducted in 2013.
6. Mr. Faheen shall be in-charge for arranging/screening of film/documentaries for the students.
7. It was resolved that the chairs shall be placed both upstairs & downstairs in the corridors for the students.
8. It was resolved that the theme for the upcoming multimedia festival to be organized by MERC shall be "The story I could not get out" . . .
9. It was resolved to extend the deadline for the submission of projects of the 4th semester from 25 March to 20th April, 2013 on the request of the students.


The meeting concluded with a vote of thanks


Dr. Sabeha Mufti,
Associate Professor


Dr. Aaliya Ahmed,
Sr. Asstt. Professor


Ms. Syeda Afshana,
Sr. Asstt. Professor


Ms. Malik Zahra,
Sr. Asstt. Professor


Mr. Faheen,
Asstt. Professor (Adhoc)
-Non voting


(Faruq Masudi)
Coordinator

Minutes of the Departmental Committee

The Departmental Committee meeting of MERC was held on 25/03/2013 at 2:30 p.m in the Office Chamber of Coordinator, *Mr. Faruq Masudi*. The following members were present:

Mr. Faruq Masudi, Coordinator(MERC)	—	-In the chair-
Mr. Nasir Mirza S.G.Asstt.Professor	—	Member
Dr. Sabeha Mufti Associate Professor	—	-do-
Dr. Aaliya Ahmed Sr.Asstt.Professor	—	-do-
Ms. Syeda Afshana Sr.Asstt.Professor	—	-do-
Ms. Malik Zahra Sr.Asstt.Professor	—	-do-
Mr. Faheen, Assistant Professor (Adhoc)	—	Non Voting

After a welcome by the Coordinator, the following agenda was taken up and resolved:

1. That the necessary changes will be made in the time table so as to make it more uniform. Also the time table shall reflect guest faculty class for lectures in History, Geography, Economics, Political Science, Sociology, Psychology, Islamic Studies, Gender Studies, Kashmir Studies, Management, Law, Literature, Environment/Ecology, Fashion, Public Relations, Central Asian Studies, so as to make the students well versed with different aspects of these subjects
2. It was suggested to rename MERC Times. Also, the lab newspaper would be bought out on a weekly basis. Efforts will be made to make it a community newspaper. However, the departmental committee will discuss the matter after receiving the response of the concerned faculty member.
3. To conduct workshop for 1st & 3rd semester courses as and when required. The concerned teacher shall identify 5 resource persons for the same.
4. It was resolved that the department shall write to the authorities for the return of two departmental vehicles (Bolero and Swaraj Mazda) which are with the administration.
5. With regard to appointment of contractual lecturers, the departmental committee resolved that the coordinator shall discuss the appointment of contractual lecturers with the authorities
6. The Departmental Committee proposed to hold seminar on 'World Press Freedom Day' on 3rd May 2013. Mr. Katju, Mr. Prannoy Roy, Siddharta Vardharajan, N.Ram shall be approached for the same.
7. To conduct a Multi Media Festival in 3 categories including film (1-3 min duration, Photo Exhibition, Narrative Piece(1000-1500 words)). It will be a theme based event.
8. The departmental committee was informed about the possibility of one hour weekly programme for Radio Kashmir by the students of Mass Communication & Journalism Department. The faculty will give inputs therein with regard to the nomenclature, format, language/talent.
9. The departmental committee approved the launch of a web page aiming at providing a space to the alumni. It will encourage interaction and exchange of information.

The meeting concluded with a vote of thanks



Minutes of the Departmental Committee

The Departmental Committee meeting of MERC was held on 28/02/2013 in the Office Chamber of Head of Department, *Prof. S. Mufeed Ahmad*. The following members were present:

Prof. S. Mufeed Ahmad, HOD(MERC)	—	-In the chair-
Mr. Nasir Mirza S.G.Asstt.Professor	—	Member
Dr. Sabeha Mufti Associate Professor	—	-do-
Dr. Aaliya Ahmed Sr.Asstt.Professor	—	-do-
Ms. Syeda Afshana Sr.Asstt.Professor	—	-do-
Ms. Malik Zahra Sr.Asstt.Professor	—	-do-
Mr. Faheen, Assistant Professor (Adhoc)	—	Non Voting

After a welcome by the Head of the Department, the following agenda was taken up and resolved:

1. In continuation of the earlier Departmental Committee meeting held on 04/08/2012 wherein it was resolved to conduct the workshop in MERC for 2nd semester students. In this connection, the two week video workshop shall begin from 4th March, 2013. Resource persons shall include experts from EMMRC and outside the University. Interested students shall register by 2nd March, 2013 in the office. The stationery required for the workshop shall be purchased from the approved dealers of the University. Interested faculty members shall also be resource persons for the workshop. The decision submitted, by the coordinator of the workshop Mr. Faheen have been approved by the Departmental Committee members.
2. A committee comprising of Dr.Aaliya Ahmed, Sr. Assistant Professor, Ms. Malik Zahra, Sr. Assistant Professor and Mr. Faheen, Assistant Professor (Adhoc) was constituted for refreshment arrangement for the students attending the workshop.
3. A letter shall be send to the Director EMMRC, University of Kashmir to provide a copy of the programmes produced by students during the last three years of the workshop conducted by EMMRC for MERC for record and reference.
4. A draft shall be prepared to request the authorities to provide two contractual lecturers at MERC for 2013, as per the guidelines issued by the University.
5. Mr. Faheen shall prepare a list for equipment Rs.1,33,000/- regarding Television. In addition, the rest of the money shall be re-appropriated and the Departmental Committee shall accordingly make decision regarding the purchase of other equipment
6. Mr. Nasir Mirza, S.G Assistant Professor and Dr. Aaliya Ahmed, Sr. Assistant Professor shall be coordinator for 4th semester exam, Dr. Sabeha Mufti, Associate Professor shall be the coordinator – exams of 1st /3rd semester. Dr. Aaliya Ahmed, Sr. Assistant Professor and Ms. Syeda Afshana, Sr. Assistant Professor shall be coordinator for 2nd semester
7. Dr. Aaliya Ahmed, Sr. Assistant Professor shall prepare the Time Table for 1st & 3rd semester