**DEPARTMENT OF PAKISTAN STUDIES**

**LAHORE COLLEGE FOR WOMEN UNIVERSITY, LAHORE**

**SELF-ASSESSMENT REPORT**

BS Pakistan Studies

Submitted to

**Quality Enhancement Cell,**

**Lahore College for Women University, Lahore**

**Dated:** _____**6-11-2018**_____

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Head of the Department:

# T A B L E   O F   C O N T E N T S

| | |
|---|---|
| Standard 4.2 | |
| Standard 4.3 | |
| **Criterion 5: Process Control** | |
| Standard 5.1 | |
| Standard 5.2 | |
| Standard 5.3 | |
| Standard 5.4 | |
| Standard 5.5 | |
| **Criterion 6: Faculty** | |
| Standard 6.1 | |
| Standard 6.2 | |
| Standard 6.3 | |
| **Criterion 7: Institutional Facilities** | |
| Standard 7.1 | |
| Standard 7.2 | |
| Standard 7.3 | |
| **Criterion 8: Institutional Support** | |
| Standard 8.1 | |
| Standard 8.2 | |
| Standard 8.3 | |
| **Appendices** | |

## CRITERION 1: PROGRAM MISSION, OBJECTIVES AND OUTCOMES

**Standard 1-1: The program must have documented measurable objectives that support college and institution mission statements.**

### MISSION STATEMENT OF THE DEPARTMENT

The Mission of the Department is to enhance the teaching, research and other activities of the university in a productive manner. Various programs are offered by the Pakistan Studies department preparing students for active citizenship carrier, advanced training in various fields and to develop patriotism among the students. We strive hard to make students think about Politics and develop their conceptual and communication skill. With the objective of attaining higher degree of academic excellence by means of employing modern techniques and making the students' future prospects brighter and prestigious. Besides, we intend to inculcate a passion among students to shoulder their responsibilities as a patriotic Pakistani as well as the member of International community and would ultimately contribute towards cohesion at national and international level.

## CRITERION 1: PROGRAM MISSION, OBJECTIVES AND OUTCOMES

**Mission Statement of Department of Pakistan Studies:**

"Pakistan Studies curriculum seeks to develop the student's analytical and critical capabilities similarly to broaden their vision. This will enable them to craft careers of their own choice. Various programs are offered by the department preparing students for active citizenship carrier and advanced training in various fields. We strive hard to make students think about Politics and develop their conceptual and communication skill. With the objective of attaining higher degree of academic excellence by means of employing modern techniques and making the students' future prospects brighter and prestigious. Besides, we intend to inculcate a passion among students to shoulder their responsibilities as a patriotic Pakistani as well as the member of International community and would ultimately contribute towards cohesion at national and international level".

The department is striving for enhancing and accelerating the capabilities and potentials of students in all aspects of life. The department concentrates on making them more enriched and skilled for accepting real world challenges and contributing for the society. Department of Political Science also aims at increasing

students' confidence, determination, tolerance and assertiveness with knowledge so become well-groomed skilled personnel. Department's ex-students have competed and are well placed in Civil Service, Education Department, NGO's etc.

Department of Pakistan Studies offers a bachelor degree with following particulars:

| Name of Programs | Duration | No. of Modules (Semesters) | Total Credit Hrs. |
|---|---|---|---|
| B.S Pakistan studies | 4 years | 8 | 133 |

**Mission of BS Program**

"This four years degree program offers a wide range of courses designed to meet the needs of students intending to pursue careers in Pakistan Studies."

**Standard 1.1:** The program must have documented measurable objectives that support Faculty / College and institution mission statements.

## 1.1 Program's Objectives:

### 1.1.1 BS Pakistan Studies (4 years degree program)

Bachelor degree in Pakistan studies department prepares qualified students for leadership positions in the 21st century. Future leaders will need to balance the goals of economic success with the constraints of greater social and political responsibility. Students are instructed by a distinguished faculty and learn to integrate changing human and information resources with continually developing technology.

### 1.1.2 BS Program Objectives

1. To participate in the political and social fabric of Pakistan.
2. To strengthen ideological basis of Pakistan among the nation.
3. To encourage them to analyze the political system and social dynamics of Pakistani society.
4. To be the loyal citizens of Pakistan and provide large job market in all academic institutions.
5. To provide quality education and extensive learning to sharpen and polish their academic knowledge.
6. To produce the enlightened citizens.

