

**CIEC FORM MEG-III**  
(September 2021)

**CHARTER INSPECTION AND EVALUATION  
COMMITTEE (CIEC)  
SINDH HIGHER EDUCATION COMMISSION  
GOVERNMENT OF SINDH**



**MONITORING, EVALUATION  
AND GRADING**

**FORM MEG-III  
PART-B  
(September 2021)**

**FOR**

\_\_\_\_\_  
(DEPARTMENT/PROGRAM/DISCIPLINE)

OF \_\_\_\_\_  
NAME OF THE UNIVERSITY/ INSTITUTE

\_\_\_\_\_  
**CHARTER INSPECTION AND EVALUATION COMMITTEE (CIEC)  
GOVERNMENT OF SINDH**

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CHARTER INSPECTION AND EVALUATION COMMITTEE  
(CIEC)  
SINDH HIGHER EDUCATION COMMISSION  
GOVERNMENT OF SINDH  
MONITORING, EVALUATION AND GRADING  
ASSESSMENT

CIEC FORM MEG-III  
PART B  
(September 2021)  
MANAGEMENT, INFRASTRUCTURE AND ACADEMIC  
PERFORMANCE  
OF  
DEPARTMENT/DISCIPLINE/PROGRAM

NAME OF THE DEPARTMENT: \_\_\_\_\_

Attributes	Points	Points	
	Allocated	Scored	Scored
		(Through SA)*	(Checked)**

## 1. MANAGEMENT AND CONTROL

### 1.1 HEAD OF THE DEPARTMENT

Name & Designation: \_\_\_\_\_

Name of the Head of the Department \_\_\_\_\_  
(Please attach his/her brief profile).

- Date of his/her Appointment \_\_\_\_\_
- (Please provide a copy of his appointment letter)
- Previous association with the Institution/  
in teaching/research/administration \_\_\_\_\_

#### 1.1.1 Academic Qualifications (Last Qualification \_\_\_\_\_ )

- |  |    |       |       |
|--|----|-------|-------|
| • Post-Doc/Ph .D/ MRCP/FCPS/Equivalent | 30 | _____ | _____ |
| • M. Phil /MS/MBA/ M. Eng./Equivalent  | 15 | _____ | _____ |
| • BS/ B.Eng./ MBBS/ Equivalent         | 05 | _____ | _____ |

#### 1.1.2 Teaching/Research/Professional experience (Total Year: \_\_\_\_\_ )

- |                      |    |       |       |
|----------------------|----|-------|-------|
| • More than 20 years | 20 | _____ | _____ |
| • More than 15 years | 15 | _____ | _____ |
| • More than 10 years | 10 | _____ | _____ |
| • More than 05 years | 05 | _____ | _____ |
| • Less than 05years  | 02 | _____ | _____ |

\* SA – Self Assessment by the Institution itself | \*\*Score by CIEC

**1.1.3 Publications in International/National Journals / Recognition in Art and Design Activity, etc. (Existing Number: \_\_\_\_\_)**

- Minimum 15 Research publications in HEC recognized Journals or Recognition in 08 National / International Design Competitions or participation in 08 Art Exhibitions or Participation in 08 Visual Communication Campaigns.10 \_\_\_\_\_
- Minimum 12 Research publications in HEC recognized Journals or Recognition in 06 National/ International Design Competitions or participation in 06 Art Exhibitions or Participation in 06 Visual Communication Campaigns.08 \_\_\_\_\_
- Minimum 08 Research publications in HEC recognized Journals or Recognition in 04 National/ International Design Competitions or participation in 04 Art Exhibitions or Participation in 04 Visual Communication Campaigns.06 \_\_\_\_\_
- Minimum 04 Research publications in HEC recognized Journals or Recognition in 02 National/ International Design Competitions or participation in 02 Art Exhibitions or Participation in 02 Visual Communication Campaigns.04 \_\_\_\_\_
- Minimum 02 Research publications in HEC recognized Journals or Recognition in 01 National/ International Design Competitions or participation in 01 Art Exhibitions or Participation in 01 Visual Communication Campaigns.02 \_\_\_\_\_
- Less 01 \_\_\_\_\_
- None 00 \_\_\_\_\_

**1.2 FUNCTIONING OF AUTHORITIES/BODIES**

**1.2.1 Boards of Studies/ Academic Committees and Equivalent Meetings in last 02 years (Min. 02 meetings a year | signed copies to be enclosed)**

- More than 4 meetings held 10 \_\_\_\_\_
- More than 3 meetings held 07 \_\_\_\_\_
- More than 2 meetings held 04 \_\_\_\_\_
- No meetings held 00 \_\_\_\_\_

**1.2.2 Departmental Consultative Meetings with Faculty**

- Held regularly 10 \_\_\_\_\_
- Held Irregularly 04 \_\_\_\_\_
- Not held 02 \_\_\_\_\_

## 2. PHYSICAL FACILITIES

### 2.1 ADMINISTRATION OFFICES

#### 2.1.1 Office of the Head of the Department -Size (Existing Size \_\_\_\_\_ sq.ft.)

- |                       |    |       |       |
|-----------------------|----|-------|-------|
| ● 120 to 150 sq.ft    | 10 | _____ | _____ |
| ● 100 to 120 sq.ft    | 07 | _____ | _____ |
| ● Less than 100 sq.ft | 02 | _____ | _____ |
| ● None                | 00 | _____ | _____ |

