Introduction:

The Institute of Commerce & Management was established in 1978 when this university was campus of University of Sindh Jamshoro in order to meet the demands of the people of upper Sindh, especially Larkana & Sukkur Division. Since then, it is making continuous advancement for excellence in quality education and research. The Department has been shifted to newly constructed building from 2004. At present department offers BS-4 Year, M.com 2 Years, MS/MPHIL and PhD in the field of Commerce & Management.

The curriculum of this Institute is continuous reviewed to ensure that it includes the latest discoveries and development in the field. This highly regarded department offers stimulating learning environment. In a fast moving world of rapid technological changes and organizations can only thrive if managers possess the right balance of skills in management and business. If you aim to excel and want to lead the business of future then ample scope in this department is for you.

The Institute of Commerce & Management provides many skills, including: a solid core of business, team working skills and the foundation of excellent leadership, professional, personal and interpersonal skills to enable effective communication at all levels. The degree will provide you with many employment and study options when you graduate from the Institute of Commerce & Management.

Criterion 1: Program Mission, Objective and Outcomes.

Standards 1.1: The program must have documented measurable Objectives that support Faculty / Institution Mission Statements.

Mission Statement of the University:

√   To achieve and attain Quality Standards and become a Model of QEC by providing an outstanding educational environment

√   Taking measures for capacity building of faculty and supporting staff.

√   Establishing a system to enhance research objectively developed, avoid those policies which encourage malicious activities.

Mission Statement of the Department:

"Providing quality commerce education with the blend of theory and research oriented approach"

Program Objectives:
1. Providing quality education to the students of commerce through knowledge sharing, Interaction.
2. Making students aware of the future human resource needs and getting them ready for

Table 1. Shows how Objectives are measured and Improvements have been identified.			
Program Objectives Assessment.			
Objectives	**How Measured**	**When Measured**	**Improvement Identified**
Providing quality education to the students of commerce through knowledge sharing, Interaction.	After completion of the degree.	At the end of every academic year.	1) Equipped class rooms. 2) Multi-media & computer facility.
Making students aware of the future human resource needs and getting them ready for the plum opportunities.	During the class tests, and symposiums.	In the group discussions with different political & social organizations.	There is a great need of seminar library.
Capacity building of students through experienced, and committed faculty.	Through assessing students during research oriented seminars, symposiums, and conferences.	At the start of each academic year for admission.	Separate seminar room.

the plum opportunities
3. Capacity building of students through experienced, and committed faculty.
☞ **Note: Improvement Made:** This will be informed after AT visits.

Standard 1-2: The program must have documented outcomes for graduating students. It must be demonstrated that the outcomes support the program objectives and that graduating students are capable of performing these outcomes.

Table: 2. The following Table shows how program outcomes support the Program Outcomes.

Program Objectives	Program Outcomes		
	1.	**2.**	**3.**
Providing quality education to the students of commerce through knowledge sharing, Interaction.	Students having business knowledge.	The outgoing graduates are absorbed particularly in teaching and in commercial as well as business organizations.	Students develop ability to apply practical knowledge of various aspects of the subject.
Making students aware of the future human resource needs and getting them ready for the plum opportunities.	Development of a sense of dedication, motivation and hard work for the development of the country	Show self-reliant and self-motivated in every walk of life.	Graduates develop ability to uplift the socio-economical progress in the society.
Capacity building of students through experienced, and committed faculty.	The students play significant role after joining faculty positions at colleges, universities and other research as well educational institutes.	Students buildup confidence and communicate effectively in writing and oral demonstration in various organizations.	The students after graduation are employed in public and private-sector commercial & business organizations at Regional, Divisional, and Provincial & Federal organizations.

Survey of Graduating Students:

S. No.	Question	Percentage/Status
1.	The work in the program is too heavy and induces a lot of pressure.	A. Very Satisfied 10% B. Satisfied 55% C. Uncertain 20% D. Dissatisfied 10% E. Very Dissatisfied 05%
2.	The Program is effective in enhancing team-working abilities.	A. Very Satisfied 10% B. Satisfied 25% C. Uncertain 20% D. Dissatisfied 35% E. Very Dissatisfied 10%
3.	The program is effective in developing analytical and problem solving skills.	A. Very Satisfied 10% B. Satisfied 20% C. Uncertain 25% D. Dissatisfied 30% E. Very Dissatisfied 15%
4.	The program is effective in developing written communication skills.	A. Very Satisfied 20% B. Satisfied 25% C. Uncertain 40% D. Dissatisfied 05% E. Very Dissatisfied 10%
5.	The program is effective in developing planning abilities.	A. Very Satisfied 10% B. Satisfied 25% C. Uncertain 30% D. Dissatisfied 30% E. Very Dissatisfied 05%
6.	The objectives of the program have been fully achieved	A. Very Satisfied 05% B. Satisfied 20% C. Uncertain 30% D. Dissatisfied 30% E. Very Dissatisfied 15%
7.	Faculty was able to meet the program objectives	A. Very Satisfied 0% B. Satisfied 25% C. Uncertain 35% D. Dissatisfied 30% E. Very Dissatisfied 10%
8.	Environment was conducive for learning	A. Very Satisfied 10% B. Satisfied 30% C. Uncertain 30% D. Dissatisfied 20% E. Very Dissatisfied 10%
9.	Whether the Infrastructure of the department was good.	A. Very Satisfied 0% B. Satisfied 30% C. Uncertain 35% D. Dissatisfied 25% E. Very Dissatisfied 10%
10.	Whether the program was comprised of Co-curricular and extra-curricular activities	A. Very Satisfied 05% B. Satisfied 10% C. Uncertain 45% D. Dissatisfied 35% E. Very Dissatisfied 0%
11.	Whether scholarships/ grants were available to students in case of hardship	A. Very Satisfied 0% B. Satisfied 30% C. Uncertain 20% D. Dissatisfied 40% E. Very Dissatisfied 10%
	Answer question 9 if applicable. The internship experience is effective in enhancing	
A	Ability to work in teams	A. Very Satisfied 40% B. Satisfied 60% C. Uncertain 0% D. Dissatisfied 0%

		E. Very Dissatisfied	0%
B	Independent thinking	A. Very Satisfied	30%
		B. Satisfied	40%
		C. Uncertain	10%
		D. Dissatisfied	0%
		E. Very Dissatisfied	0%
C	Appreciation of ethical Values	A. Very Satisfied	40%
		B. Satisfied	40%
		C. Uncertain	20%
		D. Dissatisfied	0%
		E. Very Dissatisfied	0%
D	Professional development	A. Very Satisfied	20%
		B. Satisfied	60%
		C. Uncertain	15%
		D. Dissatisfied	05%
		E. Very Dissatisfied	0%
E	Time management skills	A. Very Satisfied	50%
		B. Satisfied	20%
		C. Uncertain	15%
		D. Dissatisfied	10%
		E. Very Dissatisfied	05%
F	Judgment	A. Very Satisfied	35%
		B. Satisfied	35%
		C. Uncertain	10%
		D. Dissatisfied	10%
		E. Very Dissatisfied	10%
G	Discipline	A. Very Satisfied	35%
		B. Satisfied	35%
		C. Uncertain	05%
		D. Dissatisfied	15%
		E. Very Dissatisfied	10%
H	The link between theory and practice	A. Very Satisfied	40%
		B. Satisfied	40%
		C. Uncertain	10%
		D. Dissatisfied	05%
		E. Very Dissatisfied	05%

Strengths
- Overall, the program is very satisfactory.
- Developing independent and writing communication is average.
- Objectives, in general are almost archived.

Weaknesses
- Infrastructure of the department needs improvement.

Alumni Survey:

The information by the few graduated students has been collected who are working at different institutes/departments, regarding the quality of education they received and experienced in the university. The next will be conducted after 2 years.
General Assessment Alumni Survey:
- Very weak in IT knowledge, needs to be arrange more seminars & conferences.

General Comments:
Most of the students have reservations that their must be very comprehensive computer related and Teaching/ Research Methodology.

Assessment of Employer survey:

The employer survey has been conducted. The same will be conducted after couple of years. The following overall outputs have been obtained by the employer regarding the performance of the graduates' educated form the university and working at their departments/institutes.

