



THE UNIVERSITY OF AGRICULTURE SWAT KHYBER PAKHTUNKHWA PAKISTAN

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MINUTES OF 3rd MEETING OF SENATE OF THE UNIVERSITY OF AGRICULTURE, SWAT HELD ON 10th JULY, 2024

Third meeting of Senate of the University of Agriculture, Swat (UoAS) was held on 10-07-2024 at 10:00 A.M in the main Conference Hall of Governor's House, Peshawar. The meeting was chaired by honourable Minister for Agriculture, Government of Khyber Pakhtunkhwa, Major (Rtd.) **Muhammad Sajjad**. The following honourable members attended the meeting;

S #	Name and Designation
1	Prof. Dr. Dawood Jan, Vice Chancellor, The University of Agriculture, Swat.
2	Mr. Justice (Rtd.) Miftahuddin Khan.
3	Dr. M. Mazhar Saeed, Advisor Finance, Higher Education Commission (HEC), Islamabad.
4	Prof. Dr. Rashid Ahmad, Vice Chancellor, the University of Malakand.
5	Prof. Dr. Hassan Sher, Vice Chancellor, the University of Swat.
6	Mr. Muhammad Tahir, Additional Secretary to Govt. of Khyber Pakhtunkhwa, Agriculture Dept.
7	Mr. Zubair Arshad, Additional Secretary Governor's Secretariat, Khyber Pakhtunkhwa.
8	Mr. Javed Iqbal, Additional Secretary, Govt. of Khyber Pakhtunkhwa, Higher Education Archives and Libraries Department.
9	Mr. Arshad Ali, Additional Secretary, Govt. of Khyber Pakhtunkhwa, Finance Department.
10	Mr. Noor-Ul-Haq, Deputy Secretary, Govt. of Khyber Pakhtunkhwa, Establishment Dept.
11	Mr. Muhammad Khaliq, Nominee of the Chancellor.
12	Mr. Bacha Sayed, Nominee of the Chancellor.
13	Mr. Akbar Khan, Advisor Establishment and Finance, The University of Agriculture, Swat.
14	Mr. Ibrarul Haq, Deputy Registrar, The University of Agriculture, Swat.

The following officials were present to assist the forum:-

1. Muhammad Ali Auditor, the University of Agriculture, Swat; and
2. Mian Iqbal Shah Office Assistant, the University of Agriculture, Swat.

The meeting started with the recitation of the Holy Quran. The chair welcomed the participants of the meeting. The chair then inquired as to whether the agenda item other than the budget can be considered in this meeting. Prof. Dr. Dawood Jan, Vice Chancellor, University of Agriculture Swat thanked the honourable chair and the honourable members for attending the 3rd meeting of the Senate. He explained that the University is governed under the provision of the Khyber Pakhtunkhwa Universities Act, 2012 (as amended). Under Section 46 B of the Act ibid, the University has to follow the Khyber Pakhtunkhwa Universities Model Statutes, 2016. He further explained that the Act, as well as the Model Statutes, are silent regarding any specific provisions to constitute and complete the Statutory Authorities/ Committees in absence of the requisite Faculty members including Professors, Deans and Chairpersons as well as the Administrative Officers such as Registrar, Treasurer, Controller of Examination, Heads of Administrative Sections and other Administrative Officers. Therefore, agenda Item No.03 was placed before the Senate. He further explained that both the agenda items pertaining to the Budget and Statutes falls under the power of the Senate as provided in Section 20 sub section (2) clauses (e)

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and (i) respectively, of the Act. As such the Senate can consider and approve the items in exercise of the power vested in it under the mentioned provision of the Act.

The Chair sought opinion of the Additional Secretary, HED, he explained that according to the Rules of Business of the Senate meeting, there is no restriction for inclusion of any agenda item in this meeting. The Deputy Secretary, Establishment Department endorsed the views of the Additional Secretary, HED. The Additional Secretary Governor's Secretariat suggested for constituting a subcommittee for the "Agenda Item No. 03 captioned as **"Approval of The Statutory Authorities/ Committees Constituted by The Syndicate"**, He further suggested that, in future, the Rules of Business of the Senate may be made a part of the agenda of the Senate.

The house was further apprised that the University is temporarily housed in the Agriculture Research Institute (ARI) Takhtaband Swat. The chair enquired about the progress on the construction at permanent campus at Ju. The house was informed that the project is under the administrative control of the Provincial Government. The chair instructed that, in future, the officials of the PMU may be invited to the Senate meeting, to present the overall progress of the project. The Additional Secretary Agriculture apprised the forum that the total cost of the PC-I was Rs.7719.133 million, the project duration was from 2020 to 2024 and releases made of Rs. 2315.456 million till now.

Where after the Chair asked to present the agenda items. The Vice Chancellor, the University of Agriculture, Swat, invited the Advisor Establishment & Finance to present the agenda items for discussion of the house and subsequent decisions. The Advisor Establishment & Finance presented a brief of the University from establishment of sub campus Swat of the University of Agriculture, Peshawar up-to its up gradation to University of Agriculture Swat. He apprised the house that the University got functionalized on 3.12.2021 after getting approval of detachment of the then Sub Campus Swat from The University of Agriculture, Peshawar. Earlier the enactment of the University was made under the Amendment to the Khyber Pakhtunkhwa Universities Act, 2012, passed by the Provincial Assembly vide Amendment No. PA/Khyber Pakhtunkhwa/ Bills-133/2020/15387, dated 28.12.2020 and the University was placed at S.NO.29 of the Schedule List of Universities.

The house was further informed that the present Vice Chancellor Prof. Dr Dawood Jan was assigned the duties of Vice Chancellor, on additional Charge basis on January 13, 2022. During the span of around two and half years the University has made remarkable progress and it was appreciated by the statutory forums of the University. A few of the achievements are noteworthy and are being presented for kind information of the forum. In addition to the routine matters such as constitution of the Statutory Bodies, convening its meeting and implementation of its decisions, the University, has established five Endowment Funds namely:

- The University Endowment Fund;
- The Pension Endowment Fund;
- The Endowment Fund for Scholarships;
- The Endowment Fund for Revenue Enhancement and Fund Generation; and
- The Research Endowment Fund.

Rules for all these Endowment Funds have been framed and approved by the Syndicate. A five years financial sustainability plan has been prepared and is regularly updated.

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In addition to scholarships provided by the Government through various schemes, the University is leading in provision of different scholarships, from its own resources including:

(1) Diversity and Inclusion Scholarships.

Five scholarships to students from each province of, Punjab, Baluchistan and Sindh, Gilgit-Baltistan and State of Azad Kashmir. (Scholarship amount includes full tuition fee and Stipend of Rs 40,000/ PA) in order to create diversity on the Campus.

(2) Climate Change and Mountain Agriculture, Scholarship.

Two scholarships to students of each district of the under developed and mountainous areas of Malakand and Hazara Divisions and Merged Districts (Ex-FATA). (Scholarship amount includes full tuition fee and Stipend of Rs 40,000/ PA). It will be extended to other district of the Khyber Pakhtunkhwa from the next Semester.

(3) Merit Scholarships.

(a) Board Toppers Scholarship.

Awarded to the toppers of any Board, (Scholarship amount equals to one semester fee).

(b) Semester Wise Merit Scholarships.

Awarded to the Students who secure 1st, 2nd and 3rd position, (Scholarship amount equal to one semester fee).

(c) Outstanding Achievers Scholarship.

Awarded to the students who achieve outstanding position in extracurricular activities, on national or international level, (Scholarship amount equal to one semester fee).

(4) Need Based Scholarships.

(a) Low Income Segment Scholarship.

Awarded to the Student, hails from low income segment of Society, (Scholarship amount equals to one semester fee).

(b) Fully funded Scholarship to Students with disability.

The house was also briefed that the University carries a special focus on **Climate Change and Mountainous Agriculture** along-with other disciplines, as an integrated approach for developing of mountainous regions. Because of its geographical position the University will offer appropriate academic and research services to the community with features peculiar to the mountain agriculture. These initiatives include:-

(1) Sustainable Mountainous Agriculture Systems.

Practice agro ecology, conservation of agro biodiversity, resilient agriculture and food systems, reducing rural poverty;

(2) Resilience to Climate Change.

Natural resource conservation and sustainable utilization, environmental stewardship & anticipation of changing climate needs;

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(3) Competitive decision making and marketing.

Informed producers, processors, entrepreneurs and policy makers; and,

(4) Resilient community.

Engage farmers empowered by access to information and continuous education.

Further the University has planned to start **Faculty Exchange Program** with sister universities across the country that will lead to students exchange in the future and initiating joint degree programs.

The University has approved its Vision and Mission Statements as well as its official logo.

The forum was further informed that academic activities is going on at Agriculture Research Institute, Takhtaband, Swat while the construction work on the permanent campus at Jura, Matta Swat is in progress. Currently, the University is offering B.Sc (Hons) degree in five specializations i.e. Horticulture, Food Science & Technology & Environmental Sciences, Entomology and Plant Breeding & Genetics. The University obtained NoC for the above mentioned undergraduate programs, wherein the HEC has allowed to admit 100 students per semester. The University admitted 100 students in the last semester and the number of students will grow with each new intake. BS in Climate Change Sciences has been approved and its classes will start from the next semester. The University is also registered with the National Agriculture Education Accreditation Council (NAEAC). In response to a query as to whether notification of such NOC and registration are available, it was explained that the University is reflected on relevant website of the HEC as well as of the NAEAC.

