

Contributions towards Developmental and other Activities/ Administrative Responsibilities

Prof. M.T. Beg

1. Director, Centre for Distance and Open Learning (CDOL), JMI
2. Member of Board of Governors RIET, Jaipur
3. Member of Expert Teams for grant of NBA Accreditation
4. Member of Doctoral committee, Faculty of management and Information Technology, Jamia Hamdard University
5. Member, UGC Expert Committee to assess autonomous status to CBIT, Hyderabad
6. Member, Court and Academic Council, Jamia Millia Islamia
7. Member of Research Advisory committee NIT Jalandhar
8. Member, Board of Studies (BOS), AMU, Aligarh, Al-Falah University, Haryana.
9. Member, Joint assessment committee for affiliated institutes/Colleges of GGSIP University, Delhi.
10. Member of UGC expert Committee for spot assessment of Bangalore of f-campus of GITAM, Vishakhapatnam.
11. Member, Judges Committee Shiksha Puruskar Yojana, Ministry of HRD
12. Member of Selection Board on various occasion at UPSC and Staff Selection
13. Member, Selection committee for appointing Professors/Associate Prof./Asst. Prof. and Various Non-Teaching Posts for JMI, AMU, MANNU, DTU, GITAM, Jamia Hamdard, Galgotia University, KIET etc.
14. Chairman of Committee constituted by VC for purchase of smart class rooms JMI
15. 27 years professional, academic and research experience
16. Authored and co-authored forty research papers in refereed International Journals including Elsevier, Science Direct, Springer etc.
17. Articles/Chapters Published in Book(s): Two
18. Ph. D. Guidance: 08 Awarded and 06 in progress
19. Served as Member of EPABX Technical Committee, constitute by the Hon'ble Vice Chancellor. I was instrumental in helping Administration in formulation of tender Documents, evaluation of technical bids, product evaluation and advice.
20. Represented Engineering Faculty in the committee constituted by the Hon'ble Vice Chancellor to prepare a proposal for declaration of Jamia as "Center with Potential for Excellence".
21. Served as Member of committee formed by the Dean, Faculty of Engineering & Technology, to finalize the Course Structure for the Semester System to be adopted by the faculty.
22. Served as Member of committee formed by the Dean, Faculty of Engineering & Technology to finalize the Grading Structure proposed to be adopted by the faculty.
23. Has been Coordinator B.E. (Evening Course), Department of Electronics & Communication engineering several times.
24. Served as Superintendent of Examinations on various occasions including for Entrance Examinations.
25. Served as President, Jamia Cricket Club.

Prof. Mainuddin

1. **Head of Department** (2014-2017):- Department of Electronics & Communication Engineering, Faculty of Engineering & Technology, Jamia Millia Islamia, New Delhi.
2. **Coordinator** (B.E.) (1st March' 2014 to 30th Oct' 2014):- Department of Electronics & Communication Engineering, Faculty of Engineering & Technology, Jamia Millia Islamia, New Delhi.
3. **Coordinator** (B.E.) (2nd November' 2017 to till date):- Department of Electronics & Communication Engineering, Faculty of Engineering & Technology, Jamia Millia Islamia, New Delhi.
4. Additional Nodal Officer Visvesvaraya PhD Scheme
5. Member, Vision Document Committee.
6. Served as Member of EPABX Technical Committee, constitute by the Hon'ble Vice Chancellor.
7. Member, Project Implementation Group (SIF & CIF), JMI.

