MINUTES

An Ordinary Meeting of the Board of Studies of the Department of Arabic was held on 09.11.2017 at 11:30 a.m. in the Office of the Chairperson.

The following members were present in the meeting:

1. Prof. Shafiq Ahmad Khan  J.M.I. New Delhi
2. Prof. M.N. Khan              Delhi University, New Delhi
3. Prof. Obaidullah Fahad       Dept. of Islamic Studies, A.M.U.
4. Prof. Masud Anwar Alavi      Women’s College, A.M.U.
5. Prof. M. Salahuddin Umari    Deptt. of Arabic, A.M.U.
6. Prof. Mohd. Sanaullah        Women’s College, A.M.U.
7. Prof. Abu Sufyan Islahi      Deptt. of Arabic, A.M.U.
8. Prof. Mohd. Faizan Beg       - Do -
9. Dr. Faizan Ahmad             - Do -
10. Dr. M. Yusuf Khan           - Do -
11. Dr. Abdul Jabbar            - Do -
12. Dr. (Mrs.) Tasneem Kausar Qureshi - Do -
13. Prof. Mohd. Sami Akhter     (in the Chair)

The following businesses were transacted:

Before taking the formal Agenda of the meeting the Chairperson welcomed the august external members and co-opted members of the B.O.S. who spared their valuable time for the meeting.

Item No. 1: Minutes of the Ordinary Meetings of the Board of Studies held on 13.05.2017 and Special Meeting of the B.O.S. held on 05.08.2017 were confirmed.

Item No. 2: The consideration of the application forms for Admission to Ph.D. courses was not considered in this meeting as the result of the Ph.D. Admission test was not declared so far.

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**Item No. 3:**
The name of a Yameni Research Scholar **Mr. Turki Saleh Mohammed Alanthari**, Enrolment No. GI-5684 and Date of Admission 26.02.2015 under the supervision of Prof. Mohd. Sami Akhter was recommended for removal from the Ph.D. Roll List due to long absence without any information since 15.11.2015.

**Item No. 4:**
Examiners and Moderators for Postgraduate Courses (I & III Semester) and Undergraduate (I, III & V Semester) and Backlog for the session 2017-18 were appointed. (Annexure –I)

The Board of Studies has authorized the Chairperson to make certain changes if required.

**Item No. 5**

(Items to be Reported):

1. Prof. Safdar Sultan was the external member of the Moderation Committee of the Certificate and Diploma Language Course, and due to his sad demise in a road accident, Dr. Abdul Hameed Fazli (Associate Professor, Dept. of Islamic Studies) was appointed the member of Moderation Committee in his place for the session 2016-17.

2. In the line of repeated requests and reminders of the Vice-Chancellor’s Secretariat since the beginning of the academic session 2017-18, a meeting of the B.O.S. approved “Departmental Academic Co-curriculum Committee” consisting of: (Prof. M.S. Umari (Coordinator), Prof. Mohd. Sami Akhter, Prof. Mohd. Sanaullah, Prof. Abu Sufyan Islahi, Prof. Faizan Beg, Dr. Ahsanullah Khan (Members), held on 03.08.2017 which elaborately discussed the whole syllabi of all the U.G., P.G., Certificate and Diploma Courses thoroughly and minutely and then unanimously recommended certain changes at U.G. and P.G. level syllabi and course contents. It was approved by the B.O.S. with the suggestion that whole set of syllabi requires a thorough revision a fresh. (Annexure –II)
3. As per the decision of the Ordinary B.O.S. held on 28.01.2017 under Item No. 5 (any other item), a consultative meeting was held on 10.10.2017 in the office of Chairperson which discussed the functioning of CAS-II granted to the Department of Arabic and expressed its concern over the laps of 7,99,181.54 Lacs, under different Heads during session 2016-17 and delay in the sanction of Rs. 70 Lacs earmarked for the Building and Equipments even after passing more than half of the period of CAS-II Phase. The House resolved that the coordinator of CAS-II be requested that he should be careful in the timely utilization of the valuable funds allotted to the Arabic Department under the scheme for the development of the Department with the coordination of the Chairperson and the Faculty members in the light of decisions of its Advisory Committee.
A meeting of the Academic Curriculum Committee was held on 03.08.2017 at 11:00 a.m. in the office of the undersigned, to revise the syllabi as per instructions of the Honorable Vice Chancellor, and to discuss other issues related with the teaching allocation in the Department. After thorough discussion it was resolved.

1. The syllabi of different courses were revised as follows:

**Certificate of Proficiency in Arabic Language**

a) The existing text was decided to be replaced by the following book

دروس اللغة العربية لنغ القاطنين بها، الجزء الأول، ف. عباس الرحمي.

**Diploma of Proficiency in Arabic Language**

a) The existing text was decided to be replaced by the following book

دروس اللغة العربية لنغ القاطنين بها، الجزء الثاني، ف. عباس الرحمي.

**Under Graduation**

a) In *Paper 151* (Elementary Arabic Text, B.A. I Semester) the existing text was decided to be replace by the following new textbook

الجديد في اللغة العربية، الاستاذ احسان الرحمن، خ.1.

b) The name of *Paper 152* (Translation and Composition, semester-I), was changed to be read as *Grammar and Composition* and the existing prescribed book for this paper was replaced by a new one entitled “Arabic For Beginners, by Dr. Syed Ali”.

c) In *Paper ARB 161 & 171* (Advance Arabic) “Classical Arabic Prose (Adv.) (S) & (M)” following lessons were added:

- (i) Brief Introduction to Classical Arabic Prose
- (ii) Short notes on books and writers.

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In Paper ARB 162 (Advance Arabic) “Translation and Composition-I (Adv.) (S)”
Unit – I was changed to be now read as:
(i) Simple translation from Arabic into English.
(ii) Translation from English into Arabic.

Unit – III was also revised to be read as:
Simple and Short Essays on
(i) School/College
(ii) House
(iii) Market
(iv) Journey by train
(v) Airport
(vi) Cleanliness
(vii) My Country
(viii) Picnic

Post Graduation

a) In M. A. Arabic (IV Semester), a new compulsory paper of 100 marks entitled “Presentation and Grand Viva” was introduced (40 Internal Assessment + 60 Presentation & Viva-voce).

b) The paper of Arabic Prose of the Modern Period was scheduled during II\textsuperscript{nd} Semester instead of (IV Semester) (earlier).

c) The paper I\textsuperscript{st} and II\textsuperscript{nd} of History of Arabic Literature in Semester I\textsuperscript{st} and Semester II\textsuperscript{nd} be now clubbed in one single paper to be taught in I\textsuperscript{st} Semester. The teacher concern be instructed with designing the new condensed course for this paper.

As per directive of the Dean Faculty of Arts, the Teaching Load of Arabic was sought from the Women’s College. The communication received from there in this regard has just asked for teachers from the department without clarifying the specific teaching load of the Arabic Teachers of the College. It was decided that Principal of Women’s College be requested to send the specified Teaching Load of the Teachers, so that further action should be taken in this regard.

Decided that the business transacted should be reported to the next B.O.S. Meeting.

(Mohammad Salahuddin Umari)
Coordinator
Academic Curriculum Committee
Department of Arabic, A.M.U.