

**AMU-Management Complex Project**  
**Department of Business Administration**  
**Faculty of Management Studies and Research**  
**AMU Aligarh**

**(Minutes of the 1<sup>st</sup> meeting of Executive Committee)**

Minutes of the meeting of the Executive Committee of AMU Management Complex Project held on 15 March 2011 in the Conference Room, Department of Business Administration.

Members present:

Mr. Ameer Ahmad (in the Chair)

Prof. Javaid Akhtar, Dean

Prof. Mohammad Khalid Azam, Chairman

Mr. Feeroz Khan, University Engineer

Mr. Nurus Salam, Deputy Finance Officer (Representing Finance Officer, AMU)

Prof. Parvaiz Talib (Convener)

Leave of absence was granted to:

Mr. Dhanjit Wadra

Mr. Hasan Kabeer

Mr. A.G. Danish

Mr. Manoj Yaddav

The following businesses were transacted:

1. The Dean introduced and welcomed all members of the Executive Committee.
2. Prof. Parvaiz Talib briefed the participants about developments till date on the following account:

- Architectural Design
  - Work on site
  - Project Presentation
  - Alumni data base
  - Fund Raising and Management
3. Mr. Nurus Salam briefed participants about procedure of electronic transfer of donations. He proposed that Finance Officer may be approached to write a letter to Mr. A.G. Danish who wishes to contribute a sum of Rs. 10 Lakhs to the University as donation to this project.
  4. Mr. Nurus Salam was requested to provide model rules of a revolving fund presently operational in AMU so that the same may be used to frame rules and regulation for the Newly-opened account of AMU Management Complex Project. Member resolved that all efforts should be made to ensure financial accountability in executing this project.
  5. The proposals received from four Architects were discussed. Members desired that Mr. Ameer Ahamed may continue discussions with the Architects and finalize one of the architects to design the project at the earliest.
  6. It was proposed that meetings may be held in a manner that members have sufficient time to ensure their participation in the meeting. It was decided to convene the next meeting on 3<sup>rd</sup> of April, 2011.

The meeting came to an end with vote of thanks by the Chairman.

Prof. Parvaiz Talib  
OSD (AMU Management Complex Project)  
Member Secretary, Executive Committee