

Minutes of the Meeting

31th Meeting of Higher Education Research Committee (HERC)

held on

**25 January 2023
Through VLC**



**Directorate of Research, Innovation & Commercialization (RIC)
Bahria University Head Office
Islamabad**

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Reference Designators & Terms

These designators/terms are meant to introduce clarity, standardization and ease of reference while consulting or referring to this document.

Item Number	<u>Item oonn</u> Where oo = ordinal sequence of HERC Meeting nn= serial number of item in that HERC Meeting Example: Item 1712 means Item No. 12 of 17 HERC Meeting
Decision on a New Item	<u>Decision oonn</u> Example: Decision 1712 means Decision on Item 1712 Example: Decision 1712.b means Decision 1712, Clause 'b' Example: Decision 1712.b.2 means Decision 1712, Clause 'b', sub-clause '2'
Decision on a Previous Item	<u>Decision o₂ (oonn)</u> Example: Decision 17 (1512) means decision taken by 17 HERC Meeting on the prevision review item 1512 Example: Decision 17 (1512) b means decision taken by 17 HERC Meeting on the prevision review item 1512 clause 'b' Example: Decision 17 (1512) b.3 means decision taken by 17 HERC Meeting on the prevision review item 1512 clause 'b' sub clause '3'
Action	Authority, Entity, Official, Person, Unit, Dept, Office, etc. required to implement the decision
Responsibility	The supra single Authority, Entity, Official, Person, etc required to: <ul style="list-style-type: none">a. Coordinate the actions taken by the Authorities, Entities, Officials, Persons, Units, Depts., Offices listed against the actionb. Report to the Council the progress on the matter, through periodic progress reports and at the meeting of the Council.c. Be overall responsible to the Competent Authority, and the Council, for the case/issue/point/item he or she has been made responsible for.
Deadlines	Any time period deadlines shall count from the date of issue of the minutes. Time period in days shall imply working days.

Acronyms & Abbreviations

AAI	Additional Agenda Item
Acad	Academics
ADRC	Aquatic Diagnostics & Research Center
AI	Artificial Intelligence
BBS	Bahria Business School
BUHS	Bahria University Health Sciences
BSEAS	Bahria School of Engineering & Applied Sciences
CE	Computer Engineering
CS	Computer Sciences
CoE	Centre of Excellence
DIC	Director Admin Islamabad Campus
DIPP	Director Institute of Professional Psychology
DKC	Director Admin Karachi Campus
DLC	Director Admin Lahore Campus
DNCMPR	Director National Centre for Maritime Policy Research
DS	Dental Section
EDC	Estimated Date of Completion
EE	Electrical Engineering
E&ES	Earth & Environmental Sciences
ES	Engineering Sciences
H&NS	Humanities & Natural Sciences
HSC	Health Sciences Campus
H&SS	Humanities & Social Sciences
IC	Islamabad Campus
IO	International Office
KC	Karachi Campus
LC	Lahore Campus
MS	Management Sciences
RIC	Research, Innovation & Commercialization
SIL	Smart Integrated Logistics
SE	Software Engineering
SMP	Strategic Management Plan
PP	Professional Psychology
TD	Technology Development

Bahria University Head Office			
1. Vice Admiral Asif Khaliq HI (M) (Retd)	Rector	Chair	
2. Surg. R/Adm Najam Ul Saqib HI(M) TBt (Retd)	Pro-Rector (Health Sciences)	Member	
3. R/Adm Zaka-ur-Rehman HI (M) (Retd)	Pro-Rector (Academics)	Member	
4. R/Adm Ahmad Fauzan (HI) M	Pro-Rector (RIC)	Member	
5. Cdre. Shafqat Azad SI(M), S.Bt (Retd)	Registrar	Member	
6. Dr. Saleem Aslam	Director RIC	Member/Secy	
7. Dr. Atif Raza Jafri	Dean ES/Principal BSEAS	Member	
8. Dr. Muhammad Naveed	Dean MS/Principal BBS	Member	
9. Dr. Adam Saud	Dean H&SS/Principal BHSS	Member	
10. Dr. Muhammad Fayaz	Dean Law	Member	
11. Cdre. Nasrullah SI (M)	Controller Examinations	Member	
12. Cdre. Asim Raza SI (M) (Retd)	Director Academics	Member	
13. Cdre. Dr. Zahid Hasan Bawar SI (M) (Retd)	Director Technology Development	Member	
14. Dr. Asad Waqar	Director PGP	Member	
15. Dr. Awais Mehmood	Director SMP/IO	Member	
16. Dr. Imran A. Siddiqi	Director CoE-AI	Member	
17. Mr. Fazal Wahab	Director QA	Member	
18. Dr. Ali Imtiaz	Head SIL	Member	
Bahria University Islamabad Campus			
19. R/Adm Naveed Ahmed Rizvi HI(M) (Retd)	Director General	Member	
20. Dr. Shahid Iqbal	HOD, Dept. of MS	Member	
21. Dr. Said Akbar Khan	HOD, Dept of E&ES	Member	
22. Dr. Khalil Ullah Muhammad	HOD, Dept. of BS	Member	
23. Dr. Irfan H. Qasarani	HOD, Dept. of H&SS	Member	
24. Dr. Rizwana Amin	HOD, Dept. of PP	Member	
25. Dr. Shehzad Hassan	HOD, Dept. of CE	Member	
26. Dr. Awais Majeed	HOD, Dept. of SE	Member	
27. Dr. Arif-ur-Rahman	HOD, Dept. of CS	Member	
28. Dr. Junaid Imtiaz	HOD, Dept. of EE	Member	
29. Dr. Farrukh Shahzad	HOD, Dept. of Media Std.	Member	
30. Dr. Syed M. Tirmazi	HOD, Dept. of Islamic Std.	Member	
31. Dr. Muhsan Ehsan	PGP Coord, Dept of E&ES	Member	
32. Dr. Muzammal Ilyas Sindhu	PGP Coord, Dept of MS	Member	
33. Dr. Samra Naz	PGP Coord, Dept of H&SS	Member	
34. Dr. Sana Ullah	PGP Coord, Dept of Islamic Std	Member	
35. Dr. Kashif Sultan	PGP Coord, Dept of SE	Member	

Bahria University Karachi Campus

36.	Vice Admiral Khawaja Ghazanfar Hussain HI (M) (Retd)	Director General	Member
37.	Cdre. Muzammil Hussain SI (M) SE (Retd)	Director Admin	Member
38.	Capt. Zaheer Ahmad PN	Director Academics	Member
39.	Dr. Zainab Hussain Bhutto	Dean, Professional Psychology	Member
40.	Dr. Mustaghis-ur-Rehman	Assoc. Dean – MS/Principal BBS	Member
41.	Dr. Sohaib Ahmed	Principal – BSEAS	Member
42.	Dr. Oyoon Abdul Razzaq	Principal – H&SS	Member
43.	Dr. Naveed Ahmad	Head ADRC	Member
44.	Dr. Liaquat Ali	HOD, Dept. of MS	Member
45.	Dr. Salma Hamza	HOD, Dept. of E&ES	Member
46.	Dr. Dr. Mukesh Kumar Maheshwari	HOD, Dept. of EE	Member
47.	Dr. Syed Safdar Ali	HOD, Dept. of CS	Member
48.	Dr. Osama Rehman	HOD, Dept. of SE	Member
49.	Dr. Shoaib Mughal	HOD, Dept. of CE	Member
50.	Dr. Kiran Bashir Ahmad	HOD, Dept. of IPP	Member
51.	Dr. Talat Sharafat Rehmani	HOD, Dept. of H&SS	Member
52.	Dr. Asif Inam	HOD, Dept. of Maritime	Member
53.	Dr. Amir Feroz Shamsi	HOD, Dept. of BS	Member
54.	Dr. M. Ashfaq	HOD, Dept. of Media Std.	Member
55.	Dr. Abdul Qadir	HOD, Dept. of Islamic Std.	Member
56.	Dr. Rao Muhammad Rashid	PGP Coord, Dept of MS	Member

Bahria University Lahore Campus

57.	Cdre. Naveed Anwar Cheema SI (M), T.Bt	Director Campus	Member
58.	Dr. Adnan Hushmat	HOD, Dept. of MS	Member
59.	Dr. Khawaja Qasim Maqbool	HOD, Dept. of CS	Member
60.	Ms. Noreen Fatima	HOD, Dept. of PP (AOL)	Member

Bahria University Health Science Campus, Karachi

61.	Dr. Khalid Mustafa	Principal HS/Dean HS (AOL)	Member
62.	Dr. Wahab Buksh Qadri	Principal DS	Member
63.	Dr. Nasim Karim	Principal BUHS	Member
64.	Dr. Khalid Aziz	Principal BUCPT	Member
65.	Dr. Mehreen Lateef	Principal BUCAHS	Member
66.	Dr. Farzeen Tanwir	HoD, Dept. of Periodontology	Member

In Attendance

67.	Cdr. Zulfiqar Haider Malik (Retd)	Deputy Registrar Regulations & Statutes
68.	Dr. Waqar-ud-Din	DD ORIC – KC

- 69.** Dr. Saif Ul Haq
- 70.** Dr. Ghulam Mustafa
- 71.** Dr. Aurangzeb
- 72.** Dr. Abdul Attayyab Khan
- 73.** Dr. Hina Shakir
- 74.** Dr. Saima Majeed
- 75.** Dr. Humera Farah
- 76.** Dr. Mah-e-Darakshan
- 77.** Mr. M. Umair Saeed
- 78.** Mr. Adeel Ahmad
- 79.** Mr. Abrar Hussain
- 80.** Ms. Erum Shafiq
- 81.** Mr. Usman Siddiqui

FM – Dept. of MS – LC
FM – Dept. of CS – LC
FM – Dept. of Islamic Std – KC
FM – Dept. of EE – KC
FM – Dept. of EE – KC
FM – Dept. of Maritime – KC
FM – Dept. of CS – KC
FM – Dept. of Media Std – KC
Manager QA – LC
AD R&D – BUHO
AD I&C – BUHO
AD QA – KC
SMP Coordinator – KC

Proceedings

1. The proceedings commenced at 1015hrs on 25 January 2023 with recitation of few verses from the Holy Quran and Darood Shareef ﷺ.
2. The Honorable Rector/Chairperson HERC in his opening remarks welcomed all the members of HERC from HO, IC, KC, LC and HSC. He said that HERC is an important statutory body which provides opportunity for deliberations and recommendations regarding improvements in Research, Innovation & Commercialization endeavors along with strengthening the Post Graduate Programs. Furthermore, he said that more efforts are desired from all stakeholders for achieving targets devised in Strategic Management Plan of BU.

Confirmation of the Minutes of 30th HERCM held on 30 June 2022

3. After soliciting the approval of the Chairperson HERC, Minutes of the 30th HERCM were communicated to all members and non-member participants. Since no comments/observations were received, the minutes are therefore, tabled for confirmation.

Decision:

4. The minutes of the 30th HERCM were confirmed by the committee.
5. *Point dropped.*

Review Items (05)

Item No. 3001: Progress Review of RIC

Sponsor: **Director RIC**

Referral Authority: **29th HERCM**

Decision 3001:

6. Following decisions were undertaken by the HERC:
 - a. Dte. of QA to propose incentives in consultation with all Deans under the ambit of Cash Award Policy of BU for inclusion of *Books* and *Book Chapters* authored by BUFMs in line with HEC recognition criteria.
 - b. Requisite measures should be undertaken by Incharge TISC for accelerating the process of patent recognition filed by BUFMs in IPO-Pakistan.
 - c. Call for Proposal for BU Funding shall be issued for provision of indigenous funding by BU to the applied research projects of BU researchers.
 - d. RIC Progress Review presentation shall *ONLY* include achievement of KEY targets in context of Strategic Theme – 2: Excellence in Research.

Progress Reported:

7. Following progress was reported:
 - a. All Deans were consulted by Dte. of QA regarding inclusion of incentives for writing of book and book chapter. The HEC policy for recognition of book was shared with all Deans. As per HEC Policy guidelines a research-oriented book in all scientific areas may be recognized and equated with maximum 2 research articles in 'X' or 'Y' Category on the recommendations of relevant scientific expert panel appointed by HEC. NO criteria of recognition of Book Chapters are announced by HEC. The input received from Deans on the subject decision is attached at [Appendage 3001](#). On the basis of guidelines provided

by HEC, it is recommended that a research-oriented book in all scientific areas be given a cash award of **Rs 40,000 (for two 'X' category JP)** and **Rs 20,000/- (for two 'Y' category JP)** *if recognized by HEC through scientific expert panel*. Evidence of recognition shall be provided by the faculty member from HEC to BU.

- b. BU established Technology & Innovation Support Center (TISC) in 2017 for the provision of specialized services to enhance the IP awareness and award processes among BU researchers. Till date, 32 patents from BU were filed to IPO-Pakistan till date. It was proposed that a dedicated billet may please be added in the organogram of Dte. of RIC for sanctioning the post of INCHARGE TISC in PG-9 and Hiring of Incharge TISC be approved.
- c. Call for Proposal for BU Funding was issued in December 2022 for submission of applied research project by BUFGMs. Furthermore, every year such Call for Proposals will be issued in December for financial assessment of required funds which will be allocated in next FY.
- d. As directed by Chairperson HERC, the RIC Progress Review presentation by Director RIC vide Item 3101 of this HERCM will only include information about MAJOR KPIs.

Discussion:

8. Following points were discussed:

- a. Dean MS recommended that book chapters along with complete books shall be rewarded by BU as writing of book chapters also requires rigorous efforts by the FMs. D Academics opined that the books shall only be equated with research articles as HEC only gives due recognition to Books and HEC have not provided any criteria of recognition for book chapters. DG – KC recommended that BU may provide appreciation in the form of appreciation letter etc. to BUFGMs for publication of research papers/books without any cash incentives.
- b. D RIC briefed the house regarding establishment of TISC at BU on the directions of HEC and the progress of TISC in filing of IPRs by BUFGMs. Pro-Rector (RIC) expressed that the Incharge TISC was given additional duties which compromised the efficiency of IPR filing of BUFGMs/Researchers. He recommended hiring of dedicated personnel for the position of Incharge TISC. Registrar said that special contract was offered to previous Incharge TISC and the personnel was not working as per the requirements. He further seconded the opinion of Pro-Rector (RIC) for hiring of dedicated personnel for the post of Incharge TISC. The Chair emphasized that right person be selected with proper organizational control.
- c. Needful has been done. *Point to be dropped.*
- d. Needful has been done. *Point to be dropped.*

Decision 31 (3001):

9. Following decisions was undertaken by HERC:

- a. HERC approved following Cash Awards for research-oriented Books published by BUFGMs. Evidence of HEC recognition for published Book shall be provided by the FM.
 - Rs 40,000 (for two 'X' category JP)
 - Rs 20,000/- (for two 'Y' category JP)
- b. HERC approved hiring of dedicated person against the post of Incharge TISC. The detailed Terms of References (ToRs) along with the placement of Incharge TISC in BU organogram and a report regarding the failure of previous Incharge TISC to be processed on file for perusal and approval of the Chairperson HERC. *Progress be Reported.*
- c. *Point dropped.*

d. *Point dropped.*

Action Required	Action By	Responsibility
Implementation of Decision – a	Director QA	Director QA
Implementation of Decision – b	Director RIC	Pro-Rector RIC

Item No. 3004: Promotion of Research Culture at BU

Sponsor: **Director (RIC)**

Decision 3004:

10. The Chairperson referred the proposal to Faculty Research Committees (FRCs) of all faculties for needful tabulation and deliberation. The proposal (if approved/recommended by the FRCs) shall be tabled in 31st HERCM for further deliberations and approval.

