



Meeting Minutes

1st FRC, Faculty of Engineering Sciences

January 3, 2017

1. The 1st meeting of Faculty Research committee of Faculty of Engineering Sciences (FRC-FES) was held on January 3, 2017 in the Video Conference Room, Quaid Block at 0930 hours.

Attendees

2. The meeting was attended by the following:

i.	Prof. Dr. M. Najam-ul-Islam	Dean FES, Chair (FRC-FES)
ii.	Dr. Tehseen Ullah Khan	HoD EES Dept., IC
iii.	Dr. Mubarik Ali	HoD EES Dept., KC
iv.	Dr. Faisal Bashir	HoD CS Dept., IC
v.	Dr. Humaira Farooq	HoD CS Dept., KC
vi.	Mr. Farhan S. Sherazi	HoD CS Dept., LC
vii.	Dr. Saleem Aslam	HoD EE Dept., IC
viii.	Dr. Haroon Rasheed	HoD EE Dept., KC
ix.	Dr. Khurram Shehzad	HoD CE Dept., IC
x.	Dr. Tamim A. Khan	HoD SE Dept., IC
xi.	Dr. Sohaib Ahmed	HoD CSE Dept., KC
xii.	Dr. Asim Qureshi	Sr. AP CS Dept., LC
xiii.	Dr. Rehan Qureshi	ASP CSE Dept., KC
xiv.	Dr. Atif Raza Jafri	Sr. ASP EE Dept., IC
xv.	Dr. Imran Ahmad Siddiqi	ASP CS Dept., IC
xvi.	Dr. Fida M. Khan	Professor, EE Dept., Air Uni., ISB
xvii.	Dr. Muhammad Muzammal	ASP CS Dept., IC (Secretary FRC-FES)

Scribe

Dr. Muhammad Muzammal (Associate Professor, CS Department, Islamabad Campus)

Opening Remarks

3. The meeting started with the recitation from the Holy Quran. Secretary FRC-FES welcomed the members/participants which was followed by the welcoming remarks from Chair – FRC.

Agenda

4. The agenda items prepared by respective PGP Coordinators/HoDs were published a week before the meeting.
5. The agenda items presented and the decisions taken are as follows.

Old Agenda Items

6. There were no old agenda items.

Fresh Agenda Items

Item 1.1. Approval of MS Research Proposals and Notification of Supervisors -- EES Department, IC

Discussion

7. HoD EES, IC, presented the MS thesis students from Environmental Sciences, Geophysics and Geology for research proposal approval and notification of supervisor.
8. As per MS/MPhil PG Rules 2016, 24.4, the approval of MS/MPhil research proposal and notification of MS thesis supervisor is done by DRC.

Decision

9. The agenda item was dropped.

Action by: HoD EES, IC

Item 1.2. Inclusion of Faculty in the list of Local and Foreigner External Examiners

(MS/PhD programs) -- EES Department, IC

Discussion

10. HoD EES, IC, presented CVs of foreign evaluators and local external examiners for inclusion in the pool of foreign evaluators and local external examiners.
11. As per MS/MPhil PG Rules 2016, 28.1, foreign evaluators and local external examiners are to be approved by HERC.

Decision

12. Secretary FRC shall prepare a template and shall share it with all HoDs soliciting details about the local external examiners. The HoDs shall provide the required details along with the CVs of the individuals.
13. The list shall be presented in the next FRC meeting and after recommendation from FRC will be presented in HERC for approval.

Action by: Secretary FRC, All HoDs

Due Date: February 28, 2017

Item 1.3. Pending cases of MS programs at the Department -- EES Department, IC

Discussion

14. HoD EES, IC, presented students who are not getting their degrees finished due to reasons like non-submission of NTS GAT result, non-submission of the final draft of thesis, non-appearing of the student for final thesis defence, etc.
15. Dr. Fida M. Khan and Chair – FRC pointed out that the NTS GAT is an admission requirement and not a degree requirement. If the student has completed all the degree requirements, the university should formulate a process, e.g. conducting a university test or similar, to clear the issues in admission requirements. Dr. Fida also pointed out that the non-resolution of such issues creates problems afterwards and therefore, it should be resolved by the university by introducing some customised process for these students.
16. Chair – FRC suggested that all the departments may share the data about such issues and a process shall be initiated in this regard by Dean – FES.

