INSTITUTE OF EDUCATION AND RESEARCH

Mission, Objectives and Outcomes:

Mission Statement:

The Institute of Education and Research of Gomal University, D.I.Khan serves the society by producing professionally skilled teachers carrying leadership qualities to promote knowledge and values through collaborative approaches and research based programs.

Vision Statement:

The institute of Education and Research intends to create conducive working environment by strengthening faculty to produce valuable contributors and ensure academic excellence.

B.Ed. Program

(Program Mission, Objectives and Outcomes)

> Standard 1-1: the program must have documented measurable objectives that support faculty /college and institution mission statements.

Mission statement for B.Ed.:

The institute serves the society by producing professionally skilled teachers carrying leadership qualities to promote knowledge and values through collaborative approaches and research based programs.

Program Objectives

The institute has the objectives to offer the knowledge in B.Ed. on both theoretical and research based education so that they can encounter the future challenges and be able to:

1. Produce skilled teachers.
2. To fulfill the deficiency of teachers.
3. To promote research culture in teacher education.
4. To equip teachers with innovated methods of teaching.
5. To aware the teachers about modernization in education.
6. Generate funds for making the institution financially self-sustainable.
7. Enhance quality of learning and student enrollment
8. Establish linkages at national and international level.
9. Create conducive working environment.
10. Strengthen operational and communication system.

Objective	How measured	When measured	Improvement identified	Improvement made
2,3,7,8,9	Student Course Evaluation Questionnaire	Dec 2012	course organization, Lack of learning resources, lack of practical material, Shortage of books.	
1,2,4,6,10	Survey of Graduating Students	Dec 2012	➢ Program objectives achievements need more attention ➢ Infrastructure Improvement in lab work	

Standard 1-2: The program must have documented outcomes for graduating students. It must be demonstrated that the outcome supports the program objective and that graduating students are capable of performing these outcomes.

Program objectives will result in following outcomes.

1. Students are able to apply theoretical knowledge into practical
2. Students are able to run the project individually.
3. Students are able to analyze and produce the solution to problems.
4. Students be able to communicate effectively in written and oral
5. Students are able to work as team member.
6. Students are able to utilize the hidden potentials.
7. Students are able to grow themselves in the market.
8. Students are able to apply management skills.
9. Students shall have sound knowledge about their history and religious culture.

Program Objectives	Program Outcomes								
	1	2	3	4	5	6	7	8	9
1	√				√	√	√	√	
2		√				√		√	
3			√	√					
4			√	√					
5		√			√				
6		√				√			
7	√						√	√	
8	√	√					√	√	
9									√
10						√	√	√	

Standard 1-3: The results of programs assessment and the extent to which they are used to improve the program must be documented

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After the assessment of Graduating students' survey, the strength and weaknesses are identified.

Satisfaction From Programe	Skill Development	Education Environment	Effectiveness of Internship	Aggregate
4.00	3.65	3.67	2.77	3.52

Survey Of Graduating Students (IER)