Progress Reported:

11. The proposal was not supported by the Faculty Research Committees (FRCs). Detailed input received from Heads of FRCs is placed at [Appendage 3004](#) for information. *Point to be dropped.*

Decision 31 (3004):

12. *Point Dropped.*

Item No. 3005: Reconstitution of Higher Education Research Committee (HERC)

Sponsor: **Director (RIC)**

Decision 31 (3005):

13. Chairperson HERC approved the reconstitution of Higher Education Research Committee with the following members:

- **Rector – Chairperson HERC**
- Pro-Rector (RIC)
- Pro-Rector (Academics)
- Pro-Rector (Health Sciences)
- DG – CUs
- Registrar
- All Deans/Assoc. Deans
- Director Academics
- Controller Exam
- Director PGP
- Director QA
- Director TD
- Director SMP
- Director – CUs
- All Principals
- Heads of Research Centers
- All HoDs
- PGP Coordinators
- Director RIC-Secretary

Progress Reported:

14. A notification in this regard has been issued by the office of Registrar. Needful has been done. *Point to be Dropped.*

Discussion:

15. DG KC said that Director CUs be replaced with Director Academics of campuses. Director Academics of CUs be made part of HERCM.

Decision 31 (3005):

16. HERC approved replacement of Director CUs with **Director CUs/Director Academics** in the revised constitution of HERCM. Revised notification in this regard be issued from the office of Registrar.

Action Required	Action By	Responsibility
Implementation of Decision	Registrar	Registrar

17. *Point Dropped.*

Item No. 3007: Cancellation of PhD Student Candidacies

Sponsor: **Relevant HoDs – All CUs**

Referral Authority: **Relevant FRCs**

Decision 3007:

18. Following decisions were undertaken by HERC:

- a. Based on FRC's recommendation and BU PhD Rules, HERC dropped the following five PhD Candidates of PhD Program in MS & CS from IC & KC and transcript should be issued clearly depicting the degree status as "INCOMPLETE".

Sr. #	Name	Enrollment	Department & Campus
i.	Mr. Mansoor Zakir	02-280192-005	Management Sciences – KC
ii.	Ms. Shahiroz Shaukat	02-280192-004	
iii.	Ms. Faiza Abdullah	02-280161-001	
iv.	Ms. Maryum Shams	01-280201-002	Management Sciences – IC
v.	Mr. M. Waseem	01-284172-001	Computer Sciences – IC

- b. HoDs of relevant departments shall issue a notification letter addressed to the respective scholars clearly indicating the cancellation of their PhD Student Candidacy.
- c. Each PhD supervisor shall present the progress of all PhD scholars in his/her supervision in DRC/FRC. A consolidated progress report depicting the status of achieved milestones shall be presented by respective Deans in every HERCM for information.
- d. Time Bar waivers cases beyond the maximum duration given in BU Rules, be prioritized by the respective schools/campuses, and subsequently reviewed by the Deans' Committee prior to further processing to solicit the approval of the Honorable Rector.
- e. All forums including constitution and effectiveness of Advisory Committees/DRCs/FRCs shall be made functional as per approved Rules of BU.
- f. A committee to be constituted by the Office of Registrar for recommending measures to improve the monitoring mechanism of PhD Scholars in line with the best practices adopted by NUST and NDU during the following phases:
- Passing of Comprehensive Examinations to Successful defense of Thesis Proposal
 - Successful defense of Thesis Proposal to Conduct of Internal Thesis Defense (ITD)
 - Successful defense of ITD to Conduct of Final Thesis Defense

19. *Progress be Reported.*

Progress Reported:

20. Following progress was reported by relevant offices:

- a. The status of DROPPED PhD scholars have been updated by Controller Examinations in official BU Exam database. *Action completed. Point to be dropped.*

- b. HoD-MS, KC, HoD-MS, IC and HoD-CS, IC have issued the notification letters regarding cancellation of PhD student candidacies of their respective department. *Action completed. Point to be dropped.*
- c. Deans of respective faculties Deans of respective faculties will present the progress report of each PhD scholar vide [Fresh Agenda Item 3103](#) of this HERCM. *Action completed. Point to be dropped.*
- d. The point is noted for needful compliance by all stakeholders. *Action completed. Point to be dropped.*
- e. A working paper is prepared by D RIC for enhancing effectiveness of DRCs & FRCs and will be presented as [Fresh Agenda Item 3109](#) in this HERCM. *Action completed. Point to be dropped.*
- f. A proposal regarding measures to improve the monitoring mechanism of PhD Scholars in line with the best practices adopted by renowned universities is **UNDER PROCESS**. *Progress to be Reported.*

Discussion:

21. Following points were discussed by HERC:

- a. *Action completed. Point Dropped.*
- b. *Action completed. Point Dropped.*
- c. *Action completed. Point Dropped.*
- d. The Chair inquired about the mechanism of processing of Time-Bar cases. D PGP briefed the house regarding the processing of such cases. He said that in future all such cases will be processed within the stipulated time frame in consultation with relevant stakeholders. Pro-Rector (RIC) briefed the house that PGP have included a mechanism to address all such issues in the proposed revision in PhD Rules to be presented as [Fresh Agenda Item 3110](#).
- e. *Action completed. Point Dropped*
- f. D PGP briefed the house that monitoring mechanism has been included in the in the proposed revision in PhD Rules to be presented as [Fresh Agenda Item 3110](#).

Decision 31 (3007):

22. Following decisions were undertaken by HERC.

- a. *Point Dropped.*
- b. *Point Dropped.*
- c. *Point Dropped.*
- d. *Point Dropped.*
- e. *Point Dropped.*
- f. *Point Dropped.*

Item No. 3008: Approval of Adding New Names in the List of Foreign & Local External Examiners
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Sponsor: Relevant HoDs – All CUs	Referral Authority: Relevant FRCs
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Decision 3008:

23. Following decisions were undertaken by HERC:

- a. Local External Examiners shall be paid as per current approved honorarium rates in case of conduct of re-defense of proposal or thesis of BU scholars.

- b. All Deans to review and recommend the revised Honorarium rates paid to Local External Evaluators for evaluating MS/MPhil & PhD Theses of BU scholars keeping in view the rates adopted by other universities and process the same on file for the approval of the Honorable Rector through Dte. of PGP and Office of Treasurer.

24. Progress be Reported.

Progress Reported:

25. A proposal regarding revised Honorarium rates paid to Local External Evaluators for evaluating MS/MPhil & PhD Theses of BU scholars is **UNDER PROCESS** on case file for the approval of Honorable Rector/Chairperson HERC.

Discussion:

26. D PGP briefed the house that the proposal is prepared keeping in view the decision of 30 HERCM in consultation with all Deans and processed on file for the approval of Honorable Rector.
27. Pro-Rector (RIC) expressed that in such cases of re-defense, BU should be charging fee from PhD scholars. DG KC opined that the supervisor be penalized for such failure of PhD scholars. DG IC seconded the viewpoint of DG KC. Assoc. Dean KC viewed that the supervisor can only prepare the student with his guidance and knowledge and student may pass or fail in examinations. Dean PP opined that BU is already charging fee for research work and no such additional fee be charged from scholar in case of re-defense.
28. D Academics said that final defense is culmination of all PhD milestones and the scholar has already been recommended by the foreign evaluators. He emphasized that BU should not charge fee for re-defense of PhD scholars. Dean H&SS briefed the house regarding new mechanism in which the examiners who evaluate the Proposal Defense will be invited to evaluate the Final Defense of PhD scholars which was not adopted in the past wherein different evaluators were invited in proposal and final defense stage of PhD scholars.
29. The Chair opined that some measures be proposed for gauging the quality of supervision by BU supervisors. Pro-Rector (Academics) proposed that as BU already charges fee for semester registration by PhD scholars in their research work, no additional fee be charged in case of re-defense of PhD scholars. The Chair said that the proposal be reviewed in light of the discussion and measures be proposed for gauging the quality of supervision by BU PhD supervisors.

Decision 31 (3008):

30. The **UNDER-PROCESS** proposal be reviewed with inclusion of measures for enhancing the quality of PhD supervision at BU.

Action Required	Action By	Responsibility
Implementation of Decision	Director PGP	Director PGP

31. Progress be Reported.

New Items (14)

Item No. 3101: Progress Review of Major KPIs of RIC

Sponsor: **Director RIC**

Referral Authority: **30th HERCM**

Summary of the Case:

- 32.** Consequent to the decision of 30th HERC progress on the achievement of **MAJOR KPIs** by the will be presented before the HERCM for information.

Discussion:

- 33.** D RIC briefed the house regarding the achieved progress. Pro-Rector (RIC) expressed that objective and targets mentioned in the entrepreneurial domain are not aligned and faculty members should be motivated towards playing their role in entrepreneurial ecosystem of BU. D RIC informed the house that as per current policy, FMs are not allowed to establish their businesses in the shape of faculty lead startups.
- 34.** During discussion on low submission of research proposals for funding to external funding organizations, Pro-Rector (RIC) expressed that the approach of BUFMs/Researchers is reactionary and research proposals cannot be developed in limited time provided by the funding organizations. He recommended that BUFMs/Researchers should prepare draft proposals and tailor those draft proposals according the requirements of funding organizations. He proposed that Deans should lead from the front and assign their FMs to write draft research proposals on key thematic areas.
- 35.** Registrar opined that assigning the writing of research proposals for funding to BUFMs by Deans be discussed at FRC level and Deans should steer their faculty towards enhancement of proposals submission by BU for funding to external organizations. Dean ES seconded the view point of Pro-Rector (RIC) and Registrar and proposed that targets be given by Deans in their respective FRCs as Standing Agenda Item to its FMs for writing of research proposals.

Decision 3101:

- 36.** Following decisions were undertaken by HERC:
- a. A presentation be arranged on the status of Patents filed by BU to IPO-Pakistan.
 - b. Measures to be proposed for enhancing departmental level input in the entrepreneurial ecosystem of BU.
 - c. Standing Agenda Item be included in the agenda of respective FRCMs regarding assigning of targets to FMs for submission of research proposals to external funding organizations.
 - d. Pro-Rector (RIC) in consultation with Registrar, Dean Law and D RIC to issue instructions for enhancing submission of research proposals for funding.
 - e. Information regarding the following KPIs be included in the presentation by D RIC:
 - i. BU led startups
 - ii. Percentage of Active Research Faculty
 - iii. Percentage of Post Graduate Students

Action Required	Action By	Responsibility
Implementation of Decision – a	Director RIC	Director RIC
Implementation of Decision – b	Deans	Director RIC
Implementation of Decision – c	Deans	Deans

Implementation of Decision – d	Registrar, Dean Law, Director RIC	Pro-Rector RIC
Implementation of Decision – e	Director RIC	Director RIC

37. Progress be Reported.

Item No. 3102: Progress Review of Funded Research Projects	
Sponsor: Director RIC	Referral Authority: 28th HERCM

Summary of the Case:

38. Following FIVE applied Research Projects were approved by the Honorable Rector in light of BU Funding Policy of Applied Research Projects.

S.No.	Project Title	Domain	Name of PI
i	Development of Memory Boost Nutraceutical from Indigenous Marine Sources of Algae Plants and Coral Reefs Approved Funding: Rs. 553,400	Medical Sciences	Dr. Mehreen Lateef
ii	Effect of Naturally Isolated Bioactive Compounds as Anticorrosive and Antifouling agents for its use in Shipping Industry: A Novel Approach to Identify and Prevent Marine Biofouling Approved Funding: Rs. 1,291,000	Maritime Sciences & Medical Sciences	Dr. Mehreen Lateef & Dr. Yasmin Zamir
iii	Marine Bioprospecting of Novel Bioactive Compounds from Medicinally Important Unexplored Species for Drug Discovery Approved Funding: Rs. 548,519	Medical Sciences	Dr. Mehreen Lateef
iv	Cable Driven Parallel Robot Workbench Approved Funding: Rs. 898, 300	Engineering Sciences	Dr. Abdul Attayyab Khan
v	Methodology development for testing of SARS-CoV-2, COVID-19 infection by 2 genes (ORF1 ab and E) for the enhancement of seafood export from Pakistan to meet the global seafood trade demand Approved Funding: Rs. 934,500	Aquatic Diagnostics Lab	Dr. Saima Majeed

39. The PIs presented the progress on the execution of the research projects before the HERC for the information of the committee.

Discussion:

40. The Chair expressed that commercialization forte of BU needs to be enhanced. He recommended that a study be undertaken to understand the commercialization practice adopted by renowned universities and its applicability on BU's ecosystem. He further said that a commercialization strategy needs to be chalked out for product conversion to the industry.

41. Pro-Rector (RIC) said that he is currently reviewing the scope of Dte. of RIC. He reiterated that scaling of research to the industry is possible with the support of dedicated professional having prior experience of working with the industry.

Decision 3102:

42. Following decisions were undertaken by HERC:

- Project wise decisions are appended below:

S.No.	Project Title	Decision
i	Development of Memory Boost Nutraceutical from Indigenous Marine Sources of Algae Plants and Coral Reefs	<ul style="list-style-type: none"> Project to be completed within Six months Monthly progress report to be submitted by PI to Dte. of RIC
ii	Effect of Naturally Isolated Bioactive Compounds as Anticorrosive and Antifouling agents for its use in Shipping Industry: A Novel Approach to Identify and Prevent Marine Biofouling	<ul style="list-style-type: none"> Revised Timeline to be forwarded by PI Monthly progress report to be submitted by PI to Dte. of RIC
iii	Marine Bioprospecting of Novel Bioactive Compounds from Medicinally Important Unexplored Species for Drug Discovery	<ul style="list-style-type: none"> Revised Timeline alongwith future course of action to be forwarded by PI Monthly progress report to be submitted by PI to Dte. of RIC
iv	Cable Driven Parallel Robot Workbench	<ul style="list-style-type: none"> Project to be completed within Six months Monthly progress report to be submitted by PI to Dte. of RIC
v	Methodology development for testing of SARS-CoV-2, COVID-19 infection by 2 for the enhancement of seafood export from Pakistan to meet the global seafood trade demand.	<ul style="list-style-type: none"> Commercial testing license /certification be solicited from National /International bodies from the platform of ADRC.

- b. A commercialization strategy of BU be drafted on the footings of practices/policies adopted by peer universities for acceptance of research outcomes by the industry.

Action Required	Action By	Responsibility
Implementation of Decision – a	All PIs	Director RIC
Implementation of Decision – b	Director RIC	Pro-Rector RIC

43. Progress be Reported.

Item No. 3103: Progress Review of PhD Scholars	
Sponsor: All Deans	Referral Authority: 30th HERCM

Summary of the Case:

44. In order to closely monitor the PhD progression by enrolled PhD scholars of BU, Deans of respective faculties will present the progress of PhD scholars towards completion of their degrees.
45. Departmental and Faculty level consensus regarding progress of each PhD scholar has already been solicited by HoDs/Deans after thorough deliberations of the progress report by each PhD scholar at DRC & FRC level.

S.No.	Name of Faculty	Sponsor	No. of Scholars
i.	Humanities & Social Sciences	Dean H&SS	24
ii.	Professional Psychology	Dean PP	21
iii.	Law	Dean Law	10
iv.	Management Sciences	Dean MS	76

v.	Engineering Sciences	Dean ES	72
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Discussion:

- 46.** Dean H&SS and Dean PP expressed that all PhD scholars currently enrolled in PhD programs of their respective faculties are satisfactory.
- 47.** Dean MS briefed the house regarding their PhD scholars in general and PhD scholars who have unsatisfactory progress reports in specific. The case of Ms. Hina Agha from Dept. of MS-KC was deliberated at length. Dean MS proposed reinstatement of Ms. Hina Agha despite issuance of three unsatisfactory progress reports.
- 48.** Dean Law presented the progress of 10 PhD scholars. Furthermore, ONE PhD scholar is not satisfactory and his PhD student cancellation case will be processed as per BU Rules.
- 49.** Dean ES presented the progress of all PhD scholars currently enrolled in PhD Program. He informed the house that all PhD scholars who have unsatisfactory progress will be dealt in light of BU PhD rules.

Decision 3103:

- 50.** All Deans to ensure true implementation of BU PhD Rules across all PhD scholars.

Action Required	Action By	Responsibility
Implementation of Decision	All Deans	All Deans

- 51.** *Point Dropped.*

Item No. 3104: Review of Research Incentives Offered by BU

Sponsor: **Director RIC**

Referral Authority: **Chairperson HERC**

Summary of the Case:

- 52.** The detailed proposal presented by Director RIC is placed at [Appendage 3104](#).

Discussion:

- 53.** Due to diversified viewpoint of the committee, the Chair referred the proposal to Heads of CUs and Deans of all faculties for their input prior to soliciting the final approval.

Decision 3104:

- 54.** HERC decided to solicit Campus level and faculty level input on the proposed amendments in the current RIC policies. A separate presentation session be arranged under the Chairmanship of Honorable Rector/Chairperson clearly mentioning the proposal vis a vis the input from CUs/Faculties for soliciting the final approval.

Action Required	Action By	Responsibility
Implementation of Decision	All DGs & All Deans	Director RIC

- 55.** *Progress be Reported.*

Item No. 3105: Review of Criteria Best Faculty Researcher Award Policy of BU

Sponsor: **Director RIC**

Summary of the Case:

- 56.** The detailed proposal presented by Director RIC is placed at [Appendage 3105](#).

Discussion:

57. Due to diversified viewpoint of the committee, the Chair referred the proposal to Heads of CUs and Deans of the faculties for their input prior to soliciting the final approval.

Decision 3105:

58. It was decided by the HERC to solicit Campus level and faculty level input on the proposed amendments in the current Best Faculty Researcher Award Policy of BU. A separate presentation session be arranged under the Chairmanship of Honorable Rector clearly mentioning the proposal vis a vis the input from CUs/Faculties for soliciting the final approval.

Action Required	Action By	Responsibility
Implementation of Decision	All DGs & All Deans	Director RIC

59. *Progress be Reported.*

Item No. 3106: Review of Policy on Publishing of Journals by BU
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Sponsor: Director RIC

Summary of the Case:

60. Policy on Publishing of Journals was promulgated in 2014 for ensuring implementation of standard operating procedures for the publication and recognition of all journals published by different faculties of BU.

61. The details of current journals published by BU are as follows:

S. #	Journal Title	Dept. & Campus	Current HEC Recognition Status
i.	Global Management Journal for Academic and Corporate Studies (GMJACS)	MS, KC	HEC Recognized “Y” Category <i>(Recognized in HIRS for consecutive two years)</i>
ii.	Journal of Bahria University Medical & Dental College (JBUMDC)	BUHSC, KC	
iii.	Bahria Journal of Professional Psychology (BJPP)	IPP, KC	
iv.	Bahria University Journal of Humanities and Social Sciences (BUJHSS)	H&SS, KC	HEC Recognized “Y” Category
v.	BU Research Journal in Earth Sciences (BURJES)	E&ES, KC	<i>Applied to HEC for Recognition in 2022</i>
vi.	Polaris – Journal of Maritime Research (P-JMR)	NIMA, KC	
vii.	Journal of Law and Social Policy (JLSP)	Law, IC	
viii.	BU Journal of Management & Technology (BJMT)	MS, IC	
ix.	BU Journal of Information & Communication Technologies (BUJICT)	EE, KC	<i>Will Apply for HEC Recognition after publishing regular issues</i>
x.	Bahria Research Journal on Iqbal Studies	Iqbal Chair, BUHO	<i>Will Apply for HEC Recognition after publishing regular issues</i>

62. The provision of one course load waiver was given in Policy on Publishing of Journals in 2014, to each Editor of BU Journal (subject to the approval from the Honorable Rector) to complete the administrative tasks of the Journals to suitable FM, in addition to his/her own duties as

FM. Editors of BU Journals are managing the administrative tasks of the Journals with the help of other FMs who are performing the duties of Associate Editor / Assistant, in addition to their own duties as FMs with full course load (without having dedicated staff provided by BU for managing Journals' tasks).

63. Dte. of RIC has arranged several meetings with Editors of the Journals, to discuss the progress. In every meeting, Editors of the Journals requested for additional staff or course load waiver for the FMs who are already performing the duties of Associate Editor / Assistant, due to the extensive work load.
64. It is very important for BU to upgrade the already HEC recognized BU Journals from "Y" to "X" Category in HJRS and focus on non-recognized journals to bring them in HEC recognition status. Forgoing in view, it is recommended that amendment in Clause 5.14 of the subject Policy as proposed may please be approved by HERC after due deliberation.

CLAUSE		
Clause #	FOR	READ
5.14	One Course will be reduced from Standard Course Load of the faculty member designated as the 'Editor' of the journal.	<ul style="list-style-type: none"> One Course will be reduced from Standard Course Load of the Editor of the Journal OR faculty member who is nominated by the Editor of the Journal. One Course will be reduced from Standard Course Load for Editor OR Associate/Assistant Editor of those BU Journals who manages to retain HEC recognition status in HJRS for consecutive Two Years.

Discussion:

65. D Academics opined that the course load approved for the Editor should not be transferred to any other person. DG IC expressed that course load waivers translates into monetary expenses on part of BU. Registrar also endorsed the current policy and recommended for retaining status quo.

Decision 3106:

66. *Status Quo* be maintained.
67. *Point dropped.*

Item No. 3107: Review of Current R&D Budget of BU

Sponsor: **Director RIC**

Referral Authority: **Chairperson HERC**

Summary of the Case:

68. BU management has devised a comprehensive Research, Innovation and Commercialization (RIC) ecosystem at BU constituting different policies incentivizing its faculty members to involve in different research endeavors.
69. On yearly basis, the Office of Treasurer allocates R&D Budget in different budget heads based on the input provided by all campuses and Dte. of RIC. However, during the finalization stage, the proposal/requirements forwarded by Campuses are approved. Due to this practice, Dte. of RIC shall have to process the request for re-appropriation of budget under different budget heads every year.

70. In order to avoid re-appropriation and ensure amicable utilization of the approved funds, it is proposed that the input received from campuses be vetted from the Dte. of RIC prior to approval by the worthy BoG.
71. During the current FY, Directorate of Treasurer allocated **Rs. 79.810 million** bifurcated under following different R&D budget heads to all Constituent Units of BU (Campus wise bifurcation is placed at [Appendage 3107-A](#)).
72. Forgoing in view, following is proposed for the approval of HERC:
 - a. The input received from campuses for R&D Budget Allocation be vetted from the Dte. of RIC prior to final approval by BoG.
 - b. Approval of Campus-Wise of Re-appropriation of R&D Budget for FY 2022-23 with the above-mentioned re-appropriations (*keeping within the overall allocation*). Campus wise proposed re-appropriated budget is placed at [Appendage 3107-B](#).

Discussion:

73. DG IC seconded the proposal and opined that the campuses shall only forward the financial requirements to the office of Treasurer and Treasurer may solicit the input from Dte. of RIC before finalization.

Decision 3107:

74. The office of Treasurer to solicit input from the Dte. of RIC-BUHO regarding the allocation of budget under different head of R&D prior to finalization and tabulation in BoG.

Action Required	Action By	Responsibility
Implementation of Decision	Treasurer	Treasurer

75. *Point Dropped.*

Item No. 3108: Measure to Effectively Implement MoUs & BU-Industry Interaction Mechanism

Sponsor: **Director RIC**

Referral Authority: **Chairperson HERC**

Summary of the Case:

76. Bahria University has signed multiple Memorandum of Understandings (MoUs) with external academic and industrial organizations for undertaking different collaborative activities.
77. Furthermore, in addition to signing of different MoUs, departments/schools undertake different collaborative activities with multiple industrial organizations. The record of such activities shall also need to be deliberated and discussed at appropriate forums for assessing the gray areas alongwith appreciating the efforts of departments/schools for keeping on board industrial stakeholders in their academic discourse.
78. In order to amicably implement the MoUs and streamlining BU-Industry Interaction, following measures are proposed for implementation.
 - a. Focal Persons may be nominated by respective Principals at School Level for requirement identification and execution of MoUs and different initiatives with the industry at school/departmental level.
 - b. Focal person shall develop semester wise plan of activities to be executed during the semester with external organizations. The supporting documentary record be compiled for reporting purposes.

- c. The activities undertaken by each department shall be tabled in every *Departmental Research Committee Meeting (DRCM)* as **STANDING AGENDA ITEM** and consolidated progress report along with documentary evidences of implementation of MoUs and different industrial initiatives/activities be forwarded to *Faculty Research Committee Meeting (FRCM)* as **STANDING AGENDA ITEM** for needful deliberations and information.

Discussion:

79. Registrar opined that all MoUs are not executed by schools. D RIC briefed that the MoUs are to be executed at school level. DG IC said that the spectrum of MoUs is very wide. Semester wise implementation plan cannot be chalked out for all the MoUs considering the scope of MoUs.

Decision 3108:

80. Following decisions were undertaken by HERC:

- a. Focal Persons be nominated by respective Principals at School Level for requirement identification and execution of MoUs and different initiatives with the industry at school/departmental level.
- b. The activities undertaken by each department be tabled in every Departmental Research Committee Meeting (DRCM) as STANDING AGENDA ITEM and consolidated progress report along with documentary evidences of implementation of MoUs and different industrial initiatives/activities be forwarded to Faculty Research Committee Meeting (FRCM) as STANDING AGENDA ITEM for needful deliberations and information.

Action Required	Action By	Responsibility
Implementation of Decision – a	All Principals	All Principals
Implementation of Decision – b	All HoDs/All Principals	All Deans

81. *Progress be Reported.*

Item No. 3109: Measures to Enhance Effectiveness of DRCs and FRCs

Sponsor: **Director RIC**

Referral Authority: **Chairperson HERC**

Summary of the Case:

82. As per the decision of 30 HERCM, secretary HERC was directed to propose measures to enhance the efficiency and effectiveness of different committees formulated to look after the R&D matters at grassroot level. After detailed analysis, following facts are identified.

- a. *Departmental Research Committee (DRC)* and *Faculty Research Committees (FRC)* were constituted to look after the research affairs at departmental and faculty level. The mandate of DRC and FRC is placed at [Appendage 3109](#) for ready reference.
- b. Agenda and Minutes were not formalized and different formats are followed by the DRCs and FRCs.
- c. DRCs and FRCs are not constituted in light of the approved criteria.
- d. Relevant officials/offices of BUHO are not kept on board during the arrangements of FRC meetings

83. In order to enhance effectiveness and efficiency of DRCs/FRCs following measures are proposed for the approval of Chairperson HERC:

- a. The constitution of DRCs/FRCs be re-notified in light of the approved Committee compositions by the relevant offices ensuring inclusion of all relevant and approved officials (with name/designation) from School/Campus/Faculty, BUHO and external academic/industrial organizations.
- b. DRCs & FRCs shall be arranged immediately after the conduct MIDTERM Examinations of Spring and Fall Semesters. The same shall be included in Annual Calendar of Events of the Campus.
- c. Agenda and Minutes of DRCs & FRCs shall be disseminated via OAS across all relevant offices including directorates of BUHO (PGP, RIC and QA)
- d. The Minutes of DRCs and FRCs be issued with the approval of relevant Chairpersons keeping on board all the respective members within ONE month of the meeting arrangement date via OAS.
- e. Implementation of identical formats for recording of agenda and minutes of DRCs/FRCs on the footings of the agenda and minutes of HERCM/ACM. The word template be solicited from Secretary HERC/ACM.
- f. The record of previous DRCs/FRCs be forwarded to all relevant directorates of BUHO for official record and future reference.

Discussion:

84. The Chair inquired about the prevalent dichotomies in the constitution of DRCs/FRCs. Director RIC briefed about the current constitution of DRC/FRCs. The constitution of FRC mentioned in PhD Rules 2017 is not implemented at BU.
85. Registrar said that no dichotomy has been identified by Deans and DRCs/FRCs have already functioning as mandated in BU Rules. D Academics said that as per BU Statutes 2022 the FRCs be constituted by respective DGs and with the implementation of new BU Statutes 2022, all other rules have been superseded.
86. Dean ES opined that FRC constitution shall not be notified by the DGs as Deans comes under the purview of BUHO. CE expressed that the recording of the minutes of FRCs are not standardized and it is very difficult for understanding and referencing the minutes.

Decision 3109:

87. Following decisions were undertaken by HERC:

- a. DRCs and FRCs be constituted in light of BU Statutes 2022.
- b. Standard Template for recording of Agenda and Minutes be adopted by all FRCs. D RIC to forward the template for recording of agenda & minutes of FRCMs to all Deans.

Action Required	Action By	Responsibility
Implementation of Decision – a	All Deans	DG CUs
Implementation of Decision – b	Director RIC	All Deans

88. *Progress be Reported.*

Item No. 3110: Amendments in the PG Rules/Features Enhancements of TTMSponsor: **Director PGP**Referral Authority: **Pro-Rector (RIC)****Summary of the Case:**

- 89.** Till 02 November 2020, as per clause 28.7, university level ITD was conducted of the PhD scholar by forming a committee constituted by respective Dean.
- 90.** Later vide letter dated 03 November 2020, there was a new proposal on inviting external examiners to ITD. Besides, it was further proposed that the same proposal defense examiners will preferably be invited for ITD and FTD of the scholar.
- 91.** In order to improve the PhD process and cycle following amendments are presented below for deliberation. Details are placed at [Appendage 3110](#).
- a.** Constitution of advisory committee already exists, to make it more effective, the inclusion of external members is proposed.
 - b.** The timeline to review the thesis for ITD and FTD is proposed.
 - c.** No of chances and provision of each next chance (for ITD and FTD) is proposed for clarity in the system.
 - d.** Four new markers during the PhD cycle of the scholar are proposed as well.

Discussion:

- 92.** D PGP presented the proposal for revision in MS/MPhil & PhD Rules 2017 before the HERC. Registrar opined that Advisory Committees are not constituted in light of BU Rules and are currently dormant. He further said that the advisory committees are helpful in reviewing/monitoring the progress of PhD scholars. He recommended that BU should make internal advisory committees effective for all PhD scholars.
- 93.** Dean PP opined that internal advisory committee are already functional at Faculty of PP and the input from advisory committees are thoroughly followed by the PhD scholars of faculty of professional psychology.
- 94.** The Chair inquired about the practice of constitution of advisory committees followed by other faculties. He directed to revive all the Advisory Committees as approved in PhD Rules of BU in true letter and spirit.
- 95.** Pro-Rector (Academics) proposed that all the anomalies be revisited in light of the newly approved statutes. HoD, CE-KC opined that ITD shall be held for evaluating the PhD Theses of BU scholars by BU academicians. She recommended that departments should arrange industrial symposiums for enhancing the exposure of PhD scholars and incorporating the industrial input in their PhD discourse. She further requested that input from the PhD supervisors shall be solicited prior to change of any rules.
- 96.** Pro-Rector (RIC) proposed that decentralization of authority be made and more powers be delegated to the departments/schools for strengthening their academic and research programs. DG KC proposed that a study be conducted to review the PhD Rules keeping in view the suggestions proposed by the sponsor and input from PhD supervisors.

Decision 3110:

- 97.** Following decisions were undertaken by the HERC:
- a.** Advisory Committees for PhD scholars be formulated in light of already approved TORs for all PhD scholars of BU by the respective Deans.

- b. Input from all the relevant stakeholders be solicited and revised proposal be presented in a separate meeting to be chaired by the Honorable Rector.

Action Required	Action By	Responsibility
Implementation of Decision – a	All Deans	All Deans
Implementation of Decision – b	Director PGP	Director PGP

98. Progress be Reported.

Item No. 3111: Ratification for Award of PhD Degrees

Sponsor: **Controller Examinations**

Referral Authority: **Case Files**

Summary of the Case:

99. Undermentioned 12 PhD Scholars of MS, SE, CS, EE and PP from IC, KC & IPP have completed all requirements for award of PhD Degrees. Details are placed at [Appendage 3111](#).

100. Ratification for award of PhD Degrees is recommended in light of Clause 36.2 of PhD Rules.

S.#	Student Name	Department	Campus
i.	Fazeelat Masood	Management Sciences	BUKC
ii.	Taimoor Zafar	Electrical Engineering	BUKC
iii.	Naima Fatima Sheriff	Professional Psychology	BUIPP
iv.	Ikram Ul Haq	Software Engineering	BUIC
v.	Hina Nayab	Management Sciences	BUIC
vi.	Nida Kamal	Management Sciences	BUIC
vii.	Marium Nasir	Management Sciences	BUIC
viii.	Nida Zahid	Management Sciences	BUIC
ix.	Hina Gul	Computer Science (Math)	BUIC
x.	Saima Riasat	Computer Science (Math)	BUIC
xi.	Naila Shaheen	Computer Science (Math)	BUIC
xii.	Nadia Sultan	Electrical Engineering	BUIC

Decision 3111:

101. HERC ratified Award of PhD Degrees in respect of **Twelve PhD Scholars** along with degree completion details mentioned in [Appendage 3111](#).

