Ziauddin University

IPE Action Plan (March 2023)

S. No.	Recommendations of IPE Report	Actions/Tasks Proposed by the CIP Committee	Timeline to accomplish actions/tasks	Focal Person
	Standard 1: Mission Statement & Goals			
1.3.1	Mission & Vision Statement needs to be approved by BOG and notified	Vision & Mission of ZU has been approved by the academic council. On the recommendation of the IPE review Panel, approval will be sought from BoG and will be notified.	Mar-23	Registrar
1.3.2	Institutional Goals and Values should be defined through an inclusive process and approved by Statutory Bodies.	Process of formation of Goals and Values shall be initiated and all Deans/HoDs/faculty shall be part of the process	Jun-24	VC
1.3.3	It is recommended to formalize the process of implementation of the Mission of the university. This could be done by constituting a body/committee to periodically monitor the university's progress/alignment with its Mission & vision. Proactive measures are to be taken to actively spread the word about this	A dedicated Mission Vision Implementation Committee shall be formed comprising key stakeholders from various departments and disciplines. This committee will periodically review and assess the university's progress and alignment with its Mission and vision, and propose strategies and initiatives to ensure proactive dissemination of information and engagement with stakeholders.	Jan-24	VC
1.3.4	Initiate a formal Induction program for newly hired HR, including faculty members, and familiarize them with the Mission & Vision, statutes, rules, and regulations of the institution.	Orientation sessions shall be arranged for all to make them familiar with ZU vision, mission, policies and procedures.	Jan-24	Manager HR
1.3.5	initiate a formal induction program for students to familiarize them with the Mission & Vision of the institution.	This is already in practice that students are made aware about university mission & vision on commencing day.	-	College Heads/Principal

1.3.6	Update the student guidebook/handbook to include the university Mission & vision statement as well.	Mission and vision will be incorporated in the student Hand Book and approval will be sought from the academic Council.	Jul-23	College Heads/Principal
1.3.7	Where accreditation bodies require, OBE is implemented, but the same level of implementation is not present at all levels. This should be prioritized'	OBE is being conducted in Engineering & Technology programs. Whereas similar Competency based education is being implemented in medical and dental colleges. This model will be implemented in all other Programs.	Jun-25	Director DED & Dean ZUFESTM
1.3.8	It is recommended that the management prioritizes the development of a Strategic Plan or business Plan.	The process to make a strategic Plan has already been initiated. Further it will be expedited to finalize the plan.	Jun-24	VC
	Standard 2: Planning & Evaluation			
2.3.1	The university needs to address the service statutes of the university expeditiously, and upon approval of service Statutes, the Planning & Development department may be sanctioned and staffed properly. A department with dedicated staff is the need of the hour to cater to escalated requirements of the university to strengthen its infrastructure and expansion plans	The Planning & Development Department has already been established with dedicated staff who are responsible to form expansion plans and infrastructure requirements. This will be further strengthened.	Jun-24	Planning & Development Department
2.3.2	The nonmedical/health programs need a lot of improvements and attention.	Smart Goals of each college are being developed which include 5 compulsory areas Financial Sustainability, Quality of Programs, Research, Collaborations, Wellbeing of Students, environment in the light of SWOT analysis	Jun-24	Director DED + College Heads of Non-Medical programs
2.3.3	Over a few years, the institution has broadened its scope to include several academic disciplines. However, the institution needs to create a strategic plan before starting any new projects. This plan must be in line with the university's Vision and goal. As a result, the administration shall endeavor to create an expansion plan and carry out feasibility studies for all the projects that are	Strategic Planning Workshops will be conducted with all Deans and Principals. Further, Workshops/meetings with each college for review of Market Competition and analysis of (i) Vision, Mission, (ii) SWOT Analysis, (iii) Strategies, (iv) Smart Goals, and KPIs. Projects: Curriculum	Jun-24	VC

