

CRITERIA REFERENCED SELF ASSESSMENT

Department _____

1: Poor performance in most of the areas.	2: Fair performance in most of the areas.
3: Good performance for most areas. No poor performance in any areas.	4: Good to excellent performance in all areas.
	5: Excellent performance in all areas.

Criterion 1 – Program Mission, Objectives and Outcomes	Weight = 0.05				
Factors	Score				
1. Does the Program have documented measurable objectives that support faculty / college and institution mission statements?	5	4	3	2	1
2. Does the Program have documented outcomes for graduation 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) =					

Criterion 2 – Curriculum Design and Organization	Weight = 0.20				
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? (<i>refer to appendix A of the Self Assessment manual</i>)	5	4	3	2	1
5. Does the curriculum satisfy the major requirements laid down by HEC and the respective councils / accreditation bodies? (<i>refer to appendix A of the Self Assessment manual</i>)	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 body / councils? (<i>refer to appendix A of the Self Assessment manual</i>)	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)					
SCORE 2 (S2) =					

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's objectives?	5	4	3	2	1
Total Encircled Value (TV)					
SCORE 3 (S3) =					

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) =					

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. It 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 and 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
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 based 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) =					

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 possess 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 PH.D 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) =					

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) =					

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 student?	5	4	3	2	1
Total Encircled Value (TV)					
SCORE 8 (S8) =					

OVERALL ASSESSMENT SCORE = S1 + S2 + S3 + S4 + S5 + S6 + S7 + S8 = Total