

Executive Summary
Self-Assessment Report (SAR) of Program BS (IT)
Directorate of Quality Enhancement (DQE)
Virtual University of Pakistan

The Virtual University of Pakistan established in 2002 intending to provide extremely affordable world-class education to aspiring students all over the country regardless of their physical location by alleviating 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 Computer Sciences is designated to initiate and implement the Self-Assessment process designed by the Quality Assurance Agency (QAA) of HEC. The department is committed to producing graduates who can develop computer applications/processes to enhance the efficiency & effectiveness of organizations to lead in the global marketplace. Department follows its vision in all of its courses and specializations that are being offered at both Masters' and Bachelors' levels. The department feels contentment on the completion of the following list of tasks.

1. Development of **Self-Assessment Report (SAR)** by Program Team for BS (IT) program
2. Conduction of critical review and submission of **Assessment Report (AR)** by Assessment Team for BS (IT) program
3. Development of **Rectification Plan** by Head of Department

The tasks were completed according to set methodology through Program Teams and Assessment Teams nominated by DQE.

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 formation of PT is given in Table 1:

Table 1: Program Team

Sr.#	Name	Designation
1.	Syed Shah Muhammad Shah	Lecturer (Computer Science)
2.	Humaira Naem	Instructor (Computer Science)

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

4. After completion and submission of the final SAR from PT, an Assessment Team (AT) was formulated by Director DQE with the consent of worthy Rector. The formation of PT is given in Table 2:

Table 2: Assessment Team

Name	Designation
Dr. Sarfraz Ahmed Awan	Assistant Professor (Computer Science)

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 team members were visited the department and hold 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 would now monitor the implementation of the Rectification Plan.

Parameters for the SAR:

The SAR is prepared on the following eight (8) criteria prescribed by the HEC:

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

Key Findings of the SAR:

Following is the summary of the key SAR findings:

Academic Observations:

1. The departmental mission statement is not available on the main website of the University. In addition to this, no web page specific to the Computer Science department is available where the statement can be published.
2. No evidence of approval of the mission statement of the University as well as the department from the competent authorities is provided by the program team.
3. The mapping of objectives vs outcomes is inappropriate. An outcome is mapped with too many objectives. No mechanism is provided how this mapping is done by the Program Team.
4. The Islamic studies course must be offered with 2-credit hours as per HEC recommendations.
5. Islamic Studies and Pakistan studies must be offered in different semesters as per HEC.

6. To represent the course type, VU internal terminology is used which is not common for all readers. Therefore, it suggested to revised the categories similar to HEC nomenclature like Foundation, Compulsory instead of “Required” etc. In addition to this publish updated information on the website.
7. VU-owned and private campuses have well-equipped latest computer labs. However, this claim must be rationalized through facts and figures provided in periodic campus audit reports.
8. University is not offering any skills enhancement/professional development program for the students.
9. The evaluation mechanism to evaluate any process is not defined in the document. Who initiates the evaluation? How frequently the processes evaluated? How are the outcomes of such evaluations used for decision-making? The answer to these questions is unavailable. Summarize all the processes being followed by the department in a tabular format along with the parameters mentioned above.
10. The mode of education of VU is online and keeping this mode in mind, VU has provided access to online books or journals to students through HEC digital library. The problem with this digital library is that the access to online books or journals is very little or minimum. This access is not meeting the requirements of students who are doing projects or research. The login logs must be shared to learn the students’ traffic in a digital library.
11. It is also observed that VU faculty didn’t participate in HEC “Best University Teacher Award” competition. To motivate the faculty, the new parameters can be defined at the university level, and then the faculty can be encouraged to participate in that competition.
12. University Research funding should be circulated openly to faculty members for capacity building and to make faculty members internationally compatible.

Administrative Observations:

- There must be periodic auditing for Labs / PVCs.
- The non-existence of proper faculty offices & poor office environment is hitting unfavorably and dropping the motivation level of faculty.

Conclusion and Recommendations:

While analyzing Criteria Referenced Self-Assessment, it has been observed that Department's performance is good, and this perception is reflected in terms of the overall assessment score (82/100) reported by AT. There are two Criteria due to which the department performance is to some extent needs improvement; first is the process control and the second is institutional support to achieve the program's objectives. These Criteria are not as per the standards of HEC and these Criteria demand immediate implementation of a rectification plan. One most important aspect emphasized by AT is the fact that there is a lack of library, privacy, inappropriate office environment, and nonexistence of faculty offices are other serious impediments that need to be rectified.

The deficient areas identified during the SAR process have been reported to the HoD of the respective department and rectification for each has also been suggested. DQE will follow up the implementation plan as per the time frame given by DQE.

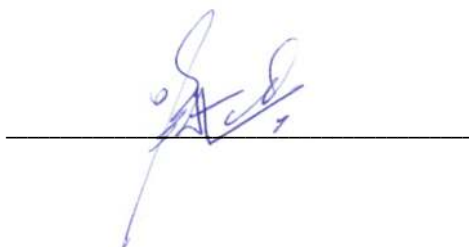
Prepared by:



Mubashar Majeed Qadri

Manager, QA

Director DQE:



The Rector:
