



HIGHER EDUCATION COMMISSION

Quality Assurance Agency (QAA)

H-9, ISLAMABAD, PAKISTAN, Website: <http://www.hec.gov.pk>

UPR should be prepared on the basis of IPE manual and Expectation Outcome Indicators (EOIs) shared via email. For your convenience, the "IPE Manual" has also been placed on our website, which is available at:

<https://hec.gov.pk/english/services/universities/QAA/Documents/IPES%20Manual%20for%20Universities%2011%20standards.pdf> (Document + web link will also be shared via email).

We appreciate your cooperation for the collective cause of improving quality and governance of HEIs. Looking forward to hearing from you on priority.

With profound regards,

Nasir Shah

Director General (QAA/QAD)

The Vice-Chancellor,
Hazara University Dodhial,
Mansehra

Director DQE

F n.a.p .

CC.

- ES to the Chairman, HEC, Islamabad.
- ES to the Executive Director, HEC, Islamabad
- Director QEC, Hazara University Dodhial Mansehra
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- Office Copy

5.9.22

Institutional Performance Evaluation IPE



University Portfolio Report (2021-2022)

**Directorate of Quality Enhancement
Hazara University Mansehra**

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1.	Standard 1	Document 1	Prospectus 2003
2.	Standard 1	Document 2	Prospectus 2017
3.	Standard 2	Document 3	Academic Calendar last 3 years
4.	Standard 2	Document 4	Minutes of F & PC Meetings
5.	Standard 2	Document 5	Copies of Agenda Items of last Two Syndicates Meeting for Strategic and Financial Plan
6.	Standard 2	Document 6	Copies of Annual Budget Reports
7.	Standard 3	Document 7	KP Universities Act 2012 (Amended 2016)
8.	Standard 3	Document 8	Hazara University Act 1997
9.	Standard 3	Document 9	List of Statutory Bodies along with Members names

10.	Standard 3	Document 10	Statutory Bodies Minutes, Agendas and Meeting Notifications
11.	Standard 3	Document 11	Rules of Business of Senate, Syndicate and Academic Council
12.	Standard 5	Document 12	HU Statutes - 2016
13.	Standard 5	Document 13	Job Advertisements of last 03 years
14.	Standard 6	Document 14	Credit Transfer Policy and related Record
15.	Standard 10	Document 15	Executive Summaries of Programs

SECTION 1

GENERAL



VISION

Hazara University intends to be a standard university providing affordable quality educational opportunities for students to develop scientific, socio-culture, economic and political leadership, through learner-centered teaching and research, while strengthening their identity at Regional, National and International level.





MISSION

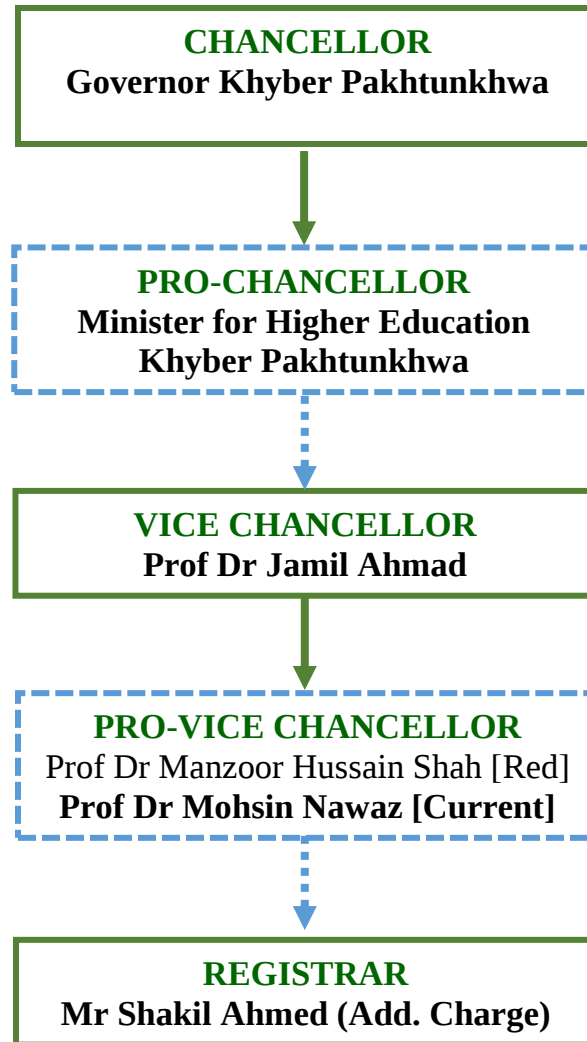
The mission of Hazara University is to impart knowledge in the fields of emerging and social sciences as well as liberal arts inculcating the universal values of truth, beauty and goodness among the younger generations, on the one hand, and to provide a befitting research base for contributing original research to the world research pool for the service of mankind, on the other.

It further aims at imbuing the students with higher and nobler ideals of Islam and socializing them into well-rounded persons ever ready to serve their own nation, the Ummah and humanity at large.

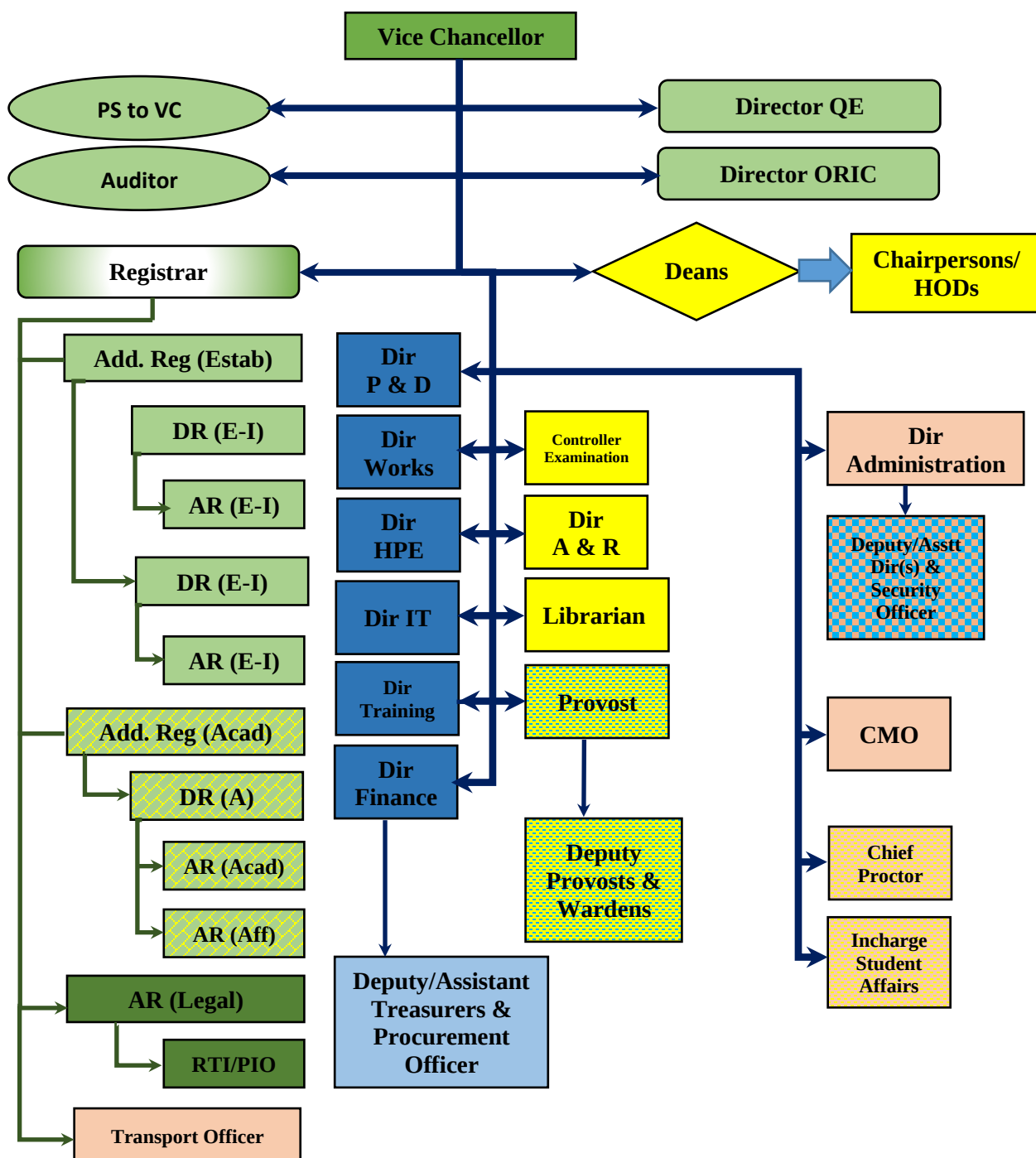
The Emblem of the University has the motto derived from the Holy Quran, an injunction from Almighty Allah meaning “Get Knowledge”. The Emblem has snow-covered mountains of Kaghan in the backdrop and the Siran River in the foreground, having Deodar trees on its bank. Deodar tree has the symbolic significance of slow, steady and sure growth spreading over centuries. The mission of the University, therefore, is to impart education systematically, gradually but surely spreading over centuries. The objective of the University, therefore, is to impart universal education systematically and gradually but surely to the coming generations of students for over indefinitely remote and distant future with Godspeed. “The emblem of the University was approved in its present design by its faculty, ‘*Ullema*’ and the Syndicate in 2003.

2. HIGHER MANAGEMENT & AUTHORITIES

2.1 HIGHER MANAGEMENT



2.2 ORGANOGRAM



3. AUTHORITIES

3.1 COMPOSITION OF SENATE

1	The Chancellor	<i>Chairperson</i>
2	Pro-Chancellor	<i>Member</i>
3	The Vice Chancellor	<i>Member</i>
4	One member of the Provincial Assembly of the Khyber Pakhtunkhwa to be nominated by the Speaker of the said Assembly;	<i>Member</i>
5	A retired judge to be nominated by Chief Justice of Peshawar High Court;]	<i>Member</i>
-	Secretary of the relevant Administrative Department of Government or his nominee not below the rank of an Additional Secretary;	<i>Member</i>
6	The Secretary to Government, Higher Education Department, or his nominee not below the rank of an Additional Secretary;	<i>Member</i>
7	The Secretary to Government, Finance Department, or his nominee not below the rank of an Additional Secretary;	<i>Member</i>
8	The Secretary to Government, Establishment Department, or his nominee not below the rank of an Additional Secretary;	<i>Member</i>
9	The Chairman, Higher Education Commission or his nominee not below the rank of Director General;	<i>Member</i>
10	[one] eminent or distinguished graduates of the University who are not its employees to be nominated by the Chancellor;	<i>Member</i>
11-12	[two] persons from the academic community of the Province of the Khyber Pakhtunkhwa or the country, other than an employee of the University, at the level of professor or Principal, to be appointed by the Chancellor;	<i>Member</i>
13-16	Four University Teachers, including one Professor, one Associate Professor, one Assistant Professor and one Lecturer to be elected by teachers of their respective cadres from amongst themselves;	<i>Member</i>
17-20	Four persons from society at large being persons of distinction in the fields of administration, management, education, academics, law, accountancy, medicine, fine arts, architecture, industry, agriculture, science, technology and engineering with a view to create diversity and balance across the various fields, to be nominated by the Chancellor	<i>Member</i>
21	One University Administrative Officer to be elected from amongst all the Administrative Officers in the prescribed manner.	<i>Member</i>

3.2 COMPOSITION OF SYNDICATE

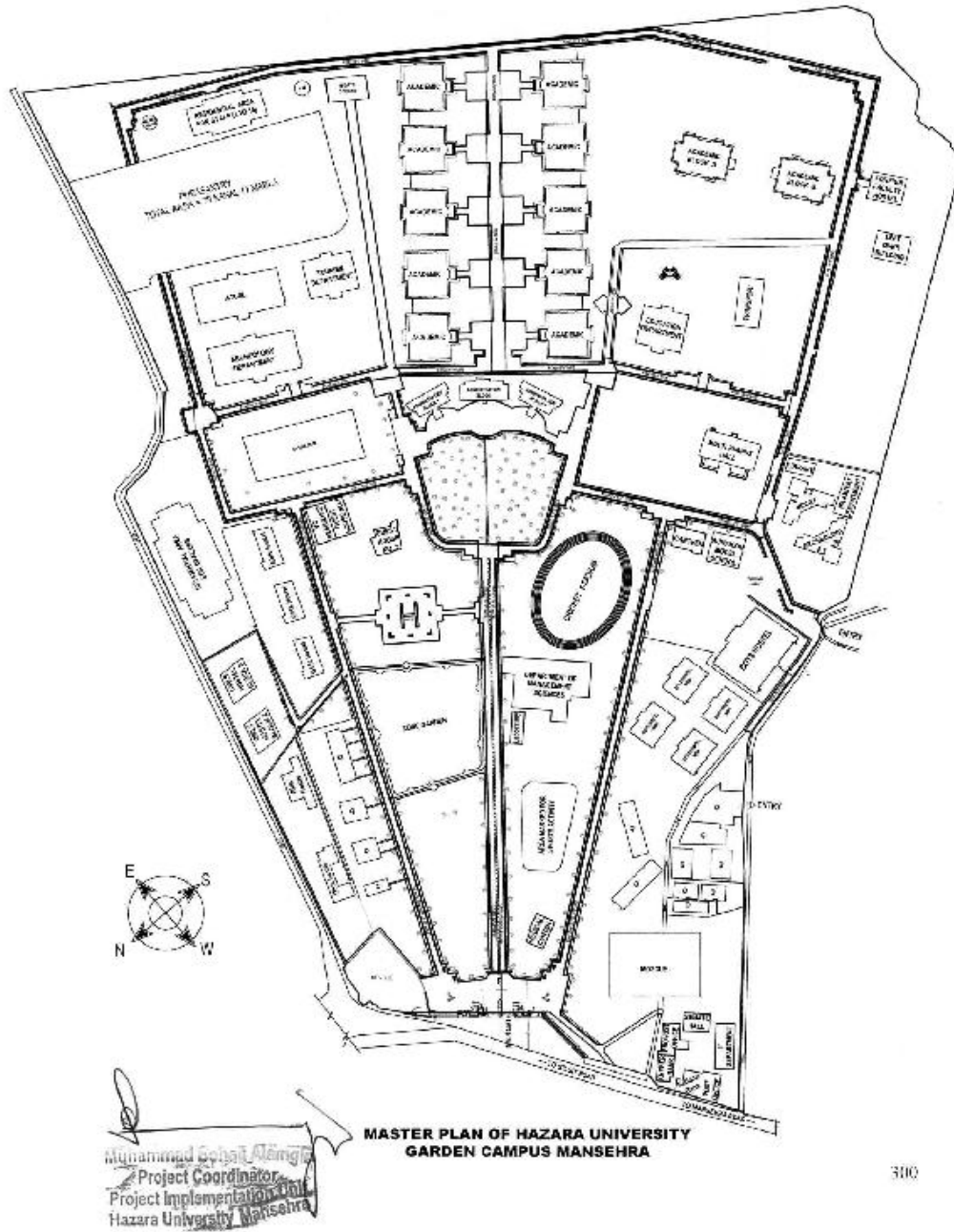
1	Vice-Chancellor	<i>Chairperson</i>
2	Retired judge <i>to be nominated by Chief Justice of Peshawar High Court</i>	<i>Member</i>
3-6	All the Deans of the Faculties	<i>Member</i>
-	Secretary of the relevant administrative Department or his nominee not below the rank of an Additional Secretary	<i>Member</i>
7	The Secretary to Government, Higher Education Department, or his nominee not below the rank of a Deputy Secretary	<i>Member</i>
8	The Secretary to Government, Establishment Department, or his nominee not below the rank of Additional Secretary	<i>Member</i>
9	The Secretary to Government, Finance Department, or his nominee not below the rank of Additional Secretary	<i>Member</i>
10-11	Two Principals (preferably one male and one female) of affiliated colleges to be nominated by the Academic Council	<i>Member</i>
12-15	One Professor, one Associate Professor, one Assistant Professor and one Lecturer of the University to be elected by teachers of their respective cadres in the manner as may be prescribed by Statutes	<i>Member</i>
16	One Principal or Chairman or Director of the Teaching Department or Institute or Centre to be elected from amongst themselves in accordance with the prescribed Statutes	<i>Member</i>
17	One administrative officer to be elected from amongst themselves in a manner as may be prescribed by Statutes	<i>Member</i>
18	Treasurer	<i>Member</i>
19	One nominee of the Commission not below the rank of an advisor or member	<i>Member</i>
20	One person of eminence to be nominated by the Chancellor	<i>Member</i>
21	Registrar	<i>Member/ Secretary</i>

3.3 COMPOSITION OF ACADEMIC COUNCIL

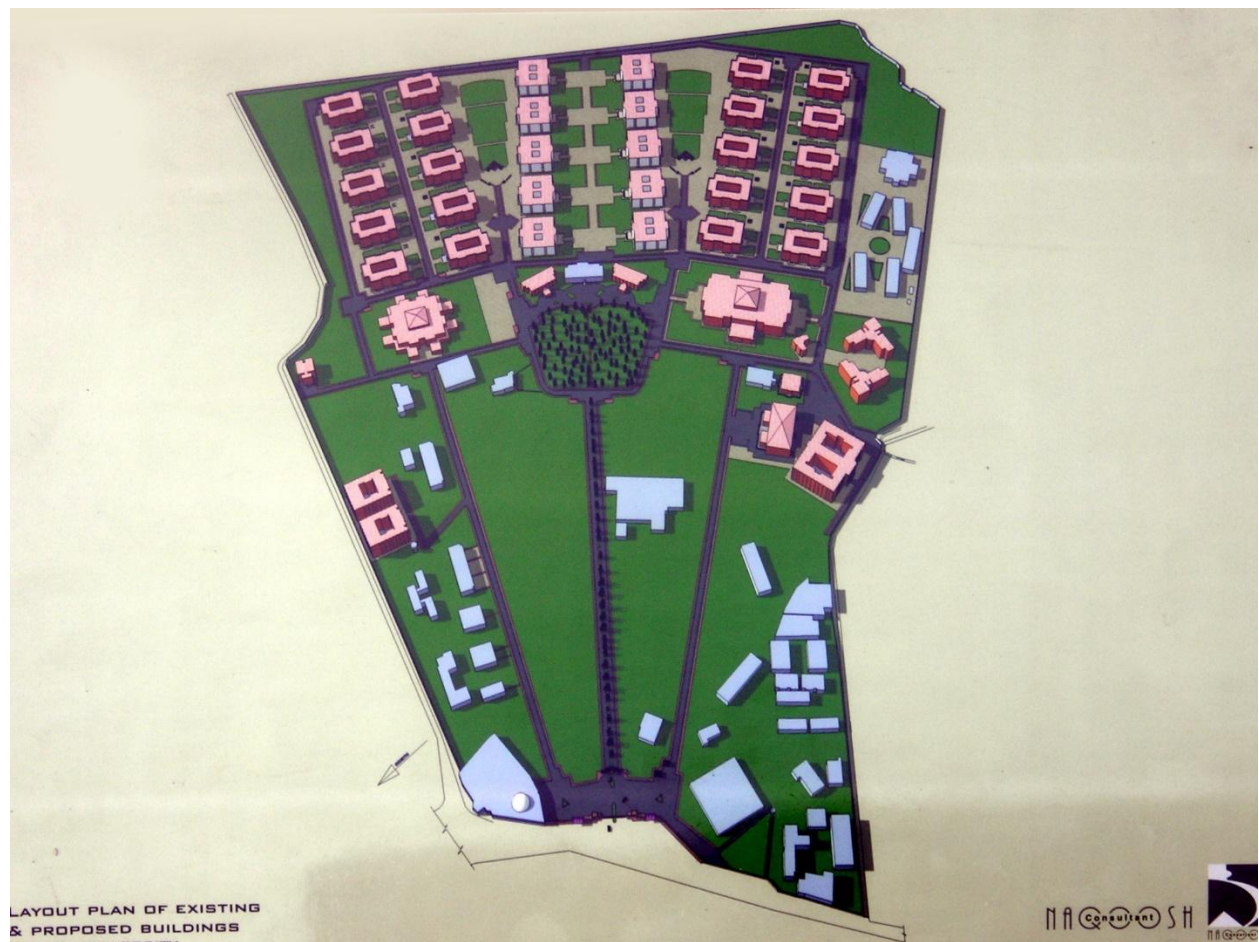
Vice-Chancellor	<i>Chairperson</i>
The Chairpersons of Teaching Departments or Directors of Academic institutes/units;	<i>Member</i>
All the Deans of the Faculties	<i>Member</i>
All Professors including Emeritus and Meritorious Professors;	<i>Member</i>
Six university teachers including two Associate Professors, two Assistant Professors and two lecturers to be elected from amongst themselves in the manner prescribed by Statutes;	<i>Member</i>
Two Principals, preferably one female, of affiliated colleges, one each from public and private sector, to be nominated by the relevant administrative Secretary of the Government department;	<i>Member</i>
One Principal of the constituent college, to be nominated by the Senate;	<i>Member</i>
The Director Admissions;	<i>Member</i>
The Controller of Examinations	<i>Member</i>
Registrar	<i>Member/ Secretary</i>

4. MASTER PLAN OF HAZARA UNIVERSITY

a. Directorate of Works Line Plan



b. Computer sketch Plan



c. Aerial View of existing Plan – (from google earth)



5. BUDGET FOR FISCAL YEAR 2021-22

HEC-101

SUMMARISED BUDGET PROFILE

Revised Estimates 2021-22 & Budget Estimates 2022-23

Particulars		2020-21 (Actual)	CFY 2021-22		2022-23 (Budget Estimates)
			Approved Budget	Revised Estimates	
1. Opening Balance:		60.405	45.585	67.508	1.476
2. Total Grants & Donations [a - h]		665.529	739.298	647.518	664.166
a.	Federal Govt. General Budgetary Support including ORIC,FAD	540.823	620.000	554.874	554.874
b.	Federal Govt. grant for QEC				
c.	Federal Government Grant for Need Based Sch.	28.464	30.000	26.146	26.146
d.	Supplementary / Additional Grant	10.000	40.131		-
e.	Grant for Tenure Track Faculty	36.650	49.167	61.751	83.146
	Total Federal Grant	615.937	739.298	642.771	664.166
f.	Provincial Govt. Grant	-	-	-	-
g.	Donations	-		-	-
h.	Any Other Grant(LMS,Kamyab jawan Prog.)	49.592		4.747	
3 (i) Students Related Income [3(i) a - 3(i) h]		554.693	689.421	723.619	874.591
	Tuition Fees	277.314	348.221	347.518	460.483
	All Other Fees	166.414	259.201	267.036	313.108
	Hostel / User Charges, etc.	5.475	14.000	14.000	16.000
a.	On Campus Students (sub-total)	449.204	621.421	628.554	789.591
b.	Affiliated College/Institutions' Students	30.009	33.000	31.924	33.000

c.	External (Private) Students	75.479	35.000	63.141	52.000
d.	Income from Continuing Professional Development Courses for Business & Community	-	-	-	-
e.	Income from Continuing Education [CE] Courses for Business & Community	-	-	-	-
3 (ii) Other Venues of Income [3(ii) a - 3(ii) f]		87.864	61.500	52.352	71.500
a.	Income from Collaborative and Contract Research	-	-	-	-
b.	Income from Consultancy & Testing	-	-	-	-
c.	Income from Intellectual Property	-	-	-	-
d.	Income from Regeneration & Development Programs	-	-	-	-
e.	Alumini	-	-	-	-
f.	Any Other Income	87.864	61.500	52.352	71.500
3 (iii) Receipts from Endowment Fund (if any)					
3. Total Own Resources		642.556	750.921	775.971	946.091
4.	Internal Loan paid	-			
A. Total Available Resources [1+2+3+4]		1,368.490	1,535.805	1,490.997	1,611.734
4. Expenditure Break-up:		1,120.983	1,344.663	1,354.520	1,501.734
a.	Faculty Salary	405.019	508.427	495.339	562.146
b.	TTS Faculty Salary/ Gratuity	89.580	99.210	127.292	170.425
c.	Salary of Officers & Staff - Teaching Departments	115.383	125.395	131.258	141.906
d.	Salary of Officers & staff - All NonTeaching Deptt:	264.518	290.218	302.183	329.125
e.	Other Establishment Charges	18.535	19.779	22.383	22.383
f.	Non Salary Expenses / Other Charges	201.642	258.512	246.162	244.626
g.	Research	24.815	39.122	27.120	27.122
h.	Library Expenses	1.045	2.000	2.284	2.000
i.	QEC Expenses	0.444	2.000	0.500	2.000

j	Contribution / Transfers to Pension Fund	145.000	150.000	120.000	100.000
k	Contribution / Transfers to Endowment Fund	35.000	40.000	15.000	10.000
5.	Total Establishment Charges [4 a to e]	893.036	1,043.029	1,078.455	1,225.986
6.	Total Non Salary Expenses [4 f to k]	407.947	491.634	411.066	385.748
B.	Total Expenditures [5 + 6]	1,300.983	1,534.663	1,489.520	1,611.734
C. Surplus / Deficit [A - B]		67.508	1.142	1.476	-
D.	Approved Budget				1,611.734
E.	Impact of Vacant Posts Included in Estimates				4.440
F.	Impact of Planned Hiring during the Year				34.534
G.	Incremental impact of filled posts - Annual				108.558

SECTION 2

UNIVERSITY WIDE DATA

UNIVERSITY WIDE DATA

University wide data has been shown in table shape as follow:

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9.	NOC Status–Graduate Programs Started/Pending during 2021-22	Table – 9
10.	Designation wise list of Salary for faculty on tenure track and without tenure track	Table – 10
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13.	Revenue and Expenses & % age	Table – 13
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18.	Detail of Faculty Training	Table – 18
19.	Research Projects	Table – 19
20.	Faculty Publications	Table – 20
21.	Faculty Conferences	Table – 21
22.	Faculty List Enrolled in PhD	Table – 22
23.	Faculty on Tenure Track	Table – 23
24.	Resigned Employees with Reason	Table – 24
25.	Employees on Deputation with Reason	Table – 25
26.	Terminated/Dismissed/Removed Employees with Reason	Table – 26
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28.	List of Buildings with sq ft	Table – 28
29.	Library Resources	Table – 29
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**Table-1: DEPARTMENT-WISE ACADEMIC PROGRAMS AT
HAZARAUNIVERSITY**

SNo.	Department	No. of P. in Deptt	Academic Programmes			
			Bachelor	Master	MS/MPhil*	PhD
1.	Agriculture	01	BS (Hons) Agriculture	-		
2.	Archaeology	03	Bachelor of Studies in Archaeology	-	MPhil Archaeology	PhD Archaeology
3.	Architecture	01	BS Architecture (05 Years)	-		
4.	Art & Design	03	Bachelor of Fine Arts (BFA)	MA Art & Design	-	
			Bachelor of Design (BDES)			
5.	Biochemistry	04	Bachelor of Studies in Biochemistry	Master of Science in Biochemistry (02 Years)	MPhil Biochemistry	PhD Biochemistry
6.	Bio-Informatics	03	Bachelor of Studies in Bioinformatics	-	MPhil Bioinformatics	PhD Bioinformatics
7	Biotechnology & Genetic Engineering	07	Bachelor of Studies in Biotechnology and Genetic Engineering	Master of Science in Biotechnology and Genetic Engineering	MPhil Human Genetics	PhD Genetics
					MPhil Genetics	PhD Biotechnolog y and Genetic Engineering
					MPhil Biotechnolog y and Genetic Engineering	-
8.	Botany	04	Bachelor of Studies in Botany	Master of Science in Botany	MPhil Botany	PhD Botany
9.	Chemistry	04	Bachelor of Studies in Chemistry	Master of Science in Chemistry	MPhil Chemistry	PhD Chemistry
10.	Communication & Media Studies	03	Bachelor of Studies in Communication & Media Studies	MSc Communicatio n & Media Studies (02 Years)	MPhil Communicati on & Media Studies	-
11.	Computer Science and	06	Bachelor of Studies in Computer Science	MCS Computer Science	MS Computer Science	PhD Computer Science

	Information Technology		Bachelor of Studies in Software Engineering			
			Bachelor of Artificial Intelligence			
12.	Conservation Studies	04	Bachelor of Studies in Conservation Studies	MA Conservation Studies	MPhil Conservation Studies	PhD Conservation Studies
13.	Earth and Environmental Sciences	02	Bachelor of Studies in Environmental Sciences	-	-	-
			Bachelor of Studies in Geology			
14.	Economics	04	Bachelor of Studies in Economics	Master of Science in Economics	MPhil Economics	PhD Economics
15.	Education	05	Bachelor of Education	-	MPhil Education	PhD Education
			BEd (1.5)			
			BS Health and Physical Education			
16.	English	04	Bachelor of Studies in English	MA English	MPhil English	PhD English
17.	Islamic & Religious Studies	04	Bachelor of Studies in Islamic and Religious Studies	MA Islamic & Religious Studies	MPhil Islamic & Religious Studies	PhD Islamic & Religious Studies
18.	Law	01	Bachelor of Law (5 Year)	-	-	-
19.	Management Science	07	Bachelor of Business Administration	MBA	MS Management Sciences	PhD Management Sciences
			Bachelor of Accounting & Finance	MBA 1.5*		
			Bachelor of Business Studies	-		
20.	Mathematics & Statistics	07	Bachelor of Studies in Mathematics	Master of Science in Mathematics	MPhil Mathematics	PhD Mathematics
			Bachelors of Statistics	Master of Statistics	MPhil Statistics	
21.	Microbiology	04	Bachelor of Studies in Microbiology	-	MPhil Microbiology	PhD Microbiology
			BS Medical Lab Technology(MLT)			
22.	Pakistan Studies	03	Bachelor of Studies in Pakistan Studies	Master of Science in Pakistan Studies	MPhil Pakistan Studies	-

23.	Physics	04	Bachelor of Studies in Physics	Master of Science in Physics	MPhil Physics	PhD Physics
24.	Political Science	05	Bachelor of Studies in Political Science	MA Political Science	MPhil Political Science	-
			Bachelor of Studies in International Relations	MA International Relations		
25.	Psychology	04	Bachelor of Studies in Psychology	Master of Science in Psychology	MPhil Psychology	PhD Psychology
26.	Public Administration	02	Bachelor of Public Administration	Master of Public Administration	-	-
27.	Sociology	01	Bachelor of Studies in Sociology	-	-	-
28.	Telecommunication	02	Bachelor of Studies in Telecommunication	-	MS Telecommunication and Networks	-
29.	Tourism & Hospitality	02	Bachelor of Studies in Tourism & Hospitality	MA Tourism & Hospitality	-	
30.	Urdu	04	Bachelor of Urdu	MA Urdu	MPhil Urdu	PhD Urdu
31.	Zoology	04	Bachelor of Studies in Zoology	Master of Science in Zoology	MPhil Zoology	PhD Zoology
Total		112	42	24	26	20

*Faculty/Departments/Programs restructured in May 2021.

