

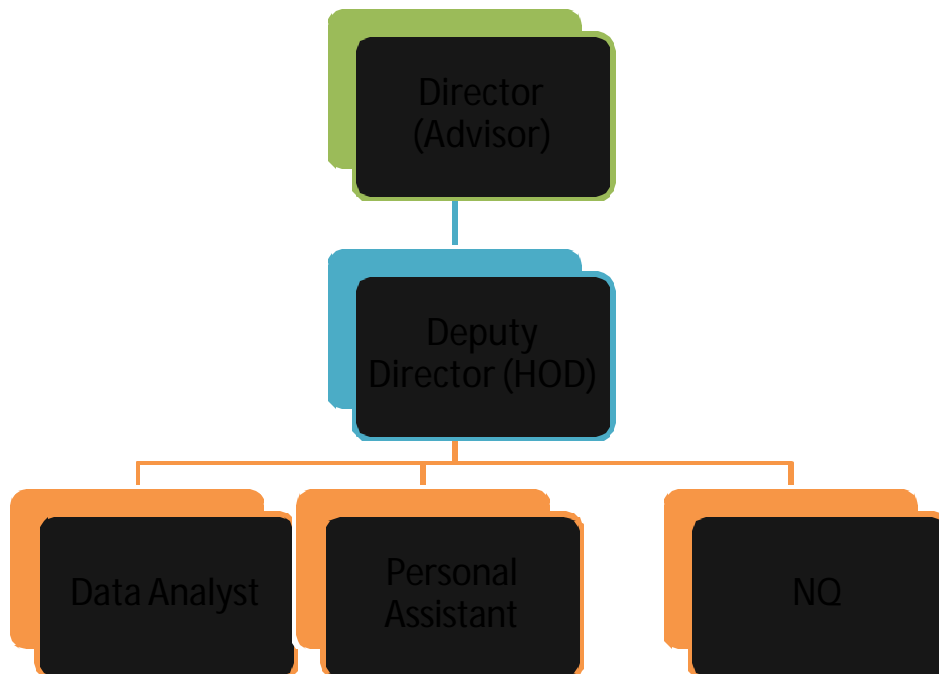


INSTITUTE OF BUSINESS MANAGEMENT

QUALITY ENHANCEMENT CELL

Quality Enhancement Cell of IoBM was established in April 2008.

ORGANIZATIONAL CHART OF QEC



PTs formed :

Departments undertaking SA exercise	PTs formed
Management	Humayun Zafar, Javaid Ahmed, K. Tanveer, A. Q. Molvi, Shagufta Ghauri
Business Communication	Fareeda Ibad, Dr. Ali Asghar, M. Asif Khan
Economics	Dr. Shahida Wizarat, Mr. Zia Abbas Zaidi, Ghayyur Alam
Human Resource Management	Dr. Khalid Amin , Abdullah Patoli
Marketing	Shahnaz Meghani , Faisal Masood Kazi, Saadiyah Said
Education	Dr. Nasreen Hussain, Ms. Mujeebunissa Issani

MAJOR FUNCTIONS OF THE QUALITY ENHANCEMENT CELL

1. The Quality Enhancement Cell (QEC) is to be headed by a Dean/Director reporting directly to Vice Chancellor/Rector. He is to be the correspondent with the outside bodies.
2. QEC is responsible for promoting public confidence that the quality and standards of the award of degrees are enhanced and safeguarded.
3. QEC is responsible for the review of quality standards and the quality of teaching and learning in each subject area.
4. QEC is responsible for the review of academic affiliations with other institutions in terms of effective management of standards and quality of programs.

5. QEC is responsible for defining clear and explicit standards as points of reference to the reviews to be carried out. It should also help the employees to know as to what they could expect from candidates.

6. QEC is responsible to develop qualifications framework by setting out the attributes and abilities that can be expected from the holder of a qualification, i.e. Bachelors, Bachelor with Honors, Master's, M. Phil., Doctoral.

7. QEC is responsible to develop program specifications. These are standard set of information clarifying what knowledge, understanding, skills and other attributes a student will have developed on successfully completing a specific program.

8. QEC is responsible to develop quality assurance processes and methods of evaluation to affirm that the quality of provision and the standard of awards are being maintained and to foster curriculum, subject and staff development, together with research and other scholarly activities.

9. QEC is responsible to ensure that the university's quality assurance procedures are designed to fit in with the arrangements in place nationally for maintaining and improving the quality of Higher Education.

10. QEC is responsible to develop procedures for the following:

- ✓ Approval of new programs
- ✓ Annual monitoring and evaluation including program monitoring, faculty monitoring, and student's perception.
- ✓ Departmental review
- ✓ Student feedback
- ✓ Employer feedback
- ✓ Quality assurance of Master's, M. Phil. And Ph. D. degree programs.
- ✓ Subject review
- ✓ Institutional assessment
- ✓ Program specifications
- ✓ Qualification framework

WORKSHOPS/ TRAININGS/ MEETINGS ATTENDED/ ORGANIZED BY QEC AT NATIONAL /INTERNATIONAL LEVEL FOR AWARENESS ON THE SUBJECT

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S. No	Title of the event	Date	Purpose of the event (Participation/ Contribution)
1	First Q.A. Quality Awareness and Self Assessment workshop for private Sector Universities. Venue: Lahore, organized by HEC	May 28 th & 29 th , 2008	Participation and Contribution
2	Establishment of Quality Enhancement Cell (QEC) – training for QEC official. Organized by HEC at Karachi	April 2010	Participation and Contribution
3	Implementation of Degree Supplement form. Organized by HEC at Karachi.	May 2010	Participation

**Nonvoting Membership of the Statutory Bodies of the University
Acquired By the QEC Head**

S. No	Name of the statutory body	Date when acquired
1	Management Review Meeting	May 2008
2	Board of Studies	May 2008
3	Academic Council	May 2008

QEC site maintained by Shehbaz Ahmed Khan, Data Analyst, QEC-IoBM