**Vice deanship for Academic and Development Affairs Committees and Units**

1. **Title of the Committee is…………………………………………………………………….**
2. **Members of the Committee**

|  |  |  |
| --- | --- | --- |
| Attendee’s Name | Department and Designation  | Affiliation (Chair/Member) |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

1. **Meeting details:**

|  |  |
| --- | --- |
| **Number of Agenda/ Items discussed** |  |
| **Number of Recommendations** |  |
| **Activities and Achievements (Current year)** |  |
| **Area of Improvements (For next year)** |  |

-------------------------------------------------------------------------------------------------------------------------------

Report approval (s)

|  |  |  |  |
| --- | --- | --- | --- |
| Signature | Date | Name |  |
|  |  | Mainly by the committee chair | Submitted by |
|  |  | VDs , HoDs, Manager, Dean | Approved by  |
|  |  | Dean (For College level committee and other formed by the Dean or College board) |

|  |  |
| --- | --- |
| (Folder name and date- Location) | Documented as Hard copy at |
| (VDs Drive account link) | Documented as Sof copy in the following link |

**Vice deanship for Research and Postgraduate Studies Committees**

1. **Title of the Committee is…………………………………………………………………….**
2. **Members of the Committee**

|  |  |  |
| --- | --- | --- |
| Attendee’s Name | Department and Designation  | Affiliation (Chair/Member) |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

1. **Meeting details:**

|  |  |
| --- | --- |
| **Number of Agenda/ Items discussed** |  |
| **Number of Recommendations** |  |
| **Activities and Achievements (Current year)** |  |
| **Area of Improvements (For next year)** |  |

-------------------------------------------------------------------------------------------------------------------------------

Report approval (s)

|  |  |  |  |
| --- | --- | --- | --- |
| Signature | Date | Name |  |
|  |  | Mainly by the committee chair | Submitted by |
|  |  | VDs , HoDs, Manager, Dean | Approved by  |
|  |  | Dean (For College level committee and other formed by the Dean or College board) |

|  |  |
| --- | --- |
| (Folder name and date- Location) | Documented as Hard copy at |
| (VDs Drive account link) | Documented as Sof copy in the following link |

**Vice deanship for female students' affairs**

1. **Title of the Committee is…………………………………………………………………….**
2. **Members of the Committee**

|  |  |  |
| --- | --- | --- |
| Attendee’s Name | Department and Designation  | Affiliation (Chair/Member) |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

1. **Meeting details:**

|  |  |
| --- | --- |
| **Number of Agenda/ Items discussed** |  |
| **Number of Recommendations** |  |
| **Activities and Achievements (Current year)** |  |
| **Area of Improvements (For next year)** |  |

-------------------------------------------------------------------------------------------------------------------------------

Report approval (s)

|  |  |  |  |
| --- | --- | --- | --- |
| Signature | Date | Name |  |
|  |  | Mainly by the committee chair | Submitted by |
|  |  | VDs , HoDs, Manager, Dean | Approved by  |
|  |  | Dean (For College level committee and other formed by the Dean or College board) |

|  |  |
| --- | --- |
| (Folder name and date- Location) | Documented as Hard copy at |
| (VDs Drive account link) | Documented as Sof copy in the following link |

**Development of……………………………………………..**

1. **Title of the Committee is…………………………………………………………………….**
2. **Members of the Committee**

|  |  |  |
| --- | --- | --- |
| Attendee’s Name | Department and Designation  | Affiliation (Chair/Member) |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**­­­­**

1. **Meeting details:**

|  |  |
| --- | --- |
| **Number of Agenda/ Items discussed** |  |
| **Number of Recommendations** |  |
| **Activities and Achievements (Current year)** |  |
| **Area of Improvements (For next year)** |  |

-------------------------------------------------------------------------------------------------------------------------------

Report approval (s)

|  |  |  |  |
| --- | --- | --- | --- |
| Signature | Date | Name |  |
|  |  | Mainly by the committee chair | Submitted by |
|  |  | VDs , HoDs, Manager, Dean | Approved by  |
|  |  | Dean (For College level committee and other formed by the Dean or College board) |

|  |  |
| --- | --- |
| (Folder name and date- Location) | Documented as Hard copy at |
| (Department or HoD Drive account link) | Documented as Sof copy in the following link |