5-point Scale	Satisfaction From Programe	Skill Development	Education Environment	Effectiveness of Internship
Series1	4.00	3.65	3.67	2.77
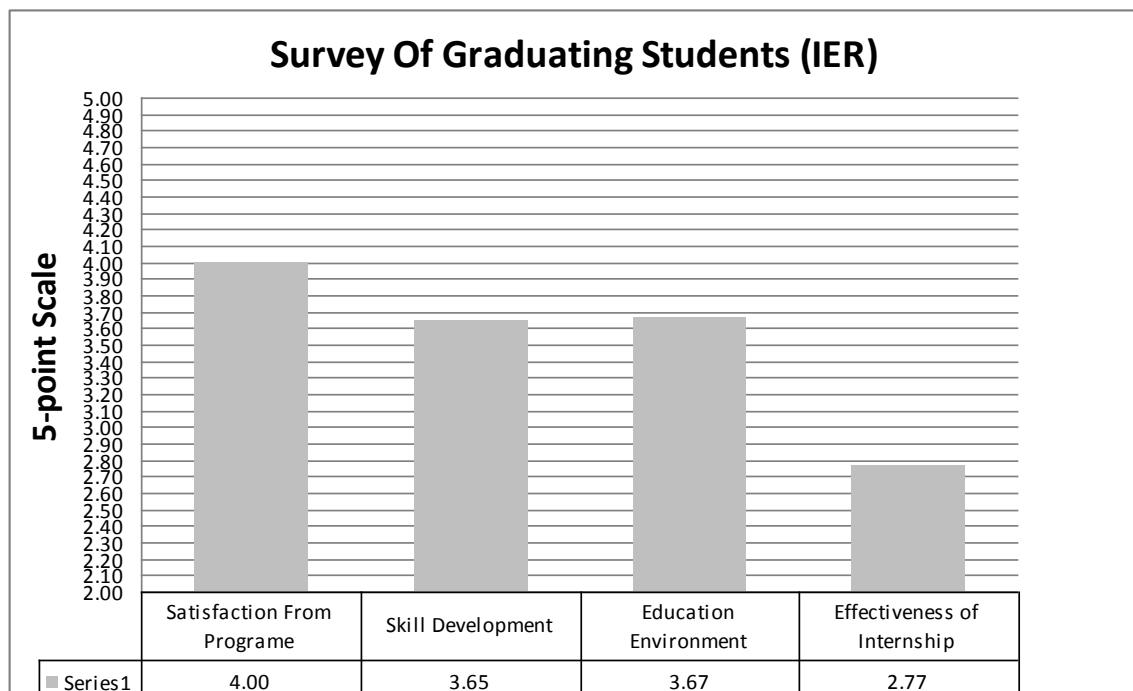
Internship needs improvement.

❖ **Areas for improvement:**
✓ Infrastructure
✓ Lack of laboratory
✓ Library needs improvement.

Standard 1-4: the department must assess its overall performance

Periodically using quantifiable measures.

Present student enrollment (B.Ed.)

Years	No of students	No of graduate students
2009-2010	125	83
2010-2011	127	104
2011-2012	162	129

Criterion 2: Curriculum Design and Organization

A. **Title of degree program**: B.Ed.

B. **Definition of credit hour:** One credit hour means a class of one hour per week for one term/ semester. One term means 15 weeks continuous duration program.

C. Degree Plan: The table-1 shows the course division of the program.

D. Curriculum breakdown: No breakdown available for the courses. Needs improvement

Figure: 1

Following matrix links courses in the program to program outcomes.

SNo	Courses	Outcomes								
		1	2	3	4	5	6	7	8	9
1	Test development & evaluation	√	√	√			√	√	√	
2	School organization & classroom management	√	√	√		√	√	√	√	√
3	Human development & learning	√	√	√		√	√	√	√	
4	School Society & Teacher	√	√			√		√	√	√
5	English Compulsory	√	√		√			√		
6	Teaching of Science & Arts Subject	√	√	√	√	√	√	√		
7	Perspective of Education in Pakistan		√					√		√
8	Educational Technology		√				√	√		
9	Curriculum Development		√					√		
10	Functional English	√	√		√			√		
11	Teaching of Science & Arts Subjects	√	√	√	√	√	√	√		

Standard2-2: Theoretical background, problems analysis and solution design must be stressed within the program's core material.

The program has its practical background in the form of teaching practicum.

Standard2-3: The curriculum must satisfy the mathematics and basic sciences requirements for the program as specified by the respective accreditation body.

The program must have mathematics and science subject.

Standard 2-4: The curriculum must satisfy the major requirements for the program as specified by the respective accreditation body

Overall the curriculum in the program is fully satisfied the major requirement of the program but it needs the inclusion of some subjects in the program which are indispensable for the capacity building.

Standard 2-5: The curriculum must satisfy humanities, social sciences, arts, ethical, professional and other discipline requirements for the program as specified by the respective accreditation body.

The curriculum satisfies the humanities, social sciences, arts and ethical, professional discipline but lack of social sciences, improvement needs in this regard.

Standard 2-6: Information technology component of the curriculum must be Integrated throughout the program.

No information technology subject is included in the B.Ed. program. Improvement needs in this area.

Standard 2-7: Oral and written communication skills of the students must be developed and applied in the program.

A course of functional English compulsory English are included in the curriculum from which the oral and written communication skills have been improved.

