

2018 - ANNUAL REPORT

Directorate of Quality Enhancement

1. Vision

To aim for the standard quality education and research at all levels.

2. Mission

The Directorate of Quality Enhancement (DQE) is committed to promote and enhance quality of various programs to the highest standards through strategic planning, assessment and continuous monitoring. DQE right from its beginning has devoted to exercise quality control in all areas of academic programs. Various measures are already in place right from the time of admission to ensure academic excellence.

3. Values

- Honesty of Purpose
- Clarity of thought and actions
- Transparency
- Impartiality
- Continual improvement in the relevant processes

4. Objectives

Within the context of Mission Statement, the following are the objectives:

- To extend and update Quality Assurance Process and evaluation methodology to promote Research Culture.
- To classify clear and unambiguous standards as points of reference for the reviews to be carried out.
- To assess quality standards and the quality of teaching and learning in each subject.
- To analyze academic affiliations with other institutions in terms of efficient management of standard and quality of programs.
- To produce manpower this could serve the society in honest way.
- To congregate the challenges of global compatibility in higher education.

5. Functions and Responsibilities

Responsibilities of DQE by the Guideline of HEC are as follows:

- DQE will be responsible for promoting public confidence that the quality and standards of the award of degrees are enhanced and safeguarded.
- DQE will be responsible for the review of quality standards and the quality of teaching, learning in each subject area.
- DQE will be responsible for the review of academic affiliations with other institutions in terms of effective management of standards and quality of programs.

- DQE will be responsible for defining clear and explicit standards as points of reference to the reviews to be carried out. It should also help the employees to know as to what they could expect from candidates.
- DQE is responsible to develop qualifications framework by setting out the attributes and abilities that can be expected from the holder of a qualification, i.e. Bachelors, Bachelor with Honors, Master's, M. Phil., Doctoral.
- DQE will be responsible to develop program specifications. These are standard set of information clarifying what knowledge, understanding, skills and other attributes a student will have developed on successfully completing a specific program.
- DQE is responsible to develop quality assurance processes and methods of evaluation to affirm that the quality of provision and the standard of awards are being maintained and to foster curriculum, subject and staff development, together with research and other scholarly activities.
- DQE is responsible to ensure that the university's quality assurance procedures are designed to fit in with the arrangements in place nationally for maintaining and improving the quality of Higher Education.
- DQE will be responsible to develop procedures for the following:
 - Approval of new program.
 - Annual monitoring and evaluation including program monitoring, faculty monitoring, and student perceptions.
 - Departmental review o Student feedback o Employer feedback.
 - Quality assurance of Master's, M. Phil. and Ph.D. degree programs.
 - Subject review o Institutional assessment o Program specifications.
 - Qualification framework.

6. Program Evaluations

S. No	Departments undertaking SA exercise	PTs formed	Program Team Report completed			QEC Review of the Program Teams Report		
			No. of Criteria covered (out of 8)	No. of Standards covered (out of 31)	No. & Type of Surveys completed (out of 10)	Date of submission of the report by the PT	Report if returned to PT and further submission by PT(Specify Dates)	Report finalized (Date)
1	Department of Chemistry	Submitted	8	31	8	28-12-2011	14-02-2012	20-02-2012
2	Department of Information Technology	Submitted	8	31	6	25-05-2011	04-06-2011	05-06-2011
3	Department of Microbiology	Submitted	8	30	8	25-05-2012	25-09-2013	01-10-2013
4	Departments of Genetics	Submitted	8	31	8	31-03-2012	10-04-2012	-
5	Department of English Language & Literature	Submitted	8	31	7	02-02-2012	25-03-2012	03-04-2012

6	Department of Psychology	Submitted	8	31	8	30-05-2012	10-10-2012	14-03-2013
7	Department of Law	Submitted	8	31	8	05-06-2012	-	-
8	Department of Education	Submitted	6	16	8	-	-	-
9	Department of Zoology	Submitted	8	31	8	06-08-2017	08-09-2018	20-10-2018
10	Department of Management Sciences	Submitted	3	12	8	-	-	-
11	Department of Bio-Chemistry	Submitted	8	31	6	06-08-2017	10-09-2018	20-10-2018
12	Department of Archaeology	Submitted	8	31	7	20-08-2017	26-08-2017	28-08-2017
13	Department of Conservation Studies	Submitted	8	31	6	26-11-2017	02-12-2017	02-12-2017
14	Department of Urdu	Submitted	3	12	5	-	-	-
15	Department of Communication & Media Studies	Submitted	8	31	8	25-05-2017	-	-
16	Department of Tourism & Hospitality	Submitted	4	14	6	20-10-2017	15-9-2018	22-11-2018
17	Department of Art & Design	Submitted	2	10	4	-	-	-
18	Department of Statistics	Submitted	6	16	5	-	-	-
19	Department of Political Science	Submitted	4	14	6	-	-	-
20	Department of Sociology	Submitted	2	10	4	20-10-2018	15-12-2018	20-12-2018

The SARs of Nine Programs have been completed and submitted to HEC, the Two Programs SARs are completed for Assessment and Nine new Program Teams are working on SARs for further Assessment of the Programs.

7. Course Evaluation

Course Evaluation for all Programs (BS, Masters, MS/M.Phil & Ph.D) done after every six months from all programs in the University.

8. Teacher Evaluations

Teacher Evaluation for all Programs (BS, Masters, MS/M.Phil & Ph.D) done after every six months from all programs in the University.

