

Minutes of the Meeting

33rd Meeting of Higher Education Research Committee (HERC)

held on

**11 – 12 June 2024
Through VLC**



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

Table of Contents

Reference Designators & Terms	1
Acronyms & Abbreviations	2
Confirmation of the Minutes of 32 nd HERCM held on 30-31 August 2023	6
Review Items (14)	6
Item No. 3008: Approval of Adding New Names in the List of Foreign & Local External Examiners	6
Item No. 3101: Progress Review of Funded Research Projects	7
Item No. 3109: Measures to Enhance Effectiveness of DRCs and FRCs	9
Item No. 3110: Amendments in the PG Rules/Features Enhancements of TTM	9
Item No. 3114: New Format of MS and PhD Research Proposal and Thesis	9
Item No. 3201: Progress Review of Major KPIs of RIC	10
Item No. 3202: Progress Review of PhD Scholars	11
Item No. 3203: RIC – Corrective Action Plan for Improvement of International Ranking	11
Item No. 3205: Policy for Establishment and Functioning of Research Groups (RGs) at BU	13
Item No. 3207: PhD Research Paper Vetting Prior to ITD	14
Item No. 3209: Proposal on Induction of Fully Funded PhD Students at BU	15
Item No. 3210: Amendment in MS/MPhil & PhD Rules	16
Item No. 3212: Cancellation of PhD Student Candidacies	16
Item No. 3213: Special Approval for Conducting Research Proposal Defense	17
New Items (16)	18
Item No. 3301: Progress Review of Major KPIs of Excellence in Research	18
Item No. 3302: Progress Review of PhD Scholars	19
Item No. 3303: Progress Review of Research Centers/BICs	20
Item No. 3304: Review of Criteria for Best Student Researcher Award	22
Item No. 3305: Policy for Establishment and Functioning of Research Groups (RGs) at BU	24
Item No. 3306: BU Commercialization Strategy and Revision of IP Policy of BU	25
Item No. 3307: Ratification for Award of PhD Degrees	26
Item No. 3308: 8 th Year Extension of PhD Scholars (Faculty of Psychology)	27
Item No. 3309: Cancellation of PhD Student Candidacies	27
Item No. 3310: Approval of Relevance Assessment Committees (RACs)	29
Item No. 3312: Approval of Adding New Names in the List of Foreign & Local External Examiners	37
Item No. 3313: Amendment in BU Policy on HEC Travel Grant Funding Mechanism	37
Item No. 3314: Amendment in Approval Procedure of Consultancy	38
Item No. 3315: Process and Standardized Forms for RACs	40
Item No. 3316: Revision of R&D Policies of BU	42
Closing of the Meeting	44
Appendages	45
Appendage-I	45
Appendage-II	49
Appendage-III	58
Appendage-IV	66
Appendage-V	67
Appendage-VI	74
Appendage-VII	95
Appendage-VIII	104
Appendage-IX	111

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
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.	R/Adm Ahmad Fauzan HI (M)	Pro-Rector (RIC)	Member
3.	R/Adm M. Arshid Javaid SI (M) (Retd)	Pro-Rector (Academics)	Member
4.	Cdre. Muhammad Jalaluddin SI (M), S.Bt (Retd)	Registrar	Member
5.	Dr. Saleem Aslam	Director ORIC	Member/Secy
6.	Dr. Faisal Bashir	Dean ES/Principal SEAS E-8	Member
7.	Dr. Adam Saud	Dean HSS/Principal SHSS E-8	Member
8.	Dr. Muhammad Fayaz	Dean Law	Member
9.	Cdre. Zahid Iqbal SI (M)	Controller Examinations	Member
10.	Cdre. Asim Raza SI (M) (Retd)	Director Academics	Member
11.	Cdre. Dr. Zahid Hasan Bawar SI (M) (Retd)	Director Technology Dev.	Member
12.	Dr. Asad Waqar	Director PGP	Member
13.	Dr. Awais Mehmood	Director SMP	Member
14.	Dr. Samabia Tehsin	Director CoE-AI (AOL)	Member
15.	Mr. Fazal Wahab	Director QA	Member
Bahria University Islamabad Campus			
16.	Cdre. Mehboob Ilahi Malik SI(M) (Retd)	Director General (AOL)	Member
17.	Cdre. (R) Altaf Hussain SI(M)	Director Campus – H-11	Member
18.	Captain M. Sarfraz Khan SI(M) (Retd)	Director Academics	Member
19.	Dr. Khalid Mumtaz	Principal BBS	Member
20.	Dr. Saima Kulsoom	Principal/HoD BSPP	Member
21.	Dr. Shehzad Khalid	Principal SEAS-BUIC H-11	Member
22.	Dr. Riaz Ahmed	HOD, Dept. of MS	Member
23.	Dr. Umair Ullah Jamil	HOD, Dept. of E&ES	Member
24.	Dr. Adeel M. Syed	HOD, Dept. of Soft Engg.	Member
25.	Dr. Farrukh Shahzad	HOD, Dept. of Media Std.	Member
26.	Dr. Khalil Ullah Muhammad	HOD, Dept. of BS	Member
27.	Dr. Irfan H. Qasarani	HOD, Dept. of H&SS	Member
28.	Dr. Shahid Tirmzi	HOD, Dept. of Isl. Studies	Member
29.	Dr. Moneeb Gohar	HOD, Dept. of CS H-11	Member
30.	Dr. Shazia Yusuf	HOD, Dept. of PP H-11	Member
31.	Dr. Muzammal Ilyas Sindhu	PGP Coord, Dept. of MS, IC	Member
32.	Dr. Umer Hayat	PGP Coord, Dept. of H&SS	Member
33.	Dr. Sanaullah	PGP Coord, Dept. of Isl. Stu.	Member
34.	Dr. Arooj Muneeb	PGP Coord, BSPP	Member
Bahria University Karachi Campus			
35.	V/Adm Khawaja Ghazanfar Hussain HI (M) (Retd)	Director General	Member
36.	Engr. Erum Shafique	Director Academics (AOL)	Member
37.	Dr. Zainab Hussain Bhutto	Dean PP/ Director IPP/ Director Admin (AOL)	Member
38.	Dr. Muhammad Zahid	Dean MS/Principal BBS	Member

39.	Dr. Sohaib Ahmed	Principal – BSEAS	Member
40.	Dr. Oyoon Abdul Razzaq	Principal – SHSS	Member
41.	Dr. Asif Inam	Principal – BMAS	Member
42.	Dr. Liaquat Ali	HOD, Dept. of MS	Member
43.	Dr. Salma Hamza	HOD, Dept. of E&ES	Member
44.	Dr. Mukesh Kumar Maheshwari	HOD, Dept. of EE	Member
45.	Dr. Syed Safdar Ali	HOD, Dept. of CS	Member
46.	Dr. Shoaib Mughal	HOD, Dept. of CE	Member
47.	Dr. Kiran Bashir Ahmad	HOD, Dept. of IPP	Member
48.	Dr. Sahar Afshan	HOD, Dept. of H&SS	Member
49.	Dr. M. Ashfaq	HOD, Dept. of Media Std.	Member
50.	Dr. Aurangzeb	HOD, Dept. of Isl. Studies	Member
51.	Dr. Rao Muhammad Rashid	PGP Coord, Dept of MS	Member
52.	Dr. Tehzeeb Amir	PGP Coord, Dept of IPP	Member
53.	Dr. Hina Shakir	PGP Coord, Dept of SE	Member
Bahria University Lahore Campus			
54.	Cdre. Jawad Ahmed Qureshi SI (M) (Retd)	Director Campus	Member
55.	Dr. Muhammad Sajid	HOD, Dept. of MS	Member
56.	Dr. Khawaja Qasim Maqbool	HOD, Dept. of CS	Member
57.	Dr. Khawar Bilal Baig	HOD, Dept. of PP	Member
58.	Dr. Saif ul Haq	PGP Coord, Dept. of MS	Member
59.	Dr. Ansar Siddique	PGP Coord, Dept. of CS	Member
60.	Dr. Ayesha Aziz	PGP Coord, Dept. of PP	Member
Bahria University Health Science Campus, Karachi			
61.	V/Adm Ather Mukhtar HI(M) (Retd)	Director General	Member
62.	Capt. Noaman Imam SI(M) (Retd)	Director Campus	Member
63.	Dr. Kashif Naqvi	Principal BUDC, Karachi	Member
64.	Dr. Mehreen Lateef	Principal BUCAHS	Member
65.	Cdr. Afshan	Principal PNNC	Member
66.	Dr. Nasim Karim	Principal BUHSC-PGI	Member
67.	Dr. Khalid Aziz	Principal BUCPT	Member
68.	Dr. Khalid Mustafa	Vice Principal – Medical Section	Member
In Attendance			
69.	Capt. (R) Khalid Hameed PN	Deputy Registrar (Academics)	
70.	Cdr. (R) Zulfiqar Haider Malik PN	Deputy Director Regulations	
71.	Dr. Yasmin Nergis	Head, ERC	
72.	Dr. Naveed Ahmad	Head ADRC	
73.	Dr. Ali Imtiaz	Head SIL	
74.	Mr. Abrar Hussain	Assistant Director (R&D), ORIC	
75.	Mr. Faizan Ul Haq	Assistant Director (I&C), ORIC	
76.	Mr. Jahanzeb Sarwar Malik	Manager TISC	

77.	Mr. Muhammad Umair Saeed	Manager QA, LC
78.	Dr. Aliya Azmat Ali	Manager LPDC, KC
79.	Engr. S. Rizwan Ali	Manager BIC, KC
80.	Mr. M. Usman Siddiqui	Manager SMP, KC
81.	Ms. Ayesha Umer	Scientific Officer, ADRC, KC
82.	Dr. Shumaila Najeeb	Associate Prof. (Pathology), BUCM
83.	Dr. Waqar Uddin	DD ORIC, KC

Proceedings

1. The proceedings commenced at 1000 hrs on 11 June 2024 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.

Confirmation of the Minutes of 32nd HERCM held on 30-31 August 2023

3. After soliciting the approval of the Chairperson HERC, Minutes of the 32nd 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 32nd HERCM were confirmed by the committee. *Point dropped.*

Review Items (14)

Item No. 3008: Approval of Adding New Names in the List of Foreign & Local External Examiners

Action By: **Director PGP**

Decision 32 (3008):

5. Increase in honorarium rates for external evaluators to remain on agenda.

Progress Reported:

6. Treasurer Office intimated on 20 Feb 2024 that due to financial constraints, increase in honorarium rates is still not possible. Same will be considered on availability of funds in next FY.

Discussion:

7. Treasurer apprised HERC that the demand for the financial effect of the honorarium rates for external evaluators be provided to Treasurer Office for further working on it.
8. The Pro-Rector (RIC) informed that the Director PGP had already forwarded their proposal to the Treasurer's office. According to their analysis, the estimated budget is almost double the current honorarium rates. He further added that the Treasurer's office needs to evaluate the submitted proposal in light of the budget requirements for FY 2024-25 and advise campuses to include the relevant financial requirements in their upcoming budgets if feasible.

9. Decision:

10. A separate presentation to be arranged by Director PGP to the Honorable Rector on subject agenda item.

Action Required	Action By	Responsibility
Implementation of Decision	Director PGP	Treasurer

11. *Progress to be Reported.*

Item No. 3101: Progress Review of Funded Research Projects**Action By: Pro-Rector (RIC)****Director Technology Development****Director ORIC****Head ADRC****Decision 32 (3101):****12.** The following decisions were undertaken by the HERC:

- a. A presentation session be arranged to be chaired by the Honorable Rector regarding the current capacity of BSTS in purview of the commercialization of research outcomes with pilot case of research outcomes achieved by Dr. Mehreen Latif. The presentation shall include an achievable timeline on different identified milestones **(Project: i – iii)**.
- b. Pro-Rector (RIC) to review the outcomes of the project along with application of the project in the industry through provision of needful support by BU **(Project-iv)**.
- c. DG-KC to apprise the Chairperson regarding status of ISO Certification by ADRC. Pro-Rector (RIC) to review the way forward of **Project-v** and recommend the closure if deemed appropriate.
- d. Director ORIC to present the commercialization strategy of BU to the Honorable Rector and recommend the measures for better functioning and materializing the commercialization outcomes of research endeavors of BU researchers.

Progress Reported:**13.** Following progress was reported against each decision point by the relevant offices:

Decision Points	Progress
a. A presentation session be arranged to be chaired by the Honorable Rector regarding the current capacity of BSTS in purview of the commercialization of research outcomes with pilot case of research outcomes achieved by Dr. Mehreen Latif. The presentation shall include an achievable timeline on different identified milestones (Project: i – iii) .	a. A presentation was arranged by Director ORIC and Director (TD) on 13/03/24. Principal Investigators (PIs) of all FIVE projects presented their future course of actions. Honorable Rector desired from Director (TD) to take necessary action for the commercialization and patent filing of BU funded including those Projects undertaken by Dr. Mehreen Latif. One patent of Dr. Mehreen got revision from IPO, which was submitted for evaluation.
b. Pro-Rector (RIC) to review the outcomes of the project along with application of the project in the industry through provision of needful support by BU (Project: iv) .	b. Pro-Rector (RIC) reviewed the project titled “Cable Driven Parallel Robot Workbench.” He further informed that PI (Dr. Attayab Khan) is preparing lab modules for the relevant courses. These modules will be incorporated into the academic curricula and will also be offered to the industry.
c. DG-KC to apprise the Chairperson regarding status of ISO Certification by	c. (i) The Head ADRC through Director Academics-BUKC informed that ISO

ADRC. Pro-Rector (RIC) to review the way forward of Project-v and recommend the closure if deemed appropriate.	certification has been approved for three years (2024-26). d. (ii) Pro-Rector (RIC) reviewed the project titled “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” and directed Dr. Saima Majeed (PI) to propose possible future utilization of the project outcomes.
e. Director ORIC to present the commercialization strategy of BU to the Honorable Rector and recommend the measures for better functioning and materializing the commercialization outcomes of research endeavors of BU researchers.	d. Director ORIC presented the Commercialization Strategy to the Honorable Rector in a presentation session on 1 April 2024. The proposed Commercialization Strategy and proposed changes in the IP Policy of BU have been disseminated to all stakeholders for their input and same will be presented in 33 HERCM as fresh Agenda Item No 6.

Discussion:

- 14.** The Director (TD) informed the committee that a case has been initiated for approval, outlining the steps to expedite the patent approval process. These steps include hiring an IP consultant, forming an IP evaluation committee, and establishing a liaison with the IPO. He further informed that PI (Dr. Attayab Khan) is preparing lab modules for the relevant courses. These modules will be incorporated into the academic curricula and will also be offered to the industry.
- 15.** Pro-Rector (RIC) informed that project titled “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” was relevant to COVID-19 but it no longer has any utilization. The Honorable Rector desired from PI (Dr. Saima Majeed) of the said Project to explore any possible utilization of the project in academia, industry, or internationally.

Decision 33 (3101):

- 16.** The following decisions were undertaken by the HERC:
- Honorable Rector desired from Director (TD) to expediate the process of patents approval (**Project: i – iii**). *Progress to be Reported.*
 - The PI of the Project (Dr. Attayab Khan) to prepare the lab modules for the relevant courses. The same to be incorporated into the academic curricula and offered to the industry as well (**Project: iv**). *Progress to be Reported.*
 - The Honorable Rector desired from PI (Dr. Saima Majeed) of the Project titled “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 explore any possible utilization of the project in academia, industry, or internationally **(Project: v)**. *Progress to be Reported.*

- d. The proposed changes in the IP Policy of BU was presented in 33 HERCM as fresh Agenda Item No. 3306. *Point Dropped.*

Action Required	Action By	Responsibility
Implementation of Decision – a	Director (TD)	Director (TD)
Implementation of Decision – b	Dr. Attayab Khan – PI of the Project	Director (TD)
Implementation of Decision – c	Dr. Saima Majeed – PI of the Project	Director (TD)

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

Action By: **All Deans**

Decision 32 (3109):

17. Process of Constitution of Departmental Research Committees (DRCs) and Faculty Research Committees (FRCs) be revisited by Pro-Rector (Academics).

Progress Reported:

18. All Deans officially communicated that FRCs of all six faculties (FoES, FoMS, FoSS, FoLaw, FoHS and FoPPsy) have been constituted through Registrar Notifications in light of the BU Statutes 2022 (Clause 3.12.1).

Decision 33 (3109):

19. Needful has been done. *Point Dropped.*

Item No. 3110: Amendments in the PG Rules/Features Enhancements of TTM

Action By: **All Deans**

Decision 32 (3110)

20. Advisory Committees for PhD scholars be formulated in the light of already approved ToRs for all PhD scholars of BU by the respective Deans.

Progress Reported:

21. All Deans officially communicated that Advisory Committees have been formulated as per the approved ToRs.

Decision 33 (3110):

22. Needful has been done. *Point Dropped.*

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

Action By: **Dean H&SS**

Decision 32 (3114):

23. Presentation regarding new format of MS/PhD proposal and thesis to be arranged on Priority.

Progress Reported:

24. Presentation was given to Honorable Rector on 24 October 2023 by Dean H&SS. The New format for MS/PhD Research Proposal and thesis has been approved and adopted by the FoHSS.

Decision 33 (3114):

25. Needful has been done. *Point Dropped.*

Item No. 3201: Progress Review of Major KPIs of RIC

Action By: **Director QA/All Deans**
Pro-Rector (RIC)
All Heads of CUs
Director SMP/Director QA

Decision 3201:

26. The following decisions were undertaken by the HERC.

- a. Director PGP in consultation with Director QA and all Deans to arrange a presentation session for proposing measures to strengthen the post graduate programs and enhance student enrollment at PG programs of BU.
- b. The organizational working of research centers and business incubation centers in BU organogram to be looked into by Pro-Rector (RIC) keeping in view the input of DGs of CUs.
- c. Presentation sessions on assigned targets of BU Strategic Plan be arranged by all CUs during the visit of Honorable Rector.

27. Following progress was reported against each action point:

Decision Points	Progress
a. Director PGP in consultation with Director QA and all Deans to arrange a presentation session for proposing measures to strengthen the post graduate programs and enhance student enrollment at PG programs of BU.	a. Director PGP informed that the presentation session on 'Measures to Strengthen BU PG Programs and to enhance Students Enrollment' has been arranged for the Honorable Rector on 18 March 2024. Subsequently, after the formal approval by the Honorable Rector, the corrective actions have been communicated to all concerned stakeholders.
b. The organizational working of research centers and business incubation centers in BU organogram to be looked into by Pro-Rector (RIC) keeping in view the input of DGs of CUs.	b. A presentation session has been conducted to the Honorable Rector on organizational working of research centers and business incubation centers in BU organogram on 27 October 2023. Subsequently, Registrar Notification has been issued for transferring the functional control in addition of administrative control of Research Centers to Campuses.
c. Presentation sessions on assigned targets of BU Strategic Plan be arranged by all CUs during the visit of Honorable Rector.	c. Director SMP communicated that a biannual progress mechanism on SMP has been developed. In this regard, Director SMP in consultation with Dte. of QA and Dte. of RIC has

	selected critical KPIs retrieved from all themes and issued timeline to campuses to present the progress on same to the Honorable Rector. The first progress of KPIs for current FY has been presented on the visit of the Honorable Rector to respective Campuses in February 2024 onwards. The second progress will be presented at the end of FY 2023-24.
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Discussion:

28. Director PGP apprised the house that corrective actions have been communicated to all stakeholders. However, Honorable Rector emphasized that implementation of corrective actions is more important than communication. He further added that the implementation should be monitored, and the progress be reported in next HERCM.

Decision 33 (3201):

29. The following decisions were undertaken by the HERC:

- a. The corrective actions communicated to all concerned stakeholders to be implemented in true letter and spirit. *Progress to be Reported.*
- b. Needful has been done. *Point Dropped.*
- c. Needful has been done. *Point Dropped.*

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

Item No. 3202: Progress Review of PhD Scholars

Action By: **All Deans**

Decision 3202:

30. All the problematic cases shall be presented separately. Furthermore, an identical format of presentation shall be adopted by all Deans.

Progress Reported:

31. A standard format has been developed by Dte of RIC in consultation with Dte of PGP with separation of presentation slides for clear, minor and major issues cases of PhD Scholars. The same has been disseminated to all Deans for necessary future compliance. Progress of PhD Scholars by all Dean will be presented on standard presentation template in 33 HERCM as Fresh Agenda Item No. 2.

Decision 33 (3202):

32. Needful has been done. *Point Dropped.*

Item No. 3203: RIC – Corrective Action Plan for Improvement of International Ranking

Action By: **Director ORIC**
All Deans
Director SMP
Pro Rector (RIC)

Decision 3203:

33. The following decisions were undertaken by HERC:

- a. The **Policy to Encourage Foreign Research Collaboration** stands approved without any limit of Impact Factor of publications. The policy to be floated to all relevant stakeholders after SIX Months' time to assess the benefits acquired by BU. Benefits vis a vis the policy to be tabled in 34th HERC Meeting.
- b. The Policy on **Hiring of Research Track Faculty (RTF) at BU** stands approved. An extensive study duly incorporating the areas (identified in the SDGs) to be undertaken based on the input from all relevant stakeholders prior to soliciting the approval of Honorable Rector.

Progress Reported:

34. The progress is as follows:

- a. Benefits vis a vis of the Policy to **Encourage Foreign Research Collaboration** to be tabled in 34th HERC Meeting as per decision of 32nd HERCM.
- b. The Honorable Rector has accorded approval for hiring of RTF (one Research Assistant Professor each at BUIC and BUKC), in Cyber Security/AI and Microbiology (areas identified of SDGs based on the input solicited from the relevant stakeholders). The hiring of RTF is in process.

Discussion:

- 35.** The Honorable Rector inquired whether adequate steps have been taken to improve the research output of BU. Director ORIC informed the committee that incentive-based policies have been implemented at Campuses/CUs by BUHO. These policies include cash awards, publication fee, course load waivers against publications, consultancy, and for funded research projects.
- 36.** Pro-Rector (Academics) suggested that it's the responsibility of Heads of CUs/Principals to report the progress on Research Targets and needs to revisit the consideration of "W" Category/Impact Factor Publications instead of "Y" Category for PhD Scholars.
- 37.** Director QA suggested that all Deans should have department-wise research implementation and execution plans aligned with research targets. He informed the committee that domain-specific research also contributes to international research rankings. Additionally, he suggested that each School has its own strategic plan derived from BU's overall strategic plan.
- 38.** Pro-Rector (RIC) desired from the campuses to discuss their issues and current situations if they are unable to contribute to research. He further added that the Dte of RIC is introducing the Research Groups Policy to provide guidance and foster collaborative research, which is expected to have a positive impact in future research. The Pro-Rector (RIC) also suggested that if BU is able to implement the Strategic Management Plan (SMP) effectively, it could resolve many issues. He emphasized that the SMP should be the primary source of data for reporting purposes.
- 39.** DG-KC informed the house that KC has been nearly achieving its targets over the past two to three years, attributing this success to collective efforts. He suggested that assigning targets to individual FMs on an annual basis can ensure consistent progress in goals achievement.
- 40.** Director ORIC informed that no CV received against the advertised vacant positions of RTF. Pro-Rector (RIC) suggested that BU should use other medium for the advertisement of the vacant positions of RTF.

Decision 33 (3203):

41. The following decisions were undertaken by the HERC:

- a. The schools/CUs must have their own research implementation and execution plans at department and school level derived from the BU strategic plan.
- b. The Honorable Rector directed to form a committee, headed by the Pro-Rector (RIC) comprising the Director QA and the Director SMP (along with any other relevant members), to review and revamp the SMP, making it more effective, responsive, and proactive. The committee is expected to present its findings and recommendations to the Honorable Rector.
- c. The other forums like newspapers may also be used to re-advertise the RTF position.

Action Required	Action By	Responsibility
Implementation of Decision – a	All Principals of Schools/Director CU	Heads of CUs
Implementation of Decision – b	Pro-Rector (RIC), DQA, DSMP	Pro-Rector (RIC)
Implementation of Decision – c	Director HR	Director ORIC

42. Progress to be Reported

Item No. 3205: Policy for Establishment and Functioning of Research Groups (RGs) at BU

Action By: **Director ORIC**

Decision 3205:

43. The Chair decided that more work needs to be done for incorporating the campus level input in the policy. The policy to be presented again in 33rd HERCM after building consensus with all CUs.

Progress Reported:

44. The input on “Policy for Establishment and Functioning of Research Groups (RGs) at BU” has been solicited from all Campuses and same has been incorporated in the said policy and is tabled before the HERC for discussion and approval.

Discussion:

45. Pro-Rector (RIC) informed the committee that the HEC has identified and listed national-level research areas on its website, and BU may select and prioritize specific areas of expertise for each faculty. Pro-Rector (RIC) further added that the effort through Research Group is made to formalize the formation of research groups at BU. DG-BUKC suggested that course load waiver for the members of Research Groups should be granted on the recommendation of the respective Director Generals (DGs).

46. Director QA suggested that the policy should outline the process for research groups to request the necessary resources and support to conduct research.