#### 2.1.2 Office of the Head of the Department - Furniture / Equipment

- |   |    |       |       |
|---|----|-------|-------|
| ● Well furnished and equipped/networked                 | 10 | _____ | _____ |
| ● Reasonably furnished and equipped/<br>networked       | 07 | _____ | _____ |
| ● Reasonably furnished but poorly<br>equipped/networked | 04 | _____ | _____ |
| ● Poorly furnished and poorly<br>equipped/ networked    | 02 | _____ | _____ |

#### 2.1.3 Administrative Offices of the Department

- |   |    |       |       |
|---|----|-------|-------|
| ● Well established, furnished and<br>Equipped/networked                 | 10 | _____ | _____ |
| ● Reasonably established, furnished and<br>equipped/ networked          | 07 | _____ | _____ |
| ● Reasonably established and furnished but<br>Poorly equipped/networked | 04 | _____ | _____ |
| ● Poorly established, furnished and<br>equipped/ networked              | 02 | _____ | _____ |

### 2.2 FACULTY OFFICES

#### 2.2.1 Types of Offices of the Department (Total Number : \_\_\_\_\_ )

- |                                   |    |       |       |
|-----------------------------------|----|-------|-------|
| ● All separate Cubicles           | 10 | _____ | _____ |
| ● Mixed Cubicles and Work-Places. | 08 | _____ | _____ |
| ● Work-Places only.               | 04 | _____ | _____ |
| ● None                            |    |       |       |

00

\_\_\_\_\_  
\_\_\_\_\_

#### 2.2.2 Average Area/Size for a Faculty Member (Size: \_\_\_\_\_ sq.ft )

- |                        |    |       |       |
|------------------------|----|-------|-------|
| ● 60 sq. ft. or more   | 10 | _____ | _____ |
| ● 40 sq. ft. or more   | 07 | _____ | _____ |
| ● 30 sq. ft. or more   | 04 | _____ | _____ |
| ● Less than 30 sq. ft. | 02 | _____ | _____ |
| ● Not provided         | 00 | _____ | _____ |

**2.2.3 Faculty Offices-Furniture and Equipment**

- Well Furnished and well equipped/networked 10 \_\_\_\_\_
- Reasonably furnished and reasonably equipped/networked 07 \_\_\_\_\_
- Reasonably furnished, but poorly equipped/not networked 04 \_\_\_\_\_
- Poorly furnished and poorly equipped/not networked 02 \_\_\_\_\_

**2.3 CLASS ROOMS**

**2.3.1 Dedicated Class Rooms for the Department (Total in Number: \_\_\_\_\_)**

- More than 4 Class Rooms 10 \_\_\_\_\_
- More than 3 Class Rooms 07 \_\_\_\_\_
- Minimum required 2 Class Rooms 04 \_\_\_\_\_
- Less than 2 Class Rooms 02 \_\_\_\_\_

**2.3.2 Class Rooms Furniture and Equipment**

- Well furnished with state of the Art equipment 10 \_\_\_\_\_
- Reasonably furnished and reasonably equipped 06 \_\_\_\_\_
- Poorly furnished and poorly equipped 02 \_\_\_\_\_

**2.3.3 Space available for students. (Average space: \_\_\_\_\_ sq. ft.)**

- 20 sq. ft. per student 10 \_\_\_\_\_
- 18 sq. ft. per student 08 \_\_\_\_\_
- 16 sq. ft. per student 06 \_\_\_\_\_
- 12 sq. ft. per student 04 \_\_\_\_\_
- Less than 12 sq. ft. per student 02 \_\_\_\_\_

**2.4 LABORATORIES/WORKSHOPS**

**(Assessment of this section from 2.4.1 to 2.4.6 shall be done, if laboratories / Workshops are required for the programs in the Department)**

**2.4.1 Establishment of Laboratories/Workshops (Number of Laboratories: \_\_\_\_\_ )**

- 100% facilities required established 10  


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- More than 50% required facilities established  


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07
- More than 25% facilities required established  


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---

04
- Less than 25% facilities established  


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02
- None  


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00

**2.4.2 Laboratory Space provided (according to number of students)**

- Adequate space available  


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10
- Reasonable space available  


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06
- Inadequate space available  


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04
- None  


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00

**2.4.3 Equipment Installed in Laboratories/ Workshops in the Deptt.**

- Adequate in number and state of the Art equipment available  


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10
- Reasonable in number and reasonable

equipment available

06

\_\_\_\_\_

\_\_\_\_\_

- Inadequate in number and old equipment available

02

\_\_\_\_\_

\_\_\_\_\_

- None

00

\_\_\_\_\_

\_\_\_\_\_

**2.4.4 Computers in Laboratories of the Deptt. (Total: \_\_\_\_\_ | Ratio \_\_\_\_\_ )**

- 1 Computer for one student

10

\_\_\_\_\_

\_\_\_\_\_

- 1 Computer for 2 students

07

\_\_\_\_\_

\_\_\_\_\_

- 1 Computer for 3 students

04

\_\_\_\_\_

\_\_\_\_\_

- 1 Computer for more than 3 students

02

\_\_\_\_\_

\_\_\_\_\_

**2.4.5 Laboratory / Workshop space (Avg. Space: \_\_\_\_\_ sq. ft / per student)**

- Equal to 35 sq.ft per student.

