

INTERNAL QUALITY ASSURANCE CELL (IQAC)
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ALIGARH MUSLIM UNIVERSITY,
ALIGARH – 202002
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Director



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D.No. 429 / IQAC

Dated: 31.01.2017

All Deans of the Faculties
All Chairpersons/ Coordinators/ Directors
Principal, Women's College/ University Polytechnic/ Women's Polytechnic
Coordinator, Nodal Center
Nodal officer Community College
All Facilitators
All Teachers
Department of Studies
AMU, Aligarh

Subject: Teacher's Database..

Dear All,

Wish you a very happy and prosperous 2017!

At the very outset I would like to thank you for your consistent support in providing data from time to time for successful assessment, accreditation and ranking of the University over the last four years.

It goes without saying that your timely submission of the data as and when required, has tremendously helped the university in improving its perception and also in occupying top positions in NAAC Accreditation and National & International Rankings. In other words, your achievements have attached a repute to the university which in turn has already started benefitting the university and all its stakeholders, in terms of placement of our students, new avenues for research, publications, collaborations and consultancy by teachers, scope for attaining the status of 'University with Potential for Excellence' increased funding for various purposes and many other avenues.

In the last one year, the office of the IQAC has been able to place in order the preparation of data regarding teachers by Teaching Administration Section Non –Teaching staff by Non Teaching administration and students by the respective Dean's office. Now we don't struggle much for these data.

On the same line, IQAC intends to help develop a data bank of Teachers academic activities.
I therefore, **request you to ensure the following latest by Saturday 25th Feb, 2017.**

1. Each Teacher (Temporary/ Permanent/ Visiting/ Adjunct/ Contractual/ Guest Faculty/ others) is requested to fill in the attached Excel sheet having 39 fields. **(please note: that 22 out of 39 Fields/ Columns (nos. 1 to 18, 20-21, 23-24)have been filled in by the Teaching Admin section.** The teachers need to verify these inputs and provide correction(s) in case of any error.

P.T.O

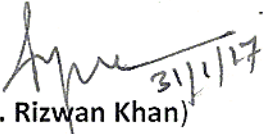
The remaining fields are to be filled in afresh by teachers latest by Saturday, 25.02.2017.

2. The facilitators need to ensure the compilation and completion of the Excel sheet within time frame at the Department/ Center/ College level in coordination with the Chairperson/ Principal.
3. Likewise the Nodal officers will ensure at the Faculty level with the help of their Deans.
4. Finally the Departments will upload and maintain the prepared data on its webpage, to be updated from time to time.

The availability of the updated data on the University website will save our time and energy in collecting data again and again/ every now and then.

Thanking you in anticipation,

Warm Regards.


(Prof. M. Rizwan Khan)

Enclosure: Excel Sheet for Teacher's Academic Activities, (sent with email)

Link of Proforma for Data Bank of Teachers Academic Activities:
<http://www.amu.ac.in/iqac.jsp?did=10182&lid=Useful%20Download>

Copy to:

1. Assistant Registrar to Vice Chancellor's Secretariat for information.
2. Assistant Registrar to Pro-Vice Chancellor's Secretariat for information.
3. Personal Secretary to Registrar for information