



MIRPUR UNIVERSITY OF SCIENCE & TECHNOLOGY (MUST) MIRPUR (AZAD JAMMU & KASHMIR)  
DEPARTMENT OF MECHANICAL ENGINEERING  
Phone & Fax No: +925827-960036

MEETING ACTION  
FORM

Department of Mechanical Engineering <b>MUST</b>	<b>Title:</b> 12 <sup>th</sup> Departmental Council Meeting 2022 for B.Sc. Mechanical Engineering Program
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**Participants:**

- **Engr. Dr. Syed Hassan Mujtaba Jafri (Convener)**  
Dean, Faculty of Engineering & Technology, MUST, Mirpur
- **Engr. Dr. Riffat Asim Pasha**  
Professor, MED, UET, Taxila, Pakistan
- **Engr. Dr. Muzaffar Ali**  
Professor, MED, UET, Taxila, Pakistan
- **Engr. Dr. Ijaz Bashir Janjua**  
(Director (Engineering/C-TeC, POF Wah)
- **Engr. Dr. Taqi Ahmed Cheema**  
Associate Professor, MED, GIKI
- **Engr. Dr. Khuram Pervez**  
Chairperson, MED, MUST, Mirpur
- **Engr. Dr. Muhammad Anser Bashir**  
Assistant Professor, MED, MUST, Mirpur
- **Dr. Naseem Akhtar**  
Director Placement Bureau, MUST, Mirpur
- **Engr. Sohaib Jarral** (Alumni, MED, MUST)  
WAPDA, Pakistan
- **Controller Examination/Nominee, MUST**
- **Director QEC/Nominee, MUST**
- **Engr. Muhammad Imdad Hussain**  
Assistant Professor, MED, (MUST), Mirpur
- **Engr. Nasir Iqbal**  
Lecturer, MED, (MUST), Mirpur

**Date of Meeting:** 5<sup>th</sup> November 2022  
**Starting Time:** 11:00 AM  
**Ending Time:** 12: 30 PM

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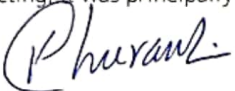
The 12<sup>th</sup> meeting of Departmental Council was held on November 5<sup>th</sup>, 2022 in the video conference hall of MUST, Mirpur. The meeting was chaired by Engr. Dr. Syed Hassan Mujtaba Jafri, Dean, Faculty of Engineering and Technology, MUST. The meeting started with the name of ALLAH ALMIGHTY. The details of the meeting are as follows.


S. #	Agenda Item	Discussion Outcomes	Follow-up Needed	Delegated To
1	Welcome Address/ Purpose	The Chairperson MED welcomed the participants, particularly the guests for taking time out of their busy schedules to attend the meeting. He also briefed them about the agenda of the 12 <sup>th</sup> meeting of Departmental Council to all participants. The Chairperson requested the members to share their experience and expertise on the agenda of the meeting.	.....	All Participants
2	Approval of Course Learning outcomes (CLOs) and Program learning outcomes (PLOs) for subject "Arabic" for session 2022 and onwards. As previously no record of said was present. (Please see annexure-I (A).	Prof. Dr. Muzaffar Ali recommended to rephrase statement of CLO-1 and use the word " <u>Understand</u> " instead of " <u>Define</u> " and change its Taxonomy level from C1 to C2. Similarly, CLO-2 should be "Application" and its taxonomy level should be C3. All other members agreed with this recommendation.	Yes	All Participants
3	Approval of addition of Fluid Mechanics by RC Hibbeler as the textbook.	Prof. Dr. Riffat Asim Pasha and Prof. Dr. Muzaffar Ali recommended the addition of latest edition of this book. Engr. Dr. Ijaz Bashir recommended to adopt this book provided it covers the recommended course contents.	Yes	All Participants
4	Approval for lowering the taxonomy levels of CLO-1, 2,3 from 3 to 2 for subject "Fluid Mechanics-I". (Please see annexure-I (B).	The honorable members did not agree on this agenda item but recommended the following: As CLO-2 and CLO-4 are linked with same PLO at same taxonomy level. These should be combined as a single CLO but taxonomy level should remain same.	Yes	All Participants
5	Approval for the revision of course content related to CLO-2 for subject "Maintenance Engineering" and lowering the taxonomy level from 4 to 3 (Please see annexure-II).	Item is approved.	.....	All Participants

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6	Career Counselling should be provided to students regarding university studies and arrange workshops about exam preparation.	The honorable members recommended that it could be done through student societies such as ASHRAE and ASME.	.....	All Participants
7	An introductory lecture or seminar is much needed to make students understand the basic concepts of mechanical design.	Engr. Dr. Ijaz Bashir and Engr. Sohaib Jarral recommended to arrange training workshop/seminar by inviting mechanical design engineering experts from industry for such lecture. The members also stressed that it is responsibility of the relevant/respective teacher to ensure that students' basic concepts about design engineering are clear.	.....	All Participants
8	Visits of power plants is recommended by the Departmental academic review committee (DARC) for enhancement of practical knowledge.	Agreed and recommended.	.....	All Participants
9	To review taxonomy levels of various courses and domains	The members thoroughly looked at the current taxonomy levels but the honorable members found these to be satisfactory	.....	All Participants
10	Revision of CLO3 and its mapping with PLO2 for subject "Heat and Mass Transfer" for session 2020 and onwards. (Please see annexure-III).	Item is approved.	.....	All Participants

At the end of the meeting, it was principally agreed by all the departmental council members over all suggestions/ Recommendations. The meeting ended with a vote of thanks by the chair.

  
**Engr. Dr. Khuram Pervez**  
 Chairperson/Associate Professor  
 Department of Mechanical Engineering  
 MUST, Mirpur, AJ&K

  
**Engr. Nasir Iqbal**  
 Lecturer  
 Department of Mechanical Engineering  
 MUST, Mirpur, AJ&K

Copy to:  
 (i) All Participants