Decision 33 (3205):

47. The following decisions were undertaken by the HERC:

- a. The “**Policy for Establishment and Functioning of Research Groups (RGs) at BU**” stands approved with minor revisions, as follows:

Clause	FOR	READ
7.1	All RGs are required to submit an Annual Performance Review Report to the Dte. of RIC-BUHO through their respective Principal with the endorsement of DG-Campus for the perusal of Pro-Rector RIC by 30 th June each year	All RGs are required to submit a bi-annual performance review report to the Dte. of RIC-BUHO through their respective Principals with the endorsement of DG-Campus for the perusal of Pro-Rector (RIC) by 1 st July and 1 st January each year.
	Additional Clause	Quarterly progress of the research groups be monitored at Campus/CU level.
7.3	Head of RGs and other two group members (whose names are included in first three authors in research endeavors) will be awarded one course load waiver on the recommendation of the Pro-Rector (RIC) by the Honorable Rector considering the exceptional performance of RG on the KPIs mentioned in Clause-6 of this policy in the preceding year	Head of RGs and other two group members (whose names are included in first three authors in research endeavors) will be awarded one course load waiver on the recommendation of the respective Director Generals (DGs) by the Honorable Rector considering the exceptional performance of RG on the KPIs mentioned in Clause-6 of this policy in the preceding year.
	Additional Clause	The administrative requirements of the research groups to undertake the research be processed at campus level for approval and provision.

- b. After incorporating the above changes, the same revised policy placed at [Appendage-I](#) be processed on file for the approval of the Chairperson HERC.

Action Required	Action By	Responsibility
Implementation of Decision – a, b	Director ORIC	Pro-Rector (RIC)

48. Progress to be Reported.

Item No. 3207: PhD Research Paper Vetting Prior to ITD Action By: Director PGP

Decision 3207:

- 49.** The proposed Proforma has been approved and should be submitted by the relevant offices prior to the verification of research paper publications.

Progress Reported:

50. Director PGP informed the committee that the revised Proposed Proforma has been incorporated and disseminated. The details of the publications by PhD scholars for verification are now received on the revised proforma.

Decision 33 (3207):

51. *Action Completed. Point Dropped.*

Item No. 3209: Proposal on Induction of Fully Funded PhD Students at BU

Action By: **Director PGP**

Decision 3209:

52. Proposed Policy be reviewed based on the input of relevant stakeholders including the office of Treasurer. Revised proposal be presented in a presentation session to be arranged within four weeks' time.

Progress Reported:

53. Director PGP informed that the latest presentation session has been conducted to the Honorable Rector on 'Proposal of BU PhD Fellowship Program and Incentive based PhD Program' on 18 April 2024. Subsequently, the Honorable Rector advised to re-present the same after taking inputs from concerned stakeholders and conduct of prior IHD under the chairmanship of Pro Rector (RIC). IHD under Pro Rector (RIC) has been successfully conducted on 17 May 2024. Subsequently, the final proposal was presented to the Honorable Rector on 22 May 2024 and the same '**BU PhD Fellowship Program Policy**' placed at [Appendage-II](#) and '**BU Incentive Based PhD Program Policy**' placed at [Appendage-III](#) will be presented before HERC for ratification.

Discussion:

54. The Honorable Rector asked whether BU has advertised the call for applications under the subject policy. Director PGP informed that the policy has been processed on file through Treasurer and Registrar for the approval of the Honorable Rector. Once approved, the induction process will be started. Director Academic opined the ratification of the subject policy is necessary from HERC.

Decision 33 (3209):

55. The following decisions were undertaken by the HERC:

- a. The '**BU PhD Fellowship Program Policy**' placed at [Appendage-II](#) and '**BU Incentive Based PhD Program Policy**' placed at [Appendage-III](#) are ratified by the HERC. The same be advertised for admission in Fall 2024.
- b. The same incentive offered to be used for marketing purposes by the concerned Dte.

Action Required	Action By	Responsibility
Implementation of Decision - a	Director PGP	Pro-Rector (RIC)
Implementation of Decision - b	Director Admission, Director IT, Director Marketing	Director PGP

56. *Progress to be reported.*

Item No. 3210: Amendment in MS/MPhil & PhD RulesAction By: **Director PGP****Decision 3210:**

57. Proposed amendment in MS/MPhil and PhD Rules of BU stands approved. Notification in this regard to be issued.

Progress Reported:

58. Director PGP informed that the proposed amendments in BU PhD and MS/MPhil Rules 2017 have been updated and promulgated as PhD and MS/MPhil Rules 2023 by the Office of the Registrar.

Decision 33 (3210):

59. *Action completed. Point Dropped.*

Item No. 3212: Cancellation of PhD Student CandidaciesAction By: **All relevant HoDs****Decision 3212:**

60. The following decisions were undertaken by the HERC:

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

Sr. #	Name	Enrollment	Department & Campus
i.	Mr. S.M. Shoaib Waseem	02-280161-006	Department of MS – KC
ii.	Ms. Maawra Salam	02-280181-004	Department of MS – KC
iii.	Mr. Adnan Yousaf	02-280211-002	Department of MS – KC
iv.	Mr. M. Akbar Saeed	02-280161-003	Department of MS – KC
v.	Ms. Ayesha Alam	03-280202-001	Department of MS – LC
vi.	Ms. Tehreem Rashad	01-285181-005	Department of Media Std – 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 cases which fall under the purview of academic shortcomings be addressed at departmental level and shall not be forwarded for inclusion in the agenda of HERC.

Progress Reported:

61. The following progress was reported by the relevant offices:

- a. The letters for cancellation of the PhDs have been issued by the Controller of Examination.
- b. HoDs also informed the relevant students regarding the decision through official letters.
- c. Needful have been done.

Decision 33 (3212):

62. *Action completed. Point Dropped.*

Item No. 3213: Special Approval for Conducting Research Proposal DefenseAction By: **HoD, H&SS-IC****Decision 3213:****63.** The following decisions were undertaken by the HERC:**a.** HERC approved time bar waiver to the following scholars:

S. No.	Name	Program	Enrollment
i.	Mr. Ghulam Murtaza	PhD International Relations	01-288211-001
ii.	Ms. Hadiqa Mir	PhD International Relations	01-288211-002

b. The revised PhD roadmap, including the program milestones of Mr. Ghulam Murtaza and Ms. Hadiqa Mir, should be mapped on the timeline and processed on the case file for the approval of the Honorable Rector.**c.** The quarterly progress report of the scholars shall be forwarded to the Honorable Rector for his kind perusal.**Progress Reported:****64.** Dean H&SS has informed that the targets/goals are assigned to scholars, and they are following provided roadmap and the timelines. Mr. Ghulam Murtaza and Ms. Hadiqa Mir defended their proposal defence on 31 October 2023 and 18 October 2023, respectively.**65.** Dean H&SS informed that the two quarterly progress reports of the scholars are satisfactory. The same has been forwarded through Memo to Rector's Office for perusal.**Discussion:****66.** The Honorable Rector desired that such cases be processed on file for the perusal.**Decision 33 (3213):****67.** The quarterly progress reports of the PhD Scholars be reprocessed on a separate case file for the perusal of the Honorable Rector.

Action Required	Action By	Responsibility
Implementation of Decision	Dean HSS	Dean HSS

68. *Progress to be Reported.*

New Items (16)

Item No. 3301: Progress Review of Major KPIs of Excellence in Research

Sponsor: **Director ORIC**

Referral Authority: **31st HERCM**

Summary of the Case:

69. Consequent to the decision of 31st HERCM, progress on the achievement of MAJOR KPIs of Excellence in Research by BU will be presented before HERC for information.

Discussion:

70. The Honorable Rector raised the concern on not achieving the research targets of major KPIs on Excellence of Research by the Campuses/CUs. DG-KC and DG-IC apprised the house that their Campuses will try to achieve the publication targets at the end of the current FY 2023-24. Director BULC mentioned that the decrease in the number of publications is due to reduction in the number of faculty members (FMs) at BULC, as some faculty members have recently resigned. The Honorable Rector stated that constituent units (CUs) may request additional resources if they feel the need to enhance their research capabilities through research centers and other means.

71. Director SMP informed that there is a limit on claiming the cash awards and publication fee, this restriction could be a reason for the low number of publications by the FMs. Director PGP, Director SMP and all Deans were in support that there should not be any restriction or maximum limit for FMs to apply for Cash Awards. DG-KC opined that only quality publication may be accepted for claiming the cash awards in addition to the upper limit and cash award may be provided to first author of the paper.

72. The Honorable Rector inquired about ways to increase external research funding for BU. Pro-Rector (RIC) recommended that foreign collaborative MoUs may be included in the provision for collaborative research with foreign researchers to secure research grants. Pro-Rector (RIC) apprised the house that the attraction of the Post Graduation programs is the research facilities that a university is offered to PG Scholars in terms of research labs, etc. In this context, he suggests that Sr. Faculty / Deans may propose some research labs in their respective domains.

73. The Honorable Rector emphasized on timely uploading of the data on SMP and the Research Web Portal to accurately reflect the progress of KPIs of CUs at any given time. In addition, the Honorable Rector appreciated the efforts for satisfied progress and achievements of BICs at Campuses.

74. Decision 3301:

75. The following decisions were undertaken by the HERC:

- a. In principle, the restriction on the limit for claiming cash awards is removed. However, a separate presentation be arranged to comprehensively review all aspects of Cash Awards and Publication Fee Policies, considering the quality perspective of the papers.
- b. A way forward be presented for efficiently and effectively entering the data by the CUs on SMP Portal.
- c. Director IPP to present the progress of KPIs on Research Excellence of IPP during the next visit of the Honorable Rector to BUKC.

- d. The target of KPI (Cumulative Impact Factor) be revised to increase the target for SMP.
- e. Director SMP is to discuss with Pro-Rector (RIC) and inform the Honorable Rector about the proposed number of progress review meetings for major KPIs of SMP, suggesting whether they should be conducted quarterly or bi-annually, and at what level.
- f. A session is to be conducted on foreign research collaborations, focusing on past activities, current foreign opportunities, current targets and responsibilities, and the way forward.
- g. Assign and display the targets of research centers separately in SMP Portal.
- h. Policy to establish research Centers/CoE be presented.
- i. Incentives for Sr. Faculty to attract PG Scholars be presented.

Action Required	Action By	Responsibility
Implementation of Decision – a	Director ORIC	Pro-Rector (RIC)
Implementation of Decision – b	Director SMP	All Heads of CUs
Implementation of Decision – c	Director IPP	Director IPP
Implementation of Decision – d	Director ORIC	Director SMP
Implementation of Decision – e	Director SMP	Pro-Rector (RIC)
Implementation of Decision – f	Director IO	Director IO
Implementation of Decision – g	Director SMP	All Heads of CUs
Implementation of Decision – h	Director ORIC	Pro-Rector (RIC)
Implementation of Decision – i	All Deans	Pro-Rector (Acad)

76. Progress to be Reported.

Item No. 3302: Progress Review of PhD Scholars	
Sponsor: All Deans	Referral Authority: 30th HERCM

Summary of the Case:

77. Faculty Deans presented the consolidated progress of PhD Scholars of their respective faculties on new standardized format depicting the status of achieved milestones for the information of HERC.

Discussion

78. The Deans of Faculties presented the progress of PhD scholars of their respective faculties. The committee reviewed the scholars' progress and the Honorable Rector advised the Deans to provide support to ensure that that scholars complete their degrees in due time.

Decision 3302:

79. The following decisions were undertaken by the HERC:

- a. The number of years since enrollment of the PhD Scholars, recommendations of both FRC & Advisory Committees be included in the presentation on Progress of PhD Scholars.
- b. Director PGP is asked to provide bi-annual reports of Advisory Committees considering the approved ToRs and processed the same for perusal of the Honorable Rector.

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

80. Progress to be Reported.

Item No. 3303: Progress Review of Research Centers/BICs	
Sponsor: Director Academics BUIC & BUKC Director BULC	Referral Authority: Registrar Office

Summary of the Case:

81. As per Registrar Letter No. BU-HO/Reg/L/2023/625 dated 29 November 2023, CUs will present the progress depicting the status of achieved milestones of their Centers/BICs for the information of HERC. The same will be presented by the following officials:

- a. Head/Director CoE-AI - BUIC
- b. Head ADRC - BUKC
- c. Head ERC – BUKC
- d. Head SIL-BUIC
- e. Manager BIC - BUIC
- f. Manager BIC – BUKC
- g. Manager BIC – BULC

Discussion:

82. The Honorable Rector opined that there should be specific targets for research centers including CoE-AI after discussing with IO and DORIC. Pro-Rector (RIC) informed that CoE-AI was assigned the target plan of five years after its establishment. The Chair directed the DG-IC to facilitate the CoE-AI in all aspects. Director Academics suggested that one of the targets of the research centers should be self-sustainability.

83. Pro-Rector (RIC) suggested Head ADRC to involve Balochistan Government alongside Sindh government for the MoU regarding Sea Food Testing. He further suggested Head ADRC-BUKC to broad the areas of specialization in addition to Seafood Testing. The Honorable Rector desires that Pro-Rector (RIC) may also meet some officials of Baloshistan Government in this regard on his visit to Karachi.

84. Director ORIC informed that Dte of RIC has issued a letter to Dean HS, Dean ES and Director CoE-AI to submit proposal on AI in Health Sciences.

85. Head ERC informed that ERC submitted the project proposal titled “Carbon Footprint Assessment of Pakistan’s Shipping and Shipbreaking Sectors” in a consortium with Liverpool Hope University, Spectreco and University of Waterloo, to USAID for research funding. Director QA suggested to conduct the Carbon Footprint Assessment of BU Campuses. Pro-Rector (RIC) suggested to establish ERC at BUIC and Research Center in AI at BUKC. Director Academic suggested that Labs of E&ES may be utilized on the same footing of ERC and converted these labs into a Center.

86. The honorable Rector desires to present the progress of Research Centers graphically against the targets in the next HERC, showing both current and previous stats.

87. Pro-Rector (RIC) informed the house that SIL is not a Research Center in practice, it was previously managed by the two personnel, now only Head SIL is managing its activities.

Decision 3303:

88. The following decisions were undertaken by the HERC:

- a. The Chair directed Director ORIC to issue instructions to Heads of CUs to define the targets for research centers (in terms of Publications, funding, patents, consultancies, trainings, etc.) in conjunction with SMP. Furthermore, the campuses are also required to submit the self-sustainability plan of the research centers. The same be processed for the approval of the Honorable Rector after the endorsement of Pro-Rector (RIC).
- b. All Research Centers/BICs shall present their progress graphically against the targets in the next HERC, showing both current and previous progress.
- c. The Honorable Rector directed Head ADRC to involve Balochistan Government alongside Sindh government for the MoU regarding Sea Food Testing. Pro-Rector (RIC) may also meet some officials of Baloshistan Government in this regard on his visit to Karachi.
- d. Head ERC to conduct Carbon Footprint Assessment of BU campuses after getting expertise from executing the project titled "Carbon Footprint Assessment of Pakistan's Shipping and Shipbreaking Sectors."
- e. A proposal after studying all aspects to establish ERC at BUIC and Research Center in AI at BUKC be presented to the Honorable Rector.
- f. The complete plan of all Labs of E&ES at BUIC H-11 comprised of future outcomes of the labs and how many FMs of E&ES can be utilized in these labs be presented to the Honorable Rector.
- g. A study to be conducted on the utilization of AI in Health Sciences by a study group comprises of Dean ES, Director CoE-AI and Dean Health Sciences and findings/proposals of the same be presented to the Honorable Rector.
- h. Freelancing space at BIC Basement BIC-BUIC E-8 be launched in the next two months.
- i. A separate presentation session be arranged by the Head of SIL Research Center along with DG-IC to decide the way forward for SIL.

Action Required	Action By	Responsibility
Implementation of Decision – a	Director ORIC	Heads of CUs
Implementation of Decision – b	Heads of Centers	Heads of CUs
Implementation of Decision – c	Head ADRC	DG-KC
Implementation of Decision – d	Head ERC	DG-KC
Implementation of Decision – e	Dean ES	DG-KC, DG-IC
Implementation of Decision – f	Principal BSEAS-BUIC H-11	Deans ES
Implementation of Decision – g	Dean ES, Dean HS & Director CoE-AI	Director ORIC
Implementation of Decision – h	Manager BIC & Director Admin-BUIC E-8	DG-IC
Implementation of Decision – i	Head SIL	DG-IC

89. *Progress to be Reported.*

Item No. 3304: Review of Criteria for Best Student Researcher AwardSponsor: **Director ORIC**Referral Authority: **Pro-Rector (RIC)****Summary of the Case:**

- 90.** Call for Nominations for Best Student Researcher Award 2022 issued by Dte. of QA, BUHO in November 2023.
- 91.** During the presentation for evaluation of Best Faculty/Student Researcher Award, it was noted that no student applied for student best researcher award. During the discussion, it was concluded that the reasons for students not inclined to compete for this award was stringent evaluation criteria. In that context, the Honorable Rector desired to review the criteria.
- 92.** Currently, SEVEN faculty-wise and campus-wise awards are allocated for Best Student Research.
- 93.** The current and PROPOSED revised criteria is tabled before HERC for discussion and approval, as follows:

Current Criteria			Proposed Criteria	
Parameters	Max Marks	W	Parameters	
Impact Factor Journal Publications of pure/ applied/ technological (impact on local/social community/ industry) <i>(7 marks for one Impact factor paper in this category)</i>	35	35%	HEC 'W' Category	40 marks/paper
			HEC 'X' Category	20 marks/paper
			HEC 'Y' Category	10 marks/paper
			Int. Conference Paper	5 marks/paper
Other Journal Publications of pure/ applied/ technological <i>(5 marks for one research paper in this category)</i>	20	20%	National Conference Paper	2.5 marks/paper
HEC Recognized X and Y Publications <i>(4 marks for one research paper in 'X' category and 2.66 marks for one research paper in 'Y' category).</i>	'X' Category: 12 'Y' Category: 8	20%	Book Chapter	5 Marks/book Ch
International conference papers <i>(3 marks each for one international 2 for one national conference paper)</i>	Int' Conf: 9 National Conf: 6	15%	Intellectual Property Rights (IPRs)	10 marks/IPR
Book chapter publications <i>(5 marks of one chapter of the book)</i>	Book Ch: 10	10%		
*As per current Best Student Researcher Award Policy, the minimum qualifying score to compete for the award shall be at least 25%.			*Note: <ul style="list-style-type: none"> Minimum qualifying score to compete for the award shall be at least 20 marks. The student with highest score shall be awarded with Best Student Researcher Award. In case of tie between Two or more candidates, the preference shall be given 	

	<p>to candidate who published in highest category journal.</p> <ul style="list-style-type: none"> • In case where two or more candidates gets same marks by publishing in same category Journal then the preference shall be given to candidates based on relative IF of the Journal (s).
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94. Furthermore, the proposed faculty-wise number of awards are as follows:

Award Category	No. of Awards				
	BUIC E-8 & H-11	BUKC	BULC	BUHSC	
				BUHSC KHI	BUHSC ISB
Best Student Researcher Award					
a. Faculty of Engineering Sciences	1	1	1		
b. Faculty of Management Sciences	1	1			
c. Faculty of Humanities and Social Sciences					
d. Faculty of Professional Psychology	1	1			
e. Faculty of Health Sciences	-	-	-	2* (1+1)	2* (1+1)
f. Faculty of Law	1	-	-	-	-

*One award for M&DC and one for Allied Colleges/disciplines.

Discussion:

- 95.** DG-KC endorsed the proposed criteria and recommended including 'Y' category publications as a requirement for students in H&SS. Additionally, he proposed raising the scoring for international conference papers. The Dean of Psychology supports a minimum qualifying score of 20 marks to be eligible for the award. The Honorable Rector proposed increasing the minimum qualifying score for the award to 25 marks. Furthermore, he suggested that a score of 30 marks shall be assigned for "W" category publications. Director Academics-BUHO suggested that there must be two awards for Best Student Researcher at BULC.
- 96.** Dean ES and Dean IPP opined that number of awards may be faculty-wise only instead of campus and faculty-wise. The Pro-Rector (Academics) and Pro-Rector (RIC) were of the opinion that there should be six awards, one for each faculty. However, DG-BUHS suggested having two awards specifically for the Faculty of Health Sciences.

Decision 3304:

- 97.** The following decisions were undertaken by the HERC:

- a. The revised criteria for Best Student Researcher Award is as follows:

Parameter	Marks Assigned
HEC 'W' Category Journal Paper	30 marks/Paper
HEC 'X' Category Journal Paper	20 marks/Paper
HEC 'Y' Category Journal Paper	10 marks/Paper
International Conference Paper	7 marks/Paper
National Conference Paper	3.5 marks/Paper
Book Chapter	5 marks/Book Chapter
Intellectual Property Rights (IPRs)	10 marks/IPR

***Note:**

- **Minimum qualifying score** to compete for the award shall be at least **25 marks**.
- The student with the highest score shall be awarded with Best Student Researcher Award.
- In case of tie between Two or more candidates, the preference shall be given to candidate who published in highest category journal.
- In case where two or more candidates gets same marks by publishing in same category Journal then the preference shall be given to candidates based on relative IF of the Journal (s).

- b. The followings are the number of awards for Best Student Researcher:

Faculty	No. of Award
Faculty of Engineering Sciences	1
Faculty of Management Sciences	1
Faculty of Humanities and Social Sciences	1
Faculty of Professional Psychology	1
Faculty of Law	1
Faculty of Health Sciences	1

- c. The above revised criteria be implemented for two years then may be reviewed.

Action Required	Action By	Responsibility
Implementation of Decision – a, b, c	Director QA, Director ORIC	All Deans

98. Point Dropped.

Item No. 3305: Policy for Establishment and Functioning of Research Groups (RGs) at BU

Sponsor: **Director ORIC**

Referral Authority: **32 HERCM**

Summary of the Case:

- 99.** This agenda was previously included in the Agenda Item booklet as a fresh Agenda Item however, on the direction of the Pro-Rector (RIC), the same was presented as the review Item No. 3205 of 33 HERCM.

Decision 3305:

- 100.** The Agenda Item was presented and discussed as review Item No. 3205 of 33 HERCM.

- 101.** *Point Dropped from here.*

Item No. 3306: BU Commercialization Strategy and Revision of IP Policy of BUSponsor: **Director ORIC**Referral Authority: **32 HERCM****Summary of the Case:**

- 102.** The decision 3102 (d) of 32 HERCM was “Director ORIC to present the commercialization strategy of BU to the Honorable Rector and recommend the measures for better functioning and materializing the commercialization outcomes of research endeavors of BU researchers.”
- 103.** To further strengthen the Commercialization Strategy, addition in IP Policy of BU and Strategies/Proposal to Strengthen the Commercialization at BU was presented to the Honorable Rector on 1st April, 2024. The same was approved by the Honorable Rector in principle and desired to present in HERC for ratification.

Recommendation:

- 104.** To strengthen the Commercialization Strategy, the following clauses may be added to IP Policy of BU:
- a. Commercial Benefit through Product Development:**
On the successful commercialization of any product as outcome, the ownership shall remain by BU, however, the share of the commercialization will be distributed as under:
 - BU’s Share: 20%
 - Inventors/Originator’s Share: 80%
 - b. Patent Filing Fee (National)**
 - BU will cover all expenses related to local IP filing, including any subsequent fees incurred during the prosecution process.
 - c. Patent Filing Fee (International)**
 - For patents intended to be filed with foreign patent offices, cases will be managed through HEC, which has already allocated funds for such expenditures.
 - In certain cases, BU may also provide financial support or bridge funding for foreign patent filings, particularly if the IP in question holds immediate commercial value.
 - Funding for the filing of IP in foreign countries may also be sourced from BU's own funds in the event that the HEC process takes longer than four weeks or if the HEC's funds for the fiscal year are depleted.

Discussion:

- 105.** The members of HERC unanimously endorsed the proposed changes in IP Policy of BU.

Decision 3306:

- 106.** The HERC approved the above-mentioned recommended changes in IP Policy of BU.

Action Required	Action By	Responsibility
Implementation of Decision – a, b, c	Director ORIC	Pro-Rector (RIC)

- 107.** *Point Dropped.*

Item No. 3307: Ratification for Award of PhD DegreesSponsor: **Controller Examinations**Referral Authority: **Case Files****Summary of the Case:**

- 108.** Under mentioned PhD Scholars of Management Studies, Earth & Environmental Sciences, Computer Science, Software Engineering, Computer Engineering and Professional Psychology of BUIC E-8, BUIC H-11, BUIPP and BUKC have completed all requirements for award of PhD Degrees. Honorable Rector has already approved the award of PhD Degrees in respect of above said scholars on case files. As mandated by Clause 36.2 of BU PhD Rules 2017, ratification of their award of PhD degrees is recommended for approval by HERC.
- 109.** The details received from the office of Controller Examinations in respect of the following TWENTY ONE (21) PhD Scholars are placed at [Appendage-IV](#).

