

**ZERO / INTERIM VISIT FORM**

**[Please ( ) appropriate]**

**CHECK LIST OF DOCUMENTS TO BE SUBMITTED BY THE UNIVERSITY WITH FILLED PEC FORM ZERO/INTERIM**

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| 1. | Undertaking by HEI for Launching New Engineering Program |  |
| 2. | Three copies of Zero Visit Form (Hard copy) |  |
| 3. | One copy of Zero Visit Form (Soft Copy on CD or Flash) |  |
| 4. | One copy of syllabus (hard copy and soft copy) for subject engineering program along with detail of credit hours, contact hours, text books, (name of author, edition number, ISBN, year of publish/print etc) included in Zero/Interim or separate |  |
| 5. | Two copies of latest prospectus of the university/Institution |  |
| 6. | Crossed pay order / draft amounting to Rs.5,00,000/- as fee for the subject engineering program in favor of Pakistan Engineering Council, Islamabad |  |
| 7. | Form should be duly signed by the Chairman/HoD and Dean/Principal concerned university/institution. |  |

**UNDERTAKING BY THE UNIVERSITY/INSTITUTE/COLLEGE**

We undersigned undertake that Department of **Biomedical Engineering** ,**Balochistan University of Engineering & Technology ,Khuzdar** is launching **Biomedical** discipline. We hereby solemnly affirm and declare that any advertisement/announcement in local or National Newspapers or through any other source of media will never be published nor the students will be granted admissions/enrolled by the University/Institute/College in said Engineering Discipline(s) (under inspection), without prior approval/permission taken from the Pakistan Engineering Council (PEC), precisely after the peer review assessment of above mentioned program by conducting the mandatory Zero visit followed by PEC EA&QEC decision.

We further undertake that if any discipline launched before the finalization by the PEC EA&QEC decision, will be at the risk and cost of the Department/University.

Signed by the Following:

Head of Department/Dean Registrar Vice Chancellor/Principal

\* Name of Department i.e. Electrical, Mechanical, Civil etc

\*\* Name of University/College/Institute

\*\*\* Name of Engineering Discipline

Pakistan Engineering Council

**ZERO VISIT FORM (Undergraduate Program)**

Name of University/Institution: **Balochistan University of Engineering & Technology, Khuzdar.**

