April, 17, 2023

Report of Internal Institutional Performance Evaluation (IPE) 2023

The internal IPE was conducted at MNS University of Agriculture, Multan from March 22,24 & 27, 2023 by the following committee constituted by the Vice Chancellor:

1. Prof. Dr. Shafqat Saeed, Dean FAES   Convener
2. Prof. Dr. Irfan Ahmed Baig, Dean FSSH   Member
3. Dr. M. Farooq, Director QEC, BZU   Member
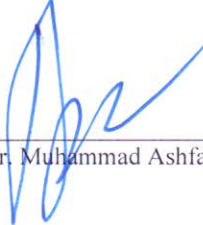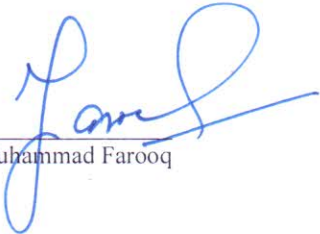4. Prof. Dr. Muhammad Ashfaq, Subject Expert   Member

The activity started with introductory meeting of the Evaluation Committee with the Vice Chancellor on the first day. Registrar, Treasurer, Director QEC, Director ORIC, Director Graduate Studies, Controller Examinations and other heads of academic and administrative Departments of the University were also present in the meeting. The committee, after the meeting, the committee divided the standards of UPR (University Portfolio Report) as per following detail and thoroughly went through and examined all documentary evidence for recording of points for final compilation of IPE report as per decided schedule.

Committee Members	Standards of UPR
Prof. Dr. Shafqat Saeed	Standard 1, 5, 9
Prof. Dr. Irfan Ahmad Baig	Standard 2, 6, 10
Dr. Muhammad Farooq	Standard 3, 7, 11
Prof. Dr. Muhammad Ashfaq	Standard 4, 8

On the second day, separate meetings were conducted with Professors, Associate Professors, Assistant Professors, Lecturers, Chairpersons/Directors, and heads of administrative Departments. Meetings with undergraduate and postgraduate students were also conducted to receive their feedback. On the third and last day of the activity, committee visited labs, classrooms, and other infrastructure facilities. The committee finalized its report after a thorough discussion with all members.

One the later part of the third day, an exit meeting of the IPE Committee was held with the Vice Chancellor where the Committee presented important findings during the IPE.

Following is the detailed IPE report for further action.

Prof. Dr. Shafqat Saeed   Prof. Dr. Irfan Ahmad Baig   Prof. Dr. Muhammad Ashfaq   Dr. Muhammad Farooq

Standard 1: Mission Statement and Goals

Best Practice (s)
1. Mission statement was debated, approved and aligned with business plan by the Syndicate; a highest statutory body of the university.
2. All the faculties, Institutes and Departments have developed their own mission statements which are aligned with university mission statement.
3. University is famous for its activities like sustainable food security and introduction of cutting-edge technologies for farming community to boost the economy.
4. Infrastructure development is on fast track in short duration of time.
5. Linkages between academia and industry seems very strong as some industrial projects are in progress.
6. Strategic collaboration with international organizations is visible.

Findings
1. Students and faculty entrepreneurship's registration are present but no evidence of business entrepreneurship found on ground.
2. Higher resignation rate of faculty members in different Departments.

Recommendations
1. University should reserve some funding to support entrepreneurship business. Some facilities should be given to faculty for businesses by utilizing resources of the university.
2. Conducive environment for faculty and students should be given so that faculty should prefer to stay in the university instead of resignation. University should solve the faculty issues on personal level.

Standard 2: Planning and Evaluation

Best Practice(s)
1. Development plans are being submitted to various quarters on regular basis.
2. Ongoing development projects are being executed as per plan with strict quality assurance.

Findings
These questions need to be answered.
1. Whether the formal planning process is being notified/practiced?
2. What is the role of academic / administrative bodies in planning process?
3. Which office is responsible for initiating the annual planning process?
4. How the strategic plan is integrated with development/planning/academic activities?
5. Department strategic plans be made part of the document.

Recommendations
1. Directorate of Academic needs to be strengthen. Involve in the academic planning process.
2. Like academic calendar, planning activity calendar can also be developed

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3. Integration of P&D strategic plan with academic strategic plan need to be documents

Standard 3: Organization and Governance

Best Practice (s)

1. The university has following Statutory bodies, Syndicate, Selection board, Academic council, Advance studies and research board, Faculty board, Board of Studies, Finance and Planning Committee and their composition is complete.
2. At least three meetings of every statutory body are being conducted annually which are sufficient to meet the requirement of the university.
3. Though university has a provision for emergency power under act, but these powers were never used. Rather university followed conduct of statutory body meetings for its decisions. It is appreciated.

Findings

1. There is no written policy to avoid conflict of interest in statutory bodies.

Recommendations:

1. The policies like conflict of interest should be established, approved from statutory bodies and disseminated to all stake holders.