Table-1A: FACULTY-WISE DEPARTMENTS LIST

<u>S#</u>	<u>FACULTY NAME</u>	<u>Departments under the FACULTY</u>	
		<u>SNo.</u>	<u>Name of Department</u>
1.	Faculty of Arts and Humanities	1	Archaeology
		2	Architecture
		3	Art & Design
		4	Communication & Media Studies
		5	Conservation Studies
		6	Education
		7	English
		8	Tourism & Hospitality
		9	Urdu
		10	Pakistan Studies
2.	Faculty of Biological and Health Sciences	1	Agriculture
		2	Biochemistry
		3	Biotechnology & Genetic Engineering
		4	Botany
		5	Microbiology
		6	<i>Pharmacy – yet to commence classes</i>
		7	Zoology
3.	Faculty of Law & Social Sciences	1	Economics
		2	Islamic & Religious Studies
		3	Law
		4	Management Science
		5	Political Science
		6	Psychology
		7	Public Administration
		8	Sociology
4.	Faculty of Natural and Computational Sciences	1	Bio-Informatics
		2	Chemistry
		3	Computer Science and Information Technology
		4	Earth and Environmental Sciences
		5	Mathematics & Statistics
		6	Physics
		7	Telecommunication

Table-2: TOTAL ENROLMENT OF STUDENTS

Fall 2021- Spring 2022 (Total in both Semesters)

Fall 2021 - Spring 2022 - Total in both semesters					
S#	Department Name	Undergraduate Programme		Graduate Programme	
		Applicants	Enrolled	Applicants	Enrolled
1	Agriculture	250	65	25	1
2	Archaeology	110	13		
3	Architecture	110	34		
4	Art &Design	260	71		
5	Biochemistry	150	42	85	10
6	Bio-Informatics	140	52	24	1
7	Biotechnology & Genetic Engineering	223	98	71	5
8	Botany	142	40	96	9
9	Chemistry	261	87	112	22
10	Communication & Media Studies	160	35		
11	Computer Science and Information Technology	1520	340	83	7
12	Conservation Studies	112	29	64	4
13	Earth and Environmental Sciences	172	69		
14	Economics	147	36	32	1
15	Education	139	52		
16	English	510	153		
17	Islamic & Religious Studies	163	26	67	7
18	Law	402	106		
19	Management Science	864	163	62	4
20	Mathematics & Statistics	223	55	109	9
21	Microbiology	1321	317	142	10
22	Pakistan Studies	192	43		
23	Physics	340	77	130	12
24	Political Science	460	172	48	7
25	Psychology	285	84	159	27
26	Public Administration	216	62		
27	Sociology	242	23		
28	Telecommunication	247	58	58	2
29	Tourism & Hospitality	186	51		
30	Urdu	148	26	62	6
31	Zoology	953	123	168	35
Total		10648	2602	1597	179
Admitted % of total applicants			24.44 %		11.21%
Total		12245			2781

Table-3: RETENTION RATE DATA

S#	Departments	Retention Rate (%)		
		<u>First to Second</u> <u>Year</u>	<u>Second to Third</u> <u>Year</u>	<u>Third to Fourth</u> <u>Year</u>
1	Agriculture	90	92	95
2	Archaeology	100	100	100
3	Architecture	100	98	100
4	Art & Design	81	95	96
5	Biochemistry	98	100	100
6	Bio-Informatics	100	100	100
7	Biotechnology & Genetic Engineering	98	99	96
8	Botany	96	92	90
9	Chemistry	91	94	96
10	Communication & Media Studies	90	86	92
11	Computer Science and Information Technology	90	91	98
12	Conservation Studies	94	98	100
13	Earth and Environmental Sciences	97	88	98
14	Economics	92	98	100
15	Education	87	99	100
16	English	95	97	99
17	Islamic & Religious Studies	94	90	100
18	Law	93	98	100
19	Management Science	85	75	90
20	Mathematics & Statistics	90	95	96
21	Microbiology	94	99	100
22	Pakistan Studies	89	94	92
23	Physics	93	95	97
24	Political Science	97	99	96
25	Psychology	90	94	100
26	Public Administration	96	88	86
27	Sociology	98	98	100
28	Telecommunication	90	80	89
29	Tourism & Hospitality	100	100	100
30	Urdu	95	92	97
31	Zoology	86	89	95
Average of HU		93.19	93.97	96.71

**Table-4: DEPARTMENT WISE GRADUATE AND
UNDERGRADUATE STUDENTS' STRENGTH
(TOTAL UNTIL SPRING 2022)**

<u>SR #</u>	<u>Departments</u>	<u>Full Time Students</u>		<u>Total Students</u>
		<u>Undergraduate Programs</u>	<u>Graduate Programs</u>	
1	Agriculture	201		201
2	Archaeology	21	30	51
3	Architecture	129		129
4	Art &Design	142		142
5	Biochemistry	148	69	217
6	Bio-Informatics	96	15	111
7	Biotechnology & Genetic Engineering	210	55	265
8	Botany	142	93	235
9	Chemistry	231	113	344
10	Communication & Media Studies	123	6	129
11	Computer Science and Information Technology	1049	63	1112
12	Conservation Studies	53	15	68
13	Earth and Environmental Sciences	182		182
14	Economics	133	13	146
15	Education	85	85	170
16	English	710		794
17	Islamic & Religious Studies	60	57	117
18	Law	364		364
19	Management Science	445	59	504
20	Mathematics & Statistics	168	45	213
21	Microbiology	374	59	433
22	Pakistan Studies	142	21	163
23	Physics	264	116	380
24	Political Science	379	41	420
25	Psychology	185	79	264
26	Public Administration	121		121
27	Sociology	88		88
28	Telecommunication	184	40	224
29	Tourism & Hospitality	130		130
30	Urdu	51	61	112
31	Zoology	361	85	446
Total		6971	1304	8275

Table-5: FACULTY AND ACADEMIC SUPPORT STAFF

<u>DEPARTMENT</u>	<u>PROF</u>	<u>ASSOC PROF</u>	<u>ASST PROF</u>	<u>LECTURER</u>	<u>FULL TIME</u>			<u>TA</u>	<u>TOTAL (FT) Inclusive of TA</u>	<u>Visiting</u>
					<u>BPS</u>	<u>TTS</u>	<u>CONT./ ADHOC/ FIXED/</u>			
Agriculture	-	2	2	5	8	1	-	-	9	1
Archaeology	-	2	1	4	7	-	-	2	(7+2)=9	5
Architecture	-	-	4	5	8	1	-	-	9	6
Art & Design	-	-	2	3	5	-	-	-	5	8
Biochemistry	-	1	3	6	9	1	-	2	(10+2)=12	-
Bioinformatics	-	1	1	1	2	1	-	-	3	4
Biotechnology & Genetic Engineering	1	2	10	4	11	6	-	3	(17+3)=20	-
Botany	1	4	5	5	11	4	-	1	(15+1)=16	-
Chemistry	2	5	6	7	13	7	-	2	(20+2)=22	-
Communication & Media Studies	-	-	3	5	8	-	-	2	(8+2)=10	-
Computer Science and Information Technology	-	1	6**	8	15	-	-	5	(15+5)=20	21
Conservation Studies	-	1	1	2	3	1	-	1	(4+1)=5	-
Earth & Environmental Sciences	-	-	5	2	2	4	1	-	7	6
Economics	-	1	2	4	7	-	-	2	(7+2)=9	2
Education	2*	2	5	4	10	3	-	2	(13+2)=15	3
English	-	1	6	8	15	-	-	4	(15+4)=19	16
Islamic & Religious Studies	1	1	2	5	9	-	-	6	(9+6)=15	1
Law	-	-	3	4	7	-	-	1	(7+1)=8	5
Management Science	-	2	6	15	20	3	-	2	(23+2)=25	1
Mathematics & Statistics	-	1	8	11	19	1	-	2	(20+2)=22	2
Microbiology	-	2	3	11	14	2	-	1	(16+1)=17	2
Pakistan Studies	-	-	-	4	4	-	-	2	(4+2)=6	9

Physics	1	3	8	1	9	4	-	-	13	2
Political Science	-	1	1	6	8	-	-	1	(8+1)=9	5
Psychology	1	-	3	4	7	1	-	-	8	3
Public Administration	-	-	1	1	2	-	-	2	(2+2)=4	3
Sociology	-	-	1	2	3	-	-	-	3	8
Telecommunication	-	-	5	7	12	-	-	3	(12+3)=15	-
Tourism & Hospitality	-	-	1	5	6	-	-	-	6	1
Urdu	-	1	3	1	4	1	-	-	5	-
Zoology	-	1	4	5	10	-	1 (Fix pay)	-	11	2
TOTAL	9	35	111	155	268	41	2	46	357	116

FT : Full Time, TA : Teaching Assistant

*Prof. Dr. Manzoor Hussain Shah retired

**Dr. Ali Imran Jahangeri relieved

Table-5A: DEPARTMENT -WISE STUDENT/FACULTY RATIO

SR #	<u>Departments</u>	<u>Total Students</u>	<u>Total Full Time Teachers</u>	<u>Student/ F.T.T Ratio</u>
1	Agriculture	201	9	22:1
2	Archaeology	51	9	6:1
3	Architecture	129	9	14:1
4	Art &Design	142	5	28:1
5	Biochemistry	217	12	18:1
6	Bio-Informatics	111	3	37:1
7	Biotechnology & Genetic Engineering	265	20	13:1
8	Botany	235	16	15:1
9	Chemistry	344	22	16:1
10	Communication & Media Studies	129	10	13:1
11	Computer Science and Information Technology	1112	20	56:1
12	Conservation Studies	68	5	14:1
13	Earth and Environmental Sciences	182	7	26:1
14	Economics	146	9	16:1
15	Education	170	15	11:1
16	English	794	19	42:1
17	Islamic & Religious Studies	117	15	8:1
18	Law	364	8	46:1
19	Management Science	504	25	20:1
20	Mathematics & Statistics	213	22	10:1
21	Microbiology	433	17	25:1
22	Pakistan Studies	163	6	27:1
23	Physics	380	13	29:1
24	Political Science	420	9	47:1
25	Psychology	264	8	33:1
26	Public Administration	121	4	30:1
27	Sociology	88	3	29:1
28	Telecommunication	224	15	15:1
29	Tourism & Hospitality	130	6	22:1
30	Urdu	112	5	22:1
31	Zoology	446	11	41:1
Total		8275	357	23:1

**Table-6: FACULTY DESIGNATIONWISE WITH QUALIFICATION
(2021-22)**

SR #	Departments	Designation	Full Time Faculty	Contract Faculty	Visiting Faculty
1	Agriculture	Professor	-	-	-
		Associate Professor	2 (PhD)	-	-
		Assistant Professor	3 (PhD)	-	1 (PhD)
		Lecturer	3 (PhD) 1 (MPhil)	-	-
2	Archaeology	Professor	-	-	-
		Associate Professor	2 (PhD)	-	-
		Assistant Professor	1 (PhD)	-	-
		Lecturer	1 (PhD) 3 (MPhil)	-	5 (PhD)
3	Architecture	Professor	-	-	-
		Associate Professor	-	-	-
		Assistant Professor	4 (MPhil)	-	-
		Lecturer	2 (MPhil) 3 (B. Arch)	-	1 (MPhil)
4	Art & Design	Professor	-	-	-
		Associate Professor	-	-	-
		Assistant Professor	2 (MPhil)	-	-
		Lecturer	2 (MPhil) 1 (MFA)	-	6 (MPhil) 2 (MFA)
5	Biochemistry	Professor	-	-	-
		Associate Professor	1 (PhD)	-	-
		Assistant Professor	2 (PhD) 1 (MPhil)		
		Lecturer	3 (PhD) 3 (MPhil)	-	-
6	Bioinformatics	Professor	-	-	-
		Associate Professor	1 (PhD)	-	-
		Assistant Professor	1 (PhD)	-	4 (PhD)
		Lecturer	1 (PhD)	-	-
7	Biotechnology & Genetic Engineering	Professor	1 (PhD)	-	-
		Associate Professor	2 (PhD)	-	-
		Assistant Professor	9 (PhD) 1 (MPhil)	-	-
		Lecturer	3 (PhD) 1 (MPhil)	-	-
8	Botany	Professor	1 (PhD)	-	-
		Associate Professor	4 (PhD)	-	-
		Assistant Professor	5 (PhD)	-	-
		Lecturer	4 (PhD) 1 (MPhil)	-	-
9	Chemistry	Professor	2 (PhD)	-	-
		Associate Professor	5 (PhD)	-	-

		Assistant Professor	5 (PhD) 1 (MPhil)	-	-
		Lecturer	4 (PhD) 3 (MPhil)	-	-
10	Communication & Media Studies	Professor	-	-	-
		Associate Professor	-	-	-
		Assistant Professor	3 (PhD)	-	-
		Lecturer	2 (PhD) 3 (MPhil)	-	-
11	Computer Science and Information Technology	Professor	-		
		Associate Professor	1 PhD	-	-
		Assistant Professor	4 (PhD) 2 MPhil	-	-
		Lecturer	8 (MPhil)	-	21 (MPhil)
12	Conservation Studies	Professor	-	-	-
		Associate Professor	1 (PhD)	-	
		Assistant Professor	1 (MPhil)	-	-
		Lecturer	2 (MPhil)	-	-
13	Earth and Environmental Sciences	Professor	-	-	-
		Associate Professor	-	-	-
		Assistant Professor	4 (PhD)	1 (PhD)	2 (PhD)
		Lecturer	2 (MPhil)	-	4 (MPhil)
14	Economics	Professor	-	-	-
		Associate Professor	1 (PhD)	-	-
		Assistant Professor	1 (PhD) 1 (MPhil)	-	-
		Lecturer	4 (MPhil)	-	-
15	Education	Professor	2 (PhD)	-	-
		Associate Professor	2 (PhD)	-	-
		Assistant Professor	5 (PhD)	-	-
		Lecturer	1 (PhD) 3 (MPhil)	-	3 (MPhil)
16	English	Professor	-	-	-
		Associate Professor	1 (PhD)	-	-
		Assistant Professor	1 (PhD) 5 (MPhil)	-	2 (PhD)
		Lecturer	1 (PhD) 7 (MPhil)	-	15 (MPhil)
17	Islamic & Religious Studies	Professor	1 (PhD)	-	-
		Associate Professor	1 (PhD)	-	-
		Assistant Professor	2 (PhD)	-	1 (PhD)
		Lecturer	3 (PhD) 2 (MPhil)	-	-
18	Law	Professor	-	-	-
		Associate Professor	-	-	-
		Assistant Professor	1 (PhD) 2 (LLM)	-	-
		Lecturer	3 (LLM) 1 (LLB)	-	2 (LLM) 3 (LLB)
19	Management Sciences	Professor	-	-	-

		Associate Professor	2 (PhD)	-	-
		Assistant Professor	6 (PhD)	-	1 (PhD)
		Lecturer	4 (PhD) 10 (MS) 1 (MBA)	-	-
20	Mathematics/Statistics	Professor	-	-	-
		Associate Professor	1 (PhD)	-	-
		Assistant Professor	7 (PhD) 1 (MPhil)	-	-
		Lecturer	4 (PhD) 7 (MPhil)	-	2 (MPhil)
21	Microbiology	Professor	-	-	-
		Associate Professor	2 (PhD)	-	-
		Assistant Professor	3 (PhD)	-	-
		Lecturer	6 (PhD) 5 (MPhil)	-	2 (PhD)
22	Pakistan Studies	Professor	-	-	-
		Associate Professor	-	-	-
		Assistant Professor	-	-	-
		Lecturer	4 (MPhil)	-	9 (MPhil)
23	Physics	Professor	1 (PhD)	-	-
		Associate Professor	3 (PhD)	-	-
		Assistant Professor	7 (PhD) 1 (MPhil)	-	-
		Lecturer	1 (MPhil)	-	1 (MPhil)
24	Political Science	Professor	-	-	1 (PhD)
		Associate Professor	1 (PhD)	-	-
		Assistant Professor	1 (PhD)	-	-
		Lecturer	2 (PhD) 4 (MPhil)	-	5 (MPhil)
25	Psychology	Professor	1 (PhD)	-	-
		Associate Professor	-	-	-
		Assistant Professor	3 (PhD)	-	-
		Lecturer	1 (PhD) 3 (MPhil)	-	3 (MPhil)
26	Public Administration	Professor	-	-	-
		Associate Professor	-	-	-
		Assistant Professor	1 (PhD)	-	-
		Lecturer	1 (MS)	-	3 (MS)
27	Sociology	Professor	-	-	-
		Associate Professor	-	-	-
		Assistant Professor	1 (PhD)	-	-
		Lecturer	1 (PhD) 1 (MPhil)	-	8 (MPhil)
28	Telecommunication	Professor	-	-	-
		Associate Professor	-	-	-
		Assistant Professor	4 (PhD) 1 (MS)	-	-
		Lecturer	7 (MS)	-	-
29		Professor	-	-	-

	Tourism & Hospitality	Associate Professor	-	-	-
		Assistant Professor	1 (PhD)	-	-
		Lecturer	1 (PhD) 4 (MPhil)	-	1 (PhD)
30	Urdu	Professor	-	-	-
		Associate Professor	1 (PhD)	-	-
		Assistant Professor	3 (PhD)	-	-
		Lecturer	1 (MPhil)	-	-
31	Zoology	Professor	-	-	-
		Associate Professor	1 (PhD)	-	-
		Assistant Professor	4 (PhD)	-	-
		Lecturer	2 (PhD) 3 (MPhil)	1	2 (MPhil)

**Table-7: HAZARA UNIVERSITY – PhD FACULTY LIST
(with Designation) 2021-22 (As per CMS)**

SNo.	Department	Name	Designation	Status	Qualification
1.	Agriculture (07 PhDs)	Dr Muhammad Sajid	Associate Professor	Regular	PhD
2.		Dr Sajid Ali	Associate Professor	Regular	PhD
3.		Dr Noshin Shafqat	Assistant Professor	Regular	PhD
4.		Dr Fahim Ullah Khan	Assistant Professor	TTS	PhD
5.		Dr Monsif ur Rehman	Lecturer	Regular	PhD
6.		Dr Shahzad Ali	Lecturer	Regular	PhD
7.		Dr Mehmoodul Hassan	Lecturer	Regular	PhD
8.	Archaeology (04 PhDs)	Dr Shakirullah	Associate Professor	Regular	PhD
9.		Dr Muhammad Zahir	Associate Professor	Regular	PhD
10.		Dr Abdul Hameed	Assistant Professor	Regular	PhD
11.		Dr Naveed Usman	Lecturer	Regular	PhD
12.	Biochemistry (07 PhDs)	Dr Muhammad Sajid	Associate Professor	TTS	PhD
13.		Dr Nighat Sultana	Assistant Professor	BPS	PhD
14.		Dr Umme Kalsoom	Assistant Professor	TTS	PhD
15.		Dr Sumaira Salahuddin	Lecturer	BPS	PhD
16.		Dr Yasmin Shakir	Lecturer	BPS	PhD
17.		Dr Luqman Shah	Lecturer	BPS	PhD
18.		Dr Farzana Gul	Teaching Assistant	BPS	PhD
19.	Bioinformatics (03 PhD)	Dr Faisal Nouroz	Associate Prof.	Regular	PhD
20.		Dr Tariq Mahmood	Assistant Prof.	TTS	PhD
21.		Dr Ashfaq Ahmad	Lecturer	Regular	PhD
22.	Biotechnology & Genetic Engineering (15 PhD)	Dr Inamullah	Professor	Tenured	PhD
23.		Dr Azhar Hussain Shah	Associate Professor	Regular	PhD
24.		Dr Muhammad Islam	Assistant Professor	Regular	PhD
25.		Dr Aziz ud Din	Assistant Professor	Regular	PhD
26.		Dr Nazia Akbar	Assistant Professor	Regular	PhD
27.		Dr Madiha Islam	Assistant Professor	Regular	PhD
28.		Dr Amjad Ali	Assistant Professor	TTS	PhD
29.		Dr Ishtiaq Hassan	Assistant Professor	TTS	PhD
30.		Dr Muhammad Khan	Assistant Professor	TTS	PhD
31.		Dr Mudsir Nawaz Khan	Assistant Professor	TTS	PhD
32.		Dr Ikram Ullah	Assistant Professor	TTS	PhD
33.		Dr Khushi Muhammad	Associate Professor	TTS	PhD
34.		Dr Manan Khan	Lecturer	Regular	PhD
35.		Dr Zubaida	Lecturer	Regular	PhD
36.		Dr Hamid Ali	Lecturer	Regular	PhD
37.	Botany (14 PhDs)	Dr Ghulam Mujtaba Shah	Professor	Regular	PhD
38.		Dr Niaz Ali	Associate Professor	Regular	PhD
39.		Dr Jan Alam	Associate Professor	TTS	PhD
40.		Dr Zafar Iqbal	Associate Professor	TTS	PhD
41.		Dr Abdul Majid	Assistant Professor	Regular	PhD
42.		Dr Muhammad Fiaz	Assistant Professor	Regular	PhD
43.		Dr Aftab Afzal	Associate Professor	TTS	PhD
44.		Dr Nazia Shaheen	Assistant Professor	Regular	PhD
45.		Dr Israr Ahmad	Assistant Professor	TTS	PhD

46.		Dr Muhammad Azhar Khan	Lecturer	Regular	PhD
47.		Dr Rabia Afzal	Lecturer	Regular	PhD
48.		Dr Rabia Masood	Assistant Professor	Regular	PhD
49.		Dr Shabnam Niaz	Lecturer	Regular	PhD
50.		Dr Alia Gul	Lecturer	Regular	PhD
51.	Chemistry (17 PhDs)	Dr Wajid Rehman Gora	Professor	Tenure	PhD
52.		Dr Mohsin Nawaz	Professor	Tenure	PhD
53.		Dr Ali Bahadar	Associate Professor	Regular	PhD
54.		Dr Obaid ur Rehman	Associate Professor	TTS	PhD
55.		Dr Nadia Bashir	Associate Professor	TTS	PhD
56.		Dr Fazal Rahim	Associate Professor	TTS	PhD
57.		Dr Masroor Bangash	Assistant Professor	TTS	PhD
58.		Dr Irum Bibi	Associate Professor	TTS	PhD
59.		Dr Zarshad Ali	Assistant Professor	Regular	PhD
60.		Dr Farman Ali	Assistant Professor	Regular	PhD
61.		Dr Basit Niaz	Assistant Professor	Regular	PhD
62.		Dr Abdur Rab	Assistant Professor	Regular	PhD
63.		Dr Fatima Iftikhar	Lecturer	Regular	PhD
64.		Dr Sidra tul Muntaha	Lecturer	Regular	PhD
62.		Dr S.Waqar Hussain Shah	Lecturer	Regular	PhD
65.		Dr Sadiqa Begum	Lecturer	Regular	PhD
66.		Dr Saira Bibi	Teaching Assistant	Regular	PhD
67.	Communication & Media Studies (05 PhDs)	Dr Shujaat Ali Khan	Assistant Prof	Regular	PhD
68.		Dr Majid ul Ghafar	Assistant Professor	Regular	PhD
69.		Dr Azam Jan	Assistant Prof	Regular	PhD
70.		Dr Bin Yamin Khan	Lecturer	Regular	PhD
71.		Dr Noor ul Aftab	Lecturer	Regular	PhD
72.	Computer Science and Information Technology (05 PhDs)	Dr Arif Iqbal	Associate Professor	Regular	PhD
73.		Dr Mushtaq Ali	Assistant Professor	Regular	PhD
74.		Dr Ali Imran Jahangiri	Lecturer	Regular	PhD
75.		Dr Hizbullah Khattak	Assistant Professor	Regular	PhD
76.		Dr Syed Hamad Sherazi	Assistant Professor	Regular	PhD
77.	Conservation Studies (01 PhD)	Dr Zain ul Wahab	Associate professor	TTS	PhD
78.	Earth and Environmental Sciences (04 PhD)	Dr Waqar Azeem Jadoon	Assistant Professor	TTS	PhD
79.		Dr Raja Umer sajjad	Assistant Professor	TTS	PhD
80.		Dr Muhammad Murtaza	Assistant Professor	TTS	PhD
81.		Dr Asma Saleem	Assistant Professor	IPFP	PhD
82.	Economics (02 PhDs)	Dr Misbah Nosheen	Associate Professor	Regular	PhD
83.		Dr Sohail Farooq	Assistant Professor	Regular	PhD
84.	Education (10 PhDs)	Dr Manzoor Hussain Shah	Professor	Regular	PhD
85.		Dr Muhammd Iqbal Majoka	Professor	TTS	PhD
86.		Dr Habib Elahi Sahibzada	Associate Professor	Regular	PhD
87.		Dr M. Ilyas Khan	Associate Professor	Regular	PhD
88.		Dr Javed Iqbal	Assistant Professor	TTS	PhD
89.		Dr Bibi Asia Naz	Assistant Professor	TTS	PhD