S. #	Student Name	Department	Campus
1	KHURRUM MUSTAFA ABBASI	Software Engineering	BUIC H-11
2	MUHAMMAD RAIEES AMJAD	Earth & Environmental Sciences	BUIC H-11
3	FARRUKH SHAHZAD AHMED	Software Engineering	BUIC H-11
4	ZAHRA WAHEED AWAN	Computer Engineering	BUIC H-11
5	MIAN MUHAMMAD OSMAN BIN SAIF	Management Studies	BUIC E-8
6	WAIZA REHMAN	Management Studies	BUIC E-8
7	SYEDA UROOJ BABAR	Management Studies	BUIC E-8
8	NAGINA JAMIL	Management Studies	BUIC E-8
9	MUHAMMAD IRFAN KHADIM	Management Studies	BUIC E-8
10	FAISAL MAHMOOD	Management Studies	BUIC E-8
11	MUHAMMAD WASEEM ALI TIPU	Management Studies	BUIC E-8
12	QURAT UL AIN MAHMOOD	Management Studies	BUIC E-8
13	AHMED RAZA KHAN	Management Studies	BUKC
14	KIRAN FAROOQ	Management Studies	BUKC
15	AYLA WAJAHAT	Management Studies	BUKC
16	SAMEENA JAVAID	Computer Science	BUKC
17	MOHAMMAD IDREES	Earth & Environmental Sciences	BUKC
18	MUHAMMAD IRFAN	Earth & Environmental Sciences	BUKC
19	SHAISTA MAHMUD	Earth & Environmental Sciences	BUKC
20	JAWWAD ABDULLAH BUTT	Earth & Environmental Sciences	BUKC
21	RIMSHA TANVEER	Professional Psychology	BU IPP

Decision 3307:

HERC ratified Award of PhD Degrees in respect of Twenty One (21) PhD Scholars along with degree completion details mentioned in [Appendage-IV](#)

Action Required	Action By	Responsibility
Implementation of Decision	Controller of Examinations	Controller of Examinations

110. *Point Dropped.*

Item No. 3308: 8th Year Extension of PhD Scholars (Faculty of Psychology)

Sponsor: **Relevant HoDs**

Referral Authority: **Relevant FRC**

Decision 3308:

111. The Agenda Item was withdrawn by the sponsor with the permission of the chair.

112. *Point Dropped.*

Item No. 3309: Cancellation of PhD Student Candidacies

Sponsor: **Relevant HoDs – All CUs**

Referral Authority: **Relevant FRCs**

Summary of the Case:

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

3309 – A Department of Management Studies – BUKC [ONE SCHOLAR]			
Sr. #	Name	Enroll/Batch	Remarks/Summary
i.	Mr. Ghalib Ayub Hassan	02-280152-002 Fall' 2015	<p>The student was enrolled in Fall' 2015 semester and thesis proposal defense was conducted on 16 Aug 2017.</p> <p>The scholar received the following three unsatisfactory reports during his PhD research work.</p> <ul style="list-style-type: none"> • 1st December 2020 – February 2021 quarter • 2nd March 2023 – May 2023 quarter • 3rd June 2023 – August 2023 quarter <p>In view of clause 27.3 of BU PhD 2017, the case was presented in the 23rd FRC, and FRC recommended the termination of the candidacy of the scholar. FRC's recommendation of termination of the scholar's candidacy was forwarded through PGP Directorate on case file for the approval, which was approved by the Chairman HERC/ Rector.</p>

3309 – B Department of Computer Engineering – BUIC H-11 (ONE SCHOLAR)			
Sr. #	Name	Enroll/Batch	Remarks/Summary
i.	Ms. Maria Ahmed	01-281181-003 Spring' 2018	<p>Ms. Maria Ahmed got admission in PhD Computer Engineering in Spring' 2018 semester. She successfully defended her proposal defence on 22nd June 2020. She</p>

			<p>is currently in the research phase. The six years of her program have ended in Fall 2023.</p> <p>She has received three unsatisfactory reports from her supervisor during the last two years.</p> <ol style="list-style-type: none"> 1st for the period from Jun to Aug 2022. 2nd for the quarter spanning Jun to Aug 23. 3rd for the period from Sep to Nov 2023. <p>Ms. Maria did not register for the Fall' 2023 semester. Despite numerous attempts by the department, including calls and emails, Ms. Maria has been unresponsive since the commencement of the semester. The DRC and FRC have recommended Ms. Maria Ahmed's case for the cancellation of PhD candidacy.</p>
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3309 – C		Department of Management Studies – BUIC (ONE SCHOLAR)	
Sr. #	Name	Enroll/Batch	Remarks/Summary
i.	Ms. Sehrish Khan	01-280181-004 Spring-2018	<p>Ms. Sehrish Khan enrolled in PhD (MS) in Spring-2018. After successfully defending her research proposal, became inactive and supervisor have given with two unsatisfactory reports as follows:</p> <ul style="list-style-type: none"> Dec 2021 - Feb 2022 June 2022 - August 2022 <p>This agenda was presented in 20th FRC, and scholar was called to follow the guidelines of PhD rules. After inwriting commitments from scholar to ensure promising research progress, continuation of PhD is supported by the house. Now on consistent not meeting the deadlines, supervisor has submitted 3rd unsatisfactory progress report [March 2023- May 2023]. The case presented in FRC for candidacy cancellation and house supported the candidacy cancellation.</p>

- 114.** Based on FRC's recommendation and BU PhD Rules, HERC is requested to drop the following THREE (03) 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. Ghalib Ayub Hassan	02-280152-002	Department of MS – BUKC
ii.	Ms. Maria Ahmed	01-281181-003	Department of CE – BUIC H-11
iii.	Ms. Sehrish Khan	01-280181-004	Department of MS – BUIC E-8

Discussion

115. Dean MS apprised the house that three unsatisfactory reports were given to Mr. Ghalib Ayub Hassan and his case was also recommended by Advisory Committee on the non-compliance of the given timelines for the cancellation of PhD candidacy. Director PGP inquired whether the student had been informed that their candidacy was cancelled due to non-compliance with the requirements. HOD MS-BKC confirmed that the scholar has already been informed of this decision. HoD MS-IC informed that the case of Ms. Sehrish Khan is recommended from FRC for cancellation of her PhD candidacy. Dean ES apprised the house that three unsatisfactory reports were given to Ms. Maria Ahmad and despite numerous attempts by the department, including calls and emails, Ms. Maria has been unresponsive.

Decision 3309:

116. Based on FRC's recommendation and BU PhD Rules, HERC approved termination of PhD Student Candidacy of following THREE (03) PhD from BUKC, BUIC H-11 & BUIC E-8 and transcript be issued clearly depicting the degree status as "INCOMPLETE."

Sr. #	Name	Enrollment	Department & Campus
i.	Mr. Ghalib Ayub Hassan	02-280152-002	Department of MS – BUKC
ii.	Ms. Maria Ahmed	01-281181-003	Department of CE – BUIC H-11
iii.	Ms. Sehrish Khan	01-280181-004	Department of MS – BUIC E-8

Action Required	Action By	Responsibility
Implementation of Decision	Controller of Examinations	Controller of Examinations

117. *Progress to be Reported.*

Item No. 3310: Approval of Relevance Assessment Committees (RACs)

Sponsor: **All Deans**

Referral Authority: **Relevant FRCs**

Summary of the Case:

118. As per **Clause 11.1** of the **PhD Rules 2023**, minimum five PhD faculty members including respective Deans as head of committee, and Director QA, two relevant external members of Professor/Associate Professor level and HOD/PGP Coordinator/FM involved in preparation of SAR will form the Relevant Assessment Committee (RAC). RAC will be recommended by the FRC and subsequently approved by the HERC.

119. On the recommendation of FRCs, Dean faculties of ES, MS, H&SS, Law, Professional Psychology and Health Sciences have forwarded their formation of Relevant Assessment Committees (RACs) for the ratification from HERC. The same were approved on case file by the Honorable Rector. The faculty-wise formation of each RAC is placed as [Appendage-V](#).

Recommendation:

120. Relevant Assessment Committees (RACs) placed at [Appendage-V](#) is tabled before HERC for approval/ratification.

Decision 3310:

- 121.** The Relevant Assessment Committees (RACs) of faculties of ES, MS, H&SS, Law, Professional Psychology and Health Sciences placed at [Appendage-V](#) are ratified/approved by the HERC.

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

- 122.** *Point Dropped.*

Item No. 3311: Approval of Names of FMs for PhD Supervision/Launch of New Programs Recommended by Relevance Assessment Committees (RACs)	
Sponsor: Dean HS Dean ES Dean HSS	Referral Authority: RACs FoHS, FoES, FoHSS

Summary of the Case:

- 123.** As per clause 11.2 (b), of PhD Rules 2023, the academic department needs to submit the appointment report with detailed reasons and rational for the assessment decision to the FRC for subsequent approval by the HERC.
- 124.** The RAC of Faculty of Health Sciences has recommended the names of Four (04) Supervisors after relevant assessment for PhD scholars in Health Sciences for the approval of HERC, as follows:

S. No.	Name of FM/Supervisor	Area of Specialization	Campus
a	Prof. Dr Tasneem Fatima	Anatomy	BUHSC
b	Prof. Dr Sheikh Abdul Saeed	Physiology	BUHSC
c	Prof. Dr Inayat Hussain Thaver	Public Health	BUHSC
c	Prof. Dr Nasim Karim	Pharmacology	BUHSC

- 125.** The RAC of Faculty of Health Sciences has recommended the name of the FM to start the new program of MS Medical Lab Science (MLS) at BUHSC for the approval of HERC, as follows:

S. No.	Name of FM	Area of Specialization	Campus
a	Dr. Nain Tara	Medical Lab Science (MLS)	BUHSC

- 126.** The RAC of Faculty of Engineering Sciences has recommended FMs for the launch of the new program of MS - Artificial Intelligence (MS-AI) at CS Departments of BULC and BUKC for the ratification of HERC, as follows:

S. No.	Name of FM	Designation	Research Domain	Campus
a	Dr. Iram Noreen	Sr. Associate Professor	Artificial Intelligence, Robotics, Image Processing, Computer Vision, Deep Learning	BULC

b	Dr. Umair Ayub	Assistant Professor	Statistical models, Data Mining and Computational intelligence models	BULC
c	Dr. Humera Farooq	Sr. Associate Professor	Human and Brain Computing, Machine Learning, GAIT Assessments and Analysis, Image Detection and Recognition, Recommendation systems	BUKC
d	Dr. Raheel Siddiqi	Sr. Assistant Professor	Machine Learning, Semi-Structured Data, Automated Short-Answer Marking	BUKC
e	Dr. Sameena Javaid	Sr. Assistant Professor	Computer Vision, Machine Learning, Deep Learning, Ubiquitous Computing, Pedagogical Innovations	BUKC

127. The RAC of **Faculty of Humanities & Social Sciences** has recommended names of TEN (10) Supervisors for the PhD Scholars of PhD IR and PhD Media Studies, as follows:

S. No.	Name of FM	Designation	Research Domain	Campus
For PhD International Relations (IR)				
a	Prof. Dr Adam Saud	Dean H&SS	Central Asia, Terrorism, Political Islam, Foreign Policy, Democratization, Theories of IR	BUIC
b	Dr Irfan Qaisrani	HoD HSS	American Foreign Policy, Foreign Policy of Great Powers, US-China Politics, World Order	BUIC
c	Dr Muhammad Umer Hayat	PGP Coordinator	Politics of Religion, Anti-State Movements, Great Power Politics, Hindutva Politics, South Asia	BUIC
d	Dr Syed Aleem Gillani	Assistant Professor	Theories of IR, Maritime Security.	BUIC
For PhD Media Studies				
a	Dr. Syed Abdul Siraj	Professor	Political communication, Media Effects, research methods	BUIC
b	Dr. Shabir Hussain	Professor	Political communication, strategic communication, Media, war and peace	BUIC
c	Dr. Farrukh Shahzad	Sr. Assistant Professor	Media and politics, Effects of digital media, climate communication	BUIC
d	Dr. Muhammad Riaz Raza	Sr, Assistant Professor	Political Communication, Media Systems	BUIC

e	Dr. Mohsin Hassan Khan	Sr. Assistant Professor	Islamophobia and Hate Speech Social media analytics Political Discourse	BUIC
f	Dr. Hayam Qayyum	Assistant Professor	Political and Human Rights Communication, Digital and Visual communication, Film and AI	BUIC

- 128.** The RAC of Faculty of Humanities & Social Sciences has recommended relevant FMs for the launch of the new Programs of **MS English Linguistics** and **PhD Islamic Studies** at BUIC and BUKC for the approval of HERC, as follows:

S. No.	Name of FM	Designation	Research Domain / Qualification	Campus
MS English Linguistics Program at Deptt. of H&SS, BUIC				
a	Dr Shazia Bukhari	Assistant Professor	PhD Applied Linguistics	BUIC
b	Dr Muhammad Ali Raza	Assistant Professor	PhD Applied Linguistics	BUIC
c	Dr Syeda Tehseen Zahra	Associate Professor	PhD English Linguistics	BUIC
MS English Linguistics Program at Deptt. of H&SS, BUKC				
a	Dr. Muhammad Asif Ramzani	Assistant Professor	PhD Linguistics	BUKC
b	Dr. Syed Muhammad Mujtaba	Assistant Professor	PhD English Language Skills	BUKC
PhD Islamic Studies at Deptt. of H&SS, BUIC				
a	Dr Syed Muhammad Shahid Tirmazi	Senior Assistant Professor	PhD Islamic Studies	BUIC
b	Dr Sanaullah	Associate Professor	PhD Islamic Studies	BUIC
c	Dr Rahim Ullah	Assistant Professor	PhD Islamic Studies	BUIC
PhD Islamic Studies at Deptt. of H&SS, BUKC				
a	Dr Aurangzeb	Sr. Assistant Professor	PhD Islamic Studies	BUKC
b	Dr Muzaffar Ali	Assistant Professor	PhD Islamic Studies	BUKC

c	Dr Nasuruallh Qureshi	Assistant Professor	PhD Islamic Studies	BUKC
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Discussion:

- 129.** Director PGP informed the HERC that all Deans have received approval from their respective RACs by the Honorable Rector. Consequently, in accordance with HEC-GEP Rules 2023, the report and outcomes of the RAC meetings will be approved by the HERC as the statutory body of BU. Dean ES informed the HERC that the RAC is formulated for relevant assessments, which are of two types: first, to determine if the FMs inducted to start a specific program are relevant, and second, to check the relevance of a supervisor at the time of allocating a supervisor to PhD scholar. He further added that to expedite the process, RAC decisions could be ratified by the FRC, as FRC is also a statutory body. Director PGP mentioned that DQA inquired with HEC regarding this matter, and HEC directed that the RAC recommendations should be approved by HERC.
- 130.** Director Academics informed the house that HEC directed the involvement of statutory bodies, and according to BU statutes, the BoG, HERC, AC, FRC, and FBoS are all statutory bodies. Therefore, HERC may authorize FRC to ratify the RAC reports.
- 131.** Dean ES informed the house that the MS-AI program at BUKC and BULC was approved in the 2nd RAC Meeting of FoES. To launch the new program, a minimum of two PhD faculty members in the relevant field are required. Pro-Rector (RIC) inquired about the names of the two faculty members relevant to AI currently associated with the MS program at BULC. Dean ES clarified that both faculty members are not currently associated with any other MS program.
- 132.** Principal, College of Allied Health Sciences, BUHS explained the composition of the Relevance Assessment Committee (RAC) for evaluating the MLS Program at BUHSC. The RAC consisted of the Dean of Health Sciences as Chair, Director DQA as a member, Principal, College of Allied Health Sciences-BUHS as the subject expert, and external members, including Dr. Arif Nadeem (Head of the MLS Department at National Skills University, Islamabad) and Dr. Sadiq Noor (Chairman of the MLS Department at Haripur University).
- 133.** The Principal of the College of Allied Health Sciences informed that the external members of the RAC recommended Dr. Nain Tara for the MLS program. However, Dr. Laraib Liaquat was not recommended as per the given criteria. She further mentioned that an interview with a candidate holding a BS MLT degree has already been conducted. This case has been forwarded to the Dte of HR for approval. Once the offer letter is issued, his name will be presented to the RAC for recommendations. Subsequently, an application will be submitted to HEC for the approval of the new MS MLS program.
- 134.** Pro-Rector (RIC) informed that HERC will approve the status of one relevant faculty member who has already been ratified by the RAC. Another faculty member, who will need to be ratified by HERC after joining, will also be considered. This is in line with HEC's criteria, which require a minimum of two PhD faculty members to start a new program.
- 135.** Director PGP informed that as per HEC-GEP 2023, if a relevant faculty member is not available in a specific field, a case for the approval of an exception can be applied to HEC. Director QA suggested that BU could present the case to HEC even with a faculty member having a BS degree in MLT if a PhD candidate is not available. Pro-Rector (RIC) proposed

that BU should present the case to HEC, highlighting that PhD faculty in MLS is not easily available in Pakistan. HEC may allow the program to start with the available faculty.

Decision 3311:

136. The following decisions were taken by the HERC:

- a. The HERC approved the names of (04) supervisors recommended by **RAC-FoHS** for PhD in Health Sciences, as follows:

S. No.	Name of FM/Supervisor	Area of Specialization	Campus
a	Prof. Dr Tasneem Fatima	Anatomy	BUHSC
b	Prof. Dr Sheikh Abdul Saeed	Physiology	BUHSC
c	Prof. Dr Inayat Hussain Thaver	Public Health	BUHSC
c	Prof. Dr Nasim Karim	Pharmacology	BUHSC

- b. The HERC approved the name of the FM recommended by the **RAC-FoHS** to start the new program of MS Medical Lab Science (MLS) at BUHSC, as follows:

S. No.	Name of FM	Area of Specialization	Campus
a	Dr. Nain Tara	Medical Lab Science (MLT)	BUHSC

- c. The HERC recommended that Dr. Syed Kashif Raza to be inducted on priority and in parallel, the case of FM with MS/MPhil Degree in MLT be taken up to HEC for the approval to start the new Program of MS (MLS) at BUHSC and pursue the case as well.
- d. The HERC approved the names of FMs recommended by the RAC-FoES for the launch of the new program of MS Artificial Intelligence (MS-AI) at CS Departments of BULC and BUKC, as follows:

S. No.	Name of FM	Designation	Research Domain	Campus
a	Dr. Iram Noreen	Sr. Associate Professor	Artificial Intelligence, Robotics, Image Processing, Computer Vision, Deep Learning	BULC
b	Dr. Umair Ayub	Assistant Professor	Statistical models, Data Mining and Computational intelligence models	BULC
c	Dr. Humera Farooq	Sr. Associate Professor	Human and Brain Computing, Machine Learning, GAIT Assessments and Analysis, Image Detection and Recognition, Recommendation systems	BUKC
d	Dr. Raheel Siddiqi	Sr. Assistant Professor	Machine Learning, Semi-Structured Data, Automated Short-Answer Marking	BUKC
e	Dr. Sameena Javaid	Sr. Assistant Professor	Computer Vision, Machine Learning, Deep Learning, Ubiquitous Computing, Pedagogical Innovations	BUKC

- e. The HERC approved the names of TEN (10) Supervisors recommended by **RAC-FoHSS** for the PhD Scholars of PhD-IR and PhD-Media Studies, as follows:

S. No.	Name of FM	Designation	Research Domain	Campus
For PhD International Relations (IR)				
a	Prof Dr Adam Saud	Dean H&SS	Central Asia, Terrorism, Political Islam, Foreign Policy, Democratization, Theories of IR	BUIC
b	Dr Irfan Qaisrani	HoD HSS	American Foreign Policy, Foreign Policy of Great Powers, US-China Politics, World Order	BUIC
c	Dr Muhammad Umer Hayat	Associate Professor	Politics of Religion, Anti-State Movements, Great Power Politics, Hindutva Politics, South Asia	BUIC
d	Dr Syed Aleem Gillani	Assistant Professor	Theories of IR, Maritime Security.	BUIC
For PhD Media Studies				
a	Dr. Syed Abdul Siraj	Professor	Political communication, Media Effects, research methods	BUIC
b	Dr. Shabir Hussain	Professor	Political communication, strategic communication, Media, war and peace	BUIC
c	Dr. Farrukh Shahzad	Sr. Assistant Professor	Media and politics, Effects of digital media, climate communication	BUIC
d	Dr. Muhammad Riaz Raza	Sr. Assistant Professor	Political Communication, Media Systems	BUIC
e	Dr. Mohsin Hassan Khan	Sr. Assistant Professor	Islamophobia and Hate Speech Social media analytics Political Discourse	BUIC
f	Dr. Hayam Qayyum	Assistant Professor	Political and Human Rights Communication, Digital and Visual communication, Film and AI	BUIC

- f. The HERC approved the names of relevant FMs recommended by the RAC-FoHSS for the launch of the new Programs of **MS English Linguistics** and **PhD Islamic Studies** at BUIC and BUKC, as follows:

S. No.	Name of FM	Designation	Research Domain / Qualification	Campus
MS English Linguistics Program at Deptt. of H&SS, BUIC				
a	Dr Shazia Bukhari	Assistant Professor	PhD Applied Linguistics	BUIC

b	Dr Muhammad Ali Raza	Assistant Professor	PhD Applied Linguistics	BUIC
c	Dr Syeda Tehseen Zahra	Associate Professor	PhD English Linguistics	BUIC
MS English Linguistics Program at Deptt. of H&SS, BUKC				
a	Dr. Muhammad Asif Ramzani	Assistant Professor	PhD Linguistics	BUKC
b	Dr. Syed Muhammad Mujtaba	Assistant Professor	PhD English Language Skills	BUKC
PhD Islamic Studies at Deptt. of H&SS, BUKC				
a	Dr Syed Muhammad Shahid Tirmazi	Senior Assistant Professor	PhD Islamic Studies	BUIC
b	Dr Sanaullah	Associate Professor	PhD Islamic Studies	BUIC
c	Dr Rahim Ullah	Assistant Professor	PhD Islamic Studies	BUIC
PhD Islamic Studies at Deptt. of H&SS, BUKC				
a	Dr Aurangzeb	Sr. Assistant Professor	PhD Islamic Studies	BUKC
b	Dr Muzaffar Ali	Assistant Professor	PhD Islamic Studies	BUKC
c	Dr Nasuruallh Qureshi	Assistant Professor	PhD Islamic Studies	BUKC

- g. Pro-Rector (RIC) and Director QA to devise a mechanism to take the approval of those cases of RACs that will be held later after 33 HERCM.

Action Required	Action By	Responsibility
Implementation of Decision - a	Dean HS	Dean HS
Implementation of Decision - b	Dean HS	Dean HS
Implementation of Decision - c	Dean HS, Director PGP, Director QA	Dean HS
Implementation of Decision - d	Dean ES	Dean ES
Implementation of Decision - e	Dean HSS	Dean HSS
Implementation of Decision - f	Dean HSS	Dean HSS
Implementation of Decision - g	Director QA	Pro-Rector (RIC)

137. Progress to be Reported.

Item No. 3312: Approval of Adding New Names in the List of Foreign & Local External ExaminersSponsor: **All Deans**Referral Authority: **Relevant FRCs****Summary of the Case:**

138. Following lists of foreign & local examiners/evaluators (recommended by FRC) are submitted for inclusion in list of pool of foreign & local examiners/evaluators by respective faculties placed at [Appendage-VI](#)

Recommendation:

139. Based on FRC's recommendation, HERC is requested to approve the names for inclusion in the list of Foreign & Local External Examiners of BU placed at [Appendage-VI](#)

Decision 3312:

140. HERC approved the list of foreign/local external examiners attached as [Appendage-VI](#) for Theses evaluation of PhD Programs of different faculties.

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

141. *Point Dropped.*

Item No. 3313: Amendment in BU Policy on HEC Travel Grant Funding MechanismSponsor: **Director ORIC**Referral Authority: **Pro-Rector (RIC)****Summary of the Case:**

142. FMs of BU apply for travel grants to HEC for attending International Conferences.

143. However, it has been observed that HEC is approving significantly less amount of travel grant due to the financial constraints at their end. Therefore, it becomes difficult for FMs to attend international conferences due to recent hikes in air fares and other related expenses like registration, accommodation, etc. with the approval of partial support from HEC.

144. In the existing Policy, BU is facilitating the FMs in providing only an advance amount equal to the amount of the travel grant approved by HEC.

Recommendation:

145. Considering the limited number of travel grants availed by Faculty Members (FMs) in the last two fiscal years, it is recommended that BU may facilitate the FMs in attending international conferences in the following way.

146. In case, HEC provides a partial support for international conference travel, the BU may facilitate FMs/Researchers/RTFs in the following manner.

HEC Share	BU Share
Up to 50% of the Requested Grant	Equal Amount to HEC Grant
Greater than 50% of the Requested Grant	Remaining Amount of Requested Grant

Discussion:

- 147.** Pro-Rector (RIC) emphasized the importance of faculty members attending international conferences as a means of marketing of BU and developing linkages with peer researchers and institutes. However, he observed that the trend of attending international conferences is very low due to high travel and other expenses. He pointed out that HEC is not providing the necessary funding, and since BU's policy does not include provision for partial funding from BU's own resources, such requests cannot be entertained. In this context, he suggested that BU should explore ways to facilitate faculty members in this regard.
- 148.** Director ORIC informed the house that the proposed policy was discussed with the Treasurer, who opined that BU should not provide more than Rs. 250,000 as the upper limit for travel grants. Director Academics-BUHO also supported setting this upper limit for BU's share of the travel grant. Pro-Rector (RIC) opined that setting upper limit will create financial hurdles for FMs to attend conferences.

Decision 3314:

- 149.** The HERC were taken the following decisions:

- a. The HERC has approved the proposed amendments in principle in the BU Policy on HEC Travel Grant Funding Mechanism, as follows:

HEC Share	BU Share
Up to 50% of the Requested Grant	Equal Amount to HEC Grant
Greater than 50% of the Requested Grant	Remaining Amount of Requested Grant

- b. The working on budget aspect of the BU be completed. The same be processed on file for the approval of the Honorable Rector.

Action Required	Action By	Responsibility
Implementation of Decision – a, b	Director ORIC	Pro-Rector (RIC)

- 150.** *Progress to be Reported.*

Item No. 3314: Amendment in Approval Procedure of Consultancy	
Sponsor: Director ORIC	Referral Authority: Pro-Rector (RIC)

Summary of the Case:

- 151.** Consultancy policy in current state needs Two Steps Approval Process:
- Approval for undertaking consultancy from Director (Admin)/Director Campus.
 - Approval for course load waiver and relaxation in working hours from Honorable Rector.

Recommendation:

- 152.** To streamline the approving procedure, the following is proposed:

FOR	READ
<p>Consultancy Policy of BU (BUORIC-P14) Clause (e) Approving Authority: It is mandatory for all faculty members/researchers of BU to solicit prior approval of the Director Constituent Unit before undertaking any consultancy endeavor with the industry.</p> <p>Course Load Reduction Policy (BUORIC-P08) Clause 5.1: The application for the reduction in course load (against consultancy) shall be submitted on the prescribed application forms to the ORIC Directorate of BUHO through respective Director Campus for Scrutiny/verification which will be processed further for the approval of the Competent Authority through Director QA and Pro-Rector (RIC).</p>	<p>The cases of consultancy shall be sent to Dte of RIC, BUHO from Director (Admin) / Director Campus / Director CU (where applicable) for the approval of the consultancy undertaken, course Load waiver and relaxation in working hours by the Honorable Rector.</p>

Discussion:

- 153.** Pro-Rector (RIC) apprised the house that BU is providing course load waiver against Research Papers, Consultancy and Funded Research Project, therefore, one option would be to delegate authority to Heads of CUs for approval of course load waiver.
- 154.** The Honorable Rector inquired that why the cases for course load waiver comes to Rector's office for approval. Director ORIC informed to maintain the record at a central point at BUHO level, such cases process to Rector's approval through ORIC. The Honorable Rector advised to adopt such procedure which takes less time to approve the case of consultancy.

Decision 3314:

- 155.** The HERC has approved the followings:

- a. The following proposed amendments be made in **Consultancy Policy of BU (BUORIC-P14)** and **Course Load Reduction Policy (BUORIC-P08)**, as follows:

FOR	READ
<p>Consultancy Policy of BU (BUORIC-P14) Clause (e) Approving Authority: It is mandatory for all faculty members/researchers of BU to solicit prior approval of the Director Constituent Unit before undertaking any consultancy endeavor with the industry.</p> <p>Course Load Reduction Policy (BUORIC-P08) Clause 5.1: The application for the reduction in course load (against consultancy) shall be submitted on the prescribed application forms to the ORIC Directorate of BUHO through respective Director Campus for Scrutiny/verification which will be processed further for the approval of the Competent Authority through Director QA and Pro-Rector (RIC).</p>	<p>The cases of consultancy shall be sent to Dte of RIC, BUHO from Director (Admin)/Director Campus/Director CU (where applicable) for the approval of the any consultancy undertaken with the industry, course Load waiver and relaxation in working hours by the Honorable Rector.</p>

- b. The cases of consultancy be forwarded by the Campuses/CUs on priority in a minimal time to BUHO.

- c. The new mechanism be implemented initially for the next six months, after which the benefits and drawbacks will be assessed.

Action Required	Action By	Responsibility
Implementation of Decision – a	Director ORIC	Pro-Rector (RIC)
Implementation of Decision – b	All HODs	Heads of CUs
Implementation of Decision – c	Director ORIC	Pro-Rector (RIC)

156. *Progress to be Reported.*

Item No. 3315: Process and Standardized Forms for RACs

Sponsor: **Director QA**

Referral Authority: **HEC GEP 2023**

Summary of the Case:

- 157.** HEC GEP 2023 was launched on 10 July 2023. BU has adopted and implemented the same on 21 September 2023 vide Registrar's notification, followed by ratification in the 45th ACM. Vide clause 7.1.2 (b) of HEC-GEP 2023, constitution of RAC is to be done by each HEI with the approval of the Rector. The TORs of the RAC include the assessment of the relevance of the faculty in the related discipline of program and supervision of thesis. RAC shall consist of at least 5 members, including:
- Respective Dean
 - Director QA
 - Two External Experts (Subject Experts) of Professor/Associate Professor Level
 - RAC Secretary (PGP Coordinator)
- 158.** RAC will determine the subject and supervisory relevance of the faculty members in terms of:
- Qualifications including bachelor, master, and doctoral degrees.
 - The research includes thesis/dissertation and published articles.
 - Experience consisting of teaching and administrative domains.
- 159.** In light of HEC-GEP 2023, PGP Dte has formulated PhD and MS/MPhil/Equivalent Rules 2023 accordingly. In order to record the relevancy data related to discipline of program and supervision of thesis, Director QA has developed the process and standardized forms for RAC activities in consultation with concerned stakeholders.
- 160.** Same has been approved by the Honorable Rector on case file and is presented here for ratification by the HERC.
- Process for Identification of Relevancy of FM.
 - Relevancy form to be filled by the FM.
 - Relevancy Assessment Form to be filled by the RAC member.
 - Relevancy Certificate for supervision of PhD scholar issued by the Dean.
 - Relevancy Certificate for HEC-NOC by the Dean.
 - HEC - Checklist for Assessment Eligibility of PhD FM for supervision of PhD Scholar.

161. The above-mentioned process and standardized forms for RAC activities placed at [Appendage-VII](#).

162. Furthermore, amendments related to RAC process and Forms in the BU PhD Rules 2023 are placed at [Appendage-VIII](#).

Recommendation:

163. The following are the recommendations:

- a. The above-mentioned process and standardized forms for RAC activities placed at [Appendage-VII](#) are tabled before HERC for ratification.
- b. The proposed amendments related to RAC process and Forms in the BU PhD Rules 2023 placed at [Appendage-VIII](#) be ratified by the HERC.
- c. An honorarium of PKR 5,000/External RAC Member be approved by HERC.

Discussion:

164. The Honorable Rector inquired whether input had been taken from the relevant stakeholders regarding the Process and Standardized Forms for RACs. The Pro-Rector (RIC) informed that input had been taken from all stakeholders, and the same was submitted for the Honorable Rector's approval, which was subsequently granted. Director of PGP informed the house about the proposed amendments to the RAC process and forms in the BU PhD Rules 2023. The Honorable Rector inquired about the frequency of RAC meetings in a specific faculty. Pro-Rector (RIC) informed that ideally, the RAC meeting is conducted once a year, as BU usually launches a new program annually.

165. Pro-Rector (RIC) apprised HERC that RAC will approve the subject relevancy of the supervisors. In this context, the relevant faculty must have a panel of supervisors to assign scholars in that particular discipline. If there are no relevant supervisors available, new supervisors will be inducted and their approval sought from the RAC.

166. HoD MS-BUIC expressed concerns that the RAC process might delay assigning relevant supervisors to research scholars. This delay could result in supervisors needing to be registered for subsequent semesters, leading to additional fees and time constraints. He further requested to address these issues and to ensure a seamless process. Pro-Rector (RIC) stated that in cases of urgency, the requirement can be approved initially by the Honorable Rector via case and subsequently ratified by HERC.

167. Dean MS inquired whether the honorarium would also be applicable to RAC members who attend the meetings online. Director PGP suggested that BU should not impose restrictions on paying honorarium to those members who attend the RAC meetings online.

Decision 3315:

168. The following decisions were undertaken by the HERC:

- a. The process and standardized forms for RAC activities placed at [Appendage-VII](#) are approved by HERC.
- b. The proposed amendments related to RAC process and Forms in the **BU PhD Rules 2023** placed at [Appendage-VIII](#) are approved by HERC.

- c. The proposed honorarium rate of Rs. 5,000 per external RAC member be processed on file for the approval of the Honorable Rector.

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

169. *Progress to be Reported.*

Item No. 3316: Revision of R&D Policies of BU

Sponsor: **Director ORIC**

Referral Authority: **Pro-Rector (RIC)**

Summary of the Case:

- 170.** Dte of RIC is the custodian of R&D Policy Handbook which is available on CMS, EMS, OAS and Research Web Portal for the information of all researchers/FMs and BU Officials. The R&D Policy Handbook is updated regularly after every HERCM or when required to incorporate the updated or new policies.
- 171.** As per Registrar Office Letter dated 5 June 2024, all concerned offices are requested to initiate a formal review of the respective documents (where required) and process the approval of required changes from relevant statutory body.
- 172.** In that context, Dte of RIC has already holistically reviewed the existing policies and brings some modifications for clarity and improvement in structure and procedures.
- 173.** An IHD session was conducted with all campuses to discuss the proposed changes in R&D Policies. The same has been incorporated in the proposed policies.

Recommendation:

- 174.** The amendments in the followings policies placed at [Appendage-IX](#) are required:
- Policy for Cash Awards on Research Publications.
 - Policy for Publishing of Journals by BU.
 - Travel Grant Funding Support to attend reputed Local Conferences.
 - Policy for Travel Grant.
 - Policy for Organization of Conferences, Workshops and Seminars.
 - BU Funding Policy for Applied Research Projects.
 - Policy on Seed Money for Commercializable R&D Projects.
 - Policy for Utilization of Funds from Sponsored Research Projects.
 - Consultancy Policy for Business Incubation Centre.
 - Policy for External Linkages.

Recommendation:

- 175.** Approval is solicited from HERC for the proposed amendments in the above-mentioned BU Policies.

Discussion:

- 176.** Dean MS inquired whether a Dean applying for a local travel grant would result in a conflict of interest. Director ORIC responded that any Dean can apply for the grant, as other senior faculty members are also part of the committee. The application will be reviewed at the

BUHO level to address any potential conflicts of interest. Dean MS further inquired about how a faculty member can provide a proof of a conference's acceptance ratio. Director ORIC explained that the acceptance ratio can be obtained via email from the conference organizers, and the same will be acceptable. Pro-Rector (RIC) suggested that the acceptance ratio of the conference could be linked to the registration fee for attending online conferences in the Travel Grant Policy. Pro-Rector (RIC) opined that the maximum time limit of 40 days to apply for the Travel Grant is suitable. Reducing this time might compel faculty to seek expedited approvals if they receive their visa earlier.

177. Dean MS suggested to include the case studies in the funding or travel grant policy, noting that some conferences now allocate sessions specifically for case study presentations. However, Director ORIC informed that case studies could be considered separately but cannot be included in the Travel Grant Policy, which is specifically for research paper presentations. Dean MS also suggested adding the names of societies related to Management Sciences to the Travel Grant Policy.
178. DQA suggested that approval for conducting international conferences should be processed through ORIC. However, DG-KC recommended that the authority for such approvals be delegated to the Constituent Units (CUs).
179. Director Academics suggested that the review of MoUs be shifted to the Heads of CUs rather than just the focal persons of the departments. Director QA agreed, stating that MoUs should be reviewed at the CU level, while those signed at the Head Office level, should be reviewed at BUHO.

Decision:

180. The following decisions were undertaken by the HERC:

- a. Amendment in the **'Policy for Cash Awards on Research Publications'** placed at [Appendage-IX](#) approved.
- b. Amendments in the **'Policy for Publishing of Journals by BU'** placed at [Appendage- IX](#) approved.
- c. Amendments in the **'Policy for Travel Grant Funding Support to attend reputed Local Conferences'** placed at [Appendage- IX](#) approved.
- d. Amendments in the **'Travel Grant Policy'** placed at [Appendage- IX](#) approved in principle. The revised 'Travel Grant Policy' after incorporating the revised Financial Changes be processed on file for the approval of the Honorable Rector.
- e. Amendments in the **'Policy for Organization of Conferences, Workshops and Seminars'** placed at [Appendage- IX](#) approved.
- f. Amendments in the **'BU Funding Policy for Applied Research Projects'** placed at [Appendage- IX](#) approved.
- g. Amendments in the **'Policy on Seed Money for Commercializable R&D Projects'** placed at [Appendage- IX](#) approved.
- h. Amendments in the **'Policy for Utilization of Funds from Sponsored Research Projects'** placed at [Appendage- IX](#) approved.
- i. Amendments in the **'Consultancy Policy for Business Incubation Centre'** placed at [Appendage- IX](#) approved.
- j. Amendments in the **'Policy for External Linkages'** placed at [Appendage- IX](#) approved with minor changes, as follows:

- i. The MoUs signed at Campus/CU level be reviewed by Campuses/CUs bi-annually.
- ii. The MoUs signed at Head Office level be monitored by Head Office.

- k. The name of R&D Policy Handbook be changed to “**Research, Innovation and Commercialization (RIC) Policy Manual.**”

Action Required	Action By	Responsibility
Implementation of Decision – a to k	Director ORIC	Pro-Rector (RIC)

181. *Progress to be Reported.*

Closing of the Meeting

- 182.** The Chairperson HERC in his closing remarks thanked all participants of the meeting for their valuable input. He expressed his support for delegating authority to the responsible CUs to make the process easier, more effective, and efficient. He further added, in today's meeting, HERC attempted to delegate authority to lower level. He emphasized that the ease, effectiveness, and swiftness of the processes should not be compromised by this delegation, which is the fundamental underlying principle. The Chairperson HERC also thanked Director ORIC for the smooth conduct of the HERCM.
- 183.** The meeting concluded at 1530 hrs on 12 June 2024.



Dr. Saleem Aslam
Director ORIC
Secretary HERC

19th July, 2024

Appendages

Appendage-I

Policy for Establishment and Functioning of Research Groups (RGs) at BU

Policy Number: BUORIC-P26
Policy Title: Policy on Research Groups at BU
Approval Authority: Higher Education Research Committee (HERC)
Status: In Process

1. Responsible Party:

1.1 All Principals/Directors CU/HoDs

2. Purpose:

2.1 A **Research Group (RG)** is an association of university scholars who share research interests and who engage in collaborative or closely related research and scholarly/creative activities.

2.2 The purpose of RG is to promote and facilitate communication and collaboration among its members, and to establish the legitimacy of the group both inside and outside the university.

2.3 The policy on RGs at BU outlines the guidelines & procedures for formation, functioning and evaluation of RGs as mandated in KPI 2.3.3 of BU Strategic Plan.

3. Policy Statement:

This policy aims to enhance the functionality of RGs for achieving excellence in research by BU through:

- a.** Providing recognition and support for a growing area of research excellence within which researchers pursue a common research agenda and can develop a critical mass of research.
- b.** Increasing the quality and intensity of BU's research outputs, including academic & high impact publications.
- c.** Facilitating collaboration with external partners, particularly through funded research activities/projects from industry, government/private sector, etc.

4. Key Functions of RGs:

RGs at BU shall fulfill following functions to achieve the aim of this policy.

- a. Facilitating Collaboration:** RGs shall provide a platform for researchers to work together on a common goal. Collaboration (National & International) among researchers from different disciplines is encouraged as it often leads to more comprehensive and innovative solutions to research problems.

- b. Encouraging Creativity and Innovation:** RGs shall provide an environment that fosters creativity and encourages researchers to explore new ideas and approaches. This can lead to breakthrough the discoveries and innovations.
- c. Attracting Funding:** RGs shall strive to attract funding from government agencies, foundations, and industry partners. This funding is critical for supporting research projects, purchasing equipment, and providing stipends for graduate students and doctoral fellows.
- d. Enhancing the Reputation of BU:** Successful research projects conducted by RGs can attract talented students.
- e. Providing Training Opportunities:** RGs shall provide opportunities for undergraduate and graduate students to gain research experience and learn from experienced researchers.
- f. Research Themes/Areas:** Research Groups shall select the research areas from the major Research Themes / Priority Research Areas defined by HEC on its website.

5. Formation of RGs:

5.1 A proposal to establish RG(s) shall be prepared by respective Principals/Director CUs and then submitted to DG-CU for approval.

5.2 The proposal shall include the following information:

- i.** Name of RG
- ii.** Objectives and Rationale for Formation of the RG
- iii.** Description of the Constitution of RG in terms of:
 - Organizational Structure
 - Areas of Research
 - Name, Designation and Department of Group Head
 - Number of Foreign Researchers
 - Reporting Procedures
 - List of all Group Members (including Name, Designation and Department of all Local/Internal Group Members and Name, Designation, Institute and Country of Foreign Researchers) and their brief Curriculum Vitae.

5.3 Once approval is accorded by respective DG, a notification shall be issued to Head of RG by respective Principal/Director under intimation to Dte. of RIC, BUHO regarding the formation of RG.

6. Key Performance Indicators of RGs:

All RGs of BU shall be assigned following Key Performance Indicators (KPIs) derived from HEC ORIC Assessment Criteria and National/International Ranking parameters for gauging the performance of each RG every year.

- a. Publication Output:** The number and quality of publications produced by RG is an important indicator of its productivity and impact. Publications will include journal

articles, conference papers, books/book chapters, and other forms of scholarly output.

- b. Research Funding:** The amount and sources of external funding secured by RG will indicate the level of support and recognition for its work. This includes grants from government agencies, private foundations, and industry partners.
- c. Research Impact:** The impact of RG's work can be measured by the number of citations, media attention, and other forms of recognition it receives.
- d. Collaboration:** The number and quality of collaborations (National & International) with other RGs or institutions indicate the level of engagement and knowledge exchange within the research community.-
- e. Training and Mentorship:** The ability of RG to attract and train graduate students and PhD scholars is an important measure of its success in developing the next generation of researchers in collaboration with LPDC.

7. Monitoring Mechanism of RGs:

7.1 All RGs are required to submit a Bi-annual Performance Review Report to the Dte. of RIC-BUHO through their respective Principal with the endorsement of DG-Campus for the perusal of Pro-Rector RIC by 1st July and 1st January each year.

7.2 Quarterly Progress of the Research Groups be monitored at Campus/CU level.

7.3 The Annual Performance Review Report shall include following information:

- i. Progress of RG against Key Performance Indicators listed in Clause-6 of this policy
- ii. KPIs Forecasts for the next reporting period

7.4 Head of RGs and other two group members (whose names are included in first three authors in research endeavors) will be awarded one course load waiver on the recommendation of the respective Director Generals (DGs) by the Honorable Rector considering the exceptional performance of RG on the KPIs mentioned in Clause-6 of this policy in the preceding year. However, the exceptional performance of a RG shall be quantified in a particular FY (July-June), as follows:

Impact Factor Publications	At least 5 IF Publications
External Research Funding	Rs. 5 million and above
OR	
Impact Factor Publications	At least 5 IF Publications
Patents Approved	at least 01 Patent approved at National or International Level

7.5 Dte. of RIC-BU may request a report be prepared by the Head of RG into any aspect of the RG's activities at any time.

7.6 The Head of RG shall comply with any reporting request within a reasonable period.

7.7 DG may de-notify RG upon unsatisfactory performance.

7.8 Top performing Research Group shall be awarded letter of appreciation only (faculty - wise) from the Honorable Rector after yearly review of all Research Groups based on the parameters outlined in Para-7.

7.9 The administrative requirements of the research groups to undertake the research be processed at campus level for approval and provision.

Bahria University

BU PhD Fellowship Policy

(2024)



BAHRIA UNIVERSITY
ISLAMABAD



CERTIFICATE OF PROMULGATION

1. It is certified that this document titled 'BU PhD Fellowship Program Policy' contains 10 pages including title pages. This document was approved by the Honorable Rector Bahria University on __/__/__.
2. The Bahria University PhD Fellowship Program Policy (2024) document stands promulgated with effect from __/__/__.

Registrar
Bahria University

Record of Amendments

Amendment No.	Dated	Authority for Amendment	Articles Amended	Authentication

Note: Amendments are to be recorded, cross-checked and their incorporation in the documents authenticated (with name, designation, and signatures).

Table of Contents

1.	Preamble.....	5
2.	Purpose	5
3.	Applicability of the Policy.....	5
4.	Introduction	5
5.	Eligibility Criteria for Admission	6
6.	Admission Committee	6
7.	Award Committee.....	6
8.	Fellowship Program-Timeline	6
9.	BU PhD Fellowship Program-Graduation Requirements	8
10.	BU PhD Fellowship Program-Supervisor's Eligibility	8
11.	TORs for Graduate Research Assistants.....	9

1. Preamble

1.1 Bahria University (BU) is delighted to announce its prestigious BU PhD Fellowship Program, designed to support the exceptional prospective PhD candidates. This fellowship enables scholars to concentrate entirely on research pursuits without financial worries. BU encourages highly motivated individuals to apply and become part of the dynamic research community at BU.

2. Purpose

2.1 The fellowship program is designed to enhance BU's academic and research standing in the QS and THE international rankings, while also promoting the national interests by supporting PhD scholars.

3. Applicability of the Policy

3.1 This policy applies to all national/international candidates who hold an MS/MPhil/Equivalent degree from an HEC recognized HEI/university.

4. Introduction

4.1 This is a full-time regular PhD program. The scholar will receive a monthly stipend of PKR 100,000/month for a scholarship period of three years from the date of enrollment. The scholarship period is extendable up to four years. Additionally, the candidate will be required to teach courses or labs totaling 6 contact hours per week during regular semesters as part of regular workload. The fellowship also includes a full fee waiver for the duration of the scholarship period.

4.2 All awardees will serve as graduate research assistants (TORs attached at Annex-A) under the designated supervisors. Monthly stipends will be disbursed contingent upon maintaining a regular attendance of 40 hours/week from Monday to Friday. Awardees are not allowed to be employed in any other institution/organization during the scholarship period. Those who are already employed in other institutions/organizations, they must seek study leave for the scholarship period and present NOC from the parent institution/organization. The tuition fee waiver and monthly stipend will cease after the scholarship period (i.e. four years), thereafter the scholar will pay the fees in accordance with the BU PhD Rules 2023 in vogue. However, if the scholar is unable to complete the PhD degree within five years from the date of enrollment, BU reserves the right to recover the complete expenses from the scholar, except force majeure conditions.

5. Eligibility Criteria for Admission

5.1 MS/MPhil/Equivalent degree as described in HEC GEP 2023/BU PhD Rules 2023 with CGPA of 3.5/4.0, from an HEC recognized HEI/university. If the CGPA is not mentioned on the transcript, the candidate must produce equivalent weightage from the parent university.

5.2 HEC attestation is mandatory for the candidates with degrees from local universities.

5.3 HEC equivalency certificate is mandatory for the candidates with degrees from international universities.

5.4 The test equivalent to GRE/HAT General developed at BU with a passing score of 60%. OR The test equivalent to GRE/HAT General conducted by testing bodies accredited by HEC with a passing score of 60%.

5.5 In addition, BU may conduct a subject test for admission in PhD programs, if required.

5.6 The candidates have preferably published at least one W-category journal paper (X-category for Social Sciences), according to the HEC HJRS system, as the first author from their MS/MPhil or equivalent research thesis.

6. Admission Committee

6.1 The admission committee will be chaired by the respective Deans.

6.2 The admission committee will determine the prospective areas for the fellowship, considering the fields of national interest and needs, in consultation with the Dir QA.

6.3 The admission committee will evaluate PhD candidates based on eligibility criteria and their potential to conduct research at par with excellence. Preference will be given to schools/departments, and campuses based on the annual research outcomes, specifically the funded projects.

7. Award Committee

7.1 Post evaluations by the admission committees chaired by the respective Deans, an award committee chaired by Pro Rector (RIC) and comprising of members including Dir QA, Dir PGP, Dir Academics, Dir ORIC, Dir Admissions and concerned Deans will do the final evaluations and recommend the candidates for the award of the BU fellowships for Rector's approval.

8. Fellowship Program-Timeline

8.1 To accomplish the completion of a PhD within a three-year timeframe, the scholar is required to fulfill several sequential milestones. Firstly, during the initial two semesters encompassing the Fall (September-January) and Spring (February-May) semesters, the scholar is expected to complete all the requisite coursework of 18 credit hours. This is followed promptly by undertaking a comprehensive examination (1st chance), to be scheduled within one month subsequent to the successful completion of the coursework with a CGPA ≥ 3.0 . Upon successful passing of the comprehensive exam (passing marks $\geq 60\%$), the scholar will proceed to defend the proposal (1st chance) within a period of two months from comprehensive exam.

8.2 Upon successful defense of the proposal, the scholar will commence the research phase of the PhD program. Subsequently, during the third year of study, the scholar will undergo internal thesis defense (ITD), external evaluation (EE), and ultimately, the final thesis defense (FTD). These sequential steps are designed to ensure timely progression and successful completion of the PhD program within the designated three-year timeframe. The tabulated representation in Table 1 below provides a succinct overview of the chronological sequence of milestones required

for the completion of the PhD within the stipulated three-year period. All thresholds of the milestones of the scholar must adhere to the HEC GEP 2023 and BU PhD Rules 2023.

