



## Department of Quality Assurance Activity Calendar 2023-24

### Brief Summary:

- Self-Review of Institutional Performance and Enhancement (RIPE) of FUI x01 External Review planned.
- Post-graduate Program Review (PGPR) of 17 PG Programs x 01 External Review planned.
- Self-Assessment Report (SARs) External Review of 25 Academic Program x 11 External Reviews planned.
- Conduct of Feedback Survey x 02 (once a semester) planned.
- Accreditation x3 visits planned.
- Quality Assurance Agency Memberships approvals x 03 renewals planned.
- QA International Level Webinar x01planned.
- Higher Education Statistics x 01 Activity planned.
- Submission of Ranking Data (HEC, QS Asia Ranking) x02 Activities planned.
- Awareness Seminars/Conferences/Workshop on Quality Assurance (Internal RP) x 01 Planned.
- Awareness Seminars/Conferences/Workshop on Quality Assurance (External RP) x 01 Planned.

Month/Week		DQA Activities
September 2023	1 <sup>st</sup> Week	❖ Formation of Program Team (PT)
	2 <sup>nd</sup> Week	❖ Training on SAR writing skills for PT members (Internal RP)
	4 <sup>th</sup> Week	❖ Data Collection for HEC National Level Ranking – 2023
October 2023	3 <sup>rd</sup> Week	❖ Compilation of HEC National Level Ranking Data – 2023
	4 <sup>th</sup> Week	❖ Ensure participation of faculty in NBEAC Training ❖ Submission of DQA Activity Calander to HEC ❖ Submission of HEC National Level Ranking data - 2023
November 2023	1 <sup>st</sup> Week	❖ Initiate Self PGPR process
	2 <sup>nd</sup> Week	❖ Organize OBE Training for Faculty Members in Coordination with NCEAC, PEC and NTC
	3 <sup>rd</sup> Week	❖ Data compilation of Self PGPR
	4 <sup>th</sup> Week	❖ Review proposals for capacity building, Research & Innovation by FUI Faculty Members in Coordination with Director QA for INQAAHE Call.
December 2023	1 <sup>st</sup> Week	❖ Renewal of PNQAHE Membership for Year 2024
	2 <sup>nd</sup> Week	❖ Awareness Seminar on Impact University Ranking (External RP)
	3 <sup>rd</sup> Week	❖ Launch of QA Feedback Surveys (Fall-2023)
	4 <sup>th</sup> Week	❖ Data Collection for QS Asia Ranking 2024 ❖ HEC PGPR Rebuttal Submission to QAA HEC.
January 2024	1 <sup>st</sup> Week	❖ Contribute to Committee for Knowledge Exchange with Industry and Society as Director QA Nominee
	2 <sup>nd</sup> Week	❖ Process the renewal of APQN Membership for Year 2023
	3 <sup>rd</sup> Week	❖ QA Feedback Surveys Reporting for Fall 2023.
	4 <sup>th</sup> Week	❖ QA International level Webinar



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FOUNDATION UNIVERSITY ISLAMABAD

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Month/Week		DQA Activities
February 2024	1 <sup>st</sup> Week	❖ SAR External Review of FUCP programs (03) ❖ Data Compilation and Submission of QS Asia Ranking ( <i>Feb 09, 2024</i> )
	2 <sup>nd</sup> Week	❖ Review of Self-RIPE Program 2023-24 (Subject to the training session planned by QAA team of HEC)
	3 <sup>rd</sup> Week	❖ 2nd Cycle – SAR External Review of MSIS, MSSE, MSAI & MSEE (04) ❖ 3rd Cycle – SAR External Review of MS & PhD of Computer Science (MScS & PhD CS) (02)
	4 <sup>th</sup> Week	❖ 2nd Cycle – SAR External Review of BS Tourism & Hospitality (1)
March 2024	1 <sup>st</sup> Week	❖ Preparation for Participation in INQAAHE Conference – Romania organized by <b>University POLITEHNICA of Bucharest (UPB)</b> .
	2 <sup>nd</sup> Week	❖ Renewal of INQAAHE Membership for Year 2023 ❖ 3rd Cycle – SAR External Review of BS, MS & PhD of Psychology (3)
	3 <sup>rd</sup> Week	❖ 1st Cycle – SAR External Review of BS Aviation Management (1)
	4 <sup>th</sup> Week	❖ Higher Education Statistics (2023-24) ❖ 2nd Cycle – SAR External Review of BS Accounting & Finance (1)
April 2024	1 <sup>st</sup> Week	❖ 3rd Cycle – SAR External Review of BCA, BSMC & MS Media Sciences (3)
	2 <sup>nd</sup> Week	❖ Eid-ul-Fitr Holidays
	3 <sup>rd</sup> Week	❖ Facilitate NTC Accreditation Visit ❖ 3rd Cycle – SAR External Review of BS English, MS English (Lit & Ling) & PhD English (Lit & Ling) (4)
	4 <sup>th</sup> Week	❖ Launch of QA Feedback Surveys (Spring - 2024)
May 2024	2 <sup>nd</sup> Week	❖ Facilitate NCEAC Accreditation Visit ❖ 3rd Cycle – SAR External Review of MS & PhD Management Sciences (2) ❖ 2nd Cycle – SAR External Review of MS Finance (1)
	3 <sup>rd</sup> Week	❖ Organize and conduct Training on SAR for Dept of Electrical Engineering in coordination with PEC
	4 <sup>th</sup> Week	❖ SAR Compliance Revisit Meetings
June 2024	1 <sup>st</sup> Week	❖ Compliance Revisit Meetings (RIPE, PGPR, SAR)
	2 <sup>nd</sup> Week	❖ Attend INQAAHE Conference with QA Team Monday, June 10, 2024, to Wednesday, June 12, 2024 (Tentative)
	3 <sup>rd</sup> Week	❖ Eid-ul-Azha Holidays
	4 <sup>th</sup> Week	❖ QA Feedback Survey Reporting Spring 2024.
July 2024	1 <sup>st</sup> Week	❖ Submit post event report of INQAAHE Conference to FUI Management
	4 <sup>th</sup> Week	❖ Data Compilation of Yearly Progress Report for 2023-24
	2 <sup>nd</sup> Week	❖ Submission of Yearly Progress Report 2023-24 to HEC