



**FAISALABAD MEDICAL UNIVERSITY**

**QUALITY ENHANCEMENT CELL**

**ACTIVITY CALENDAR**

**2024-2025**



**QUALITY ENHANCEMENT CELL,**  
**FAISALABAD MEDICAL UNIVERSITY, FAISALABAD.**  
**PATRON IN CHIEF:** VICE CHANCELLOR, FMU PROF. DR. ZAFAR ALI CHOUDRY (TI)  
**DIRECTOR QEC:** PROF.DR. FAKEHA REHMAN (HEAD OF PATHOLOGY DEPARTMENT)  
**DY. DIRECTOR/ ASSISTANT DIRECTOR:** MRS. ZUNERA MAZHAR



| Sr. No. | Year         | Activity & task  |
|---------|--------------|--|
| 1.      | July 2024    | <ul style="list-style-type: none"><li>• Attending online session for Preparation of YPR</li><li>• Submission of evaluation of examination to QAA HEC</li><li>• Updating QEC website</li></ul>  |
| 2.      | August 2024  | <ul style="list-style-type: none"><li>• Organizing feedback proformas of different programs</li><li>• QEC management review meeting</li></ul>  |
| 3.      | October-2024 | <ul style="list-style-type: none"><li>• FMU Employee Data Submission to HEC</li><li>• Meeting regarding QEC activities and upcoming tasks</li><li>• Main Campus of FMU &amp; 56 Departments of clinical, basic, and allied health sciences registration in PQR</li><li>• Submission of information regarding key offices of the Faisalabad medical university, Faisalabad</li></ul>  |
| 4.      | Nov- 2024    | <ul style="list-style-type: none"><li>• Assigning Tasks for the preparation of Yearly Progress Report of QEC for the year 2025</li><li>• HEC Meeting regarding Nursing Affiliated Colleges.</li><li>• Nomination of Program Team &amp; Assessment Teams as per HEC Criteria.</li><li>• An HEC session about RIPE &amp; YPR attended.</li><li>• Submission of information regarding Key offices of Faisalabad Medical University</li><li>• Training session held on 21&amp;22 November 2024 by the Planning Commission department, in collaboration with HEC.</li><li>• The nomination of internal &amp; external evaluators for review of IPE (RIPE) under the revised Quality Assurance Framework</li><li>• Constitution of the institutional quality circle</li><li>• Submission of Activity Calendar 2024-2025 to HEC</li></ul> |
| 5.      | Dec-2024     | <ul style="list-style-type: none"><li>• Awareness session of QEC focal persons regarding SAR &amp; QEC activities</li><li>• audit of the self-assessment report of the BS program of medical laboratory technology and diploma in clinical pathology</li><li>• Awareness session of QEC to the ophthalmology department regarding SAR preparation.</li><li>• Issuance of notification of annual IPE to internal and external members</li><li>• Submission of abstracts to 5<sup>th</sup> international conference of PNQAHE</li><li>• Evaluation of feedback proformas as per HEC criteria</li></ul>   |

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|     |             | <ul style="list-style-type: none"> <li>• audit of the self-assessment report of the BS program of vision sciences and diploma in ophthalmic medicine &amp; surgery (cycle 1)</li> </ul>  |
| 6.  | Jan- 2025   | <ul style="list-style-type: none"> <li>• Participation in the 5<sup>th</sup> international conference of PNQAHE</li> <li>• audit of the self-assessment report of the BS program of renal dialysis (cycle 1)</li> <li>• audit of the self-assessment report of the diploma in gynecology &amp; obstetrics (cycle 1)</li> <li>• Awareness session of QEC focal persons regarding filling of university-wide data</li> <li>• Meeting of institutional quality circle</li> </ul>                              |
| 7.  | Feb- 2025   | <ul style="list-style-type: none"> <li>• Planning and Conducting of Teacher Course Evaluations by undergraduate &amp; postgraduate Students</li> <li>• audit of the self-assessment report of the MD/MS program of the university (cycle 1)</li> <li>• audit of the self-assessment report of the BS program of radiography &amp; imaging technology and diploma in medical radiation technology (cycle 1)</li> <li>• Awareness session of QEC focal persons regarding SAR &amp; QEC activities</li> </ul> |
| 8.  | March-2025  | <ul style="list-style-type: none"> <li>• audit of the self-assessment report of the BS program of theatre technology (cycle 1)</li> <li>• audit of the self-assessment report of the BS program of renal dialysis (cycle 1)</li> <li>• audit of the self-assessment report of the BS program of clinical psychology &amp; diploma in psychiatric medicine (cycle 1)</li> <li>• Inspection of student, course, and faculty files for HEC PGPR visit 2025</li> </ul>   |
| 9.  | April- 2025 | <ul style="list-style-type: none"> <li>• audit of the self-assessment report of the diploma in tuberculosis &amp; chest diseases (cycle 1)</li> <li>• audit of the self-assessment report of the diploma in medical jurisprudence (cycle 1)</li> <li>• Planning and conduction of IPE</li> </ul>   |
| 10. | May- 2025   | <ul style="list-style-type: none"> <li>• Compilation of assessment findings of all SARs &amp; implementation plans</li> <li>• Awareness session of QEC focal persons regarding SAR &amp; QEC activities</li> </ul>   |
| 11. | June-2025   | <ul style="list-style-type: none"> <li>• Preparation of Yearly Progress Report (YPR) of 2023-2024</li> <li>• Celebration of World Accreditation Day at the main campus</li> </ul>  |
| 12. | July-2025   | <ul style="list-style-type: none"> <li>• Submission of yearly progress report</li> </ul>   |

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**Prof. Dr. Fakeha Rehman**  
**Director Quality Enhancement Cell**