

PAKISTAN INSTITUTE OF FASHION AND DESIGN, LAHORE

Chartered by the Government of Pakistan

QUALITY ENHANCEMENT CELL M.PHIL. SELF-REVIEW FINDINGS REPORT

Reference to the Notification No. PIFD/REG/2023/617 dated 21st March, 2023, and; in compliance to the requirements of the Yearly Progress Report (YPR) as laid down by the Quality Assurance Agency (QAA), Higher Education Commission (HEC), the Self-Review for the degree program of M.Phil. (Art and Design Education) was held at Pakistan Institute of Fashion and Design and the following members participated in the meeting:

Dr. Nusra Inayat Professor, Art & Design Education	Convener
Prof. Dr. Syed Abdul Majid Director, QEC	Member
Mr. Fahim-ur-Rehman Controller of Examinations	Member
Mr. Muhammad Abdullah Deputy Registrar	Member
Ms. Sarah Zaman Assistant Director, QEC	Member/Secretary

The Convener welcomed all the participants of the meeting and thanked them for taking out time from their busy schedules. The Committee Members reviewed the documents in accordance with the 13 particulars mentioned in the Program Detailed Information Performa provided by the HEC. The shortcomings were highlighted and discussed among the members. The Department was asked to fulfill the few remaining minor documentary requirements.

Having an extensive and thorough discussion on each and every point, the committee identified the following findings for improvement:

1. It was noticed by the committee that Statutes for composition of BoS of PIFD approved in 1st meeting of the Senate 2012, does not describe the frequency of Board of Studies meeting. The committee suggested that in its next BoS meeting frequency should be specified as required by the M.Phil. Department and decision/recommendations may be sent in the Academic Council and Senate for approval.
2. The HEC attested degrees of two faculty members of Art and Design Education Department were not submitted by the faculty members. The committee recommended that the Registrar Office must look into this matter.

3. Names of students along with their allotted thesis supervisors must be listed down in a tabular form showing the stage of student regarding Research. Notification of Supervisor of each student will be maintained by Department in the respective student's file.
4. The abbreviation TBA should be written in full i.e. "to be announced", for clarity.
5. The frequency of BASR, Academic Council, Syndicate and Senate should be mentioned on the main page of the HEC Proforma (PGPR-02) up front. However, the relevant paragraphs/lines explaining that should be mentioned in the annexes.
6. Similarly, the drop rate, admission rate and completion rate in minimum time (Particular No. 7) should be mentioned on the main page of the Proforma, however, the calculation should be presented in tabular form in the annex.
7. The notification in Annex III of the Proforma should be attached in Particular 4 and 5 with highlighted relevant parts.
8. CV of Dr. Allah Dad should be available with the Department.
9. Title page of Act should be attached in Annex I of Particular 1 (PGRP -02).
10. Approved Scheme of Studies should be provided in Annex IV of Particular 4 (PGRP -02).
11. The front page of Provisions in the University's Act should be attached in Annex I of Particular 1 (PGRP -02)
12. Result Notifications of degrees completed in fiscal year 2022-2023 should be provided in Annex – XII of Particular 12 (PGRP – 02).
13. The name of Mr. Umer Hameed should be added in Annex –IX of Particular 9(PGRP -02).
14. Batch number should be mentioned under the name of every student in Annex XI A of Particular 11 (PGRP -02).

Sarah
03/04/23

Sarah Zaman
Secretary

Prof. Dr. Syed Abdul Majid
Member

Mr. Fahim-ur-Rehman
Member

Mr. Muhammad Abdullah
Member

Dr. Nusra Inayat
Convener

A copy for information to the:

1. All Members of the Committee
2. Ms. Mahrukh Malik, Assistant Professor,
3. Senior Private Secretary to the Vice Chancellor
4. PA to the Registrar