



**National Agriculture Education Accreditation Council**

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**65**

**Report of the  
Accreditation Inspection Committee  
(AIC)**

**AIC Team:**

**DR. Muhammad Bismillah Khan**

**Dr. Abdul Khaliq**

**Mr. Naseer Alam Khan**

**Convener**

**Member**

**Member**

**Agronomy, College of Agriculture  
DG Khan**

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**Final Recommendation**

Agronomy section at CALGK has basic physical infrastructure to cater the needs of present level of curriculum of B.Sc. (Hons) and M.Sc. (Hons).

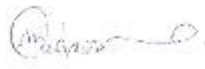
On the basis of the inspection/evaluation, the AJC recommends insubstantiality of the degree program of Agronomy at CALGK in the "Y" category as per D.D. (aiding system) at Degree Program meeting round of 1979-80 onwards.

**Signatures of AJC Members**

| Name and Designation   | Signature  |
|--|--|
| 1. Dr. Subramanian Viswalingam<br>Professor<br>University College of Agriculture<br>RAI, Madurai                 |    |
| 2. Dr. Ashraf Ghani<br>Associate Professor<br>Department of Agronomy<br>University of Agriculture<br>Faisalabad. |    |
| 3. Mr. Naseer Ahmad Khan<br>Secretary, NAAM<br>H.C. (Banyasa)  |  |

**Comments and Signatures of Chairman**

Chairman will give observations and recommendations made by the peer team in this report.



**In Charge**  
Agronomy, CALGK

## **Acknowledgment**

The evaluation team acknowledges the support and cooperation of the Honourable Principal, College of Agriculture, DG Khan, and section head and faculty/staff members of Agronomy. The active help, guidance and logistic support of Mr. Naseer Alam Khan (Secretary) and other staff of NAEAC Secretariat is highly acknowledged.

**Accreditation Inspection Committee (AIC), NAEAC**

## **Executive summary**

Agronomy is the largest section of the College of Agriculture, D.G.Khan (CADGK). Under graduate program in Agronomy started at CADGK in 2001 and the post graduate classes were initiated in 2007. A total of 158 students have graduated in agronomy and 14 M.Sc (Hons) degrees have been awarded. Presently, 46 students are enrolled in B. Sc. (Hons.) and 13 in M. Sc. (Hons.) program. Eight faculty members are serving in Agronomy and 6 among these hold Ph. D. degree. The faculty is specialized in diverse areas of Agronomy that cover important aspect of crop production. However, there is no senior faculty in agronomy degree program.

NAEAC secretary and the AIC members visited the office of Professor Dr. Muhammad Iqbal, Principal, CADGK. Mr. Naseer Alam Khan, Secretary NAEAC highlighted the aims and objectives of the whole review process. Professor Dr. Muhammad Iqbal gave an overview of the academic programs being offered in the college. Itinerary of accreditation visit as provided by the NAEAC, was followed by the AIC. Detailed discussions and exchange of information were held with the section-in-charge of agronomy, faculty members and senior students. The Team visited the College labs, field area, classrooms, main library, auditorium, and faculty offices.

All the courses offered at undergraduate and postgraduate programs are adopted from the scheme of studies as finalized by HEC constituted National Curriculum Committee in Agronomy. Agronomy section has enough space for faculty offices. There are three labs in the section that are distributed for teaching (2) and research (1), and working capacity of each is quite sufficient to meet requirements of students and faculty. Quality of lab equipment is only basic to meet the research needs of postgraduate students. There is hardly a single trained lab staff. Annual budgetary allocation for maintenance and operation of labs is highly inadequate. There is extreme scarcity of proper research area, and research facility at the farm is very poor primarily due to lack of irrigation water. Non-availability of water poses continuous threat to the establishment of the academic and research activity at CADGK. A bold step need to be taken by investing in developing such a facility at permanent grounds. Agronomy section at CADGK has basic physical infrastructure to cater the needs of present level of enrolment of both under and post -graduate programs.

On the basis of the inspection/evaluation, the AIC recommended accreditation of the degree programs of Agronomy at CADGK in the “Y<sub>3</sub>” category as per HEC rating system i.e. Degree Program not meeting some of the major criteria.

## **Introduction**

The Accreditation Inspection Committee (AIC) constituted by the National Agriculture Education Accreditation Council (NAEAC) visited the College of Agriculture, Dera Ghazi Khan (CADGK) on January 21-2, 2013. The objective was to have an external assessment of B. Sc. (Hons) and M. Sc. (Hons) offered by this college in the discipline of Agronomy.

Keeping in view the agricultural potential and specific ecological conditions of the region, College of Agriculture, D.G. Khan was established in 2001 as an off campus of University of Agriculture, Faisalabad. Agronomy is the branch of agriculture dealing with principles and practices of field crop production and soil management. Presently, a total of 59 students are enrolled in agronomy both at B. Sc. (Hons. 46) and M. Sc. (Hons. 13) levels. A total of 172 students have passed out in agronomy by now.

## **Program mission**

To develop dynamic effective future leaders in the field of Agronomy with interdisciplinary approach to exploit and solve the burning issues in field of with focus on better yield, better economy, and better life to the rural community of Southern Punjab.

## **Program Goals and Objectives**

- Offering and teaching a wide range of courses in agronomy at the undergraduate and post graduate levels
- Training of man power to cater needs of Agriculture sector
- Execution of research about current issues to find out the possible solution of the problems
- To cover the demographic and address the needs for agricultural development of Southern Punjab.

## **Degree plan**

Two degree programs in agronomy are offered by CADGK at present.

### **B. Sc. (Hons.) Agronomy**

B. Sc. (Hons) degree program consists of 4 academic years (8 semesters). A student has to earn a total 140 credit hours. Course evaluation is carried out on the basis of class assignments (10%), mid semester examination (30%) and a final semester exam with 60% weightage of the whole course as per university rules. A degrees is awarded by the University of Agriculture, Faisalabad to a candidate who qualifies the required number of credit hours (courses) following by a comprehensive examination, and submission and presentation of an internship report.

### **M. Sc. (Hons.) Agronomy**

The M. Sc. (Hons.) degree program comprises of 2 academic years (4 semesters). A student has to study 35 credit hours with 10 credit hours (research work and thesis writing) and making up a total of 45 credit hours. Degrees are awarded after completing course work, one year research work and thesis writing. The thesis is evaluated by the external examiner as approved by the Vice Chancellor and notified by Controller of Examinations of the UAF. Course evaluation is based on 10% marks for class assignments, 30% marks for mid-term examination and 60% marks for final examination as per university rules.

## **Criterion Wise Analysis**

### **Criteria I: Strength and Quality of Faculty**

There are 8 faculty positions Agronomy and 6 among these hold Ph. D. degree. Two teachers with M. Sc. (Hons.) in agronomy are serving as lectures. The faculty is specialized in diverse areas of Agronomy that cover important aspect of crop production.

Teaching load in the department has been well distributed 10 to 12 for Assistant Professor and 12 for Lecturer. However, there is no senior faculty to provide leadership in agronomy at the college. The student-teacher ratio is quite satisfactory. Graduate students are equally distributed amongst the faculty for conducting research of their respective degree programs and giving due consideration to the aptitude as well as the area of research they are interested.

