Office of the Director QEC
FATA UNIVERSITY FR KOHAT
Khyber Pakhtunkhwa (Pakistan)
Ph: 091-5885507 E-Mail:qec@fu.edu.pk
Website: www.fu.edu.pk

No.10 /QEC/FATA-U **January 08, 2025**

Notification

Pursuant to the approval of the IQC, made in its 4th meeting held on 23.12.2025, the Vice-Chancellor, FATA University is pleased to nominate the following teachers/visiting as Program Teams/Departmental Quality Enhancement Committees (DQECs) of the respective academic departments for implementation of quality assurance policies and procedures:-

S. No	Program	Convener	Member	Member
01	BS- Pol. Science	Dr. Wajid Mehmood	Mr. Muhammad Saeed Khalil	Mr. Ibrahim Khan
02	BS-English	Dr. Akbar Ali	Dr. Muhammad Imran	Dr. Bilal Khan
03	BS-Geology	Dr. Mustafa Yar	Dr. Asad Khan	Mr. Muhammad Siddiq (Visiting)
04	BS- Computer Science	Mr. Sadiq Shah	Dr. Amir Murad	Mr. Muhammad Danyal (visiting)
05	BS-Management	Dr. Alamzeb	Dr. Adeel Rahim	Mr. Khalil Khan (visiting)
05	BS-Sociology	Dr. Fazal Hanan	Mr. Shahzeb (Visiting)	Mr. Zahid Omer (visiting)
06	BS- Microbiology	Dr. Nasir Khan	Nazish Manzoor (Visiting)	Mr. Muhammad Nouman (Visiting)
07	BS-Psychology	Ms. Shafaq Zu Fishan	Mr. Shakoor (visiting)	Ms. Nargis (visiting)
08	BS- Mathematics	Dr. Nasir Khan	Ms Shafaq Zu Fishan	Dr. Amir Murad
09	BS-Electronics	Dr. Amir Murad	Dr. Nasir Khan	Dr. Iftikar (visiting)
10.	BED (1.5)	Dr. Bilal Khan	Dr. Mir Ahmad Shah (Visiting)	Dr. Ibne Amin (Visiting)

Terms of Reference (ToRs)

1. Preparing a Self-assessment Report (SAR) about the program under consideration.
2. To certify that every standard conceived by PSG-2023/HEC is properly addressed while developing SAR of the respective program.

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3. To collect and document all the information required to fulfil the prescribed standards.
4. To conduct all surveys mandatory for the development of SAR
5. To ensure the security and confidentiality of all the documents and surveys results until and unless not communicated by QEC
6. To attend all meetings/trainings/workshops arranged by QEC for Quality Assurance.
7. To assist in collection and provision of data of the respective program/department as and when required to QEC.

Dy. Director QEC

Copy to:

1. Heads of Teaching Departments
2. All Sectional Heads
3. Controller of Examinations
4. Deputy Registrar (Academics)
5. Registrar
6. PA to Vice-Chancellor
7. Office Record

Dy. Director QEC

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No.11 /QEC/FATA-U January 14, 2025

Notification

On the recommendation of the IQC in its 4th meeting held on 23.12.2025, and subsequent approval of the Syndicate in its 27th meeting held on 07.01.2026, the Vice-Chancellor FATA University is pleased to nominate the following internal/external faculty members for Assessment Teams (AT) of the respective academic programs;

