



Government College of Technology

Kohat Road Peshawar, Pakistan. 25000.

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Working Paper for the 26th College Management Committee Meeting of Government College of Technology, Peshawar

Date: 13th July, 2023 at 10.00 AM

Venue: Conference Room of the College



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25th meeting of CMC was held on 10/2/2023, however, minutes of meeting were not circulated by the then Principal/Secretary of CMC. The major decision in the said meeting was launching of college website, which has been launched and updated.

Agenda Item No. 2 Approval of Program Educational Objectives (PEOs) of BSc Engineering Technology Program Civil, Electrical & Mechanical

It is submitted that this college has adopted National Technology Council (NTC) revised curricula-2016 under nomenclature of BSc Engineering Technology by substituting Bachelor in Technology (B-Tech) for Civil, Electrical and Mechanical

technologies from academic session 2018-19 and onward. NTC has been established under the ambit of HEC for regulating technology programs offered by universities and Higher Education institutions (HEIs) including GCT Peshawar. The graduates are registered by NTC as **Technologist** likewise Pakistan Engineering Council (PEC).

All the technology programs offered by HEIs including GCT Peshawar are supposed to be accredited with NTC for the purpose of maintaining quality and standards. Therefore, NTC has conducted zero visit of the college in the year 2022 and directed that all programs shall be objective based in line with Bloom Taxonomy. It was further directed that the college shall develop/revisit PEOs before 1st visit of NTC. Therefore, after extensive exercise and training by the consultant PEOs have been developed by the college management for all the three programs and placed on Board at **Annex-I** for approval of the CMC.

Decision Requested: **The forum is requested to solicit approval of the draft PEOs.**

Agenda Item No. 3 Approval of Mapping of PEOs with Department Vision/Mission as per Outcome Based Learning (OBE)

As stated in agenda item-3 that PEOs have been developed on the directions of NTC for imparting objectives-based education and training. Similarly, NTC has directed for mapping of PEOs with the program vision and mission statements. Therefore, after extensive exercise and training by the consultant PEOs have been mapped with

program vision and mission statement by the college management for all the three programs and placed on Board at **Annex-II** for approval of the CMC.

Decision Requested: **The forum is requested to solicit approval of the draft mapping of PEOs with the program mission statement.**

Agenda Item No. 4 Approval of Key Performance Indicators (KPIs) for CMC

It is stated that CMC has been notified under section-9 of the KP-TEVTA Act, 2015. CMC has well defined functions delegated under section-10 of the said Act. Moreover, BOG has also approved Rules of Business for IMCs. Based on functions

delegated to IMC and other important points, KPIs have been developed for measuring performance of the IMC/Management of the college.

Draft Key Performance Indicators (KPIs) for IMC

S. #	Functions and responsibility of IMC	Key Performance Indicators (KPIs)
a	to identify the local employment opportunities or requirements of skilled labor force	<ul style="list-style-type: none"> • Number of IMC meetings held • No. of MOUs signed with Employers • No. of local employment opportunities identified • Requirements of skilled labor force identified. • No. of students/trainees received on the job training-OJT • No. of Feedbacks received from employers
b	to prepare annual training plan based on identified training needs	<ul style="list-style-type: none"> • Annual training plan for regular courses developed • Annual training plan for identified courses developed • No. of training programs/courses started with IMC interventions
c	to prepare annual Faculty Development Plan based on identified training needs from respective Industry/ Market Place	<ul style="list-style-type: none"> • Annual training plan for regular courses developed • Annual training plan for identified courses developed • No. of training programs/courses started with IMC interventions
c	to ensure optimum utilization of the available facilities and monitor training costs	<ul style="list-style-type: none"> • optimum utilization of the available facilities ensured • training cost monitored by maximizing products and minimizing cost
d	to prepare annual budget estimates of the college or institute or Centre concerned	<ul style="list-style-type: none"> • annual budget prepared for regular programs • budget prepared for specialized courses conducted through IMC
e	to reflect on effectiveness of the prescribed training courses and suggest remedial actions	<ul style="list-style-type: none"> • evaluation of the training courses conducted • proposals submitted to the competent authority for remedial actions
f	to establish institution - industry linkages;	<ul style="list-style-type: none"> • No. of MOUs signed with industries • No. of guest speakers invited from industries annually • No of students engaged in OJT/Internship/Placement • No of Tracer Studies conducted • No of Demand driven and Object-Oriented trainings identified.

