



KASBIT

Outcome of Self-Graduate Program Review (PGPR)

2024–2025

PhD and MS in Management Science

The Self-Graduate Program Review (PGPR) 2024–2025 provided an opportunity for the institution to review the effectiveness of its postgraduate academic and administrative processes and to address areas identified by the reviewers for further improvement. In response to the review findings, corrective measures were undertaken to strengthen documentation, policy compliance, governance mechanisms, and the formalization of postgraduate academic processes.

A total of four major areas were addressed through documented corrective actions. The actions taken demonstrate the institution's commitment to continuous improvement and compliance with the requirements of the Higher Education Commission (HEC) and its own institutional governance framework.

Note: The Annexures Referred can be found in the **Appendix A (Corrective Action Report of Self GRP Report for the year 2024 – 2025)**

1. Strengthening of Postgraduate Documentation and Stakeholder Verification

The review identified the need to ensure that all postgraduate proformas were properly completed and authenticated through the signatures of the relevant stakeholders in accordance with HEC requirements. In response, the institution reviewed the postgraduate proformas and ensured that the required information was duly completed and the relevant stakeholders had signed the documents.

As a result, the postgraduate documentation process has been strengthened through proper completion and verification of the relevant proformas. The signed and scanned proformas have also been maintained as documentary evidence and are available as **Annexure 1.1**.

Outcome:

The corrective action has improved the completeness, authenticity, and traceability of



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postgraduate academic documentation and provides documented evidence of compliance with the applicable HEC requirements.

2. Formalization and Strengthening of Institutional Policy and Operational Documentation

The review highlighted the need for a comprehensive policy manual to provide formal guidance for academic and administrative operations. In response, the institution confirmed the availability of a policy manual and further strengthened its operational framework through departmental Standard Operating Procedures (SOPs).

In addition, the institutions ISO certification framework and Master Controlled List provide a structured mechanism for maintaining and controlling departmental operational documents. The Master Controlled List contains details of controlled documents associated with departmental operations. Supporting evidence relating to the Policy Manual, ISO Certification, and Master Controlled List has been maintained as **Annexures 2.1, 2.2, and 2.3**, respectively.

Outcome:

The corrective action has contributed to a more structured and documented institutional operating framework. Academic and administrative processes are supported by policies, departmental SOPs, and controlled documentation, thereby providing clearer guidance for the implementation and monitoring of institutional operations.

3. Formal Adoption of the Graduate Education Policy

The review identified the requirement for the Graduate Education Policy (GEP) to be formally adopted and approved through the appropriate statutory governance mechanism. The institution addressed this requirement by formally adopting and approving the Graduate Education Policy through the **45th Academic Council Meeting held on 13 July 2023**.



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The formal adoption of the policy provides an approved institutional basis for the implementation of the requirements associated with graduate education. The notification confirming adoption of the GEP has been maintained as **Annexure 3.1**.

Outcome:

The corrective action resulted in the formal institutionalization of the Graduate Education Policy through the competent academic governance forum. This provides a documented policy framework for postgraduate education and strengthens institutional alignment with the HEC Graduate Education Policy requirements.

4. Establishment of the Relevancy Assessment Committee

The review further identified the need to constitute a Relevancy Assessment Committee (RAC) in accordance with the Graduate Education Policy prescribed by HEC. The committee is intended to provide a formal mechanism for assessing the relevance and suitability of candidates' previous academic qualifications and professional experience in relation to the proposed field of study in MS and PhD programs.

In response, the institution formulated the Relevancy Assessment Committee in accordance with the requirements of the 2023 Graduate Education Policy. The formation and relevant documentation of the committee were formally presented and approved in the **41st ASRB meeting held on 23 April 2026**. Documentary evidence includes the RAC notification, the relevant ASRB agenda item, and pictorial evidence, provided as **Annexures 4.1, 4.2, and 4.3**.

Outcome:

The corrective action established a formal institutional mechanism for assessing the academic relevance of applicants seeking admission to postgraduate programs. The approval of the RAC through the appropriate academic governance forum strengthens transparency, consistency, and documented decision-making in the postgraduate admission process.



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Overall Outcome of the PGPR Corrective Actions

The corrective actions arising from the PGPR 2024–2025 have resulted in improvements in four key areas: **postgraduate documentation, institutional policy and operational controls, graduate education governance, and postgraduate admission assessment mechanisms.**

The review process has strengthened the institution's approach to quality assurance by ensuring that identified gaps are followed by documented corrective measures and supporting evidence. The formal approval of policies and committees through the relevant statutory bodies further demonstrates the integration of quality improvement within the institutional governance structure.

Overall, the corrective actions have strengthened the **documentation, compliance, governance, transparency, and systematic implementation of postgraduate academic processes.** The availability of supporting evidence through the respective annexures provides a verifiable record of actions taken in response to the PGPR findings. Accordingly, the PGPR process has contributed to the continuous improvement of the PhD and MS in Management Science programs and to the strengthening of institutional mechanisms for postgraduate academic quality assurance.

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