

Dr. Mahr Muhammad Saeed Akhtar
Professor & Chairman
Department of Islamic Education
Institute of Education and Research
University of the Punjab, Lahore, 54590
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EDUCATION:

International

- 2000 **Doctor of Education**, Wayne State University, Detroit, MI. **USA**.
Major Area: Administration and Supervision (General)
Cognate: Educational Evaluation and Research.

I have taken course work in the field of Total Quality Management, and Doctoral Research, partially, was conducted in this area.

- 1991 **M. Ed** (Educational Management) University of Newcastle, England, **UK**.

In Pakistan

- 1981 M. A. Ed (Educational Administration and Supervision) Institute of Education & Research (IER), University of the Punjab, Lahore, Pakistan.
- 1977 B. A University of Multan, Pakistan

Additional Education

- 1990 M. A (Islamic Studies) University of the Punjab, Pakistan

PROFESSIONAL EXPERIENCE:

International Experience:

While a graduate student at the United States had opportunity to work as:

- 1996 to-date: **Program Director & Consultant** with Pakistan Education Development Foundation incorporated in Michigan, **USA**.
- 1998-2000: **Principal**, Crescent Academy International, Canton, **USA**.
- 1996-998: **Principal**, Dar Alarqam Islamic School, Detroit, **USA**.

Local Experience:

- 2003 Professor of Education at the IER
- 2001 Associate Professor
- 1996 Assistant Professor
- 1987 Lecturer
- 1983 Senior English Teacher, University Laboratory School, IER.
- 1982 to 1983 Visiting Lecturer at the IER.

Assignments at University of the Punjab:

- Chairman, Department of Islamic Education, University of the Punjab, Lahore, Pakistan **from 08-04-2003**
- Member, Board of Studies (Education) University of the Punjab **from 2003**
- Coordinator, for committee to review and develop curriculum, IER **from 2003**
- Ex-officio, Member, Academic Council, University of the Punjab, **from 2003**
- Ex-officio, Member, Senate, University of the Punjab, **from 2003**
- Ex-officio, Member, House Allotment Committee, University of the Punjab, **from 2003**

- Ex-officio, Member, Medical Advisory Committee, University of the Punjab, **from 2003**
- Member, Board of Editors, **Journal of Research in Education from 2004**
- Member, **Doctoral Program Committee**, Department of Special Education University of the Punjab, Lahore, Pakistan **from 2001**
- Member, **Doctoral Program Committee, IER** University of the Punjab **from 2001**
- Member/Secretary, Seminar Committee at the IER **from 2000**
- Member/Secretary, School Committee, University of the Punjab **from 2001**
- Member, Board of Management of Benevolent Fund, University of the Punjab **from 2003**
- Member, Board of Editors, **Bulletin of Education and Research** from **2004**
- Chairman, Academic Affairs Committee at the IER, from 2000-2002
- Secretary, Admission Committee at the IER, from 2000-2002
- Chairman Students Affairs Committee at the IER from 1992 to 1994
- Member/Secretary Disciplinary Council at the IER from 1992 to 1994
- Member, IER Estate and Maintenance Committee 1994
- Member Library and Instructional Materials Committee from of 1988 to 1989

EDITORIAL EXPERIENCE:

Worked in various capacities for the following journals:

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|--------------------------|-------------------------|---|
| • 2004 | Member Board of Editors | Bulletin of Education and Research |
| • 2004 | Member Board of Editors | Journal of Research in Education |
| • 2003 to-date | Patron | Journal of Research in Islamic Education |
| • 2002 to-date | Chief Editor | <i>Ta'leemat</i> (Quarterly)
Research Journal of Alumni Association, IER |
| • 1992-94 | Chief Advisor | <i>Ta'leem o Tahqeeq</i> |
| • 1985-90 | Editor | <i>Ta'leemat</i> (Monthly) |
| • 1985-95 & 2001 to-2004 | Editor | <i>Afkar e Muallim</i> (Monthly) |

COURSES TAUGHT AT POST GRADUATE/ GRADUATE LEVEL

University of the Punjab:

Ph. D level:

- Organizational Theory and Behavior in Education
- Seminar Policy and Management of Special Education
- Philosophical Foundations of Education
- Research Methods

Master Level:

- Educational Administration and Supervision
- Secondary School Administration
- Personnel Management
- Educational Law
- Educational Planning and Financing
- Management and Administration of Special Education

- Educational Change
- Islamic System of Education
- Islamic Philosophy of Education
- Philosophy of Education
- Comparative Education
- Guidance in Schools/ Educational Guidance
- Research methods in education
- Art Education

University of Management and Technology, Lahore

- Teaching of Islamic Studies to M. A Education
- Total Quality Management to MBA (Professional)
- Islam, Society and Systems to BBA (Honors)
- Islam and Personalities to BBA (Honors)

EXAMINATION AND EVALUATION

- Head Examiner and Paper setter of various universities in Pakistan
- Reviewer of several research journals of universities / organizations

CONSULTATION

Women Institute for Sciences and Humanities, CBA Model college, AFAQ, Ghazali Education Trust.

