NED UNIVERSITY OF ENGINEERING & TECHNOLOGY

Table of Contents

Click the links or page numbers

Quarterly Newsletter of QEC
Volume : 12(04) Oct-Dec, 2023

Fourth 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/qec-newsletters-2023

Certificate of Approval for NED University

Lloyds' Register Quality Assurance (LRQA) conducted the Certificate Renewal Audit of the NED University from December 18 to 21, 2023. The Management System of the University successfully met the rigorous standards of ISO9001:2015, as attested by LRQA's approval. The Certificate of Approval not only reflects the expertise and professionalism but also enhances the overall reputation of our organization.

LRQA

Current issue date: 2 January 2024
Expiry date: 30 November 2026
Certificate identity number: 10575170

Original approval(s):
ISO 9001 - 19 November 2002

Certificate of Approval

This is to certify that the Management System of:

NED University of Engineering&Technology

University Road, Karachi, Pakistan

has been approved by LRQA to the following standards:

ISO 9001:2015

Approval number(s): ISO 9001 – 0049989

The scope of this approval is applicable to:

Provision of Teaching Studies and Undertaking Research Work in Engineering and Allied Disciplines.

Luis Cunha

Area Operations Manager - North Asia & SAMEA
Issued by: LRQA Limited

UKAS
MANAGEMENT
SYSTEMS
0001

Page 1 of 1

Internal Quality Audit

The 42nd Internal Quality Audit took place from October 30 to November 2, 2023. Throughout the audit process, the auditors meticulously considered observations from previous audits, prioritizing the rectification of identified issues. The audit was executed in accordance with the approved Audit Plan and diligently carried out by internal quality auditors' teams. Subsequently, a comprehensive audit report was prepared and submitted to the Vice-Chancellor for approval. Upon receiving approval, the findings and observations outlined in the report were effectively communicated to all relevant departments, initiating the implementation of necessary Corrective and Risk Mitigation Actions. A total of twenty-two (22) observations were pointed out during this audit as follows:

- Scope for Improvement (SFI): 03
- Required Correction (RC):   14
- Minor Non-compliance (NC): 05
- Major Non-compliance (NC): 00

All observations have been rectified and the CMARs were closed.

Seminar on Ensuring Quality in Higher Education:
A prospect of HEC Graduate Policy 2023

Quality Enhancement Cell of NED University of Engineering and Technology organized a one-day awareness seminar on "Ensuring Quality in Higher Education: A prospect of HEC graduate policy-2023" for Chairpersons and Co-Chairpersons of academic departments of the University. The Seminar was held on October 5, 2023.

The seminar was conducted by Dr. Muhammad Wasif, Director QEC and Dr. Tariq Jamil, Assistant Professor, Department of Mechanical Engineering, in which various aspects of the HEC Graduate Policy 2023 were explored, followed by thorough discussion with the attendees.

Board of Review Meeting (University Level)

The 40th Meeting of the Board of Review (University Level) was held on December 26, 2023. Well in advance, the agenda and working papers were disseminated to all board members through email.

Board of Review Meeting (QEC)

The 83rd Meeting of the Board of Review (Department Level) of Quality Enhancement Cell (QEC) was held on December 12, 2023. Minutes of the meeting were issued to all members of the Board through email.

Visits by QEC Officers

Data User and Data Producer Dialogue Workshop

Dr. Muhammad Wasif, Director QEC, attended a session "Data User and Data Producer Dialogue Workshop" arranged by the Pakistan Bureau of Statistics on November 27, 2023. This session was organized to collect feedback from the industry, academia, and other stakeholders to disseminate the Digital Census 2023.

National Certified Reviewer Training Program

The Sindh Higher Education Commission (Sindh HEC) successfully conducted the "National Certified Reviewer (NCR) Training Program – Phase II" from December 11th to 13th, 2023, hosted at the University of Karachi. The NED University nominated Dr. Faaz Ahmed Butt, Deputy Director – I, QEC and Dr. Tariq Rehman, Deputy Director – III, QEC from its Quality Enhancement Cell (QEC) to participate in this enlightening and skill-enhancing NCR Training Program.

Visit to the University of Perlis, Malaysia

Dr. Muhammad Wasif, Director QEC, visited the University of Perlis, Malaysia from November 6th to 12th, 2023. This visit was regarding the reinforcement session for the Capacity Building of faculty members in Digital Manufacturing / Industry 4.0. Under the project "Get Innovative 4 Impact" sponsored by Erasmus + (European Union). He delivered a session on "Need Analysis of Industry regarding the related to Digital Manufacturing".

Workshop on Empowering Green Leaders

Dr. Maria Waqas, Deputy Director II and Dr. Tariq Rehman, Deputy Director III, QEC attended a Workshop titled "Empowering Green Leaders: UI Green Metric Workshop" for Sustainable Pathways in Pakistani Universities. Workshop was held on October 16, 2023.

