

MINUTES OF THE FIFTH MEETING OF TEN QUALITY ENHANCEMENT CELLS

The fifth meeting of ten Quality Enhancement Cells (QECs) took place in the meeting hall of HEC Regional Center, Lahore on 28th August 2006 at 10:30 am to review the Annual Progress of the ten QECs and briefly discuss the implementation problems faced by QEC. However, detail discussion took place on the Quality Assurance process defined in Self Assessment Manual and strategy adopted for their implementation.

The Following attended:

1. Prof Dr. Abdul Raouf, Chairman QAC
2. Prof. Dr. Riaz Hussain Qureshi, Adviser (QA&LI).
3. Ms. Fakiha Zafar, Training Coordinator QAA.
4. Prof. Dr. Mohammed Taimur, Director_QEC, University of Peshawar.
5. Air Commodore Muhammad Ismail, Director QA, NUST Rawalpindi.
6. Prof. Dr. Mohammed Ashraf, Dean QEC, Agriculture University, Faisalabad.
7. Prof. Dr. Niaz Ahmed Akhter, Director, QEC, University of the Punjab Lahore.
8. Dr. Mohammed Sajiddin, Director QEC, University of Karachi.
9. Prof. Dr. Muhammed Ahmed Sarwar, Director QEC, University of Azad Jammu and Kashmir.
10. Dr. Abdul Nabi, Director QEC, University of Balouchistan, Quetta
11. Prof. Dr. Gulam Abbas Anjum, Director QEC, University of Engineering and Technology Lahore.
12. Data Analyst, UET Lahore.

1. Ms. Zia Batool and Mr. Tahseen Ullah from HEC did not attend the meeting due to certain reasons. Dr. Aslam Baig, Director QEC, Quaid-i-Azam University Islamabad also could not attend due to misunderstanding on his side about the meeting venue. Dr. Naeemul Haque Quraishi, Dean QEC, Liaquat University of Medical & Health Sciences Jasmshoro missed his flight to Lahore on 27th August 06 and could not attend the meeting.
2. All the members of the Quality Assurance Committee and two members of the DDWP were especially requested to attend the meeting as per decision made during the meeting of the QAC on 19th August 2006 and DDWP on 24th August 2006 to assess the actual progress of QECs, whereas only the Chairman QAC attended the workshop. As desired, a visit was also arranged to the QEC at UET Lahore for the DDWP members, which was also postponed. It was decided that members of the DDWP will be invited in future during the QECs meeting in University of Karachi and University of Balouchistan.

PROCEEDINGS

1. Proceedings of the day started with recitation from Holy Quran, followed by brief introduction of the participants. Prof. Dr. Riaz Hussain Qureshi Chaired the meeting.

2. During the meeting Prof. Dr. Riaz Hussain Qureshi appreciated the QECs for making good progress and intimated about HEC's decision to expand the project to 20 more QECs during phase II.
3. Prof Dr. Abdul Raouf, Chairman, Quality Assurance Committee shared his valuable views and briefed that HEC has introduced sound QA systems and procedures; it is now responsibility of the universities to be quality oriented and follow the path keeping in view the targets. Dr. Abdul Raouf suggested that the QECs should onset the process at program level with the support of the faculty members and the QEC head should focus on finding better ways to approach the stake holders to meet the targets. The QECs were also advised to prepare master plans focusing on the parameters like number of departments to be covered, quality and quantity of the documentation etc to be produced in each step.
4. Dr. Riaz Hussain Qureshi further briefed that the QEC at Quaid -i Azam University has reflected the problem of reluctance from the university faculty particularly over the subject of student evaluation of teachers, although the Vice Chancellor QAU has assured full support. QA &E system is being practical world over and therefore all Pakistani institutions need to meet the international standards. Dr. Riaz Hussain Qureshi informed that HEC is publishing Ranking of the universities and the Universities with sound QA system will be given high preference.
5. All the QECs presented their progress with reference to guidelines provided by the HEC.

5.1 Quality Enhancement Cell, Agriculture University, Faisalabad

5.1.1 Prof. Dr. Mohammed Ashraf, Dean QEC, Agriculture University, Faisalabad presented an appreciable progress and the QA model adopted at the university.

5.1.2 Dr. Mohammed Ashraf briefed that in order to make it need compatible, the curriculum of the subjects will be improved further as instructed in the Self Assessment Manual. The Adviser QA &LI added that as per HEC policy, the university departments can amend the curriculum in implementation form with the approval of their statutory bodies; however, the National Curriculum Review Committee at HEC reviews the Curriculum on regular basis. Responding to suggestion of few participants on change in the composition of this committee, the Adviser QA&LI explained that conveners are called from different universities as cooperate members having expertise in different disciplines and their advice is incorporated.

5.1.3 Dr. Mohammed Ashraf explained that the purpose of quantifying the parameters of QA process is to create a healthy competition among the departments. Dr. Abdul Raouf suggested that inter departmental comparisons and competitions should be carried out from next year essentially. However to improve the vigor of the people, all departments should be appreciated and encouraged during the first year.

5.1.4 Responding to the suggestion of Prof. Dr. Abdul Raouf that all the departments' should be covered in a phased manner. Dr. Qureshi briefed that it might create feeling of discrimination among some departments for being included or excluded in the program, therefore it should be compulsory for all.