SCHOLARSHIPS:

- 1995 (COTS) Central Oversea Training Scholarship was awarded by Government of Pakistan
- 1990 (FCO) Foreign and Common Wealth Office Scholarship was awarded by British Council after national level competition for Master level studies at United Kingdom.
- 1979 A merit scholarship was awarded by University of the Punjab, Pakistan.

SEMINARS & WORKSHOPS:

International

- **As a resource person** delivered three lectures to teachers of Pakistan International Schools (Jeddah, Alkhuber, Taif) on September 24-28 during **“Teacher Training Workshop 2002”** at Pakistan International School Jeddah, Kingdom of Saudi Arabia on:
 - How to manage groups on September 24, 2002
 - Teaching of Social Studies on September 28, 2002
 - How to manage time on September 28, 2002

- **As a resource person** presentation on ‘Use of Audio-Visual Aids in Islamic Perspective’ during In-service training for schoolteachers of Michigan Islamic Academy, An-Arbor, Michigan, USA, on May 31, 1997.
- **As a resource person** Delivered two lectures on ‘Use of Audio-Visual Aids in Islamic Perspective’ and **Professional Development Workshop** ‘Islamic schooling in America and Professionalism’ at Dar Alarqam Institute, Detroit, MI, USA, from August 20th to 22nd 1997.
- Delivered a couple lectures on “Staff development” and “Observation and evaluation of teacher performance” to graduate students at School of Education International Center, University of New castle upon Tyne, England, U. K, in April 1991

Attended:

- Workshop for Special Education ‘Adapting for Students in the Classroom for the 21st Century’, arranged by the **Edinboro University of Pennsylvania**, September 1995.
- Professional Development Workshop on ‘Gardener’s Theory of Multiple Intelligence’ at, Detroit, MI, USA, on July 5th 1997.
- Professional Development Workshop ‘Classroom Management and Positive Discipline’ at, Detroit, MI, USA, on April 16, 1998.
- One day professional development workshop ‘Choice Theory’ at Crescent Academy International Canton, MI, USA, on October 15, 1999.
- April 4-6, 2003, **5th International Educational Conference**, in Faisal Auditorium, University of the Punjab under Pakistan Teachers Organization.

In Pakistan

International level

- ❑ Read two papers on “Sources of stress: Coping strategies” & “Effects of stress on students self-esteem” in an International Educational Seminar during August 16-23, 2005 at Bara Gali under HEC, FAPUASA, University of Peshawar & PUTA.

National Level:

- ❑ As a resource person, delivered a lecture on “Effective teaching” to staffs of SPS College, Mangora, Swat NWFP on August 28, 2004. (No of participants: 150)
- ❑ As a resource person, delivered a lecture on “Guidance and Counseling” to Headteachers/ Senior Headteachers/ Principals of private schools/ colleges, Mangora, Swat, NWFP on August 29, 2004 (No of participants: 100+)
- ❑ Read two papers on “Trends in higher education” & “Campus without politics” in National Educational Conference during August 11-16, 2004 at Bara Gali under University of Peshawar, FAPUASA & PUTA.
- ❑ Teaching of Geology in Islamic Perspective, Paper read at the 23rd **National Urdu Conference** at University of the Punjab, Lahore in 1985.
- ❑ **Total Quality Management and its Application in Education in Pakistan**, under Islamic Directorate of Education, NWFP, on January 28, 2002 at Peshawar.
- ❑ As a resource person on “**Staff Motivation**” to Principals, Vice Principals and Owners of Private schools during Master Trainers Workshop at Abbot Abad on July 14, 2004.

Provincial Level:

- ❑ As a resource person delivered lecture on “Lesson/ Lecture planning” at Management and Professional Development Department, Government of the Punjab, Lahore to principals of

colleges working under TEVTA during two weeks training workshop: Administrative and Academic Management” on November 29, 2004.

