## M.A. ARABIC (Distance Mode)

(i) **Relevance of programme:** A nation with global vision and ambition seeks to know about the global societies and cultures. Arabic is a potent source of access to the world history and heritage, societies and cultures, besides serving as an important tool for successful diplomatic relations with the Arab world in our extended neighbourhood. It enjoys the status of the longest living language through the ages. History stands witness to the importance of this language. Thereby the M.A. Arabic programme is designed to give a sound knowledge in Arabic Language, Literature and Literary Trends so as to empower the ambitious students for higher studies and enable them to get the track of preparation for competitive exams like the JRF/SRF and NET. This syllabus will also prove helpful for the civil services aspirants once they wished to know about the history of human society and culture.

(ii) **Objectives of the programme:** The objectives of the programme are as mentioned below:

a. To provide a sound base to develop skills in Arabic language

b. To enhance knowledge towards comprehension of classical and modern literature as well as stylistic aspects of language

c. To develop confidence in expression and communication on the subject

d. To develop research capability so as to explore various literatures in Arabic

e. To provide exposure to the different genres, movements and institutions of Arabic literature

f. To increase ability towards critical and analytical approach of study

g. To introduce socio-cultural impacts on language and literature

h. To provide exposure to the world class literature through ages

i. To enable the working target group to enhance their qualifications

j. To facilitate non-Arab students such as the Indians get themselves empowered

(iii) **Instructional design:** The M.A. Arabic programme is spread over two years minimum duration. It is a 64 credit programme which offers four compulsory

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DIRECTOR
Directorate of Distance Education
National Urdu University

Registrar
Maulana Azad National Urdu University
Gachibowli, Hyderabad

papers/courses in the first year and a compulsory paper in the second year with three optional papers. In all, eight papers are prescribed for study. The SLM is largely based on the syllabus designed by the UGC for the competitive examination of JRF/SRF and NET. The purpose is quite evident that the students may not face major hurdle on their way to competitive examinations. Print SLM is required to be made available with few audio-visual lessons. The faculty from the regular department of Arabic facilitate the delivery of the programme. The counselling classes are conducted at Study Centres henceforth to be termed Learner Support Centres through academic counsellors as per University rules and regulations.

(iv)  **Procedure for admissions:** Admission into the M.A. Arabic programme is open to graduates and is conducted once a year. The admission process is offline as on date but it is proposed to offer online admissions in future.

(v)  **Library and laboratory resources:** Library facility at Headquarters in the Directorate of Distance Education and in the Central Library apart from such facility wherever available at the Study Centres/Learner Support Centres can be availed by the distance learners as per due procedure.

(vi)  **Cost estimate:** Expenditure will be incurred on printing and despatch of SLM as per University rules and regulations. Expenditure will also be incurred on the counselling classes and payments to the LSC part-time staff apart from admission, evaluation, inspection and maintenance related expenditure.

Quality assurance: The Internal Quality Assurance Cell of the University; the Regional Directors/ Asst. Regional Directors; the concerned faculty at DDE and different sections (The Instructional Media Centre; Examination Branch; Purchase Section etc) ensure that stringent quality measures are in force and adhered to. A separate IQAC for the distance mode programmes is proposed in future.

Curriculum and detailed syllabi of the programme: The two-year programme of M.A. Arabic consists of five compulsory papers (four in the first year and one in the second year) and three optional papers. In near future it is proposed to offer common syllabus on par with the regular mode M.A. Arabic programme. The present syllabus is as follows:

(Hard copy of syllabus enclosed)

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मौलाना आज़ाद नेशनल उर्दू यूनिवर्सिटी مولانا آزاد نیشنل اُردو یونیورسٹی

# MAULANA AZAD NATIONAL URDU UNIVERSITY

*(A Central University established by an Act of Parliament in the year 1998)*

## Minutes of the 28th Meeting (Emergent) of Academic Council held on
## 23rd October, 2017 at 4:00 p.m. in the Conference Hall, Administrative Building