10

\_\_\_\_\_

\_\_\_\_\_

- Equal to 30 sq.ft per student.

07

\_\_\_\_\_

\_\_\_\_\_

- Equal to 25 sq.ft per student.

04

\_\_\_\_\_

\_\_\_\_\_

- Less than 25 sq.ft per student.

02

\_\_\_\_\_

\_\_\_\_\_

- None

00

\_\_\_\_\_

\_\_\_\_\_

**2.4.6 Maintenance of Laboratory/ Workshop Equipment**

● 100% equipment in order	10	_____	_____
● 75 % equipment in order	07	_____	_____
● 50% equipment in order	04	_____	_____
● Less than 50% equipment in order	02	_____	_____

**2.5 LIBRARY BOOKS AND JOURNALS**

**2.5.1 Central Library Seating Capacity (Existing Capacity \_\_\_\_\_ )**

● More than 200	10	_____	_____
● More than 150	08	_____	_____
● More than 100	06	_____	_____
● More than 50	04	_____	_____
● More than 25	02	_____	_____

**2.5.2 Library of Concerned Department - Seating Capacity: (Capacity \_\_\_\_\_ )**

● More than 100	10	_____	_____
● More than 75	08	_____	_____
● More than 50	06	_____	_____
● More than 25	04	_____	_____

**2.5.3 Books (Total No. of Titles of Books \_\_\_\_\_ | Total No. of Books \_\_\_\_\_ )  
(List of titles of books to be enclosed herewith)**

*(Minimum Average per Department: 1500 titles of books per department)*

● 4000 and above	10	_____	_____
● 3000 and above	08	_____	_____
● 2000 and above	06	_____	_____
● 1500 and above	04	_____	_____
● Less than 1500.	00	_____	_____

**2.5.4 Journals / E-Journals**

**(Total Subscribed Journals \_\_\_\_\_ | Local \_\_\_\_\_ + International \_\_\_\_\_ )**

● More than 8 per program	10	_____	_____
● More than 6 per program	08	_____	_____
● More than 4 per program	06	_____	_____
● Less than 4 per program	03	_____	_____
● None	00	_____	_____

**2.5.5 Latest 3 years or less old editions of Books available (available: \_\_\_\_\_ %)**

● 10% of More	10	_____	_____
● 05% or More	07	_____	_____
● 02% or More than 05 years old	04	_____	_____
● Less than 02	02	_____	_____
● None	00	_____	_____

**2.5.6 Furniture and Equipment of Library**

● Well furnished with State of the Art equipment/facilities	10	_____	_____
● Well Furnished with Reasonable equipment /facilities	08	_____	_____
● Reasonably furnished with			



	reasonable equipment/ facilities	06	_____	_____
●	Reasonably furnished and poor equipment/facilities	04	_____	_____
●	Poorly furnished and poor equipment /facilities	02	_____	_____
<b>2.5.7</b>	<b>Qualifications of the Librarian</b>			
●	M.S or higher degree in Library Science	10	_____	_____
●	B.S degree in Library Science	06	_____	_____
●	Diploma in Library Science	03	_____	_____
●	Not qualified	00	_____	_____
<b>2.5.8</b>	<b>Book Bank Scheme</b>			
●	50% or more students benefited	10	_____	_____
●	40% or more students benefited	08	_____	_____
●	30% or more students benefited	06	_____	_____
●	20% or more students benefited	04	_____	_____
●	10% or more students benefited	02	_____	_____
●	Less than 10% students benefited	00	_____	_____
<b>2.5.9</b>	<b>Book-Shop</b>			
●	Excellent Facility Available	10	_____	_____
●	Reasonable Facility available	05	_____	_____
●	Poor facility available	02	_____	_____
●	No Facility available	00	_____	_____
<b>2.5.10</b>	<b>Reproduction Facility</b>			
●	Excellent Reproduction Facility including Printing, Photo Copying, Binding etc. available	10	_____	_____
●	Reasonable Facility available	07	_____	_____
●	Poor Facility available	03	_____	_____
●	No Facility available.	00	_____	_____

### 3. ACADEMIC PROGRAMS

#### 3.1 ACADEMIC PROGRAMS

##### 3.1.1 Approval of Department (s) from the concerned statutory body (attach evidence showing date of approval and launch)

- |   |              |    |       |       |
|---|--------------|----|-------|-------|
| ● | Approved     | 10 | _____ | _____ |
| ● | Not approved | 00 | _____ | _____ |

##### 3.1.2 Approval of each Program from the concerned statutory body (attach evidence showing date of approval and launch (*Approval / NOC of MS / M.Phil & Ph.D Programs shall is required in case program has been launched after October 2013*))

- |   |                                  |    |       |       |
|---|----------------------------------|----|-------|-------|
| ● | All degree programs approved     | 10 | _____ | _____ |
| ● | All degree programs not approved | 00 | _____ | _____ |

**3.1.3 Objectives of establishment the Department/ Discipline/ Program  
(Please attach Vision/Mission statement)**

- Well defined 10 \_\_\_\_\_
- Adequately defined 07 \_\_\_\_\_
- Poorly defined 04 \_\_\_\_\_
- Not defined/clear 00 \_\_\_\_\_

**3.1.4 Degrees offered and their duration (Please list the offered degree programs, their duration, and give Vision/Mission statement for each degree program)**