The faculty makes good use of quizzes, assignments, mid-term and final exams for evaluation of students in their course work. However, there is need to pay more attention towards project and seminars especially at post graduate levels to strengthen their communication and presentation skills. Course review reports are well prepared by each faculty member at the time of course evaluation. A program monitoring system exists. There is no formal system for training of newly induced faculty. Salary package and other fringe benefits of the faculty are reasonable and attractive. Faculty also believes that the working environment is very good. The faculty stability index is satisfactory. There is no national or international recognition of the faculty in terms of awards won. Same holds true for writing any text book and/or book chapter. The participation of the faculty members in professional seminars/conferences/workshops inland is nominal.

So far, 158 B. Sc. (Hons.) and 14 M. Sc. (Hons.) degrees have been awarded in agronomy at CADGK. This numbers seems to be too comfortable keeping in view the facilities available at the college. The graduate students need to be encouraged to compete for HEC sponsored indigenous scholarship program.

Job satisfaction of the faculty is reasonable and adequate opportunities exist for academic progress to those holding good academic credentials. The faculty members believe that the department degree programs are performing well except that there is room for upgradation of the section to the level of Department. Moreover, improvement in internship at undergraduate level is also needed. The faculty tries to adopt teaching and learning methods, and also believes in dialogue and discussion, however much needs to be done in this direction. Professional code of ethics is fully observed.

### **Criteria II: Curriculum Design and Development**

All the courses offered at undergraduate and post graduate programs are adopted from the scheme of studies as finalized by HEC constituted National Curriculum Committee in Agronomy. Presently, the objectives of curriculum are vaguely defined, and partially supportive to degree programs, and are achievable. The contents of curriculum are satisfactory, compatible with current needs. These offer limited flexibility to offer choices for the students. There is need to incorporate courses on information technology so that graduates can meet the demands of modern tools in communication and dissemination of knowledge.

Student's perception about the quality, innovation and new knowledge is only fairly satisfactorily. There is shortage of latest text and reference books. The faculty and students rely primarily on the main library which has got a basic collection of textbooks. However, there is dire need to have access to reference books, and journals of good repute as well.

Duration of semester (19 weeks) is quite within the standard requirement of HEC. Completion of theory and practical courses are only satisfactory to some extent as has been evident from faculty course files, as well as the poor infrastructure available. The course registration and withdrawal policy is well spelled and with enough details. It is adopted without any discrimination. Admission to all programs is under well documented and properly notified policy.

A random verification by the AIC revealed that faculty member maintained course files but not as per standards laid down by NAEAC. Nonetheless, there was need to have a break up for laboratory experimentation, and recommendations need to be outlined for same course to be offered in next semester. Meeting of Board of Studies and Faculty are held and need to be scheduled more frequently and, off course, regularly. The students were generally satisfied about teacher's performance.

### **Criteria III: Infrastructure and Learning Resources**

This section has enough space for faculty offices. There are three labs in the section that are distributed for teaching (2) and research (1), and working capacity of each is quite sufficient to meet requirements of students and faculty. Quality of lab equipment is only basic to meet the research needs of postgraduate students. The equipment, whatsoever available is also not properly utilized due to lack of operational funds. Some of the equipment was also reported to be out of order. There is hardly a single trained lab staff, and many a time personal recruited for other duty is working in labs. There is immense need for technical training of lab staff. Annual budgetary allocation for maintenance and operation of labs is highly inadequate.

Books are purchased at College level, and the funds allocated for such purchase are only nominal. Student's views about lab practicals were not encouraging, although they maintained notebooks with whatsoever they did. The number of total books and those purchased in past two years was only satisfactory to some extent. The section does not subscribe even a single foreign journal for its library. Library is equipped with computers, photocopier, and other tools. Library environment was quite suitable for peace of mind, and student's to library facility was only satisfactory. There was demand for broadening availability of more recent textbooks, reference material and internet facility.

Computers and internet facilities are available for faculty, and need to be further expanded to bring in reach of students. No computers are available for students especially when it comes to undergraduate level.

The College does not maintained a web site that needs to be developed urgently Buildings, covered area for lecture rooms as well as offices of faculty was found adequate. A proper computer lab and a common room were present at the college.

There is extreme scarcity of proper research area. Section has as few as 5 acres of land for conducting field research that lies quite away (about 2.5 km) from main campus. Research facility at the farm is very poor primarily due to lack of irrigation water. A lot needs to be done for making these facilities worth conducting research for an MS program. Nevertheless, there is need for mechanization of the farm so that students are trained keeping in view modern innovative technologies, and also research of high impact is carried out.

#### **Criteria IV: Students Support and Progression**

The admission response to degree programs is fair. On the commencement of each session about 10 to 15 undergraduates join the section, and this is fairly satisfactory when compared with other programs in agriculture. Similarly about 5 students join M. Sc (Hons.) program in each session. Yield index of the students in all programs is fine.



Merit based, HEC sponsored and some private sector local scholarships are available to students at both under and post graduate level. Interest free loans by banks are not administered.

One hostel is available and sufficient to meet requirements of boarding students. Sports facilities are not available to the students at the campus or at hostel.. CADGK has 6 buses that seems too less keeping in view the distance of the campus from main city. Medical facility to the students is limited to only very preliminary first aid.

Although academic counseling is present, but needs proper arrangement. The internship is compulsory for each undergraduate student but needed further strengthening. The student-teacher interaction as well attitude of students towards studies was encouraging. The student's attendance record was well maintained. Students perception about degree programs was quite positive and regularity in classes, class discussions were main features but there was more demand for emphasis on improvement of field work and lab experiments as well as visits to other sister organizations for expanding their vision. Students participate, only to some extent, in community welfare activities through professional societies.

#### **Criteria V: Research and Consultancy Activities**

The College receives annual research grant from the University. There is shortage of research grants from external sources as HEC, PARC or other donors based on competitive basis. Most of the research activities are limited to very scarce funding managed from local sources. There is no proper allocation of funds specifies for agronomy. The finding and outputs of research activities are published only to some extent in HEC approved/impact factor journals, and need to be improved a lot.

There is no constraint on the faculty to continue their research. Presently no research collaboration exists between the faculty in agronomy and any other organization. Lack of competitive grant has been felt severely. There is no budgetary allocation for seminars and conferences. The faculty in agronomy renders advisory services to farmers, NGOs and private companies. None of the research findings have been communicated to farming community through booklets, brochures, leaflets, etc., and hence, needs great attention.

#### **Criteria VI: Governance and leadership**

The Vice Chancellor is the chief executive of the University and is assisted by the Deans of the Faculties, Principals of Colleges, Heads of the Departments and Principal Officers of the University. The organizational setup, rules and procedures, administrative control, financial resources are all well documented and defined. University catalogue is published every year. The operational budget is available to run the College, but a severe

shortage of research and development budget was realized by the AIC. The section need to be given more financial liberty for utilization of funds. The department does not have its own funds generating resources. The financial resources of the department mainly depend on the university. A placement bureau exists and is operational in the University, that is located far away from DGKhan. The section, or CADGK does not keep Alimni's profile, and same was true for calendar of activities. There is no Newsletter published at the moment that highlights various activities of the CADGK.