Aligning program objectives of BS Pakistan Studies:

1. The curriculum design is maintained in a way to accomplish desired understanding level.
2. Compulsory Internship programs to help students gain practical exposure.
3. Class discussion and participation among students is promoted by involving them in case studies, academic activities and knowledge based competitions.
4. Class presentations are assigned to students under their relevant subjects.
5. To make department a center for excellence by producing experts and intellectuals.

| OBJECTIVES | HOW MEASURED | WHEN MEASURED (FREQUENCY) | IMPROVEMENT IDENTIFIED | IMPROVEMENT MADE (CORRECTIVE & PREVENTIVE ACTION) |
|---|---|---|---|---|
| **(1)** | **(2)** | **(3)** | **(4)** | **(5)** |
| As given in Para 1.1.2 | 1) Regular assessment of student knowledge and ability to exhibit the skill by the teacher: | | 1) Regularity of attendees required | 1) Attendance rules applied more strictly, Marks given for attendance |
| | i) Class tests and quizzes | 1 per semester Test I and Test II | 2) Research based teaching | |
| | ii) Class exercises relating to the topics covered. | As per course requirement | 3) Course / curriculum revision to enhance outcomes and make it more work based | 2) Teachers training and development |
| | iii) Presentation of relevant topic (individual/Group) | As per course requirement | 4) Enhancing communication skills | |
| | iv) Assignments | 1 per semester | 5) Guidance to students | |
| | 2) Written examination | Once during each semester(Final Term) | | |

| | | | | |
|---|---|---|---|---|
| | 3) Research report final semester pertaining to practical problem | Once during program | | |
| | 4) Teaching/Learning Process Survey (teachers' evaluation by the student) | Once in a semester | Shortcomings as per survey identified | Teachers are intimated the survey report who make effort to improve which is monitored by next survey |
| | 5) Faculty Survey Form | Once in a semester | 1) More time to be spent on the following during teaching: a) Work based scenarios b) Case studies c) Presentation by students 2) Improvement in quality a) Projects b) Administrative support c) Library Content | All the improvements identified have been implemented |
| | 6) Suggestion received from students through e-mails. | As and when received | Administrative and personal | Steps have been taken up for computer lab |

|  | 7) Students / Quality Assurance Advisor liaison | - | problems of students | establishment and to furnish it with required facilities. |
|---|---|---|---|---|
| **New Introductions** | | | | |
|  | 1) Employer Surveys: | - | - | - |
|  | 2) Survey of Department offering Ph.D. | - | - | - |
|  | 3) Faculty Resume | Once a year | 1) Qualification<br>2) Training | - |

**Table 1 (a): Programs Objectives Assessment**

**Standard 1.2:** The program must have documented outcomes for graduating students. It must be demonstrated that the outcomes support the program objectives and that graduating students are capable of performing these outcomes.

**1.2     Program Outcomes:**

### 1.2.1   BS  Program Outcomes

1       Students will have command over the core understanding of historical and political development..

2       Students will be able to gain employment opportunities in various fields like lectureship, civil services, foreign office, NGOs after getting equipped with final degree.

3       Students will have effective communication and strong interpersonal skills that will be helpful in establishing professionalism in them.

4       Students would be able to apply their learned knowledge.

| Program Objectives | Program Outcomes | | | |
|:---:|:---:|:---:|:---:|:---:|
| | 1 | 2 | 3 | 4 |
| 1 | ✓ | ✓ | | |
| 2 | ✓ | ✓ | | ✓ |
| 3 | ✓ | ✓ | ✓ | ✓ |
| 4 | | | ✓ | |
| 5 | ✓ | | ✓ | |

**Table 1(b) : Outcome vs. Objectives**

The purpose of all courses is substantial. List of courses is attached

**Standard 1.3:** The results of program's assessment and the extent to which they are used to improve the program must be documented.

**Actions taken on the basis of assessment:**

- Syllabi revision
- Teachers training
- Faculty development

**Strengths of Department:**

i)     The major strength of Department of Pakistan Studies is its faculty members.

ii)    Culture of our department is equipped with team work and healthy work environment.

iii)   One of the strength of the department is our hardworking and competent students.