The following members were present:

| Sl. | Name of Member | |
|---|---|---|
| 1. | **Dr. Shakeel Ahmad,** *Pro Vice Chancellor & Vice Chancellor(I/c)* | Chairman |
| 2. | **Prof. S. M. Rahmatullah,** *Dean School of Arts & Social Sciences* | Member |
| 3. | **Prof. Badiuddin Ahmed,** *Dean, SC & BM & Head, Dept. of Mgmt.* | Member |
| 4. | **Prof. Syed Najamul Hasan,** *Dean, S.S&HoD,Dept. of Mathematics* | Member |
| 5. | **Prof. Fatima Begum,** *Dean, School of Education & Training* | Member |
| 6. | **Prof. Ehtesham Ahmed Khan,** *Dean, SMC&J & Head, MCJ* | Member |
| 7. | **Prof. Abdul Wahid,** *Dean, School of Comp. Sc. & Inform. Tech.* | Member |
| 8. | **Prof. Naseemuddin Farees,** *Dean, SLL &I* | Member |
| 9. | **Prof. A. Ravinder Nath,** *Dean, Academic Affairs* | Member |
| 10. | **Prof. Mushtaq Ahmed I. Patel,** *DDE & Dean, Student Welfare* | Member |
| 11. | **Prof. K. R. Iqbal Ahmed,** *Director, DDE* | Member |
| 12. | **Dr. Afroz Alam,** *Head, Dept. of Pol.Sc. & I/c Director, ACSSEIP* | Member |
| 13. | **Dr. Kaneez Zehra,** *Head, Dept. Public Administration* | Member |
| 14. | **Prof. P. H. Mohammad,** *Head, Dept. of Sociology* | Member |
| 15. | **Dr. Md. Shahid Raza,** *Head, Dept. of Social Work* | Member |
| 16. | **Prof. Shahida,** *Head, Dept. of Women Education* | Member |
| 17. | **Prof. Mohd. Abdul Azeem, Head,** *Dept. of Management* | Member |
| 18. | **Dr. Syed Alim Ashraf,** *Head, Dept. of Arabic* | Member |
| 19. | **Prof. Shugufta Shaheen**, *Head, Dept. of English* | Member |
| 20. | **Prof. Aziz Bano,** *Head, Dept. of Persian* | Member |
| 21. | **Dr. Mohd. Khalid Mubashir-Uz-Zafar,** *Head, Dept. of Translation* | Member |
| 22. | **Dr. H. AleemBasha,** *Head, Dept. of Physics* | Member |
| 23. | **Prof. P.F. Rahman,** *Director, Directorate of Admissions* | Member |
| 24. | **Prof. Khatija Begum,** *Dept. of Education & Training* | Member |
| 25. | **Prof. Mohd. Zafaruddin,** *Director, Dte of Translation & Publications* | Member |
| 26. | **Prof. Mohd. Shahid,** *Controller of Examination* | Member |
| 27. | **Dr. Pradeep Kumar,** *Head, Dept. of CS&IT* | Member |
| 28. | **Prof. Saneem Fatima**, *Professor, Dept. of Management Studies* | Member |
| 29. | **Prof. Khazi Ziaulla,** *Regional Director, R. C. Bangalore* | Member |
| 30. | **Prof. Salma Ahmed Farooqui,** *H.K.S. Centre for Deccan Studies* | Member |
| 31. | **Prof. Gulfishaan Habeeb,** *Professor,DDE* | Member |
| 32. | **Prof. Nisar Ahmed I. Mulla**, *Professor, DDE* | Member |
| 33. | **Prof. Shahid Naukhez,** *Dept. of Persian* | Member |
| 34. | **Prof. Akbar Ali Khan,** *Additional Director, DDE* | Member |
| 35. | **Dr. Sahab Singh,** *Assistant Regional Director, DDE, MANUU* | Member |
| 36. | **Dr. Akhtar Parvez,** *Librarian* | Member |
| 37. | **Prof. Siddiqui Mohd. Mahmood,** *Professor, Dept. E & T* | Member |
| 38. | **Prof. Khan Masood Ahmad,** *Former VC, KMC Urdu, Arabic & Farsi Univ.* | Member |
| 39. | **Prof. Bharti Baweja**, *Dept. of Education, University of Delhi* | Member |
| 40. | **Dr. M. Kamil, Joint Director,** *Centre for Information Technology* | Special Invitee |
| 41. | **Dr. M. A. Sikandar,** *Registrar, MANUU* | Ex-Officio Secretary |