### **Criteria VII: Adoption of Best Practices**

The process of curriculum revision is carried out as part of National Curriculum Revision Committee, and adopted as such. Improvement in teaching quality is being tried through class discussions and frequent visits to field area. Assessment of students is done through examination, both written and oral, during, and at the end of each semester. Feedback from students is sought through proforma filled by them at the termination of each semester. Postgraduate students seek advice from their supervisor and also search internet for acquisition of further knowledge. A quality enhancement cell (QEC) works at the University level and Principal office gathers information from respective sections to compile the annual report in this regards. The same is submitted to, and evaluated by University QEC.

## **SWOT Analysis**

### **1. Major strengths**

1. Most of the faculty in Agronomy holds PhD degree, six among these are assistant professors, and two are working as lectures. The faculty have an average teaching experience of ten years.
2. The faculty stability index is good.
3. Buildings, covered area for lecture rooms as well as offices of faculty is abundant.

### **2. Major weakness**

1. Absence of senior faculty in agronomy.
2. Absence of proper facility that may help strengthen the communication and presentation skills of the students.
3. Absence of a well developed farm facility is a major issue.
4. There is no effort at present on preparation and submission of course review report regularly by each faculty member at the time of course evaluation.
5. Lack of state-of-the-art controlled-environment facility and a well-furnished computer lab at the departmental level.

6. Shortage of farm machinery and implements including the latest farm equipment and other farm machinery. A lot of effort needs on it for student training and a good quality post graduate research.
7. Course/s on information technology is missing from the curriculum at both under and post graduate levels.
8. Quality of lab equipment is inadequate to meet the research needs of postgraduate students.
9. Lab staff is only meagerly available. Annual budgetary allocation for maintenance and operation of labs is inadequate.
10. Funds for the purchase of books are insufficient. The section does not subscribe even a single foreign journal for its library.

### **3. Major opportunities**

1. Job opportunities exist for students graduating in agronomy in both public and private sector organizations.
2. Faculty in agronomy is capable of providing technical guidance to the students and better research initiative can be taken by postgraduate students in improving their research plans; students needs to be encouraged to compete for competitive scholarships.
3. A lot of opportunity to win projects from national and international donors through competitive grants is there which can help overcoming the financial constraints in research.
4. Scope exists for transfer of technology by disseminating the findings of student and faculty research to farming community in the form of booklets, brochures, leaflets, etc.

### **4. Major threats**

1. Ever deteriorating soil conditions are major threat due to high aridity index and Rodkahi rain storms.
2. Non-availability of water both for domestic as well as research needs is another issue that will pose continuous threat to the establishment of academic and research activity at CADGK.
3. Reduction of credit hours of general courses of agronomy B.Sc (Hons) Agri.
4. Trend of shifting emphasis from teaching to publications is developing.

### **Actionable Recommendations**

1. The farm facility need to be developed gradually. A continuous supply of good quality water is a prerequisite for establishment of an academic and research facility. A bold step need to be taken by investing in developing such a facility at permanent grounds.

2. Make the laboratories more functional by providing operational funds. A computer lab should be established for the students with the latest computers and internet facilities.
3. Recruitment of supporting staff on the basis of relevant qualification/experience for handling the scientific instruments/equipment safely.
4. Budget allocation for development, research; library and labs may be specified and be increased to meet the demands properly.
5. Funds should be allocated to attend international conferences/seminars.
6. Subscription of journals of good repute to expand the vision of faculty.
7. The credit hours of the general courses of Agronomy for B.Sc. (Hons) Agri. may not be reduced further.
8. The principle of merit/natural justice may strictly be observed for admission of students, selection/promotion of faculty/staff etc. to uphold merit and transparency.

## Final Recommendation

Agronomy section at CADGK has basic physical infrastructure to cater the needs of present level of enrolment of B.Sc. (Hons) and M.Sc. (Hons).

On the basis of the inspection/evaluation, the AIC recommended accreditation of the degree programs of Agronomy at CADGK in the “Y<sub>3</sub>” category as per HEC rating system i.e. Degree Program not meeting some of the major criteria.

## Signatures of AIC Members

| Name and Designation |   | Signatures        |
|----------------------|---|-------------------|
| i.                   | Dr. Muhammad Bismillah Khan<br>Professor<br>University College of Agriculture<br>BZU, Multan                  | Convener<br><hr/> |
| i.                   | Dr. Abdul Khaliq<br>Associate Professor<br>Department of Agronomy<br>University of Agriculture<br>Faisalabad. | Member<br><hr/>   |
| ii.                  | Mr. Naseer Alam Khan<br>Secretary, NAEAC<br>HEC, Islamabad  | Member<br><hr/>   |

## Comments and Signatures of Chairman

I agree with the observations and recommendations made by the peer team in this report.

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**Incharge**

Agronomy, CADGK

**Accreditation of Agriculture Education Institutions in Pakistan**

In pursuance of the mandate as under clause 10 subsections (d) and (1) of the byelaws of NAEAC, as laid down by the HEC, an Accreditation Inspection Committee (AIC) comprising of the following scientists was constituted to review the Department of Agronomy, University College of Agriculture, BZU, Multan for its external assessment and the accreditation of its degree programs:

- |      |   |          |
|------|---|----------|
| i.   | Dr. Muhammad Bismillah Khan<br>Professor<br>University College of Agriculture<br>BZU, Multan                  | Convener |
| ii.  | Dr. Abdul Khaliq<br>Associate Professor<br>Department of Agronomy<br>University of Agriculture<br>Faisalabad. | Member   |
| iii. | Mr. Naseer Alam Khan<br>Secretary, NAEAC<br>HEC, Islamabad  | Member   |

**Terms of References of the Committee (TORs)**

Members of AIC visited the CADGK, on January 21-22, 2013. The objective was

- To validate the self-assessment report (SAR) of the degree programs (B.Sc. and MSc. (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 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.
- **Strengths:** Attributes (resources and capabilities) of the degree programs that can be helpful for achieving its objectives.
- **Weaknesses:** Attributes of the degree programs that may be limiting factor/detrimental to achieving its objectives.
- **Opportunities:** External conditions/factors that may help the degree programs to achieve or provide opportunities to improve its performance.
- **Threats:** External conditions/factors (or change in external conditions) that could damage the performance of degree programs.