Criterion 03: IER Lab

Lab Title	Location & area	Objectives	Adequacy for Instruction	Courses Taught	Major apparatus and Equipments	Safety regulations and first aid box
Computer lab	Main Building IER WxL 22x40	To enhance their computer skills in the field of education.	B.Ed. program		1.No Multimedia Projector 2. Computers and related accessories.	Not available
Instructional technology lab	Adjacent building WxL 14x40	To prepare instructional material from local material in different subjects for elementary and secondary school	B.Ed. program		1. Different kinds of projectors. 2. Drawing material. 3.pentographs	Not available

Standard- 3-1: (Lab manuals/documentation/instruction for experiments must be available and readily accessible to faculty and students.

Lab manuals are not available. No facility to overcome electric shocks in the Lab is available.

Standard 3-2: There must be adequate support personal for instruction and maintaining the computing laboratories

Lab Assistants and attendants help in conducting the Lab activities; both labs have one Lab Assistant.

Standard 3-3: The university computing infrastructure and facilities must be adequate to support programs objectives.

Computer lab is established and equipped with computers but no access to students to take benefits from Digital library and other e-learning facilities. The internet Lab facility in the department needs improvement to fulfill the requirements of e-learning.

Criterion 4: Student Support and Advising

Standard 4.1: Courses must be offered with sufficient frequency and number for students to complete the program in a timely manner.

All the courses are first discussed by departmental academic committee. The recommendations are then discussed in the Board of Studies meeting comprising of some senior professors of the university and experts of curriculum from other universities and affiliated colleges. The recommendations of this board are further submitted to Academic committee for approval and onward submission to the syndicate.

Standard 4-2: Courses in the major areas of study must be structured to ensure effective interaction between student, faculty and teacher assistants.

In B.Ed. Program students are allowed to directly interact with teacher on and off in the department. Teaching Assistants in this department are not available. However, proper procedure to assign the responsibility to structure courses and to maintain the consistency of contents is available. Improvement needs in this area to fulfill the requirements.

Standard 4-3 Guidance on how to complete the program must be available to all students and access to academic advising must be available to make course decisions and careers choices.

A faculty member is assigned responsibility to discuss and coordinate with student in taking major optional courses. Also a faculty member is responsible for organizing seminars, visits of the students to different universities.

Criterion 5: Process Control

Standard 5-1: **The process by which students are admitted to the Program must be based on quantitative and qualitative criteria and clearly documented. The process must be periodically evaluated to ensure that it is meeting its objectives.**

A very transparent system for admission in B.Ed. NTS test and interview is taken for admission. Admission in this program based on the following selection criteria.

1. The candidate must qualify NTS test to appear in interview.(40%)
2. Candidate must have passed B.Sc. /B.A. at least 2nd division.
3. Candidate must have
4.   Merit formula: (60%)

     SSC *1   = X

     HSSC*2 = Y

     B. Sc*3   = Z

   Merit = X+Y+Z / 6

Standard 5-2: The process by which students are registered in the program and monitoring of students progress to ensure timely completion of the program must be documented.

At the start of term applications are invited through leading news papers. After getting the applications students are scrutinized with reference to pre-requisite of the program. Merit list of eligible candidates is prepared according to the formula given in standard 5.1

To monitor the students' performance we have internal as well as external base evaluation system. In every term at least 2 tests are conducted which carry 20 % marks along with assignments at the end of the term, external exam is conducted for 80 %. The result is based over these combined assessments of the students.

Standard 5-3: The process of recruiting and retaining highly qualified faculty members must be in place and clearly documented. Also processes and procedures for faculty evaluation.

In order to attract qualified faculty , different domains of teacher education are defined in the programs as per the expertise required , demand for the staff along with the expertise details is sent to Administration for advertising the positions in leading English and Urdu News papers. As the application forms are received, the scrutiny committee short lists the applicants for the screening test as per criteria advertised. A third party is involved for conducting the test to make the process transparent. Successful candidates of the test are interviewed through a selection board in which a panel of experts is present. After the selection board syndicate approves these selections, there after appointment is offered to the candidate.

There was no systematic process before to evaluate the faculty members, now after establishment of QEC each faculty member is evaluated by the students via "Teacher Evaluation Questionnaire".

Standard 5-4: The process and procedures used to ensure that teaching and delivery of course material to the students emphasize active learning and that course learning outcome is met. The process must be periodically evaluated to ensure that it is meeting the objectives.

In order to ensure that the teaching is effective, a quarterly survey is conducted by the University QEC and the findings are communicated to the concern faculty members. After completion of survey a meeting of assessment team is called to review the assessment report and to make implementation plan for the said department.

