

Minutes of the seventh meeting of Quality Enhancement Cells

1.1 In order to assess the progress and implementation status of decisions made during sixth meeting of the QECs, the seventh meeting of the Quality Enhancement Cells was held on 17th March 2007 at 10:00am at the Council room Faculty of Arts, university of Karachi wherein Heads of all thirty QECs were invited for a brief update on achievements, bottlenecks and future vision of the QEC's. The Self assessment proforma as finalized by QEC working group were also discussed.

1.2 The following attended the meeting:

1. Mr. Anwar Aziz, Director QA, HEC Islamabad
2. Ms. Fakiha Zafar TC QAA
3. Mr. Hakim Ali Talpur, AD QA, HEC, Islamabad
4. Mr. Muhammed Rafique Danish, QA HEC, Islamabad
5. Prof. Mohammed Sajidin, Director QEC, University of Karachi, Karachi
6. Prof. Dr. Niaz Ahmed, Director QEC, The University of Punjab, Lahore
7. Dr. Abdul Nabi Director QEC, University of Baluchistan, Quetta
8. Air Commander Muhammad Ismail, Director QEC, National University of Science and Technology, Rawalpindi
9. Dr. Muhammed Taimur, Director QEC, University of Peshawar, Peshawar
10. Prof. Dr. Sarwar Ahmed, Director QEC, University of Azad Jammu and Kashmir, Muzaffarabad
11. Prof. Abdul Sami Qureshi, Additional Management Representative QEC, Mehran University of Eng. & Technology, Jamshoro
12. Dr. Riaz Hussain, Dean QEC, National University of Management and Sciences Islamabad
13. Dr. Muhammed Bashir, Director Academics, University of Sargodha
14. Dr. Abdul Wahid Usmani, Director QEC, Dow University of Health Sciences Karachi
15. Dr. Muhammed Afzal, Director Teaching, NWFP Agriculture University
16. Dr. Riaz Ahmed, Director Quality Control, University of Arid Agriculture, Murree Road, Rawalpindi
17. Mr. Akbar Rehmatullah, Adviser QEC, Government College University Lahore
18. Dr. M. Aleem , Assistant Director Research, University of Veterinary and animal Sciences Lahore, Pakistan
19. Mr. Qazi Muhammad Saleem, Quality Assurance Manager, NWFP University of Engineering and Technology , Peshawar
20. Dr. Mumtaz Fatima Jafery, Advisor (QEC), COMSATS Institute of Information Technology
21. Dr. Uzaira Rafique, Deputy Registrar, Fatima Jinnah Women University, Rawalpindi
22. Mr. Niaz Ahmed Akhtar, Assistant Registrar, Balochistan University of Information Technology and Management Sciences, Quetta
23. Ms. Tasnim Rehman, frontier Women University Peshawar
24. Mr. Saeed Ahmed Sheikh, Director, Planning and Development, Sindh Agriculture University, Tandojam

25. Prof. Dr. Muhammed Sulman Sheikh, Advisor(QEC), University of Sindh, Jamshoro
26. Prof. Dr. Mahmood Memon, Dean Quality Enhancement Cell, Quaid-e-Awam University of Engineering, Science & Technology, Nawabshah

1.3 The QEC representatives from Government College University Faisalabad, Bahauddin Zikriya University Multan, Allama Iqbal Open University Islamabad, Kohat University of Science and Technology Kohat, LUMHJ, Agriculture University Faisalabad , QAU and UET Lahore could not participate.

2. The meeting was formally inaugurated by Mr. Anwar Aziz, Director Quality Assurance, HEC on behalf of HEC, followed by brief introduction of all participants. Being host, Prof. Dr. Akhlaq Ahmed Pro-Vice Chancellor, University of Karachi was invited for their expert opinion and senior level representation in the meeting. Prof. Dr. Niaz Ahmed Director QEC, University of Punjab being senior member from QECs chaired the proceedings of the meeting. The meeting proceeded as per agenda.

