







ATTENDANCE SHEET


Centre for Women's Studies

Standing Committee Meeting

A meeting of CWS Standing Committee members held on 31-03-2017 from 3.30pm onwards at Room No. 104, Dept. of Women education, School of Arts and Social Sciences, MANUU.

The following members are present

1.	Dr. Ameena Tahseen Director I/C	Chairperson	
2.	Prof. H. Khatija Begum, Dept. of Education And Training	Member	
3.	Prof. Gulfishan Habeeb, DDE	Member	
4.	Prof. Shahida, Head Department of Women Education	Member	
5.	Dr. Saneem Fatima, Dept. of Management	Member	
6.	Dr. Parveen Jahan, Dept. of Zoology	Member	


Director, CWS



Date: 31-03-2017

Centre for Women's Studies

CWS – Standing Committee

Minutes of Meeting

1. A CWS – Standing Committee was held on 31-03-2017, in Room No: 104, Dept. of Women Education, SA&SS Building, from 3:30 pm onwards.
The following members attended the meeting,

1. Dr. Ameena Tahseen, Associate Prof & Director, CWS	Chairperson
2. Prof. H. Khatija Begum, Head, Dept. of Education & Training	Member
3. Prof. Gulfishan Habeeb, Professor of English, DDE	Member
4. Prof. Saneem Fatima, Professor, Dept. of Management	Member

2. Prof. Shahida & Dr. Parveen Jahan, could not attend the meeting due to their prior occupied schedule of responsibilities.
3. At the outset Chairperson, welcomed all the distinguished members and thanks for their immense cooperation & support to continue the activities of the CWS, during XII plan period.
4. Chairperson presents the Activities Report for the year 2016-17, later the presentation continued with the complete Report of XII Plan Period. Please refer **Annex - 1**

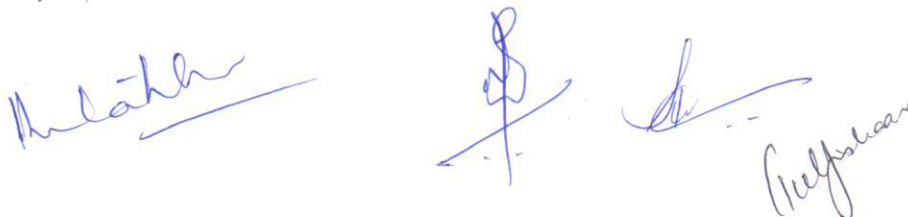
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5. The activities completed during XII Plan Period (April, 2012 to March, 2017) arranged in to different categories according to the UGC Guidelines. Please refer **Annex - 2**
6. The committee members expressed their satisfaction to see the work done by CWS during XII Plan Period. The members appreciate the efforts to organize the different activities with so many constraints of Budget and the shortage of Staff members. They emphasize to record the appreciation for the work done by CWS.
7. Chairperson, , presented the UGC Notification,(Uploaded on UGC Website, Dated 30-03-2017), regarding the continuation of the Centre after 31-03-2017. Please refer **Annex - 3**
8. Committee members, recommends, enhancement of Salary of Ms. Amena Tabassum, JRF, on Par with other contractual Employees of MANUU. It is also recommended that the services of Ms. Amena Tabassum, JRF & Mr. Mohd. Akram Ali Baig, Computer Operator, should be considered in future. These Contractual Staff giving services from last **ten (10) years** in CWS.
9. It is also recommended to Sanction an amount **Rs, 3, 00,000/- (Rupees Three Lakhs only)** as an advance to CWS for the smooth functioning & to continue the activities and outreach Programmes for the financial year 2017-18.This advance may be reimbursed later, after receiving the budget from UGC for the year 2017-18. The Budget allocation may be as follows (according to UGC approved minor heads).

S. No	Budget Head	Budget Allocation
1.	Contingency	1,00,000/-
2.	Training / Workshops/ Seminars, Research, Publications, "Translation, Information dissemination	1,50,000/-
Total		2,50,000/-

(Copy of UGC letter placed @ **Annex -4** for the reference of Budget Heads.)

10. Office of CWS, is working in Room No. **223, 224 & 225** in SLL&I Building. Due to the purchase of various Furniture, Equipments & Books under XII Plan Budget, it became




very difficult to arrange and adjust in existing rooms. Therefore the committee strongly recommended a Separate and sufficient place / Extra rooms ,Halls for CWS to work & execute its activities.

11. CWS Committee discussed thoroughly the importance & need of the CWS to fulfill the mandate of MANUU. The committee recommends a separate building / sufficient place to conduct Workshops / Training / Panel discussion / Short term Courses / Counseling/ any other activities to focus on women education and to work for the empowerment of women.

12. It is suggested to conduct short term courses / Skill development Trainings / Long term self defense Training & Awareness programme for female students of MANUU, in every academic year and to extend the outreach programs to ^{Minority} Residential Schools of Telangana States to address the issues of adolescents Girls.

13. The meeting ended up with Vote of thanks, by the Chairperson.


Dr. Ameena Tahseen
Director, CWS


Chairperson