SHAHEED BENAZIR BHUTTO UNIVERSITY
SHERINGAL, DIR UPPER

MINUTES

OF

THE 11TH ACADEMIC COUNCIL

OF

SHAHEED BENAZIR BHUTTO UNIVERSITY

DATE & TIME: 26.12.2024 (10.00 AM)

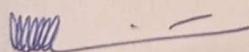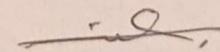VENUE: COMMITTEE ROOM OF THE NEW ADMINSTRATION BLOCK OF THE UNIVERSITY

SHAHEED BENAZIR BHUTTO UNIVERSITY, SHERINGAL

Dir Upper, Khyber Pakhtunkhwa,

MINUTES OF THE 11th ACADEMIC COUNCIL MEETING, DATED: 26.12.2024

The 11th meeting of the Academic Council of the University was held in the Committee Room of the New Administration Block of Shaheed Benazir Bhutto University on 26.12.2024 at 10.00 am. The following attended the meeting;

S#	NAME	DESIGNATION
01	Prof. Dr. Muhammad Shahab	Vice-Chancellor (IN CHAIR)
02	Dr. Abdul Khaliq Jan	Chairman Deptt of Chemistry
03	Dr. Midrarullah	Associate Prof. Deptt of Biotechnology (Elected Member)
04	Dr. Muhammad Riaz	Director Teaching/Admissions
05	Dr. Shafiq Ur Rahman	Associate Prof Deptt of Pharmacy (Elected Member)
06	Mahmood Khan	Registrar (Member-cum-Secretary)
07	Dr. Juma Muhammad	Controller of Examination
08	Dr. Alam Zeb	Director QEC
09	Dr. Shujaat Ahmad	Chairman Deptt of Pharmacy
10	Dr. Muhammad Asif Nawaz	Chairman Deptt of Biotechnology
11	Dr. Mian Shah Bacha	Chairman Deptt of English
12	Dr. Irfan Ullah	Chairman Deptt of Computer Science
13	Dr. Allah Ditta	Chairman Deptt of Environmental Sciences
14	Dr. Rajpar M. Nawaz	Chairman Deptt of Forestry
15	Dr. Najmur Rahman	Assistant Professor Deptt of Pharmacy (Elected Member)
16	Dr. Muhammad Nawaz Khan	HoD Deptt of Sociology (Elected Member)
17	Dr. Niaz Ali	Lecturer in Deptt of Education (Elected Member)
18	Mr. Intikhab Ullah	Lecturer in Computer Science (Elected Member)
19	Dr. Khan Sher	HoD Deptt of Botany
20	Dr. Fazli Haleem	HoD Deptt of Management Science
21	Dr. Latif Ahmad	HoD Deptt of Mathematics
22	Dr. Muhammad Ishaq	HoD Deptt of Pakistan Studies
23	Dr. Amir Alam	HoD Deptt of Social Work
24	Dr. Asmat Ullah Khan	HoD Deptt of Zoology

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The meeting was started with the recitation from the Holy Quran by Mr. Mahmood Khan, Registrar/Secretary. The Vice Chancellor welcomed the participants and then he asked the Registrar/Secretary to present the agenda before the House. The Registrar presented the agenda, item wise and various decisions were taken after detailed discussion and analysis of each agenda item.

01:   Recommendations of the Controller of Examinations

01.01. Approval of Amendments in University and Affiliated Colleges Semester Rules:

Decision:

The House after detailed and lengthy discussion approved and recommended the amendments in University and affiliated Colleges Semester Rules with minor changes which were incorporated on the spot. However it was proposed by the Council that the already constituted Committee shall check the draft again and final copy shall be submitted to the Office of the Vice Chancellor. The Council further authorized the Vice Chancellor to approve the final draft on behalf of the Academic Council. The same shall be placed before the upcoming Syndicate meeting for final approval.
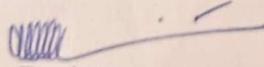
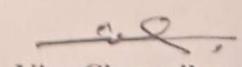**02:   Recommendations of the Office of Director Teaching/Admissions**

02.01: Fixation of Minimum Number of Students to Start a Session (BS) within a department

Decision:

The House , after lengthy and detailed discussion constituted a Committee with the following TORs. The report of the Committee shall be placed in the next meeting of the Academic Council.