Name of Engineering Programme: **Biomedical Engineering.**

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| **S.No** | **Parameters** | | **To be filled in by Institution at the time of request for Visit** | **To be filled in by Experts of the Visiting Team**  **(If differ then separate report by each expert)** |
| **1.** | Date of Visit | |  |  |
| **2.** | Composition of Team | | Dr. Wazir Muhammad, Dr. Talal Jamil Qazi, Engr. Nazia Ejaz, Engr. Muhammad Waqar |  |
| **3.** | Name of degree awarding university | | Balochistan University of Engineering & Technology, Khuzdar | N.A. |
| **4.** | Nature of linkage with the University (Affiliated or Constituent) | | N/A | N.A. |
| **5.** | **Management** | | | |
| a. | Type of Management (Public or Private) | 1. Public 2. Attachment enclosed |  |
| b. | Fulfillment of legal obligations as per charter. |  |  |
| c. | Management Structure/Organogram (Separate organogram additionally be provided for remote Campus, if applicable).  (Fill in Annexure-I) | 1. See Annexure I |  |
| d. | Decentralization of Financial Powers.  (Fill in Annexure-II) | 1. See Annexure II |  |
| **6.** | **Infrastructure** | | | |
| a. | Location | 1. Balochistan University of Engineering & Technology Khuzdar 2. Public Property 3. 8 drawing halls of 4 departments 4. Old Admin |  |
| b. | Building/Land Ownership, lease terms etc.  (if rented, then submit plan to build dedicated campus on owned land).  (Fill in Annexure-III) |  |  |
| c. | Adequacy of class rooms/lecture halls and allied facilities. |  |  |
| d. | Offices |  |  |
| **7.** | **Financial Resources** | | | |
| a. | Endowment fund, regular fund-generation and other available resources. |  |  |
| b. | Budget allocation (if applicable):   * For last three years for University/ Institution (if applicable) * Current Budget of proposed program (If Zero Visit) * Last year budget for the program   (If Interim Visit) |  |  |
| c. | Break-up of current budget for the Program:  (Fill in Annexure-IV) |  |  |
| d. | Break-up of projected budget for next year (operational and development):  (Fill in Annexure-V) |  |  |
| **8.** | **Academic Program** | | | |
| Objectives and desired outcome of the Program: | | Attachment enclosed |  |
| **9.** | **Curriculum** | | | |
| a. | Composition of curriculum for all semesters / years including details of credit-hours:  (Fill in Annexure-VI) | 1. See Annexure VI |  |
| b. | If a new program (first in Pakistan), give details of curriculum of international model being followed along with justification, and faculty, resource availability. | 1. N/A |  |
| c. | Constraints/limitations, if any |  |  |
| **10.** | **Student Induction** | | | |
| a. | Criterion for induction of students. | 1. Open Merit 2. Matric (10%), F.Sc (40%), Entry Test (50%) |  |
| b. | Induction weightage (%)   * Matric * F. Sc * Entry Test * Interview |  |  |
| c. | Proposed strength and schedule of intake (one/two batches per year) | 1. One batch of 50 students per year 2. Single section/class |  |
| d. | Proposed distribution into number of sections/classes |  |  |
| **11.** | **Teaching Faculty** | | | |
| a. | Requirement of faculty and its availability plan for entire program.  (Fill in Annexure-VII). | 1. See Annexure VII |  |
| b. | Present strength with relevance to the proposed program, qualification and experience.  (Fill in Annexure-VIII). | 1. Annexure VIII 2. See Annexure IX 3. N/A |  |
| c. | Expected strength one month prior to commencement of the program along with documentary proof.  (Fill in Annexure-IX) |  |  |
| d. | Constraints/ limitations, if any |  |  |
| **12.** | **Student-Teacher Ratio** (For Interim Visit only): | | N/A |  |
| **13.** | **Teaching Load** (For Interim Visit only): | | | |
| a. | Subject-Teacher Ratio (Annual System): |  |  |
| b. | Credit Hours per Week (Semester System):  (give range) | N/A |  |
| c. | Maintained Course Files |  |  |
| d. | Is there any assigned loading for other assignments such as administrative/ management, research projects, thesis supervision, teaching post-graduation, counseling etc. | N/A |  |
| **14** | **Laboratories and Allied Staff** | | | |
| a. | Number of labs dedicated to the program and projected development plan.  (Fill in Annexure-X). |  |  |
| b. | Equipment available and projected requisition plan along with documentary proof (Mention any constraints/ limitations, if applicable).  (Fill in Annexure-X). | See Annexure X |  |
| c. | Existing labs to be shared with the newly-proposed program (Mention all other programs sharing the lab, and attach the lists).  (Fill in Annexure-X). |  |  |
| d. | Projected labs to be established along with time plan and availability of funds.  (Fill in Annexure-X). |  |  |
| e. | Planned number of students per workstation for each lab, considered sufficient for effective conduct of experiments. |  |  |
| f. | Provision of lab manuals for practical.  ( For Interim Visit) |  |  |
| g. | Details of Lab Staff present/ proposed/ projected.  (Fill in Annexure-X) |  |  |

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| **15.** | **Examinations** | | | |
| a. | System of instructions and examination (Annual / Semester). | 1. Semester system 2. Examination is based on absolute marking 3. Attachment enclosed |  |
| b. | Is examination based on absolute marks or relative grading (course based)? |  |  |
| c. | Examination policy i.e. number of exams, (mid-term, final, quizzes etc. and their respective weightages). |  |  |
| d. | Role of mother institution in conduct / evaluation of exam results (in case of allied campus or affiliated college). | 1. No allied campus or affiliated colleges (N/A) 2. Yes |  |
| e. | Does the system conform to PEC Regulations for Engineering Education? |  |  |
| **16.** | **Library** | | | |
| a. | Number of existing books related to program | 1. Out of 36,000 books, 610 books are available in the library related to the biomedical engineering program. See Annexure XI. |  |
| b. | Plan to upgrade the library as per PEC/ HEC guidelines with documentary proof of resources. | 1. Purchase of 94 is under process .See Annexure XI. 2. Central library is available on campus. 3. Yes |  |
| c. | Availability of departmental library, if main library is located at a far off distance. |  |  |
| d. | Availability of Internet facility (available or planned). |  |  |
| e. | e-library access to students (available or planned). | 1. Yes 2. Yes |  |
| f. | Reproduction facilities e.g. scanner, photocopier etc. (available or planned). |  |  |
| **17.** | **Miscellaneous**. | | | |
| a. | Sports & Other Facilities etc. | 1. 1. Football ground (01) 2. Cricket ground (01) 3. Basketball court outdoor (01) 4. Volleyball court outdoor (02) 5. Badminton court wooden indoor (03) 6. Table Tennis Tables (03) 7. Snooker Tables (03) 8. Squash court wooden indoor (01) 9. Bodybuilding room with all basic facilities (02) |  |
| b. | Any other relevant supporting information. | b) Attachment enclosed |  |

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| **Signature:** | To be Signed by The Head of Department  Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Dated: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | **Countersigned by:**  **Signature:**  To be Signed by The Dean/Principal  Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Dated: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |