

## **Minutes of the 30<sup>th</sup> Meeting of General Council of National Computing Education Accreditation Council, HEC, Islamabad**

The 30<sup>th</sup> meeting of General Council of NCEAC (National Computing Education Accreditation Council) was held on Friday, 12<sup>th</sup> October 2018 at 10:30 am in Mural Hall, HEC, H-9, Islamabad.

The following attended:

1. Dr Ayub Alvi, Chairman NCEAC
2. Dr Faisal Ahmad Khan Kakar, Dean, Faculty of Sciences, BUIITEMS, Quetta
3. Dr Jamil Ahmad, Vice Chancellor, Kohat University of Eng. Science & Tech, Kohat
4. Dr Manzoor Ilahi Tamimy, Associate Professor, CIIT, Islamabad
5. Dr Muhammad Ali Maud, CS & E Department, UET, Lahore
6. Dr Muhammad Jamil Sawar, Director, MTBC, Rawalpindi
7. Dr Sayeed Ghani, Associate Dean, IBA, Karachi
8. Dr Zartash Afzal Uzmi, Confiz Solution, Lahore
9. Dr Riaz Ahmed, Advisor, QA, HEC
10. Ms Humaira Quddus, Deputy Director, QAA, HEC
11. Mr Fahad Saeed Warsi, VC Engineer, Information Science & Tech. Dept. Sindh
12. Mr Naseem Haider, Deputy Electronic Adviser, Ministry of Sci. & Tech. Islamabad
13. Mr Raza Ahmed Sukhera, PM(IT/Internal Audit), Ministry of IT & Telecom, Islamabad
14. Mr Syed Umer Hayat Shah, Assistant Director, Directorate of Sci. & Tech, Peshawar

The following could not attend:

1. Dr Shoab A Khan, Vice Chairman, NCEAC
2. Chairman, Punjab IT Board
3. Secretary, Ministry of Education, Gilgit Baltistan
4. Managing Director, Pakistan Software Export Board, Islamabad
5. President, PASHA
6. Secretary, IT Dept., Govt. of Balochistan

Meeting of the General Council started with recitation of verses from Holy Koran by Dr Faisal Ahmad Khan Kakar.

Chairperson NCEAC welcomed and thanked the members for attending this meeting.

### **Agenda Item no. 1 Approval of Minutes of the 29<sup>th</sup> Meeting**

There were no observations on the minutes of the 29<sup>th</sup> Meeting of NCEAC, and were unanimously approved.

**Agenda Item no. 2 Action Report - Progress on the decisions of NCEAC 29<sup>th</sup> General Council Meeting held on Thursday, 15<sup>th</sup> March, 2018**

Implementation status of the decisions of the 29<sup>th</sup> meeting of NCEAC was noted with satisfaction:

<b>Agenda Item</b>	<b>Decision</b>	<b>Action Taken</b>
Item No. 1: Approval of Minutes of the 28 <sup>th</sup> Meeting	Minutes of the 28 <sup>th</sup> Meeting Approved	Minutes notified
Item No. 3: Accreditation/Re- accreditation	The recommendations of the ASC were approved	Accreditations of programs were conveyed to institutes through accreditation letter and accreditation profiles.
Item No. 6: Revision of Accreditation Fee	It was decided that accreditation fee for a program will be increased from Rs. 150,000 to Rs. 200,000, for applications received on or after 1 <sup>st</sup> <b>September 2018.</b>	Decision of the Council conveyed to all institutes via letter no. NCEAC/HEC/General/8-18/1714

**Agenda Item no. 3 Approval of Minutes of the 25<sup>th</sup> Meeting of Accreditation and Standards Committee (ASC) of NCEAC**

A report on the Ten (10) recently evaluated programs was presented, along with recommendations of the 25<sup>th</sup> meeting of ASC (Accreditation and Standards Committee), which was held earlier on Friday October 12, 2018.

