



GOVERNMENT DEGREE COLLEGE
TAKHT-E-NASRATI, KARAK



BACHELOR OF SCIENCE
IN
MATHEMATICS
Self-Assessment Report

SUBMITTED TO

QUALITY ENHANCEMENT CELL
KHUSHAL KHAN KHATTAK UNIVERSITY KARAK

Program Team Members

1. Dr. Ismat Ullah Khan A/Prof. (Focal Person)
2. Mr. Asif Ur Rehman Lecturer (PT Member)
3. Mr. Jafar Islam Khan..... Lecturer (PT Member)


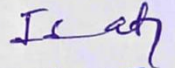
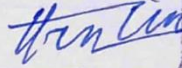
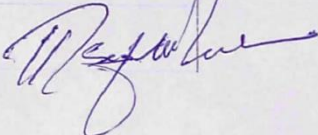
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SAR FALL SEMESTER 2022

EXTERNAL EVALUATION OF SAR FALL SEMESTER 2022 FOR THE DEPARTMENT OF MATHEMATICS, GDC TAKHT E NASRATI KARAK


S. No.	Name of External Evaluator (AT)	Designation	Address	Signature
1	Mr. M. Shafiq	Associate Prof. AT Member	GDC Sabirabad Karak	
	Names of PT Members			
2	Dr. Ismat Ullah Khan	Assistant Prof. Focal Person	GDC Takht e Nasrati, Karak	
3	Mr. Jafar Islam Khan	Lecturer PT Member	GDC Takht e Nasrati, Karak	
4	Mr. Asif Ur Rehman	Lecturer PT Member	GDC Takht e Nasrati, Karak	

Head of Department Signature ----- 

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4	Mr. Asif Ur Rehman	Lecturer PT Member	GDC Takht e Nasrati, Karak	

Head of Department Signature 

SAR FALL SEMESTER 2022

IMPLEMENTATION PLAN FOR THE DEPARTMENT OF MATHEMATICS GDC TAKHT E NASRATI, KARAK

PROGRAM: BS MATHEMATICS

S. No.	Assessment Team Findings	Corrective Action	Implementation Date	Responsible Body	Status
1	Lack of electricity			Principal	Temporarily solved
2	Lack of computers			Director	Resolved
3	Lack of internet			Principal	Pending
4	Deficiency of books			Director	Partially resolved
5	Deficiency of staff			Director	Partially resolved

Head of Department Signature _____

Director Quality Assurance _____

Signature _____

Name of Evaluator: Mr. M. Shafiq

Designation: Associate Professor

Institution GDC Sabirabad

Executive Summary

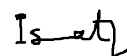
The Department of Mathematics was established in August 2018 and is one of the pioneer departments of the Government Degree College Takht-e-Nasrati Karak. Currently, the department has almost 17 students and 04 full time faculty members (One is full Professor and three are Lecturer in Mathematics). In order to enhance the quality of education, the college has established a QEC team comprising of Dr. Ismat Ullah Khan, Mr. Asif Ur Rehman and Mr. Jafar Islam. The QEC team has carried out the assessment of the department against the standards and criterion provided by HEC Quality Enhancement Cell. This assessment is carried out for fall semester 2022.

Major Findings

1. The department QEC team has found that the program BS Mathematics has satisfactory program objectives, program outcomes and the department has effective mechanism to assess the performance periodically.
2. It has been found that the BS-Mathematics curriculum has been designed according to HEC curriculum and also been reviewed and approved by Board of Studies.
3. The curriculum also satisfies the standard requirement laid by HEC QEC assessment manual.
4. The department follows the rules and regulations for admission, enrolment, migration provided by the HED and Khushal Khan Khattak University Karak.
5. The department has 04 faculty members.
6. The qualification and specialization of faculty members is not sufficient to teach all the courses, plan, modify and update the curricula.
7. The majority of faculty members are not satisfied with the facilities provided by the Institution and HED.
8. The institution facilities e.g. library, classrooms, offices, e-learning are not sufficient at this stage.

Detailed report of assessment by the QEC team regarding each standard is provided in following sections.

Dr. Ismat Ullah Khan (Focal Person)



SECTION 1

CRITERION 1

PROGRAM MISSION, OBJECTIVES AND OUTCOMES

STANDARD 1.1

**The program must have documented measurable objectives that support
Faculty/College and institution mission statements**

Institution background

Government Degree College Takht-e-Nasrati Karak is lying at the bank of famous Lawagher Alghada at Bogara road and neighbour to the Animals hospital and GGDC Takht-e-Nasrati, Karak. It was established in 2002 as a degree college. The institution was affiliated with Khushal Khan khattak University since 2014. In short time, the college established well in the educational field, starting B. Sc in 2006 and then BS Urdu, BS Physics and BS Mathematics in August 2018, then BS Botany, BS Zoology, BS English and BS Chemistry in August 2019. Presently up to 1000 students are studying in BS and F.Sc level. The college is easily accessible to the students, being in the central place of Tehsil Takht-e-Nasrati, Karak.

Objectives

1.1

“Competitive and conducive environment for research, discovery and learning”

1.2

- To make the college a place emanating knowledge, exhibiting liberty of thought and coveted seat of learning.
- To infuse spirit of excellence, creativity, innovation and scholarship into the life of the college and department.
- To offer competitive and nationally recognized opportunities for research, discovery, learning and engagement to a diverse population of students in a conducive environment.

1.3

“Enhancing quality to specified standards, catering education economy by developing quality culture”

1.4

To foster excellent teaching, research, and service that develop highly skilled and educated citizens who can contribute to the uplifting of the well-being of the nation, and the international community.

1.5

To produce leaders in the fields of Mathematics who can face the ever-changing requirements of different fields of Mathematics with vision, courage and competence. The department strives to produce the manpower that will contribute towards the development of Pakistan to make it self-sufficient in food, medicine and other raw materials for the productive industries.

1.6

To combine the theoretical and practical aspect of Mathematics and its uses in modern world, the program will equip the students with essential skills to the fundamental nature of Mathematics and its sub-branches, work placement and career edge in the society.

1.7

The BS Mathematics program is designed to provide students in depth professional training in range of Mathematics multidisciplinary subjects. To equip students with both theoretical background and hands on experience and to prepare the students for employment in medicine, energy production and food industry etc.

1.7.1 Professional development

To provide a solid foundation in Mathematics that supports an interdisciplinary education with liberal arts framework and prepares students for professions in Mathematics.

1.7.2 Analytical thinking skills

To help students to develop the abilities to predict, to analyze, think critically and to deduct consider alternatives to be creative as problem solvers.

1.7.3 Academic skills

1.7.4 To foster an aptitude for continuous learning and provide a sound base to graduates to pursue higher education and research with confidence.

1.8

The BS Mathematics program has certain strengths and weakness. The main focus is to build on our strength and removing the weakness. Maintaining the strengths will be core focus in future. Following the HEC curriculum strictly the Department of Mathematics tends to

include new theoretical and practical courses which will help students in job placements. The students will also be encouraged for higher studies and research work in future.

1.9

The strategic objectives of the course are:

- Producing competent graduates in this program.
- Preparing students for job placement in local and international market.
- Preparing the students for higher studies in Mathematics multidisciplinary areas.
- After completion of four years program the graduates will either go for job placement or pursue their career in the field of teaching and can go for further advanced research work in the discipline of Mathematics.

Table 1.1 Program Objectives assessment

Objectives	How measured	When measured	Improvement identified	Improvement made
Professional development	Current students Survey	Fall 2022	Focus will be made on practical work	
Analytical thinking skills	Current students Survey	Fall 2022	Focus will be on practical subjects	
Academic skills	Current students Survey	Fall 2022	Academic skills will be developed among students through the professional approach of faculty.	

Current Students identifications

- Focus should be made on practical subjects.
- The faculty should facilitate students with learning opportunities including consultation, coaching, mentoring, supervision and technical assistance.
- To improve the student development skills, lab duration should be increased.
- More multimedia and teaching assistance equipment need to be provided to faculty.
- Printers and photo copy machines should be installed in the department.
- Latest computer system with latest software should be installed.
- Wi-Fi availability must be insured.

STANDARD 1.2

The program must have documented outcomes for graduating students. It must be demonstrated that the outcomes support the program objectives and that graduating students are capable of performing these outcomes.

1.10

After completion of the BS Mathematics program, students will have the ability to;

- I. Apply knowledge they obtained through out their BS Program in the real world life.
- II. Analyze a problem and design appropriate solution.
- III. Perform in team of multidisciplinary function to accomplish a common goal.
- IV. Demonstrate efficient oral and written communication skills.
- V. Achieve problem solving and decision making skills in Mathematics.

Table 1.2 Relationships between Program Objectives and Program Outcomes

Program Objectives	Program outcomes					
	1	2	3	4	5	6
Professional Development				√		
Analytical Thinking Skills				√		
Academic Skills					√	

STANDARD 1.3

The results of program's assessment and the extent to which they are used to improve the program must be documented

The program is assessed on the basis of survey conducted from current students.

1.11**Table 1.3 Faculty Evaluation Report w.r.t Mean**

Teacher Name
Mr. Gul Rauf Khan
Mr. Jafar Islam
Mr. Zafar Ullah
Mr. Asif Ur Rehman

The detail evaluation report is enclosed in Annexure I.

STANDARD 1.4

The department must assess its overall performance periodically using quantifiable measures

The performance of the department can be evaluated through performance of current students and Satisfaction of Faculty.

1.12

The semester wise performance is given below.

Semester: 5th

S #	Course Name	A+	A	A-	B+	B	B-	C+	C	C-	D+	D	F	Total Students
1	ODE	2	2	---	---	1	---	---	---	---	1	---	---	06
2	Number Theory	2	1	---	1	1	---	---	---	---	---	---	---	06
3	Differential Geometry and Tensor Analysis	---	2	1	1	1	---	---	---	---	1	---	---	06
4	Real Analysis-I	---	1	3	1	---	1	---	---	---	---	---	---	06
5	Algebra-II	1	3	1	---	---	---	---	---	---	---	1	---	06

Grading Policy

Marks % age	Letter grades	Grade point
90 – 100	A+	4.00
85 – 89	A	4.00
80 – 84	A-	3.66 – 3.93
75 – 79	B+	3.33 – 3.55
70 – 74	B	3.00 – 3.26
65 – 69	B-	2.66 – 2.93
60 – 64	C+	2.33 – 2.59
56 – 59	C	2.00 – 2.25
54 – 55	C-	1.66 – 1.83
52 – 53	D+	1.30 – 1.48
50 – 51	D	1.00 – 1.15
49 and below	F	0.0

Semester: 7th

S #	Course Name	A+	A	A-	B+	B	B-	C+	C	C-	D+	D	F	Total Students
1	Functional Analysis-II	1	---	2	2	3	1	2	---	---	---	---	---	11
2	Advanced Group Theory	4	3	1	---	1	1	---	1	---	---	---	---	11
3	Mathematical Methods	8	1	1	---	1	---	---	---	---	---	---	---	11
4	Numerical Solution for ODE	8	2	---	---	---	1	---	---	---	---	---	---	11
5	Numerical Analysis-II	1	6	---	---	---	4	---	---	---	---	---	---	11

Grading Policy

Marks % age	Letter grades	Grade point
90 – 100	A+	4.00
85 – 89	A	4.00
80 – 84	A-	3.66 – 3.93
75 – 79	B+	3.33 – 3.55
70 – 74	B	3.00 – 3.26
65 – 69	B-	2.66 – 2.93
60 – 64	C+	2.33 – 2.59
56 – 59	C	2.00 – 2.25
54 – 55	C-	1.66 – 1.83
52 – 53	D+	1.30 – 1.48
50 – 51	D	1.00 – 1.15
49 and below	F	0.0

1.1

“Faculty Survey” was conducted and summary of faculty members’ feedback is given in

Annexure III

Table 1.5: Student-faculty ratio

Number of Students currently enrolled	Total full-time Faculty members	Ratio
17	4	17:4

SECTION 2

CRITERION 2

CURRICULUM DESIGN AND ORGANIZATION

To write the standard, the current developments in Mathematics have offered new exciting opportunities and challenges for creation of inventive learning environments in its curriculum design. The major element here is to train the graduates for the future. The challenge of getting all newly emerging technologies included in to the curriculum is becoming essential for the usefulness of curricula. There is requirement for curricula structures that are really able to produce as we put new demands on them. The curriculum is required to provide integration of all components and the foundations that allow accessing all of the new knowledge and technology to fulfill the vision of future.

The curriculum is designed and organized according to HEC curriculum for Mathematics.

Bachelor of Science in Mathematics

2.1 Definition Course Code

Discipline	Year	Area	Course Number
MATH represents courses from Mathematics discipline. PHY represents courses form Physics discipline, IS represents courses form Islamic Studies discipline, Etc.	Year of courses e.g. For 1 st and 2 nd semester, the year will be considered 1. For 3 rd and 4 th semester, the year will be considered 2. and so on	Domain of courses e.g. 1. Minor Courses represent 0 2. Major Courses represent 1 etc.	Courses numbering in each domain. Islamic studies RS 101 Introduction to Computer CS 101
MATH	1	0	1

Duration: 4 Years
 One (1) semester: 18 weeks (Inclusive two (2) weeks for mid & final examinations)
 Total Semesters: 8 Semesters
 Total Credit Hours: 127 (one hundred and twenty seven)

Semester wise Scheme of Studies for BS Mathematics

Semester-I

S#	Title of Course	Course Code	Credit Hours	Faculty & General Course
1	Calculus-I	MATH-101	4	Foundation course
2	Elements of set Theory and Math. Logics	MATH-103	3	Foundation course
3	English-I(Functional English)	ENG-101	3	Compulsory Course
4	Islamic Studies/Ethics	RS-101	2	Compulsory Course
5	Introduction to Mechanics	PHY-101	3	General Course
6	Probability Theory	STAT	3	General Course

Semester-II

S#	Title of Course	Course Code	Credit Hours	Faculty & General Course
1	Calculus-II	MATH-102	3	Foundation course
2	Algebra (Group Theory)	MATH-104	3	Foundation Course
3	English-II (Communication Skills)	ENG-102	3	Compulsory Course
4	Introduction to Computer	CS-101	3	General Course
5	Electricity & Magnetism	PHY-102	3	General Course
6	Pakistan Studies	PS-101	2	Compulsory Course

Semester-III

S#	Title of Course	Course Code	Credit Hours	Faculty & General Course
1	Software Packages	MATH-211	3	Foundation course
2	Calculus-III	MATH-212	4	Foundation Course
3	English-III (Technical Writing & Communication Skills)	ENG-211	3	Compulsory Course
4	Computer Programming	CS-102	3	General Course
5	Classical Mechanics	PHY-311	3	General Course

Semester-IV

S#	Title of Course	Course Code	Credit Hours	Faculty & General Course
1	Topology	MATH-213	3	Foundation Course
2	Linear Algebra	MATH-214	4	Foundation Course
3	Modern Physics	PHY-204	3	General Course
4	Discrete Mathematics	MATH-222	3	Foundation course
5	English-IV	ENG-212	3	Compulsory Course

Semester-V

S#	Title of Course	Course Code	Credit Hours	Faculty & General Course
1	Number Theory	MATH-321	3	Major Course
2	Differential Geometry	MATH-322	3	Major Course
3	ODE	MATH-323	3	Major Course
4	Real Analysis-I	MATH-324	3	Major Course
5	Algebra-II	MATH-325	3	Major Course

Semester-VI

S#	Title of Course	Course Code	Credit Hours	Faculty & General Course
1	Numerical Analysis	MATH-326	3	Major Course
2	PDE	MATH-327	3	Major Course
3	Complex Analysis	MATH-328	3	Major Course
4	Functional Analysis-I	MATH-329	3	Major Course
5	Real Analysis-II	MATH-330	3	Major Course

Semester-VII

S#	Title of Course	Course Code	Credit Hours	Faculty & General Course
1	Numerical Analysis-II	MATH-431	3	Major Course
2	Functional Analysis-II	MATH-432	3	Major Course
3	Advanced Group Theory	MATH-446	3	Major Course
4	Numerical Solution for ODE	MATH-456	3	Major Course
5	Mathematical Methods	MATH-433	3	Major Course

Semester-VIII

S#	Title of Course	Course Code	Credit Hours	Faculty & General Course
1	Math. Statistics	MATH-434	3	Major Course
2	Integral Equation	MATH-435	3	Major Course
	Elective-I	---	3	Major Course
4	Elective-II	---	3	Major Course
5	Project/Thesis	MATH-500	3	Major Course

Semester wise Credit Hours for BS Mathematics

S.No.	Semester	Credit Hours
1	Semester 1	18
2	Semester 2	17
3	Semester 3	16
4	Semester 4	16
5	Semester 5	15
6	Semester 6	15
7	Semester 7	15
8	Semester 8	15
Total Credit Hours		127

STANDARD 2.1

The curriculum must be consistent and supports the program's documented objectives

The standard 2.1 demonstrates the content of courses which are been linked with the program objectives which can be seen at Table 2.2.

Table 2.2: Courses versus program objectives

Courses/Groups of Courses	Objectives		
	Professional Development	Analytical Thinking Skills	Academic Skills
Mathematics-Major Courses	√	√	
Compulsory Courses	√	√	√
General Sciences		√	√
Electives courses	√		√
			√

STANDARD 2.2

Theoretical background, problems analysis and solution design must be stressed within the program's core material

The curriculum satisfies the core requirements for the program as specified by the accreditation body. Minimum requirements of credit hours for BS Mathematics program is 134 hours. As far as the accreditation is concerned, it is in progress and will be obtained before 6th semester when the students opt for their research projects respectively

STANDARD 2.3

The curriculum must satisfy the core requirements for the program, as specified by the respective accreditation body

The Department of Mathematics follows the curriculum regulated by Higher Education Commission.

Major Courses (60 Credit hrs)		
Course Title	Course Code	Credit Hrs
Number Theory	MATH-321	3
Differential Geometry	MATH-322	3
ODE	MATH-323	3
Real Analysis-I	MATH-324	3
Algebra-II	MATH-325	3
Numerical Analysis	MATH-326	3
PDE	MATH-327	3
Complex Analysis	MATH-328	3

Functional Analysis-I	MATH-329	3
Real Analysis-II	MATH-330	3
Numerical Analysis-II	MATH-431	3
Functional Analysis-II	MATH-432	3
Advanced Group Theory	MATH-446	3
Numerical Solution for ODE	MATH-456	3
Mathematical Methods	MATH-433	3
Math. Statistics	MATH-434	3
Integral Equation	MATH-435	3
Elective-I	---	3
Elective-II	---	3
Project/Thesis	MATH-500	3
Total		60

STANDARD 2.4

The curriculum must satisfy the major requirements for the program as specified by HEC, the respective accreditation body/councils

The Department of Mathematics follows the curriculum regulated by the Higher Education Commission. Below is the summary of minimum requirements of components of the curriculum.

Category	Credit Hours
Mathematics Major Courses	60
General Courses	21
Foundation courses	30
Compulsory courses	16
Total	127

STANDARD 2.5

The curriculum must satisfy general education, arts, and professional and other discipline requirements for the program, as specified by the respective accreditation body/council

In order to satisfy standard 2.5, the students are required to pass all courses recommended by the board of studies of KKKUK. The Department of Mathematics follows the curriculum which satisfies general education, professional and other discipline requirements for the program, as specified by the Higher Education Commission.

2.5.1. General Courses:

Category A (24 Credit hrs)

Course Title	Course Code	Credit
Introduction to Mechanics	PHY-101	3
Probability Theory	STAT	3
Introduction to Computer	CS-101	3
Electricity & Magnetism	PHY-102	3
Computer Programming	CS-102	3
Classical Mechanics	PHY-311	3
Modern Physics	PHY-204	3
Total		21

STANDARD 2.6

Information technology component of the curriculum must be integrated throughout the program

As information technology is very important, and plays a vital role in Higher Education, so information technology component is given importance in the curriculum.

Table 11: IT Courses

Course for IT	Course Code	Semester
Introduction to Computer	CS-101	3
Computer Programming	CS-102	3

STANDARD 2.7

Oral and written communication skills of the student must be developed and applied in the program

To develop oral and written communication skills of the students, Mathematics Department offer following courses.

Course Title	Course Code	Credit Hours
English-I(Functional English)	ENG-101	3
English-II (Communication Skills)	ENG-102	3
English-III (Technical Writing & Communication Skills)	ENG-211	3
English-IV	ENG-212	3
Total Credit Hours		12

SECTION 3

CRITERION 3

Laboratories and Computing Facilities

Existing labs

The Department of Mathematics has a single laboratory having insufficient chemicals and equipment as the lab was previously designed only for B.Sc and inter classes. The students of Mathematics depend for experiments from the adjacent Botany and Zoology departments while gaining knowledge from the main Library and Digital library. The management tries to facilitate the lab by providing funds through the Directorate of higher Education.

STANDARD 3.1

Laboratory manuals/documentation/instructions for experiments must be available and readily accessible to faculty and students

The Department of Mathematics has no lab manuals for all the practical oriented courses.

STANDARD 3.2

There must be adequate support personnel for instruction and maintaining the laboratories

The Department of Mathematics has no lab and hence no Lab assistant and a lab attendant.

SECTION 4

CRITERION 4

STUDENT SUPPORT AND ADVISING

The Department of Mathematics makes sure to complete the student program within time by offering approved subjects each semester regulated by HEC. Students' requests regarding elective subjects are selected through the academic counselling, and are made sure to make it improve by taking important measures in the program. Students are supported for the matters regarding academics and personal career on weekly basis through direct interaction with their instructors. An Academic Coordinator is available in the college for students' guidance. In order to meet the criterion 4 the following standards are discussed.

STANDARD 4.1

Courses must be offered with sufficient frequency and number for students to complete the program in a timely manner

The Department of Mathematics follows the curriculum provided by the HEC.

One (1) semester: 18 weeks (Inclusive two (2) weeks for mid & final examinations)

Total Semesters: 8 Semesters

Total Credit Hours: 127 (one hundred and twenty seven)

BS Mathematics program comprises of fifty four (42) courses as per HEC equal distribution criteria.

Definition of Credit Hours

Theory Credit Hours	Lab. Credit hours	Total Credit hours
Number of theory classes in week for the duration 1 hours	No Lab in MATHematics	Theory Credit Hours + Lab. credits hours
e.g.		
3	0	3

STANDARD 4.2

Courses in the major area of study must be structured to ensure effective interaction between students, faculty and teaching assistants

The Department of Mathematics has fully qualified faculty members related to different areas of Mathematics. They are very enthusiastic to fulfill the requirements in teaching of all approved courses by the academic council according to the syllabus provided by Higher Education Commission. The department ensures effective interaction between students and faculty members for counselling on weekly basis. In order to follow the policy provided by university, the department has Assistant Professors and hires lecturers to teach all the courses.

Detailed of the faculty w.r.t classes are attached as annexure iv**STANDARD 4.3**

Guidance on how to complete the program must be available to all students and access to academic advising must be available to make course decisions and career choices.

When the student gets admission at the university, all program requirements are communicated to them through prospectus. For full time students' affairs and matters, a coordinator is present at the department to facilitate their issues. Further, it is ensured by the coordinator that students' enrollment is made properly according to program's requirements. Additionally, tutorial classes have been started on weekly basis to provide academic advising for the students.

SECTION 5

CRITERION 5

PROCESS CONTROL

The important rules, policies and regulations which address the standard 5 are provided in the sections below.

STANDARD 5.1

The process by which students are admitted to the program must be based on quantitative and qualitative criteria and clearly documented. This process must be periodically evaluated to ensure that it is meeting its objectives

5.1 Rules and procedures for admission

1. A candidate interested in admission for a degree program shall make an application for admission in response to advertisement by the HIMES Directorate of Higher Education Peshawar, through online system within the specified dates. Attested copies of certificates / testimonials and other required documents should be attached to the application form.
2. The admission to BS program will be on merit to be based on academic performance in intermediate examination and other factors as may be prescribed by the competent authority.
3. The admission to a degree program is normally in the month of September for Fall Semester, admission for spring semester is directly through the coordinator.
4. The candidates seeking admission for the first time in any of the degree courses must complete all admission/enrolment requirements within specified dates, failing which may lead to cancellation of Admission.
5. Any candidate who was punished (major penalty) by his parent institution/university, for the act of indiscipline and objectionable activities, will not be allowed admission in the University.
6. A student at the time of first admission/enrolment with any communicable disease or mental or physical disability which may stand in the way of his selected field of study may be denied admission.
7. The Admission Committee may refuse admission to any student who in their (members) opinion has a background not conducive to learning.
8. The candidates and their parents have to give an undertaking to the effect that they will abide by the Rules and Regulations of the college and such other instructions as may be issued by the competent authority from time-to-time.
9. Each student has to submit an affidavit not to take part in political activities detrimental to the academic environment of the University.

10. The final authority of admission is with the respective Head of the Department. The admission committee is a recommendatory body.

11. The admission of candidates will remain provisional unless all fees are paid and testimonials / documents verified

5.2 Eligibility criteria for admission

A minimum of 12 years of education:

Intermediate Pre-Medical, A-Levels or equivalent (minimum 45% marks)

5.3 Documents requirements

- Matric DMC & provisional certificate /secondary school certificate
- Intermediate DMC & provisional certificate/Higher secondary school certificate
- Copy of computerized national identity card is mandatory
- Four recent passport size-coloured photographs

5.4 Migration/transfer policy

A student from other educational institution, who intends to migrate to University, shall meet the following requirements:

- A genuine and plausible reason for migration.
- Production of a certificate of good character from his/her parent institution.
- Production of detailed marks certificate and syllabi of courses he/she studied for equivalence purposes.

STANDARD 5.2

The process by which students are registered in the program and monitoring of students' progress to ensure timely completion of the program must be documented. This process must be periodically evaluated to ensure that it is meeting its objectives

5.5 Student progress monitoring procedure

Regarding monitoring, at the end of the semester, each teacher shall award letter grades for semester and provide master award list to the Controller of Examinations, who shall prepare copies of the award list, retaining a copy himself and sending one each to the concerned college.

Examination and Evaluation

Each subject shall carry 100 marks during a semester. Students shall be assessed for 50 % of the grade during the semester and 50% at the end of the semester. Distribution of Marks will be as under:

S.No.	Component	Marks
A	Attendance	05
B	Test, Quiz, Time-constraint, Assignments, Group Assignments, Class participation	15
C	Mid Term	30
D	Final Term	50
Total		100

5.6. Enrollment at the department

1. All students shall fill the prescribed Registration Form at the beginning of each semester for the courses they will study during that semester and submit the form to the office concerned.
2. At the beginning of each semester, students shall be offered courses of full load (12 or more Credit Hours) but they have the choice to select less courses than the full load. A student registering for less than 12 Credit hours will be a part time student.

3. The enrolment shall be considered incomplete if a student does not make full payment of prescribed fees and submit the prescribed form in the Admission Office.
4. Enrolment and fee payment shall be completed within notified dates unless authority concerned may, under special circumstances, permit a student with late fee to enroll.
5. A student shall enroll himself each semester unless he has completed all the requirements for the degree. In case of non-enrolment in any semester his admission shall stand suspended. The authority may remove suspension from him if he/she applies for regularization. In case, if one fails to enroll for two consecutive semesters, his admission shall be cancelled. Re-admission of such student shall be considered as a fresh admission.
6. When a course, for which a student is enrolled, cannot be offered according to the announced program he/she may take an alternative course. However, this must be done not later than 15 days after the date of enrolment.
7. A student shall be allowed to:
 - a. change a course within 7 days of the commencement of a semester, and
 - b. Withdraw from a course within 4 weeks of the commencement of semester.
 Withdrawn courses will appear on transcript with letter grade "W".

5.7 Attendance

1. The educational process at the college depends, to a large extent, on regular classes, make-up classes, laboratory work, in-semester tests, and examinations. Failure to attend any of these can influence academic record, or even lead to dropping from the course, award of "F" grade, or expulsion from the college. A student has to fulfill the following requirements:
2. Students must meet the attendance criterion in every course. Students with less than 75% attendance in theory or practical separately of any course, shall not be allowed to sit in the final examination of that particular course in a semester, provided that the period of absence in the case of participation in co-curricular/sports activities outside Karak and performing Umra/Hajj, with the permission of the Competent Authority, may not be counted.

3. The Principal/Coordinator may condone absence from classes up to 40% of the total lectures delivered.
4. Attendance counting shall start from the date of resumption of classes.
5. If a student remains absent for one week continuously from all classes without any intimation, his/her admission would be suspended by the department concerned.
6. If a student fails to pay registration renewal fee, his/her name may be deleted from attendance list and will not be allowed to attend classes.
7. Students shall take the required number of quizzes/examinations, complete assignments/projects and fulfill other evaluation criteria set by the University, In case a student joins a course after it has started, he/she will be responsible for any missed quizzes, assignments, and lectures. The marks in missed quizzes will be zero while makeup tests, assignments, projects, and labs can be arranged in consultation with the teacher/Head of department.
8. Leave up to seven days in all degree programs shall be granted by the Head of Department on the recommendation of concerned teachers and 15 days by the Principal in verifiable exceptional cases. Maximum leave shall not exceed 22 days per semester. The production of a medical certificate, in support of leave, shall be compulsory for an ailing student. The student will have to satisfy the Head of Department about the genuineness of his/her request.
9. It is the responsibility of the students to be aware of their attendance status at any given time. Attendance status can be checked from course teacher/HOD and coordinator.
10. The following marks on the basis of attendance percentage above 75% and class participation may be awarded to a student in the Internal Evaluation result:

Attendance/Participation	Marks
91-100%	5
81-90%	4
76-80%	3
Below 76 %	0

5.8 Number of subjects

At the beginning of the semester the subjects are identified from Prospectus for each respective semesters which are enlisted on the subject list and verified by the Head of the Department. The policy for number of subjects to be taken by the student is six (18 Credit Hours).

5.9 Summer

Summer Semester is mostly not observed at the colleges.

5.10 Evaluation of student progress monitoring procedure

Student Progress Monitoring is carried out by quantifying the final GPA. The department takes different measures if a student failed to achieve the desired CGPA.

STANDARD 5.3

The process of recruiting and retaining highly qualified faculty members must be in place and clearly documented. Also processes and procedures for faculty evaluation, promotion must be consistent with institution mission statement. These processes must be periodically evaluated to ensure that it is meeting with its objectives

Recruitment Policy

In Khyber Pakhtunkhwa, staff for government colleges is recruited by KP Public Service Commission.

The recruited staff is Lecturer in BPS-17, Assistant Professor in BPS-18 and Associate Professor in BPS-19.

Hiring Staff

Each college in Khyber pakhtunkhwa hired lecturers in all decipline by advertising the posts in News papers and Social media through the concerned JMC.

Promotion Policy

In colleges, promotion is based on seniority/fitness through PER submitted each year by the Principal of the concerned college.

STANDARD 5.4

The process and procedures used to ensure that teaching and delivery of course material to the students emphasizes active learning and that course learning outcomes are met. The process must be periodically evaluated to ensure that it is meeting its objectives

5.11 The process and procedures used to ensure that teaching of course material is effective and focus on students learning

- A list of courses is approved by the Board of Studies as per HEC criteria.
- It is ensured each faculty member is assigned the workload approximately evenly.
- A file containing the course objectives and outlines is provided to the faculty member.
- Each faculty member prepares the course folder which contains Attendance Record, Time Table, Course Contents, Record of Assignments, Record of Quizzes, and Record of Examination
- The Head of Department also keep an eye on attendance of students on monthly basis.
- He makes sure that a Make Up class must be announced and taken in case of absence of a faculty member.
- A list of short attendance is also prepared by each faculty member and communicated to program HoD each month.
- The HoD announces the short attendance students through notice board.
- The students who fail to improve the attendance are barred from sitting in exam of respective course.

5.12 Faculty course plans for the term

Faculty members prepare a course file comprises of course plan. The course plan includes weekly breakup, lab/teaching tools, grading policy, Quizzes and assignments.

5.13 Course information delivery to students

In very first lecture, the course introduction is provided to students. Introduction comprises of course objectives, course contents, marks distribution, credit hours, and schedule for mid and final exam.

5.14 Student evaluation

Students are evaluated through attendance, assignments, quizzes, class presentations, class tests, mid-semester and final semester examinations. The weight-age of each module is communicated to students by the teacher in the first class.

- For theory based course weight-age of marks is 50% final exam, 20% sessional, and 30% mid-term.
- For lab based course weight-age of marks is 50% final exam, 20% sessional, and 30% mid-term.

5.15 The process and procedures used to ensure that delivery of course material is effective and focus on students learning

The quality of delivering course material is maintained using the latest technologies within classrooms such as multimedia, computer animations etc.

STANDARD 5.5

The process that ensures that graduates have completed the requirements of the program must be based on standards, effective and clearly documented procedures. This process must be periodically evaluated to ensure that it is meeting its objectives

5.16 Evaluation of thesis/project

Currently semester 7th is running in the department and thesis will start from the upcoming semester for which the basis are as follow.

1. Both synopsis and thesis/project report shall have approval of the departmental committee.
2. The thesis/project report shall be evaluated by an External Examiner(s) and Supervisor(s).

3. The student shall give a seminar on his/her thesis/project report before viva-voce examination, where required.
4. The date, time, and venue of examination shall be notified at least one week before the commencement and the faculty and students interested to participate in the oral presentation may be allowed. The notification to this effect may be made by the Head of Department/Chairman/Director of Institute/Controller of Examinations.
5. The Controller of Examinations shall get the thesis/project report evaluated within two months after the date of submission/resubmission of thesis/project report in his Office. Any delay beyond two months shall be brought to the notice of the Vice Chancellor.
6. The thesis/project report shall be evaluated according to the following numerical and letter grades:
 - a. The thesis shall be graded in percentage of marks.
 - b. The marks so awarded shall be converted into letter grades by the prescribed formula, which shall be A+, A, B+, B, C+, C or F (fail), as the case may be. Average grade on the basis of course work and thesis shall then be worked out to calculate the final CGPA.
 - c. Both the Examiner/Supervisor shall sign the thesis/project report after the Viva Voce Examination, after making necessary corrections and incorporating therein, any suggestions by the Examiners/Supervisor.
 - d. Both the Examiner / Supervisor shall sign the result sheet prescribed for this purpose at the end of the examination. The supervisor will submit the result to the Controller of Examinations.
 - e. In case of disagreement among the Examiner/Supervisor regarding the acceptance of the thesis/project report, it shall be referred to a third External Examiner, appointed by the Vice Chancellor, whose decision shall be final.
 - f. Thesis evaluation fee will be paid by each student.

5.17 Project/research and research work

1. The synopsis approved for thesis/project research shall remain valid only for two semesters. The Vice Chancellor may extend this period on case to case basis.
2. A student admitted to the course in partial residence shall undertake research/project work in a laboratory or institute approved by the Board of Advance Studies and Research.

5.18 Failure in thesis examination/submission

1. If a candidate fails in the thesis/project report examination, he/she may enroll again and submit a revised thesis/project report on payment of the prescribed examination fee but he/she shall not be entitled to resubmit his thesis/project report before the expiry of six months after the date of declaration of the result of the last thesis/project report examination. He/she can avail of this chance only once.
2. If a student fails to submit his project / thesis on or before prescribed date, he/she shall be granted incomplete grade (I).
3. A student who gets an “I” grade in the project/thesis shall register himself again in the next semester by paying the registration fee until the project/thesis is completed.

5.19 Requirement for award of degree

1. It is the responsibility of each student to fulfill the following graduation requirements:
2. The student has earned the requisite credit hours of the degree program.
3. The student's CGPA on the scale of 4.0 is not less than:
Bachelor/Master = 2.0
4. The student has passed all the core, supporting and compulsory courses of the degree program.
5. The student has met his financial and material obligations towards the university and there is nothing outstanding against him.
6. The student produces clearance certificates from all concerned departments and sections.

5.20 Award of degree

1. A candidate who passes all the examinations with the prescribed CGPA shall be awarded degree which shall be conferred on him at the subsequent convocation, which is normally held annually.
2. It is mandatory for all students to pay convocation fee and be present at the occasion.
3. The Controller of Examinations will issue Provisional Certificate till issuance of final degree.

4. The character certificate to students will be issued by the Head of the concerned department.

5.21 Project/research and research work

1. The synopsis approved for thesis/project research shall remain valid only for two semesters. The Vice Chancellor may extend this period on case to case basis.
2. A student admitted to the course in partial residence shall undertake research/project work in a laboratory or institute approved by the Board of Advance Studies and Research.

5.22 Failure in thesis examination/submission

1. If a candidate fails in the thesis/project report examination, he/she may enroll again and submit a revised thesis/project report on payment of the prescribed examination fee but he/she shall not be entitled to resubmit his thesis/project report before the expiry of six months after the date of declaration of the result of the last thesis/project report examination. He/she can avail of this chance only once.
2. If a student fails to submit his project / thesis on or before prescribed date, he/she shall be granted incomplete grade (I).
3. A student who gets an “I” grade in the project/thesis shall register himself again in the next semester by paying the registration fee until the project/thesis is completed.

SECTION 6

CRITERION 6

Faculty

Faculty members of the Department of Mathematics GDC Takht-e-Nasrati, Karak are active in teaching activities and have the necessary technical depth to support the program's mission

and objectives. Faculty members of the Department of Mathematics teach supporting classes in other departments of the college as well. The faculty members attempt to cover the curriculum adequately and arrange extra classes if needed.

STANDARD 6.1

There must be enough full-time faculty who are committed to the program to provide adequate coverage of the program areas/courses with continuity and stability. The interest of all faculty members must be sufficient to teach all courses, plan, modify and update courses. The majority must hold a PhD degree in the discipline.

There are four full time faculty members in the Department of Mathematics who can meet the needs of current requirement. Though we have PhD holder scholars in Botany, Mathematics and M.Phil in Zoology and English, but the interest and qualifications of faculty members are not sufficient to plan, teach, modify, and update all offered courses and curriculum. Resumes of all the Faculty members the department have been submitted online to Directorate of Quality Assurance of the University. Following is a brief detail of the permanent faculty members of the Department:

1. Mr. Gul Rauf Khan
2. Mr. Jafar Islam
3. Mr. Asif Ur Rehman
4. Mr. Zafar Ullah Khan

STANDARD 6.2

All faculty members must remain current in the discipline and sufficient time must be provided for scholarly activities and professional development. Also, effective programs for faculty development must be in place

Faculty members of the Department of Mathematics, GDC Takht-e-Nasrati Karak are considered updated in the discipline based on the following criteria:

- All Faculty members meet the HEC criteria for appointment in their respective cadre.
- Faculty members generally participate in seminars, conferences at the college, JMC University and provincial level.

- Faculty members take interest in teaching and involve themselves in practical activities.
- A 40-days training is must for all cadre promotion at HEART Peshawar.

STANDARD 6.3

All faculty members should be motivated and have job satisfaction to excel in their profession

It is noted that majority of faculty of permanent staff show satisfaction with their pay protection but the hired staff is not satisfied with the pay and incentives on contract basis.

Annexure III

SECTION 7

CRITERION 7

INSTITUTIONAL FACILITIES

This criterion describes the facilities provided by institution such as library, classrooms and offices. Several standards are discussed to meet the program objectives through these facilities.

STANDARD 7.1

The institution must have the infrastructure to support new trends in learning such as e-learning

GDC Takht-e-Nasrati has a single digital library with 16 Mb internet facility. This facility is not available to the students and department.

STANDARD 7.2

The library must possess an up-to-date technical collection relevant to the program and must be adequately staffed with professional personnel

A well-managed library has been setup at the college to keep updated the students and faculty members with the latest trends in different discipline. A qualified librarian with no supporting staff is responsible to manage the library in an efficient manner. Approximately 2000 books have been stocked in library.

Library provides support in enhancing the technical knowledge of the students.

STANDARD 7.3

Class rooms must be adequately equipped and offices must be adequate to enable faculty to carry out their responsibilities

Classrooms are not equipped with multimedia facilities. Additionally, the faculty offices are not equipped with adequate resources to accomplish their job responsibilities in efficient manner.

SECTION 8

CRITERION 8

INSTITUTIONAL SUPPORT

Government Degree College Takht-e-Nasrati, Karak is making best efforts to provide adequate resources to the faculty, library, and laboratories and computing facilities. The following standards explain these resources.

STANDARD 8.1

There must be sufficient support and financial resources to attract and retain high quality faculty and provide the means for them to maintain competence as teachers and scholars

Already discussed in Sections 5-3 and 6-3

Adequate budget is sanctioned each year for research and development, faculty development program, books and research journals for library, to enhance the teachers' and scholars' competency as mentioned below.

STANDARD 8.2

There must be an adequate number of high quality graduate students, research assistants and Ph.D. Students

Semester	No. of Students			
	BS	M.S	Research Assistant	PhD
1 st	00	--	---	---
3 rd	00	---	---	---
5 th	06	---	---	---
7 th	11	---	---	---
Total	17	---	---	---

STANDARD 8.3

Financial resources must be provided to acquire and maintain library holdings, laboratories and computing facilities

Library

Describe the resources available for the library.

- A single library is present in the college which is deficit in books related to BS Mathematics and other departments. An order is placed by the management to purchase the related books to keep updated the students and faculty members.

Laboratory

Describe the resources available for the laboratories.

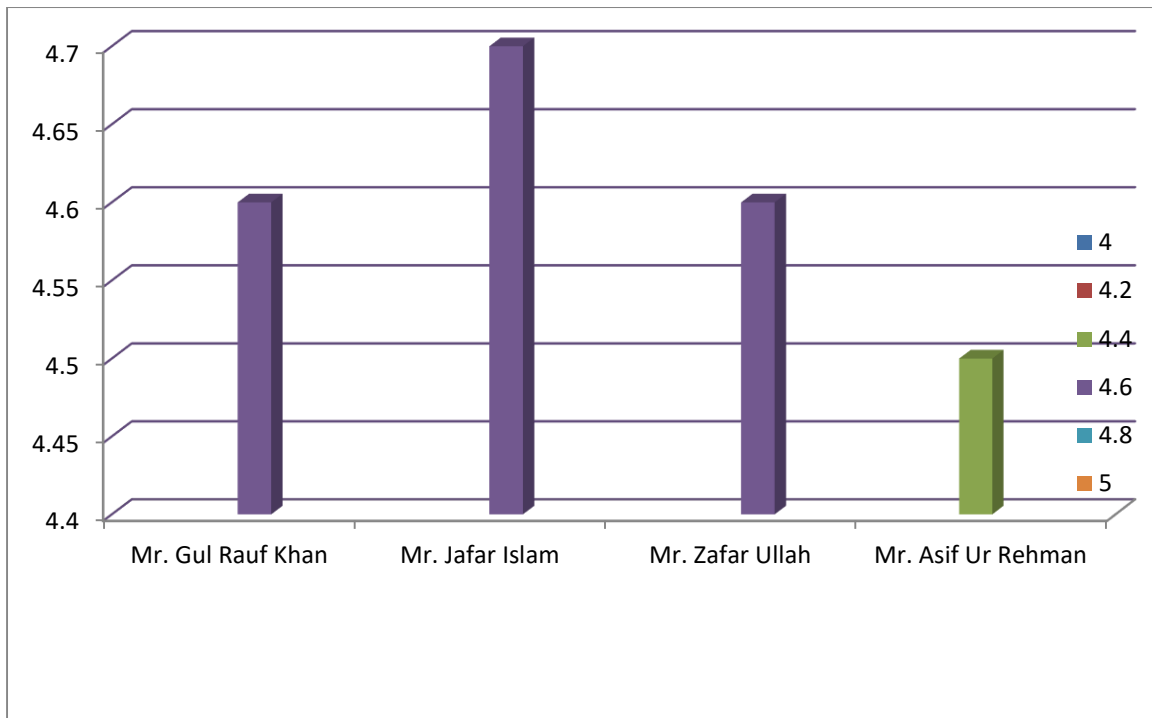
- Mathematics Department has no laboratory.

Computing Facilities

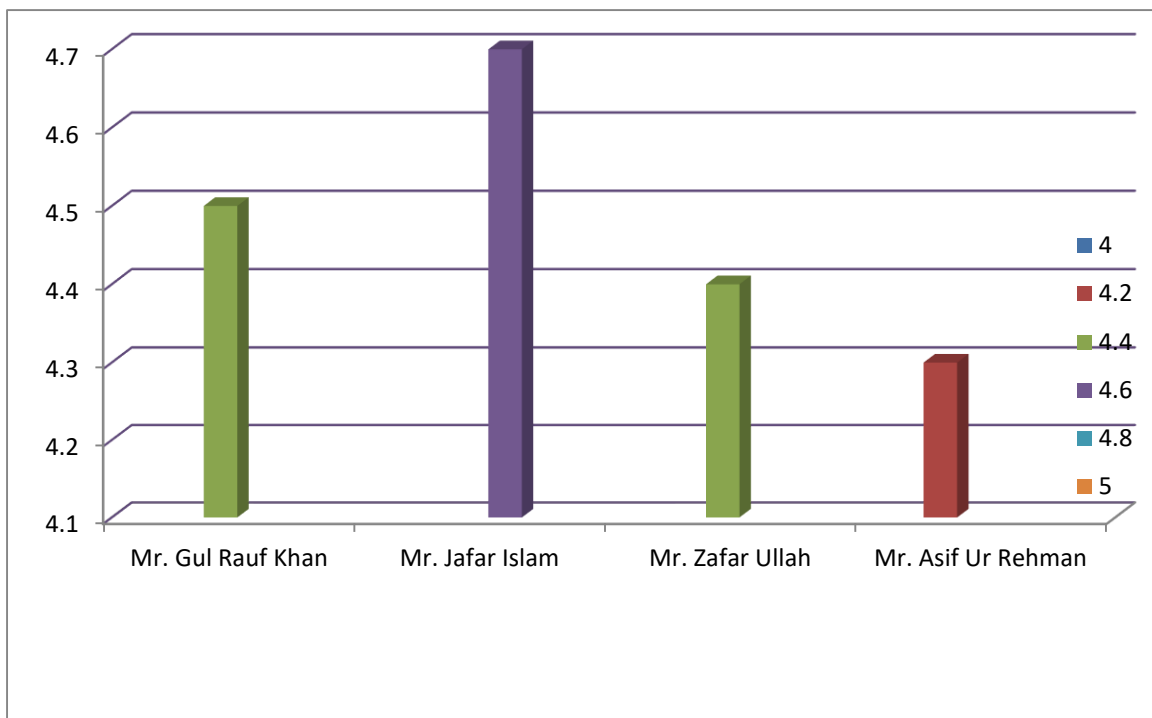
Describe the resources available for computing facilities.

- Mathematics Department has no laptop, printer provided in the current budget allocation.

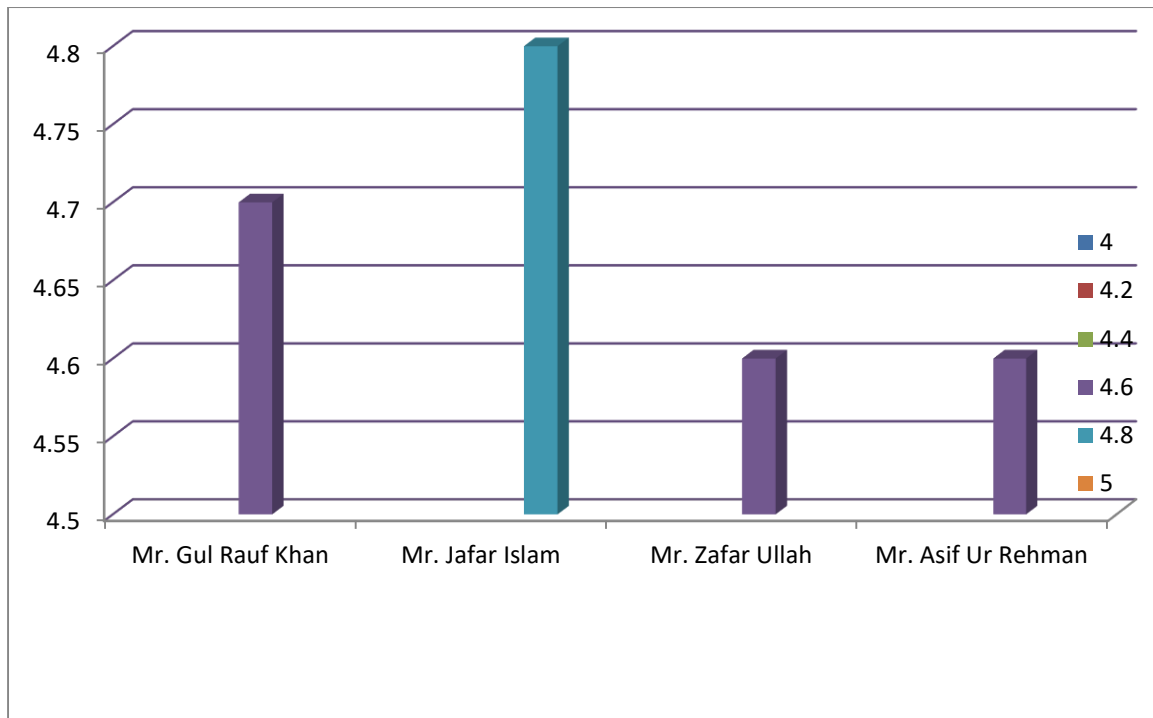
Annexure I**Teacher Evaluation by students****1. Instructor Preparation**



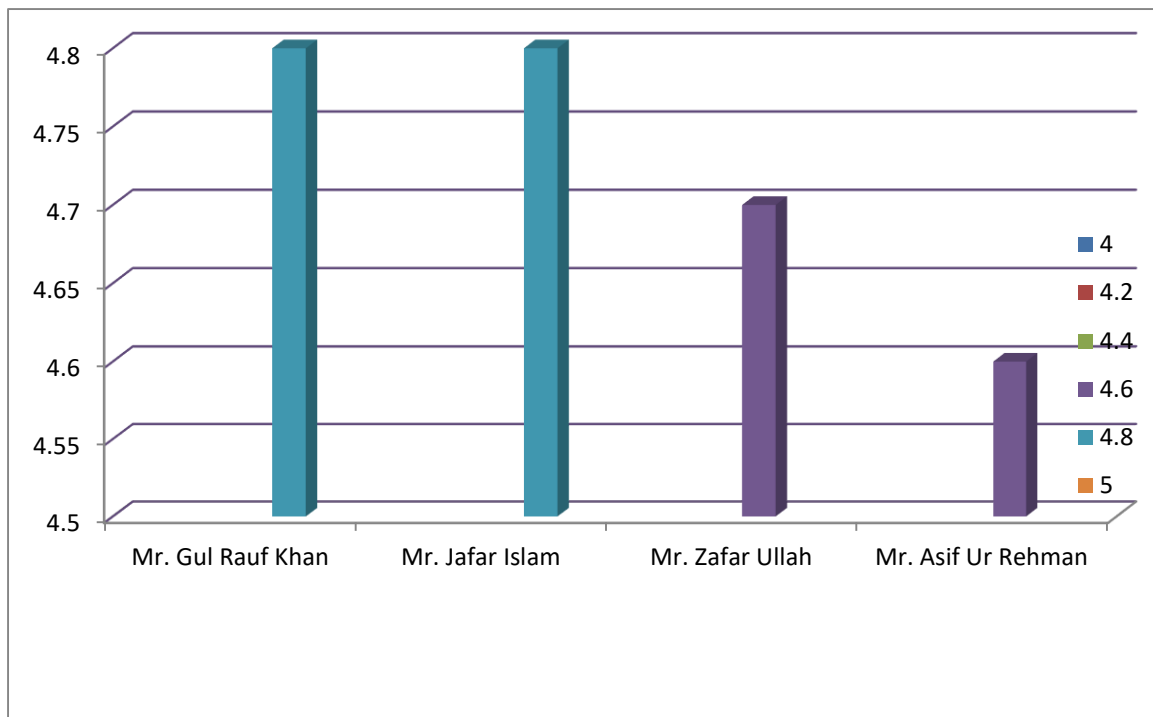
2. Course Completion



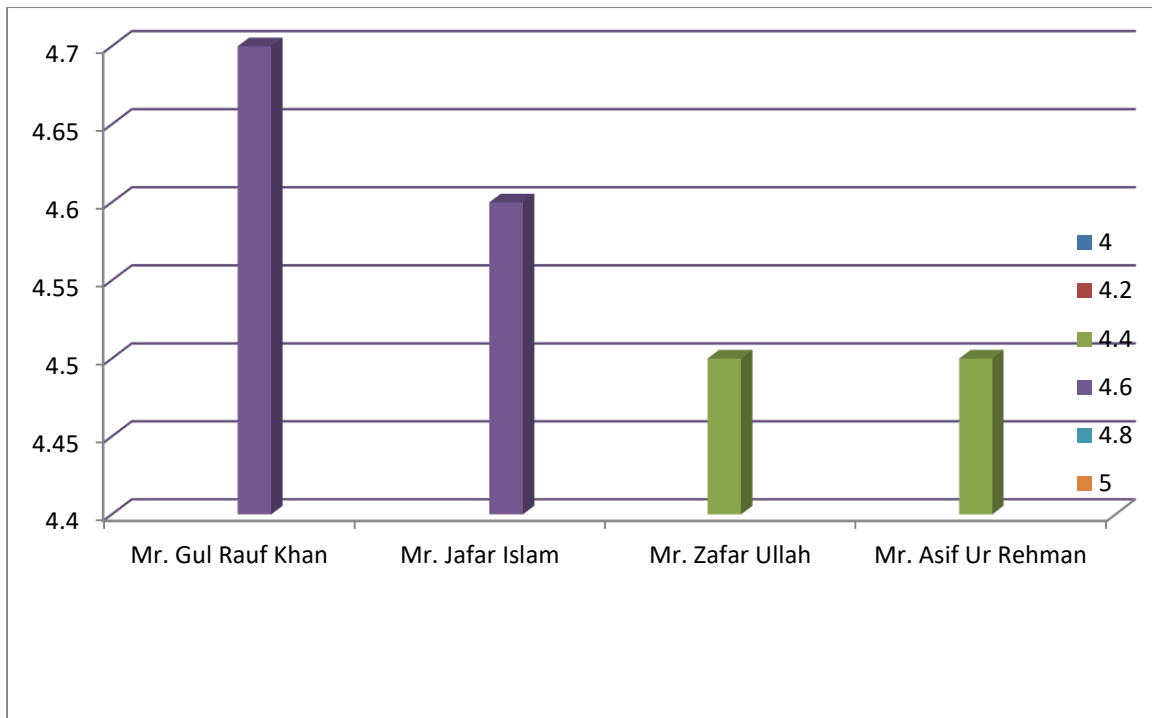
3. The Instructor communicate the subject matter effectively



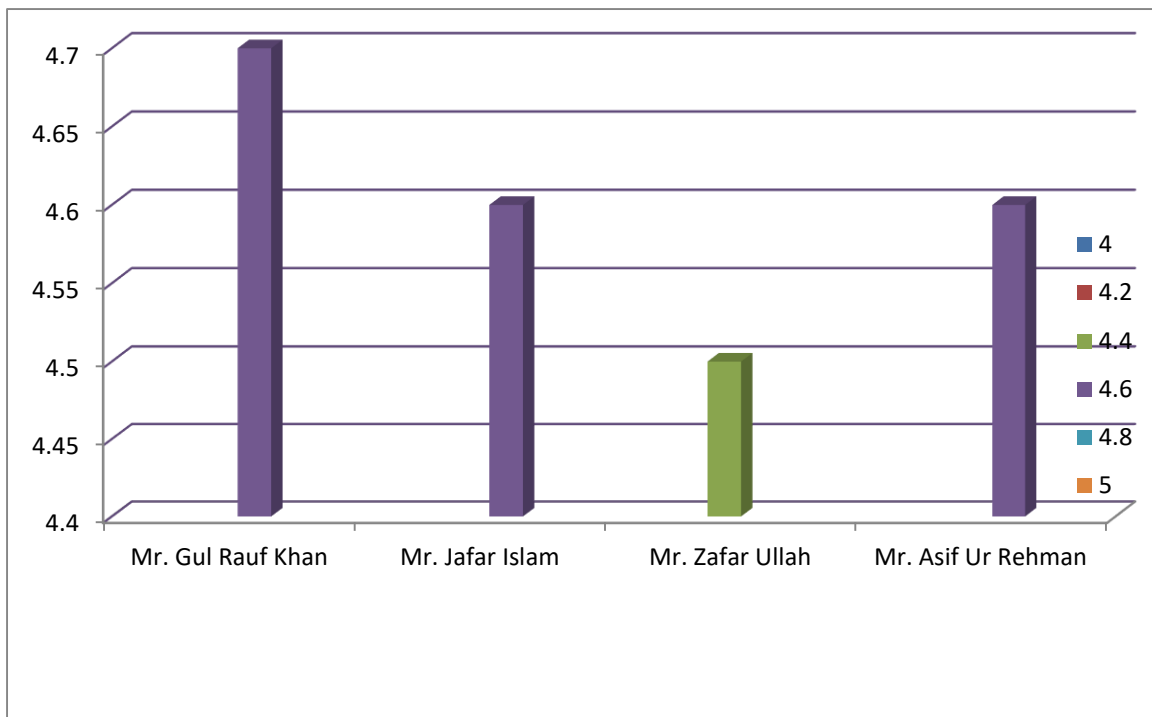
4. Environment conducive to learning



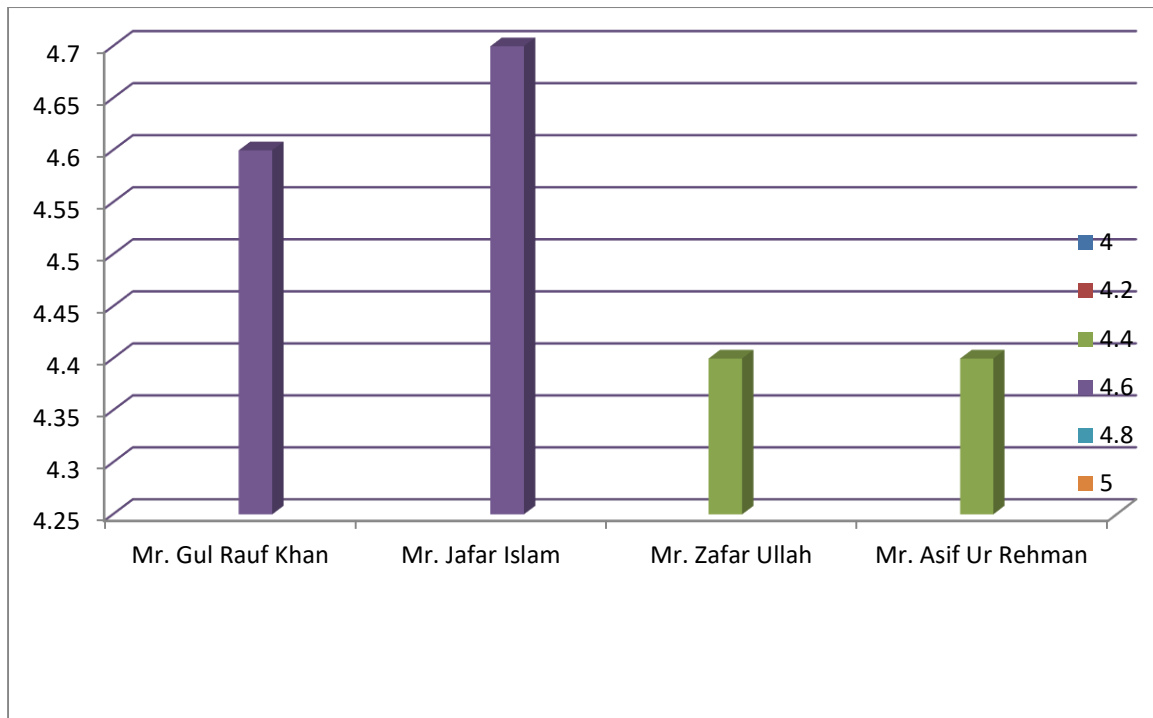
5. Teachers arrives at time



6. Subject matter increase your knowledge



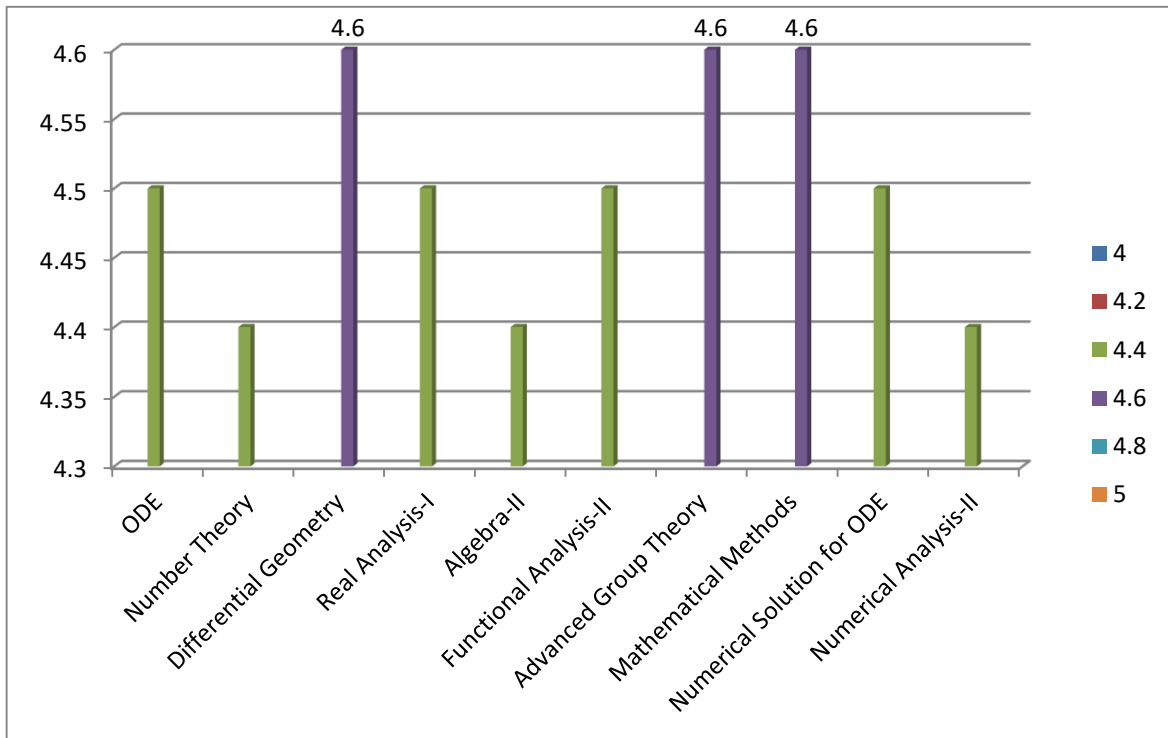
7. Syllabus clearly states course objectives



