

# Policy Document

*Quality Assurance Cell*

*Ibn-e-Sina University*  
Mirpurkhas. Sindh Pakistan

Our greatest glory is not  
in never failing, but in  
rising every time we fail.

- Confucius

## INTRODUCTION

This Quality Policy is a strategic level document which outlines approach of Ibn-e-Sina University to the management of quality and standards in an integrated manner. Ibn-e-Sina University's approach to quality assurance strives to comply with the provisions of the Quality Assurance Agency of Higher Education Commission (QAA-HEC) guidelines and the Quality Assurance in Higher Education Framework 2023 as envisioned in the Pakistan Precepts, Standards and Guidelines (PSG-2023). The university actively engages and strives for attainment of international level standards and benchmark guidelines for Quality Assurance and takes its inspiration from national and international level good practices and lessons learned through peer learning attained through collaboration with universities.

Ibn-e-Sina University aspires to actualize excellence in teaching and research in order to improve health and the socio-economic conditions of its salient stakeholders in its catchment area and beyond. To realize its quality-laden ambition of socio-economic development, the university continuously determines and monitors relevant benchmark standards through use of qualitative critical success factors (CSF) and quantitative metrics such as key performance indicators (KPIs) to measure academic progress and ensure quality assurance. The University with a continuous improvement approach philosophy of Kaizen not only add value to its service delivery in the catchment area but strives to meet national and international manpower demands.

Our quality laden efforts are further aligned through integrated quality assurance approaches which help us to contribute towards attainment of

international governance targets of Sustainable Development Goals 2030. Overall, the university strives to move ahead with an unwavering focus on standardization to infuse a quality culture across its faculty, staff, degree programs, processes and graduates at its main campus, sub campuses and affiliated colleges through the following endeavours:

- Provision of an appropriate ambience for acquisition of knowledge through quality laden teaching, research and commercialization of products and intellectual property.
- Aspire for quality education with relevance to local needs in order to complement national efforts for attainment of Sustainable development goals (SDGs).
- Benchmarking for best practices to meet national quality assurance targets and striving for conformance to international standards.
- Strive for student-oriented approach to imbue a spirit of lifelong learning approach in students, faculty and staff members.
- Striving for the adoption and implementation of HEC-QAA and accreditation bodies related policies and criteria in entire district and province.
- Practicing institutionalized quality approach, where quality is everybody's, responsibility aiming for a positive dis-conformance through elevation of quality yardsticks beyond the minimal requirements of HEC and its accreditation bodies.

### **Quality Mission of QAC, Ibn-e-Sina University.**

“The Quality Assurance Cell at Ibn-e-Sina University Mirpurkhas Sindh Pakistan is committed to the enhancement of quality in every aspect of educational content development, delivery and assessment. Through the establishment and enhancement of standards and their rigorous implementation along with frequent trainings / workshops / conferences in each and every division / department of the University, the QAC will try and inculcate a quality culture that will permeate every aspect of the University's working.

### **Quality vision of QAC, Ibn-e-Sina University.**

“To induct a continuous process of quality assurance and enhancement in every aspect of education and service delivery at the at Ibn-e-Sina University Mirpurkhas Sindh Pakistan. Endeavouring to function in conformance with national level quality assurance assigned Critical success factors (CSFs) and Key performance indicators (KPIs) with enhancing readiness for coping continuous change for improvement of quality.

## **Role and responsibilities of QAC.**

Creating and maintaining a quality conscious culture is necessary for ensuring quality assurance in the domains of higher education sector. In this regard, the Quality Assurance cell of ISU serves as an internal mechanism to respond to the changes triggered due to regulation and market dynamics in order to uphold public confidence in the graduates and post graduates' programs offered at constituents' colleges. The Quality Assurance Cell, lays foundation for appropriate structures and processes to ensure that institutional practices in regards to teaching and research publications are in sync with external market demands and requirements of regulatory bodies such as HEC and the accreditation councils. In addition, to its role the QAC is also responsible for monitoring and evaluating the performance of individual level courses, teachers' evaluations, launch of new degree programs and adoption of HEC policies in its true spirit. Likewise, QAC ensures that faculty members are given adequate capacity building trainings in the form of seminars, webinars and training workshops in order to understand the demands placed upon program teams members and Assessment Teams members as well as to ensure readiness for embracing new quality frameworks such as PSG 2023 and new teaching pedagogies and research tools. The QAC is responsible for submission of yearly progress report to HEC-QAA within the stipulated deadline each year in the light of targets assigned to each university. The QAC office strives to be an early adopter of the new policy level changes initiated by QAA-HEC such as the Pakistan Precepts, Standards and Guidelines for Quality Assurance in Higher Education 2023. In this regard, the following initiatives have been planned at QAC, ISU Mirpukhas Sindh.

## **Formation of Institutional Quality Circle (IQC).**

In the light of its mission statement, ISU strives to instil a culture of quality across departments; wherein, quality is everybody's responsibility and not the exclusive domain of QAC in order to adhere to not only national but international level standards and benchmarks.

