Executive Summary
Self-Assessment Report (SAR) of Program MS in Zoology
Assessment Cycle – I (2017-18)
Directorate of Quality Enhancement (DQE)
Virtual University of Pakistan

The Virtual University of Pakistan established in 2002 with the aim to provide extremely affordable world class education to aspiring students all over the country regardless of their physical location. The University also seeks to alleviate the lack of capacity in the existing universities while simultaneously tackling the acute shortage of qualified professors in the country using free-to-air satellite television broadcasts and the Internet. To pursue this aim, the Department of Science & Technology is designated to initiate and implement the Self-Assessment process designed by Quality Assurance Agency (QAA) of HEC. The current document summarizes the findings of self-assessment process of MS in Zoology program.

The department is committed to equip the students with up-to-date knowledge and competencies to become effective and inspirational teachers and/or leaders at different levels of education system. The department follows its mission in all of its courses and areas of specialization that offered at both Masters and Bachelors levels. The department feels satisfied upon completion of the following list of tasks:

1. The development of ***Self-Assessment Report (SAR)*** by a Program Team constituted for **MS in Zoology** program.
2. The conduct of critical review and submission of ***Assessment Report (AR)*** by an Assessment Team for MS in Zoology program.
3. Development of ***Rectification Plan*** by Head of Department
4. The tasks were completed according to the set methodology through Program and Assessment Teams nominated by the Rector on the recommendation of the Department.

Methodology

The following methodology is adopted to complete the whole SAR cycle:

1. A Program Team (PT) was nominated for the program. Initial orientation and training sessions for all members were arranged by DQE. The composition of PT is given below:

Table 1: Program Team

S. No	Name	Designation
1	Mr. Fahad Rafiq	Instructor, Department of Zoology, Virtual University of Pakistan, Lahore.

2. All the relevant material such as SAR manual, survey forms, etc. was provided to PT.
3. Continuous support, guidance, and feedback were provided to PT members to prepare SAR for the said program.

4. After completion and submission of the final SAR by PT, the Rector on the recommendation of the HOD approved the formation of an Assessment Team (AT) for critical appraisal of program and SAR. It is also ensured that a Subject Specialist from other institution become part of this team. The composition of AT is given below:

Table 2: Assessment Team

S. No	Name	Designation
1	Dr. Nadeem Sheikh	Associate Professor/Director Centre for Applied Molecular Biology (CAMB) at University of the Punjab, Lahore.
2	Ms. Tayyeba Batool	Instructor, Department of Biology, Virtual University of Pakistan, Lahore.

5. The SAR developed by PT was forwarded to AT for critical review.

6. After completion of critical review and assessment of the SAR, AT members visited the department and had a meeting with PT.

7. After the visit, AT submitted a report and feedback form (Rubric Form) to DQE.

8. DQE forwarded the observations & findings of AT report to the Head of Department for developing a rectification plan.

9. DQE will now monitor implementation of Rectification Plan.

Parameters for the SAR:

Following eight (8) criteria prescribed by the HEC are used to develop SAR:

- Criterion 1: Program Mission, Objectives and Outcomes
- Criterion 2: Curriculum Design and Organization
- Criterion 3: Laboratory and Computing Facility
- Criterion 4: Student Support and Advising
- Criterion 5: Process Control
- Criterion 6: Faculty
- Criterion 7: Institutional Facilities
- Criterion 8: Institutional Support

Key Findings of the SAR:

1. The mission statements of the department and program are not available at University main web site.

2. The curriculum may be redesigned as per HEC approved curriculum. The proposed curriculum is available in the detailed AT report.

3. The program objectives mentioned in SAR are different from specified in VU Website. The program outcomes need to be rephrased with respect to program objectives.

4. Workload of the faculty members should be reduced to allow them more time for scholarly work and update their knowledge of subject area.

5. There is a need for a comprehensive database/portal of Books with access to the latest research Journals and periodical as well as the course books at an institutional level.

6. There must be a career counseling and placement cell to streamline and enhance the employment of students as well as to develop university-industry linkages. However, for career counseling of students, seminars and workshops should be organized at least once in a semester and experts from industries and organizations should be invited.

7. The library containing no technical collection relevant to the program and is not adequately staffed.

Conclusion and Recommendations:

Analysis of Criteria Referenced Self-Assessment reveals that performance of the department is good. It is reflected by overall excellent assessment score (81.73/100) reported by AT. In spite of the overall good score, comparatively low rating in Criterion # 6 (Faculty) and Criterion # 8 (Institutional Support) is observed which need to be focused for improvement.

These include an insufficient number of Ph.D. faculty members, relatively high faculty workload as compare to other departments, the absence of career counseling for students, and revision of learning objectives/outcomes of the program and courses offered. The areas that require corrective actions identified during self-assessment process have been reported to the Head of respective Department for rectification. DQE will follow up the implementation plan periodically to track continuous improvement.

Prepared by:

Syed Naveed Anwer
Officer QA, DQE

Director DQE: _____

The Rector: _____