A: Excellent B: Very good C: Good D: Fair E: Poor

Knowledge	A	B	C	D	E
1. Math, Science, Humanities and professional discipline, (if applicable).	0%	75%	25%	0%	0%
2. Problem formulation and solving skills.	40%	60%	0%	0%	0%
3. Collecting and analyzing appropriate data.	0%	50%	50%	0%	0%
4. Ability to link theory to Practice.	40%	60%	0%	0%	0%
5. Ability to design a system component or process.	30%	0%	70%	0%	0%
6. Computer knowledge	0%	0%	50%	50%	0%
Communication Skills					
1. Oral communication.	0%	50%	50%	0%	0%
2. Report writing.	0%	50%	30%	20%	0%
3. Presentation skills.	0%	50%	50%	0%	0%
Interpersonal Skills					
1. Ability to work in teams.	0%	50%	50%	0%	0%
2. Leadership.	0%	50%	50%	0%	0%
3. Independent thinking.	0%	50%	50%	0%	0%
4. Motivation.	0%	50%	50%	0%	0%
5. Reliability.	0%	0%	50%	50%	0%
6. Appreciation of ethical values.	0%	0%	50%	50%	0%
Work Skills					
1. Time management skills.	0%	50%	50%	0%	0%
2. Judgment.	0%	50%	50%	0%	0%
3. Discipline	0%	50%	50%	0%	0%

Table: 6. Weaknesses & Strengths of the program.

The overall program is satisfactory.

Weaknesses	Strengths	General Comments
Collecting and analyzing appropriate data (c) Ability to design a system component or process. (c)	Overall the program is satisfactory (B).	The students may be trained more in computer skills, collecting data, analysis report preparation and presentation.

A: Excellent B: Very good C: Good D: Fair E: Poor

☞ 39% (A), 52% (B), and 09% (C) Percentage of the employers that is strongly satisfied with performance of the departments' graduates.

Program Objectives	Program Outcomes		
	1	2	3
Providing quality education to the students of commerce through knowledge sharing, Interaction.	XXXX	XXX	XXX
Making students aware of the future human resource needs and getting them ready for the plum opportunities.	XXXX	XXX	XXX
Capacity building of students through experienced, and committed faculty.	XXXX	XXX	XXX

X	Relevant & satisfactory to some extent
XX	Relevant & satisfactory
XXX	Very relevant & satisfactory
XXXX	Highly relevant & highly satisfactory

Standard 1-3. The result of program's assessment and the extent to which they are used to improve the program must be documented.

Major Future Improvement Plans:
➔ To develop the regional as well as provincial centre for the business & commercial skills to the students.

➔ To enhance the number, quality and diversity of graduate and post graduate students in the department.

➔ The Department aims to launch Diploma Programmes in the Commercial & Business proficiency.

Table: 4. Shows Program Strengths & Weakness.

Program Strengths and weaknesses.				
Program	Strengths	Weaknesses	Things to be developed	Activities taken for improvements
B.Com.I-BS.IV/ M.Com MS/MPHIL Ph.D	Very good teaching and research facilities.	Computer related programs specially for students of BS commerce and Banking and finance must be arranged	1. Relevant books & Journal 2. Multimedia facility 3. Seminar Library 4. IT training	

Standard 1.4: The department must assess its overall performance periodically using quantifiable measures.

Table: 5. Number of student enrolment during last three years and student faculty ratio:

Program	Year **2019/20**	Students/ Faculty Ratio	Year **2020/21**	Students/ Faculty Ratio	Year **2021/22**	Students/ Faculty Ratio
BS 4Yrs	500	41.6	700	66.14	700	66.14

Student Course Evaluation:

Program Assessment Analysis: The Student Course Evaluation Questionnaire filled by the students at the time of course completion. The following are overall views of the students. The data for the performance has been collected from more than 10 students selected randomly.

Student Course Evaluation Assessment:

A: Strongly Agree B: Agree C: Uncertain D: Disagree E: Strongly Disagree

Strengths & Weaknesses:
Overall % of the Core Questions:

1) Course Content and Organization: 0% (A) 45%(B) 25%(C) 25%(D) 05%(E)

2) Student Contribution: 10 %(A) 50 %(B) 20 %(C) 20 %(D) 0% (E)

3) Learning Environment and Teaching Methods: 05%(A) 30%(B) 20%(C) 35%(D) 10%(E)

4) Learning Resources: 0%(A) 0%(B) 5%(C) 65%(D) 30%(E)

5) Quality of Delivery: 0%(A) 0%(B) 15%(C) 65%(D) 20%(D)

6) Assessment: 20%(A) 0%(B) 25%(C) 65%(D) 10%(E)

7) Additional Core Questions: 5%(A) 45%(B) 30%(C) 20%(D) 0%(E)

8) Instructor / Teaching Assistant Evaluation: 5%(A) 50%(B) 20%(C) 25%(D) 0%(E)

General comments by the students:
The usage of visual demonstrations and multimedia can make the course interesting and effective. Multimedia should be used to deliver lectures.