Standard 4: Integrity

Best Practice(s)

The university has various policies regarding integrity and formulated committees accordingly to implement policies in true letter and spirit. Although improvement would be a continuous process.

Findings

Based on the information given, following are the are main findings on the subject.

1. The grievance committees have been constituted by the university in the light of HEC policies or advise and working properly.
2. Monitoring system for ethical standards in research or scholarly work is being undertaken by three offices i.e. DGS, ORIC and QEC. Which issue is take by which office is missing. How these offices coordinate with each other?
3. Intellectual property management framework has been approved by the syndicate, but a committee need to formulated to look after the implementation properly.

Recommendations

a. Main characteristics and components of anti-bullying and anti-discrimination policy need to be developed through engagement/discussion process at various forums.
b. Mechanism about coordination among DGS, ORIC and QEC need to be elaborated with examples, in the document.
c. Office of QEC is providing services to students and faculty for implementing plagiarism policy of HEC. Although candidates can check similarity index by

Prof. Dr. Shaukat Saeed   Prof. Dr. Irfan Ahmad Baig   Prof. Dr. Muhammad Ashfaq   Dr. Muhammad Farooq

themselves but details are needed about the sequence of procedure and issuance of certificate for the checked document by the concerned office.

d. Fairness policy exists but the answer need more details with specific examples.

e. Put all policies on university website.

Standard 5: Faculty
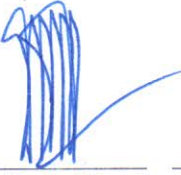
Best Practice (s)

1. Faculty evaluation and improvement process was given special focus at different stages by annual reviews of TTS faculty, probation evaluation of BPS faculty, fixing KPIs of each faculty and reviewed every year.

2. Frequent conferences, seminars and workshop are being organized for capacity building of faculty, students, researchers and farmers.
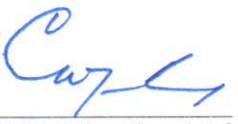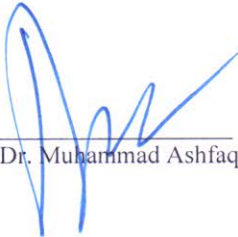
Findings:

1. There is no specific classroom observation by sitting and listen the lectures of teachers, as there is no written reports of observation available except class monitoring.

2. Evaluation of courses done by only few students of class which may not represent true picture of course review.

3. The budget for each department is very low, how all students can do research trials from this limited budget.

4. Except senior faculty, only few Assistant Professors have research grants.

5. There is no proper mechanism to record community services by faculty, fund raising, service on task force used in evaluating faculty for promotion.

6. Institutes seems working independently and sending official letter directly to registrar, Controller treasurer and VC office, by-passing the office of Deans which is academic head.
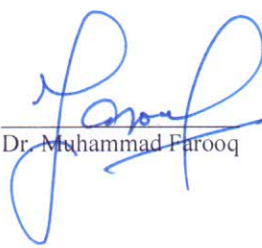
Recommendations

1. Chairman/Directors should sit in the classrooms for proper writing evaluation/observation of lectures.

2. All class students should be given opportunity for evaluation of courses.

3. Departmental research budget should be increased to support the research activities of students.

4. Assistant professors should be encouraged for fetching research grants and grants might be mandatory for promotion.

5. A mechanism should be developed for record of community services.

6. All the faculty official letters should be routed through Office of Dean as he has to countersign the ACRs of all faculty members for academic activities.

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Standard 6: Students

Best Practices
1. Student societies are working well.
2. There is well mechanism of complaint submission and grievances available to the students.
3. Postgraduate student forum is active.
4. Access to filed based research work is very good. Central lab system is also in place which facilitates the student research.

Findings
1. Complaint system is not working well.
2. Hostel and transport facilities are available.
3. Student feedback mechanism (Course and teacher evaluation) is automated.
4. Student café system needs improvement (Space, quality, stability)
5. Student life cycle information is not available.

Recommendations
1. A student centre may be included in the campus planning process.
2. ERP based student lifecycle assessment system need to be implemented.
3. Post-graduate students' research supervision system needs to be improved. Except couple of departments, rest do not have notified system of Supervisor / Supervisory team allocation. Transparency in supervisor allocation has been taken care of individually yet institutional mechanism needs to be put in place.
4. Alumni engagement system should be well defined and needs special focus.

Standard 7: Institutional Resources

Best Practice (s)
1. University gets feed backs or inputs from all departments, keeping in view their need prior to incorporation in annual budget.
2. Executive committee setts the priority for allocation of budget in the light of annual targets and mission of the university.
3. All the purchases are done as per PPRA rules

Findings
1. Twelve posts of professors and 40 posts of Assistant Professors are lying vacant.
2. Library, journals and books are not purchased as per budget allocation.
3. There are no international research journals in the university library despite university is offering M. Phil and PhD programs.
4. The students were unaware of HEC digital library.