- ❑ As a resource person delivered lecture on “Library Management” at Management and Professional Development Department, Government of the Punjab, Lahore to principals of colleges working under TEVTA during two weeks training workshop: Administrative and Academic Management” on November 29, 2004.
- ❑ As a resource person delivered lecture on “Importance of Study Tour” at Management and Professional Development Department, Government of the Punjab, Lahore to principals of colleges working under TEVTA during two weeks training workshop: Administrative and Academic Management” on December 4, 2004.
- ❑ **As a resource person** on “Teaching Methodology
- ❑ ” at Lahore office of **University Grants Commission** to Lecturers of Geography, working in Government Colleges of Punjab on September 20, 2004.
- ❑ As a resource person delivered lecture on “Guidance and Counseling of Students” at Management and Professional Development Department, Government of the Punjab, Lahore to principals of the Punjab Workers Welfare Board on August 9, 2004.
- ❑ As a resource person delivered lecture on “Punishment and Reward and its Psychological implications on learning” at Management and Professional Development Department, Government of the Punjab, Lahore to principals of the Punjab Workers Welfare Board on August 9, 2004.
- ❑ **As a resource person** on “Teaching Methods” at Lahore office of **University Grants Commission** to Lecturers of Government Colleges of Punjab on June 25, 2004.
- ❑ **As a resource person** on “Communication skills for supervisors in Department of Education” at Department of Staff Development, **University of Education** on January 24, 2003 to **Male** group of Headmasters, and Principals of Secondary and Higher Secondary schools.
- ❑ **As a resource person** on “Communication skills for supervisors in Department of Education” at Department of Staff Development, **University of Education** on January 24, 2003 to **Female** group of Headmasters, and Principals of Secondary and Higher Secondary schools.
- ❑ **As a resource person** on “Teaching of Islamic Studies” at Lahore office of **University Grants Commission** to Lecturers of Government Colleges of Punjab on January 25, 2001.
- ❑ **As a resource person** on “Community Model Schools as trendsetters” under **Government of the Punjab**, at **Directorate of Staff Development**, Lahore, on October 23, 2001.
- ❑ **As a resource person** on “An Introduction to the General Philosophies (Idealism, Realism and Pragmatism)”. Under **Allama Iqbal Open University** at Lahore office on November 3, 2001.
- ❑ **As a resource person** on “An Introduction to the Educational Philosophies (Perennialism, Progressivism and Essentialism)”. Under **Allama Iqbal Open University** at Lahore office on November 3, 2001.
- ❑ Selection of Teacher, and Staff Development, under Islamic Directorate of Education, NWFP, at Peshawar on January 27, 2002 at Peshawar.
- ❑ **As a resource person** on “Communication skills” at **Department of Staff Development, University of Education** on January 3, 2003 to Male group of Headmasters, and Principals of Secondary and Higher Secondary schools.

- ❑ **As a resource person** on “Communication skills” at Department of Staff Development, **University of Education** on January 10, 2003 to **Male** group of Headmasters, and Principals of Secondary and Higher Secondary schools.
- ❑ **As a resource person** on “Communication skills” at Department of Staff Development, **University of Education** on January 10, 2003 to **Female** group of Headmasters, and Principals of Secondary and Higher Secondary schools.

Local:

- ❑ **As a resource person** on Conflict Management: Problems and Possibilities” in a workshop for **Pakistan Air Force school Principals** Institute of Leadership and Management, Lahore on March 27, 2001.
- ❑ **As a resource person** on School Effectiveness in a seminar for **Pakistan Air Force school Principals** under Institute of Leadership and Management, Lahore on April 16, 2001.
- ❑ **As a resource person** on “Effective teaching in Islamic Perspective”, delivered a lecture to teachers of Mosque schools under Islamic Directorate of Education, Lahore May 21, 2002.
- ❑ Total Quality Management and its Application in Education in Pakistan, to **faculty members of the Institute of Education and Research**, University of the Punjab, Lahore, on
- ❑ “Effective Teaching in Islamic Perspective” under Islamic Directorate of Education, on April 18, 2002, Lahore.
- ❑ “Decision making” to managers, principals, and head teachers of private schools from various parts of Punjab under **Association for Academic Quality (AFAQ)**, 796 – C Faisal Town, Lahore on May 23rd 2002.
- ❑ Classroom management under Afaq, Lahore, June 19, 2002.
- ❑ **As a resource person** on “Co-Curricular Activities” in Teacher training workshop at Mansoorah Model Intermediate College, Affiliated with BISE for girls on April 29, 2004 at the college site.

Attended:

- ❑ ‘The Muslim Concept of Music’ seminar under International institute of Islamic Thought, on May 22, 2002 at Sohail Iftikhar Research Institute, Punjab University.
- ❑ Attended a seminar on “*Maujuda Sorat-e-hall, Imkaanaat, Khudshat aur Taqazay.* International Journalists, University Teachers and scholars attended it on January 7, 2002 in Committee Room of the Institute of Education and Research, University of the Punjab, Lahore.
- ❑ A meeting at the Directorate of Staff Development, Lahore to **review new curriculum for elementary schools in Punjab**, and new examination system for grade 9th on January 7, 2002.
- ❑ Workshop on ‘**Developing standards of teacher training**’ under Government of the Punjab, from January 8 to 9, 2001, at the Directorate of Staff Development, Lahore.
- ❑ Partially attended workshop of a week on ‘**A review of Contemporary Research Paradigms**’ under The International Institute of Islamic Thought from February 14, to 20, 2002, and responded one session on ‘Research traditions of Muslims’.
- ❑ Teaching techniques: Modern methods, delivered a lecture to teachers of Al-Qalam Educational welfare Society, Lahore, on July 0, 2002

❑ **Presided**

- ❑ A group working on ‘Developing standards of teacher training’ under Government of the Punjab, from January 8 to 9, 2001, at the Directorate of Staff Development, Lahore.
- ❑ “UN Standard Rules on Special Education and Rehabilitation for persons with disabilities”, presided the seminar and delivered Presidential address on October 27, 2001.
- ❑ Presided a session of the workshop of a week on ‘A review of Contemporary Research Paradigms’ under The International Institute of Islamic Thought from February 14, to 20, 2002, and responded one session on ‘Research traditions of Muslims’.
- ❑ Presided a group discussion on “*Iqbal kay nazriyat kaisay naujawan nasal main raghub*” during **Allama Iqbal T’aleemi Conference**” under *Nazriah-e-Pakistan Foundation*, Mall Road, Lahore from October 1-2, 2002. All recommendations were published in the Daily Newspapers and will become part of the original document being prepared to present to the Government of Pakistan.

PUBLICATIONS:

List of the articles published in national reputed educational journals:

No	Title of the Article	Name of Journal	Year
1	Importance of knowledge in Islam.	Monthly <i>Ta’leemat</i> , Lahore	1983 Vol. 6
2	Importance and honor of teacher in Islam.	Monthly <i>Ta’leemat</i> , Lahore	1984 Vol. 7
3	Elementary Education: Some problems and their solution.	Monthly <i>Ta’leemat</i> , Lahore	1985 Vol. 8
4	Teaching of Geology in Islamic perspective (Principal author of a co authored paper)	<ul style="list-style-type: none"> • <i>Jadeed Science</i>, Quarterly, Karachi • Monthly <i>Taleemat</i>, Lahore 	1986 Vol. 9 1986 Vol. No. 9
5	Education System of the time of Farooqui.	<i>Ibtedai Ta’leem</i> , Punjab University	1986 Vol. No. 9
6	Qura’n: Manners of recitation.	<i>Al-Hasanat</i> , Lahore	1986 Vol
7	Educational thoughts of Quaid e Azam.	<i>Ibtedai Ta’leem</i> , Punjab University	1986 Series No. 2
8	Theory of Punishment in Teaching: The Islamic Perspective.	Monthly <i>Ta’leemat</i> , Lahore	1988 VOL 10
9	Women education and its curriculum.	<i>Ibtedai Ta’leem</i> , Punjab University	1988 Series No. 4
10	Iqbal and Education: some sources	Monthly <i>Ta’leemat</i> , Lahore	1989 Vol. 12
11	Hazoor Akram as Teacher,	Monthly <i>Afkar e Moullim</i> , Lahore	1991 Vol.
12	A Proposed Model of Student Teaching Practice	Journal of Research (Humanities), Punjab University.	1992 Vol. XXV
13	Universal Educational Movement of the Prophet Muhammad (SAW)	<i>Ta’leemi Zavya</i> , Punjab University	1993 Vol. 3
14	Job Satisfaction in Primary Teachers.	Bulletin of Education and Research, Punjab University	1994 Vol. XVI
15	The Evaluation of Teaching Practice towards a Curriculum Model for Teacher	Journal of Elementary Education, Punjab University.	1995 Vol. 1