9. Thesis Plagiarisms quantity

- a. Phd 51
- b. MS 44
- c. M.Phil 509
- d. MBA (1.5) 7

10. Awareness seminar/talk or quality seminar arranged/Attended

- Attend Three Days Training Workshop on “Development of Key Performance Indicators KPIs” held in Pakistan Planning and Management Institute (PPMI), Ministry of Planning, Development and Reform Government of Pakistan on September 26-28, 2018.
- Participated in INQAAHE 11th Biennial Forum on “Quality is in the Eye of the Beholder: Relevance, Credibility and International Visibility” held at Le Meridien Hotel in Mauritius from 2-4 May 2018
- Arranged a seminar on Self-Assessment for Nine newly selected departments on December 11, 2018 in Senate Hall of the University.

11. Accomplishments

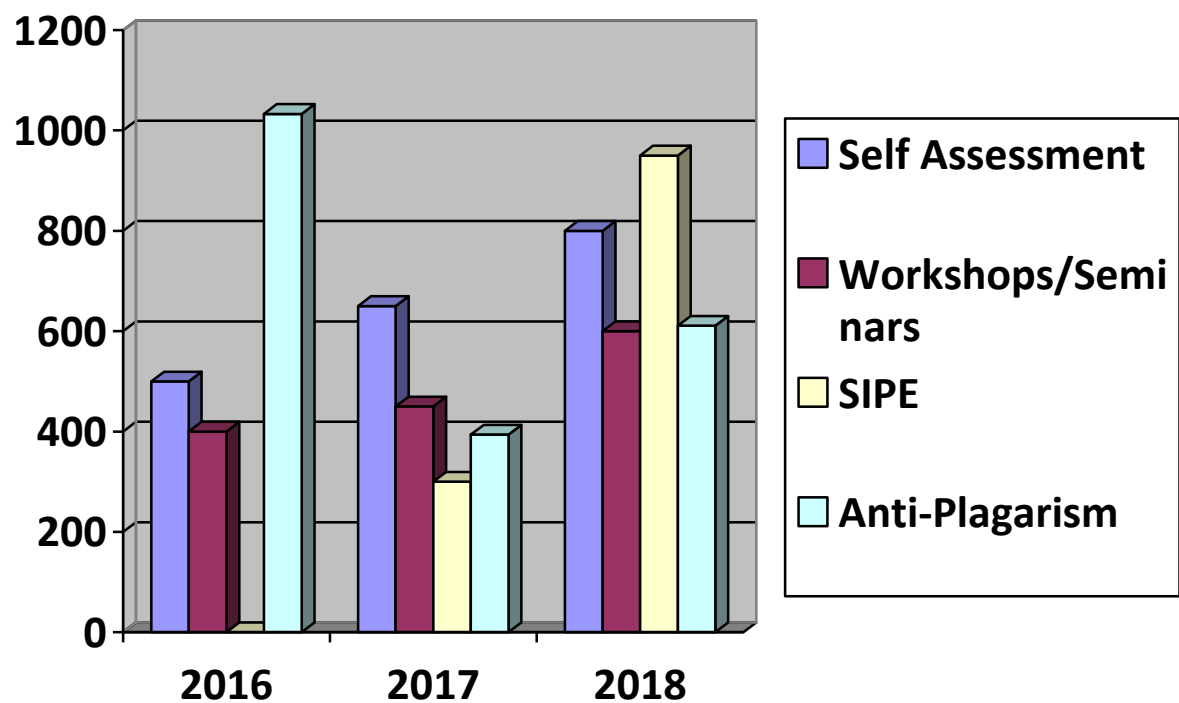
- Provision of Information of Affiliated Colleges and Private Candidates to Higher Education Commission.
- Provision of Data for University Education Statistics for the year 2017-18 to Higher Education Commission.
- Facilitate the Directorate of Planning & Development in provision of Data for Science, Technology and Innovation Indicators-UNESCO Data for year 2016-17 to Pakistan Council for Science & Technology, Islamabad.
- Participation in Pakistan Philanthropy Forum, Higher Education Commission on March 2018.
- Participation in National Workshop on UI Green Metric World University Ranking 2018 in HEC Islamabad.
- Collection of Data for Post Graduate Program Review for further submission to HEC.
- Facilitation in review of TTS Proforma for implementation in the University.
- Working on University Automation as the members of the Committee.
- Visit of Higher Education Commission for Recognized Journals clarification.
- Working on Ph.D & M.Phil Review of all the University Program in assistance with Directorate of Academic & Research.
- Verification of Research Papers of faculty members in Hazara University.
- Visited UET Taxila as External Experts for evaluation of Self Institutional Performance Evaluation (SIPE) on May 15, 2018 and submit the report based on observations for correction and fulfillment for the final IPE Panel of HEC

12. STRETGIC PLANING plan to do in next year

- Conduct a series of workshop on Quality Standards and Self Assessment for faculty in Hazara University.
- To speed up the Accreditation of all Programs from concerned Accreditation Councils.
- To train the faculty members for maintaining the Course File.
- Conduct the Institutional Performance Evaluation (IPE).
- Conduct the M.Phil and Ph.D Program Review.
- Start the Self Assessment Exercise in all remaining programs of departments.

- Formation of Program Teams (PTs).
- Dissemination of assessment proformas.
- Compilation of PT report.
- Formation of Assessment Teams (ATs).
- Compilation of Assessment Team Reports.
- Finalized the Self Assessment Repots (SARs) for further submission to QAA/HEC.

13. GRAPHICAL PROGRESS OF DQE



14. Team

OFFICERS AND STAFF

1. Name: Dr. Lt Cdr (Rtd) Mahmood khan
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3. Name: Dr. Sajid Mahmood
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5. Name: Qaiser Shah
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