



HIGHER EDUCATION COMMISSION

(Quality Assurance Division)

Date: February 22, 2016

The Expert Committees meetings of HEC recognized Sciences discipline journals i.e. Health Sciences, Engineering & Technology, Agricultural Sciences, Multidisciplinary and Natural Sciences were held on October 28, 2014, and October 06, 2015 respectively at Mural Hall, HEC Islamabad. The agenda of the meetings was to strengthen and enhance the SOP regarding the Sciences discipline journals.

The committees unanimously approved criteria/SOP and directed that it should be implemented immediately.

4. SOP for Constitution of Expert Committees for Sciences Journals:

- a. The Quality Assurance Division will constitute discipline wise committees (expert panel) for evaluation, recognition of journals. The committees will be approved by Executive Director of the HEC.
- b. The nomination of Experts committee members will be invited from public/private sector Universities, Institutes, R&D originations and Center of Excellences.
- c. The discipline wise panel of experts committee for evaluation, recognition of journals must be consisted of at least one member of HEC approved distinguished national professor.
- d. The discipline wise panel of experts committee should be consisted of at least eight (8) members. However, for each meeting the quorum of at least five members is mandatory.
- e. The experts committee will evaluate/recognize the journal in the light of criteria/SOP lay down by the QA division of the HEC.
- f. The members of each expert committee will serve for the period of three years only. After every three years, new members will be selected. Besides, every year one-third of members will

be replaced by new members to preserve institutional memory and encourage representation to maximal regions.

- g. In order to bring more transparency in the evaluation, recognition process of journals and to avoid clash of interests, it should be ensured by QA division that expert committee member from that particular university, society, R&D organization or affiliated institutions whose journal(s) are under evaluation, must not be part of expert panel of that particular meeting.
- h. The recommendations of the Experts Committee about a journal will be considered final.

The meetings ended with the vote of thanks to the participants



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