	anticipated. The market analysis would be crucial to determining whether more campuses or programs are needed, and sustainability should be kept in perspective.	Upgrade to international standards for all faculties and colleges. KPI Dashboards for all faculty, IT Projects Identification, Training and Development Initiatives. Sustainability of Each Program. Cost Allocations and Expansion Plans will be conducted.		
	Standard 3: Organization & Governance			
3.3.1	Actions are needed on the findings mentioned above in section 3.2.1	It will be practice from now.		
3.3.2	It is recommended that the Act may be amended by removing the Affiliation Committee section and making changes in the name of the Faculty of Law to the current name, i.e., Faculty of Law, Politics, and Governance, as amended in other cases	The application to make recommended amendments in the act shall be forwarded to Sindh assembly.	Jun-25	Registrar
3.3.3	The University Act, statutes, regulations, and rules may be uploaded on the University website, or the ZU codebook may be provided to the officers and faculty for easy access	The soft copy of the act has already been disseminated to colleges/Departments. Moreover, the ZU code book shall be updated on the University Portal for easy access to all.	Dec-23	Manager Marketing
3.3.4	The BOG must endorse approvals for all decisions of the Academic Council and other Statutory Bodies	All academic matters are approved by the academic council. In future minutes of statutory bodies will be presented to BoG for endorsement.	Dec-23	Registrar
3.3.5	Minutes of Statutory Bodies should be circulated after the meeting to the members for their observation (if any). Moreover, all pages of the minutes should be signed by the secretary, and all approved agenda items should be notified as per standard practice.	We are already following the same process. Moreover, Notifications of all resolutions would be disseminated to relevant authorities for Implementation.	Dec-23	Registrar
3.3.6	NOC for Sukkur Campus should be expedited on University and HEC levels on a priority basis	Provisional NoC for Sukkur Campus was received in 2022. For renewal of NoC the letter has been sent to HEC for a compliance visit which is expected in August/September 2023.	Jun-24	Principal ZCRs

3.3.7	All Statutory Bodies should be constituted as per the provision of the Act in letter and spirit. It should be ensured that all external members attend the meetings at their convenience. Moreover, the Selection Board should be conducted as per ZU Act.	The formation of Statutory bodies is according to act. where presentation of external members is required and lacks will be notified accordingly.	Jun-24	VC
3.3.8	The frequency of all Statutory Bodies shall be fixed and notified in the Calendar'	Most of the statutory bodies' meetings are conducted timely. To ensure that all statutory body meetings are conducted on a specified date will be notified accordingly. Calendar will be issued and notified.	Jan-24	Registrar
3.3.9	All the cases for which the emergency power is used by the vice chancellor should be reported in the next meeting of the authority concerned (Statutory Bodies) for approval/endorsement.	On rare occasions the vice chancellor has used emergency Power. The cases where emergency power has been used will be reported in a concerned statutory body for endorsement.	Dec-23	VC office
3.3.10	The Statutes, Regulations, Rules, comprehensive conflict of interest policy, and Rules of Business of the statutory Bodies need to be framed/strengthened through an inclusive process. It should be approved by statutory bodies.	Conflict of Interest policy is already approved by the Academic Council. Rest is in progress. Provisional Approval obtained. First Revision to be completed with Dean ZUFESTM, notification	Dec-24	Registrar
3.3.11	Awareness sessions should be arranged for administrative staff, HOD, and other concerned faculty members regarding ZU Act, Statutes, Regulations, Rules, and HEC policies	Session will be arranged for all accordingly.	Jan-24	HR
	Standard 4: Integrity			
4.3.1	The Grievance committee's terms of reference are to be developed on priority. The code of conduct is included in the student handbook, but the committee's details should be included there as well. For faculty and employees, the 2006 statutes are provided in the university codes book. This should become a part of the induction training of new HR. The committee has only been recently approved by the Academic Council. It is recommended that the newly approved policies be fully	Separate Grievance Committee will be made and ToRs will be developed.	Jan-24	HR