		<ul style="list-style-type: none"> No. of visits of students and faculty to work places and relevant industries
g	undertake any other function as may be prescribed by the Board; and	<ul style="list-style-type: none"> other functions performed as laid down in Rules of Business (ROBs) measured effectiveness of duty performed
i	to develop a sustainable and effective mechanism by which inputs on above mentioned functions is communicated to the Board for its consideration wherever relevant.	<ul style="list-style-type: none"> sustainable mechanism developed and communicated to Board Followed up effectiveness of mechanism developed
KPIs from Rules of Business		
1	to carry out career guidance and counselling sessions	<ul style="list-style-type: none"> No. of career guidance sessions conducted during the academic session. No. of career guidance sessions conducted for pass outs. No. of Job Fair session conducted No. of counselling sessions conducted at the time of enrollment No. of counselling sessions conducted during academic session and communicated to parents/guardians
2	to Establish Production cum service unit	<ul style="list-style-type: none"> No. of Production cum service unit established No. of equipment/machinery enhanced
3	to carry out employment rate after end of training program	<ul style="list-style-type: none"> Tracer study conducted after 2 years completion training program
4	to carry out students output to sanctioned capacity	<ul style="list-style-type: none"> No. of drop out computed every year Identified and Mitigated the reasons for dropout
5	to carry out enterprise-based trainings per year	<ul style="list-style-type: none"> No. of enterprise-based trainings conducted per annum Traced out No of the entrepreneurs
6	to generate and utilize of IMCs funds through evening extension training programs or through initiation of any other commercial activities such production cum training etc	<ul style="list-style-type: none"> amount of fund generated through introduction of specialized amount of fund generated by undertaking commercial activities amount of fund utilized of generated fund by IMC
7	to utilize funds out of seed money provided to IMC (Amount provided, Amount Utilized, Balance available)	<ul style="list-style-type: none"> amount of seed money provided to IMC by KP-TEVTA amount utilized out of seed money balance utilized out of seed money activities undertaken through seed money

8	Any additional activity(ies)	
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Decision Requested: **The forum is requested to solicit approval of the draft KPIs for measuring performance of IMC and College management.**

Annex-I

Program Educational Objectives (PEOs)

i. Civil Engineering Technology

- PEO 1:** To enable the students to work consistently by providing a solid foundation and training them in market oriented technical and management skills.
- PEO 2:** To attain the analytical expertise for improving employability by analyzing the challenging problems in the field of Civil Engineering Technology and developing the necessary and suitable tools for them.
- PEO 3:** To inculcate social values in students and enable them to perform ethically and responsibly.

ii. Electrical Engineering Technology

- PEO 1:** Who are competent, employable, can demonstrate sound knowledge and hand-on- skills, meeting needs of the modern industry.
- PEO 2:** Who can apply their knowledge and skills to creatively solve, analyze and design electrical/electronic systems.

PEO 3: Who are effective in communication and interpersonal skills with high professional and ethical standards.

iii. Mechanical Engineering Technology

PEO-1: Graduate will demonstrate a blend of engineering technology and professional skills.

PEO-2: Graduate will perform ethically and in a socially responsible manner.

PEO-3: Graduate will strive to enhance learning and managerial skills.

Annex-

II

Mapping of PEOs with Departmental Mission

i. Civil Engineering Technology

PEOs	Department Mission
To enable the students to work consistently by providing a solid foundation and training them in market oriented technical and management skills.	Imparting high quality education and training.
To attain the analytical expertise for improving employability by analyzing the challenging problems in the field of Civil Engineering Technology and developing the necessary and suitable tools for them.	Providing services with focus on layout and evaluation of different civil engineering technology parameters
To inculcate social values into students and enabling them to perform ethically and responsibly.	To contribute towards socio-economic development of Khyber Pakhtunkhwa.

ii. Electrical Engineering Technology

PEOs	Department Mission
Engineering Technologists who are competent, employable, can demonstrate sound knowledge and hand-on- skills, meeting needs of the modern industry.	To provide students with high quality engineering Technology knowledge at undergraduate.

