3. Regarding pre-requisite courses, it was decided that departments should identify the pre-requisite courses in the curriculum. Further, it was decided that a student should not be allowed to register in a course unless he has already studied its pre-requisite course.

4. The Chairmen, Department of Studies are requested to draft vision and mission of the department, programme educational objective (PEO), Programme outcome (PO) and Course Objectives (CO), defined in the SAR document.

5. The Chairman, department of studies are requested to ensure that course files of each theory/lab courses are maintained by the concerned teachers.

Meeting then came to an end with vote of thanks.

(Prof. Hamid Ali)
Dean

Distribution:

1. All Chairmen, Deptt. of Studies
2. Members of the meeting through the concerned Chairman
3. Prof. Ekram Khan, Deptt. of Dept of Electronics Engg.
4. Prof. M. Muzammil, Deptt. of Mechanical Engg.
5. SPA to Dean
Minutes of the meeting in connection with NBA accreditation was held on 14th June 2013 in the Committee Room of Engg. College to discuss certain matter.

Following were present:

1. Prof. Hamid Ali, Dean, F/o Engg. & Technology (on chair)
2. Prof. Tabassum Naqvi, Dept of Civil Engg.
3. Prof. Arif Suhail, Chairman, Dept of Mech Engg.
4. Prof. M. Salim Beg, Chairman, Dept of Electronics Engg.
5. Prof. M. Mubin, Chairman, Dept of Applied Chemistry.
6. Prof. Nesar Ahmad, Chairman, Dept of Computer Engg.
7. Prof. Mohammad Idrees, Dept of Chemical Engg.
8. Prof. M. Muzammil, Dept of Coordinator B.E.
9. Dr. Shakeel Khan, Chairman, Dept of Applied Physics.
10. Dr. Ashraf Mateen, Dept of Petroleum Studies
11. Dr. M. Yusuf Ansari, Dept of Petroleum Studies
12. Dr. Rehan A. Khan, Dept of Civil Engg.
13. Dr. Suhail Ayub, Dept of Civil Engg.
15. Dr. Wasi Khan, Dept of Applied Physics.
16. Prof. Ekram Khan, Dept of Electronics Engg.
17. Dr. Athar Ali Moinuddin, Dept of Electronics Engg.
18. Dr. Umar Farooq, Dept of Electronics Engg.
19. Dr. Syed Akhlaq Ahmad, Dept of Chemical Engg.
20. Mr. Naseem A. Khan, Dept of Chemical Engg.

Following deliberations were made:

1. The Dean, Prof. Hamid Ali, informed the members that all UG courses need to re-accredited, as present accreditation is up to 14th Jan 2014.

2. Prof. Ekram Khan briefed outline of accreditation process to be followed. He also informed the members present in the meeting regarding vast amount of data to be collected from various offices within the university.