



**Institutional Performance Evaluation (IPE)**

Date: \_\_\_\_\_

|                      |                               |
|----------------------|-------------------------------|
| <b>Campus:</b> _____ | <b>Campus Director:</b> _____ |
|----------------------|-------------------------------|

**PE Team Members:**

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

|          |  | 5: (Ex)Excellent | 4: (VG) Very Good | 3: (G) Good | 2: (Av) Average | 1: (BA) Below Average | 0: (ND) Not Developed |  |  |
|----------|--|------------------|-------------------|-------------|-----------------|-----------------------|-----------------------|--|--|
| S#       | Factors  | Ex               | VG                | G           | Av              | BA                    | ND                    |  |  |
| <b>1</b> | <b>Criterion 1 – Program Mission, Objectives and Outcomes</b>  |                  |                   |             |                 |                       |                       |  |  |
| 1.1      | Does the Program have documented measurable objectives that support faculty / college and institution mission statements?            | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 1.2      | Does the Program have documented outcomes for graduating students?   | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 1.3      | Do these outcomes support the Program objectives?  | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 1.4      | Are the graduating students capable of performing these outcomes?  | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 1.5      | Does the department assess its overall performance periodically using quantifiable measures?   | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 1.6      | Is the result of the Program Assessment documented?  | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| <b>2</b> | <b>Criterion 2 – Curriculum Design and Organization</b>  |                  |                   |             |                 |                       |                       |  |  |
| 2.1      | Is the curriculum consistent?  | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 2.2      | Does the curriculum support the program's documented objectives?   | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 2.3      | Are theoretical background, problem analysis and solution design stressed within the program's core material?                        | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 2.4      | Does the curriculum satisfy the core requirements laid down by Accreditation body?   | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 2.5      | Does the curriculum satisfy the major requirements laid down by HEC and the Accreditation body?                                      | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 2.6      | Does the curriculum satisfy the professional requirements as laid down by the Accreditation body?                                    | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 2.7      | Is the information technology component integrated throughout the program?   | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 2.8      | Are oral and written skills of the students developed and applied in the program?  | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| <b>3</b> | <b>Criterion 3 – Laboratories and Computing Facilities</b>   |                  |                   |             |                 |                       |                       |  |  |
| 3.1      | Are laboratory manuals / documentation / instructions etc. for experiments available and readily accessible to faculty and students? | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 3.2      | Are there adequate number of support personnel for instruction and maintaining the laboratories?                                     | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 3.3      | Are the university's infrastructure and facilities adequate to support the program's objectives ?                                    | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| <b>4</b> | <b>Criterion 4 – Students Support and Advising</b>   |                  |                   |             |                 |                       |                       |  |  |
| 4.1      | Are the courses being offered in sufficient frequency and number for the students to complete the program in a timely manner?        | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 4.2      | Are the courses in the major area structured to optimize interaction between the students, faculty and teaching assistants?          | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 4.3      | Does the university provide academic advising on course decisions and career choices to all students?                                | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |

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| S#       | Factors   | Ex               | VG                | G           | Av              | BA                    | ND                    |  |  |
| <b>5</b> | <b>Criterion 5 – Process Control</b>  |                  |                   |             |                 |                       |                       |  |  |
| 5.1      | Is the process to enroll students to a program based on quantitative and qualitative criteria?  | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 5.2      | Is the process above clearly documented and periodically evaluated to ensure that it is meeting its objectives?   | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 5.3      | Is the process to register students in the program and monitoring their progress documented?  | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 5.4      | Is the process above periodically evaluated to ensure that it is meeting its objectives?  | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 5.5      | Is the process to recruit and retain faculty in place and documented?   | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 5.6      | Are the processes for faculty evaluation & promotion consistent with the institution mission?   | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 5.7      | Are the processes in 5 and 6 above periodically evaluated to ensure that they are meeting their objectives?   | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 5.8      | Do the processes and procedures ensure that teaching and delivery of course material emphasize active learning and that course learning outcomes are met? | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 5.9      | Is the process in 8 above periodically evaluated to ensure that it is meeting its objectives?   | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 5.10     | Is the process to ensure that graduates have completed the requirements of the program based on standards and documented procedures?                      | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 5.11     | Is the process in 10 above periodically evaluated to ensure that it is meeting its objectives?  | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| <b>6</b> | <b>Criterion 6 – Faculty</b>  |                  |                   |             |                 |                       |                       |  |  |
| 6.1      | Are there enough full time faculty members to provide adequate coverage of the program areas / courses with continuity and stability?                     | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 6.2      | Are the qualifications and interests of faculty members sufficient to teach all courses, plan, modify and update courses and curricula?                   | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 6.3      | Do the faculty members possess a level of competence that would be obtained through graduate work in the discipline?                                      | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 6.4      | Do the majority of faculty members hold a Ph.D. degree in their discipline?   | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 6.5      | Do faculty members dedicate sufficient time to research to remain current in their disciplines?   | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 6.6      | Are there mechanisms in place for faculty development?  | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 6.7      | Are faculty member motivated and satisfied so as to excel in their profession?  | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| <b>7</b> | <b>Criterion 7 – Institutional Facilities</b>   |                  |                   |             |                 |                       |                       |  |  |
| 7.1      | Does the institution have the infrastructure to support new trends such as e-learning?  | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 7.2      | Does the library contain technical collection relevant to the program and is it adequately staffed?   | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 7.3      | Are the class rooms and offices adequately equipped and capable of helping faculty carry out their responsibilities?                                      | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| <b>8</b> | <b>Criterion 8 – Institutional Support</b>  |                  |                   |             |                 |                       |                       |  |  |
| 8.1      | Is there sufficient support and finances to attract and retain high quality faculty?  | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |
| 8.2      | Are there an adequate number of high quality graduate students, teaching assistants and Ph.D. students?   | 5                | 4                 | 3           | 2               | 1                     | 0                     |  |  |