Engineering Technologists who can apply their knowledge and skills to creatively solve, analyze and design electrical/electronic systems.	To prepare technologists for innovative solutions with focus on design and research.
Engineering Technologists who are effective in communication and interpersonal skills with high professional and ethical standards.	Equipping students in scientific, economic and social development to serve the society.

iii. Mechanical Engineering Technology

PEOs	Department Mission
Demonstrate a blend of Engineering technology and professional skills	Serve the engineering profession by offering high quality education
Perform ethically and in a socially responsible manner	To create professionals and contribute towards society
Strive to enhance learning and interpersonal skills.	By providing innovative solutions with focus on research in Mechanical and allied disciplines



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Subject: - DRAFT MINUTES OF 26TH CMC MEETING HELD ON 13/7/2023 AT 10:00 HOURS.

26th CMC meeting was held under the chairmanship of Engr. Maqsood Anwar Pervaiz, Chairman CMC GCT Peshawar in the conference room of college on 13/7/2023 at 10:00 hours. The following attended the meeting;

01	Engr. Maqsood Anwar Pervaiz	In chair
02	Mr. Muhammad Sohail, CEO Alfa Engineering	Member
03.	Mr. Shafique Afridi, CEO Toyota Khyber Motors	Member
04.	Mr. Muhammad Arif, CEO Al Shoughla OEP	Member
05.	Mr. Abid Aziz, CEO Abid Motors Workshop, Alumni	Member
06.	Engr. Sohail Ayoub, VC&JP officer	Member
07.	Engr. Syed Zafar Maroof, Chairman BSc Mechanical Engg Tech	Co-Opted Member
08.	Engr. Abdur Rasheed, Chairman Civil BSc Engg Tech,	Co-Opted Member
09.	Engr. Hafeez ur Rahman, Chairman BSc Electrical Engg Tech	Co-Opted Member
10.	Engr. Fawad Ahmad, Director OBE	Co-Opted Member
11.	Engr. Syed Qasim Shah, Vice Principal	Co-Opted Member

Meeting was formally started with recitation from few verses of the Holy Quran by Engr. Hafeez Ur Rahman, Chairman BSc Electrical Engineering Technology. The chair welcomed all the members for participating in the meeting. Afterward, Secretary CMC was invited to present the formal agenda as such agenda items were presented one by one and decisions taken thereof;

Agenda Item No. 1. CONFIRMATION OF MINUTES OF 25TH IMC MEETING HELD ON 10/2/2023

Secretary CMC apprised the forum that 25th meeting of CMC was held on 10/2/2023, however, minutes of meeting were not formally circulated by the college management. He further explained that the major decision in the said meeting was launching of college website, which has been launched and updated. The chair invited the website expert to present website to confirm whether website has been updated or otherwise. Mr. Muhammad Daood, Expert presented the website, however, it was observed that website was updated in the real sense, therefore, the chair directed the website expert to update the website and upload all activities of CMC on website, therefore, minutes of meeting will be confirmed subject to updating of meeting.

Decision: Minutes of meeting were confirmed subject to updating of website.

Agenda Item No. 2 **Approval of Program Educational Objectives (PEOs) of BSc Engineering Technology Program Civil, Electrical& Mechanical**

Secretary CMC apprised the forum that this college has adopted National Technology Council (NTC) revised curricula-2016 under nomenclature of BSc Engineering Technology by substituting Bachelor in Technology (B-Tech) for Civil, Electrical and Mechanical technologies from academic session 2018-19 and onward. NTC has been established under the ambit of HEC for regulating technology programs offered by universities and Higher Education institutions (HEIs) including GCT Peshawar. The graduates are registered by NTC as **Technologist** likewise Pakistan Engineering Council (PEC).

All the technology programs offered by HEIs including GCT Peshawar are supposed to be accredited with NTC for the purpose of maintaining quality and standards. Therefore, NTC has conducted zero visit of the college in the year 2022 and directed that all programs shall be objective based in line with Bloom Taxonomy. It was further directed that the college shall develop/revisit PEOs before 1st visit of NTC. Therefore, after extensive exercise and training by the consultant PEOs have been developed by the college management for all the three programs and placed on Board at **Annex-I** for approval of the CMC.

He further explained that detail of PEOs and its mapping have been derived from self-assessment report (SAR) of the department concerned already forwarded to NTC. The chair desired that SAR in hard or soft may be shared with all CMC members for their perusal. The members shall go through it and will submit amendments in the PEOs, if any within ten days, otherwise, it shall be treated as approved PEOs as developed by the college management.

Decision: **It was decided that SAR documents shall be shared with all worthy members for their perusal and findings/amendments, if any shall be communicated to college management within ten days, otherwise, it shall be treated as approved PEOs of the respective program.**

Agenda Item No. 3 **Approval of Mapping of PEOs with Department Vision/Mission as per Outcome Based Learning (OBE)**

Secretary CMC apprised the forum that as stated in agenda item-3 that PEOs have been developed on the directions of NTC for imparting objectives-based education and training. Similarly, NTC has directed for mapping of PEOs with the program vision and mission statements. Therefore, after extensive exercise and training by the consultant PEOs have been mapped with program vision and mission statement by the college management for all the three programs and placed on Board at **Annex-II** for approval of the CMC. After thread bar discussion, it was also decided that SAR in hard or soft may be shared with all CMC members for their perusal. The members shall go through it and will submit amendments in the mapping of PEOs with department mission, if any within ten days, otherwise, it shall be treated as approved mapping of PEOs with department mission as developed by the college management.

Decision: **It was decided that SAR documents shall be shared with all worthy members for their perusal and findings/amendments, if any shall be communicated to college management within ten days, otherwise, it shall be treated as approved mapping of PEOs with mission of the respective department.**

Agenda Item No. 4 Approval of Key Performance Indicators (KPIs) for CMC

Secretary CMC apprised the forum that CMC has been notified under section-9 of the KP-TEVTA Act, 2015. CMC has well defined functions delegated under section-10 of the said Act. Moreover, BOG has also approved Rules of Business for IMCs. Based on functions delegated to IMC and other important points, KPIs have been developed for measuring performance of the IMC/Management of the college. After, lengthy discussion, minor amendments were proposed in the KPIs which were addressed on the spot.

Key Performance Indicators (KPIs) for CMC

S. #	Functions and responsibility of IMC	Key Performance Indicators (KPIs)
a	to identify the local employment opportunities or requirements of skilled labor force	<ul style="list-style-type: none"> • Number of CMC meetings held • No. of MOUs signed with Employers • No. of local employment opportunities identified • Requirements of skilled labor force identified. • No. of students/trainees received on the job training-OJT • No. of Feedbacks received from employers
b	to prepare annual training plan based on identified training needs	<ul style="list-style-type: none"> • Annual training plan for regular courses developed • Annual training plan for identified courses developed • No. of training programs/courses started with IMC interventions
c	to ensure optimum utilization of the available facilities and monitor training costs	<ul style="list-style-type: none"> • optimum utilization of the available facilities ensured • training cost monitored by maximizing products and minimizing cost
d	to prepare annual budget estimates of the college or institute or Centre concerned	<ul style="list-style-type: none"> • annual budget prepared for regular programs • budget prepared for specialized courses conducted through IMC
e	to reflect on effectiveness of the prescribed training courses and suggest remedial actions	<ul style="list-style-type: none"> • evaluation of the training courses conducted • proposals submitted to the competent authority for remedial actions
f	to establish institution - industry linkages;	<ul style="list-style-type: none"> • No. of MOUs signed with industries • No. of guest speakers invited from industries annually • No of students engaged in OJT/Internship/Placement • No of Tracer Studies conducted • No of Demand driven and Object-Oriented trainings identified. • No. of visits of students and faculty to work places and relevant industries
g	undertake any other function as may be prescribed by the Board; and	<ul style="list-style-type: none"> • other functions performed as laid down in Rules of Business (ROBs) • measured effectiveness of duty performed