2.1 Regarding the issue of purchase of equipments for QECs, Mr. Anwar Aziz Director QA informed in view of discussion in previous meeting that the process for the purchase of QECs and QAA equipments has been initiated by QAA (HEC). Representatives of QECs discussed that in the centralized purchase system the warranty and guarantee of equipments is not assured. Also phase -I QECs shared the problems faced in previous cases due to lengthy and time consuming process of equipments maintenance and services. Pro-Vice Chancellor of university of Karachi also supported that QECs may be allowed for purchase of equipments. Dr. Basher Ahmed, University of Sargodha requested for purchase of general software for QECs along with approved equipments.

2.2 Regarding QECs responsibility for looking after the implementation status of other Quality Criteria in the university as decided during the previous meeting, some QECs feared of being overburdened in future with excessive work as Self assessment process is lengthy and intensive process. Dr. Niaz Ahmed briefed about supervisory role of QECs to ensure the implementation of Quality Criteria in the university through the concerned sections.

2.3 Prof. Dr. Niaz Ahmed, Coordinator of International Conference on “Assessing the Quality in Higher Education” in view of decision of previous meeting said that proceedings of International conference are under the process of printing/ publication and will be shared with QECs as per demand from QECs.

2.4 During the meeting, Dr. Riaz Ahmed, Director Quality Control at the University of Arid Agriculture Rawalpindi asked for HEC’s comments on his appointment as Manager Quality Control against BPS 20 along with additional responsibilities assigned by the university whereas the approved PC-1 has provision of Dean/Director/Advisor against BPS 20/contract. Dr. Niaz Ahmed briefed in view of discussion in previous meetings and PC-1 that the post of head of QEC is equivalent to status of Dean. Pro Vice chancellor informed that it is an individual issue and should be referred to individual university. He

further requested for HEC's involvement/follow up to advise the universities to incorporate QEC in university Act for credibility and legacy of QEC.

2.5 The Phase -II QECs complained that candidates from background of QA are not easily available in market .HEC may revise the criteria for appointment of experienced and senior retired officers for the post of head of QEC. The idea was supported by Dr. Akhlaq Ahmed for defining clear policy for new QECs. Dr. Akber Rehmatullah from GCU Lahore further suggested for proper reflection of administrative and management experience in the appointment criteria.

2.6 In the light of decisions of previous meeting about defining the mission, Vision statement and out come of the QECs through the formal approval by the university statutory body, Dr. Ahklaq Ahmed suggested for defining a general Mission & Vision statement for QECs by QAA of HEC by combine individual mission vision statement of all QECs to have a comprehensive statement. However, the objectives should be specific to university to specify the functions of university. However some participants were of the view that there should be university specific mission and vision statement of QECs

2.7 The proforma as finalized by working group constituted on the demand of participants to standardize the Self Assessment Proformae to avoid the duplication of Information and for implementation in future by all QECs was formally distributed among QECs for adoption. QECs in general accepted the revised proforma.

2.8 The representatives from University of Sargodha and FJWU suggested that HEC may to design software /common parameter for handling and share with QECs through workshop, in which old QECs may also be invited to share the results/summary of the information/ data collected.

2.9 The representative from Mehran University of Engineering and Technology Jamshoro asked for the need of QA process when the university is already ISO certified. Dr. Niaz Ahmed informed that ISO certification is not a replacement of QA System being followed world wide as a standard. It was further briefed that QAC of HEC is in the process of developing a University Quality model to include other parameters at university level in the assessment process.

2.10 During the meeting the Self assessment process was also briefed to the new QECs for their understanding. QECs were also reminded for submission of first Quarterly Progress Report as requested by HEC for submission till 7th March 2007. QECs were also advised to take necessary actions for the orientation of the university faculty on the QA program.

2.11 In the end, participants gave a short briefing about QEC progress and mission, vision statement and objectives of QECs which were briefly discussed among QECs and suggestions were given for improvement accordingly.

The meeting ended with a vote of mutual thanks