Recommendations
1. Academic as well as administrative vacant sanctioned posts may be filled on priority keeping in view of urgent need of university.

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2. Research Journals to be purchased along with relevant books in significant numbers.
3. The awareness about digital library be created.

Standard 8:   Academic Programs and Curricula

Best Practice(s)

Although MNS University is a newly established teaching and research institute but in a short time period, it has started many degree programs after going through the rigorous process of development, approval and implementing the academic programs.

Findings

1. All degree programs have been started after getting NOCs from HEC.
2. Curriculums are reviewed regularly and available to all.
3. Summer internship program is very useful initiative.
4. Research student progress form need to be develop properly. GS 13 is not a proper way to assess/judge.
5. The courses being taught at under and post graduate levels are being monitored by HODs.
6. Results are being discussed in the board of studies and need to be documented in the minutes.

Recommendations

1. The answers to few questions need more details, explanation and could be rewrite. Examples are Qs No.1, 4, 8 and 12. Deficiencies, if any should also be mentioned (shortage of equipment, chemicals etc.)
2. The feedback from alumni and employer surveys need to be documented properly and regularly and should be available to faculty members for improving the curricula. These will also help to gauge the program outcomes and students learning and gaps, if any.
3. Provide evidences in response to answers to questions (e.g. Qs; 7, 9 and 10). Examples and evidences would be good for justification.
4. Continuous improvement is courses and innovative techniques of learning should be a part of the process. Visiting websites of international universities, collaborations, and exchange of knowledge material is suggested.

Standard 9: Public Disclosure and Transparency

Best Practice(s)

1. The University receives feedback from stakeholders (industry, private sector, farming community) through making them members of statutory bodies and involves in decision/ policy making.
2. Most of the information for public, students, and relevant community is available on the website of the University.

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Findings

1. All policies, under- and post-graduate Prospectus, information about admissions, trainings, workshops, and seminar is updated on the University website.
2. Feedback portals are available online for general public and alumni, however, feedback responses received are low.
3. Complaint portal is also developed, and complaints received are addressed on merit.
4. Admission merit lists are displayed on the notice boards and University website.
5. Results of each semester notified by the Office of Controller Examination is displayed on the notice board of CE.

Recommendations

1. Result notification of each semester may be uploaded on the University website.
2. Awareness plans need to be developed for alumni and students for providing their feedback on relevant portals.
3. Subject-wise list of books available in the Central Library should be provided online.
4. Web portal of Central Library should be developed where students can check availability of required book(s) in the library.
5. Academic calendar of each academic year should be displayed on the University website.

Standard 10: Assessment and Quality Assurance

Best Practice(s)

3. Program Teams (PTs) and Assessment Teams (ATs) are notified and revised as new programs are offered
4. Regular visits by the Assessment Teams for internal assessment of programs offered
5. Accreditation visits by relevant councils occur on a regular basis
6. Implementation Plans, Follow-up and Executive Summary of SARs are documented.

Findings

6. Please ensure the progress of Program Teams (PTs) as per notified calendar.
7. Implementation progress needs to be tagged with implementation status
8. The process of implementation at the management level needs to be quantified
9. Budget allocation and utilization is a serious concern. The heads of the budget needs to be rationalized

Recommendations

6. The formal process of integrating the results across the programs/ departments/ insinuation be notified.
7. Student survey mechanism needs to be scheduled with feedback mechanism. The feedback should reflect in HR plan for the specific faculty members
8. QEC need to be strengthened the system needs to be supported with support staff
9. University has developed guidelines for graduating students which is very encouraging. There is also need to get feedback of students on regular basis on these guidelines

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Standard 11: Student Support Services

Best Practice (s)

1. Career counselling and placement bureau has been established.
2. Students are informed about above mentioned centres through in the class rooms and WhatsApp groups
3. Students are financially supported through scholarships funded by doner agencies
4. More over university provide scholarships from usher fund generated by from university agricultural land

Findings

1. There is no separate budget for execution of career counselling centre, Director External linkages as a result the effectiveness of the centre is jeopardise.
2. There is no budget for placement bureau as well.
3. The information about career counselling and placement bureau is not available at university website.
4. University has not allocated funds from internal resources
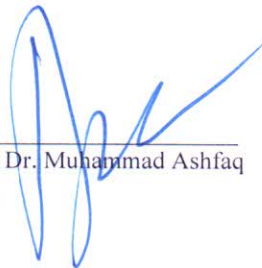
Recommendations

1. Separate budget should be allocated for career counselling centre, placement bureau and external linkage office
2. The information about career counselling and placement bureau must be placed on the university website.
3. University may look into other internal sources for scholarships to the needy and talented students.
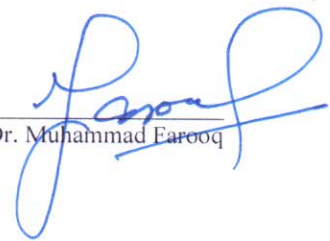
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