

MINUTES OF THE THIRTEENTH MEETING OF QUALITY ENHANCEMENT CELLS

1 Dow University of Health Sciences, Karachi hosted a two day meeting of Heads of Quality Enhancement Cells on 18-19 August, 2009; in which the QEC's shared the Self Assessment Reports in rubric form.

1.1 The following attended:

1. Prof. Dr. Azam Ali Khwaja, Managing Director (QAA), HEC, Islamabad
2. Air Commodore (R) Muhammad Ismail, Director Quality Assurance, National University of Science and Technology, Rawalpindi
3. Dr. Anwar- ul- Hassan, Director QEC, Agriculture University, Faisalabad
4. Prof. Dr. Mohammed Sajidin, Director QEC, University of Karachi, Karachi
5. Prof. Dr. M. Taimur Khan, Director QEC, University of Peshawar, Peshawar
6. Prof. Dr. Ghulam Abbas Anjum, Director QEC, University of Engineering and Technology, Lahore
7. Prof. Dr. Muhammad Sarwar Ahmed, Director QEC, Mirpur University of Science and Technology, Mirpur. AJ&K.
8. Dr. M. Usman Awan, Acting Director QEC, University of Punjab, Lahore
9. Dr. Abdul Wahid Usmani, Director QEC, Dow University of Health Sciences Karachi
10. Dr. M. Daud Awan, Director QEC, Allama Iqbal Open University, Islamabad
11. Dr. Iftikhar Ahmad Khan , Director QEC, NWFP University of Engineering and Technology, Peshawar
12. Dr. Abdul Sami Qureshi, Director QEC, Mehran University of Engineering & Technology, Jamshoro
13. Dr. Riaz Hassan, Director QEC, National University of Modern Languages, Islamabad
14. Dr. Riaz Ahmad, Director QEC, University of Arid Agriculture, Rawalpindi
15. Engr. Riasat Ali Kubar, Director QEC, Sindh Agriculture University, Tandojam
16. Mr. Sarfaraz Pirzada, Director QEC, COMSATS Institute of Information Technology, Islamabad
17. Ms. Iram Sohail, Director QEC, Government College University, Lahore
18. Dr. Muhammad Farooq, Director QEC, Bahauddin Zakariya University, Multan
19. Prof. Dr. Abdul Hameed Memon, Director QEC, Quaid-e-Awam University of Engineering, Science & Technology, Nawabshah
20. Prof. Dr. Muhammed Suleman Sheikh, Advisor(QEC), University of Sindh, Jamshoro
21. Prof. Dr. M. Afzal, Director QEC, NWFP Agriculture University, Peshawar
22. Ms. Fareena Iqbal, Deputy Director QEC, Fatima Jinnah Women University, Rawalpindi
23. Mr. Asiyah Bukhari, Deputy Director QEC, Kohat University of Science and Technology, Kohat
24. Mr. Abid Umar, Deputy Director QEC, University of Sargodha, Sargodha
25. Ms. Uzma Waseem, Coordinator QEC, Government College University, Faisalabad
26. Ms. Mahwish Asmatullah, Assistant Director QEC, FRONTIER Women University, Peshawar

- 27. Mr. Abdul Khaliq, Data Analyst, University of Balochistan, Quetta
- 28. Ms. Fakiha Zafar, Program Coordinator (QAA), HEC, Islamabad
- 29. Ms. Tahreem Aslam, Training Coordinator (QAA), HEC, Islamabad

