

Shaheed Benazir Bhutto University, Sheringal

Quality Enhancement Cell



ASSESSMENT TEAM REPORT

Program: BS Environmental Science
Department of Environmental Science

The Assessment Team comprised of the following members visited the Department of Environmental Science on
October **08, 2013** in order to assess its BS Environmental Science Program:

Assessment Team Members:

| S.No | Name | Designation |
|-------------|-------------------|---------------------------|
| 1 | Dr. Muhammad Ali | Director Academic |
| 2 | Miss. Riffat Aziz | HoD Environmental Science |
| 3 | Mr. Juma Muhammad | Lecturer |
| 4 | Mr. Fazli Aziz | Lecturer |

| FACTOR | SCORE | | | | | Remarks |
|--|--------------|---|---|---|---|---------|
| CRITERION 1- PROGRAM MISSION, OBJECTIVES AND OUTCOMES | Weight =0.05 | | | | | |
| 1. Does the Program have documented measurable objectives that support faculty/college and institution mission statements? | 1 | 2 | 3 | 4 | 5 | |
| 2. Does the Program have documented outcomes for graduating students? | 1 | 2 | 3 | 4 | 5 | |
| 3. Do these outcomes support the program objectives? | 1 | 2 | 3 | 4 | 5 | |
| 4. Are the graduating students capable of performing these outcomes? | 1 | 2 | 3 | 4 | 5 | |
| 5. Does the department assess its overall performance periodically using quantifiable measures? | 1 | 2 | 3 | 4 | 5 | |
| 6. Is the result of the Program Assessment Documented? | 1 | 2 | 3 | 4 | 5 | |
| Score 1 (S1) = [TV / (No. of Questions *5)]* weight = [24/(6 * 5)] * 100 * 0.05 =24/(6*5)*100*0.05 =24/30*5 =4 | | | | | | |
| CRITERION – 2 CURRICULUM DESIGN & ORGANIZATION | Weight =0.20 | | | | | Remarks |
| 1. Is the curriculum consistent? | 1 | 2 | 3 | 4 | 5 | |
| 2. Does the curriculum support the program’s Documented objectives? | 1 | 2 | 3 | 4 | 5 | |
| 3. Are the theoretical background, problem analysis and solution design stressed within the program’s core material? | 1 | 2 | 3 | 4 | 5 | |
| 4. Does the curriculum satisfy the core requirements laid down by respective accreditation bodies? (Refer to the Appendix – A of the self Assessment Manual) | 1 | 2 | 3 | 4 | 5 | |
| 5. Does the curriculum satisfy the major requirements laid down by HEC and respective councils / accreditation bodies? (Refer to annexure A of the self Assessment Manual) | 1 | 2 | 3 | 4 | 5 | |
| 6. Does the curriculum satisfy the general education, arts and professional and other discipline requirements as laid down by the respective accreditation body / council? | 1 | 2 | 3 | 4 | 5 | |
| 7. Is the information technology component integrated throughout the program? | 1 | 2 | 3 | 4 | 5 | |
| 8. Are oral and written skills of the students developed and applied in program? | 1 | 2 | 3 | 4 | 5 | |
| SCORE (S2)= [TV / (No. of Question * 5)] * 100 * Weight = [33(8 * 5)] * 100 * 0.20 = 33/40 *20 = 16 | | | | | | |

| CRITERION 3- LABORATORIES AND COMPUTING FACILITIES | | Weight = 0.10 | | | | | Remarks |
|---|---|----------------------|---|---|---|--|----------------|
| 1. Are laboratory manuals / documentation / instructions etc. for experiments available and readily accessible to faculty and students? | 1 | 2 | 3 | 4 | 5 | | |
| 2. Are there adequate number of Support personnel for instruction and maintaining the laboratories? | 1 | 2 | 3 | 4 | 5 | | |
| 3. Are the University's infrastructure and facilities adequate to support the program's objectives? | 1 | 2 | 3 | 4 | 5 | | |
| Score 3 (S3) = [TV / (No. of Questions *5)]* weight = [6/(3 * 5)] * 100 * 0.10 = 6/15 *10 = 4 | | | | | | | |
| CRITERION 4 – STUDENT SUPPORT AND ADVISING | | Weight = 0.10 | | | | | Remarks |
| 1. Are the courses being offered in sufficient frequency and number for the students of complete the program in timely manner? | 1 | 2 | 3 | 4 | 5 | | |
| 2. Are the courses in the major area structured to optimize interaction between the students, faculty and teaching assistants? | 1 | 2 | 3 | 4 | 5 | | |
| 3. Does the University Provides academic advising on course decisions and career choices for the students? | 1 | 2 | 3 | 4 | 5 | | |
| Score 4 (S4) = [TV / (No. of Questions *5)]* weight = [10/(3 * 5)] * 100 * 0.10 = 10/15 *10 = 7 | | | | | | | |
| CRITERION 5 – PROCESS CONTROL | | Weight =0. 15 | | | | | Remarks |
| 1. Is the process to enroll students to a program based on quantitative and qualitative criteria? | 1 | 2 | 3 | 4 | 5 | | |
| 2. Is the process above clearly documented and periodically evaluated to ensure that it is meeting its objectives? | 1 | 2 | 3 | 4 | 5 | | |
| 3. Is the process to register students in the program and monitoring their progress documented? | 1 | 2 | 3 | 4 | 5 | | |
| 4. Is the process above periodically evaluated to ensure that it is meeting its objectives? | 1 | 2 | 3 | 4 | 5 | | |
| 5. Is the process to recruit and retain faculty in place and documented? | 1 | 2 | 3 | 4 | 5 | | |
| 6. Are the processes for faculty evaluation & promotion consistent with the institution Mission? | 1 | 2 | 3 | 4 | 5 | | |
| 7. Are the processes in 5 and 6 above periodically evaluated to ensure that they are meeting their objectives? | 1 | 2 | 3 | 4 | 5 | | |
| 8. Do the processes and procedures ensure that teaching and delivery of course material emphasizes active learning and that course learning outcomes are met? | 1 | 2 | 3 | 4 | 5 | | |
| 9. Is the process in 8 above periodically evaluated to ensure that it is meeting its objectives? | 1 | 2 | 3 | 4 | 5 | | |
| 10. Is the process to ensure that graduates have completed the requirements of the program based on standards and documented procedures? | 1 | 2 | 3 | 4 | 5 | | |
| 11. Is the process in 10 above periodically evaluated to ensure that it is meeting objectives? | 1 | 2 | 3 | 4 | 5 | | |
| Score 5 (S5) = [TV / (No. of Questions *5)]* weight = [38/(11 * 5)] * 100 * 0.15 = 38/55 *15 = 10.36 | | | | | | | |

