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OFFICE OF THE SECRETARY AI STEERING COMMITTEE

Dated: 9th March 2026

Subject: MINUTES OF 1st ARTIFICIAL INTELLIGENCE STEERING COMMITTEE DHA SUFFA UNIVERSITY HELD ON 26th FEBRUARY, 2026

1. The 1st Artificial Intelligence Steering Committee Meeting was held on Thursday, 26th February 2026, online.

2. Following attended the meeting:

a.	Engr. Prof. Dr. Ahmad Hussain	Dean Engineering & Applied Science, DSU	Chair
b.	Dr Zafar Nasir	Dean Computing & Information Technology, DSU	Member
c.	Dr Imtiaz Arif	Dean Management Sciences & Humanities, DSU	Member
d.	Mr. Noor Ali	Associate Dean Computing & Information Technology, DSU	Member
e.	Mr. Naqi Azam	Senior Advisor, DSU	Member
f.	Prof. Dr. Jawwad A. Shamsi	Professor & Dean Computer Science Department, National University FAST, Karachi	Member
g.	Dr. Mansoor Ibrahim	Professor & Associate Dean, Faculty of Engineering Science & Technology, Iqra University, Karachi	Member

h.	Mr. Imran Riyaz	Chief Executive Officer, VectraCom Solutions, Karachi	Member
i.	Engr. Prof. Dr. Johar Khurshid Farooqi	Professor & Director, QEC, DSU	Member
j.	Dr. Huma Jamshed	Associate Professor, Head of Department, Computer Science, DSU	Member
k.	Dr. Najeeb Ur Rehman Malik	Assistant Professor Head of Department, Information Technology, DSU	Secretary

4. The Chair welcomed all participants and thanked them for taking the time to attend the meeting. He extended special appreciation to Dr. Jawad Shamsi (FAST), Dr. Sajjad Hussain Rizvi (SZABIST), Dr. Mansor Ebrahim (Iqra) and Mr. Imran Riaz (Vectracom) for joining the session and sharing their expertise.

5. The Chair informed the participants that the purpose of the meeting was to deliberate on the introduction and integration of Artificial Intelligence (AI) at the university level, as mandated for implementation at DHA Suffa University.

6. To formally commence the meeting, the Chair requested Dr. Imtiaz Arif to recite verses from the Holy Quran.

ITEM NO. 01

Inclusion of Mandatory 3-Credit Hour Course on Artificial Intelligence Across All Undergraduate Degree Programs

DISCUSSION

The Chair informed the members that the university had received a letter from HEC on 18 February directing institutions to introduce an AI course across all degree programs. He asked representatives from participating universities whether any action had been taken in response.

Dr. Jawad Shamsi stated that AI courses already exist within computing disciplines at the undergraduate level. However, he clarified that the directive primarily targets non-computing degree programs, where AI exposure is currently limited.

Dr. Sajjad Hussain Rizvi shared that SZABIST had already initiated this effort. Approximately six months earlier, the proposal to introduce an AI course had been presented to the Academic Council, where it was approved and subsequently implemented. He explained that the AI course is mandatory for all programs, including non-computing disciplines, and the course outline has already been developed and implemented. Dr Sajjad also presented the contents of the course to the committee.

The Chair asked Dr. Imtiaz Arif whether a similar course exists in Management Sciences Disciplines at DHA Suffa University. Dr. Imtiaz responded that although AI-related courses exist

in the Business Analytics program, such courses are not currently offered in Management Sciences programs at the university.

The Chair then asked Dr. Sajjad whether the course had received formal approval from the Academic Council. Dr. Sajjad confirmed that the course had been approved and emphasized that the course outline was carefully designed for non-computing students. The focus is not on mathematical or technical complexity but rather on practical understanding of AI tools and their real-world applications.

He further explained that the course titled "Fundamentals of Artificial Intelligence" (3 Credit Hours) introduced at their university focuses on AI tool usage, basic concepts, and practical applications.