Standard 5-5: **The process that ensures that graduates have completed the requirements of the program must be based on standards, effective and clearly documented procedures. This process must be periodically evaluated to ensure that it is meeting its objectives.**

Proper procedures is present to assure that the graduate meet the program requirements. But periodic meetings to ensure that objectives are fulfilled are not conducted as per present procedure. This area requires attention of the institute.

Criterion 06: Faculty

Standard 6-1: There must be enough full time faculties who are committed to the program to provide adequate coverage of the program areas / courses, continuity and stability. The interests and qualifications of all faculty members must be sufficient to teach all courses, plan, modify and update courses and curricula. All faculty members must have a level of competence that would normally be obtained through graduate work in the discipline. The majority of the faculty must hold a Ph. D. in the Discipline.

The following table indicate program areas and number of faculty in each area

Program Area	Courses in the area and average number of sections per year	Number of faculty members in each area	Number of faculty with PhD
B.Ed.	Test development & evaluation School organization & classroom management Human development & learning School Society & Teacher English Compulsory Teaching of Science & Arts Subject Perspective of Education in Pakistan Educational Technology Curriculum Development Functional English Teaching of Science & Arts Subjects	10	2
S.Total :		**10**	**2**
Total		**10+2 =12**	

> **Standard 6-2:** All faculty members must remain current in the discipline and sufficient time must be provided for scholarly activities and professional development. Also, effective programs for faculty development must be in place.

B.Ed. has number of faculty members involved in research work and professional development. Research seminars are arranged. Improvement needs to arrange refresher courses and research workshops.

> **Standard 6-3:** Faculty members should be motivated and have job satisfaction to excel in their profession

There are different programs for faculty benefits and there motivation i.e.

1) Reasonable work load and class size as per the HEC requirement for getting quality education.
2) Attractive salary packages.
3) Paid vacations.
4) Hard area allowance.

Criterion 07: Institutional Facilities

> **Standard 7-1:** **The institution must have the infrastructure to support new trends in learning such as e-learning**

B.Ed. has less space to support new trends in learning, but this area needs much improvement to meet the day to day requirement. Improvement is needed for this section.

> **Standard 7-2:** **The library must possess an up to date technical collection relevant to the program and must be adequately staffed with professional personnel**

The institute library has the collection of books not up to the mark. The total numbers of books in the library are

Name of Item	Quantity
Books	14665

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Central Library:

The central library has facilitates the IER students also but with small number of books. Our central library does not have the sufficient number of books in education. No e-learning facility is provided in central library. Improvement needs in this section.

> **Standard 7-3:** **Class-rooms must be adequately equipped and offices must be adequate to enable faculty to carry out their responsibilities**

Class room and faculty member's office shortcomings. There is less space for B.Ed. students. No availability of Laboratory School for B.Ed. program.

1. **Multimedia:** No multimedia present in the classrooms.
2. **Sound System:** No sound system present.
3. **Desks / Chairs:** Desks and chairs are present but their condition is not good.
4. **Light System:** Light system is present but not up to the requirements and classroom standards.

Offices are not adequate to enable faculty to carry out their job responsibilities.

Criterion 08: Institutional Support

Standard 8-1: **There must be sufficient support and financial resources to attract and retain high quality faculty and provide the means for them to maintain competence as teacher and scholar.**

All the financial matters of B.Ed. are run by University Finance Directorate and very little is left at department level. The university provides all the financial support needed to run the programs of studies in B.Ed. Salaries of the faculty as well as supporting staff are facilitated by the university. The compensation including benefits like housing and children's Education is also provided by the administration.

Standard 8-2: **There must be an adequate number of high quality graduate students, research assistants and PhD students.**

Currently B.Ed. has the students enrolled in B.Ed. and in M.Phil./Ph.D. But no research assistants are supported by the university. Still there are also some problems faced by the students during studies and research.

1. Lack of computers, printers, network equipment and software support.
2. Lack of funds for the functioning of research equipment.

Standard 8-3: **Financial resources must be provided to acquire and maintain library holding, laboratories and computer facilities**

All the financial resources are captured by the finance department of the university. For the maintenance/purchase of the equipment a lengthy procedure is followed, which often ends at the constraint "NO FUNDS".