

# COMSATS Institute of Information Technology

Principal Seat, Islamabad

No.: CIIT/DRM/17-1(1)/Notification/08/524

March 10, 2008

## Notification


Subject: Academic Matters

In its 12<sup>th</sup> Meeting held on 24<sup>th</sup> January 2008, the Board of Governors (BoG) of the COMSATS Institute of Information Technology (CIIT) endorsed the recommendations made by the Academic Council. The details in this regard are given in ensuing pages (pg 2-211).

The following points were, however, observed by the Board of Governors in the academic documents recommended by the Academic Council and it was desired that the same may be rectified for the future:

- i. Recommended books may be presented in standard format, including the title, authors, publishers and year of publishing.
- ii. Faculty details may be presented in standard format, including name, designation, and terminal degree with institution.
- iii. The CIIT was advised to ensure that faculty members may not supervise more than five PhD students at any given time.

The above matter is hereby notified for information and appropriate action by all concerned.

  
(Nudrat M. Khan)  
Deputy Registrar (M)

### Distribution:

1. All Deans of Faculties.
2. Controller of Examinations, CIIT;
3. All Chairmen / Incharges / Heads of Departments;
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- i. All campus Directors;
- ii. Registrar, CIIT;
- iii. Treasurer, CIIT;
- iv. Director (P & D);
- v. PS to Rector.