**Weaknesses of Department:**

i)     Enhancement of contents in library is required in terms of research journals.

ii)    The department is lacking research Centre and research students require access to digital library. Moreover, PhD resource persons are required in order to bring about a positive change in the culture of department.

iii)   There is utter need to improve facilities like photocopier, computers for staff room, library, computer networking, and resource persons.

iv)    There is no arrangement of internet facility. Moreover, the department is lacking technical staff.

v)     The department does not support the faculty and research students to get their research published at national and international journals.

**Future Plans:**

Most of the faculty members are in completion of their Ph.D degrees.

**Standard 1.4:** The department must assess its overall performance periodically using quantifiable measures.

**1.4.1 Performance Measures:**

Table **3: No. of Students Enrolled**

| Program | Session | No. of Students |
|---|---|---|
| B.S. hons | 2013-2017 | 78 |
| | 2014-2018 | 45 |
| | 2015-2019 | 31 |

**ii)** **Table 4: Student-Faculty Ratio**

| Year | No. of Students | No. of Faculty Members/Visting | Student-Faculty ratio |
|---|---|---|---|
| 2014-2015 | 45 | 5 | 9 |
| 2013-2014 | 78 | 5 | 15.5 |
| 2012- 2013 | 61 | 5 | 12.2 |

**iii)** **Table 5: No. of Students Passed Out**

| Program | Passing out Year | No. of Students |
|---|---|---|
| | 2015 | Not passed Yet |
| | 2014 | 39 |
| B.S. Program | 2013 | 40 |
| | 2012 | 41 |

**IV)** **Table 6: Percentage of Honor Students & Attrition Rate**

| Year | %age of Honor Students Criteria: CGPA 3.75 and above | Attrition Rate (Admitted –pass out) *100 / Admitted |
|---|---|---|
| 2015 | 1 | 0.03 |
| 2014 | - | 0.34 |
| 2013 | - | 0.19 |
| 2012 | - | 0.063 |

**v)** **Table 7: <u>Faculty Training, Seminars and workshops (Appendix A)</u>**

| Year | No. Of Trainings, Seminars and workshops |
|------|------------------------------------------|
| 2013 | 3 |
| 2014 | 6 |
| 2015 | 2 |

**vi)** **<u>Papers Published at National & International Level</u>**

**Table 8: <u>Number of Publications (Appendix B)</u>**

| Year | Papers published |
|------|------------------|
| 2015 | - |
| 2014 | - |
| 2013 | - |
| 2012 | - |

**vii)** **<u>Books in Library</u>**

Departmental library has over 3158 books. The Library offers different categories of books like; Pakistan Politics, history of freedom of Pakistan, Geography of Pakistan, Foreign Policy of Pakistan, Constitutional and Political development of Pakistan, Civil, Military and Bureaucracy in Pakistan, Diplomacy, International Law, Political Thoughts, Political History etc.

**<u>Research Areas</u>**

The Faculty is involved in research in the following areas:

(Mention Areas)

**<u>Collaborations</u>**

Nil

**<u>Departmental Achievements (others)</u>**

Nil

**<u>Honors and Awards</u>**

Nil

# CRITERION 2: CURRICULUM DESIGN AND ORGANIZATION

## LAHORE COLLEGE FOR WOMEN UNIVERSITY, LAHORE
### SCHEME OF STUDY
### BS (4-Year) Pakistan Studies
### 2017-2021 and Onward
### STRUCTURE OF SCHEME OF STUDY

| Nature of Courses | Numbers of Course | Credits Hours |
|---|---|---|
| Compulsory Course (No choice) | 06 | 16 |
| Compulsory Course | 02 | 06 |
| Basic Course | 02 | 06 |
| Foundation Course | 08 | 24 |
| Minor Courses form other discipline | 06 | 18 |
| Major Courses | 10 | 30 |
| Elective Courses | 09 | 27 |
| Internship/Research Report | -- | 06 |
| **Total Credits** | **43** | **133** |

## YEAR-1

### SEMESTER-I

| Course No | | Course Title | Credits |
|---|---|---|---|
| CC/Eng-101 | | Literary readings and Grammar: Syntax | 3(3+0) |
| CC/Isl-101\ CC\Phil-101 | | Islamic Studies Compulsory\ Ethics (For Non-Muslims) | 2(2+0) |
| CC/Maths-101/ CC/Stat-101 | | Mathematics / Introduction to Statistics (**Choose any one**) | 3(3+0) |
| Maj/Pak-St-101 | | Muslim Nationalism in South Asia (1857-1920) | 3(3+0) |
| **GROUP I** | | | |
| Min/Pol.sc/101 | Introduction to Political Science I  (Minor -I) | | 3(3+0) |
| Min/ISI/101 | Islamic Studies    (Minor -II) | | 3(3+0) |
| **GROUP II** | | | |
| Min/Pol.sc/101 | Introduction to Political Science I (Minor-I) | | 3(3+0) |
| Min/Edu/101 | Foundation of Education    (Minor-II) | | 3(3+0) |
| **GROUP III** | | | |
| Min/GDS_101 | Introduction to Gender Studies I (Minor-I) | | 3(3+0) |
| Min/M.Com/101 | Introduction to Mass Communication   (Minor-II) | | 3(3+0) |
| **GROUP IV** | | | |
| Min/SW-101 | Introduction to Social Work  (Minor-I) | | 3(3+0) |
| | **Choose Any Language         (Minor-II)** | | |
| Min/punj-101 | Nasar Qadeem Te Jadeed | | |
| Min/Per-101 | Literature & Primary Grammer-I | | 3(3+0) |
| Min/Eng-101 | Language in use | | |
| Min/Urd-101 | Urdu Sharou Adab | | |
| Min/ARA-101 | Introduction to Arabic Language | | |

| | | |
|---|---|---|
| | Total Credits | 17 |

## SEMESTER-II

| Course No | Course Title | Credits |
|---|---|---|
| CC/Eng-109 | Basic Study and Writing skills | 3(3+0) |
| CC/PS-101 | Pakistan Studies | 2(2+0) |
| EC/CS-101 | Introduction to Computer | 3(3+0) |
| Maj/Pak-St-102 | Muslim Nationalism in South Asia (1920-1947) | 3(3+0) |
| **GROUP I** | | |
| Min/Pol.sc/102 | Fundamentals of Political Science (Minor -I) | 3(3+0) |
| Min/ISI/102 | Islamic Studies (Minor -II) | 3(3+0) |
| **GROUP II** | | |
| Min/Pol.sc/102 | Fundamentals of Political Science I (Minor-I) | 3(3+0) |
| Min/Edu/102 | Foundation of Education (Minor-II) | 3(3+0) |
| **GROUP III** | | |
| Min/GDS_102 | Introduction to Gender Studies II (Minor-I) | 3(3+0) |
| Min/M.Com/102 | Introduction to Mass Communication (Minor-II) | 3(3+0) |
| **GROUP IV** | | |
| Min/SW-102 | Basic Methods of Social Work (Minor-I) | 3(3+0) |
| | **Choose Any Language (Minor-II)** | |
| Min/punj-102 | Shairi Qadeem Te Jadeed | |
| Min/Per-102 | Literature & Primary Grammer-II | 3(3+0) |
| Min/Eng-102 | Language in use II | |
| Min/Urd-102 | Urdu Sharou Adab | |
| Min/ARA-102 | Introduction to Arabic Language | |
| | Total Credits | 17 |

## YEAR-2

## SEMESTER-III

| Course No | Course Title | Credits |
|---|---|---|
| CC/Eng-204 | English Verse and Communication Skills I | 3(3+0) |
| Maj/Pak-St.201 | Society and Culture: Conceptual Frame work | 3(3+0) |
| Maj/Pak-St.202 | Physical Geography of Pakistan | 3(3+0) |
| Maj/Pak-St.203 | Political System in Pakistan I | 3(3+0) |
| Maj/Pak-St.204 | Human Rights in Pakistan | 3(3+0) |

| Course No | Course Title | Credits |
|---|---|---|
| CC/Eng-205 | Communication Skills II | 3(3+0) |
| Maj/Pak-St-205 | Patterns of Pakistani Society and Culture | 3(3+0) |
| Maj/Pak-St-206 | Human Geography of Pakistan | 3(3+0) |
| Maj/Pak-St-207 | Political System in Pakistan-II | 3(3+0) |
| Maj/Pak-St-208 | Legal System in Pakistan | 3(3+0) |