The forum was further apprised that dossier for NOC for the M.Sc (Hons) and Ph.D programs has been submitted to the HEC and hopefully the HEC will grant NOC very soon. One of the prerequisite of the NOC is the hiring of regular faculty and other non-teaching staff. Therefore the University added agenda Item No. 03 for approval of the Senate.

The chair stressed to speed up the process for obtaining the NOC for M.Sc (Hons) and Ph.D from the HEC. The chair further inquired about the conducting of 3rd party audit as well as audit by the Director General Khyber Pakhtunkhwa. The Advisor Establishment and Finance explained that being newly established university it is not yet included in the Audit Plan by the DG Audit Khyber Pakhtunkhwa. A request has been sent for inclusion of the University in their list. The reply is awaited. Furthermore, the process of 3rd party audit has been initiated by contacting various audit firms for the task. The Chair asked as to whether advertisement for hiring a firm for 3rd party audit has been floated, the Advisor E& F apprised that since the volume of the accounts of the University is small as such there will be no need of the advertisement as the estimated fee of the firm for the 3rd party audit will fall in the admissible limit of quotations for which advertisement is not required.

The Chair also remarked that the estimates for Establishment Charges for the Year 2024-25 has been increased from Rs 41.077 million to Rs. 173.970 million. The point was explained that the estimates includes provisions for proposed hiring of faculty and staff. Previous budget estimates for Establishment Charges were approved for Rs 160.016 million. However, the appointments could not be made due to ban imposed by the Provincial Government, the ECP and the Chancellor's Office. The Chair desired to rationalise the estimates.

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After detailed deliberations the forum made the following decisions.

Item 01

Confirmation of Minutes of 2nd Meeting of the Senate held on 21-06-2023 and implementation Status of the decisions made by the Senate.

The Senate confirmed minutes of its 2nd meeting held on 21.06.2023.

Item 02

Approval of Recurring Budget:

(1) Actual for the Year 2022-23.

The Senate approved the actuals for the year 2022-23, for a total volume of Rs. 1607.438 million (Available Balances including Endowment funds), with the direction to conduct 3rd party audit as well as audit by the Director General Audit Khyber Pakhtunkhwa and submit its reports to the next meeting of the Senate.

(2) Revised Estimates for the Year 2023-24.

The Senate approved the Revised Budget for the year 2023-24 for Rs. 1952.810 million (Available Balances including Endowment funds), excluding Provincial Govt. grants of Rs 50.000 million and Federal Gove/HEC grant of Rs 5.000 million. (Total Rs. 55.000 million).

(3) Budget Estimates for the Year 2024-25

The Senate approved the Budget Estimates for the year 2024-25 for a total volume of Rs. 2226.038 million (Available Balances including Endowment Funds of Rs 1759.760 million) subject to the following conditions:-

(a) In order to rationalize the estimated budget allocation for Establishment Charges, the allocation was reduced to Rs 140.712 million from of Rs 173. 970 million.

(b) The proposed Provincial Government grant of Rs 50 million was excluded from the estimates.

Revised Summarized Budget Profile of the budget, on HEC proforma, approved by the Senate is under:-

HEC-101 Particulars	[Million Rs.]			
	Actuals 2022-23 (Approved)	Budget Estimates 2023-24 (Approved)	Revised Budget 2023-24	Budget Estimates 2024-25
1. Opening Balance:	1,461.952	589.194	1,643.538	1,880.012
1.1 Opening Balance: (surplus/Deficit) [C-1]	878.294	589.194	603.780	160.254
1.2 Opening Balance: (Endowments) [B-1]	583.658	-	1,039.758	1,719.758
1. Opening Balance: (Net surplus/Deficit)	878.294	589.194	603.780	160.254

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2. Total Grants & Donations [a - g]		52.683	60.000	5.000	10.000
a. Federal/HEC Grant-in-Aid					-
b. Federal Govt. Supplementary / Additional Grant in Aid/ HEDP Grant for Revenue Enhancement		0.583	10.000	5.000	10.000
Federal Grant for Tenure Track Faculty					
HEC Grant for IPFP Faculty		2.100			
c. Provincial Grant-in-Aid		50.000	50.000	-	
d. Provincial Supplementary / Additional Grant					
e. Any Other Grant/ Donations					-
3 (i) Students Related Income [3(i) a - 3(i) e]		5.331	5.997	8.712	14.376
Tuition Fees		2.354	2.655	3.576	6.492
All Other Fees		2.977	3.342	5.136	7.128
Hostel / User Charges, etc.					-
a. On Campus Students (sub-total)		5.331	5.997	8.712	14.376
b. Affiliated College/Institutions' Fee					-
c. External (Private) Students Fee					-
3 (ii) Other Venues of Income [3(ii) a - 3(ii) f]		158.032	184.194	1.314	1.650
a. Income from Collaborative and Contracted Research					-
b. Income from Consultancy & Testing					-
c. Income from Intellectual Property					-
d. Income from Professional Short Courses					-
e. Income from Commercial/entrepreneurial Activities/Programs					-
f. Funds raised from Alumni					-
g. Any Other Income (Add rows, if required)		158.032	184.194	1.314	1.650
3 (iii) A. Receipts from Investments of E. Funds of University		-	-	153.947	200.000
3 (iii) B. Receipts from Investments of Funds(Cash balances etc.) (other than employee related funds)		-	-	140.299	120.000
3. Total Own Resources		163.363	190.191	304.272	336.026
A. Total Available Resources [1+2+3]		1,677.998	839.384	1,952.810	2,226.038
4. Expenditure Break-up:		70.559	290.238	72.798	322.939
a. Faculty Salary (including TTS)		18.524	99.258	30.004	88.965
b. Salary of Officers & Staff		9.182	54.857	7.841	46.747
c. Other Establishment Charges		1.276	5.901	3.323	5.000
d. PERN Charges		-	2.000	-	2.000
e. Digital Library Charges/Books/Periodicals/Newspapers		2.718	5.000	0.024	15.000
f. Research Related Expenditures		-	2.000	-	2.000

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fi	Scholarships	0.608	2.102	1.690	9.165
g	Other Non-Salary Expenditures	38.252	119.120	30.007	154.062
5.	Total Establishment Charges [4 a to c]	28.982	160.016	41.077	140.712
6.	Non Salary Expenses(Excluding Transfer Payments [4 d to g])	41.577	130.222	31.721	182.227
B.	Total Expenditures [5 + 6]	70.559	290.238	72.798	322.939
C.	Gross Surplus / Deficit [A - B]	1,607.438	549.146	1,880.012	1,903.099
B. 1.	Opening Balance: (Endowments)	583.658	1,039.758	1,039.758	1,719.758
Transfers Payments	Contribution/Transfer to University Endowment Fund	400.000	100.000	600.000	0.001
	Contribution/Transfer to Scholarships E. Fund	20.000	20.000	30.000	0.001
	Contribution/Transfer to Research Endowment Fund	-	-	50.000	40.000
Total Transfer Payments		420.000	120.000	680.000	40.002
Profit on Encowments (Plough back to EFs)		36.100	-	-	-
7.	B.1 Total Closing Balance (Endowments)	1,039.758	-	1,719.758	1,759.760
C.1.	Net Working balance: Surplus / Deficit [C - B.1]	603.780	429.146	160.254	143.339
D	Impact of Vacant Posts included in Estimates				25.255
E	Impact of Planned Hiring during the Year				67.766
F	Incremental impact of filled posts - Annual				2.146

Item 03

Approval of the Statutory Authorities/Committees constituted by the Syndicate:-

3.1 insertion of the words "Vice Chancellor" and deletion of the words "Pro-Vice Chancellor or senior most Dean/Teacher" as Chairperson of the Selection Board.

3.2 Constitution of Selection & Promotion Committee for Appointment of Support Staff.

3.3 Constitution of Board of Studies.

3.4 Constitution of Board of Studies *Faculty's*

3.5 Constitution of Academic Council.

3.6 Constitution of Anomaly Committee

3.7 Criteria for Evaluation of the Candidates (administrative Officers and Support Staff)

3.8 Constitution of Eligibility / Scrutiny Committee and Appellant Committee for Hiring of Teaching and Administrative Staff

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The Senate approved the above sub items of Item 03 "Constitution of Statutory Authorities/ Committees Constituted by The Syndicate" of the University of Agriculture, Swat subject to vetting by the following Sub Committee;

- | | |
|---|----------------------|
| i. Additional Secretary, Agriculture Department | Convener |
| ii. Additional Secretary, Higher Education Department | Member |
| iii. Deputy Secretary, Establishment Department | Member |
| iv. Advisor Establishment & Finance, UoAS | Member |
| v. Dr Ibrarul Haq, Deputy Registrar UoAS | Member cum Secretary |

Sub-item wise details of the Authorities/Committees is annexed.

General

The representative of Higher Education Commission (HEC) highly admired the University for establishing the Endowment Funds, getting its rules approved and protecting the funds, which provided a sound financial base to the University.

The forum appreciated the financial planning and other initiatives of the University management in a short span of two and half years.

The meeting ended with mutual vote of thanks from and to the chair.

