



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

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ACTIVITY PLAN FOR ACADEMIC YEAR 2023-24

S No	Activity	Scheduled	Resource Person
01	Updating University Portfolio Report (UPR)	1 <sup>st</sup> August 2023	Director QEC & Team
02	QEC team Meeting with Worthy Vice Chancellor for UPR review and YPR preparing	9 <sup>th</sup> August 2023	Meeting Organized by QEC USMS
03	Meeting About Yearly Progress Report (YPR)	11 <sup>th</sup> August 2023	Director QEC & Team & HODs
04	Seminar "How to Maintain attendance for QEC record"	14 <sup>th</sup> August 2023	I. Director QEC II. Mr. Shahid Hussain Soomro
05	Internal Review Meeting	16 <sup>th</sup> August 2023	Dr Akhtiar. Dr Dhani Bux
06	I. External Review meeting II. Meeting with Faculty members	18 <sup>th</sup> August 2023	I. Dr. Mansoor Khothro Director QEC & Team
07	Finalizing/Submitting (YPR 2022-23)	28 <sup>th</sup> August 2023	Director QEC
08	Meeting about Making Activity Clander 2023-24	15 <sup>th</sup> September 2023	Director QEC, HODs & Team
09	Awareness Seminar with HOD's about Departmental Self-Assessment Report (SAR)	3 <sup>rd</sup> November 2023	Dr. Dhani Bux Talpur (Director QEC) & Team
10	Program Team training about Self-Assessment Report	17 <sup>th</sup> November 2023	Director QEC & Team
11	Course File Audit	30 <sup>th</sup> November 2023	Director QEC & Team
12	Each department to prepare SAR and submit to QEC	1 <sup>st</sup> - 10 <sup>th</sup> December 2023	Program Team of each department (PT)
13	I. Course & Teacher Evaluation Education Department II. Course & Teacher Evaluation Department of Computer Science/Information Technology III. Course & Teacher Evaluation Department of Business Administration IV. Course & Teacher Evaluation Department of English	I. 4 <sup>th</sup> December 2023 II. 6 <sup>th</sup> December 2023 III. 8 <sup>th</sup> December 2023 IV. 10 <sup>th</sup> December 2023	Program team (PT) and QEC team

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14	Feedback by QEC on all SAR to the concern departments	20 <sup>th</sup> December 2023	Director QEC & Team
15	Orientation HEC(QA) Policies and Criteria including suggestions based on the previous observation by during the period of 2022-23	1 <sup>st</sup> January 2024	Director QEC & Team
16	QEC to submit the executive summary to the worthy Vice Chancellor	8 <sup>th</sup> January 2024	Director QEC
17	Awareness Seminar course & teacher evaluation for students	19 <sup>th</sup> January 2024	QEC, USMS
18	Teacher course evaluation Seminar at the end of the semester	25 <sup>th</sup> January 2024	QEC Team
19	QEC meeting regarding (YPR) 2023-24	1 <sup>st</sup> February 2024	QEC, USMS
20	QEC review the progress on implementation plan at the end of semester	15 <sup>th</sup> March 2024	Director QEC & Team
21	Seminar about "Quality Assurance and Enhancement Mechanism in Tertiary Education of Pakistan"	29 <sup>th</sup> March 2023	Director QEC USMS
22	Awareness Workshop on teacher student Exchange Program	3 <sup>rd</sup> April 2024	Director Academics USMS
23	Meeting with HODs regarding NOC for Master Program	10 <sup>th</sup> April 2024	Director QEC, Director Academics, HODs
24	Self -IPE	15 <sup>th</sup> April 2024	Deputy Director Mr Raheel Noor Chandio
24	Seminar on Quality Research and Quality Retention	20 <sup>th</sup> April 2024	QEC USMS
25	Meeting with worthy Vice Chancellor about QEC progress from 2023-24	2 <sup>nd</sup> May 2024	Worthy Vice Chancellor & QEC team
26	Workshop on Bloom Taxonomy & OBE	15 <sup>th</sup> May 2024	QEC Team

Director QEC

Vice Chancellor