QEC NEWS LETTER

"Quality questions create a quality life. Successful people ask better questions and a result, they get better answers."

\- - - Anthony Robbins

Health and Safety Management System

A training programme on "Health and Safety Management System" was conducted by Dr. Muhammad Wasif, Director QEC on November 29, 2023. Training session was arranged for the Health, Safety and Environment (HSE) committee members from all the departments of the University.

Taxation Rules and filing Tax Returns

Training programme on "Taxation Rules and filling Tax Returns" was conducted by Mr. Abdul Hameed Shaikh, Commissioner Appeals-I, Federal Board of Revenue. Training was arranged on December 28, 2023 for the Faculty Members and Officers.

Inventory and Asset Management

A training titled "Inventory and Asset Management" was arranged for the Store Keepers on November 29, 2023. Training was conducted by Mr. S. M. Hasan Shamsie, Resident Auditor, Audit Department.

International Ranking Criteria: KPIs and goal setting

Dr. Muhammad Wasif, Director QEC has conducted a training programme on "International Ranking Criteria: KPIs and goal setting", held on November 22, 2023 and it was attended by Chairpersons and Senior Faculty Members.

Data Collection and Management

Mr. Amjad Ali, Sr. IT Manager, Registrar Office has conducted a training on "Data Collection and Management". Training was held on Oct 18, 2023 and it was attended by IT Managers and Data Entry Operators.

KOHA Open Source Software

Training programme on "KOHA Open-Source Software" was arranged for the Faculty Members, IT Managers and PhD Scholars on Oct 11, 2023. Training was conducted by Ms. Naveen Ali, IT Manager (JE), Engr. Abul Kalam Library.

Management of Laboratories

A training on "Management of Laboratories" was conducted by Prof. Dr. Ali Dad Chandio, Chairperson, Department of Metallurgical Engineering on October 25, 2023. Training was arranged for the Lab Engineers and Lab Technicians.

Workshop on Course Design

Training titled "Workshop on Course Design" was arranged for the faculty members on December 20, 2023. Training was conducted by Dr. Shenela Naqvi, Associate Professor, Department of Textile Engineering and Dr. Maria Waqas, Deputy Director II, QEC.

IT Security Awareness

Training programme on "IT Security Awareness" was arranged on November 8, 2023 for the Officers, IT Managers, DEOs. It was conducted by Mr. Farhan Ahmed, IT Manager, QEC.

Office Administration

Mr. Imran Nabi, PA to Dean MME has conducted a training titled "Office Administration" for the personal assistants (PAs) of various Departments of the University. Training was held on December 1, 2023.

Conduct Student's Feedback of Academic Programmes

A training was arranged for affiliated colleges and institutes on November 20, 2023, on how to conduct student's feedback of academic programmes. Training was conducted by Dr. Faaz Ahmed Butt, Deputy Director I and Dr. Tariq Rehman, Deputy Director III, QEC.

Conduct Board of Studies (BoS Meeting)

Dr. Faaz Ahmed Butt, Deputy Director I, QEC and Dr. Tariq Rehman, Deputy Director III, QEC conducted a training for the affiliated colleges and institutes on matters related to the BoS. Training was held on December 21, 2023.

Activities for Statistical Reports

The statistical analysis of the online feedback of PhD Programmes (Spring Semester 2023) has been completed in October, 2023. The Statistical Report of PhD Students Feedback has been communicated to all concerned Chairpersons via email.

Statistical reports based on the customers' feedback of non-teaching departments were prepared and sent to concerned Heads of Departments, including Registrar Office, Engr. Abul Kalam Library, Audit Department, Directorate of Planning & Development.

The participants' feedback surveys of various training programs organized by the QMC/QEC have also been conducted and the corresponding statistical reports were prepared during the reporting period.
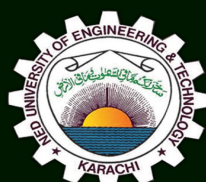
QMS Revision Alert

Following QMS Documents are revised/approved during this quarter.

- **HSE Audit Checklist** (New Format)
- **Fire Drill Log** (New Format)
- **Emergency Safety Plan** (New Format)
- **HSE Audit Observation Sheet** (New Format)
- **Weekly Attendance Sheet - Bachelors Programmes** (Revised)
- **SOP for Examinations Department** (Revised)
- **Alumni Feedback Form (for OBE implementation only)** (New Format)
- **Internship Feedback Form (For OBE implementation only)** (New Format)
- **Employer Feedback Form (for OBE implementation only)** (New Format)
- **Bonafide Certificate Form of Registrar Office** (Revised)
- **Character Certificate Form of Registrar Office** (Revised)
- **Customer Feedback Survey Form - Engr. Abul Kalam Library** (Revised)
- **Incident/ Accident Log** (New Format)
- **QSP for Health, Safety and Environment Management** (Revised)
- **QSP for University-wide Policies** (Revised)
- **Incident/ Accident Report** (New Format)

You may find these revised documents on the portal

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