	implemented in letter and spirit. Possibly having separate committees for faculty, staff, and students may be more efficient.			
4.3.2	ERC to devise a mechanism to ensure that all members review all proposals and not select a few.	Incorporated in the PG Process for all proposals & ToRs are available at the website on ERC page. Better IRB with all requirements is being developed.	Jun-24	ERC
4.3.3	HEC's Plagiarism policy is in place, and all policies are available on the website; however, no measures are taken to actively disseminate these.	Plagiarism policy is already available on the website and a softcopy will be disseminated to all.	Aug-23	Chief Librarian
4.3.4	Fairness to all individuals in policies and procedures is implicit. There is no periodic review of the same. It is recommended that ORIC sets up a mechanism to monitor the true implementation of its policies and tracks the progress accordingly	ORIC will develop Periodic Review Mechanism for all ORIC policies	Mar-24	Director ORIC
4.3.5	information on the students' Grievance Committee should be actively disseminated through student bodies	The Grievance Committee will include a student Handbook.	Jul-24	Registrar
4.3.6	The university has a Conflict-of-interest policy that should be linked with other Committees/offices, e.g., a clear examination policy specifically addressing the examiner, supervisor, and student conflict of interest. The newly approved policies should be seen as dynamic documents. These procedures should be reviewed through a spelled-out process.	Compliance will be ensured by a comprehensive policy which is linked with other committees.	Dec-24	Registrar
4.3.7	The university should familiarize students with institutional policies that relate to academic integrity actively and not rely only on the website availability of such policies	Policies related to students are available on student handbook & will also be updated on student portal	Dec-23	College Heads/IT
4.3.8	Separate grievance committees for students and staff should be formulated, and there should be students' representation as well. These committees should be properly notified by the Registrar's Office after approval from the competent forum	Separate Grievance Committee with students' representation will be made and notification will be issued by the Registrar's Office	Dec-23	Registrar

4.3.9	A yearly report should be submitted to the relevant statutory forum, such as Academic council, and the council should monitor the functioning of such committees to ensure their progress in meeting fairness and justice in true letter and spirit	Annual Report shall be submitted to the Academic Council for monitoring	Jun-24	VC
4.3.10	Newsletters are not shared with parents or the community. They are shared with other universities. The university needs to disseminate its initiatives to a larger audience	Newsletters are available on websites and will also be disseminated to students, parents & Alumni.	Sep-23	Marketing
4.3.11	Examination rules need to be circulated to faculty and students periodically	Before every semester starts, Rules will be disseminated to the students & Faculty through different forums.	Dec-23	Examination
4.3.12	The faculty hand book is in the process of being developed is proposed that formal approvals be sought and the process of periodic updating of such documents be implemented concurrently	Draft of Faculty Handbook is available and will be approved.	Aug-23	HR
	Standard 5: Faculty			
5.3.1	The HR Department should prepare a summary report regarding the total number of appointments, remuneration, promotions, and faculty retained or terminated/left for the quick reference of HEC, and the same be included in the University Portfolio Report.	Pattern will be followed to meet the requirements	Dec-23	HR
5.3.2	More documentary evidence regarding approvals of Faculty appointments, promotion, termination, and incentives, from concerned statutory bodies, needs to be collected & attached for the quick reference of HEC.	Staff/Faculty file comprises of all such documents and will be provided upon request for quick reference for HEC	Jun-24	HR
5.3.3	HR should maintain a date-wise record of all advertisements and faculty appointments, and its summary report, duly signed by the authorities, should be part of UPR'	Pattern will be followed to meet the requirements	Jun-24	HR
5.3.4	Class observations should be used to provide feedback to the teachers to bring improvements in teaching.	Classroom observation Form has been developed and already been followed. Notification will be provided.	Jun-23	QEC

5.3.5	Continuous Faculty Development Programs need to be strengthened and should focus on junior faculty	DED is already conducting workshops for junior faculty on a regular basis. Calendar will be provided.	Jun-23	DED
5.3.6	The assigning of additional administrative responsibilities to faculty members should be linked with a balanced workload, some incentive, or administrative support'	It has been practiced however, the allowance/incentive is given upon Management discretion and those faculty who have not been given such allowance, they have been agreed on mutual concern. KPI is being developed to ensure load management.	Jan-24	College Heads/HR
5.3.7	The evidence of prominent community services and noteworthy projects should be made more visible. Better reporting in the university Portfolio Report should be ensured by including screenshots of different types of online data/evidence, summaries of publications, research grants, funds generated, projects initiated' seminars/training/workshops attended, and conducted'	Pattern will be followed to meet the requirements	Jun-24	QEC
5.3.8	Daycare facilities should be available on all campuses to provide an inclusive environment to the female faculty, supporting staff, and students'	Day care centers are being developed across sites	Jun-25	Registrar
	Standard 6: Students			
6.3.1	The policies regarding admissions, transfer of credit hours on the transcript in case of migration, student dropout, and fee discounts should be revised in the rules and regulations for undergraduate and postgraduate programs. The revised policies should also be available on the ZU website for all the programs.	Undergraduate/Postgraduate policy will be reviewed accordingly and will make available on website	Jun-24	Dean/College Heads
6.3.2	The student guide/handbook should be developed for each program to include all the relevant policies and procedures. It should be provided to students during orientation and should also be available on the ZU website. The handbook should be developed by the relevant department involving	The college wise student guide/handbook has been developed and available on student's portal. while the standard ZU student hand book is also available and in process of approval.	Jun-23	Student Affairs

	student and faculty representatives.			
6.3.3	During the orientation of students, they must be informed regarding attendance policies, fee discounts, and merit/need-based scholarships.	Policies are available on the ZU website. Moreover, it has been included in the standard Student hand Book. After getting approval it will be uploaded on the website and student's portal.	Jun-23	IT/QEC
6.3.4	The Campus Management System should be updated to include student transfer or dropout rates, and these numbers should be updated in the UPR as well. Either the classes of students should be on a single campus, or transportation should be arranged for all programs to facilitate students suffering due to long distances between campuses	The dropout rate is already available in UPR and it will be updated on Campus Management System.	Jun-24	College Heads/IT/QEC
6.3.5	Either the classes of students should be on a single campus, or transportation should be arranged for all programs to facilitate students suffering due to long distances between campuses.	Working on feasibility and will discuss it in the next budget.	Jun-24	College Heads
6.3.6	The location of the program being conducted at different campuses should also be mentioned in the prospectus.	The information and location of programs will be available on the website and prospectus.	Dec-23	Marketing
6.3.7	The marks distribution for student selection and fee structure should be included in the prospectus and student guides of all programs.	Recommendation shall be incorporated in prospectus accordingly	Dec-23	Admission/Marketing
6.3.8	The revised curriculum of all programs, along with credit hour distribution, should also be available on the ZU website.	The curriculum has been revised along with credit hour distribution and it will be available on the website.	Jun-24	College Heads/Marketing
6.3.9	internships and exposure of students in institutions/ industries other than in ZU should also be arranged, especially for the eastern medicine program.	The recommendation is under process and shall be taken up by Career counseling & Placement office in consultation with college heads	Feb-24	College Heads/Career Counseling & Placement Office
6.3.10	Following the semester-wise timelines of admissions, submission, as well as approval of the thesis, should be mandatory for all programs. It is recommended for the Registrar's office and controller examination to make sure that the admission process is smooth and that	The Road Map has been designed and will be implemented accordingly to ensure timely completion of degree.	Jun-24	Examination Department/Registrar

	students complete their degrees in the given time frame			
6.3.11	Accurate student attendance data should be accessible to all students through the student portal. It was reported that the data often is not updated or has errors which add to their anxiety, especially close to exams.	Process will be reviewed and action will be taken as per recommendation	Dec-23	College Heads/IT
6.3.12	The library in the hospital basement of the main campus was not open due to construction for one full year. The students also wanted to avail dedicated spaces for group studies. The PBL rooms are not open for use most of the time. It is recommended that such concerns be timely addressed and those alternative arrangements are made during building closures.	The library was never ever closed even for a single day. A digital library is also available and students may access it from anywhere.	Already accomplished	Chief Librarian
6.3.13	University library resources should be made available to all students; some departments do not even have a library. This should be prioritized.	Ziauddin University has 15 libraries for all faculties and library resources can be fully accessed from all sites and online.	Already accomplished	Chief Librarian
6.3.14	Transport and hostel facilities are deficient, and the students need to be addressed accordingly	Transport is available through 3rd party contracts. Hostel Facilities are also available through 3rd parties for some programs. Planning shall be conducted to further improve services.	Jun-24	Registrar
6.3.15	Students voiced concerns that updated equipment was not available related to media studies. Though understandable, the delay in the provision of the same should be prioritized.	Budget has been allocated for the equipment and is in process of approval.	Jun-24	College Head ZCOM
6.3.16	LMS, rather than a student portal, is mostly used for attendance only; active use by all students should be encouraged.	ZU is moving towards digitalization. By this way student will be encouraged to use portal	Jun-24	VC/IT/College Heads
6.3.17	Students voiced concern that the issues raised by them, although voiced at the departmental level, went either unaddressed or addressed with a delay, and the feedback was never given to them	The IT department is working to revise the feedback process. It will be implemented by colleges once it is completed.	Jun-24	College Heads/IT
6.3.18	Medical students in different years are not at one campus, so an opportunity to develop alma mater ties across different batches, i.e., with senior and fellow junior students, was limited.	1st, 2nd & 3rd year MBBS students are at main campus, 4th year at Kemari Hospital site and 5th year at North Nazimabad Hospital site due to exposure of different patients.	Accomplished	Principal ZMC

6.3.19	For students, there are limited extracurricular activities.	Student Affairs is already arranging ample extracurricular activities. Activities Calendar will be provided.	Already accomplishing	Student Affairs
6.3.20	Student Councils exist at the college level, but activity varies across colleges/programs/departments.	The activities are planned according to program needs. Working precisely to develop better activities plans for specific colleges as per need.	Already doing	Student Affairs
6.3.21	Not all students were familiar with the Harassment committee or policy. Some acknowledged posters were placed in the cafeteria area. Proactive measures to disseminate the information are recommended.	It will be update on student portals and posters will be placed in common areas	Dec-23	College Heads/IT
6.3.22	Some students raised concerns about not getting timely information on assessments.	Ziauddin Medical College is practicing and will be implemented in other colleges from now onwards.	Jun-24	College Heads
6.3.23	Medical students showed concern that the feedback, especially on MCQs, was not given	Pattern is already following, as after every CAT/ Modular exam Feedback to BCQs is always shared with students. Annexure will be shared upon request.	Already doing	College Heads
	Standard 7: Institutional Resources			
7.3.1	A policy shall be devised for submitting the previously finished thesis reports into the repository after the thesis is accepted for the defense to ensure an efficient process for checking for plagiarism.	Policy shall be devised	Jun-24	Chief Librarian
7.3.2	To better support programs and meet the unique needs of each campus, the ORIC office representatives may be assigned to the satellite offices that have been established on the sub-campuses. This will increase their outreach.	ORIC will be provided staff and budget for satellite offices	Dec-24	ORIC
7.3.3	ORIC may create a research fund that provides faculty members and students with small scale research findings. This will help promote research culture and to encourage faculty members to apply for external funding.	ZURIF fund has been established. It will be made operational	Jun-24	ORIC

7.3.4	To encourage entrepreneurial initiatives and commercialization in the institution, ORIC shall provide Space for hosting startups and incubation projects and make efforts to provide seed funding to startups	ORIC has made the feasibility. It will be implemented once the Management approves	Dec-24	ORIC
7.3.5	Most computer laboratories need to be updated with the most recent configurations. To accommodate a larger number of students, certain new labs must also be created. Some programs require general-purpose laboratories and FYP project labs	Management will assess the requirements and approve the budget as per need.	Jun-25	VC/Registrar
7.3.6	The university needs to invest additional resources in improving the bandwidth and Internet service quality across all campuses.	Management will assess the requirements and approve the budget as per need.	Jun-24	VC/IT
7.3.7	Faculty retention may be aided by incentive-based measures such as workload easing, leave rules, and additional duty incentives. To address issues unique to the faculty, a proper grievance committee may be constituted.	Grievance Committee & policy is available. Separate committee for faculty will be made as suggested.	Jun-24	VC/HR
7.3.8	involving faculty members at all levels in decision-making will inspire them to work more and will make them feel more confident.	All Deans/HoDs/Faculty/QEC/ Oric and other departments are part of strategic Planning	Jun-24	VC
7.3.9	Both students and staff members at the Link Road Campus will appreciate the availability of basic amenities and high-quality transportation services.	Transport is available through a third party contract.	Already in Action	Registrar
7.3.10	internship possibilities for students and industry-academia linkages for FYP projects will support the development of healthy relationships between students and employers'	Internship Programs and Industrial Collaborations will be established.	Jun-24	Career Counseling & Placement Office
7.3.11	Faculty and student handbooks must be accessible on the university website. At all levels, efforts must be made to ensure decision-making is transparent'	Faculty/Student Handbook will be available on the website.	Jun-23	IT/QEC
7.3.12	The principal/ HoD and other senior faculty members should be facilitated with proper office space along with all necessary amenities.	This has already been followed as per rules & If space is not available then it is created on need basis.	Need basis	Pro Chancellor/VC/ Registrar
	Standard 8: Academic Programs & Curricula			

8.3.1	The NOCs from HEC and relevant professional accreditation bodies must be ensured for the departments offering MPhil/Ph.D. programs.	For all MPhil/PhD programs accreditation letters have been received from receptive accreditation bodies. Besides, all MPhil/PhD programs started after 2013 NOCs from HEC have been received.	Already inline	College Heads/QEC
8.3.2	The university must ensure the availability of the required number of Ph.D. faculty on priority and ASAP for various degree Programs/disciplines, as per HEC guidelines.	HEC guidelines have been followed and minimum requirements are fulfilled	Already practicing	College Heads/HR
8.3.3	The university must define institutional mechanisms with the approval of the competent forum and ensure the review/revision of Curricula regularly.	To comply with the board curricula, Triple helix and recommendations made in accordance with advisory board	Jun-24	College Heads/VC
8.3.4	The skills and competencies such as critical thinking, collaboration, communication, commitment, and professionalism should be emphasized in curricula. For this purpose, the university may develop institutional mechanisms to ensure the inclusion of these 21'1' century skills into curricula across all disciplines.	This initiative has already been commenced by DED as per Chancellor's directions	Jun-25	DEC/VC
8.3.5	The comprehensive dossier of diploma and degree programs in the clinical and allied disciplines should be furnished to HEc for approval to cover up the sensitivities associated with these programs.	The comprehensive dossiers will be developed and made available to the HEC	Jun-24	College Heads
8.3.6	As per HEC notification, the name of "Bachelor of Eastern Medicine and Surgery" should be changed to "Bachelor of Eastern Medicine."	HEC notification is for new admissions not for existing. Admissions are not taken further.	Already complied	Dean Faculty of Eastern Medicine
8.3.7	As a general University ZU is recommended to follow the standard procedure for the launching of programs with clinical application and should provide proof of the provision of in-scope diploma/degree program in the Act, statutory approval, the conduct of the market survey, Consultations with stakeholders, particularly Pakistan Medical Commission, eligibility criteria, objectives and learning outcomes of the program, detail of faculty, clinical prospects of practice after	All PMDC requirements for clinical programs shall be followed.	Dec-24	Dean FHS

