



# Activity Plan

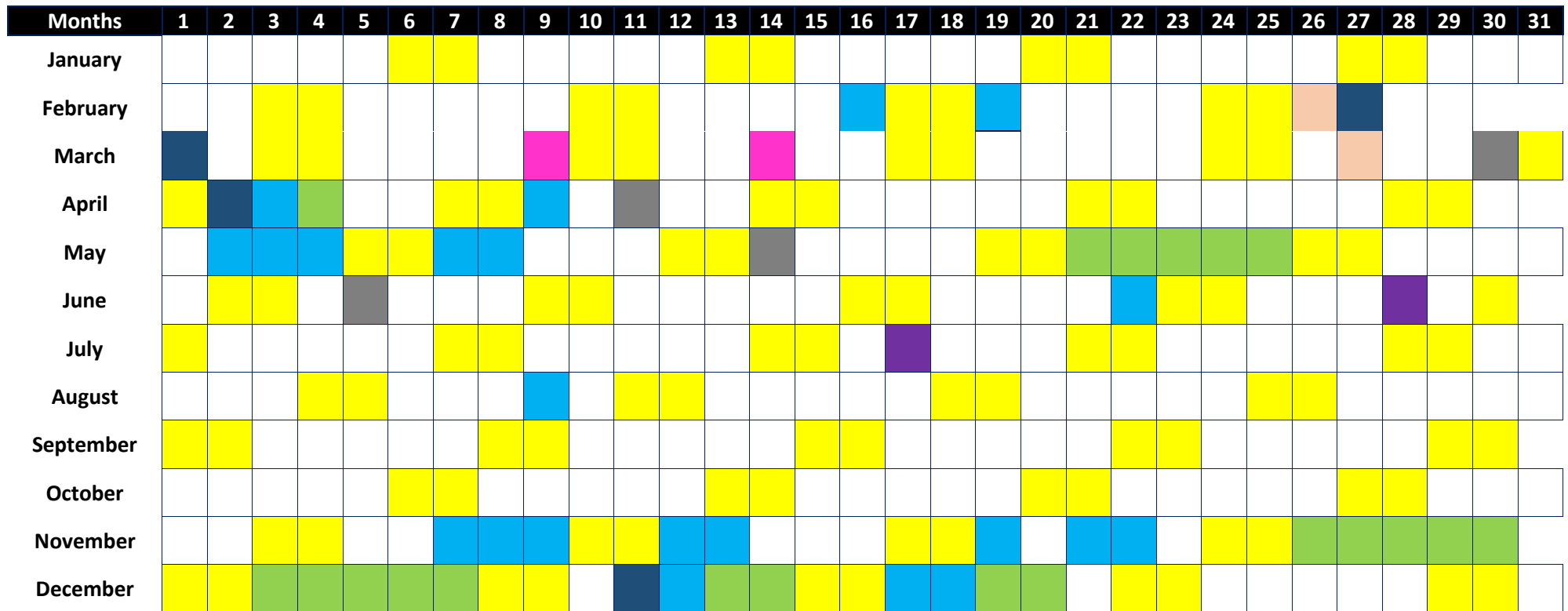
For



**Quality Enhancement Cell**

**BALUCHISTAN UNIVERSITY OF ENGINEERING & TECHNOLOGY,  
KHUZDAR**

## QEC Activity Plan for Year 2018



----- Surveys



----- Visits [Program Review/SA Teams]



----- Meetings



----- YPR/Statistical Data



----- Public holidays



----- Workshops/Seminar



----- Weekends



----- Follow up of Implementation plans



----- Course File Checking



----- Office Work

## Activity Plan of QEC for Year 2018

Months		Activities
<b>January</b>	1 <sup>st</sup> Week	Visit of Institutional Performance Evaluation Team
	2 <sup>nd</sup> Week	
	3 <sup>rd</sup> Week	
	4 <sup>th</sup> Week	
<b>February</b>	1 <sup>st</sup> Week	Survey of Faculty Course Review Report
	2 <sup>nd</sup> Week	
	3 <sup>rd</sup> Week	
	4 <sup>th</sup> Week	<ul style="list-style-type: none"> <li>Awareness Seminar for fresh intake</li> <li>Meeting regarding formation of SA Team for BS(CS) Program</li> </ul>
<b>March</b>	1 <sup>st</sup> Week	Meeting with PT Members regarding Program Review Team Visit
	2 <sup>nd</sup> Week	Visit of Program Review Team
	3 <sup>rd</sup> Week	Visit of Self-Assessment Team
	4 <sup>th</sup> Week	<ul style="list-style-type: none"> <li>Continuing Professional Development Workshop</li> <li>Meeting on Implementation Plan of SAR</li> </ul>
<b>April</b>	1 <sup>st</sup> Week	<ul style="list-style-type: none"> <li>Meeting with PT Members of ME Program</li> <li>Online Faculty Survey of ME Program</li> <li>Course File Checking of ME Program</li> </ul>
	2 <sup>nd</sup> Week	Online Students Course & Teacher Evaluation of ME Program
	3 <sup>rd</sup> Week	
	4 <sup>th</sup> Week	Follow-up meeting of Implementation Plan
<b>May</b>	1 <sup>st</sup> Week	Online Student Course & Teacher Evaluation of BE/BS(CS) Programs
	2 <sup>nd</sup> Week	Online Student Course & Teacher Evaluation of BE/BS(CS) Programs
	3 <sup>rd</sup> Week	<ul style="list-style-type: none"> <li>Follow-up meeting of Implementation Plan</li> <li>Course File Checking of BE/BS Programs</li> </ul>
	4 <sup>th</sup> Week	
<b>June</b>	1 <sup>st</sup> Week	
	2 <sup>nd</sup> Week	Meeting regarding corrective actions taken against SA Report
	3 <sup>rd</sup> Week	Faculty Course Review Report for BE/BS(CS) Programs
	4 <sup>th</sup> Week	Yearly Progress Report (YPR)

Months		Activities
<b>July</b>	1 <sup>st</sup> Week	Statistical Data
	2 <sup>nd</sup> Week	
	3 <sup>rd</sup> Week	
	4 <sup>th</sup> Week	
<b>August</b>	1 <sup>st</sup> Week	Faculty Course Review Report for ME Program
	2 <sup>nd</sup> Week	
	3 <sup>rd</sup> Week	
	4 <sup>th</sup> Week	
<b>September</b>	1 <sup>st</sup> Week	Capacity Building Workshops for Technical & Lower Staff
	2 <sup>nd</sup> Week	
	3 <sup>rd</sup> Week	
	4 <sup>th</sup> Week	
<b>October</b>	1 <sup>st</sup> Week	Capacity Building Workshops for Officers & Faculty Members
	2 <sup>nd</sup> Week	
	3 <sup>rd</sup> Week	
	4 <sup>th</sup> Week	
<b>November</b>	1 <sup>st</sup> Week	<ul style="list-style-type: none"> <li>Meeting with PT Members of BE/BS(CS) Programs</li> <li>Online Student Course, Teacher Evaluation &amp; Graduating Survey of BE/BS(CS) Programs</li> </ul>
	2 <sup>nd</sup> Week	
	3 <sup>rd</sup> Week	
	4 <sup>th</sup> Week	Course File Checking & Online Faculty Survey of BE/BS(CS) Programs
<b>December</b>	1 <sup>st</sup> Week	Course File Checking & Online Faculty Survey of BE/BS(CS) Programs
	2 <sup>nd</sup> Week	<ul style="list-style-type: none"> <li>Meeting with PT Members of ME Program</li> <li>Online Faculty Survey of BE/BS(CS) Programs</li> </ul>
	3 <sup>rd</sup> Week	
	4 <sup>th</sup> Week	