Minutes Recorded by

Deputy Registrar

Minutes Checked by

Advisor E&F

Minutes Recommended by

Vice Chancellor

Minutes Approved by

Hon ble Pro-Chancellor

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Annexure

Minutes of meeting of Sub Committee of the Senate held on 20.08.2024 (to be made part of Minutes of 3rd meeting of the Senate held on 10.07.2024)

APPROVAL OF THE STATUTORY AUTHORITIES/ COMMITTEES CONSTITUTED BY THE SYNDICATE

Meeting of the Sub Committee constituted by the Senate in its 3rd meeting held on 10.07.2024, vide item # 3 of the agenda was held on 20.08.2024 at 9:00 am in conference room of HED under the convenorship of Mr. Muhammad Tahir, Additional Secretary to Govt. of Khyber Pakhtunkhwa, Agriculture Department.

The following attended the meeting:-

S #	Name ,Designation, department/Institution	Membership
1	Mr. Muhammad Tahir, Additional Secretary to Govt. of Khyber Pakhtunkhwa, Agriculture Dept.	Convener 
2	Mr. Javed Iqbal, Additional Secretary, Govt. of Khyber Pakhtunkhwa, Higher Education Archives and Libraries Department.	Member 
3	Syed Habib ul Hassan Gillani, Deputy Secretary, Govt. of Khyber Pakhtunkhwa, Establishment Dept.	Member 
4	Mr. Akbar Khan, Advisor Establishment and Finance, The University of Agriculture, Swat.	Member 
5	Dr. Ibrar ul Haq, Deputy Registrar, The University of Agriculture, Swat.	Member-cum Secretary 

The meeting started with recitation from the Holy Quran. The Chair welcomed participants. After brief introduction, the agenda item was presented. The Sub-Committee was apprised that the newly established universities often face problems in establishing statutory authorities due to non-availability of Faculty members including Professors, Deans and Chairpersons as well as the Administrative Officers such as Registrar, Treasurer, Controller



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of Examination and Heads of Administrative Sections. On the other hand, the Khyber Pakhtunkhwa Universities Act, 2012 as well as Khyber Pakhtunkhwa Universities Model Statutes 2016 are silent regarding any specific provisions to constitute and complete the Statutory Authorities/ Committees in absence of the above mentioned categories of Faculty and Administrative Officers in newly established universities.

Being a newly established, the University of Agriculture Swat faces similar issues as it has no Dean or Professors etc and regular Administrative Officers, except one Deputy Registrar. In this backdrop, proposals were placed before the Syndicate to constitute and complete the Authorities/Committees for smooth functioning of the University. The Syndicate agreed with the proposals and the same were placed before the Senate in its 3rd meeting held on 10.07.2024 vide Ageda Item # 3. The item containing 08 sub items were presented to the Senate. The Senate approved the items in principal subject to vetting by the Sub-Committee, constituted by the Senate for the purpose. The sub-Committee vetted the items and decided upon it as follows:-

3.1 Amendment in sub-clause (i) of Clause-(1) of Section-5 of the "Constitution, Function and Powers of Authorities of the University Statues 2016" of the Model Statutes

The Sub-Committee was informed that as per provision of Clause (1) of Section-5 of the "Constitution, Function and Powers of Authorities of the University Statues 2016" of the Model Statutes, the Selection Board shall consist of the following:

- i. The Pro-Vice Chancellor or senior most Dean/ Teacher who shall be the Chairperson;
- ii. The Dean/ senior most teacher of the Faculty concerned;
- iii. The Chairperson of the Teaching Department /Director of the Institute concerned;
- iv. The Chairman or a member of the Khyber Pakhtunkhwa Public Service Commission to be nominated by the Chairman;
- v. One member of the Syndicate and two other persons of eminence to be appointed by the Syndicate; provided that neither of the three are employees of the university;
- vi. Three subjects experts from the standing list of subject experts approved by the Syndicate for teaching positions while one of them has to be a Psychologist;
- vii. Head of the concerned Section (in case of appointment of administrative staff), and
- viii. The Registrar of the University (Secretary).



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Since the University has no Pro Vice Chancellor or senior most Dean, the Syndicate in its 2nd meeting held on 21.02.2023 vide agenda item # 04 approved/ recommended the replacement of the words "**Pro- Vice chancellor or Senior Most Dean/ Teacher**" with the words "**Vice Chancellor**". The original as well as modified provision is as under:-

Reference of Section/ Clause #	Original Provision	Syndicate Recommendations	Justification
Clause-5(1)(i) of the Constitution, Functions and Powers of Authorities of the Model Statutes 2016	The Pro-Vice Chancellor or senior most Dean/ Teacher who shall be the Chairperson.	Vice Chancellor as Chairperson	University of Agriculture Swat is newly established University and has no Pro-Vice Chancellor, while the appointment of Faculty, officers and staff is necessary. As per provision of section 11(2) of the Khyber Pakhtunkhwa Universities Act, 2012, the Vice Chancellor is the Chief Executive Officer and Principal Accounting Officer of the University. Hence, he should be the Chairperson of the Selection Board.

Discussion

The Sub-Committee of the Senate vetted the proposal and found it essential for the smooth running of the newly established University.