Year 1		Year 2		Year 3		
Sep	Coursework (9 Credit Hours)	Sep	Proposal Defense (1 st Chance)	Sep	ITD	
Oct		Oct	Research Phase (Publications Thesis Writeup)	Oct		
Nov		Nov		Nov		
Dec		Dec		Dec		
Jan		Jan		Jan	EE	
Feb	Feb	Feb				
Mar	Mar	Mar				
Apr	Coursework (9 Credit Hours)	Apr		Apr	Apr	FTD
May		May		May		
Jun		Jun		Jun		
July	Comprehensive Exam (1 st Chance)	July		July		
Aug		Aug		Aug		
Year 1		Year 2		Year 3		

Table: 1

8.3 If a scholar is unable to complete the PhD within the three-year scholarship period, he may be granted a one-year scholarship extension by the Rector with the recommendation from the FRC. In this case the scholar

- i. may extend the coursework to another semester with the permission of the FRC.
- ii. may avail the 2nd chance of comprehensive exam within one month from conduct of the 1st chance with the permission of the FRC. (in case of failure in 1st chance)
- iii. may avail the 2nd chance of proposal defense within two months from conduct of the 1st chance with the permission of the FRC. (in case of failure in 1st chance)
- iv. must pass the coursework, comprehensive exam and proposal defense in a maximum time of two years from the date of enrollment in the PhD program.

8.4 BU reserves the right to terminate the scholarship and fee waiver for the scholar if he/she fails to complete the following requirements: the continuation will be based on recommendation by the FRC.

- i. Completion of coursework in first two regular semesters.
- ii. Failing comprehensive exam in 1st chance as per the Timeline in Table 1.

iii. Failing of proposal defense in 1st chance as per the Timeline in Table 1.

iv. Non-completion of research phase as per the Timeline in Table 1.

8.5 Further the scholar will be assessed through quarterly progress reports as soon as he/she passes the comprehensive exam.

8.6 His/her candidacy will be cancelled in light of prevailing BU PhD Rules 2023, if the scholar is unable to complete the coursework with CGPA > 3.0, fails the comprehensive exam twice, fails the proposal defense twice, fails in ITD thrice, fails in EE by two evaluators, fails in FTD thrice and three unsatisfactory quarterly progress reports. The termination will be based on the recommendation of the FRC and will be approved by the HERC/Rector. The process as described in BU PhD Rules 2023 will be followed.

9. BU PhD Fellowship Program-Graduation Requirements

9.1 The scholar is required to successfully complete the coursework with a CGPA \geq 3.0 and comprehensive exam with at least marks \geq 60%.

9.2 The scholar must complete the PhD degree with 1 W-category journal paper/2 Xcategory journal papers for Sciences (1 X-category journal paper/2 Y-category journal papers for Social Sciences) as per HEC HJRS system as a 1st author from PhD thesis as per HEC GEP 2023. If the scholar publishes his/her research paper in the 100 most cited journals as google scholar, he/she will be awarded an appreciation letter from the Rector.

10. BU PhD Fellowship Program-Supervisor's Eligibility

10.1 The supervisor must be approved by the RAC as per HEC GEP 2023.

10.2 The supervisor must have a proven track record of supervising at least three completed MS/MPhil/Equivalent scholars and/or one PhD scholar previously.

11. Terms and Conditions

11.1 All other terms and conditions should conform to BU PhD Rules 2023.

TORs for Graduate Research Assistants

1. Assisting the supervisor in research activities including literature surveys, data collection and analysis, reports and paper writings, research proposals etc.
2. Arrangement of tutorial sessions on latest research trends and methods for supervisor and department
3. Assist the supervisor in day-to-day academic activities.
4. Represent BU on behalf of supervisor in research trainings and workshops.
5. Performing any other research/academic tasks assigned by the supervisor.

Bahria University

BU Incentive Based PhD Program Policy

(2024)



BAHRIA UNIVERSITY
ISLAMABAD



CERTIFICATE OF PROMULGATION

1. It is certified that this document titled 'BU Incentive Based PhD Program Policy' contains 08 pages including title pages. This document was approved by the Honorable Rector Bahria University on __/__/__.
2. The Bahria University 'Incentive Based PhD Program Policy' (2024) document stands promulgated with effect from __/__/__.

Registrar
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Table of Contents

1. Preamble	5
2. Purpose	5
3. Applicability of the Policy	5
4. Introduction	5
5. BU Incentive Based PhD Program -Timeline (3 Years).....	5
6. Procedure for Fee Reimbursement	6
7. BU Incentive-Based PhD Program Reimbursement Claim Form	7

1. Preamble

- 1.1** Bahria University (BU) is pleased to announce its esteemed Incentive-Based PhD Program, tailored to reward the outstanding PhD scholars who complete the PhD degree within three years along with publishing 1 W-category journal paper/2 X-category journal papers as per HEC HJRS system as a 1st author from PhD thesis. This policy provides incentives for both scholars and supervisors.

2. Purpose

- 2.1** The objective of this policy is to encourage scholars to complete their PhDs in a timely manner, promptly vacate occupied supervisory slots, and improve the research output and rate at BU.

3. Applicability of the Policy

- 3.1** This policy applies to all PhD students undergoing the coursework phase of PhD study.

4. Introduction

This program will support the students by providing a financial incentive. If a scholar completes the PhD degree within regular three years from enrollment (submission of complete PhD thesis after incorporating the evaluators'/examiners' comments for issuance of final notification) while publishing 1 W-category journal paper/2 X-category journal papers as per HEC HJRS system as a 1st author from PhD thesis, he will be eligible for a full tuition fee reimbursement. All other PhD requirements will adhere to BU PhD Rules 2023. Additionally, both the supervisor and scholar will receive appreciation letters from the Rector BU, and the supervisor will receive an additional honorarium of 50,000 PKR.

5. BU Incentive Based PhD Program -Timeline

5.1 To accomplish the completion of a PhD within a three-year timeframe, the scholar is required to fulfill several sequential milestones. Firstly, during the initial two semesters encompassing the Fall (September-January) and Spring (February-May) semesters, the scholar is expected to complete all requisite coursework of 18 credit hours with CCPA \geq 3.0. This is followed promptly by undertaking a comprehensive examination (passing marks \geq 60%), scheduled within one month subsequent to the completion of the coursework. Upon successful completion of the comprehensive exam, the scholar will proceed to defend their proposal within a period of two months from the date of comprehensive exam.

5.2 Upon successful defense of the proposal, the scholar will commence the research phase of the PhD program. Subsequently, during the third year of study, the scholar will undergo internal thesis defense (ITD), external evaluation (EE), and ultimately, the final thesis defense (FTD). These sequential steps are designed to ensure timely progression and successful completion of the PhD program within the designated three-year timeframe. The tabulated representation below provides a succinct overview of the chronological sequence of milestones required for the completion of the PhD within the stipulated three-year period.

Year 1		Year 2		Year 3	
Sep	Coursework 9 CH	Sep	Proposal Defense (1 st Chance)	Sep	ITD
Oct		Oct	Research Phase Publications Thesis Writeup	Oct	
Nov		Nov		Nov	
Dec		Dec		Dec	
Jan		Jan		Jan	EE
Feb	Coursework 9 CH	Feb		Feb	
Mar		Mar		Mar	
Apr		Apr		Apr	
May		May		May	FTD
Jun		Jun		Jun	
July	Comprehensive Exam (1 st Chance)	July		July	
Aug		Aug		Aug	
Year 1		Year 2		Year 3	

Table:

1

6. Procedure for Fee Reimbursement

6.1 Any scholar who is eligible for the BU Incentive-Based PhD Program, he/she will apply for reimbursement of tuition fee along with reimbursement claim form (Annex A) to the Head of Department (HOD). The HOD will compile the case along with all proofs, and forward to the PGP Dte. via Principal for further processing. PGP Dte. will seek the approval of the Rector for tuition fee reimbursement.

7. Terms and Conditions

7.1 All other terms and conditions will adhere to BU PhD Rules 2023.

BU Incentive-Based PhD Program Reimbursement Claim Form

Scholar Name: _____

Date: _____

Enrollment Number: _____

Department: _____

Program: _____

Campus: _____

S. No	PhD Phases	Date of Completion	Remarks
1	Coursework		
2	Comprehensive Exam		
3	Proposal Defense		
4	Paper Publication		
5	Thesis Submission		
6	ITD		
7	EE		
8	FTD		
9	Final Notification		
Total Duration			

*Attach proofs where necessary.

HOD Name: _____

Signature & Stamp: _____

Date: _____

S. No	Semester	Tuition Fee Paid (PKR)
1	Fall 20_____	
2	Spring 20_____	
3	Fall 20_____	
4	Spring 20_____	
5	Fall 20_____	
6	Spring 20_____	
Total Amount (PKR)		

*Attach proofs where necessary.

Manager Accounts: _____

Signature & Stamp: _____

Date: _____

Details of PhD Scholars

S.#	Student Enrollment No.	Student Registration No.	Student Name	Date of Enrollment	Date of Final Defense	Date of Notification/ Completion	Department	Campus
1	01-281152-002	34233	KHURRUM MUSTAFA ABBASI	07 September 2015	07 August 2023	06 September 2023	Software Engineering	BUICH-11
2	01-280152-011	43130	SYEDA UROOJ BABAR	07 September 2015	19 July 2023	08 September 2023	Management Studies	BUIC-E-8
3	02-284172-002	36798	SAMEENA JAVAID	11 September 2017	27 July 2023	12 September 2023	Computer Science	BUKC
4	01-280152-008	43127	NAGINA JAMIL	07 September 2015	17 August 2023	12 September 2023	Management Studies	BUIC-E-8
5	01-280152-014	43132	MUHAMMAD IRFAN KHADIM	07 September 2015	17 August 2023	13 September 2023	Management Studies	BUIC-E-8
6	01-280152-002	43122	FAISAL MAHMOOD	07 September 2015	08 August 2023	18 September 2023	Management Studies	BUIC-E-8
7	02-280152-001	29944	AHMED RAZA KHAN	07 September 2015	09 August 2023	18 September 2023	Management Studies	BUKC
8	02-280152-003	41855	KIRAN FAROOQ	07 September 2015	02 August 2023	20 September 2023	Management Studies	BUKC
9	01-280182-005	57661	MUHAMMAD WASEEM ALI TIPU	10 September 2018	26 July 2023	28 September 2023	Management Studies	BUIC-E-8
10	01-286162-001	8435	MUHAMMAD RAIEES AMJAD	05 September 2016	12 September 2023	10 October 2023	Earth & Environmental Sciences	BUICH-11
11	02-282142-002	27188	MOHAMMAD IDREES	01 September 2014	25 August 2023	31 October 2023	Earth & Environmental Sciences	BUKC
12	02-283161-004	9904	MUHAMMAD IRFAN	01 February 2016	13 October 2023	23 November 2023	Earth & Environmental Sciences	BUKC
13	02-283161-003	31406	SHAISTA MAHMUD	01 February 2016	27 September 2023	23 November 2023	Earth & Environmental Sciences	BUKC
14	02-282162-001	20455	JAWWAD ABDULLAH BUTT	05 September 2016	25 October 2023	07 December 2023	Earth & Environmental Sciences	BUKC
15	01-280182-002	59663	QURAT UL AIN MAHMOOD	10 September 2018	10 October 2023	05 December 2023	Management Studies	BUIC-E-8
16	01-281162-001	38422	FARRUKH SHAHZAD AHMED	05 September 2016	28 September 2023	12 December 2023	Software Engineering	BUIC-H-11
17	05-174162-002	21038	RIMSHA TANVEER	05 September 2016	11 October 2023	13 December 2023	Professional Psychology	BUIPP
18	01-280162-013	47812	MIAN MUHAMMAD OSMAN BIN SAIF	05 September 2016	13 December 2023	29 December 2023	Management Studies	BUIC-E-8
19	01-280162-014	33309	WAIZA REHMAN	05 September 2016	15 December 2023	18 January 2024	Management Studies	BUIC-E-8
20	02-280161-010	16595	AYLA WAJAHAT	01 February 2016	19 December 2023	01 February 2024	Management Studies	BUKC
21	01-281171-006	17885	ZAHRA WAHEED AWAN	06 February 2017	28 December 2023	14 February 2024	Computer Engineering	BUIC-H-11

Relevant Assessment Committees (RACs)

3310 – A		Relevant Assessment Committees (RAC) - Faculty of Engineering Sciences			
The following composition of RAC was recommended by the 20 th FRC of the faculty of ES. Later, the case was approved on file (BU-HO/DES/2024/104) by the Honorable Rector:					
i. Dean Faculty of Engineering Sciences		Chair Committee			
ii. Director Quality Assurance		Member			
iii. Director Post Graduate Programs		Member			
iv. Principal BSEAS		Member(s)			
v. Concerned Head of Department		Member			
vi. FRC secretary		Member			
vii. Two External Experts (Professor/Associate Professor)		External Members from the list given below.			
List of External Members					
S. #	Name	Designation	University	Domain	Research Area
1	Dr Sadia Hina	Professor	Fatima Jinnah Women University, Rawalpindi	Mathematics	Fluid Mechanics / Mathematics
2	Dr Nasir Ali	Professor	International Islamic University, Islamabad	Mathematics	Fluid Mechanics
3	Dr Sohail Nadeem	Professor	Quaid-e-Azam University	Mathematics	Newtonian and Non-Newtonian fluids, Computational mathematics
4	Dr Waseem Shehzad	Professor	FAST NUCES Islamabad	Computer Science	Data Mining, Computational Intelligence, Theory of Computation
5	Dr Muazzam Khattak	Professor	Quaid-e-Azam University	Computer Science	Wireless Network, IoTs, Cyber Security
6	Dr Zulfiqar Habib	Professor	COMSATS Lahore	Computer Science	Digital Image Processing, Computer Vision, Robotics
7	Dr Amanullah Yasin	Associate Professor	Air University	Computer Science	Data Science, Artificial Intelligence
8	Dr. Najeed Ahmed Khan	Associate Professor	NED Karachi	Computer Science	Artificial Intelligence
9	Dr Kashif Kifayat	Professor	Air University	Computer Science	Cyber Security, Networks, AI
10	Dr Hamad Afzal	Professor	National University of Sciences & Technology (NUST)	Software Engineering	Machine Learning, Text Mining
11	Dr. Kamran Ahsan	Associate Professor	Federal Urdu University, Islamabad	Software Engineering	IoT, Healthcare, disaster management
12	Dr. Syed Saood Zia	Associate Professor	Sir Syed University of Engineering & Technology, Karachi	Software Engineering	Artificial Intelligence, Recommender Systems, Big data

13	Dr Syed Ali Hassan	Associate Professor	NUST	Electrical Engineering	Wireless Communications, Signal Processing
14	Dr Faisal Nadeem	Associate Professor	UET Taxila	Electrical Engineering	Power System Planning, Renewable Energy Modeling,
15	Dr Azhar ul Haq	Associate Professor	CEME, NUST	Electrical Engineering	Smart Grids, Electrical energy management
16	Dr Hassan Abdullah Khalid	Associate Professor	NUST	Electrical Engineering	Analog/Digital Electronics, Power Electronics, and Control
17	Dr Abdul Rauf Bhatti	Professor	Government College University, Faisalabad	Electrical Engineering	electric vehicle charging, solar photovoltaic, artificial intelligence, renewable energy
18	Dr Rizwan Ahmad	Professor	NUST	Electrical Engineering	IoT, Wireless Body Area Networks, Green Communications
19	Dr. Ghous Bakhsh Narejo	Professor	NED Karachi	Electrical Engineering	Renewable Energy, IC Design, Image Processing
20	Dr Ramesh Kumar	Associate Professor	Dawood University of Engineering & Technology Karachi	Electrical Engineering	Mobile Adhoc Networks, Deep Learning
21	Dr. Malik Intisar Ali Sajjad	Associate Professor	UET Taxila	Electrical Engineering	Smart Grids, Smart Buildings, Demand Side Management, Renewable Energy
22	Dr Usman Akram	Professor	NUST	Computer Engineering	Image Processing, Computer Vision, Deep Learning
23	Dr. Syed Abbas Ali	Professor	NED Karachi	Computer Science	Machine Learning & Pattern Recognition
24	Dr Aksam Iftikhar	Associate Professor	COMSATS Lahore	Computer Engineering	Image Processing, Computer Vision, Deep Learning
25	Dr. Khaista Rehman	Associate Professor	University of Peshawar	Earth & Environmental Sciences	Exploration and Applied Geophysics
26	Dr. Tahir Azeem	Associate Professor	Rawalpindi Women University, Satellite Town Rawalpindi	Earth & Environmental Sciences	Petrophysical & Seismic Analysis
27	Dr Muhammad Farooq	Associate Professor	UAJK, Muzaffarabad	Earth & Environmental Sciences	Geophysics, Hydrogeology, Geochemistry and Hydrology
28	Dr. Matloob Hussain	Associate Professor	Quaid-e-Azam University	Earth & Environmental Sciences	Seismotectonics, Neotectonics, Structural Geology, Tectonics, Earth Sciences, Seismics Geodesy

29	Dr. Said Muhammad	Associate Professor	University of Peshawar	Earth & Environmental Sciences	Geochemistry, Hydrogeology, Hydrology, Environmental Chemistry, Environmental Science,
30	Dr. Javed Nawab	Associate Professor	Kohat University of Science & Technology	Earth & Environmental Sciences	Environmental Toxicology, Water Quality, Bioremediation

3310 – B		Relevant Assessment Committees (RAC) - Faculty of Management Sciences		
The following composition of RAC has been approved on the case file (BU-HO/DMS/2024/088) by the Honorable Rector:				
i. Prof. Dr. Muhammad Zahir Dean, Faculty of MS		Committee Chair		
ii. Mr. Fazal Wahab, Director Quality Assurance		Member		
iii. Dr. Asad Waqar, Director Postgraduate Program		Member		
iv. Dr. Saleem Aslam, Director ORIC		Member		
v. Dr. Asif Inam, Principal Maritime, BUKC		Member		
vi. Dr. Khalid Mumtaz, Principal BBS, BUIC		Member		
vii. Dr. Liaqat Ali, HoD MS BUKC		Member		
viii. Dr. Mubashir Ali Khan, HoD BS BUKC		Member		
ix. Dr. Khalil Ahmed, HoD BS BUIC		Member		
x. Dr. Riaz Ahmed, HoD MS BUIC		Member		
xi. Dr. Adnan Hashmat, HoD MS BULC		Member		
xii. Dr. Mustagisur Rahman, Professor, BUKC		Member		
xiii. Dr. Muhammad Mutasim, Associate Professor BUKC		Member		
xiv. Dr. Muhammad Asghar Mughal, Assistant Professor, BUKC		Member		
xv. PGP Coordinator, MS BUIC		Member		
xvi. PGP Coordinator, MS BUKC		Secretary RAC Member		
xvii. PGP Coordinator Maritime, BUKC		Member		
xviii. PGP Coordinator, MS BULC		Member		
xix. Dr Rizwan Nazir, Asst. Professor BUIC		Member		
xx. Dr Munaza Bibi, Asst. Professor BUKC		Member		
xxi. Dr. Muhammad Idrees, Asst. Professor BUKC		Member		
xxii. Dr. Muhammad Sajid, Associate Professor BULC				
xxiii. Two External Experts (Professor/Associate Professor) External Members from the list given below.				
List of External Members				
S. #	Name	Designation	University	Specialization
1	Dr. Tariq Jalees	Associate Professor	PAF-KIET, Karachi	Marketing
2	Dr. Mirza Amin ul Haq	Associate Professor	Iqra University, Karachi	Marketing
3	Dr. Saima Tabassum	Associate Professor	University of Sindh	HRM/Management
4	Dr Osman Sadiq Paracha	Associate Professor	University of Wah	HRM/Management
5	Dr. Atif Aziz	Professor	Iqra University	HRM/Management

6	Dr. Salman Sarwat	Associate Professor	Benazir Bhutto Shaheed University Lyari, Karachi	Finance
7	Dr Hassan Raza	Associate Professor	SZABIST Islamabad	Finance
8	Dr. Yasir Tariq Chaudhary	Associate Professor	COMSATS Islamabad	Supply Chain Management
9	Dr. Waqar Ahmed	Professor	Iqra University, Karachi	Supply Chain Management
10	Dr. Shujaat Mubarak	Associate Professor	Harriot Watt University, UK	Supply Chain Management
11	Dr. Saif ur Rehman	Associate Professor	UMT, Lahore	Project Management
12	Prof. Dr. Shahid Nadeem	Professor	UCP, Lahore	Marketing

3310 – C	Relevant Assessment Committees (RAC) - Faculty of H&SS	
The relevance assessment committee for assessment of FMS Relevancy – PG programs namely PhD Media Studies, PhD International Relations, MS Media Studies, MS International Relations, MS Government and Public Policy, MS Anthropology, MS Islamic Studies, MS English Linguistics BUKC, was formulated and deliberated in FRC. The same has been approved via case file by Honorable Rector vide files reference: BU-HO/DeanH&SS/2024/074 & BU-HO/DeanH&SS/2024/071.		
RAC (PhD Media Studies)		
i. Dean H&SS	Chair Committee	
ii. DQA	Member	
iii. HOD Media	Member	
iv. Prof. Dr. Shabir Hussain(PG Coordinator)	Internal Member/Secretary RAC	
v. Professor Dr. Zafar Iqbal Dean FHSS IIUI	External Member	
vi. Professor Dr. Khalid Sultan Dean FSS, NUML.	External Member	
RAC (PhD International Relations)		
i. Dean H&SS	Chair Committee	
ii. DQA	Member	
iii. HOD H&SS	Member	
iv. Dr. Muhammad Umer Hayat (PG Coordinator)	Internal Member/Secretary RAC	
v. Dr. Nadeem Mirza, Associate Professor, QAU	External Member	
vi. Dr. Sarwat Rauf, Associate Professor, NUML	External Member	
RAC (MS Media Studies)		
i. Dean H&SS	Chair Committee	
ii. DQA	Member	
iii. HOD Media	Member	
iii. Prof. Dr. Shabir Hussain (PG Coordinator)	Internal Member/Secretary RAC	
iv. Professor Dr. Zafar Iqbal Dean FHSS IIUI	External Member	
v. Dr. Bakht Rawan Associate Professor AIOU	External Member	

RAC (MS International Relations)	
i. Dean H&SS	Chair Committee
ii. DQA	Member
iii. HOD H&SS	Member
iv. Dr. Umer Hayat (PG Coordinator)	Secretary RAC
v. Dr. Saira Nawaz Abbasi	Internal Member
vi. Dr. Noor Fatima, Associate Professor/HOD IR, IIUI	External Member
vii. Dr. Farhan Hanif Siddiqui, Associate Professor (SPIR) QAU	External Member
RAC (MS Governance & Public Policy)	
i. Dean H&SS	Chair Committee
ii. DQA	Member
iii. HOD H&SS	Member
iv. Dr. Umer Hayat (PG Coordinator)	Secretary RAC
iv. Dr. Aleem Gillani	Internal Member
iv. Dr. Shafei Moiz Hal, Associate Professor/HOD (GPP) NDU	External Member
v. Prof. Dr. Muhammad Khan , Professor IIUI	External Member
RAC (MS Anthropology)	
i. Dean H&SS	Chair Committee
ii. DQA	Member
iii. HOD H&SS	Member
iv. Dr. Umer Hayat (PG Coordinator)	Secretary RAC
iii. Dr. Ghulam Hussain	Internal Member
iv. Prof. Dr. Muhammad Bilal (Chairperson, Dept Anthropology, FJWU)	External Member
v. Dr. Inam Ullah Leghari (Associate Professor, Dept Anthropology, QAU)	External Member
RAC (MS Islamic Studies)	
i. Dean H&SS	Chair Committee
ii. DQA	Member
iii. HOD IS	Member
iii. Dr. Rahimullah (PG Coordinator)	Secretary RAC
iv. Dr. Abdul Samad Sheikh (HOD,IS DEPT, IIUI)	External Member
v. Dr. Riaz Saeed (HOD, IS DEPT, NUML)	External Member
RAC (MS English Linguistics - BUKC)	
i. Dean H&SS	Chair Committee
ii. DQA	Member
iii. HOD H&SS	Member
iii. Dr. Asif Ramzani (PG Coordinator)	Internal Member /Secretary RAC
iv. Dr. Syed Nasir Abbas Rizvi (Dean, LUA, Balochistan)	External Member
v. Dr. Riaz Ahmed Mangrio (Associate Professor/Chairperson, SMI, KHI)	External Member

3310 – D	Relevant Assessment Committees (RAC) - Faculty of Law
The proposed composition of RAC for Law School by Dean Law (as FRC Chair) in alignment clause 7.1.2 of HEC GEP 2023 is as under:	
i. Dr. Muhammad Fayaz (Dean Law)	- Chair Committee
ii. Mr. Fazal Wahab	- Member
iii. Dr Sohaib Mukhtar (PGP Coordinator)	- Secretary RAC
iv. Dr. Hafiz Aziz ur Rehman (Dean Law, QAU)	- External Member
v. Dr. Muhammad Asif Khan (HoD Law, NUST)	- External Member

3310 – E		Relevant Assessment Committees (RAC) - Faculty of Psychology	
The given constitution of the Relevance Assessment Committees (RAC) was approved on file by the Honorable Rector and is recommended for the faculty of Professional Psychology with the following composition for the ratification by HERC:			
i.		Dean Faculty of Professional Psychology	Chair Committee
ii.		Director Quality Assurance	Member
iii.		Director Post Graduate Programs	Member
iv.		Director ORIC	Member
v.		PGP Coordinator	Secretary
vi.		Two External Experts (Professor/Associate Professor)	External Members from the list given below.
List of External Members			
S. #	Name	Position, Affiliation	Areas of Relevance / Expertise
1	Dr. Uzma Ali	Professor Institute of Clinical Psychology, University of Karachi	Clinical Psychology
2	Dr. Amena Zehra Ali	Professor Department of Psychology, University of Karachi	Clinical Psychology
3	Dr. Sobia Aftab	Professor Institute of Clinical Psychology, University of Karachi	Clinical Psychology
4	Dr. Saima Majeed	Associate Professor University of Punjab, Lahore Pakistan. (Institute of Applied Psychology	Applied & Clinical Psychology
5	Dr. Anila Kamal	Professor, Vice Chancellor Rawalpindi Women University	Organizational Psychology
6	Dr. Anila Kamal	Professor, Vice Chancellor Rawalpindi Women University	Organizational Psychology
7	Dr. Anila Amber Malik	Professor Department of Psychology, University of Karachi	Educational & Social Psychology