S.No	Program	Convener	Internal Member	External Member
01	BS- Pol. Science	Dr. Wajid Mehmood	Mr. Ibrahim Khan	Dr. Amir Razaa, Associate Professor, Deptt: of Pol. Science, UoP.
02	BS-English	Dr. Akbar Ali	Dr. Bilal Khan	Prof. Dr. Sahibzada Urangzeb, IQRA University Peshawar.
03	BS-Geology	Dr. Mustafa Yar	Dr. Asad Khan	Dr. Mumtaz Ali Khan, Associate Professor, Bahria University, Islamabad.
04	BBA	Dr. Maqsood Haider	Dr. Alamzeb Aamir	Dr. Sajad Ahmad Afridi, Hazara University, Mansehra
05	BS- Computer Science	Mr. Sadiq Shah	Dr. Nasir Khan	Dr. Muhammad Imran, Associate Professor, Agriculture University Peshawar.
06	BS- Microbiology	Dr. Nasir Khan	Dr. Nazish Manzoor (Visiting)	Prof. Dr. Ibrar Khan, Deptt: Microbiology, UoP

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Terms of Reference (ToRs)

1. To access the SARs against the standards conceived by PSG-2023/HEC of the respective program.
2. To prepare Rubric of the respective SAR.
3. To prepare implementation plan of the respective SAR.

Dy. Director QEC

Copy to:

1. Heads of Teaching Departments
2. All Sectional Heads
3. Controller of Examinations
4. Deputy Registrar (Academics)
5. Registrar
6. PA to Vice-Chancellor
7. Office Record

Dy. Director QEC

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Office of the Director QEC
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Khyber Pakhtunkhwa (Pakistan)
Ph: 091-5885507 E-Mail:qec@fu.edu.pk
Website: www.fu.edu.pk

. 18/OEC/FATA-U February 24, 2026

e Head Department of

1. Political Science
2. English
3. Geology
4. Management Science
5. Computer Science
6. Microbiology

ıbject: 4th PROGRESS REVIEW MEETING REGARDING SARs.

ear Sir,

I am directed to refer to this Office earlier letters No.12/QEC/FATA-U dated January 19, 2026. ollowed by letter, No.13/QEC/FATA-U January 30, 2026 and letter No.14/QEC/FATA-U dated January 9, 2026 on the subject cited above and to state that the 4th Progress Review Meeting regarding SARs ill be held on **Tuesday 03.03.2026 at 10:30** a.m. in the Main Committee Room, Vice Chancellor's ecretariat.

It is, there fore, requested to kindly make it convenient to attend the said meeting on the foremention ed date, time, and venue.

Dy. Director QEC

opy to:

1. Dy. Registrar Academics
2. Controller of Examinations
3. All Heads of Teaching Departments
4. Registrar
5. PA to Vice-Chancellor
6. Office Record.

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Quality Enhancement Cell
FATA University,
Attendance Sheet
4th Progress Review Meeting Regarding SARs.
Date: 03.03.26

S.No	NAME	DESIGNATION	SIGNATURE/ CONTACT NUMBER
1	Sadiq Shah	Lecturer CS	Shah.
2	Dr. Mustafa Yar	HoD, Earth Sciences	
3	M. Saeed Khan	Lecturer Microbiology	
4	M. Imran	Lecturer English	
5	Dr. Alamzeb Aamir	Assist: Prof:	
6	Dr. Wajid Mehmood	Assistant prof	
7	M. Akbar Amin	DD. OSC	
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No.21/QEC/FATA-U **April 16, 2026**

Dr. Mumtaz Ali Khan
Associate Professor, Bahria University Islamabad,

Dr Mustafa Yar
HoD, Department of Geology, FATA University.

Dr. Asad Khan.
Department of Geology, FATA University.

Subject: **MEETING OF ASSESSMENT TEAM, BS GEOLOGY PROGRAM**

Dear Sir,

I am directed to refer to the subject cited above and to state that a meeting of the Assessment Team (AT) for BS-Geology program is scheduled to be held on Tuesday, 21.04.2026 at 2:30 p.m. in the Main Committee Room, Vice-Chancellor Secretariat, FATA University.

It is, therefore, requested to kindly make it convenient to attend the said meeting on the aforementioned date, time, and venue.

Dy. Director QEC

Copy to:

1. Dy. Registrar Academics
2. HoD, Department of Geology
3. Registrar
4. Treasurer
5. PA to Vice-Chancellor
6. Office Record.