- In conformity with HEC and other relevant accreditation body etc. standards or higher 10 \_\_\_\_\_
- Minor inconformity with HEC and other accreditation body etc. standards 07 \_\_\_\_\_
- Major inconformity with HEC 00 \_\_\_\_\_

**4. ADDMISSION CRITERIA AND ENROLLMENT**

**4.1 ADDMISSION CRITERIA**

**4.1.1 Admission Criteria approved by concerned statutory bodies (Attach Evidence).**

- Approved not Approved 05 \_\_\_\_\_
- Not Approved 00 \_\_\_\_\_

**4.1.2 General Criteria of Admissions in Bachelor's Program**

- 55% or above in Qualifying Examination like Intermediate for BS Program. 10 \_\_\_\_\_
- 50% or above in Qualifying Examination 07 \_\_\_\_\_
- 45% or above in Qualifying Examination 04 \_\_\_\_\_
- Less than 45% 00 \_\_\_\_\_

**4.1.3 General criteria for admissions in Master's Program.**

- 3.0 GPA or 70% marks and above 10 \_\_\_\_\_
- 2.5 GPA or 60% marks and above 07 \_\_\_\_\_
- 2.0 GPA or 50% marks and above 04 \_\_\_\_\_
- Less than 2.0 GPA or 50% marks 02 \_\_\_\_\_

**4.1.4 General criteria for admission in M.Phil and PhD Program**

- In conformity with HEC requirements 10
- 
- 
- In minor inconformity with HEC requirements. 05
- 
- Not in conformity with HEC requirements 00
- 
- 

**4.1.5 Entry Test**

- Entry test conducted and given weightage 10
- 
- 
- Entry test conducted but not given weightage 05
- 
- 
- No entry test held 00
- 
- 

**4.2 ENROLMENT OF STUDENTS** (Average for last 02 years)

**4.2.1 Dropouts after seeking admission at Bachelor’s Degree level – Details be attached / Shared:**

- Less than 10% or less 10
- 
- 
- Less than 20% or less 07
- 
- 
- Less than 30% or less 04
- 
- 
- More than 30% 00
- 
- 

**4.2.2 Enrolment of Students in All Master’s Programs in comparison to enrolment of under-graduates:**

- *More than 20% of Bachelor's Students* 10  
\_\_\_\_\_
- *More than 13% of Bachelor's Students* 07  
\_\_\_\_\_
- *Less than 05% of Bachelor's Students* 05  
\_\_\_\_\_
- *Less than 05% of Bachelor's Students* 02  
\_\_\_\_\_
- *None enrolled* 00  
\_\_\_\_\_  
\_\_\_\_\_

**4.2.3 Enrolment of M Phil / PhD Students in comparison to enrolment of undergraduates:**

- *More than 15% of Bachelor's Students* 10  
\_\_\_\_\_
- *More than 10% of Bachelor's Students* 07  
\_\_\_\_\_
- *More than 05% of Bachelor's Students* 05  
\_\_\_\_\_
- *Less than 05% of Bachelor's Students* 02  
\_\_\_\_\_
- *None enrolled* 00  
\_\_\_\_\_  
\_\_\_\_\_

**4.2.4 Ratio of Enrollment / Intake in All Undergraduate Programs last 03 Years (Intake \_\_\_\_\_, Passed out: \_\_\_\_\_):**

- 1:1 10  
\_\_\_\_\_  
\_\_\_\_\_
  - 1 : 0.75 05  
\_\_\_\_\_  
\_\_\_\_\_
  - 1 : Less than .075 00  
\_\_\_\_\_
- 12

\_\_\_\_\_  
\_\_\_\_\_

**4.2.5 Ratio of Enrollment / Intake in All Master's Degree Programs last 03 Years  
(Intake \_\_\_\_\_, Passed out: \_\_\_\_\_):**

• 1:1 10

\_\_\_\_\_  
\_\_\_\_\_

• 1 : 0.75 05

\_\_\_\_\_  
\_\_\_\_\_

• 1 : Less than .075 00

\_\_\_\_\_  
\_\_\_\_\_

**4.2.6 Ratio of Enrollment / Intake in Ph.D Programs last 03 Years  
(Intake \_\_\_\_\_, Passed out: \_\_\_\_\_):**

• 1:1 10

\_\_\_\_\_  
\_\_\_\_\_

• 1 : 0.75 05

\_\_\_\_\_  
\_\_\_\_\_

• 1 : Less than .075 00

\_\_\_\_\_  
\_\_\_\_\_

**5. CURRICULUM**

**5.1.1 Elective Subjects**

• Stronger than or as prescribed by HEC/PEC/PMDC, etc.  
related accreditation body 10

\_\_\_\_\_  
\_\_\_\_\_

• Less than 75% in conformity with that prescribed by HEC/ PEC/PMDC, etc.  
related accreditation body 06

\_\_\_\_\_  
\_\_\_\_\_

- Less than 50% in conformity with that prescribed by HEC/ PEC/PMDC, etc. related accreditation body 00

\_\_\_\_\_  
\_\_\_\_\_

**5.1.2 Core subjects**

- Stronger than or as prescribed by HEC/PEC/PMDC, etc. related accreditation body

10

\_\_\_\_\_  
\_\_\_\_\_

- Less than 75% in conformity with that prescribed by HEC/PEC/PMDC, etc. related accreditation body

06

\_\_\_\_\_  
\_\_\_\_\_

- Less than 50% in conformity with that prescribed by HEC/PEC/PMDC, etc. related accreditation body

00

\_\_\_\_\_  
\_\_\_\_\_

**5.1.3 Updating Curriculum (recently updated on \_\_\_\_\_ )**

- Every 3 years

10

\_\_\_\_\_  
\_\_\_\_\_

- Every 5 years

06

\_\_\_\_\_  
\_\_\_\_\_

- More than every 5 years

02

\_\_\_\_\_  
\_\_\_\_\_

- Rarely

00

\_\_\_\_\_  
\_\_\_\_\_

**6. INSTRUCTIONS AND EXAMINATIONS**

**6.1 INSTRUCTIONS**

**6.1.1 Examination Rules approved by concerned statutory bodies (attach evidence).**

- Approved not Approved 05 \_\_\_\_\_
- Not Approved 00 \_\_\_\_\_

**6.1.2 Minimum Attendance required for appearing in examination (applied \_\_\_%)**

- 75% or more 10  
\_\_\_\_\_
- 70% or more 07  
\_\_\_\_\_
- 65% or more 04  
\_\_\_\_\_
- Less than 65% 00  
\_\_\_\_\_  
\_\_\_\_\_

**6.1.3 Percentage of Courses taught and covered in Examinations ( average \_\_\_ % of last 02 years)**

- 100% courses covered 10  
\_\_\_\_\_
- More than 80% courses covered 07  
\_\_\_\_\_
- More than about 65% courses covered 03  
\_\_\_\_\_
- Equal or Less than 60% courses covered 00  
\_\_\_\_\_  
\_\_\_\_\_

**6.1.4 Practical work Requirements covered ( \_\_\_\_\_ % claimed by Institution)**

- 100% covered 10  
\_\_\_\_\_
- More than 80% covered 07  
\_\_\_\_\_  
\_\_\_\_\_

- More than about 65% covered 03  
\_\_\_\_\_
- Equal or Less than 60% covered 00  
\_\_\_\_\_  
\_\_\_\_\_

**6.2 EXAMINATIONS**

**6.2.1 Introduction of external Exams**

- External Examiners Included 10  
\_\_\_\_\_
- External Examiners not Included 00  
\_\_\_\_\_  
\_\_\_\_\_

**6.2.2 Introduction of Moderation of Examination Papers**

- Moderation of Examination Papers Practiced 10  
\_\_\_\_\_
- No Moderation of Examination Papers 00  
\_\_\_\_\_  
\_\_\_\_\_

**6.2.3 Introduction of Moderation of Assessment of Papers**

- Moderation of Assessment Practiced 10  
\_\_\_\_\_
- No Moderation Assessment 00  
\_\_\_\_\_  
\_\_\_\_\_

**6.2.4 Announcement of Results**

- Within two weeks 10  
\_\_\_\_\_  
\_\_\_\_\_
- Within a month 07  
\_\_\_\_\_  
\_\_\_\_\_
- After a month 04  
\_\_\_\_\_  
\_\_\_\_\_



**6.2.5 Successful students grade wise statistical assessment for Bachelor’s Program**  
**(to be attached: Please mention this separately for last 02 years and give calculations)**

- Normal Distribution. 30  
\_\_\_\_\_  
\_\_\_\_\_
- (if average marks are **equal** to median)*
- Negatively skewed Distribution 20  
\_\_\_\_\_  
\_\_\_\_\_
- (if average marks are **less** than median)*
- Positively skewed Distribution 10  
\_\_\_\_\_  
\_\_\_\_\_
- (if average marks are **more** than median)*

**6.2.6 Successful students grade wise statistical assessment for Master’s Program**  
**(to be attached: Please mention this separately for last 02 years and give calculations)**

- Normal Distribution. 30  
\_\_\_\_\_  
\_\_\_\_\_
- (if average marks are **equal** to median)*
- Negatively skewed Distribution 20  
\_\_\_\_\_  
\_\_\_\_\_
- (if average marks are **less** than median)*
- Positively skewed Distribution 10  
\_\_\_\_\_  
\_\_\_\_\_
- (if average marks are **more** than median)*

## 7. FACULTY

### 7.1 TEACHING / RESEARCH FACULTY

#### 7.1.1 Faculty Qualifications and Experience

*(Please support with proof)*

Is Faculty appointed with minimum qualifications and experience prescribed by HEC

- Yes 20 \_\_\_\_\_ \_\_\_\_\_
- No 00 \_\_\_\_\_ \_\_\_\_\_

#### 7.1.2 Faculty Appointment

*(Please support with proof)*

Is Faculty appointed through Selection Board

- Yes 20 \_\_\_\_\_
- No 00 \_\_\_\_\_

**7.1.3 Faculty Available (Ratio: Prof. : Associate Prof : Asst. Prof. : Lecture)  
Categorized list to be attached)**

- Faculty of 12 (in ratio of 2:2:4:4) 20 \_\_\_\_\_
- Faculty of 10 (in ratio of 1:2:3:4) 16 \_\_\_\_\_
- Faculty of 08 (in ratio of 1:1:3:3) 12 \_\_\_\_\_
- Faculty of 06 (in ratio of 1:1:2:2) 08 \_\_\_\_\_
- Less 04 \_\_\_\_\_