3310-F	Relevance Assessment Committees (RAC)-Faculty of Health Sciences		
The given constitution of the Relevance Assessment Committees (RAC) was approved on file by the Honorable Rector and is recommended for the faculty of Health Sciences (HS) with the following composition for the ratification by HERC:			
i. Dean Heath Sciences		Chair Committee	
ii. Director Quality Assurance		Member	
iii. Director Post Graduate Programs		Member	
iv. Director ORIC		Member	
v. PGP Coordinator		Secretary	
vi. Two External Experts (Professor/Associate Professor) External Members from the list given below:			
List of External Members			
S.#	Name	Position, Affiliation	Areas of Relevance/Expertise
1	Prof. Dr. Bushra Wasim	Ziauddin Medical University (ZMU)	Anatomy
2	Prof. Dr. Talat Yasmeen	Ziauddin Medical University (ZMU)	Anatomy
3	Prof. Dr. Sadiqa Syed	Dow International Medical College (DIMC)	Physiology
4	Prof. Dr. Sadia Fatima	Aga Khan University (AKU)	Physiology
5	Prof. Dr. Rubina Ghani	Jinnah Medical and Dental College (JMDC)	Biochemistry
6	Prof. Dr. Zeba Haq	Dow Internal Medical College (DIMC)	Biochemistry
7	Prof. Dr. Shaheen Sharafat	Liaquat National Medical College Hospital (LNMCH)	Pathology (Microbiology)
8	Prof. Dr. Yahya Noori	Dow University of Health Sciences(DUHS)	Pathology (Microbiology)
9	Prof. Dr. Talat Mirza	Ziauddin Medical College (ZMU)	Pathology (Histopathology)
10	Prof. Dr. M. Alamgir	Dow International Medical College (DIMC)	Pathology (Histopathology)
11	Prof. Dr. Tahira Assad	Karachi Institute of Medical Sciences (KIMS)	Pharmacology
12	Prof. Dr. Rabia Arshad	Al-tamash Institute of Dental Medicine (AIDM)	Pharmacology
13	Prof. Dr. Ayesha Humayun	Shaikh Zayad Medical College Lahore (SZMC)	Public Health (Community Health Sciences)
14	Prof. Dr. Mohammad Khalil Khan	Jinnah Sindh Medical University (JSMU)	Public Health (Community Health Sciences)

List of Local and Foreign External Examiners

3312 – A		Faculty of Management Sciences (MS-BUIC)			
Local External Examiners (FIFTY THREE)					
Sr. #	Name	Affiliation	Post-PhD Experience	Area of Specialization	FRC Ref.
1.	Dr Hameeda Akhtar	Assistant Professor International Islamic University, Islamabad	6	Corporate Finance	FRC#20, Agneda#2010
2.	Dr Bilal Latif	Assistant Professor National Defense University, Islamabad	5	Corporate governance and finance	FRC#20, Agneda#2010
3.	Dr Syed Zaheer Abbas Kazmi	Assistant Professor NUML Islamabad	5	Entrepreneurship	FRC#20, Agneda#2010
4.	Dr. Habib Ahmad	Professor Air university, Islamabad	6	Finance	FRC#20, Agneda#2010
5.	Dr Naveed Raza	Assistant Professor Comsats University	6	Finance	FRC#20, Agneda#2010
6.	Dr Hassan Raza	Assistant Professor SZABIST Islamabad	4	Finance	FRC#20, Agneda#2010
7.	Dr Nadeem Iqbal	Professor Air university, Islamabad	8	Finance	FRC#20, Agneda#2010
8.	Dr Faid Gul	Professor NUML Islamabad	9	Finance	FRC#20, Agneda#2010
9.	Dr Abdul Wahid	Assistant Professor NUML Islamabad	4	Finance	FRC#20, Agneda#2010
10.	Dr Hina Shahab	Assistant Professor SZABIST Islamabad	4	HRM	FRC#20, Agneda#2010
11.	Dr. Sobia Rashid	Assistant Professor NUML Islamabad	3	Management	FRC#20, Agneda#2010
12.	Dr. Aijaz Mustafa Hashmi	Assistant Professor NUML Islamabad	6	Finance	FRC#20, Agneda#2010
13.	Dr Omer Farooq Malik	Associate Professor COMSATS University Islamabad	9	Management	FRC#20, Agneda#2010
14.	Dr Fauzia Mubarik	Associate Professor NUML Islamabad	6	Finance	FRC#20, Agneda#2010
15.	Dr Noshaba Batool	Professor Air university, Islamabad	8	HRM	FRC#20, Agneda#2010

16.	Dr Arshad Ali Bhatti	Assistant Professor International Islamic University Islamabad	10	Finance	FRC#21, Agneda#2120
17.	Dr. Wisal Ahmed	Professor Kohat University, Kohat	12	Management	FRC#21, Agneda#2120
18.	Dr Muhammad Haroon	Assistant Professor, NUML Islamabad	5	Management	FRC#21, Agneda#2120
19.	Dr Amir Rajput	Associate Professor, COMSATS University, Wah Cantt Campus	10	Marketing	FRC#21, Agneda#2120
20.	Dr Zulfiqar Ali Shah	Professor, International Islamic University Islamabad	12	Finance	FRC#21, Agneda#2120
21.	Dr Muhammad Yar Khan	Associate Professor, Comsats Wah Campus	7	Finance	FRC#21, Agneda#2120
22.	Dr Abdul Zahid Khan	Professor, International Islamic University Islamabad	6	Technology Management	FRC#21, Agneda#2120
23.	Dr Abdul Rehman	Professor, International Islamic University Islamabad	10	Finance	FRC#21, Agneda#2120
24.	Dr Wajid Shakil	Associate Professor, Comsats Islamabad	6	Finance	FRC#21, Agneda#2120
25.	Dr Usman Ayub	Associate Professor, COMSATS University Islamabad	10	Finance	FRC#21, Agneda#2120
26.	Dr Omar Farooq Malik	Associate Professor, COMSATS University Islamabad	9	HRM	FRC#21, Agneda#2120
27.	Dr Abdul Rashid	Professor, International Islamic University Islamabad	10	Econometrics and Finance	FRC#21, Agneda#2120
28.	Dr. Arshad Hassan	Professor, CUST University Islamabad	12	Finance	FRC#21, Agneda#2120
29.	Dr Asif Shehzad	Assistant Professor , COMSATS Islamabad	5	HRM	FRC#21, Agneda#2120
30.	Dr Faisal Rizwan	Associate Professor, International Islamic University Islamabad	10	Finance	FRC#21, Agneda#2120
31.	Dr Nosheen Tariq Bhutta	Assistant Professor, CUST University Islamabad	8	Finance	FRC#21, Agneda#2120
32.	Dr Jaleel Ahmed	Associate Professor, CUST University Islamabad	7	Finance	FRC#21, Agneda#2120

33.	Dr Imran Riaz Malik	Associate Professor, CUST University Islamabad	7	Finance	FRC#21, Agneda#2120
34.	Dr Abdul Waheed Satti	Assistant Professor, COMSATS University Islamabad	5	HRM	FRC#21, Agneda#2120
35.	Dr. Ayesha Abrar	Assistant Professor, National University of Sciences and Technology, Islamabad	11	Innovation and Entrepreneurship	FRC#23, Agneda#2324
36.	Dr. Sajjad Ahmad Afridi	Associatepofessor Hazara University, Mansehra	6	Marketing	FRC#23, Agneda#2324
37.	Dr. Madiha Gohar	Assistant Professor, National University of Sciences and Technology, Islamabad	11	Entrepreneurship	FRC#23, Agneda#2324
38.	Dr. Nosheen	Assistant Professor NUML, Islamabad	4	Finance	FRC#23, Agneda#2324
39.	Dr Iram Naz	Associate Professor, National University of Sciences and Technology, Islamabad	6	Finance	FRC#23, Agneda#2324
40.	Dr. Noheed Khan	Associate Professor, Alhamd Islamic University, Islamabad	6	Finance	FRC#23, Agneda#2324
41.	Dr Muhammad Omar Farooq Malik	Senior Manager in Quality Management System, Pakistan Telecommunication Company Limited (PTCL), Islamabad, Pakistan	7	Engineering Management	FRC#23, Agneda#2324
42.	Dr. Maria Sultana	Assistant Professor, Shifa Tameer-e-Millat University Islamabad	4	Management	FRC#23, Agneda#2324
43.	Dr Naeem Shahid	Assistant Professor GC University Faisalabad	4	Management	FRC#23, Agneda#2324

44.	Dr. Muhammad Irfanullah Arfeen	Assistant Professor Quaid-e-Azam University, Islamabad	11	Engineering Management	FRC#23, Agneda#2324
45.	Dr Anam Javeed	Assistant Professor University of Wah, Wah Cantt	6	Marketing	FRC#23, Agneda#2324
46.	Dr Faheem Qaisar Jamal	Assistant Professor, National University of Sciences and Technology, Islamabad	4	Engineering Management	FRC#23, Agneda#2324
47.	Dr. Umar Hayat	Associate Professor, University of Swat, Swat	8	Economics	FRC#23, Agneda#2324
48.	Dr. Muhammad Farooq	Assistant Professor, University of Peshawar, Peshawar	13	Economics	FRC#23, Agneda#2324
49.	Dr. Zeeshan Ahmed	Assistant Professor, CUST University, Islamabad	5	Finance	FRC#23, Agneda#2324
50.	Dr. Muhammad Aamir Saeed	Assistant Professor, Comsats University, Wah Campus, Wah Cantt	5	Project Management	FRC#23, Agneda#2324
51.	Dr Tahira Awan	Assistant Professor, International Islamic University, Islamabad	7	Finance	FRC#24, Agneda#2414
52.	Dr Fuwad Bashir	Assistant Professor, Szabist University, Islamabad	5	Management	FRC#24, Agneda#2414
53.	Dr Saqib Gulzar	Professor, Comsats University, Islamabad	17	Management	FRC#24, Agneda#2414

3312 – B		Faculty of Management Sciences (MS-BUKC)			
Local External Examiners (SIX)					
Sr. #	Name	Affiliation	Post-PhD Experience	Area of Specialization	FRC Ref.
1.	Dr. Hilal Anwar Butt	IBA-Karachi	10 Years	Finance	23 rd FRC, Agenda No. 2311
2.	Dr. Muhammad Arslan Hashmi	IoBHM (Dow University of Health Sciences)	6 Years	Finance	23 rd FRC, Agenda No. 2311

3.	Dr. Muhammad Saad	FAST School of Management, Karachi	5 Years	Finance	24 th FRC, Agenda No. 2406
4.	Dr. Mustansar Hayat	SZABIST, Karachi	6 Years	Finance	24 th FRC, Agenda No. 2406
5.	Dr. Ameenullah Aman	SZABIST, Karachi	7 Years	Finance	24 th FRC, Agenda No. 2406
6.	Dr. Munawar Hussain Pahi	PAF-KIET	7 Years	HRM	24 th FRC, Agenda No. 2406

3312 – C		Faculty of Management Sciences				
Foreign External Examiners (TWENTY FOUR)						
Sr. #	Name	Affiliation	Post-PhD Experience	Area of Specialization	FRC Ref.	QS/THE Ranking
1.	Dr Marcie LePine	Professor at Arizona State University, USA	25	HRM	21st FRC Agenda # 2120	156
2.	Dr Ashish Malik	Associate Professor at The University of Newcastle, Australia	13	HRM	21st FRC Agenda # 2120	201-250
3.	Dr Mardy Chiah	Associate Professor at The University of Newcastle, Australia	6	Finance	21st FRC Agenda # 2120	201-250
4.	Dr Alex Opoku Acheampong	Assistant Professor, at Bond University, Australia	3	Economics and finance	21st FRC Agenda # 2120	251-300
5.	Dr Lutfur Rehman	Senior Lecturer at The University of Newcastle, Australia	7	Finance	21st FRC Agenda # 2120	201-250
6.	Dr Abul F. M. Shamsuddin	Professor at The University of Newcastle, Australia	29	Finance	21st FRC Agenda # 2120	201-250
7.	Dr Rubaiyat Ahsan Bhuiyan	Senior lecturer, Curtin University Malaysia Campus	6	Finance	20th FRC Agenda # 2011	201-250
8.	Dr Wing-Keung Wong	Professor, Department of Finance, Asia University, Taiwan	34	Business Statistics and Finance	23 rd FRC Agenda # 2325	450-500
9.	Prof. Dr Andrea Genovesse	Professor, University of Sheffield, UK	13	Logistics and Supply Chain Management	24 th FRC	105

10.	Dr. Arash (Ash) Sadeghi	Associate, Lancaster University, UK	07 Years	Management/ International Business	24 th FRC, Agenda No. 2404	70
11.	Dr. Dilupa Nakandala	Associate Dean - Graduate Studies, Western Sydney University	13 Years	SCM/Operations Management	24 th FRC, Agenda No. 2404	451-500
12.	Dr. François A. Carrillat	Professor/ Research Director Griffith University, Australia	18 Years	Marketing	24 th FRC, Agenda No. 2404	201-250
13.	Dr. Ben Fahimnia	Professor & Chair, The University of Sydney, Australia	15 Years	SCM/Operations Management	24 th FRC, Agenda No. 2404	61
14.	Dr. Polymeros Chrysochou	Professor Coordinator for Industry Cooperation, Aarhus University, Denmark	14 Years	Marketing	24 th FRC, Agenda No. 2404	201-250
15.	Dr. Park Thaichon	Associate Professor of Marketing, University of Southern Queensland, Australia	09 Years	Marketing	24 th FRC, Agenda No. 2404	410
16.	Dr. Jun Yao	Senior Lecturer in Marketing, Macquarie University, Australia	08 Years	Marketing	24 th FRC, Agenda No. 2404	151-200
17.	Dr. Yi LI	Senior Lecturer in Marketing, Macquarie University, Australia	08 Years	Marketing	24 th FRC, Agenda No. 2404	151-200
18.	Dr. Yu (Jack) Gong	Associate Professor, University of Southampton, UK	07 Years	SCM/Operations Management	24 th FRC, Agenda No. 2404	201-250
19.	Dr. Masoud Shahmanzari	Assistant Professor, Brunel Business School, UK	05 Years	SCM/Operations Management	24 th FRC, Agenda No. 2404	301-350

20.	Dr. Bidit Lal Dey	Reader in Marketing & Associate Head of School Brunel Business School, UK	20 Years	Marketing	24 th FRC, Agenda No. 2404	301-350
21.	Dr. Danae Manika	Professor of Marketing & Deputy Dean Brunel Business School, UK	13 Years	Marketing	24 th FRC, Agenda No. 2404	301-350
22.	Dr. Cham Tat Huei	Professor, UCSI University, Malaysia	08 Years	Marketing/SCM	24 th FRC, Agenda No. 2404	151-200
23.	Dr. Soroosh Saghiri	Associate Professor, University of Southampton, UK	19 Years	SCM/Operations Management	24 th FRC, Agenda No. 2404	201-250
24.	Dr. Sharyn Rundle-Thiele	Professor, Griffith University, Australia	22 Years	Marketing	24 th FRC, Agenda No. 2404	201-250

3312 – D		Faculty of Engineering Sciences			
Local External Examiners (TWENTY)					
Sr. #	Name	Affiliation	Post-PhD Experience	Area of Specialization	FRC Ref.
1.	Dr. BILAL KHAN	Electrical and Computer Engineering (ECE) Department, CUI Abbottabad Campus, Pakistan	10	Power Systems, Optimization, Energy management system, Control System Theory, Predictive Control Systems, Distributive Predictive Control Design, for Renewable Energy Systems, Data-Driven and Machine learning Control Design	FRC-21 (Agenda # 2103)
2.	Dr. Awais Javed	Comsats Islamabad	08	Communication Networks, Internet of Things, Fog Computing, Intelligent Transportation Systems, Security	FRC-21 (Agenda # 2103)
3.	Dr. Muhamma d Zakwan	Air University	06	Integrated Photonics, Silicon photonics, Electronic-Photonic Design Automation	FRC-21 (Agenda # 2103)

				(EPDA), CMOS fabrication, Signal Processing, Image processing, Optical sensing, MOEMS, Digital Communication Systems, Wireless Communication	
4.	Dr. Hafiz Ashiq Hussain	Chair Department of Electrical & Computer Engineering, Air University, Islamabad	12	Photonics, Optical Communication, Power Transmission and Distribution	FRC-21 (Agenda # 2103)
5.	Dr. Muhammad Faisal Nadeem Khan	Department of Electrical Engineering, UET Taxila	04	Power System Planning, Renewable Energy Modeling, Load Modeling and Smart Grid	FRC-21 (Agenda # 2103)
6.	Dr. Munira Batool	Department of Electrical Engineering, UET Taxila	04	Renewable energy resources modelling and integration in smart grids, microgrids and Virtual power plants	FRC-21 (Agenda # 2103)
7.	Dr. Muhammad Adil Khan	Department of Electrical Engineering, Air University, Islamabad	05	Renewable Energies, Power Electronics, Energy Conservation Power transmission and distribution Systems, EVs, DC Microgrids, Energy Management Systems, Hybrid energy Systems, Fast charging System, Electrical Vehicles	FRC-21 (Agenda # 2103)
8.	Dr. Iram Gul	Department of Earth and Environmental Sciences, Hazara University, Mansehra, Pakistan	04	Environmental pollution and monitoring, Plant physiology	FRC-21 (Agenda # 2103)
9.	Dr. Samia Qadeer	Allama Iqbal Open University, Islamabad Pakistan	04	Biochar Carbon Sequestration Anaerobic Digestion Bioenergy Environment Environmental Biotechnology Waste Management Solid Waste Management	FRC-21 (Agenda # 2103)

10.	Dr. Shamim Akhtar	Department of Botany Rawalpindi Women University, Satellite Town Rawalpindi	10	Biotechnology Botany Condensed Matter Physics Materials Physics Materials Science	FRC-21 (Agenda # 2103)
11.	Dr. Luqman Riaz	Department of Environmental Sciences Faculty of Biomedical and Life Sciences Kohsar University Murree, Punjab Pakistan	06	Environmental Toxicology, Environmental Microbiology	FRC-21 (Agenda # 2103)
12.	Dr. Muhammad Irshad	Department of Environmental Sciences, COMSATS University Islamabad Abbottabad Campus	20	Environmental Soil Science, Soil and Water Resources Management	FRC-21 (Agenda # 2103)
13.	Dr. Matloob Hussain	Department of Earth Science Quaid-i-Azam University, Islamabad	06	Seismo-tectonics Neotectonics Structural Geology Tectonics Tectonic Geomorphology Earth Sciences Seismics Geodesy	FRC-21 (Agenda # 2103)
14.	Dr. Omer Aziz	Gulf Petroleum Exploration – Islamabad	07	Shale Gas, Reservoir Characterization, Structure Geology	FRC-21 (Agenda # 2103)
15.	Dr. Mahesh Kumar	Mehran University, Jamshoro	05	Renewable energy, micro grid, Power system stability	FRC-19 (agenda#1903)
16.	Dr. Faisal Khan	Hamdard University, Karachi	12	Solar PV Systems, Smart Grid, Metamaterials, IoT, Water Informatics	FRC-19 (agenda#1903)

17.	Dr. Muhammad Rehan	Pakistan Institute of Engineering and Applied Sciences (PIEAS) Islamabad, Pakistan	08	Control Systems, Mechatronics, Robotics, Modeling, and feedback control of bio-systems	FRC-19 (agenda#1903)
18.	Syed Ali Hassan	National University of Sciences and Technology (NUST), Islamabad, Pakistan	14	5G/B5G/6G Wireless Communications /Blockchain Systems/Statistical Signal Processing	FRC-19 (agenda#1903)
19.	Dr. Mirza O Baig	NUCES FAST Islamabad	10	Artificial Intelligence, Natural Language Processing, Text Mining, Resource Allocation, Constraint Programming, Machine Learning and, Optimization for Sustainability.	FRC-19 (agenda#1903)
20.	Dr. Mehdi Hassan	Air University	08	Medical Image Processing	FRC-19 (agenda#1903)

3312 – E		Faculty of Engineering Sciences				
Foreign External Examiners (TEN)						
Sr. #	Name	Affiliation	Post-PhD Experience	Area of Specialization	FRC Ref.	QS/THE Ranking
1.	Dr. Ali Arefi	Murdoch University, Australia	12 Years	Smart Grids and Microgrids, Renewable-Based Energy Systems, Energy System State Estimation	2104	431
2.	Dr. Ebrahim Momoniat	University of Johannesburg, South Africa	23 years	Applied Mathematics	2003	306
3.	Dr. Piero Malcovati	University of Pavia, Italy	27 Years	Microsensors and Integrated microsystems, data converters, and power management	1904	301
4.	Dr. Ian Robertson	School of Electronic and Electrical Engineering, University of Leeds, England	30 Years	Microwave and millimeter-wave circuits, transmission lines and waveguides, power amplifiers, antennas, measurement	1904	140

				techniques, robotic communication and IoT, 5G and 6G, THz communications,		
5.	Dr. Edward Lee	University of California Berkley, USA	37 Years	Cyber-Physical systems, embedded software, modeling and design of systems, real-time and concurrent system	1904	10
6.	Dr. Mithulan Nadarajah	University of Queensland, Australia	21 Years	Renewable energy, power systems, power grids, power system dynamics and control, FACTs, electric vehicles (EVs), community energy storage	1904	43
7.	Dr. Yun-Su Kim	GIST (Gwangju Institute of Science and Technology) Gwangju, Korea.	7 Years	Microgrids, active distribution networks, distributed energy resources, artificial intelligence, wireless power transfer	1904	328
8.	Dr. Marizan Binti Mubin	University of Malaya, Malaysia	17 Years	Application of control system, Power electronics, Biomedical Engineering, Power system and energy management	1904	65
9.	Dr. Mohammed S. Elmusrati	University of Vaasa, Finland	19 years	Wireless Communication, 4G; 5G and Beyond Networks, Cyber-security, Artificial Intelligence, Smart Grids	1904	401-500
10.	Dr. Ovie Emmanuel Eruteya	University of Geneva, Switzerland, Address: 13, Rue des Maraichers, Post Code: 1205 Geneve, Switzerland	5 years	Seismic interpretation and seismic stratigraphy, offshore gas seepage and CO2 sequestration site selection.	1904	128

3312 – F		Faculty of Law			
Local External Examiners (FIFTEEN)					
Sr. #	Name	Affiliation	Post-PhD Experience	Area of Specialization	FRC Ref.
1.	Dr. Warda Yasin	Head, Department of Law, Faculty of Shariah & Law, IIUI	7 years	Corporate Law, International Business Law	FRC No.3, Agenda No.0315
2.	Dr. Muhammad Asif Khan	Head, Department of Law, Faculty of Humanities & Social Sciences, NUST	9 years	Public International Law, Constitutional Law, Jurisprudence	FRC No.3, Agenda No.0315
3.	Dr. Ikram Ullah	Assistant Professor, Department of Law, Faculty of Shariah & Law, IIUI	8 years	Corporate Law, Alternate Dispute Resolution, Arbitration	FRC No.3, Agenda No.0315
4.	Dr. Mudasra Sabreen	Head, Department of Shariah, Faculty of Shariah & Law, IIUI	10 years	Islamic Law, Criminal Law, Jurisprudence	FRC No.5, Agenda No.0510
5.	Dr. Hafiz Aziz Ur Rehman	Head, Department of Law, Quaid e Azam University Islamabad	12 years	Intellectual Pro perty Law, Corporate Law, Islamic Law	FRC No.5, Agenda No.0510
6.	Dr. Muhammad Asim Iqbal	Head, Department of Law, Faculty of Shariah & Law, IIUI	10 years	Corporate Law	FRC No.5, Agenda No.0510
7.	Dr. Farkhanda Zia 0322-5365973	Professor (R) from Sharia Academy, IIUI	18 years	Islamic Law, Criminal Law, International Law, Jurisprudence	FRC No.5, Agenda No.0510
8.	Dr. Muhammad Akber Khan	Assistant Professor, Department of Law, Faculty of Shariah & Law, IIUI	9 years	Banking Laws, Consumer Laws, Islamic Law	FRC No.7, Agenda No.0706
9.	Dr. Tauseef Iqbal	Researcher, Ministry of Defense, Islamabad	9 years	Corporate Law, Business Law, Jurisprudence	FRC No.15, Agenda No.1523
10.	Major (R) Dr. Ataullah Khan Mahmood	Assistant Professor, Islamic Research Institute, International Islamic University Islamabad	10 years	Islamic Law, Corporate Law, Comparative Law, Jurisprudence	FRC No.15, Agenda No.1523
11.	Dr. Naseem Razi	Associate Professor, Department of Law, Faculty of Shariah & Law, IIUI	10 years	International Law, Islamic Law, Constitutional Law, Family Law, Human Rights	FRC No.15, Agenda No.1523

12.	Dr. Rukhsana Shaheen	Assistant Professor, Department of Law, Quaid e Azam University, Islamabad	3 years	Islamic Law, Jurisprudence, Corporate Law	FRC No.1, Agenda No.0114
13.	Dr. Ambreen Abbasi	Assistant Professor, Department of Law, Quaid e Azam University, Islamabad	9 years	Constitutional Law, International Law, Jurisprudence, Human Rights, Contract laws, Criminal laws	FRC No.1, Agenda No.0114
14.	Dr. Adnan	Researcher, Pakistan Telecommunication Authority, Islamabad, Pakistan	3 years	Corporate Law, Environment and Energy Laws, Land and Property Laws, ILO and OHSE Laws, Legal Drafting and Research, Climate Change, International Law and Human Rights	FRC No.3, Agenda No.0313
15.	Dr. Mehran Idris Khan	Director, Faculty of Law, University of Sialkot	3 years	Human Rights, Environmental Law, Constitutional Law	FRC No.3, Agenda No.0313

3312 – G		Faculty of Law				
Foreign External Examiners (EIGHT)						
Sr. #	Name	Affiliation	Post-PhD Experience	Area of Specialization	FRC Ref.	QS/THE Ranking
1.	Prof. Dr. Zinatul Ashiqin Zainol	Professor, Faculty of Law, National University of Malaysia	14 years	Intellectual Property Law, Corporate Law, Islamic Law	FRC No.15, Agenda No.1524	159
2.	Prof. Dr. Sufian Jusoh	Head, Professor, Institute of Malaysian and International Studies, National University of Malaysia	14 years	International Trade Law, Intellectual Property Law International Law	FRC No.15, Agenda No.1524	159

3.	Prof. Dr. Nazura Abdul Manap	Dean, Professor, Faculty of Law, National University of Malaysia	14 years	Intellectual Property Law, Corporate Law, Islamic Law	FRC No.15, Agenda No.1524	159
4.	Prof. Dr. Abdul Paliwala	Professor, School of Law, University of Warwick, United Kingdom	20 years	International Law and Human Rights, Corporate Law	FRC No.15, Agenda No.1524	67
5.	Prof. Dr. Niaz Ali Shah	Professor, School of Law, University of Hull, United Kingdom	14 years	International Law and Human Rights, Criminal Law	FRC No.15, Agenda No.1524	151-200
6.	Dr. Ayesha Shahid	Associate Professor, Coventry University, UK	14 Years	International Human Rights Law, Islamic Family Law, Gender and the Law and Public International Law	FRC No.15, Agenda No.1524	201-205
7.	Dr. Abdul Rani Bin Kamarudin	Associate Professor, Department of Law, International Islamic University, Malaysia	20 years	International Law and Human Rights, Criminal Law	FRC No.03, Agenda No.0313	301-350
8.	Dr. Ian David Turner	Associate Professor, University of Central Lancashire, United Kingdom	20 years	International Law and Human Rights	FRC No.15, Agenda No.1524	201-250

3312 – H		Faculty of Humanities & Social Sciences				
Foreign External Examiners (ELEVEN)						
Sr. #	Name	Affiliation	Post-PhD Experience	Area of Specialization	FRC Ref.	QS/THE Ranking
1.	Prof. Dr. Aurel Croissant	Professor of Political Science, Ruprecht-Karls Universität Heidelberg Germany	20 Years	civil–military relations, democratic governance and political institutions, democratization studies, party politics, civil society, conflict research, modern authoritarianism and the politics of East and Southeast Asia	22 FRC Agenda item no 2201	87
2.	Dr. Bilveer Singh,	National University of Singapore	15 Years	Great Powers in Southeast Asia Terrorism and Extremism in Southeast Asia Indonesian Politics and Security Policy, and Singapore Political, Foreign and Defence Policy	22 FRC Agenda item no 2201	8
3.	Dr Fabien Terpan	Université Grenoble Alpes France	27 Years	Foreign Security and defense policy; cybersecurity Comparative regional integration	22 FRC Agenda item no 2201	294
4.	Dr. Mohamad Saleeh bin Rahamad	University of Malaya, Kuala Lumpur Malaysia 65	12 years	Cultural Studies, Art and Culture, Multimedia Art, Communication and Social Change	22 FRC Agenda item no 2201	65
5.	Dr. Svetlana S. Bodrunova	St. Petersburg State University, Russia	9 years	Public Sphere, Big Data, comparative Media Studies, deliberation, political communication, political discourse	22 FRC Agenda item no 2201	315

6.	Prof. LOUISA HA	Bowling Green State University	30 years	Audience Behavior, Media Business Models, Digital and Mobile News, Social Media, International Communication, Online Advertising, and Research Methods	22 FRC Agenda item no 2201	263
7.	Dr. Hamed Mohd Adnan	University of Malaya, Kuala Lumpur Malaysia	23 Years	Hate Speech, New Media, Social Media Analytics, Journalism, Fake News, Communication for Development, Media Effects	23 rd FRC Agenda item No 2303	60
8.	Dr. Amira Siryati Firdous	University of Malaya, Kuala Lumpur Malaysia	14 Year	New Media and Communication, Communication Technologies, Fake News, Political Communication, Social Change, Media and Democracy	23 rd FRC Agenda item No 2303	60
9.	Dr. Zulhamri Abdullah	University Putra Malaysia	18 Year	Corporate Communication, Strategic Communication Management, Public Relation, Advertising, Media Effects	23 rd FRC Agenda item No 2303	158
10.	Dr. Changsong Wang	Xiamen University, Malaysia	10 Year	Journalism, Advertising, Film Studies, Media and Gender, Media and Culture, Asian Cinema	23 rd FRC Agenda item No 2303	392

11.	Dr Nurzihan Hassim	Taylors University, Malaysia	07 Year	Media Marketing, Strategic Communication, Advertising and PR, Media Effects	23 rd FRC Agenda item No 2303	284
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3312 – I		Faculty of Psychology				
Foreign External Examiners (THIRTEEN)						
Sr. #	Name	Affiliation	Post-PhD Experience	Area of Specialization	FRC Ref.	QS/THE Ranking
1.	Dr. John Laurance Rose	Professor Clinical Psychology (University of Birmingham, UK)	28 years	Clinical Psychology	18 th FRC	84
2.	Dr. Catherine Lord	Professor of Human Development and Psychology (University of California Los Angeles, USA)	48 years	Clinical Psychology	18 th FRC	29
3.	Dr. Teresa Tavassoli	Associate Professor (University of Reading, UK)	13 years	Psychology	18 th FRC	169
4.	Dr. Olive Healy	Associate Professor (Trinity College of Dublin)	24 years	Applied Behavior Analysis	18 th FRC	81
5.	Dr. Sandra B. Vanegas	Director of Research Texas Center for Disability Studies/ Clinical Training Director Autism, Autism Consortium of Texas LEND (University of Texas Austin)	11 years	Developmental Psychology (autism spectrum disorder)	18 th FRC	58
6.	Dr. Bryan Honglik Cheng	Director of Research at Global Mental Health Lab, (Teachers College, Columbia University)	6 years	Clinical Psychology	18 th FRC	23

7.	Dr. Christopher Murk	Professor of Psychology and Clinical Psychologist (Bowling Green State University, Ohio)	43 years	Clinical Psychology-Self-esteem	18 th FRC	280
8.	Dr. Duvon Winborne	Visiting Professor (Morgan State University)	30+ years	Psychometrics	18 th FRC	332
9.	Dr. Mijke Rhemtulla	Associate Professor (University of California – Davis)	14 years	Quantitative Psychology	18 th FRC	132
10.	Dr. Neringa Grigutytė	Head of Clinical Psychology Department, Associate Professor (Institute of Psychology, Vilnius University)	14 years	Clinical Psychology	18 th FRC	473
11.	Dr. Xin Cynthia Tong	Associate Professor (Department of Psychology, University of Virginia)	10 years	Quantitative Psychology	18 th FRC	260
12.	Dr. Paulius Skruibis	Associate Professor Institute of Psychology Vilnius University Lithuania. Head of the Centre for Suicidology	16 years	Clinical Psychology, Suicide Psychopathology	19 th Special FRC	473
13.	Professor. Thomas Joiner	Distinguished Professor of Psychology Department of Psychology, Florida State University Florida State University	30 years	Clinical Psychology, Psychological Counseling	19 th Special FRC	461

3312 – J		Faculty of Health Sciences			
Local External Examiners (Eighteen)					
Sr. #	Name	Affiliation	Post-PhD Experience	Area of Specialization	FRC Ref.
1.	Dr. Sadiqa Syed	Professor of Physiology/ DUHS	12 Years	Blood Physiology/ Neuroscience	FRC-FoHS dated 30 th Jan 2024
2.	Dr. Sadia Fatima	Associate Prof. /Aga Khan University.	8 Years	Endocrinology	FRC-FoHS dated 30 th Jan 2024
3.	Dr.Rehana Rehman	Professor/Aga Khan University	9 Years	Reproductive Physiology Endocrinology, Vitamin D metabolism	Agenda Item #5 FRC-FoHS dated 30 th Jan 2024
4.	Syed Saud Hasan	Professor Dow University of Health Sciences (DUHS)	6 years	Pharmacology, Cardiovascular & Pulmonary, Pharmacology, Cell lines, Phytochemicals, Alternate medicines	FRC-FoHS dated 30 th Jan 2024
5.	Mohsin Turab	Professor Hamdard Medical University, Karachi	8 Years	Pharmacology, Cardiovascular, Pharmacology, Diabetes, Hypertension	FRC-FoHS dated 30 th Jan 2024
6.	Tabassum Zehra	Professor Liaquat National Medical College, Karachi	7 Years	Pharmacology, Pulmonary, Pharmacology	FRC-FoHS dated 30 th Jan 2024
7.	Rabia Arshad	Professor Altamash Institute of Dental Medicine Karachi	4 Years	Pharmacology, Gestational Diabetes, Diabetes	FRC-FoHS dated 30 th Jan 2024
8.	Munawar Alam Ansari	Professor Liaquat University of Medical & Health Sciences (LUMHS) Dean Basic Medical Sciences	16 Years	Pharmacology, Calcium channel blockers, Opioids	FRC-FoHS dated 30 th Jan 2024
9.	Tahira Zamir	Professor, Karachi Institute of Medical Sciences (KIMS) Malir Cantonment, Karachi	6 Years	Pharmacology, Hypoglycemic, hypolipidemic, antioxidant, anticancer activities of medicinal plant Trigonella foenum-graecum Linn	FRC-FoHS dated 30 th Jan 2024

10.	Shagufta Khan	Assistant Professor Biological & Biomedical Sciences, Aga Khan University, Karachi	21 Years	Pharmacology & Toxicology, Neuropharmacology, Cancer, Cell Lines, Tissue cultures & techniques	FRC-FoHS dated 30 th Jan 2024
11.	Rehana Perveen	Professor Baqai Medical University, Karachi	17 Years	Pharmacology, Antifungal activity & toxicity, Antidiabetic, Analgesic Anti- inflammatory, Antiepileptic, Antiulcer activities	FRC-FoHS dated 30 th Jan 2024
12.	Fahad Azam	Professor Shifa College of Dentistry, Shifa Tameer-e-Millat University, Islamabad	3 Years	Pharmacology & Toxicology, Communicable diseases (TB), Vitamin- D, Pharmacogenomics, Calcineurin Inhibitors	FRC-FoHS dated 30 th Jan 2024
13.	Dr. Ayesha Humayun	Vice-Principal, Shaikh Zayed Postgraduate Medical Institute, Lahore	8 years	Public Health	Agenda Item #5 FRC-FoHS dated 30 th Jan 2024
14.	Dr. Muhammad Khalil Khan	Professor, Sindh Institute of Oral Health Sciences, JSMU	11 years	Public Health Dentistry	Agenda Item #5 FRC-FoHS dated 30 th Jan 2024
15.	Dr.Mansoor Ahmed	Assistant Professor Dow University of Health Sciences,DUHS	6 years	Public Health(CHS)	Agenda Item #5 FRC-FoHS dated 30 th Jan 2024
16.	Dr. Samreen Memon	Senior Professor Liaquat University of Medical & Health Sciences, Jamshoro LUMHS	5 Years	Anatomy	Agenda Item #5 FRC-FoHS dated 30 th Jan 2024
17.	Dr. Bushra Wasim Khan	Senior Professor Ziauddin Medical College, Ziauddin University, Clifton Campus	5 Years	Anatomy	Agenda Item #5 FRC-FoHS dated 30 th Jan 2024

18.	Prof. Dr. Ambreen Usmani	Senior Professor & Principal Jinnah Medical & Dental College	5 Years	Anatomy	Agenda Item #5 FRC-FoHS dated 30 th Jan 2024
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3312 – K: Faculty of Health Sciences						
Foreign External Examiners (FOUR)						
Sr. #	Name	Affiliation	Post-PhD Experience	Area of Specialization	FRC Ref.	QS/THE Ranking
1.	Dr. Mirza M. Feisal Subhan	Lecturer in Biomedical Science (Human Physiology) and Associate Head for Teaching and Learning/ University of Plymouth UK	28 years	Physiology	Agenda Item # 5 of FRC held on 30 th Jan 2024	401
2.	Dr. Amir M. Ahmed Abushouk	Associate Professor/ College of Medicine, KSAU-HS, Jeddah, KSA	17 Years	Physiology	Agenda Item # 5 of FRC held on 30 th Jan 2024	143
3.	Steven J. Tucker	Professor School of Medicine, Medical Sciences and Nutrition University of Aberdeen, Forester hill, AB25 2ZD	19 Years	Pharmacology	Agenda Item # 5 of FRC held on 30 th Jan 2024	29
4.	John Barrow	Professor School of Medicine, Medical Sciences and Nutrition, University of Aberdeen, Forester hill, Aberdeen. AB25 2ZD, Scotland	18 Years	Pharmacology	Agenda Item # 5 of FRC held on 30 th Jan 2024	29

Bahria University, Islamabad
Directorate of Quality Assurance

PROCESS TO BE FOLLOWED FOR THE ASSESSMENT OF RELEVANCY OF PH.D. FACULTY MEMBER

1. Relevance Assessment Committees (RAC) shall be constituted with the approval of the Honorable Rector for the following faculties of Bahria University as per clause 7.1.2 (Part-III Quality Assurance) of HEC GEP 2023:
 - a. Faculty of Management Sciences
 - b. Faculty of Engineering Sciences
 - c. Faculty of Health Sciences
 - d. Faculty of Professional Psychology
 - e. Faculty of Humanities and Social Sciences
 - f. Any other faculty established by the University.
2. All Deans must ensure the minimum requirements of complete composition of RAC including the Dean, Dir QA, representative of the departments at campuses and at least two local subject/domain experts of Associate Professor and Professor level as member of the respective RAC (Provided by Director PGP)
3. A meeting of the respective RAC shall be convened by the concerned Dean at the appropriate time and especially before/along with the following academic and research activities:
 - a. Launch of new PG program
 - b. Appointment of Ph.D. supervisor by FRC.
4. Prior to the meeting of the RAC, the following relevant forms shall be filled in by the Ph.D. faculty members for the assessment of their relevancy for launch of new PG program as well as for their appointment as supervisor for Ph.D. Scholar:
 - a. Ph.D. Faculty Member Relevancy Form for launch of new PG program (Annex-A)
 - b. Ph.D. Faculty Member Relevancy Form for appointment as supervisor for Ph.D. Scholar (Annex-B)
5. After meeting of the RAC, proper minutes of the meeting shall be recorded and duly signed by all members of the committee.
6. Recommendations of RAC for the relevancy of Ph.D. faculty members for a launch of new PG program shall be presented by the respective Dean in the ACM along with the new launch PG program proposal for approval.
7. Recommendations of RAC for the relevancy of Ph.D. faculty members for appointment as supervisor of Ph.D. scholar shall be presented by the respective PG Coordinator in the FRC/HERC for approval.

7. Recommendations of RAC for the relevancy of Ph.D. faculty members for appointment as supervisor of Ph.D. scholar shall be presented by the respective PGP Coordinator in the FRC and subsequently by the respective Dean in HERC for approval (Provided by Director PGP)
8. After approval, the respective Dean shall issue a relevancy certificate of Ph.D. faculty members as per template attached at Annex-C and Annex-D. for onward submission to the HEC for issuance of NOC for new launch PG program.

Bahria University, Islamabad
Directorate of Quality Assurance

Form of relevancy of Faculty Member
(To be filled by the Faculty Member)

Name of Faculty Member: _____

Designation of Faculty Member: _____

Department: _____

School: _____

Campus: _____

Status of Faculty Member: ☐ Regular FM ☐ Adjunct FM

Qualifications:

1. Ph.D. Degree Title & Completion Date: _____
2. Specialization in Ph.D. (As per Degree Title / Transcript): _____
3. Ph.D. Thesis Title: _____
 (Abstract of Thesis must be attached)
4. MS/MPhil Degree Title: _____
5. Specialization in MS/MPhil (As per Degree Title / Transcript): _____
6. MS/MPhil Thesis Title: _____
 (Abstract of Thesis must be attached)
7. BS Degree Title: _____
8. PG Diploma (If any) _____

Experience in years:

1. Total (Teaching & Research): _____
2. Post-Ph.D. Experience _____
 (Teaching and Research)
3. Corporate/Industry/Clinical (Specify place of work as per experience letter): _____

Supervision:

1. Number of Ph.D. Scholars: Graduated: _____ Currently Under supervision: _____
2. Number of MS/MPhil Scholars: Graduated: _____ Currently Under supervision: _____
3. Number of BS Students: Graduated: _____ Currently Under supervision: _____
 (Capstone Projects)

Research Contributions:**Funded Research Projects**

- | | | |
|---|---------------------|--------------------|
| 1. Funded Projects Completed: | <= 1 Million: _____ | >=5 Million: _____ |
| 2. Funded Projects
(Currently under supervision) | <= 1 Million: _____ | >=5 Million: _____ |

Research Publications (Last 5 years)

- | | |
|---|-------|
| 1. No. of IF or 'W' Category Publications:
(List of Publications must be attached) | _____ |
| 2. No. of X Category Publications:
(List of Publications must be attached) | _____ |
| 3. No. of Y Category Publications:
(List of Publications must be attached) | _____ |

Signature of the FM

Bahria University, Islamabad
Directorate of Quality Assurance

Assessment of relevancy of FMs
(To be filled by the RAC Member)

Name of Faculty Member: _____

Designation of Faculty Member: _____

Department: _____

School: _____

Campus: _____

Status of Faculty Member: ☐ Regular FM ☐ Adjunct FM

1. Recommended (written rationale): _____

2. Not Recommended (written rationale): _____

Name of RAC Member: _____

Designation: _____

Signature

Name of University _____

Bahria University, Islamabad
Directorate of Quality Assurance

Relevancy of Faculty Member for supervision of Ph.D. Scholar

1. A meeting of the Relevance Assessment Committee (RAC) of Faculty of _____ was held on _____ to assess the relevancy of the faculty members. On the recommendations of the Relevance Assessment Committee (RAC), the following Ph.D. faculty members were found relevant to be appointed as Ph.D. Supervisor on the basis of their qualifications (PhD Degree Thesis), recent research publication, experience etc.:

Sr. No.	Name of Faculty	Designation	Department	Name of Ph.D. Scholar
1				
2				
3				

Dean of Faculty
President RAC

Bahria University, Islamabad
Directorate of Quality Assurance

Relevancy of Ph.D. Faculty Members for NOC approval - MS/MPhil/Ph.D. program at HEC

1. A meeting of the Relevance Assessment Committee (RAC) of Faculty of _____ was held on _____ to assess the relevancy of the Ph.D. faculty members for launching a new PG program “_____”. On the recommendations of the Relevance Assessment Committee (RAC), the following Ph.D. faculty members were found relevant to be appointed as Ph.D. Supervisor on the basis of their qualifications (PhD Degree Thesis), recent research publication, experience etc.:

- a.
- b.
- c.

Dean of Faculty
President RAC

SAMPLE

PhD Supervisor: Eligibility Assessment Checklist

Name of Directorate of Advance Studies or Equivalent Body**Name of the University**Contacts of the Focal Person: focalperson@hei.edu.pk; Landline: 000 00 000 000**Guidelines:**

- a. Eligibility of a PhD supervisor should be determined based on the nature of the institution, availability of teaching and research facilities, and the academic standing of a faculty member.
- b. The GEP-2023 provides broader guidelines and minimum standards. The HEIs are expected to set their standards above the minimum criteria provided by HEC.
- c. The sample checklist may be used by HEIs to evaluate eligibility and authorize PhD supervision that need not be shared with HEC unless requested.

Date of Submission: dd-mm-yyyy**To be filled by the Departmental Head/Chair/Dean:**

Sr.	GEP's Clause	Minium Criteria to a PhD Supervisor:	Evidence Required to Validate	Yes / No
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The evaluator must ensure that the faculty member, under consideration to be a PhD supervisor:

1	4.2.1.i	holds Ph.D. or equivalent terminal degree	PCD Number/Attested copy of PhD degree	
2	4.2.1.ii	is relevant to the student's PhD research field	As determined by following principle and procedure given at clause 7.1.2 of GEP-2023	
3	4.2.1.iii	does not have CONFLICT OF INTEREST with student in personal, financial, or professional	Undertaking from the faculty member and judgement of the evaluator	
4	4.2.1.iv	have the time and availability to supervise PhD dissertation and give clear and constructive feedback.	Students' Feedback Survey and supervisory and teaching workload of undergrad & graduate level	
5	4.2.1.v	is capable of conducting themselves in a professional and respectful manner throughout the supervision process.	Professional judgement of the evaluator supported by Students' Feedback Survey	
6	4.2.1.vi	is capable of maintaining confidentiality and protecting the intellectual property of the dissertation.	Professional judgement of the evaluator supported by Students' Feedback Survey	
7	4.2.1.vii	is a regular/adjunct faculty member of the supervisee's University/HEI/DAI	Notification from the Registrar/HR Department	
8	4.2.1.ix OR	does not have more than 1 PhD student in 3rd year from obtaining PhD degree.	To be calculated from the date of PhD notificaiton	
9	4.2.1.ix OR	does not have more than 1 PhD student in 4th year from obtaining PhD degree.	To be calculated from the date of PhD notificaiton	
10	4.2.1.ix	does not have more than 1 PhD student in 5th year from obtaining PhD degree.	To be calculated from the date of PhD notificaiton	
11	4.2.2.i-a	holds a PhD degree from a recognized national/international university/degree awarding institute (DAI)	Copy of PhD degree attested by HEC	

Sr.	GEP's Clause	Minium Criteria to a PhD Supervisor:	Evidence Required to Validate	Yes / No
12	4.2.2.i-b	has qualified courses containing content on research ethics, publications, patents, etc.	Certificate by the HEI/NAHE or recognized MOOCs	
13	4.2.2.i-b.i	has qualified basic level courses to to supervise students of MS/MPhil/equivalent degrees	Certificate by the HEI/NAHE or recognized MOOCs	
14	4.2.2.i-b.ii	has qualified advanced level courses to to supervise students of MS/MPhil/equivalent degrees	Certificate by the HEI/NAHE or recognized MOOCs	
15	4.2.2.ii	is an active researcher.	Publishing in reputed journal and participating conferences/research events regularly.	
16	4.2.2.ii-A	fulfills the specific publication requirements for Science and Technology:	Check and verify research publications	
17	4.2.2.ii-A.i	has published at least one research publications in W category journal within 3 years after PhD. OR	Check and verify research publications	
18	4.2.2.ii-A.ii	has published at least five research publications in X category journal within last 5 years after PhD	Check and verify research publications	
19	4.2.2.ii-B OR	fulfills the specific publication requirements for Social Science, Arts and Humanities and Business	Check and verify research publications	
20	4.2.2.ii-B.i OR	has published at least one research publications in W category journal within 3 years after PhD. OR	Check and verify research publications	
21	4.2.2.ii-B.ii	has published at least five research publications in X and Y category journal within last 5 years after PhD	Check and verify research publications	
22	4.2.2.ii-C OR	fulfills the specific publication requirements for Regional and National Languages i.e.,	Check and verify research publications	
23	4.2.2.ii-C.i OR	has published at least one research publications in X category journal within 3 years after PhD. OR	Check and verify research publications	
24	4.2.2.ii-C.ii	has published at least five research publications in X or Y category journal within last 5 years after PhD	Check and verify research publications	

Chair/DEAN

Director Advance Studies/
Equivalent Body

DIRECTOR QUALITY

VC/RECTOR/HEAD of HEI

Approved Amendments in PhD Rules 2023

For	Read
Minimum Five PhD faculty members including respective Dean as head of committee, and Director QA, two relevant external members of Professor/Associate Professor Level and HOD/PGP Coordinator/FM involved in preparation of SAR will form the RAC. RAC will be recommended by the FRC and subsequently approved by the HERC.	Minimum Five PhD faculty members including respective Dean as head of committee, and Director QA, two relevant external members of Professor/Associate Professor Level and HOD/PGP Coordinator/FM involved in preparation of SAR will form the RAC. RAC will be recommended by the FRC/FBoS and subsequently approved by the HERC/ACM/Rector.
Appoint the relevant PhD Supervisor and Co-Supervisor (if any) of the PhD student based on bachelor, master and PhD Degree, research including supervised thesis/dissertations and published articles, teaching and administrative experience.	Determine the relevance of the PhD faculty in the related discipline of program and supervision (Principal and Co-Supervision) of thesis based on bachelor, master and PhD Degree, research including supervised thesis/dissertations and published articles, teaching and administrative experience on forms PhD-24A and PhD-24B as per the detailed process attached at Annex F.
Submit the appointment report with detailed reasons and rational for the assessment decision to the FRC for subsequent approval by the HERC.	Submit the report with detailed reasons and rational for the assessment decision to the FRC/FBoS, as applicable. FBoS and FRC will issue certificates on form PhD-25A for subject relevance related to launching of the new program and on form PhD-25B supplemented by HEC Sample Form) for PhD supervisory relevance, respectively. FBoS/FRC will subsequently submit the complete report for the approval of the ACM/HERC as per the format attached as Annex G.

