

Minutes of the 26th Meeting of the General Council of the National Computing Education Accreditation Council, HEC, Islamabad

The 26th meeting of NCEAC (National Computing Education Accreditation Council) was held on Friday, 31st March 2017 in LI Video Conference Hall, HEC, H-8/1, Islamabad.

The following attended:

1. Dr Mohammad Ayub Alvi, Chairperson
2. Dr S M Aqil Burney, Prof., College of CS & IS, IoBM, Karachi
3. Dr M Abid Khan, Pro Vice Chancellor, Uni. of Peshawar
4. Dr Faisal Ahmad Khan Kakar, Dean (Faculty of Sciences) BUIITEMS, Quetta
5. Dr Arshad Ali Shahid, Director, FAST-NU, Islamabad
6. Dr Zartash Afzal Uzmi, Assoc. Prof., LUMS, Lahore
7. Dr Farhana Jabeen, Asst. Prof., CIIT, Islamabad
8. Mr Zafar Ali Buledi, Secretary IT, Govt. of Balochistan, Quetta
9. Mr Tahir Mushtaq, Member HRD, MoIT, Islamabad
10. Mr Fahad Saeed Warsi, VC Engineer, IST Dept., Govt. of Sindh, Karachi
11. Mr Aslam Lashari, Director, National IT Board, Islamabad
12. Mr Sajid Iqbal, Manager, Pakistan Software Export Board, Islamabad
13. Mr Muhammad Saeed, Manager Networks, Ministry of IT & Telecom, Islamabad

The following could not attend:

1. Dr S Mansoor Sarwar, Principal PUCIT, Lahore
2. Dr Muhammad Ali Maud, Professor (CS & E Department), UET, Lahore
3. Dr S M Zia Uddin, Streaming Networks, Islamabad
4. Dr Rafiq Baloch, DG, QAA, HEC
5. Chairman, Punjab IT Board, Lahore
6. President PASHA, Karachi
7. Director General, IT Board, AJK
8. Director, IT Dept, Govt. of KPK, Peshawar

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

Chairperson NCEAC welcomed and thanked members for attending the meeting.

Agenda Item no. 1 Approval of Minutes of the 25th Meeting

There were no observations on recording of minutes of the 25th Meeting of NCEAC, and these were unanimously approved.

Agenda Item no. 2 Implementation status of the decisions of the 24th Meeting of NCEAC

Implementation status of the decisions of the 24th meeting of NCEAC was noted with satisfaction:

Agenda Item	Decision in 24th meeting	Action/Decision Taken
Item No. 5: NCEAC 3 rd Program Evaluators Workshop 2016-17	It was decided that NCEAC will request Quality Assurance Agency of HEC to conduct four (4) workshops in Islamabad, Karachi, Lahore and Peshawar for Program Evaluators. It was also decided that all four workshops will be held on Friday 30 th December 2016 and the workshops will be conducted by local resource persons, wherever possible.	3 Program Evaluators workshops have been conducted successfully in Karachi, Islamabad & Peshawar. The date for the workshop in Lahore shall be decided in consultation with the Resource Person.
Item No. 6: Hiring of Software Developer	The test and interviews of the short listed candidates will be held in December 2016 and the process of hiring of software developer will be completed soon afterwards.	Test and Interviews have been conducted, and selection of candidates finalized.

Agenda Item no. 3 Approval of Minutes of the 21st Meeting of Accreditation and Standards Committee (ASC) of NCEAC

A report on the eleven (11) recently evaluated programs was presented, along with recommendations of the 21st meeting of ASC (Accreditation and Standards Committee), which was held earlier on the same day. The following decisions were taken on the recommendations of ASC:

List of these programs is given below:

Program(s)	Name of University	Recommendations by Accreditation Inspection Committee	Recommendations by Accreditation Standards Committee	Category Approved by NCEAC General Council
1. BS (Computer Science)	Bilquis PG College for Women, Rawalpindi	Y	Z	Z
2. BS (Computer Science)	CECOS University, Peshawar	Y	Y	Y
3. BS (Computer Science)	IQRA National University, Peshawar	Y	Y	Y
4. BS (Software Engineering)	IQRA National University, Peshawar	Y	Y	Y
5. BS (Computer Science)	National University of Computer & Emerging Sciences-FAST, Chiniot	X	Y	Y
6. BS (Computer Science)	National University of Computer & Emerging Sciences-FAST, Lahore	X	X	X
7. BS (Computer Science)	Pakistan Institute of Engg. & Technology, Multan	X	X	X
8. BS (Computer Science)	Sindh Institute of Mgmt. & Technology, Karachi	Interim Visit	Next Interim visit within 12 months	Next Interim visit within 12 months
9. BS (Computer Science)	Sukkur Institute of Business Administration, Sukkur	W	X	X
10. BS (Software Engineering)	Sukkur Institute of Business Administration, Sukkur	W	X	X
11. BS (Computer Science)	SZABIST, Islamabad Campus	X	X	X

Agenda Item no. 4 Service Structure of NCEAC Secretariat

It was decided that the 3-members committee, formed in the 25th General Council meeting, will further deliberate on this matter. Its recommendations should be presented in the next meeting of NCEAC.

Agenda Item no. 5 Bank Account

It was decided that NCEAC will request the 'A' or 'AA' rated banks for their rates of profit on fixed deposit. The General Council authorized the Chairman to select a bank on the basis of profit rate and rating of the bank.

Agenda Item no. 6 Appeal cases received. 1. PAF-KIET 2. The University of Lahore, Lahore Campus.

Appeal cases received from two institutions were discussed in detail; and the Council decided as follows:

- Council upheld the categories awarded to the two institutes, in its previous (25th) meeting. Council reiterated that category is decided on the basis of assessment by its Program Evaluators (at the time of visit).
- Council noted and appreciated the improvements made by the institutes after the Accreditation visit.

Agenda Item no. 7 Composition of Accreditation Inspection Team

The Council decided that this agenda item shall be discussed in its next meeting. It was further decided that the secretariat should provide the impact on Council's budget and also the improvements expected to accrue, by increasing size of the Accreditation Team (from the present TWO to the proposed THREE). The third member was proposed to be a member of the NCEAC secretariat.

Agenda Item no. 8 Awareness Seminars

It was decided that the "Awareness Seminars" will be conducted for those universities/institutes, who have yet to submit their computing programs to NCEAC for accreditation.

Agenda Item no. 9 Disposal of NCEAC Old Record

It was decided that, as per the rules of Govt. of Pakistan, official record which is older than 5 years can be disposed-off.

It was also decided that, the attachments submitted along with Accreditation Application can be disposed-off after one year. Accreditation Applications (excluding attachments) should be retained for five years.

Agenda Item no. 9 Any new matter with the permission of Chair

- a. The Council does not receive funding from HEC or any other source. The Council is also planning to take on the task of arranging training for faculty members. Thus upward revision of "Accreditation Fee" was proposed. The Council decided to consider this

matter in its next meeting, after information from other councils (such as PEC) is presented before it.

- b. Honorarium paid to Program Evaluators was considered low, and therefore it was suggested to increase it. A proposal shall be submitted to the council in its next meeting.
- c. It was decided that Council should maintain a database of all Faculty members and Students of all accredited programs.
- d. The Chairman informed Members of the Council that the 4-year tenure of some of them is due to expire in May 2017. The council will request the Quality Assurance department of HEC to renew/replace its members.
- e. It was decided that in future, Program Evaluators will be asked to fill both evaluation forms after the visit, and submit both to the NCEAC secretariat.