**7.1.4 Faculty with Ph.D / equivalent degree ( Total : \_\_\_\_\_ / Attach List with evidence):**

- 05 Minimum or more 20 \_\_\_\_\_
- 04 Minimum 16 \_\_\_\_\_
- 03 Minimum 12 \_\_\_\_\_
- 02 Minimum 08 \_\_\_\_\_
- 01 Minimum 04 \_\_\_\_\_
- None 00 \_\_\_\_\_

**7.1.5 Updating / Training Program of faculty (number of teachers trained in last 2 years: \_\_\_\_\_ % \_\_\_\_\_ , Please attached evidence)**

- More than 10 % of teachers trained every year 20 \_\_\_\_\_
- More than 05% of teachers trained every year 12 \_\_\_\_\_
- Less than 05% of teachers trained every year 06 \_\_\_\_\_
- No teacher trained 00 \_\_\_\_\_

**7.1.6 Participation of Faculty in National / International Conferences/ Workshops/Seminars in last 02 years (Total participations : \_\_\_\_\_ )**

- 10% or more teachers participated every year, averagely 20 \_\_\_\_\_
- 05 % or more teachers participated every year 12 \_\_\_\_\_
- Less than 05% of teachers participated every year 06 \_\_\_\_\_
- No teachers participated 00 \_\_\_\_\_

**7.1.7 Number of Ph. Ds Produced in last 02 years (Total: \_\_\_\_\_ )**

- 10 or more every year averagely 20 \_\_\_\_\_
- 06 or more 12 \_\_\_\_\_
- 02 or more 04 \_\_\_\_\_
- None 00 \_\_\_\_\_

**7.1.8 Teaching / Research Load (Inclusive of Research) CHs / week – attach evidence:**

**(Prescribed: Professor = 9, Assoc. Prof. = 9 -12, Asst. Prof. = 8-12, Lecturer = 8-14)**

*Note: 01 Credit Hour for lab work means 03 contact hours in the lab in a semester system*

- Average Load less than prescribed 10 \_\_\_\_\_
- Average Load as prescribed 05 \_\_\_\_\_
- Average Load more than prescribed 00 \_\_\_\_\_

## 7.2 Foreign Faculty / Students

### 7.2.1 Appointment of Foreign Faculty Members:

*(please attach a list along with their CVs, Degrees)*

- More than 08 20 \_\_\_\_\_
- More than 06 15 \_\_\_\_\_
- More than 04 10 \_\_\_\_\_
- Less than 04 05 \_\_\_\_\_
- None 00 \_\_\_\_\_

### 7.2.3 Enrolment of Foreign Students:

*(please attach a list of foreign students along with their brief details)*

- More than 50 20 \_\_\_\_\_
- More than 30 15 \_\_\_\_\_
- More than 15 10 \_\_\_\_\_
- Less than 15 05 \_\_\_\_\_
- None 00 \_\_\_\_\_

### 7.2.4 % of foreign students enrolled w.r.t resident students:

*(please attach a list along with their CVs, Degrees)*

- More than 25% of Resident Students 10 \_\_\_\_\_
- More than 18% of Resident Students 07 \_\_\_\_\_
- More than 12% of Resident Students 04 \_\_\_\_\_
- Less than 12% of Resident Students 02 \_\_\_\_\_
- None 00 \_\_\_\_\_

### 7.2.5 Ph.D Student: Teacher Ratio (in Department): *(please attach evidence)*

- Good (equal to or less than 4:1) 25 \_\_\_\_\_
- Appropriate (equal to or less than 5:1) 20 \_\_\_\_\_
- Higher than 5:1 00 \_\_\_\_\_

### 7.2.6 Feedback / Evaluation by Alumni: *(please attach evidence)*

- System exists & highly effective 25 \_\_\_\_\_
- System in place but not effective 10 \_\_\_\_\_
- No system in place 00 \_\_\_\_\_

## 7.3 TECHNICAL STAFF FOR LABORATORIES

### 7.3.1 Number of Technical staff for Laboratories ( Total: \_\_\_\_\_ )

- Minimum 01 Technician per Laboratory 10 \_\_\_\_\_
- Minimum 01 Technician for 2 Laboratories 08 \_\_\_\_\_
- Minimum 01 Technician for 3 Laboratories 06 \_\_\_\_\_

- Minimum 01 Technical for 4 Laboratories 04 \_\_\_\_\_
- Minimum 01 Technical for more than 4 Laboratories 02 \_\_\_\_\_
- No Technical staff available 00 \_\_\_\_\_

**7.3.2 Technical Competency of Laboratory Staff**

- Majority B. Tech (Pass) degree holders 10 \_\_\_\_\_
- Majority 03 years Associate Engineers Diploma holders 07 \_\_\_\_\_
- Majority Intermediate qualification holders 04 \_\_\_\_\_
- Majority less than Intermediate qualification holders 02 \_\_\_\_\_

**8. RESEARCH AND INDUSTRIAL LIAISON**

**8.1 RESEARCH AND DEVELOPMENT/ CURATORY ART AND DESIGN WORK PUBLISHED**

**8.1.1 Publications in International / National Journals recognized by HEC or Books written and Compiled for last 02 years**

*(Please attach the prints or at least abstracts / list of publications)*

- 08 or more per year averagely 40 \_\_\_\_\_
- 06 or more 32 per year averagely \_\_\_\_\_
- 04 or more per year averagely \_\_\_\_\_ 24
- 02 or more per year averagely 16 \_\_\_\_\_
- Less than 02 per year averagely \_\_\_\_\_ 08
- No Publication \_\_\_\_\_ 00

**OR**

**Engaged in Curative Art and Design and holding of Exhibitions for last 02 years. (Please attach evidence)**

- 08 or more curative/designs/exhibitions per year averagely 40 \_\_\_\_\_

- 06 or more curative/designs/exhibitions *per year averagely* 32 \_\_\_\_\_
- 04 or more curative/designs/exhibitions *per year averagely* 24 \_\_\_\_\_
- 02 or more curative/designs/exhibitions *per year averagely* 16 \_\_\_\_\_
- Less than 02 curative/designs/exhibitions *per year averagely* \_\_\_\_\_ 08
- No curative designs/ exhibitions *per year averagely* \_\_\_\_\_ 00

**8.1.2 Publication of Journals / Curative Art and Design Work (Total : \_\_\_\_\_ )**  
*(Please attach a copy of Publications / journals)*

- Any Journal/ Work recognized by HEC \_\_\_\_\_ 20
- Any Journal/ Work published but not recognized by HEC \_\_\_\_\_ 10
- No Journal/ Work being published \_\_\_\_\_ 00

**8.1.3 Patents, Processes and Products Registered, fill No if N/A. (Total: \_\_\_\_\_ )**  
*(Please list and attach details of each Patents / evidence)*

- 03 Patents/ Processes Registered \_\_\_\_\_ 30
- 02 Patents/ Processes Registered \_\_\_\_\_ 24
- 01 Patents/ Processes Registered \_\_\_\_\_ 12
- No Patent/ Process Registered \_\_\_\_\_ 00

**8.1.4 Commercialization of Registered (Fill No if Not applicable).**  
**Patents/Varieties/Technologies/Breeds/Creative work by the University at (National & International) level (minimum 1).**

Proof of Commercialization is mandatory

National	Year	Marks allocated
----------	------	-----------------

	2019		2020		2021		by the Evaluation committee
	No. of Patents	Marks	No. of Patents	Marks	No. of Patents	Marks	15
		05		05		05	
International	Year						Marks allocated by the Evaluation committee
	2019		2020		2021		
	No. of Patents	Marks	No. of Patents	Marks	No. of Patents	Marks	21
		07		07		07	
Total							36

\*Details may kindly be provided in **Annex-V** along with documentary evidence mentioned above.

## 8.2. INDUSTRIAL LIAISON

### 8.2.1 Internship obtained for students in Industry in last 2 years (Total \_\_\_\_\_ )

- 100% students offered internship 20 \_\_\_\_\_ .
- 80% or more students offered internship 16 \_\_\_\_\_ .
- 60% or more students offered internship 12 \_\_\_\_\_ .
- 40% or more students offered internship 08 \_\_\_\_\_ .
- 20% or more students offered internship 04 \_\_\_\_\_ .
- Less than 20% student offered internship 00 \_\_\_\_\_ .

### 8.2.2 Industry Sponsored Research/ Consultancy, Etc. (Per year averagely: \_\_\_\_\_)

- Worth Rs. 10.0 million or more 20 \_\_\_\_\_
- Worth Rs. 08.0 million or more 16 \_\_\_\_\_
- Worth Rs. 06.0 million or more \_\_\_\_\_ 12
- Worth Rs. 04.0 million or more \_\_\_\_\_ 08
- Worth less than 04.0 million 04 \_\_\_\_\_
- None \_\_\_\_\_ 00

### 8.2.3 Scholarships (full) sponsored by Industry per year averagely (AP

- 10% or more of the students 10 \_\_\_\_\_
- 08% or more of the students 08 \_\_\_\_\_

- 06% or more of the students 06 \_\_\_\_\_
- 04% or more of the students 04 \_\_\_\_\_
- 02% or more of the students 02 \_\_\_\_\_
- Less than 02% of the students 00 \_\_\_\_\_

**8.2.4 Gold Medals/Prizes sponsored for graduates by Industry (per year avg. \_\_\_ )**

- More than 5 medals/prizes 10 \_\_\_\_\_
- More than 4 medals/prizes 08 \_\_\_\_\_
- More than 3 medals/prizes 06 \_\_\_\_\_
- More than 2 medals/prizes 04 \_\_\_\_\_
- More than 1 medals/prizes 02 \_\_\_\_\_
- None 00 \_\_\_\_\_

**9. FEES AND SALARY STRUCTURES**

**9.1 FEES STRUCTURE** *(Please attach detailed list of Admission / Tuition Examination / Enrolment / any other fee)*

**9.1.1 Admission Fee**

- Low  
10  
\_\_\_\_\_
- Reasonable  
08  
\_\_\_\_\_
- High  
06  
\_\_\_\_\_
- Very High  
04  
\_\_\_\_\_