102. *Point Dropped.*

Item No. 3112: Cancellation of PhD Student Candidacies

Sponsor: **Relevant HoDs – All CUs**

Referral Authority: **Relevant FRCs**

Summary of the Case:

103. The following THREE cases are recommended by the DRCs and FRCs after due debate for cancellation of their candidacies.

3112 – A Department of Computer Engineering – BUIC (ONE SCHOLAR)			
Sr. #	Name	Enroll/Batch	Remarks
i.	Mr. Shehzad Ahmad	01-281162-003 Fall 2016	Mr. Shehzad Ahmad was enrolled in PhD (CE) program in Fall-2016. His research supervisor

			submitted three unsatisfactory progress reports due to poor performance. <i>Cancellation of the candidacy is proposed in light of Clause 27.3 of BU PhD Rules.</i>
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3112 – B Department of Earth & Environmental Sciences – BUIC (ONE SCHOLAR)			
Sr. #	Name	Enroll/Batch	Remarks
i.	Ms. Asma Khalil	01-286192-002 Fall 2019	Ms. Asma Khalil was enrolled in PhD (ES) program under the supervision of Dr. Asma Jamil. The research supervisor of the candidate has submitted three unsatisfactory progress reports to the department. <i>Cancellation of the candidacy is proposed in light of Clause 27.3 of BU PhD Rules.</i>

3112 – C Department of Computer Sciences – BUKC (ONE SCHOLAR)			
Sr. #	Name	Enroll/Batch	Remarks
i.	Mr. Adnan Abdullah	02-284162-002 Fall 2016	Mr. Adnan Abdullah has completed six years of PhD studies. He asked for first time bar extension (7 th year) via 17 th ES FRC vide item # 17.10, which was not approved due to non-compliance of the clause 15.3 of PhD Rules and he got time barred. The clause states that first time bar extension (7 th year) will only be granted subject to successful thesis submission and conduct of ITD. <i>Cancellation of the candidacy is proposed in light of non-compliance of Clause 15.3 of BU PhD Rules 2017.</i>

3112 – D Department of Management Sciences – BUIC (ONE SCHOLAR)			
Sr. #	Name	Enroll/Batch	Remarks
i.	Mr. Yasir Munir	01-280132-007 Fall 2013	In purview of PhD candidacy cancellation recommended by Honorable Rector, DRC forwarded the case to FRC for onward approval. Director PGP directed the department to ratify the case of cancellation of PhD Scholar Mr. Yasir Munir through DRC, FRC & HERC. So, FRC ratified the case and forwarded the case to HERC for further ratification.

3112 – E Department of Management Sciences – BUKC (ONE SCHOLAR)			
Sr. #	Name	Enroll/Batch	Remarks
i.	Ms. Hina Agha	02-280181-007 Spring 2018	During the file review for Thesis Tracking Module (TTM), Department identified that Ms. Hina Agha Ph.D. (MS) Scholar received three unsatisfactory reports from her supervisor during her Ph.D. The two

			<p>unsatisfactory reports marked by the supervisor before the thesis proposal defense (1st. September 2019 – November 2019 quarter, the 2nd. was December 2019 – February 2020 quarter). The 3rd unsatisfactory report was marked by the supervisor after the successful completion of the research proposal defense (3rd. September 2021 – November 2021 quarter)</p> <p>After discussion with the supervisor, it is clear that the unsatisfactory remarks in earlier quarters were given on account of non-response. While the 3rd unsatisfactory remark was given due to lack of pace in the thesis write-up. Then after counseling and persuasion, the scholar picked the pace.</p> <p>Scholar submitted the application to allow continuing her research work, as two unsatisfactory reports were marked by the supervisor during the illness of her parent. As parents were suffering from cancer and she had to take care of them</p>
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104. Based on FRC's recommendation and BU PhD Rules, HERC is requested to drop the following FOUR PhD Candidates of PhD Programs and transcript may kindly be issued clearly depicting the degree status as "INCOMPLETE".

Sr. #	Name	Enrollment	Department & Campus
i.	Mr. Shehzad Ahmad	01-281162-003	Computer Engineering – IC
ii.	Ms. Asma Khalil	01-286192-002	Environmental Sciences – IC
iii.	Mr. Adnan Abdullah	02-284162-002	Computer Sciences – KC
iv.	Mr. Yasir Munir	01-280132-007	Management Sciences – IC
v.	Ms. Hina Agha	02-280181-007	Management Sciences – KC

Decision 3112:

105. Following decisions were undertaken by HERC:

- a. Based on FRC's recommendation and BU PhD Rules, HERC approved termination of PhD Student Candidacy of following FOUR PhD Scholars in CE, ES, CS and MS programs from IC & KC and transcript be issued clearly depicting the degree status as "INCOMPLETE".

Sr. #	Name	Enrollment	Department & Campus
i.	Mr. Shehzad Ahmad	01-281162-003	Computer Engineering – IC
ii.	Ms. Asma Khalil	01-286192-002	Environmental Sciences – IC
iii.	Mr. Adnan Abdullah	02-284162-002	Computer Sciences – KC
iv.	Mr. Yasir Munir	01-280132-007	Management Sciences – IC

- b. HoDs of relevant departments shall issue a notification letter addressed to the respective scholars clearly indicating the cancellation of their PhD Student Candidacy.
- c. The PhD student candidacy cancellation case of Ms Hina Agha (02-280181-007) from the Department of Management Sciences – KC is referred back to FRC-Management Sciences for re-consideration in light of approved BU Rules.

Action Required	Action By	Responsibility
Implementation of Decision – a & b	All Relevant HoDs	Controller Examinations
Implementation of Decision – c	HoD-Dept. of MS – KC	Dean MS

106. *Progress be Reported.*

Item No. 3113: Approval of Adding New Names in the List of Foreign & Local External Examiners

Sponsor: **Relevant HoDs – All CUs**

Referral Authority: **Relevant FRCs**

Summary of the Case:

107. Lists of foreign & local examiners/evaluators (recommended by FRC) placed at [Appendage 3113](#) are submitted for inclusion in list of pool of foreign & local examiners/evaluators.

Decision 3113:

108. HERC approved the list of foreign/local external examiners attached as [Appendage 3113](#) for Theses evaluation of PhD Program of different faculties.

Action Required	Action By	Responsibility
Implementation of Decision	All Relevant Deans	All Relevant Deans

109. *Progress be Reported.*

Item No. 3114: New Format of MS and PhD Research Proposal and Thesis

Sponsor: **Dean H&SS**

Referral Authority: **FRC-H&SS**

Summary of the Case:

110. HSS Department held its Corporate Advisory Committee meeting on September 20, 2022. Corporate Advisory Committee members after detailed review of the MS and PhD Research Proposal and Thesis format recommended that to make both proposals and thesis up-to the mark of national and international universities in the field of International Relations a new format be utilized, as current format implemented by Bahria University is of specifically quantitative research in nature.

111. Departmental Research Committee has also recommended well practiced format for the field of IR at national and international level.

Content	Attachment
Title / Cover Page	3114-A
MS Research Proposal and Thesis	3114-B
PhD Research Proposal and Thesis	3114-C

Recommendation:

112. New thesis and research proposal format for MS and PHD IR may be approved.

Discussion:

113. Dean H&SS briefed the anomalies being faced by the PhD scholars of faculty of humanities & social sciences. He further highlighted that the external evaluators are showing reservations on the thesis and proposal format adopted by the PhD scholars. The proposed new format for MS/PhD Research Proposal and Thesis required modification. Since the current format has

more focus on quantitative research whereas Dean H&SS proposed format for all Social Science disciplines except Media Studies in the light of FRC recommendations. Forgoing in view, FRC of H&SS devised a specialized format duly addressing the domain specific requirements of humanities & social sciences.

- 114.** CE briefed the house that the current template was developed with mutual consensus of all Deans which can be tailored according to the requirements of research. The Chair directed that a comparison be made between the old and new formats for better clarification and understanding.

Decision 3114:

- 115.** A comparative analysis be made between the current approved template with proposed changes and the same be processed on case file through relevant offices for soliciting the approval of the Honorable Rector.

Action Required	Action By	Responsibility
Implementation of Decision	Dean H&SS	Dean H&SS

- 116.** *Progress be Reported.*

Closing of the Meeting

- 117.** The Chairperson HERC thanked all participants of the meeting. He opined that prior deliberation be undertaken by all the sponsors of the items for conducive and fruitful discussion. Furthermore, he also directed to arrange interim meeting(s) for building consensus on items which requires input from multiple stakeholders. The decision of the interim meeting(s) be ratified subsequently in the HERCM.
- 118.** The meeting concluded at 1645hrs.



Dr. Saleem Aslam
Director RIC
Secretary HERC

22 February 2023

Appendages

Appendage 3001

Item No. 3001: Progress Review of RIC	
<u>Decision:</u> Dte. of QA to propose incentives in consultation with all Deans under the ambit of Cash Award Policy of BU for inclusion of Books and Book Chapters authored by BU FMs in line with HEC recognition criteria.	
<u>Progress:</u> All Deans were consulted on propose incentives under the ambit of Cash Award Policy by including Books and Book chapter. The undersigned share HEC policy regarding Books and Book chapters' recognitions. The following are recommended by Deans:	
<u>Dean Health Sciences</u>	Incentives for books / chapters must be included ranging from Rs. 50,000/- to Rs. 100,000/- (Local to Foreign publication).
<u>Dean Law</u>	If the book is published by world renowned publisher, the credit may be assigned for 'X' category article provided the prescribed criteria is fulfilled. As regards Book Chapter, one piece should be treated as one 'Y' category article provided it satisfies the standards set forth by HEC.
<u>Dean H&SS</u>	Cash award of up to 100,000 may be given to FMs who get their books published by to TEN international publishers. Cash Award of up to 40000 may be given for book chapters with same publishers.
<u>D QA Recommendation</u>	As per HEC guidelines a research-oriented book in all scientific areas shall be recognized and equated with maximum 2 research articles in X or Y Category on the expert recommendations of relevant scientific expert panel. On the basis of guidelines provided by HEC, it is recommended that a research-oriented book in all scientific areas should be given a cash award of Rs 40,000 (for two publications of 'X' category) and Rs 20,000/- (for two publications of 'Y' category) if recognized by HEC through scientific expert panel. Evidence of recognition shall be provided by the faculty member from HEC.

Item No. 3004: Promotion of Research Culture at BU –	
Decision: The Chairperson referred the proposal to Faculty Research Committees (FRCs) of all faculties for needful tabulation and deliberation. The proposal (if approved/recommended by the FRCs) shall be tabled in 31st HERCM for further deliberations and approval.	
Progress: Following progress is reported by Heads of FRCs:	
<u>Dean MS</u>	In order to enhance the academic & research excellence of PhD programs and improve research culture at BU, there is strong need to arrange Industrial Research Symposiums in each semester wherein maximum faculty members, relevant industrial experts and all PhD scholars (who are in research phase) shall present their well composed research work with an aim to adopt the intellectual and research input from the PhD faculty in their discourse of PhD research work as well as capturing the research relevance and industrial acceptance.
<u>Dean H&SS</u>	PhD Symposiums are held every semester in the school. There is no need for prize money in this regard.
<u>Dean PP</u>	<p>Few alternate recommendations of giving non-monetary reward such as a certificate or letter of appreciation were discussed by FRC Professional Psychology members. However, majority of the FRC members disagreed with any kind of prize or reward suggestions citing the following reasons:</p> <ul style="list-style-type: none"> i. PhD Scholars are different in their levels of work, progress, aptitude, and strengths, which might not be considered during Symposium's presentation and style of presentation would affect the results rather than quality of work. ii. It promotes shifting students towards extrinsic motivation rather than intrinsic motivation. ii. It can develop fellow rivalry and unhealthy competition among PhD Scholars. v. Pressure and competition among PhD scholars would not be healthy for their learning and improvement, which should be the only motivation for them at this stage.
<u>Dean Law</u>	The practice is already being partially implemented as our PhD scholars are bound to present their work in regular research symposium. Now, PhD faculty members will also be required to follow suit. All other recommendations at para 62 are fully supported.
<u>Dean ES</u>	No Reply

Proposal for Review of Research Incentives Offered by BU

Background:

1. Bahria University has developed a comprehensive ecosystem to facilitate the Research, Innovation and Commercialization endeavors of BUFMs. The ecosystem comprises of multiple policies which offers incentives to BUFMs & Researchers for undertaking key RIC activities.
2. Resultantly, the incentives offered by BU reaped into enhancement of **Total Impact Factor Research Paper Publications** since offering of cash incentives by BU from **11 per year in 2013** to **407 per year in 2022**. Current cash and in-kind incentives offered by BU to its FMs are as follows:
 - a. *Cash Award for Paper Publication* (Multiple streams from within the range of Rs. 10,000 to Rs. 100,000)
 - b. *Payment of Publication Fee*
 - c. *Course Load Reduction against Paper Publication, Acquisition of Research & Consultancy Projects*
3. HEC has revamped its ORIC assessment criteria in 2021 and allocated **75 MARKS** towards different Key Performance Indicators relevant to **Research Projects & Proposals** along with **Innovation and Commercialization**. The new revised HEC ORIC Assessment Criteria is placed at **Annex-A**.
4. For the academic year 2021-22, Dte. of RIC submitted BU ORIC Assessment Report to HEC based on the new revised criteria and claimed 67 marks only in the following bifurcation:

ORIC Evaluation Parameters		
Parameters	Maximum Score	Claimed Score
Human Resource and Operations	10	10
Research Excellence	45	30.5
Innovation & Commercialization	30	14
Sustainability & Capacity Building	15	12.5
TOTAL	100	67

5. It is evident from the data that BU is lagging behind in the achievement of KPIs included in **Parameters of Research Excellence & Innovation & Commercialization**. In order to acquire maximum marks in the new parameters of ORIC by HEC, BU needs to align the relevant in-house policies towards the newly introduced Parameters/KPIs.

Proposal:

6. Due to paradigm shift of assessment modalities by HEC, BU needs to re-align its policies with the latest regulatory and industrial requirements. Accordingly, the incentives offered by BU also have to be re-aligned with the changing dynamics of academic and research arena around the globe which lays more emphasis on the applicability of research instead of just publication of research in the past.
7. In order to enhance BU performance in the newly introduced **Performance Parameters of RIC by HEC**, it is proposed that BU incentives be deviated towards promotion of applied research and commercialization of knowledge generated from research.

8. In order to assess the financial investment of BU for enhancing the paper publication, below table reflects the Cash Incentives distributed by BU during the past Four years under different policy streams.

Cash Awards		
FY	Amount (PKR)	Total Papers Rewarded
2019-20	7,450,000	193
2020-21	12,499,900	303
2021-22	9,841,000	235
2022-23	5,301,000	136
Publication Fee		
FY	Amount (PKR)	Total Papers Rewarded
2019-20	3,334,400	49
2020-21	3,271,300	44
2021-22	954,100	11
2022-23	534,200	3
Research Proposals Submitted		
FY	Funding Opportunities Disseminated	Proposals Submitted
2020-21	15	64*
2021-22	21	33
2022-23	20	9
*Project Proposals submitted under NRPU in 2020-21: 39 In FY 2021-22 & 2022-23, No Call for Proposals announced by HEC under NRPU.		

9. It is pertinent to mention here that BU have provided **Cash Incentive of Rs. 13.80 million** approx. during **FY 2021-22** to BUFMs under different policies. Due to prevailing financial limitations, current scope of cash incentives be enhanced towards different other KPIs including applied research projects, generation of patents, commercialization of research etc.

Recommendation:

10. Following amendments are proposed in different policies:

a. **CASH AWARD POLICY:**

- i. Current cash award incentives may be reduced in the following manner for enhancing the scope of cash incentives to incentivize different new research parameters:

S.No.	Nature of Publication	Current Incentive	Proposed Incentive
a)	ISI INDEXED WITH IF ONLY ≥ 6.0	Rs. 100,000/-	Rs. 50,000/-
b)	ISI Indexed with IF<6.0 OR HEC RECOGNIZED "W" CATEGORY JP	Rs. 50,000/-	Rs. 25,000/-
c)	ISI INDEXED WITH IF ONLY <6.0	Rs. 50,000/-	Rs. 25,000/-
d)	ISI INDEXED WITH IF ONLY <6.0 (If jointly written by a supervisor and scholar of thesis/FYP/R&D project etc.)	Rs. 70,000/-	Rs. 35,000/-

e)	HEC RECOGNIZED “X” CATEGORY JP (Only applicable for Humanities & Social Sciences, Health Sciences, Professional Psychology and Management Sciences)	Rs. 20,000/-	Rs. 10,000/-
f)	HEC RECOGNIZED “Y” CATEGORY JP (Only applicable for Humanities & Social Sciences, Health Sciences, Professional Psychology and Management Sciences)	Rs. 10,000/-	No Cash Award for Y Category

- ii. New Cash Incentives are proposed for promoting the Filing of Patents and acquisition of Funded Research projects from external funding bodies.

Parameter	Incentive	
Filing of Comprehensive Patent to IPO-Pakistan	Rs. 20,000/- per Patent	
Filing of Comprehensive Patent to International Patenting Bodies	Rs. 40,000/- per Patent	
Successful Technical & Financial Closure of Research Project(s) Funded Through External Sources	Amount of Funding	Cash Incentive*
	>1 million to 2 million	2%
	>2 million to 5 million	5%
	>5 million to 10 million	7%
	>10 million	10%
* Percentage of Cash Incentive of Total Amount of Funding Acquired for Execution of Research Project through External Sources		

b. COURSE LOAD REDUCTION POLICY:

- i. **Funded Research Projects:** The course load of the FMs/Researchers involved in the sponsored research projects may be reduced in the following manner: -

Current Incentive		Proposed Incentive	
Funding Acquired (in Rupees)	No. of Courses Reduced*	Funding Acquired (in Rupees)	No. of Courses Reduced*
3 million – 15 million	One	2.0 million – 7.0 million	One
>15 million	Two	>7.0 million	Two
* Course Load to be reduced for ONE member of the Project Team for the entire duration of the project			

- ii. **Publication of Research Papers:** Current course load policy may be revamped in the following manner for reducing the financial burden borne by BU through provision of course load waiver against different research paper publications.

Current Incentive	Proposed Incentive
Course load of BU FMs will be reduced only from “4 to 3” courses who publishes at least ONE Impact Factor research publication among first three authors and only one affiliation of BU in the preceding academic year for the succeeding ONE Academic Year only .	Course load of BU FMs will be reduced only from “4 to 3” courses who publishes at least TWO Impact Factor research publication among first three authors and only one affiliation of BU in the preceding academic year for the succeeding ONE SEMESTER only .

For Humanities & Social Sciences, Medical and Psychology faculties, the researcher course load will be reduced from “4 to 3” courses only who publishes at least THREE research papers in HEC X/Y category among first three authors and only one affiliation of BU in the preceding academic year for the succeeding ONE Academic Year only .	For Humanities & Social Sciences, Medical and Psychology faculties, the researcher course load will be reduced from “4 to 3” courses only who publishes at least FOUR research papers in HEC X category only among first three authors and only one affiliation of BU in the preceding academic year for the succeeding ONE SEMESTER only .
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c. Non-Cash Incentives:

11. In order to acknowledge the efforts by BUFGMs/Researchers for undertaking different research activities, it is proposed that a Certificate may be awarded by the Honorable Rector on yearly basis to BUFGMs/Researchers who excelled in the following domains:
 - a. Highest Impact Factor Award
 - b. Highest Citations Award
 - c. Highest HEC Recognized X Category Publication Award
 - d. Highest Research Funding Award (from external sources only)
 - e. Highest Consultancy Award
 - f. Highest Patent Filing Award
12. It is further proposed that the parameters may also be incorporated in the Induction Criteria, Yearly Assessment Criteria and Promotion Criteria of BUFGMs by the relevant directorates including Dte. of QA, and Dte. of HR

Estimated Financial Effect:

13. Keeping in view the previous publication trends and cash award cases, there will be **Reduced Financial Effect** of the proposed amendments. The **estimated financial savings will be around 7,627,550/- in the FY 2023-24**. Calculations of the same are as follows:

Financial Effect of Cash Incentives for the FY 2021-22		
Policy	No. of Papers/Projects	Amount PKR
Cash Awards	235	9,841,000
Publication Fee	11	954,100
Course Load for Paper Publication	08	2,000,000
Course Load for Funded Projects	04	1,000,000
TOTAL		13,795,100
Estimated Financial Effect of Cash Incentives for the FY 2023-24		
Policy	No. of Papers/Projects	Amount PKR
Cash Awards	235	4,290,500
Publication Fee	11	477,050
Course Load for Paper Publication	08	500,000
Course Load for Funded Projects	04	500,000
Patents	15	400,000
TOTAL		6,167,550

Annex-A

A.		HUMAN RESOURCE AND OPERATIONS (Max. Score 10)	Marks
Human Resource & Management	i	ORIC Head [at the level of Pro Vice Chancellor / Vice President / Pro Rector / equivalent position] (Full Time)	1
	ii	Manager Research Management (Full Time)	1
	iii	Manager Innovation & Commercialization (Full Time)	1
	iv	Support Position(s)	1
Functioning & Operations	v	ORIC Steering Committee	0.5
	vi	ORIC Steering Committee Meeting	1.5
	vii	Ethical Institutional Review Board (IRB)	1
	viii	Functional Offices and ICT facilities in ORIC (Computers, Phone, Internet, Multimedia, Video Conferencing, ICT facilities, etc.)	1
	ix	Interactive Webpage for ORIC reflecting all the activities as per HEC policy guidelines & beyond / ORIC Social Media Presence (Twitter / Facebook / LinkedIn)	1
	x	ORIC Centralized Database for Research Management & Operations	1
TOTAL (A)			10

B.		RESEARCH EXCELLENCE (Max. Score 45)	Marks
Research Grants Management	i	Competitive Research Grant Opportunities Identified and Circulated to Faculty / Researchers (National or International)	1
	ii	Number of Research Proposals Submitted for Funding from HEC (Proposals Submitted to PhD Faculty Ratio)	2.5
	iii	Research Proposals Approved for Funding by HEC (Proposals Acceptance Ratio)	2.5
	iv	Number of Research Projects (won from HEC) which were due to be Completed (in this year)	
	v	Number of Research Projects (won from HEC) which were Completed (in this year)	3
	vi	Number of Research Proposals Submitted for Funding (from non HEC source - National or International) - (Proposals Submitted to PhD Faculty Ratio)	2.5
	vii	Research Proposals Approved for Funding (from non HEC source - National or International) - (Proposals Acceptance Ratio)	2.5
	viii	Number of Research Projects Completed (won through non-HEC source - National or International) (which were due to be completed)	3
	ix	Joint Research Projects Approved for Funding (National / International Funding Agencies) - (Proposals Acceptance Ratio)	3
	x	Volume of R&D Funding Secured: National (HEC, Ignite, PSF, MOST, Joint Research Projects & others from federal or provincial government) / International	3
	xi	Number of Research Proposals / Joint Research Proposals Reviewed by IRB , before Submission to Funding Bodies (HEC, Ignite, PSF, MOST & others from federal or provincial government) / International	1

	xii	Number of Policy Advocacy or Case Studies Presented to Government Departments - (Policy Advocacy or Case Studies Submitted to PhD Faculty Ratio)	2.5
Research Linkages, Coordination & Networking	xiii	Number of Research Links Established with other HEIs / Corporate Sector / Industry / Community (National / International) - (Research Links Established to PhD Faculty Ratio)	2
	xiv	Number of Contract Research Awarded by Industry or Government Organizations (National) - (Contract Research Awarded to PhD Faculty Ratio)	2.5
	xv	Number of Contract Research Awarded by Industry or Government Organizations (International) - (Contract Research Awarded to PhD Faculty Ratio)	3
	xvi	Volume of Contract Research Awarded by Industry or Government Organization (National or International)	3
	xvii	Number of Civic Engagement Events / Initiatives on Issues of Public Concern	3
	xviii	Consultancy Opportunities Identified and Circulated to Faculty / Researchers	1
	xix	Consultancy Contracts Executed through ORIC with Industry, Commerce or Government etc. - (Consultancy Contracts Executed to PhD Faculty Ratio)	3
	xx	Liaison Developed with University's Advance Studies & Research Board (AS&RB)	1
Total (B)			45

C.		INNOVATION & COMMERCIALIZATION (Max. Score 30)	Marks
Research & IP Legislation	i	Research Policy of the HEI	1
	ii	Intellectual Property Rights Policy of the HEI	1
	iii	Research Ethics Policy / Technology Transfer Policy / Research Conflict of Interest Policy / etc.	1
Patents / Trademarks / Designs	iv	Number of IP Disclosures Made with Patent Department / Patent Attorneys etc. (at National / International Level) - (IP Disclosures Made to PhD Faculty Ratio)	2
	v	Number of Patents / Trademarks / Design Patent / Copyrights, etc. FILED (at National Level) - (Patents Filed to PhD Faculty Ratio)	1
	vi	Number of Patents / Trademarks / Design Patent / Copyrights, etc. GRANTED (at National Level)	2
	vii	Number of Patents / Trademarks / Design Patent / Copyrights, etc. FILED (at International Level) - (Patents Filed to PhD Faculty Ratio)	2
	viii	Number of Patents / Trademarks / Design Patent / Copyrights, etc. GRANTED (at International Level)	3
Commercialization & IP Licensing	ix	Number of IP Licensing Negotiations Initiated (at National Level) - (IP Negotiations Made to PhD Faculty Ratio)	1
	x	Number of Non-Exclusive or Exclusive Licenses Signed (at National Level)	2
	xi	Number of IP Licensing Negotiations Initiated (at International Level) - (IP Negotiations Made to PhD Faculty Ratio)	2
	xii	Number of Non-Exclusive or Exclusive Licenses Signed (at International Level)	3
	xiii	Number of research products / process / prototype gone into prefeasibility / industrial scale testing or prototype development	2

I&C Linkages, Coordination and Networking	xiv	Science / Arts Products or Any Creative Activity Performed / Displayed at National or International Level	2
	xv	Number of Visits by Representatives of Industry or Community Members Regarding Potential Research Subjects	1
	xvi	Number of Agreements Signed for Collaboration with Industry, Government or Community (at National / International Level)	2
	xvii	Number of National or International Honors or Awards Won (in Research Excellence, Innovation & Commercialization)	2
Total (C)			30

D.		SUSTAINABILITY & CAPACITY BUILDING (Max. Score 15)	Marks
Sustainability	i	Five-Year Strategic Plan	2
	ii	Annual Research Revenue Generated by ORIC through Research Grants & Projects	2
	iii	Yearly Revenue Earned by HEI from Licensing, Royalties, Policy Advocacy, or other related Academic Activities	3
Trainings, Mentoring & Workshops	iv	Number of Trainings / Workshops / Seminars / Conferences Arranged by ORIC on Research, Innovation, & Commercialization etc. - for Faculty, Researchers and Research Students	2
	v	Number of Trainings / Workshops / Seminars / Conferences Arranged by other HEIs / Entities on Research, Innovation, & Commercialization etc. - for Faculty, Researchers and Research Students	2
	vi	Number of Exhibitions / Showcasing Events / Industry Linkages Fair / Seminars / Industry or IP & Licensing Stimulus Arranged by ORIC	2
	vii	Number of Trainings / Workshops / Seminars on Research, Innovation, & Commercialization etc. for and attended by ORIC Personnel	2
Total (D)			15
Grand Total (A+B+C+D)			100
Ranking Criteria and University Overhead under HEC Funded Competitive Research Grants			
Category		University Overhead	
W		15%	
X		10%	
Y		5%	
Non-Complying*		-	

Proposal on Review of Criteria Best Faculty Researcher Award Policy of BU

Background:

- 119.** The Best Faculty Researcher Award Policy of BU aims to encourage and recognize the research contributions of the outstanding researchers of Bahria University. The incentives in terms of monetary reward and Certificate of Appreciation are envisaged to promote research activities and enhance the quality of research carried out by the faculty members of BU.
- 120.** The current weightage criteria of Best Faculty Researcher Award are as follows:

Key Research Parameters		Weightage
5.9.1	Impact Factor Journal Publications of pure/applied/technologic (Impact on local/social community/industry)	25%
5.9.2	Other Journal Publications of pure/applied/technological	10%
5.9.3	HEC Recognized X and Y Publications	15%
5.9.4	Patents/Consultancy Services/ Commercialization of Research	20%
5.9.5	Thesis & Project Supervisions	10%
5.9.6	Research Grants Funding as PI & Co-PI	20%

- 121.** It is evident that 50% marks are allocated for different kinds of journal publications published by FMs during respective year. However, FMs who could not be able to publish all flavors (5.9.1, 5.9.2, 5.9.3) of publications and will tend to forego dedicated marks allocated to different publication streams.
- 122.** In order to promote different Innovation and Commercialization endeavors, more weightage be diverted towards acknowledging the efforts of FMs in acquiring research funding from external sources.

Proposal:

- 123.** In order to acknowledge contribution of FMs in publication of research papers in different category of journals, it is proposed that the **THREE publication categories** may be clubbed into **ONE category** stating **Journal Publications** along with providing due weightage to different category of publications. Furthermore, for motivating the FMs towards undertaking different research project, more weightage may be assigned for acquisition of different Research Grant funding by FMs from external funding sources.
- 124.** The PROPOSED revised weightage criteria is appended below:

Current Weightage Criteria		Proposed Weightage Criteria	
Parameters	Weightage	Parameters	Weightage
Impact Factor Journal Publications of pure/applied/technologic (Impact on local/social community/industry)	25%	Journal Publications	40%
Other Journal Publications of pure/applied/technological	10%		
HEC Recognized X and Y Publications	15%		

Patents/Consultancy Services/ Commercialization of Research	20%	Patents/Consultancy Services/ Commercialization of Research	20%
Thesis & Project Supervisions	10%	Thesis & Project Supervisions	10%
Research Grants Funding as PI & Co-PI	20%	Research Grants Funding as PI or Co-PI	30%
Total	100%	Total	100%

Recommendation:

125. Amended Best Faculty Researcher Award Policy of BU with the aforementioned Proposed Weightage Criteria along with Revised Application Form (placed at **Annex-A**) is recommended for the approval of HERC.

Financial Effect:

126. There is no financial effect associated with the proposed amendments.

BUORIC-P02 – Best Faculty Researcher Award

Policy Number: BUORIC-P02
Policy Title: Best Faculty Researcher Award
Approval Authority: Higher Education Research Committee (HERC)
Status: ACTIVE

1. Responsible Party:

Directorate of Quality Assurance

2. Purpose:

The Best Faculty Researcher Award aims to encourage and recognize the research contributions of the outstanding researchers of Bahria University. The incentives in terms of monetary reward and Certificate of Appreciation are envisaged to promote research activities and enhance the quality of research carried out by the faculty members of BU.

3. Scope:

All BU faculty members / researchers can apply for this award as per mentioned eligibility criteria.

4. Policy Statement:

A Cash Award of Rs. 50,000/- along with a Certificate of Appreciation and a Shield will be given to the Best Faculty Researcher. Number of awards are distributed amongst faculties and campuses:

Best Faculty Researcher Award	No. of Awards				
	BUIC	BUKC	BULC	BUHSC	
Faculty of Engineering Sciences	2 (1+1) (A+B)	2 (1+1) (A+B)	1	-	-
Faculty of Management Sciences	2 (1+1) (A+B)	2 (1+1) (A+B)	1	-	-
Faculty of Humanities and Social Sciences	2 (1+1) (A+B)				
Faculty of Professional Psychology	2 (1+1) (A+B)				
Faculty of Health Sciences	-	-	-	2 (1+1) (A+B)	

Category - A: Lecturers and Assistant Professors

Category - B: Associate Professors and Professors

5. Procedure and Conditions:

5.1. QA Directorate shall launch the call for Best Faculty Researcher award after the end of academic year. (Jan-Dec)

5.2. Author's Affiliation mentioned on the Research Endeavors must be under the name of "Bahria University."

5.3. The following two categories are included:

5.3.1. One award for Lecturers and Assistant Professors

5.3.2. One award for Associate Professors and Professors

5.4. Concerned HOD is to forward eligible faculty members (for each category) from departments of Faculty to Best Faculty Researcher Award Nomination Committee for further selection.

5.5. Nominations (for each category) from each Faculty shall be shortlisted by the Best Faculty Researcher Award Nomination Committee to Directorate of QA at BUHO. The committee shall consist of:

- | | | |
|-----------|------------|------------------|
| a. | Head of CU | President |
| b. | Principals | Member |
| c. | Manager QA | Member/Secretary |

5.6. Following committee will recommend final faculty names for approval of Best Research Award to Honorable Rector:

- | | | |
|-----------|------------------|------------------|
| a. | Pro-Rector (RIC) | President |
| b. | Dean ES | Member |
| c. | Dean MS | Member |
| d. | Dean H&SS | Member |
| e. | Director ORIC | Member |
| f. | Director QA | Member/Secretary |

5.7. The Best Faculty Researcher Award Nomination Committee of the faculty will recommend top scoring faculty members on prescribed form along with the required documents clearly indicating score of teachers evaluated as per prescribed guideline/criteria and clarifying that the nominee is not involved in any disciplinary or plagiarism case.

5.8. Final nomination form/ Certificate on the last page shall be endorsed by the members of Best Faculty Researcher Award Committee with their official stamps and

5.9. In order to improve quality and classified scoring, following weightage against each parameter is given below:

	Key Research Parameters	Weightage
5.9.1	Journal Publications	40%
5.9.2	Patents/Consultancy Services/ Commercialization of Research	20%
5.9.3	Thesis & Project Supervisions	10%
5.9.4	Research Grants Funding as PI & Co-PI	30%

5.10. The following are not eligible for this award:

5.10.1. Members of Best Faculty Researcher Award Nomination Committee

5.10.2. Directors/Principals/Deans Associate Deans/HODs

5.10.3. Faculty Members appointed on administrative posts at campuses/BUHO (except cluster heads/PG coordinators/evening coordinators/ weekend coordinators/ local and international accreditation council coordinators etc.) are not eligible to apply for this Award.

5.11. There should be no disciplinary proceedings and no adverse remark in the AERs against a nominee during his/her service career at BU.

5.12. Faculty applying for the award should be teaching at least 2 courses in academic year (1 per semester - fall and spring) as regular teaching load (excluding visiting courses).

- 5.13.** Recipient of BU Best Faculty Award shall not be eligible to compete for this award in subsequent 3 years.
- 5.14.** Minimum qualifying score to compete for the award shall be at least 45%.
- 5.15.** QA Directorate, BUHO will scrutinize all nominations and will forward cases for approval of competent authority through Pro-Rector (RIC).

3.2 Proforma for Nomination of Best Faculty Researcher Award (P02)

1	Best Faculty Researcher Award for the Year	2020 (<i>Research Endeavors from Jan-Dec</i>)
2	Faculty Name	<input type="checkbox"/> Engineering Sciences <input type="checkbox"/> Management Sciences <input type="checkbox"/> Humanities and Social Sciences <input type="checkbox"/> Health Sciences
3	Campus	<input type="checkbox"/> BUIC <input type="checkbox"/> BUKC and IPP <input type="checkbox"/> BULC <input type="checkbox"/> BUHSC
4	Category	<input type="checkbox"/> Category – A: Lecturer and Assistant Professor <input type="checkbox"/> Category – B: Associate Professor and Professor
5	Personal Details of Nominee	
	Name	
	Designation	
	Department	
	Cell No	
	Email	
6	Date of joining BU as faculty	

7	Details of Research Endeavors (January – December)						
A	Journal Publications – Weightage 40%						
(Weightage in any one of these or cumulative of these three categories shall not exceed 40%)							
S.No	Type of Journal	Details	Marks Secured	Name of Research Paper	Name of Journal	Year & Date of Publication	Doc Evidence at Page No.
i	ISI Indexed With IF/HEC recognized W Category Indexed in HJRS	5 marks for one Impact factor paper in this category					
ii	HEC recognized X Category Indexed in HJRS	3 marks for one research paper in this category					
Total A							

B	Patents/Consultancy/Commercialization of Research – Weightage 20% (Weightage in any one of these or cumulative of these three categories shall not exceed 20%)							
S.No	Types of Patents	Details	Maximum Marks	Marks Secured	Title	Status	Date of approval	Doc Evidence at Page No.
i	Patent International-awarded OR Consultancy Fee > 500,000 OR >800,000 Revenue generated through commercialization	5 marks any one endeavor	10					
ii	Patent National-awarded OR Consultancy Fee > (300,000 to 500,000 PKR) OR (>500,000 to 800,000) Revenue generated through commercialization	2.5 marks any one endeavor	5					
iii	Provisional Patent Awarded OR	1.5 marks any one endeavor	3					

	Consultancy Fee > (100,000 to 300,000 PKR) OR (>300,000 to 500,000) Revenue generated through commercialization							
iv	Patent Filed OR Consultancy Fee up to 100,000 PKR OR (100,000 to 300,000) Revenue generated through commercialization	1 mark any one endeavor	2					
Total (B)								

C	Thesis & Project Supervision – Weightage 10% (Weightage in any one of these or cumulative of these three categories shall not exceed 10%)							
S.No	Type of Degree	Details	Maximum Marks	Marks Secured	Name of Student & Enrollment No	Date of Assigned as Supervisor	Expected Date of Degree Comp	Doc Evidence at Page No.
i	PhD Thesis Supervision-Completed	4 marks each for one completed Ph.D.	4					
ii	PhD Thesis Supervision-Research Phase	2 marks each for one research phase supervision	2.5					
iii	MS Thesis Supervision-Completed	1.5 marks each for one thesis completed	1.5					
iv	MS Thesis Supervision-Research Phase	1 mark each for one research	1					

		phase thesis supervision						
v	BS Final Year Projects/Thesis Completed	1 mark for BS level	1					
Total (C)								

D Research Grants – Weightage 30% (Weightage in any one of these or cumulative of these three categories shall not exceed 30%)								
S.No	Type of Project	Details	Maximum Marks	Marks Secured	Title of Project	Funding Agency	Start & End Date of Project	Doc Evidence at Page No.
i	Funding Amount – >1 million to 2 million	1 mark each for one project	3					
ii	Funding Amount – >2 million to 5 million	2 marks each for one project	6					
iii	Funding Amount – >5 million to 10 million	4 marks each for one project	8					
iv	Funding Amount >10.0 million PKR	5 marks each for one project	10					
v	Proposal submitted through BU (>2 million)	1 mark each for one proposal	3					
Total (D)								
Total Marks (A+B+C+D)								
Weightage								100
RECOMMENDATION(S) BY THE HEAD OF DEPARTMENT								
Comments (if any): 						Signature: _____ Date: _____		

Appendage 3107-A

Head Name	BUHO	BUIC	H-11 Campus	BUKC	IPP	BUM&DC	BULC	NIMA ISB	NIMA KHI	Budget Estimates
Publication Fee	150,000	250,000	1,000,000	350,000	100,000	150,000	200,000	0	200,000	2,400,000
Travel Grant Funding	0	0	0	0	0	0	0	0	0	0
ISI Indexed Publication	300,000	5,000,000	4,400,000	3,000,000	500,000	600,000	1,500,000	0	0	15,300,000
Research Assistant for PhD Faculty		0	0	0	0	0	0			
Best Faculty Researcher Award	0	0	0	0	50,000	0	0	0	0	50,000
Best Student Researcher Award	0	0	0	0	25,000	0	0	0	0	25,000
Distinguished Teaching Award	0	0	0	0	50,000	0	0	0	0	50,000
Research Matching Grant	0	0	0	0	0	0	0	0	0	0
Research Grant Expenses		0	0	1,200,000	0	0	0	0	0	1,200,000
Subcription of Digital Research Resources	6,000,000	1,500,000	0	0	0	0	0	0	0	7,500,000
Honorarium to External Eva (L) for MS/Mphil PhD	0	0	2,050,000	0	2,200,000	0	0	0	0	4,250,000
Remuneration to External Eva (F) MS/Mphil PhD	7,000,000	0	0	0	0	0	0	0	0	7,000,000
Faculty/Staff Development Expenses	6,000,000	400,000	200,000	400,000	0	400,000	300,000	0	0	7,700,000
Student Final Year Project Payments	0	500,000	1,200,000	1,400,000	0	200,000	0	0	0	3,300,000
Final Project Payments to Supervisor	0	17,000,000	5,000,000	6,000,000	0	200,000	1,600,000	0	0	29,800,000
Short Courses Expenses	1,000,000	100,000	0	0	75,000	0	0	0	0	1,175,000
All Others	50,000	0	0	0	0	10,000	0	0	0	60,000
Total	20,500,000	24,750,000	13,850,000	12,350,000	3,000,000	1,560,000	3,600,000	0	200,000	79,810,000

Appendage 3107-B

Head Name	BUHO		BUIC		H-11 Campus		BUKC		IPP		BUM&DC		BULC		NIMA KHI		Budget Estimates	
Research and Development:	Approved	Proposed	Approved	Proposed	Approved	Proposed	Approved	Proposed	Approved	Proposed	Approved	Proposed	Approved	Proposed	Approved	Proposed	Approved	Proposed
Publication Fee	150,000	150,000	250,000	250,000	1,000,000	500,000	350,000	350,000	100,000	100,000	150,000	150,000	200,000	200,000	200,000	200,000	2,400,000	1,900,000
Travel Grant Funding	0	0	0	1,000,000	0	1,000,000	0	1,000,000	0	500,000	0	500,000	0	0	0	0	0	4,000,000
ISI Indexed Publication	300,000	0	5,000,000	4,000,000	4,400,000	3,500,000	3,000,000	3,000,000	500,000	500,000	600,000	600,000	1,500,000	1,500,000	0	0	15,300,000	13,100,000
Research Assistant for PhD Faculty	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Best Faculty Researcher Award	0	800,000	0	0	0	0	0	0	50,000	0	0	0	0	0	0	0	50,000	800,000
Best Student Researcher Award	0	225,000	0	0	0	0	0	0	25,000	0	0	0	0	0	0	0	25,000	225,000
Distinguished Teaching Award	0	550,000	0	0	0	0	0	0	50,000	0	0	0	0	0	0	0	50,000	550,000
Research Matching Grant	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Research Grant Expenses	0	0	0	1,000,000	0	2,500,000	1,200,000	3,000,000	0	0	0	500,000	0	500,000	0	0	1,200,000	7,500,000
Subscription of Digital Research Resources	6,000,000	7,500,000	1,500,000	0	0	0	0	0	0	0	0	0	0	0	0	0	7,500,000	7,500,000
Honorarium to External Eva (L) for MS/Mphil PhD	0	0	0	1,000,000	2,050,000	1,500,000	0	1,000,000	2,200,000	1,000,000	0	0	0	500,000	0	0	4,250,000	5,000,000
Remuneration to External Eva (F) MS/Mphil PhD	7,000,000	7,000,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,000,000	7,000,000
Faculty/Staff Development Expenses	6,000,000	6,000,000	400,000	400,000	200,000	200,000	400,000	400,000	0	0	400,000	0	300,000	0	0	0	7,700,000	7,000,000
Student Final Year Project Payments	0	0	500,000	500,000	1,200,000	1,200,000	1,400,000	1,400,000	0	0	200,000	0	0	0	0	0	3,300,000	3,100,000
Final Project Payments to Supervisor	0	0	17,000,000	7,500,000	5,000,000	5,000,000	6,000,000	6,000,000	0	0	200,000	0	1,600,000	1,600,000	0	0	29,800,000	20,100,000
Short Courses Expenses	1,000,000	1,000,000	100,000	100,000	0	0	0	0	75,000	75,000	0	0	0	0	0	0	1,175,000	1,175,000
All Others	50,000	50,000	0	50,000	0	50,000	0	200,000	0	50,000	10,000	50,000	0	100,000	0	0	60,000	550,000
Total	20,500,000	23,275,000	24,750,000	15,800,000	13,850,000	15,450,000	12,350,000	16,350,000	3,000,000	2,225,000	1,560,000	1,800,000	3,600,000	4,400,000	200,000	200,000	79,810,000	79,500,000

Faculty Research Committee (FRC)

FRC be constituted by Registrar and headed by Dean of the Faculty. It shall comprise Core and Elective Members.

Composition

Core Members

There shall be 13-15 core members of the FRC including all HODs. Where an HOD is not a PhD, a PhD faculty member from the department shall be included into the committee along with the HOD. The senior most HOD, or the Dean's nominee, shall act as Secretary of FRC.

Elective Members

There shall be a maximum of five elective members of the FRC including Director PGP, Director ORIC, and three members from other Higher Education Institutions, and industry with expertise relevant to the candidate's research-work, provided their qualification is not lower than the candidate's Programme.

Terms of Reference

- a. Appoint Supervisors and Advisory Committee panel for PhD student at the time of student's registration.
- b. Conduct/arrange PhD Comprehensive Examination through PGP Coordinator.
- c. Approve/ratify any minor changes in the topic of the PhD thesis on recommendation of the Principal Supervisor without changing the main theme.
- d. Evaluate the quarterly progress reports of all PhD students forwarded by PGP Coordinators through HOD.
- e. Recommend Foreign Evaluators, Internal and External Examiners for Thesis Defence and Viva Voce Examiners for PhD students.
- f. Form Ethical Review Committee (ERC) to look into ethical dimension of research of PhD students.
- g. Ensure plagiarism check on the candidate's thesis.
- h. Approve exemptions/transfer of credits of PG candidates' cases.
- i. Approve internal/external Viva Voce Examiner for MS/MPhil Programme on DRC recommendation.
- j. Undertake any other research related responsibility assigned by the Head of the Committee
- k. FRC shall meet at least twice a year. The quorum for a meeting of the FRC shall be half of the core members, a fraction being counted as one. FRC shall maintain minutes of its meetings and forward to the PGP Directorate.
- l. Decisions of the committee shall be made by consensus and, if that is not possible, by majority vote. Only core members shall be entitled to exercise vote.
- m. FRC will further act as Research Review Committee for PG programs in Medical Sciences and will also appoint Supervisor(s) for PG students.

Departmental Research Committee (DRC)

DRC shall be constituted by Dean of the Faculty and headed by the HOD. PGP Coordinator shall act as the Secretary of the DRC.

Composition

Core Members

- a. All PhD qualified faculty members.
- b. Two to three faculty members with MS/MPhil qualification. In a department with less than three PhD faculty members, two to three more faculty members with MS/MPhil qualification shall be included in the DRC as core members.

Elective Members

There shall be two to three elective members including from non-teaching departments of the BU and from other Higher Education Institutions, and industry with expertise relevant to the candidate's research-work, provided their qualification is not lower than the candidate's Programme.

Terms of Reference

- a. Appoint Principal Supervisor(s)/Co-Supervisor(s) for MS/MPhil programmes.
- b. Propose Supervisor(s) to FRC for PhD students.
- c. Conduct/manage research proposal/theses defence through PGP Coordinator.
- d. On the recommendation of the Principal Supervisor, approve/ratify any minor changes in the topic of the MS/MPhil thesis if made without changing the main theme.
- e. Evaluate the quarterly progress reports of MS/MPhil students submitted by the Supervisors to HOD/PGP Coordinator.
- f. Recommend exemptions, transfer of credits of student cases to FRC.
- g. Propose internal/external Viva voce Examiner for MS/MPhil programmes to FRC for approval.
- h. Undertake any other research related responsibility assigned by the Dean/Principal/HOD.
- i. DRC shall meet at least twice a year. The quorum for a meeting of the DRC shall be half of the total number of core members, a fraction being counted as one. DRC shall maintain minutes of its meetings and forward to the PGP Directorate.
- j. Decisions of the committee shall be made by consensus and, if that is not possible, by majority vote. Only core members shall be entitled to exercise vote.

