

# Virtual University of Pakistan

## Assessment Team Report

### Department of Management Sciences

### Associate Degree Program in HRM

#### Criteria Referenced Evaluation

	Poor performance in most of the areas.	Fair performance in most of the areas.	Good performance for most areas / No poor performance in any areas.	Good to excellent performance in all areas.	Excellent performance in all areas.	Score
Criterion 1					✓	4.50
Criterion 2					✓	19.00
Criterion 3				✓		7.33
Criterion 4					✓	8.67
Criterion 5				✓		12.55
Criterion 6			✓			13.14
Criterion 7				✓		7.33
Criterion 8	✓					2.00

<b>Criterion 1 – Program Mission, Objectives and Outcomes</b>						<b>Weight =</b>	<b>0.05</b>
<b>Factors Score</b>							
1	Does the Program have documented measurable objectives that support faculty / college and institution mission statements?	5	✓	3	2	1	
2	Does the Program have documented outcomes for graduating students?	✓	4	3	2	1	
3	Do these outcomes support the Program objectives?	✓	4	3	2	1	
4	Are the graduating students capable of performing these outcomes?	✓	4	3	2	1	
5	Does the department assess its overall performance periodically using quantifiable measures?	5	✓	3	2	1	
6	Is the result of the Program Assessment documented?	5	✓	3	2	1	
<b>Total Encircled Value (TV)</b>		<b>15</b>	<b>12</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Score 1 (S1) = [TV/(No. of Questions *5)] *100 *Weight =</b>		<b>4.50</b>					
<b>Criterion 2 – Curriculum Design and Organization</b>						<b>Weight =</b>	<b>0.20</b>
<b>Factors Score</b>							
1	Is the curriculum consistent?	✓	4	3	2	1	
2	Does the curriculum support the program's documented objectives?	✓	4	3	2	1	
3	Are theoretical background, problem analysis and solution design stressed within the program's core material?	5	✓	3	2	1	
4	Does the curriculum satisfy the core requirements laid down by respective accreditation bodies? (refer Appendix A of the Self Assessment Manual)	5	✓	3	2	1	
5	Does the curriculum satisfy the major requirements laid down by HEC and the respective councils / accreditation bodies?	✓	4	3	2	1	
6	Does the curriculum satisfy the general education, arts and professional and other discipline requirements as laid down by the respective / accreditation bodies / councils?	✓	4	3	2	1	
7	Is the information technology component integrated throughout the program?	✓	4	3	2	1	
8	Are oral and written skills of the students developed and applied in the program?	✓	4	3	2	1	
<b>Total Encircled Value (TV)</b>		<b>30</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Score 2 (S2) = [TV/(No. of Questions *5)] *100 *Weight =</b>		<b>19.00</b>					
<b>Criterion 3 – Laboratories and Computing Facilities</b>						<b>Weight =</b>	<b>0.10</b>
<b>Factors Score</b>							
1	Are laboratory manuals / documentation / instructions etc. for experiments available and readily accessible to faculty and students?	5	4	✓	2	1	
2	Are there adequate number of support personnel for instruction and maintaining the laboratories?	5	4	✓	2	1	
3	Are the university's infrastructure and facilities adequate to support the program objectives?	✓	4	3	2	1	
<b>Total Encircled Value (TV)</b>		<b>5</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>0</b>	
<b>Score 3 (S3) = [TV/(No. of Questions *5)] *100 *Weight =</b>		<b>7.33</b>					
<b>Criterion 4 – Student Support and Advising</b>						<b>Weight =</b>	<b>0.10</b>
<b>Factors Score</b>							
1	Are the courses being offered in sufficient frequency and number for the students to complete the program in a timely manner?	5	✓	3	2	1	
2	Are the courses in the major area structured to optimize interaction between the students, faculty and teaching assistants?	✓	4	3	2	1	
3	Does the university provide academic advising on course decisions and career choices to all students?	5	✓	3	2	1	
<b>Total Encircled Value (TV)</b>		<b>5</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Score 4 (S4) = [TV/(No. of Questions *5)] *100 *Weight =</b>		<b>8.67</b>					