h	to develop a sustainable and effective mechanism by which inputs on above mentioned functions is communicated to the Board for its consideration wherever relevant.	<ul style="list-style-type: none"> • sustainable mechanism developed and communicated to Board • Followed up effectiveness of mechanism developed
KPIs from Rules of Business		
1	to carry out career guidance and counselling sessions	<ul style="list-style-type: none"> • No. of career guidance sessions conducted during the academic session. • No. of career guidance sessions conducted for pass outs. • No. of Job Fair session conducted • No. of counselling sessions conducted at the time of enrollment • No. of counselling sessions conducted during academic session and communicated to parents/guardians
2	to Establish Production cum service unit	<ul style="list-style-type: none"> • No. of Production cum service unit established • No. of equipment/machinery enhanced
3	to carry out employment rate after end of training program	<ul style="list-style-type: none"> • Tracer study conducted after 2 years completion training program
4	to carry out students output to sanctioned capacity	<ul style="list-style-type: none"> • No. of drop out computed every year • Identified and Mitigated the reasons for dropout
5	to carry out enterprise-based trainings per year	<ul style="list-style-type: none"> • No. of enterprise-based trainings conducted per annum • Traced out No of the entrepreneurs
6	to generate and utilize of IMCs funds through evening extension training programs or through initiation of any other commercial activities such production cum training etc	<ul style="list-style-type: none"> • amount of fund generated through introduction of specialized • amount of fund generated by undertaking commercial activities • amount of fund utilized of generated fund by IMC
7	to utilize funds out of seed money provided to IMC (Amount provided, Amount Utilized, Balance available)	<ul style="list-style-type: none"> • amount of seed money provided to IMC by KP-TEVTA • amount utilized out of seed money • balance utilized out of seed money • activities undertaken through seed money
8	to prepare annual Faculty Development Plan based on identified training needs from respective Industry/ Market Place	<ul style="list-style-type: none"> • Annual training plan for regular courses developed • Annual training plan for identified courses developed • No. of training programs/courses started with IMC interventions

Decision Requested:

The forum unanimously approved agenda item/KPIs developed by the college management.

Any other Item: The chair and other worthy members were of the opinion that customized courses like solar, biomedical, and other advance and market-oriented courses shall be introduced by the college. The secretary CMC responded that all the worthy members may identify such like courses along with viable proposals so that it could be presented in the next CMC meeting for approval of the forum. Mr. Abid Aziz, CEO Abid Motors Workshop, Alumni showed keen interest in the improvement and development of the college particularly Auto & Diesel Department. He desired that diagnosis equipment scanner being advance and latest instrument shall be provided by him to auto department of the college. Mr. Muhammad Sohail, CEO Alfa Engineering proposes that mobile application may be developed by the college management for feedback of the pass out, which was appreciated by the forum. Mr. Taj Khattak, GM HR, TOYOTA Khyber emphasized on career counselling and attitude of the students.

Regarding query about PITAC, it was explained that meeting has already been convened with the local management of PITAC and vacation notice has already been served upon its management as this college has dire need of space for establishment of labs and class rooms. The forum endorses and appreciated action taken by the college management.

The forum also appreciated initiative and reforms undertaken by the new management.

It was also decided that next IMC meeting shall be held in third week of August 2023.

Meeting ended with a vote of thanks from and to the chair.

(Engr. Maqsood Anwar Pervaiz)
Chairman

(Engr. Muhammad Ullah)
Secretary

- | | |
|--|-------|
| 01. Mr. Muhammad Sohail, CEO Alfa Engineering | _____ |
| 02. Mr. Shafique Afridi, CEO Toyota Khyber Motors | _____ |
| 03. Mr. Muhammad Arif, CEO Al Shoughla OEP | _____ |
| 04. Mr. Abid Aziz, CEO Abid Motors Workshop, Alumni | _____ |
| 05. Engr. Sohail Ayoub, VC&JP officer | _____ |
| 06. Engr. Syed Zafar Maroof, Chairman BSc Mechanical Engg Tech | _____ |
| 07. Engr. Abdur Rasheed, Chairman Civil BSc Engg Tech, | _____ |
| 08. Engr. Hafeez ur Rahman, Chairman BSc Electrical Engg Tech | _____ |
| 09. Engr. Fawad Ahmad, Director OBE | _____ |
| 10. Engr. Syed Qasim Shah, Vice Principal | _____ |



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Subject: - APPROVAL OF DRAFT MINUTES OF 26TH COLLEGE MANAGEMENT COMMITTEE MEETING HELD ON 13/7/2023 AT 10:00 HOURS.

Placed on board are draft minutes of 26th college management committee meeting held on 13/7/2023 at conference room of the college for approval please. After formal approval minutes shall be circulated to all the participants for perusal.

(Engr. Maqsood Anwar Pervaiz)
Chairman

(Engr. Muhammad Ullah)
Secretary