## SEMESTER-IV

| | GROUP I | |
|---|---|---|
| Min/Pol.sc/201 | The Comparative Constitutions: Developed (I) (Minor -I) | 3(3+0) |
| Min/IsI.St/202 | Hadith, Fiqh & Islamic History    (Minor -II) | 3(3+0) |
| | **GROUP II** | |
| Min/Pol.sc/201 | The Comparative Constitutions: Developed (I) (Minor-I) | 3(3+0) |
| Min/Edu/202 | Foundation of Education    (Minor-II) | 3(3+0) |
| | **GROUP III** | |
| Min/GDS_202 | Gender & Social-cultural Issues (Minor-I) | 3(3+0) |
| Min/M.Com/201 | Introduction to Mass Communication   (Minor-II) | 3(3+0) |
| | **GROUP IV** | |
| Min/SW-201 | Social Development of Pakistan  (Minor-I) | 3(3+0) |
| | **Choose Any Language        (Minor-II)** | |
| Min/punj-201 | Punjabi Tareekh Te Saqafat | |
| Min/Per-201 | Persian Literature & Primary Grammer | 3(3+0) |
| Min/Eng-201 | English as Minor Subject III | |
| Min/Urd-201 | Urdu Sharou Adab | |
| Min/ARA-201 | Introduction to Arabic Literature | |
| | Total Credits | 18 |

| | GROUP I | |
|---|---|---|
| Min/Pol.sc/202 | The Comparative Constitutions: Developed (I) (Minor -I) | 3(3+0) |
| Min/IsI.St/202 | Hadith, Fiqh & Islamic History    (Minor -II) | 3(3+0) |
| | **GROUP II** | |
| Min/Pol.sc/202 | The Comparative Constitutions: Developed (I) (Minor-I) | 3(3+0) |
| Min/Edu/202 | Foundation of Education    (Minor-II) | 3(3+0) |
| | **GROUP III** | |

| Min/GDS_402 | Gender & Social-cultural Issues (Minor-I) | 3(3+0) |
|---|---|---|
| Min/M.Com/202 | Introduction to Mass Communication   (Minor-II) | 3(3+0) |
| **GROUP IV** | | |
| Min/SW-202 | Social Development of Pakistan  (Minor-I) | 3(3+0) |
| | **Choose Any Language        (Minor-II)** | |
| Min/punj-202 | Punjabi Tareekh Te Saqafat | |
| Min/Per-202 | Persian Literature & Primary Grammer | 3(3+0) |
| Min/Eng-202 | English as Minor Subject III | |
| Min/Urd-202 | Urdu Sharou Adab | |
| Min/ARA-202 | Introduction to Arabic Literature | |
| | Total Credits | 18 |

## YEAR-3

### SEMESTER-V

| Course No | Course Title | Credits |
|---|---|---|
| Maj/Pak.St-301 | Constitutional and Political Development in Pakistan-I | 3(3+0) |
| Maj/Pak.St-302 | Foreign Policy of Pakistan-I | 3(3+0) |
| Maj/Pak-St-303 | Regional Language (Any One) | 3(3+0) |
| EC/Pak.St-301 | Local Government in Pakistan-I | 3(3+0) |
| EC/Pak.St-302 | Pakistan and SAARC | 3(3+0) |
| | **Total Credits** | **15** |

### SEMESTER-VI

| Course No | Course Title | Credits |
|---|---|---|
| Maj/Pak-St-304 | Constitutional and Political Development in Pakistan-II | 3(3+0) |
| Maj/Pak-St-305 | Foreign Policy of Pakistan-II | 3(3+0) 3(3+0) |
| Maj/Pak-St-306 | Research Methodology | 3(3+0) |
| EC/Pak.St-303 EC/Pak.St-304 | History of Province\ Iqbaliyat **(Choose Any One)** | 3(3+0) |
| EC/Pak.St-305 | Local Governments in Pakistan-II | 3(3+0) |
| | **Total Credits** | **15** |

