Executive Summary
Self-Assessment Report (SAR) of Program BS Sociology
Self-Assessment Cycle-I (2018-2019)
Directorate of Quality Enhancement (DQE)
Virtual University of Pakistan

Virtual University of Pakistan is providing world class ICT-based distance education to the aspiring students in Pakistan and abroad and addressing simultaneously the acute shortage of qualified professors in the country. To fulfill needs of Quality Assurance Agency of HEC for ranking the program, Department of Sociology initiated the Self-Assessment process for BS Sociology. The current document summarizes the findings of the self-assessment process of BS Psychology. The process includes:

1. *Self-Assessment Report (SAR)* development by Program Team (PT).

2. *Assessment Report (AR)* by Assessment Team (AT) after critical evaluation.

3. *Rectification Plan* administered by the Head of Department.

Methodology:

The Department adopted the identical methodology defined by the Quality Assurance Agency of HEC. The methodology includes the nomination and notification of PT and AT after the approval of the competent authority. PT developed the SAR in accordance with eight (8) criteria provided by QAA. Various recommended surveys were also conducted for collecting diverse feedback. A meeting was arranged for critical evaluation of the program by AT in which Head of Sociology Department and staff of Directorate of Quality Enhancement were also present. After the visit, AT submitted a report and feedback form (Rubric Form) to DQE. Based on the findings of AT, the Head of Sociology Department were requested to develop a rectification plan

Program Team and Assessment Team Formation

Sr.#	Name	Status	Designation
1.	Mr. Waqas Shahzad	PT	Tutor/Instructor (Department of Sociology)
2.	Prof. Dr. Rukhsana Kausar.	AT	Dean School of Social Sciences and Humanities/ Chairperson Department of Psychology. University of Management and Technology Lahore Pakistan.

Key Findings of the SAR:

The AT appreciated the efforts of PT to develop such a comprehensive report of the 'BS Sociology' program. The external expert endorsed the program structure and study scheme designed by the department. The infrastructure and support provided by the university to execute the program were also reviewed and considered compatible with smoothing execution of the program. However, the following few observations were reported by AT in its report:

1. Course categories like compulsory, General, Foundation, Major and Elective are required to be updated as per HEC criterion in front of each course in the Study Scheme.
2. There is a need for PhD faculty members in the Department.
3. Physical library of department of Social Sciences and Humanities has been established and it is needed to make it richer and updated to further facilitate the faculty with contemporary knowledge in their respective fields.
4. Sociology Department must subscribe to the international journals so the faculty remains in touch with the current trends in theory and research in the field of Sociology.
5. Proper time should be provided to faculty for research related activities and projects. More opportunities must be explored to attend seminar and conduct training workshops related to contemporary issues in the felid of psychology at national as well as international level.

Conclusion and Recommendations:

Analysis of the Criteria Referenced Self-Assessment reveals that performance of the department is satisfactory in most of the areas, however, poor performance has not been observed in any of the areas. It is reflected by moderate overall assessment score (83.23/100) reported by AT. Based on this average score, the rectification plan needs to be implemented for further improvement.

In accordance with AT report, fair performance of the department has been observed in some of the areas which, if improved, may lead to excellence in terms of performance. The aforementioned areas have been depicted in Criterion # 3 Laboratory and Computing Facility, Criterion # 7 (Institutional Facilities) and Criterion # 8 (Institutional Support). Inadequate number of Ph.D. faculty members, limited time available for research, limited access to digital resources and physical library has been reported as the areas that need improvement.

The areas that need corrective actions identified during self-assessment process have been reported to the Head of Sociology Department for rectification. DQE will follow up the implementation plan as per the specific time-frame to track continuous improvement.

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Syed Naveed Anwer

QA Officer