The following members could not attend the meeting: -

| | |
|---|---|
| 1. | **Prof. Farida Siddiqui,** *Head, Dept. of Economics* |
| 2. | **Dr. Mohd. Fahim Akhtar,** *Head, Dept. of Islamic Studies,* |
| 3. | **Dr. S. Maqbool Ahmed,** *Head, Dept. of Botany* |
| 4. | **Dr Parveen Jahan,** *Head, Dept. of Zoology* |
| 5. | **Prof. Syed Mohammed Haseebuddin Quadri,** *Dept. of English* |
| 6. | **Prof. Wadudal Haque Siddiqui,** *CTE, Bhopal* |
| 7. | **Prof. Abul Kalam,** *Professor, Dept. of Urdu* |
| 8. | **Prof. Mushtaq Ahmad Kaw,** *Head, Dept. of History* |
| 9. | **Prof. Adam Paul Patteti,** *Principal, CTE Nuh* |
| 10. | **Prof. Ghanta Ramesh,** *Dept. of Edn. & Training* |
| 11. | **Prof. Noushad Hussain,** *CTE, Asansol* |
| 12. | **Prof. Md. Faiz Ahmed,** *CTE, Darbhanga* |
| 13. | **Prof. Mohd. Farooq,** *Dept. of Urdu* |
| 14. | **Dr. Bilal Rafiq Shah,** *Associate Professor, Education, CTE Srinagar* |
| 15. | **Dr. Mohd. Ahsan,** *Regional Director, RC Bhopal* |
| 16. | **Dr. Viquar Unnisa,** *Asst. Professor, Education, Dept. of Edn. & Trg.* |
| 17. | **Prof. Abdul Bari**, *Vice-Chancellor, Central University, Gujarat* |
| 18. | **Prof. R. L. Hangloo,** *Vice-Chancellor, Allahabad Central University, UP* |
| 19. | **Prof. Nageshwar Rao,** *Vice Chancellor, Uttarakhand Open University, Uttarakhand* |
| 20 | **Prof. S. M. Sajid,** *Dept. of Social Work, JMI, New Delhi* |

At the beginning of the meeting, the Hon'ble Vice Chancellor (I/c) welcomed all the members of the House and expressed his gratitude for making it convenient to attend the meeting. The V.C.(I/c) briefed the importance of the Emergent Meeting of the Academic Council in view of the UGC (Open and Distance Learning) Regulations, 2016 and asked the Registrar to take up the agenda items.

The following matters were discussed: -

## ITEMS FOR CONSIDERATION:

**Item No. 28.4.01**
**Sub:    Establishment of Center for Internal Quality Assurance in DDE – Reg.**

Considered and approved the same.

**Item No. 28.4.02**
**Sub:    Approval for the arrangement of Guest Faculty for DDE – Reg.**

The Academic Council was apprised the need for the restoration of faculty positions sanctioned for DDE and also to engage Guest Faculty to meet the norms of UGC (ODL) Regulations, 2017. After deliberations, the Academic Council considered and approved the proposal of DDE.

**Item No. 28.4.03**
**Sub:    Approval of Program Project Report (PPR) and its implementation – Reg.**

Considered and approved.

**Item No. 28.4.04**
**Sub: Switching over to robust system of On-line Admission Process and other measures for effective use of Information and Communication Technology (ICT) – Reg.**

Considered and approved.

**Item No. 28.4.05**
**Sub: Approval of the Academic Calendar / Planner for MANUU - DDE Program launching process for the academic year 2018- 19 – Reg.**

Considered and approved.

**Item No. 28.4.06**
**Sub: Implementation of the new Admission Provisions and Fee Structure - Reg.**

Considered and approved the same.