	Trainers.		
16	Customer Focus in Education	Bulletin of Education and Research, Punjab University	1989-99 Vol. XX
17	Customer Focus and its Impact on Organizational Life	Bulletin of Education and Research, Punjab University	1999-2000 Vol. XXI
18	Motivation Hygiene Theory and its Application in the Field of Job Satisfaction	Journal of Elementary Education, Punjab University.	2000 Vol. 10 No. 1
19	Total Quality Management and its Application in Education in Pakistan.	Journal of Elementary Education, Punjab University.	2000 Vol. 10 No. 2
20	Dilemma of Corporal Punishment and 21 st Century.	Journal of Research (Humanities), University of the Punjab.	2000 Vol. XXXIV
21	Western Educationists and Women Education	<i>Ta'leemi Zavya</i> , Punjab University	2001 Vol. 12
22	Uniform System of Education	Monthly <i>Ta'leemat</i> , Lahore	2002 Vol. 17
23	Quranic Instructions for Teaching to Hazoor (SAW)	<i>Ta'leemi Zavya</i> , Punjab University	2003 Vol. 14
24	Individuals' Preferences and Responsibilities Towards the Society: Sayyed Ali Hajwari's View (Principal author of a jointly authored paper)	Journal of Research (Humanities), University of the Punjab.	2003 Vol. XXXVIII
25	Strategic methods of Hazoor (SAW) for Education and Training	<i>Ta'leemi Zavya</i> , Punjab University	Forthcoming issue
26	Effect of Stress on Students' Self-esteem (Jointly authored)	Journal of Elementary Education, Punjab University.	Forthcoming issue

International

1	Quranic Instructions for Teaching to Hazoor (SAW)	<i>Aamozgar</i> , Jalgaon, India	2003 September-October
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Thesis and Dissertations:

1. Doctor of Education

A comparative study of job satisfaction and customer focus of Islamic Elementary school teachers in Michigan. (Wayne State University, United States of America).

2. Master of Education

The education of Muslim students in mainstream schools in Newcastle upon Tyne and North Tyne side. (University of Newcastle, England, United Kingdom)

3. Master of Arts in Education:

A handbook of student teaching practice for elementary grades. (University of the Punjab, Pakistan)

4. Master of Arts in Islamic Studies:

Islam kee Tadrisee hikmat e umlee. (Teaching strategy in Islamic perspective).
(University of the Punjab, Pakistan).

BOOK

Edited and compiled books on:

- 1) *Ta'leem kee Nazriate Asas: Islami tanazur main*
- 2) *Asasiat e Ta'leem* (Jointly compiled)

SUPERVISION OF MASTER'S RESEARCH PROJECTS:

Supervised about 100 master's level research project, **some** of the topics are given as under:

1. Surveying the reasons for not getting education of labor class children belonging to Lahore city.
2. A Comparative Study of Perceptions of Teachers & Heads of Secondary Schools about Supervision.
3. A Survey of the Awareness of Pension Rules 2002 of Secondary School Teachers.
4. An Analysis of the barriers in uniform education in Pakistan.
5. A survey on the increasing trends of student enrollment in private schools.
6. Islam: An educational movement.
7. Importance and requirements of women education in Islam and a suggested curriculum for modern period.
8. Evaluation of the use of *faroogh e taleem* fund for elementary schools.
9. A critical study of the personnel appraisal in Pakistan at secondary level. Analysis of the opinion of teachers for Urdu as medium of instruction.
10. Job satisfactions of district Jhang Secondary Schoolteachers.
11. Administrative development and Islamic Perspective.
12. A comparative study of the modern educational administration and prophetic educational administration, a suggested model.
13. The practice of leadership styles of Secondary School headmistresses in Punjab.
14. Analysis of the opinion of teachers about Urdu as a medium of instruction.

COMPUTER SKILL:

Microsoft Word, Microsoft Works, Microsoft Power Point, Word Perfect, SPSS

LANGUAGE ABILITY:

English, Urdu, Punjabi, Sraiki, Beginner in Arabic.

COUNTRIES VISITED:

United Kingdom, Kingdom of Saudi Arabia, Canada, United States of America, and Afghanistan.

Updated January, 2006

Dr Mahr Muhammad Saeed Akhtar is Professor of Education & Chairman, Department of Islamic Education at the Institute of Education and Research, University of the Punjab, Lahore. He earned M. Ed (Educational Management) from UK & Doctorate of Education from USA with major of Administration and Supervision (general) and, Cognate of Educational Evaluation and Research. He leads courses of Ph. D, M. Phil & Master level in Policy and Management, Educational Administration and Supervision, Philosophy of Education, Total Quality Management, Research Methods, and Human Resource Management. He is excellent communicator in person and in print. He is a conscientious, meticulous, gregarious, and high energy “self starter” who takes pride in hard work and produces results. He is always motivated and goal oriented. He works effectively and diligently as a team leader as well as a team member. He provides consultation to Ph. D scholars. He is supervising several Ph. D theses. He is author of thirty research papers and has edited two books. He delivered extensions lectures abroad as well as inside the country on: Communication skills for administrators, Stress management, Human Resource Management, Library Management, Effective teaching, Classroom management, Effective Time management, Teaching Methods, Lesson Planning etc.