



National Agriculture Education Accreditation Council

MINUTES OF THE NINTH MEETING OF NATIONAL AGRICULTURE EDUCATION ACCREDITATION COUNCIL

9 DECEMBER 2013

The 9th Meeting of the National Agriculture Education Accreditation Council (NAEAC) was held on **December 9, 2013 at 10:30 A.M. in the Mural Hall of Higher Education Commission (HEC), H-9, Islamabad**. The meeting was chaired by Dr. M. E. Tusneem, Chairman, National Agriculture Education Accreditation Council (NAEAC) and attended by 13 members including one proxy, two apologies and four absences of the sitting Council Members (Annex) including Dr. Shahana Urooj, Dr. Riaz Hussain Qureshi, Dr. Muhammad Arshad, Dr. Ghulam Sarwar Tunio, Dr. Nihal-ud-din Marri and Mr. Taufiq Ahmed Khan.

2. After recitation from the Holy Quran, the Chair welcomed the Members to the 9th Meeting of the NAEAC (Council) and appreciated the efforts of NAEAC Secretariat for achieving the accreditation targets for FY 2012-13. He said that initially the accreditation process of the degree programs was mainly supply driven, but after a couple of years, as a result of awareness seminars and strengthening of NAEAC linkages with the host institutions, the accreditation process of degree programs became demand driven. The chair paid tribute to the Council Members for their cooperation and commitment. He also thanked the Vice Chancellors, Deans, and Heads of the Departments/Institutions for excellent cooperation and support. The members were informed that the Council is mandated to accredit two degree programs of BSc and MSc for each discipline offered by the institution concerned.

3. A panel of program evaluators/experts comprising senior professors and scientists having orientation in quality assurance and accreditation process is maintained by the Council. The Awareness Seminars organized and delivered by the Council Secretariat have been instrumental in sensitizing and motivating the Higher Education Institutions to undertake the accreditation of their degree programs. Publication of annual reports, quarterly progress reports and regular Annual Audit of Council Accounts were also undertaken in a timely manner. For the orientation of the program evaluators/experts, two international training workshops were organized covering 60 evaluators/experts by acquiring the services of foreign experts from Sri Lanka and United Kingdom.

4. Chairman, NAEAC also gave a brief overview of the activities and achievements of the Council. He expressed his satisfaction over the exponential growth in the accreditation of degree programs from 2010-11 onward with cumulative total of 170 degree programs accredited. He also referred to the planned activities of the Council for FY 2013-14 along-with proposed and revised budget.

5. After the introductory remarks of Chair, the Secretary, NAEAC presented item-wise agenda of the meeting for consideration of the Council members. A summary of the decisions taken in the meeting is given below:

Item #1: Confirmation of the Minutes of the Eighth Meeting of NAEAC

6. The Council members were informed that the draft minutes were e-mailed for the comments and views of all Council Members. However, having received no comments/views, the same were approved by the competent authority and circulated to all Council members for information and record. As no comments were received on the minutes of the eighth meeting, the same are placed for consideration and approval. ***The minutes of the eighth meeting of the Council held on 24 June 2013 were approved by the Council Members.***

Item# II: Consideration/Approval of the Accreditation Recommendations/Ratings of Degree Programs for 2012-13

7. During FY 2012-13, the NAEAC Secretariat organized on-site visits to 12 agriculture education institutions for the external evaluation and accreditation of 65 degree programs by enhancing the planned target of 60 degree programs (BSc (Hons) and MSc (Hons)) including Punjab, Sindh, KPK and AJK. A summary of the accreditation results were presented to the Council Members.

8. The Members expressed concern on the degree programs rated in the 'y' category of accreditation. It was noted that one-third of accredited programs are rated in category 'y' implying programs do not meet some major criteria set by HEC. The members asserted that HODs of such degree programs may be informed and advised to improve and upgrade the quality and standard through capacity building of human and physical resources and up-gradation of teaching-learning facilities. Furthermore, such degree programs may be regularly monitored and not only funding of these programs may be linked to the quality but also there may be some provision of incentives for high rating degree programs.

9. Chairman NAEAC viewed that quality education is of prime concern; although quality improvement is a gradual and continuing process. Continuous struggle is needed to achieve academic excellence. The overall objective of accreditation is to improve the quality of education, enhance the

capacity of institutions and upgrade physical infrastructure to make it not only market demand oriented but globally compatible as well.

Decision: *The meeting endorsed the AICs recommendations/ratings of degree programs for FY 2012-13.*

Item# III: Revision of Accreditation Fee of Agriculture Degree Programs

10. The payment of accreditation fee is obligatory for the accreditation of agriculture degree programs. A degree program intending to be accredited is required to pay the prescribed accreditation fee to the National Agriculture Education Accreditation Council (NAEAC). The present accreditation fee structure was approved in the third meeting of the Council held on 12 January, 2009. The fee structure was initially kept nominal so as to provide incentive for accreditation. There is a need to revisit/revise the accreditation fee structure due to manifold inflation and significant increase in the cost of accreditation process over the last five years. The present and proposed accreditation fee structure is given below. The proposed increase is justified hence may be agreed/approved.