**Item No. 28.4.07**

**Sub:    Introduction of new UG/PG Programs under MANUU - DDE from the academic year 2018-19 as per the new UGC (ODL) Regulations, 2017- Reg.**

Considered and approved the introduction of the following new programmes through DDE from the academic year 2018-19:-

(i)     Master of Arts in Islamic Studies (two year PG Programme)
(ii)    Master of Arts in Hindi (two year PG Programme)
(iii)   Master of Arts in Arabic (two year PG Programme)
(iv)    Bachelor of Commerce (three year UG Programme)

**Item No. 28.4.08**
**Sub:    Approval of Self Learning Material (SLM) for the UG/PG courses of both existing proposed programs of MANUU - DDE - Reg.**

Considered and approved.

**Item No. 28.4.09**
**Sub:    Approval of Scheme of Instruction, Examination and Evaluation for 2 year B.Ed (DM) program  - Reg.**

Considered and approved.

**Item No. 28.4.10**
**Sub: Adoption of CBCS System for Distance Mode Programs - Reg.**

Considered and approved. However, in order to enable the flexibility between Regular and Distance mode programs and to establish equivalence in credit distribution, a Committee may be constituted to examine the matter in detail.

**Item No. 28.4.11**
**Sub:    Approval for revised Mode of Evaluation for MANUU - DDE Programs - Reg.**

Considered and approved. Further resolved that the Qualifying Marks or Grade or CGPA should be similar to that of Regular Programs.

**Item No. 28.4.12**
**Sub: Enabling the Fee Receipts of MANUU - DDE through Digital Mode – Reg.**

Considered and approved.

**Item No. 28. 4.13**
**Sub:    Approval for renaming of Study Centers as Learner Support Centers (LSCs)**
**        - Reg.**

The Academic Council discussed the matter regarding renaming all the existing Study Centres under DDE to Learner Support Centres (LSCs) in conformity with the norms of UGC (ODL) Regulations, 2017 and approved the same.

**Item No. 28.4.14**
**Sub:    Provision of Fee waiver / concession for SC/ST and Persons with Disability**
**        (PwD) Categories for MANUU - DDE Programs from the academic year**
**        2018- 19 – Reg.**

Considered and approved. Further resolved that in order to enhance the Gross Enrollment Ratio (GER) of SC, ST & PwD students, the matter for fee waiver/concessions may be referred to a Committee to examine the issue and to make appropriate recommendations.

The meeting ended with vote of thanks to the Chair.


*S/d xxxxx*                                                              *S/d xxxx*
*Assistant Registrar*                                                   *Registrar*
*(Academics)*

मौलाना आज़ाद नेशनल उर्दू यूनिवर्सिटी مولانا آزاد نیشنل اُردو یونیورسٹی

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# AGENDA

# FOR

# THE 28th MEETING (Emergent) OF

# ACADEMIC COUNCIL

Date   :   23rd October, 2017

Time   :   4:00 P.M.

Venue :   Conference Hall - 1st Floor, Administrative Building

**Item # 28.4.03**

<center>Note (-3-)</center>

**Sub:    Approval of Program Project Report (PPR) and its implementation – Reg.**

As part of the UGC(ODL) Regulations, 2017, every Higher Educational Institution shall prepare a Program Project Report for each program. The Program Project Repost shall be approved by the appropriate authority of the Higher Educational Institutions, which shall put in place a monitoring mechanism to ensure its proper implementation.

The Program Project Report (PPR) of a Higher Educational Institution is a document prepared to introduce a new program, which includes details of –(a) program objectives, and outcomes, (b) nature of target group of learners, (c) appropriateness of the program with quality assurance for acquiring specific skills, (d) admission, delivery and evaluation norms.

The Program Project Report (PPR) is a self-disclosure by the Institution about launching the program in the Open and Distance Learning mode. The Institution has to define specific aims and objectives for each of the academic programs, which will give the direction to launch a program and will allow to focus on results. At the end, these aims and objectives will help to demonstrate what has been achieved. The program shall be planned with clear deliverables and knowledge experiences to be gained.

Accordingly, the MANUU - DDE proposes for approval of Program Project Reports of all the existing and proposed programs incorporating the mandated requirements to comply as per the new UGC (ODL) Regulations, 2017 as also its effective implementation.

<center>**MATTER FOR CONSIDERATION**</center>

*The matter is placed before the Academic Council for consideration and approval.*