



National Agriculture Education Accreditation Council



MINUTES OF THE ELEVENTH MEETING OF NATIONAL AGRICULTURE EDUCATION ACCREDITATION COUNCIL

26 OCTOBER, 2015

The 11th Meeting of the National Agriculture Education Accreditation Council (NAEAC) was held on **October 26, 2015 at 10:30 A.M. in the Mural Hall of Higher Education Commission (HEC), H-9, Islamabad.** The meeting was Chaired by Dr. M. E. Tusneem, Chairman, National Agriculture Education Accreditation Council (NAEAC) and attended by 17 members including one proxy. There were three apologies and two absentees.

2. After recitation from the Holy Quran, the Chair warmly welcomed the Members to the 11th Meeting of the Council. He commended the guidance and commitment of the Council Members to improve the quality of agriculture education. The chair also acknowledged the valuable contribution and support of Dr. Riaz Hussain Qureshi in his capacity as Ex-Advisor of HEC and member of the Council. The chair was also pleased to note the good working relationship of NAEAC with Agriculture Education Institutions and other stakeholders.

3. After the introductory remarks of Chair; the Secretary- NAEAC presented item-wise agenda of the meeting for consideration of the Council members. A summary of the decisions taken in the meeting is given below:

Item #I: Confirmation of the Minutes of the Tenth Meeting of NAEAC

4. Minutes of 10th meeting of the Council were presented by the Secretary for confirmation of the Council members. In the absence of any comments, ***the minutes of tenth meeting of the Council were approved.***

Item #II: Overview of NAEAC's Operational Activities by Chairman, NAEAC

5. Chairman, NAEAC presented a brief overview of NAEAC operational activities during FY 2014-15. He noted that number of institutions offering agriculture related degree programs in Pakistan has doubled over the last 8 years increasing from 17 in 2007-08 to 34 in 2014-15. Majority of the new institutions appear to have been established without proper planning and preparation. Although most of these institutions are colleges and campuses of well-established universities, they do not meet the HEC requirements set for award of degree programs. Based on the accreditation rating of 236 degree programs as of 2014-15, two third of the degree programs offered are sub-standard as they fail to meet the essential criteria relating to faculty and

infrastructure. The Chair highlighted the issues impacting on quality of education and sought the views /suggestions of the Council Members as many of them were representing the parent Universities of these colleges/campuses. Following is a gist of the observations and views expressed by the Chair/ Members.

- i. Some of the new degree programs being introduced are neither recognized by HEC nor accredited by the NAEAC.
- ii. The new campuses do not have adequate infrastructure and well equipped Labs., nor qualified and experienced faculty.
- iii. The current trend of expansion in admission to undergraduate classes is at the cost of quality education and needs to be discouraged by HEC.
- iv. Lack of a clear policy regarding opening of new Campuses, Colleges, by the Higher Education commission has resulted in opening of such Campuses on adhoc basis and dilution of available resources.
- v. Geographic jurisdiction of the sub-campus of main Universities lacks rationale and cost effectiveness. HEC needs to address this issue on urgent basis.
- vi. Opening of Public sector new institutions are often politically motivated and invariably set up without prior approval of or NOC from HEC.
- vii. HEC must make NOC as a precondition for the opening of new Institutions and/or Sub-Campuses whether politically driven or initiated by the University concerned.
- viii. The HEC/ACs should issue Parents Alerts particularly prior to and during the admission season to alert students, parents on the accreditation status of these Institutions.
- ix. Agriculture degree programs not meeting bare minimum requirements for accreditation should not be entertained for accreditation.
- x. The meeting agreed that NAEAC should bring these issues to the attention of Chairman HEC to ask the Institutions concerned to either discontinue the unaccredited programs or improve their quality and standards to the meet the minimum accreditation rating as set out by HEC's Accreditation Councils.

Item# III: Consideration and Approval of the External Evaluation/ Ratings of Agriculture Degree Programs for 2014-15

6. During 2014-15, the Council carried out 13 on-site visits including 9 external evaluation/accreditation visits and four pre-accreditation or zero visits. A summary of the external evaluation rating of agriculture degree programs is given in annexure-I. The institutions visited included four each from Punjab and Khyber Pakhtunkhwa (KPK) and one from Balochistan. All these institutions are newly established i.e. during the last few years. Out of 26 programs evaluated, none met the minimum requirements for

accreditation. More than 90 percent degree programs were rated in Y and Z categories which are sub-standard.

