



Activity Calendar

For

2019-20

Events

Directorate of Quality Enhancement

HAZARA UNIVERSITY

QEC Activity Calendar for Year 2019-20

Months/Days	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
July 2019																															
August 2019																															
September 2019																															
October 2019																															
November 2019																															
December 2019																															
January 2020																															
February 2020																															
March 2020																															
April 2020																															
May 2020																															
June 2019																															



----- Surveys



----- Turnitin Training & Follow up



----- PT meetings



----- Video Conference



----- Public holidays



----- Workshops/Seminar



----- Sat -Sunday



----- Follow up of Implementation plans



----- Follow up of Course Files



----- Office Work

Activity Calendar of QEC for 2019-2020

Months		Activities
July 2019	1 st Week	- Research student Progress Review Survey of MS/M.Phil and PhD students - Report preparation of Alumni Survey
	2 nd Week	- Research student Progress Review Survey MS/M.Phil and PhD students - Meeting with the Program Team members of KMU
	3 rd Week	- Compilation of Faculty Resume, - Follow up of Implementation Plan. - National level Video Conference Session
	4 th Week	- Workshop for the faculty of KIMS & KIDS Kohat on Turnitin - Follow up of Turnitin usage.
July/Aug 2019	5 th Week	
August 2019	6 th Week	- Employer Survey - Follow up of Course Files
	7 th Week	Workshop on Self-Assessment Practices
	8 th Week	Teachers and Course Evaluation Surveys
	9 th Week	Teachers and Course Evaluation Surveys
September 2019		- Meeting with the Program Team members of KMU - Follow up of implementation Plan
	10 th Week	National level Video Conference Session
	11 th Week	- Compilation of Faculty Resume - Follow up of Implementation Plan
	12 th Week	Follow up of Turnitin usage by Instructors
October 2019	13 th Week	Follow up of Course Files
	14 th Week	Workshop for the newly admitted students and course Instructors
	15 th Week	Faculty Course Review Survey and Report
	16 th Week	

Months		Activities
November	17 th Week	Follow up of Implementation plans
	18 th Week	National level Video Conference Session
	19 th Week	Workshop on Self-Assessment Practices
	20 th Week	
December	21 st Week	Graduating student survey and Report
	22 nd Week	Follow up of Turnitin usage
	23 rd Week	Meeting with the Program Team members of KMU
	24 th Week	Follow up of Course Files
January 2020	25 th Week	Follow up of Implementation Plans
	26 th Week	- Teachers Evaluation Survey from Students - National level Video Conference session
	27 th Week	Teachers Evaluation Survey and Course Evaluation Survey
	28 th Week	Teachers Evaluation Survey and Course Evaluation Survey
February 2020	29 th Week	- Annual Report Preparation for HEC for annual evaluation of QEC - Compilation of Teachers Evaluation Report
	30 th Week	
	31 st Week	
	32 nd Week	
March 2020	33 rd Week	Graduating student survey and Report
	34 th Week	Follow up of Turnitin usage
	35 th Week	Meeting with the Program Team members of KMU
	36 th Week	Follow up of Course Files

April 2020	37 th Week	Follow up of Implementation Plans
	38 th Week	- Teachers Evaluation Survey from Students - National level Video Conference session
	39 th Week	Teachers Evaluation Survey and Course Evaluation Survey
	40 th Week	Teachers Evaluation Survey and Course Evaluation Survey
May 2020	41 st Week	- Annual Report Preparation for HEC for annual evaluation of QEC - Compilation of Teachers Evaluation Report
	42 nd Week	
	43 rd Week	
	44 th Week	
June 2020	45 th Week	Graduating student survey and Report
	46 th Week	Follow up of Turnitin usage
	47 th Week	Meeting with the Program Team members of KMU
	48 th Week	Follow up of Course Files
	49 th	
	50 th	
	51 st	
	52 nd	