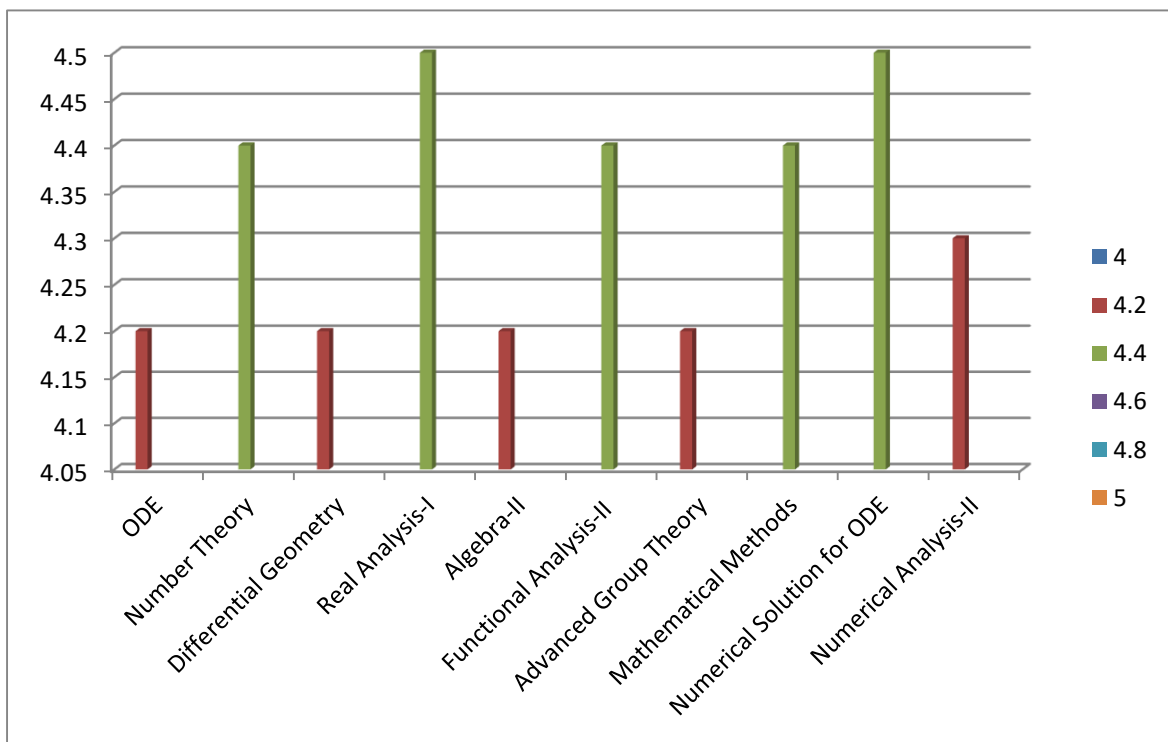
Annexure II

Student course evaluation

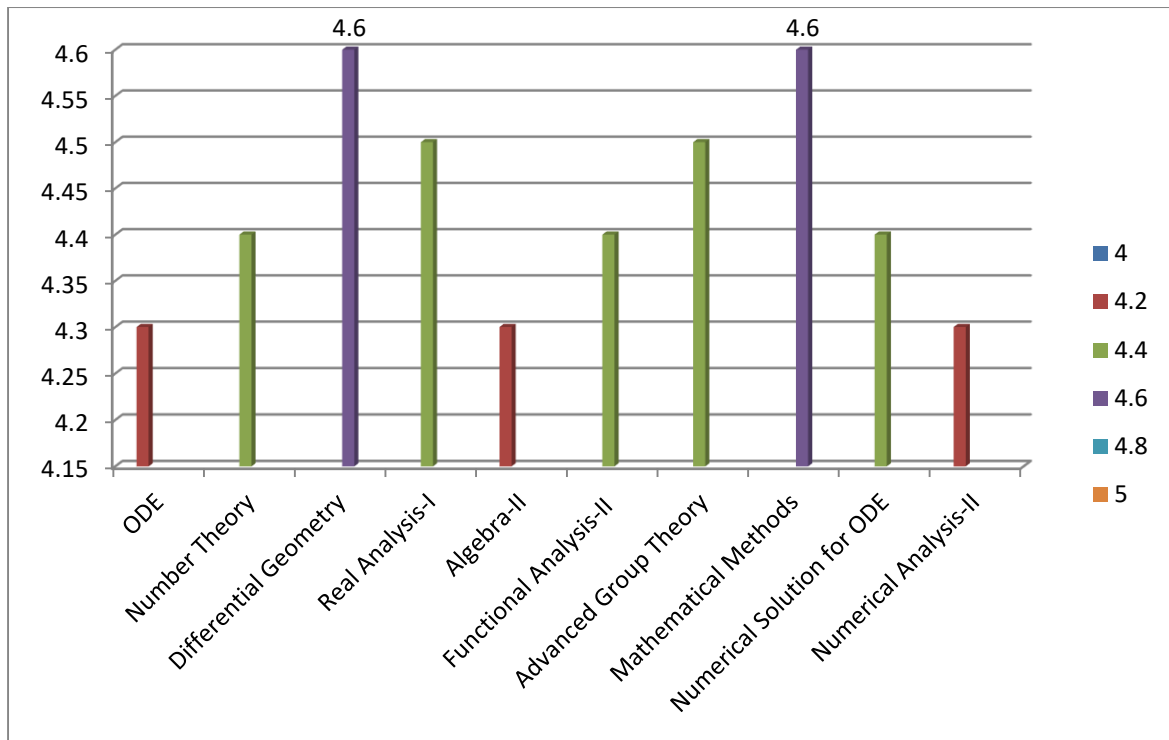
1. Course objectives were clear



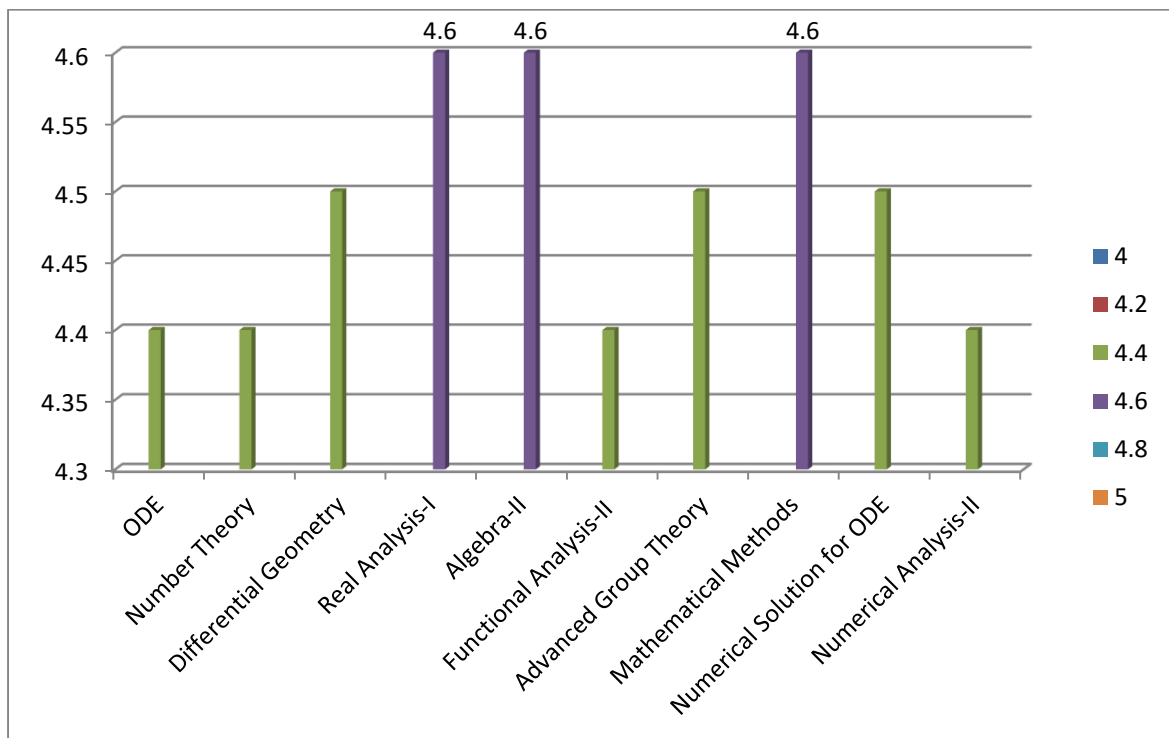
2. The course material is modern and updated



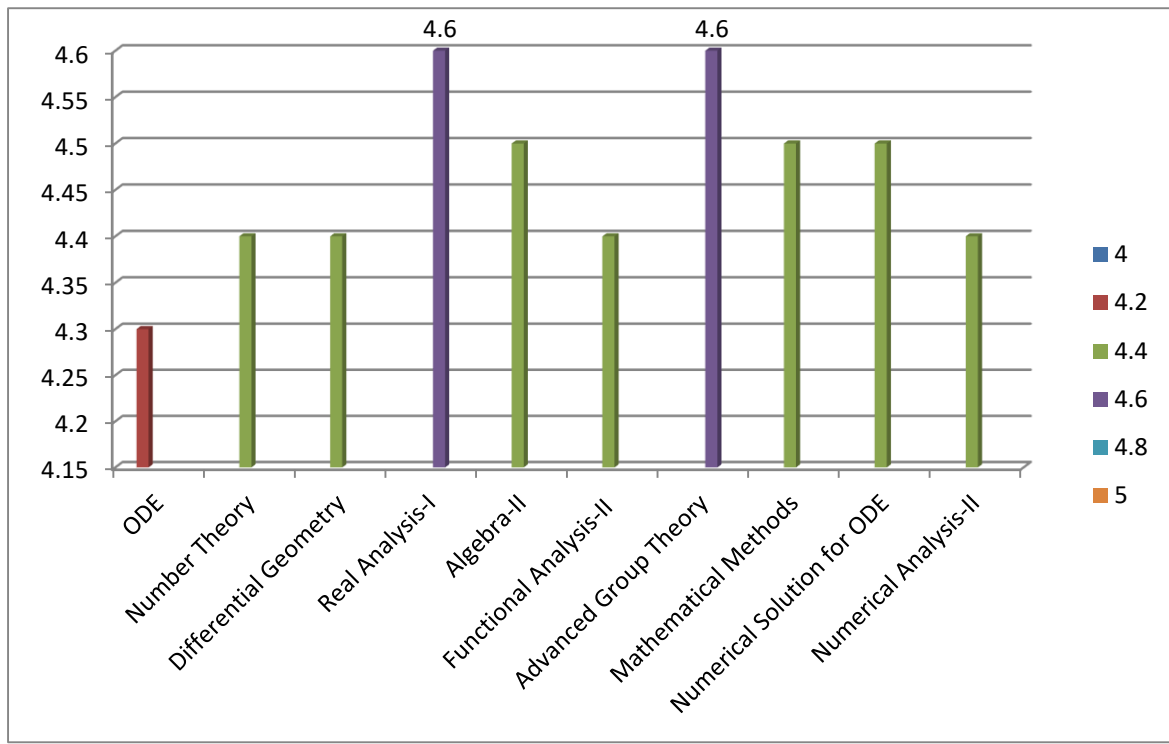
3. The course was manageable



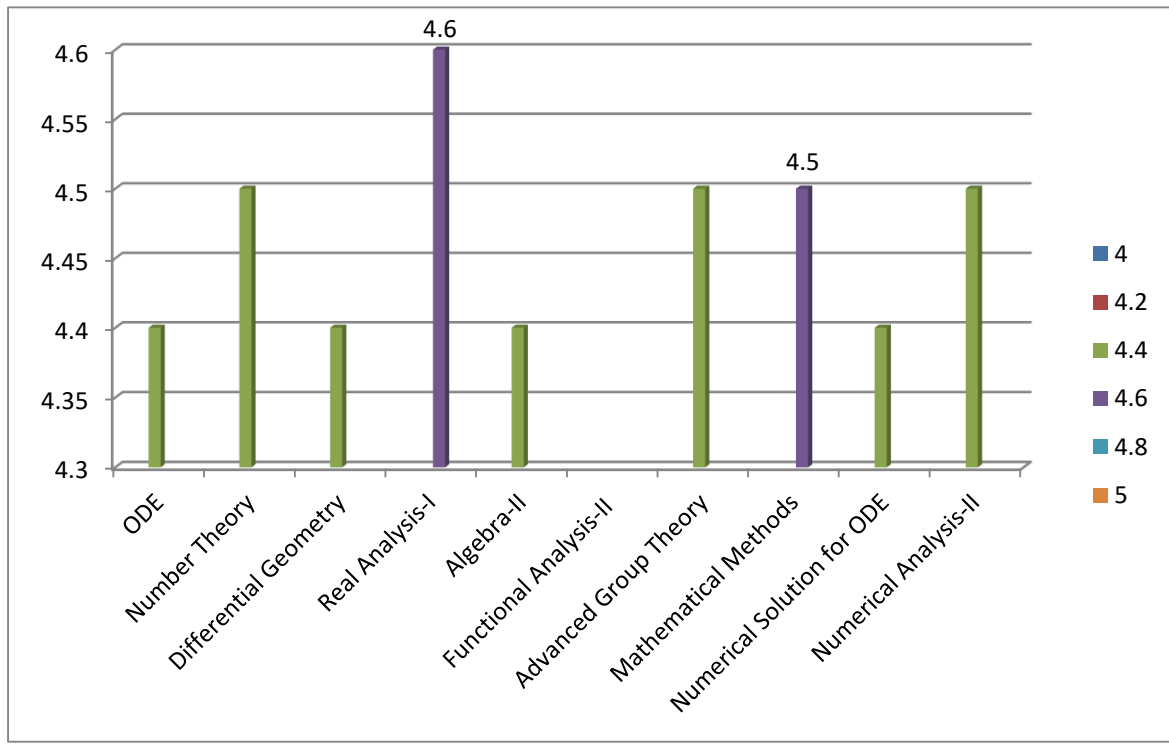
4. Students own attendance



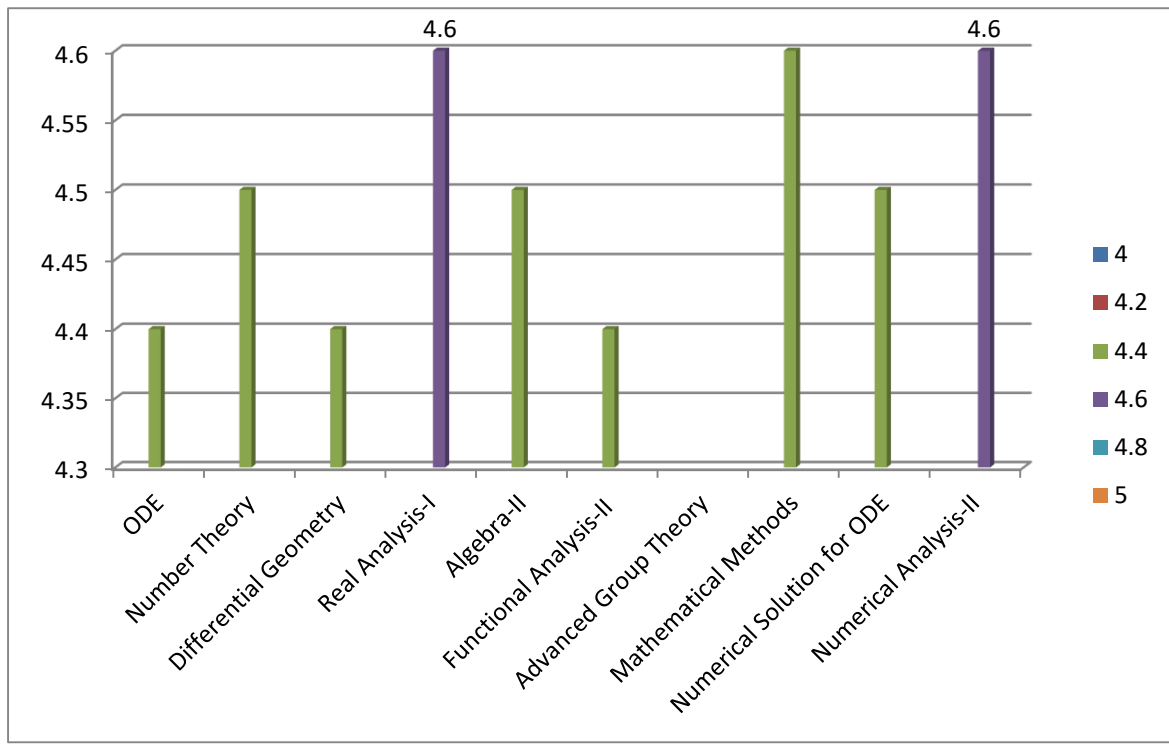
5. Student participation in course



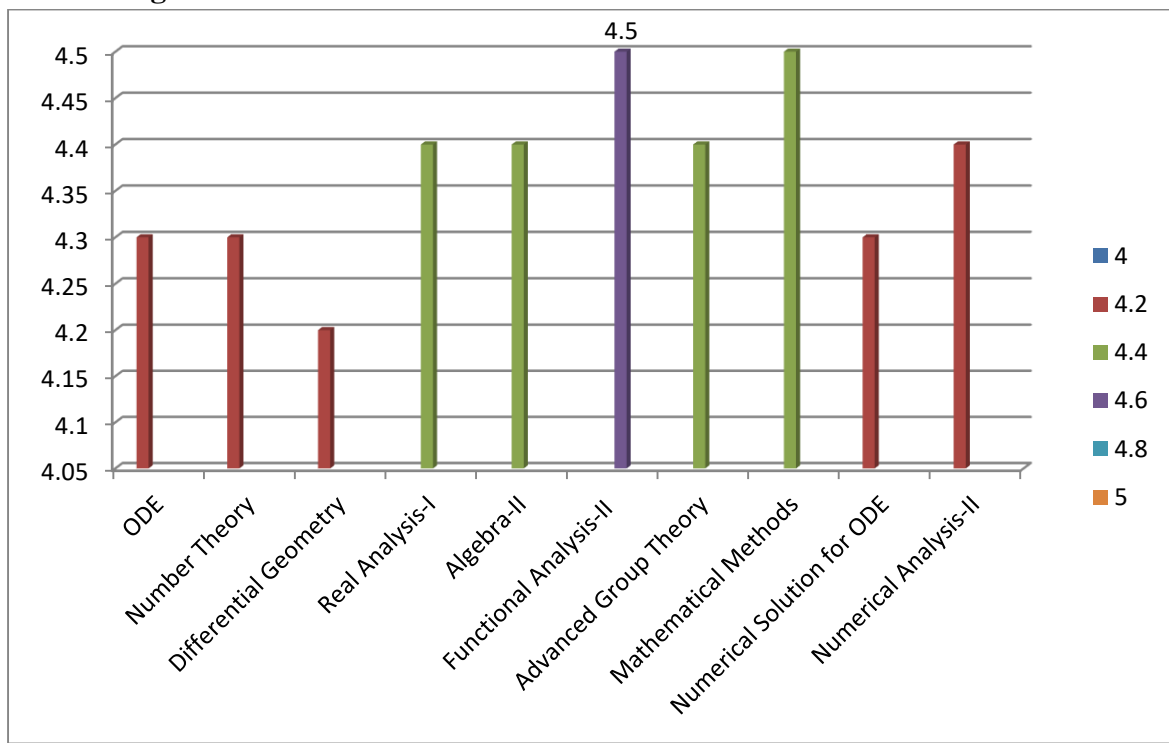
6. Student progress in course



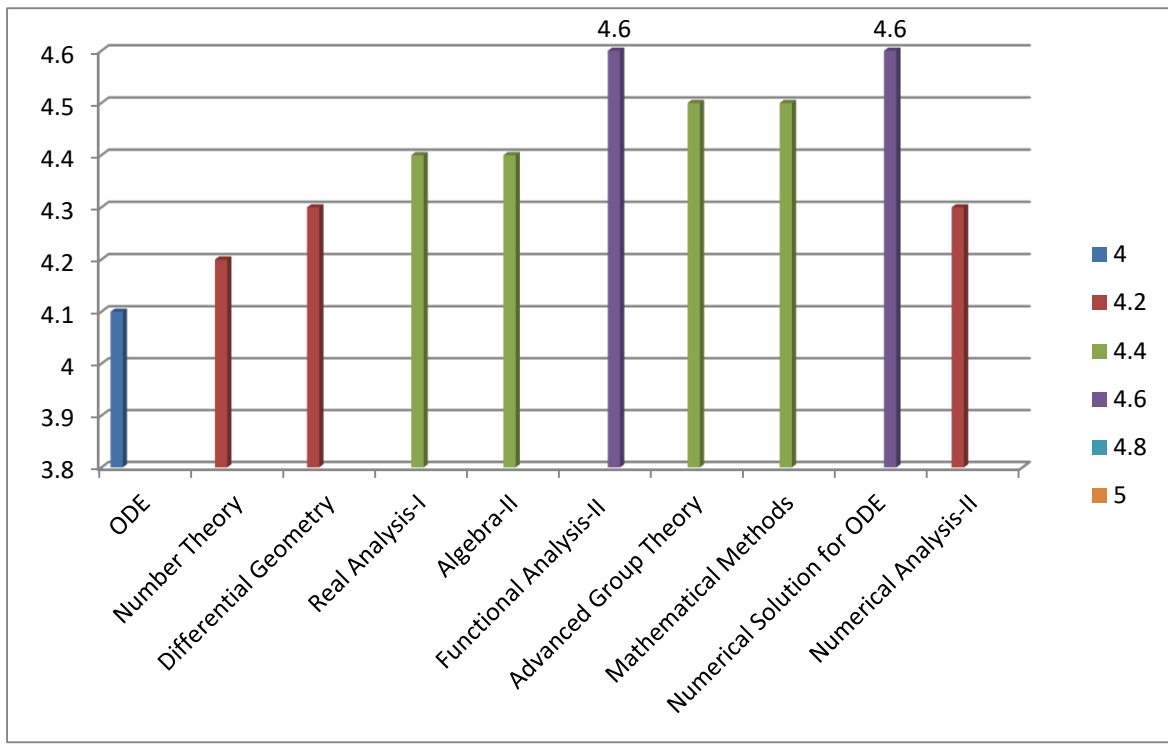
7. Balance of lectures, tutorial, practicals etc



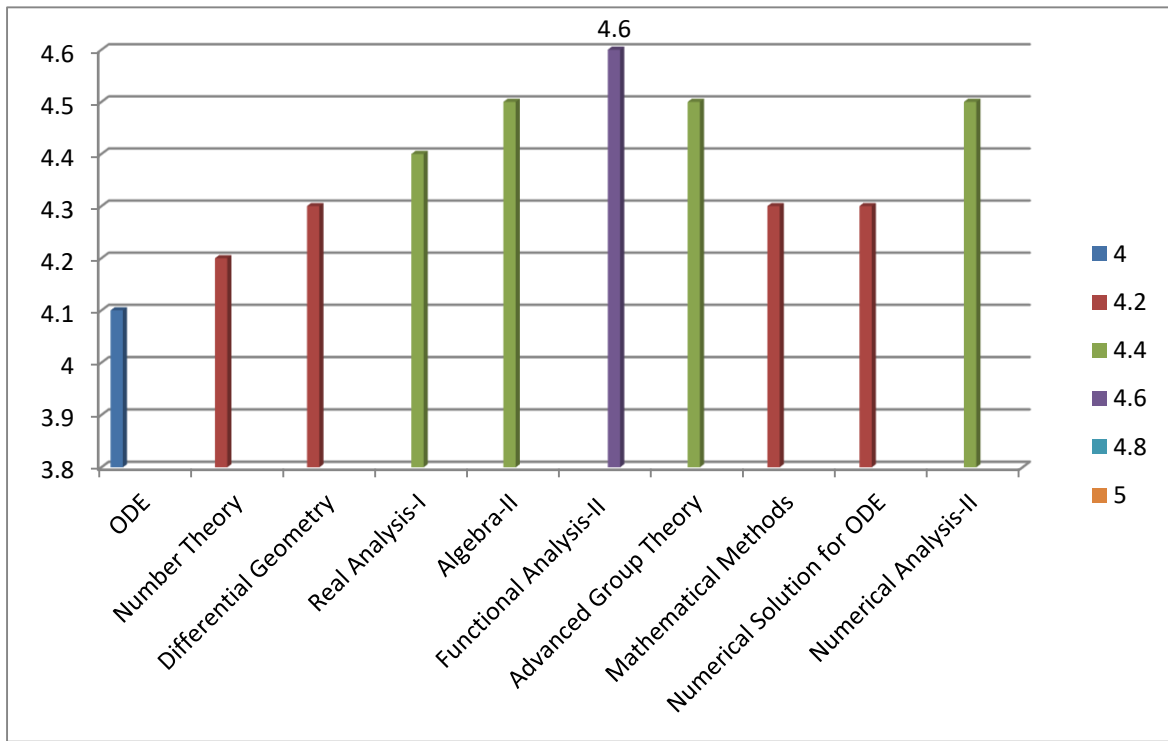
8. Learning materials relevant and useful



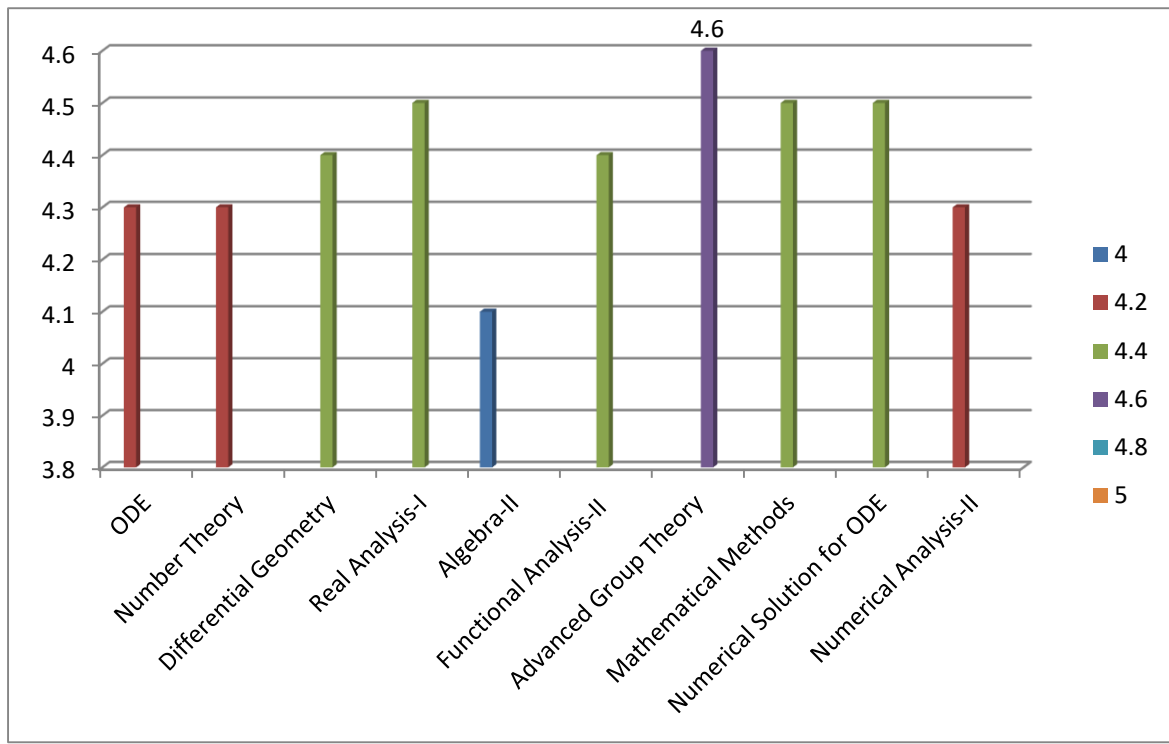
9. Classrooms are satisfactory



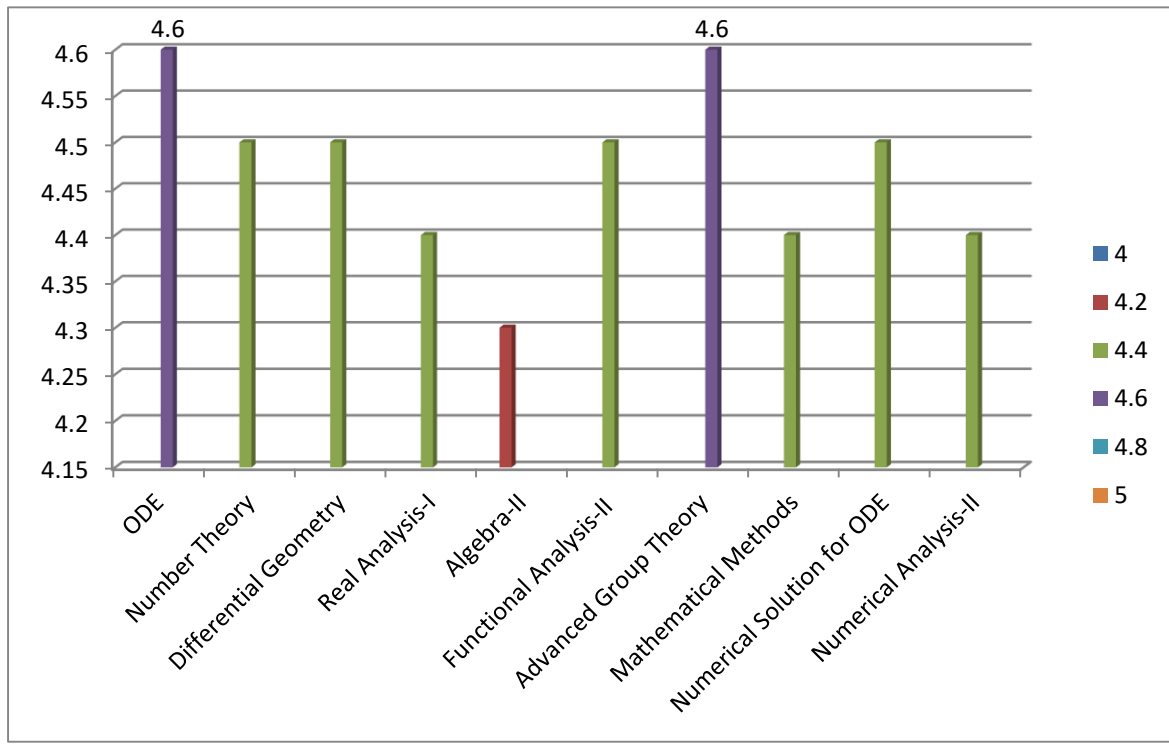
10. Course stimulate my interest



11. Method of assessment was reasonable



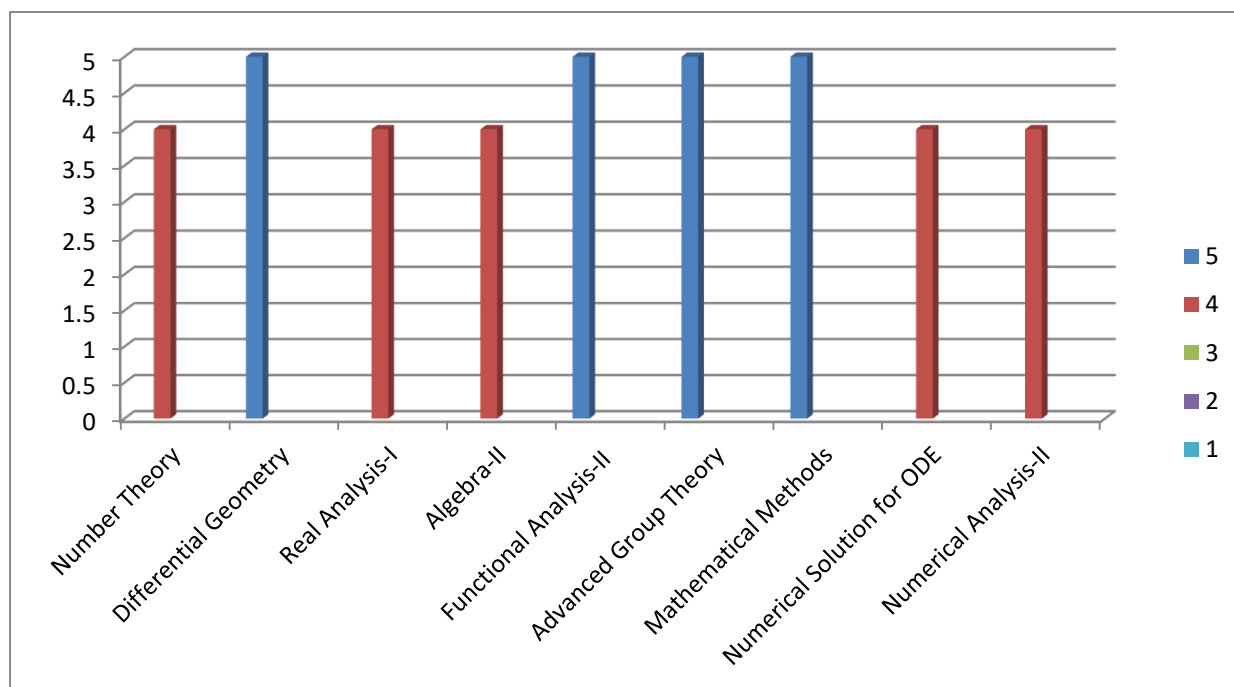
12. The materials in lectures were useful



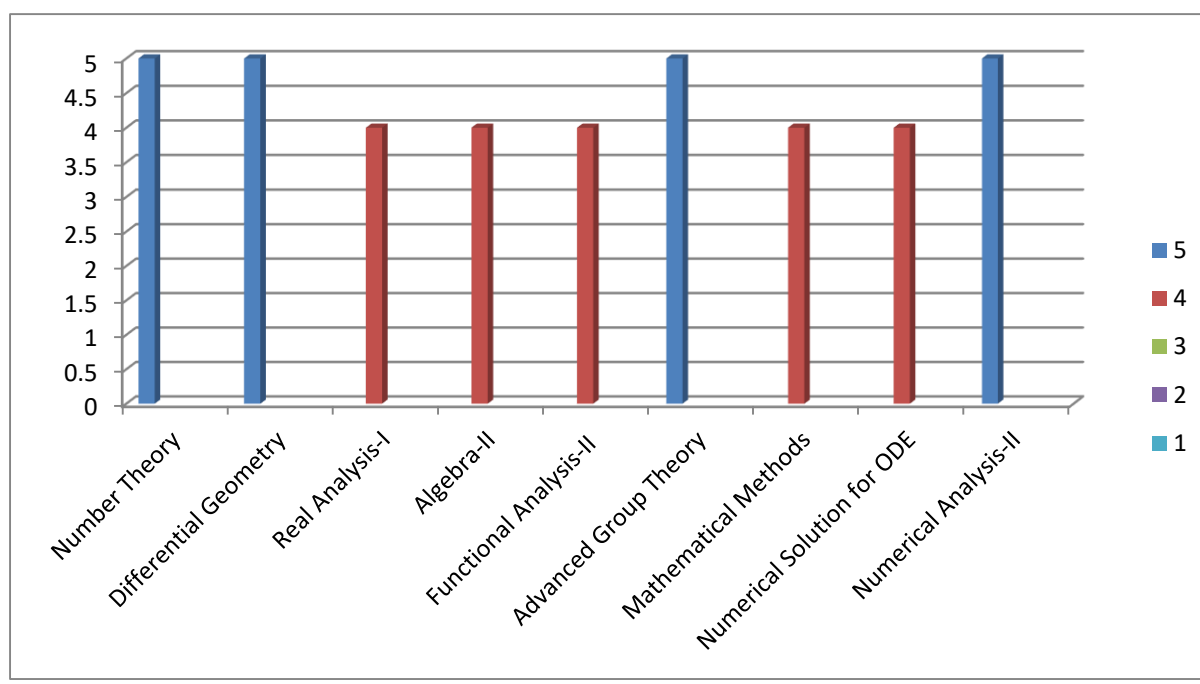
Annexure III

Course Review By the faculty

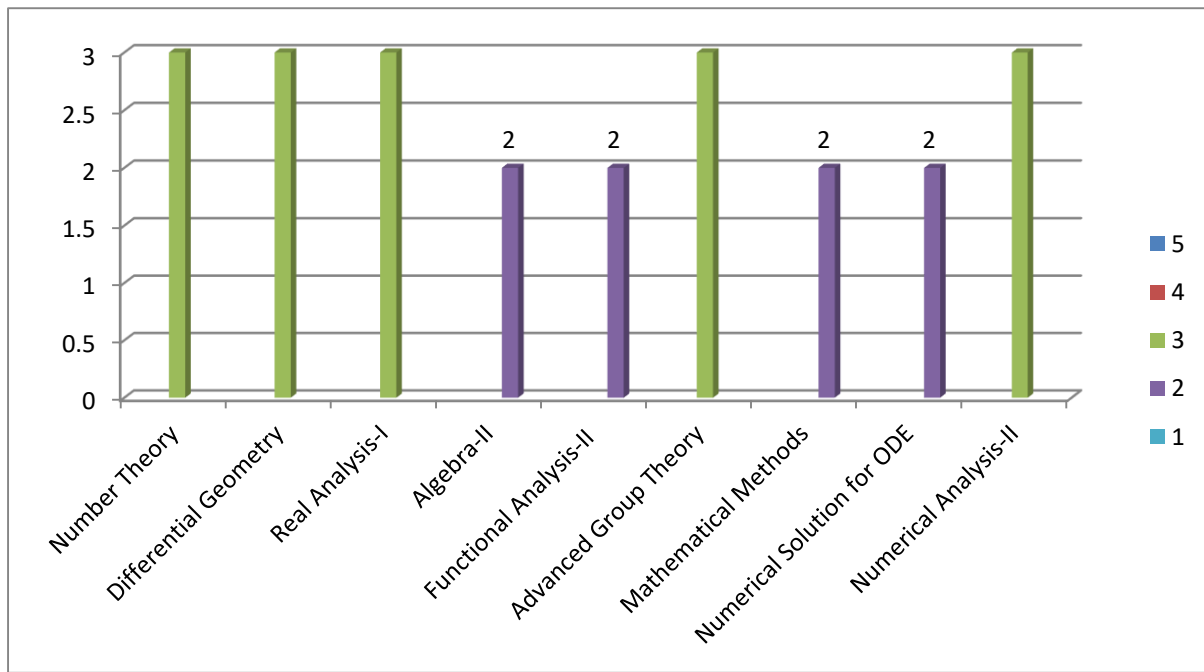
1. Student course evaluation process was appropriate



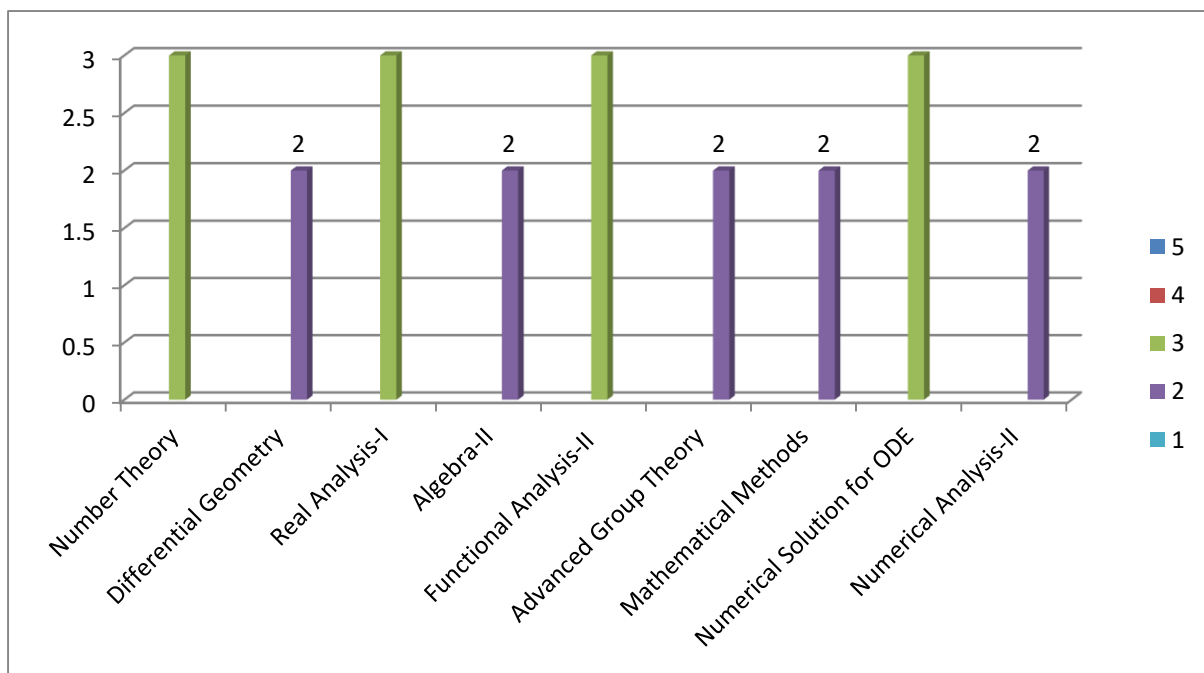
2. Student staff consultant committee



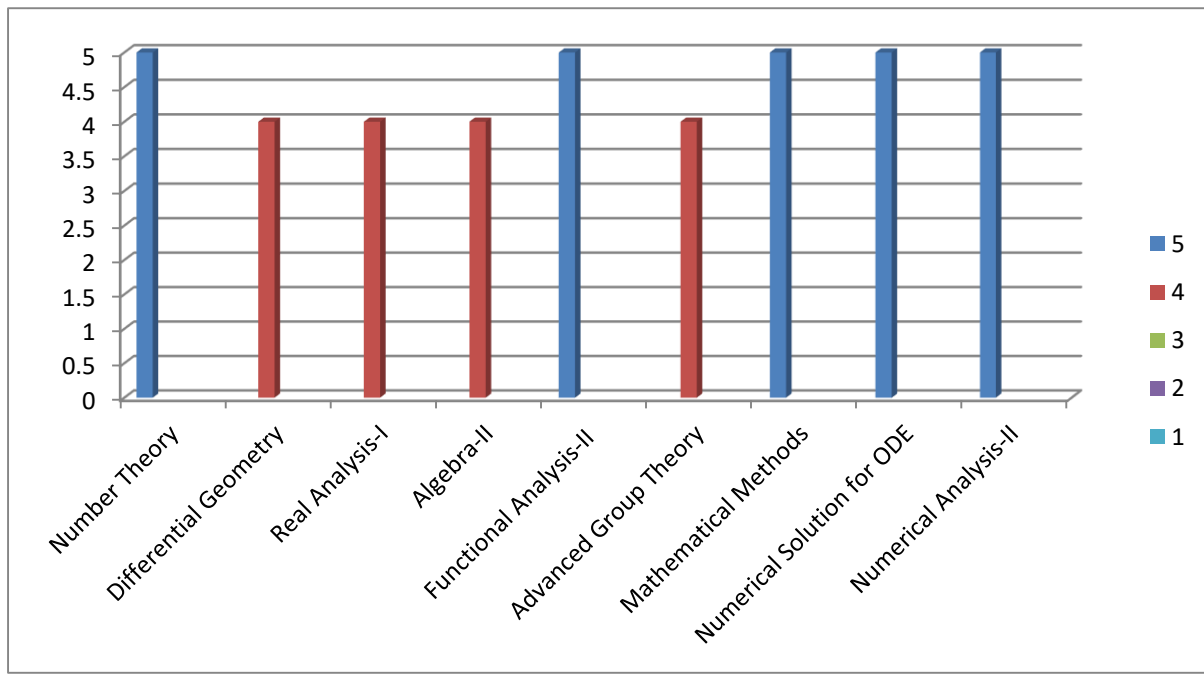
3. Course contents do not match with course objectives



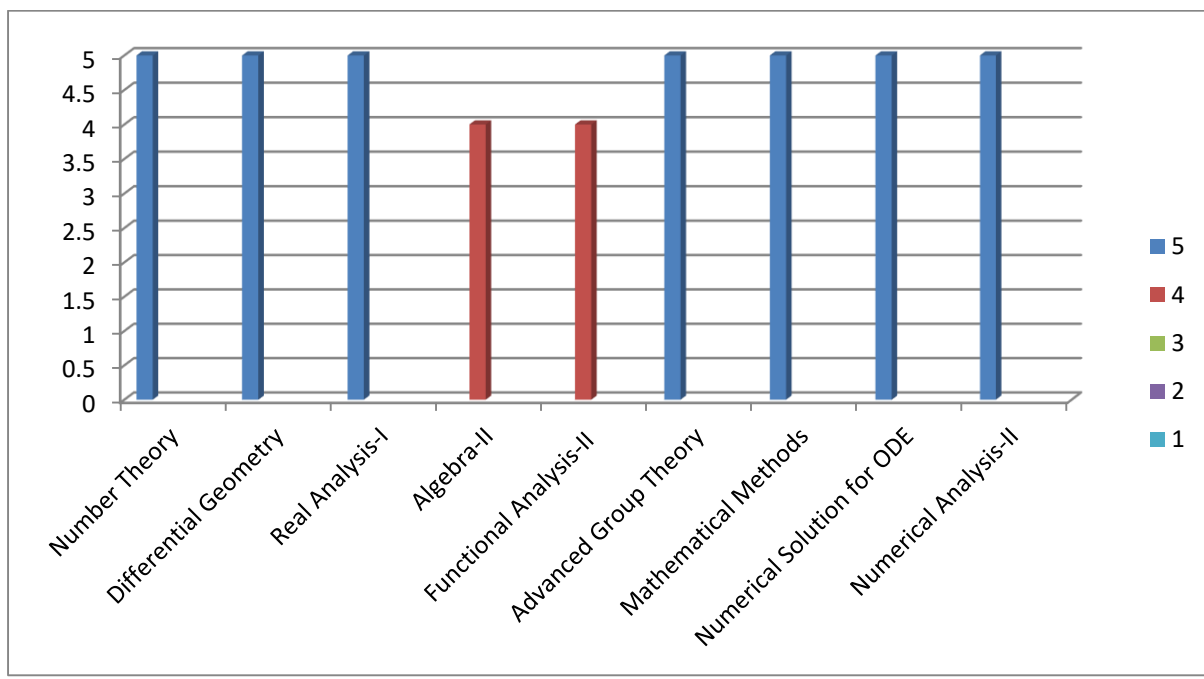
4. Course contents do not comply with HEC curriculum guidelines



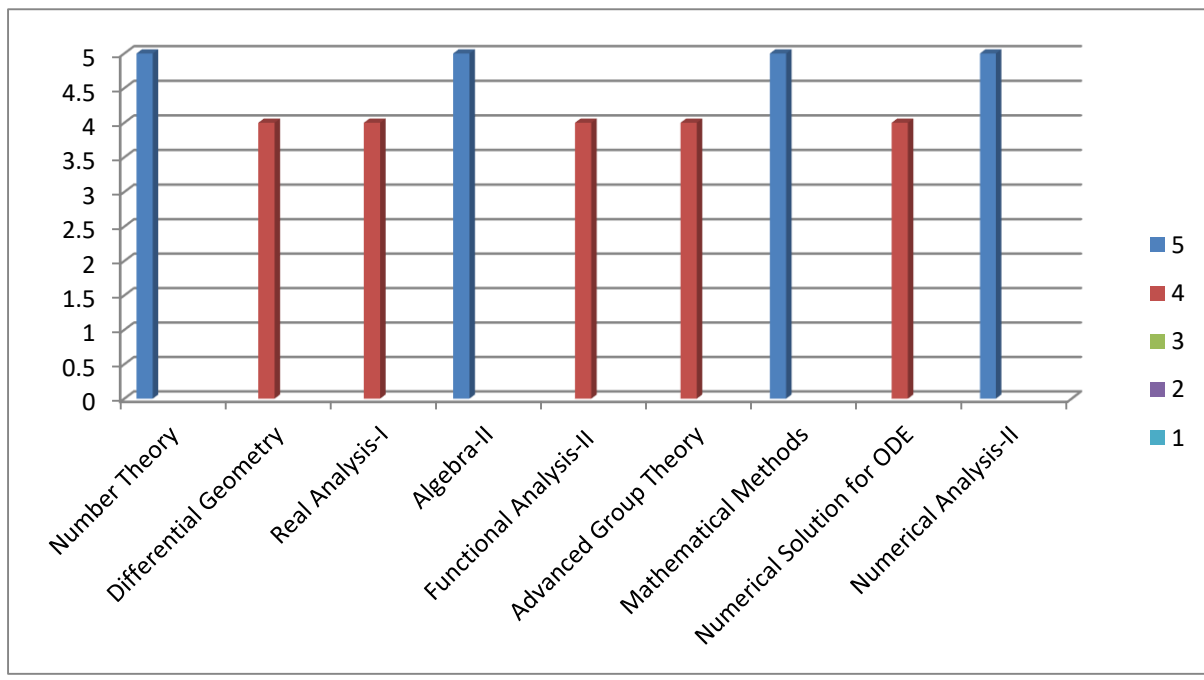
5. Sessional work assessment method is effective and appropriate



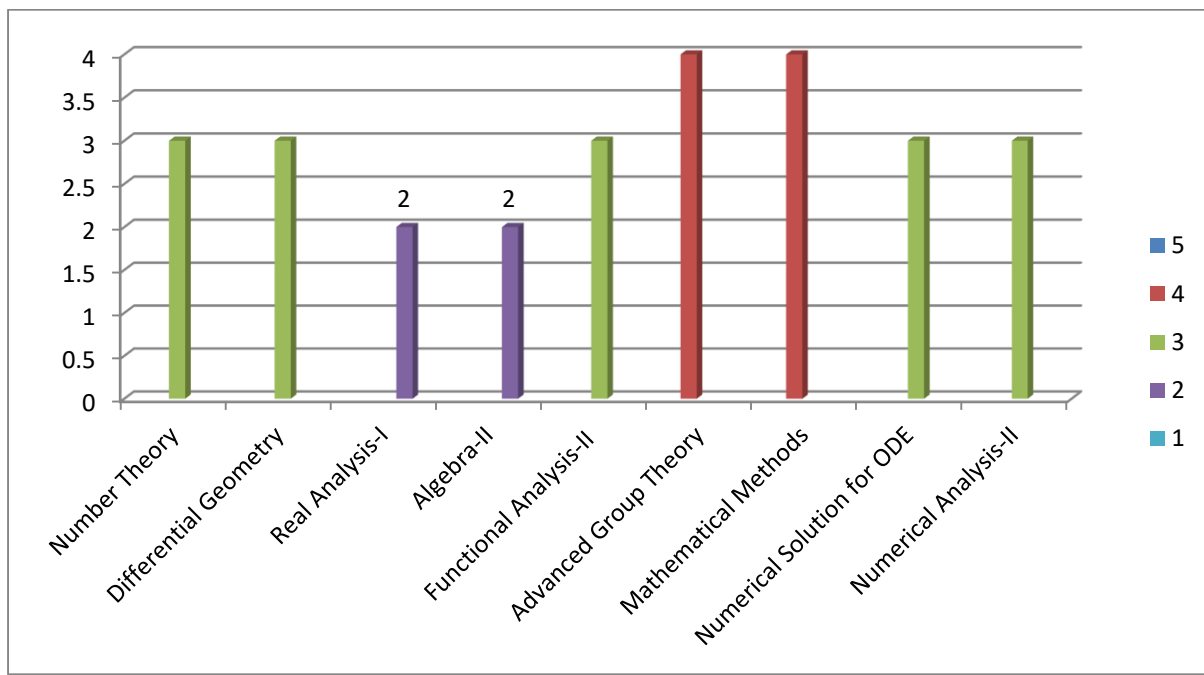
6. Time duration of mid and final term exam is adequate



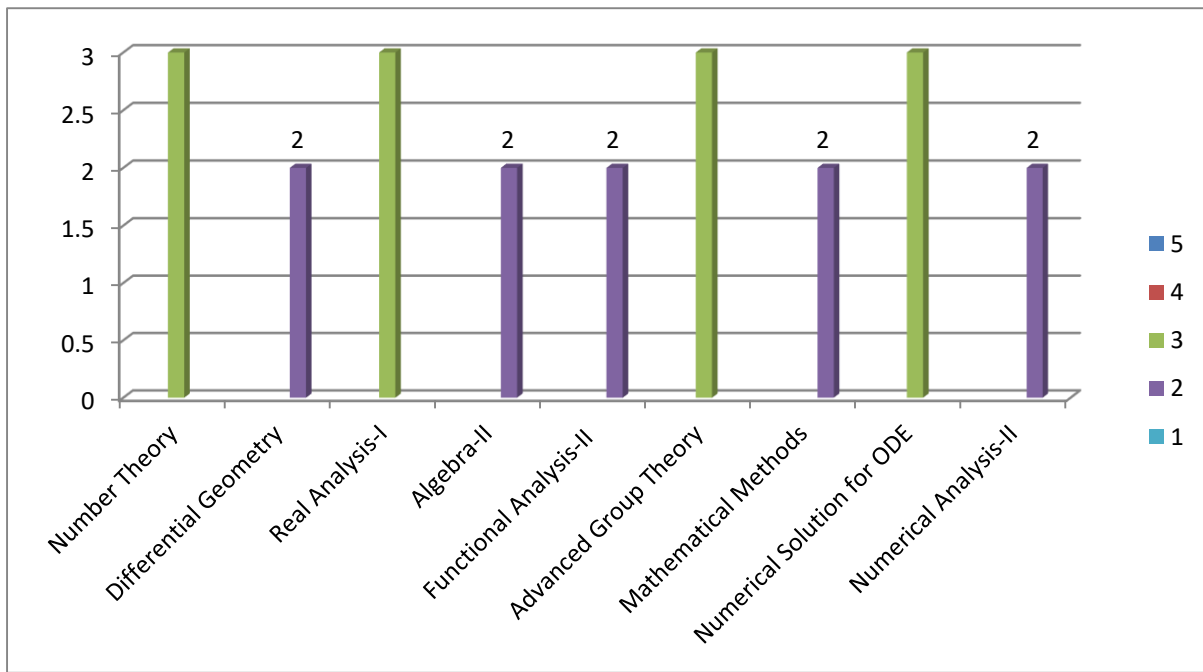
7. Point values of different questions adequate in measuring the student learning



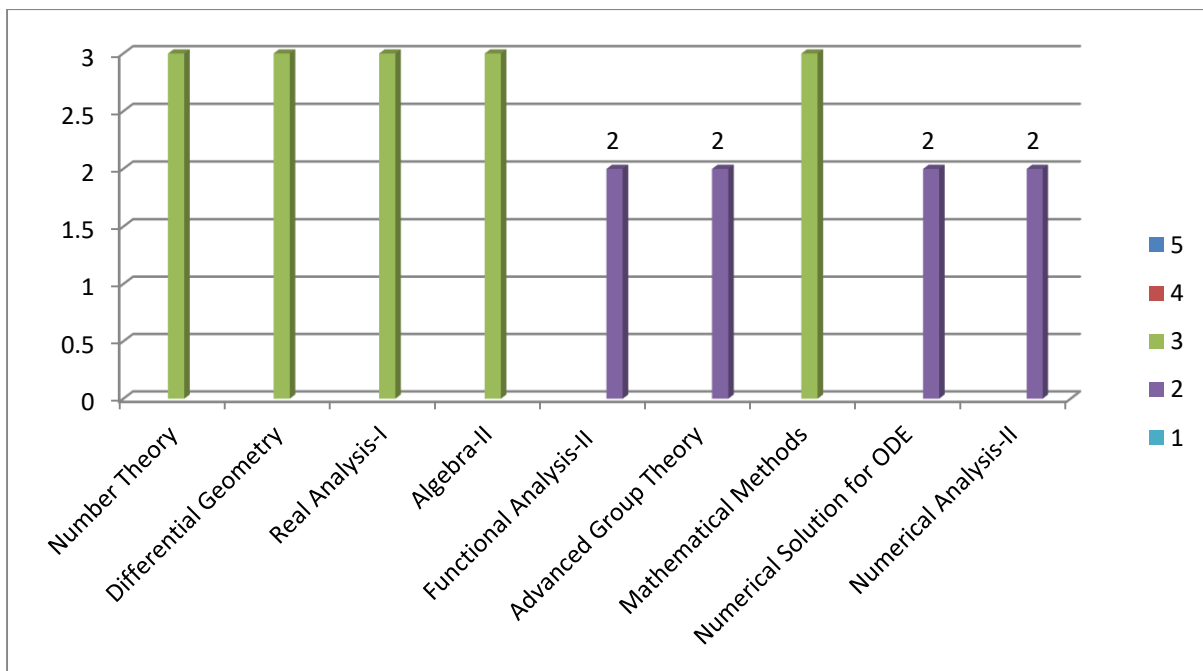
8. Course is lengthy



9. Course contents need major revision



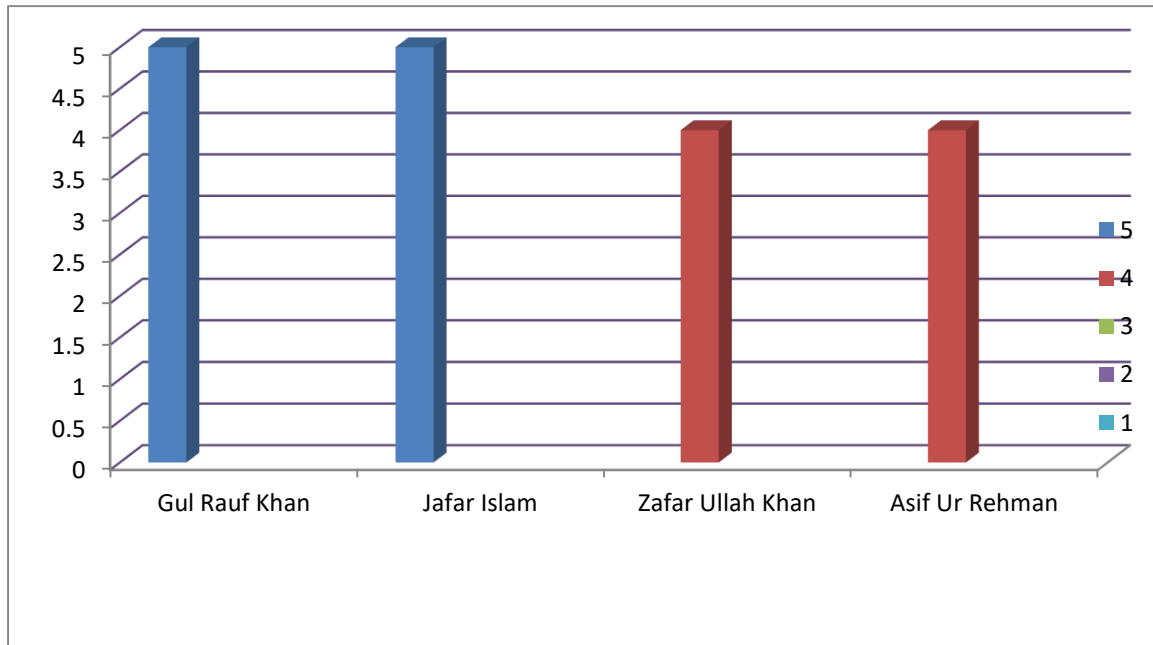
10. The course should be replaced with market oriented course



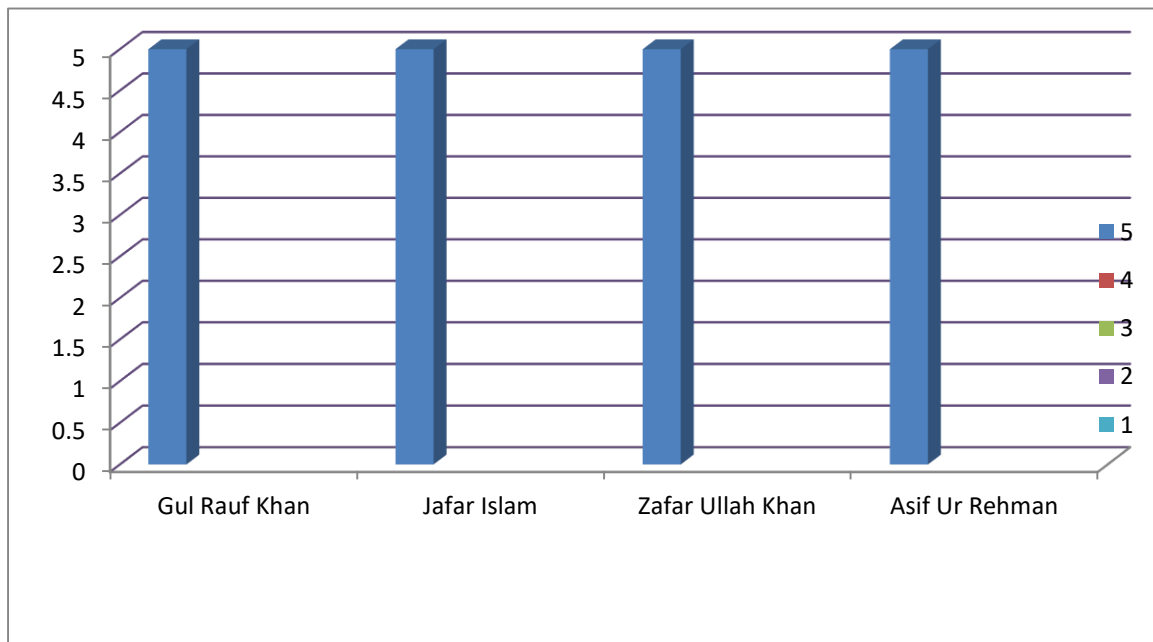
Annexure IV

Faculty Satisfaction Form

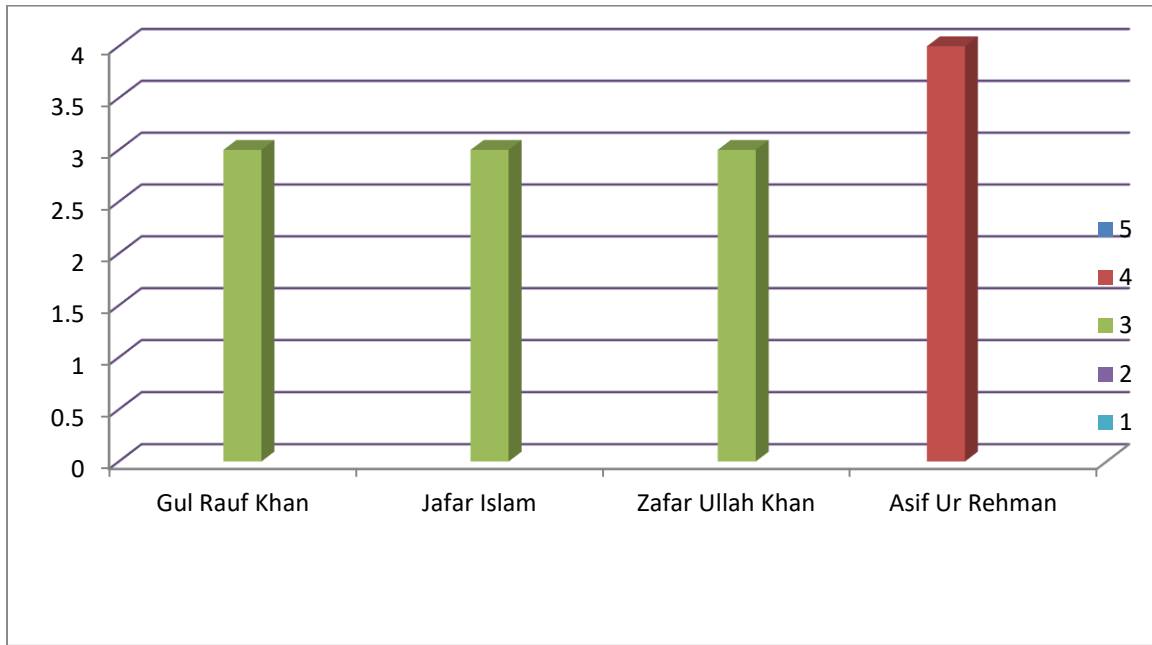
1. Recommendation of college



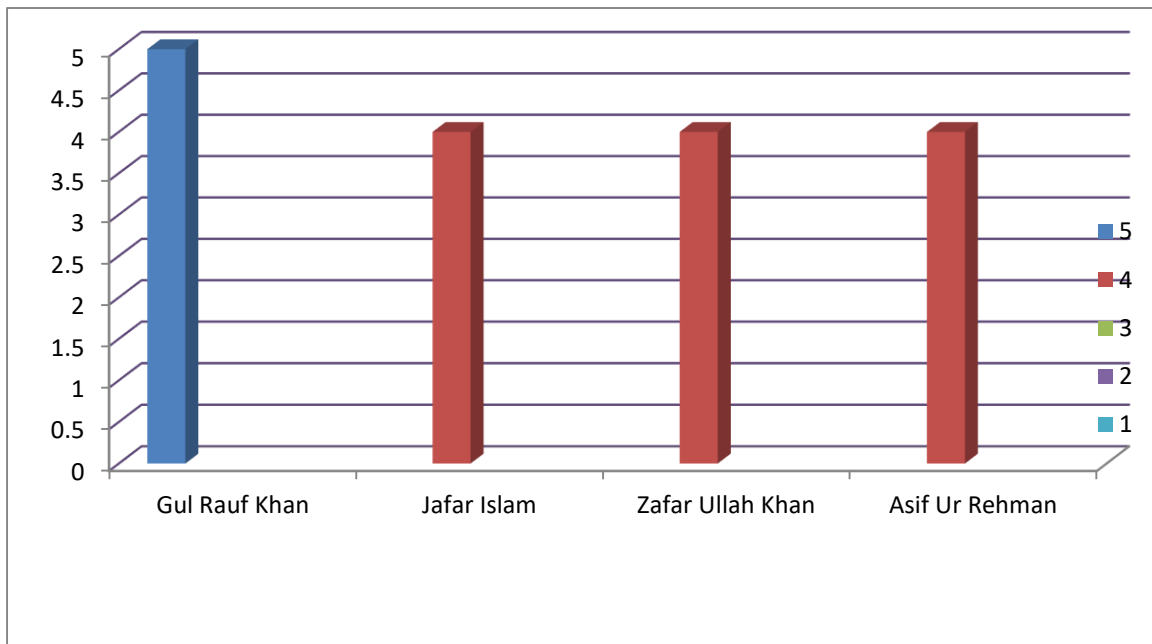
2. Satisfaction with current workload



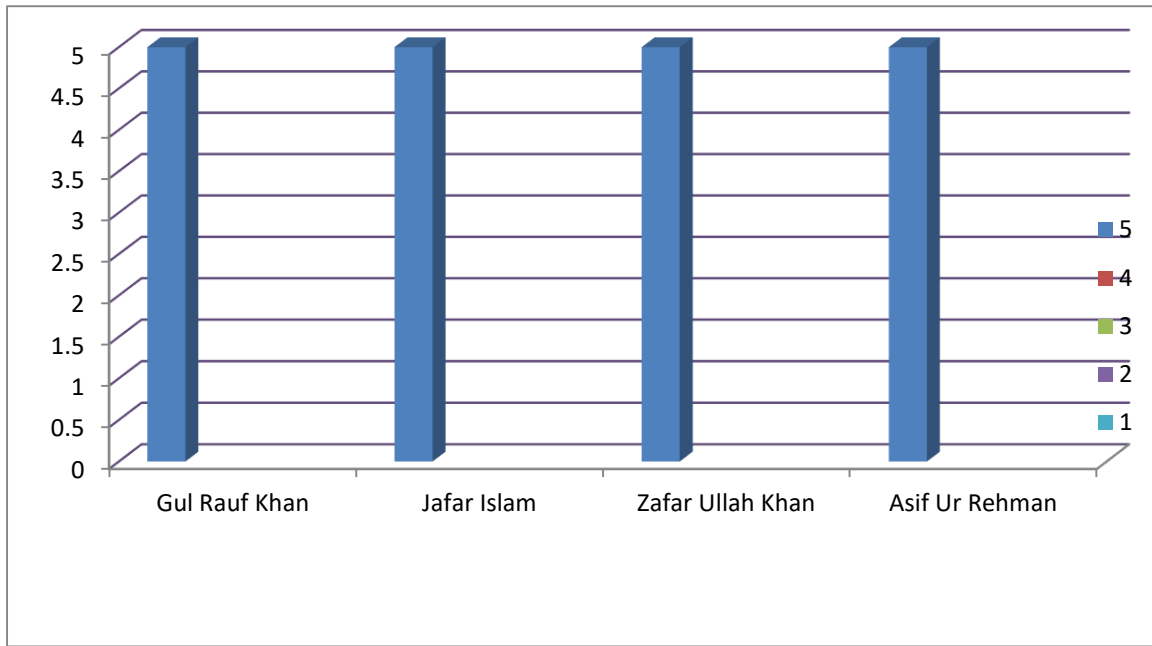
3. Time for research activities



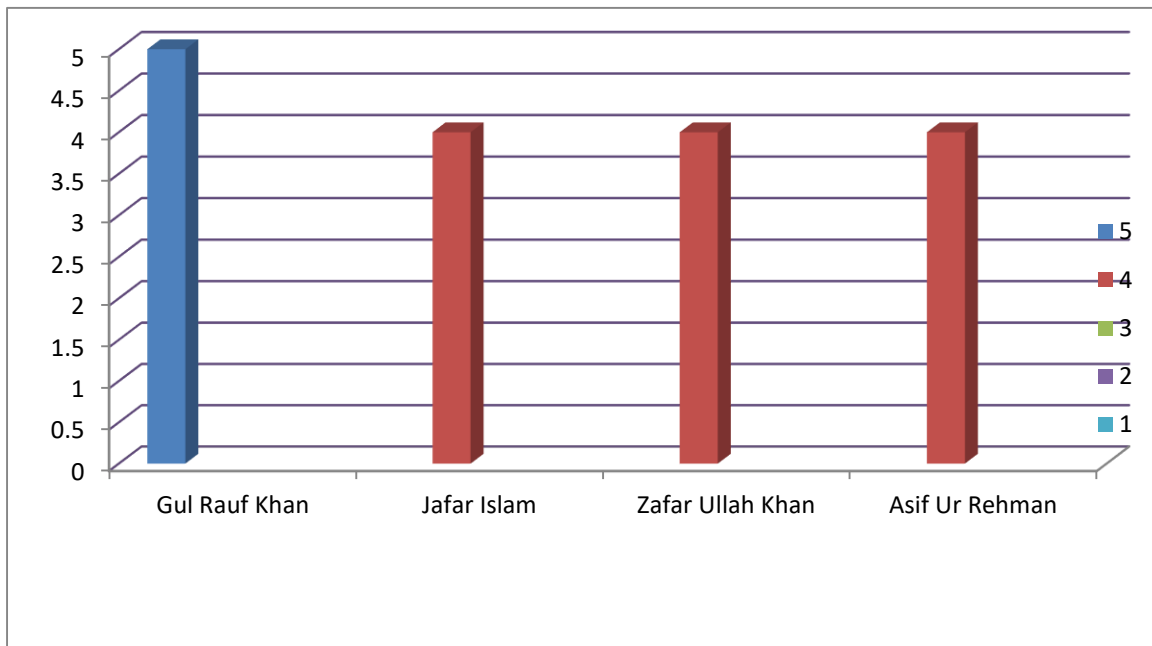
4. Interaction with students



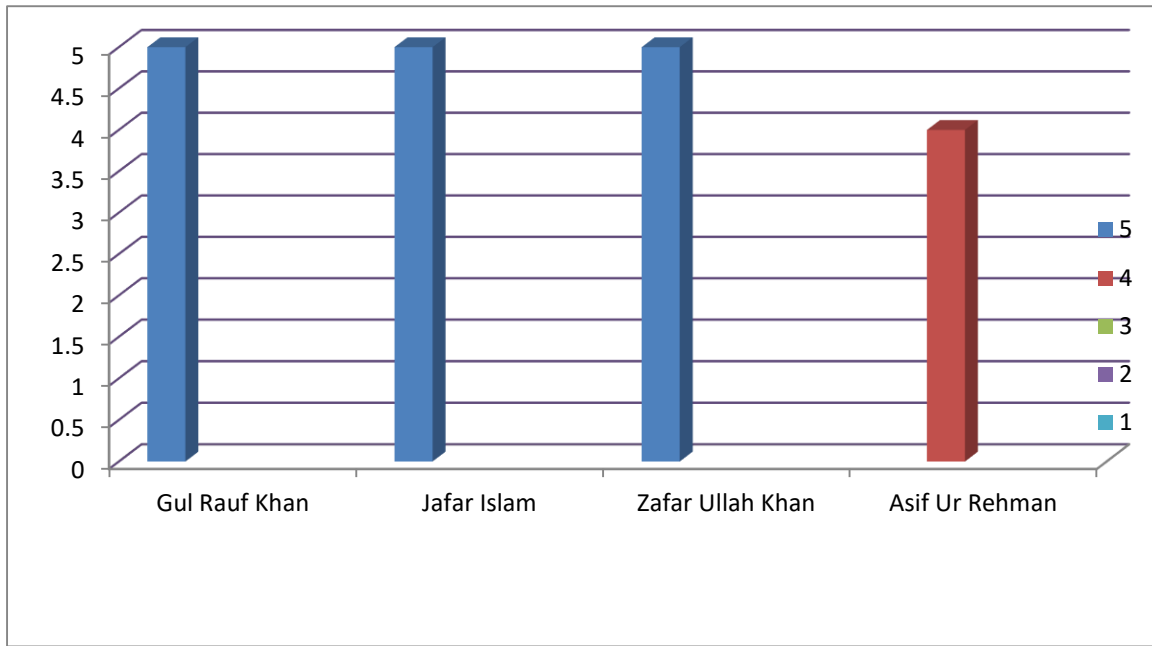
5. Co-operation from colleagues



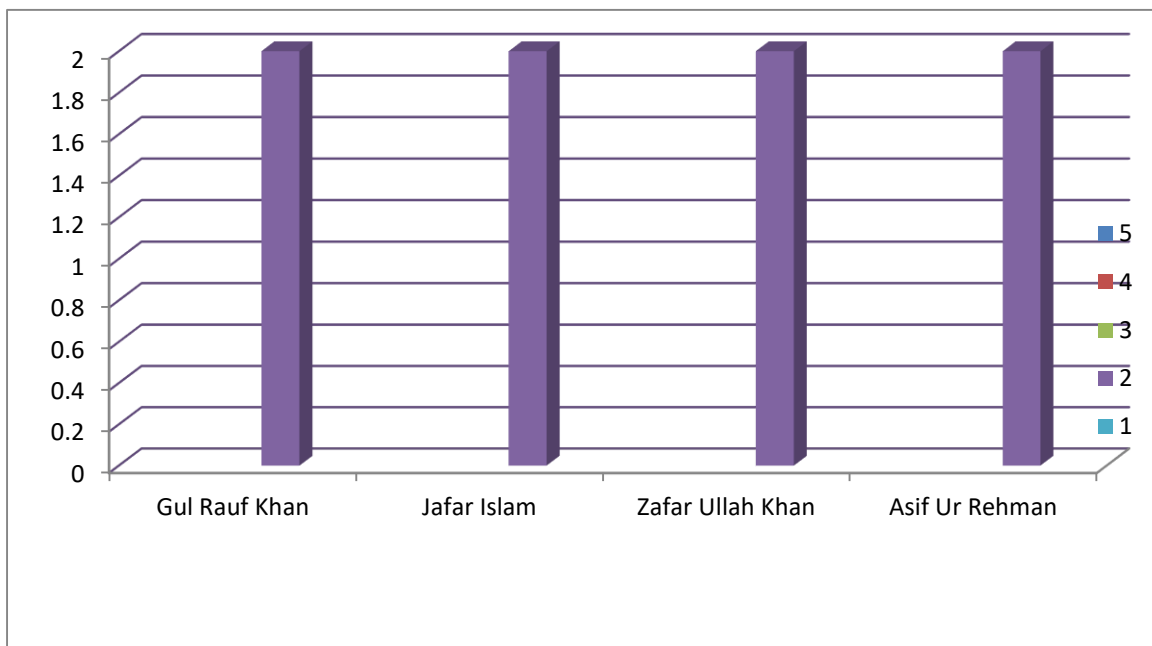
6. Administrative support



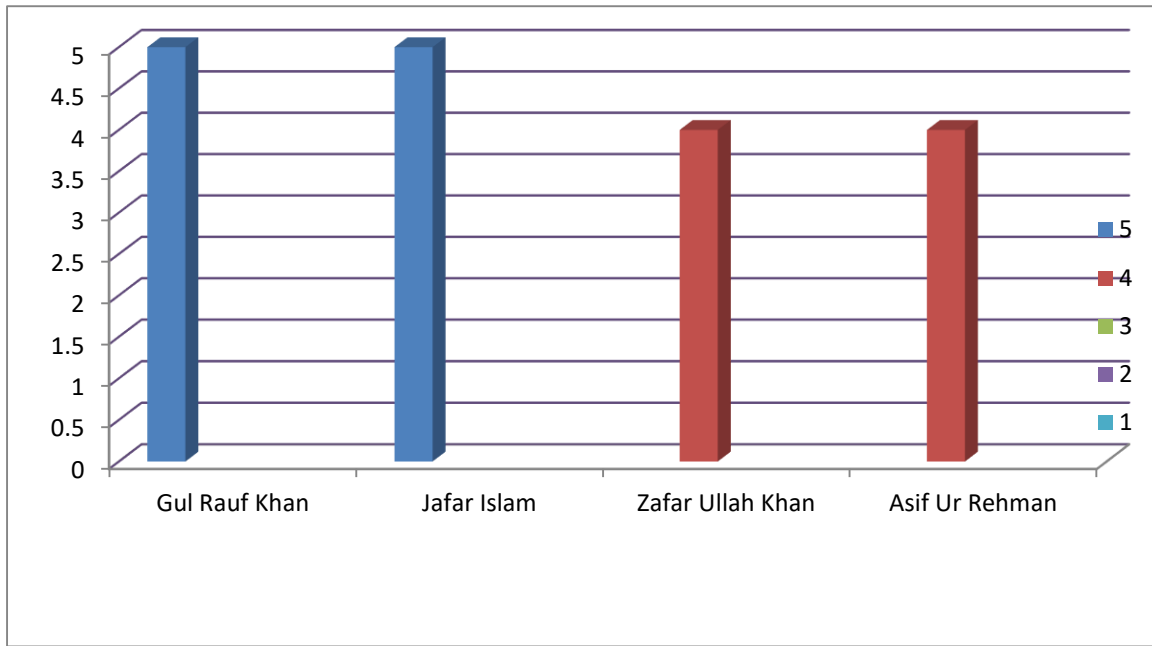
7. Salary and compensation



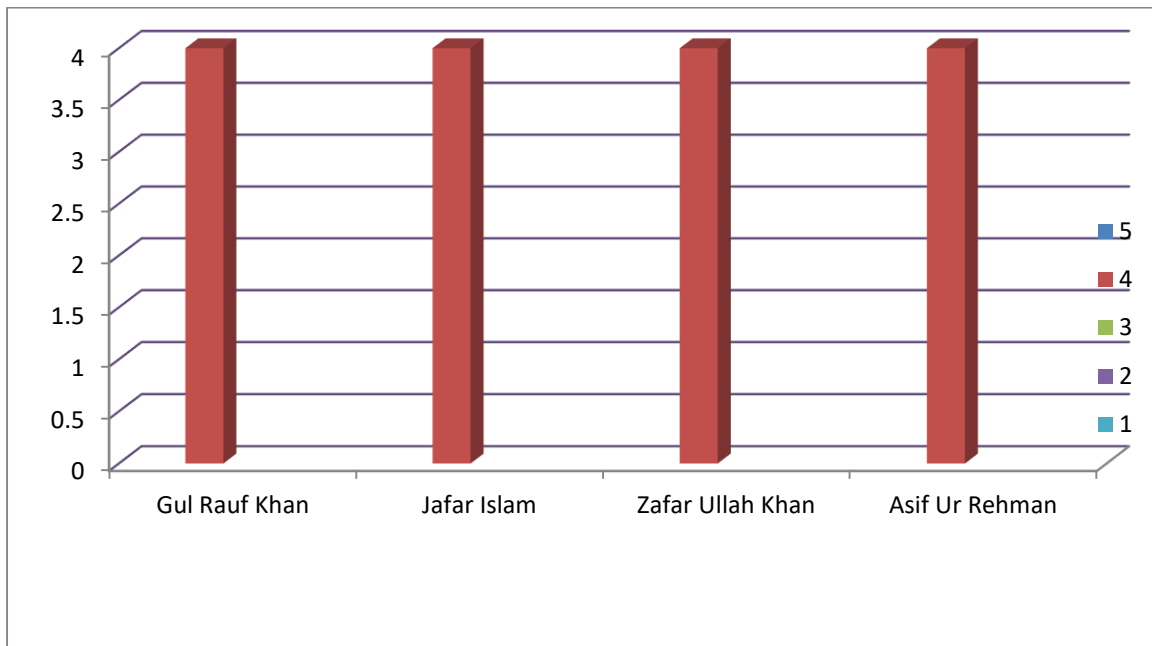
8. Not utilization of experience by the principal



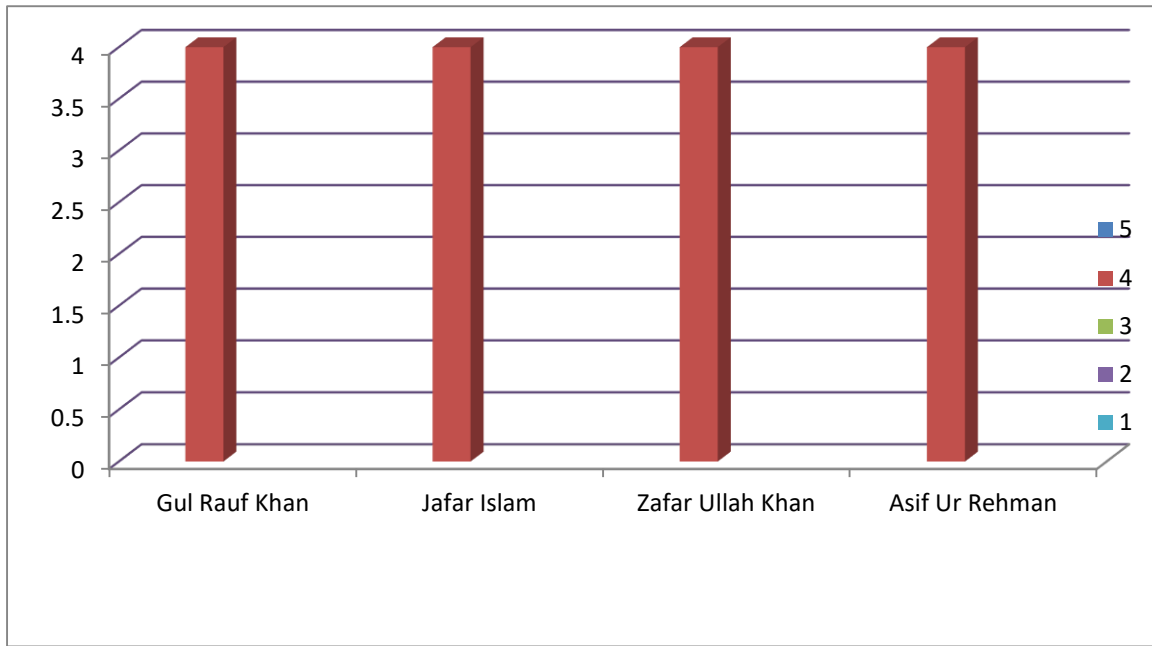
9. Satisfaction from posting



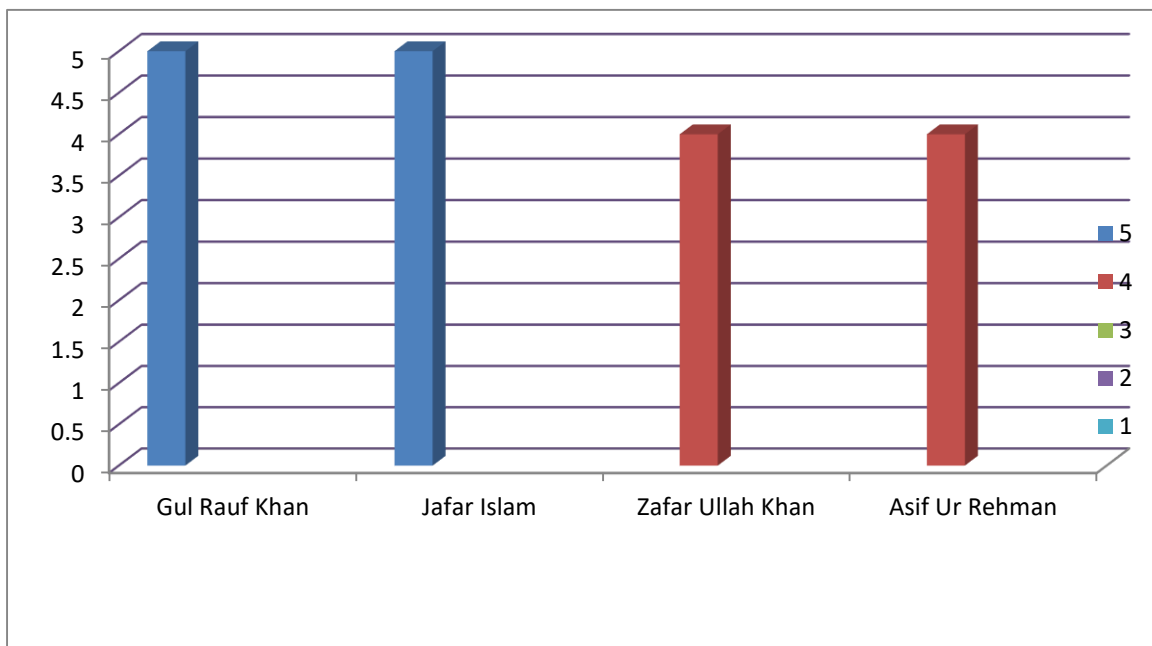
10. Staff room facility



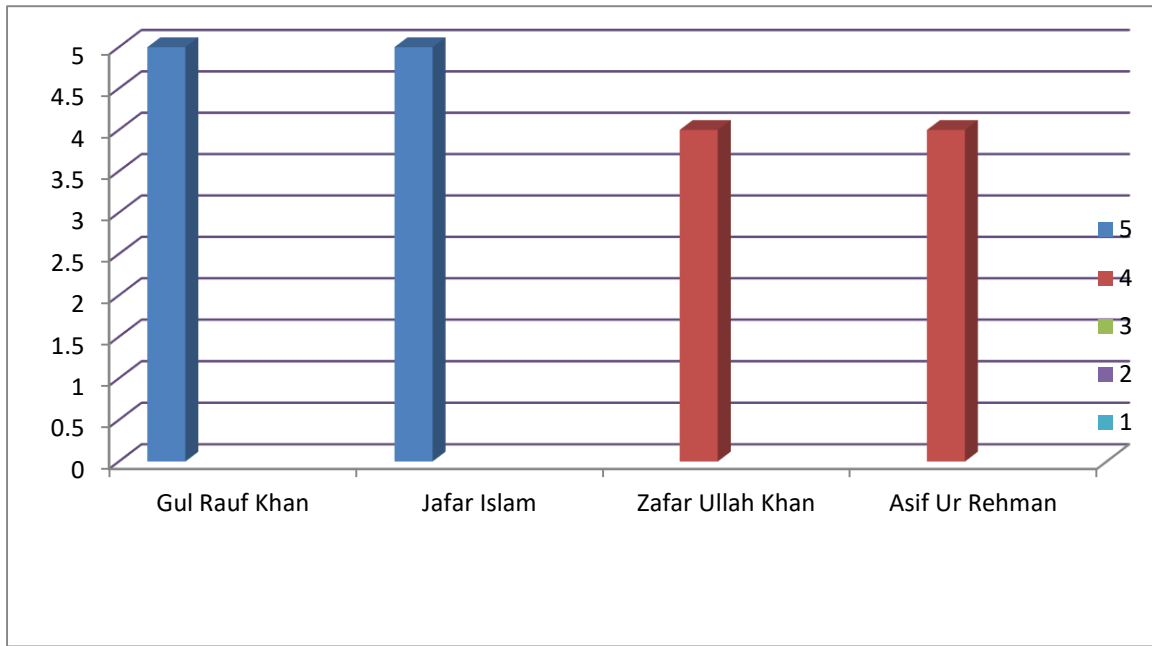
11. Professional development activity



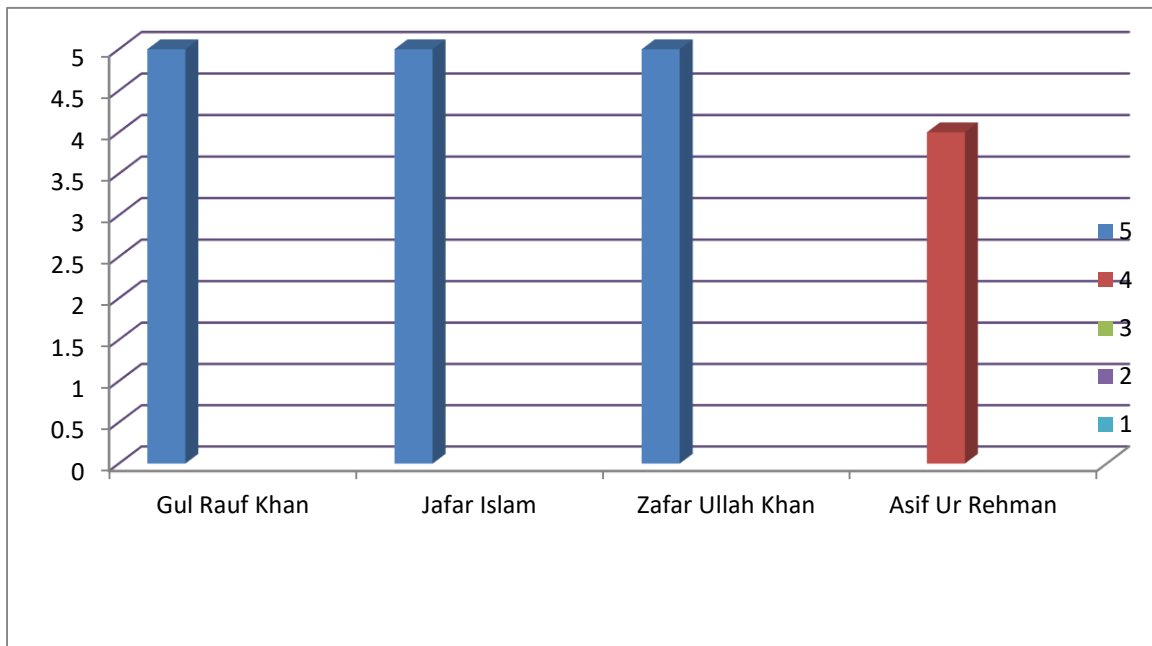
12. Teaching resources



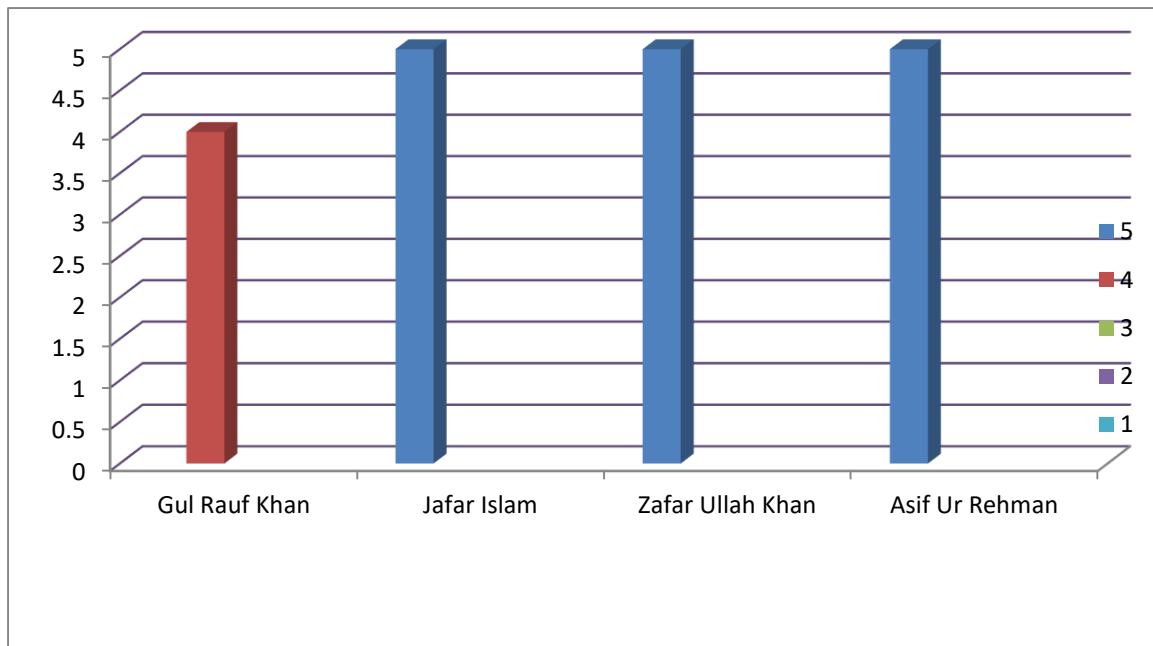
13. Course of interest



14. Honor and appreciation



15. Self-learning and grooming



Annexure V Faculty Resume

Biodata

1. Gul Rauf Khan

Name; Gul Rauf Khan
D/O Birth; 04/02/1964
CNIC#; 14203-2053606-7
Cell#; 03139346357
E.mail; Nil
Address; **Mailing:** Village and P/O Ghundi Kala Tehsil
Takhti Nasrati District Karak
Permanent: Village and P/O Ghundi Kala
Tehsil
Takhti Nasrati District Karak

Academics

S. No.	Degree	Year	Total marks	Obtained marks	Board/University
01	SSC	1981	850	630	BISE Peshawar
02	F.Sc	1984	1100	605	BISE Peshawar
03	B.Sc	1986	550	269	Peshawar University
04	M.Sc	1990	2000	1630	Gomal University

Professional Qualification

Nil

Lecturer BPS-17

17/10/1992 to Due Date

Administrative Responsibility

HoD

Languages

Pashto,
Urdu,
English

2. JafarIslam Khan

Name; Jafar Islam KHan
D/O Birth; 14/04/1983
CNIC#; 14203-2044623-9
Cell#; 03450990338
E.mail; jafarislamkhan@gmail.com