90.		Dr Sadaf Naz	Assistant Professor	Regular	PhD
91.		Dr Shawana Fazal	Assistant Professor	Regular	PhD
92.		Dr Naeema Mumtaz	Assistant Professor	Regular	PhD
93.		Dr Saghir Ahmad Ch.	Lecturer	Regular	PhD
94.	English (03 PhDs)	Dr Mustanir Ahmad	Associate Professor	Regular	PhD
95.		Dr Ghani Rehman	Assistant Professor	Regular	PhD
96.		Dr Nazakat Awan	Lecturer	Regular	PhD
97.	Islamic and Religious Studies (08 PhDs)	Dr Azkia Hashmi	Professor	Regular	PhD
98.		Dr Hafiz Nasir ud din	Associate Professor	Regular	PhD
99.		Dr Qari Muhammad Fiaz	Assistant Professor	Regular	PhD
100.		Dr Sajid Mahmood	Assistant Professor	Regular	PhD
101.		Dr Shahid Amin	Lecturer	Regular	PhD
102.		Dr Saeed ul Haq	Lecturer	Regular	PhD
103.		Dr Muhammad Anees Khan	Lecturer	Regular	PhD
104.		Dr Sadia Naz	Teaching Assistant	Regular	PhD
105.	Law (01 PhDs)	Dr Sara Qayyum	Assistant Professor	Regular	PhD
106.	Management Science (12 PhDs)	Dr Muhammad Yasir	Associate Professor	Regular	PhD
107.		Dr Bilal Afsar	Associate Professor	Regular	PhD
108.		Dr Asad Shahjehan	Assistant Professor	Regular	PhD
109.		Dr Sajjad Ahmad Afridi	Assistant Professor	TTS	PhD
110.		Dr Amjad Iqbal	Assistant Professor	TTS	PhD
111.		Dr Haseeb Hassan	Assistant Professor	Regular	PhD
112.		Dr Kashif Amin	Assistant Professor	TTS	PhD
113.		Dr Jawaria Andleeb	Assistant Professor	Regular	PhD
114.		Dr Asad Javed	Lecturer	Regular	PhD
115.		Dr Attaullah	Lecturer	Regular	PhD
116.		Dr Kaleem Saifullah	Lecturer	Regular	PhD
117.		Dr Basharat Khan	Lecturer	Regular	PhD
118.	Mathematics & Statistics (13)	Dr Hafiz Abdul Wahab	Associate Professor	Regular	PhD
119.		Dr Fazli Amin	Assistant Professor	Regular	PhD
120.		Dr Muhammad Gulistan	Assistant Professor	Regular	PhD
121.		Dr Asad Ali	Assistant Professor	Regular	PhD
122.		Dr Zahid Khan	Assistant Professor	Regular	PhD
123.		Dr Umar Khan	Assistant Professor	TTS	PhD
124.		Dr Syed Zaheer Abbas	Assistant Professor	Regular	PhD
125.		Dr Yousaf Ali Khan	Assistant Professor	Regular	PhD
126.		Dr Jafer Rehman	Lecturer	Regular	PhD
127.		Dr Gohar Rehman	Lecturer	Regular	PhD
128.		Dr Waris Khan	Lecturer	Regular	PhD
129.		Dr Malik Tusif Ahmed	Lecturer	Regular	PhD
130.		Dr Muhammad Shaukat	TA	Regular	PhD
131.	Microbiology (11 PhDs)	Dr Isfahan Tauseef	Associate Professor	Regular	PhD
132.		Dr Faisal Siddiqui	Assistant Professor	TTS	PhD
133.		Dr Syed Kashif Haleem	Assistant Professor	Regular	PhD
134.		Dr Farhana Bibi	Associate Professor	TTS	PhD
135.		Dr Shehzad Ahmed	Assistant Professor	Regular	PhD
136.		Dr Sadia Qayum	Lecturer	Regular	PhD
137.		Dr Zeeshan Niaz	Lecturer	Regular	PhD

138.		Dr Zara Rafaque	Lecturer	Regular	PhD
139.		Dr Adil Farooq Lodhi	Lecturer	Regular	PhD
140.		Dr Iqbal Ahmad Alvi	Lecturer	Regular	PhD
141.		Dr Samia Zeb	Lecturer	Regular	PhD
-	Pakistan Studies (00)	-	-	-	-
142.		Dr Saleh Muhammad	Professor	Tenure	PhD
143.		Dr Kishwar Sultana	Associate Professor	Regular	PhD
144.		Dr Najmul Hassan	Associate Professor	TTS	PhD
145.		Dr Jehan Akbar	Associate Professor	Regular	PhD
146.		Dr Muhammad Ikram	Assistant Professor	Regular	PhD
147.	Physics (11 PhDs)	Dr Muhammad Farooq	Assistant Professor	TTS	PhD
148.		Dr Shahid Mehmood	Assistant Professor	Regular	PhD
149.		Dr Arbab Taufiq	Assistant Professor	Regular	PhD
150.		Dr Suneela Arif	Assistant Professor	Regular	PhD
151.		Dr Muhammad Haneef	Assistant Professor	Regular	PhD
152.		Dr Muhammad Abrar	Assistant Professor	TTS	PhD
153.		Dr Muhammad Ayaz	Associate Professor	Regular	PhD
154.	Political Science (04 PhDs)	Dr Muhammad Imran	Assistant Professor	Regular	PhD
155.		Dr Muhammad Tariq	Lecturer	Regular	PhD
156.		Dr Adil Khan	Lecturer	Regular	PhD
157.		Dr Farhana Kazmi	Professor	Tenure	PhD
158.	Psychology (05 PhDs)	Dr Sumaira Naz	Assistant Professor	Regular	PhD
159.		Dr Sherdil Khan	Assistant Professor	Regular	PhD
160.		Dr Shagufta Parveen	Assistant Professor	Regular	PhD
161.		Dr Humaira Bibi	Lecturer	Regular	PhD
162.	Public Administration (01 PhDs)	Dr Muhammad Waseem	Assistant Professor	Regular	PhD
163.	Sociology (02 PhDs)	Dr Khalil ur Rehman	Assistant Professor	Regular	PhD
164.		Dr Haji ur Rehman	Lecturer	Regular	PhD
165.		Dr Noor Ul Amin	Assistant Professor	Regular	PhD
166.	Telecom (04 PhD)	Dr Muhammad Asad Khan	Assistant Professor	Regular	PhD
167.		Dr Waqar Ishaq Khan	Assistant Professor	Regular	PhD
168.		Dr Mohsin Shah	Assistant Professor	Regular	PhD
169.	Tourism & Hospitality (02 PhDs)	Dr Anas Mahmud Arif	Assistant Professor	Regular	PhD
170.		Dr Muhammad Alam	Lecturer	Regular	PhD
171.		Dr Muhammad Altaf Hussain	Associate Professor	Regular	PhD
172.	Urdu (04 PhDs)	Dr Mutahir Shah	Assistant Professor	TTS	PhD
173.		Dr Muhammad Rehman	Assistant Professor	Regular	PhD
174.		Dr Nazar Muhammad Abid	Assistant Professor	Regular	PhD
175.		Dr Shumaila Noreen	Associate Professor	Regular	PhD
176.	Zoology (07 PhDs)	Dr Muhammad Fiaz Khan	Assistant Professor	Regular	PhD
177.		Dr Sardar Azhar Mehmood	Assistant Professor	Regular	PhD
178.		Dr Shabir Ahmed	Assistant Professor	Regular	PhD

179.		Dr Sadia Tabbassum	Assistant Professor	Regular	PhD
180.		Dr Atta Ur Rahman	Lecturer	Regular	PhD
181.		Dr Shehzad Ghayyur	Lecturer	Regular	PhD
Total PhD Faculty		181			

**Table-8: LIST OF PhD PROGRAMMES HAZARA UNIVERSITY –
Discipline wise**

SNo.	Discipline		Prog.	Date of Launch	NOC Status	PhD Faculty (refer table - 7)	Remarks
1.	Agriculture		PhD	Not launched	Yes	07	NOC from HEC Issue date:20.06.2022
2.	Archaeology		PhD	2009	-	04	
3.	Biochemistry		PhD	2004	-	07	
4.	Bioinformatics		PhD	2017	Yes	03	NOC from HEC wef: Fall 2014 Issue date: 08.08.2017
5.	Botany		PhD	2006	-	14	
6.	Chemistry		PhD	Before 2013	-	17	
7.	Conservation Studies		PhD	2011	-	01	
8.	Economics		PhD	2011	-	02	
9.	Education		PhD	Before 2013	-	10	
10.	English		PhD	2016	Yes	03	NOC from HEC wef: 01.01.2017 Issued date: 08.08.2017 One batch admitted prior NOC/codal issues in PQR & PCD.
11.	BGE	Genetics	PhD	2008	-	17	-
12.		Human Genetics	PhD	-	-		Th nomenclature of the degree programs and name of the department were rationalized, And the departments of Human genetics, Biotechnology were also merged and fresh NOC is obtained on date <i>01 Dec 2021</i> .
13.	Information Technology (Computer Science)		PhD	Before 2013	-	05	
14.	Islamic & Religious Studies		PhD	2008	-	08	

15.	Law	PhD	2008	-	01	Intake stopped by HEC since 2014 based on PhD Review-2012
16.	Mathematics	PhD	Before 2013	-	13	
17.	Management Science	PhD	2009	-	12	
18.	Microbiology	PhD	2004	-	11	
19.	Pakistan Studies	PhD	Date not provided	-	00	Codal Issues: Academic Council and NOC from HEC not available.
20.	Physics	PhD	2007	-	11	
21.	Political Science	PhD	Before 2013	-	04	Admissions already self-stopped.
22.	Psychology	PhD	2012	-	05	
23.	Urdu	PhD	2010	-	04	
24.	Zoology	PhD	2011	-	07	

**Table-9: NOC STATUS – GRADUATE PROGRAMMES
STARTED/PENDING DURING 2021-22**

Department	PhD Programme	MPhil/MS Programme	HEC NOC Issuance Date	HEC's permission wef
Sociology	-	MPhil <i>Sociology</i>	12.03.2021	-
Environmental Sciences	-	MPhil <i>Environmental Sciences</i>	17.09.2021	-
Biotechnology & Genetics Engineering	PhD <i>(Biotechnology & Genetic Engineering)</i>	-	01.12.2021	-
Tourism & Hospitality	-	MPhil <i>Tourism & Hospitality</i>	31.01.2022	-
Biotechnology & Genetics Engineering	-	MPhil <i>Biotechnology & Genetic Engineering</i>	15.04.2022	-
Agriculture	PhD <i>(Plan Breeding & Genetics)</i>	-	20.06.2022	-
Agriculture	-	MSc Hons <i>Plan Breeding & Genetics</i>	07.09.2022	Fall 2021
<u>NOC APPLICATIONS PENDING AT HEC</u>				
Department	PhD Programme	MPhil/MS Programme	HEC NOC Issuance Date	
Education	MPhil <i>(Health & Physical Education)</i>	-	Not Issued, pending for fulfillment of faculty in the relevant field	

**Table-10: DESIGNATIONWISE LIST OF SALARY
(TTS & NON-TTS)**

Average Salary of Faculty		
Designation Wise Average Salary (RS.) Per Month		

Designation	Tenure Track/TTS	Without Tenure Track
Professor	394,875	177,117
Associate Professor	263,250	162,031
Assistant Professor	175,500	128,054
Lecturer	-	85,662

Table-11: FINANCIAL AID FROM INSTITUTIONAL FUND

Financial Aid For Students (Institutional Funds) Year 2021 – 2022					
SR #	Description	Bachelor		Masters/MPhil	
		Students	Amount (RS)	Student	Amount (RS)
1	Fee Concession	10	182,000	7	112,000
2	Real Brother /Sister	-	-	-	-
3	Orphan Students	15	168,067	16	293,058
4	Poor Students (Half Fee)	10	127,284	14	360,943
Total		35	477,351	37	776,001

Table-12: NET TUITION RATE (Year 2021-22)

Disciplines	FALL 2021 Tuition Fee	Verification	Admission & Registration	Exam Fee	Sports Fee	Social Work Fee	Tours & Excursion Fee	Transport Development Fund	Medical Charges
BBA	16286	1620	3240	1080	648	540	2160	864	756
BS Public Administration	16286	1620	3240	1080	648	540	2160	864	756
BS Commerce	16286	1620	3240	1080	648	540	2160	864	756
Accounting & Finance	16286	1620	3240	1080	648	540	2160	864	756
BCS	18619	1620	3240	1080	648	540	2160	864	756
BS Telecom	18619	1620	3240	1080	648	540	2160	864	756
BS Software Engineering	18619	1620	3240	1080	648	540	2160	864	756
BS Data Science	37800	1620	3240	1080	648	540	2160	864	756
Artificial Intelligence	37800	1620	3240	1080	648	540	2160	864	756
BS Chemistry	16286	1620	3240	1080	648	540	2160	864	756
BS Environmental Sciences	16286	1620	3240	1080	648	540	2160	864	756
BS Geology	16286	1620	3240	1080	648	540	2160	864	756
BS Geographical information System (GIS)	16286	1620	3240	1080	648	540	2160	864	756
BS Physics	16286	1620	3240	1080	648	540	2160	864	756
BS Mathematics / Statistics	16286	1620	3240	1080	648	540	2160	864	756
BS Psychology	16286	1620	3240	1080	648	540	2160	864	756
BFA (Art & Design)/ Bachelor of Design	16286	1620	3240	1080	648	540	2160	864	756
BS Archaeology	16286	1620	3240	1080	648	540	2160	864	756
BS Islamic & Religious Stu:	16286	1620	3240	1080	648	540	2160	864	756
BS Urdu	16286	1620	3240	1080	648	540	2160	864	756
BS Conservation Studies	16286	1620	3240	1080	648	540	2160	864	756
BS Economics	16286	1620	3240	1080	648	540	2160	864	756
BS Genetics	16286	1620	3240	1080	648	540	2160	864	756
BS English	16286	1620	3240	1080	648	540	2160	864	756
BS Biochemistry	16286	1620	3240	1080	648	540	2160	864	756
BS Agriculture	16286	1620	3240	1080	648	540	2160	864	756
BS Bioinformatics	16286	1620	3240	1080	648	540	2160	864	756
BS Biotechnology	16286	1620	3240	1080	648	540	2160	864	756
BS Microbiology	16286	1620	3240	1080	648	540	2160	864	756
BS Medical Lab Technician	37800	1620	3240	1080	648	540	2160	864	756

BEd Elementary Education	16286	1620	3240	1080	648	540	2160	864	756
BEd Secondary Education	16286	1620	3240	1080	648	540	2160	864	756
BS Health & Physical Education	16286	1620	3240	1080	648	540	2160	864	756
BEd 1.5 year	16286	1620	3240	1080	648	540	2160	864	756
BS Botany	16286	1620	3240	1080	648	540	2160	864	756
BS Zoology	16286	1620	3240	1080	648	540	2160	864	756
BS Doctor of Physical Therapy	37800	1620	3240	1080	648	540	2160	864	756
BS Tourism & Hospitality	16286	1620	3240	1080	648	540	2160	864	756
BS Political Science/ Sociology	16286	1620	3240	1080	648	540	2160	864	756
BS Pak Study/ IR	16286	1620	3240	1080	648	540	2160	864	756
BS C&MS	16286	1620	3240	1080	648	540	2160	864	756
LLB 5 years	16286	1620	3240	1080	648	540	2160	864	756
Architecture 5 years	37800	1620	3240	1080	648	540	2160	864	756
MSc Biochemistry	23198	1620	3240	1080	648	540	2160	864	756
MSc Zoology	23198	1620	3240	1080	648	540	2160	864	756
MBA /BBS/MPA/M.Com	23198	1620	3240	1080	648	540	2160	864	756
MCS	23198	1620	3240	1080	648	540	2160	864	756
MSc Chemistry	23198	1620	3240	1080	648	540	2160	864	756
MA Urdu/ MA Islamic & Religious Stu:	23198	1620	3240	1080	648	540	2160	864	756
MSc Physics	23198	1620	3240	1080	648	540	2160	864	756
MA Archaeology	23198	1620	3240	1080	648	540	2160	864	756
Post Graduate Diploma in Heritage Management	23198	1620	3240	1080	648	540	2160	864	756
MA English	23198	1620	3240	1080	648	540	2160	864	756
MSc Genetics	23198	1620	3240	1080	648	540	2160	864	756
MSc Botany	23198	1620	3240	1080	648	540	2160	864	756
MSc Mathematics/Statistics	23198	1620	3240	1080	648	540	2160	864	756
MA Psychology	23198	1620	3240	1080	648	540	2160	864	756
MA Conservation Study	23198	1620	3240	1080	648	540	2160	864	756
MA T&H	23198	1620	3240	1080	648	540	2160	864	756
MA C&MS	23198	1620	3240	1080	648	540	2160	864	756
MSc Economics	23198	1620	3240	1080	648	540	2160	864	756
MA Political Science/IR	23198	1620	3240	1080	648	540	2160	864	756
MA Pakistan Study/Sociology	23198	1620	3240	1080	648	540	2160	864	756
MA Fine Art & Design	23198	1620	3240	1080	648	540	2160	864	756
				Library Charges		Lab: Charges			

M. Phil (Science subjects)	23198	0	8000	864		3240	2160	
M. Phil (Arts subjects)/LLM/MS	23198	0	8000	864		0	2160	
PhD (Science Subjects)	27756	0	12000	1620		6448	2160	
PhD (Arts Subjects)	27756	0	12000	1620		0	2160	

Foreign Student Fee For BS/Master	400USDollars
Foreign Student Fee For MPhil/PhD	500USDollars
Thesis Evaluation Fee For MPhil	10000 PKR
Thesis Evaluation Fee For PhD	75% of actual

Table-13: REVENUE AND EXPENSES AND %AGE (Year 2021-22)

	Arts/Humanities/Social Sciences	Business/Management Sciences	Sciences/Agriculture
Cost Per Student. (RS Millions)			
Total Expense Per Student	0.357	1.727	0.236

Cost of per student/Annum is Rs.138000.00 as per approved Budget 2022-23

Percentage of Revenue and Expense (RS. Millions)	
Total Resources Revenue	1435.940
Total Expenditure	1419.411

Table-14: CREDIT HOURS

S#	Department Name	Undergraduate		Graduate	
		HEC Required Credit Hours	HU Credit Hours	HEC Required Credit Hours	HU Credit Hours
1	Agriculture	130-140	134	-	-
2	Archaeology	BS: 130-136 MA: 48-56	133 52	24+Thesis 18+Thesis	24+Thesis 18+Thesis
3	Art & Design	136-152	136	-	-
4	Architecture	165-175	171	-	-
5	Biochemistry	132	132	50 50	50 50
6	Bio-Informatics	124-136	136	24+Thesis 18+Thesis	24+Thesis 18+Thesis
7	Biotechnology & Genetic Engineering	130-136	134	30 18	30 18
8	Botany	130-34	132	24 26	24 26
9	Conservation Studies	124-136	136	30 24	30 24
10	Chemistry	124-136	130	24 26	24 26
11	Communication & Media Studies	134	134	30	30
12	English	130-136	130 63	24 26	50 50 54
13	Economics	130	130	50	50
14	Education	120 120	124 124	54 30 18	54 30 18
15	Earth and Environmental Sciences (ES) Geology	124-136	130	-	-
		130-140	130	-	-
16	Islamic & Religious Studies	120-140	132	30 18	50 18
17	Information Technology	130-136	130	50	50
18	Law	166	166	-	-
19	Microbiology	124-133 124-136	124-140 124-136	30 18	30 18
20	Mathematics & Statistics	130-136	134 134 60 60	24+6	30 30
21	Management Science	124-140 124-140 60-66	124-140 124-140 60	30 18	30 18
22	Public Administration	135 69	135 69	-	-

23	Physics	133 60	133 60	40 40	40 40
24	Psychology	132 60	132 60	50 18	50 18
25	Political Science	130-136 130-136 60-66	133 130 66	-	-
26	Pakistan Studies	130	130	30	30
27	Sociology	132	132	30	30
28	Telecommunication	130	130	30	30
29	Tourism & Hospitality	124-136 75	136 75	-	-
30	Urdu	127 72	127 72	30 54	30 54
31	Zoology	130	130	50 44	50 44

Table-15: AFFILIATED COLLEGES (Public/Private)

S.	Name	Public/ Private	Date of Affiliation	Postal Address of College	Area Wise Location Rural/Urban	(Male/Female/ Co-Education)	College Category
PUBLIC SECTOR: Total 14 Colleges							
Male: 04							
Female: 04							
Co-Education 06							
1	Govt. Postgraduate College Mansehra	Public	22.05.2003	College Doraha Mansehra	Urban	Co-Education	General
2	Govt. Girls Degree College No. 1, Mansehra	Public	22.05.2003	Near District Courts, Mansehra	Urban	Female	General
3	Govt. College of Management Sciences Mansehra	Public	22.05.2003	Near Pakhwal Road, Bypass, Mansehra	Urban	Co-Education	Commerce & Management Sciences
4	Govt. Degree College Lassan Nawab Mansehra	Public	22.05.2003	Near Main Bazar, Lassan Nawab, Mansehra	Rural	Male	General
5	Govt. Degree College Oghi, Mansehra	Public	22.05.2003	Near FC Headquarter Oghi, Mansehra	Rural	Co-Education	General
6	Govt. Degree College, Balakot, Mansehra	Public	22.05.2003	Main Bazar Battagram	Urban	Co-Education	General
7	Govt. Degree College Battagram	Public	22.05.2003	Battagram	Urban	Co-Education	General
8	Govt. Girls Degree College No. 2, Chitti Dheri, Mansehra	Public	27.04.2007	Near Baidra Chowk Chitti Dheri, Mansehra	Urban	Female	General
9	Govt. Girls Degree College Battagram	Public	2011 (Aff. Section to	Main Bazar,	Urban	Female	General

			<i>provide complete date)</i>	Battagram, Mansehra			
10	Govt. Degree College Pattan, Kohistan	Public	21.02.2011	Main Bazar Pattan Near FWO Camp Kohistan	Rural	Male	General
11	Govt. Degree College Darband, Mansehra	Public	13.05.2011	Near Main Bazar, Darband, Mansehra	Rural	Male	General
12	Govt. Girls Degree College, Parhena, Mansehra	Public	21.05.2014	Near Main Bazar Parhena, Mansehra	Rural	Female	General
13	Govt. College of Management Sciences, Balakot, Mansehra	Public	03.02.2016	Balakot Bazar, Balakot	Urban	Co-Education	Commerce & Management Sciences
14	Govt. Degree College Dassu, Kohistan	Public	18.07.2017	Near Main Bazar Dassu, Kohistan	Rural	Male	General
PRIVATE: Total 13 Colleges							
Male: 00							
Female: 01							
Co-Education 12							
15	Jinnah Degree College of Commerce, Mansehra	Private	27.04.2007	Butt Pull Shahrah-e-Resham, Shinkari Road, Mansehra	Urban	Co-Education	Commerce & Management Sciences
16	Fatima-Tuz-Zohra Girls Degree College, Mansehra	Private	22.05.2007	Safdar Road, Dab # 1, Mansehra	Urban	Female	General
17	Saani Islamia Law College, Haripur	Private	29.12.2009	London Plaza, G.T Road, Haripur	Urban	Co-Education	Legal Education
18	Syed Ahmad Shaheed College of Commerce, Mansehra	Private	31.12.2009	Pakhwal chowk near shell Petrol pump, Silk Route, Mansehra	Urban	Co-Education	Commerce

19	Pakistan Degree College of Commerce, Mansehra	Private	01.09.2010	Pakhwal Chowk Dhangri Road, Mansehra	Urban	Co-Education	Commerce
20	International College of Accountancy & Management Sciences, Gari Habib Ullah, Mansehra	Private	27.01.2012	Baber Colony, Gari Habib Ullah, Tehsil Balakot, Mansehra	Rural	Co-Education	General & Commerce
21	Muslim College of Commerce & Management Sciences, Mansehra	Private	11.03.2013	Near Govt. Commerce College, Mansehra.	Urban	Co-Education	Commerce
22	New Shaheen College of Management Education and Social Sciences, Mansehra	Private	14.06.2013	Baidra Chowk, Dab # 1, Mansehra	Urban	Co-Education	General and Commerce
23	College of Legal & Ethical Studies, Abbottabad	Private	27.12.2018 (Switchover from AUST)	Supply, Abbottabad	Urban	Co-Education	Legal Education
24	East & West College Law College, Haripur	Private	18.08.2020	Khalabutt Township, near DHQ Hospital Haripur	Urban	Co-Education	Legal Education
25	Abbott Law College, Mansehra	Private	01.12.2020	Dhangri Road, Mansehra	Urban	Co-Education	Legal Education
26	Abbott Law College, Abbottabad	Private	01.12.2020	Jhangi, Abbottabad	Urban	Co-Education	Legal Education
27	Justice Law College, Abbottabad	Private	29.10.2021	Main Mansehra Road, Jhangi, Abbottabad	Urban	Co-Education	Legal Education

SECTION 3

STANDARDS

Standard 1

MISSION STATEMENT AND GOALS

Vision Statement

Hazara University intends to be a standard university providing affordable quality educational opportunities for students to develop scientific, socio-culture, economic and political leadership, through learner-centered teaching and research, while strengthening their identity at Regional, National and International level.

Mission Statement

The mission of Hazara University is to impart knowledge in the fields of emerging and social sciences as well as liberal arts inculcating the universal values of truth, beauty and goodness among the younger generations, on the one hand, and to provide a befitting research base for contributing original research to the world research pool for the service of mankind, on the other.

It further aims at imbuing the students with higher and nobler ideals of Islam and socializing them into well-rounded persons ever ready to serve their own nation, the Ummah and humanity at large.

The Emblem of the University has the motto derived from the Holy Quran, an injunction from Almighty Allah meaning “Get Knowledge”. The Emblem has snow-covered mountains of Kaghan in the backdrop and the Siran River in the foreground, having Deodar trees on its bank. Deodar tree has the symbolic significance of slow, steady and sure growth spreading over centuries. The mission of the University, therefore, is to impart education systematically, gradually but surely spreading over centuries. The objective of the University, therefore, is to impart universal education systematically and gradually but surely to the coming generations of students for over indefinitely remote and distant future with Godspeed.” The emblem of the University was approved in its present design by its faculty, ‘Ullema’ and the Syndicate in 2003.

Goals of Hazara University

1. Shift to research-oriented university geared towards fulfilling regional, national, and international needs, in line with the idea of knowledge-based societies through creation, dissemination, and to application of knowledge.
2. To arrange Scholarships for Faculty and Staff for developing their expertise in the respective areas for academic excellence in research and creativity.
3. To offer a range of high quality and relevant undergraduate, graduate programs, and research-oriented programs in an effective and efficient manner.
4. To ensure financial sustainability through diversification of sources of funding and income generation and to reduce budget deficit.
5. To upgrade and equip required physical and technological infrastructure to ensure conduct of good quality teaching and high quality research.
6. To support excellence in research and teaching through strengthening and support of leadership, governance, and management.

Question. 1: **When did the university conceive of and write the mission? When and whom approved it?**

The mission statement of the University was conceived in year 2003 and at that time a committee was constituted who wrote the mission and it was placed in the prospectus at that time. Refer **Document-1 Prospectus 2003 on table.**

Yes: the mission of the University is available at the title page of the prospectus of the university which was printed during the year 2017. Refer **Document-2 Prospectus 2017 on table.**

Question. 2 **Who was involved in the writing of the mission?**

The Vice Chancellor (refer **Document-1 Prospectus 2003 on table.**).

a. Committee

Presently, a standing committee vide Notification No.4(1)HU/Reg/2018/1886 dated 23-10-2018 which is responsible for periodic review. Upon directives of the Vice Chancellor the Directorate QE supported to revise the mission of the university. The draft has been reviewed by the said committee and is in process of approval from the relevant forums of the university. After approval from the relevant Authority, the same will be notified and circulated accordingly. (Copy of the Notification is placed at **Annex – A to Standard 1 along with the reviewed draft**).

b. Relevant webpage

Revise Mission and Vision has been printed in the newsletter and prospectus of the university, the same is also available on the official website of the university on the following link. <http://hu.edu.pk/vision-mission>.

[The revised mission and vision statement will replace it, as soon get approved by Syndicate].

Question. 3: **Has the mission been reviewed and renewed since the first writing and approval?**
If so, when and by whom? When it was last reviewed?

Yes, the university aims to review/update the mission & vision statement according to the need and requirement of the institution. The current intent is the standing committee notified vide No.4(1)-HU/Reg/2018/1886 dated 23-10-2018 (refer Annex – A) to periodically review the mission of the university.

Question. 4: **Where are the problems regarding living up to the mission? What is the university not doing that it should be doing to realize more fully its mission and goals?**

Hazara University Mansehra always tries to remain in the orbits of its vision and mission for which all the available resources are being utilized, The University is working under the constitutional umbrella of the Act passed by the Provincial Assembly, defining the roles and responsibility of the officers and statutory bodies. In the recent past the university Act has been amended several times which badly affected the living up to the mission of the university. As the statutes and rules were

required reviews and amendments according to the new scenario of the freshly amended Act each time. University needs to adopt the modern trends in its way of governance to effectively cope the needs of implementation of its vision and mission.

Question. 5: **How is it used to: a) guide personnel decisions? B) Determine program/course offerings? C) Guide budget decisions?**

As the vision & mission of the university describe its route to produce the quality researchers for the society, all decisions of the university have principle inspiration from the said mission and vision. All the efforts are being put into the decision making according to the true spirit of its vision and mission. Till today according to the vision and mission of the university has launched many multi-disciplinary teaching departments at its main campus varies from Social Sciences to Health, Natural and applied sciences up to Management Sciences. Every year the budget of the university is also allocated according to the need of these departments to fulfill the prime needs as reflected in the vision and mission.

- a) Guide personnel decisions: The mission helped us in identification of thematic areas.
- b) Determine program/course offerings: The courses offered in the university in different disciplines are in line with the mission of the university.
- c) Guide budget decisions: we set our financial goals as per our mission and prioritized our expenses accordingly to achieve goals and objectives.

Question. 6: **How well do you believe that the mission clearly defines the purposes of the University? Please explain.**

The purpose of establishment of Hazara University was to impart knowledge in the applied fields and related subjects. Hence, the Mission covered all the aspects for which the university was formed and contributing a lot for transforming the society as well as economic growth. Now that the university has been expended its academic activities in different fields and the study programmes in various fields have been increased to over above 120 with almost 2008 courses offered in a semester, and that the financial matters have also been squeezed towards indigenouness therefore revising the mission & vision of the university was felt which has already been done and the draft is awaiting approval from the Competent forums of the university.

Question. 7: **How well do you believe the mission and goals delineate what the University intends to accomplish? Please explain.**

The Hazara University intends to recall & rebuild the culture of education and modern scientific needs of the society therefore the mission and goals of the University are in line with the existence of the university.

Vision and statement is written at the starting page(s) of this UPR document.

Standard 2

PLANNING AND EVALUATION

1. Hazara University (HU) has a well-defined and elaborate organizational structure in the form of a number of statutory bodies / committees to plan and execute both short-term as well as long-term administrative and academic operations in conformity with the vision and mission of the University.
2. The highest body is Senate, where all-important plans pertaining to the academics and administration of the University are discussed as agenda items; appropriate actions are decided/taken on finalized points for implementation and subsequently evaluated periodically. Such issues, keeping in view their relevance, are most often pondered upon in bodies / committees like Finance and Planning Committee, etc., and ultimately referred to the Syndicate for approval in order to be implemented and executed.
3. Financial affairs which have the highest impact on the overall productivity of the University are examined, monitored, and controlled by Finance and Planning Committee, chaired by the Vice Chancellor. It plans/annual budgets (head wise forecasted expenditures) having projections of revenues in terms of fee, which is major source of revenue at present. The budget is subsequently presented to Syndicate for approval. Finance and Planning Committee is also responsible for submission of audited statement of accounts to the Syndicate. On the other hand, long-term financial plans are considered based on existing and expected funding by the government agencies, HEC is the one of the most important funding agency among them. If need arises, fee revision is considered and implemented after discussion and recommendation of Finance and Planning Committee and formal approval is obtained from the Syndicate.
4. As far as academic planning is concerned, curriculum development, improvement or modification is carried out by concerned Board/Committee at department level remaining within the broader framework proposed by the concerned regulatory body such as HEC and is then presented to the Academic Council for discussion and approval accordingly. The highly selective and competitive process of hiring of faculty as per HEC criteria and university hiring policy is followed in the light of the requirement of the concerned departments which is finalized by the Committee headed by the Vice Chancellor. Hazara University prepares annual Academic Calendar after receiving and analyzing inputs from all concerned to ensure smooth functioning of the University for each academic year. A comprehensive annual Academic Report is presented to the Senate.
5. Directorate of Planning and Development in coordination with the relevant Project Directorate is responsible for monitoring and evaluation of all kind of ongoing projects including civil works / infrastructure on a daily basis, whereas all such plans are approved by the Syndicate which is responsible for overall monitoring and controlling whether it is related with Finance, Academics or Civil Works.

Question. 1: **Describe your formal systems of planning and evaluation. What committees are there – with what composition? How often do they meet? What is the timeline for the plan?**

The Hazara University management involves its all-stake holders in all kind of decision making pertaining to the administrative, academic natures and all the planning and mega projects of the university are being prepared in consultation with the involvement of relevant Faculty and Administrative Heads. The academic and administrative needs of the university have always remained on top priority. Monthly review meetings of the Heads of academic Departments & Administrative Sections are being regularly conducted for their views/comments and discussions as feedback. Beside it, the planning process at Hazara University is ensured through the assessment of following committees.

- a) Hazara University has a well-established and elaborate organizational structure in the form of number of statutory bodies/committees to plan and execute both short-term and long-term administrative and academic operations in conformity with the vision and mission of the University.
- b) The highest body of Hazara University is Senate, where all important plans pertaining to the academics and administration of department discussed & decided as agenda wise, appropriate actions are taken on finalized points for implementation. Such issues, keeping in view their relevance, are most often pondered upon in bodies / committees like Finance and Planning Committee, etc., and ultimately referred to the Syndicate and Senate for approval in order to be implemented and executed.
- c) Financial affairs which have the highest impact on the overall productivity of the University are examined, monitored, and controlled by Finance and Planning Committee, chaired by the Vice Chancellor. It plans annual budgets (head-wise forecasted expenditures) having projections of revenues in terms of fee, which is major source of revenues at present. The budget is subsequently presented to Senate for further approval. Finance and Planning Committee is also responsible for submitting audited statement of accounts to the Senate. On the other hand, long-term financial plans are considered based on existing and expected funding by the government agencies, HEC the most important of them and projects from other government institutions.

Apart from these committees, several other Statutory bodies/committees plays key role in the functioning of Hazara University, which mainly include:

- Academic Council – Authority
- Advanced Studies and Research Board (ASRB)
- Need Assessment Committee
- Centralized Purchase Committee
- Financial Aid and Scholarship Committee
- Project Steering/Standing Committees
- Technical Committees for projects

Assessment of the Statutory bodies/committees is then transformed in plans which are then reviewed by the standing committee and amendments are made to align it with the vision and missions of the university and the target/goals duly set. **(Annex – A to Standard 2)**. Also, for timely and properly completion of the projects, a high-level committee comprising of all Deans/Focal Persons/all Directors/Registrar/Provost/Controller of Examinations and Procurement officer is constituted vide *Notification No.4(1)HU/Reg/2020/722 dated September 07, 2020*.

Beside the above formal formulation of planning strategies, it is common practice of the administration to involve all the stakeholders in the process of decision making, pertaining to the administrative / academic matters. Meeting of all Heads of the Academic / Administrative departments are being held monthly. All the mega projects of the university have been prepared with due consultation of the concerned Heads.

Question. 2: **What other planning documents do you have? A development plan for facilities? A financial plan? Please describe for each of these documents the process by which they are generated and reviewed. Please provide copies of last three years plans.**

PC-1s are the other planning documents which are prepared by the University's Planning and Development Section in collaboration and consultation with the relevant stake holders Faculties. The PC-1s are then submitted to concerned authority/Sponsoring Agency e.g. HEC/HED for further consideration and approval.

Infrastructural Developmental Plans are made upon the recommendation of Need Assessment Committee, and Academic expansion/integration plans are made upon the recommendation of Academic Council, which defines the current need of the society and key thematic areas and how to meet these.

The development Plans include Cash/Work Plans which are prepared and executed coordinatively by Directorate of Works, P&D & concerned PMU. All development Plans incorporate Cash/Work Plans which are mainly aimed at ensuring financial stability and sustainability, which is further ensured through Project Steering Committee and other task-oriented committees e.g. Bids Evaluation Committee, Technical Committee, Procurement committee etc.

Process of generating and reviewing these Plans

The development and financial plans are generated after a lot of in-house discussions and meetings of the committees mentioned earlier. In some cases, assistance/guidance is also sought from other departments through their departmental committees. These plans are revised quarterly, and the actual results are checked, and corrective actions are taken, thereon if deemed necessary.

The projects/plan are then presented to finance & planning committee for integration with goal and appropriation of finance/budgets in the relevant budget head. The plans/projects are then presented to the sponsoring agency, Syndicate & Senate for formal approval. After approval, the project needing huge funds are without to the relevant account, whereas external agency support, are presented to the concerned forums and approved projects are then transformed to work plan/procurement plan/facilitation plan, and parallel cash plan are prepared and implemented accordingly.

a. Copy of strategic / financial plans in the last two years

A list of all the projects / plans related to infrastructure development and completed during the last two years and those which are still in progress are placed as **Annex-B** of this standard folder. These projects are in line with our strategic plans to achieve university mission and goals.

b. SOPs/TORs for integration of results into planning (Appendix AI)

Targeted goal according to the defined key thematic areas need of the society, market trends global trends, and global terminological advancement are reviewed, discussed and analyzed by the relevant committees and forums refined proposal are then compared with actual past results. After SWOT analysis these refined feasible proposals are then transformed into plans which are approved executed thereafter on the defined pattern.

c. Planning review reports

Once a project is executed, a continues progress review is carried out for the projects funded under PSDP program. The project monitoring and evaluation system (PMES) software is used for daily activities/progress.

Planning review reports are usually in the form of quarterly, by annually and annually progress reports, presented to the funding/sponsoring agencies. The progress reports of the last two years are placed as **AppendixA2** of standard folder.

d. Event / academic calendar

Event / academic calendar is prepared annually which provides a roadmap or timetable for the whole academic year. The Academic calendars of last three years are provided separately with this folder as **Document 3, on table**.

Question. 3: **How are the plans incorporated into the budget? Please provide copies of the current draft budget and approved budget of last year.**

The financial plans as recommended in F & PC, which are then incorporated in the Budget. The copies of the last year budget and current draft are in the minutes of the meetings of F & PC placed on table. **(Document 4, on table)**

a. List of Committees / TORs

The list and TORs of HU committees have already been discussed in question 1(b).

b. Minutes of the Syndicate / Senate meeting in which strategic / financial plans are Approved

Copy of the minutes of the Syndicate meeting in which long-term projects were discussed is placed as **Annex-C** of standard-2 folder.

c. Copy of strategic and financial plans related agenda items of Syndicate /Senate Hazara

University Syndicate discuss strategic as well as financial plans in almost every meeting. Since, HU is going through its developmental phase therefore, copies of agenda items of last two Syndicate meetings are placed as **Document 5 – on table**.

d. Copy of annual budget report

Copies of annual budget reports Revised Estimate 2016-17 & 2017-18 duly signed by the Vice Chancellor and Director **Document 6 - on table** Finance are placed as.

Question. 4: When are the plans evaluated and updated? How?

The Plans are evaluated periodically based on progress made in the project activities and actual results are compared with the Plans. However, in case of legal or procedural gap the plans are evaluated and updated immediately if there is need for the change/updating.

Question. 5: Is there a campus master plan? A Life Cycle Management plan for the University infrastructure? If so, who was involved in putting it together? Who approved it? How often is it updated? Please provide a copy of the campus master plan.

Yes, there is a Master Plan of the University, due to expansion in the university academics and execution of several projects including the recent Mega-Project's. The Master Plan needs extensive revision and re-approval from competent forum. **The Master Plan is not revised**, however, the copy of the Existing Master Plan is placed in this UPR document.

Life Cycle Management Plan

The Registrar Office has directed the Directorate P&D for preparation of life cycle amendment plan of the university vide letter No. 4(2) HU/Reg/2021/970 dated 02/07/2021, which is in process yet to be finalized.

Question. 6: Please list PC-I/PCI-IV for prepared, executed and completed in the last three years?

Copies provided at **Annex-D in Standard 2 folder**.

LIST OF COMPLETED PROJECTS

S.#	Name of Project	Approved Cost	Status	Completion date	Sponsored by
1	Completion of Leftover Work on 08 Academic Blocks at Hazara University	662.19	Completed	2019	HEC
2	Provision of Academic Blocks by completion of Leftover Works at Hazara University Mansehra	60.000	Completed	2019	HEC
3	Enhancement of IT Infrastructure	35.502	Completed	2019	MOST
Total		110.018			

LIST OF ON-GOING PROJECTS					
S#	Name of Project	Approved Cost	Status	Expected Completion Date	Sponsored by
1	Establishment of Hazara University campus at Battagram	231.814	Reflected in PSD 2017-18	2021	HEC
2	Uplifting of Academic & infrastructure facilities at Hazara University Mansehra (Prime Minister Directives)	1702.000	19-03-2018 approved	2022	HEC
3	Establishment of Hazara university campus at Oghi Mansehra	950.000	Reflected in PSDP 2014-15	In progress	HEC
Total		2882.114			

LIST OF PSDP/ADPS PROPOSED PROJECTS				
<u>S#</u>	<u>Name of Project</u>	<u>Estimated Cost</u>	<u>Proposed project for 2021-22</u>	<u>Sponsored by</u>
1	Establishment of Central Library by Completion of Left-Over Work On Two Academic Blocks, Electrification Through Solar Power, At Hazara University Mansehra.	924.134	PSDP	HEC
2	Purchase of Land for Hazara University Sub-Campus At Battagram	595.473	ADP	HED
Total		1519,607		
LIST OF FUTURE PRIORITY PSDP/ADPS PROPOSED PROJECTS				
1	Establishment of Molecular Core Facility Lab at Hazara University	370.000	PSDP	HEC
2	Construction of Guest House at Hazara University	3000.000	PSDP	HEC
3	Establishment of Centre of Excellence on CPEC at Hazara University Mansehra	550.000	PSDP	HEC
4	Establishment of Sports Complex at Hazara University	300.000	ADP	HED
5	Construction of Multifuntion Commercial Building Near Main Gate of Hazara University for Financial Sustainability of Hazara University	641.000	University Own sources	Hazara University, Mansehra
Total		2161.000		

Question. 7: **Are there any other plans? If so, please provide copies along with the dates when these plans are updated as well as by whom. Please give the name of the body the gives the final approval?**

Yes there are other plans prepared for good governance and academic excellence listed below copy placed at . **Annex-E**

1. Security management and emergency handling plan (**Appendix – E/I**).
2. Academic program integration and expansion plan (**Appendix – E /II**).
3. Fresh water storage and supply plan (**Appendix – E /III**).
4. Electric power management and supply plan (**Appendix – E /IV**).
5. Sewerage and wastes management plan (**Appendix – E /V**).
6. Communication management plan (**Appendix – E /VI**).

Question. 8: **Please provide any other documents related to the planning processes?**

Further properly prepared **Strategic Plan 2019-2023** exists, covering; Research, Innovation and Entrepreneurship, Faculty and Staff Development, Development of Academic Programmes, Financial Sustainability, Infrastructural Development and Facilitation, Leadership, Governance and Management, Also **Annual Work Plan 2019-2020** exist, covering; Research, Innovation and Entrepreneurship, Collaborations and Linkages, Academic Development, Human Resources, Physical Infrastructure Development, Scientific and Technological Infrastructure Development, Financial Stability, Strengthening of Directorate of Students Affairs, Strengthening of Students Counseling Center.

Standard 3

ORGANIZATION AND GOVERNANCE

Hazara University has a governance system that facilitates the fulfillment of its mission and goals and strengthens institutional effectiveness and integrity. The institution creates and maintains enabling environments for teaching – learning service and scholarship that helps in developing a research culture. It assures provision of adequate support for the appropriate functioning of all programs being offered by the University.

a. Organization

The institutional structure facilitates the optimum use of available resources, development of an enabling learning & research environment, excellence in scholarship and quality improvement.

b. Governance

The governance system of Hazara University clearly defines the rules of different tiers of the institution in policy development and decision making. The governance structure includes an effective governing body with desired autonomy to assure and further strengthen the institutional integrity and helps in the process of fulfillment of its responsibilities for policy consistency and resource development aligned with the mission of the institution. At Hazara University, different tiers of governance such as faculty, administration, staffs, students and the governing body support each other to achieve the Institutional mission and objectives in an appropriate manner. The Governing Competency of higher management is shown in 2.1 above, headed by the Governor Khyber Pakhtunkhwa as Chancellor of Hazara University. The Vice Chancellor is the Chief Executive of the University responsible for all administrative and academic functions of the University who is supported by the Registrar as the Principle Administrative Officer. Further, the Registrar, Director Finance (Treasurer), Director Quality Enhancement, Director Academic & Research, Director Administration, Provost, Controller of Examination, form part of the University Administration and also Director ORIC, Director Planning & Development, Director Works form part of the university management. The Pro-Vice chancellor is a non-active position, which in absence of the regular Vice Chancellor become active with all powers of the Vice Chancellor. The Deans are related to Semi Administration for controlling Academic Activities to help out the management of the University. The Vice Chancellor and Registrar are supported by various officer of different tiers and authorities as shown in the Organogram for various tier of Officers is shown above in 2.2. The competencies and powers of the authorities of the University (Senate, Syndicate & Academic Council) are prescribed in the Act of the University, the composition of these bodies are shown above in 3.1, 3.2 and 3.3. The Hazara University is having two campuses consisting of four main Faculties; **Faculty of Arts, Faculty of Health Sciences, Faculty of Law & Management Science and Faculty of Science** with 33 departments (in the period 1 July 2019- 30 June 2020) running 118 programmes.

Question.1:

Please provide detail of offices responsible for meetings of the senate; the syndicate; or Board of Governors.

The Registrar Office is responsible for arranging Syndicate and Senate meetings.

a) Office Responsible for Organizing Syndicate Meetings

Meeting Section of the Registrar Office is responsible for organizing the Syndicate. Pre and post-meeting actions initiated by the Registrar Office are as follows: -

1. To seek a convenient date for the Syndicate meeting from Chairman of Syndicate.
2. Agenda points along with working papers are prepared for each agenda point and circulated to all the members.
3. Letters are dispatched to all Syndicate members, notifying date of the meeting.
4. Minutes of Syndicate meeting are prepared.
5. Minutes approved by Chairman Syndicate are circulated to all members.

b) SOPs for Compliance of Minutes & Name of Responsible Office

Registrar Office is responsible for monitoring and ensuring compliance of the decisions made during Syndicate meeting. Heads / Chairs of concerned departments are informed of the decision(s) pertaining to their area of responsibility.

c) Syndicate as per Act

Syndicate: (Constitution of Syndicate under Section-22 of the Khyber Pakhtunkhwa Universities Act-2012 (Amendment-2016):

- (1) The Syndicate shall consist of:
 - a. the Vice-Chancellor, who shall be its Chairperson;
 - b. a retired judge to be nominated by Chief Justice of Peshawar High Court;
 - c. all the Deans of the faculties of the University;
 - d. Secretary of the relevant administrative Department or his nominee not below the rank of an Additional Secretary;
 - e. the Secretary to Government, Higher Education Department, or his nominee not below the rank of a Deputy Secretary;
 - f. the Secretary to Government, Establishment Department, or his nominee not below the rank of Additional Secretary;
 - g. the Secretary to Government, Finance Department, or his nominee not below the rank of Additional Secretary;
 - h. two Principals (preferably one male and one female) of affiliated colleges to be nominated by the Academic Council;

- i. One Professor, one Associate Professor, one Assistant Professor and one Lecturer of the University to be elected by teachers of their respective cadres in the manner as may be prescribed by Statutes;
- j. One Principal or Chairman or Director of the Teaching Department or Institute or Centre to be elected from amongst themselves in accordance with the prescribed Statutes;
- k. One administrative officer to be elected from amongst themselves in a manner as may be prescribed by Statutes
- l. Registrar
- m. Treasurer
- n. One nominee of the Commission not below the rank of an advisor or member
- o. One person of eminence to be nominated by the Chancellor;] and
- p. two University Administrative Officers to be elected from amongst all the Administrative Officers in the prescribed

Hazara University Syndicate composition is given at para 3.2 and by name constitution is given below in the answer to Question 6.

d) Power & Functions of Syndicate as per Act

1. The Syndicate shall be the executive body of the University and shall, subject to the provisions of this Act and the Statutes, exercise general supervision over the affairs and management of the University.
2. Without prejudice to the generality of the foregoing powers, and subject to the provisions of this Act, the Statutes, the Syndicate shall have the powers to-
 - a) consider the annual report, the annual plan of work including key performance indicators to be set up by the University, the statements of Accounts, the annual and revised budget estimates and to submit these to the Senate;
 - a-i) hold, control and lay down policy for the administration of the property, funds and investments of the University, including the approval of the sale and purchase or acquisition of movable and immovable property;
 - b) transfer and accept transfer of movable and immovable property on behalf of the University;
 - c) enter into, vary, carry out and cancel contracts on behalf of the University;

- d) cause proper books of account to be kept for all sums of money received and expended by the University and for the assets and liabilities of the University;
- e) invest any money belonging to the University including any unapplied income in any of the securities described in section 20 of the Trusts Act, 1882 (Act II of 1882), or in the purchase of immovable property or in such other manner, as it may prescribe, with the like power of varying such investments;
- f) receive and manage any property transferred, and grants, bequests, trust, gifts, donations, endowments, and other contributions made to the University;
- g) administer any funds placed at the disposal of the University for specified purposes;
- h) provide the buildings, libraries, premises, furniture, apparatus, equipment and other means required for carrying out the affairs of the University;
- i) establish and maintain halls of residence and hostels, as far as possible;
- j) affiliate or disaffiliate educational institutions;
- k) arrange for the inspection of colleges, institutions and the Teaching Departments;
- l) institute Professorships, Associate Professorships, Assistant Professorships, Lecturer ships, and other teaching posts or to suspend or abolish such posts;
- m) subject to this Act, appoint Teachers, officers and other employees on the recommendation of the Selection Board in BPS-17 and above in accordance with the prescribed Statutes;
- (m-i) suspend, punish, remove and dismiss from service, the Officers and Teachers of the University in Basic Pay Scale 17 to 21 in accordance with the prescribed Statutes;
- (m-ii) promote the officers of the administrative cadre to the next higher scale on such terms and conditions in accordance with the prescribed statutes;
- n) create, suspend or abolish such administrative or other posts as may be necessary;
- o) prescribe powers and duties of officers, teachers and other employees of the university;

- p) report to the Senate on matters with respect to which it has been asked to report;
- q) propose drafts of Statutes for submission to the Senate;
- r) regulate the conduct and discipline of the students of the University;
- s) take actions necessary for the good administration of the University in general and to this end exercise such powers as are necessary;
- t) delegate any of its powers to any Authority or Officer or a committee;
- (t-i) prescribe conditions under which the University may enter into agreements with other institutions for with public bodies for purposes of research and advisory services; and]
- u) perform such other functions as have been assigned to it by the provisions of this Act or the Statutes made thereunder.

Powers and Functions of Syndicate are described in Section 23 of the Khyber Pakhtunkhwa Universities Act – 2012 (Amended 2016). **Document 7, on table**

e. Meetings of the Syndicate (Process of time frame) as per Act

As per Khyber Pakhtunkhwa Universities Act 2012 (Amendment 2016), the Syndicate meeting shall meet at least once in each quarter of the year.

Meetings held during the evaluation period (from 01 Jul 2021 to 30 June 2022)			Minutes circulated openly to all HODs/Sectional heads/departments (Y/N – Evidence of circulating letter attached)	Agenda (General/Normal/ Specific/Confidential)
Meeting No.	Date held	Quorum (OK/ rescheduled)		
48 th	20-11-2021	OK	All the decisions notified and circulated among all concerned.	General
49 th	27-12-2021	OK		General
50 th	01-04-2022	OK		General
51 st	01-04-2022	OK		Specific
52 nd	14-05-2022	OK	Minutes also uploaded on HU CMS	General
53 rd	05-08-2022	OK		General
54 th	05-08-2022	OK		Specific

f. Delegation of Powers as per Act

The Syndicate may delegate any of its powers to any authority or officer or a committee as provided under Section 23(2)(t) of the Khyber Pakhtunkhwa Universities Act, 2012 (amended-2016)

Question.2: Provide the copy of University ACT?

The University was established under the Hazara University Act – 1997 **Document 8, on table**, further amended as Khyber Pakhtunkhwa Universities Act 2012 (amended 2016). The Act provides the essential guidelines for the overall functions of the University. A copy of KP Universities Act is placed as **Refer document 7 on table**.

Question.3: Please provide organizational chart along with its approval.

The organogram of Hazara University is at 2.2 of this UPR document.

Question.4: Define the process of conduction of these meetings?

a. Copies of Meeting Notification

All members of the Senate / Syndicate are notified regarding the date of the meeting of the Senate / Syndicate through letters, copies of which are placed at **Annex-A of the standard-3** folder.

b. Copy of the Statutory requirements document regarding these Meetings

Document -7 on table refers. It includes extract from (Act) and Rules of Business for Senate/Syndicate adopted by the University after Senate's approval. The aforesaid documents provide detailed statutory requirements for Senate/Syndicate meetings.

c. Name of the Office responsible and system for organizing these meetings

Meeting Section of Registrar Office is responsible for conduct of Senate/Syndicate meetings.

d. SOPs of Compliance of Minutes & Name of Responsible Office / Body

The Registrar Office is responsible for compliance of minutes, compliance of minutes as per Rule of Business is as under:

SENATE:

Record of Proceedings

The Secretary shall record the proceedings/minutes and shall submit them to the Vice Chancellor for signature.

Two master copies shall be kept under lock and key in the office of the Vice Chancellor and the Registrar. Every page of the master copies shall be signed by the Secretary and counter-signed by the Vice Chancellor.

Circulation of Proceedings

The proceeding / minutes duly signed by the Vice Chancellor and Secretary shall be circulated amongst all members within ten days of the meeting for information and observations, if, any.

Discrepancy in the decision taken and the record thereof

The members shall communicate their observations, if, any, within seven days of receipt of the proceedings / minutes.

The proceedings/minutes shall be submitted to the Chancellor along with copies of observations communicated to members for consideration/approval. In case observations of a member are agree to, the same shall be incorporated in proceeding/minutes.

If the Chancellor did not agree with the observations, the decision of the Chancellor shall be communicated to member concerned. If the member is still unsatisfied, he/she shall in writing inform the Secretary to this effect and the matter shall be placed before the Senate in its next meeting, without prejudice to the action taken.

Follow up of the decisions

The relevant extract of the proceedings along with relevant working papers / files shall be forwarded by the Secretary to the respective sections for information and necessary action.

Action taken on the decisions of the preceding meeting of the Senate shall form part of the Agenda of the ensuing meeting of the Senate.

Proceedings / minutes of the meeting shall be placed before Senate in the ensuing meeting for confirmation.

Reconsideration of the previous decision

Any previous decision of the Senate shall not ordinarily be re-considered within one year of the decision of the Senate in subsequent meetings without the permission of the Chancellor, or unless a written request is received from two-third of the existing members of the Senate for re-consideration.

Confirmation of the minutes

The minutes of the meeting of the Senate shall be placed before ensuing meeting for confirmation along with the compliance report as described in para 16.2 above.

The term of office of an elected/appointed/nominated member shall commence from the date of notification as provided under Section 43(1) of the Act.