The following Computing Programs offered by Institutes were considered regarding their infrastructure and resources. Decision taken on each program is stated in the following table:

Program	University	Proposed by <b>Visiting Team</b>	Recommended by ASC <b>(Accreditation Standards Committee)</b>	Approved by <b>NCEAC General Council</b>
BS (Computer Science)	Bahauddin Zakariya University, Multan	Two Batches (Fall 2014) (Fall 2015)	Two Batches (Fall 2014) (Fall 2015)	Approved ASC recommendation
BS (Computer Science)	Farooq Gul Khan College, Layyah	Zero Visit	Admission allowed Compliance report has to be submitted within 3 months	Approved ASC recommendation

Program	University	Proposed by <b>Visiting Team</b>	Recommended by ASC <b>(Accreditation Standards Committee)</b>	Approved by <b>NCEAC General Council</b>
BS (Software Engineering)	Habib University, Karachi	Two Batches (Fall 2014) (Fall 2015)	<b>One Batch</b> (Fall 2014)	Approved ASC recommendation
BS (Computer Science)	Islamabad Model College for Girls (F-6/2), Islamabad	Zero Visit	Admission allowed Compliance report to be submitted within 3 months	Approved ASC recommendation
BS (Computer Science)	Islamabad Model College for Girls (G-10/4), Islamabad	Zero Visit	Admission allowed Compliance report to be submitted within 3 months	Approved ASC recommendation
BS (Computer Science)	Quaid I Azam University, Islamabad	Two Batches (Fall 2014) (Fall 2015)	Two Batches (Fall 2014) (Fall 2015)	Approved ASC recommendation
BS (Computer Science)	SZABIST, Karachi	Two Batches (Fall 2014) (Fall 2015)	Two Batches (Fall 2014) (Fall 2015)	Approved ASC recommendation
BS (Computer Science)	University of Swat, Swat	One Batch (Fall 2014)	One Batch (Fall 2014)	Approved ASC recommendation
BS (Software Engineering)	University of Swat, Swat	One Batch (Fall 2014)	One Batch (Fall 2014)	Approved ASC recommendation
BS (Information Technology)	University of Swat, Swat	One Batch (Fall 2014)	One Batch (Fall 2014)	Approved ASC recommendation

#### **Agenda Item no. 4 Students Registration Policy**

The General Council had requested Dr Muhammad Ali Maud and Dr Jamil Ahmad to draft policy for registration of students by NCEAC. The house appreciated the efforts of Dr Muhammad Ali Maud and Dr Jamil Ahmad for submitting a draft policy.

The General Council decided that members should be given time to thoroughly go through the policy, and that the NCEAC secretariat should present an updated version of Students Registration Policy in the next meeting.

#### **Agenda Item no. 5 NCEAC Employees Service Structure**

The General Council in its 29<sup>th</sup> meeting formed a two-member committee comprising Dr Shoab A. Khan and Dr Zartash Afzal Uzmi, to propose service structure for NCEAC employees.

Dr Shoab A. Khan (convener of this committee) could not attend this meeting due to his preoccupation. It was therefore decided to discuss this policy in the next meeting.

#### **Agenda Item no. 6 Revision of NCEAC Accreditation Requisite Forms**

Ms Mahnoor Fatima (Business Analyst, NCEAC) gave a presentation on the newly developed NCEAC Accreditation Forms (to replace the existing lengthy forms).

The Council Members asked questions regarding these proposed new forms. The members were requested to go through will thoroughly examine the proposed forms, and that they would convey their suggestions to NCEAC secretariat. The proposed forms shall be presented for approval in the next meeting.

#### **Agenda Item no. 7 Discarding of old Record**

Since its inception in 2005, NCEAC has been maintain the applications of computing programs (submitted by universities). This old record is taking a lot of space in the NCEAC office. All of this record has been scanned, and saved on the servers of HEC and NCEAC. The General Council approved discarding of hard copies of the old record of NCEAC.

#### **Agenda Item no. 8 Any new matters with the permission of Chair**

- I. It was decided that NCEAC secretariat will present information about the following in the next meeting of the General Council:
  - i. List of Chartered institutes
  - ii. List of campuses of Chartered institutes
  - iii. List of affiliated institutes
  - iv. List of accredited institutes
  - v. List of institutes who's accreditation has been expired
  - vi. List of institutes who applied for accreditation
  - vii. Any other relevant information
  
- II. It was recommended that NCEAC should initiate effort to obtain Charter from Parliament of Pakistan, which would give it legislative power for regulating Computing education in the country.