



# QUALITY ENHANCEMENT CELL

## UNIVERSITY OF HEALTH SCIENCES LAHORE

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21<sup>st</sup> July, 2012

### Minutes of the QEC Meeting

A meeting of the heads of the departments of University of Health Sciences, Lahore was held on Friday 20<sup>th</sup> July, 2012 at 2.30pm in the video conferencing room to discuss the findings of the surveys of students course evaluation and teacher evaluation of each program. The meeting was chaired by Prof. I. A. Naveed, Vice Chancellor of University of Health Sciences.

The following attended:

1. Prof. I. A. Naveed, *Vice Chancellor, UHS*
2. Prof. Arif Rashid Khawaja, *Director of QEC*
3. Prof. Mohammad Tahir, *Head of Anatomy Department*
4. Prof. A. H. Nagi, *Head of Pathology Department*
5. Prof. Gen. Abdul Hannan, *Head of Microbiology Department*
6. Prof. K.P.Lone, *Head of Physiology & Cell Biology Department*
7. Prof. Mohammad Aslam Khan, *Head of Human Genetics & Molecular Biology Department*
8. Dr. Shahida Mohsin, *Asstt. Professor of Haematology Department*
9. Dr. Nadeem Afzal, *Asstt. Professor of Immunology Department*
10. Dr. Saqib Mahmood, *Asstt. Professor of Allied Health Sciences*
11. Dr. Muhammad Shahzad, *Asstt. Professor of Pharmacology*
12. Dr. Allah Rakha, *Asstt. Professor of Forensic Sciences*
13. Dr. Haiba Kanwal, *Asstt. Professor of Biochemistry*
14. Dr. Mansoor Ghani, *Course Coordinator of Nursing Department*
15. Mr. Yasir Sultan, *PSO to VC*
16. Mr. Waqas Latif, *Data Analyst QEC*
17. Ms. Noreen Aslam, *Personal Assistant QEC*

The meeting started with the recitation from the Holy Quran and the following points were discussed in the meeting:

- The director Quality Enhancement Cell outlined the agenda for the meeting which was to discuss the recent requirements by the HEC to incorporate and implement the findings of course and teacher evaluation surveys
- The director congratulated those departments who had outstanding evaluation on both teacher and course evaluation surveys.
- Individual department were handed over the outcomes of the surveys.
- The Vice Chancellor stressed the importance of the surveys and directed the heads of the departments to provide the concrete steps that will be taken in keeping the findings of the surveys.

- The Vice Chancellor also directed the Quality Enhancement Cell to hold another meeting in this regard within one week so that the proposals can be incorporated in implementation plan in fall semester 2012.
- The Vice Chancellor constituted a committee, comprising on Dr. Asad Zahher, Registrar, University of Health Sciences and Prof. Arif Rashid Khawaja, Director QEC, to nominate two top scoring teacher of the University of Health Sciences as per the direction of the HEC.

**Prof. Arif Rashid Khawaja**

*Director*

*Quality Enhancement Cell*

*University of Health Sciences, Lahore*

**Cc:**

- *All Departments, UHS*
- *PSO to VC, UHS*
- *Ms.Fakiha Zafar, QAA, HEC*
- *Registrar, UHS*