



**Yashwantrao Chavan Maharashtra Open University**  
**Nashik - 422 222**

(NAAC Accredited 'A' Grade)

**Details of Faculties**

**SCHOOL OF HUMANITIES AND SOCIAL SCIENCES**

| <i>Sr. No.</i> | <i>Name of Program</i>         | <i>Name Of Faculty Members</i>    | <i>Designation</i>                           | <i>Qualification</i>                          |
|----------------|--------------------------------|-----------------------------------|--|---|
| 5              | <b>MASTERS OF ARTS (URDU )</b> | Dr. Rasheed Ashraf Khan           | Academic Coordinator (Asst. Professor Level) | M.A. (HISTORY), M.A. (URDU), B.A., NET, PH.D. |
|                |                                | Smt. Farheen Ansari Shakeel Ahmed | Academic Coordinator (Asst. Professor Level) | M.A. (URDU),NET                               |
|                |                                | Smt. Sana Kauser Mohd. Mubeen     | Academic Coordinator (Asst. Professor Level) | M.A. (URDU) NET                               |



**REGISTRAR**  
**YASHWANTRAO CHAVAN MAHARASHTRA**  
**OPEN UNIVERSITY, NASHIK-422 222**



## Appointment Order

Hon'ble Vice-Chancellor, Yashwantrao Chavan Maharashtra Open University, Nashik is pleased to appoint you to the post of **Academic Coordinator (Assistant Professor Level (Contractual))** on the consolidated pay of Rs. 57700/- per month (fixed) in the subject / area – Urdu in the School of Humanities & Social Science From Dt. 14.09.2024 or after the date of actual joining on the following terms and conditions. Your appointment is purely on temporary on contractual basis initially for a period of six months and may be extended as per exigency / need of the university and on the basis of satisfactory performance and progress report.

### The terms and conditions of appointment are as follows:

1. The nature of your work, duties and responsibilities will be determined by the concerned Director of School / Division / Centre and you shall be working under him / her.
2. Your appointment is of full-time nature. Working hours of university will be 10.00 am to 5.45 pm. However, you will be required to work beyond the said time as per requirement.
3. You shall have to submit activity carried out per day per month progress report of your work through your Director to the Registrar for placing the same before Hon'ble Vice-Chancellor.
4. You shall make all correspondence with your designation through the concerned Director.
5. You will be entitled to 4 casual leaves for a period of six months.
6. During the period of appointment you shall follow strict discipline, ethical academic values and or if you failed to carry out your duties and responsibilities, you shall be liable for disciplinary action.
7. You will have to submit a No Dues Certificate at the end of the contract in order to release the salary of the last month.
8. Your services shall be governed by the provisions of Yashwantrao Chavan Maharashtra Open University Act, 1989 (amendment thereto 2002), the Statues, Ordinance, Regulations and Rules made thereunder, from time to time.
9. You should join in fifteen days and submit your joining report in two copies to the Registrar's Office through the concerned Director. In case, if you fail to join within stipulated time it shall be decided by the Hon'ble Vice-Chancellor
10. If you agree to the terms and conditions you should furnish the undertaking in the specified format as notarised agreement on stamp paper of Rs. 100/- within 10 days, from the date of joining.

To: Dr. Rasheed Ashraf Khan  
Academic Coordinator (Assistant Professor Level (Contractual))  
School of Humanities & Social Science

### Copy for information –

1. Office of the Hon'ble Vice Chancellor
2. Hon'ble Pro Vice- Chancellor Office
3. Concerned Director
4. Registrar Office
5. Finance Officer.
6. Office Order File
7. Personal File



(Dilip Bharad)  
Registrar



Dr. Rasheed Ashraf Khan  
H.S.S.  
YCMOU, Nashik

Dt. 23 / 09 / 2024

To,  
Hon' ble Registrar  
YCM Open University, Nashik - 422 222.

Subject - Joining Report of Academic Coordinator [Assistant Professor Level (Contractual)]  
Reference Office Order No. K-0005/YCMOU/Appointment/2024/115.....Dt. 18 / 09 / 2024

Sir,

As per the above reference, I agree to all the terms of the above order and I accept this  
Academic Coordinator position S.H.S.S. in the University on before noon /  
after noon.

Your  
Signature

Name (Dr. Rasheed Ashraf Khan)

Mr / Mrs. / Kum Dr. Rasheed Ashraf Khan

According to the above order K-0005/YCMOU/Appointment/2024/115 in this Division / School / Section  
unsub on this post dated 23 / 09 / 2024 joined before Midday / after midday.

The workload assigned to him/her

Director  
23/09/24

Director Head  
School of Humanities and Social Sciences  
Yashwantrao Chavan Maharashtra Open University, Nashik

Mr / Mrs. / Kum Dr. Rasheed Ashraf Khan  
the above order K-0005/YCMOU/Appointment/2024/115 in this Division / School / Section unsub  
on this post dated 23 / 09 / 2024 joined before Midday / after midday

उपस्थापक

अ. सं. क्र.: 1231

दिनांक: 25/9/24

Registrar

Copy - 1. Finance Officer  
2. Establishment Section

कुलसचिव कार्यालय  
आवक क्र. 3116  
दिनांक: 23/09/2024



## Appointment Order

Hon'ble Vice-Chancellor, Yashwantrao Chavan Maharashtra Open University, Nashik is pleased to appoint you to the post of **Academic Coordinator (Assistant Professor Level (Contractual) on the consolidated pay of Rs. 40000/- per month (fixed) in the subject / area – Urdu in School of Humanities & Social Sciences** from dt. 01.04.2025 or after the date of actual joining on the following terms and conditions. Your appointment is purely on temporary on contractual basis initially for a period of six months and may be extended as per exigency / need of the university and on the basis of satisfactory performance and progress report.