Decision

17. All HoDs shall prepare a list of students who have not completed admission requirements but have completed degree requirements and a process shall be initiated in this regard by Dean – FES after consultation with PGP and Admission Directorate.
18. HoD EES, IC, shall prepare a document mentioning practices in HEC/other universities about solving such issue.
19. The students who have not submitted their final thesis draft will be contacted by the respective department after DRC approval and the PGP and Examination Directorates should be notified accordingly.

Action by: All HoDs, HoD EES

Due Date: January 24, 2017

Item 1.4. Revision of Interview Marks in MS programs Admission – EES Department, IC

Discussion

20. HoD EES, IC, presented the case for revision of interview marks in MS programs Admission. It was pointed out that the MS programs in EES have a mandatory thesis requirement. Therefore, it was essential to assess the aptitude of the student towards research.
21. Chair – FRC pointed out that a single generalized admission form for all degree programs may be a step towards over-simplification and we should conduct interviews based on the degree requirements and therefore, customized admission/interview forms should be designed as per the requirements.

Decision

22. It was decided that two admission forms shall be designed, i.e. one for EES and the other for the rest of the departments in FES. A committee was constituted in this regard as follows.
 - i. Dr. Muhammad Zafar (EES Department, IC, Chair)
 - ii. Dr. Tamim A Khan (HoD SE Department, IC)
 - iii. Dr. Humaira Farooq (HoD CS Department, KC)
23. The customised forms shall be presented in the next FRC meeting and will be presented in the next ACM and HERC meeting after recommendation from FRC.

Action by: Dr. M Zafar (EES Dept., IC)

Due Date: January 31, 2017

Item 1.5. Maintaining PG Programs Data – EES Department, IC

Discussion

24. HoD EES, IC, presented the case for record keeping of MS/MPhil/PhD programs. It was pointed out that the departments were asked to maintain the data of PG program students due to space and human resource problems at the Program Coordinators' (PC) office. However, the number of PG programs and the students have increased considerably and the departments are having difficulties in maintaining the student data due to space and human resource limitations. The PG directorate is also functional and now the record keeping should be done by the Directorate as the official record.
25. HoD SE, IC, suggested that the departmental copies of student data can't be considered as authentic and the authentic official record is only the one present with the respective Directorates.
26. HoD CS, KC, pointed out that PGP and QA Directorates are getting all the data from the respective departments rather than processing it themselves. The departments need support from administration in this regard.
27. HoD EES, KC, pointed out that if the record keeping is to be done by the department then resources should be allocated for the purpose appropriately.
28. Dr. Fida described the record keeping practices in the Air University. The record keeping is online and is done by the respective directorates. The program coordinators work under the Registrar office and have only view access to the student data. Dr. Fida also invited the Chair – FRC to visit the Air University and witness the record keeping procedures.
29. Dr. Muzammal pointed out that the PGP coordinators are provided a research assistant who does the record keeping and conducts the proposal/thesis defence, etc. However, Research Assistant is a temporary position as the Research Assistant must leave after one year. It was suggested that a Graduate Student Advisor should be appointed in the departments to deal with graduate student affairs, i.e. from record keeping to conducting proposal/thesis defence, etc.
30. Chair – FRC observed that a centralized PGP may not be feasible. However, Master copies of the student data should be with the respective directorates.

Decision

31. It was decided that a request would be sent to PGP Directorate to prepare a proposal for a permanent Graduate Student Advisor position to solve the record keeping issue.

Action by: HoD EES, IC, Director PGP

Due Date: January 24, 2017

Item 1.6. PhD Proposal Defence of Ms. Momina Moetesum – CS Department, IC**Discussion**

32. HoD CS, IC, presented the case of a PhD student Ms. Momina Moetesum, enrolment number 01-281131-003, being supervised by Dr. Imran Siddiqi for the approval of PhD proposal defence committee.

