

# **Self-Assessment Report (SAR)**

## **Rubric Form**

<b>Criterion 1 – Program Mission, Objectives and Outcomes</b>	<b>Weight = 0.05</b>				
	<b>Score</b>				
	5	4	3	2	1
Does the Program have documented outcomes for graduating students?	5	4	3	2	1
Do these outcomes support the Program objectives?	5	4	3	2	1
Are the graduating students capable of performing these outcomes?	5	4	3	2	1
Does the department assess its overall performance periodically using quantifiable measures?	5	4	3	2	1
Is the result of the Program Assessment documented?	5	4	3	2	1
<b>Total Encircled Value (TV)</b>					
<b>SCORE 1 (S1) = [TV / (No. of Questions * 5)] * 100 * Weight</b>					

<b>Criterion 2 – Curriculum Design and Organization</b>	<b>Weight = 0.20</b>				
<b>Factors</b>	<b>Score</b>				
Is the curriculum consistent?	5	4	3	2	1
Does the curriculum support the program's documented objectives?	5	4	3	2	1
Are theoretical background, problem analysis and solution design stressed within the program's core material?	5	4	3	2	1
Does the curriculum satisfy the core requirements laid down by respective accreditation bodies? (refer to appendix A of the Self-Assessment manual)	5	4	3	2	1
Does the curriculum satisfy the major requirements laid down by HEC and the respective councils / accreditation bodies? (Refer to appendix A of the Self-Assessment Manual)	5	4	3	2	1
Does the curriculum satisfy the general education, arts and professional and other discipline requirements as laid down by the respective accreditation body / councils? (Refer to appendix A of the Self-Assessment Manual)s	5	4	3	2	1
Is the information technology component integrated throughout the program?	5	4	3	2	1
Are oral and written skills of the students developed and applied in the program?	5	4	3	2	1
<b>Total Encircled Value (TV)</b>					
<b>SCORE 2 (S2) = [TV / (No. of Questions * 5)] * 100 * Weight</b>					

Criterion 3 – Laboratories and Computing Facilities		Weight = 0.10				
Factors	Score					
Are laboratory manuals / documentation / instructions etc. for experiments available and readily accessible to faculty and students?	5	4	3	2	1	
Are there adequate number of support personnel for instruction and maintaining the laboratories?	5	4	3	2	1	
Are the university's infrastructure and facilities adequate to support the program's objectives?	5	4	3	2	1	
Total Encircled Value (TV)						
SCORE 3 (S3) = $[TV / (\text{No. of Questions} * 5)] * 100 * \text{Weight}$						

Criterion 4 – Student Support and Advising		Weight = 0.10				
Factors	Score					
Are the courses being offered in sufficient frequency and number for the students to complete the program in a timely manner?	5	4	3	2	1	
Are the courses in the major area structured to optimize interaction between the students, faculty and teaching assistants?	5	4	3	2	1	
Does the university provide academic advising on course decisions and career choices to all students?	5	4	3	2	1	
Total Encircled Value (TV)						
SCORE 4 (S4) = $[TV / (\text{No. of Questions} * 5)] * 100 * \text{Weight}$						

Criterion 5 – Process Control	Weight = 0.15				
Factors	Score				
Is the process to enroll students to a program based on quantitative and qualitative criteria?	5	4	3	2	1
Is the process above clearly documented and periodically evaluated to ensure that it is meeting its objectives?	5	4	3	2	1
Is the process to register students in the program and monitoring their progress documented?	5	4	3	2	1
Is the process above periodically evaluated to ensure that it is meeting its objectives?	5	4	3	2	1
Is the process to recruit and retain faculty in place and documented?	5	4	3	2	1
Are the processes for faculty evaluation & promotion consistent with the institution mission?	5	4	3	2	1
Are the processes in 5 and 6 above periodically evaluated to ensure that they are meeting their objectives?	5	4	3	2	1
Do the processes and procedures ensure that teaching and delivery of course material emphasize active learning and that course learning outcomes are met?	5	4	3	2	1
Is the process in 8 above periodically evaluated to ensure that it is meeting its objectives?	5	4	3	2	1
Is the process to ensure that graduates have completed the requirements of the program based on standards and documented procedures?	5	4	3	2	1
Is the process in 10 above periodically evaluated to ensure that it is meeting its objectives?	5	4	3	2	1
Total Encircled Value (TV)					
SCORE 5 (S5) = [TV / (No. of Questions * 5)] * 100 * Weight					

Criterion 6 - Faculty		Weight = 0.20				
Factors	Score					
Are there enough full time faculty members to provide adequate coverage of the program areas / courses with continuity and stability?	5	4	3	2	1	
Are the qualifications and interests of faculty members sufficient to teach all courses, plan, modify and update courses and curricula?	5	4	3	2	1	
Do the faculty members possess a level of competence that would be obtained through graduate work in the discipline?	5	4	3	2	1	
Do the majority of faculty members hold a Ph.D. degree in their discipline?	5	4	3	2	1	
Do faculty members dedicate sufficient time to research to remain current in their disciplines?	5	4	3	2	1	
Are there mechanisms in place for faculty development?	5	4	3	2	1	
Are faculty members motivated and satisfied so as to excel in their profession?	5	4	3	2	1	
Total Encircled Value (TV)						
SCORE 6 (S6) = [TV / (No. of Questions * 5)] * 100 * Weight						

Criterion 7 – Institutional Facilities		Weight = 0.10				
Factors	Score					
Does the institution have the infrastructure to support new trends such as e-learning?	5	4	3	2	1	
Does the library contain technical collection relevant to the program and is it adequately staffed?	5	4	3	2	1	
Are the class rooms and offices adequately equipped and capable of helping faculty carry out their responsibilities?	5	4	3	2	1	
Total Encircled Value (TV)						
SCORE 7 (S7) = [TV / (No. of Questions * 5)] * 100 * Weight						

Criterion 8 – Institutional Support		Weight = 0.10				
Factors	Score					
Is there sufficient support and finances to attract and retain high quality faculty?	5	4	3	2	1	
Are there an adequate number of high quality graduate students, teaching assistants and Ph.D. students?	5	4	3	2	1	
Total Encircled Value (TV)						
SCORE 8 (S8) = [TV / (No. of Questions * 5)] * 100 * Weight						

OVERALL ASSESSMENT SCORE = S1 + S2 + S3 + S4 + S5 + S6 + S7 + S8 + S9 + S10 = Remarks: