

Prof. Dr. Arshad Habib Malik
Rector,
Sindh Institute of Management & Technology, Karachi

Dear Sir,

With the reference of an email received from QAA dated 13th October 2023. I am writing to propose the formation of an Internal Quality Committee in alignment with the guidelines set forth by the Higher Education Commission's (HEC) new Quality Assurance framework. This committee will play a crucial role in ensuring the enhancement and maintenance of quality standards within our institution.

As Director Quality Enhancement Cell at SIMT, I have closely followed the recent updates from HEC regarding the enhancement of quality assurance practices across higher education institutions. The introduction of this new framework underscores the importance of establishing robust internal mechanisms to monitor and continuously improve the quality of education and services offered by our institution. The formation of an Internal Quality Committee will serve as a proactive step towards compliance with these new standards. The committee's primary objectives will include:

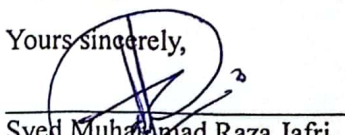
Monitoring Quality Standards: Regularly assessing and reviewing the quality of academic programs, teaching methodologies, and student support services. Implementing Best Practices: Introducing and implementing best practices in line with HEC guidelines to ensure academic excellence and student satisfaction. Continuous Improvement: Identifying areas for improvement based on feedback, data analysis, and benchmarking against industry standards.

Quality Assurance Reporting: Compiling comprehensive reports and recommendations to senior management based on the committee's findings and assessments. To effectively carry out these responsibilities, the proposed Internal Quality Committee will comprise representatives from key departments and stakeholders across the institution. This interdisciplinary approach will ensure diverse perspectives and holistic insights into our quality assurance processes. I am confident that establishing this committee will not only facilitate our institution's compliance with HEC's requirements but will also contribute to our overall mission of providing exceptional education and services to our students and stakeholders.

I kindly request your support and approval for the formation of this Internal Quality Committee. I am prepared to discuss this proposal further and address any questions or concerns you may have.


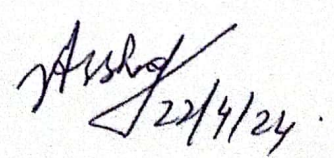
Thank you for considering this important initiative. I look forward to your positive response and the opportunity to contribute to our institution's ongoing success in maintaining and improving educational quality.

Yours sincerely,


Syed Muhammad Raza Jafri
Director Quality Enhancement Cell
Sindh Institute of Management & Technology, Karachi


20/11/23


22/4/24

Approved.
Submitted for kind approval, please.
Chancellor





Dated: 20-11-2023

NOTIFICATION

Subject: Formation of Internal Quality Committee (IQC)

I am pleased to announce the formation of our Internal Quality Committee (IQC) as part of our ongoing commitment to ensuring excellence in all aspects of our educational programs and services.

The IQC has been established with the aim of enhancing the quality of teaching, research, and administrative processes within our institution. Comprising members from diverse academic and administrative backgrounds, the committee will play a pivotal role in evaluating, monitoring, and continuously improving our standards to align with the highest benchmarks in higher education.

Key responsibilities of the Internal Quality Committee include:

1. To monitor all relevant external guidance and requirements related to quality assurance initiating and coordinating action as appropriate.
2. To develop and keep under review the university's Academic Regulation & Policy and Quality Framework, that i.e. the systems, policies and guidance for assuring and enhancing the quality of students' learning experience and maintaining academic standards, and to consider and manage the outcomes of these processes.
3. To have oversight of the university's approach to assuring completeness, accuracy, reliability and fitness for purpose of information provided for applicants and students.
4. To maintain operational oversight of academic and student-related policy and legislation, considering proposals for minor and operational legislative changes, consulting with legal services as appropriate.
5. To consider proposals for the addition, withdrawal, suspension, amendment of academic program of study of the SIMT. This will normally be undertaken by rector action for regular reporting to a subsequent meeting of the committee.
6. Conducting regular assessments of academic programs to ensure they meet predefined quality benchmarks.
7. Reviewing feedback from students, faculty, and stakeholders to identify areas for improvement.
8. Monitoring adherence to academic regulations, policies, and procedures.

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9. Recommending measures to enhance teaching and learning experiences.
10. Facilitating professional development opportunities for faculty and staff to enhance their skills and competencies.
11. Collaborating with external quality assurance agencies to maintain accreditation standards.

The formation of this committee underscores our unwavering commitment to fostering a culture of continuous improvement and excellence across all facets of our institution. We believe that by harnessing the collective expertise and insights of our committee members, we can further elevate the quality and reputation of Sindh Institute of Management & Technology

Following are the Committee members of IQC:

1. Chair: Rector
2. Dean Engineering, Information & Technology
3. Dean Business Administration
4. Registrar (non voting member)
5. Director ORIC
6. Director QEC
7. HOD Computer Department
8. HOD Technology Department
9. HOD Business Department
10. Controller Examination
11. Student Council Representative
12. External member (Nominated by DAI).

We encourage all members of our academic and administrative community to actively engage with the Internal Quality Committee, share their perspectives, and contribute to our collective efforts in pursuit of excellence.

We look forward to the invaluable contributions of the Internal Quality Committee in shaping the future trajectory of our institution.

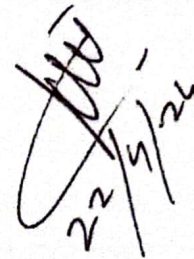
Warm regards,


22/04/24

Prof. Dr. Arshad Habib Malik

Rector

Sindh Institute of Management & Technology


22/4/24