Decision

33. FRC appointed the following committee for PhD proposal defence of Ms. Momina.

No.	Student Name	Research Topic	Proposal Defense Committee
1	Momina Moetesum 01-281131-003	Application of image analysis techniques to visuo-constructive and grapho-motor assessments	Dr. Farhan Riaz (External Ex.) Dr. Khurram Khurshid (External Ex.) Dr. Waseem Shehzad (External Ex.)

Action by: HoD CS, IC

Item 1.7. PhD Proposal Defence of Mr. Ghulam Ali Mirza – CS Department, IC**Discussion**

34. HoD CS, IC, presented the case of a PhD student Mr. Ghulam Ali Mirza, enrolment number 01-284151-002, being supervised by Dr. Imran Siddiqi for the approval of PhD proposal defence committee.

Decision

35. FRC appointed the following committee for PhD proposal defence of Mr. Ghulam Ali.

No.	Student Name	Research Topic	Proposal Defence Committee
1	Ghulam Ali Mirza 01-284151-002	Content-based Indexing and Retrieval of Videos	Dr. Farhan Riaz (External Ex.) Dr. Khurram Khurshid (External Ex.) Dr. Rasheed Ahmad (External Ex.)

Action by: HoD CS, IC

Item 1.8. Termination of PhD Candidacy – Mr. Armughan Ali – CS Department, IC**Discussion**

36. HoD CS, IC, presented the case of Mr. Armughan Ali working under the supervision of Dr. Amina Jameel for termination of PhD Candidacy after receiving three consecutive unsatisfactory progress reports.
37. As per PhD Rules 2016, 27.2, the FRC shall recommend to the HERC through PGP Directorate termination of candidacy of the scholar.

Decision

38. FRC recommends Mr. Armughan Ali for termination by HERC through PGP Directorate.

Action by: HoD CS, IC

Item 1.9. Appointment of Examiners for MS Thesis Defence – CS Department, IC**Discussion**

39. HoD CS, IC, presented the case for approval of Examiners (Internal and External) for four (04) MS students, who have either submitted the thesis or the Intent to submit the thesis within three months, to the department to conduct their Thesis defence.

Decision

40. FRC approved the following examination committee for each student.

No.	Student Name	Supervisor	Program	Thesis Title	External Examiner	Internal Examiner
1	Talbia Jamil 01-243151-011	Dr. M Muzammal	MS(CS)	Usability Analysis from User-Centered and Usage Mining based Approaches	Dr. Rasheed Ahmed	Dr. Imran Siddiqi
2	Azhar Habib 01-243142-001	Dr. M Muzammal	MS(CS)	Augmented Model Selection by topic Identification	Dr. Waseem Shehzad	Dr. Arif ur Rehman
3	Babar Ali 01-243142-002	Dr. M Muzammal	MS(CS)	Interactive tool for forearm structure problems diagnostic and Treatment	Dr. Zahoor Jan	Dr. Asfand e yar
4	Amir Ali 01-244141-010	Dr. Faisal Bashir	MS(TN)	Dynamic Super-Frame Adjustment in Cluster Topology based IEEE 802.15.4 Networks	Dr. Rizwan Ahmad	Dr. Shagufta Henna

Action by: HoD CS, IC

Item 1.10. PhD Proposal Defence of Ms. Hajra Masood – CS Department, KC**Discussion**

41. HoD CS, KC, presented the case of a PhD student Ms. Hajra Masood, enrolment number 02-284151-002, being supervised by Dr. Humera Farooq for the approval of PhD proposal defence committee.

Decision

42. FRC appointed the following committee for PhD proposal defence of Ms. Hajra.

No.	Student Name	Research Topic	Proposal Defense Committee
1	Hajra Masood 02-284151-002	Vision-based Gait Authentication System Against Spoofing Attacks Using Shadow Dynamics	Dr. Sohaib Ahmed (Internal Ex.) Dr. Faisal Bokhari (External Ex.) Dr. Raheel Ahmed (External Ex.)