Bahria University, Islamabad
Directorate of Quality Assurance

Form of relevancy of Faculty Member
(To be filled by the Faculty Member)

Name of Faculty Member: _____

Designation of Faculty Member: _____

Department: _____

School: _____

Campus: _____

Status of Faculty Member: ☐ Regular FM ☐ Adjunct FM

Qualifications:

1. PhD Degree Title & Completion Date: _____

2. Specialization in PhD (As per Degree Title / Transcript):

3. PhD Thesis Title: _____
 (Abstract of Thesis must be attached)

4. MS/MPhil Degree Title: _____

5. Specialization in MS/MPhil (As per Degree Title /
 Transcript): _____

6. MS/MPhil Thesis Title: _____
 (Abstract of Thesis must be attached)

7. BS Degree Title: _____

8. PG Diploma (If any) _____

Experience in years:

1. Total (Teaching & Research): _____

2. Post-PhD Experience _____
 (Teaching and Research)

3. Corporate/Industry/Clinical (Specify place of work as per experience
 letter): _____

Supervision:

1. Number of PhD Scholars: Graduated: _____ Currently Under supervision: _____

2. Number of MS/MPhil Scholars: Graduated: _____ Currently Under supervision: _____

3. Number of BS Students: Graduated: _____ Currently Under supervision: _____
 (Capstone Projects)

Research Contributions:**Funded Research Projects**

- | | | |
|---|---------------------|--------------------|
| 1. Funded Projects Completed: | <= 1 Million: _____ | >=5 Million: _____ |
| 2. Funded Projects
(Currently under supervision) | <= 1 Million: _____ | >=5 Million: _____ |

Research Publications

- | | |
|---|-------|
| 1. No. of IF or 'W' Category Publications:
(List of Publications must be attached)
<u>(Last 3 years)</u> | _____ |
| 2. No. of X Category Publications:
(List of Publications must be attached) | _____ |
| 3. No. of Y Category Publications:
(List of Publications must be attached)
<u>(Last 5 years)</u> | _____ |

Signature of the FM

Bahria University, Islamabad
Directorate of Quality Assurance

Assessment of relevancy of FMs
(To be filled by the RAC Member)

Name of Faculty Member: _____

Designation of Faculty Member: _____

Department: _____

School: _____

Campus: _____

Status of Faculty Member: ☐ Regular FM ☐ Adjunct FM

1. Recommended (written rationale): _____

2. Not Recommended (written rationale): _____

Name of RAC Member: _____

Designation: _____ Signature & Date

Name of University _____

*PhD-24A must be attached

Bahria University, Islamabad
Directorate of Quality Assurance

Relevancy of Ph.D. Faculty Members for NOC approval - MS/MPhil/PhD program at HEC

1. A meeting of the Relevance Assessment Committee (RAC) of Faculty of _____ was held on _____ to assess the relevancy of the PhD faculty members for launching a new PG program “_____”. On the recommendations of the Relevance Assessment Committee (RAC), the following PhD faculty members were found relevant to be appointed as PhD Supervisor on the basis of their qualifications (PhD Degree Thesis), recent research publication, experience etc.:

- a.
- b.
- c.

Dean of Faculty
President RAC

Bahria University, Islamabad
Directorate of Quality Assurance

Relevancy of Faculty Member for Supervision of PhD Scholar

1. A meeting of the Relevance Assessment Committee (RAC) of Faculty of _____ was held on _____ to assess the relevancy of the faculty members. On the recommendations of the Relevance Assessment Committee (RAC), the following PhD faculty members were found relevant to be appointed as PhD Supervisor (/s) on the basis of their qualifications (PhD Degree Thesis), recent research publication, experience etc.:

Sr. No.	Name of Faculty	Designation	Department	Name of PhD Scholar Research Areas
1				
2				
3				

Dean of Faculty

Bahria University, Islamabad

Template for RAC Report (to be submitted to HERC/ACM for approval)

RAC meeting of faculty of _____ chaired by Dean __ was held on **dd month 20__** with following constitution (approved in HERC # vide, Agenda #):

- Dean __
- Dir QA
- External Expert 1 (Name, Designation, Affiliation)
- External Expert 2 (Name, Designation, Affiliation)
- RAC Secretary
- Any Other Member (/s) (if any)

Decision:

The following faculty members have been assessed and found relevant, as per below-mentioned details. Same is presented here for the approval of the HERC/ACM, recommended vide FRC/FBoS #, Agenda #).

Sr #	PhD Faculty Member Name, Designation, Dept/School, Campus	Research Area	Relevance Assessed based on (i.e. Previous Degrees PhD, MS/MPhil, Bachelor), Research Publications, Research Projects, Thesis Supervised, and Teaching and Administrative Experience	Recommended for (Supervision of Student Name (Enrollment) OR Launch of Program Name (Semester #)

Amendments in R&D Policies

BUORIC-P01 (Policy for Cash Awards on Research Publications)		
Clause	For	Read
4.3 (g)	CITATIONS OF IMPACT FACTOR JOURNAL PUBLICATIONS (at least 20 citations per financial calendar year of FM)	CITATIONS OF IMPACT FACTOR JOURNAL PUBLICATIONS ((at least 20 citations per calendar (Jan-Dec) year of FM))

BUORIC-P10 (Policy for Publishing of Journals by BU)		
Clause	For	Read
5.5	All the papers should be Peer Reviewed	All research articles should be Peer Reviewed
6.1	The application for the publication of new journal by the head of department/editor shall be submitted on the prescribed application form to the office of ORIC through respective Director Campus/Principal for initial scrutiny which will be processed further for the approval of the Competent Authority	The application for the publication of new journal by the head of department/editor shall be submitted on the prescribed application form to the office of ORIC through respective Director Campus/Principal for initial scrutiny which will be processed further for the approval of the Honorable Rector

BUORIC-P18 (Travel Grant Funding Support to Attend Reputed Local Conferences)		
Clause	For	Read
2.1	To extend financial support to faculty members of BU to present their research work at national conferences	To extend financial support to FMs/RTFs/researchers/students of BU to present their research work at national conferences.
3.1	All regular faculty members of BU can apply for availing travel grant funding for attending local conferences held within Pakistan.	All regular FMs/RTFs/researchers/students of BU can apply for availing travel grant funding for attending local conferences held within Pakistan
4	Following criterion shall be followed by the FRC Standing Committee for travel grant while recommending the faculty members to avail local travel grant funding from BU.	The following criterion shall be followed by the FRC Standing Committee (FRC standing committee comprises of concerned Dean, concerned Principle and two Senior FRC members) for travel grant while recommending the faculty members to avail local travel grant funding from BU.
	NEW CLAUSE (ADDITION)	The advance payment option is only available for FMs/RTFs/researchers/ of BU. The local travel grant to student shall be reimbursed on his/her return after submission of necessary documents (proof of conference registration, travelling/lodging/boarding certificates etc.)

BUORIC-P12 (Travel Grant Policy)		
Clause	For	Read
3.2	BU will provide a maximum of Rs. 200,000/- to qualifying FM for attending qualifying international conferences once a year till the exhaustion of funds.	<p>3.2 BU will provide the travel grant funding as per the following criteria:</p> <p>3.2.1 Rs. 500,000 for Conferences having paper Acceptance Ratio (PAR) $\leq 20\%$</p> <p>3.2.2 Rs. 300,000 for Conferences having paper Acceptance Ratio PAR $\leq 30\%$</p> <p>3.2.3 Rs. 200,000 for Conferences having paper Acceptance Ratio $\leq 40\%$</p>

	NEW CLAUSE (ADDITION)	BU will also provide the Registration Fee of the International Conference upto Rs. 100,000/- to attend online (in case of online conferences)
4.1	BU will consider providing funding support to its FMs whose research papers were accepted in Top International Conferences directly organized OR supported by leading professional body of relevant disciplines (such as IEEE, ACM, AAAS, AEA, etc.) and whose papers are peer reviewed, archived AND have an acceptance ratio of less than 40%	BU will consider providing funding support to its FMs whose research papers were accepted in Top International Conferences directly organized OR supported by leading professional body of relevant disciplines (such as IEEE, ACM, AAAS, AEA, AACSB, AMA, PMI, EFMD, etc.) and whose papers are peer reviewed, archived and have an acceptance ratio as per para-3.2.
5.3.1	The committee will meet on First Wednesday of every month through Video Link Conference under the Chairmanship of Pro-Rector – RIC, BU.	The committee will meet on case-to-case basis through Video Link Conference under the Chairmanship of Pro-Rector (RIC).
5.4.1	FMs shall submit application for travel grant funding to attend international conference on prescribed application form at least 40 (forty) days before the conference date to the Directorate of ORIC – Bahria University Head Office, Islamabad through recommendation from the respective office of Head of Constituent Unit.	FMs shall submit application for travel grant funding to attend international conference on prescribed application form at least 40 (Forty) days before the conference date to the Dte of RIC through respective Head of Constituent Unit. However, in exceptional circumstances, the application be accepted 15 (Fifteen) days before the commencement of the conference.
	NEW CLAUSE (ADDITION)	If more than one applications received for the travel grant in the same year then the preference will be given to those FM/RTF/Student who has not availed any travel grant in that particular year.

BUORIC-P09 (Policy for Organization of Conferences, Workshops and Seminars)		
Clause	For	Read
4.1	The Office of ORIC/R&D in collaboration with the constituent units of BU will conduct Workshop/Seminar/Symposium or Local Conference/International Conference on the latest topics of Research & Development.	The constituent units of BU shall conduct Workshops/Seminars/Symposiums or Local /International Conferences on the latest topics of Research, Innovation and Commercialization. The international conference shall be conducted at CUs after the approval of the BUHO.

Clause 4.2: Following guidelines will be followed for holding workshops, seminars, symposia and national/international conferences.

	For		Read	
	Symposium or Local Conference	International Conference	Symposium or Local Conference	International Conference
Conducted/ Arranged by	R&D Dte.1 in consultation with Dean, Registrar and Pro-Rector	R&D Dte.1 in consultation with Dean, Registrar and Pro-Rector	Principals / Deans in consultation with DGs	Principals / Deans in consultation with DG, Director ORIC and Director IO
Frequency per annum	2 (1 at each Campus)	1 (alternately at each campus)	As per SMP target of the respective year	As per SMP target of the respective year
Promotion Means	Banners	Banners, Posters, Flyers	As per the emerging trends of the marketing like social and print media.	As per the emerging trends of the marketing like social and print media.

Clause	For	Read
5.2	In cases where the final approval is required from the Competent Authority, all the detailed proposals with requisite financial requirements shall be submitted on the prescribed application form to the ORIC office for initial scrutiny and onward processing of acquiring the final approval.	In cases where the final approval is required from the Honorable Rector, all the detailed proposals with requisite financial requirements shall be submitted on the prescribed application form to ORIC for initial scrutiny and onward processing of acquiring the final approval.

BUORIC-P20 (BU Funding Policy for Applied Research Projects)		
Clause	For	Read
5.2	Committee Composition Pro-Rector – RIC Chairperson Dean Engineering Sciences Member Dean Management Sciences Member Dean Professional Psychology Member Dean Health Sciences Member Director Finance Member Director ORIC Member/Secretary	Committee Composition Pro-Rector (RIC) Chairperson All Deans Members Treasurer Member Director ORIC Member/Secretary

BUORIC-P06 (Policy on Seed Money for Commercializable R&D Projects)		
Clause	For	Read
5.0	Addition	Commercialization of Product: On the successful commercialization of any product as outcome, the ownership shall remain with BU, however, the share of the commercialization will be distributed as under: BU's Share: 20% Inventors/Originator's Share:80%
5.1	All such projects for which the seed money is required are to be submitted to Director ORIC with detailed justification on prescribed application form which will be processed through appropriate channels for acquiring the approval from the competent authority.	All such projects for which the seed money is required are to be submitted to Director ORIC through principal/Director and DG with detailed justification on prescribed application form which will be processed for approval of Rector through Pro-Rector (RIC).

5.2	Prior to sending the case to Director ORIC, the HOD and senior faculty members of the respective department(s) will explore the viability and commercialization of the project and provide recommendations.	Prior to sending the case to Director ORIC, the case shall be tabled before FRC standing committee for evaluation and recommendations in terms of viability and commercialization of the project.
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BUORIC-P11 (Policy for Utilization of Funds from Sponsored Research Projects)		
Clause	For	Read
5.3	In cases where the separate account needs to be opened for the disbursement/utilization of funds, the same may be opened with approval of BUHQs by Manager Accounts of respective CU and Manager Finance for BUHQs with Director CU (for CUs)/Director Finance (for BUHQs) and PI as signatories.	In cases where the separate account needs to be opened for the disbursement/utilization of funds, the same may be opened with approval of Rector. For projects executed at BUHO, the joint signatories shall be PI and Treasurer. In case the project is executed in campuses, the PI and Director Admin/Campus are the joint signatories.
5.4	Later, on the re-imbursement request of Dte. of RIC, 50% of funds of each installment received from donor agency shall be transferred to the control account/new project account of respective campus; where Principal Investigator (PI) is born, to start the project activities. The remaining 50% shall be released in further installments (as per remaining funds requirements of the project) on receiving of Satisfactory Quarterly Progress and Funds Utilization Reports by Dte. of RIC from PI (after completing certain milestones as per Award Letter of Funding Agency).	The installment received from funding agency shall be transferred to separate project account/campus account whichever is applicable.

BUORIC-P17 (Consultancy Policy for Business Incubation Centre)		
Clause	For	Read
1	Responsible Party: Office of Research, Innovation & Commercialization (ORIC)	Responsible Party: Director Academics/Campus Director LPDC-BUHO
5.4	Industry Experience	Industry/Entrepreneurial Experience
6.1	Director ORIC in consultation with Director LDC will solicit approval of the Pro-Rector – BU on file for the following:	Director Academics/Campus in consultation with Director LPDC will solicit approval of the concerned DG on file for the following:
6.2	Once the approval is accorded by the Pro-Rector – BU, trainings cycle will be conducted by Manager BIC keeping in loop Director ORIC, Director Campus and Director LDC. All the administrative approvals will be accorded by Director ORIC and Director Campus mutually	Once the approval is accorded by the DG campus, trainings cycle will be conducted by Manager BIC keeping in loop Director Academics/Campus and Director LPDC. All the administrative approvals will be accorded by Director Academics/Campus and Director LPDC mutually.

BUORIC-P15 (Policy for External Linkages)		
Clause	For	Read
5.1	<p>Review Mechanism of BU External Linkages</p> <p>In order to ensure optimal utilization and visibility of existing agreements for academic collaborations with National/International Universities and Industry, a formal review process is to be conducted on bi-annual basis. This review is to be carried out by a following member committee at the Head Office level:</p> <p style="padding-left: 40px;">Pro-Rector – Chair Director ORIC Director PGP Director LDC Director (FCP) – Secretary</p>	<p>Review Mechanism of BU External Linkages:</p> <ul style="list-style-type: none"> • Principals shall appoint Departmental Focal Persons to identify and oversee the execution of MoUs and initiatives with the industry at the school/departmental level, as outlined in the MoUs. • 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 evidence 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.
5.2	<p>The committee will be responsible for following: Conduct at least two meetings in a year to discuss and review the progress of each agreement signed by Bahria University with external institutes/organizations. The review shall be carried in accordance with the parameters specified in the objectives above and in the Strategic Plan of Bahria University to study their relevance and efficacy in achieving the laid down goals. There shall be one meeting held in Spring and one in Fall semester.</p> <p>The committee shall render its annual report to the Competent Authority highlighting the progress of activities conducted with each partner institute and propose any changes if required. The annual report shall be submitted by 15th Jan of each year, highlighting the progress of the previous year from 1st Jan till 31st Dec.</p> <ul style="list-style-type: none"> • The Secretary of the meeting shall record minutes of each meeting held in regard to the evaluation of BU external linkages and submit them to the Competent Authority, along with the annual report, for perusal. • The Committee can co-opt for any additional member(s), as and when required. 	Deletion
	Addition of Clauses	<ul style="list-style-type: none"> • The MoUs signed at Campus/CU level be reviewed by Campuses/CUs bi-annual. • The MoUs signed at Head Office level be monitored by BUHO.

	Addition of Clause	<p>Custodian of MoUs: For processing of MoUs at BUHO, the following are main custodians:</p> <ul style="list-style-type: none"> • MoUs at International Level International Office • MoUs at National Level – Dte. of RIC, BUHO
	Addition of Clause	<p>Approval Procedure:</p> <ol style="list-style-type: none"> The draft MoU from the concerned department on the standard template shall be forwarded to Dte. of RIC (for National MoUs) and International Office (for International MoUs). The submission shall be made through the Director Academics/Director CUs/Principals, accompanied by the necessary requirements as specified below: <ol style="list-style-type: none"> Recommendation/approval of respective DG Campus. Required details of Focal Persons & Signatories from BU and Counterparts Organizational Profile and relevant details of Counterpart as a separate attachment. The standard template of draft MoU at National level is attached as <u>Annexure-I</u> and suggested template of MoU at International level is attached as <u>Annexure-II</u> for guidance only (as International Universities usually have their own formats/templates). Dte. of RIC initiate the case at BUHO in a separate case file and forward the casefile to Legal Advisor – BUHO for Legal Vetting. If any National/International MoU requires approval from HEC/any other Govt. Ministry, the same shall be sent for consultation/approval.

		<p>vi. Legally vetted MoUs shall be processed for the approval of the Honorable Rector, as follows:</p> <ul style="list-style-type: none"> a. Academic Nature MoUs through Pro-Rector (Academics). b. Research Nature MoUs through Pro-Rector (RIC). c. Mixed Nature MOUs may be processed through both Pro-Rector (RIC) and Pro-Rector (Acad). d. Keeping in view of the contents of MoU, other relevant officials of BU may be added in the processing. e. The approved MoUs shall be sent to concerned departments/CUs for further signing with the collaborative organization via a separate letter by Dte. of RIC. f. Duly signed copy of the approved MoU shall be submitted to forwarded to Dte. of RIC (for National MoUs) and International Office (for International MoUs). g. In case of expiry of any MoU, the case shall be reinitiated for approval as per the process specified in Para-7 of this policy. The copy of the same be forwarded to Dte. of RIC for future record.
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Bahria University
Discovering Knowledge

Insert LOGO of
Collaborative
Organization

MEMORANDUM OF UNDERSTANDING (MOU)

Between

BAHRIA UNIVERSITY _____ CAMPUS (XXXX)

And

**NAME OF COLLABORATIVE ORGANIZATION
CITY NAME**

____ **Month, YYYY**

This Memorandum of Understanding hereinafter referred as “**MoU**” is made between *Bahria University* _____ *Campus* (hereinafter referred as ‘**Campus Abbreviation**’) and **Name of Collaborative Organization** (hereinafter referred as ‘**Organization Abbreviation**’) on ____, Month, YYYY.

Bahria University (BU) is a Federally Chartered Public Sector University. The principal seat of Bahria University is at Islamabad and campuses are at Islamabad, Karachi, and Lahore. Bahria University was established by the Bahria University Ordinance 2000, and since then it has steadily grown into one of the leading higher education institutions in Pakistan. It plays a major role in grooming future leaders who can make a positive difference to the world around them. Bahria University is a comprehensive university having multidisciplinary programs that includes Health Sciences, Engineering Sciences, Computer Sciences, Management Sciences, Social Sciences, Law, Earth and Environmental Sciences, Psychology and Maritime Studies.

AND

Name of Collaborative Organization: (insert brief description of the organization in one or two paragraphs)

PURPOSE:

(insert purpose of both the organization for signing this MoUs in two paragraphs as per the example given below)

Whereas xxxxx and Bahria University have agreed to collaborate and extend/exchange their resources and expertise for the promotion and development of xxxx related to their business operations and the professional development of students of Bahria University.

And

Whereas keeping in view their mutual interests and objectives, the parties to this Memorandum of Understanding have shown their interest to co-operate and co-ordinate on the following inter-institutional efforts to arrive at academic and professional collaboration to enhance industry-academia linkages.

Now henceforth the parties to this memorandum agree to collaborate on the following covenants of this inter-institutional memorandum:

AREAS OF COOPERATION:

1. (insert areas of cooperation/collaboration with proper numbering to each paragraph i.e. 1, 2, 3,)

IMPLEMENTATION MECHANISM:**ROLE OF (NAME OF COLLABORATIVE ORGANIZATION):**

2. (insert role of collaborative organization by undertaking this MoU).

ROLE BAHRIA UNIVERSITY ____ CAMPUS:

3. (insert role of Bahria University ____ Campus by undertaking this MoU).

TERM(S) OF MOU:

4. This MoU shall enter into force on the date of signatures. It shall remain valid unless terminated by either party to the MOU **(or any other clause may be inserted)**.

TERMINATION:

5. Either Party may terminate this MoU at any time by giving a notice in writing of three months to the other Party of its intention to terminate this MOU. Termination shall not affect ongoing activities initiated before the termination date. **(or any other clause may be inserted)**.

AMENDMENT OR MODIFICATION:

6. This MoU may be amended or modified at any time through mutual consent of the Parties. The amendment or modification shall be realized through a written instrument signed by both parties to the MOU. **(or any other clause may be inserted)**.

NOTICES:

7. All communication relating to this MoU shall be directed to the signatories of the MoU or their authorized representatives.
8. In the event that a dispute arises between the parties concerning the _____, the same shall be decided amicably through consultations between the _____ (Designation of Head of the Collaborative Organization e.g. CEO, Telenor) and the Director General of BUIC/BUK /BUHS, or their duly authorized representatives. **(or any other clause may be inserted)**.

NATURE:

7. This MoU is not intended to create any legally binding relationship between the Parties and nothing in this MOU shall be construed to create any legal right of either party or any third party. **(or any other clause may be inserted).**

FOCAL PERSONS:

8. For the implementation of this MoU, the Parties agree to designate points of contact for future official correspondence and coordination, as follows:

Bahria University

Name

Designation

Email

Contact #

Name of Collaborative Organization

Name

Designation

Email

Contact #

SIGNATURES:

9. In witness whereof, the parties to this MOU through their duly authorized representatives have executed this MOU on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein.

On behalf of Bahria University	On behalf of Name of Collaborative Organization
<hr/>	<hr/>
Name	Name
Designation	Designation
Campus	Name of Collaborative Organization
Dated: _____	Dated: _____

Partner
University
Logo

MEMORANDUM OF UNDERSTANDING

between

Partner University, Country

and

Bahria University, Pakistan



[Partner University Name, Country, Address], and Bahria University, Shangrila Road, Sector E-8, Islamabad, Pakistan, have agreed upon the general terms of the present agreement, in accordance with a mutual desire for cooperation and collaboration aimed at improving, strengthening and promoting relations between the two respective institutions:

Article I

Both universities hereby express their intention to promote cooperation between academic members, students and research groups.

Article II

Within the framework of the fields of common interest, both universities will abide by the following general principles of consideration:

1. Promoting and encouraging the exchange of academic staff and students.
2. Exchanging invitations to scholars and students to participate in academic activities such as exhibitions, lectures, conferences, symposia and workshops.
3. Facilitating exchange of experiences and opinions to mutual benefit.
4. Promoting and encouraging activities of joint research in fields of common interest.
5. Exchanging research and educational data, where possible, to be used for education and training purposes.
6. Establishment of joint degree programs between interested departments of both institutions.
7. Organization of Summer/Winter school programs.
8. Provision of internships to students for experiential knowledge, where possible.
9. Transfer of credits in programmes with compatible roadmap and medium of instruction, where permitted by the regulatory bodies.
10. Any other area of mutual interest.

Article III

The precise nature and specific details of collaboration between the two universities, including topics of common activities and formalities concerning visits, exchanges, and other forms of cooperation, will be defined by additional "Agreements of Cooperation" which will be prepared by authorized official representatives of both universities who wish to collaborate under the framework of this agreement.

Article IV

This MOU is written and signed in English in two copies. The present MOU will come into force as soon as it has been signed by the authorized representatives of the two universities and will remain in force for a five year period from the date of execution and may be renewed for an additional five years upon mutual consent. The MOU may be terminated by the authorized official representative of either institution by written notice. Such notice must be given at least three months before it becomes effective. Such termination shall not affect the completion of any activity underway at the time or the rights of individuals exchanged under this agreement, prior to the notice of termination. This MoU is not intended to create any legally binding relationship between the Parties and nothing in this MOU shall be construed to create any legal right of either Party or any third party.

On behalf of

On behalf of

[Partner University Name]

Bahria University

[Country]

[Name of Signatory]

[Name of Signatory]

Rector

Date:

Rector

Date:

*******End of Document*******