S.No	Present Accreditation Fee Structure	Proposed Accreditation Fee Structure
i.	Accreditation Fee Shall be charged at Faculty level	No change
ii.	Minimum of Rs.50,000/- with at-least Rs. 10,000/- per discipline accredited	Minimum of Rs.75,000/- with at-least Rs.25,000/- per discipline accredited.
iii.	Maximum of Rs.100,000/- for ten and more disciplines in a faculty.	Maximum of Rs.150,000/- up to ten disciplines
iv.	--	Maximum of Rs.200,000/- for more than 10 disciplines

11. The Council Members noted that per program accreditation cost of the Council is still very modest due efforts made to minimize the expenditure of the on-site visits by availing public transport and paying modest honorarium to program evaluators/experts. The accreditation cost is also shared by most of the institutions by providing local transport as well as boarding/lodging facilities. Chairman, NAEAC indicated that future budget can be reduced further by adopting the principle of selection of a random sample of degree programs instead of covering all the programs similar to that of the external audit by the Government. The Council may also adopt need-based accreditation. A few members viewed that a bulk share of accreditation cost may be borne by the host institutions.

Decision: *The Council Members agreed and approved the revised accreditation fee structure.*

Item# IV: Financial Sustainability and Resource Constraints Issue of NAEAC

12. During 2011-12, HEC realized that two out of four accreditation Councils namely NAEAC and NACTE would not be able to attain financial sustainability due to the current budgetary situation and low fee structure of government run universities such as agriculture and teaching education. Hence, the Commission enhanced the annual grant of these two Councils from Rs. 2 million to Rs. 4 million per annum. Recently, the budget division of HEC has raised the issue again and asked the Council to revisit the financial sustainability issue.

13. The matter is submitted for consideration of the Council Members with the request that HEC authorities may be approached by the Heads of degree awarding institution that an Accreditation Council working with 100% public sector institutions cannot become financially self-supporting because the institutions cannot recover full cost of the accreditation. They are already contributing significantly both in terms of fee and lodging facilities wherever feasible. The NAEAC's financial prudence is excellent. It is operating with austerity and minimal paid staff i.e. only three staff and Honorary Chairperson. It has already accomplished the first round of accreditation of 170 degree programs in five years and contributed enormously to quality assurance improvement, and capacity building.

Decision: *The members endorsed the views of the Council Secretariat and recommended that issue of financial sustainability may be taken up by the Heads of Agriculture Education Institutions with Higher Education Commission.*

Any other item:

Table Item: Raise in the Salary of NAEAC Staff

14. Reference Regulation wing of Finance Division of Government of Pakistan, Office Memorandum No.F1(2)Imp/2013594, dated 16 July 2013 regarding the Grant of Adhoc Relief Allowance-2013 @10% of Basic Pay to The Civil Employees of The Federal Government including contingent paid staff and contract employees. This decision has already been implemented by the Higher Education Commission. In view of the above, it is requested that NAEAC employees may also be granted 10% increase in the salary with effect from July 01, 2013.

Decision: *The Council considered the request and viewed it genuine and realistic. Hence 10% increase in the salary of NAEAC employees was approved including 5% earlier increase with effect from July 01, 2013.*

15. The meeting adjourned with a vote of thanks to the chair.

List of Participants of Ninth Council Meeting held on December 9, 2013

1. **Dr. M.E. Tusneem**, Chairman - NAEAC
2. **Prof. Dr. Safdar Ali**, Dean Faculty of Food & Crop Sciences, PMAS AAU Rawalpindi.
3. **Prof. Dr. Mian Inayatullah**, Dean Faculty of Crop Protection, KPK Agri. Uni., Peshawar.
4. **Prof. Dr. Ghulam Jilani**, Professor Lasbella University of Agriculture, Water & Marine Sciences, Lasbella, Uthal
5. **Prof. Dr. Muhammad Ibrahim Keerio**, Professor, Sindh Agriculture University, Tandojam
6. **Dr. Abid Mahmood**, Director General, Ayub Agriculture Research Institute, Faisalabad
7. **Mr. Ahmed Ali Zafar**, Additional Secretary Planning (Agriculture), Govt. of Punjab, Lahore
8. **Dr. Abdul Samad**, Director General, ARI, Tarnab, Peshawar
9. **Dr. Muhammad Javed Tareen**, Director General, Agriculture Research Institute, Quetta.
10. **Mr. Iskandar Mehmood Khan**, Director Premier Sugar Mills, Islamabad
11. **Mr. Waseem Amjad Mahmood**, Secretary Pakistan Fruit Processors Association, Lahore
12. **Mr. Ahmad Said**, Chief Planning Officer, Agriculture, Livestock & Cooperative Department, KPK Secretariat, Peshawar.
13. **Dr. Tariq Bashir**, Deputy Chief, Pakistan Council for Science & Technology, Islamabad.
14. **Dr. Muahmmad Rafiq Baloch**, Director General, Quality Assurance Agency, HEC, Islamabad

NAEAC Secretariat Staff:

15. **Mr. Naseer Alam Khan**, Secretary – NAEAC.
16. Mr. Raja Mehtab Yasin, Admin & Finance Officer.
17. Mr. Abdullah, Program Assistant/IT Coordinator.

Apologies:

1. Prof. Dr. Shahana Urooj Kazmi, Vice Chairperson, NAEAC
2. Dr. Riaz Hussain Qureshi, Ex-Advisor, HEC, Islamabad

Absences:

1. Prof. Dr. Muhammad Arshad (T.I), Dean Faculty of Agriculture, UAF
2. Dr. Ghulam Sarwar Tunio, Director, Rice Research Institute, Dokri
3. Dr. Nihal-ud-din Marri, Sugarcane Specialist, Direct. Gen. of Agri. Research, Tandojam
4. Mr. Taufiq Ahmed Khan, REAP, Ahmed Associates, Lahore