Action by: HoD CS, KC

Item 1.11 Inclusion of Examiners in the List of FRC approved Local External Examiners – CS Department, KC**Discussion**

43. HoD CS, KC, presented the case for inclusion of examiners in the list of approved external examiners.
44. As per MS/MPhil PG Rules, 28.1, the list of external examiners is to be approved by HERC.

Decision

45. Same as 12 and 13 above.

Action by: Same as 1.2

Item 1.12. Appointment of Examiners for MS Thesis Defence – CS Department, KC**Discussion**

46. HoD CS, KC, presented the case for approval of Examiners (Internal and External) for two (02) MS students who have submitted their thesis to the department to conduct their Thesis defence.

Decision

47. FRC approved the following examination committee for each student.

No.	Student Name	Supervisor	Program	Thesis Title	External Examiner	Internal Examiner
1	Bilal Karim Mughal 02-244151-001	Dr. Ghulam Muhammad	MS(CS)	Improving Controller Security in Software Defined Networks Through Trust and Reputation Schemes	Dr. Rehan	Dr. Arshad Aziz
2	Javeria Farooq 02-243141-002	Dr. Hammad Raza	MS(CS)	Motion and Shape Detection of Human in Low Density Crowded	Dr. Sohaib Ahmed	Dr. Imran Jami

Action by: HoD CS, KC

Item 1.13 Approval of examiners for MS thesis defence – EE Department, IC

Discussion

48. HoD EE, IC, presented the case for approval of Examiners (Internal and External) for three (03) MS students who have submitted their thesis to the department to conduct their Thesis defence.

Decision

49. FRC approved the following examination committee for each student.

No.	Student Name	Supervisor	Program	Thesis Title	External Examiner	Internal Examiner
1	Muhammad Waqas 01-244142-048	Dr. Atif Jafri	MS (EE)	Flexible Implementation of multi standard damper using ASIP & NICS Approach.	Tassaduq Hussain	Dr. Najam ul Islam
2	Ansar-Ul-Haq 01-244151-001	Dr. Saleem Aslam	MS (EE)	Multiband energy spectrum sensing in cooperative cognitive network.	Dr. Awais Azam	Dr. Atif Jafri
3	Ambreen Kamaal 01-244142-036	Dr. Saleem Aslam	MS (EE)	Interference mitigation through optimal channel allocation in a 5G.	Dr. Awais Azam	Dr. Imtiaz Alam

Action by: HoD EE, IC

Item 1.14 Inclusion of External examiners in the pool – EE Department, IC**Discussion**

50. HoD EE, IC, presented the case for inclusion of examiners in the list of approved external examiners.
51. As per MS/MPhil PG Rules, 28.1, the list of external examiners is to be approved by HERC.

Decision

52. Same as 12 and 13 above.

Action by: Same as 1.2

Item 1.15. PhD Proposal Defence of Mr. Suleman Askari – EE Department, KC**Discussion**

53. HoD EE, KC, presented the case of a PhD student Mr. Suleman Askari, enrolment number 02-281141-002, being supervised by Dr. Haroon Rasheed for the approval of PhD proposal defence committee.

Decision

54. FRC appointed the following committee for PhD proposal defence of Mr. Suleman.

No.	Student Name	Research Topic	Proposal Defense Committee
1	Suleman Askari 02-281141-002	Penetration Potential of Photo Voltaic Generation in The National Grid	Dr. Mohsin Aman (External Ex.) Dr. Sajjad Zaidi (External Ex.) Dr. Haroon Rasheed (Internal Ex.)

Action by: HoD CS, KC

Item 1.16. PhD Proposal Defence of Ms. Hina Shakir – EE Department, KC**Discussion**

55. HoD EE, KC, presented the case of a PhD student Ms. Hina Shakir, enrolment number 02-281141-001, being supervised by Dr. Haroon Rasheed for the approval of PhD proposal defence committee.

Decision

56. FRC appointed the following committee for PhD proposal defence of Ms. Hina.

No.	Student Name	Research Topic	Proposal Defense Committee
1	Hina Shakir 02-281141-001	3-D Image Analysis Techniques for Lung Cancer Detection on Computed Tomography(Ct) Scans	Dr. Shahid Sheikh (External Ex.) Dr. Farah Haroon (External Ex.) Dr. M Ghazanfar Monir (External Ex.)