Prof. Sajad A. Loan

- 1 Teaching and research at UG/PG/PhD level.
- 2 Coordinator Bachelor of Engineering, Electronics and Communication Engineering JMI ND
- 3 Coordinator Training and Placement, Electronics and Communication Engineering JMI ND
- 4 Student Advisor / Incharge Tour
- 5 Departmental Coordinator (2013-2016)
- 6 Assistant Superintendent of Examination
- 7 Identification officer in B.Tech/B.E. and NET Entrance examination
- 8 Expert faculty of INSPIRE, DST programme.
- 9 Expert UPSC New Delhi
- 10 PhD coordinator-2014-till date
- 11 CBCS departmental coordinator
- 12 Member, International Collaboration Committee, JMI New Delhi
- 13 Member Board of studies, AMU Polytechnic, AMU Aligarh-2018-2021
- 14 VC nominee for Departmental Research Committee (DRC) of the Department of Chemistry. Jamia Millia Islamia New Delhi-25
- 15 Convener DRC, Department of Electronics and Communication Engineering, JMI New Delhi 110025
- 16 Member Patent Committee
- 17 Member BORS, IUST Kashmir.

Prof. Neelofer Afzal

1. **Member** –Internal compliment committee
2. **Senior Warden**- Begum Hazrat Mahal Hall of Girls' Residence
3. **Time Table Incharge**- Deptt. Of E&C.
4. **Serving as a Dean Students Welfare, JMI**

Prof. Dinesh Prasad

1. Hony. Addl. Director, FTK-Centre for Information Technology (02.08.2017-till date)
2. Ex Dy. Director, Centre for Innovation and Entrepreneurship (03.08.2017-25.07.2018)
3. Ex Nodal Officer IQAC
4. Ex NBA Coordinator D/o ECE

Prof. M. Nizamuddin

1. Nodal Officer –B.Sc. Aeronautics from 22/07/2024 till date.
2. PhD Admission Test Coordinator in session 2024-25.
3. Coordinator for Admission test of Residential Coaching Academy in session 2024-25
4. Deputy Coordinator (Admissions) from 03/02/2022 to 15/11/2023.
5. Deputy Nodal Officer, National Academic Depository (NAD) Cell from 21/10/2020 to 30/10/2024.
6. Asstt. Nodal Officer, National Academic Depository (NAD) Cell from 16/02/2018 to 20/10/2020.
7. Warden & Development Incharge, MMA Jauhar Hall, JMI in 2019.
8. Nominated Member of Joint Working Group to implement MoU between JMI and Pawan Hans Ltd. to start B.Sc. (Aeronautics).
9. Asstt. Superintendent of Exams, F/oEngg. & Tech from 16/02/2018 to 19/12/2018.
10. Co-coordinator, F/oEngg. & Tech. for IQAC, NAAC, NIRF Preparations.
11. Sessional Test Coordinator (B.Tech./B.E./M.Tech.) from 05/09/2018.
12. Member -Faculty Committee from 07/07/2018.
13. Teacher Incharge-MOOCs/SWAYAM/NPTEL Courses from 14/01/2019.
14. Member Editorial Board in SPECTRONICS, Departmental Magazine, 2018.
15. PhD Coordinator (E & C Deptt.) in 2019.
16. Students Advisor-B. Tech. (E&C) from 08/10/2018.

Dr. Amber Khan

1. **Placement Coordinator**-Deptt. of E & C.
2. **Attendance Coordinator**- Deptt. of E & C.
3. **Member** ,Faculty Committee
4. **Member** ,Sports Committee

Dr. Md. Waseem Akram

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|---|---|------------------|
| 1 | DRC Member, Dept. of E & C, JMI | 2017-2018 |
| 2 | NBA Coordinator, Dept. of E & C, JMI | Since 2018 |
| 3 | Member, Faculty Committee, F/O Engineering & Technology, JMI | Since 9/2/2019 |
| 4 | NAAC Coordinator, Dept. of E & C, JMI | Since 2019 |
| 5 | Departmental Coordinator, AICTE Portal, F/O Engineering & Technology, JMI | Since 18/7/2018 |
| 6 | Assistant Superintendent of Exams, F/O Engineering & Technology, JMI | Since 2018 |
| 7 | IQAC Nodal Officer, Dept. of E & C, JMI | Since 02-08-2019 |