Decision: *The Council approved the evaluation ratings recommended by the NAEAC and observed that HoDs concerned may be urged either to improve the quality of academic programs over a period of one year or discontinue these programs till the availability of requisite resources and quality enhancement to meet minimum standard (X2) based on the external evaluation of these programs.*

Item# IV: Annual Work Plan and Proposed Budget for FY 2015-16

7. During 2015-16, the Council in consultation with agri. education Institutions concerned has planned external evaluation/accreditation of 50 degree programs at 17 Institutions in Punjab, Sindh, KPK and Balochistan. It has also planned to organize four quality assurance/ accreditation awareness seminars, two Council meetings, and four Review Meetings on improving the quality of degree programs rated in less than X2 category. The proposed budget is based on the planned program and attached in Annex-II.

Decision: *Annual Work Plan and proposed Budget of NAEAC for 2015-16 was discussed and approved by the Council members.*

Item# V: Review Meetings with Directors and HODs regarding Implementation Status of AIC Recommendations

8. The first cycle of accreditation of the degree programs by the Council was completed in five years from 2008-09 to 2012-13. It was followed by second round of accreditation to cover the new programs and institutions to ensure continuing evaluation of the new degree programs offered and those evaluated in less than X2 category. It is also imperative for NAEAC to monitor the implementation status of the accreditation recommendations made for the improvement of the quality of the agriculture education degree programs covering teaching faculty, curriculum, infrastructures, teaching-learning resources and associated facilities listed under accreditation criteria and sub-criteria.

9. In this context, three Review Meetings were held with the Deans, Directors and HODs of the Institutions concerned at the University of Agriculture Faisalabad, University of Agriculture Peshawar and PMAS Arid Agriculture University Rawalpindi during 2014-15. It is planned to hold four such review meetings during 2015-16 with the remaining major institutions such as University of Sargodha, Sindh Agriculture University Tandojam, Bahauddin Zakriya University Multan and Gomal University D. I. Khan.

10. The meeting was apprised that the institutions with sub-standard performance will be re-visited for re-evaluation of the programs rated in category less than X3 i.e. in Y and Z. All such institutions were sensitized

about the minimum requirements for accreditation of their degree programs and were requested to make efforts to make up the deficiencies identified during evaluation, particularly in lab-equipment, text books, qualified faculty and provision of adequate IT facilities etc.

11. The Council members appreciated the initiative of NAEAC to hold Review Meetings. These meetings are needed to provide the current evaluation status of the degree programs and their accreditation ratings. They also help in identifying the substandard degree programs and constraints to, and opportunities for, quality improvement.

Decision: *The Council endorsed the proposal for holding Review Meetings during FY 2015-16 in the concerned institutions and emphasized the need to continue such reviews on regular basis.*

Item# VI: Revision of Pay Package of NAEAC Staff

12. The meeting was informed that the present pay package of NAEAC Secretariat Staff was based on the basic pay scales of HEC in 2006-07. By now, the professional staff of NAEAC has completed eight years of service and has gained valuable experience. The various HEC Accreditation Councils (ACs) have recently revised their pay scales with the approval of their Councils which are considerably higher than the current pay scales of NAEAC staff at the corresponding level of staff position such as Secretary, Admin/Finance Officer, IT-Coordinator and Office Attendant.

13. Accordingly, NAEAC after consultation with Director General, Quality Assurance Agency of HEC and other HEC Council's is proposing to adopt Government's basic pay scales (BPS) as adopted by HEC for officers and staff at corresponding levels of BPS-19, BPS-18, BPS-17 and BPS-2. Over, the last eight years, the Government of Pakistan has been revising the basic pay scales and grant of ad-hoc reliefs and other allowances from time to time. Based on current Government basic pay scales (2015), the salaries of the NAEAC Secretariat staff have been revised to Basic Pay Scales in BPS-19 (Secretary), BPS-18 (Deputy Director, Admin & Finance), BPS-17 (IT Coordinator) and BPS-2 (Dispatch Rider/Office Attendant) with effect from July 01, 2015. The revised pay packages of NAEAC Staff will be notified.

Decision: *The Council approved the revision of pay packages for NAEAC Secretariat employees based on Govt. BPS (2015) as adopted by HEC officers and staff at corresponding levels of BPS-19, BPS-18, BPS-17 and BPS- 2 retroactively with effect from July 01, 2015 as one-time adjustment and follow thereafter the rules and regulations of HEC for staff salaries, allowances and other benefits.*

Item# VII: Renewal of Service Contract of NAEAC Secretariat Staff

14. The Secretariat staff of National Agriculture Education Accreditation Council hitherto has been hired on annual contract basis since September, 2007. Period of contract of the staff expired in the 2nd week of September, 2015. As per rules of NAEAC, the Chairman is authorized to renew the service contract on the basis of satisfactory performance of the incumbents. In view of the recommendations of the 10th Council Meeting held on September 15, 2014, to renew future contracts for two years instead of one, the Chairman, NAEAC was pleased to extend the service contract of the NAEAC Staff for a period of two years each with effect from September 2015. This is for the information of the Council Members.

Decision: The Council endorsed the Chairman NAEAC decision to extend the contractual period of each contract from one year to two years in line with recommendations of the Council.

Any Other Item:

i. Provision of Official Vehicle/Car for Council

15. The Council members showed their concern about logistical problems of NAEAC. They noted that the Secretary and Staff of the Council and external experts often have to travel by buses/taxis which is time consuming and unproductive. They asked the Chairman to take up this matter with HEC management from Council's platform to provide a used car from HEC pool to the Council or allow the purchase of a new economy car for official use.

Decision: It was decided that the Council will take up the matter with HEC requesting therein for providing a used car to the Council. The maintenance and operational costs of the vehicle will be borne by the Council.

ii. Regularization Case of NAEAC Staff

16. Some of the Council members pointed out that employees working in this Council are on contract for the last 8 years. They suggested to hire their services on regular basis with the consent of HEC. The Council may take up this important issue parallel to other Councils with HEC.

Decision: It was agreed that the regularization case of the Council staff will be taken up with the HEC authorities for clarification regarding byelaws of NAEAC with respect to nature of employment of Council's employees.

Summary of Evaluation/Rating of Degree Programs, 2014-15

S. No	Institution	Degree Programs Evaluated	Recommended Evaluation Rating				
			X3	Y1	Y2	Y3	Z1
1	University of Swabi (B.Sc)	3	0	0	1	1	1
2	Bacha Khan University, Charsadda(B.Sc)	3	0	2	1	0	0
3	PMAS Arid Agriculture University, Rawalpindi (B.Sc & M.Sc)	2	0	0	0	2	0
4	University of Haripur (B.Sc)	1	0	1	0	0	0
5	Govt. College University Faisalabad Sub-Campus, Layyah (B.Sc)	1	0	0	0	1	0
6	Muhammad Nawaz Sharif University of Agriculture, Multan (B.Sc)	4	0	0	3	1	0
7	Abdul Wali Khan University, Mardan (B.Sc)	3	0	0	0	3	0
8	Bahauddin Zakariya University Bahadar Campus, Layyah (B.Sc)	3	1	1	1	0	0
9	Lasbela University of Agriculture, Water and Marine Sciences, Uthal (B.Sc)	6	0	1	4	1	0
Total (2014-15)		26	1	5	10	9	1
Percent		100	3.9	19.2	38.4	34.6	3.9

Program Evaluation Rating Score

W1:	95-100%	X1:	75-79%	Y1:	60-64%	Z1:	46-49%
W2:	88-94%	X2:	70-74%	Y2:	55-59%	Z2:	43-45%
W3:	80-87%	X3:	65-69%	Y3:	50-54%	Z3:	40-42%

Activity-wise Utilization for FY 2014-15 and Estimated Expenditure for FY 2015-16

