

MINUTES OF EIGHTH MEETING OF QUALITY ENHANCEMENT CELLS

1.1 The eighth meeting of Quality Enhancement Cells took place at HEC Islamabad on 26th-27th June 2007 to review the progress of the QECs and briefly discuss the implementation problems faced by QECs.

1.2 The following attended:

1. Prof. Dr. Riaz Hussain Qureshi, Advisor (QA& Li) HEC, Islamabad
2. Prof. Dr. Azam Ali Khwaja, Managing Director (QAA), HEC, Islamabad
3. Ms Fakiha Zafar, Training Coordinator (QAA), HEC, Islamabad
4. Mr. Ghulam Farid, Data Analyst (QAA), HEC, Islamabad
5. Dr. Muhammad Zafar Iqbal, Allama Iqbal Open University Islamabad
6. Prof. Dr. Muhammad Afzal, NWFP Agriculture University Peshawar
7. Dr. M. Aleem, University of Veterinary and Animal Sciences Lahore
8. Dr. Muhammad Bashir, University of Sargodha, Sargodha
9. Dr. Abdul Wahid Usmani, Dow University of Health Sciences, Karachi
10. Prof. Dr. Tahir Abbas, Bahauddin Zikriya University, Multan
11. Dr. Mushtaq ul Hassan, Government College University Faisalabad
12. Mr. Qazi Muhammad Saleem, NWFP University of Engineering and Technology Peshawar
13. Dr. Riaz Hassan, National University of Modern Languages, Islamabad
14. Mr. Niaz Ahmed Kakar, Balochistan University of Information Technology and Management Sciences
15. Mr. Hidayat Ullah Khan, Kohat University of Science and Technology
16. Dr. Uzaira Rafique, Fatima Jinnah Women University, Rawalpindi
17. Dr. Abdul Sami, Mehran University of Engineering & Technology Jamshoro
18. Ms. Maryam Masoom Shah, FRONTIER Women University, Peshawar
19. Dr. Riaz Ahmad, University of Arid Agriculture Rawalpindi
20. Ms. Iram Sohail, Government College University Lahore
21. Prof. Dr. Muhammad Suleman Sheikh, University of Sindh
22. Air Commodore Muhammad Ismail, National University of Science and Technology, Rawalpindi
23. Engr Riasat Ali Kubar, Sindh Agriculture University
24. Prof. Dr. Mohammed Taimur Khan, University of Peshawar
25. Prof. Dr. Abdul Nabi, University of Balochistan
26. Prof. Dr. Mohammed Ashraf, Director QEC, Agriculture University, Faisalabad-38040
27. Dr. Mohammed Sajiddin, University of Karachi
28. Prof. Dr. Gulam Abbas Anjum, University of Engineering and Technology, Lahore
29. Dr. Mohammed Niaz Ahmed, University of Punjab
30. Prof. Dr. Muhammad Sarwar Ahmed, University of Azad Jammu and Kashmir

1.3 Representatives from University of Engineering Science & Technology Nawabshah, Quaid-i-Azam University Islamabad, Liaquat University of Medical & Health Sciences Jamshoro and COMSATS could not attend the meeting for certain reasons.

1.4 Proceedings of the meeting started with recitation from Holy Quran, followed by brief introduction of the participants. The Managing Director, Prof. Dr. Azam Ali Khwaja chaired the meeting.

1.5 During the inaugural speech, Prof. Dr. S. Sohail Naqvi expressed his views about the Quality in education. He said that quality is not a top driven approach. All stake holders must recognize and try to adopt quality measures at different levels. He advised that standards may be defined to improve the processes and QECs have been established with the same purpose. He said that since seven meetings of QECs have been held, therefore concrete progress should have been made on part of QECs. He advised QEC to monitor their progress through achieved targets. Short comings, if any, identified by QEC's can help the universities in improving solutions for quality.

1.6 Dr. Riaz Hussain Qureshi, Adviser (QA&LI) briefed that HEC introduced sound QA systems and procedures almost two years back; it is now responsibility of the universities to be quality oriented. Head of QECs should ensure achievement of quality objectives despite the existing limitations. It is their responsibility to ensure that self assessment procedures are implemented in the universities. He advised the QECs to devise an effective system for data collection at department level so that their strengths and weaknesses and brought attention of university authorities.

1.7 Keeping in view the importance of visits of Ph.D Review committee in implementation of M.Phil /P.hD criteria in universities, QECs requested for visit of QAA staff to ensure and assist in implementation of QA practices at Institution level.

Decided: It was decided that QAA staff will pay a follow up monitoring visit to all the QECs to review the progress of the QEC and to brief about effectiveness of the program.

1.8 Prof. Dr. Azam Ali Khwaja, Managing Director QAA expressing his views stated that attainment of excellence in teaching and research has been one of the primary concerns of academics. Quality revolution is only re-emphasizing that universities must demonstrate that they are providing quality education and producing quality research, and are constantly striving to improve both. Heads of QECs have a heavy responsibility of helping to achieve the goals of quality education.

1.9 Prof. Dr. Abdul Raouf, Chairman of Quality Assurance Committee of HEC briefed about assessment, aim of program assessment & evaluation to understand how educational programs are working and to determine whether they are contributing to student growth and development. He also briefed about the parameters indicating paradigm shift in Quality assurance.

1.10 During the meeting, QECs briefed about their progress. Presently QECs are at different levels in terms of achievements. The weak QECs were advised to improve their process.

Decision: It was decided that grading system will be devised by HEC for evaluation of each QEC progress.

1.11 During the meeting following major decisions took place:

Decision: On the recommendations of QECs the university management will be requested to grant an honorarium up to Rs.10,000 to the heads of QECs looking after QEC activities as an additional charge.

Decision: It has been seriously observed by HEC that some universities have not appointed /deputed any Head of QEC instead interim arrangement of appointing a faculty member just for attending the QEC meetings is being done and is to be discouraged. In this regard it was recommended, that QEC office may be established and Head of the QEC appointed in the same quarter (July 2007-September 2007).

Decision: It was decided that HEC will request the universities to co-opt the Head of QECs as nonvoting member of the university statutory bodies including Advance Studies and Research Board, Deans Committee and Academic Council. Keep him aware of the university academic activities.

Decision: In response to the query raised by many members, HEC will request the universities to meet the financial requirements of all QEC activities from the recurring budget of the university after the establishment year of QECs.

Decision: The Higher Education Commission will recommend to the university authorities that all Heads of Quality Enhancement Cells appointed in BPS 20 and fulfilling all the requirements of the post of Professor may be upgraded to BPS 21, after re-designating them as Director /Dean/Adviser Quality Control or Professor.

Decision: On the request of QECs re-appropriation of funds within the budget head of “Office equipments for 20 QEC” would be considered by HEC after receiving a formal request.

Decision: It was decided that another workshop will be arranged for the newly inducted staff of QECs for orientation about QA program.

Decision: It was decided that at least one department assessment report of phase II and Phase I QECs will be submitted to HEC in October 2007.

Decision: It was decided for the benefit of the universities particularly their QECs , digital library of HEC will be asked to include the journal “ Quality in Higher Education”.

The meeting ended with mutual thanks.

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