



National Agriculture Education Accreditation Council

MINUTES OF THE TENTH MEETING OF NATIONAL AGRICULTURE EDUCATION ACCREDITATION COUNCIL

15 SEPTEMBER, 2014

The 10th Meeting of the National Agriculture Education Accreditation Council (NAEAC) was held on **September 15, 2014 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 16 members including three proxies. There were four apologies and one absentee (Annex-II).

2. After recitation from the Holy Quran, the Chair welcomed the Members attending the 10th Meeting of the Council. The Chairperson noted that out of the four Accreditation Councils (ACs) established by HEC; NAEAC was the first to achieve its targets of 170 degree programs in the first round of accreditation from 2008/09 to 2012/13. This achievement was possible with the excellent support from HEC, Vice Chancellors, Deans and Directors of Agri. Education Institutions. In particular, he thanked Prof. Dr. Riaz H. Qureshi, Advisor (Retd), HEC for his guidance and support. He also thanked all the Heads of Quality Assurance Cells of Education Institutions who extended their full support. Continuing, the Chair commended the guidance of the Council member and the hard work of NAEAC Secretariat Staff, as well as commitment of program evaluators.

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 #1: Confirmation of the Minutes of the Ninth Meeting of NAEAC

4. The Council members were informed that the draft minutes of 9th meeting were circulated to all members for their comments and views before finalization. In the absence of any comments, the same were approved by the Chairman and circulated to all Council members for their information and record. These minutes are now placed for confirmation of the Council members. In the absence of any comments, ***the minutes of ninth meeting of the Council were approved.***

Item#2: Overview of NAEAC's Operational Activities by Chairman, NAEAC

5. Chairman, NAEAC presented an overview of the major activities and achievements of the Council as well as the institution-wise accreditation activities carried out during 2013-14 and over the

last five years. He solicited the views of the members on the evaluation rating and sought their guidance on the cut-off point of ratings for accreditation of the degree programs keeping in view of the fulfillment of major/minor criteria. He also informed the Council Members that NAEAC Secretariat has already sensitized the HODs and the Deans of the Institutions on the importance of external evaluation and accreditation of the degree programs. As a result, the accreditation has now become demand driven instead of supply driven as was the case few years ago. The Chair informed that trend of budget utilization has been more than 90%. The saving from the preceding years enabled the Council to carryout accreditation activities despite delays in the release of HEC Grant during the first quarter of new fiscal year.

6. The Members shared Chair's concern on the ratings of degree programs particularly those in the Y and Z categories of accreditation. It was noted that out of total of 205 evaluated degree programs (BSc and MSc); four were rated in W category; 122 in X category; 75 in Y category and 4 in Z category. This implies that more than 40% programs including those in X3 fell below the minimum rating i.e. X2 desirable for accreditation. The meeting agreed with the Chair and urged that those institutions with X3, Y and Z rating may be asked to upgrade their quality on priority basis, lest those programs should be dropped from the curricula. The members also proposed that concerned Institutions may be intimated that the accreditation of the degree programs shall be subject to the proposed improvements within a period of 1 to 2 years. Summary of the accreditation results is attached (Annex-I).

7. Referring to the degree programs falling in category Y, the Chair informed that some of these programs do not meet even the major criteria, which are essential for accreditation. Council members were of the view that such programs may be accorded Interim Accreditation for a period of 1-2 years with the condition to fulfill the accreditation requirements during the given time frame. It was agreed that HEC may be asked to write to newly established institutions to meet the prerequisites before initiating new degree programs. The degree programs evaluated /accredited in X category also be encouraged to move upward in W category. Degree programs placed in category Y and Z should either improve or be closed. Dr. Qureshi proposed that the Council may also bring Director General (Attestation and Accreditation), HEC in picture and brief him on accreditation activities and on-site visits. Dr. Muhammad Arshad emphasized that departments of Research and Extension may provide feedback to the academia for up-gradation of curriculum for improvement of knowledge and skills of the graduates as per their requirements.

8. The Chair and Dr. Riaz H. Qureshi noted that external evaluation should be made more analytical and quantitative and Score Sheet used for evaluation ratings. Dr. Muhammad Arshad indicated that one of the major constraints to quality improvement is the intake policy of the Institutions of higher learning. Each year, the intake is being increased by 10-20% without taking into

consideration the capacity and resources of the Institution. This leads to the decline in the quality of teaching-learning given the constraint of resources and physical facilities. He noted that some of the newly established Institutions don't have even the basic facilities of water, electricity and class rooms, etc. The establishment of new - - generally politically motivated - - education institutions needs to be discouraged by HEC. The Council members agreed that adequate and quality faculty should be pre-requisite to initiate programs so as to meet the minimum requirements prescribed by HEC. Also there must be a limit to the admission seats as per capacity of the institution and faculty : student ratio required.