5.1.5 During discussion on the Implementation Problem Prof. Dr. Abdul Raouf suggested a proportionate staff for the QECs according to the size of university and informed that it will also indicated in the revised Self Assessment Manual.

5.2 Quality Enhancement Cell, University of Karachi

5.2.1 Dr. Mohammed Sajjiddin, Director QEC, University Of Karachi briefed that QEC is actively involved in the conduct of employer's opinion survey. On the basis of the employer's feed back, weak areas are identified for improvement. The employers feedback obtained so far indicates less IT knowledge and English proficiency among the students. Dr. Abdul Raouf appreciated the approach adopted by UOK, as it has increased the interaction between industry and the university. However the university may first define the parameters against which the industry may evaluate their employee's.

5.2.2 Dr. Mohammed Sajjiddin briefed that since QEC status has not been recognized by the university teaching staff, therefore as advised by the Vice Chancellor, other process will also be incorporated at appropriated stage. The QEC at University of Karachi was also appreciated for broadcasting a monthly program on Radio for the improvement of quality of education in Pakistan.

5.3 Quality Enhancement Cell, University of Punjab

5.3.1 Dr. Niaz Ahmed, Director QEC, University of Punjab reported a problem of less commitment from the university management. He further explained that the University of Punjab is a big university; therefore, the program can not be implemented at all the departments at once. He briefed that the process has been initiated in four departments to develop a role model for other departments. The Adviser (QA &LI) advised to start with a small group which the university feels is easy to handle. Secondly the careful choice of proforma was suggested. The UOP has an already established Institute of Quality Management and the university must adopt the QA program to be at par with international standard.

5.4 Quality Enhancement Cell, University of Engineering and Technology Lahore

5.4.1 The Director QEC, University of Management and Technology Lahore presented the concrete progress at the university which was appreciated by Dr. Abdul Raouf and Adviser (Qa&LI).

5.4.2 During the briefing, Dr. Gulam Abbas Anjum stressed over the need of development for the existing PhD staff through different training programs .It was advised that foreign experts may be invited for short trainings on a particular technique. Dr. Abdul Raouf suggested that the faculty members may serve as visiting scholar for one year in other institution to learn from others experience. Training through short

courses for the faculty member in collaboration with the Pakistan Quality Institute may also be convened from university budget. The Incentive approach adopted at UET Lahore for the moral uplifting and appreciation of the faculty was also highly appreciated.

5.5 Quality Enhancement Cell, University of Azad Jammu and Kashmir

5.5.1 After a brief on the update of the QEC progress, the QEC was advised to get a full picture from Dr. Habib ur Rehman and proceed accordingly with the full support of the Vice Chancellor. The university must make appointments immediately. The PT formation is a good initiative on part of the university, but more output is required. Dr. Riaz Hussain Qureshi advised to exert as much as possible to get back to shape after the natural disaster. Starting with Mirpur campus, the QEC may prepare a concise plan for distribution, collection and analysis of data..

5.6 Quality Enhancement Cell, University Of Peshawar

5.6.1 After presenting the QEC's satisfactory progress, Mr Taimur Director QEC, discussed need of defining the status of QEC as an approved body. As the QECs procedures are implemented through Deans, the Deans are not properly empowered to follow up the target which is a major cause for the delay in implementation of program. However if the status of the QEC is recognized by the universities bodies, it will become a permanent department at university. The university has brought this issue into the notice of the Academic Council which has authorized the syndicate to define the statutes. Director QEC further proposed that this issue should be brought to next QAC meeting for further decision

5.7 Quality Enhancement Cell, University of Balouchitan

5.7.1 Prof. Dr. Abdul Nabi Director QEC informed about the updated progress and reported that the QEC has become a regular part of the University of Balochistan as per HEC decision. The progress was appreciated.

5.8 Quality Enhancement Cell, National College of Science and Technology, Rawalpindi

5.8.1 The QEC at NUST was appreciated for the performance and strategy to handle the multi campus structure through the formation of local QECs. Prof. Dr. Muhammed Ahmed Sarwar, was advised to work on same pattern because of similar multi campus structure of the University of AJK.

Other Decisions:

1. It was decided that the sixth meeting of the QECs will be convened at University of Karachi after Ramadan in the month of November 2006.

2. It was decided that an amount of Rs. 40,000 for the purchase of furniture/ fixtures and paper/cartridges should be released to the Quality Enhancement Cell University of Punjab.
3. On the request of the QECs regarding the purchase of Photocopier, formal proposal has been submitted to the higher management at HEC for the formal approval of the purchase of Photocopier by the QECs from surplus budget. The final approval is awaited.
4. It was decided that the QEC will be given main responsibility for collection and provision of the valid data. However, In future HEC may consult QEC in this regard.
5. A soft copy of the PowerPoint presentations of all the QECs will be distributed among all the QECs along with the copy of minutes of this meeting.
6. The Director QEC University of Punjab, requested, for expansion in the number of HEC Approved Journals and was decided that the universities may formally submit proposals for Journals of different important subject/themes for inclusion in list of HEC approved Journal so that necessary action may be taken accordingly at HEC.