

## NED University of Engineering and Technology

## **Activity Plan for Quality Enhancement Cell (Tentative)**

For the Year 2025-2026

		Acitivity Responsible Person		Months											
S.No.	Process		Responsible Person	Jul 25	Aug 25	Sep 25	Oct 25	Nov 25	Dec 25	Jan 26	Feb 26	Mar 26	Apr 26	May 26	Jun 26
1		IQC forms two committees i. Preparation ii. Followup	IQC/Director QEC												7
2	İ	Constitution of RIPE committee by IQC	IPR Committee/Dy. Dir QEC I												
3	Œ	Orientation session by QEC for RIPE committee members	Follow Up committee/ Dy. Dir QEC I												
4	es/:	IPR committee prepares the report	Dy. Director QEC - I/Director QEC												
5	Ä	Follow up committee review the report	IQC/Director QEC												
6	RIPE (HEC/Self)	QEC follow up	Director/Dy. Director QEC - I												
7	A.	Finalised IPR and follow up with RIPE committee members	RIPE Committee/Director QEC												
8		RIPE report preparation	RIPE Committee/Director QEC												
9		Follow ups on observations	Dy. Dir QEC I												
10		Preparation of PREE Plan	Dy. Registrar (Trainings)												1
11		Formation of Programme Teams (PTs)	Chairpersons												
12		Training of Programme Teams (PTs)	Director QEC				I								
13	PR	Formation of Assessment Teams (ATs)	Deans												
14	PREE and PGPR	Training of Assessment Teams (ATs)	Director QEC												
15	pue	Preparation of PREE Reports by the PTs	Programme Teams												
16	E	Self-Assessment Reviews by the ATs	Assessement Teams												
17	PR	Communication of Observations to the Chairpersons	Director QEC												
18		Collection of Implementation Plan againt the Reviews	Dy. Registrar (Trainings)												
19		Preparation and Approval of Executive Summary	Dy. Registrar (Trainings)/VC												
20		Follow-ups of Corrective Actions from Implementation Plan	Dy. Registrar (Trainings)												
21		UG Students' Feedback (Course/Teacher/Resource Evaluation)	Dy. Registrar (Statistics)												
22		UG Course Survey Report Preparation and Review (Course Evaluation)	Dy. Registrar (Statistics)												
23		Masters Students' Feedback (Course/Teacher/Resource Evaluation)	Dy. Registrar (Statistics)												
24		Masters Course Survey Report Preparation and Review (Course Evaluation)	Dy. Registrar (Statistics)												
25		PhD Students' Feedback (Course/Teacher/Resource Evaluation)	Dy. Registrar (Statistics)												
26		PhD Course Survey Preparation and Review (Course Evaluation)	Dy. Registrar (Statistics)												
27		Graduating Students' Survey	Chairpersons												
28	cks	Graduating Students' Survey Report Preparation and Review	Dy. Registrar (Statistics)/Director QEC												
29	dba	Employer Survey	Chairpersons												
30	Feedbacks	Employer Survey Report Preparation and Review	Dy. Registrar (Statistics)/Director QEC												
31	ш.	Alumni Survey	Chairpersons												
32		Faculty Survey	Director QEC												
33		Research Progress Report	Director QEC												
34		Internship Survey	Director QEC												
35		Course Review Report	Director QEC	Ì										一	7
36		Survey of Department PhD	Director QEC	t										$\dashv$	1
37		Alumni Survey Report Preparation and Review	Dy. Registrar (Statistics)/Director QEC	Ì										$\neg$	7

