SALIM HABIB UNIVERSITY

SHU

Tentative QEC Activity Calendar (2024-25)

SHUQEC Quality Enhancement Cell	Timeline (Tentative)	Shaded Period
Charter Inspection and Evaluation Committee (CIEC) Compliance Report	4th week of July to 3rd week of Sep. 2024	Aug-24 to Sep-24
Working on NOC for PhD in Biomedical Engineering Program	1st week of July to 1st week of Aug. 2024	Jul-24 to Aug-24
Orientation training of PSG Phase-I	2nd week of Dec 2024	Dec-24
Orientation training of PSG Phase-II	4th week of Dec. 2024	Dec-24
Development of QEC Strategic Plan	1st Dec. 2024 to 31st Dec. 2024	Dec-24
Constitutes Revised IQC Committee with ToRs	1st week of Jan. 2025	Jan-25
Constitutes IPR Preparation with ToRs	1st week of Jan. 2025	Jan-25
Constitutes Follow-up Committee with ToRs	1st week of Jan. 2025	Jan-25
1st Meeting of IQC	1st week of Jan. 2025	Jan-25
2nd Meeting of IQC	2nd week of Mar.2025	Mar-25
3rd Meeting of IQC	2nd week of May2025	May-25
4th Meeting of IQC	1st week of July 2025	Jul-25
Review of Institutional Performance and Enhancement (RIPE)		
→Standard 01: Vision, mission, goals and strategic planning →Standard 02: Governance, leadership and organisation →Standard 03: Institutional resources and planning →Standard 04: Audit and finance	1st Jan. to 31 Jan. 2025	Jan-25
→Standard 05: Affiliated colleges/institutions	N/A	
→Standard 06: Internationalization of higher education and global engagement →Standard 07: Faculty recruitment, development and support services →Standard 08: Academic programmes and curricula →Standard 09: Admission, progression, assessment and certification	1st Feb to 28th Feb. 2025	Feb-25
→Standard 10: Student support services →Standard 11: Impactful teaching and learning and community engagement →Standard 12: Research, innovation, entrepreneurship and industrial linkage →Standard 13: Fairness and integrity	1st Mar. to 31st Mar. 2025	Mar-25
→Standard 14: Public information and transparency →Standard 15: Institutional effectiveness, quality assurance and enhancement →Standard 16: CQI and cyclical external quality assurance	1st April to 30th April 2025	Apr-25
Mock audit for assessment and evaluation for RIPE	1st May to 15th May 2025	May-25
Formation of RIPE Team	1st May to 15th May 2025	May-25
Invitation to RIPE Team and Scheduling of visit	1st May to 15th May 2025	May-25

Timeline columns: Jul-24, Aug-24, Sep-24, Oct-24, Nov-24, Dec-24, Jan-25, Feb-25, Mar-25, Apr-25, May-25, Jun-25, Jul-25 (each divided into weeks).