8	NIRF Coordinator, Dept. of E & C, JMI	Since 2022
9	Sessional Exam Coordinator, Dept. of E & C, JMI	Since 2022
10	IQAC working committee member	Since 27/12/2024
11	Co-coordinator AICTE IDEA Lab , FET, JMI	since 2025
12	Coordinator, B.Tech. Major Project during	2016-2017
13	Coordinator, B.Tech. Seminar during	2016-2017
14	Coordinator, M.Tech. Minor Project during	2017-2018
15	Coordinator, M.Tech. Seminar during	2017-2018
16	Coordinator Departmental Magazine	2017-2018
17	Coordinator, B.Tech. Major Project during	2016-2017

Dr. Imran Ahmed Khan

1. Ph.D. Coordinator of Department of Electronics & Communication Engineering, Jamia Millia Islamia.
2. “Document Verification Officers” for the Admissions of M. Tech. (E&C) Semester I for the Sessions 2020-21, 2021-22, 2022-23, 2023-24, 2024-25.
3. NBA Incharge of Criteria 4 and criteria 6 for Department of Electronics & Communication, F/O Engg. & Technology, Jamia Millia Islamia, New Delhi for the Session 2024-25.
4. “Document Verification Officers” for the Admissions of B. Tech. and B.Sc. (Aeronautics) Semester I for the Sessions 2021-22, 2022-23, 2023-24, 2024-25.
5. NPTEL Coordinator for Department of Electronics & Communication, F/O Engg. & Technology, Jamia Millia Islamia, New Delhi for the Session 2024-25.
6. Project and Seminar Coordinator of B.Tech. (E&C) for the Sessions 2021-22, 2022-23, 2023-24.
7. In charge of Criteria 4 and criteria 6 of NAAC for department of Electronics & Communication, F/O Engg. & Technology, Jamia Millia Islamia, New Delhi for the Session 2023-24.
8. In charge of Criteria 4 (Student’s Performance) of NBA for department of Electronics & Communication, F/O Engg. & Technology, Jamia Millia Islamia, New Delhi for the Session 2023-24.
9. “Document Verification Officers” for the Admissions of Ph.D. (E&C) for the Session 2020-21, 2021-22.
10. DRC Member of Department of Electronics & Communication Engineering, Jamia Millia Islamia.
11. BoS Member of Department of Electronics & Communication Engineering, Jamia Millia Islamia
12. Member of Accreditation and Data Committee for the Session 2021-22.
13. Member of committee for submission of data and evidence for NAAC yearly AQR 2020-
14. Member of “Departmental Admission Committee” 2021.
15. Member of “NAAC Committee” having 3 persons, Department of Electronics & Communication, Jamia Millia Islamia, New Delhi.
16. Committee member of National Institutional Ranking Framework (NIRF) of Galgotia College of Engineering & Technology, Greater Noida.
17. NBA Coordinator of ICE department, Galgotia College of Engineering & Technology, Greater Noida.
18. Academic Coordinator of IC department in even semester of 2014-15 session, Galgotia College of Engineering & Technology, Greater Noida.
19. Project coordinator of IC department in even semester of 2014-15 session, Galgotia

College of Engineering & Technology, Greater Noida.

20. Head of the class coordinators committee of IC 2nd year in even semester of 2012-13 session, Galgotia College of Engineering & Technology, Greater Noida.

Dr. Syed Intekhab Amin

1. Assistant DSW for the period of 2024-25
2. President Football Club at Games and Sports JMI for 2024-26
3. Sports Manager FET (Badminton) for Inter faculty Badminton Tournament held on 10-12 March 2023
4. Department Sports coordinator for FET Sports FEST held on 24-26 Feb 2023
5. Member to the Faculty Committee, F/O Engg., & Tech., from 09-02-2022 to 08-02-2025
6. Verification Officer at Department and Faculty level Admission committee in 2021-22
7. Member, Accreditation & Data Committee from Aug. 2021- till date
8. Criteria In-charge NAAC 2021
9. Time Table Incharge 2021 till date
10. DRC member from 24-Nov. 2020 till date
11. Coordinator Constitutional day celebration on 26th Nov. 2019
12. Subject Association Advisor for Academic session 2019-2020 Dept. of ECE
13. Assistant Superintendent for BE Exam 2019
14. Coordinator, Seminar B.Tech during 2018-19
15. Coordinator, Seminar B.Tech during 2017-18
16. Coordinator, Major Project B.Tech during 2017-18
17. Member Editorial Board, Departmental Magazine, SPECTRONICS, 2018