Address; **Mailing:** GDC Takht e Nasrati Karak
Permanent: Village Zarki Nasrati, Teheisal and
P/O Takht e Nasrtati Distt Karak

Academics

S. No.	Degree	Year	Total marks	Obtained marks	Board/University
01	SSC	1999	850	587	BISE Peshawar
02	F.Sc	2001	1100	620	BISE Peshawar
03	B.Sc	2005	550	296	KUST Kohat
04	M.Sc	2009	1825	1191	KUST Kohat

Professional Qualification

Nil

Lecturer BPS-17

01/08/2022 to Due Date

Administrative Responsibility

Nil

Languages

Pashto,
Urdu,
English

3. Zafar Ullah

Name; Zaffar ullah
D/O Birth; 15-03-1989
CNIC#; 14203-7128943-5
Cell#; 03439790965
E.mail; zaffarktk89@gmail.com
Address; **Mailing:** Village Sultan Banda P/O Khojaki
Kala Tehsil Takhti Nasrati District Karak
Permanent: Village Sultan Banda P/O Khojaki
Kala Tehsil Takhti Nasrati District Karak

Academics

S. No.	Degree	Year	Total marks	Obtained marks	Board/University
01	SSC	2005	1100	758	BISE Kohat
02	F.Sc	2007	1050	714	BISE Kohat
03	B.Sc	2009	550	375	Gomal university
04	M.Sc	2012	2100	1618	Gomal University

Professional Qualification

M. Ed

Lecturer BPS-17

02/08/2022 to Due Date

Administrative Responsibility

Nil

Languages

Pashto,
Urdu,
English

4. Asif Ur Rehman

Name; Asif Ur Rehman
D/O Birth; 02-05-1987
CNIC#; 14203-8246269-1
Cell#; 03348664628
E.mail; asifmath95@gmail.com
Address; **Mailing:** Village Faizabad P/O Ghundi Killa
Chokara, Teheisal Takht e Nasrtati Distt Karak
Permanent: Village Faizabad P/O Ghundi Killa
Chokara, Teheisal Takht e Nasrtati Distt Karak

Academics

S. No.	Degree	Year	Total marks	Obtained marks	Board/University
01	SSC	2003	850	583	BISE Kohat
02	F.Sc	2005	1100	686	BISE Kohat
03	B.Sc	2007	397	550	KUST Kohat
04	M.Sc	2011	4.0	3.8	Islamia College University, Peshawar
05	MPhil	2015	4.0	3.36	Islamia College University, Peshawar

Professional Qualification

M. Ed

Lecturer BPS-17

2017 to Due Date

Administrative Responsibility

Nil

Languages

Pashto,
Urdu,
English