## Evaluation Criteria for Agriculture Degree Programs

| Sr No.                | Criteria                              | Points Assigned | Points Awarded         |                        |
|-----------------------|---------------------------------------|-----------------|------------------------|------------------------|
| <b>Major Criteria</b> |                                       |                 | <b>M.Sc<br/>(Hons)</b> | <b>B.Sc<br/>(Hons)</b> |
| 1                     | Strength and Quality of Faculty       | 138             |                        |                        |
| 2                     | Curriculum Design and Development     | 95              |                        |                        |
| 3                     | Infrastructure and Learning Resources | 95              |                        |                        |
| 4                     | Students Support and progression      | 58              |                        |                        |
| Sub - Total (a)       |                                       | 385             |                        |                        |
| <b>Minor Criteria</b> |                                       |                 |                        |                        |
| 5                     | Research and Consultancy Activities   | 52              |                        |                        |
| 6                     | Governance and Leadership             | 44              |                        |                        |
| 7                     | Recent Innovations and Best practices | 26              |                        |                        |
| Sub - Total (b)       |                                       | 122             |                        |                        |
| Grand Total (a+b)     |                                       | 507             |                        |                        |

\_\_\_\_\_  
Name and Designation

\_\_\_\_\_  
Signature of Program Evaluator

**Criteria I: Strength and Quality of Faculty      138**

**1.1 Full -Time and Part - Time Faculty      30**

Regular and full-time faculty, teaching core subjects.

| <u>Designation</u>  | <u>Full Time</u> | <u>Part Time</u> | <u>Total</u> |
|---------------------|------------------|------------------|--------------|
| Professor           | _____            | _____            | _____        |
| Associate Professor | _____            | _____            | _____        |



|                     |   |  |   |
|---------------------|---|--|---|
| Assistant Professor | 6 |  | 6 |
| Lecturer            | 2 |  | 2 |

**Total**

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### 1.1.1 Status of Faculty

|                            |                                    |                               |      |
|----------------------------|------------------------------------|-------------------------------|------|
| Full time Faculty required |                                    | Full time Faculty in position | 8    |
| Visiting faculty required  |                                    | Visiting Faculty in position  | zero |
|                            | 4, one<br>for each<br>res<br>group |                               |      |

### 1.2 Faculty Qualifications and Teaching Experience 10

Status of Faculty qualification and experience.

| Qualification      | Number | Average<br>Experience(Years) |
|--------------------|--------|------------------------------|
| Post Doctorate     | 0      | 10 years                     |
| Doctorate          | 6      |                              |
| M. Phil/M.Sc(Hons) | 2      |                              |

### 1.3 Teaching Load 12

Number of credit-hours teaching per week, based on actual number of different categories of teachers.

| Designation          | Credit hours per week      |
|----------------------|----------------------------|
| Professors           |                            |
| Associate Professors |                            |
| Assistant Professors | 15 credit hours on average |

Lecturers

15 credit hours on average

#### 1.4 Use of Students Assessment Instruments 12

| Assessment Instruments (Tick) | Adequately used | Inadequately used | Not used at all |
|-------------------------------|-----------------|-------------------|-----------------|
| Quizzes                       |                 |                   | √               |
| Assignments                   | √               |                   |                 |
| Projects/seminars             | √               |                   |                 |
| Sessional tests               |                 |                   | √               |
| Mid-term                      | √               |                   |                 |
| Final exams                   | √               |                   |                 |

#### 1.5 Faculty Course Review Reports 14

Preparation and submission of Course Review Reports (CRR) by each Faculty member at the time of course evaluation.

##### Course Review Reports (CRR) submitted:

Regularly √ Occasionally \_\_\_\_\_ CRR submitted Rarely \_\_\_\_\_

(Evidence of course review reports)

#### 1.6 Program Monitoring System 7

Adequate program monitoring system exists at the department level. √

Monitoring system exists but not implemented \_\_\_\_\_

Inadequate monitoring system \_\_\_\_\_, Monitoring system does not exist \_\_\_\_\_

#### 1.7 Training of Newly Inducted Faculty 0

In order to become an effective teacher all newly inducted faculty members are to receive 4-6 weeks training suitably designed to encompass the important aspects of teaching.

Systematic teachers training plan in place \_\_\_\_\_

Some orientation but no formal training plan \_\_\_\_\_

No system of teachers training in place √

#### 1.8 Faculty Development and Career Planning 8

Improvement plan of faculty qualification leading to PhD and Post-Doc etc.

Well planned and implemented \_\_\_\_\_ Poorly planned and rarely implemented \_\_\_√\_\_\_ Not planned at all \_\_\_\_\_

**1.9 Salaries and Fringe Benefits 9**

Attractive \_\_\_\_\_√\_\_\_\_\_ Reasonable \_\_\_\_\_ Low \_\_\_\_\_

Evidence of implementation of incentives (if any) \_\_\_\_\_

**1.10 Environment at workplace 2.5**

Very Good \_\_\_\_\_ Good \_\_\_\_\_ Satisfactory \_\_\_√\_\_\_ Unsatisfactory \_\_\_\_\_

**1.11 Faculty Stability Computed Index 4**

Very Good \_\_\_\_\_ Good \_\_\_√\_\_\_ Satisfactory \_\_\_\_\_ Unsatisfactory \_\_\_\_\_

**1.12 Awards/Recognitions received by the Faculty 0**

Sufficient awards \_\_\_\_\_ Insufficient awards \_\_\_\_\_ No awards \_\_\_√\_\_\_

**1.13 Participation in Seminars/Conferences 0**

Adequate Participation \_\_\_\_\_ Inadequate Participation \_\_\_√\_\_\_ No Participation \_\_\_\_\_

**1.14 Textbooks/Chapters of Books Written 0**

Text books written \_\_\_\_\_0\_\_\_\_\_ Chapters of books written \_\_\_\_\_0\_\_\_\_\_

Conference proceedings \_\_\_0\_\_\_\_\_

**1.15 Graduate Research Supervision 6**

Average No. of PhD Students supervised by each HEC approved Professor \_0\_\_\_\_\_

Average No. of M.Sc Students supervised by each Faculty Member \_3-4\_\_\_\_\_

**1.16 Job Satisfaction 4**

Very much Satisfied \_\_\_\_\_ Moderately Satisfied \_\_\_√\_\_\_ Least Satisfied \_\_\_\_\_

Reasons for Satisfaction/Dissatisfaction \_\_\_\_\_

**1.17 Opportunities for Academic Progress 4**

Adequate Opportunities \_\_\_√\_\_\_ Inadequate Opportunities \_\_\_\_\_

**1.18 Faculty Perception About degree Programs 03**

Performing well \_\_\_\_\_ Not performing well \_\_\_\_\_

Degree Programs need up-gradation Yes  No

Reasons for not performing well Due to lack of resources poor upgradation \_\_\_\_\_

**1.19 Teaching-Learning Methods Adopted by the Faculty** **12**  
Fully Partially None

|   |   |   |  |
|---|---|---|--|
| Uses variety of appropriate instructional techniques. |   | √ |  |
| Promote analytical and critical thinking.             | √ |   |  |
| Encourages questions from students.                   | √ |   |  |
| Believes in dialogue and discussion.                  | √ |   |  |
| Professional code of ethics is observed.              | √ |   |  |

**Criteria II: Curriculum Design and Development** **95**

**2.1 Curriculum Objectives of Degree Programs** **0**

Well defined \_\_\_\_\_ Vaguely defined \_\_\_\_\_ Not defined   
Fully Partially

Curriculum objectives supportive to degree programs

Objectives examined and found relevant \_\_\_\_\_ Objectives are achievable \_\_\_\_\_

**2.2 Curriculum Contents are:** **08** Fully Partially None

|  |  |   |   |
|--|--|---|---|
| Well structured and rich in contents.                  |  | √ |   |
| Compatible with emerging needs.                        |  | √ |   |
| Information technology integrated into the curriculum. |  |   | √ |
| Able to achieve students learning outcomes.            |  | √ |   |
| Flexible to offer sufficient choices for the students. |  | √ |   |

### 2.3 Curriculum Revision 12

Curriculum revision in the light of National, HEC and International requirements and on the demand of the market.