Dr. Zafar Nasir highlighted that AI integration should be approached at three different levels:

1. Curriculum level
2. Research methodology level
3. Assessment level

Dr. Mansoor Ibrahim (Iqra University) shared that Iqra University is also exploring a similar approach. AI courses already exist in computing programs; however, for other disciplines, the course should be lightweight and engaging. He suggested that the course content could remain common until mid-semester, after which it could be customized according to the specific discipline.

The Chair invited Mr. Imran Riaz to share his views. He appreciated the progress made by participating universities, particularly the structured approach taken by SZABIST. He emphasized that while AI tools such as LLMs are increasingly used by students for assignments, institutions must ensure that students learn to use AI within ethical boundaries so that their critical thinking and analytical abilities are not compromised.

Dr. Jawad Shamsi also reviewed the course outline presented by Dr. Sajjad and recommended that ethical use of AI, awareness of AI tools, and emerging technologies such as Agentic AI should be emphasized rather than focusing on technical aspects for non-computing disciplines.

Dr. Sajjad added that the course design was inspired by a Coursera course developed by Andrew Ng, a globally recognized expert in AI. He also demonstrated the different modules of the course, highlighting its structured and balanced nature.

Dr. Johar Khursheed suggested that the course should be contextualized according to institutional needs. Since AI tools are already being used by teachers and students, introducing a formal course would enhance both awareness and structured learning. He also suggested for compliance to the HEC, identifying existing courses within computing disciplines that are already related to AI, while introducing a separate course for non-computing programs.

Mr. Imran Riaz further emphasized the importance of adopting an industry-oriented perspective. Regardless of the discipline, universities should focus on developing skills that enhance students' employability and industry readiness.

Dr. Imtiaz Arif raised concerns that introducing an additional course might increase the overall cost of the degree program, thereby placing a financial burden on students. He suggested an

alternative approach whereby AI concepts could be integrated into existing courses, thereby maintaining the current program structure without increasing costs.

He cited the example of Islamic Banking, where some universities introduced a full course while others incorporated the concepts within existing finance courses.

RECOMMENDATION

The Chair concluded that sufficient time is available to ensure compliance with the directive. A committee will therefore be constituted, comprising:

- All Deans
- Dr. Najeeb Ur Rehman Malik, HoD Information Technology Department

The committee will evaluate the matter faculty-wise and determine:

- Whether to introduce a standalone AI course or integrate AI concepts into existing courses
- Proposed course outlines and implementation strategies

The committee has been given four weeks to present its recommendations. These recommendations will be discussed in the next meeting of the AI Steering Committee which is scheduled to be in last week of March 2026.

ITEM NO. 02

Artificial Intelligence Integration in Post Graduate Degree Programs

DISCUSSION

The Chair opened the discussion by informing members that the university has started checking AI-generated content in PGP theses alongside similarity reports. Members were invited to deliberate on how AI can be effectively integrated into PGP programs.

Dr. Sajjad Hussain Rizvi noted that HEC has recently advised universities to check AI-generated content, and SZABIST has been following this practice for the past year. He stated that HEC allows up to 20% AI content as false positives, and that an AI content certificate is attached alongside the similarity report.

The Chair invited Dr. Johar Khursheed (Director QEC, DHA Suffa University) to comment. He noted that since QEC oversees academic quality assurance, the matter would need to be presented to the Doctoral Committee for formal adoption, provided that tools like Turnitin generate reliable AI content reports.

Dr. Mansoor Ibrahim shared that at Iqra University, students are allowed to use AI tools primarily for conceptual understanding. AI content is checked through multiple tools, and restrictions are applied accordingly. He mentioned that according to his understanding of HEC guidelines, 5–10% AI content may be acceptable.

However, he also highlighted reliability concerns with AI detection tools. He cited a study in which:

- A document written without AI assistance was flagged as 90% AI-generated, and

- A document generated with AI assistance was detected as only 30% AI-generated.

This raises concerns regarding the accuracy of such tools, suggesting that HEC should develop a comprehensive policy framework with input from all stakeholders.

Dr. Imtiaz Arif stated that many AI tools have significantly facilitated research work for PGP students. Instead of restricting students, universities should train them to use AI responsibly while preserving the originality of their research.