| CRITERION 6 – FACULTY | | Weight = 0.20 | | | | | Remarks |
|--|---|----------------------|---|---|---|--|----------------|
| 1. Are there enough full time faculty members to provide adequate coverage of the program areas / courses with continuity and stability? | 1 | 2 | 3 | 4 | 5 | | |
| 2. Are the qualifications and interest of the faculty members sufficient to teach all the courses, plan modify and update courses and curricula? | 1 | 2 | 3 | 4 | 5 | | |
| 3. Do the faculty members possess a level of competence that would be obtained through graduate work in the discipline? | 1 | 2 | 3 | 4 | 5 | | |
| 4. Do the majority of faculty members hold a PhD degree in their discipline? | 1 | 2 | 3 | 4 | 5 | | |
| 5. Do faculty members dedicate sufficient time to research to remain current in their disciplines? | 1 | 2 | 3 | 4 | 5 | | |
| 6. Are there mechanisms in place for faculty development? | 1 | 2 | 3 | 4 | 5 | | |
| 7. Are faculty members motivated and satisfied so as to excel in their profession? | 1 | 2 | 3 | 4 | 5 | | |
| Score 6 (S6) = [TV / (No. of Questions * 5)]* weight = [24/(7 * 5)] * 100 * 0.20 = 24/35 *20 = 14 | | | | | | | |
| CRITERION 7 – INSTITUTIONAL FACILITIES | | Weight =0. 10 | | | | | Remarks |
| 1. Does the institution have infrastructure to support new trends such as e- learning? | 1 | 2 | 3 | 4 | 5 | | |
| 2. Does the library contain technical collection relevant to the program and it is adequately staffed? | 1 | 2 | 3 | 4 | 5 | | |
| 3. Are the teaching rooms and offices adequately equipped and capable of helping Faculty carry out their responsibilities? | 1 | 2 | 3 | 4 | 5 | | |
| Score 7 (S7) = [TV / (No. of Questions *5)]*weight = [9/(3 * 5)] * 100 * 0.10 = 9/15 *10 = 6 | | | | | | | |
| CRITERION 8 – INSTITUTIONAL SUPPORT | | Weight = 0.10 | | | | | Remarks |
| 1. Is there sufficient support and finances to attract and retain high quality faculty? | 1 | 2 | 3 | 4 | 5 | | |
| 2. Are there an adequate number of high quality graduate students, teaching assistants and PhD Students? | 1 | 2 | 3 | 4 | 5 | | |
| Score 8 (S8) = [TV / (No. of Questions *5)]* weight = [5/(3 * 5)] * 100 * 0.10 = 5/15 *10 = 3 | | | | | | | |

| | S1 | S2 | S3 | S4 | S5 | S6 | S7 | S8 |
|---|--------------|----|------|-------|-------|-------|-----|-----|
| | 5 | 20 | 10 | 10 | 15 | 20 | 10 | 10 |
| Score on each Criterion | 4 | 16 | 4 | 7 | 10.36 | 14 | 6 | 3 |
| Percentage of Scores on each Criterion | 6.2 | 25 | 6.25 | 10.93 | 16.18 | 21.87 | 9.3 | 4.6 |
| Overall Assessment Score | 64.36 | | | | | | | |

Exit Meeting:

1. Dr. Muhammad Ali
2. Dr. Muhammad Kamal Khan
3. Miss. Riffat Aziz
4. Mr. Juma Muhammad
5. Mr. Fazli Aziz
6. Mr. Ibrar Hussain