## YEAR-4

### SEMESTER-VII

| Course No | Course Title | Credits |
|---|---|---|
| Maj/Pak-St-401 | Economy of Pakistan-I | 3(3+0) |
| Maj/Pak-St-402 | Mass Media (Conceptual Framework of Communication) | 3(3+0) |
| EC/Pak.St-401 | Political Parties and Pressure Groups in Pakistan | 3(3+0) |
| EC/Pak.St-402 | Civil and Military Bureaucracy in Pakistan | 3(3+0) |
| EC/Pak.St-403 EC/Pak.St-404 | Extremism in Pakistan\ Contemporary Issues in Pakistan | 3(3+0) |

| | Total Credits | 15 |
|---|---|---|

**SEMESTER-VIII**

| Course No | Course Title | Credits |
|---|---|---|
| Maj/Pak-St-403 | Economy of Pakistan-II | 3(3+0) |
| Maj/Pak-St-404 | Internship/Dissertation** | 6 |
| EC/Pak-St-405 | Public Opinion and Elections in Pakistan | 3(3+0) |
| EC/Pak-St-406 | Mass Media in Pakistan | 3 |
| | Total Credits | 15 |

Total Hours:  17+17+18+18+15+15+15+15=130 CR

**\*\*Research\Internship will be offered in 6th Semester.**

**Standard 2.1:** The curriculum must be consistent and supports the program's documented objectives.

| Courses | Program Outcomes | | | |
|---|---|---|---|---|
| | 1 | 2 | 3 | 4 |
| CC/Eng-101 | ✓ | | | ✓ |
| CC/Isl-101 | | ✓ | | ✓ |
| CC/Maths—101/CC/Stat-101 | | ✓ | | ✓ |
| Maj/Pakst-101 | | | ✓ | |
| CC/Eng-109 | ✓ | | | |
| CC/PS-101 | ✓ | ✓ | | ✓ |
| EC-CS-101 | | ✓ | | ✓ |
| Maj/Pak.St-102 | | ✓ | | ✓ |
| CC/Eng-204 | | | ✓ | |
| Maj/Pak.St 201 | ✓ | | | |
| Maj Pak.St-202 | ✓ | ✓ | | ✓ |
| Maj Pak.St-203 | ✓ | ✓ | ✓ | ✓ |
| Maj Pak.St-204 | | ✓ | | ✓ |
| CC/Eng-205 | ✓ | ✓ | ✓ | ✓ |
| Maj/Pak.St-205 | | | ✓ | |
| Maj/Pak.St-206 | ✓ | ✓ | | |
| Maj/Pak.St-207 | ✓ | ✓ | ✓ | ✓ |
| Maj/Pak.St-208 | ✓ | | | |
| Maj/Pak.St-301 | ✓ | | | ✓ |
| Maj/Pak.St-302 | | ✓ | | |
| EC/Pak.St-301 | | ✓ | | ✓ |

| Course | | | | |
|---|---|---|---|---|
| EC/Pak.St-302 | ✓ | | | ✓ |
| Maj/Pak.St-304 | ✓ | | | ✓ |
| Maj/PakSt-305 | ✓ | | | ✓ |
| Maj /Pak.St-306 | | | | ✓ |
| EC/Pak.St-303 | | ✓ | | ✓ |
| EC/Pak.St-304 | ✓ | ✓ | | |
| EC/Pak.St-305 | | | | ✓ |
| Maj/Pak.St-401 | ✓ | | | ✓ |
| Maj /Pak.St-402 | | ✓ | | ✓ |
| EC/Pak.St-401 | | | | ✓ |
| EC/Pak.St-402 | ✓ | ✓ | ✓ | ✓ |
| EC/Pak.St-403 | ✓ | | | |
| EC/Pak.St-404 | | | | |
| Maj/Pak.St-403 | | | | |
| Maj/Pak.St-404 | | | | |
| EC/Pak.St-405 | | | | |
| EC/Pak.St-406 | | | | |

**Courses versus Program Outcomes**

**Table- 4.4: Courses versus Program Outcomes**

**Standard 2.2:** Theoretical background, problems analysis and solution design must be stressed within the program's core material.

**Program: BS**

The modules of all the programs adequately address:

1) Theoretical background

2) Problem solving

3) Solution design

Some of the modules include the theoretical background and contain problem solving and solution design while others deal with Theoretical background, Problem analysis and Solution design separately. During teaching great stress is lead to problem solving and design of solution. Thus the modules stress the practicality of the program.