Task	Timeline
RIPE Team Visit (Expected)	16th May to 31st May 2025
Preparation of CIP against RIPE report	
Programme Review for Effectiveness and Enhancement (PREE)	
Formation of Program Team (PT) for all Programs	2nd week of Jan. 2025
Orientation training on PREE to PT Members.	3rd week of Jan. 2025
PT report completion and submission to IQAE/QEC for review	3rd week of Feb. to 4th week of April
Review all PT report by IQAE/QEC.	1st May to 31st May 2025
Formation of Assessment Team (AT) for all PREE.	1st Week June 2025
Status of Action Taken Report on previous AT observations	2nd week of June 2025
AT Teams visit and compilation of AT reports for all non-accredited programs	3rd to 4th week of June 2025
Preparation of Executive Summary (All SARs)	
Action and Implementation Plan against current AT observations	1st week of July 2025
Organize Self-PGPR	
Formation of Program Team (PT) for PGPR.	1st week of Feb. 2025
Preparation of PGPR Proformas of Postgraduate Programs	2nd week to 4th week of March, 2025
PGPR Team Visits (Expected)	1st week to 3rd week of April 2025.
Preparation of Implementation Plans	
Conducting & Developing QEC Survey, Data Analysis with MIS.	
Course Evaluation Survey by the Students.	1st week to 4th week of Dec. 2024
Faculty Evaluation Survey by the Students.	
Faculty Course Review report.	1st week to 3rd week of Jan. 2025
Faculty Satisfaction Survey.	
Students Graduating Survey.	1st week to 4th week of Feb. 2025
Design and Implementation of Alumni Survey	1st week to 4th week of Mar. 2025
QEC Budget	
Compilation and Development of Last Year Budget Utilization Report	1st week of Mar. 2025
Preparation for next Fiscal Year Budget	3rd week of April 2025
Yearly Progress Report (YPR)	
Data Compilation and Submission of YPR 2023 - 24 to HEC, QAA	1st week of July to 1st week of Aug. 2024
Submission of YPR Claim to HEC, QAA	2nd week of Aug. 3rd week of Aug. 2024
Data gathering for YPR 2024 -25	1st week of Jan. 2025 to 1st week of July 2025
Compilation and submission of YPR 2024 - 25 to HEC, QAA	2nd week to 4th week of July 2025
National Computing Education Accreditation Council (NCEAC)	
Preparation of Documentation for Zero Visit - BS Software Engg. Program	2nd week of July to 2nd week of August 2024
Preparation of Documentation for Re-accrediation Visit of BS Computer Science program	1st week of Oct. to 2nd week of Nov. 2025
Uploading NCEAC application form for Re-Accreditation.	1st week of Mar. to 4th week of May 2025

Activity	Timeline
Pakistan Engineering Council (PEC)	
Pre Visit preperation (expected)	2nd week of May 2025
National Business Education Accreditation Council (NBEAC)	
NBEAC Registration Process and submission.	1st week of Dec. 2024 to to 4th week of Dec. 2024
Awareness seminars/conferences/workshops on QA	
Seminars/workshops 01	1st week of Sep. 2024
Seminars/workshops 02	3rd week of Dec. 2024
Seminars/workshops 03	3rd week of Feb 2025
Revised QEC Membership of National / International Bodies	
INQAAHE	2nd week of Jan. 2025
PNQAHE	3rd week of Jan. 2025
APQN	1st week of Mar. 2025
Rankings	
Times Higher Education Impact Ranking	1st week of Sep. to 4th Week of Nov. 2024
Working on Times Higher Education World University Ranking	1st week of Jan. 2025 onwards
Working on QS World University Ranking	1st week of Jan. 2025 onwards
Working on UI GreenMetric World University Ranking	1st week of Jan. 2025 onwards
Pakistan Qualification Register (PQR)	
Working on PQR for SHU's Degree Attestation	1st week of Jan. to 4th week of Jan. 2025
Development of TNA Mechanism in Coordination with HR	1st week of May to 4th week of May 2025
Working on BUTA (Best University Teacher Award) Process and Submission to HEC.	Month of Dec. 2024
Re-visit of all SHU policies and procedures aligned with HEC	1st week of Jan. 2025 onwards
Automation of QA Record and MIS	
Data Automation	1st week of Sep. 2024 onwards
Development of QEC Dashboard MIS	1st week of Sep. 2024 onwards
Updation of QEC web portal	1st week of Feb. 2025
Coordinate to development of Program File for all new started undergraduate Programs	
1. BS Artificial Intelligence	
2. BS AI Technology	
3. BS Cyber Security	1st Nov. to 15th Nov. 2024
4. BS Data Science	
5. BS Software Engineering Technology	
Working on National Technology Council (NTC) for accrediation of new programs	1st week of Jan. to 4th week of Mar. 2025

Director QEC & Regulatory Affairs

Vice Chancellor