Decision

In accordance with the principal approval of the Senate, on agenda item # 3:-

- 1. The Sub-Committee included the representative of Administrative Department as a member of the Selection Board.**
- 2. The Sub-Committee endorsed the amendment, along-with the provisions at S. No 1 above.**



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3.2 Constitution of Selection & Promotion Committee for Appointment of Support Staff.

The Sub-Committee was apprised that as per provision of Clause -2 of the "Support Staff Appointment and Scale of Pay Statutes 2016" of the Model Statutes, the Selection and Promotion Committee shall be constituted by the Syndicate, however, the Committee mentioned in the Table below has been proposed in the Statute for the purpose of uniformity.

Since the University of Agriculture Swat is a newly established University and many positions like senior most Dean etc are vacant, The Syndicate in its 2nd meeting held on 21.02.2023 vide agenda item # 05, approved the Constitution of Selection & Promotion Committee for appointment of Support Staff as mentioned in Column 2 of the Table below: -

Reference of Section/ Clause #	Original Provision	Revised Provision as Recommended/Approved by the Syndicate	Justification
Clause-2 of the "Support Staff Appointment & Scales of Pay Statutes, 2016" of the Model University Statutes 2016, provides that:- <i>"All Appointments by initial recruitment and promotion by selection on merit cum fitness of employees in BPS-02-17 shall be made by the Vice Chancellor on the recommendation of the Selection & Promotion Committee constituted by the Syndicate, however, the following committee is proposed for the purpose of uniformity:-"</i>	(1) Senior Most Dean Convener (2) One member of the Syndicate to be nominate Member (3) Concerned Chairperson/Head of the Department/Section Member (4) Registrar or his nominee Member/Secretary.	(1) Vice Chancellor Convener (2) Secretary Establishment Department or his nominee Member (Nominee of the Syndicate) (3) Concerned Chairperson/ Head of the Department/ Section Member (4) Registrar or his nominee Member/Secretary (5) Any other member co-opted by the Vice Chancellor Co-opt Member	Since the University of Agriculture Swat is a newly established university and many positions including the senior most Dean, are vacant.

Discussion

The Sub-Committee of the Senate vetted the proposal and found it essential for the smooth running of the newly established University.

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Decision

In accordance with the principal approval of the Senate, on agenda item # 3:-

1. The Sub-Committee included the representative of Administrative Department as a member of the Selection and Promotion Committee.
2. The Sub-Committee endorsed the amendment, along-with the provisions at S. No 1 above.

3.3 Constitution of Board of Studies

The Sub-Committee was apprised that as per Clause-3 of the "Constitution, Functions and Powers of Authorities of the University Mode

I Statutes, 2016", each teaching Department shall have a Board of Studies as follows: -

[3]. Board of Studies:

- (1) There shall be a Board of Studies for each subject or a group of subjects, as may be prescribed by Regulations.
- (2) Each Board of Studies shall consist of:
 - (i) the Chairperson or Principal or Director of the Teaching Department/Institute or a constituent college or centre as the case may be;
 - (ii) Professors and Associate Professors in the Teaching Departments;
Provided that if the total number of University Teachers under sub-clause (i) and (ii) comes to less than five, then the Dean of the faculty concerned shall nominate Assistant Professors or Lecturers of the department preferably PhD or MS/MPhil to complete the number;
 - (iii) three Teachers from outside the University to be nominated by the Dean of Faculty concerned from the panel presented by the Chairperson concerned. The number will be determined by the Syndicate according to the need of each Board; and
 - (iv) two experts to be nominated by the Dean of Faculty concerned from the panel presented by Chairperson concerned; and
 - (v) the Board of Studies may co-opt expert(s) on need.

Since the University of Agriculture Swat is a newly established university and many positions like senior most Dean etc are vacant, as such on the recommendation of the Academic Council, the Syndicate, in its 2nd meeting held on 21.02.2023 vide agenda item # 07, approved the constitution of the Boards of Studies of the following Departments:

- i. Department of Horticulture;
- ii. Department of Food Science & Technology;
- iii. Department of Plant Breeding & Genetics;
- iv. Department of Soil & Environmental Sciences; and
- v. Department of Entomology.

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The Syndicate further authorized the Vice Chancellor to nominate members under Clause-3 (2) (iv) and 3 (2) (v) of the Model Statutes, 2016 from the list of members of respective Board of Studies.

The Senate was requested to approve:

1. The constitution of the Board of Studies of the above-mentioned Departments; and
2. The authorization of Vice Chancellor to constitute Board of Studies of the Departments to be established in future.

Discussion

The Sub-Committee of the Senate vetted the proposed amendments and found it essential for the smooth running of the newly established University of Agriculture Swat.