**9.1.2 Tuition Fee**

- Low  
10  
\_\_\_\_\_
- Reasonable  
\_\_\_\_\_

08

\_\_\_\_\_  
\_\_\_\_\_

- High

06

\_\_\_\_\_  
\_\_\_\_\_

- Very High

04

\_\_\_\_\_  
\_\_\_\_\_

**9.1.3**

**Examination Fee**

- Low

10

\_\_\_\_\_  
\_\_\_\_\_

- Reasonable

08

\_\_\_\_\_  
\_\_\_\_\_

- High

06

\_\_\_\_\_  
\_\_\_\_\_

- Very High

04

\_\_\_\_\_  
\_\_\_\_\_

**9.1.4**

**Other Fees like Enrolment/Connection**

- Low

10

\_\_\_\_\_  
\_\_\_\_\_

- Reasonable

08

\_\_\_\_\_  
\_\_\_\_\_

- High



- 06
- \_\_\_\_\_
- \_\_\_\_\_
- Very High 04
- \_\_\_\_\_
- \_\_\_\_\_

**9.1.5 Total fees collected per student per year**

- Low
- 10
- \_\_\_\_\_
- \_\_\_\_\_
- Reasonable
- 08
- \_\_\_\_\_
- \_\_\_\_\_
- High
- 06
- \_\_\_\_\_
- \_\_\_\_\_
- Very High
- 04
- \_\_\_\_\_
- \_\_\_\_\_

**9.2 SALARY STRUCTURE** (Market rates for relevant disciplines / faculty may be assessed by the institute) *(Please mention Scales and any comparison to justify)*

**9.2.1 Salaries and benefits of Faculty**  
*(Please attach details of the salary and benefits structure of the institution)*

- Extra attractive compared to Market 10 \_\_\_\_\_ \_\_\_\_\_
- More than average of the Market 08 \_\_\_\_\_ \_\_\_\_\_
- Equal to average of the Market 06 \_\_\_\_\_ \_\_\_\_\_
- Less than average of the Market 04 \_\_\_\_\_ \_\_\_\_\_

**9.2.2 Salaries and benefits of other Staff**  
*(Please attach the salary and benefits structure of the staff)*

- Extra attractive compared to Market 10 \_\_\_\_\_ \_\_\_\_\_
- More than average of the Market 08 \_\_\_\_\_ \_\_\_\_\_
- Equal to average of the Market 06 \_\_\_\_\_ \_\_\_\_\_
- Less than average of the Market 04 \_\_\_\_\_ \_\_\_\_\_

## 10. SCHOLARSHIPS (OTHER THAN FINANCIAL ASSISTANCE) FOR STUDENTS

### 10.1 Percentage of Students given Scholarships – other than Financial Assistance

(Total percentage% for last year \_\_\_\_\_ )

*(Please attach detailed list of students provided scholarships along with their biodata and contact number).*

- |                                |    |       |       |
|--------------------------------|----|-------|-------|
| ● 25% or more students given   | 20 | _____ | _____ |
| ● 20% or more students given   | 12 | _____ | _____ |
| ● 10% or more students given   | 08 | _____ | _____ |
| ● 05% or more students given   | 04 | _____ | _____ |
| ● Less than 05% students given |    |       | 00    |
|                                |    |       | _____ |
|                                |    |       | _____ |

## 11. QUALITY ENHANCEMENT CELL

### 11.1 Standards and Quality Enhancement CELL (S&QE)

*(Please give Full Details of the Head and other staff of the Cell, its functions and achievements)*

- |                                   |    |       |       |
|-----------------------------------|----|-------|-------|
| ● Excellent functioning of QEC    | 10 | _____ | _____ |
| ● Satisfactory functioning of QEC | 07 | _____ | _____ |
| ● Average functioning of QEC      | 03 | _____ | _____ |
| ● No or poor functioning of QEC   | 00 | _____ | _____ |

### 11.2 Details of Steps taken for Quality Enhancement such as under: (fill 02 for Yes and 00 for No) *(Please list these and give details of their best attainment)*

- |   |       |       |
|---|-------|-------|
| ● Record of Courses delivered             | _____ | _____ |
| ● Student attendance.                     | _____ | _____ |
| ● Students Intake                         | _____ | _____ |
| ● Students output                         | _____ | _____ |
| ● Examination moderation process          | _____ | _____ |
| ● Assessments moderation process          | _____ | _____ |
| ● Grading System                          | _____ | _____ |
| ● Faculty Recruitment                     | _____ | _____ |
| ● Transparency of all record for students | _____ | _____ |
| ● Other (_____)                           | _____ | _____ |

### 11.3 NATIONAL / INTERNATIONAL LINKAGE

#### 11.3.1 International/ National Conferences/Workshops/ Seminars hosted (for last 2 years) – (Please attach detailed list of such programs)

- |                       |    |       |       |
|-----------------------|----|-------|-------|
| ● Held every year     | 10 | _____ | _____ |
| ● Held intermittently | 07 | _____ | _____ |
| ● Held only once      | 03 | _____ | _____ |
| ● Never held          | 00 | _____ | _____ |

#### 11.3.2 Membership / Recognition of Relevant National / International Organizations / Bodies – Please attach details

- |   |    |       |       |
|---|----|-------|-------|
| ● Any Memberships held/<br>Recognition obtained             | 10 | _____ | _____ |
| ● Any Memberships Applied for<br>Recognition sought/offered | 05 | _____ | _____ |
| ● No Membership/recognition obtained or<br>Sought/Offered   | 00 | _____ | _____ |

#### 11.3.3 Linkage with Foreign/ International HEC recognized Universities / Institutes (Please attach details)

- |                          |    |       |       |
|--------------------------|----|-------|-------|
| ● 2 or more institutions | 10 | _____ | _____ |
| ● 1 Institutions         | 05 | _____ | _____ |
| ● No institution         | 00 | _____ | _____ |
-