



ACTION PLAN OF QUALITY ENHANCEMENT CELL DOW UNIVERSITY OF HEALTH SCIENCES FOR THE YEAR July 2015 – June 2016

The action plan of Quality Enhancement Cell (QEC) of Dow University of Health Sciences (DUHS) is consisted in two parts as,

- 1 **Main Targets** that directly related with provided major objectives/ guidelines of Quality Assurance Agency (QAA) of HEC.
- 2 **Quality Based Actions and Initiatives** that supports the Quality measures of DUHS in achievement of minor objectives as set by DUHS in relation to HEC.

1 MAIN TARGETS

| S. No. | Main Targets | Working Time Line Year 2015-2016 | | | | | | | | | | | |
|--------|---|----------------------------------|-----|------|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| | | July | Aug | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun |
| 1. | Orientation Session for Program Team members of various departments/institute regarding the Self-Assessment procedures | | | | | | | | | | | | |
| 2. | Working on the SAR Drafts received from the various departments/ institute of DUHS | | | | | | | | | | | | |

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| 3. | Conduction of Teacher's Evaluation and Course Evaluation by students & faculty course review report. | | | | | | | | | | | | |
| 4. | Analysis of Data by QEC team, received from the various departments/ institute of DUHS | | | | | | | | | | | | |
| 5. | Review of SAR Draft received from the various departments/ institutes of DUHS | | | | | | | | | | | | |
| 6. | Finalization of SARs | | | | | | | | | | | | |
| 7. | Constitution of Assessment Team to evaluate the SAR | | | | | | | | | | | | |
| 8. | Assessment Team report finalization | | | | | | | | | | | | |
| 9. | Implementation plan finalization | | | | | | | | | | | | |

2 QUALITY BASED ACTIONS AND INITIATIVES

| S. No. | Main Targets | Working Time Line | | | | | | | | | | | |
|--------|--|-------------------|-----|------|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| | | July | Aug | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun |
| 1. | Conduction of Internal Quality Audit (IQA) 2015 of DUHS. | | | | | | | | | | | | |
| 2. | Conduction of Surveillance Quality Audit by Vincotte 2015 of DUHS. | | | | | | | | | | | | |
| 3. | Participation in University's Statutory Bodies Meeting as member. | | | | | | | | | | | | |
| 4. | Participation in National / International Events | | | | | | | | | | | | |
| 5. | Facilitation of DUHS Students for foreign Electives. | | | | | | | | | | | | |
| 6. | Publicize QEC activities through print / electronic media for the said period (minimum target of two news at least). | | | | | | | | | | | | |
| 7. | Trainings of QEC officials, regarding | | | | | | | | | | | | |

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| | their participation in relevant workshop/conferences/seminars. | | | | | | | | | | | | |
| 8. | Working on International linkage of Global Health Learning Opportunities (GHLO). | | | | | | | | | | | | |
| 9. | Participation in the awareness session of University Budget Allocation. | | | | | | | | | | | | |
| 10. | Participation in meeting/ events organized by QAA of HEC. | | | | | | | | | | | | |
| 12. | Updating the QEC website of DUHS. | | | | | | | | | | | | |
| 13. | Conduction of Internal Quality Audit (IQA) 2016 of DUHS. | | | | | | | | | | | | |
| 14. | Visits of HEC team(s) for QAA purpose. | | | | | | | | | | | | |

Effective from: 11th July 2015.