PhD Rules 2017

Clause	Old Rule	Proposed Rule
6.4 (a)	Appoint Principal Supervisor(s)/Co-Supervisor(s) for MS/MPhil programmes.	Appoint Principal Supervisor(s)/Co-Supervisor(s) for PhD programmes .
8.1	Three PhD faculty members/researchers including supervisor appointed by the HOD for each PhD scholar. Advisory Committee members can be external to the BU and, in some cases, a committee member from industry or the professions may be appropriate.	Three relevant PhD faculty members/researchers including supervisor appointed by the FRC for each PhD scholar be selected as advisory committee members. One external member and two internal faculty members from BU be selected as advisory committee members and, in some cases, an external member from industry or the professional background may be appropriate as well. In case of unavailability of relevant internal members, another external member could be appointed as well. The supervisor will be responsible for the conduct of committee meeting and result of meeting will be shared with the concerned Dean and PGP Directorate via PGP Coordinator, HOD and Principal.
15.3	Maximum duration of the programmes shall be 6 years. The time may be extended by 2 years maximum (one year with the approval of the FRC and further one year with the approval of the Rector) in very special cases provided that the scholar has already submitted/defended thesis at University level Internal Thesis Defense (ITD). Time Bar Waiver will preferably be considered for the cases which are in process of foreign evaluation and/ or final PhD Thesis defense. Request for such an extension shall be initiated by the scholar on a prescribed format (PhD-4)	Maximum duration of the programmes shall be 6 years from the date of registration into PhD. The time may be extended by maximum two years as a special case (one year with the approval of the FRC and further one year with the approval of the Rector). The 7th year extension by FRC will be granted subject to the processing/conduct of Internal Thesis Defense (ITD). The 8th year extension by Rector will be granted subject to the successful conduct of ITD and processing of foreign evaluation (FE) and/ or final PhD Thesis defense (FTD). For 8th year extension, the case will be forwarded by FRC as well. The extension/request granted/processed by FRC will be notified by the respective Dean to all concerned. The extension granted by the Rector will be notified by the PGP Directorate to all concerned. Request for such an extension shall be

		initiated by the scholar on a prescribed format (PhD-4).
24.6	The scholar shall be given two chances to pass the Comprehensive Examination within one year of completion of course work. If the scholar fails to pass the examination within one year, he/she shall be dropped from the programme. Transcript may be issued to the scholar mentioning the coursework completed with the status endorsed as "PhD Incomplete". Migration letter may also be issued to the scholar by the Examination Department, on request.	The scholar shall be given two chances to pass the Comprehensive Examination in a maximum of two years duration from the start of PhD besides coursework. If the scholar fails to pass the comprehensive examination within stipulated time, he/she shall be dropped from the programme. Transcript may be issued to the scholar mentioning the coursework completed with the status endorsed as "PhD Incomplete". Migration letter may also be issued to the scholar by the Examination Department, on request.
25.4	The FRC shall appoint one internal and two external examiners to conduct the thesis proposal defence of the scholar. Internal Examiner shall be drawn from the regular/adjunct PhD faculty of BU in relevant field whereas the External Examiners shall be appointed from the FRC approved list of External Examiners. If suitable Internal Examiner is not available in BU, all Examiners shall be selected from outside BU by the FRC.	FRC (/Dean in special circumstances) will recommend the panel of four relevant external and two relevant internal examiners, having at least three years post PhD experience of teaching/research, for the proposal defence. The panel of three relevant examiners, among the recommended ones, will be approved by the Rector. Internal Examiner shall be drawn from the regular/adjunct PhD faculty of BU in relevant field whereas the relevant External Examiners shall be appointed from the HERC approved list of External Examiners. If suitable/relevant Internal Examiner is not available in BU, all Examiners shall be selected from outside BU by the FRC. The invited two external examiners should not be from the same university.
25.6	The scholar shall defend the proposal by giving a multimedia presentation before the Examiners. The Examiners shall assess the proposal on a prescribed Research Proposal Evaluation format (PhD-13A). The scholar shall have to secure minimum 60% score on the assessment sheet from majority of the Examiners on the panel to get the proposal approved. If the proposal is approved, the scholar shall be allowed to start research work under the Supervisor (PHD-13B). Letter in this regard shall be written to the scholar by the HOD.	The scholar shall defend the proposal by giving a multimedia presentation before the Examiners. The Examiners shall assess the proposal on a prescribed Research Proposal Evaluation format (PhD-13A). The scholar shall have to secure minimum 60% (22/36) score on the assessment sheet from majority of the Examiners on the panel to get the proposal approved. If the proposal is approved, the scholar shall be allowed to start research work under the Supervisor (PHD-13B). Letter in this regard shall be written to the scholar by the HOD.

	If rejected, the FRC may ask the scholar to improve the existing proposal or submit a fresh one. In such a case, the PGP Coordinator shall communicate the reasons of rejection given by the Examiners to the scholar under intimation to the FRC and the PGP Directorate. In case the scholar does not appear in the defence without prior authorization, the proposal shall be considered rejected.	If rejected, the FRC may ask the scholar to improve the existing proposal or submit a fresh one. In such a case, the PGP Coordinator shall communicate the reasons of rejection given by the Examiners to the scholar under intimation to the FRC and the PGP Directorate. In case the scholar does not appear in the defence without prior authorization, the proposal shall be considered rejected.
26.3	The Principal Supervisor/Co-Supervisor shall not be changed except under extraordinary circumstances. In case of a serious problem between a scholar and the Principal Supervisor, the scholar may request the HOD to change the Principal Supervisor. The HOD shall examine the matter and submit report to the FRC. The FRC shall take the final decision on the matter.	The Principal Supervisor/Co-Supervisor shall not be changed except under extraordinary circumstances. In case of a serious problem between a scholar and the Principal Supervisor, the scholar may request the HOD to change the Principal Supervisor. In case, if the Principal Supervisor resigns before the scholar has submitted the thesis, the HOD/Advisory member shall act as Principal Supervisor and will examine the matter and submit report to the FRC via DRC. The FRC shall take the final decision on the matter. In case, if the Principal Supervisor resigns after the scholar has submitted the thesis and has successfully defended the ITD, the HOD shall immediately appoint the relevant Co-Supervisor (if already not appointed) via DRC and take the matter to FRC for decision.
27.1	The Principal Supervisor shall submit quarterly research work progress report on the prescribed format (PhD-14) of the scholars to the PGP Coordinator for onward submission to the HOD. Likewise, the Advisory Committee of the scholar shall also submit biannual report to the HOD. The HOD, in turn, shall submit a consolidated progress report of all PhD scholars to the Dean, Principal and PGP Directorate on quarterly basis.	The Principal Supervisor shall submit quarterly research work progress report on the prescribed format (PhD-14) of the scholars to the PGP Coordinator for onward submission to the HOD. Likewise, the Advisory Committee of the scholar shall also submit biannual report to the HOD. The quarterly progress reports will be collected until the submission of thesis for ITD. The HOD, in turn, shall submit a consolidated progress report of all PhD scholars to the Dean, Principal and PGP Directorate on quarterly/biannually basis.
27.2	The academic year with respect to research work in PG programmes shall be divided into four quarters. The duration of these quarters and the timeline for submission of progress report by	The academic year with respect to research work in PhD programmes shall be divided into four quarters. After the successful proposal defence and within first two quarters, the scholar shall

	<p>respective supervisor in respect of PhD Scholar(s) for each quarter shall be as follows:</p>	<p>submit a review paper to a reputed journal (as per clause 28.5) for publication. Afterwards, within the next four quarters, the scholar must complete the research work including but not limited to data collection, hypothesis, problem modeling, analysis, and results. Similarly, within next two quarters, the scholar must submit the research article in the required HEC approved journal (as per clause 28.5). Further, within the next two quarters, the scholar must complete the thesis write-up in compliance with BU thesis writing manual and submit the thesis for ITD. Further, scholar must attend 15 symposiums, research seminars, defences, workshops as non-credited work starting from the coursework phase till the successful ITD phase. The supervisor/advisory committee will monitor the progress of above-mentioned activities via progress reports. The non-compliance should be reflected in the form of unsatisfactory progress reports. The duration of these quarters and the timeline for submission of progress report by respective supervisor in respect of PhD Scholar(s) for each quarter shall be as follows:</p>
28.5	<p>Evidence of publication of at least one research paper, in an HEC approved “X” category journal (“Y” in case of Social Sciences only), based on the scholar’s PhD research work, is to be submitted. However, the publication of research paper is mandatory prior to final thesis defence. The scholar must be the first author for the required publication. Affiliation with BU shall be mentioned as well.</p>	<p>Evidence of publication of at least one research paper, in an HEC approved “W” category journal, (“X” in case of Social Sciences only), based on the scholar’s PhD research work, is to be submitted. However, the publication of research paper is mandatory prior to Internal thesis defence (ITD). The scholar must be the first author for the required publication followed by supervisor/co-supervisor. Affiliation with BU shall be mentioned as well.</p>
28.7	<p>Internal thesis evaluation and defence (ITD) for the PhD scholar shall be carried out at university level prior to proceeding with foreign evaluation. There shall be a committee of examiners constituted and headed by respective Deans comprising of at least 3 relevant PhD faculty members</p>	<p>Internal thesis evaluation and defence (ITD) for the PhD scholar shall be carried out prior to proceeding with foreign evaluation. Same panel of examiners appointed for the Proposal Defense will be appointed as ITD Examiners, in case of unavailability of any of the examiners,</p>

	<p>from BU. Internal defence shall be open to all those interested other than committee members. The defence shall be in the form of a multimedia presentation by the scholar, followed by a Viva Voce Examination/Question-Answer session before the panel of Examiners. The examiners shall submit internal thesis evaluation and defence report using prescribed form (PhD-20). Changes suggested in internal thesis evaluation and defence report must be incorporated and verified by the supervisor before submission of thesis for foreign evaluation. The committee may recommend re-internal defence given the thesis requires major revision.</p>	<p>new approval for another examiner (/s) (from the proposed panel) will be taken from the Rector. The maximum time to review the thesis for the examiners is 4 weeks. ITD shall be open to all those interested as well. The defence shall be in the form of a multimedia presentation by the scholar, followed by a Viva Voce Examination/Question-Answer session before the panel of Examiners. The examiners shall submit internal thesis evaluation and defence report using prescribed form (PhD-20). The ITD evaluation report will be shared with the scholar by the PGP coordinator and scholar must generate the compliance before the defence. Changes suggested in internal thesis evaluation and defence report must be incorporated and verified by the supervisor before submission of thesis for foreign evaluation. The scholar will be given 03 chances to qualify the ITD within the stipulated time. After a failed attempt, next chance should be given to the scholar by the ITD chair on the recommendation of the panel of examiners. For a successful ITD, the scholar must be passed by all three examiners. If the ITD panel of examiners determine that there is no prospect for the next chance, the candidature of the scholar shall be decided in light of provisions of Article 31.10.</p>
31.10.2	<p>If the scholar does not want to re-register in the programme, the programme shall be considered as "Terminated". The FRC shall inform the PGP Directorate in this regard. The Examination Department may issue the transcript to the scholar mentioning courses completed with the status endorsed as "PhD Incomplete" along with the Comprehensive Examination result. Migration letter may also be issued to the scholar by the Examination Department, on request.</p>	<p>If the scholar does not want to re-register in the programme, the programme shall be considered as "Terminated". The FRC shall proceed for the candidacy cancellation of the scholar to HERC and inform the PGP Directorate in this regard. The Examination Department may issue the transcript to the scholar mentioning courses completed with the status endorsed as "PhD Incomplete" along with the Comprehensive Examination result. Migration letter may also be issued to the scholar by the Examination Department, on request.</p>

32.1	There shall be constituted a panel of three examiners, one internal and two external, having at least Three Years Post PhD experience of teaching/research, to conduct the thesis defense and viva voce examination of the scholar. Internal Examiner shall be drawn from the FRC whereas the External Examiners shall be appointed from the list of HERC approved External Examiners. If suitable Internal Examiner is not available, all Examiners shall be selected from outside the BU by the FRC.	Same panel of examiners, appointed for the Proposal Defense/ITD of scholar, will be appointed as final thesis defense (FTD) Examiners, in case of unavailability of any of the examiners, new approval will for another examiner (/s) (from the proposed panel) will be taken from the Rector.
32.3	The PGP Directorate shall send a copy of the thesis to each Examiner along with the prescribed Thesis Defence Evaluation Report Form (PG-21). All communication with the External Defence Examiners shall be undertaken by the PGP Directorate after having sent them the copy of thesis.	The PGP Directorate shall send a copy of the thesis to each Examiner along with the prescribed Thesis Defence Evaluation Report Form (PG-21). Besides, the comments from the evaluation reports from foreign evaluation will be shared as well. The scholar shall be given three chances (in total) to re-write the thesis after a failed attempt. All communication with the External Defence Examiners shall be undertaken by the PGP Directorate after having sent them the copy of thesis. The maximum time to review the thesis for the examiners is 4 weeks.
33.7	The scholar shall be given three chances (in total) to defend the thesis successfully. After a failed attempt, the panel of Examiners shall specify the time period within which the scholar shall be required to defend the thesis again. If the scholar is not able to defend the thesis in the third attempt even, the candidature of the scholar shall be decided in light of provisions of Article 31.10.	The scholar shall be given three chances (in total) to defend the final thesis successfully. For a successful FTD, the scholar must be passed by all three examiners. After a failed attempt, next chance should be given to the scholar by the FTD chair on the recommendation of the panel of examiners. If the FTD panel determines that there is no prospect for the next chance, the candidature of the scholar shall be decided in light of provisions of Article 31.10.
34.1	All minor corrections recommended by the examiners during the foreign evaluation or Thesis Defense/Viva Voce Examination shall be incorporated and submitted to the PG Coordinator within 3 months after receiving the evaluation/examination report. Principal Supervisor shall verify the required	All minor corrections recommended by the examiners during the foreign evaluation or Thesis Defense (ITD/FTD)/Viva Voce Examination shall be incorporated and submitted to the PG Coordinator within 3 months after receiving the evaluation/examination report. Principal Supervisor shall verify the required corrections in the form of written report

	corrections in the form of written report within given time period.	within given time period. Defense will be conducted after successful compliance of the comments.
	All major corrections recommended by the Examiners during the foreign evaluation or Thesis Defense/Viva Voce Examination shall be incorporated and submitted to the PG Coordinator within 6 months after receiving the evaluation/examination report. Principal Supervisor shall verify the required corrections in the form of written report within given time period.	All major corrections recommended by the Examiners during the foreign evaluation or Thesis Defense (ITD/FTD) /Viva Voce Examination shall be incorporated and submitted to the PG Coordinator within 6 months after receiving the evaluation/examination report. Principal Supervisor shall verify the required corrections in the form of written report within given time period. Defense will be conducted after successful compliance of the comments.

MS/MPhil Rules 2017

Sr. No.	For	Read
31.9	The student shall be given three chances to defend the thesis successfully. After a failed attempt, the panel of Examiners shall specify the time period within which the student shall be required to defend the thesis again. If the student is not able to defend the thesis in the third attempt even, the candidature of the student shall be decided in accordance with Article 29.10.	The student shall be given three chances to defend the thesis successfully. After a failed attempt, next chance should be given to the scholar on the recommendation of the examiners. If the examiners determine that there is no prospect for a next chance, the candidature of the student shall be decided in accordance with Article 29.10.



Bahria University
Discovering Knowledge

PhD-22

Thesis Defense & Viva Voce Evaluation

Candidate's Name	Reg No:	
Faculty/Department	Campus:	
Title of Thesis :		
Date of Defense :		

RECOMMENDATION (if any):

General comments (attach additional sheet if required)

When the final thesis defense of the scholar has concluded and all other requirements have been met, We

- Do Recommend** that the candidate be awarded the degree of Doctor of Philosophy
- Do Recommend** that the candidate be awarded the degree of Doctor of Philosophy subject to the major/minor correction in the thesis
- Do Recommend** that the candidate should reappear in the thesis Defense and viva voce after incorporating major/minor corrections in the thesis
- Do Not Recommend** that the candidate be certified to the faculty for the degree of Doctor of Philosophy

Name of Examiners	Presentation Skills	Viva Voce	Depth of Knowledge	Signature
1. Internal Examiner:				
2. External Examiner:				
3. External Examiner:				

(Excellent, Satisfactory, Unsatisfactory)

Dean of Concerned Faculty(Name): _____
Signature/Date _____

Distribution:

- Original Copy to Director Examinations for Scholar's Personal file.
- Director PGP and Head of Department's office for record.

