



National Agriculture Education Accreditation Council

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AIC Report

**Dr. Muhammad Jamil Ahmad
Dr. Ishfaq Ahmed Hafiz**

February 15-14, 2012

**Department of Horticulture
University College of Agriculture, University of Sargodha**



UNIVERSITY OF AZAD JAMMU AND KASHMIR

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No:UCR/Hort/0002/12

Dated:May23,, 2012

The Chairman
NAEAC Secretariat
Room # 2, Old Comsats Building
HEC Sector H-8/1, Islamabad
 Tel: 051-90802681
 E-mail: infonaeac@yahoo.com

Subject: Accreditation Inspection Committee's (AIC) Revised Report (Department of Horticulture, University College of Agriculture, University of Sargodha)According to Standard/criteria for Degree Awarding Teaching Departments

Respected Sir,

The Accreditation Inspection Committee (AIC) constituted by your good honor vide letter No. 726 dated April 2, 2012, the Undersigned and Dr. Ishfaq Ahmad Hafiz, Associate professor Deptt. of Horticulture, PMAS-UAAR along with your office team spent two days (May. 09-10, 2012) there for accreditation and evaluation of the Dept. of Horticulture University College of Agriculture, University of Sargodha and degrees offered by the Dept. as per necessary guidelines and the tool-kit given to us. The prepared draft report is enclosed herewith for your kind information and further perusal please.

The undersigned is thankful for your kind trust. Please acknowledge the receipt of present report and let me know if any thing missing or needed from this end. Thanks.

With regards,

Prof Dr M Jamil Ahmad
 Department of Horticulture,
 Faculty of Agriculture,
 Rawalakot


Encl: (11 pages + Annexures)

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1. INTRODUCTION

The Composition of the Accreditation Inspection Committee (AIC) and the TOR were given in the following letter from NAEAC, Islamabad.

	<p>National Agriculture Education Accreditation Council NAEAC Secretariat, Room# N-2, N-Block, old Comsats building, HEC, H-8/1, Islamabad Ph# 051-90802681, Fax#051- 90802682 Website: www.naeac.org, Email: infonaeac@yahoo.com</p>
	<p><i>Dy. No. 726-/NAEAC/HEC-2012</i> <i>Islamabad: Aril 2, 2012</i></p>

Subject: **Accreditation Inspection Committee (AIC) for Accreditation of Degree Programs**

Chairman Department of Horticulture, University College of Agriculture, University of Sargodha, Sargodha has offered degree programs of his department for external assessment and accreditation. Chairman National Agriculture Education Accreditation Council (NAEAC) has constituted an Accreditation Inspection Committee (AIC) of the following Experts/Program Evaluators.

- | | | |
|----|---|----------|
| I | Dr. Muhammad Jamil Ahmed
Chairman, Dept. of Horticulture, Faculty of Agri., Rawalakot | Convener |
| li | Dr. Ishfaq Ahmad Hafiz
Associate Prof., Deptt. of Horticulture, PMAS-AAUR | Member |

2. The Accreditation Inspection Committee shall have the following TORs:

- To validate the self-assessment report (SAR) of the degree program (B.Sc and M.Sc (Hons)) prepared by the department/discipline.
 - To carryout external evaluation of the degree programs in a transparent, neutral, holistic and participatory manner for accreditation and rating of degree programs **based on evaluation criteria of NAEAC.**
 - To submit synthesized and concise analytical report (7-8 pages) consisting of short introduction, brief criterion-wise analysis, **self-explanatory SWOT Analysis and explicit actionable recommendations** based on the validation of SAR and interaction with the Chairman, Faculty Members, Students and Support Staff and alumni as well as detail on-site visit of physical infrastructure, facilities and other teaching- learning resources available for the offering of degree programs.
 - To submit clear, precise and justified actionable accreditation and rating recommendations about the degree programs to the Chairman NAEAC.
3. The AIC shall carry out the accreditation process **from May 9-10, 2012**. The draft report may be submitted to Secretary NAEAC within a period of two weeks of the on-site visit. The Experts/Program Evaluators shall be offered an honorarium of Rs.5,000/- per day during the on-site accreditation visit of the degree programs besides TA/DA as per HEC rules.

With best regards,

Yours sincerely,
Naseer Alam Khan
 Secretary NAEAC

Distribution:

- i. Dr. Muhammad Jamil Ahmed, Dept. of Horticulture, Faculty of Agri., Rawalakot, AJK
 - ii. Dr. Ishfaq Ahmad Hafiz, Associate Prof., Deptt. of Horticulture, PMAS-AAUR
- Cc:** Mrs.Tehseen Ashraf Chairman, Deptt. of Horticulture, UCA,University of Sargodha, Sargodha.

2. **(Department of Horticulture, University College of Agriculture, University of Sargodha, Sargodha)**

- **Department History and Main Features**

The University College of Agriculture, Sargodha was established in October, 2005 as a constituent college of the University of Sargodha and classes of B.Sc (Hons) horticulture major were started in March, 2007. The Syndicate Officially announced the Horticulture as Department on January 07, 2012.

M.Sc (Hons) was started in 2009 and students were admitted for the session of 2009-2011. Since that the department has been offering B.Sc (Hons), and M.Sc (Hons) degree courses. Presently the chair person and other related staff of the department are housed in the newly constructed building along with other departments. The department is engaged in research, production of expertise and training plus transfer information to the concerned stakeholders. Although, the Horticulture department has been established recently but it has capability and great potential to flourish in future.

Degree programs offered

- B.Sc (Hons) Agriculture with major Horticulture
- M.Sc (Hons)

3. **CRITERION ANALYSIS**

Criteria I: Strength and quality of Faculty

The Faculty members of the Department of Horticulture, University College of Sargodha, Sargodh are 7 in number and full fill the criteria (six). Five of them are Ph.D and also according to the minimum requirement. There is no visiting faculty but two assistant professors are on TTS hired by the HEC. Faculty composition not fulfill the criteria of 1:1:2:2 as there are only lecturers and assistant professors. Teacher student ratio is less than 1:20. Support staff vs. teaching staff ratio is also less than 1:2. Teaching load distribution is not according to the HEC criteria because of unavailability of professors and associate professors. However, distribution of load of Assistant professors and lecturers is normal. They existing faculty is able to teach and train the students. Presently, there are four Assistant professors and three lecturers. Four of them are Ph.D while remaining is M.Sc (Hons). Range of experience of faculty members; vary from 1-5 years. Department is running graduate and post graduate programs and conducted few short trainings. Faculty members of the department are also rendering their services to the farmer community. Most of the faculty members are working on contract basis or placed on interim basis by the HEC. There is a need of permanent appointment

of assistant professors, associate professors and professor to justify the work load and to fulfill the HEC criteria. There is also need of supporting staff. Student intake in major horticulture is also required. The Faculty is using multimedia for teaching and evaluations techniques such as quizzes, assignments, projects, seminars plus presentations, sessional, mid and final examinations. Dean and principal are there for monitoring the existing system in addition to the chairperson. Participations of students in seminars and conferences are limited. Funds and facilities are not available for participation of students in seminars/conferences.

Faculty research publications in national and international journals are not adequate in number and not according to the requirement of at least 1-2 per year. Contribution toward publication of books, chapters and proceedings is also not encouraging and need improvement. Faculty perception about degree program is clear. The student teacher ratio is not good; however, teacher can focus the students in a better way due to low strength of students and giving more session to question answer and presentations etc.

Criteria II: Curriculum Design and Development

The Department of horticulture, at University College of Agriculture, University of Sargodha, is focusing on improvement of curricula and contributing more to the teaching of 4 years B.Sc (Hons) degree program. The curriculum has been revised frequently by the Department/Faculty as well as HEC. Curriculum is well defined clear objectives. Still, there is continuous revision of the curricula for M.Sc (Hons) text books and reference books are available. Feedback from the stake holders (students) was good. Completion of courses both theory and practical was satisfactory (>75 %). In a four year B.Sc (Hons) program internship is compulsory and that has been verified by the reports submitted by the students. Objectives of the curricula has been clearly define in the the revised course adopted by the Department. Credit hours and contact hours are justified for existing staff. Course completion is a regular and encouraging process of this department.