**Table 13**: **Elements of Courses**

| Elements | Courses | No of Courses |
|---|---|---|

| Theoretical background | Maj/Pak.St-201, 202, 203, 204, 205, 206, 207, 208 | 8 |
|---|---|---|
| Problem solving | Maj/Pak.St- 301, 302, 404, EC/Pak.St- 303, 304, 305, 306, 401 402, 403 | 10 |
| Solution design | Maj/Pak.St-404 | 1 |

**Standard 2.3:** The curriculum must satisfy the core requirements for the program, as specified by the respective accreditation body.

The curriculum satisfies both the core requirements of credit hours and criteria of admission laid down by Lahore College for Women University and HEC.

**Standard 2.4:** The curriculum must satisfy the major requirements for the program as specified by the respective accreditation body.

The curriculum satisfies major requirements of the programs per approval of board of studies.

**Standard 2.5:** The curriculum must satisfy general education, arts, and professional and other discipline requirements for the program, as specified by the respective accreditation body/council.

The curriculum satisfies general education disciplines requirements. The programs and curriculum has the approval of Board of Studies and Lahore College for Women University.

**Standard 2.6:** Information technology component of the curriculum must be integrated throughout the program.

The information technology components are present in most of the courses. (Mention Courses)

**Standard 2.7:** Oral and written communication skills of the student must be developed and applied in the program.

Almost all the courses lie in this category. Oral and written communication skills of the student are developed by seminar, question answers, debates, class participation of the students.

## CRITERION 3: LABORATORIES AND COMPUTING FACILITIES

**Standard 3.1:** Manuals/documentation/instructions for experiments must be available and readily accessible to faculty and students.

Steps have been taken up to establish computer lab and related facilities.

**Standard 3.2:** There must be adequate support personnel for instruction and maintaining the laboratories:

The department is lacking the support personnel for maintenance of computer labs. The steps have yet to be taken for indulging of technical and support staff.

**Standard 3.3:** The university computing infrastructure and facilities must be adequate to support program's objectives:

Computing infrastructure being provided by the university to fulfill departmental needs is inadequate.

## CRITERION 4: STUDENT SUPPORT AND ADVISING

**Standard 4.1:** Courses must be offered with sufficient frequency and number for students to complete the program in a timely manner:

The strategy for course offering per semester is approved by Board of Studies for timely completion of the program. BS program is offered once a year.

**Standard 4.2:** Courses in the major area of study must be structured to ensure effective interaction between students, faculty and teaching assistants:

The effective student/faculty interaction in programs taught by more than one faculty members is streamlined by coordination of these faculty members and the commonality is maintained through any curriculum which is adopted for the particular module. The programs are structured to ensure effective interaction between students, faculty and the Head of Department. The students require extra help are facilitated through tutorials, questions and

answers. Questions are encouraged by the faculty from the students. Seminars are arranged where the students are free to discuss the topics relating to the program. Debates are initiated. The students are free to interact with the Head of Department in case of any shortcoming.

**Standard 4.3:** Guidance on how to complete the program must be available to all students and access to academic advising must be available to make course decisions and career choices:

Students are provided guidance regarding the completion of the programs and having access to qualified faculty as well as their counseling. Students are encouraged to bring forward their suggestions and complaints by having face to face interaction with the Head of Department. The students once in semester carry-out the teacher's evaluation surveys. The counseling of the students is provided by the university counseling cell regarding different academic affairs.

## CRITERION 5: PROCESS CONTROL

**Standard 5.1:** The process by which students are admitted to the program must be based on quantitative and qualitative criteria and clearly documented. This process must be periodically evaluated to ensure that it is meeting its objectives:

**BS [4 Year Degree Program]**
BS program is divided in eight semesters with two semesters each year covering a total of 133 credit hours. Admission criteria is evaluated every year.
**Eligibility**
F.Sc., F.A. are eligible to apply for BS Pakistan Studies. (Mention merit)

**Standard 5.2:** The process by which students are registered in the program and monitoring of students' progress to ensure timely completion of the program must be documented. This process must be periodically evaluated to ensure that it is meeting its objectives:

Advertisements are made in leading newspapers and on Lahore College for Women University website. The student academic progress is monitored regularly by the test, assignments, projects, and regular written examination system.