Current Administrative position held by the faculty member at the University level

#	Name of the faculty member	Administrative position	Name of the Committee	Date of joining committee	Period/validity of the position
1	Prof. Sajad A Loan	Nodal Officer	SWAYAM-NPTEL	July 2023	Continuing
2	Dr. Md. Waseem Akram	Nodal Officer	IQAC, Dept. of ECE, F/O Engineering & Technology, JMI	02/08/2019	Continue
3	Dr. Md. Waseem Akram	IQAC Working Committee Member	IQAC Cell, JMI	27/12/2024	Continue
4	Prof. Neelofer Afzal	Member	Internal Complaint Committee	10.08.2021	continuing
5	Prof. Neelofer Afzal	Provost	Begum Hazrat Mahal Girls Hostel	24.08.2022	continuing
6	Prof. Neelofer Afzal	Dean Students Welfare	Jamia Millia Islamia, New Delhi	2025	continuing
7	Prof. Dinesh Prasad	Hony. Addl. Director, FTK-CIT	Jamia Millia Islamia, New Delhi	02/08/2017	till date
8	Prof. M. Nizamuddin	Deputy Nodal Officer, National Academic Depository(NAD) Cell	Jamia Millia Islamia, New Delhi	from 21/10/2020	Continue
9	Prof. Sajad A Loan	Member AC	Academic Council Jamia Millia Islamia, New Delhi	April 2022	Three Years
10	Prof. Sajad A Loan	Nodal Officer	Coordination between the JKstudents and JK Resident Commission	04-06-2024	Continuing

11	Prof. Sajad A Loan	Head of the Department	02-11-2023	Three years	
12	Dr. S. Intekhab Amin	Assistant Dean Students Welfare	DSW Office , JMI	2024	Continuing

Honours/Award/Fellowship/membership of the professional body received by the faculty members

#	Name of the Recipient	Name of the award	Name of the Awarding agency	Date of Award
1.	Prof. Sajad A. Loan	International Editorial Board Member	Journal of Nanoelectronics and Optoelectronics, American Scientific Publisher, USA	Since 2021
2.	Prof. Sajad A. Loan	International Editorial Board Member	Journal of Artificial Intelligence and Applications, Ben View Press, Singapore	Since 2022
3.	Prof. Sajad A. Loan	Associate Editor	Frontiers In Electronics, Switzerland	Since 2022
4.	Dr Amber Khan	Membership M-152290	IAENG	since 2016
5.	Prof Mainuddin	Life Member LM-408	Indian Laser Association, RRCAT, Indore	since 1997
6.	Dr. Md. Waseem Akram	LIFE MEMBERSHIP	ISTE, INDIA	Since 2014
7.	Dr. Md. Waseem Akram	LIFE MEMBERSHIP	IETE, INDIA	Since 2014
8.	Dr. M. Nizamuddin	Life Member	Universal Association of Computer and Electronics Engineers,	2018 onwards
9.	S. Intekhab Amin	Editor Board Member	Discover Nano, Springer	2024
10.	Dr. Imran Ahmed Khan	Membership	IAENG International Association of Engineers	Since 25 March 2023
11.	Prof. Sajad A. Loan	International Editorial Board Member	Journal of Chip Design and Manufacturing, Academic Publishing, Singapore	Since 2022
12.	Dr. M. Nizamuddin	Life Member	International Association of Engineers, Hong Kong.	2018 onwards
13.	Prof Mainuddin	Life Member M-116474	IETE, Delhi	since 1997
14.	S. Intekhab Amin	Topic Advisor	Micromachines, MDPI	2023- till date
15.	Dr. M. Nizamuddin	Member	Marine Technology Society, U.S.A.	2019 onwards