A member who has accepted any other assignment which necessitate his absence from the University for a period of six months or more, or absents himself from two consecutive meetings without the leave of such authority, he shall be deemed to have resigned and vacated his seat as provided under Section 43(2) of the Act.

Meetings held during the evaluation period (from 01 Jul 2021 to 30 June 2022)		
Meeting No.	Date held	Chaired by
17 th Senate	04-06-2022	Mr. Dawood Khan Secretary HED

SYNDICATE:

Record of proceedings

a. The Secretary of the Syndicate shall maintain the record of proceedings of the meeting of the Syndicate, and get it confirmed by the Vice-Chancellor as the Chairman of the Syndicate. The Secretary among all the members of the Syndicate shall circulate copies of the proceedings so authenticated as early as possible.

b. A member of the Syndicate shall be entitled to inspect, in the office during office hours, the proceedings of the Syndicate.

Communication of decisions

After the authentication of proceedings, extracts of relevant paragraphs with relevant files shall be forwarded by the Registrar to the respective Sections/Institutes or bodies.

If the occasion so demands a copy of a particular paragraph of the proceedings of the Syndicate may be issued in advance, with the permission and approval of the Vice-Chancellor, of immediate necessary action.

Any previous decision of the Syndicate shall not ordinarily be re-considered within six months of the decision in a subsequent meeting of the Syndicate without the special permission of the Vice-Chancellor or at a request received in writing from more than half of the total members of the Syndicate.

e. Letter of Circulation of Approved Minutes

The copies of Senate and Syndicate meeting duly approved are dispatched to all the members through letters of circulation, which are placed as **Annex - B** of standard folder 3.

Question.5: If you are a private not-for-profit or proprietary university, please describe in detail your governance system – the various committees, councils, etc. and provide TORs for each.

Not Applicable.

Question.6: Provide list of university's statutory bodies, along with their Members details?

The University has three Authorities i.e. Senate, Syndicate and Academic Council. The list of members of the main authorities i.e. Senate and Syndicate are given below. While the Statutory bodies

include the BOFs, BOSs, ASRB, Selection Board, F&PC etc, the lists are **placed in Document 9 on table.**

The composition of the Syndicate is shown in para 3.2 above and the constitution of members by name is given in the following table 17 while the composition of the Senate is given in para 3.1 above and the names of members is shown in table 18.

The composition of the Senate is shown in para 3.1 above and the constitution of members by name is given in the following table 17 while the composition of the Syndicate is given in para 3.2 above and the names of members is shown in table 18.

Table-16: Constitution of the Senate, detail of members

<u>KP Universities (Amendment) Act, 2016, Section & Category</u>	<u>Posting on Senate</u>	<u>Name of the Member</u>
<u>Section 19(1) (a)</u> The Chancellor , who shall be the Chairperson of the Senate	Ex-Officio	Governor Khyber Pakhtunkhwa / Chancellor Hazara University
<u>Section 19(1)(b)</u> The Pro –Chancellor	Ex-Officio	Minister Higher Education, Khyber Pakhtunkhwa
<u>Section 19(1) (c)</u> The Vice Chancellor	Ex-Officio	Prof Dr Jamil Ahmad
<u>Section 19(1) (e)</u> One Member of the Provincial Assembly of the Khyber Pakhtunkhwa to be nominated by the Speaker of the said Assembly	<u>Nomination</u>	Mr Nawabzada Farid Salahuddin, MPA
<u>Section 19(1) (f)</u> A retired Judge to be nominated by Chief Justice of Peshawar High Court	<u>Nomination</u>	Mr Justice (R) Malik Manzoor Hussain as per Peshawar High Court <i>Period: form 02-11-2021 to 01-11-2024</i>
<u>Section 19(1) (g)</u> Secretary of the relevant Administrative Department of Government	N.A	
<u>Section 19(1) (h)</u> The Secretary to Government, Higher Education Department , or his nominee not below the rank of Additional Secretary	Ex-Officio	Secretary Education or his nominee <u>not below the rank of Additional Secretary</u>
<u>Section 19(1) (I)</u> The Secretary to Government, Finance Department , or his nominee not below the rank of Additional Secretary	Ex-Officio	Secretary Finance or his nominee <u>not below the rank of Additional Secretary</u>
<u>Section 19(1) (j)</u> The Secretary to Government, Establishment Department or his nominee not below the rank of Additional Secretary	Ex-Officio	Secretary Establishment or his nominee <u>not below the rank of Additional Secretary</u>
<u>Section 19(1) (k)</u> The Chairman, Higher Education Commission or his nominee not below the rank of Director General	Ex-Officio	<u>Nomination</u>
<u>Section 19(1) (l)</u> One eminent or distinguished graduates of the university who is not its employees to be nominated by the Chancellor;		Dr. Faiza Sajjad , Lecturer Dept. of Mgt. sc. COMSATS Abbottabad <i>Period: form 21-05-2021 to 20-05-2024</i>
<u>Section 19(1) (m)</u> Two persons from the academic community of the	1. Prof. Dr. Amara Gul , Dean Faculty of Management, University of Haripur	

Province of the Khyber Pakhtunkhwa or the country, other than an employee of the University, at the level of professor or Principal, to be appointed by the Chancellor;	<i>Period: form 21-05-2021 to 20-05-2024</i> 2. Prof. Dr. Jasmeen Shah, Dept. of Chemistry, University of Peshawar <i>Period: form 21-05-2021 to 20-05-2024</i>
<u>Section 19(1) (n)</u> Four University Teachers, including one Professor, one Associate Professors, one Assistant Professors and one Lecturers to be elected by teachers of their respective cadres from amongst themselves and	<u>Election</u> 1. Professor: Prof Dr Manzoor Hussain, Shah Professor Dept. of Education <i>Period: form 04-11-2020 to 03-11-2023 (Vacated on retirement)</i> Now replaced by Prof Dr Inamullah Dean Faculty of Biological & Health Sc. <i>Period: form 06-08-2022 to 03-11-2023</i> 2. Associate Professor: Dr. Shakir Ullah Associate Professor, Department of Archaeology <i>Period: form 04-11-2020 to 03-11-2023</i> 3. Assistant Professor: Mr. Sajidul Ghafoor, Assistant Professor, Department of Genetics <i>Period: form 27-05-2022 to 26-05-2025</i> 4. Lecturer: Dr. Shahzad Ahmad, Lecturer, Department of Microbiology <i>Period: form 27-05-2022 to 26-05-2025</i>
<u>Section 19(1) (o)</u> Four persons from society at large being persons of distinction in the fields of administration, management, education, academics, law, accountancy, medicine, fine arts, architecture, industry, agriculture, science, technology and engineering with a view to reflecting a balance across the various fields, to be nominated by the Chancellor. and”	<u>Nomination (under process)</u> 1. Dr. Javed Ullah, Advocate, Peshawar High Court, Peshawar, 2. Dr. Anisa Qamar, Associate Professor of Physics University of Peshawar 3. Muhammad Mushtaq Jadoon, Member Federal Service Tribunal, G5/2 Islamabad (051-9217816) 4. Mr. Atta ur Rehman Lodhi, Ex-Secretary HED <i>Period from Sr. 1-4 05-07-2021 to 04-07-2024</i>
<u>Section 19(1) (p)(q)(r)&(s) deleted</u>	
<u>Section 19(1)(t)</u> One University Administrative Officer to be elected from amongst all the Administrative Officers in the prescribed manners	Mr. Waqas Khan Deputy Registrar <i>Period: form 20-1-2021 to 19-1-2024</i>
The Registrar, to act as Secretary of the Senate under Section 13(4)(a)	Engr. Shakeel Ahmad, Registrar Period: form (Ex-Officio)

Table-17: Constitution of the Syndicate, detail of members.

<u>KP Universities (Amendment) Act 2016, Section & Category</u>	<u>Posting on Syndicate</u>	<u>Name of the Member</u>
<u>Section 22(1) (a)</u> The Vice Chancellor , who shall be its Chairperson	Ex-Officio	Prof. Dr. Jamil Ahmad Vice Chancellor
<u>Section 22(1) (b)</u> “a retired judge to be nominated by Chief Justice of Peshawar High Court”	Nomination	Mr. Justice (Rtd) Nisar Hussain Khan
<u>Section 22(1) (c)</u> “ all the Deans of the faculties of the University”	Ex-Officio	1. Prof. Dr. Azkia Hashmi Dean, Law & Social Sciences 2. Prof. Dr. Mohsin Nawaz, Dean Natural & Computational Sc. 3. Prof. Dr. Inamullah, Dean, Biological & Health Sc.
<u>Section 22(1) (d)</u> “Secretary of the relevant administrative Department or his nominee not below the rank of an Additional Secretary”		N/A
<u>Section 22(1) (e)</u> “the Secretary to Government, Higher Education Department , or his nominee not below the rank of a Deputy Secretary”	Ex-Officio	Secretary Higher Education Department or his nominee <i>not below the rank of Deputy Secretary</i>
<u>Section 22(1) (f)</u> “the Secretary to Government, Establishment Department , or his nominee not below the rank of Additional Secretary”	Ex-Officio	Secretary to Government, Establishment Department , or his nominee not below the rank of Additional Secretary
<u>Section 22(1) (g)</u> “the Secretary to Government, Finance Department , or his nominee not below the rank of Additional Secretary”	Ex-Officio	Secretary to Government, Finance Department , or his nominee not below the rank of Additional Secretary”
<u>Section 22(1) (h)</u> two Principals (preferably one male and one female) of affiliated colleges to be nominated by the Academic Council”	Nomination	Principal, Jinnah Degree College of Commerce, Mansehra Principal, Govt. Girls Degree College, No. 1 Mansehra
<u>Section 22(1) (i)</u> One Professor, One Associate Professor, One Assistant Professor and One Lecturer of the University to be elected by teachers of their respective cadres in the manner as may be prescribed by the Statutes	Election	1. Prof. Dr. Manzoor Hussain Shah, Professor of Education (<i>from 05-10-2020 to 04-10-2023</i>) Now replaced by: Prof. Dr. Wajid ur Rehman Prof. of Chemistry (<i>from 03-08-2022 to 04-10-2023</i>)
		2. Dr. Ali Bahader, Associate Professor Dept of Chemistry (<i>from 05-10-2020 to 04-10-2023</i>)
		3. Dr. Masroor Ahmad Bangesh Assistant Professor Dept. of Chemistry (<i>from 16-07-2019 To 15-07-2022</i>) Now replaced by: Mr. Sajid ul Ghafoor (<i>for period: from 08-08-2022 To 02-08-2025</i>)
		4. Mr. Ejaz Ali Shah Lecturer , Statistics, (<i>Period: from 11-01-2019 to 10-01-2022</i>) Now replaced by: Dr. Tariq Anwar Khan (<i>from 21-03-2022 to 20-03-2025</i>)
<u>Section 22(1) (j)</u> One Principal or Chairman or Director of the Teaching Department or Institute or Centre to be elected from	Election	Dr. Shakir Ullah, Chairman , Department of Archaeology (Period:????????????????????)

amongst themselves in accordance with the prescribed Statutes		
<u>Section 22(1) (k)</u> One Administrative Officer to be elected from amongst themselves in a manner as may be prescribed by Statutes;	Election	Engr. Shakeel Ahmad, Director P&D , Hazara University
<u>Section 22(1) (l)</u> Registrar	Ex-Officio	Engr. Shakeel Ahmad, Registrar
<u>Section 22(1) (m)</u> Treasurer	Ex-Officio	Mr. Khurram Jamal, Treasurer
<u>Section 22(1) (n)</u> One Nominee of the Commission (not below the rank of Advisor or Member)	Ex-Officio	Nominee of the Chairman HEC (not below the rank of Advisor or Member)
<u>Section 22(1) (o)</u> One person of eminence (to be nominated by the Chancellor)	Nomination	Dr. Shahnaz Ghaffar, Ex-Incharge Army Burn Hall College for Girls, Abbottabad <i>Period: from 21-05-2021 to 20-05-2024</i>

Question.7: Copies of meeting notifications, agendas and copies of minutes for each of the statutory body (Last three years)?

Compiling all the minutes (of the meetings so far conducted) in binders of each Authority (Senate, Syndicate, Academic Council). Detail procedure is mentioned in the letter of meeting section bearing No.HU/Reg/2021/1665 dated 14 July 2021.

For questioned copies please refer **Document – 10 on table**.

Question.8: Please provide detail report of emergency powers used by head of institution/vice chancellor in last three years (2019-2020, 2020-2021 and 2021-2022)? If yes, please list the cases in which the emergency powers were used; provide the letter/notifications regarding the use of emergency powers; the SOPs for the use of the powers; any other documents which recorded the use of the emergency powers and the names of the committees/bodies regarding which emergency power was exercised in 2019-2020, 2020-2021 and 2021-2022?

No emergency power used in last three years.

Question.9: Please list the cases in which the emergency powers were used; provide the letter/notifications regarding the use of emergency powers; the SOPs for the use of the powers; any other documents which recorded the use of the emergency powers and the names of the committees/bodies regarding which emergency power was exercised in three years.

Not Applicable.

Question.10: **Who reports directly to the Vice Chancellor/Rector? How often do they meet as a group? Are there minutes of those meetings?**

The Registrar, the Treasurer, Controller Examinations, Director QE, Director ORIC, the Auditor and the Deans of Faculties directly report regarding the business related to their offices, while all administrative matters are routed to the Chief Executive (Vice Chancellor) through the Principal Administrative Officer (Registrar).

Question.11: **Discuss your process for avoiding conflict of interest at the level of each statutory body.**

In the rule of business of each/various bodies, the process to avoid the conflict of interest is detailed along with the procedure. **Rules of Business of Senate, Syndicate and Academic Council are placed in Document – 11 on table.** While as a general case a committee bearing No.4(1)/Reg/2021/968 dated 02-07-2021 **Annexure – C1** has been constituted for framing the policy of the conflict of interest. Report submitted by the committee **Annexure – C2**, which will be placed before the relevant forum for approval and will be processed further.

Question.12: **If a public university: In what ways would the functioning of Syndicate and Senate be in line or not in line with the Federal/Provincial University ordinance? Please be specific.**

The Hazara University is functioning under the “Khyber Pakhtunkhwa Universities Act 2012 (amended 2016 onward) which is same for all the Universities in KP. So far there is no conflict arise as the Higher Education Department of Khyber Pakhtunkhwa itself looks into the ordinances.

Question.13: **Please provide the dates of meeting and dates of distribution of minutes of the meetings of following bodies for the last three years: Board of Governors, Senate, Syndicate, Finance and Planning, Senior Management Team, Selection Committee and other such statutory bodies that might appear in your charter/Act/Ordinance.**

Rules of business will be provided on table. [Tabulated]

Authority/ Statutory Body	Meeting No.	Meeting Date	Minutes circulation to Members	Minutes approval by Vice Chancellor	Minutes circulation to Departments/Directorates/Section s and Notification/Circular No.
<u>SENATE</u>					
Senate	16 th	24.06.2021	16-09-2021	09-09-2021	HU/Reg/2021/1676
Senate	17 th	04.06.2022	21-06-2022	14-07-2022	HU/Reg/2022/1805
<u>SYNDICATE</u>					
Syndicate	47 th	12.06.2021	29-06-2021	28-06-2021	HU/Reg/2021/1656 to 1667

Syndicate	48 th	20.11.2021	10-12-2021	09-12-2021	HU/Reg/2021/1692 to 1717
Syndicate	49 th	27.12.2021	27-12-2021	27-12-2021	HU/Reg/2021/1723 to 1731
Syndicate	50 th	01.04.2022	08-04-2022	26-04-2022	HU/Reg/2022/1746 to 1773
Syndicate	51 st	01.04.2022	08-04-2022	26-04-2022	HU/Reg/2022/1774 to 1782
Syndicate	52 nd	14.05.2022	16-05-2022	06-06-2022	HU/Reg/2022/1795 to 1801

ACADEMIC COUNCIL

Academic Council	24	26.11.2021	Circulated to all members	Approved	Displayed on University Website
Academic Council	25	14.03.2022	Circulated to all members	Approved	Displayed on University Website

Authority/ Statutory Body	Meeting No.	Meeting Date	Minutes circulation to Members	Minutes approval by Vice Chancellor	Minutes circulation to Departments/Directorates/Section s and Notification/Circular No.
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FINANCE AND PLANNING COMMITTEE

F&PC	36	19.11.2021	Yes	Yes	HU/TR/DAC/2021/4550 to HU/TR/DAC/2021/4562
F&PC	37	17.12.2021	Yes	Yes	HU/TR/DAC/2021/5040 to HU/TR/DAC/2021/5044
F&PC	38	01.03.2022	Yes	Yes	HU/TR/DAC/2022/5510 to HU/TR/DAC/2022/5521
F&PC	39	14.05.2022	Yes	Yes	HU/TR/DAC/2022/5767 to HU/TR/DAC/2022/5772

AFFILIATION COMMITTEE

Affiliation Committee	35	30.09.2021	Circulated to all members	Approved	Displayed on University Website
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ADVANCE STUDIES AND RESEARCH BOARD

ASRB	36 th	22.06.2021	27.06.2021	24.06.2021	-do-
ASRB	37 th	24.08.2021	29.08.2021	28.08.2021	-do-
ASRB	38 th	13.10.2021	18.10.2021	15.10.2021	-do-
ASRB	39 th	09.12.2021	13.12.2021	12.12.2021	-do-
ASRB	40 th	28.02.2022	05.03.2022	02.03.2022	-do-
ASRB	41 st	30.03.2022	07.04.2022	03.04.2022	-do-
ASRB	42 nd	10.05.2022	13.05.2022	12.05.2022	-do-
ASRB	43 rd	07.06.2022	12.07.2022	10.07.2022	-do-
ASRB	44 th	29.07.2022	05.08.2022	01.08.2022	-do-
ASRB	45 th	23.08.2022	02.09.2022	29.08.2022	-do-
ASRB	46 th	13.09.2022	22.09.2022	21.09.2022	-do-

SELECTION BOARD

Selection Board	Nil	27.11.2021	Members of the Selection Board and subject experts record their	Approval is available	Minutes are presented to the Syndicate for approval.
Selection Board	Nil	12.03.2022			

			marking/evaluation independently. After the interview, the final marks of candidate based on the assessment of the members of Selection Board and subject experts are determined on the basis of average. The consolidated Mark sheet and proceedings are then signed by all the members on spot.		
<u>SELECTION COMMITTEE</u>					
Selection Committee	-	25.03.2022	Yes	Yes	-
Selection Committee	-	14.06.2022	Yes	Yes	-

Standard 4

INTEGRITY

Hazara University follows the high ethical standards providing support to academic freedom in its management affairs, conduct of its programs and its dealing with students, faculty, governing bodies & external agencies involving the general public.

Fundamental Elements of Integrity

Integrity is strengthened through consistency of periodic assessments of policies & processes at Hazara University. The integrity is also protected with constant improvements in systems and practices at Hazara University by adhering to the following attributes of integrity:

- High standard of integrity based on fair, transparent and impartial practices for hiring, retention and dismissal of employees.
- An efficient and widely published system to address the grievances of students.
- Strong ethical practices and respect for individuals.
- Equitable and appropriate treatment with all parties and individuals while considering planning and policymaking.
- Enabling environments for students, faculty, administration and other university
- Staff promoting mutual respect for each other's ideas, background and prospective etc.
- Practicing integrity and openness in public relations, announcements and all other forms of information sharing with public.

Question. 1: **Is there a grievance committee for faculty/ Students/ administrative staff? Please provide copies of each along with the approvals.**

a) Committees for redressing the complaints/grievances of faculty/employees/students

The Hazara University has a “Grievances committee for faculty & students” for handling complaints/grievances of faculty/employees/students on matters regarding academic issues, such as grade appeals, neglect of academic duty in the class-room or during learning assignments, or non-academic issues such as discrimination of any sort, sexual harassment or other issues within the University premises or pertaining to functions of the University. The Standing for Grievances Redressal Committee for students, Faculty & Employees was approved by the Syndicate in its 39th meeting (26-10-2018), notified vide No.4(170)-HU/Reg/2018/1182 dated 30 Oct 2018 by consenting the already circulated notification No.(1)-HU/Reg/2018/1885 dated 23 Oct 2018. The notifications of these Committees are enclosed as **Annex-A of standard folder**.

1. The unfair means in an examination are dealt in Unfair Means Committee (UFMC), which is notified after each examination held by Examination Section of Hazara University. The Committee Notifications are enclosed as **Annex-B** of standard folder.

Further, at department level, Program Coordinator, designated class advisor and Head of Departments etc, also handles complaints / grievances of the students.

Question. 2: **Describe your system for monitoring ethical standards in research/scholarly work.**

Plagiarism Standing Committee

HEC-supported facility for checking plagiarism is provided by Hazara University under the Directorate of Quality Enhancement (DQE). The supervisor must ensure that references in proper format are provided when citing the work done by others. Plagiarism, if detected and proved, will lead to the immediate removal of the student from the program and action against the student and his supervisor is initiated in view of the Clause 11b(vii) of the Plagiarism policy keeping in view the HEC policy letters No. 1-22 (NQAC)/QAD/2017/HEC/07-364 dated 24 March 2017 and No.1-4(MS/PhD)/QAD/HEC/2018/86/293 dated 03 Dec 2018. **Notification of the Committee is at Annex – C.**

Following are the points to ensure ethical research practices/scholarly works at department levels:

1. Access of Turnitin (anti-plagiarism software) made available to the graduate research coordinator, research supervisors and all faculty members.
2. Attachment of similarity Index report (Plagiarism clearance certificate) along with the submission of the final thesis report has been made a mandatory requirement for the graduate students (M. Phil/MS & Ph. D).
3. In order to inculcate ethical research practices & attitude at both, undergraduate and graduate level, the respective research advisors and supervisors play their role continuously & consistently through coaching and counselling of the young scholars/researchers during all the stages of their research. They are able to do so systematically, as the researchers / students are supposed to submit their work to the research advisor chapter wise and within the given time-lines, for which they frequently need to see and seek advice of their assigned supervisors. In doing so, lots of grey areas in their research are addressed well in time.
4. A strict evaluation is exercised both at the proposal and final defense stage by the supervising committee, which also measures the quality of research work.
5. Ethical dimension is considered to be one of the integral dimensions of ‘quality’.

Notification and Usage Report

HEC’s Plagiarism Policy and Notification of Plagiarism Standing Committee is attached as **Annex C** of standard folder which is notified vide Nos. HU/DQE/HEC/Anti-Plag./Standing-Committee (GP) and HU/DQE/HEC/Anti-Plag./Standing-Committee (UGP) dated June 29, 2012 to monitor ethical standards in the research/scholarly work.

Usage Report of Turnitin anti-plagiarism for last year: Attached as **Annex – D** of standard folder.

Question. 3: **Please provide the details for implementation of HEC’s Plagiarism Policy. Discuss what you are doing to combat/eliminate plagiarism.**

Directorate of Quality Enhancement office uses anti-plagiarism software Turnitin to combat unfair means in research and publications. The HU is strictly following the HEC guidelines regarding combating plagiarism, in addition the HU has its own statutes dealing the plagiarism cases. For detail, refer to answer of Question 2 above. Further, the Directorate QE has drafted detail Plagiarism policy for Hazara University, which is submitted to the ASRB for approval and is yet awaited to be approved.

Question. 4: **What is your policy regarding intellectual rights?**

Hazara University follows rules and regulations mentioned by the HEC and other regulatory bodies in this regard.

Question. 5: **Do you have a written policy concerning conflict of interest? If so, who or what statutory bodies are covered by the policy. Please describe the mechanisms to safeguard against conflict of interest?**

A clear policy is in place to avoid conflict of Interest at the level of statutory bodies. Representation in the above bodies is only acquiesced when all conflict-of-interest issues have been resolved. Hazara University Service Statutes 2016 deal/cater the subject matter. While for generalized policy a committee bearing No.4(1)/Reg/2021/968 dated 02-07-2021 has been constituted for framing the policy of the conflict of interest.

Question. 5: **Please write a statement describing how you ensure fairness for all individuals in your policies and procedures. What mechanisms do you use? Give specific example?**

Hazara University Mansehra is benign governed under the Act of the Parliament and its daily official matters are being dealt under the Statutes of the University. All the rules / regulations are being got approved from the executive body of the university i.e Syndicate. The working paper of the Syndicate is distributed before 15 days of the conduct of the meeting and similarly minutes are also circulated to the members for observations etc. hence complete fairness and transparency is maintained at all the levels at the university.

Standard 5

Faculty

The Hazara University hires and develop a faculty that is required to achieve its mission. A faculty qualification, numbers and quality-oriented performance is sufficient to achieve the institution's mission and objectives. Faculty offers academic programs with competence and assumes related responsibilities.

a) FACULTY APPOINTMENTS AND HIRING PROCESS

Faculty appointment /hiring process is comprehensively defined in the university Statutes 2016, which is strictly being followed by the University E&D Statutes. **Hazara University statutes 2016 are place as Document -12 on table.**

b) FACULTY EVALUATION AND DEVELOPMENT

Faculty evaluation process are being carried out at departmental level under the guidance of Higher Education Commission through Quality Enhancement Cell of the University.

Moreover, administrative evaluation is also being take place at the end of each year in shape of ACR (Annual Confidential Reports).

c) FACULTY TEACHING AND TRAINING

Table – 18: Faculty Training

S#	Training Name	Number of Participants				Date	Venue/Remarks
		Admin Staff	Teaching Staff	Students' Scholars	Total		
1	Two-Days training workshop on Studio Teaching for architecture Faculty	02	05	00	07	18-19 Aug 2021	HTC, Senate Hall, Hazara University
2	Training/workshop on using SPSS and STATA for social science research	00	15	50	65	22-23 Sep 2021	HTC, Senate Hall, Hazara University
3	Training on "Semester Examination and Evaluation System	12	30	00	42	11 & 12 Nov 2021	HTC, Senate Hall, Hazara University
4	Awareness Sessions on "How to get maximum advantage from HU-CMS to facilitate students"	50	60	00	110	16 Dec 2021	Jinah Hall, Hazara university
5	Training Session-1 on Institutional Performance Evaluation (IPE) and S-IPE along with Graduate Program Review (Self-MPhil/PhD Review/MPhil/PhD Review)	13	33	00	46	13 Jan 2022	Conference Room of Administration Block (VC Secretariat)
6	Training Session-2 on Institutional Performance Evaluation (IPE) and S-IPE along with Graduate Program Review (Self-MPhil/PhD Review/MPhil/PhD Review)	10	25	00	35	18 Jan 2022	Conference Room of Administration Block (VC Secretariat)

7	Implementation of the Quality Assurance Procedures in the Sub Campuses/ Colleges of KP offering BS Program	07	14	04	25	03 Feb 2022	Meeting Room Battagram Campus
8	Disaster Risk Reduction and First Aid Training at Hazara University	20	26	30	76	07-11 Feb 2022	HTC, Senate Hall, Hazara University
9	Training Session for Examination Section and Registrar Section for use of HU-CMS.	18	00	00	18	24 Mar 2022	Conference Room of Administration Block (VC Secretariat)
10	Training on Quality Assurance Procedure and Quality Analysis in Higher Education	12	35	00	47	07 April 2022	Auditorium Education Department. HU
11	Training on promoting Quality Culture in Affiliated Colleges	00	22	00	22	14 April 2022	Directorate of IT
12	Training on Implementation of Quality Assurance Procedures through Self-Assessment	05	16	00	21	21 April 2022	Seminar Hall, Department of Botany. HU
13	Training on Implementation of Quality Assurance Procedures through Self-Assessment	06	32	00	38	28 April 2022	Seminar Hall, Department of Botany. HU
14	Quality Culture and SAR Awareness Training at Abbottabad International Medical College Abbottabad	6	16	00	22	June 22, 2022	Abbottabad International Medical College Abbottabad
Total		161	329	84	574		

d) RESEARCH AND PROJECTS

The University Faculty members are engaged in research activities and published their papers in national/international journals. The following are few projects undertaken by Hazara University faculty.