- 1.2 Representatives from Quaid – i- Azam University, Islamabad; Liaquat University of Medical & Health Sciences, Jamshoro; Balochistan University of Information Technology and Management Sciences, Quetta; and University of Veterinary and Animal Sciences, Lahore did not attend the meeting.
- 2 Prof. Dr. Masood Hameed Khan, Vice Chancellor, Dow University of Health Sciences welcomed the participants and informed that since the inception of the university five years ago, the number of institutes/departments has grown manifold from three to thirty. In this rapid phase of expansion, no compromise has been made on quality of education. In fact, with support of HEC, a vibrant Quality Enhancement Cell is functioning in the university thereby helping to further strengthen the internal quality measures. He thanked the QAA for allowing the university to host the meeting having country wide representation and hoped that their discussions would prove fruitful and beneficial for the cause of quality education in Pakistan.
- 2.1 Prof. Dr. Salahuddin Afsar, Pro Vice Chancellor, Dow University of Health Sciences, appreciated the various steps undertaken by HEC for improvement in higher education at the national level. DUHS is fully collaborating with HEC in this regard. It is the first medical university to implement the semester system and is presently engaged in obtaining ISO certification for which the Self Assessment Reports being compiled by the Quality Enhancement Cell under the guidance of the Quality Assurance Agency are also an integral part. Main focus of the University is to further strengthen the standards of teaching and research in the university.
- 2.2 Dr. Azam Ali Khwaja, Managing Director (QAA) thanked the Vice Chancellor for hosting the meeting. He introduced the objective of the meeting and said that internationally greater emphasis is being placed on strengthening the internal quality assurance processes as this is also linked to achieving better results in external reviews/audits. Quality Assurance Model introduced by HEC in the universities is for this purpose and its implementation would not only lead to strengthening the internal standards in universities, but make the standards of degree programs internationally compatible. Feedback from the stakeholders is an internationally accepted component of quality enhancement and the Self Assessment process that has so far been introduced in 241 departments of 30 public sector universities has started to yield dividends. At present 7 QECs have become members of international networks like APQN and INQAAHE. This number should increase significantly and our QECs should have proper representation at the international level. He thanked the Vice Chancellor (Prof. Dr. Masood Hameed Khan), Director QEC (Dr. Abdul Wahid Usmani) and his team for organizing the event. Sharing of experiences in the meeting would further help in streamlining the processes now in place in the universities. He also informed the participants that the QEC family has been expanded to another 32 public and private sector universities.

- 3 The two days meeting was divided into four sessions chaired by Dr. Riaz Hassan, Air Commodore (R) Muhammad Ismail, Prof. Dr. M. Taimur Khan, Ms. Iram Sohail, and Dr. Abdul Wahid Usmani respectively. The QECs were advised to strictly follow the agenda of the meeting and provide only the relevant information.
- 3.1 Answering a query regarding the maximum number of staff members in the QEC, MD (QAA) said that this number is dependent on the need of the QEC; HEC has only defined minimum staff structure necessary for the functioning of the QEC.
- 3.2 Director QEC, NWFP Agriculture University, Peshawar suggested that the criteria for the appointment of Director and other posts should be revised. The Managing Director said that this issue has been raised in all previous meetings also. HEC desires that there should be full time staff in each QEC. At the same time, career progression of the staff is essential. A committee may examine the eligibility conditions for QEC staff. Their recommendations will be placed before the Quality Assurance Committee for consideration. Members of the committee are:
1. Air Commodore (R) Muhammad Ismail, Director Quality Assurance, National University of Science and Technology, Rawalpindi
 2. Prof. Dr. M. Afzal, Director QEC, NWFP Agriculture University, Peshawar
 3. Dr. Abdul Wahid Usmani, Director QEC, Dow University of Health Sciences Karachi
 4. Dr. M. Daud Awan, Director QEC, Allama Iqbal Open University, Islamabad.
 5. Dr. Iftikhar Ahmad Khan , Director QEC, NWFP University of Engineering and Technology, Peshawar
- 3.3 Managing Director, QAA advised that following actions may be taken by the QECs:
- To become members of the international bodies
 - Revisit of the Model Department may be initiated
 - Join the Yahoo Chat group created by QAA
 - The few QECs who have yet to achieve the initial targets should do so at the earliest

Decision 3.6: The QECs will convert the data of at least three Self Assessment Reports to rubric form. Submission date to QAA is 30th September, 09.

- 4 The efforts of Prof. Dr. Abdul Wahid Usmani and his team for organizing the meeting at DUHS were highly appreciated by the participants.

The meeting ended with mutual thanks.

Prof. Dr. Azam Ali Khwaja
Managing Director QAA
Higher Education Commission
Islamabad