Action by: HoD EE, KC

Item 1.17 Appointment of Examiners for MS Thesis Final Defence – SE Department, IC

Discussion

57. HoD SE, IC, presented the case for approval of Examiners (Internal and External) for four (04) MS students who have submitted their thesis to the department to conduct their Thesis defence.

Decision

58. FRC approved the following examination committee for each student.

No.	Student Name	Supervisor	Program	Thesis Title	External Examiner	Internal Examiner
1	Maria Fazal 01-244151-035	Dr Tamim A Khan	MS (SE)	Test Case prioritization using Particle Swarm Optimization algorithm	Dr. Salim Aslam	Dr. Sohail Asghar
2	Maria Usman 01-244151-036	Dr Tamim A Khan	MS (SE)	Static fault seeding using abstract syntax tree	Dr. Awais Majeed	Dr. Khalid Saleem
3	Raheela Ambrin 01-244151-043	Dr Tamim A Khan	MS (SE)	GUI Test Case Minimization Using Event Flow Map	Dr. Shahid Nazir Bhatti	Dr. Iftikhar Azim
4	Sumaira Shafeeq 01-244151-048	Dr Tamim A Khan	MS (SE)	Game based learning: Usability evaluation of children's learning games through heuristics evaluation	Dr. Raja Suleman	Dr. Hammad Afzal

Action by: HoD SE, IC

Item 1.18 Appointment of PhD supervisors – SE Department, IC

Discussion

59. HoD SE, IC, presented the case of a PhD student Mr. Farrukh Shahzad Ahmed, enrolment number 01-281162-001, for the appointment of supervisor.
60. As per PhD PG Rules 2016, 26.1, HoD appoints the supervisor at the time of registration of the student.

Decision

61. The point was Dropped.

Action by: HoD SE, IC

Item 1.19 Time Bar Cases – Request for Completion of Degree Requirements in Spring 2017 – CSE Department, KC

Discussion

62. HoD CSE, KC, presented the cases of three (03) students who were not able to complete the degree requirements in three (03) years' time. It was requested that the time-bar students be given six (06) months to complete the degree requirements.

Decision

63. HoD CSE, KC, will initiate the case on file for approval from competent authority.

Action by: HoD CSE, KC

Item 1.20 Change of Supervisor for PhD Student Mr. Qazi Zia Ullah – CE Department, IC

Discussion

64. HoD CE, IC, presented the case of a PhD student, Mr. Qazi Zia Ullah, enrolment number 01-xxxxxx-xxx, supervisor Dr. Khurram Shehzad, whose performance has been reported as unsatisfactory consecutive two times in the months of August 2016 and November 2016.
65. Dr. Khurram briefed the house about the progress of the student on the research goals set for the student in the last two quarters and presented his concern on the seriousness and dedication of the student.
66. The student has admitted that his lack of progress is due to his personal commitments towards research.

Decision

67. FRC approved the request and directed the HoD CE, IC, to help the student in change of supervisor and research topic within the next 3 months.

Action by: HoD CE, IC

Closing Remarks

68. Director ORIC congratulated the Chair/Secretary FRC for the smooth conduct of the 1st FRC – FES Meeting. Director ORIC also encouraged the HoDs to activate the DRCs, CACs. He also emphasized the need to publish the Bahria University Journal online to have more citations.
69. Chair – FES summarised the key decisions taken including preparation of compiled external evaluators list and the initiation of a process for NTS GAT issues.
70. Chair – FRC also advised to HoDs that whilst preparing agenda items the rule position should be clear and each agenda item should clearly mention the rules applicable. Chair – FRC instructed the Secretary -- FRC to prepare a standardised template for presenting agenda items.
71. In his closing remarks, Chair – FRC thanked the members/participants for contributing to the FRC – FES meeting.

January 10, 2017

Prof. Dr. M. Najam-ul-Islam

Chair – FRC, Dean FES