Criterion 5 – Process Control						Weight = 0.15				
Factors Score										
1	Is the process to enroll students to a program based on quantitative and qualitative criteria?	✓	4	3	2	1				
2	Is the process above clearly documented and periodically evaluated to ensure that it is meeting its objectives?	5	✓	3	2	1				
3	Is the process to register students in the program and monitoring their progress documented?	✓	4	3	2	1				
4	Is the process above periodically evaluated to ensure that it is meeting its objectives?	5	4	3	✓	1				
5	Is the process to recruit and retain faculty in place and documented?	5	✓	3	2	1				
6	Are the processes for faculty evaluation & promotion consistent with the institution mission?	5	✓	3	2	1				
7	Are the processes in 5 and 6 above periodically evaluated to ensure that they are meeting their objectives?	5	✓	3	2	1				
8	Do the processes and procedures ensure that teaching and delivery of course material emphasize active learning and that course learning outcomes are met?	5	✓	3	2	1				
9	Is the process in 8 above periodically evaluated to ensure that it is meeting its objectives?	5	✓	3	2	1				
10	Is the process to ensure that graduates have completed the requirements of the program base on standards and documented procedures?	✓	4	3	2	1				
11	Is the process in 10 above periodically evaluated to ensure that it is meeting its objectives?	✓	4	3	2	1				
<b>Total Encircled Value (TV)</b>		<b>20</b>	<b>24</b>	<b>0</b>	<b>2</b>	<b>0</b>				
<b>Score 5 (S5) = [TV/(No. of Questions *5)] *100 *Weight =</b>		<b>12.55</b>								
Criterion 6 – Faculty						Weight = 0.20				
Factors Score										
1	Are there enough full time faculty members to provide adequate coverage of the program areas / courses with continuity and stability?	✓	4	3	2	1				
2	Are the qualifications and interests of faculty members sufficient to teach all courses, plan, modify and update courses and curricula?	✓	4	3	2	1				
3	Do the faculty members posses a level of competence that would be obtained through graduate work in the discipline?	5	✓	3	2	1				
4	Do the majority of faculty members hold a PhD degree in their discipline?	5	4	3	2	✓				
5	Do faculty members dedicate sufficient time to research to remain current in their disciplines?	5	✓	3	2	1				
6	Are there mechanisms in place for faculty development?	5	4	3	✓	1				
7	Are faculty members motivated and satisfied so as to excel in their profession?	5	4	3	✓	1				
<b>Total Encircled Value (TV)</b>		<b>10</b>	<b>8</b>	<b>0</b>	<b>4</b>	<b>1</b>				
<b>Score 6 (S6) = [TV/(No. of Questions *5)] *100 *Weight =</b>		<b>13.14</b>								
Criterion 7 – Institutional Facilities						Weight = 0.10				
Factors Score										
1	Does the institution have the infrastructure to support new trends such as e-learning?	✓	4	3	2	1				
2	Does the library contain technical collection relevant to the program and is it adequately staffed?	5	4	✓	2	1				
3	Are the class rooms and offices adequately equipped and capable of helping faculty carry out their responsibilities?	5	4	✓	2	1				
<b>Total Encircled Value (TV)</b>		<b>5</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>0</b>				
<b>Score 7 (S7) = [TV/(No. of Questions *5)] *100 *Weight =</b>		<b>7.33</b>								

Criterion 8 – Institutional Support					Weight =	0.10
Factors Score						
1	Is there sufficient support and finances to attract and retain high quality faculty?	5	4	3	2	✓
2	Are there an adequate number of high quality graduate students, teaching assistants and Ph.D students?	5	4	3	2	✓
<b>Total Encircled Value (TV)</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>
<b>Score 8 (S8) = [TV/(No. of Questions *5)] *100 *Weight =</b>		<b>2.00</b>				

**OVERALL ASSESSMENT SCORE =**

$$\begin{aligned}
 & S1 + S2 + S3 + S4 + S5 + S6 + S7 + S8 \\
 & = 4.50 + 19.00 + 7.33 + 8.67 + 12.55 + \\
 & \quad 13.14 + 7.33 + 2.00 \\
 & = 74.52 / 100
 \end{aligned}$$

**Comments:**