Revised regularly (every 2-3 years) yes, Revised occasionally \_\_\_\_\_ No revision \_\_\_\_\_

### 2.4 Students Perception about the Curricula 6

Students perception regarding the quality, innovation, new Knowledge and technology.

|                   |       |                                 |       |
|-------------------|-------|---------------------------------|-------|
| Innovative        | _____ | Good quality of course contents | _____ |
| Current           | _____ | Fair quality of course contents | √     |
| Obsolete          | _____ | Poor quality of course contents | _____ |
| Latest technology | _____ |                                 | _____ |

### 2.5 Textbooks, Reference Books and Journals etc 7

Prescribed textbooks/reference books may be examined in the light of International practices.

|                    |       |                                       |       |
|--------------------|-------|---------------------------------------|-------|
| Highly recommended | _____ | Available in the uni/deptt. library   | _____ |
| Acceptable         | √     | Old Edition/New Edition               | _____ |
| Sub-standard       | _____ | Available/Not available in the market | _____ |
| Inadequate         | _____ |                                       | _____ |

### 2.6 Course Contact Hours 8

Total contact hours committed to theory and practical work for effective teaching of different courses.

|                          |       |   |         |
|--------------------------|-------|---|---------|
| More than HEC guidelines | √     | Average Contact hours for theory course | 3 hrs   |
| Sufficient               | _____ | Average Contact hours for practicals    | 4-6 hrs |
| Insufficient             | _____ | Total Contact hours for a course        | 2-3 hrs |

### 2.7 Completion of Courses 8

Completion of theory courses during the prescribed period as per official record (To be verified).

Very good \_\_\_\_\_, Satisfactory \_\_\_\_\_√\_\_\_\_\_, Unsatisfactory \_\_\_\_\_

## **2.8 Course Registration & Withdrawal Policy 9**

Policy with adequate details \_\_\_\_\_√\_\_\_\_\_ Policy with inadequate details \_\_\_\_\_

Policy not available \_\_\_\_\_ policy is well spelled \_\_\_\_\_

Policy adequately disseminated to the students \_\_\_\_\_

## **2.9 Admission Policy 09**

Well documented and notified \_\_\_\_\_√\_\_\_\_\_ Documented but not notified \_\_\_\_\_

Appropriately documented \_\_\_\_\_ Not documented. \_\_\_\_\_

## **2.10 Maintenance of Course Files (To be verified) 8**

The practice of maintaining course file is adopted internationally to monitor as how effective the course has been taught. A course file may include all relevant data (such as given below) which could become the basis of evaluation.

- Lecture breakdown for entire semester.
- Schedule of monthly/mid-term tests and final examination and daily attendance record.
- Breakdown of laboratory experiments pertaining to the course and record of successful conduct.
- Listing of textbooks and other reference books pertaining to the course.
- Recommendations and suggestions related to the course for the next session.

Maintained and well organized \_\_\_\_\_√\_\_\_\_\_, Not properly organized \_\_\_\_\_, Not maintained \_\_\_\_\_

(The Program Evaluators may examine a few course files of the previous and \_\_\_\_\_ on-going semesters.)

## **2.11 Meetings of Board of Studies/Faculty (Evidence of the meetings held) 13**

Held regularly \_\_\_\_\_√\_\_\_\_\_ Held occasionally \_\_\_\_\_ Never held \_\_\_\_\_

Regular and frequent meetings of Board of Studies \_\_\_\_\_√\_\_\_\_\_

Changes/updating the curriculum during the last 2-3 years \_\_\_\_\_

Stakeholders feedback is solicited and incorporated in the curricula \_\_\_\_\_ **No** \_\_\_\_\_

Mechanism of stakeholders feedback exists \_\_\_\_\_

## **2.12 Students Satisfaction about Teacher's performance 07**

Very much satisfied \_\_\_\_\_ Satisfied \_\_\_\_\_√\_\_\_\_\_ Not satisfied \_\_\_\_\_

## **Criteria III: Infrastructure and Learning Resources 95**

**3.1 Labs and their Capacity 18**

No. of Research Labs   1   No. of Teaching Labs   2  

Working capacity of Research Labs.        Working capacity of Teaching Labs.       

**3.2 Adequacy and Quality of Lab Equipment 08**

|               |               |                       |               |                 |               |
|---------------|---------------|-----------------------|---------------|-----------------|---------------|
| Adequate      | <u>      </u> | Fully operational     | <u>      </u> | Good quality    | <u>      </u> |
| Inadequate    | <u>  √  </u>  | Partially operational | <u>  √  </u>  | Average quality | <u>      </u> |
| Not available | <u>      </u> | Not operational       | <u>      </u> | Poor quality    | <u>      </u> |

**3.3 Equipment Utilization 5**

|                       |               |                                    |               |               |               |
|-----------------------|---------------|------------------------------------|---------------|---------------|---------------|
| Properly utilized     | <u>      </u> | Reasons for inadequate utilization | <u>      </u> | Lack of funds | <u>      </u> |
| Inadequately utilized | <u>  √  </u>  | Reasons for poor utilization       | <u>      </u> |               | <u>      </u> |
| Poorly utilized       | <u>      </u> | Apparatus/Equipment out of order   | <u>      </u> |               | <u>      </u> |

**3.4 Availability and Qualification of Lab. Staff 6**

|   |               |                        |               |                   |               |
|---|---------------|------------------------|---------------|-------------------|---------------|
| Available                                 | <u>  √  </u>  | Partly Available       | <u>      </u> | Not Available     | <u>      </u> |
| Trained for the job                       | <u>      </u> | Partly Trained         | <u>  √  </u>  | Not Trained       | <u>      </u> |
| Highly Experienced                        | <u>      </u> | Moderately Experienced | <u>      </u> | Least Experienced | <u>      </u> |
|   | <u>      </u> |                        | <u>      </u> | None....          | <u>      </u> |
| Lab Staff with professional qualification | <u>      </u> |                        |               |                   |               |

**3.5 Lab safety measures 0**

- Availability and use of lab manuals and protocols Available        Not available   √

- Lab safety equipment and manual Available Not available

### 3.6 Annual Budget Allocation for Maintenance and Operation of Labs 06

More than Adequate Adequate  
 Inadequate  Amount Allocated No allocation at department level

### 3.7 Library Annual Budget 04

Main Lib. Annual budget Rs.50000 Department Lib. Annual budget\_Not specified\_

More than Adequate\_\_\_\_\_ Adequate\_\_\_\_\_ Inadequate \_\_\_\_\_

### 3.8 Students Views about Lab Practicals 03

| Conduct of Practicals                        |       | Coverage of Course practicals       |                                     |
|--|-------|-------------------------------------|-------------------------------------|
| Regular                                      | _____ | All practicals arranged             | _____                               |
| Irregular                                    | _____ | Some of practicals arranged         | _____                               |
|  |       |                                     | <input checked="" type="checkbox"/> |
|  |       | <u>Yes</u>                          | <u>No</u>                           |
| Practical Note-books complete and maintained |       | <input checked="" type="checkbox"/> | _____                               |

### 3.9 Subject Books: Total and Purchased (during Past two years) 06

#### Main Library

|                                | <u>Text Books</u> | <u>Ref. Books</u> | <u>Total</u> |
|--------------------------------|-------------------|-------------------|--------------|
| Total No. of books             | <u>15</u>         | <u>98</u>         | <u>113</u>   |
| Books purchased Last two years |                   |                   | <u>10</u>    |
| No books purchased             |                   |                   |              |



**Department Library**

|                                | <u>Text Books</u>                | <u>Ref.<br/>Books</u> | <u>Total</u> |
|--------------------------------|----------------------------------|-----------------------|--------------|
| Total No. of books             |                                  |                       |              |
| Books purchased Last two years | <u>No lib. At<br/>dept level</u> |                       |              |
| No Books purchased             |                                  |                       |              |

**3.9 Subscription to Foreign Journals during last two years (Rs. \_\_\_\_\_) 0**

Adequate number of magazines and journals for each program may be subscribed through hard copies.

Number of Foreign Journals Subscribed \_\_\_\_\_ Zero \_\_\_

**3.10 Local and Foreign Subject Journals 2.5**

Local Journals \_\_\_\_\_ 1 \_\_\_\_\_ Foreign Journals \_\_\_\_\_

Sufficient and variety available \_\_\_\_\_ Sufficient but variety not available \_\_\_\_\_

Insufficient \_\_\_\_\_ ✓ \_\_\_\_\_ Non – existing \_\_\_\_\_

**3.11 Book Bank 0**

Availability of discipline textbooks and reference books in the central library for borrowing by the students for the whole session.

|                        |                          |  |       |
|------------------------|--------------------------|--|-------|
| Sufficient             | _____                    | Total No. of books in book bank        | _____ |
| Exist but insufficient | _____                    | Books purchased for the last two years | _____ |
| Does not exist         | _____ $\checkmark$ _____ |  | _____ |

**3.12 Library Equipment 05**

Equipment of the central library such as computers, photocopiers, typewriters, scanners, video and audio equipment, CD Writer, computerized search etc.

Computers\_\_\_1\_\_\_ Photocopiers\_\_\_1\_\_\_ Typewriter\_\_\_0\_\_\_ Scanner\_\_\_0\_\_\_

Video & Audio Equipment\_\_\_0\_\_\_ CD Writer\_\_\_1\_\_\_

**3.13 Library Space/environment 02**

No. of Chairs/Seats \_\_25\_\_ Peace of mind \_\_ $\checkmark$ \_\_ Lack of least noise \_\_ $\checkmark$ \_\_

**3.14 Students Access to various Facilities 06**

|                                       | <u>Sufficient</u>        | <u>Insufficient</u>      |
|---------------------------------------|--------------------------|--------------------------|
| Computer seating capacity             | _____                    | _____ $\checkmark$ _____ |
| Online surfing capacity               | _____                    | _____ $\checkmark$ _____ |
|                                       | <u>Yes</u>               | <u>No</u>                |
| Students Access to Library Facilities | _____ $\checkmark$ _____ | _____                    |

**3.15 Students opinion about quality of services provided by the library 07**

**Comments:** Scarcity of space, seating, books, copying and resources

\_\_There is optimum space available for students.

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**3.16 Faculty/Students Computer Ratio 03**

|                            |       |                            |       |
|----------------------------|-------|----------------------------|-------|
| Computers for Faculty      | 1/1   | Computers for Students     | None  |
|                            | _____ |                            | _____ |
| Computers for M.Sc. (Hons) | 2     | Computers for PhD Scholars |       |
|                            | _____ |                            | _____ |

**3.17 Website of the Institution/Department 0**

Maintained and updated regularly\_\_\_\_\_ Maintained but not updated\_\_\_\_\_

No Website\_\_\_\_\_√\_\_\_\_\_

**3.18 Buildings and Total Covered Area 04**

Departmental building infrastructure as per academic and administrative requirements. Total Covered area (Sq.ft) \_\_\_\_\_

**3.19 Class Rooms and Faculty Offices 04**

No. of Class rooms 6 Covered area \_\_\_\_\_

Class rooms with multimedia None No. of Faculty offices 5

Faculty office Covered area \_\_\_\_\_ Faculty offices with internet 0

Computer lab 1 Common room 1

**3.20 Experimental Area and Farm Machinery 05**

Total Farm area (acres)

5 Distance from the Department 2.5 km

Buildings at the Farm \_\_\_\_\_

None

Adequate Rsearch facilities for post graduate students

Not available

Details of Farm Machinery & Equipment (List)

Low

**Criteria IV: Students Support and Progression 58**

**4.1 Admission Response to Degree Programs of the Discipline 03**

Overwhelming \_\_\_\_\_ Moderate √ Low \_\_\_\_\_ M.Sc.

**4.1.1 Annual Intake 03**

|                       |  |           |
|-----------------------|--|-----------|
| More than requirement | Average intake in B.Sc (Hons) 5 <sup>th</sup> Semester | 20-<br>25 |
| _____                 | _____  | _____     |

|                          |   |       |
|--------------------------|---|-------|
| According to requirement | Average intake in M.Sc(Hons) 1 <sup>st</sup> semester | 4-5   |
| _____                    | _____   | _____ |

**4.2 Yield Index 04**

Yearly percentage of the graduating students with respect to total admission in a year.

| <u>Academic Year</u> | <u>Students Enrolled</u> |                   | <u>Students Graduated</u> |                   |
|----------------------|--------------------------|-------------------|---------------------------|-------------------|
|                      | <u>B.Sc (Hons)</u>       | <u>M.Sc(Hons)</u> | <u>B.Sc (Hons)</u>        | <u>M.Sc(Hons)</u> |
| 2008-09              | 18                       | 7                 | 18                        | 4                 |
| 2009-10              | 18                       | 6                 | 18                        | 3                 |
| 2010-11              | 20                       | 4                 | 19                        | 5                 |

**4.2.1 Dropouts 3.5**

Average No. of dropouts in B.Sc. (Hons)\_\_\_1\_, No. of dropouts in M.Sc (Hons)\_\_\_5\_

**4.2.2 CGPA of Students of Degree Programs for the last three years 3.5**

|               | Highest and lowest CGPA | Average CGPA |
|---------------|-------------------------|--------------|
| B.Sc. (Hons.) | 3.83//2.65              | 3.24         |
| M.Sc. (Hons.) | 3.90/2.01               | 3.45         |

**4.3 Financial Support to Students 2.5**

Various scholarships and interest-free loans, the students may receive from various sources.

