Quality Enhancement Cell

Quality is the result of a carefully constructed cultural environment. It has to be the fabric of the organization, not a part of fabric

Philip B. Crosby

Inside this issue

⇒ Message from Vice Chancellor

⇒ Message from Advisor Quality

Message from Vice Chancellor

Dr. Ijaz Ahmad Malik, Air Cdre (R), Sitar-e-Imtiaz (Military)

Quality Enhancement Cell of Air University has completed another year of its relentless efforts in pursuit of its mission and contributed positively in enhancement of learning, teaching and research. QEC along with all department teams have streamlined procedures, developed self Assessment reports and institutional performance standards. During year 2012-13, we have been able to achieve all milestones set by HEC to improve upon quality in HEIs. This became only possible due to involvement of all Chair departments, administrative staff and faculty members at all levels. But let me remind you, that we still have long way to go in achieving national and international standards in quality. In addition to writing reports and their analysis, we have also focused on training of our faculty members. University organized three courses on Professional Competency Enhancement Skills for teachers, a total of fifty two faculty members have completed this course, I am sure this training must have added value in their teaching skills. Improving quality of education requires continuous ,concentrated, focused and dedicated efforts by everyone in institute. It is not one man job, rather it's a team effort which can ensure continuous improvement in quality standards. Every one of us at Air University is a member of the Quality team, therefore, we need to be motivated, keep ourselves abreast with latest global improvements in teaching, research and deliver accordingly. Together we will, Insha-Allah achieve our vision and make Air University a model educational institute.

Message from Advisor Quality

Air Commodore Abdul Wahab Motla

Air University being a prestigious educational institution has always been conscious of the quality of its education and services. To address this important aspect, Air University has a comprehensive set up of Quality Enhancement Cell (QEC) which is in line with the HEC policy. QEC in Air University provides guidelines and support to all departments in development of self-assessment reports, identify problems, causes of these problems and also offer solution to make improvements through assessment reviews. Faculty members and other administrative staff are of prime importance in success of quality program at Air University; their commendable efforts are being acknowledged here as their dedication has paid us dividends in improvements of institutional performance and Image of institution. Quality Enhancement Cell has also played positive role in training of faculty members and organized three PCEPT courses in a row within last one year. The basic purpose of this training was to equip participants with knowledge and skill to perform their task effectively. The need of the hour is to adopt a quality culture in university, which is only possible if everyone from top management to lowest level is committed and involved in enhancement of learning and teaching. Therefore, each one of us must vigorously play his / her role in overall promoting quality culture through which we can demonstrate our resolve to improve upon our quality standards in teaching, learning and research comparable to any national and international standards.

Quality in Higher Education

Institutes

Quality Assurance concept was introduced in UK universities in 1992 with three major components i.e. quality audit, teaching quality assessments and research assessment exercise. QA system in Australian higher education institutes is multidimensional, comprising of different factors including internal processes, self-assessment, performance and student's feedback. Hong Kong universities followed QA system in 1993 with major focus on curriculum design, outcomes assessment and resource provision. Malaysia higher education quality system is based on evaluations of academic programs, quality of learning opportunities, institutional capacity and management of standards. QA system in universities of Pakistan was introduced in 2003 with a slow pace in a phased manner to get full benefits of this program .Our system in Pakistan is based on hypothesis that everyone in institute has responsibility ,commitment, time and willingness for maintaining and enhancing the quality of student.

Higher Education Commission evolved eight criteria's and thirty one standards for HEI's and provided funds to public and non-public universities for establishment of QA system. The program basically comprises of following three major components.

a) Development of criteria and standards for various quality parameters in higher education.
b) Development of processes and capacity building to ensure implementation of these criteria's.
c) *To develop a system to arrange regular internal and external audits.*

Quality assurance set up was established at Air University in 2010 and consolidated its Vision and Mission statements along with objectives of institute. Quality Enhancement Cell identified different functions to fulfill the mission of university and established qualitative and quantitative performance parameters. We at Air university initially focused on creating awareness among faculty members, training of program teams, Assessment teams and writing of Self Assessment Reports of different programs. The students feedback mechanism has been automated and regularly feedback is taken from students and faculty members to make improvements .

HEC has given eight criterion for Quality Assurance in HEIs which are covered in self Assessment Reports and shown as follows :

a) Program mission ,objectives and outcomes
b) Curriculum design and organization
a) Laboratories and computing facilities
b) Student support and guidance
c) Process control
d) Faculty recruitment & retention
e) Institutional support

f) Institutional facilities

Quality Policy at Air University

Air University will serve the community and meet the challenging needs of national and international market by providing quality higher education through effective and efficient quality assurance system underpinned by quality teaching, learning and research. University will also inculcate ethical values in students through its programs to become better citizens.