All students of this department are well informed and fully aware about course program, admission policy, enrolment, withdrawal and course break up. Course files verified by the AIC are maintained but need some improvement that has been pointed out by the committee. QEC of the university existing and has evaluated teachers, course satisfaction, and teacher evaluation by the student.

Criteria III: Infrastructure and Learning Resources

Teachers of this department have maintained the course files and that have been verified by the NAEAC. Holding of meeting of Board of studies of the Faculty is a regular process and Department is also following the procedure. There is a Faculty library for all departments. Departmental library does not exist because of new establishment department during this year. Number of text and reference books are available in the aforesaid library. Subscribed local journal were, only two while none of international journal has been

subscribed by the department. Main reason of unavailability of international journal is lack of funds. Library space for the student is enough but less than 30-35 sq. ft/ per student. Library facilities are not available according to the HEC standard however, existing system of issuance of books and on spot reading is little bit satisfactory. Books in the library are more than required minimum standard. However, it is in a computer plus internet access is not available in the library but in a separate computer laboratory. Criteria of required research journal are not up to the mark and area of department per student is enough for existing students. Access to on line journal is available in University campus at city but not in Agricultural Faculty or this department. Class room space is enough for existing student but cannot fulfill the future need. Department fulfill the minimum requirement of class rooms and can accommodate 60 students in each. There was one lab of the department and three labs. Of other of other departments are also utilized by students of this department which fulfils HEC requirement. Multimedia is only one and need more. Seminar room, reading room and committee rooms are not separately available in the department. Size of the labs and class rooms are enough for the working of students. However, there is need of fully equipped more departmental labs. Equipment available is insufficient and need more separate budget for research. Lab. Manuals are available. Students are completing practical not books. Supporting and laboratory staff is insufficient and not fully trained. None of capacity building program existing for supporting staff. Provision of better equipment and trained supporting staff is urgent need of this department. The share of the department, in annual budget of the Faculty for books, chemicals and glassware is insufficient. Practical work and write up of practical note books is good.

Department has a research area of 5 acres that is situated near the campus. An orchard of citrus is there which is used for study and research purposes. No building, green houses or other Infrastructure are available at farm level except a tunnel. However a tractor, cultivator, lawn mowers are available.

Criteria IV: Students Support and Progression:

Departmental admission to M.Sc. (Hons) is not normal. There were only four students in the M.Sc (Hons) and none in Ph.D. Intake and output of the department is not encouraging that might be due to new start. Guidance of student is routine process by the teachers however, there is no systematic student counseling. Scholarship to the students are available on merit and need basis however, these are insufficient. Students are getting scholarships from different sources or donor agencies. Hostel accommodation for boys is not available at the University College of Agriculture campus however, for girls there are two hostels of 400 capacities for combined use. Convocation hall is there but limited sports facilities are available. There is a good atmosphere for co-curricular activities. Student attendance has taken regularly and there is restriction for presence of 75 %. Record of attendance has been verified by the AIC as course files. Medical and transport facilities are adequate. The average yield index of the department is 91 % and dropout rate is 10 %. Average CGPA at B.Sc (Hons) is 3.0, at M.Sc (Hons) 3.3.

Criteria V: Research and consultancy Activities

One research projects has been completed and one is on going at the department of Horticulture, earned by the faculty members, with self efforts. Four projects are in the pipe line to be got approved. Despite, limitation of institutional budget department has continued research and publication work on the basis of projects grant. Department has published 110 national and international publications in journals and proceedings. The quality of research is good but still limited and need improvement. Faculty members and student are engaged in community services but at lower scale. Separate budget for student and faculty research is not available and joints funds are given from Agricultural Faculty budget. None of internship or training projects are running in the faculty or department. However, teachers are getting their training from other sources by own struggle.

Criteria VI: Governance and Leader ship

University has a good organization set up for administration and governance at the Department. The chair person has not given powers to implement rules and regulations. However, Dean and an additional Principal are there for support and evaluation. Chairperson is without powers. There is need for transfer of powers to the Chairman/chairperson to implement the rules and regulations in the Department and no need of an additional Principal in presence of a Dean. University rules and regulations are well defined. Budget given to the department is limited however; available funds have been fully utilized.