Scholarships awarded by the University

|             | <u>Merit Based</u> | <u>Need-Based</u> |
|-------------|--------------------|-------------------|
|             | 8                  |                   |
| B.Sc (Hons) | 8                  |                   |
| M.Sc (Hons) |                    |                   |

**4.4 Availability of Interest- free Loans 0**

Adequate \_\_\_\_\_ Inadequate \_\_\_\_\_ Not Available \_\_\_√\_\_\_

**4.5 Students Scholarships opportunities 03**

Adequate \_\_\_\_\_

1

Inadequate \_\_\_\_\_

Scholarships

2

AlGhazi Tractor and FFC

Sources

3

Agronomy and SS

**4.6 Availability of Hostel(s) Accommodation 04**

Adequate \_\_\_\_\_

√

Inadequate \_\_\_\_\_

Poor \_\_\_\_\_

No. of Hostels

1

Capacity For Housing students

130

**4.7 Convocation Hall/Auditorium 02**

Adequate \_\_\_\_\_

Inadequate \_\_\_\_\_

1

Not Available \_\_\_\_\_

**4.8 Sports Facilities (swimming pool, gym, play grounds, Indoor games etc) 0**

Adequate \_\_\_\_\_

Inadequate \_\_\_\_\_

Does not Exist \_√\_

**4.9 Transport facilities for students 03**

Adequate \_\_\_\_\_

No. of university buses

6

Inadequate \_\_\_\_\_

√

Total Seating capacity

Not available \_\_\_\_\_

**4.10 Medical Facilities for Faculty and Students 02**

Adequate \_\_\_\_\_

Inadequate \_\_\_\_\_

√

only first aid\_

Not Available \_\_\_\_\_

**4.11 Academic Counseling 3.5**

Guidance available to the students from teachers beyond teaching hours.

Well organized \_\_\_\_\_

√

Unarranged & occasional \_\_\_\_\_

No counseling at all \_\_\_\_\_

**4.12 Internship/Project Training 08**

8th semester Undergraduates internship/project training carrying (5) credit hours or Engagement of students in practical training.

Compulsory  Reasonable provision  No provision

Evidence/verification of internship from department \_\_\_\_\_

**4.13 Students Interaction with Teachers 02**

Very Encouraging \_\_\_\_\_ Encouraging  Discouraging \_\_\_\_\_

**4.14 Students Attitude Towards Studies 1.5**

Very Encouraging \_\_\_\_\_ Encouraging  Discouraging \_\_\_\_\_

**4.15 Students Attendance Record 05**

Properly maintained  Improperly maintain \_\_\_\_\_ Not maintained at all \_\_\_\_\_

Attendance % required 75% \_\_\_\_\_

**4.16 Students Perception about Degree Programs 03**

Best Aspects of the degree programs

Regularity in classes

Class discussion

Aspects of the degree programs that could be improved.

Practicals need to be strengthened

Visits to research stations and other practices at different locations

Development of section to the level of department

**4.17 Opportunities/resources for students to participate in seminars/conferences/exposures etc 02**

Very poor

**4.18 Involvement of students in the community welfare parties by organizing university students club. 04**

Art club, Agrarian Society, Blood donor club, Naat club and Recreational

tour club

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**Criteria V: Research and Consultancy Activities 52**

**5.1 Annual Research Grant received from HEC and other sources 10**

Amount of Research grant during Past three years Rs. Only college budget

Regular/Irregular \_\_\_\_\_ Occasional \_\_\_\_\_

**5.1.1 Utilization of Annual Research Grant 08**

Faculty Research Rs. \_\_\_\_\_ Zero Graduate Research Rs. 15-20,000/- only \_\_\_\_\_ Both  
Activities\_15-20,000/- only

**5.2 Faculty Publications (Other than Student Thesis) 16**

Each faculty member is expected to publish at least 1-2 good papers in a reputed referred journal.

|                        |       |                              |       |
|------------------------|-------|------------------------------|-------|
| Impact Factor Journals | 55    | HEC approved Journals        | 60    |
|                        | _____ |                              | _____ |
| Other Journals         |       | All Types of Proceedings etc | 0     |
|                        | _____ |                              | _____ |

**5.3 Continuity of Faculty Research 03**

Adequate \_\_\_\_\_ Inadequate \_\_\_√\_\_\_ Does not exist \_\_\_\_\_

**5.4 Academic Collaboration (Meetings, Seminars, Journals, Research Projects) 0**

The collaboration can be quite effective if the objectives of the collaborative programs are clearly defined.

Collaborating agencies

1. \_\_\_\_\_
2. \_\_\_\_\_



3.

4.

**5.6 Budgetary Allocations for Seminars and Conferences, etc (last 3 years) 0**

Amount Allocated Rs. \_\_\_\_\_

**5.7 Funded Research Projects underway and completed during last 5 years 0**

Projects Completed \_\_\_\_\_ Projects Underway \_\_\_\_\_ Projects in pipeline \_\_\_\_\_

**5.8 Advisory Services rendered to other Organizations 02**

Organization receiving services

1. FFC

2. Pesticide companies, Biosciences,

3. Engro

4. NGOs, Agriforce, NRSP

**5.9 Dissemination and Use of Research Results 1.5**

Evidence of Publication and dissemination of completed research (e.g. booklets, brochures, leaflets, flyers, etc) \_\_\_\_\_02\_\_\_\_\_

**5.10. Organize the following during last 3 years 11**

| <u>Activity</u>      | <u>Yes</u> | <u>No</u> | <u>Number</u> |
|----------------------|------------|-----------|---------------|
| • Farmers field days | √          | —         | 3             |
| • Zari Mella Stall   | √          | —         | 3             |
| • Farmers Moot       | √          | —         | 3             |
| • Farmers Colloquia  | √          | —         | 3             |

**Criteria VI: Governance and Leadership of the Institution 44**

**6.1 Administrative Authority/Governance 08**

Clearly defined \_\_\_\_\_√\_\_\_\_\_ vaguely defined \_\_\_\_\_ Status not defined \_\_\_\_\_

**6.2 Organizational Setup 08**

Organizational Setup of financial and academic infrastructure.

Well laid out \_\_\_\_\_√\_\_\_\_\_ Overlapping\_\_\_\_\_ Weak\_\_\_\_\_

**6.3 Rules and Procedures Documented 11**

Well documented\_\_\_\_\_ Not appropriately documented\_√\_ Not documented\_\_\_\_\_

**6.4 Administrative Control 0**

Academic and administrative powers delegated to essential organs.

Powers clearly delineate\_\_\_\_\_ Not clearly delineated\_\_\_\_\_ not delineated\_√\_

Highly Centralized\_√\_ Moderately Centralized \_\_\_\_\_ Decentralized \_\_\_\_\_

**6.5 Financial Resources 06**

Financial resources available to the Department from various sources. Stability of Financial Resources:

Highly stable \_\_\_\_\_ Stable\_\_\_\_\_ Existing but unstable\_\_\_\_\_√\_

**6.6 Operational Budget 5**

Allocated current budget compared with the required budget of the Department.

