



University of Central Punjab

(Incorporated by Ordinance No. XXIV of 2002 promulgated by Government of the Punjab)

UCP/Regr./Notification/720

January 4, 2023

NOTIFICATION

In continuation of this office notification no. UCP/Regr/Notification/1285 dated July 06, 2021 regarding Codes of Conduct, the Competent Authority has re-constituted the following Proctor Committee:

1. **Dr. Muhammad Rizwan Shad** Chief Proctor
Dean, Faculty of Engineering
2. **Mr. Khizer Ahmad Zaki** Deputy Chief Proctor
Head of Department, Student Affairs
3. **Mr. Shafiq-ur-Rehman** Proctor
Associate Professor
Faculty of Information Technology & Computer Science
4. **Mr. Shafiq-ur-Rehman** Proctor
Assistant Professor, Faculty of Pharmaceutical Sciences
5. **Dr. Shazia Hassan** Proctor
Professor, Faculty of Humanities & Social Sciences
6. **Muhammad Salman** Proctor
Associate Professor, Faculty of Engineering
7. **Dr. Hafiza Rizwana Kausar** Proctor
Dean, Faculty of Science & Technology
8. **Dr. Aqeel Ahmad** Proctor
Associate Professor, Faculty of Management Sciences
9. **Ms. Sadaf Baloch** Proctor
Lecturer
Faculty of Information Technology & Computer Science



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| 10. Dr. Adnan N. Qureshi
Assistant Professor
Faculty of Information Technology & Computer Science | Proctor |
| 11. Ms. Rida Gillani
Assistant Professor, Faculty of Engineering | Proctor |
| 12. Mr. Basharat Ullah Malik
Assistant Professor, Faculty of Management Sciences | Proctor |
| 13. Ms. Kanwal Zahra
Associate Professor, Faculty of Management Sciences | Proctor |
| 14. Dr. Abdul Waheed
Assistant Professor, Faculty of Management Sciences | Proctor |
| 15. Ms. Qurat-Ul-Ain
Lecturer, Faculty of Management Sciences | Proctor |
| 16. Ms. Syeda Ayesha Noor
Senior Lecturer, Faculty of Humanities & Social Sciences | Proctor |
| 17. Dr. Arslan Tariq Rana
Assistant Professor, Faculty of Humanities & Social Sciences | Proctor |
| 18. Dr. Asma Zafar
Assistant Professor, Faculty of Science & Technology | Proctor |
| 19. Dr. Sajid Mansoor
Assistant Professor, Faculty of Science & Technology | Proctor |
| 20. Ms. Rabia Saleem
Assistant Professor, Faculty of Pharmaceutical Sciences | Proctor |
| 21. Dr. Noor Hayat
Assistant Professor
Faculty of Media & Mass Communication | Proctor |



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22. **Ms. Shaista Anwar,**

Assistant Professor, Faculty of Law

Proctor

23. **Ms. Hina Adeeb**

Assistant Professor

Faculty of Media & Mass Communication

Proctor

24. **Mr. Ali Imran**

Manager Registration

Secretary/Member

Following are the terms of reference:

Proctor's Definition

A proctor would be a faculty member preferably with three years of service and ready to work with the students. He/she is a decent person, a man or woman with principles, one who enjoys good reputation amongst colleagues and students and who also enjoys conversing with students. A proctor is a role model, a mentor and a guide for the students. Proctors will be governed by the Chief Proctor who will be a senior Professor/Dean. Position of proctor is honorary in nature.

Proctor's Duties

- Proctors will make sure that students are following the dress code
- Students' language on campus is proper
- Students are not involved in indecent activities like playing cards, watching unwanted movies on laptop etc.
- Students are behaving properly in the company of opposite sex
- Students are behaving properly in University functions organized by the University on campus and off campus
- Students are not unnecessarily loud in the corridors

Other related activities

Proctors individually, collectively or through University will arrange programs, which may improve students' personality, ethics and participation in community or social work on or off campus.

Procedure of Work

In case a proctor finds a student in an unhealthy activity proctor will ask the student to refrain. In case student does not listen to the proctor or has already committed a mistake proctor may fine the student. This he can do by asking his/her registration number and forward it with recommendation of fine to Director Students Affairs. Director Students Affairs will facilitate proctors in processing the punishment.



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Role and Responsibilities of Proctors

Proctor is an honorary position and their role is parental and by demonstration they will also have the right to fine students for misbehavior. Chief Proctor with his team will work in close collaboration with Director Student Affairs. They will keep discipline of students on campus and can fine or suspend students if found guilty.

Copies to:

- Pro-Rector
- All Deans
- All Directors
- Members of the Committee

R. Anjum
Raheel Anjum Bhatti
Registrar

04/01/23

Registrar
University of Central Punjab
Lahore.