



Center for
DESIGN YOUR DEGREE
Institute of Technology, University of Kashmir

Departmental Committee Meeting Minutes

The Departmental Committee meeting of Centre for Design Your Degree was held in the chamber of Coordinator, Centre for Design Your Degree, on Thursday, **07-05-2026**. The committee comprised of the following members:

1.	Prof. Syeda Afshana	Coordinator	Chairperson
2.	Dr. Baasit Abubakr	Assistant Professor (Cont.)	Member
3.	Dr. Nahida Shafi	Assistant Professor (Cont.)	Member
4.	Dr. Farah Deeba	Assistant Professor (Cont.)	Member

The committee deliberated upon the important issues concerning the Centre and the following was resolved by the Departmental Committee:

1. That an Activity Calendar for the current Semester and the next semester of the ongoing Academic year shall be finalized by the Departmental Committee at the earliest.
2. That a Project Calendar for the conduct, submission and evaluation of all mini projects and Capstone projects shall be charted out. The progress of various student group vis-à-vis their Capstone projects shall be recorded and tracked in a Project Diary maintained separately for each group. It was further resolved that a 3-member committee shall review all the synopsis of capstone projects.
3. That a Syllabus Committee comprising of faculty members shall finalize a blueprint for streamlining the syllabus of all semesters and also prepare the syllabus for additional baskets, forthwith.

The meeting ended with a vote of thanks.

Signatories:


Dr. Baasit Abubakr


Dr. Nahida Shafi


Dr. Farah Deeba


Prof. Syeda Afshana

Coordinator

12/05/2026

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