Item# III: Proposed Annual Work Program and Budget for 2014-15

9. During 2014-15, external evaluation and accreditation of more than 35 degree programs of various disciplines of Agriculture at 13 Education Institutions is planned in the Punjab, Sindh, Khyber Pakhtunkhwa and Balochistan Provinces. Accreditation Inspection Committees (AICs) will be constituted for the concerned disciplines from experts on the roster of program Evaluators of NAEAC. In addition to the accreditation activities, the Council has also planned to organize five quality assurance and accreditation awareness seminars, two Council Meetings; one National Conference of Deans and Directors of agriculture education institutions, and a training workshop for program evaluators.

10. The proposed Budget for FY 2014-15 is Rs.4.617 million as against last year's budget allocation of Rs.4.502 million. Budgetary resources primarily include HEC Grant and Accreditation Fees. The HEC grant is non-lapsable and provides facility to carry forward the savings to the next financial year. It is noteworthy that during Financial Year 2013-14, more than one million rupees were received from accreditation fees.

Decision: Annual Work Plan and proposed Budget of NAEAC for 2014-15 was discussed and approved by the Council members.

Item# IV: Consideration/Approval of the Accreditation Recommendations/ Ratings of Agriculture Degree Programs for 2013-14

11. During FY 2013-14, the NAEAC Secretariat organized on-site visits to 13 agriculture education institutions for the external evaluation and accreditation of 35 degree programs BSc (Hons) and MSc (Hons) including Punjab, KPK and Sindh. Majority of these degree programs were newly initiated in recently established institutions. Out of 35 degree programs, 10 degree programs were evaluated and rated in X category; 21 in Y category and 4 in Z category. None of the programs was rated in W category of HEC.

The accreditation process followed the standards, evaluation criteria, and procedures approved by the HEC. In accordance with the NAEAC's accreditation framework, the AIC comprising three members including two external experts and Secretary NAEAC were constituted for accreditation.

Decision: *The Council approved the evaluation ratings recommended by the Accreditation Inspection Committees (AICs).*

Item# V: Proposed Conference/Meeting of Deans, Directors and HODs on Implementation Status of Recommendations

12. The Chairman shared the proposal to organize a Conference of Deans, Directors/HODs and Heads of Quality Assurance and Accreditation Cells. He informed that the Vice Chancellor of UAF has generously offered to host the Conference at UAF. The main objectives of the Conference include:

- i. Review of current status of Accreditation Ratings vis a vis the minimum acceptable standards.
- ii. Implementation status of Accreditation Recommendations at the department and institution level in all the degree awarding Agriculture Education Institutions.
- iii. Assess constraints for improvement of the quality and standard of teaching-learning vis-à-vis resources and physical facilities.
- iv. To determine the extent of adoption of best practices and their impact on the quality of teaching-learning methods and accreditation ratings.

13. The Council members appreciated the idea of organizing the proposed Conference. It was viewed that such professional moots provide an excellent opportunity for professional interaction, information sharing and problem solving. The Conference on quality assurance and accreditation would be hopefully produce useful and tangible results for the improvement of quality of higher education in agriculture. It was agreed to plan the Conference in February, 2015.

Decision: *The proposal for organizing Conference in February, 2015 was appreciated and endorsed by the members.*

Item#6: Renewal of Annual Service Contract of NAEAC Staff

14. The Secretariat Staff of National Agriculture Education Accreditation Council has been hired on yearly contract basis as per policy of HEC/NAEAC. As per clause-5 of the Standard Operating Procedures (SOPs) for Accreditation Councils of HEC. The Chairman – NAEAC is authorized to renew the contract on the basis of satisfactory performance of the incumbent. The Chairman is pleased to renew annual service contract of the NAEAC Staff for one year with effect from -- September, 2014. This is for the information of the Council Members. The Council advised that the contracts may be extended for two years.

Decision: *The Council noted and suggested that renew of service contract of NAEAC Staff be made for a period of two year, if necessary.*

Item#7: Annual Salary Increase of NAEAC Staff

15. Reference was made to the Regulation wing of Finance Division of Government of Pakistan Office Memorandum F. No.1(4)Imp/2014-663, dated 7th July, 2014 regarding the Grant of Adhoc Relief Allowance-2014 @10% to the Civil Employees of The Federal Government including contingent paid staff and contract employees. This decision had already been implemented by the Higher Education Commission. In view of the above, the Council recommended that NAEAC Secretariat employees may also be granted 10% raise in the salary with effect from July 01, 2014.

Decision: The Council approved 10% adhoc-relief increase in the salary of NAEAC employees with effect from July 01, 2014.

Any other item:

i. Quality of AIC Reports

16. The Chairman shared his concern with the Council on the quality of AIC reports. He noted that these reports are generally descriptive, lack analysis and specific recommendations for improvement. They need extensive editing and reflect poorly on the evaluators. The Council agreed that these reports need to be more specific, quantitative, and analytical with specific recommendations for quality improvement.

Decision: Secretary, NAEAC is advised to arrange an orientation session with each AIC before proceeding for AIC visit. He should elaborate the SWOT analysis as well as on contents and format of AIC reports. The proposed workshop for program evaluators should also focus on these aspects.

ii. Grant of National Awards in the Area of Agriculture

17. Prof. Dr. Riaz H. Qureshi expressed his concern to the grant of awards of agriculture discipline to the persons with qualification in Botany or Biotechnology, etc. He asserted that for the award in agriculture discipline, only agriculture graduates may be considered. He urged that it is time now to consider on impact instead of the impact factor. The evaluation committee may take into consideration the contribution/invention of an individual in terms of its impact on the economy/society with focus on benefit and welfare of the community/people.

Decision: Secretary, NAEAC will draft a letter on this matter and submit to Dr. Riaz H. Qureshi for review. The same will be forwarded to Pakistan Academy of Sciences, Pakistan Council for Science and Technology, and Higher Education Commission, Islamabad.

18. The meeting adjourned with a vote of thanks to the Chair and of the Chair to the Council Members.

Summary of Evaluation/Rating of Degree Programs, 2013-14

Sr #	Institution	Degree Programs	W	X	Y	Z
			80-100%	65-79%	50-64%	40-49%
1	University of Management & Technology, Lahore	1	0	0	1	0
2	GC University Faisalabad	2	0	2	0	0
3	Pakistan Forest Institute, Peshawar	2	0	2	0	0
4	University of Agriculture, Faisalabad (IBMS)	2	0	0	2	0
5	Institute of Agricultural Sciences, LHR	4	0	2	2	0
6	UCA & Environmental Sciences, Islamia Uni. BWPR	2	0	1	1	0
7	BZ University Layyah-Sub Campus	2	0	0	1	1
8	University of Haripur	6	0	0	5	1
9	Z. A. Bhutto Agriculture College, Dokri	4	0	0	2	2
10	University of Swabi	4	0	2	2	0
11	AMK UAP Campus, Mardan	3	0	0	3	0
12	UCA, University of Sargodha	3	0	1	2	0
	Total (2013-14)	35	0	10	21	4
	Total: All Institutions (2008-2014)	205	4	122	75	4
		Percent	2	60	36	2

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%

List of Participants of Tenth Council Meeting held on September 16, 2014

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)**, University of Agriculture, Faisalabad
5. **Prof. Dr. Safdar Ali**, Dean Faculty of Food & Crop Sciences, PMAS AAU Rawalpindi.
6. **Prof. Dr. Mian Inayatullah**, Dean Faculty of Crop Protection, The University of Agri., Peshawar
7. **Prof. Dr. Ghulam Jilani**, Dean, Lasbella University of Agriculture, Water & Marine Sciences, Lasbella, Uthal
8. **Dr. Abid Mahmood**, Director General, Ayub Agriculture Research Institute, Faisalabad
9. **Dr. Abdul Samad**, Director General, ARI, Tarnab, Peshawar
10. **Prof. Muhammad Aslam Niazi**, Principal, Balochistan Agriculture College, Quetta
11. **Mr. Waseem Amjad Mahmood**, Secretary Pakistan Fruit Processors Association, Lahore
12. **Mr. Karim Aziz Malik**, Chief Executive, M/s Barkat Rice Mills Ltd, Islamabad
13. **Dr. Tariq Bashir**, Deputy Chief, Pakistan Council for Science & Technology, Islamabad.

Proxies:

1. Prof. Dr. Muhammad Ibrahim Keerio, Professor, Sindh Agriculture University, Tandojam
2. Dr. Shahid Rafique, Member Incharge (ASD), PARC, Islamabad
3. Mr. Naeem Khalid, Deputy Secretary, Agriculture Department, Govt. of Punjab, Lahore

Apologies:

1. Dr. Nihal ud din Marri, Agronomist, Directorate Gen. of Agriculture Research, Tandojam
2. Dr. Muhammad Javed Tareen, DG, Agriculture Research Institute, Quetta
3. Mr. Ahmad Said, Chief Planning Officer, Agriculture Dept., Govt. of KPK, Peshawar
4. Mr. Sheikh Muhammad Akmal, Director M/s Acro Spinning & Weaving Mills Ltd, Lahore

Absentees:

1. Mr. Iskander Mehmood Khan, Director, Premier Sugar Mills Ltd, Islamabad

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.