



# FOUNDATION UNIVERSITY ISLAMABAD

## RAWALPINDI CAMPUS

1-New Lalazar, Rawalpindi. Ph. 051-5151437-38

### DEAN (E & IT)

FURC-ACD-DEANSE-

September 06, 2019

### Meeting Minutes Board of Faculty of Engineering & IT

1. Meeting of Board of Faculty of Engineering & IT, Foundation University Rawalpindi Campus was held on September 04, 2019 at 12 PM under the chairmanship of Dean (E & IT) in Conference Room, FURC. The agenda of the meeting included the decisions made by Board of Studies of Software Engineering Department and Board of Studies of Electrical Engineering Department in the last six months.
2. Following members were present:
  - a. Prof. Dr. Muhammad Shaheen,  
Dean, (Faculty of E & IT)
  - b. Dr. Muhammad Haneef,  
HOD (EE)
  - c. Dr. Shariq Bashir,  
Associate Prof (SE)
  - d. Dr. Wakeel Khan,  
Assistant Prof (EE)
  - e. Mr. Umair Naseer on behalf of Ms. Asmat Parveen,  
In charge QEC, FUI
  - f. Mr. Syed Jawad Hussain  
Senior Manager (IT& ERP), Askari Cement Ltd
  - g. Dr. Arif Jamal Malik  
Assistant Prof (SE)
  - h. Dr. Aaqif Afzaal  
Assistant Prof (SE)
  - i. Dr. Sajid Ali Khan  
Assistant Prof (SE)
3. The following members of the Board were intimated and could not attend the meeting due to their pre-occupation:
  - i. Prof. Dr. Shoaib Ahmed, CEME, NUST Islamabad
  - ii. Brig. Dr. Javaid Iqbal, CEME, NUST Islamabad
  - iii. Brig Dr. Ashraf (Retd), MCS, NUST, Islamabad.

- iv. Dr. Nasrullah, Assist Prof (SE), FUSC
  - v. Mr. Muhammad Aqeel Iqbal, Assist Prof (SE), FURC
4. The minutes are sent to the members who were absent. It is required to make it convenient to attend the meeting in future.
5. Following is the summary of the agenda items discussed and recommendations made:

❖ **Approval of BCSE/BSCS/BS(IET) Program objectives, course outlines and outcomes**

<b>Decision (s)</b>	<b>Action to be taken by</b>
<ul style="list-style-type: none"> <li>• The program objectives of all BS/MS program were discussed and approved by the BOF.</li> </ul>	NIL

❖ **Rename degree title of BCSE to BSSE**

<b>Decision (s)</b>	<b>Action to be taken by</b>
<ul style="list-style-type: none"> <li>• It was agreed to update the degree title name to BSSE in accordance with HEC.</li> <li>• The examination section may update their records for future intake and name of the program on the degrees and transcripts.</li> </ul>	Academic Council Controller (E )

❖ **Adoption of new HEC curriculum 2017**

<b>Decision (s)</b>	<b>Action to be taken by</b>
<ul style="list-style-type: none"> <li>• The BOF approved the adoption of curriculum for MS(SE), MS(IS) and MS(AI) programs.</li> </ul>	NIL

❖ **Formation of PHD review committee**

<b>Decision (s)</b>	<b>Action to be taken by</b>
<ul style="list-style-type: none"> <li>• The BOF recommended to establish committee for addressing PHD students' academic grievances and to hold monthly presentations with the PhD students as well as supervisors and give action recommendations through which the status of their degree can be determined. The structure of the committee is given below:</li> </ul>	NIL

<ul style="list-style-type: none"> <li>• <b><u>Chairman:</u></b> PM (CS)</li> <li>• <b><u>Members:</u></b> <ol style="list-style-type: none"> <li>1) Supervisor</li> <li>2) PM (PG)</li> <li>3) SDP Coordinator</li> <li>4) One Professor/Associate Professor/Assistant Professor from the department</li> </ol> </li> </ul>	
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❖ **Formation of Result review committee**

<b>Decision (s)</b>	<b>Action to be taken by</b>
<ul style="list-style-type: none"> <li>• Due to massive probation cases it was advised by BOF to form a Result review committee who will review the result of probation cases and will put forward the reports to the HOD. The committee will submit recommendations to respective Deans.</li> <li>• Changes in the working of CMS was discussed that will allow the HOD and Dean to have access to students complete result before forwarding the same to Exam department.</li> </ul>	HOD (SE) HOD (EE) Manager (IT)/ Incharge CMS

❖ **SDP offering in Summer**

<b>Decision (s)</b>	<b>Action to be taken by</b>
<ul style="list-style-type: none"> <li>• The inclusion of 'I' grade instead of 'F' may be considered in the examination system for only SDP/FYP course, as grading 'F' on transcript creates an impression as if the student has failed.</li> <li>• SDP can be considered as a repeat course in summer.</li> </ul>	Academic Council