Table - 19 RESEARCH PROJECTS

S#	TITLE OF PROJECT	PI	START DATE	DURATION IN MONTH	AMOUNT	SPONSORED BY HEC
1	characterization of anti-nematode potential of synthetic compounds and medicinal plants	Dr.Muhammad Sajjid	2017	36	8.16	HEC Under NRPU

2	Synthesis and synthetic transformation of thiazolobenzimidazoles derivate in search of potent dead.	Dr.Fazal Rahim	2017	36	3.74 M	HEC Under NRPU
3	characterization of anti-nematode potential of synthetic compounds and medicinal plants	Dr.Muhammad Sajjid	24.03.2017	36	8.16 M	HEC Under NRPU
4	Synthesis of magnesium, Nickel, and magnesium-Nikel core-shell nanoparticles by water-in oil Micro emulsion for reversible hydrogen storage	Dr. Mohsin Nawaz	2018	36	10.27M	HEC Under NRPU
5	synthesis of some complex, highly functionalized derivatives of aryl pyridines/pyrimidines as biologically potent molecules and reagents for different reactions by simple dialder approach	Dr. Obaidur Rehman Abid	2018	30	3.18 M	HEC Under NRPU
6	targeting alpha-glucosidase: a coherent approach for discovering new anti-diabeticagents (sugar free alpha-glucosidase inhibitors) based on medicinally important heterocyclic scaffold.	Dr.Fazal Rahim	2018	36	5.51 M	HEC Under NRPU
7	RustWatch: A European early-warning system for wheat rust diseases	Dr. Sajid Ali	06.01.2018	48	23.3	Sub-grant of EU-H2020 funded by European Research Council
8	treatment of iron mine tailing with iron oxidizing bacteria and sesbaniasedan plant in lab and field scale (2016)	Dr. Farhana	15-01-2018	24	2.92 M	HEC Under NRPU
9	fabrication of sulfonated polyimide clay based nanocomposite as fuel cell membrane material for energy application.	Dr. FarmanAli	15.01.2018	36	4.21 M	HEC Under NRPU

10	Genetic Association of polycystic ovarian syndrome and mitochondrial encoded transfer rnamutations in Khyber Pakhtunkhwa, Pakistan	Sadia Tabassum	19.11.2018	36	Rs.3087796	HEC Under NRPU
11	Analysis and characterization of advanced materials using photothermal and optical spectroscopy	Dr Jehan Akbar	2018	36	2.2 M	PMU, HED
12	Bioguided Phytochemical Screening and Natural Assessment of Selected Ferns from District Mansehra.	Dr Alia Gul	15.12.2018	36	1.68M	International Foundation for Science. (2018)
13	Archaeological Excavations at District Mansehra: ZarDheri Buddhist Complex, Gandhian Buddhist Stupa and Gulibagh Muslim Period Monuments	Dr. Shakirullah	2019	36	5.128	HEC (NRPU)
14	Archaeological Explorations at Tor Ghar, Battagram and Kohistan Districts of Hazara Division	Dr. Shakirullah	2019	36	5.028	HEC (NRPU)
15	Preparation and Pharmacological Screening of Novel Phosphinoxides and Phosphonatic Organic-Metallic Moieties.	Dr. Basit Niaz	08.01.2019	24	Rs.2317960/-	HEC Under NRPU
16	Puccinia striiformis population genetic structure in tribal districts of Pakistan and its control through wheat genetic improvement using non-conventional germplasm resources	Dr. Sajid Ali	10.01.2019	36	1.01	Wheat Productivity Enhancement Programme-CIMMYT-USDA
17	Effect of formulation of Silver nanoparticles on fungal infection diseases	Dr Nighat Sultana	25.01.2019	12	250000/-	SIPDY (GOVT: KHYBER PAKHTUNKHWA)
18	Bio detoxification of Industrial dye effluents: Green and Sustainable technology using indigenous resistant fungal isolates.	Dr. Sadia Qayyum	14.03.2019	24	Rs.3085954/-	HEC Under NRPU
19	Construction of 3D Cell Culture Bio-model Using Bacterial Cellulose and Bacterial Fermented Fish Waste Product and its Application.	Dr. Isfahan Touseef	17.03.2019	18	Rs.3564213/-	HEC Under NRPU

20	Effects of Pesticides on Histopathological, Haematological, BioChemical Parameters and Genotoxic Responses in Common Fishes of Khyber Pakhtunkhwa.	Dr. Muhammad Fiaz Khan	20.03.2019	36	Rs.7480945/-	HEC Under NRPU
21	Synthesis of Stimuli Responsive Material for Water Cleaning Application.	Dr. Ali Bahader	20.03.2019	36	Rs.4060334/-	HEC Under NRPU
22	Age-related variations in the activation of complement system against pseudomonas aeruginosa.	Dr. Syed Kashif Haleem	27.03.2019	35	Rs.5204056/-	HEC Under NRPU
23	Combating Biofouling in the Reverse Osmosis Membrane via Rhamnolipids.	Muhamad Faisal Siddiqui	20.11.2019	24	Rs.2807862/-	HEC Under NRPU
24	Exploring genetic variation of fusarium head blight resistance for marker assisted breeding in Pakistani wheat gene pool	Dr. Fahim Ullah Khan	01.11.2020	24	2.4	International Foundation for Science, Sweden
25	Archaeology and Heritage of the British Period in Khyber Pakhtunkhwa	Dr. Shakirullah	2021	36	52.178	HEC - British Council
26	Archaeological Excavations at Iron Age Cemeteries in District Chitral	Dr. Abdul Hameed	2021	36	9.98	HEC (NRPU)
27	Urgent Preventive Protection of Hazara University Museum and First Aider Conference and Training Room Architecture	Ar. Mirwali Shah	2021	12	2.35	Post COVID Fund ALIPH Switzerland
28	Selection of multi-metals hyperaccumulator plants: effects of heavy metals on the uptake and tolerance	Dr. Irum Gul	11.01.2021	12 months	1 Million	HEC-NAHE
29	Groundwater flow and solute transport in multi layered aquifer aquitard system	Dr. Muhammad Zaheer Abbasi	23.01.2021	12	1	HEC-NAHE
30	Establishment of Sustainable Integrated Solid Waste Management system (ISWMS) at Hazara University, Mansehra, Pakistan	Dr. Ghulam Mujtaba Shah	11.11.2021	12	480960/-	HURGP
31	Systematic Documentation of Rock Art and Exploration of Buried Archaeology in District Diamer, Gilgit Baltistan	Dr. Muhammad Zahir	11.11.2021	12	539000/-	HURGP
32	Genetic Variability in the Himalayan elm (Ulmuswallichiana Planch.): Implications for the	Dr. Niaz Ali	11.11.2021	12	501000/-	HURGP

	Conservation of a Critically Endangered Species					
33	Standardization of highly anticancer medicinal plant <i>Fagoniaindica</i> L. extract for quality assurance and commercialization	Dr. Ikram Ullah	11.11.2021	12	501000/-	HURGP
34	Deployment of a LoRaWAN network and evaluation of monitoring sensors in the context of smart Campus	Dr. Ali Imran Jehangiri	11.11.2021	12	525000/-	HURGP
35	Delineation of mutation spectrum for developing the genomic diagnostic kit for screening of genetic skeletal disorders.	Dr. Umm-E-Kalsoom	22.12.2021	36	6273750/-	HEC Under NRPU
36	“Up gradation of Hazara University neuroscience lab for advance of neuroscience for sustainable business development in Pakistan”	Dr. Bilal Afsar	2022		1.819300	NRPU
37	Genomics Assisted Conservation of Endangered Himalayan yew in Pakistan.	Dr. Rabia Afza	2022		6.321550	NRPU
38	Deep learning predication support system for anaemic RBC	Dr. Arif Iqbal Umar	2022		2.462250	NRPU
39	Implementing Community-Based Homestay Tourism In Pakistan	Dr. Bilal Afsar	2022		36.351,500	LCF
40	Exploring the genetic landscape of inherited retinal dystrophies in Khyber Pakhtunkhwa using whole exome sequencing approach.	Dr. Atta ur Rehman	13.01.2022	36	5743500/-	HEC Under NRPU
41	Characterization and Antiviral Evaluation of Multiple TRIM Protenis against SARS-COV-2	Dr. Amjad Ali	13.01.2022	36	4604250/-	HEC Under NRPU
42	Systematic Archaeological Survey of Trangir and Darel Valley, District Diamer, Gilgit-Baltistan.	Dr. Muhammad Zahir	14.01.2022	36	Rs.7271250/-	HEC Under NRPU
43	Exploring the diversity in Pea (<i>Pisum Sativum</i>) for different stresses and adaptation to the cropping system of Hazara Division.	Dr. Monsif ur Rehman	26.01.2022	36	5953500/-	HEC Under NRPU
44	Synthesis and Characterization of funtionalized Surfaces for the removal of Arsentic from Drinking and wastewater.	Dr. Zarshad Ali	07.03.2022	36	4956000/-	HEC Under NRPU

45	Identification of DNA-Markers for early detection of Cardio Vascular Diseases in Pakistan	Dr. Aziz ud Din	17.03.2022	36	Rs.4945500/-	HEC Under NRPU
46	Identification and Functional Characterization of Gene Mutations Causing Asthenzoospermia.	Dr. Manan Khan	04.04.2022	36	2594550/-	HEC Under NRPU
47	Exploration, Conservation, Biological Potential Assessment and DNA Barcoding-based Molecular Species Identification of the Selected Pteridophytes of Hazara Division and Adjoining Areas, Pakistan	Alia Gul	06.04.2022	36	4377450/-	HEC Under NRPU
48	Probing the Optoelectronic Properties of Novel Annulated Azaphosphoryls as Potential Oleds	Dr. Fatima Iftikhar	20.04.2022	36	Rs.10295250/-	HEC Under NRPU
49	CRISPR- Cas- Based Promoter Editing of Sweet Gene (s) in Locally Adapted Rice Cultivar (s) in Pakistan for Bacterial Blight Resistance	Dr. Tariq Mahmood	00.07.2021	36	6.741	PARC

e) FACULTY QUALIFICATION

At present 30% of the Faculty Members hold PhD degrees and are engaged in research mainly in their own areas of interest. In most cases, the research output come from their own PhD areas, which have largely been of interest to departments where their degrees have been awarded. The number of papers published in quality international journals and presented at national and international conferences is shown below. The Faculty Details is attached as **Annex – A**.

f) FACULTY PUBLICATIONS & CONFERENCES

i. Publications 1st Jul 2021 – 30 June 2022 (Table-20)

[Evidence: List to be attached duly signed by the Chairperson/HOD in chronological order according to publishing date]

Table – 20 FACULTY PUBLICATIONS (01 JUL 2021 TO 30 JUNE 2022)

DEPARTMENT	JOURNAL		Total	AUTHOR		CATEGORY		
	International	National		1st	Co	W	X	Y
Agriculture	10	9	19	9	10	7	11	1
Archaeology	6	33	39	14	25	-	1	38
Architecture	4	23	27	16	11	-	4	23
Art & Design	01	03	04	02	02	-	1	3
Biochemistry								
Bio-Informatics	7	1	8		8	6		2
Biotechnology & Genetic Engineering	35	08	43	02	41	20	14	09
Botany	60	30	90	22	68	30	20	40
Chemistry	60	-	60	16	44	15	40	5
Communication & Media Studies	01	12	13	03	10	00	04	09
Computer Science & Information Technology	41	-	41	09	32	34	07	-
Conservation Studies								
Earth and Environmental Sciences								
Economics	11	9	20	6	14	7	1	12
Education	2	13	15	2	13	1	1	13
English								
Islamic & Religious Studies	2	19	21	6	15	-	2	19
Law								
Management Science	14	2	16	10	6	10	3	3
Mathematics & Statistics								
Microbiology	30	1	31	7	24	24	5	2
Pakistan Studies								
Physics	59	-	59	-	59	59	-	-
Political Science								
Psychology								
Public Administration	6	2	8	0	8	-	5	3
Sociology	2	13	15	2	13	1	1	13
Telecommunication	11	-	11	1	10	11	-	-
Tourism & Hospitality	1	11	12	05	07	1	3	08
Urdu	-	53	53	-	53	-	-	53
Zoology	22	05	27	08	19	04	13	10
Total	385	247	632	140	492	230	136	266

ii. **Conferences Organized/Attended/Participated by Faculty (Table-21)**
from 1st Jul 2021 to 30 June 2022

Table - 21 LIT OF CONFERENCES ORGANIZED BY DEPARTMENTS AND ATTENDED BY FACULTY (International/National) DURING THE PERIOD 01 JUL 2021 TO 30 JUNE 2022

DEPARTMENT	ORGANIZED				ATTENDED			
	Internati onal	National	Held on (date)	Total	Interna tional	National	Held on (date)	Total
Agriculture	-	-	-	-	-	-	-	-
Archaeology	1	-	24-25 Mar 2022	02	1	-	01-04 Oct 2021	02
	1	-	30-31 May 2022		1	-	06-10 Oct 2021	
Art &Design				00				00
Architecture				00				00
Biochemistry				00				00
Bio-Informatics				00				00
Biotechnology & Genetic Engineering	-	-	-	00	16	04	Between: 01 Jul 2021 to 30 Jun 2022	20
Botany	1	-	-	01	-	1	14 Oct 2021	05
					-	1	02-03 March, 2022	
					1	-	Feb 3rd 2022	
					-	1	22-26, 2021	
					-	1	June 21-23, 2022	
Chemistry				00				00
Communication & Media Studies				00				00
Computer Sc. & IT				00				00
Conservation Studies				00				00
Earth and Environmental Sciences				00				00
Economics				00				00

Education	-	-	-	00	4	-	7-9 Jun 2022	08
					1	-	14-15 Dec 2021	
					-	1	28 Nov 2021	
					1	-	02 Dec 2021	
					-	1	20-22 Nov 2021	
English								
Islamic & Religious Studies	-	1	23 June 2021	02	-	-	-	00
		1	26 Aug 2022					
Law				00				00
Management Science				00				00
Mathematics & Statistics				00				00
Microbiology	-	1	11-12 Aug 2021		-	-	-	00
Pakistan Studies	-	1	23 Mar 2022		-	1	26 Aug 2021	05
						1	10 Dec 2021	
						1	28 Dec 2021	
						1	20 Jan 2022	
						1	2 June 2022	
Physics				00				00
Political Science				00				00
Psychology				00				00
Public Administration				00				00
Sociology				00				00
Telecommunication	-	-	-	00	1	-	15-17 Jul 21	01
Tourism & Hospitality	01	1	15 Nov 2022	01	-	1	13 Nov 21	02
						1	11 Dec 21	
Urdu	-	1	22 Jun 2022	01	1	-	25-27 Jul 2022	02

					-	1	25 Nov 2021	
Zoology	-	-	-	00	1	-	24-25 Mar 2022	01
Total	03	05	-	08	29	18	-	47

g) COMMUNITY SERVICES BY FACULTY MEMBERS

Faculty members in general and those who following TTS in particular are encouraged to do community services.

h) WORKSHOPS / SEMINARS

Hazara University conducted different workshops and Seminars for enhancing the professional competency and teaching skills of faculty members.

i) FACULTY PROFESSIONAL DEVELOPMENT

Hazara University provides opportunities and encouraged /facilitated the faculty members to participate in professional trainings/workshops for their professional development organized at National /International level.

j) FACULTY MEMBERS ENROLLED IN PhD PROGRAMS

Detail list of the faculty members on study leave pursuing higher studies PhD is as below in (Table – 22);

Table – 22 FACULTY LIST ENROLLED IN PHD

<u>S#</u>	<u>Name/Desg/Depatt</u>	<u>Scholarship</u>	<u>Univ/Country</u>	<u>Leave wef</u>	<u>Extension Granted</u>	<u>Spell</u>	<u>Remartks</u>
1.	Nasir Riaz, Lecturer Microbiology	Australia	University of New South Wales Australia	27-03-2017	20-09-2022	5 th	Not joined
2.	Asif Khan, Lecturer Tourism Management &	Chinese Scholarship	Zhejiang University, China	20-09-2017	19-09-2022	5 th	Not joined
3.	Rabia Malik, Lecturer Chemistry	Chinese Scholarship	Jinan Shandong P. R. China	01-10-2017	30-09-2021	5 th	5 th year completed but not joined
4.	Junaid Ahmad, Lecturer Archaeology	HEC	University of Edinburgh, UK	03-10-2018	02-10-2022	4 th	

5.	Rahat Shah, Lecturer Sociology	HEC	University of Frankfurt, Germany	01- 06- 2021	30-05- 2023	2 nd	
6.	Noman Ahmed, Lecturer Economics	Fulbright	University of Georgia, USA	01- 08- 2021	31-07- 2023	2 nd	

k) TTS – TENURE AND PROMOTION

Tenure Track Statutes of the Higher Education Commission adopted by the University through its statutory bodies is strictly followed in all promotion cases of the TTS Faculty.

For the Tenure Track Statutes refer **Document 12 on table** of standard folder.

The following is the list of Faculty on Tenure Track. **(Table-23)**

Table – 23 FACULTY ON TENURE TRACK

S.NO	NAME	DESIGNATION	DEPARTMENT
Professors (Tenured)			
1	Dr. Wajid Rehman	Professor	Chemistry
2	Dr. Mohsan Nawaz	Professor	Chemistry
3	Dr. Muhammad Iqbal Majoka	Professor	Education
4	Dr Inamullah	Professor	Biotechnology & Genetic Engineering
5	Dr Saleh Mohammad	Professor	Physics
6	Dr. Syeda Farhana Kazmi	Professor	Psychology
Associate Professors (Tenured)			
7	Dr. Aftab Afzal	Associate Professor	Botany
8	Dr. Zafar Iqbal	Associate Professor	Botany
9	Dr. Jan Alam	Associate Professor	Botany
10	Dr. Ubaid Ur Rehman Abid	Associate Professor	Chemistry
11	Dr. Najmul Hassan	Associate Professor	Physics
12	Dr. Farhana Bibi	Associate Professor	Microbiology
13	Dr. Fazal Rahim	Associate Professor	Chemistry
14	Dr. Irum Bibi	Associate Professor	Chemistry
15	Dr. Khushi Muhammad	Associate Professor	Biotechnology & Genetic Engineering
16	Dr. Muhammad Sajid	Associate Professor	Biochemistry
17	Dr. Nadia Bashir	Associate Professor	Chemistry
18	Dr. Zain ul Wahab	Associate Professor	Conservation Studies
Assistant Professors (TTS)			
19	Dr. Amjad Ali	Assistant Professor	Biotechnology & Genetics Engineering

20	Dr. Amjad Iqbal	Assistant Professor	Management Sciences
21	Dr. Asif Javed	Assistant Professor	Earth and Env. Sciences
22	Dr. Bibi Asia Naz	Assistant Professor	Education
23	Dr. Fahim Ullah Khan	Assistant Professor	Agriculture
24	Dr. Ikram Ullah	Assistant Professor	Biotechnology & Genetics Engineering
25	Dr. Iram Gul	Assistant Professor	Earth and Environmental Sciences
26	Dr. Ishtiaq Hassan	Assistant Professor	Biotechnology & Genetics Engineering
27	Dr. Israr Ahmad	Assistant Professor	Botany
28	Dr. Javed Iqbal	Assistant Professor	Education
29	Dr. Kashif Amin	Assistant Professor	Management Sciences
30	Dr. Mudassar Nawaz Khan	Assistant Professor	Biotechnology & Genetics Engineering
31	Dr. Muhammad Abrar	Assistant Professor	Physics
32	Dr. Muhammad Faisal Siddiqui	Assistant Professor	Microbiology
33	Dr. Muhammad Farooq	Assistant Professor	Physics
34	Dr. Muhammad Murtaza	Assistant Professor	Earth and Environmental Sciences
35	Dr. Mutahir Shah	Assistant Professor	Urdu
36	Dr. Raja Umer Sajjad	Assistant Professor	Earth and Environmental Sciences
37	Dr. Sajjad Ahmad Afridi	Assistant Professor	Management Sciences
38	Dr. Tariq Mahmood (Bio Info)	Assistant Professor	Bioinformatics
39	Dr. Umar Khan	Assistant Professor	Mathematics & Statistics
40	Dr. Umm-e-Kalsoom	Assistant Professor	Biochemistry
41	Dr. Waqar Aman	Assistant Professor	Pharmacy
42	Dr. Waqar Azeem Jadoon	Assistant Professor	Earth and Environmental Sciences
43	Mr. Mir Wali Shah	Assistant Professor	Architecture

I) MAINTAINING INTEGRITY

Integrity of the institution is being maintained by taking the following measures.

- Transparent & impartial practices of hiring and retention
- Merit based disposal of the employee's cases grievances by an efficient system.
- Prevention of conflict of interest by enforcing the relevant laws.
- Strong ethical practices and respect for individual
- Equitable treatment with all the stake holders
- Best practices of safe guarding intellectual property rights.
- Enabling environment for promoting mutual respect for each other ideas.

m) SALARIES AND BENEFITS

Government Basic Pay Scale & Other allowances are being paid at the Hazara University Mansehra.

n) PERSONNEL FILES

Complete record of the personal files is being maintained at the Registrar Office of the University. Soft copies of the same are also maintained for the security & Safety of the data record.

o) FACULTY SATISFACTION

State of the art Science Laboratories, Library, Play Grounds for indoor / Outdoor games, Physical Fitness Center on campus, medical facility and reimbursement of medical expenses facility, Pick & Drop Service, residential facility, research grant, MPhil & PhD allowances & Hard Area Allowance etc such type of facilities are being provided by the University optimizing Faculty & staff satisfaction level. In addition, the Directorate of Quality Enhancement conduct faculty satisfaction survey, compile the data and send it to the chair department for corrective actions.

Question. 1: **Describe how you have implemented the appointment criteria of HEC? If not, what have been the obstacles to the implementation?**

HEC appointment criteria has been adopted through Hazara University Statutes amended in 2016. **(Document 12 on table)**

Question. 2: **Please describe the faculty selection process?**

The process of selection of faculty is mentioned in “Hazara University Teacher appointment & Scale of pay Statues 2016” **(refer Document 12 on table)**. In general, it is as under:

1. Need and Demand of required number of faculties by concerned academic department
2. Advertisement in national and local newspaper and website
3. Short listing of candidates by respective short-listing committee as per HEC criteria

4. Issuing of Call letters to candidates
5. Written test (Mostly conducted by NTS for sake of maintaining merits)
6. Interview
7. Final selection by selection board
8. Approval from Syndicate
9. Senate

Question. 3: **A copy of the criteria that the University follows for faculty appointments along with notification of approval from concerned statutory body?**

Copy of the appointment criteria as in statutes will be provided on table (statutes copy).

Question. 4: **Provide copies of the advertisements for faculty positions published in last three years for both print and electronic media.**

Advertisement copies will be provided on table (refer Document 13 on table)

Question. 5: **What are the criteria used for evaluating teaching? Where are the written? How often are they revised? Who does the evaluating?**

Teacher Evaluations are undertaken at the end of every year in shape of Performance Evaluation Report, by the respective Heads/Deans and the Vice Chancellor. The process carried out on regular basis and the outcome of the process is also kept for the record purpose.

Question. 6: **Are there classroom observations? If so, please provide several written reports from several departments concerning the observations? How many departments use classroom observation for evaluation and teacher improvement?**

Visits of classrooms are carried out by the VC, Deans/HODs. Any observations if noted by Deans/HODs or reported by students is considered on priority and corrective action is taken, where required. Classroom observations are undertaken by the respective Heads of the Departments and Deans of the concerned Faculty on routine basis, Director Academics & Research and the Academics Section of the University keep a tight record of the same for evaluation of the teachers and improvement.

Question. 7: **Do students evaluate each course? How are the evaluations written? Who collects them? Who meets with the faculty member to review them? Are they used to evaluate the faculty member and used in promotion, tenure and merit pay? Do you use the QEC form?**

Yes, the students evaluate the courses taught to them at the end of each semester/year. Directorate of Quality Enhancement (Dte. QE) takes feedback from the students on the Course Evaluation Performa issued by HEC. The survey is conducted through HU-CMS online. In addition the DQE has submitted its module to DIT for incorporating into the Campus Management System. QE prepare summary of CMS feedback generated reports and submit them to Director A&R and Vice Chancellor for further evaluation.

Question. 8: **What other means does the University use to evaluate and improve teaching?**

The University uses the Dte. QE platform to evaluate and improve teaching. HEC Performa No 10 is used to take feedback from the students to evaluate Teacher's conduct/preparation level and performance in the class. Further to it, Annual Progress Review through the PER and General surveys / Direct complaints, Self-Assessments Reports, and Self Institutional Performance Evaluation Reports and the PhD review of the HEC is also used as a toll to evaluate and improve the teaching level at the university.

University organizes Seminars/workshop for the skill and professional development of teachers.

Annex – B

Question. 9: **Is the faculty given training in writing a syllabus? Does the administration require a syllabus for each course? Where are the syllabi kept? How often are they reviewed and updated?**

HEC curriculum is being followed for all the programs of the University with minor amendment as per requirement of the courses.

Question. 10: **Please list the department-wise research projects and/or research funding earned by the faculty last three years?**

The projects undertaken by Hazara University faculty are presented in **Table No 19** and will be provided **on table**.

Question. 11: **Please provide a department-wise list of publications and impact factor (if, any)?**

The data is available in the annual reports (for last three years). For period 2021-22, the statistics of the publications are presented in **Table No 20** and will be provided **on table**.

Question. 12: **Who is responsible for documenting service to the university? Is service to the university (serving on committees, involvement in fund-raising, service on task forces) used in evaluating faculty for promotion and tenure and merit pay? If so, how and with what weight?**

Nil

Question. 13: **Who and how is service to external communities documented? Is this used as a criterion for evaluating the faculty member for promotion, tenure, merit pay? How and with what weight?**

Nil. No such practice is being undertaking in the university; However, the university intends to provide services to the community in shape of courses / trainings etc.

Question. 14: **Please provide a department-wise list for workshops/seminars/conferences attended and/or made a presentation by each faculty.**

The data is available in the annual reports (for last three years), while statistics for the year 2021-22 are presented in **Table No 21** of Standard-5.

Question. 15: **What offices are responsible for faculty professional development? How is faculty professional development documented?**

Office of the Registrar is responsible for the faculty professional development. In this regard Directorate Training and Hazara University Training Centre (HTC) helps in arranging the same while Directorate QE also coordinates and helps out in capacity building.

Question. 16: **How are the professional development activities of faculty members used? For merit pay? For promotions? For tenure? For reviews after a person has tenure?**

The professional development activities are mandatory for the promotion of the faculty members, the number of publications has its weightages in appointments/promotions of the faculty. The professionally trained faculty members are preferred in promotion and further development.

Question. 17: **List the department-wise names of faculty members who have gone to foreign countries for higher studies during their employment in your university. Where and what have they studied? What degrees/diplomas/certificates/postgraduate work has been obtained?**

The lists have been provided in detail for Faculty Enrolled in PhD Program and Department-wise list of Faculty members gone to Foreign Countries for Higher Studies in **Annex – C1 & C2**.

Question. 18: **Describe in detail the process used for promotion for faculty members – to Assistant Professor; to Associate Professor; to full Professor.**

The Promotion of TTS Faculty is being made under the Hazara University TTS Statues 2016, there is no provision of Promotion to the faculty members serving under BPS Scheme.

Question. 19: Are you using the tenure criteria set by HEC? What are the obstacles you facing with these? By department, how many faculties are tenured?

Tenure Track Statutes of the Higher Education Commission adopted by the University through its statutory bodies is strictly followed in all promotion cases of the TTS Faculty.

Question. 20: Please provide documentation for the process used for terminating faculty. Please list by department faculty in each of the following categories:

Hazara University Efficiency and Discipline Statutes-2016 are being followed to deal the disciplinary cases of the University employees including the major major penalties upon severe offences.

A. Those who have resigned and list the reasons for each. (Table-24)

Table – 24 FACULTY/EMPLOYEE RESIGEND WITH REASON

Name of Faculty	Reason for Resignation
Mr Imran Naseer, Lecturer Biochemistry	As per decision of the Syndicate
Dr Tauseef Qureshi, Assistant Professor Physics	As per decision of the Syndicate

B. Those who have been deputed and list the reasons for each. (Table-25)

Table – 25 FACULTY/EMPLOYEE ON DEPUTATION

Name of Faculty	Reason
Ms. Sumaira Sehar Lecturer	At UoP on Wedlock/Spouse Policy
Fahmeed ullah	Reported back on 25 July 2022

C. Those who have been terminated and list the reasons for each. (Table-26)

Those who have been dismissed/removed from the university service during 01 July 2021 to 30 June 2022 are as follow:

Table – 26 FACULTY/EMPLOYEE TERMINATED/DISMISSED/REMOVED

Terminated/Dismissed/Removed	
Name of Faculty	Reason
NIL	NIL

D. List of the Absconders is also presented as below (Table – 27);

Table – 27 LIST OF ABSCONDERS

S. #	Name	Designation	Department	Scholarship	University/ Country	Leave from	Correspondence / Actions taken	
1	Tazayian Sayira	Lecturer	T&H	PQDP (University)	Glasgow, UK	1/10/2008	dismissed w.e.f.01/05/2013	Due to non-resumption of duty within 45 days re-instatement stand cancelled ab-initio vide No. 1109 dated 03-08-2022 and sent on her email dated 03-08-2022
2	Mohsin Shah	Lecturer	Bio-Chem	South Korea (HEC)	South Korea	30-8-2006	dismissed w.e.f.01/03/2010	Letter sent to Section officer HED to initiate the recovery process
3	Farah Deebea	Lecturer	Education	Own Sources, HU	Southampton UK	Oct. 08, 2007	dismissed w.e.f. 14/11/2008	Letter sent to Section officer HED to initiate the recovery process vide no. 1088 dated 27-07-2022
4	Arifullah	Lecturer	Physics	HEC (Scholarship)	New Zealand (HEC)	1/2/2007	dismissed w.e.f. 01/02/2008	Letter sent to HEC being HEC scholar.
5	Arshad Khan	Lecturer	English	HEC/USAID	Ball State Univ. USA	25-12-2010	dismissed w.e.f. 25/11/2014	Letter sent to Section officer HED to initiate the recovery process
6	Andleeb Sharif	Lecturer	Education	Pre-Step Program	USA	16-10-09	dismissed w.e.f. 01/02/2013	Letter sent to Section officer HED to initiate the recovery process
7	M. Imran Abbasi	Lecturer	IT	PQDP (University)	Glasgow UK	1/4/2008	not yet terminated	Case Under Process

8	Zonera Hassan	Lecturer	Bio-Chem	HEC-Overseas Scholarship	Germany	25/7/2011	dismissed w.e.f. 01/12/2016	Letter sent to HEC being HEC scholar.
9	Aisha Sadiq	A. P	English	Self Arrangement	Houston University, USA	1/9/2013	dismissed w.e.f. 01/01/2019	Letter sent to Section officer HED to initiate the recovery process

Question. 21: If faculty members are suspected to have plagiarized, changed grades, or in any other way comprised the ethics of the institution, how is this handled?

University has standing plagiarism committee to deal such cases. While for out of the scope of plagiarism, the Hazara University E &D Statues 2016 defines a complete procedure to tackle the unethical cases related to character, behavior etc and of unbecoming action of a person as a teacher or faculty member.

Question. 22: How are faculty salaries and benefits set? Who sets them? Who approves them? Provide any data you have that shows comparable salaries and benefits at other institutions that you believe compete with you.

The faculty salaries are as per government rules & regulations. F & PC as per government criteria approves the adjustment/increase in the pay after getting guidelines regarding the same from concerned government body.

Question. 23: Does the University give merit pay? If so, please describe the process.

Not Applicable.

Question. 24: Who keeps the faculty personnel files? Who has access to them? What is contained in the files?

The establishment section of the Registrar office keeps the record of the personnel files of all the employees of the University. Vice Chancellor, Registrar and Assistant Registrar establishment have access to personnel files. The personal files contain the appointment order, CV, Service record and other official & non formal official documents related to concerned faculty member.

Question. 25: What is the system you use to assess faculty satisfaction? Please provide copies of the most recent surveys that have been summarized? What

office(s) hold the responsibility for assessing faculty satisfaction? Do you use the QEC forms?

At Hazara University Mansehra a trend of monthly meeting of HoDs with the Vice Chancellor is in practice where the academic community of the university directly interact with the authorities of the university on various issues. Their feed backs and suggestion are noted for implementation and problems and issued are being addressed. State of the Art Science Labs, Library, Play Grounds for indoor / Outdoor games, Physical Fitness Centre on campus, medical facility and reimbursement of medical expenses facility, Pick & Drop Service, residential facility, research grant, MPhil & PhD allowances & Hard Area Allowance etc such type of facilities are being provided by the University optimizing Faculty & staff satisfaction level.

As far as the Academics & teaching is concerned, using faculty survey proforma to assess faculty members' satisfaction level and the effectiveness of programs in place to help them progress and excel in their profession. For Faculty satisfaction QEC conducts the Faculty survey on HU-CMS and identify the weaknesses and report to the VC.

Question. 26 : Whether faculty is qualified to teach HEC approved curricula?

YES, the faculty of the University is fully qualified, highly experienced and competent to teach the students and scholars according to the HEC approved curriculum. The Chair department has informal interaction with each member and courses are allocated to the faculty members on the basis of their expertise in respective area.

Question. 27: Academic visits / workshops / seminars / conferences / meeting held during the year.

At Hazara University each department plans visits for the students to different industrial units / companies to provide them on hand knowledge and organizes workshops / seminars regularly. The university encourages faculty members for publishing papers in International / National journals / workshops and also winning research grants. Faculty members are also provided with opportunities to participate in workshops / seminars to learn and share their knowledge and experiences.

Question. 28: What is role of faculty members in fund raising / research output?

The role of faculty members in fund raising research output is to prepare effective and convincing research proposals for submission to national/international funding agencies and similarly in research output as it is the product of the research Project.

Standard 6

STUDENTS

The well aware fact is that *students are the prime beneficiaries of the HEIs* that is why Hazara University's success' best measure is the success of its students. The HU admit students whose academic interests and abilities are compatible with its mission. The institution ensures quality of admission practices for all kind of students and provides additional support services to facilitate them in accomplishment of their educational goals.

Question. 1: **Who developed and approved the admissions policies?**

Academic council developed and approved admission policies as recommended by Board of Studies & upon adoption of various guidelines/directives of Higher Education Commission (HEC).

Question. 2: **How often are admissions policies updated / revised? By whom?**

The admission policies are reviewed as per requirements, revised guidelines from HEC/governing bodies and the Academic Council reviews and revise the admission policies.

Question. 3: **Is there a Student Guideline prepared by the university/Institution/Department?**

The student guidelines are published in the University prospectus and the same are available on University website. **Prospectus on table.** Further to it, the detail Semester Rules/Regulations and the MPhil, PhD Regulations are also available for the students. **Annex – A.** In addition to it, a committee has been notified by the Registrar Office vide No.4(1)-HU/Reg/2021/1028 dated 09 July 2021 (**Annexure – B**) for preparation of Faculty Handbook & Student and to publicize it online.

Question. 4: **How often the students Guidelines are reviewed / updated?**

Time by time revision in the student guidelines are made by the academic and research section through respective bodies.

Question. 5: **How and where are admissions policies published?**

Admission polices published in prospectus and website for information of all students/ their parents. In addition to this, the University prescribes admission policies when the admissions are announced. The Hazara University has already started its web portal for online admission from year 2020, and admissions via online system have been processed successfully. **Screenshot attached. Annexure – C.**

Question. 6: **How does the general public find out about admissions policies?**

Through print media, electronic media and on Hazara University Official website.

Question. 7: **What percentage of courses listed in the university prospectus/catalogue are actually offered each year?**

All the courses listed in the university prospectus are actually offered each year and 60-70 % courses are offered from the course catalogue. The fresh catalogue is available on Campus Management System (CMS).

Question. 8: **Where can one find information regarding recognition of the university and accreditation status of individual programs and recognition of university?**

At HEC website, university website, concerned accreditation council website and prospectus.

Question. 9: **What is the credit transfer policy of the university? How many students are transferred to this institution and how many are transferred from this institution in last three years (Provide year-wise details).**

The credit are transferred through a committee in accordance with the Section 20 of Academic Rules of Hazara University. **Appendix-A/I.** List of Six (6) Students transferred from other Universities to Hazara University in Spring Semester 2022 is given below:

Sr #	Name	Father Name	Transfer From (University)	Semester/Department	Year
1	Ruhab	Muhammad Hussain	Women University, Swabi	BS-IV Mathematics	2022
2	Muhammad Izaz	Muhammad Faisal	University of Swat	BBA-IV, Management Sciences	2022
3	Warda Raheem	Shahid Raheem	COMSATS University, Abbottabad Campus	BBA-III Management Sciences	2022
4	Abdul Haseeb	Muhammad Javed	Iqra University, Islamabad	BBA-IV Management Sciences	2022
5	Isha Khan	Muhammad Naseem	Federal Urdu University, Art & Science, Karachi	BS-IV Environmental Sciences	2022
6	Hassam Khurshid	Khurshid Ahmed	Abbottabad University of Science & Technology, Abbottabad	BS-V Department of English	2022

Complete note sheet files record to be placed **Document – 14 on table.**

Question. 10: **Please provide report of dropout of the student / program / semester wise?**

Will be provided on table.

Question. 11: **What problems students encounter in registering for course that they need for graduation?**

Each faculty offers mandatory courses and students are registered in respective courses. Since University does not allow inter disciplinary course allocation / registration therefore, students would not feel any such problem.

Standard 7

INSTITUTIONAL RESOURCES

Resources of Hazara University are appropriate, sufficient to realize its mission. The institution demonstrates effective utilization and development of these resources. The effective use of internal and external resources plays significant role in institutional performance.

a) LIST OF BUILDINGS with sq ft (Table-28)

Table – 28 LIST OF BUILDINGS WITH AREA IN SQ.FT

University Total Area 1000 Kannal		
Description	Area	Unit
University Total area in Sqm =	505,576.21	Sqm
Total Covered area Ground Floor	50,392.62	Sqm
Total Net Area Remaining	455,183.59	Sqm

Ground Floor Covered Area		
Description	Area	Unit
Left over works 8 blocks	10911.524	Sqm
Left over works 02 blocks(to be constructed)	2727.881	Sqm
Admin Blocks	1283.086	Sqm
Academic blocks	2713.082	Sqm
Multipurpose Hall	1570.152	Sqm
Girls Hostel	3345.725	Sqm
Boys Hostels	2050.558	Sqm
NCCRT	1486.989	Sqm
ATCRL	743.494	Sqm
Provision of 02 Blocks(hostels)	2563.941	Sqm
Education	500	Sqm
Student Service Center	464.68	Sqm
R&P office	278.81	Sqm
SAS Library	789.963	Sqm
Foreign Faculty Hostel	1115.242	Sqm
Proposed Hostels x 6	12303.346	Sqm
Mosque	3542.286	Sqm
Proposed Residential Colony	2001.859	Sqm
Total covered area Ground Floor	50392.621	Sqm

b) LIBRARY RESOURCES (Table-29)

Detail books purchased first time in 2002 & 2003 on record Accession Register No. 01 are 3866. Accession Register No. 01 is started from Acc#1001 up to 35375. These books were purchased for different departments. While the purchase of books was made from 28-08-2021 till date 391. Accession number from 34984 to 35375.

Table – 29 LIST OF LIBRARY RESOURCES

1	Total No of books	75107
2	Total No of Purchase Books	1001 to 35375 As per Accession Register
3	Total number of books received through donations	01 to 40732 As per Accession Register
4	Total No of Purchased Books from 28-08-2021 till date	391 From Accession No 34984 to 35375
5	Total No of Thesis	1609
6	Total No of Journals	01 to 630 As per Accession Register
7	E Books facility	In Progress using Koha Software 9500 Books entered in Software
8	Newspapers	10 (02 English & 08 Urdu) As per Register
9	Total Numbers of Membership of Students in the Central Library	5825
10	Total Numbers of Membership of Employees in the Central Library	675

Usage of Digital Library

Complete *usage report* will be produced on table, as obtained from HEC vide creation date 28 Sep 2022.

Report_Name : Journal Requests (Excluding OA_Gold)
 Report_ID : TR_J1
 Release : 5
 Institution_Name : **Hazara University Dhodial Mansehra**
 Institution_ID : **SN:3000175817**
 Metric_Types : Total_Item_Requests; Unique_Item_Requests
 Report_Filters : Access_Method=Regular; Access_Type=Controlled;
 Data_Type=Journal
 Report_Attributes :
 Exceptions :
 Reporting_Period : **Begin_Date=2022-01-01; End_Date=2022-08-31**
 Created : **2022-09-28T03:51:46Z**
 Created_By : SpringerNature

c) BUDGET ALLOCATION (Table-30)

HEC Proforma
(UR - 02)

Hazara University Mansehra
Receipt & Expenditure Statement
for the Period from 1st July 2021 to 30th June 2022

Particulars	Amount in Rupee					
	FY 2021-22					
	Revised Estimates CFY 2021-22	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Cumulative Total
1. Opening Balance as on 01-07-2021	67,508,000	63,354,365	79,157,271	128,330,761	60,550,633	63,354,365
2. Total Grants & Donations [a - f]	647,518,000	187,284,149	174,306,000	109,020,234	200,166,499	670,776,882
a. Federal Government (Annual)	581,020,000	174,306,000	174,306,000	87,153,000	145,255,000	581,020,000
b. Supplementary / Additional Grant	-					-
c. Grant for Tenure Track Faculty	61,751,000	12,978,149	-	17,120,234	28,756,474	58,854,857
d. Provincial Govt. Grant						-
e. Donations						-
d. Any Other Grant	4,747,000		-	4,747,000	26,155,025	30,902,025
1(Security Related Arrangements						
2.Additionl Grant for Establishment of Sub campus at Oghi						
3.Special Grant by the Chancellor/Governor						
3 Total Own Resources	775,971,000	94,299,343	198,860,659	158,778,407	298,870,068	750,808,476
3 (i) Students Related Income [3(i) a - 3(i) d]	723,619,000	78,599,676	184,172,651	132,497,474	291,053,029	686,322,829
i. Tuition Fee (University Dues)	347,518,000	37,694,098	94,309,289	64,512,282	147,829,044	344,344,713
ii. Other Charges	267,036,000	24,394,172	67,878,186	41,131,530	91,472,656	224,876,544
III. Hostel Charges etc.	14,000,000	1,054,165	5,048,160	1,889,490	1,765,108	9,756,923

a.	On Campus Students (sub-total)	628,554,000	63,142,435	167,235,635	107,533,302	241,066,808	578,978,179
b.	Affiliated College/Institutions' Students	31,924,000	2,781,480	9,560,280	8,640,770	17,504,254	38,486,784
c.	External (Private) Students	63,141,000	12,675,761	7,376,736	16,323,402	32,481,967	68,857,866
3 (ii) Other Venues of Income [3(ii) a - 3(ii) f]		52,352,000	15,699,667	14,688,008	26,280,933	7,817,038	64,485,647
f.	Any Other Income	52,352,000	15,699,667	14,688,008	26,280,933	7,817,038	64,485,647
4 Loan from Liabilities/other			-	-	-	(49,000,000)	(49,000,000)
a.	Loan from Liabilities A/C (other)					(49,000,000)	(49,000,000)
A. Total Available Resources [1+2+3+4]		1,490,997,000	344,937,857	452,323,929	396,129,402	510,587,199	1,435,939,723
4 (i). Expenditure from Federal Govt. Grant		639,605,298	187,272,674	174,305,084	104,304,141	174,026,799	639,908,698
a.	Faculty Salary	298,954,256	90,807,448	90,812,949	45,422,816	54,769,773	281,812,985
b.	Salary of Officers & Staff - Teaching Departments	72,440,995	26,144,179	26,145,763	13,077,586	15,768,649	81,136,176
c.	Salary of Officers & staff -Non-Teaching Departments	169,209,190	57,342,899	57,346,373	28,683,505	34,585,903	177,958,680
d.	TTS Faculty Salary / Gratuity	58,854,857	12,978,149	-	17,120,234	28,756,474	58,854,857
e.	Other Establishment Charges	-	-	-	-	-	-
f.	Non Salary Expenses / Other Charges	40,146,000	-	-	-	40,146,000	40,146,000
g.	Research	-	-	-	-	-	-
h.	Library	-	-	-	-	-	-
4 (i). Expenditure From Own Resources		849,915,702	78,507,912	149,688,084	231,274,629	320,031,776	779,502,401
a.	Faculty Salary	196,384,744	18,353,988	27,781,659	81,616,101	68,375,629	196,127,377
b.	Salary of Officers & Staff - Teaching Departments	58,817,005	5,284,258	7,998,558	23,497,918	19,685,882	56,466,615
c.	Salary of Officers & staff -Non-Teaching Departments	132,973,810	11,590,138	17,543,505	51,538,766	43,177,701	123,850,110
d.	TTS Faculty Salary / Gratuity	68,437,143	11,362,206	30,404,124	20,553,006	6,000,104	68,319,440

e.	Other Establishment Charges	22,383,000	3,583,973	4,837,827	5,191,421	7,464,612	21,077,833
f.	Non Salary Expenses / Other Charges	341,516,000	24,337,781	52,262,972	43,444,416	166,560,524	286,605,693
g.	Research	27,120,000	3,962,668	6,782,915	5,372,986	8,688,855	24,807,424
h.	Library	2,284,000	32,900	2,076,524	60,015	78,469	2,247,908
5.	Total Establishment Charges [4 (i) a-e + 4 (ii) a-e]	1,078,455,000	237,447,237	262,870,757	286,701,353	278,584,727	1,065,604,074
6.	Total Non Salary Expenses [4 (i) f-g + 4 (ii) f-h]	411,066,000	28,333,349	61,122,411	48,877,417	215,473,848	353,807,025
	B. Total Expenditures [5 + 6]	1,489,521,000	265,780,586	323,993,168	335,578,770	494,058,575	1,419,411,099
	C. Surplus / Deficit [A - B]	1,476,000	79,157,271	128,330,761	60,550,633	16,528,624	16,528,624

d) IT RESOURCES

- High speed internet
- Website, Institutional Emails
- Computer Labs
- Thin client lab
- Telecom Labs
- Video Conferencing
- CCTV Surveillance
- Biometric attendance System
- Microsoft office Specialist (MOS)
- IT Support and Network Troubleshooting
- Virtual Private Network (VPN)

e) LABORATORIES AT HU

Electronics / Telecommunication

- DATA COMMUNICATION AND NETWORKS LAB
- WIRELESS SENSOR NETWORK LAB
- TELECOMMUNICATION LAB
- DIGITAL LAB
- ELECTRONICS LAB
- Central Lab

Computing Labs

- 04 advance computer labs are being managed by Department of IT, while departments also have their own labs depending upon their requirements.

Question. 1: **Describe the budgeting process. How is faculty involved? How are departments involved? Deans/Directors/HoDs?**

The detailed TORs of Budget process are as below:

1. Upon receipt of Budget calendar from HEC, the same is forwarded to all departments including the academic faculties for submitting their demands for next F/Y With full justification.
2. Upon receipt of these demands, the same are discussed with the concerned Heads of department/Deans before finalization and incorporation in the Budget Proposal.
3. Faculty is not directly involved in the preparation of budget but according to the set procedure the Treasurer Office circulate the budget perform well before the time to all the teaching and administrative departments for taking their input and demands for incorporation in the budget, all the teaching departments and other stakeholder thus plays a proactive role in budget preparation. Further, one Teacher is member of the Finance & Planning Committee.

Question. 2: **How are priorities set? Who is involved in setting priorities and what criteria are used? Please annex the copy of approval of Criteria.**

The priorities are discussed in Finance & Planning Committee and on their recommendation; it is submitted to Syndicate & Senate.

Question. 3: **Provide SOPs for resource need allocation along with approval of SOPs?**

As per Q#2 answer. Though a committee vide notification NO.4(1)HU/Reg/2021/986 dated 02 Jul 2021 has been constituted preparing SOPs for resource need allocation. **Notification attached. Annexure – A.**

Question. 4: **What is the system for purchasing educational items and equipment? If there is a committee, how are the members selected and for what terms? What are the SOPs for purchase/procurement? Please provide an approved copy.**

Answer: All the purchases are made as per KPPRA rules and Act. University Purchase Committee is defined in Hazara University Financial Rules 2004(Amended 2021) and is appointed accordingly for a specific tenure/term. Refer **Annex – A.**

Question. 5: Describe in detail the process used for purchasing. Provide evidence. For instance, if there is a committee, provide minutes of meetings of Purchase Committee for last three years.

Answer: Refer **Annex A**.

Question. 6: Provide the list of administrative vacant positions (Designation-wise/department wise).

The detailed list is attached at **Annex – B**.

Question. 7: Describe the process for hiring, evaluating and terminating employees (excluding faculty)?

The procedure for hiring, evaluating and terminating is approved in the statutes. (**Annex – C**)

Question. 8: Please attach the last six months' utilization report of HEC Digital Library?

Refer **Annex – D**.

Question. 9: List of Books in Library/s containing the Title of book, date of purchase and year of publishing?

The detailed list is attached. Refer **Annex – E**.

Standard 8

ACADEMIC PROGRAMS AND CURRICULA

The academic programs offered by university are consistent with its mission and goals. The Hazara University works effectively to plan, assure and improve the academic quality of its academic programs and curricula.

In Hazara University courses are designed by the departments through departmental committees, which comprises of about five senior faculty members of each academic department. These courses are designed in the light of HEC approved curricula and sent for approval of programs to academic council. The final approval of program is granted by Syndicate. The programs in the university whose Accreditation Council are existing are also approved by accreditation bodies.

On approval of programs by academic council, the curriculum is adopted. All these courses are also shown in prospectus for information of all stake holders. The curriculum of each program is shown on Hazara University web site www.hu.edu.pk

Academic Council:

(Constitution of Academic Council under Section-24 of the Khyber Pakhtunkhwa Universities Act-2012 (Amendment-2016):

- 1) The Academic Council shall consist of-
 - a) the Vice-Chancellor who shall be its Chairperson;
 - b) the Chairpersons of Teaching Departments or Directors of academic institutes/units;
 - c) the Deans;
 - d) all Professors including Emeritus and Meritorious Professors;
 - e) six university teachers including two Associate Professors, two Assistant Professors and two lecturers to be elected from amongst themselves in the manner prescribed by Statutes;
 - f) two Principals, preferably one female, of affiliated colleges, one each from public and private sector, to be nominated by the relevant administrative Secretary of the Government department;
 - g) one Principal of the constituent college, to be nominated by the Senate;
 - h) the Director Admissions;
 - i) the Controller of Examinations; and
 - j) the Registrar, who shall be its member-cum-secretary.
- 2) Members of the Academic Council, other than ex-officio, shall hold office for three years.
- 3) The Academic Council shall meet at least once in six months.
- 4) The quorum for meetings of the Academic Council shall be one-half of the total number of members, a fraction being counted as one.

POWERS AND FUNCTIONS OF THE ACADEMIC COUNCIL:

- 1) The Academic Council shall be the principal academic body of the University and shall, subject to the provisions of this Act and the Statutes, have the powers to lay down proper standards of instruction, research and examinations and to regulate and promote the academic life of the University, colleges and institutions.
- 2) Without prejudice to the generality of the foregoing powers, and subject to the provisions of this Act and the Statutes, the Academic Council shall have the powers to-
 - a) advise the Syndicate on academic matters;
 - b) to regulate and lay down standards for the conduct of teaching, research, examinations and students' discipline;
 - c) propose to the Syndicate schemes for the constitution and organization of Faculties, Teaching Departments and Boards of Studies;
 - d) institute programs for the continued professional development of University Teachers at all levels;
 - e) recognize the examinations of other universities or examining bodies as equivalent to the corresponding examinations of the University;
 - f) regulate the award of studentships, scholarships, exhibitions, medals and prizes;
 - g) make Regulations on the recommendations of the Board of Faculties, Advance Studies and Research Board and the Board of Studies, prescribing the schemes of studies, the syllabi and mode of examinations:
Provided that if the recommendations of the Board of a Faculties or Board of Studies or Advanced Studies and Research Board are not received by the prescribed date, the Academic Council may, subject to the approval of the Syndicate, permit the existing Regulations to continue for the following year;
 - h) prepare an annual report on the academic performance of the University;
 - i) appoint member to various authorities in accordance with the provisions of this Act; and
 - j) perform such other functions as may be prescribed by Regulations.

Question. 1: **How are academic courses and programs designed and approved? Please describe the process as completely as possible.**

Normally, HEC approved curricula is adopted and get approved through Board of Studies, then Board of Faculty and then Academic Council. The same procedure is followed for the change/revision of any course (s) & course contents and inclusion of new/specialized courses.

Question. 2: **Are the academic programs/curricula approved by HEC? Provide copy of minutes of meetings for last three years for each of the committees involved in approving both courses and programs?**

The academic program/ curricula is approved by the Board of Studies (BoS), Board of Faculty (BoF), Academic Council on the advice/ recommendations of HEC & NCRC. The minutes of the academic council **Annex – A.**

Question. 3: **Please provide a copy of the curriculum for each academic degree program?**

All the departments are following the HEC approved curricula for each program, which are available on the Hazara University website for detail.

Question. 4: **How often are academic programs/majors reviewed? What is the process?**

The Academic Bodies (Board of Studies/Board of Faculties) and the Academic Council keeps a vigilant eye on every programme, its courses and curricula which is revised and improved as per need of the academic community.

Question. 5: **Do you use the alumni survey form from QEC? How are alumni surveys used in reviewing programs? Please provide a copy of the results of the most recent survey and How are these used to review the curricula?**

University is trying to establish the Alumni. University has notified an Alumni committee No.4(2)HU/Reg/2021969 dated 02 Jul 2021 for the purpose and social media groups was created to collect information of the university graduates. Up till now a reasonable number of graduates have been contacted. **Notification attached. Annexure – B.**

Question. 6 **Do you use the Employer Survey? Please provide the most recent summary of the employer surveys. How are these used to review the curricula?**

University has not conducted the employer survey yet. University has constituted a counselling centre under the supervision of Psychology department, the desirous faculty members / employees / students are welcomed to register their suggestions / inputs for betterment of institution.

Question. 7 **Are faculty encouraged to vary their methods of lecture delivery – i.e., less lecture, more classroom discussion, hands-on activities, etc.? If so, please provide evidence for this.**

Faculty members of the university are always encouraged to choose best method of lecture delivery in the classrooms. The lecture delivery method for teaching is the discretion of the teacher concerned keeping in view the material of the subject (lesson/practical/field work etc.), He is bound to complete the course within the stipulated time period in accordance with the subject's lesson plan consonant to the Academic Calendar of the University. After student survey, discussion on the variation of teaching procedure is carried out.

Question. 8: **How are “program outcomes” and “student learning” being assessed in relationship to the objectives of the academic programs? How are these findings used?**

This relationship will be evaluated after completion of SARs of this year.

Question. 9: **How do you assure that the faculty member teaching a series of courses is qualified to teach those courses?**

While hiring the teachers in the University a comprehensive process of the need assessment of teaching faculty at the departmental level is being carried out and as a result of the outcome, the assessment demands of the faculty is being generated. While hiring the faculty members at the time of Selection Board, the candidate is properly judged by the Selection Board, subject experts from outside the university also judge the command on subject of the individual at the time of interview. The faculty members are being selected on pure merit, so they are well qualified to teach the HEC/HU approved curricula.

After appointment, opportunities for different trainings of national and international levels are also provided to the faculty members for refresher courses etc.

Question. 10: **How does the University ensure that the courses are taught at the appropriate level-i.e., graduate courses are truly graduate level and not just undergraduate level? Please discuss the process for oversight and provide evidence of same?**

The relevant Board of Studies judges the same thoroughly.

Question. 11: **Do you use the research Student Progress Review Form (QEC)? Please provide samples that have been submitted by students. How is this used?**

The forms are collected at two occasions, at the time of exit seminar evaluated by the concerned Chairperson and at the time of PhD defense the form is evaluated by the concerned Dean. (Copies of the forms are placed at **Annex – C**).

