



# NED UNIVERSITY OF ENGINEERING & TECHNOLOGY



Quarterly Newsletter of Quality Enhancement Cell (QEC)



## Quarterly Newsletter of QEC

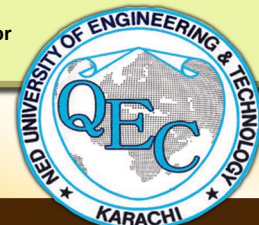
Volume: 12(03) Jul-Sep, 2023

Third issue of QEC Newsletter for the year 2023 is now available and accessible to all stakeholders. The aim of this periodic publication is to keep the stakeholders well informed on the latest activities and advancements happening in the QEC of the University. Your esteemed feedback and valuable suggestions are always appreciated for further improvements. The Newsletter is also available at

<https://qec.neduet.edu.pk/Newsletters>

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# QEC Trainings going Paperless

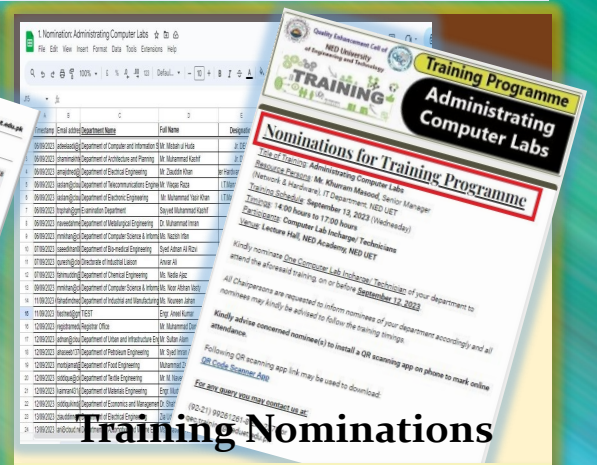
As part of our continuous efforts to streamline and improve our training programmes, QEC has transitioned to an online and paperless training mechanism using Google Forms. This enhancement provides a more efficient and convenient way for all Chairpersons/ HoDs, to communicate training needs and training nominations online. Also, training participants now mark their attendance online and give online feedback for the

respective training programme using QR Code. Furthermore, this system digitally generates, attendance sheet, absent letters and certificates of participation for each participant.



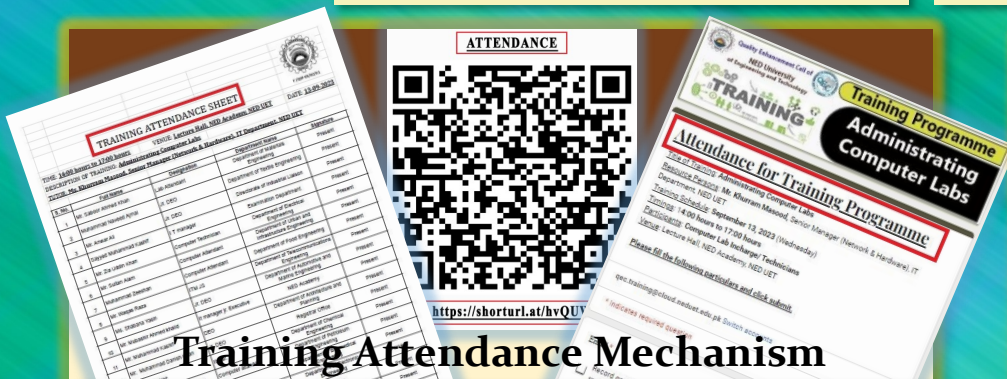
**Training Needs**

Training needs for the year (2023-24) are collected online for all teaching and non-teaching departments.



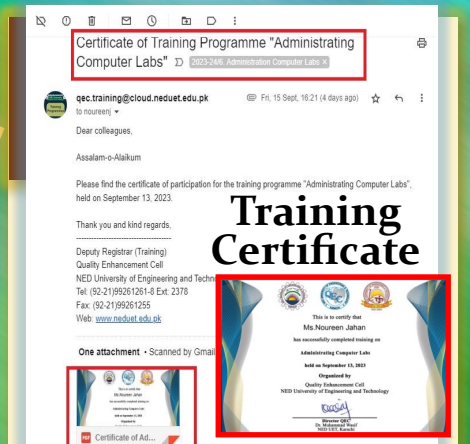
**Training Nominations**

Nominations for all training programmes are collected via Google Forms.



**Training Attendance Mechanism**

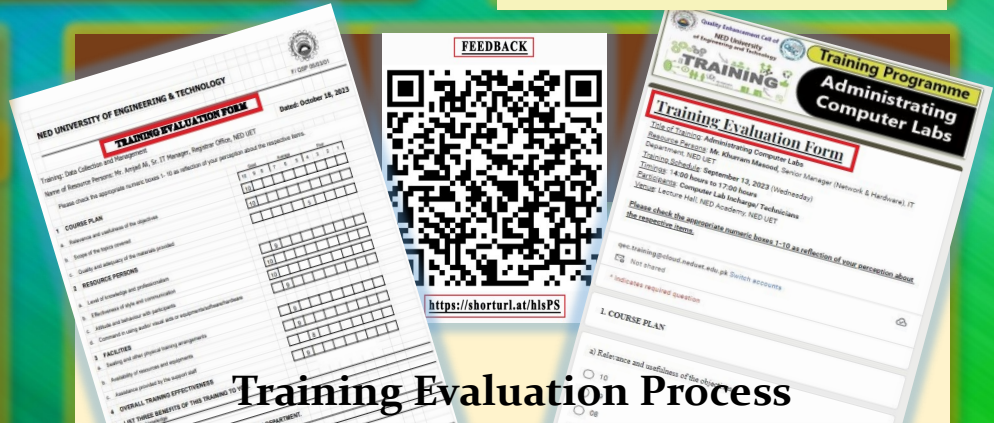
Training participants scan a QR code (displayed on multimedia screen) which redirects them to Google Form for Attendance. As the participants submit the attendance on the Google form; it automatically generates a digital attendance on QSP format.



Digital Certificates of trainings are separately emailed to all participants.



Department-wise absentee reports are sent via email.



**Training Evaluation Process**

Training participants scan a QR code (displayed on multimedia screen) which redirects to Google Form for Training Evaluation. As the participants submit their feedback on the Google form; it automatically generates separate PDF files (for evaluation form on QSP format) for each participant.



## NED Alumni Convention, Australia



Prof. Dr. Sarosh H. Lodi, Vice Chancellor, NED University of Engineering and Technology, and Dr. Muhammad Wasif, Director QEC visited Australia from July 16 to 25, 2023 for the possible collaboration with the Australian Universities and to attend the Alumni Convention at Perth, Sydney and Melbourne. The Vice Chancellor and Director QEC visited Edith Cowan University in Perth, University of Sydney and Curtin University of Sydney.

An MOU has been signed with Edith Cowan University through which NED

University of Engineering and Technology is proposed a joint degree PhD Programme which will be offered with the due consent of HEC. Further, Edith Cowan University is awarding a scholarship of an amount of AUD 33,000/ year for the joint PhD Scholar. Exchange of PhD Examiners have also been in progress with the Curtin University of Sydney, Australia.

## Kick-Off Meeting of Erasmus+ (European Union Project)

Capacity Building in Higher Education (CBHE) funding of European Union (EU), worth Euro 30,000 was secured by the faculty members of NED University of Engineering and Technology, under which a project titled “Introduction of Innovative Practices and Methodologies for effective teaching and industry-academia linkage in Pakistan and Malaysia” was commenced with a kick-off meeting held from August 1 to 8, 2023 in University of Brescia, Italy.



The project Head Quarter/ Main Coordinator is NED University of Engineering and Technology. Prof. Dr. Syed Amir Iqbal, Dean Faculty of MME, Dr. Muhammad Wasif, Director QEC/ Associate Professor, Department of Industrial and Manufacturing Engineering, Dr. Anis Fatima, Associate Professor, Department of Industrial and Manufacturing Engineering, and Dr. Tariq Jamil, Assistant Professor, Department of Mechanical Engineering/ Main Coordinator, participated in the meeting.



# Training Programmes



## Managing Health and Safety

A training programme on “Managing Health and Safety” was conducted by Mr. Abid Hussain, Deputy Chief Engineer (QHSE), Pakistan Petroleum Limited on July 18, 2023. Training was arranged for both faculty members and officers of the University.



## Development of Self Assessment Report: PT Training

Training programme for PT Members was arranged on September 6, 2023. Training session was conducted by Dr. Muhammad Wasif, Director QEC and Dr. Faaz Ahmed Butt, Dy. Director-I, QEC.



## Effective Verbal/ Written Communication Skills/ Effective Workplace Communication: Principles & Practices

Training on “Effective Verbal/ Written Communication Skills” was arranged for the faculty members and officers of the University on July 26, 2023. It was conducted by Prof. Dr. Sajida Zaki, Chairperson, Department of English Linguistics and Allied Studies.



## Quality Management System: A Process-Based & Risk Assessment Approach

Dr. Muhammad Wasif, Director QEC and Dr. Faaz Ahmed Butt (Dy. Director-I, QEC) conducted a training on “Quality Management System: A process-based & Risk Assessment Approach” for the chairpersons and heads of departments. Training was held on August 22, 2023.



## Administrating Computer Labs

On September 13, 2023 Mr. Khurram Masood Sr. Manager (N&H), IT Department conducted a session on “Administrating Computer Labs” for in-charges/technicians of Computer Labs in the University.



## Quality Management System

Training on “Quality Management System” was conducted by Dr. Faaz Ahmed Butt (Dy. Director-I, QEC) on September 14, 2023.





## Quality Management System: A Process-Based & Risk Assessment Approach

Dr. Faaz Ahmed Butt, Dy. Director-I, QEC and Dr. Tariq Rehman, Dy. Director-III, QEC conducted a training on “Quality Management System: A process based and Risk Assessment Approach” for both faculty members and officer on August, 3, 2023.



## Managing Health and Safety

A training programme on “Managing Health and Safety” was arranged for the lab engineers and lab technicians on September 27, 2023. Training was conducted by Dr. Faaz Ahmed Butt, Dy. Director-I, QEC.



## Effective Verbal/ Written Communication Skills

Training on “Effective Verbal/ Written Communication Skills” was conducted by Ms. Maheen Tufail, Lecturer, Department of English Linguistics and Allied Studies on September 20, 2023. Training was arranged for data entry operators.

## Development of Self Assessment Mechanism for QECs of Affiliated Colleges/ Institutes

A training programme was arranged for affiliated colleges and institutes on September 25, 2023. Training was conducted by Dr. Faaz Ahmed Butt, Dy. Director -I, QEC and Dr. Tariq Rehman, Dy. Director-III, QEC.



## Reply to CIEC Report to Sindh HEC

A compliance report was earlier submitted by QEC on March 17, 2023 regarding observations/recommendations made by CIEC, Sindh HEC during 9<sup>th</sup> inspection round. In response, Sindh HEC asked for a few more supporting documents against some observations. The QEC on behalf of NED University carried out activity on the recommendation/suggestions by the subject experts. The detailed report of compliances and actions taken on each item with evidences has been submitted to CIEC of Sind HEC on September 26, 2023.

## Workshop/ Training attended by Officers

Dr. Muhammad Wasif, Director QEC and Dr. Muhammad Imran Aslam, Chairperson, Telecommunication Engineering Department attended the Orientation Workshop organized by the Sindh HEC on August 17, 2023.

Dr. Muhammad Wasif, Director QEC, also attended a training programme organized by Sindh HEC for PEC Programme Evaluators for Sindh Region from September 19-22, 2023.

Dr. Tariq Rehman, Dy. Director – III, QEC, has attended the 29<sup>th</sup> Symposium on Quality of Engineering Education in Pakistan on 30<sup>th</sup> September 2023 via Zoom (online) organized by Pakistan Academy of Engineering.

## 82<sup>nd</sup> Meeting of Board of Review (QMC/ QEC)

The 82<sup>nd</sup> Meeting of Board of Review at Department Level of Quality Management/ Enhancement Cell (was held on September 26, 2023. Minutes of the meeting were issued to all members of the Board through email.

## Yearly Progress Report

In compliance with the requirement of HEC, the Quality Enhancement Cell prepared “Yearly Progress Report” for the year 2022-23 (with all annexures in a desired format), and sent via email to HEC on August 15, 2023.

## Postgraduate Programmes Review

NED University of Engineering & Technology has been selected for the GPR (MS/M.Phil. & PhD Programmes Review) in the Academic Cohort 2023-24 by Quality Assurance Agency (QAA), HEC Islamabad. In this regard, the QEC has submitted the required data in prescribed proformas after getting from the respective departments to HEC on September 13, 2023.

## QMS Revision Alert

**Following QMS documents are revised/ approved during this quarter:**

- ◆ QSP for University-wide Policies
- ◆ Employer Survey Feedback Form
- ◆ Internship Feedback Form
- ◆ PhD Comprehensive Examination Committee Approval Form (New)

You may find these revised documents on the portal

<https://pl.neduet.edu.pk/>



**QMC NEWS LETTER**

**“Quality is conformance to requirements .”**

--- Philip Crosby



## Activities for Statistical Reports

The statistical analysis of the online feedbacks of Undergraduate and Masters Programmes (Spring Semester 2023) have been completed. The auto generated “Statistical Reports and Detailed Analysis of Teachers” are made available on University Portal.

Statistical Reports based on the customers’ feedback of following non-teaching departments were prepared and sent to concerned Heads of Departments, including Examinations Department, Procurement Cell and ORIC.

The Training participants’ feedback surveys of various training programmes organized by the QMC/QEC have also been conducted and the Statistical Reports are prepared during the reporting period.

## Faculty Course Review Reports

As per the guidelines of HEC; it is mandatory to collect Faculty Course Review Reports online from all faculty members of each programme. In this regard, online Faculty Course Review Reports for Undergraduate, Masters and PhD programmes were collected through Faculty Portal and online Google Form (for PhD Programs only) by the QEC.



A Quarterly Newsletter of  
Quality Enhancement Cell of NED University of Engineering & Technology



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