❖ **Appointment of New BOS Members**

<b>Decision (s)</b>	<b>Action to be taken by</b>
The BOF approved the following BOS members for department of Software Engineering: External Member: <ul style="list-style-type: none"> <li>• Mr. Syed Jawad Hussain (Askari Cement Ltd.)</li> </ul>	NIL

<p>Faculty Members</p> <ul style="list-style-type: none"> <li>• Dr. Arif Jamal Malik, Assistant Professor (SE)</li> <li>• Dr. Aaqif Afzaal, Assistant Professor (SE)</li> <li>• Dr. Sajid Ali Khan, Assistant Professor (SE)</li> </ul>	
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❖ **Launching of BS (Biomedical Engineering Technology) Program**

<b>Decision (s)</b>	<b>Action to be taken by</b>
<ul style="list-style-type: none"> <li>• The board discussed background work and the need to introduce BS. (Biomedical Engineering Technology) program.</li> <li>• BS (Biomedical Engg Tech) program is a 4-year program and will be expected to execute under the supervision of DEE HoD.</li> <li>• Program scheme and tentative outline was discussed. It was highlighted that the scheme designed to be adaptable to the current trends in the industry.</li> <li>• The BOF proposed that in the tentative course outline pool of minor (elective) courses are not sufficient and flexible therefore it was suggested that for the next outline number of elective courses must be increased.</li> <li>• Advantages and limitations of introducing new programs were discussed and how it will affect the existing programs being offered in the department and under the umbrella of the faculty. Whether the knowledge set of existing program overlaps with the new program.</li> <li>• The recommendations for the start of the program were made by the BOF and for onward submission to higher bodies.</li> <li>• The placement and industry liaison officer to draft policy and guidelines for the 'Supervised Industrial Training' component which is to be held in the last year of the program.</li> <li>• Provision of dedicated faculty, program manager for the program, dedicated computer, networking, and multi-purpose hardware (electronics) labs to be allocated for the program.</li> <li>• For the hardware lab, suggestions are made for the type of trainers to be used in the electronics lab.</li> <li>• It was suggested by the BOF members to convert Arts and media lab into multi- purpose hardware lab.</li> <li>• It was discussed that the Program Learning Outcomes (PLOs) may be mapped and aligned with courses of the scheme of studies (SoS).</li> <li>• It was proposed that the program be placed under the existing vision &amp; mission of the department.</li> </ul>	Academic Council

<ul style="list-style-type: none"> <li>An admission eligibility criterion was discussed. The number of seats currently provided by the NTC is fifty.</li> </ul>	
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❖ **Accreditation of BS (Bio medical Engineering Technology) Program**

<b>Decision (s)</b>	<b>Action to be taken by</b>
<ul style="list-style-type: none"> <li>Avenue of accreditation of the program was discussed. It was highlighted that NTC was consulted and the program outline was provided by the NTC. BOF approved the program outline and it will be put forward for further approval by the NCRC (National Curriculum Revision Committee).</li> <li>For the accreditation of the BS (Biomedical Engineering Tech) Program Official documentation and course scheme will be presented to Academic Council.</li> </ul>	NIL

❖ **Infrastructure Requirements**

<b>Decision (s)</b>	<b>Action to be taken by</b>
<ul style="list-style-type: none"> <li>2 x Labs and 2 x Lecture Halls will be required for the smooth functioning of the program.</li> </ul>	Pro-Rector (FURC)

❖ **Split Classes at FUIC and FURC**

<b>Decision (s)</b>	<b>Action to be taken by</b>
<ul style="list-style-type: none"> <li>In the light of Course Outline of the above mentioned program, some of the classes will be held in FUIC.</li> </ul>	Director (FUIC) HOD (EE)

Prof. Dr. Shoaib Ahmed, CEME, NUST Islamabad	
Brig. Dr. Javaid Iqbal, CEME, NUST, Islamabad	
Brig. Dr. Ashraf (Retd), MCS, NUST, Islamabad	
Dr. Umair Abdullah, BIIT, Rawalpindi	
Mr. Syed Jawad Hussain, SM, Askari Cement Ltd	
Dr. Muhammad Haneef, EE, FURC	
Dr. Wakeel Khan, EE, FURC	
Dr. Shariq Bashir, E & IT, FURC	
Dr. Nasrullah, CS & SE, FUSC	
Mr. Muhammad Aqeel Iqbal, E & IT, FURC	
Ms. Asmat Parveen, Incharge QEC, FUI	

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**Prof. Dr Muhammad Shaheen**  
Dean (Engineering & IT)

**Pro-Rector (FURC)**

**Rector (FUI)**

**Ratification**

**C.C: Director, FUIC**  
**Director, FURC**  
**Controller Exam, FUI**  
**HOD (SE)**  
**HOD (EE)**  
**Manger (IT)**  
**In charge, CMS**