

MNS University of Engineering and Technology
Self Graduate Program Review 2024-25
PhD, MS / M.Phil. Programs

No. of Programs	M Phil /MS/ Equivalent	2	No. of Faculty	M.Phil./MS/ Equivalent	14	No of Students	M.Phil./MS/ Equivalent	82
	Ph.D.	2		Ph.D.	10		Ph.D.	27
Date of Review	June 20-21, 2-25							
Review Committee Members	1. Prof. Dr. M. Hammad Nadeem Tahir, Director QEC, MNS University of Agriculture, Multan 2. Prof. Dr. Asim Umer, Dept. Chemical Engineering, MNS University of Engineering and Technology, Multan 3. Dr. Rooha Masroo, Incharge QEC, MNS University of Engineering and Technology, Multan							

The Detail of each program along with its status as per the Review Committee recommendation is also mention below:

Sr.	Program Name	Program Level	No. of Enrolled Students	No. of Faculty Allocated		Status	Remarks / Deficiency
				PhD	MPhil / MS		
1.	Electrical Engineering	MPhil/MS	23	3	6	OK	
		PhD	6			OK	
2.	Chemical Engineering	MPhil/MS	59	7	8	OK	
		PhD	21			OK	

Findings:

A. Governance:

1. The Statutory bodies are constituted as per Act of the University, however the frequency of meetings of these statutory bodies is very low. The frequency of meetings of the statutory bodies is not defined in the Act.
2. The positions of Registrar, Controller Examinations, and Treasurer are on additional charges to the faculty.





3. The graduate programs offered by the university were initiated after approval from the Academic Council, however, documents supporting approval from the Syndicate were missing.
4. Decisions taken in statutory bodies are recorded as minutes of the meetings, however, these decisions are not notified by the responsible office(s) for sharing with other offices of the university.
5. The University has not yet drafted regulations/statutes relating to the graduate programs, however, the Prospectus of UET Lahore for graduate programs 2023 was adopted for regulating the graduate programs. The regulations, even those adopted from UET, are not available in consolidated form as a complete document and on website of the university.

B. Policies Relating to MS and PhD Programs:

1. The University has adopted the Graduate Education Policy (GEP) 2023, however the regulations governing the graduate programs are not modified accordingly.
2. Many practices and procedures followed for MS and PhD programs are not defined in the adopted regulations, and separate SOPs are also not developed for such practices.
3. The Policy and SOPs for the allocation of supervisors to students are not developed. Further, supervisors are not allotted to students in the first semester of their degree programs. The supervisors are allotted to the students in the meetings of Departmental PGC (Postgraduate Committee), documented as minutes of meetings, however not notified by the department.
4. In some cases number of students under the supervision of faculty member is more than twelve (12) in contrary to the HEC guidelines.
5. The certification of HEC for approved supervisors for some faculty members has expired. The university has not developed any mechanisms for receiving and processing the cases for the certification of supervisors to supervise PhD students following GEP 2023.
6. The record of the students in MS and PhD programs is not maintained. There is no office responsible for maintaining the students files, from admission to the certification.
7. The university has not developed any Policy and formal system/mechanism of monitoring and documenting the research progress of the MS and PhD students. Further, meetings of Supervisory Committees of the students is not regular and proceedings are not formally and properly recorded.
8. There is no structured mechanism regarding the conduct of comprehensive examinations of PhD students. There is need to draft clear regulations regarding when to receive applications from the students, processing time, setting of finalization of examiners, dates for holding these examinations, and notification of results with clear time-line.
9. The university has adopted the HEC Plagiarism Policy 2019, however, the Anti-Plagiarism Policy 2023 of HEC is not adopted. The university has not notified Plagiarism Standing Committee following the guidelines of HEC.



- 10 Similarity index and plagiarism is checked for theses before final submission, however this is not followed as a requirement for synopsis submission of the MS/PhD students
- 11 Awareness seminars are not conducted for students and faculty members for a better understanding on HEC policies like "Graduate Education Policy 2023" and "Anti Plagiarism Policy" etc.
- 12 The website of the university is not updated and required information pertaining to academics, administration, policies, programs etc. is not available.

C. Faculty:

1. Senior faculty positions (Professors and Associate Professors) are vacant. There is only one Professor in the University, remaining faculty members are either Lectures or Assistant Professors.
2. The faculty feels over-burdened due to the administrative tasks in addition to their teaching and research responsibilities.
3. No financial incentive are offered to the faculty members engaged in additional duties.
4. There University had developed research incentives for the faculty members in the form of research publication award. However, remuneration rate for supervising MS thesis is very low i.e. Rs.2000/-.
5. Office of Research Innovation and Commercialization (ORIC) exists however, not established following HEC guidelines. Despite of this, it facilitates the faculty members in filing patents and pays the fees. However, ORIC is not proactive in searching resources for funding the research, and does not share the potential funding opportunities with the faculty members, and does not organize awareness and training workshops for the capacity building of the faculty in writing winning research proposals.

D. Students:

1. There is no formal system of receiving the complaints/grievances of students and taking proper action to address. Further, there is no grievance committee notified to address such issues.
2. There no complaint/suggestions/feedback portal on the website of the university. The system lacks for receiving and analysing suggestions/feedback from stakeholders, alumni, industry etc.
3. The band width of the internet is very low to accommodate the students in the computer labs and library etc. Further, IT related issues, sometimes, make the problem worsen and there is not department/office with the responsibility to address these issues.
4. Normally library of the university remains open following the university timing, however, on some days library closes hours before the closing hours of the university causing problems for the students.
5. The University has access to the HEC digital library, however faculty and students are not using this facility for enhancing their learning. Further, seminars and workshops are



not organized to motivate and train students and faculty to use the facility of HEC digital library

6. There is not defined system of notifying the cancellation of admissions of the students who do not submit semester fee, or dropped out due to low CGPA etc.
7. Admission to the graduate degree programs, especially MS, is decreasing and the departments/university has not developed any strategies to increase the admissions in these programs.