Advisor Quality conducted Training at IST

Salient Activities Performed by QEC at University

Following are main activities conducted during time period of Jun2012-Jun 2013.

a) Developed 14 self-assessment reports on different programs at main campus and Multan campus

b) Conducted teachers evaluation and student course evaluation for all undergraduate and post graduate programs. These forms were automated and analysis of these surveys were sent to Chair departments

c) QEC organized a workshop and seminar on "Anti-plagiarism measures"

d) QEC organized three Professional Competency Enhancement Programs for Teachers (PCEPT)

e) Organized training sessions for faculty and program teams at university.

f)Developed criteria for department performance assessment.

Closing Ceremony of PCEPT

Senior Dean Addressing Participants

Professional Competency Enhancement Program for teachers (PCEPT) organized in 2012

Teaching is a dynamic and ever changing profession. A teacher's competence is the outcome of perpetual learning which is an essential factor for enriching the core of teaching profession. Air University organized a 25-working days course on professional competency enhancement program for teachers(PCEPT) in collaboration with Higher Education Commission (HEC). The basic purpose of this training was to equip participants with skill and knowledge so they may perform their task efficiently and effectively.

A view of PCEPT class

It is also essential that faculty at any institute should boost the culture of the social norms and values among students to make them better citizens. A total of 32 faculty members participated in this course from all departments, Multan campus and Balqees College. Eight resource person with good repute were invited from different universities to cover all modules with an aim to strengthen communication skills, introduce innovative teaching strategies, create awareness on importance of research and its practical aspects, develop academic planning management skills and enhance testing and evaluating capabilities. Faculty members participated whole heartedly in interactive session and made best use of their time. A total of seventy sessions were conducted during 25 working days. The next page includes glimpse of courses participants of PCEPT.

Air University also organized one short PCEPT course exclusively for faculty members of Multan campus for one week from 7 to 11Jan2013. The third PCEPT course was organized at main Campus and 20 faculty members participated in course from 17-27 June 2013

Closing ceremony of PCEPT

PCEPT at Multan Campus

PCEPT at Islamabad Campus

Participants of Workshop

Workshop on Anti-plagiarism measures

Quality Enhancement Cell organized a workshop on Anti-plagiarism measures on 26-12-2012 to create awareness amongst faculty members on adverse effects of plagiarism detected in thesis/ projects /reports and research papers. A software TURNITIN has been provided by HEC to identify similarity index. As first step Advisor Quality being a head of plagiarism committee created Turnitin accounts of all faculty members. Mr. Muneer Ahmad Deputy Director Quality (QAA) deliberated on plagiarism policy formulated by HEC and optimum utilization of Turnitin software while Ms Mamoona Kausar provided guidelines to use Turnitin soft-ware and demonstrated its applications. Thirty Four faculty members from different departments and other universities participated in the workshop.

Participants with VC Air University

Salients of Higher Education Commission Plagiarism Policy

Definition: According to concise oxford dictionary, plagiarism is defined as "taking and using the thoughts, writings, and inventions of another person as one's own.

Aim

The aim of the policy is to apprise students, teachers, and researchers and staff about plagiarism and how it can be avoided.it is also aimed at discouraging plagiarism by regulating and authorizing punitive actions against those found guilty of act of plagiarism.

Applicability

The policy is applicable to students, researchers and staff of all institutions and organizations in Pakistan who are involved in writing or publishing their work.

Responsibilities of institutions

All institutions and organizations are responsible to apprise their students , teachers, researchers and staff of definition, implications and resulting punishments, in case after due investigation they are found guilty of plagiarism.

Process of investigations

Upon receipt of an allegation of plagiarism, the HEC Quality assurance division will request respective Vice Chancellor /Rector/Head of Organization to carry out investigation through plagiarism standing committee , which will submit complete input with clear findings and recommendations within 60 days. The Vice Chancellor will take punitive action against the offender in the light of HEC policy, if found guilty.

Penalties for plagiarism

Plagiarism is an intellectual crime. This entails a gradual increase in punitive action with minimum punishment for a first time offence for a student who copies a homework assignment to a maximum punishment for a teachers/researcher/staff who attempts to present/publish, or actually presents/ publishes plagiarized material, as his own, in a conference/journal.

Acknowledgment from Advisor

Quality

I am thankful to DG IAA for his all out support to QEC in Organizing PCEPT courses/ Workshops and providing all recourses of IAA for conduct of these activities. At this stage, I also acknowledge the contributions and efforts of each one of following in managing activities of QEC and preparing news letter

♦Ms. Mehwish Sabih , Faculty member of Computer Science Department played effective role in conduct of PCEPT courses at Islamabad and Multan campus

♦Mr. Sabih faculty member of Computer Science Department conducted 3rd PCEPT course successfully as a course coordinator

♦Ms Fouzia khurshid ,Assistant Director Quality edited and compiled data for news letter. A job well done.

♦Mr. Naeem Ahmad, PA to advisor Quality provided effective support in organizing and managing PCEPT Courses and Workshops.

♦Ms Madeeha of ORIC did graphic designing of news letter in highly professional man-

Ms. Mehwish

Mr. Sabih

Ms. Fouzia

Mr. Naeem

Ms.Madeeha