Ratification of Award of PhD Degrees

<u>S.#</u>	<u>Student Enr #</u>	<u>Reg #</u>	<u>Student Name</u>	<u>Date of Enrollment</u>	<u>Date of Final Defense</u>	<u>Date of Notification/ Completion</u>	<u>Department</u>	<u>Campus</u>
1.	02-280172-001	11374	Fazeelat Masood	11 September 2017	27 April 2022	31 August 2022	Management Sciences	BUKC
2.	02-281142-002	27557	Taimoor Zafar	01 September 2014	21 July 2022	19 September 2022	Electrical Engineering	BUKC
3.	05-274152-002	14006	Naima Fatima Sheriff	07 September 2015	06 July 2022	03 October 2022	Professional Psychology	BUIPP
4.	01-281142-002	28631	Ikram Ul Haq	01 September 2014	11 May 2022	28 July 2022	Software Engineering	BUIC
5.	01-280162-009	38515	Hina Nayab	05 September 2016	21 June 2022	19 September 2022	Management Sciences	BUIC
6.	01-280162-011	10775	Nida Kamal	05 September 2016	26 July 2022	20 September 2022	Management Sciences	BUIC
7.	01-280162-007	12135	Marium Nasir	05 September 2016	02 August 2022	31 October 2022	Management Sciences	BUIC
8.	01-280132-005	6767	Nida Zahid	02 September 2013	22 September 2022	08 November 2022	Management Sciences	BUIC
9.	01-283182-001	59664	Hina Gul	10 September 2018	27 September 2022	30 November 2022	Computer Science (Math)	BUIC
10.	01-283181-002	56461	Saima Riasat	06 February 2018	13 October 2022	19 December 2022	Computer Science (Math)	BUIC
11.	01-283181-001	56460	Naila Shaheen	06 February 2018	18 October 2022	16 December 2022	Computer Science (Math)	BUIC
12.	01-281161-001	44749	Nadia Sultan	01 February 2016	24 October 2022	01 December 2022	Electrical Engineering	BUIC

3113 – A		Faculty of Professional Psychology		
Local External Examiners (NINE)				
Sr. #	Name	Affiliation	Area of Specialization	Experience
i.	Dr. Zakia Bano	NUMS-Rawalpindi	Clinical Psychology	8 years
ii.	Dr Sheeba Farhan	Federal Urdu University Karachi	Psychology	5 years
iii.	Dr Saima Masoom Ali	University of Karachi.	Clinical Psychology	7 years
iv.	Dr Khalida Rauf	Federal Urdu University Karachi	Clinical Psychology	13 years
v.	Dr Ziasma Haneef Khan	University of Karachi	Clinical Psychology	14 years
vi.	Dr. Rabia Hanif	Riphah International University, Islamabad	Clinical Psychology	2 years
vii.	Dr. Anila Sadaf	NUML-Islamabad	Clinical Psychology	3 years
viii.	Dr. Saima Dawood	Punjab University Lahore	Clinical Psychology, Psychometrics	14 years
ix.	Dr. Mazhar Iqbal Bhatti	IIUI, Islamabad	Clinical Psychology	9 years

3113 – B		Faculty of Humanities & Social Sciences		
Foreign External Examiners (THREE)				
Sr. #	Name	Affiliation	Area of Specialization	QS/THE Ranking
i.	Dr. Jake Lynch	University of Sydney, Australia	Peace and Conflict Studies	41
ii.	Zizi Papacharissi, PhD	University of Illinois Chicago	Political Communication, social media, new media technologies	42
iii.	Dr. Babak Bahdor	The George Washington University	Media Communication, peace and conflict,	362

3113 – C		Faculty of Engineering Sciences		
Foreign External Examiners (SIXTEEN)				
Sr. #	Name	Affiliation	Area of Specialization	QS/THE Ranking
i.	Tommaso Melodia	Northeastern University, USA	Electrical and Computer Engineering	388
ii.	Jaehoon (Paul) Jeong	Sungkyunkwan University, South Korea	Wireless Sensor Networking for Intelligent Transportation Systems	99
iii.	Edris Pouresmaeil	Aalto University, Finland	Electrical Power & Energy Engineering	201-250

iv.	Dr. Wei Xu	Huazhong University of Science & Technology, Wuhan, China	Electromagnetic design and control algorithm of electrical machines and drive systems	151-200
v.	Dr. Hazlie Bin Mokhlis	University Of Malaya, Malaysia	Power And Energy Systems, Smart Grids, Fault Location, Network Reconfiguration	50
vi.	Dr. Shi Xiaohan	Shandong University	Modeling And Management of Battery Energy Storage, Aggregation and Control of Disturbed Flexible Resources	401-450
vii.	Dr. Ahmed E. Radwan	Jagiellonian University, Krakow, Poland	Petroleum Geosciences	401-450
viii.	Dr. Artur Boronat	University of Leicester, UK	Agile software development for the cloud using JVM technology and applications in healthcare and industry 4.0	279
ix.	Dr. Saeid Baroutian	University of Auckland, New Zealand	Climate Change, Biodiversity, Food Processing, Energy & Processing	118
x.	Dr. Rini Asnida Binti Abdullah	Universiti Teknologi Malaysia	Geology and Rock Mechanics, Geospatial, Engineering Geology	191
xi.	Dr. Cigdem Beyan	University of Trento, Italy	Machine and Deep Learning, Computer Vision and Multimedia	151-200
xii.	Dr. Seungmin Rho	Chung-Ang University, Republic of Korea	Big Data Analysis, Multimedia Database and Applications	451-500
xiii.	Dr. Zhongshan Zhang	Beijing Institute of Technology, China	Statistical signal processing, Full-duplex communications	335
xiv.	Dr. Xiaoming Dai	University of Science and Technology Beijing, China	Broadband wireless communication 5G + / 6	428
xv.	Dr. Linglong Dai	Tsinghua University, China	5G/6G Wireless Communications, Machine Learning for Wireless Communications	14
xvi.	Dr. Francesco Piccialli	University of Naples, Italy	Deep Learning, Machine Learning, Internet of Things	416
Local External Examiners (TWENTY-SIX)				
Sr. #	Name	Affiliation	Area of Specialization	
i.	Dr. Ihtisham Ali	PAK-Austria Fachhochschule, Institute Haripur, KPK	Data Science and Artificial Intelligence Applications development for Smart Agriculture	
ii.	Dr. Ateeq ur Rehman	University of Haripur	Wireless Networks	

iii.	Dr. Labiba Fahad	FAST NU Islamabad	Pervasive Healthcare, Machine Learning, Deep Learning, Pattern Recognition, Smart Homes
iv.	Dr. Muhammad Imran	Air University Islamabad	Malware analysis & classification, Embedded system security
v.	Dr. Muhammad Majid	UET, Taxila	Signal Processing, Artificial Intelligence, Image processing
vi.	Dr. Muhammad Jamil	CIIT Abbottabad Campus	Geology
vii.	Dr. Aftab Khan	Allama Iqbal Open University	Digital Image Restoration, Pattern Recognition, Cryptography and Network Security
viii.	Dr. Farhan Aadil	CIIT Islamabad	Routing Optimization, Evolutionary Algorithms, Flying Ad-Hoc Networks
ix.	Dr. Sheeraz Akram	Superior University, Lahore	Data Science, Artificial Intelligence, Data Science, Machine Learning, Deep Learning
x.	Dr. Zain Anwar Ali	Sir Syed University, Karachi	Optimization Algorithms, Bio-Inspired Algorithm, Unmanned vehicles
xi.	Dr. Faraz Shaikh	Nazeer Hussain University, Karachi	Digital Signal & Image Processing, Digital Electronics and Microwave Imaging
xii.	Dr. Syed Mubashir Ali	PAFKIET	Machine Learning, Soft Computing, Information Security
xiii.	Dr. M. Ghazanfarullah Khan	Usman Institute of Technology, Karachi	Wireless Sensors Networks
xiv.	Dr. Mahmood Ali	NED University of Engineering & Technology	Bioenergy, Biofuel, Renewable energy
xv.	Dr. Omm e Hani	University of Karachi	Environmental Sciences
xvi.	Dr. Najma Abbas Naqvi	Institute of Space Technology (IST)	Spacecraft Dynamics and Controls, Global Navigation Satellite System (GNSS)
xvii.	Dr. Syed Arsalan Jawed	PAF-KIET, Karachi	VLSI Design, Analog IC Design, Microelectronics
xviii.	Dr. Farooque Hassan Kumbhar	FAST NUCES, Karachi	Autonomous vehicular communications, Internet of things, wireless networks
xix.	Dr. Muhammad Mazhar Iqbal	PAF-KIET, Karachi	Embedded System, FPGA Based System Design, Digital Circuit Design
xx.	Dr. Zia ul Rehman	Kinnaird College Lahore	Machine Learning, Text Mining, NLP
xxi.	Dr. Adnan Sohail	Iqra University, Islamabad Campus	Networks, Cloud Computing
xxii.	Dr. Shariq Hussain	Foundation University Islamabad, Rawalpindi Campus	Web Services, IoT, Context Awareness, E-learning, Multimedia
xxiii.	Dr. Khalid Iqbal	CIIT Attock Campus	Data Mining, Data Science, Machine Learning, Information Retrieval
xxiv.	Dr. Muhammad Abid	PIEAS, Islamabad	Cyber Security, Detection and Prevention of malware, Security in IoTs

xxv.	Dr. Ali Javed	University of Engineering and Technology, Taxila	Video Content Analysis, Image Processing, Multimedia Forensics, Medical Image Processing
xxvi.	Dr. Naveed Ahmad	FAST-NU, Islamabad	Modelling and Simulation, Complex Systems, Information Systems

3113-D		Faculty of Management Sciences	
Local External Examiners (TWENTY-SIX)			
Sr. #	Name	Affiliation	Area of Specialization
i.	Dr. Saima Tabassum	Sindh Madressatul Islam University Karachi	HRM
ii.	Dr. Salman Sarwat	Benazir Bhutto Shaheed University	Finance
iii.	Dr. Atif Aziz	PAF-Karachi Institute of Economics and Technology	Management
iv.	Dr. Muhammad Asif Qureshi	Mohammad Ali Jinnah University Karachi	HRM
v.	Dr. Usman Ghani	Iqra University - Karachi	Management
vi.	Dr. Muhammad Munnawar Javed	Iqra University - Karachi	Marketing
vii.	Dr. Imam Uddin	Institute of Business Management Karachi	Islamic Finance
viii.	Dr. Sikander Hussain	Nazeer Hussain University	HRM/ OB
ix.	Dr. Usman Ahmed	DHA SUFA University	Finance
x.	Dr. Noman Saeed	Applied economic research center, University of Karachi	Economics
xi.	Dr. Kashif Mahmood	KASB Institute of Technology Karachi	HRM
xii.	Dr. Tehseen Javed	Applied economic research center, University of Karachi	Economics
xiii.	Dr. Qamar Abbas	Mohammad Ali Jinnah University Karachi	HRM
xiv.	Dr. Muhammad Adnan Bashir	Institute of Business Management Karachi	Marketing
xv.	Dr. Jawaaid Qureshi	SZABIST	Marketing
xvi.	Dr. Amir Manzoor	Karachi School of Business and Leadership (KSBL)	Management (MIS)
xvii.	Dr. Noman Somroo	SZABIST	HRM
xviii.	Dr. Imtiaz Arif	Iqra University - Karachi	Finance
xix.	Dr. Abdul Hameed Pitafi	Sir Syed University of Engineering and Technology Karachi	Management Information System
xx.	Dr. Sohail Kamran	Fatima Jinnah Women University, Rawalpindi.	Marketing
xxi.	Dr. Fahd Amjad	IQRA University Islamabad	Supply Chains, Sustainability Policy
xxii.	Dr. Mumtaz Ahmed	COMSATS University Islamabad	Econometrics

xxiii.	Dr. Faheem Aslam	COMSATS University Islamabad	Finance
xxiv.	Dr. Yasir Tariq Mohmand	COMSATS University Islamabad	Logistics and Supply Chain Management
xxv.	Dr. Muhammad Mudasar Ghafoor	University of the Punjab, Jhelum Campus	Management
xxvi.	Dr. Naeem Ullah	Foundation university Islamabad	Finance

TITLE OF THESIS

(Centre, bold, Capitals, Font Size 20)

LEVEL OF THESIS

(e.g. PHD (IR) or MS (ANTHROPOLOGY)

(Centre, bold, Capitals, Font Size 18)

University Logo

NAME OF STUDENT (Font 14) REGISTRATION NUMBER (Font 14)

SUPERVISOR (Font 14) SUPERVISOR NAME (Font 14)

**DEPARTMENT OF HUMANITIES AND SOCIAL SCIENCES BAHRIA
UNIVERSITY, ISLAMABADPAKISTAN**

YEAR OF COMPLETION

Subject: Guidelines for MS-IR Research Proposal

- Introduction2-3 pages
- Statement of the Problem up to 1 page
- Objectives of Study Few lines
- Research Questions..... Few lines
- Significance of Study up to 1 page
- Literature Review3-5 pages
- Hypothesis (If Required)Few lines
- Theoretical Framework2-3 pages
- Research Methodology1-2 pages
- Research Limitationsup to 1 page
- Organization of Study up to 1 page
- Bibliography 1-2 pages

Guidelines For MS (IR) Thesis

Introduction

Introduction will not be counted as chapter. It will include Methodology, Theoretical Framework and Literature Review along with other introductory headings/concepts. In other words, Introduction will include the whole research proposal except Bibliography and Annexures as per above format.

Chapters

Analytical Chapters focused on the subject of the thesis

Conclusion

Conclusion will not be counted as chapter. It will include findings and recommendations of the thesis.

Writing Style

Latest addition of Chicago Manual of Style or APA.

Word Count (excluding tables, figures, footnotes, bibliography, annexure)

30,000 – 40,000

Instructions:

Thesis should be submitted in English (Except Islamic Studies) on single sided A4 papers normally with a 12 font size, 1.5 line spacing with a margin of 1 inch on top, bottom and right side whereas 1.5 inch margin on left side of every page for binding. The font used should be Times New Roman. The overall similarity index of the thesis shall not exceed 19% and the similarity index from a single source shall not exceed 5%. All instructions given in the latest MS/MPhil Rules promulgated by Bahria University must be observed.

Note: The above is intended to serve as general guidelines for the students and supervisors to conduct and present the research in a logical manner. It shall not discourage or restrict innovation or creativity depending on the particular nature of each research.

BAHRIA UNIVERSITY HUMANITIES AND SOCIAL SCIENCES

Subject: Guidelines for PhD-IR Research Proposal

Introduction ..3-5 pages

Statement of the Problem up to 1 page

Objectives of Study Few lines

Research Questions Few lines

Significance of Study up to 1 page

Literature Review ..5-10 pages

Literature/Research Gap up to 1 page

Hypothesis (if required) Few lines

Theoretical / Conceptual Framework ... 2-5 pages

Research Methodology2-4 pages

Research Limitations up to 1 page

Organization of Study up to 1 page

Bibliography ...3-5 pages

Guidelines For PhD (IR) Thesis

Introduction

Introduction will not be counted as chapter. It will include the background, Statement of the Problem, Objectives, Research Questions, Significance of Study, Hypothesis, Theoretical Framework, Research Methodology, Organisation of thesis etc. In other words, Introduction will include the whole research proposal except Literature Review, Bibliography and Annexures as per above format.

Theoretical Framework and Research Methodology may form a separate chapter depending on the nature of research.

Chapters

Literature Review shall be counted as Chapter 1 Analytical Chapters focused on the subject of the thesis

Conclusion

Conclusion will not be counted as chapter. It will include findings and recommendations of the thesis.

Writing Style

Latest addition of Chicago Manual of Style or APA.

Word Count (excluding tables, figures, footnotes, bibliography, annexure)

40,000 – 80,000

Instructions:

Thesis should be submitted in English (Except Islamic Studies) on single sided A4 papers normally with a 12-font size, 1.5 line spacing with a margin of 1 inch on top, bottom and right side whereas 1.5 inch margin on left side of every page for binding. The font used should be Times New Roman. The overall similarity index of the thesis shall not exceed 19% and the similarity index from a single source shall not exceed 5%. All instructions given in the latest PhD Rules promulgated by Bahria University must be observed.

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