Table: 7. Number of publications, awards, workshops & seminars organized by the faculty:

Publications (HEC recognized only)		Research Projects		Monograph	Awards	Scholars produced		Organized National & International Conferences
National	International	Completed	Ongoing			M. Phil	Ph.D.	
30	-	-	-	-	-	-	-	-

Criterion 2: The curriculum must be designed and organized to achieve the program's objectives and outcomes. Also course objectives must be in line with the program outcomes.

Program:

BS Degree: (4 Years; 08 Semesters).

Semester	Course Number	Category (Credit Hours)				
		Math & Basic Science		Core Course	Humanities and Social Sciences	Technical
		STAT	Basic Science.			
1st				Principles of Accounting-I		
				Introduction to Business		
				Micro Economics		
				Business Mathematics		
					Functional English-I	
					Islamic Studies/Ethics	
2nd				Principles of Accounting-II		
				Micro Economics		
				Business Statistics		
						Computer Application in Business
					Writing Skills	
					Pak Studies	
3rd				Advance Accounting-I		
				Business Law		
				Income Tax Law		
				Economy of Pakistan		
				Cost Accounting		
4th				Advance Accounting-II		
				Money & Banking		
				Auditing		
				Custom & Sales Tax		
				Business Communication & Report writing		
5th				Principles of management		

				Principles of marking		
				Managerial Economics		
				Financial Management		
				Research Methods in Business		
6th				Logic		
				Total Quality Management		
				Accounting Information System		
				Entrepreneurship		
				Advanced Cost & Management		
				Accounting internship (Summer Vacation)		
7th				Organizational Behavior		
				Operations & Production Management		
				Investment & Portfolio Management		
				Electronic Commerce		
				Field of Specialization P-I		
8th				Human Resource Management		
				International Business		
				Strategic Management		
				Research Project & Viva Voce		
				Field of Specialization P-II		
				Viva Voce		
Total:	136					
Minimum Requirement	136					

Criterion 3: LABORATORIES AND COMPUTING FACILITIES

Standards: **3-1**. Seminar library, relevant books and computer facility must be provided to the faculty members and students for the teaching and research purpose.

Seminar Library Facilities/Provision:

Full equipped Separate Seminar Library and Seminar room needed.

Criterion 4: STUDENT SUPPORT AND ADVISING:

Standard: 4:1. Courses must be offered with sufficient frequency and number for students to complete the program in timely manner.

Table: 9. Shows classes/week of Major Courses offered in 4 –Year program.

Major Courses offered: BS. 4 Year Program, M.Sc./M.A (Prev)		
Course offered/Year	Classes/week /CrHs	Practical/week/CrHs
BS.I. 1st Semester	12	1
BS.I. 2nd Semester	9	1
BS. II. 1st Semester	15	1
BS. II. 2nd Semester	15	2
BS. III. 1st Semester	15	-
BS. III. 2nd Semester	18	1
BS. IV. 1st Semester	12	-
BS. IV. 2nd Semester	15	-

☞ The above mentioned classes are strictly followed throughout the academic year. The core courses, optional can be easily completed under the favorable environment.

The compulsory courses managed by the concerned department, however, other compulsory (disciplines) and optional subjects are managed by the related departments. The details of the compulsory subjects other than offered by the Commerce department are following.

4-Year BS: Program						
Subject:	Managed by:	Theory: CrHs/ Class.		Practical: CrHs/ Class.		
Function English	Dept. Of English	BS.I	1st Semester	BS.I	1st Semester	
			--		--	
			2nd Semester		2nd Semester	
			--		--	
		BS.II	1st Semester	BS.II	1st Semester	
			3		--	
			2nd Semester		2nd Semester	
			--		--	
Islamic Studies	Dept. Of Compulsory Minor	BS.I	1st Semester	BS.I	1st Semester	
			--		--	
			2nd Semester		2nd Semester	
			3		--	
		BS.II	1st Semester	BS.II	1st Semester	
			--		--	
			2nd Semester		2nd Semester	
			--		--	
Pak-Study	Dept. Of Pakistan Studies	BS.I	1st Semester	BS.I	1st Semester	
			--		--	
			2nd Semester		2nd Semester	
			--		--	

		BS.II	1st Semester	BS.II	1st Semester
			3		--
			2nd Semester		2nd Semester
			3		--
Writing Skills	Dept. Of English	BS.I	1st Semester	BS.I	1st Semester
			--		--
			2nd Semester		2nd Semester
			--		--
		BS.II	1st Semester	BS.II	1st Semester
			--		--
			2nd Semester		2nd Semester
			3		--
Computer Application in Business	Dept. Of Computer Science	BS.I	1st Semester	BS.I	1st Semester
			--		--
			2nd Semester		2nd Semester
			--		--
		BS.II	1st Semester	BS.II	1st Semester
			3		--
			2nd Semester		2nd Semester
			3		--

Standard: 4:2. Courses in the major are must be structured to ensure effective interaction between students and faculty and teaching and teaching assistance?

Standard: 4:3. Guidance on how to complete the program must be available to all students and access to academic advising must be available to make course decisions and career choices.

Are students informed about program requirements?

(1) No   (2) To some extent   (3) Fully √

Does there student advising system exist and how effective it is?

(1) No   (2) To some extent √   (3) completely

Have students access to professional counseling?

(1) No   (2) To some extent√   (3) Full

Do the students have interaction with practitioners and to have membership in technical & professional societies?

(1) No√   (2) To some extent   (3) Full

Criterion 5: The processes by which major functions are delivered must be in place, controlled, periodically reviewed, evaluated and continuously improved. To meet this criterion a set of standards must be satisfied.

Standard 5:1. The process by which students are admitted to the program must be based on quantitative and qualitative criteria and Cleary documented.

Program/credit transfer: N/A

Transfer of a student from outside the university: N/A

Admission Criteria: The admission policy is constituted by the "Admission Committee" consists of the Deans and senior faculty members of the University. The departments have no any role. The departments follow policy made by them which is also mentioned in "**Prospectus of the university**". However, the admission criteria are evaluated but not regularly.

Standard 5:2. The process by which students are registered in the program and monitoring of students progress to ensure timely completion of the program must be documented this process must be periodically evaluated to ensure that it is meeting its objective**s**:

How frequently admission criteria are evaluated?

(1) None   (2) Not regularly   (3) Every Year √

Are the evaluated results used to improve the results?

(1) No   2) To some extent   (3) Yes√

Is there any policy regarding program /credit transfer?

(1) No √   (2) To some extent   (3) Well defined

Is there any mechanism of student's registration in the program?

(1) No   (2) To some extent   (3) Well defined √

How frequently process of registration is monitored?

(1) None   2) within 1 year (3) After 1 year (4) When needed √

Are the evaluation results used to improve the results?

(1) No   2) To some extent   (3) Yes √

Standard 5:3. The process of recruiting and retaining highly qualified faculty members must be in place and clearly documented. Also processes and procedures for faculty evaluation, promotion must be consistent with institution mission statement. These processes must be periodically evaluated to ensure that it is meeting with its objectives.

☞ Shah Abdul Latif University strictly follows the policy of "Equal Opportunity" regardless religion, race, faith, caste & creed, gender regarding recruiting faculty including admissions, educational programs and employment.

☞ The University applies standard operating methodology for evaluation, such as Annual Confidential Report (ACR), required research papers, teaching experience and all other conditions as directed by the HEC.

☞ This process ensures the objectives of the program mission.

Standard 5:4: The process and procedures used to ensure that teaching and delivery of course material to the students emphasizes active learning and that course learning outcomes are met. The process must be periodically evaluated to ensure that it is meeting its objectives.

Standard 5:5: The process that ensures that graduates have completed the requirements of the program must be based on standards, effective and clearly documented procedures. This process must be periodically evaluated to ensure that it is meeting its objectives.

Degree	GPA/Class/GRE	Interview	
B.Com-4 Year \ M.Com	Pre-Admission Test (NTS) style	X	

Assessment of Teacher Evaluation; (Filled by the student)
(**A**: Strongly Agree, **B**: Agree, **C**: Uncertain, **D**: Disagree, **E**: Strongly Disagree :)

Instructor:

1. The Instructor is prepared for each class   10%(A) 55%(B) 20%(C) 15%(D) 0%(E).
2. The Instructor demonstrates knowledge of the subject 30%(A) 30%(B) 35%(C) 5%(D) 0%(E).
3. The Instructor has completed the whole course 0%(A) 20%(B) 30%(C) 20%(D) 30%(E).
4. The Instructor provides additional material apart from the textbook 5%(A) 20%(B) 25%(C) 30%(D) 20%(E).
5. The Instructor gives citations regarding current situations with reference to Pakistani context. 0%(A) 35%(B) 25%(C) 15%(D) 25%(E).
6. The Instructor communicates the subject matter effectively 25%(A) 45%(B) 20%(C) 0%(D) 10%(E)
7. The Instructor shows respect towards students and encourages class participation 50%(A) 25%(B) 15%(C) 10%(D) 0%(E).
8. The Instructor maintains an environment that is conducive to learning 20%(A) 40%(B) 20%(C) 15%(D) 5%(E).
9. The Instructor leaves on time 5%(A) 40%(B) 45%(C) 5%(D) 5%(E).
10. The Instructor is fair in examination 20%(A) 40%(B) 20%(C) 20%(D) 0%(E).
11. The Instructor returns the graded scripts etc. in a reasonable amount of time. 0%(A) 10%(B) 45%(C) 15%(D) 30%(E).
12. The Instructor was available during the specified office hours and for after class consultations. 20%(A) 30%(B) 15%(C) 20%(D) 15%(E)

Course:

13. The Subject matter presented in the course has increased your knowledge of the subject. 20%(A) 30%(B) 20%(C) 25%(D) 5%(E)
14. The syllabus clearly states course objectives requirements, procedures and grading criteria. 5%(A) 30%(B) 10%(C) 45%(D) 10%(E)
15. The course integrates theoretical course concepts with real world applications. 5%(A) 45%(B) 35%(C) 10%(D) 5%(E)
16. The assignments and exams covered the materials presented in the course. 25%(A) 45%(B) 15%(C) 10%(D) 5%(E)

Criterion: 6. Faculty. Faculty members must be current and active in their discipline and have the necessary technical depth and breadth to support the program. There must be enough faculty members to provide continuity and stability, to cover the curriculum adequately and effectively. To meet this criterion the following standards must be satisfied.

Standard: 6: 1. There must be enough full time faculty members who are committed to the program to provide adequate coverage of the program areas / courses with continuity and stability. The interest of all faculty members must be sufficient to teach all courses, plan, modify and update courses. The majority must hold a Ph.D. degree in the discipline.

Table: 10. Program areas and number of faculty in each area.

Program Areas of specialization	Courses in the area.	Number of faculty members in each area	Number of faculty with Ph.D. degree
Finance		3	2
Marketing		3	3
Management		6	6
Total		**12**	**11**

Faculty Resume:
☞ **Note**: Faculty resumes are well documented as per policy/criteria of HEC. Names of the faculty members and field of specialization are as under.

Name:	Position	Qualification	Field of specialization
Dr. Amir Hussain Shar	Professor	Ph.D.	Marketing
Dr. Syed Asif Ali Shah	Professor	Ph.D.	Finance
Dr. Ikhtiar Ali Ghumro	Professor	Ph.D.	International Business
Dr. Riaz Ahmed Mangi	Professor	Ph.D	HRM
Dr. Ali Hassan Halepoto	Professor	Ph.D	HRM
Dr. Hassan Jawad Soomro	Professor	Ph.D	Marketing
Dr. Aneel Kumar	Associate Professor	Ph.D	HRM
Mr. Syed Muhammad Muqeem Shah	Assistant Professor	M.Phil	Finance
Dr. Saifullah	Associate Professor	Ph.D	HRM
Dr. Zeenat Kanwal Shar	Assistant Professor	Ph.D	HRM
Dr. Qamar Abbas Mangi	Assistant Professor	Ph.D	HRM
Dr. Ghulam Akbar Khaskheli	Assistant Professor	Ph.D	Marketing

Standard 6:2. All faculty members must remain current in the discipline and sufficient time must be provided for scholarly activities and professional development. Also, effective programs for faculty development must be in place.

☞ **Faculty Survey:**

Are all faculty members current in their disciplines?
(a) Up to %   (b) Up to %   (c) Up to %   (d) √ Over 75%

Is there sufficient time for faculty members for scholarly activities and professional development?
(a)   No   (b)   To some extent   (c)   √ Full

  I.   Participation in seminars, conferences at National/International levels.
 II.   Research proposals for funding and linkage with other Institutions.
III.   Taking classes, involved in research and reading new books in the relevant field.
IV.   Publications in HEC recognized journals or journals having impact factors.
 V.   Organize workshops, seminars and conferences.
VI.   The department arranges lectures from eminent scholars on various topics of the subject for its students and faculty at National level.
VII.   Prepare their resume in line with HEC guidelines.

Faculty Development Program: √Yes.

Standard 6:3. All faculty members should be motivated and have job satisfaction to excel in their profession.

The following criteria are under practice in order to satisfy the faculty members in their profession.
I. Fair, timely selection, appointment / promotion as per HEC policy.
II. Providing Tenure Track salary package
III. Excellent working environment.

Faculty Survey:

The following information has been collected through the Proforma from the faculty members:
The data is shown as percentage:

A: Very satisfied **B**: Satisfied **C**: Uncertain   **D**: Dissatisfied   **E**: Very dissatisfied.

1. Type of teaching / research you currently do. 50%(A) 50%(B) 0%(C) 0%(D) 0%(E)

2. Your interaction with students. 50%(A) 50%(B) 0%(C) 0%(D) 0%(E)

3. Cooperation you receive from colleagues. 100%(A) 0%(B) 0%(C) 0%(D) 0%(E)

4. The mentoring available to you. 100%(A) 0%(B) 0%(C) 0%(D) 0%(E)

5. Administrative support from the department. 100%(A) 0%(B) 0%(C) 0%(D) 0%(E)

6. Your prospects for advancement and progress through ranks. 50%(A) 50%(B) 0%(C) 0%(D) 0%(E)

7. Salary and compensation package. 0%(A) 100%(B) 0%(C) 0%(D) 0%(E)

8. Job security and stability at the department. 50%(A) 50%(B) 0%(C) 0%(D) 0%(E)

9. The overall climate at the department. 0%(A) 100%(B) 0%(C) 0%(D) 0%(E)

10. Whether the department is utilizing your experience and knowledge. 50%(A) 50%(B) 0%(C) 0%(D) 0%(E)

Criterion: 7. Institutional Facilities. Institutional facilities, including library, class rooms and offices must be adequate to support the objectives of the program. To satisfy this criterion, the following standards must be met.

Standard 7:1. The Institution must have the infrastructure to support new trends in learning such as E-learning.

Standard 7:2. The library must possess an up-to-date (books and relevant material) technical collection relevant to the program and must be adequately staffed with professional personnel.

Standard 7:3. Class rooms must be adequately equipped and offices must be adequate to enable faculty to carry out their responsibilities.

Details of facilities available in the department:

Item	Position	Remarks
Seminar Library & Books/Journals	Yes	Shortage of books and need of separate room.
Computing Laboratory	X	At least 1 Computing needed for research scholars.
Laboratory	N/A	N/A
Class Rooms	Only one class room available	Need more class rooms & to be equipped with Multimedia facility.
Girls Common Room	X	Spacious, needed one big with complete facility of washroom/dressing room.
Boys Common Room	X	Needed
Faculty offices	X	Needed
Internet & Digital Library Facility	X	1 room needed with complete facility of internet.
Computers	Only 1 available for office work	The same facility needed for the research scholars & Postgraduate students.

Criterion: 8. Institutional Support. The institution's support and the financial resources for the program must be sufficient to provide an environment in which the program can achieve its objectives and retain its strength.

Standard 8:1. There must be sufficient support and financial resources to attract and retain high quality faculty and provide the means for them to maintain competence as teacher and scholars.

Standard 8:2. There must be an adequate number of high quality graduate students, research assistants.

Table: 11. The number of students in each program:

Program	Year 2008/9	Year 2009/10	Year 2010/11
BS 4Yr/M.A	81	114	101

Standard 8-3: Financial resources must be provided to acquire and maintain library holding, laboratories and computing facilities.
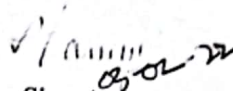
☞ The University provides resources to maintain library & laboratories.

Does the department provide opportunities to the faculty members to attend international / national conferences?

(1) No   (2) To some extent   (3) Full √

PT Members

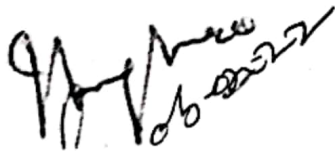(1)   Prof. Dr. Hassan Jawad Soomro   Signature

(2) Mr. Aneel Kumar   Signature

Chairman's Comments

Name and Signature