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Quality Enhancement Cell
FATA University,
Attendance Sheet

MEETING OF ASSESSMENT TEAM, BS GEOLOGY PROGRAM

Date: 21.04.26

S.No	NAME	DESIGNATION	SIGNATURE/ CONTACT NUMBER
1	Dr. Mumtaz Ali Khan	Associate Prof	0333-9346742
2	Dr. Mustafa Yar	HoD Earth Sciences	
3	Dr. Asad Khan	Lecturer in Geology	
4	M. Akbar Amin	Director QEC	
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Program Review for Effectiveness and Enhancement (PREE)

Rubric for Evaluation of the Self-Assessment Report (SAR) by the Assessment Team (AT)

Program Name: ~~BBA~~ Geology

AT Visit date: April, 2026

Standard 1 – Program Mission, Objectives and Outcomes		Weight = 0.05
S #	Factors	Score
1	The Program must have documented measurable objectives that support faculty / college and institution mission statements	4
2	The programme must have documented outcomes for graduating students. It must be demonstrated that the outcomes support the programme objectives and that graduating students are capable of performing these outcomes.	4
3	The results of programme's accreditation and the extent to which they are used to improve the programme must be documented.	4
4	The department must assess its overall performance periodically using quantifiable measures.	4
5	The department/programme must take deliberate steps to engage all students, individually and collectively, as partners in the assurance and enhancement of their educational experience	4
Total Encircled Value (TV)		20
SCORE 1 (S1) = [TV / (No. of Questions * 5)] * 100 * Weight		4.00

Standard 2 – Curriculum Design and Organization		Weight = 0.20
S #	Factors	Score
1	The curriculum must be consistent and support the programme's documented objectives.	5
2	Theoretical background, problem analysis and solution must be stressed within the programme's core material.	5
3	The curriculum must satisfy the core requirements for the programme, as specified by the respective accreditation body.	5
4	The curriculum must satisfy the major requirements for the programme as specified by HEC and the respective accreditation body/councils	5
5	The curriculum must satisfy general education, arts, and professional and other discipline requirements for the programme, as specified by the respective accreditation body/council.	5
6	Information technology components of the curriculum must be integrated throughout the programme.	5
7	Oral and written communication skills of the student must be developed and applied in the programme.	5
8	Conduct feedback surveys each semester for each course from students and faculty.	5
Total Encircled Value (TV)		40
SCORE 2 (S2) = [TV / (No. of Questions * 5)] * 100 * Weight		20.00

Standard 3 – Subject Specific Facilities		Weight = 0.10
S #	Factors	Score
1	Laboratory manuals/documentation/instructions for experiments must be available and readily accessible to department and students	3.5
2	There must be adequate support for personnel for instruction and maintaining the laboratories.	3
3	The institution's computing infrastructure and facilities must be adequate to support the programme's objectives.	5
Total Encircled Value (TV)		11.5
SCORE 3 (S3) = [TV / (No. of Questions * 5)] * 100 * Weight		7.67

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Standard 4 – Students Advising & Counselling		Weight = 0.10
S #	Factors	Score
1	Modules must be offered with sufficient frequency and number for students to complete the programme in a timely manner	5
2	Modules in the major area of study must be structured to ensure effective interaction between students, department and teaching assistants.	N/A
3	Guidance on how to complete the programme must be available to all students and access to academic advising must be available to make module decisions and career choices.	4
Total Encircled Value (TV)		9
SCORE 4 (S4) = [TV / (No. of Questions * 5)] * 100 * Weight		9.00

Standard 5 – Teaching Faculty/Staff		Weight = 0.2
S #	Factors	Score
1	There must be enough full-time teaching staff who are committed to the programme to provide adequate coverage of the programme areas/modules with continuity and stability. The interests and qualifications of all teaching staff must be sufficient to teach all modules, plan, modify and update modules and curricula. All teaching staff should have a level of competence that would normally be obtained through graduate work in the discipline. The majority of the teaching staff should hold a PhD in the discipline and/or vocational experience in their area of expertise.	3
2	Teaching staff must remain current in the discipline and sufficient time must be provided for scholarly activities and professional development. Also, effective programmes for staff development must be in place.	4
3	All teaching staff should be motivated and have job satisfaction to excel in their profession	4
Total Encircled Value (TV)		11
SCORE 5(S5) = [TV / (No. of Questions * 5)] * 100 * Weight		14.67

Standard 6 – Institutional Policies & Process Control		Weight = 0.15
S #	Factors	Score
1	The process by which students are admitted to the programme must be based on quantitative and qualitative criteria and clearly documented.	5
2	The process of recruiting and retaining highly qualified department members must be in place and clearly documented. Also, processes and procedures for department evaluation, and promotion must be consistent with the institution mission statement. These processes must be periodically evaluated to ensure that they are meeting with their objectives.	3
3	The process and procedures used to ensure that teaching and delivery of module material to the students emphasises active learning and that module learning outcomes are met. The process must be periodically evaluated to ensure that it is meeting its objectives.	4
4	The process that ensures that graduates have completed the requirements of the programme must be based on standards, and effective and clearly documented procedures. This process must be periodically evaluated to ensure that it is meeting its objectives.	5
5	Programmes produce information for external audiences about the learning opportunities they offer that is fit for purpose, accessible and trustworthy.	3
6	Programmes produce information for students about the learning opportunities they offer that is fit for purpose, accessible and trustworthy.	5
7	Programmes are managed to high ethical standards when dealing with faculty, staff, students and other stakeholders.	4
Total Encircled Value (TV)		29
SCORE 6(S6) = [TV / (No. of Questions * 5)] * 100 * Weight		12.43

Standard 7 – Institutional Support & Facilities		Weight = 0.10
S #	Factors	Score
1	There must be sufficient support and financial resources to attract and retain high-quality teaching staff and provide the means for them to maintain competence as teachers and scholars.	5
2	There must be an appropriate number of high-quality graduate students, research assistants and PhD students	NA

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3	Financial resources must be provided to acquire and maintain library holdings, laboratories and computing facilities.	3
4	The institution must have the infrastructure to support new trends in learning such as elearning.	4
5	The library must possess an up-to-date technical collection relevant to the programme and must be adequately staffed with professional personnel.	4
6	Classrooms must be adequately equipped, and offices must be adequate to enable teaching staff to carry out their responsibilities.	5
Total Encircled Value (TV)		21
SCORE 7(S7) = [TV / (No. of Questions * 5)] * 100 * Weight		8.40

Standard 8 – Institutional General Requirements		Weight = 0.10
S #	Factors	Score
1	**General principles:** I - Full and part-time postgraduate research programmes will only be offered where students can be expected to meet the academic Precepts the institution has set for itself, which should reflect national expectations. II - Regulations should be clearly defined, made readily available and be sufficiently comprehensive to cover the progression of research students from admission and registration through to final examination and award. III - Regulations should be subject to regular review, at local and institutional level. IV - Research should take account of regional, national and international social and industrial needs.	NA
2	**The research environment:** The institution should: I - only offer research opportunities where students can be trained and supported within an environment that is supportive of research II - make sure that all publicity materials associated with postgraduate research programmes are clear, accurate and of sufficient detail to inform student choice.	NA
3	**The selection and admission of students:** The institution should: I - make sure that admissions procedures are clear and consistently applied II - make sure that only appropriately qualified and/or prepared students are admitted onto research programmes III - make sure that admissions decisions involve the judgment of more than one member of the institution's staff with relevant expertise IV - make sure that admissions procedures promote equality of opportunity V - make sure that the entitlements and responsibilities of a research student undertaking a postgraduate research programme at the institution are defined and communicated clearly.	4.5
4	**Student information and induction:** The institution should: I - make sure that research students are provided with opportunities by the institution to enable them to commence their studies with an understanding of the academic and social environment within which they will be working.	NA
5	**The approval of research projects** The institution should: I - give adequate consideration to the feasibility of both full and part-time students undertaking and successfully completing a particular research project.	NA
6	**Skills training:** The institution should: I - make sure that research students have access to training sufficient to gain the skills they need to design and complete their programmes effectively and to help prepare themselves for their subsequent career.	NA
7	**Supervision** The institution should: I - make sure that supervisors possess recognised subject expertise II - make sure that supervisors have the necessary skills and experience to monitor, support and direct research students' work III - make sure that research students receive support and direction sufficient to enable them to succeed in their studies IV - make sure that the progress made by research students is consistently monitored and regularly communicated to the students.	0

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8	**Assessment:** The institution should: I - make sure that postgraduate research assessment processes are communicated clearly and fully to research students and supervisors II - postgraduate research assessment processes are clear and operated rigorously, fairly, reliably and consistently Feedback, complaints and appeals III - make sure that mechanisms exist to enable open and constructive feedback to be provided by research students and their supervisors on the learning experience and support infrastructure IV - make sure that complaints and appeals procedures are fair, open and consistently applied, allowing students access to relevant information and an opportunity to present a case V - make sure that independent and formal procedures exist to deal swiftly with complaints from research students about the quality of the institution's learning and support provision VI - make sure that formal procedures exist to deal with any academic appeals made by postgraduate research students VII - make sure that the acceptable grounds for appeals are clearly defined.	0
9	**Evaluation:** The institution should: I - make sure that the extent to which institutions are discharging their responsibilities for the Precepts of the research awards granted in their name, and for the quality of the education provided to enable research students to attain those Precepts, are regularly reviewed.	0
Total Encircled Value (TV)		**4.5**
SCORE 8(S8) = [TV / (No. of Questions * 5)] * 100 * Weight		**9.00**

OVERALL ASSESSMENT SCORE (S1+S2+S3+S4+S5+S6+S7+S8) =	**85.16**

Dr. Mumtaz Ali Khan
Associate Professor, Bahria University, Islamabad

Dr. Mustafa Yar
Head Department of Earth Sciences , FATA University

Dr. Asad Khan
Lecturer, Department of Earth Sciences, FATA University

Mr. Akbar Amin
Director QEC, FATA University

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PREE EXECUTIVE SUMMARY

BS Geology Program | 2024-25

To	Vice-Chancellor, FATA University
From	Quality Enhancement Cell (QEC), FATA University
Subject	PREE Executive Summary — BS Geology Program (Assessment Year 2024-25)
Date of Visit	April 16, 2026

The Quality Enhancement Cell (QEC) of FATA University conducted a formal Assessment Team (AT) review visit of the Bachelor of Geology (BS) program on April 16, 2026, as part of the Program Review for Effectiveness and Enhancement (PREE) framework for the assessment year 2024-25. The Assessment Team comprised Dr. Mustafa Yar (Head of Department), Dr. Asad Khan (Lecturer, Earth Sciences), Dr. Mumtaz Ali Khan from Bahria University (External Member), and Mr. Muhammad Akbar Amin (Director QEC). The team examined the Self-Assessment Report (SAR) prepared by the BS Geology Program Team against the criteria and standards prescribed under HEC's Precepts Standards and Guidelines (PSG-2023). The session, held at the QEC office from 2:00 PM to 04:00 PM, provided a structured platform for deliberation, with the external member's participation ensuring objectivity and independent academic judgement in the evaluation process.

Following a thorough review of the SAR, the Assessment Team submitted ten recommendations spanning five key areas of program quality as below:

- On governance and strategic alignment (Criteria 1-1 and 1-4), the team recommended that the School's mission statement be formally ratified by the relevant statutory body and that a mechanism be established for systematically collecting and reporting quantifiable program performance indicators.
- Regarding stakeholder engagement (Criterion 1-2), regular alumni and employer surveys were recommended to assess the real-world attainment of Program Learning Outcomes.
- On curriculum development (Criterion 2-6), the integration of Artificial Intelligence tools and concepts across multiple BS Geology courses was emphasized as essential for enhancing students' digital literacy and future-readiness.
- Concerning faculty management (Criteria 5-3 and 6-2), the team recommended institutionalizing annual faculty satisfaction surveys with proper documentation and revising the faculty performance appraisal system to strengthen transparency and objectivity.
- Finally, on student support and resources (Criteria 6-4, 6-7, 7-5, and Standard 8), the team called for a proactive mechanism to track and support students at risk of exceeding their degree completion timeline, the formation of a dedicated School-level student support committee, regular updates to the library's BS Geology-relevant holdings, and a critical revision of Standard 8 of the SAR to better reflect the program's specific context.

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The BS Geology program demonstrates a sound academic foundation, and the above recommendations are intended as targeted opportunities for continuous quality improvement rather than indicators of deficiency. The QEC will facilitate follow-up reviews to monitor the implementation of these recommendations and is committed to supporting the Program Team in developing an actionable improvement plan.

Prepared and submitted by:

HoD Concerned

Countersigned by:

Muhammad Akbar Amin
Director QEC
FATA University

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Program Review for Effectiveness and Enhancement (PREE)
Implementation Plan for BS-Geology

T Recommendations	Action(s) to be Taken	Responsibility	Timeline
-1: The School's mission statement may be ormally reviewed and approved by the elevant statutory body to ensure alignment vith institutional and program objectives.	Draft revised mission statement; present to statutory body for approval.	Program Director	3 months
-2: Alumni and Employer Surveys may be onducted regularly to measure the ttainment of Program Learning outcomes.	Design and distribute surveys; analyze results for PLO attainment.	QEC	Biannually
-4: The School may establish a robust nechanism to periodically collect, analyze, nd report quantifiable performance ndicators related to program quality and ffectiveness.	Develop data collection framework; assign roles for analysis and reporting.	QEC	6 months
2-6: The integration of Artificial Intelligence (AI) tools and concepts into the curriculum is recommended across multiple courses to enhance digital literacy and future-readiness among students.	Identify courses for AI integration; update syllabi and train faculty.	Head of Department Program Director	1 academic year
5-3: Faculty Satisfaction Surveys may be conducted on an annual basis. Results should be properly documented and utilized for informed decision-making and faculty development initiatives.	Administer surveys; compile reports; implement improvements based on feedback.	QEC, Registrar Office	Annually
6-2: The existing faculty performance appraisal system may be reviewed and improved to ensure transparency, objectivity, and alignment with institutional goals.	Revise appraisal criteria and process; conduct training for evaluators.	Registrar Office,	6 months

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,T Recommendations	Action(s) to be Taken	Responsibility	Timeline
-4: The School may develop a mechanism or students who have not fulfilled their egree requirements. Such students may be dentified and followed up in a timely nanner to support degree completion vithin the maximum allowable duration.	Create tracking system; assign advisors for follow-ups.	Academic Advising Office, Program Director	4 months
5-7: A dedicated committee at the School evel should be established to address and esolve student issues prior to their escalation to the Semester Committee, thereby improving responsiveness and student support.	Form committee; define roles and escalation protocols.	Head of Department	2 months
7-5: The School may regularly update its library holdings by including the latest editions of textbooks and relevant reference materials that align with the BBA curriculum.	Collaborate with faculty to identify materials; allocate budget for purchases.	Head of Department, Program Director	Ongoing (Quarterly)
8: Standard 8 of the SAR may be critically reviewed and revised to ensure its contextual relevance and adequacy in evaluating the BBA program specifically.	Convene review panel; draft revisions; submit for approval.	Program Team	3

Dr. Mustafa Yar
Head of Department of Earth Sciences

Muhammad Akbar Amin
Director QEC

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