



QUALITY ENHANCEMENT CELL  
UNIVERSITY OF SUFISM AND MODERN SCIENCES  
BHITSHAH, SINDH, PAKISTAN  
EXCELLENCE | INTEGRITY | LEADERSHIP



Annual Activity Calendar (2024-25)

Month		Task
July	1st Week	Working on YPR (2023-24)
August	1st Week	Compilation of the YPR(2023-2024)
	2nd Week	Submission of the YPR(2023-2024)
	3rd Week	Nomination of QEC focal Persons from all the Departments
September	1st Week	Online Teacher/Course Evaluation by Students of Department of Information & Computing Batches-20,21,22 &23 (Spring Semester)
	2nd Week	Online Teacher/Course Evaluation by Students of Department of Business Administration Batches-20,21,22 &23(Spring Semester)
	3rd & 4th Week	Online Teacher/Course Evaluation by Students of Department of Education Batches-20,21,22 &23(Spring Semester)
October	1st Week	Compilation of Evaluation Results - Department of Information & Computing
	2nd Week	Compilation of Evaluation Results -Department of Education
	3rd Week	Compilation of Evaluation Results -Department of Business Administration
	4th Week	Faculty Course Review Report (Spring-2024)
November	1st Week	Meeting with PT Team Members for the preparation of the SAR
	1st Week	Attend QAA-HEC Online Interactive Session for all DAIs in Sindh and Balochistan Regions with Head of Departments
	2nd Week	Submission of Data in Impact Rankings-2025
	3rd Week	Sharing of Evaluation Results - Department of Business Administration
	3rd Week	Approval of QEC activity calendar 2024-25 in light of QAA Targets and sharing with QAA-HEC
	4th Week	Awareness Session on Annual Targets of QEC 2024-2025
	4th Week	Approval for formation of Institutional Quality Circle (IQC)
	4th Week	1st Meeting Institutional Quality Circle (IQC)
December	1st Week	Distribution of RIPE Standards
	1st Week	Sharing of Evaluation Results - Department of Information & Computing
	1st Week	Sharing of Evaluation Results - Department of Education
	2nd Week	Approval of Faculty Satisfaction Survey
	3rd Week	Conduct Faculty Satisfaction Survey
	4th Week	Compiling the Faculty Satisfaction Survey
January	1st Week	Sharing of Faculty Satisfaction Survey Results Summary
	2nd Week	All three BS departments will submit the "Action Taken Report" against the Assessment Team findings of the Self Assessment Report (SAR) 2023-24 to QEC
	3rd Week	Meeting on University Quality Policy
	4th Week	2nd Meeting Institutional Quality Circle (IQC)
February	1st Week	Online Teacher/Course Evaluation by Students of Department of Information & Computing Batches-21,22 ,23 &24 (Fall Semester)
	2nd Week	Online Teacher/Course Evaluation by Students of Department of Business Administration Batches-21,22,23 & 24 (Fall Semester)
	3rd & 4th Week	Online Teacher/Course Evaluation by Students of Department of Education Batches-21,22,23 & 24 (Fall Semester)
March	1st Week	Approval of University Quality Policy
	2nd Week	QEC Awareness Session (For Students)
	3rd Week	Compilation of Evaluation Results - Department of Information & Computing
	4th Week	Compilation of Evaluation Results -Department of Education

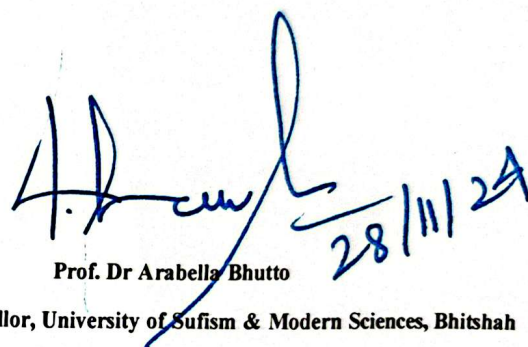


April	1st Week	Compilation of Evaluation Results -Department of Business Administration
		Compilation of RIPE-2024-2025
	2nd Week	Compilation of Evaluation Results -Department of English
	3rd week	3rd Meeting Institutional Quality Circle (IQC)
	4th Week	Preparation for Self- RIPE 2024-25
May	1st Week	Ensure the PTs and ATs processes are completed and corrective actions suggested communicated to the concerned department
	2nd Week	Conduct Self-RIPE 2024-25
	3rd Week	Sharing of Evaluation Results - Department of Information & Computing
		Sharing of Evaluation Results - Department of Education
	4th Week	Updating QEC Website
June	1st Week	4th Meeting Institutional Quality Circle (IQC)
	2nd Week	QEC Awareness Session (For Staff)
	3rd Week	Sharing of Evaluation Results - Department of Business Administration
	3rd & 4th Week	Additional Targets



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