



GOVERNMENT COLLEGE OF TECHNOLOGY

Kohat Road Peshawar, Pakistan, 25000

Phone: +92 91 9212739

Email: GCT_Peshawar@kptevta.gov.pk

Website: www.gctpesh.edu.pk

Accredited with NAVTTC Islamabad



DEPARTMENT OF MECHANICAL ENGINEERING TECHNOLOGY

ANNEXURE-B

GCT/PESH/BMET/0044

Date: 08-06-2026

OFFICE ORDER

Reference to the Meeting No: GCT/PESH/BMET/0041, Dated: 04-06-2026, the constitution of Program Team (PT) and Assessment Team (AT), and their responsibilities are as under:

Program Team (PT)			
Sr. No.	Team Member	Designation	Position
1.	Engr. Niqab Khan	Associate Professor	Convener
2.	Engr. Samiullah Durrani	Associate Professor	Member
3.	Engr. Zeeshan Ahmad	Lecturer / OBE Coordinator	Member



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Responsibilities:

1. Develop, review and update Program Education Objectives (PEOs) and Program Learning Outcomes (PLOs) in line with NTC/HEC accreditation criteria.
2. Design and periodically revise the curriculum, ensuring CLO-PLO mapping for every course.
3. Review assessment tools for alignment with CLOs.
4. Analyze CLO/PLO attainment data each semester and recommend corrective actions (CQI loop).
5. Coordinate industrial linkages, internships, and final year projects relevant to the program.
6. Prepare and maintain documentation required for NTC/HEC accreditation visits, including the SAR.
7. Recommend faculty development needs and resource/lab requirements to the chairman.
8. Liaise with the departmental board of studies and QEC on all curriculum matters.

Reporting line:

The program team reports to the Chairman of the department who forwards key recommendations to the departmental board of studies / academic council as required.



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Assessment Team (AT)			
Sr. No.	Team Member	Designation	Position
1.	Engr. Niqab Khan	Associate Professor / Chairman (BMET)	Convener
2.	Engr. M. Kaleem	Associate Professor	Member
3.	Engr. Tehseen Khalid	Lecturer	Member
4.	Engr. Zeeshan Ahmad	Lecturer	Secretary
5.	Engr. Saad Abdullah	Lecturer	Member
Responsibilities:			
1. Verify that every quiz, assignment, and examination paper maps clearly to the intended CLOs before administration. 2. Review and approve OBE assessment rubrics for theory, lab and project based courses. 3. Moderate mid-term and final-term papers for content coverage, difficulty balance and outcome alignment. 4. Conduct post-exam CLO attainment calculations and complete course-wise attainment reports each semester. 5. Aggregate CLO results into PLO attainment and share findings with the program team for CQI decisions. 6. Design and administer indirect assessment tools (student exit surveys, employer feedback, and alumni surveys).			



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7. Maintain assessment records and evidence required for NTC/HEC accreditation visits.
8. Recommend improvements to assessment methodology and rubric design to the program team.

Reporting line:

The assessment team reports to the Chairman of the department and works in close coordination with the program team, forwarding CLO/PLO attainment results and CQI recommendations each semester.

Note: PT has been formed earlier, but college's nomenclature for the team was Departmental Outcome Based Education Committee (DOBEC). To avoid non-synchronization between parent university and the college, the new name "Program Team" has been adopted and hence formulated w.e.f. the said date.

**Chairman,
BMET.**