Decision

In accordance with the principal approval of the Senate, on agenda item # 3: -

1. **The Sub-Committee endorsed the decision of the Syndicate regarding approval for the constitution of the Board of Studies of the following Departments;**
 - i. **Department of Horticulture;**
 - ii. **Department of Food Science & Technology;**
 - iii. **Department of Plant Breeding & Genetics;**
 - iv. **Department of Soil & Environmental Sciences; and**
 - v. **Department of Entomology.**
2. **The Sub-Committee authorized the Vice Chancellor to constitute Board of Studies of the Departments to be established in future.**

3.4 Constitution of Board of Faculties

The Clause-I of the "Constitution, Functions and Powers of Authorities of the Model Statutes, 2016" provides for composition of the Board of Faculty as under:-

1. Board of Faculties

- (1) *There shall be a Board of each Faculty, which shall consist of the following:*
 - (i) *The Dean of the concerned faculty who shall be the convener;*
 - (ii) *all Chairpersons of the Teaching Departments, Directors of the Institutes/constituents Centres, Principals of constituents colleges of the concerned Faculty;*

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- (iii) Professors of each Department of the concerned Faculty;
- (iv) two members of each Board of Studies; comprised in the Faculty to be nominated by Board of Studies;
- (v) Three teachers to be nominated by the Academic Council by reason of their specialized knowledge on the subject which though not assigned to the Faculty have, in its opinion, important bearing of the subjects assigned to the Faculty;
- (vi) Two subject experts from other universities / organizations to be nominated by the Vice Chancellor;
- (vii) Director Academics or nominee not below the rank of Deputy Registrar
- (viii) Director QEC; and
- (ix) Director, Office of Research Innovation & Commercialization (ORIC)

To fulfil the statutory provisions as well as for smooth running of the academic affairs of the University, the Syndicate, in its 2nd meeting held on 21.02.2023 vide agenda item # 08, authorized the Vice Chancellor to nominate members on Board of Faculty from the relevant Board of Studies as well as from other universities (if needed) till availability of regular Faculty in the University.

The authorization of the Vice Chancellor to nominate members on Board of Faculty from the relevant Board of Studies as well as from other universities (if needed), is vetted by the Sub-Committee

Discussion

The Sub-Committee of the Senate vetted the proposal and found it essential for the smooth running of the newly established University of Agriculture Swat.

Decision

In accordance with the principal approval of the Senate, on agenda item # 3 the Sub-Committee endorsed the decision of the Syndicate regarding the authorization of the Vice Chancellor to nominate members on Board of Faculty from the relevant Board of Studies as well as from other universities as he may deem necessary.

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3.5 Constitution of Academic Council

The Sub Committee was apprised that as per Section-24 of the Khyber Pakhtunkhwa Universities Act, 2012 provides for composition of Academic Council. The relevant provisions are reproduced as under:-

[24]. Academic Council.

(1) *The Academic Council shall consist of-*

(a) *the Vice-Chancellor who shall be its Chairperson;*

(b) *the Chairpersons of Teaching Departments or Directors of academic institutes/units;*

(c) *the Deans;*

[(d) all Professors including Emeritus and Meritorious Professors;] 5

[(e) six university teachers including two Associate Professors, two Assistant Professors and two lecturers to be elected from amongst themselves in the manner prescribed by Statutes;]

[(f) two Principals, preferably one female, of affiliated colleges, one each from public and private sector, to be nominated by the relevant administrative Secretary of the Government department;

[Deleted]

(h) one Principal of the constituent college, to be nominated by the Senate;

(i) the Director Admissions;

(j) the Controller of Examinations; and

(k) the Registrar, who shall be its member-cum-secretary.

Since the University of Agriculture Swat is a newly established University and it has no regular Faculty at the moment, therefore, the Syndicate, in its 2nd meeting held on 21.02.2023 vide agenda item # 09, authorized the Vice Chancellor to nominate members of Academic Council from the relevant Board of Studies as well as from other universities till availability of regular Faculty in the University.

The Syndicate decision regarding authorization of the Vice Chancellor to nominate members on Academic Council from the relevant Board of Studies as well as from other universities till availability of regular Faculty in the University is placed to the forum for approval.

Discussion

The Sub-Committee of the Senate vetted the proposal and found it essential for the smooth running of the newly established University of Agriculture Swat.

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Decision

In accordance with the principal approval of the Senate, on agenda item # 3 the Sub-Committee endorsed the decision of the Syndicate regarding the authorization of the Vice Chancellor to nominate members on Academic Council from the relevant Board of Studies as well as from other universities as he may deem necessary.