Total operational budget requirement Rs.\_\_\_\_1.00 million\_\_\_\_\_

Available Operational Budget Rs.\_\_\_\_\_Zero\_\_\_\_\_

**6.7 Development/ Research Budget 02**

Budget available to department for Research development & administrative facilities for last three years.

Budget for last three years\_\_\_\_Rs.\_\_\_\_60, 000/- \_\_\_\_\_

**6.8 Placement Bureau 0**

Each Department should have placement bureau and maintain record of students' employment, assist the students in placement and interact with relevant employers.

Exists and operative\_\_\_\_\_ Exists but not operative\_\_\_\_\_ Does not exist\_\_\_\_√\_

**6.9 Alumni's Profile 0**

The Department is encouraged to develop a database of outgoing graduates to receive their feedback through establishment of a placement bureau and from alumni's associations.

Satisfied\_\_\_\_\_ Unsatisfied\_\_\_\_\_ Not available\_\_\_\_\_√\_

**6.10 Calendar of Activities 04**

Annual Calendar prepared regularly in consultation with Faculty and Support Staff

Annual calendar is available \_\_\_\_\_√\_\_\_\_\_ Not available \_\_\_\_\_ Not prepared \_\_\_\_\_

**6.11 News Bulletin/Magazine 0**

Department regular issues:

Newsletter \_\_\_\_\_ News Bulletin \_\_\_\_\_ Magazine \_\_\_\_\_

**Criteria VII: Adoption of Good Practices 26**

**7.1 Please describe at least two good practices adopted related to Curriculum Review and Development. 8**

1. For curriculum local public sector organization, Field observations, feedback from farmer community

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2. External and University consultants

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**7.2 Please indicate at least two good practices adopted pertaining to quality instructions teaching methods by the faculty. 6**

1. Use of multimedia and frequent field visits

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- 
2. Group discussion
- 
- 

**7.3 Good Practices adopted for Students – Teachers Assessment**

**6**

1. Quiz, Mid term/final exams, MCQS, Assignments
- 
- 

2. Oral exam at the end of semester, Performance in practical
- 
- 

**7.4 Good Practices adopted for Knowledge Acquisition and Skill Development in Graduate Students**

**6**

|    |   |
|----|---|
| 1. | Visit to university labs, other research organization |
| 2. | Internship  |

### Standards/Criteria for Degree Awarding Teaching Departments

| S#  | Parameter  | Criteria /Standard   |
|-----|--|--|
| 1.  | Faculty Strength   | Minimum 6 teachers per department  |
| 2.  | Visiting faculty   | 20% of teaching staff  |
| 3.  | PhD Qualified Faculty  | At-least 5 PhD   |
| 4.  | Faculty composition  | 1:1:2:2  |
| 5.  | Teacher student ratio  | 1:20   |
| 6.  | Support staff vs. Teaching staff ratio                         | 1:2  |
| 7.  | Teaching load (Credit Hrs/Week)                                | Prof-8, Associate-8, AP- & Lecturer-12   |
| 8.  | Revision/updating of curriculum                                | After Every 2-3 years  |
| 9.  | Feedback on curriculum   | Essential from all stakeholders*   |
| 10. | Objectives of curriculum                                       | Mandatory to highlight as preamble to curriculum   |
| 11. | Text books/Reference books                                     | One set of textbooks/reference books in department library   |
| 12. | Maintenance of course files by the teachers                    | Mandatory to maintain an updated and complete file of each course offered by a faculty member (evidence) |
| 13. | Meetings of Board of Faculty and Board of Studies              | Regular meetings with minutes and follow-up actions (evidence)   |
| 14. | Yield Index **   | More than 75% of intake  |
| 15. | Easy access to counseling and guidance facilities for students | Essential  |
| 16. | Students scholarships  | At-least 10% of the total students   |
| 17. | First-aid & medical facility for faculty & student             | Adequate medical facilities essential  |
| 18. | Transport facility for commuting                               | Adequate transport facilities essential  |
| 19. | Research budget for students & faculty Research                | At-least 10% of the department budget  |

|     |  |   |
|-----|--|---|
| 20. | Internship/hands on trainings/projects | Mandatory for B.Sc and M.Sc (Hons)  |
| 21. | Class rooms space                      | 12-15 sq. ft per student  |
| 22. | Minimum number of class rooms          | Two per department  |
| 23. | Normal class size                      | 40 students   |
| 24. | Class size with Multimedia             | 60 students   |
| 25. | Seminar room                           | One   |
| 26. | Reading room                           | One   |
| 27. | Committee room                         | One   |
| 28. | Department library                     | Essential. HOD maintains a small department library of text books and theses. |

\* Includes parents, alumni, peer faculty, employers and students.

\*\* Yearly percentage of graduating students with respect to admission

### **Standards/Criteria for Degree Awarding Teaching Departments**

| <b>S#</b> | <b>Parameter</b>   | <b>Criteria /Standard</b>  |
|-----------|--|--|
| 29.       | Library space for students   | 30-35 sq. ft per student   |
| 30.       | Availability of required library facilities<br>( As per Evaluation Manual) | Essential  |
| 31.       | Laboratory   | At least one functional lab with needed lab equipment for degree programs. |
| 32.       | Laboratory space   | 25-30 sq. ft per student   |
| 33.       | Purchase of Chemicals and Glassware  | Adequate budget provision essential  |
| 34.       | Repair and Maintenance of Lab Equipment                                    | Budgetary provision as per requirement                                     |
| 35.       | Laboratory Manuals/Catalogues  | Essential  |
| 36.       | Safety and Security measures in the Laboratory                             | Essential  |

|     |   |   |
|-----|---|---|
| 37. | Students Lab Manuals/Practical Notebooks                | Each student maintains lab practical notebook   |
| 38. | Qualification of Laboratory staff                       | Relevant qualification or at-least F.Sc /B.Sc   |
| 39. | Capacity building plan for technical support staff      | Essential   |
| 40. | Research Journals                                       | At least 15 current journals of the subject. Access to electronic journals be provided. Subscription to Foreign journals desirable.                             |
| 41. | Books in the main library                               | At least 100 text books/reference books from major international/national publishers  |
| 42. | Computers   | 1 for 5 students  |
| 43. | Internet service  | Access should be provided to at-least graduate students   |
| 44. | Access to online journals                               | Essential for all graduate students   |
| 45. | Minimum covered area of department                      | 100 sq. ft per student  |
| 46. | Research Publications                                   | At least 1-2 Research papers/year by each faculty member  |
| 47. | <u>Hostels</u> space for cubicles                       | <u>80-120 sq.ft</u>   |
| 48. | Dormitories   | 50-80 sq. ft  |
| 49. | <u>Completion of courses</u> (Theory)<br><br>Practical: | Unsatisfactory (< 75% coverage)<br><br>Satisfactory (> 75% coverage)<br><br>Excellent (100% coverage)<br><br>Unsatisfactory (< 75%)<br><br>Satisfactory (> 75%) |
| 50. | Eighth semester internship for B.Sc (Hons)              | Internship project report (evidence) essential  |