

# Proforma

## MODEL DEPARTMENT AWARD

### (July 2016- June 2017)

#### Information to be provided by HOD/ Incharge of the Department

#### Important Instructions

- i Please provide the information in the given space carefully.
- ii The information which is not applicable be marked "N.A."
- iv The information will be considered zero if any query left blank
- v Data to be provided for July of year A- June of year B.

1. Name of the Department as in Notification: -----

2. Name of the campus in which the department is located: -----

3. Date of establishment of the department: -----

\* Notification as documentary evidence (Mandatory) provided.

4. Year of Model Department Award awarded: -----

5. Authority Providing Information:

Name: -----

Designation: -----

Office Phone#/Cell #: -----

E-mail Address: -----

Verified that the information being provided has been  
checked and is correct.

Signature

6.

#### 6.1 Academic programs:

Year	No of Bachelor Programmes 14 Yrs.	No of Bachelor Programmes 15 Yrs.	No of Bachelor Programmes 16 Yrs.	No of Bachelor Programmes 17 Yrs.	No of Master Programmes 16 Yrs.	No of Master Programmes 17 Yrs.	MBA Programme s 18 yrs.	No of MS/M.Phil Programme s 18 yrs.	No of PhD Programme s	No of programs initiated
2016-17										

## 6.2 Facilities:

	Name of Facility	as on 30.06.2017
1	Number of Books available at the department(Excluding electronic books).	
2	Number of computers for students use in the Department?	
3	Number of computers for faculty use in the Department?	

## 7 Student Enrollment:

### 7.1. Student Enrollment during July 2016-June 2017

Parameter	Bachelor		Bachelor/Master		MS/MPhil	PhD	PGD/Certificate	Total
	14 yrs	15 yrs	16 yrs	17 yrs	18 yrs			
Enrollment								

### 7.2. Students Enrollment during July 2016- June 2017

Level of Education	2016-17
Bachelor 14 yrs. Of education	
Bachelor 15 yrs. Of education	
Bachelor 16 yrs. Of education	
Bachelor 17 yrs. Of education	
Master 16 yrs. of education	
Master 16+ yrs. of education	
MS/MPhil 18 yrs. Of education	
PhD	
PGD/Certificates	
Others	
<b>Total</b>	

\*Annexures mandatorily to be provided as **Annex-I**

## 8. Faculty Level Staff during July 2016-June 2017.

### 8.1 Designation-wise Faculty details

Faculty	Full Time Regular Faculty		Full Time Contractual Faculty		IPFP Faculty		Visiting/Part Time Faculty		Total	
	M	F	M	F	M	F	M	F	M	F
Professor										
Associate Professor										
Assistant Professor										
Lecturer										
Total										

\*Details of Faculty provided during period under evaluation enclosed as **Annex-II**, kindly review and update the information for year period under evaluation by adding and deleting the mentioned information of **Annex -II**.

## 8.2 Qualification-Wise Faculty details

Department	Full Time Regular Faculty		Full Time Contractual Faculty		Visiting/Part Time Faculty		IPFP		Total	
	M	F	M	F	M	F	M	F	M	F
Ph.D.										
MS/M.Phil										
M.A/M.Sc.										
BS										
Total										

## 9. Applicants/Selectivity:

Level of Education	During 2016-2017		During 2015-2016	
	Total number of Applicants	Students Succeeded in Getting Admission in First Year (Fresh Intake)	Total number of Applicants	Students Succeeded in Getting Admission in First Year (Fresh Intake)
Bachelors 14 yrs. Of education				
Bachelors 15 yrs. Of education				
Bachelor 16 yrs. of education				
Bachelors 17 yrs. of education				
Masters 16 yrs. of education				
Masters 16+ yrs. of education				
MS/MPhil 18yrs of education				
PhD				
PGD/Certificates				
Others				
Total				

## 10. Student Output:

### 10.1 Students Output during July 2016-June 2017

Parameter		Bachelor		Bachelor/Master		MS/ MPhil	PhD	PGD/ Certificates	Total
		14 yrs	15 yrs	16 yrs	17 yrs	18 yrs			
Output	No. of graduate								
	Session of graduates								
	Total students enrolled in 1 <sup>st</sup> semester of the respective graduates session								