		cess Acitivity Responsible Person		Months											
S.No.	Process		Jul 25	Aug 25	Sep 25	Oct 25	Nov 25	Dec 25	Jan 26	Feb 26	Mar 26	Apr 26	May 26	Jun 26	
38	r.	Gathering Status of Accreditation of Programmes	Dy. Director QEC - II/Dy. Registrar (Academics)												
39	Accreditation	Preparation and Submission of SAR/Accreditation Report	Dy. Director QEC - II/Chairpersons												
40	ği	Evaluation of Programmes by Accreditation Bodies	Dy. Director QEC - II/PEC/PCATP/NCEA of HEC												
41	Scre	Preapration of Implementation Plan/Rejoinders	Dy. Director QEC - II/Chairpersons												
42		Follow-ups of Corrective Actions from Implementation Plan	Dy. Director QEC - II/Deans												
43	Master/PhD Programme Evaluation	Preparation ofMS/ PhD Programme Review	Dy. Director QEC - I												
44	er/PhC amme aation	MS/PhD Programme Review visit	Dy. Director QEC - I												
45	Maste Progra Evalu	Preparation of Implementation Plan	Dy. Director QEC - I												
46	Σ, Ψ. m.	Follow-up of Action taken on Implementation Plan	Dy. Director QEC - I												
47	ပ	Assessments of Programmes offered in the University	Dy. Director QEC - III												
48	NOC	Applying for NOC for the new Programmes (HEC / Sindh HEC)	Dy. Director QEC - III									1			
49	ct .	Development of QEC Budget	Director QEC												
50	QEC Budget	Approval of QEC Budget	Vice Chancellor												
51	· 8	Consumption of QEC Budget	Director QEC												
52		Training Needs Assessements	Deputy Registrar (Trainings)												
53		Development of Training Plan	Deputy Registrar (Trainings)												
54	δž	Measuring Training Effectiveness													
55	Trainings	Awareness seminars/conferences/workshops on QA	Deputy Registrar (Trainings)												
56	ā	Seminar/Conference on Quality Assurance (involving External)	Deputy Registrar (Trainings)												
57	-	Conduct of Trainings as per Training Plan	Deputy Registrar (Trainings)												
58		Feedback of Training	Deputy Registrar (Trainings)												
59		Final Report of Training	Deputy Registrar (Trainings)												
60		Contribution in National Level Conference	Dy. Director QEC - I/Director QEC												
61	ស	Contribution in International Level Conference	Dy. Director QEC - I/Director QEC												
62	Meetings and Reports	Participation in National Level	Dy. Director QEC - I/Director QEC												
63	Re	Participation in International Level	Dy. Director QEC - I/Director QEC												
64	P	BOR (Department Level)	Dy. Director QEC - II												
65	SS 9	BOR (University Level)/IQC	Dy. Director QEC - I												
66	ţi	Activities of IQC	Dy. Director QEC - I												
67	Jee	Follow up of IQC	Dy. Director QEC - I									$\square$			
68		Submission of Yearly Progress Report to HEC	Dy. Director QEC - I												
69		News gathering for QEC Newsletter and HEC-News and Views	Dy. Director QEC - II										_		
70	<u> </u>	Internal Quality Audit for ISO 9001:2015	Director QEC												
71	<u> </u>	Survelliance Audit for ISO 9001:2015	Director QEC												
72		Audit Trainings	Director QEC									$\square$			
73		Audit Plan	Director QEC												
74	ts	Audit for the compliance of QEC requirement in City Campus	Director QEC												
75	ig	Audit for the compliance of QEC requirement in LEJ Campus / HSE Audit	Director QEC											_	_
	e A	Audit for the compliance of QEC requirement in TIEST Campus													
76	Compliance Audits	/ Risk Review Committee Meeting	Director QEC	1			<u> </u>								_
77	ğ	Audit for the compliance of QEC requirement in GCT (affiliated college)	Director QEC	1		1		No p	rogra	mme	is of	fered			_
78	l o	Audit for the compliance of QEC requirement in IIEE (affiliated college)	Director QEC	<u> </u>									ightharpoons	_	_
79		Audit for the compliance of QEC requirement in PMA (affiliated college)	Director QEC	1				<u> </u>				,	ightharpoonup	_	4
80	1	Audit for the compliance of QEC requirement in UIT (affiliated college)	Director QEC	1				<u> </u>				,	ightharpoonup	_	4
81	1	Risk Review meeting	Director QEC	<u> </u>									ightharpoons	_	4
82	1	HSE Audit	Director QEC	1			1		l			. 1		Į	ı

						Months										$\Box$
S.No.	Process	Acitivity	Responsible Person	Jul 25	Aug 25	Sep 25	Oct 25	Nov 25	Dec 25	Jan 26	Feb 26	Mar 26	Apr 26	May 26	Jun 26	
83		CMAR	Director QEC													
84		Senate	Registrar											$\neg$		
85		Syndicate	Registrar													
86		Academic Council	Registrar													
87		Affiliation Committee	Registrar													
88		Selection Board/Departmental Selection Committee	Registrar													
89		Finance Planning Committee (FPC)	Registrar													
90		University Development Working Party (UDWP)	Registrar													
91	SS	Advanced Study and Research Board (ASRB)	Registrar													
92	Meetings	Board of Faculty (Civil and Petroleum Engineering)	Registrar													
93	lee	Board of Faculty (Mechanical and Manufacturing Engineering)	Registrar													
94	≥	Board of Faculty (Electrical and Computer Systems Engineering)	Registrar													
95		Board of Faculty (Chemical and Process Engineering)	Registrar													
96		Board of Faculty (Information Sciences and Humanities)	Registrar													
97		Board of Faculty (Archetecture and Management Sciences)	Registrar													
98		Board of Studies (all teaching departments)	Chairpersons													
		ASRB Activities	Secretary Chairperson													
99		PRE ASRB Meeting	Secretary Chairperson													
100		Meeting of Library Committee	Librarian													
101	ţs	Review of Curriculum	Dy. Director QEC - I													
102	Targets	Revision of Curriculum	Dy. Director QEC - I													
103	Ľ	Approval from the Statutary Bodies	Dy. Director QEC - I													
104	<del>_</del>	Review of QA framework draft	Dy. Director QEC - II													
105	Ę	Training for the QA framework	Dy. Director QEC - II													
106	ementatic PSG 2023	Formation of IQC as per PSG 2023	Dy. Director QEC - II													
107	ent 3.20	adoption of qa frameowrk (developnent/modification of polciies and procedure)	Dy. Director QEC - II													
108	ma PSG	Website update as per PSG Annual targets	Dy. Director QEC - I													
109	Implementation of PSG 2023	Review meeting for DAI readiness regarding PSG 2023	Dy. Director QEC - I													
110	=	Internal Quality Audit	Dy. Director QEC - I													
111	t. er	Activity calender preapration and submission to QAA HEC	Dy. Director QEC - II													
112	tivit end	Coordination with departments for preparation of their activity calender	Dy. Director QEC - II													
113	Activity Calender	QEC ratification of department level activities as per activity calender	Dy. Director QEC - I													

Prepared By:

**Dr. Faaz Ahmed Butt** Deputy Director QEC-I Reviewed By:

Prof. Dr. M. Wasif Director QEC Approved By:

Prof. Dr. M. Tufail Vice Chancellor