i.	Dr. Shujaat Ahmad (Chairman Deptt of Pharmacy)	Convener
ii.	Dr. Alam Zeb (Director QEC)	Member
iii.	Dr. Muhammad Riaz (Director Teaching/Admissions)	Member
iv.	Registrar or his nominee	Member
v.	Controller of Examinations or his nomine	Member
vi.	Treasurer or his nominee	Secretary

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Vice Chancellor

TORs of the Committee

a. To recommend the minimum number of students required to start a session for any Program
b. To develop a Policy how to increase the number of students in each Department
c. To find out the financial impact if the tuition fee is decreased

d. To recommend any other points/suggestions related to the above issue, if the Committee considered appropriate and suitable for the increase of number of students

The Committee shall submit its report before 30th April 2025, to the Office of the Registrar for onward submission to the next meeting of the Academic Council.

03.   APPROVAL AND CONFIRMATION OF THE RECOMMENDATIONS OF BOARD OF STUDIES OF DEPARTMENT OF BIOTECHNOLOGY.

03.03:   APPROVAL OF THE   RECOMMENDATIONS/GUIDELINES FOR CODING THE EXISTING AND NEW COURSES OF BIOTECHNOLOGY.

Decision:

The House after detailed discussion approved the agenda item.

03.04:   APPROVAL OF THE   ASSOCIATE DEGREE (2 YEAR) IN BIOTECHNOLOGY, REVISED SCHEME OF STUDIES AS PER HEC GUIDELINES 2023.
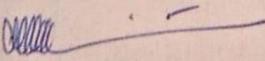
Decision:

The House after detailed discussion approved the agenda item.
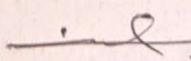
03.05:   APPROVAL OF THE   BS (4-YEAR) IN BIOTECHNOLOGY, REVISED SCHEME OF STUDIES AS PER HEC Guidelines, 2023.AND APPROVAL OF DEPARTMENT VISION AND MISSION.

Decision:

The House after detailed discussion approved the agenda items with following addition

i. The recommended books shall be updated accordingly and recent books if published shall be included in the list.

03.06: **APPROVAL OF THE CHANGES IN THE DEGREE TITLE AND ELIGIBILITY CRITERIA FOR ADMISSIONS (BS & MS) AND CURICULUM OF MASTER OF SCIENCE (MS) BIOTECHNOLOGY**

Decision:

The House after detailed discussion approved the agenda item with respect to eligibility criteria for admission in degree programs, and MS curriculum while regretted the change in Degree Title and the House directed the Chairman to follow the uniform University Degree title format.

03.07: **APPROVAL OF THE SCHEME OF STUDIES OF BS 4 YEAR PROGRAM IN BIOTECHNOLOGY (SESSION FALL 2024 & ONWARDS)**

Decision:

The House after detailed discussion approved the agenda item with following addition

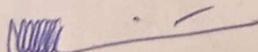i. The recommended books shall be updated accordingly and recent books if published shall be included in the list.

04. APPROVAL AND CONFIRMATION OF THE RECOMMENDATIONS OF BOARD OF STUDIES OF DEPARTMENT OF BOTANY.
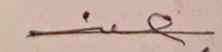
04.02: Approval of BS Curriculum as per New HEC Undergraduate Policy 2023.

Decision:

The House after detailed and lengthy discussion took the following decision.

The HoD will circulate the draft/ the Scheme of Studies of BS and M.Phil/Ph.D (Botany) to all the members of the Board of Studies. The members will rechecks all the requirements like Course Codes, Courses, Course Contents, Credit Houses in each Semester, etc in the light of the New HEC Undergraduate Policy 2023, and the final copy shall be signed by all the members of BOS. After that the HOD with the consultation of Director QEC shall submit a certificate of correction and shall submit the revise copy of the same to the Office of the Registrar for onward

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submission to the Office of the Vice Chancellor. The house further authorized the Vice Chancellor to approve the recommendations of BOS on the behalf of the Academic Council.
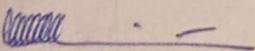
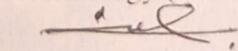## 05. APPROVAL AND CONFIRMATION OF THE RECOMMENDATIONS OF BOARD OF STUDIES OF DEPARTMENT OF COMPUTER SCIENCE.

05.01: Approval of the BS Curriculum of Department of Computer Science under new HEC Policy for Undergraduate Program 2023.

Decision:

The House after detailed discussion approved the agenda item with following modifications/Comments.

i. The Course of "Technical & Business Writing" was moved to 7th Semester and "Analysis of Algorithms" was moved to 8th Semester.

ii. The Council appreciated efforts of the Department of Computer Science and approved the Course Codes handbook for Department of Computer Science. It was further suggested that other Departments of the University may use this manual as a template and check if a similar handbook can be developed for their courses. This way, a uniformity can be brought in course codes across all the Departments of the University.

iii. The Tajweed, Quran, and Hadith courses introduced by Department of Computer Science in consultation with Department of Islamic Studies were appreciated and approved. The Council directed all the other Departments to add these courses to their study plan. In addition, it was recommended and approved that an evaluation mechanism is necessary so that students should pass it, otherwise, students wouldn't take these courses seriously. In this regard, a committee was formed to develop an evaluation mechanism to these courses and submit its report to the Vice Chancellor for approval as the Council authorized the Vice chancellor for same. The committee consists of the following members.

    a. Dr. Irfan Ullah, Associate Professor in Computer Science   (Convener)

    b. Dr. Muhammad Asif Nawaz, Associate Professor in Biotechnology (Member)

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c. Dr. Amin Ulllah, Head of Department of Islamic Studies   (Member)

d. Dr. Alam Zeb, Director QEC   (Member)

e. Mr. Intikhab Ullah, Additional Controller of Examinations (Member/Secretary)

05.02: Approval of the Revised Curriculum for MS Computer Science

Decision:

The House after detailed discussion approved the agenda item with following modifications/Comments.

i.   The Council approved the revised curriculum of MS Computer Science.

ii.   The Council regretted Coursework-based MS degree. It was added that such an approval, although allowed by HEC, Pakistan, would discourage Research & Development at the Department of Computer Science, Shaheed Benazir Bhutto University, Sheringal.

iii.   The Council approved changing the title from "MS Computer Science" to "MPhil Computer Science" subject to the consultation of Quality Enhancement Cell of the University, and HEC, Pakistan so that issues in obtaining NOC can be resolved, if any.

05.03: Approval of the Revised Curriculum for PhD Computer Science

Decision:

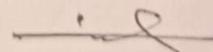The House after detailed discussion approved the agenda item.

05.04: Approval of the launching of New BS Programs

Decision:

The House after detailed discussion approved the agenda item and allows the Department to launch the following new BS Programs.

i. Artificial Intelligence
ii. Data Science
iii. Cyber Security
iv. Software Engineering

Registrar   **Vice Chancellor**

05.05: Confirmation of the Anticipatory Approval of the Increase in Number of Seats/Enrollments from 50 to 100 in BS Computer Science

Decision:

The House approved the agenda item.

05.06: Approval of the Curriculum for BS Artificial Intelligence

Decision:

The House after detailed discussion approved the curriculum for BS Artificial Intelligence and directed Board of Studies of the Department of Computer Science to develop curricula for the remaining newly approved programs i.e BS Data Science, BS Cyber Security, and BS Software Engineering.
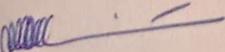
06.   APPROVAL AND CONFIRMATION OF THE RECOMMENDATIONS OF BOARD OF STUDIES OF DEPARTMENT OF MANAGEMENT SCIENCES.
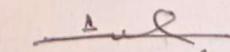
06.01: Approval of the BS Curriculum of Department of Management Sciences under new HEC Policy for Undergraduate Program 2023.

Decision:

The House after detailed discussion approved the agenda item with following modifications/Comments.

i.   Pakistan Studies shall be placed in any first four semesters

ii.   The Tajweed, Quran, and Hadith courses (Seerat) non credit course shall be included in curriculum

iii.   The recommended books shall be updated accordingly and recent books if published shall be included in the list.

06.02: Inclusion of disciplines in eligibility criteria for BS-Management Sciences degree program.

Decision:

      The House after detailed discussion approved the agenda item.

06.03: Inclusion of study tours in the curriculum of BS-Management Sciences degree program.

Decision:

      The House after detailed discussion approved the agenda item with addition that Department shall follow financial procedure of the University regarding study tours.

06.04: Addition of two new specializations ("Supply Chain Management" and "Entrepreneurship") in BS-Management Sciences degree program.

Decision:

      The House after detailed discussion approved the agenda item.

06.05: Increase of admissions/seats in BS Management Sciences degree program.
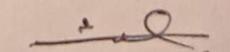
Decision:

      The House after detailed discussion approved the agenda item.

06.06: Approval of Launching of BS (4-Years) Tourism and Hotel Management degree program and its Curriculum.

Decision:

      The House after detailed discussion approved the agenda item, with suggestion to start the degree from the next session.

Registrar   **Vice Chancellor**

07. APPROVAL AND CONFIRMATION OF THE RECOMMENDATIONS OF BOARD OF STUDIES OF DEPARTMENT OF MATHEMATICS.

07.02: Approval of the BS Curriculum of Department of Mathematics under new HEC Policy for Undergraduate Program 2023.

Decision:

The House after detailed discussion approved the agenda item with following modifications/Comments.

i.   The Tajweed, Quran, and Hadith courses (Seerat) non credit course shall be included in curriculum

ii. The recommended books shall be updated accordingly and recent books if published shall be included in the list.

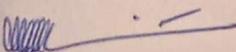**07.03: Approval of new Courses in M.Phil and Ph.D programs**

Decision:

The House after detailed discussion approved the agenda item with following modifications/Comments.
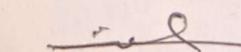
i.   The recommended books shall be updated accordingly and recent books if published shall be included in the list.

07.04: Approval of Course Codes for Quantitative Reasoning Courses in all Related Departments of the University

Decision:

The House after detailed discussion regretted the agenda item as a committee is constituted to develop uniform course codes for all departments.

Registrar

Vice Chancellor

08.   APPROVAL AND CONFIRMATION OF THE RECOMMENDATIONS OF BOARD OF STUDIES OF DEPARTMENT OF PAKISTAN STUDIES.

08.02:   Approval of the BS Curriculum of Department of Pakistan Studies under new HEC Policy for Undergraduate Program 2023.

Decision:

The House after detailed discussion approved the agenda item with following modifications/Comments.

i.   The Tajweed, Quran, and Hadith courses (Seerat) non credit course shall be included in curriculum

ii.   Pakistan Studies subject shall be included as per HEC policy.

iii.   The recommended books shall be updated accordingly and recent books if published shall be included in the list.

08.03:   APPROVAL FOR ASSOCIATE DEGREE PROGRAM

Decision:

The House after detailed discussion approved the agenda item.

08.04: APPROVAL FOR STUDENTS' ADMISSIONINTHE 5th SEMESTER
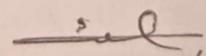
Decision:

The House after detailed discussion approved the agenda item.

08.05: APPROVAL FOR BRIDGING SEMESTER FOR 5th SEMESTER STUDENTS

Decision:

The House after detailed discussion approved the agenda item

Registrar

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08.06: APPROVAL FOR THESIS/REPORT AT BS (4 YEARS) LEVEL

Decision:

The House after detailed discussion approved the agenda item

08.07: APPROVAL FOR APPROVAL OF THE PANEL OF EXTERNAL EXAMINERS

Decision:

The House after detailed discussion approved the agenda item

08.07: APPROVAL OF STUDY TOURS

Decision:

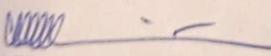The House after detailed discussion approved the agenda item

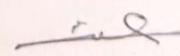## 09. APPROVAL AND CONFIRMATION OF THE RECOMMENDATIONS OF BOARD OF STUDIES OF DEPARTMENT OF SOCIOLOGY.

09.02: Approval of the BS Curriculum of Department of Sociology under new HEC Policy for Undergraduate Program 2023.

Decision:

The House after detailed discussion approved the agenda item with following modifications/Comments.

i. The recommended books shall be updated accordingly and recent books if published shall be included in the list.

10. **APPROVAL AND CONFIRMATION OF THE RECOMMENDATIONS OF BOARD OF STUDIES OF DEPARTMENT OF SOCIAL WORK.**

10.02: Approval of the BS Curriculum of Department of Social Work under new HEC Policy for Undergraduate Program 2023.