## 10.2 Students Output during July 2016-June 2017:

Level of Education	2016-2017		
	Session	No. of Students	No. of students enrolled in 1 <sup>st</sup> semester of the respective graduates session
Bachelors 14 yrs. of education			
Bachelors 15 yrs. of education			
Bachelors 16 yrs. of education			
Bachelors 17 yrs. of education			
Masters 16 yrs. of education			
Masters 16+ yrs. of education			
MS/MPhil 18 yrs. of education			
PhD**			
PGD/Certificates			
Others			
<b>Total</b>			

\*Annexures mandatorily to be provided as **Annex-III**

## 11. Research Grants:

**11.1. Total Amount of External (National & International) Research Grants (Rs. 0.6 million and above) other than HEC, approved for the Department. Documentary evidence is mandatory. No need to provide fresh evidence in case already provided.**

Attested copy of Award letter including approved amount and signature of authorities is mandatory.

Research Grants Approved	2016- 2017
Amount of Research Grants (other than HEC) approved by National Organization	
Amount of Research Grants approved/funded by foreign organizations/ agencies	

\*Details provided in **Annex-IV** along with documentary evidence mentioned above.

### 11.2. HEC Research Grants:

Attested copy of Award letter including approved amount and signature of authorities is mandatory.

Research Grants Approved	2016- 2017
No. of HEC research grants approved	

\*Details provided in **Annex-V** along with documentary evidence mentioned above.

## 12. Number of National and International Awards (The list of awards is enclosed) won by Full Time Faculty Members other than scholarships/fellowships.

Attested copy of Award letter/certificate from the awarding organization is mandatory.

Awards	2016-2017
National Level	
International Level	

\*Details may kindly be provided in **Annex-VI** along with documentary evidence mentioned above.

**13. Number of National/International Academics Olympiad and equivalent Awards won (1<sup>st</sup> three positions) by students of the Department.**

Name of Awards	2016-2017
National Level	
International Level	

\*Details to be provided in **Annex-VII**. Attested copy of position certificate/ letter from the sponsoring organization.

**14. Number of Registered Patents/Varieties/Technologies/Formula/Breeds/Creative work by the Department at (National & International) level.** Attested copy of registration is mandatory.

	2016-2017
National	
International	

\*Details may kindly be provided in **Annex-VIII** along with documentary evidence mentioned above.

**15. Commercialization of Registered Patents/Varieties/Technologies/Breeds/Creative work by the Department at (National & International) level.** Proof of Commercialization is mandatory

	2016-2017
National	
International	

\*Details may kindly be provided in **Annex-IX** along with documentary evidence mentioned above.

**16. Number of Academia- Industrial Linkage.**

Details		2016-2017
	National	
	International	

Documentary proof/Linkage provided in **Annex-X**

**17. Number of International Collaboration/exchange programs (outbound/inbound for students (one month) or for Faculty (15days)).**

Details	2016-2017

Documentary and travel Proof provided in **Annex XI**.

**18. Number of Community outreach programs, Civil Engagements and community services by the Department.**

Details	2016-2017

\*Detail provided in **Annex-XII**.

**19. Number of Disciplines accredited by respective accreditation Councils offered by the Department (Business, Engineering, Agriculture, PMDC, Engineering, Education, Computing etc.)**

Department	Program	Status/Date

**20. Number of Full time faculty members recruited by the Department including HEC IPFP during 2016-17**

Details	2016-17
Total Full Time faculty Members Recruited including PhD	
PhD Faculty only	
M.Phil. Faculty only	

**21. Number of Full Time Faculty members during year 2016-17.**

Details	2016-17
Full Time faculty Members having Terminal (Highest) Degree from other Institution	
Number of Foreign Nationality Full Time Faculty Member having stay of at least 6 months. (Relevant evidence is mandatory)	
Total Number of Full Time Faculty Members	
Number of faculty members representing University in other institute's professional/ academic bodies. (Relevant evidence is mandatory)	

\* Relevant evidence is mandatory.

**22. Number of Students receiving External Scholarships excluding HEC need based and University Own Scholarships.**

Name of Sponsor	2016-17

\*Relevant evidence is mandatory.

**23. Number of Trainings received by Full Time Faculty members (Minimum 30 Contact Hours and above Training).**

2016-17			
Number of Faculty members trained			
HEC	Other National	International Trainings	Total. No of Trainings

\*Certificate as documentary evidence (Mandatory) provided in **Annex-XIII**

**24. Number of Research Papers published in impact factor journals (ISI web of sciences) HEC recognized journals (X and Y category journals) by the Department (Calendar year A)**

Number of papers published*	2015	2016

\*In case paper is shared among different Faculty members /scholars it should be treated as one.

Detail should be provided on the format as in **Annex-XIV**, Soft copy in excel on the given format is mandatory and may be sent through email.

**25. Number of Research Papers published in Impact Factor journals (Only ISI Web of Science/ Knowledge):**

Number of papers published*	2016

\*In case paper is shared among different Faculty members /scholars it should be treated as one.

**26. Number of Conferences organized by the Department (2-day or more duration):**

(at least 5 papers published by International participants for international/ national conferences along with documentary evidence of abstracts/research papers mandatory)

Detail	Sources of Funds	2016-17
International level	HEC	
	Other than HEC	
National Level	HEC	
	Other than HEC	

\*Details to be provided in **Annex-XV**.

**27. Number of Travel Grants won/obtained (other than HEC) by the Full-time Faculty members and PhD Scholars of universities for oral/paper presentation of research paper.**

Source	2016-2017

\*Documentary proof of Award letter from sponsoring organization for oral/paper presentation is mandatory. Details to be provided in **Annex-XVI**.

**28. Number of book published by the faculty members.**

Number of books published*	2016-17

\*Details to be provided in **Annex-XVII.**

**29. Number of chapters contributed in books by the faculty members.**

Number of chapters contributed in books published*	2016-17

\*Details to be provided in **Annex-XVIII.**



## **Annex-I**

### **Overall Enrollment** (Aggregate of both morning and evening programs)

Number of **Students** Enrolled (Studying) in the Subject during the year 2016-17

Name of the Department/ Subject	Level of Education	[July 2016 to June 2017]	
		Pakistani Students	Foreign Students
	<b>Bachelor</b> 1 <sup>st</sup> Year (1 <sup>st</sup> Semester)		
	2 <sup>nd</sup> Year (3 <sup>rd</sup> Semester)		
	3 <sup>rd</sup> Year (5 <sup>th</sup> Semester)		
	4 <sup>th</sup> Year (7 <sup>th</sup> Semester)		
	5 <sup>th</sup> Year (9 <sup>th</sup> Semester)		
	<b>Master</b> [Includes executive courses as well] 16 years of Education: 1 <sup>st</sup> Year (1 <sup>st</sup> Semester)		
	2 <sup>nd</sup> Year (3 <sup>rd</sup> Semester)		
	<b>Master (H)</b> 16+ yrs. of Edu		
	1 <sup>st</sup> Year (1 <sup>st</sup> Semester)		
	2 <sup>nd</sup> Year (3 <sup>rd</sup> Semester)		
	3 <sup>rd</sup> Year (5 <sup>th</sup> Semester)		
	<b>M. Phil</b> 1 <sup>st</sup> Year (1 <sup>st</sup> Semester)		
	2 <sup>nd</sup> Year (3 <sup>rd</sup> Semester)		
	<b>PhD</b> 1 <sup>st</sup> Year (1 <sup>st</sup> Semester)		
	Already enrolled		
	<b>Post Graduate Diplomas</b>		
	<b>Others</b>		
	<b>Total</b>		

## **Annex-II**

**Name of the Department:** -----

**Campus Name (if any):** -----

**Information about Full Time, Contractual and Part Time Faculty Members for 2009-10 Data earlier provided to HEC.**

**(Please update below table for year July 2016- June 2017 and also verify all fields. Correct CNIC No is mandatory)**

[illegible]

### **Annex-III**

#### **Overall Output** (Aggregate of both morning and evening programs)

Number of students obtained degrees in the Subject during the year 2016-17

Name of the Department/ Subject	Level of Education		[July 2013 to June 2014]		[July 2014 to June 2015]	
			Pakistani Students	Foreign Students	Pakistani Students	Foreign Students
	<b>Bachelor</b>	14 years				
		15 years				
		16 years				
		17 years				
	<b>Master</b>	16 years				
		17 years				
		Others (please specify)				
	<b>MS/M. Phil</b>					
	<b>PhD</b>					
	<b>Post Graduate Diplomas</b>					
	<b>Others</b>					
	<b>Total</b>					

#### **Annex-IV**

**(Data provided in Section 11.1)**

**Detail of Research Grants External (National and International) (Rs. 0.6 million and more) other than HEC, approved for the Department from 01-07-2016 to 30-06-2017**

<b>Title of Project</b>	<b>Funding agency</b>	<b>National/International</b>	<b>Date of Approval</b>	<b>Amount (Rs.)</b>

\* Attested copy of Award letter from the sponsoring organization. Total Approved Amount and Signature of Authorities is mandatory.

#### **Annex-V**

**(Data provided in Section 11.2)**

**Detail of HEC Research Grants approved for the Department from 01-07-2016 to 30-06-2017**

<b>Title of Project</b>	<b>Funding agency</b>	<b>National/International</b>	<b>Date of Approval</b>	<b>Amount (Rs.)</b>

\* Attested copy of Award letter from the sponsoring organization. Total Approved Amount and Signature of Authorities is mandatory.

#### **Annex-VI**

**(Data provided in Section 12)**

**Detail of National and International Awards (The list of awards is enclosed) won by Full Time Faculty Members other than scholarships/fellowships between 01-07-2016 to 30-06-2017**

<b>Name of Faculty Member</b>	<b>Title of Award</b>	<b>Date Award conferred</b>	<b>Award Type ( National or International)</b>

\* Attested copy of Award letter/certificate from the awarding organization is mandatory.

#### **Annex-VII**

**(Data provided in Section 13)**

**Detail of National/International Academics Olympiad and equivalent Awards won (1st three positions) by students of the Department between 01-07-2016 to 30-6-2017**

<b>Name of Student</b>	<b>Position</b>	<b>Discipline of Olympiad</b>	<b>Country</b>	<b>Awarding agency</b>	<b>Award conferred date</b>

\*Attested copy of Awarded certificates/letter is mandatory.

**Annex-VIII****(Data provided in Section 14)****Detail of Registered Patents/Varieties/Technologies/Breeds/Formula/Creative work  
Approved at National and International Level from 01-07-2016 to 30-06-2017**

Name of Patent/Variety/Formula/Breeds/ Technologies Approved	Authority with Whom Registered/ Approved	Registration Number	Date of Registration/ Approval

\*Attested Copy of registration is mandatory.

**Annex-IX****(Data provided in Section 15)****Detail of Patents/ Varieties/Technologies/ Breeds/Formula/Creative work  
Commercialized between 01-07-2016 to 30-06-2017**

Name of Patent/Variety/Formula/Breeds/ Technologies Commercialized	Name of Industry/organization to whom license provided	Share of Royalty to University as Per University Intellectual Property Rights

\*Proof of Commercialization is mandatory.

**Annex-X****(Data provided in Section 16)****Detail of Department Industrial Linkage from 01-07-2016 to 30-06-2017**

Department	Name of the Industry	Title of collaboration/ research project etc. with business partners	Duration with dates	Remarks

\* Attested copy of Documentary Proof/Linkage is provided herewith.

