



Fatima Jinnah Women University

City Campus (The Mall, Rawalpindi), Chakri Campus (Chakri Road, Rawalpindi)
Tel: +92-51-9292900 Email: info@fjwu.edu.pk Website: www.fjwu.edu.pk



Annual Activity Calendar (2025-26)
Quality Enhancement Cell
Fatima Jinnah Women University

Endorsement of Institutional Quality Circle (IQC)

Name	Designation	Signature
Prof. Dr. Bushra Mirza (<i>Pride of Performance, T.I.</i>)	Chair, IQC /Vice Chancellor, FJWU	
Prof. Dr. Azra Yasmin	Member, IQC /Dean, Faculty of Science & Technology, Senior Reporting Faculty Member, Departments of Law and Commerce	
Prof. Dr. Sarwet Rasul	Member, IQC /Dean, Faculty of Arts & Social Sciences	
Prof. Dr. Malik Ghulam Behol	Member, IQC /Dean, Faculty of Education/ Reporting Faculty Member, Faculty of Islamic & Oriental Learning/Reporting Faculty Member, Departments of Public Administration and Business Administration	
Dr. Ishrat Siddiqua Lodhi	Member, IQC /Director, ORIC	
Dr. Irum Gull	Member, IQC /Director, Student Affairs	
Ms. Naseem Akhtar	Member, IQC /Registrar	
Ms. Saima Mushtaq	Member, IQC /Additional Controller of Examinations	
Prof. Dr. Bushra Yasmin	Secretary, IQC /Director, QEC	

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Sr. No.	Month	Activities	Timeline
1	Jul-25	Data Collection, Course and Teacher Evaluation, Spring 2025 through UMS	June-July, 2025
2		Updating QEC website	July, 2025
3		Updating QEC's Evaluation Surveys	July, 2025
4		Collection and Review of Course files and Proforma 2-Spring 2025	July-August, 2025
5		Processing of BS, Masters, MS/MPhil & PhD theses through Turnitin Software	July-September, 2025
6		Publications Verification for New hiring of Faculty positions, Phase I	July-Sept, 2025
7		Data verification and issues resolution- Survey of Gradating Students -2025 (Performa 3) through UMS	July-August, 2025
8		Compilation of QEC Score Card Data (2024-25)	July-August, 2025
9		Publications verifications of PhD Scholars-FJWU	July 01-30, 2025
10	Aug-25	Submission of QEC Annual Score Card (2024-25) to HEC	15-Aug-25
11		Data collection for UI GreenMetric Ranking, 2025	August-Sept, 2025
12		Compilation and Data Screening of Course and Teacher Evaluation, Spring 2025	August-Sept, 2025
13	Sep-25	Dissemination of PREE Implementation Plans with respective departments for the preparation of Rectification Plans in coordination with Deans and Administrative Offices	September 05, 2025
14		Dissemination of SAR Implementation Plans with respective departments for the preparation of Rectification Plans in coordination with Deans and Administrative Offices	September 05, 2025
15		Dissemination of SAR Implementation Plans with respective departments of Affiliated Colleges for the preparation of Rectification Plans in coordination with relevant Offices	September 05, 2025
16		Sharing the PGPR findings with respective Academic Departments and Administrative Offices for compliance	September 22, 2025
17		Dissemination of RIPE Findings with respective Academic Departments and Administrative Offices for compliance in coordination with Deans and Administrative Offices	September 25, 2025
18	Oct-25	Publications Verification for New hiring of Faculty positions, Phase II & III	Oct- Dec,2025
19		Formulation of new GPR Forms in Liaison with PGPR Committee, FJWU, as per HEC requirement	October 24, 2025
20		Sensitization session with WURI Team, Data collection, and review for WURI Ranking	Oct 01- Nov 30, 2025
21		Preparation/Dissemination of Departmental CER Course & Teacher Evaluation Spring 2025 with relevant stakeholders.	Oct-Nov, 2025
22		Submission of UI GreenMetric Ranking, 2025	Oct 20-30, 2025
23		Annual Integrated Student Support Services Activities-Phase III, a Collaborative Activity	October 27, 2025
24	Nov-25	One-day Continuous Professional Development Training Workshop on "Transforming Learning through OBE: Mapping & Implementation	November 03, 2025

25		Sharing of QEC academic calendar with departments to prepare departmental calendars	November, 2025
26		Data collection of academic and administrative reputation survey lists for QS Asia/World Ranking, 2026	Nov 01-30, 2025
27		Dissemination of Course & Teacher Evaluation Reports through UMS	Nov 03-14, 2025
28		Strengthening Quality Assurance: Online Training on Self-Assessment, Data Assembling, & Academic Integrity – For Affiliated Colleges	Nov 20, 2025
29		Collection of Proforma 4 (Research Students Progress Review Form) from Academic Departments & Affiliated Colleges, Fall 2025	Nov 17-30, 2025
30		Conduct of 1 st Institutional Quality Circle (IQC) Meeting of 2025-26	November 27, 2025
31		Submission for WURI Ranking, 2026	Dec 01-05, 2025
32	Dec-25	Obtaining consents and preparing academic and administrative reputation survey lists for QS Asia/World Rankings, 2027	Dec 01-30, 2025
33		Meeting with Department Coordinators and Departmental Focal Persons/Career counselling center/admissions/Alumni Office to strengthen the Alumni & Employer responses	Dec1-5,2025
34		Data collection and Verification for Performa 7 Alumni Survey from Academic Departments	Dec-Jan, 2026
35		GPR Orientation Session with Departmental Focal Persons of Post Graduate Programs	Dec, 2025
36		Activation of Course & Teacher Evaluation Performa Fall 2025 and information to all Academic Head, Dean	Dec 26, 2025
37		Data collection for Graduate Program Review (GPR) of Postgraduate Program	December-March, 2026
38	Jan-26	Publications verifications for DTRC of TTS faculty members- FJWU	Jan- February 2026
39		Two days training on Program Review for Effectiveness & Enhancement (PREE) for respective academic departments	January, 2026
40		Data collection for Self-Assessment Visits, 2025-2026 on PREE Standards	January-April, 2026
41		Data collection for Self-Assessment Visits, 2025-2026 on PREE Standards for Affiliated Colleges (SSECPT-English)	January-April, 2026
42		Data collection on Survey of Department offering PhD Program	Jan 01-10, 2025
43		Preparation of Updated Institutional Performance Enhancement Report (IPER) as per PSG 2023 guidelines	Jan-Feb, 2026
44		Follow up of Accreditation Councils from respective Departments	Jan 01-15, 2026
45		Data collection for THE World Ranking, 2026	Jan 01-31, 2026
46		Data compilation and Uploading/submission of information for QS World University Rankings , 2027	Jan 01-31, 2026
47		Collection & Review of Course files data and Proforma 2 - Fall 2025 from Academic Departments & Affiliated Colleges	Jan-Feb , 2025
48		Updating QEC website	Jan, 2026
49	Feb-26	Initiation of Faculty Satisfaction Survey Performa 5, 2025 and Graduating Survey 2026 Performa 3, through UMS	Feb 9-28, 2026
50		Data Collection for Employer Survey Performa 8	Feb, 2026
51		Verification /Screening of data of Course & Teacher Evaluation Fall 2025	February, 2026
52		Compilation of corrective measures taken against the self-review report of GPR 2024-25 followed by endorsement of IQC	February, 2026
53		Endorsement of active Academic Programs, 2025-26	February, 2026

54	Mar-26	Data collection for Compliance of Review of Institutional Performance & Enhancement (RIPE) 2024-25	March, 2026
55		Preparation & dissemination of CERs: Course & Teacher Evaluation, -Fall 2025 , Alumni Survey 2025, Employer Survey 2025, Faculty Satisfaction Survey 2025 & Graduating Survey 2026 from Academic departments	March-April 2026
56		Collection of CERs: Course & Teacher Evaluation, -Fall 2025, Alumni Survey 2025, Employer Survey-2025, Faculty Satisfaction Survey 2025 & Graduating Survey 2026 from Affiliated Colleges	March-April 2026
57		Data submission deadline of GPR by the Academic Departments	01 March, 2026
58		Conduct of Self-Review of Graduate Programs in the 2025-26 based on PREE Standards	March-April, 2026
59		Interactive sessions with students and faculty to discuss the challenges towards GPR Programs	March-April, 2026
60		Visits of Academic Departments & Administrative offices to check the compliance of Quality Assurance Practices	March-April, 2026
61		Compilation/uploading information for THE World Ranking, 2027	March 01-30, 2026
62	Apr-26	Collection of Compliance/Rectification plans of PREE/SAR for all academic Programs, 2024-25 both from Academic Departments & Affiliated Colleges	April, 2026
63		Preparation of Implementation Plan against GPR Report, 2025-26	April, 26
64		Data collection for Student Research Progress Review Forms - Spring 2026	April 01-30, 2026
65		Data collection for Student Research Progress Review Forms -Spring 2026 for Affiliated colleges	April 01-30, 2026
66		Ensuring Compliance of CERs findings through the CQI compliance checklist A.	April, 2026
67	May-26	Dissemination of Course & Teacher Evaluations Fall 2025 reports to individual faculty members through UMS	May, 2026
68		Conduct of Program Self-Assessment of Academic Programs as per Program Review for Effectiveness and Enhancement (PREE)	May, 2026
69		Preparation of Implementation plans/Rubric Forms and Executive Summaries for SARs	May, 2026
70		Compilation of Corrective Actions taken on all SARs completed till 2024-25	May, 2026
71		Initiation of Course & Teacher Evaluation Performance 1 & 10 for Spring 2026 through UMS	May 20-30, 2026
72	Jun-26	Data verification, completeness and accuracy checks of Course & Teacher Evaluation responses for Spring 2026	June-August, 2026
73		Collection of CER: Course & Teacher Evaluation - Spring 2026 from Affiliated Colleges	July 2026
74		Collection of Course Files Review Report-Proforma2 for Spring 2026 from Academic Departments & Affiliated Colleges.	June-July, 2026
75		Ensuring Compliance of Course Files findings through the through the CQI compliance checklist B.	June-July, 2026
76		Compilation of Updated Institutional Performance Report, 2025-26	June, 2026
77		Conduct of 2 nd Institutional Quality Circle (IQC) Meeting of 2025-26 for Endorsement of Reviews and Compliances	June, 2026
78		Compilation of Data for all criteria of Score Card and preparation of QEC Annual Score Card 2025-26 for onward submission to HEC for FJWU & its Affiliated Colleges	June-July, 2026