S. No.	Activity	Actual Utilization 2014-15	Estimated Expenditure 2015-16
A. Accreditation Related Activities		(Rupees)	
i)	On-Site External Evaluation and Accreditation visits to 17 Institutions (69 degree programs), Review and Annual Meetings	Rs. 691,726 (30 degree programs)	Rs. 1,350,000 (50 degree programs)
ii)	Awareness Seminars (4)	Rs. 82,985	Rs. 100,000
iii)	National Conference on QA and Accreditation (1)	Rs. 0	Rs. 200,000
iv)	Printing of Annual Report 2014-15, Publicity & Advertisement , Parents Alert	Rs. 202,828	Rs. 250,000
v)	Computer & Office Equipment, Furniture & Fixture, Audit Expenses, Stationery, telephone bills, etc.	Rs. 509,849	Rs. 250,000
vi)	Repair and maintenance work	Rs. 37,364	Rs. 40,000
Sub-Total (A)		Rs. 9,77,539	Rs. 2,190,000
B. Staff Salaries			
i)	Staff Salaries and benefits	Rs. 2,347,028	Rs. 3,290,748
Sub-Total (B)		Rs. 2,894,241	Rs. 3,290,748
Grand Total (A+B)		Rs. 3,871,780	Rs. 5,480,748
Estimated Expenditure For FY 2015-16			

Receipts and Expenditures Statement for FY 2015-16

1. Opening balance as of July 01, 2015	=	Rs. 2,319, 408
2. Income/Receipts for FY 2015-16		
i. HEC Annual Grant	=	Rs. 4,000,000
ii. Accreditation Fee	=	Rs. 400,000
3. Estimated Expenditure for FY 2015-16	=	Rs.5,480,748

List of Participants of Eleventh Council Meeting held on October 26, 2015

1. **Dr. M.E. Tusneem**, Chairman - NAEAC
2. **Prof. Dr. Shahana Urooj**, Co-Chairperson, NAEAC
3. **Prof. Dr. Riaz Hussain Qureshi**, Ex-Advisor, HEC, Islamabad
4. **Prof. Dr. Muhammad Arshad (T.I.)**, Dean Faculty of Agri., University of Agriculture, Faisalabad
5. **Prof. Dr. Safdar Ali**, Dean Faculty of Food & Crop Sciences, PMAS AAU Rawalpindi.
6. **Prof. Dr. Saifullah**, Dean Faculty of Crop Protection, The University of Agri., Peshawar
7. **Prof. Dr. Saghir Ahmed Sheikh**, Dean Faculty Crop Production, Sindh Agri. University, Tandojam
8. **Prof. Dr. Ghulam Jilani**, Dean, Lasbela University of Agriculture, Water & Marine Sciences, Lasbela, Uthal
9. **Dr. Nadeem Amjad**, Member Natural Resource Division, PARC, Islamabad
10. **Dr. Abid Mahmood**, Director General, Ayub Agriculture Research Institute, Faisalabad
11. **Dr. Muhammad Javed Tareen**, Director General, Agriculture Research Institute, Quetta
12. **Mr. Ahmed Ali Zafar**, Additional Secretary Planning, Agriculture Dept. Govt. of Punjab, Lahore
13. **Prof. Muhammad Aslam Niazi**, Principal, Balochistan Agriculture College, Quetta
14. **Dr. Tariq Bashir**, Deputy Chief, Pakistan Council for Science and Technology, Islamabad
15. **Dr. Liaqat Ali Bhutto**, Botanist, Agriculture Research Sindh, Tandojam
16. **Mr. Iskandar Mehmood Khan**, Director, Premier Sugar Mills Ltd, Islamabad

Proxies:

1. Dr. Naveed Akhtar, Director General, Agriculture Research Institute, Tarnab, Peshawar

Apologies:

1. Mr. Ahmad Said, Chief Planning Officer, Agriculture, Livestock & Cooperative Dept. of KPK Secretariat, Peshawar
2. Dr. Nihal ud din Marri, Directorate General of Agriculture Research, Tandojam
3. Mr. Waseem Amjad Mahmood, Secretary, Pak. Fruit Processors Association, Lahore

Absentees:

1. Mr. Sheikh Muhammad Akmal, Director M/s Acro Spinning & Weaving Mills Ltd, Lahore
2. Mr. Karim Aziz Malik, Chief Executive, M/s Barkat Rice Mills

NAEAC Secretariat Staff:

1. Mr. Naseer Alam Khan, Secretary – NAEAC
2. Mr. Raja Mehtab Yasin, Admin & Finance Officer
3. Mr. Abdullah, Program Assistant/IT Coordinator