**Annex-XI**

**(Data provided in Section 17)**

**Detail of International Collaboration/Exchange programs (outbound/inbound) for students (one month) or for Faculty (15 days) from 01-07-2016 to 30-06-2017**

<b>Name of International Collaboration/exchange Programme/Project</b>	<b>In/outbound</b>	<b>Organization/Agency with whom collaboration /Exchange program held</b>	<b>Country</b>	<b>Date</b>	<b>Duration</b>	<b>Annex</b>
<b>Linkage Program</b>						
Exchange no.1						
Exchange no.2						
Exchange no.3						
Exchange no.4						

**\* Documentary and travel Proof are attached in Annex- X**

**Annex-XII****(Data provided in Section 18)****Detail of Community Outreach Programs, Civil Engagements and Community Services by the Department from 01-07-2016 to 30-06-2017**

Name of Community Outreach Project	Main tasks	Participants	Start Date	End Date	Annex

\*Soft copy in Excel on the given format is mandatory and may be sent through email.

**Annex-XIII****(Data provided in Section 23)****Details of Trainings received by Full Time Faculty members (Minimum 30 Contact Hours and above Training) (3 years' data)**

Title of Training	Venue	Training Date		Local/International
		Start Date	End Date	

**Annex-XIV****(Data provided in Section 24)****Detail of Research Papers published in HEC recognized X and Y category journals between 01-01-2016 to 31.12.2017.**

Name of Authors	Title of Research Paper	Name of Journal	Year	Category of Journal	Volume#	Page#

\*Soft copy in Excel on the given format is mandatory and may be sent through email.

**Annex-XV****(Data provided in Section 26)****Detail of Number of Conferences Organized by Department (duration 2-day or more) From 01-07-2016 to 30-06-2017**

Title of Conference	Venue	Conference Date		Local/International
		Start Date	End Date	

**Annex-XVI****(Data provided in Section 27)**

**Number of Travel grants won/obtained (Other than HEC) by Full Time faculty members and PhD Scholars of Universities for oral/paper presentation of research paper from 01-07-2016 to 30-06-2017**

Name of Faculty/Scholar	Designation	Department	Conference Name	Venue	Date	Total Grant	Funding Agency

\*Documentary proof of award letter from sponsoring organization for oral/paper presentation is mandatory.

**Annex-XVII****(Data provided in Section 28)**

**Number of books published by the faculty members 01-07-2016 to 30-06-2017**

Name of Faculty	Designation	No. of Books	Book Title	Date of publication of book

\*Documentary proof of book is mandatory.

**Annex-XVIII****(Data provided in Section 29)**

**Number of chapters contributed in books by the faculty members 01-07-2016 to 30-06-2017**

Name of Faculty	Designation	No. of Chapters	Book Title	Chapters Title	Date of publication of book

\*Documentary proof of chapters is mandatory.

+++++



S. No	National Awards
1	Nishan-e-Imtiaz
2	Hilal-e-Imtiaz
3	Sitara-e-Imtiaz
4	Tamgha-e-Imtiaz
5	Pride of Performance
6	Scientists of the Year
7	Pakistan Academy of Sciences (gold medal)
8	Professor Abdus Salam Prizes
9	President's Medal for Technology
10	Ministry of Science and Technology(MOST) Award
11	Aizaz-e-Fazilat
12	Aizaz-e-Kamal
14	Distinguish National Professors
15	HEC R&D Award List (Best Research Paper, Best young Research Scholar, Best Innovator, Best Book Publication, Life Time Achievement Award)
16	IEEE National Award
-	<b>International Awards</b>
1	Ahmed Zewail Foundation Prize for Science and Technology.
2	Blue Planet Prize (for Environment) of Asahi Glass Foundation
3	Boehringer International Research Award (Germany).
4	Economic Cooperation Organization (ECO) Prizes.
5	International Science Foundation (IFS) Sven-Brohult Award/Prize.
6	ISESCO Awards.
7	Islamic Development Bank Prize.
8	Kalinga Prize for Science Popularization.
9	Khawarzami International Award.
10	Kuwait Foundation Prizes.
11	OIC-COMSTECH Prizes.
12	Shah Faisal Award for Science and Technology.
13	The World Academy of Science (TWAS) Awards.
14	TRIESTE Science Prize.
15	United National Organizations Awards and Prizes.
16	UNESCO Awards and Prizes.
17	Rolex Awards.
18	World Food Prize (USA).
19	Islam Academic of Sciences.
20	IEEE Awards.