Decision:

> The House after detailed discussion approved the agenda item with following modifications/Comments.

    i.   The Course Contents and Course Code for the subject "Ethics" (for non-Muslim) shall be taken from the department of Islamic Studies.

    ii.   The Course Contents and Course Codes for general subjects shall be taken from the concerned departments.

    iii.   The "Field Work" shall be moved from 7th Semester to 8th Semester while "Internship" shall be moved from 8th to 7th Semester.

    iv.   The recommended books shall be updated accordingly and recent books if published shall be included in the list.

11. **APPROVAL AND CONFIRMATION OF THE RECOMMENDATIONS OF BOARD OF STUDIES OF DEPARTMENT OF ZOOLOGY.**
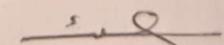
11.02: Approval of the BS Curriculum of Department of Zoology under new HEC Policy for Undergraduate Program 2023.

Decision:

> The House after detailed discussion approved the agenda item with following modifications/Comments.

    i.   The recommended books shall be updated accordingly and recent books if published shall be included in the list.

Registrar

Vice Chancellor

12. APPROVAL AND CONFIRMATION OF THE RECOMMENDATIONS OF BOARD OF STUDIES OF DEPARTMENT OF ENVIRONMENTAL SCIENCES.

12.02: Approval of the BS Curriculum of Department of Environmental Sciences under new HEC Policy for Undergraduate Program 2023.

Decision:

The House after detailed discussion approved the agenda item with following modifications/Comments.

i. The subject "Introduction to Entrepreneurship" in 3rd Semester shall be moved to 4th semester, in order to adjust the credit hours as per rules.

ii. The recommended books shall be updated accordingly and recent books if published shall be included in the list.

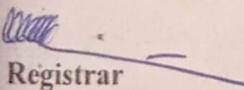**12.03:** Approval of Associate Degree in Environmental Sciences.
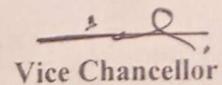
Decision:

The House after detailed discussion approved the agenda item.

13: APPROVAL OF PHARM-D FINAL TRANSCRIPTT

Decision:

The House after detailed discussion decided that the Office of the Controller of Examinations with the consultation with Department of Pharmacy shall finalize the Pharm-D Final Transcript and shall submit to the Office of the Vice Chancellor. The Council further authorized the Vice Chancellor to approve the final Pharm-D Transcript on the behalf of the Council.

Registrar

Vice Chancellor

14: GUIDANCE AND DECISION FOR THE TWO DEGREES AWARDED IN DIFFERENT YEARS.

Case 1. Mr. Manzoor Ur Rehman.(M.A Degree Cancellation)

Decision:

The house, after detailed discussion, the request of Mr. Manzoor ur Rahman, son of Saif Ur Rahman, for cancellation of his Master's Degree in Islamiyat obtained in 2015 has been approved, and he shall be issue the degree of B.Sc.

Case 1. Mr. Saif Ur Rehman.(Duel Degree)
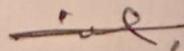
Decision:

The house, after detailed discussion, the appeal submitted by Mr. Saif Ur Rahman, son of Khwaja Muhammad, requesting the reinstatement of his B.Sc degree obtained in 2021, has been thoroughly reviewed and subsequently regretted.

Mr. Saif Ur Rahman already possesses a bachelor's degree in the same subject, and according to the relevant rules and regulations, an individual is not permitted to hold two degrees in the same field.

To ensure adherence to these regulations, guidance was sought from the Higher Education Commission.

The Controller of Examinations had initially cancelled Mr. Saif Ur Rahman's degree through letter No. SBBU/CE/Ltr/23-052, dated 19-01-2023.
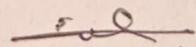
Registrar

Vice Chancellor

General recommendations of the Academic Council

i. The Course Contents and Course Code for the subject "Ethics" (for non-Muslim) shall be taken from the Department of Islamic Studies.

ii. The Course Contents and Course Codes for general subjects shall be taken from the concerned Departments.

iii. The recommended books shall be updated accordingly and recent books if published shall be included in the list.

iv. The Tajweed, Quran, and Hadith courses (Seerat) non credit course shall be included in curriculum.

v. Pakistan Studies subject shall be included as per HEC policy.

The meeting ended with a vote of thanks to and from the Chair.

Registrar

Vice Chancellor