**Standard 5.3:** The process of recruiting and retaining highly qualified faculty members must be in place and clearly documented. Also processes and procedures for faculty evaluation, promotion must be consistent with institution mission statement. These processes must be periodically evaluated to ensure that it is meeting its objectives:

The standards are clearly indicated in the University charter which are followed. Qualifications which are required for each module are kept in mind. The criteria for recruiting are qualification, experience which is judged through analysis of resumes and personal interviews. In case of permanent faculty members, the recruiting is done by a board constituted by Lahore College for Women University whereas; visiting faculty members are recruited by a board constituted by the Institute. The input of the students for maintaining the quality of the teachers is done by evaluating the teachers regularly once in a semester by the students. The results of these studies are sent to the teachers for improvement and in extreme cases replacements are made.

An Annual Confidential Report (ACR) is initiated by the Dean annually for each member of staff and their retention, increment and promotion are based on ACRs.

**Standard 5.4:** The process and procedures used to ensure that teaching and delivery of course material to the students emphasizes active learning and that course learning outcomes are met. The process must be periodically evaluated to ensure that it is meeting its objectives:

The evaluation process to ensure that the teaching and delivery of the program material to the students emphasizes active learning is carried out through projects and assignments that are based on practicality of the knowledge given to the students.

**Standard 5.5:** The process that ensures that graduates have completed the requirements of the program must be based on standards, effective and clearly documented procedures. This process must be periodically evaluated to ensure that it is meeting its objectives.

In order to ensure that graduates / outgoing students have completed the requirement of the programs, the processes are based on standards prescribed by university under semester rules. QEC and the Head of Department ensure the compliance of the standards.

## CRITERION 6: FACULTY

**Standard 6.1:** There must be enough full time faculty who are committed to the program to provide adequate coverage of the program areas/courses with continuity and stability. The interests and qualifications of all faculty members must be sufficient to teach all courses, plan, modify and update courses and curricula. All faculty members must have a level of competence that would normally be obtained through graduate work in the discipline. The majority of the faculty must hold a Ph.D. in the discipline:

There is adequate full time faculty supplemented by visiting faculty who provide adequate coverage of the program with continuity and stability. The expertise of all faculty members are pre-judged and monitored for each module forming a part of the program. The level of competency of the faculty members are evaluated at time of induction and monitored during teaching.

| Program Area of Specialization | Number of faculty Members in Each Area | Number of Faculty with Ph. D Degree |
|---|---|---|
| Area 1. | 7 | 2 |
| Area 2. | | |
| Total | | |

**Table 4.6: Faculty Distribution by Program Areas**

**Standard 6.2:** All faculty members must remain current in the discipline and sufficient time must be provided for scholarly activities and professional development. Also, effective programs for faculty development must be in place:

All the faculty members remain current in the disciplines and sufficient time is provided for scholar activities and professional development. Effective program for faculty development is in place. They are provided centralized training by university through faculty development program of HEC and FDC.

**Standard 6.3:** All faculty members should be motivated and have job satisfaction to excel in their profession:

The faculty members are regularly motivated and efforts are made to provide job satisfaction so that they excel in their profession.

## CRITERION 7: INSTITUTIONAL FACILITIES

**Standard 7.1:** The institution must have the infrastructure to support new trends in learning such as e-learning

Nil

**Standard 7.2:** The library must possess an up-to-date technical collection relevant to the program and must be adequately staffed with professional personnel:

Almost every up-to-date book is available in library covers all the areas of programs. Library provides facility of books borrowing and adequate reading space. The library is lacking computers, the respective computerized database of all books, and library attendant.

**Standard 7.3:** Class-rooms must be adequately equipped and offices must be adequate to enable faculty to carry out their responsibilities:

The Department of Pakistan Studies is equipped with eight class rooms, one office of HOD, and Staff room for faculty members. The staff room is lacking the related facilitates like computer equipment, networking, printer, separate cabins for staff members.

## CRITERION8: INSTITUTIONAL SUPPORT

**Standard 8.1:** There must be sufficient support and financial resources to attract and retain high quality faculty and provide the means for them to maintain competence as teachers and scholars:

Teachers are recruited on the basis of criterion established by the HEC. Existing faculty is sent to different courses of teaching organized to update the knowledge. Workshops are organized by FDC for faculty development.

**Standard 8.2:** There must be an adequate number of high quality graduate students, research assistants and Ph.D. students:

The admission criteria ensure the intake of high quality students.

**Standard 8.3:** Financial resources must be provided to acquire and maintain Library holdings, laboratories and computing facilities:

Budget for Library is Rs. 50,000