



Department of Quality Assurance Activity Calendar 2022-23

Month/Week		DQA Activities
September 2022	1 st Week	❖ Formation of Program Team
	2 nd Week	❖ Completion of PGPR Forms for HEC visit
	3 rd Week	❖ Submission of Quality Assurance Paper in APQN (30th Sept 2022) Digitalization of HEIs
	4 th Week	❖ Processed and Issued Invitation and Visa Support Letters to Reviewers of World Physiotherapy (WCPT) Accreditation Team for Review visit at FUCP on Day 1: October 31st,2022 and Day2: November 1st, 2022.
October 2022	2 nd Week	❖ Training Workshop on SAR Writing Skills for PT members
	3 rd Week	❖ Preparation of DQA Activity Calander for submission to HEC. ❖ Preparation for HEC PGPR visit ❖ Liaise with Department of Electrical Engineering for SAR Submission to PEC.
	4 th Week	❖ Closing the loops of Previous SARs
Nov 2022	1 st Week	❖ Higher Education Statistic (HES) data submission to HEC ❖ HEC PGPR Visit ❖ WCPT Accreditation Team Visit (October 31st – Nov 1st, 2022)
	2 nd Week	❖ Awareness Seminar on QS Asia Ranking
	3 rd Week	❖ Launching of Graduating Batch Survey (after Mid Term Exam) – Fall 2022 ❖ Training Session of Quality Assurance in Medical Education (External RP)
	4 th Week	❖ Quality Assurance Paper Submission to APQN
Dec 2022	1 st Week	❖ Data compilation for QS Ranking ❖ Organize OBE training for FUSST Faculty Members
	2 nd Week	❖ Data gathering for UPR and UWD (SIPE 2022-23) ❖ Launching of QA Feedback Surveys – Fall 2022
	3 rd Week	❖ Compliance Revisit Meeting on SIPE 2021-22 ❖ Process the renewal of PNQAHE Membership for Year 2023
	4 th Week	❖ Formation of External Assessment Team ❖ Review INQAHE Proposals for capacity building in Coordination with Director QA.
Jan 2023	1 st Week	❖ Awareness Seminar on Time Impact Ranking 2023
	2 nd Week	❖ 1st Cycle – SAR External Review of MS Artificial Intelligence & MSEE
	3 rd Week	❖ Preparation of UPR and UWD for SIPE 2022-23 ❖ Feedback Reports (Fall – 2022) preparation & Submission ❖ 1st Cycle – SAR External Review of MS – Finance
Feb 2023	1 st Week	❖ Pre-arrangements to conduct SIPE 2022-23 visit
	2 nd Week	❖ Self-Institutional Performance Evaluation of FUI (SIPE 2022-23) ❖ 2nd Cycle – SAR External Review of BS, MS, and PhD English
	3 rd Week	❖ Preparation and dissemination of Implementation Report of SIPE 2022-23 ❖ 1st Cycle – SAR External Review of MS Program of FUCP



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FOUNDATION UNIVERSITY ISLAMABAD

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Month/Week		DQA Activities
	4 th Week	<ul style="list-style-type: none"> ❖ 2nd Cycle – SAR External Review of MS & PhD Management Sciences ❖ Evaluate Research Publications of FUI Faculty Members in their AERs
Mar 2023	1 st Week	<ul style="list-style-type: none"> ❖ Compliance Revisit Meeting
	2 nd Week	<ul style="list-style-type: none"> ❖ Progress Review Meeting SIPE 2022-23 ❖ Process the renewal of INQAAHE Membership for Year 2023
	3 rd Week	<ul style="list-style-type: none"> ❖ Participation of DQA in the 4th International Conference of PNQAHE
Apr 2023	1 st Week	<ul style="list-style-type: none"> ❖ Preparation for the INQAAHE Conference 2023 – obtaining necessary approval
	3 rd Week	<ul style="list-style-type: none"> ❖ Launching of Graduating Batch Survey (after Mid Term Exam)
May 2023	1 st Week	<ul style="list-style-type: none"> ❖ Liaise with Department of Engineering Technology for submission of SAR to NTC for the BSc Biomedical Engineering Technology and Information Engineering
	2 nd Week	<ul style="list-style-type: none"> ❖ Faculty of Management Sciences Compliance Revisit Meeting (SARs) ❖ Conduct Pre-Accreditation meeting with Dept. of Engineering Technology
	3 rd Week	<ul style="list-style-type: none"> ❖ Launching of QA Feedback Surveys – Spring 2023 ❖ Process the renewal of APQN Membership for Year 2023
	4 th Week	<ul style="list-style-type: none"> ❖ Launching of QA Feedback Surveys – Spring 2023 (CMS)
June 2023	1 st Week	<ul style="list-style-type: none"> ❖ Compliance Revisit Meeting (HEC's PGPR) with all faculty ❖ Participate in the INQAAHE Conference 2023 being held at Astana, Kazakhstan (June 5-8, 2023)
	2 nd Week	<ul style="list-style-type: none"> ❖ Feedback Reports of Spring 2023 and its Compliance
	3 rd Week	<ul style="list-style-type: none"> ❖ Organize SAR related training for PEC Accreditation in respect of Dept. of Electrical Engineering