The Ibn-e-Sina University has developed an institutional quality circle (IQC) and notify the IQC which is to be headed by the competent authority and strive for institutionalization of quality in the university and its constituents' colleges. This is an internal quality assurance (IQA) mechanism which will serve as a foundation for the external quality assurance (EQA). The Quality circle will have representation of the following.

## **Membership of institutional quality circle (IQC)**

The membership shall be in accordance with PSG-QAA guidelines with representation of faculty as well as students.

Vide Notification no.

## **Formation of academic audit committee (AAC)**

Ibn-e-Sina University as per the directions of its statutory bodies has formulated an Academic audit committee (AAC) with effect from February, 2023 to monitor the academic performance of various departments/centres/institutes. The academic audit committee pays visit to the concerned academic units and assess the academic performance in a view to ensure that classes are taken on time, adequate provision of facilities is maintained and that HEC quality policies are followed in true letter and spirit. The Academic audit committee furnishes its report to the Registrar

office to the vice chancellor ISU. The Academic audit committee (AAC) comprises of the following members:

Convenor: A senior level university professor

Member/Sec: Director QAC.

Director ORIC

Member: Director ASRB

Member: Controller of Examination or Nominee Member. Registrar or Nominee

### **Annual assessment of targets assigned by QAA-HEC.**

Ibn-e-Sina University shall strive for a hundred percent PREE submission policy for its constituents' colleges. Currently, the university at its main campus and sub campuses has attained 100 percent PREE submission for all its bachelors' programs. The affiliated colleges shall be encouraged to enhance their PREE submission as per the requirement of Quality Assurance Agency of Higher Education Commission in order to further improve the quality of teaching and research undertaken at constituents' colleges. The office of QAC shall strive for arrangement for Self or HEC level institutional performance evaluation initiatives. In this regard, the university shall strive for early adoption of Review of Institutional performance evaluation RIPE as stated in the PSG-2023 QA framework of Higher Education Commission Islamabad.

The QAC personnel shall actively participate in capacity building training organized by HEC in this regard and offer cascading training to faculty members of University and QEC focal persons in constituent's colleges. The



QAC shall inform the concerned quarters regarding the corrective measures taken against the recommendations of the members of review of institutional performance evaluation visits with a continuous improvement approach.

## **Accreditations-REQAAB & programs review-PREE**

The QAC, at ISU shall serve a focal point for consultation of accreditation related matters wherein the university aspires to seek accreditation of all its degree programs. Accreditation is a signal of quality to the outside world and a badge of standardization of educational practices in vogue. In this regard, the Ibn-e-Sina University with its QAC office shall keep a close liaison with all accreditation councils and make such arrangements as necessary to prepare for such accreditations keeping in view financial and manpower availability. Efforts to adopt best practices of Review of the Effectiveness of Quality Assurance and Accreditation bodies (REQAAB) as introduced in PSG-2023 QA framework shall be made in order to become one of the first mover university in this regard. Likewise, the QAC office in consultation with relevant quarters shall support the conduct of post graduate program reviews (PGPR) which can be self-initiated or initiated by the HEC. In this connection, the Ibn-e-Sina University shall strive for early adoption of the Program review for effectiveness and enhancement (PREE) introduced in the PSG-2023 QA framework of HEC.

## **Launching of new degree programs & NOC from HEC.**

The QAC office shall undertake a program needs assessment before submission of applications to QAA for No objection Certificate (NoC) for launch of Graduate level degree programs.

Ibn-e-Sina University is currently working to launch 12 graduate level programs (7 M. Phil, and 5 MS/MD) programs in 2024-2025. The QAC office shall ensure that no constituents college offers graduate (MS/MD, M.Phil.) level programs and all degree programs of constituent's colleges undergo accreditation process through QAC, a relevant council available for accreditation of programs.

## **QAC SETUP AT MAIN CAMPUS.**

The structure of QAC as suggested by the Higher Education Commission holds following 05 permanent positions which should be filled and appropriate facilities be provided to QEC such as space for office holders and adequate funding needed for proper functioning.

- Director
- Deputy Director
- Assistant Director (2)
- Data Analyst
- Support staff

## **QEC setup at constituents' colleges.**

In the light of Higher Education Commission HEC and depending the nature of the work and to carry out the activities throughout the university, there is a need to establish full- fledged QEC setup at the campuses and affiliated colleges as given below:

- Deputy Direct (QEC head for Campus/affiliated college)
- Assistant Director/ Data Analyst (one position)
- Support staff

Likewise, at the affiliated colleges the QEC focal persons shall be set up in the light of HEC guidelines although some colleges have already established said QECs. More recently the QEC set at Main campus, sub campuses and affiliated colleges shall be brought in conformance with PSG-2023 QA framework of HEC-QAA.

**NB: The policy was submitted by QAC on 15, September 2024 to competent authority to be placed among agenda of the forthcoming meeting of the academic council of the Ibn-e-Sina University.**