### The terms and conditions of appointment are as follows:

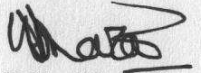
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4. You shall make all correspondence with your designation through the concerned Director.
5. You will be entitled to 4 casual leaves for a period of six months.
6. During the period of appointment you shall follow strict discipline, ethical academic values and or if you failed to carry out your duties and responsibilities, you shall be liable for disciplinary action.
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10. If you agree to the terms and conditions you should furnish the undertaking in the specified format as notarised agreement on stamp paper of Rs. 100/- within 10 days, from the date of joining.

To: **Ansari Farheen Shakeel Ahmed**  
Senior Coordinator (Contractual)  
School of Humanities & Social Sciences

### Copy for information –

1. Office of the Hon'ble Vice Chancellor
2. Hon'ble Pro Vice- Chancellor Office
3. Concerned Head
4. Registrar Office
5. Finance Officer
6. Office Order File
7. Personal File



  
(Dilip Bharad)  
Registrar



Ansari Farheen  
Shakeel Ahmed

Dt. 01/04/2025

To,  
Hon' ble Registrar  
YCM Open University, Nashik - 422 222.

Subject - Joining Report of Academic Coordinator [Assistant Professor Level (Contractual)]  
Reference Office Order No. K.2025/Ycmou/Apptt./2025/511...Dt. 01/04/2025

Sir,

As per the above reference, I agree to all the terms of the above order and I accept this  
Academic Coordinator position Urdu Humanities & S.S. in the University on before noon /  
after noon.

Your

*Farheen*

Signature

Name (Ansari Farheen  
Shakeel Ahmed)

Mr / Mrs. / Kum Ansari Farheen Shakeel Ahmed

According to the above order Urdu Humanities & S.S. in this Division / School / Section  
Academic Co-ordinator on this post dated 01/04/2025 joined before Midday / after midday.

The workload assigned to him/her

Development of PG Programs in Urdu  
Language and Literature

*Wadekar*  
01/04/2025

Department Head  
Director

School of Humanities and Social Sciences

Vadgaonkar Chavan Maharashtra Open University, Nashik

Mr / Mrs. / Kum Ansari Farheen Shakeel Ahmed

the above order Urdu Humanities & S.S. in this Division / School / Section Academic

Co-ordinator on this post dated 01/04/2025 joined before Midday / after midday

*Wadekar*  
Registrar

Copy - 1. Finance Officer  
2. Establishment Section





## Appointment Order

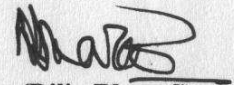
Hon'ble Vice-Chancellor, Yashwantrao Chavan Maharashtra Open University, Nashik is pleased to appoint you to the post of **Academic Coordinator (Assistant Professor Level (Contractual) on the consolidated pay of Rs. 40000/- per month (fixed) in the subject / area – Urdu in School of Humanities & Social Sciences** from dt. 01.04.2025 or after the date of actual joining on the following terms and conditions. Your appointment is purely on temporary on contractual basis initially for a period of six months and may be extended as per exigency / need of the university and on the basis of satisfactory performance and progress report.

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10. If you agree to the terms and conditions you should furnish the undertaking in the specified format as notarised agreement on stamp paper of Rs. 100/- within 10 days, from the date of joining.

To: Sana Kauser Mohammed Mubeen  
Senior Coordinator (Contractual)  
School of Humanities & Social Sciences



  
(Dilip Bharad)  
Registrar

### Copy for information –

1. Office of the Hon'ble Vice Chancellor
2. Hon'ble Pro Vice- Chancellor Office
3. Concerned Head
4. Registrar Office
5. Finance Officer
6. Office Order File
7. Personal File

Sana Kauser  
Mohammed Mubeen

Dt. 01/04/2025

To,  
Hon' ble Registrar  
YCM Open University, Nashik - 422 222.

Subject - Joining Report of Academic Coordinator [Assistant Professor Level (Contractual)]  
Reference Office Order No. K0005/Ycmou/Appointment/2025 Dt. 01/04/2025

Sir,

As per the above reference, I agree to all the terms of the above order and I accept this  
Academic Coordinator position Urdu Humanities & S.S. in the University on before noon /  
after noon.

Your

*Sana*  
Signature

Name (Sana Kauser M.M.)

Mr / Mrs. / Kum Sana Kauser Mohammed Mubeen

According to the above order Urdu Humanities & S.S. in this Division / School / Section  
Academic Coordinator on this post dated 01/04/2025 joined before Midday / after midday.

The workload assigned to him/her

Development of ~~the~~ P.S. Programs in Urdu Language  
and Literature

*Wadekar*  
01/04/2025

Department Head

School of Humanities and Social Sciences  
Yashwantrao Chavan Maharashtra Open University, Nashik

Mr / Mrs. / Kum Sana Kauser Mohammed M. Mubeen according to  
the above order Urdu Humanities & S.S. in this Division / School / Section Academic  
Coordinator on this post dated 01/04/2025 joined before Midday / after midday

*Wadekar*  
Registrar

Copy - 1. Finance Officer  
2. Establishment Section