Recommendations:

A. Governance:

1. The frequency of different Statutory bodies may be defined and approved from syndicate and the mechanism may be developed to ensure holding the meetings as per approved frequency.
2. The positions of Registrar, Controller Examinations, and Treasurer may be announced and filled as defined in the Act of the University.
3. There is need to improve the record keeping and maintenance to ensure the approval of decisions and policies etc. by the Syndicate on the recommendation of the Academic Council etc.
4. A mechanism may be developed for ensuring the notification of decisions of the statutory bodies and sharing with other relevant offices of the University.
5. A central office (like Directorate of Graduate Studies) may be established with the mandate of drafting regulations/statutes for regulating the MS/ PhD programs following guidelines of GEP 2023, regulating and monitoring the graduate programs, keeping and maintaining the record pertaining to graduate programs, preparing and maintaining the students file, and developing policies and strategies needed time-to-time for regulating graduate programs.

B. Policies Relating to MS and PhD Programs:

1. Directorate of Graduate Studies may be established or a Committee may be constituted to preparing draft regulations for MS and PhD programs in-line with the GEP 2023 of HEC (clearly defined practices, procedures, and SOPs) for presentation before and approval from statutory bodies. After approval, these may be published as guidelines or prospectus and uploaded on the university website.
2. The University should prepare a Policy for Supervision of PhD and MS students as per guidelines of GEP 2023, following the development of SOPs for the allocation of supervisors to students, which should be followed uniformly by all the department offering these programs.
3. The decisions taken in departmental PGRC pertaining to the allocation of supervisors to MS/PhD students should be properly notified and shared with other relevant offices.

The guidelines of HEC should be strictly followed regarding the number of students under the supervision of a faculty member.

4. HEC has provided clear guidelines for the universities regarding the certification/approval of supervisors for supervising PhD students. The university should develop a mechanism with detailed SOPs and required proforma to receive and process applications of the faculty members for certification and approval.
5. A policy and system needs to be developed where research progress of the students of MS and PhD programs can be monitored every semester and documented properly.
6. There should be a proper system to ensure the conduct meetings of supervisory committee members with the student to monitor the progression of the student and guiding the students for future tasks to achieve the decided objectives of research. There should be proper documentation (minutes of meetings) of these meetings which may be submitted to the Chairman's office and DGS.
7. The structured mechanism should be developed regarding the conduct of comprehensive examinations of PhD students. Regulations should be drafted clearly mentioning when to receive applications from the students, processing time, setting of finalization of examiners, dates for holding these examinations, and notification of results with clear time-line.
8. A case may be prepared at the earliest for adoption of Anti-Plagiarism Policy 2023 of HEC and constituting and notifying the Plagiarism Standing Committee after approval from the Syndicate.
9. Similarity Index and plagiarism should be checked (through Turnitin) as a requirement for synopsis submission of MS/PhD students.
10. An annual calendar may be prepared including awareness seminars on HEC policies like "Graduate Education Policy 2023" and "Anti-Plagiarism Policy" for students and faculty. The proper documentation (notification and attendance) should also be ensured.
11. The website of the university should be updated and all information/ data should be updated at the earliest. A mechanism should be developed for regular periodic updating of the university website.

C. Faculty:

1. Process may be initiated for the recruitment on Senior faculty positions (Professors and Associate Professors) to ensure leadership for the development of the university.
2. A policy may be developed to give weightage to additional duties in the credit hours of the faculty members to compensate their burden. Further, financial incentives (remuneration/ honorarium) may be decided for additional duties.
3. A committee may be constituted to rationalize the remuneration of supervising MS thesis and propose revised rates for such remunerations.
4. Office of Research Innovation and Commercialization (ORIC) may be strengthened to play its role in university's contribution in research and resource mobilization.



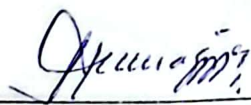
5. ORIC should search international and national resources for funding the research and share these funding opportunities with the faculty members. This office should also training workshops for capacity building of the faculty in writing winning research proposals. There is need to develop a mechanism for motivating the faculty members to submit research proposals for funding and there should be proper monitoring and follow up.

D. Students:

1. A Grievance Policy may be developed to address the complaints and grievances of the students. A Grievance Committee may also be notified to address such issues.
2. A portal should be developed on the website of the university for receiving suggestions/feedback from stakeholders, alumni, industry etc. A mechanism may be developed for analyzing the feedback and consideration in decision making.
3. Some office of the university may be made responsible to monitor and address the internet and IT related issues. Measures may be taken to increase the internet band width to ensure internet facility in computer labs, library, and faculty offices.
4. Library timings may be extended beyond the university timings and it must be ensure that library remains open and provide services to the students.
5. The incharge Library may be made responsible monitoring the use of digital library by the students and faculty. Awareness seminars and training sessions should be organized to enhance the use of digital library.
6. The admissions of the students who do not submit semester fee, or dropped out due to low CGPA etc should be properly notified by the relevant office(s) and these notification should be shared with other offices of the university.
7. The university and departments should prepare strategies for increasing the admissions to PhD and MS programs.

Signatures of Review Panel

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