3.6 Constitution of Anomaly Committee

The University of Agriculture Swat is a newly established university and many positions like Dean, Chairpersons, Head of Sections (HOS) etc are vacant, as such the Syndicate, in its 2nd meeting held on 21.02.2023 vide agenda item # 10, approved/ recommended the Constitution of Anomaly Committee as under:-

Reference of Section/ Clause #	Original Provision	Revised Provision as Recommended/Approved by the Syndicate.	Justification
Section-41 of the Model Service Statutes, 2016	(1) Vice-Chancellor Convener (2) Two Deans to be nominated by the Vice Chancellor Member (3) Chairman / Head of Department/Section of the concerned Department/Section Member (4) Registrar Member /Secretary (5) Nominee of the Higher Education Department, Khyber Pakhtunkhwa Member	(1) Vice Chancellor Convener (2) Two Deans/Professors to be nominated by the Vice Chancellor from any nearby Public Sector University of the Province Members (3) Nominee of Secretary Agriculture Dept., Govt. of Khyber Pakhtunkhwa Member (4) Nominee of Secretary HED, Govt. of Khyber Pakhtunkhwa Member (5) Nominee of Secretary Establishment Dept. , Govt. of Khyber Pakhtunkhwa Member (6) Nominee of Secretary Finance Dept., Govt. of Khyber Pakhtunkhwa Member (7) Dy. Registrar Secretary	Since the University of Agriculture Swat is a newly established university and many positions like senior most Dean etc are vacant.



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Discussion

The Sub-Committee of the Senate vetted the proposal and found it essential for the smooth running of the newly established University of Agriculture Swat.

Decision

In accordance with the principal approval of the Senate, on agenda item # 3, the Sub-Committee endorsed the decision of the Syndicate regarding the reconstitution of the Anomaly Committee as reflected in the table above.

3.7 Criteria for Evaluation of The Candidates (Administrative Officers and Support Staff)

The Sub-Committee was informed that the newly established University of Agriculture, Swat shall conduct its business in accordance with the provision of the Model Statutes, 2016 as per Section 40-B of the Khyber Pakhtunkhwa Universities Act, 2012. However, the Model Statutes, 2016 do not contain criteria for quantification/evaluation under "Administrative Staff Appointment and Scales of Pay Statutes" and "Support Staff Appointment and Scales of Pay Statutes". Therefore, in the absence of the above criteria, the Syndicate, in its 2nd meeting held on 21.02.2023 vide agenda item # 12, allowed to follow Quantification/Evaluation Criteria of the University of Agriculture, Peshawar for appointment of Administrative/Support Staff till approval of the University of Agriculture, Swat's own Statutes.

Discussion

The Sub-Committee of the Senate vetted the proposal and found it essential for the smooth running of the newly established University of Agriculture Swat.

Decision

In accordance with the principal approval of the Senate, on agenda item # 3, the Sub-Committee endorsed the proposal to follow the Quantification/Evaluation Criteria of the University of Agriculture, Peshawar for appointment of Administrative/Support staff till approval of the University of Agriculture, Swat, Statutes.

3.8 Constitution of :

- (i) Srutiny and Quantification Committee; and
- (ii) Appellate Committee,

The Sub-Committee was further apprised that as per provision of the "Teacher Appointment and Scale of Pay Statutes of the "Khyber Pakhtunkhwa Model Statutes 2016" clause 1

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(b) there shall be an eligibility and Quantification Committee. The provision is reproduced as under:-

(b) There shall be a Scrutiny and Quantification Committee comprising of concerned Dean of the Faculty, concerned Chairperson/Director/ Principal, two subject experts to be nominated by the Vice Chancellor from a panel recommended by the concerned Board of Faculty and Deputy or Assistant Registrar meetings will be Secretary of the committee.

Since the University of Agriculture Swat is a newly established University and has no Dean and Chairperson/Director/ Principal as well as the Administrative Officers, the Syndicate, in its 2nd meeting held on 21.02.2023 vide agenda item # 13, authorized the Vice Chancellor to nominate members on Scrutiny and Quantification Committee and Appellant Committee from the already available Advisors/Professors of the University. The Syndicate further authorized the Vice Chancellor to nominate or co-opt members from other public sector universities on need basis.

Discussion

The Sub-Committee of the Senate vetted the proposal and found it essential for the smooth running of the newly established University of Agriculture Swat.

Decision

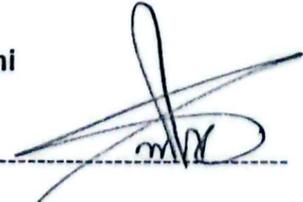
In accordance with the principal approval of the Senate, on agenda item # 3, the Sub-Committee endorsed the decision of the Syndicate to authorize the Vice Chancellor to nominate members on Scrutiny and Quantification Committee and Appellant Committee from the already available Advisors/Professors of the University as well as to nominate/co-opt members from other public sector universities on need basis.



Dr Ibrarul Haq
(Member cum Secretary)



Syed Habib ul Hasan Gilani
(Member)



Muhammad Tahir
(Convener)



Akbar Khan
(Member)



Javed Iqbal
(Member)