Question. 12: **Please provide the most recently completed Survey of Department offerings for PhD programs (if applicable)?**

Refer Q.11 above.

Question. 13: Who handles internships/field work?

The field work if prescribed in the curricula are dealt during the visits by the concerned teacher or other supervising teacher upon approval by the Chairperson concerned.

Question. 14: Do you have the necessary laboratories and equipment to carry out the goals of each of your programmes? Please discuss the deficiencies.

Yes

Question. 15: If courses are advertised in the catalogue / prospectus, are they actually offered each year? Can students get the courses they need to graduate in a timely manner?

The Courses are advertised in prospectus and all the offered courses details are in prospectus and also displayed on University website for all stakeholders.

Question. 16: Discuss the library stock and digital library facility. Give figures and evidence for use of the library as well as for the number of books, journals, etc.

Refers to **Table – 29, 30 & 31 of Standard – 7** (The Library Resources)

Questions. 17: How are grades examined to guard against grade inflation? Give evidence.

Hazara University is using fix grading system as per reckoner table available in Semester Rules and Regulations.

Questions. 18: How is the integrity of the university maintained to guard against cheating and plagiarism? Please provide documentation for this.

Cheating Various Unfair Mean Committees are notified to cater the UFM cases, Refers to **Annex –B of Standard – 4.**

Plagiarism: The Plagiarism Standing Committee notified, Refers to **Annex – C of Standard – 4.**

Questions. 19: Please provide copy of examination rules along with its approval?

Refer Semester Rules and Regulations and conduct of semester examination-Rules, Regulations and Procedures (Revised 2020) – **on table document.**

Standard 9

PUBLIC DISCLOSURE AND TRANSPARENCY

It is easy for Hazara University's students, other stake holders and intended audience to make decisions regarding education through accessible and adequate information provided by the University. The institution informs public about its mission, objectives and expected learning outcome, requirements and procedures and policies related to admission and transfer to credit, student fees, charges and refund policies.

Question. 1: **Do you have a website that makes documents and policies accessible to the public? If so, what is the address and what do you have listed on the website?**

Hazara University has launched its website, containing complete information/data related to admission policies, prospectus, graduate and under-graduate rules & regulations etc. of the University and it can be viewed at www.hu.edu.pk. Website of Hazara University is totally dynamic containing academic and administrative information about the university, including latest news, upcoming events important links, the website is being updated on regular basis.

Question. 2: **With what office does the public deal with?**

Admissions matters and provision of all relevant information to potential candidates and their parents is the responsibility of the Provost Office, which is the first point of contact and serves as public dealing office. In addition, there is Controller of Examination which provides information related to examinations and Academic & Research office dealing with the matter related to academics. Similarly, the Academic Section of the Registrar office deals day to day matters of students, their parents and public raised issues. Currently Directorate of Student Service Center is the focal point for all the students and parents for information/public dealing.

In addition to these official formalities, in informal stature the PS to Vice Chancellor and the Public Relation Office of the University, through Social Media, University FM 98.6 Radio Station addresses matters of common interest to the university and public. Moreover, the PRO is also responsible to disseminate the information regarding the university admissions, announcements o results and other allied information through print and electronic media.

Question. 3: **Do you get much feedback from the public? When you do, what do you do with it? Please give three or four examples.**

General feedback of the public is being obtained through Social Media and face to face interaction with concerned offices. Print media/daily news papers are also checked regularly for any news items or complaints in favour/against the university. Proper action under the relevant rules are being taken on these feedbacks. Further, a student service and Directorate of Student Affairs are playing very

important role to attract the students and scholars about the academic & research activities on the campus.

Question. 4: **When and where did you publish merit lists for students' admissions?**

Students merit lists published on all notice boards and university website. Moreover, departmental social media groups are also actively taking part to circulate the information related to the students. Students are also able to view their admission update on their online accounts through which they apply for admission.

Question. 5: **Describe your communication strategy/processes for disseminating regulations, rules and policies. Please provide any documents relating to communication strategy; any SOPs.**

All the rules, regulations and policies are circulated through a circular/notification with a covering letter for information and compliance by all concerned. Further a module in CMS is also created where Working Papers, minutes and notifications are uploaded for information of all concerned.

Question. 6: **Where and when have you displayed the examination results?**

Final exam results are displayed at the notice board of each department, which is in the access of all students. These results are being compiled by the concerned departmental exam coordinator or exam committee and then communicated to Controller of Examination of the University for information/record and for the cross-check and issuance of degrees/DMCs. As per policy, all marked answer booklets of final exams are shown to the students on the days scheduled.

All results are submitted by teachers through their CMS Portal and students are also notified on their CMS Portal about their results and DMCs.

Question. 7: **Please provide academic calendars of last three years.**

Copies of the academic calendar are attached. Refer **Document 3 on table of Standard 2 Folder.**

Standard 10

ASSESSMENT AND QUALITY ASSURANCE

Directorate of Quality Enhancement

The Hazara University established the Quality Enhancement Cell (QEC) in second phase to introduce and implement the procedures and systematic standards, for monitoring and evaluating the various aspects of a project, service, or facility to ensure that standards of quality are being met.

In accordance with the guidelines of HEC, the Directorate of Quality Enhancement (DQE) is aggressively working in the direction for observing and reviewing the implementation of policies and procedures to improve the quality of education. The Quality Assessment is a systematic process of gathering, reviewing and using important quantitative and qualitative data and information from multiple and diverse sources about educational programs. This will also help to improve the learning skills of the students, and also evaluating whether academic and learning standards are being met.

a) Vision of DQE

To aim for Quality Education on Continual basis at Hazara University through quality practices, inputs and by implementing world class Quality Standards.

b) Mission of DQE

The Directorate of Quality Enhancement (DQE) is devoted to continually enhance excellence in the institutional processes by uplifting the spirit of focusing on quality delivery of educational services, to achieve satisfaction of stakeholders/students and to promote public confidence that the standards of the award of degrees are enhanced and safeguarded.

c) Objectives of DQE

Within the context of Mission Statement, the following are the objective to be fulfilled:

- To improve the quality and capacity building of faculty, supporting staff, academic programs and support services.
- To ensure that stated student outcomes of all departments are realized.
- To take collective responsibilities for ensuring that adequate system for quality enhancement have been developed and are in place.
- Seeking collaboration in various fields of common interest with local and international bodies.
- Promoting the confidence of the public by ensuring that the standards and quality of education are enhanced.

d) Notification of DQE

DQE was established at Hazara University vide 4 (1) –HU/Reg/2009/1335 dated July 08, 2009 by the direction of HEC. The copy of Notification is placed as **Annex – A** of the folder 10.

e) Progress Reports

The DQE was established at university in July 2009 and Fifteen quarterly progress reports have been submitted to HEC till June 2014 and Annual/Yearly Progress Reports for the years 2014-15, 2015-16, 2016-17, 2017-18, 2018-19, 2019-21 and 2021-22. The details of these progress reports are available with Directorate of Quality Enhancement. **Annex – B.** Directorate Quality Enhancement has conducted 03 S-IPE in June 2019 (*alongwith a prallel Self-Graduate (PhD/MPhil Review)*), Jan 2020, Mar 2021 and also conducted/liaison the HEC's Review in year 2012 and the HEC's Review this year 2022.

f) Process of Self-Assessment Reports (SAR) Writing at program & Institutional Level

In 2020-21, Hazara University had 118 Programs which are now 117 in year 2021-22. Out of 118 programs for the evaluated period (2020-21) in 33 departments, 33% target was given by HEC for the large university. Total 34 programs were initiated, out of which SARs of 29-programs, its reports, analysis and executive summary were completed and approved by the Competent Authority. The corrective measures accordingly taken towards the First Cycle of SAR was initiated. Out of the five, 02 related to Battagram campus could not be completed due to outgoing visiting faculty members of the PT teams. Along with this 1st time affiliated colleges 03 programs were initiated at par with university.

Currently, out of 117 forty one 41 Program-Teams were constituted and accordingly thirty seven 37 Assessment Teams were created for assessing the SA-reports submitted by the PTs. Forty One 41 PT reports were received which have been assessed by the Assessment Teams' for analysis however, 12 experts submitted their view/report the remaining still awaited. Out of 41 the report of 29 is awaited from the external AT expert. **Annex – C.**

g) Department / Programs Conducting SAR

Total programs during 01 July 2021 to 30 June 2022 were 117. As per HEC criteria 66 Percent were required for SAR preparation. Out 117 of Forty One (41) BS/MA/MPhil/PhD Programs were selected for Self-Assessment Reports and initial training to PTs was completed and the state of above mentioned SAR for the reviewing period is as follow;

Table-31:Status of SARs

S.N	All Program Name Offered by HEI	SA Cycle No.	PT Formation Date	PT Report Completed	Online surveys		AT Formation Date	AT Report completed	Executive Summary	Implementation Plan	No. of Weaknesses Identified	No. of Weaknesses Rectified	Reference/ Annexure
					No. of Surveys Applicable	No. of Surveys conducted							
1	PhD English	1	28-Dec-21	17 Jan 2021	5	5	4-Apr-22	12-Apr-22	29-Mar-21		2	2	PT formation Notification, AT formation notification, AT report, Executive Summary
2	MSc Economics	2	17-Nov-21	23 Nov 2021	5	5	13-Dec-21	28-Dec-21	14-Jun-22		4	4	PT formation Notification, AT formation notification, AT report, Executive Summary
3	M.Phil Genetics	1	25-Nov-21	03 Dec 2021	5	5	24-Jan-22	31-Jan-22	2-Feb-22		4	4	PT formation Notification, AT formation notification, AT report, Executive Summary
4	BS Islamic & religious	2	25-Nov-21	02 Dec 2021	5	5	13-Dec-21	3-Jan-22	15-Jun-22		2	2	PT formation Notification, AT formation notification, AT report, Executive Summary
5	B-Arch (Architecture)	3	18-Nov-21	24 Nov 2021	5	5	13-Dec-21	28-Dec-22					PT formation Notification, AT formation notification, AT report
6	MSc Psycholog	1	11-Nov-21	24-Nov-21	5	5	13-Dec-21	25-Nov-21	23-Dec-21				PT formation Notification, AT formation notification, AT report
7	M.Phil (Education)	1	17-Jan-22	1-Feb-22	5	5	12-May-22	31-May-22	15-Jun-22		5	5	PT formation Notification, AT formation notification, AT report, Executive Summary

8	PhD (Education)	1	17-Jan-22	1-Feb-22	5	5	12-May-22	31-May-22	15-Jun-22		5	5	PT formation Notification, AT formation notification, AT report, Executive Summary
9	BBA (Managem)	1	26-Jan-22	31-Jan-22	5	5	22-Feb-22	28-Feb-22					PT formation Notification, AT formation notification,
10	BSAF (Managem)	1	26-Jan-22	31-Jan-22	5	5	22-Feb-22	28-Feb-22					PT formation Notification, AT formation notification, AT report,
11	MSc Mathemati	1	12-Oct-21	21-Oct-21	5	5	13-Dec-21	28-Dec-21					PT formation Notification, AT formation notification
12	BS- Telecomm	2	21-Dec-21	31-Dec-21	5	5	14-Mar-22	5-Apr-22					PT formation Notification, AT formation notification
13	B-Des Art &	2	26-Jan-22	2-Feb-22	5	5	16-Mar-22	25-Mar-22					PT formation Notification, AT formation notification
14	BS Chemistry	3	4-Apr-22	8-Apr-22	5	5	20-Apr-22	27-Apr-22					PT formation Notification, AT formation notification
15	LLB (Law)	2	6-Sep-21	15-Sep-21	5	5	21-Dec-21	30-Dec-21					PT formation Notification, AT formation notification
16	BS Physics	2	17-Jan-22	23-Jan-22									PT formation Notification
17	BS Botany	1	12-Aug-21	26-Aug-22	5	5							PT formation Notification
18	M.Phil Pakistan	1	22-Sep-21	1-Oct-21	5	5	13-Dec-21	21-Dec-21					PT formation Notification, AT formation notification

19	BS Political	2	12-Aug-21	24-Aug-21	5	5	23-Feb-22	28-Feb-22					PT formation Notification, AT formation notification
20	BSPA (Public	2	17-Jan-22	19-Jan-22	5	5	24-01-222	31-Jan-22					PT formation Notification, AT formation notification
21	BS Conservation	3	2-Feb-22	08 Feb 2022	5	5	20-Apr-22	26-Apr-22					PT formation Notification, AT formation notification
22	BS Environmenta	2	22-Apr-22	28-Apr-22	5	5	23-May-22	30-May-22					PT formation Notification, AT formation notification, AT report, Executive Summary
23	BS Archaeology	3	16-Dec-21	28-Dec-21	5	5	17-Jan-22	28-Jan-22	23-Feb-22		5	5	PT formation Notification, AT formation notification, AT report, Executive Summary
24	BS Sociology	2	15-Oct-21	26-Oct-21	5	5	22-Dec-21	2-Dec-21					PT formation Notification, AT formation notification
25	BS Geology	2	22-Apr-22	28-Apr-22	5	5	23-May-22	30-May-22					PT formation Notification, AT formation notification
26	MPhil Zoology	1	17-Jan-22	25-Jan-22	5	5	14-Mar-22	22-Mar-22	9-Jun-22		4	4	PT formation Notification, AT formation notification, AT report, Executive Summary
27	PhD Zoology	1	17-Jan-22	25-Jan-22	5	5	14-Mar-22	22-Mar-22	9-Jun-22		4	4	PT formation Notification, AT formation notification, AT report, Executive Summary
28	MPhil Urdu	2	21-Dec-21	28-Dec-22	5	5	1-Feb-22	9-Jan-22					PT formation Notification, AT formation notification

29	BS Tourism & Hospitality	2	17-Jan-22	25-Jan-22	5	5	22-Feb-22	28-Feb-22					PT formation Notification, AT formation notification
30	BS Biochemistry	1	25-Nov-22	30-Nov-22	5	5	22-Dec-22	30-Dec-22	25-Feb-22		3	3	PT formation Notification, AT formation notification, AT report, Executive Summary
31	M.Phil Communicati	3	25-Nov-22	1-Dec-22	5	5	22-Feb-22	27-Dec-22	14-Jun-22		1	1	PT formation Notification, AT formation notification, AT report, Executive Summary
32	M.Phil Microbiology	2	17-Jan-22	26-Jan-22	5	5	16-Feb-22	25-Dec-22					PT formation Notification, AT formation notification
33	PhD Microbiology	2	17-Jan-22	26-Jan-22	5	5	16-Feb-22	25-Dec-22					PT formation Notification, AT formation notification
34	BS Agriculture	2	12-Aug-21	20-Aug-21	5	5	13-Dec-21	21-Dec-22					PT formation Notification, AT formation notification
35	BS Information	1	25-May-22	5/31/2022	5	5							PT formation Notification
36	BS Bioinformatics	1	20-Apr-22	26-Apr-22	5	5							PT formation Notification
37	PhD English	1	28-Dec-21	17 Jan 2021	5	5	4-Apr-22	12-Apr-22	29-Mar-21		2	2	PT formation Notification, AT formation notification, AT report, Executive Summary

BATTAGRAM CAMPUS

S.N	All Program Name Offered by HEI	SA Cycle No.	PT Formation Date	PT Report Completed	Online surveys		AT Formation Date	AT Report completed	Executive Summary	Implementation Plan	No. of Weaknesses Identified	No. of Weaknesses Rectified	Reference/ Annexure
					No. of Surveys Applicable	No. of Surveys conducted							
1	BS IT	1	23-06-2022	27 Jun 2022	4	4	28-06-2022						PT formation Notification, AT formation notification,
2	BS Zoology	1	21-06-2022	24 Jun 2022	4	4	28-06-2022						PT formation Notification, AT formation notification,
3	BS English	1	10-06-2022	17 Jun 2022	4	4	-						PT formation Notification, AT formation notification,

AFFILIATED COLLEGES:

S.N	All Program Name Offered by HEI	SA Cycle No.	PT Formation Date	PT Report Completed	Online surveys		AT Formation Date	AT Report completed	Executive Summary	Implementation Plan	No. of Weaknesses Identified	No. of Weaknesses Rectified	Reference/ Annexure
					No. of Surveys Applicable	No. of Surveys conducted							
1	BS Botany GGDC	1	28-02-2022	4/3/2022	4	4	08-03-2022						PT formation Notification, AT formation notification,
2	BS Zoology GGDC	1	28-02-2022	4/3/2022	4	4	08-03-2022						PT formation Notification, AT formation notification,

3	BS Zoology GPGC	1	28-02-2022	4/3/2022	4	4	15-03-2022						PT formation Notification, AT formation notification,
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Summary of the SAR 2021 (HEC Targets off SAR for the year 2021-2022 (66% of the 117 total programs =77 programs)

S. No	Status of Complete Cycle of SAR	Numbers
1	Total Program Teams formed by DQE	41
2	Total SAR submitted by the Department	41
3	Total Assessment Teams formed by DQE	37
4	Total Reports received from external AT Experts	12
5	Total Executive Summaries made by DQE and Signed by the worthy Vice Chancellor	12
6	Total No of implementation Plans received from departments to DQE till date	10
7	Compliance of the Implementation Plan	0

1	Target of the SAR Y 2021-22 is 66% of the total programs	Total programs 117*66%=77
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h) Self-Assessment Reports and integration of SOPs

Hazara University has completed SARs for Forty-One (41) programs at different departments to comply with HEC criteria and policies.

i) Compliance of Mechanism on Self-Assessment Reports

At University SARs' for Forty-One (41) programs have been completed. Assessment teams were formulated, and reviews were conducted to ensure compliance of programs in line with HEC guidelines to enhance quality of education.

Following notifications have been issued after approval from Vice Chancellor to ensure compliance:

- Nomination of program teams
- Nomination of Assessment teams
- Training/Awareness sessions on quality enhancement of faculty members and program teams

Directorate of Quality Enhancement has conducted the Self-Assessment Reviews at each department along with specialist members of disciplines (SA teams). The observations

made during Self-Assessment were presented to Dean / Chair departments in the presence of faculty members for corrective actions. The results of Self-Assessment were presented to Vice Chancellor in the form of executive summary.

j) System of Awareness on QA

Directorate of Quality Enhancement has organized regular QA awareness sessions / seminar at university for faculty members and students. The detail is placed as **Annex – D** of this folder.

k) Training Workshops for QECs by HEC

Different officials of DQE have attended all meetings/events along with trainings/workshops organized by QAA HEC from its establishment. Beside it, various online webinars & trainings also attended by the DQE team. The detail is placed as **Annex – E** of this folder.

l) Vice Chancellor's Initiative on QA

Vice Chancellor has provided all the support in the form of funds, equipment, office accommodation and guidance for execution of Quality Enhancement Program since establishment of Directorate. However, the provision of laptops (03 in numbers at least), suitable staff (including Director's PA) requirements are still pending to be fulfilled. Further, a conference room cum Training room and one more staff room are also needed with attention of modern equipment.

Question. 1: **What is the process of self-assessment at the program level? At the institutional level? Describe in detail. Provide the copies of Self-Assessments at Program level and at Institutional Level (Last three years).**

DQE initiates SA (Self-Assessment) through the HoDs. A semester prior to the assessment, department constitute the Program team (PT) that will be responsible for preparing Self- Assessment report (SAR). DQE reviews the Documentation within a month. The Vice Chancellor constitute the AT in consultation with the concerned HoD based on the recommendation of the DQE. DQE plans and fixes assessment team (AT) visit. The AT conducts assessment and presents its findings to DQE, Dean, PT and Dept./ Faculty. The DQE submits an executive summary to the Vice Chancellor then department prepares implementation plan.

Question. 2: **Provide the notification for the establishment of the QEC.**

DQE was established at Hazara University vide 4 (1) –HU/Reg/2009/1335 dated July 08, 2009 on the direction of HEC. The Syndicate minutes regarding the establishment of DQE is placed as **Annex-A** of this folder. The PC-1 is also attached. **Annex – F.**

Question. 3: **What is total number of departments? SARs, AT reports and rubric reports of how many departments are completed and submitted for necessary actions**

Total 41 programs were initiated, out of which 12 SARs, its report, analysis and executive summary completed and approved by the Competent Authority. The corrective measures accordingly taken towards the First Cycle, 2nd Second Cycle & third Cycle of SAR

Question. 4: **SARs of how many departments are completed? (Provide all SARs prepared in last three years)?**

SARs of Twenty (20) Programs of 1st Cycle, SARs of sixteen (16) of 2nd Cycle & five (05) Programs have been completed of 3rd Cycle.

Question. 5: **Executive summaries of how many departments are completed and submitted?**

Executive summaries of all Twelve Programs assessment reviews have been submitted to Vice Chancellor.

Question. 6: **How are the SARs used-discuss for each department/program as well as for the university as a whole? Please provide the names of respective officers responsible for integrating the results of SARs.**

Self-Assessment reports are documents, which provide systematic approach and guidelines to key staff in administration, departmental chair and faculty members in the shape of criteria's and standards to enhance quality of academic program. It covers mission, visions, objectives and outcomes of each program at department level and then accordingly goals and strategic plans are established to achieve the mission and vision. The program team members at each department are responsible for integrating results.

Question. 7: **What is compliance mechanism of SARs? Please provide any action taken (List/notification)**

Self-assessment is an exercise conducted by the department itself to assess whether its programs meet their educational objectives and outcomes with the purpose to improve quality of programs and enhance students' learning. Self- Assessment Report makes the basis of all-future reviews / audits / accreditation of the concerned programs. After the Visit of Assessment Expert, the Directorate of QE prepared the Executive Summary for submission to Vice Chancellor and QAA, HEC. **Document 15**

on Table. The weaknesses are being communicated to the concerned Chairperson/HOD for improving/removing.

Question. 8: How many councils visit the university in last three years?

There are total five councils visited the University for accreditation of Programs.

Question. 9: List the departments/programs that are accredited by councils?

<u>S.No</u>	<u>Name of Department</u>	<u>Title of Program</u>	<u>Accreditation Council</u>	<u>Date of Accreditation</u>	<u>Remarks (if any)</u>
1	Agriculture Sciences	BSc (Hons) Agriculture Agronomy	National Agriculture Education Accreditation Council – NAEAC	Approved	Zero Visit
2	Agriculture Sciences	BSc (Hons) Agriculture Horticulture	National Agriculture Education Accreditation Council – NAEAC	Approved	Zero Visit
3	Agriculture Sciences	BSc (Hons) Agriculture Plant Breeding & Genetics	National Agriculture Education Accreditation Council – NAEAC	2021	-
4	Architecture	Bachelor of Science in Architecture	PACPT	2017	-
5	Law	Bachelor of Law – (LLB)	Bar Council	2008	-
6	Computer Science and Information technology	Bachelor of Science in Computer Science (BSCS)	National Computing Education Accreditation Council – NCEAC	Applied for	Visit due any time
7	Computer Science and Information technology	Bachelor of Science in Software Engineering (BSSE)	National Computing Education Accreditation Council – NCEAC	Applied for	Visit due any time
8	Computer Science and Information technology	Bachelor of Science in Artificial Intelligence (BSAI)	National Computing Education Accreditation Council – NCEAC	Approved	Zero Visit
9	Management Science	Master of Business Administration (MBA) & Bachelor of Business Administrator (BBA)	National Business Education Accreditation Council – NBEAC	2014	Initial visit. Under renewal
10	Education	Bachelor of Education	National Computing Education Accreditation Council – NCEAC	2019	Under renewal

Question. 10: Describe the process for carrying out student satisfaction surveys.

Student satisfaction survey was carried out through teacher and course evaluation process online. The student feedback is taken by conducting two online surveys in each semester, i.e. student's course evaluation and teacher's evaluation. DQE generates feedback reports through HU-CMS and submit a consolidated report to Vice Chancellor and make this feedback the part of Self-Assessment Report as well. The Director Quality Enhancement sends this analysis to respective chair departments for taking corrective actions, if deemed necessary.

Question. 11: Describe the process for carrying out graduate assessment surveys?

The Graduate Assessment Survey was conducted online at the end of each semester and Seminar Evaluation Form is also a mean of Graduate Assessment Survey conducted by the concerned Chairman/HoD and submitted to DQE with Anti-Plagiarism Form.

Question. 12: Describe the system for bringing into the awareness of students, faculty and staff the importance of and means of implementing quality assurance, however many and when were there conferences/workshops/seminars on QA, who and how many attended?

Regular awareness sessions are conducted to create awareness amongst faculty members and students about quality, seminars are conducted for graduating students at the end of semester. The same was mentioned in **Annex – D** of this folder.

Question.13: Describe the initiatives of the Vice Chancellor and other university officials (other than QEC) concerning quality assurance.

The Directorate of Academics & Research has taken many initiatives concerning Quality assurance in context of PhD review and streamline of Academics & Research affairs of PhD scholars.

Question. 14: What percentage of the budget is allocated to QEC? What percentage is actually spent? (Details of last three years)?

The Budget Allocation and Consumption Reports of QEC is at **Annex – G**.

Question. 15: How do you ensure that the QA criteria and standard guidelines of HEC like plagiarism policy, faculty appointment criteria, MS/MPhil and PhD criteria, Tenure Track system, semester guidelines are implemented? Please provide evidence of implementation/notification/circulars/minutes

A well-established mechanism exists at university to ensure that all QA criteria laid down by HEC are followed in true letter and spirit. The accounts for faculty members have been created to use Turnitin software and different training workshop and seminars were conducted for faculty members in different intervals. TTS statutes are followed in true spirit and periodic meetings of DTRCs are conducted by the relevant conveners to judge the efficiency/working of the TTS/Tenured faculty. University also follows laid down criteria for appointment of faculty, MS/MPhil and PhD criteria for admissions.

Question. 16: How are you integrating SOPs for QA reports into future planning?

Institutional Performance Evaluation Standards (IPEs) provide a platform to integrate and implement QA policies and SOPs by developing strategic plans for the university, all these reports aim in streamlining procedures and strengthening the system to improve upon quality of education. At departmental level regular feedback is taken through students and faculty members and analyzed to make improvements in system, then weak areas are highlighted to VC for revision of policies. The processes are assessed and evaluated periodically for making improvements and then documented to ensure monitoring and control.

Standard 11

STUDENT SUPPORT SERVICE

The Hazara University has efficient student support services that enable students to achieve their educational goals directly and facilitates the overall process of achieving institutional mission.

The student support services include registration, financial aid/scholarships, advising, counseling, and security with university mission demands. Student support at university is efficient to address the needs of diverse student community including students with disability. A separate Directorate has been established in this regard namely Student Service Center. The Incharge Student Affairs and Student Guidance and Counselling Centre also facilitate the Directorate of Student Service Center.

Question. 1: Do you have a career counselling centre? If so, give the qualifications of each of the staff members. Please give the TOR for the office. What was the budget allocated? for last three years? What was the amount actually allocated and actually spent?

The Office of Student Guidance and Counselling Centre at Hazara University was established in 2004 as mentioned in the PC-1. It is headed by Prof. Dr Farhana Kazmi, Chairperson Department of Psychology. The financial needs of the office are fulfilled by the Hazara University administration on timely basis not by specific allocation of budget.

Question. 2: Is there a separate student placement office? What was the budget allocated for last three years? What was the amount actually allocated and actually spent?

Nil.

Question. 3: How are students informed about the career counselling centre? The placement office? Please provide copies of circulars/notifications/ web displays/ student surveys related to these.

The students are informed through student's affair office, student bodies and various circular/notification /web display/student surveys. Several student societies and clubs are available.

Annex – A.

Question. 4: How are student needs ascertained for the career counselling centre? The placement office? How many used each of these services in last three years?

Nil

Question. 5: **Describe your financial aid office. What are the qualifications of the person heading the office?**

The description about the office and its director are in the SOPs attached. **Annex – B.**

Question. 6: **Please provide the approved SOPs/Rules for Financial Aid to student?**

SOPs attached. **Annex – B.**

Question. 7: **Please list the financial aid/scholarship programs offered in last three years?**

All the lists are attached. **Annex – C.**