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| Rubric for Assessment Team |

### Criteria Referenced Self Assessment – Methodology and Evaluation Tool

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| **Criterion 1 – Program Mission, Objectives and Outcomes** | **Weight = 0.05** |
| **Factors** | **Score** |  |
| 1 | Does the Program have documented measureable objectives that support faculty / college and institution mission statements? | 5 | 4 | 3 | 2 | 1 |
| 2 | Does the Program have documented outcomes for graduating students? | 5 | 4 | 3 | 2 | 1 |
| 3 | Do these outcomes support the Program objectives? | 5 | 4 | 3 | 2 | 1 |
| 4 | Are the graduating students capable of performing these outcomes? | 5 | 4 | 3 | 2 | 1 |
| 5 | Does the department assess its overall performance periodically using quantifiable measures? | 5 | 4 | 3 | 2 | 1 |
| 6 | Is the result of the Program Assessment documented? | 5 | 4 | 3 | 2 | 1 |
| **Total Encircled Value (TV)** |  |  |  |  |  |
| Score 1 **(S1) = [TV/(No. of Questions \*5)] \*100 \*Weight** |
| **Criterion 2 – Curriculum Design and Organization** | **Weight = 0.05** |  |
| **Factors** | **Score** |  |
| 1 | Is the curriculum consistent? | 5 | 4 | 3 | 2 | 1 |
| 2 | Does the curriculum support the program’s documented objectives? | 5 | 4 | 3 | 2 | 1 |
| 3 | Are theoretical background, problem analysis and solution design stressed within the program’s core material? | 5 | 4 | 3 | 2 | 1 |
| 4 | Does the curriculum satisfy the core requirements laid down by respective accreditation bodies? (refer Appendix A of the Self Assessment Manual) | 5 | 4 | 3 | 2 | 1 |
| 5 | 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 |
| 6 | Does the curriculum satisfy the general education, arts and professional and other discipline requirements as laid down by the respective / accreditation bodies / councils? (Refer to Appendix A of the Self Assessment Manual) | 5 | 4 | 3 | 2 | 1 |
| 7 | Is the information technology component integrated throughout the program? | 5 | 4 | 3 | 2 | 1 |
| 8 | Are oral and written skills of the students developed and applied in the program? | 5 | 4 | 3 | 2 | 1 |
|  | Total Encircled Value (TV) | 5 | 4 | 3 | 2 | 1 |
| Score 2 **(S2) = [TV/(No. of Questions \*5)] \*100 \*Weight** |

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| **Criterion 3 – Laboratories and Computing Facilities Weight = 0.10** |
| **Factors Score** |
| 1 | Are laboratory manuals / documentation / instructions etc. for experiments available and readily accessible to faculty and students? | 5 | 4 | 3 | 2 | 1 |
| 2 | Are there adequate number of support personnel for instruction and maintaining the laboratories? | 5 | 4 | 3 | 2 | 1 |
| 3 | Are the university’s infrastructure and facilities adequate to support the program objectives? | 5 | 4 | 3 | 2 | 1 |
| **Total Encircled Value (TV)** |  |  |  |  |  |
| Score 3 **(S3) = [TV/(No. of Questions \*5)] \*100 \*Weight** |
| **Criterion 4 – Student Support and Advising Weight = 0.10** |
| **Factors Score** |
| 1 | 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 |
| 2 | Are the courses in the major area structured to optimize interaction between the students, faculty and teaching assistants? | 5 | 4 | 3 | 2 | 1 |
| 3 | 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/(No. of Questions \*5)] \*100 \*Weight** |
| **Criterion 5 – Process Control Weight = 0.15** |
| **Factors Score** |
| 1 | Is the process to enroll students to a program based on quantitative and qualitative criteria? | 5 | 4 | 3 | 2 | 1 |
| 2 | Is the process above clearly documented and periodically evaluated to ensure that it is meeting its objectives? | 5 | 4 | 3 | 2 | 1 |
| 3 | Is the process to register students in the program and monitoring their progress documented? | 5 | 4 | 3 | 2 | 1 |
| 4 | Is the process above periodically evaluated to ensure that it is meeting its objectives? | 5 | 4 | 3 | 2 | 1 |
| 5 | Is the process to recruit and retain faculty in place and documented? | 5 | 4 | 3 | 2 | 1 |
| 6 | Are the processes for faculty evaluation & promotion consistent with the institution mission? | 5 | 4 | 3 | 2 | 1 |
| 7 | Are the processes in 5 and 6 above periodically evaluated to ensure that they are meeting their objectives? | 5 | 4 | 3 | 2 | 1 |

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| 8 | 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 |
| 9 | Is the process in 8 above periodically evaluated to ensure that it is meeting its objectives? | 5 | 4 | 3 | 2 | 1 |
| 10 | Is the process to ensure that graduates have completed the requirements of the program base on standards and documented procedures? | 5 | 4 | 3 | 2 | 1 |
| 11 | 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** |
| 1 | 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 |
| 2 | 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 |
| 3 | Do the faculty members posses a level of competence that would be obtained through graduate work in the discipline? | 5 | 4 | 3 | 2 | 1 |
| 4 | Do the majority of faculty members hold a PhD degree in their discipline? | 5 | 4 | 3 | 2 | 1 |
| 5 | Do faculty members dedicate sufficient time to research to remain current in their disciplines? | 5 | 4 | 3 | 2 | 1 |
| 6 | Are there mechanisms in place for faculty development? | 5 | 4 | 3 | 2 | 1 |
| 7 | 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** |

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| **Criterion 7 – Institutional Facilities Weight = 0.10** |
| **Factors Score** |
| 1 | Does the institution have the infrastructure to support new trends such as e-learning? | 5 | 4 | 3 | 2 | 1 |
| 2 | Does the library contain technical collection relevant to the program and is it adequately staffed? | 5 | 4 | 3 | 2 | 1 |
| 3 | 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** |
| 1 | Is there sufficient support and finances to attract and retain high quality faculty? | 5 | 4 | 3 | 2 | 1 |
| 2 | 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** |
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**OVERALL ASSESSMENT SCORE = S1 + S2 + S3 + S4 + S5 + S6 + S7 + S8**

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**Remarks:**

Assessment Team Convener Director QEC