Student record of the department is well maintained however, some lacks in student alumni has been observed. Graduates of the department are rendering their services at public and private sectors both nationally and internationally. Annual calendar of the activities is well formed at the department.

Criteria VII: Recent Innovations and Best Practices

Department of horticulture has research publications in HEC recognized journals and journals of good impact factor but number is not encouraging. There is a need for more publications in Journals of good repute or with high impact factors. Generation of funds as research grant is also important for this department for strengthening labs and boost up research activities. Department, developed a link between different organization and rendering services to community. Also developed fruit and ornamental plant nurseries and provided guideline in landscape installation and maintenance of public places/parks. Various trainings have also been organized by this Department.

2. SWOT ANALYSIS OF THE DEPT DEGREE PROGRAMS

(A brief SWOT of the Deptt. of Horticulture, University College of Agriculture, University of Sargodha, Sargodha, is presented herewith)

STRENGTHS

- Faculty has good knowledge and confidence plus interest in their work.
- Young leadership that took good initiatives
- Linkage is enough with the organizations working on citrus.
- Ideal location and access to world recognized citrus growing area for research and to conduct of experiments.
- Good location for collaboration with other Agricultural institution as UAF, UAAR, BZU etc.

• **WEAKNESS**

- Shortage of permanent and senior/experienced Faculty members as professor and associate professors
- Less number of equipped laboratories
- Limited and unskilled supporting staff of the laboratories
- Limited infra structure as teaching facilities, Teacher offices, seminar room, staff rooms.
- Lack of periodicals and journals for faculty and students
- Lack of departmental library and internet facilities
- Limited research facilities
- Budget constraints
- Lack of revised Post Graduate curricula

OPPORTUNITIES

- Good graduate students in their study and research work.
- Effective links of the Department with other organizations
- Department autonomy need to be intact for admissions and graduations
- Hiring of more Faculty is possible
- More opportunities for expansion of programs
- Possibilities for boost of research activities on citrus to make it as a hub.

THREATS

- Less number of well equipped labs.
- Limitation of Departmental budget
- Lack of books, journals and internet facilities for digital access.
- Difficulties in release of Departmental budgets
- Low of intake of student.

3. ACTIONABLE RECOMENDATIONS

- Some of the immediate actionable points emerged from the discussion are as under:
- The department is newly established and need financial grant for strengthening.
- Limited research facilities especially scientific equipments, instruments and chemical. Therefore, special funds may be arranged to strengthen the facilities. Teaching staff is not enough and experienced. There is need to provide at least two associate professor and one professor.
- There is shortage of experienced supporting staff, especially laboratory staff (Lab Assistant and Lab Attendant). The department may be provided with enough trained laboratory staff.
- There is need of establishment of seminar room, staff rooms and Dept library with computer/internet facilities
- Provision of more space (separate or shared office) for all teachers, labs and classrooms
- Need of budget for chemicals, glassware, books and other facilities.
- There is need for installation of Green Houses.
- Library facilities may also be strengthened for purchase of books and Journals.
- Need for post graduate student offices
- Need of more opportunities, scholarships and financial aids
- There is need of student counseling
- Regular revision of Post Graduate Curricula
- Provision of research grant on the basis of postgraduate students.

4. LIST OF ANNEXURES

1. Evaluation Criteria and Program Ratings
2. TOR of the Committee

3.

4. Evaluation Criteria for Agriculture Degree Programs

Sr No.	Criteria	Points Assigned	Points Awarded	
			M.Sc (Hons)	B.Sc (Hons)
Major Criteria				
1	Strength and Quality of Faculty	250	53	105
2	Curriculum Design and Development	150	27	110
3	Infrastructure and Learning Resources	200	30	58
4	Students Support and progression	100	27	32
Sub - Total (a)		442	137	305
Minor Criteria				
5	Research and Consultancy Activities	150	27	48

6	Governance and Leadership	100	23	38
7	Recent Innovations and Best practices	50	11	16
Sub - Total (b)		300	61	102
Grand Total (a+b)		1000	137+61=198	305+102=407 G.Total : 605

Name and Designation

Signature of Program Evaluator

Prof Dr M. Jamil Ahmed

Convener