Dr. Huma Jamshed added that students often check AI content themselves, and supervisors generally allow up to 20% AI content, although this is not formally documented. She recommended that the committee should define a clear institutional policy, taking into account practices adopted by other universities.

Dr. Najeeb Ur Rehman Malik shared his experience that even his own research writing had been flagged as 90% AI-generated, whereas AI-generated text showed only 22% AI content, further highlighting tool inconsistencies.

Regarding publications, he suggested that responsibility should primarily lie with the researcher, particularly since many journals allow AI-assisted content provided proper disclosure or disclaimer is included.

Dr. Jawad Shamsi explained that FAST University follows HEC guidelines, allowing AI content below 20%. Students are also required to submit an undertaking identifying where AI assistance was used. He recommended encouraging AI usage for tasks such as grammar correction and dataset generation, while discouraging the use of fully AI-generated text.

The Chair then welcomed Dr. Naqi Azam, Senior Advisor DHA Suffa University, who informed the committee that several countries have already implemented AI integration frameworks in higher education. He is currently working to obtain relevant international blueprints, which he will share with the committee once available.

RECOMMENDATION

The Chair requested Dr. Huma Jamshed, Dr. Najeeb Ur Rehman Malik, and Dr. Rabia Mumtaz (DD PGP) to deliberate on the matter and develop recommendations for AI integration in post graduate degree programs.

These recommendations will be presented to the Doctoral Committee, and subsequently to BASR, for institutional adoption.

ITEM NO. 03

Vision of the Artificial Intelligence Deployment Framework at DHA Suffa University

DISCUSSION

The Chair requested Dr. Najeeb Ur Rehman Malik to present two proposed vision statements for the AI Deployment Framework:

1. "To position Suffa as a forward-looking institution integrating Artificial Intelligence in teaching, research, and institutional operations while ensuring ethical, responsible, and outcome-driven adoption."

2. "To be a global leader in AI education, shaping a future where intelligent technology empowers humanity and drives sustainable progress across all sectors of society."

Dr. Zafar Nasir suggested that the university should first focus on AI integration at the curriculum level, followed by introduction of AI tools to students.

Dr. Sajjad Hussain Rizvi appreciated the initiative and noted that although SZABIST does not yet have an officially approved AI vision statement, the first proposed vision appears more comprehensive as it covers teaching, research, and operations, while also emphasizing ethical and responsible use.

The Chair sought guidance from Dr. Sajjad regarding alignment with the university's mission. Dr. Sajjad recommended that institutional vision statements should remain broad and adaptable, given the rapid evolution of technologies.

Dr. Jawad Shamsi suggested that the proposed vision statements be circulated for further deliberation.

Dr. Johar Khursheed remarked that vision statements are long-term strategic directions. He suggested refining the wording by replacing the term "adoption", as it may imply a temporary initiative.

Dr. Naqi Azam recommended removing the phrase "outcome-driven" and incorporating the concept of technological transformation to broaden the vision beyond AI.

Dr. Mansoor Ibrahim suggested replacing "AI" with "modern technology" to make the vision more future-oriented.

Dr. Imtiaz Arif, however, argued that since the discussion concerns an AI Steering Committee initiative, the term AI should remain included.

Dr. Johar clarified that the proposed statement is not the vision of the committee itself, but rather a vision for the AI Deployment Framework, which will guide the university's AI transformation before any future revision of the university's official vision.

Dr. Sajjad also demonstrated SZAB GPT, an AI system developed internally by SZABIST that provides controlled AI access for students and staff, integrating AI across teaching, research, and operational domains.

The Chair appreciated this demonstration and commended Dr. Sajjad and SZABIST for their innovative efforts.

RECOMMENDATION

The Chair requested Dr. Johar Khursheed and Dr. Imtiaz Arif to further refine the AI Deployment Framework Vision and present revised proposals in the next Steering Committee meeting.

The next session of the committee will be conducted physically.

Thereafter, the meeting concluded with a vote of thanks by the Chair to members. The Chair thanked all participants for their valuable insights and constructive contributions. He appreciated the engaging discussion and formally concluded the meeting.



Dr. Najeeb Ur Rehman Malik
Secretary AI Steering Committee

To:
All Concerned

Info:
PA to VC