	graduation and potential avenues for further education. It is recommended that without permission of HEc, no admissions in diploma and degree programs in the aforementioned and allied disciplines at the undergraduate level should be granted and should take permission from HEC for ongoing operations within eight months.			
8.3.8	Doctor of Podiatric Medicine is a five-year semester-based degree program which is a new program in Pakistan. Relevant faculty is not available, and they rely on online teaching. The IPE panel appreciates this degree knowing its importance; however, the nomenclature of "Dr and its curriculum may be shared with HEC for discussion with relevant stakeholders.	Curriculum will be provided. Moreover, faculty hiring is in process	Jun-24	Principal College of Podiatric Medicine
8.3.9	The university claims that almost 78% of the postgraduate programs started before 2013 and as per HEC notification they do not need any Noc. The IPE panel highly recommends that the curriculum and degrees of faculty members in MS/MPhil/Ph.D. ongoing started before 2013 should be submitted to HEC within six months for relevance confirmation and permission/approval.	ZU is following HEC rules and as per HEC directives all programs which are started after 2013 NoC has been received. status is already available with HEC	Already complied	VC/College Heads/QEC
8.3.10	The Program File/course File/ student File/Faculty File, along with the checklist, should be properly maintained at the academic department level.	All departments/colleges are directed to prepare E-Program file/course files/student files/faculty files according to the checklist and are maintained by most of the departments.	Jun-24	College Heads
	Standard 9: Public Disclosure & Transparency			
9.3.1	All students must be made aware of the general and specific policies and guidelines through different forums.	All ZU policies are available on website and will be made available on student portals	Dec-23	Marketing
9.3.2	Undergraduate policies need to be added in the policies section and postgraduate policies.	Undergraduate and Postgraduate policies are already available on website	Already Complied	QEC

9.3.3	Scholarship policy (need-based) and merit-based should be stipulated and uploaded on the website.	Policy is already available on the website.	Already Complied	QEC
9.3.4	Faculty must be made aware of the information regarding promotion policies, faculty retention, and termination policies.	Faculty handbook will be approved and updated on HRMS (Faculty/Employees portal)	Jun-23	HR
9.3.5	The university should constitute a Media and Communications Committee that is responsible for information dissemination for the queries coming from stakeholders, parents, and students, the general public, local and international forums'	The Media and Communications committee is working under the marketing department which is responsible for dissemination of information. However, Committee shall be notified	Sep-23	Marketing
9.3.6	Research guidelines, its processes for funded research projects, and the working of the institutional Review Board must be made more visible on the website'	The new ZU website will be launched shortly with the recommended additions.	Jun-24	Director ORIC
	Standard 10: Assessment & Quality Assurance			
10.3.1	To make it more effective, it is recommended that all QEC surveys should be conducted through CMS by making necessary changes in the software.	The recommendation will be reviewed and necessary action will be taken	Jun-24	QEC/IT
10.3.2	For effective follow-up of the implementation plan, it should be signed by the Director QEC and Vice chancellor.	From now on implementation plans will be signed by the Director QEC and VC.	Jun-23	QEC
10.3.3	As per discussion with faculty & students during site visits, it became evident that no training has been conducted on HEC plagiarism policy & Turnitin software; therefore, it is recommended that every year training should be arranged on different themes, especially on QA, HEC plagiarism policy & Turnitin software.	The library continuously provides training to faculty and new students. Now the library will properly maintain the record of training. Further, It is recommended to the departments that they should inform/invite the library to conduct training for Turnitin software.	Dec-23	Chief Librarian/College Heads
10.3.4	The university should strengthen the office of the QEC with the provision of Space, laptops, and exposure visits of QEC staff to different universities, paid training & conferences to strengthen their professional capabilities. It may be	Allocation of budget for training of QEC staff will be reviewed. Moreover, Director QEC is already notified as a member of all statutory bodies.	Jun-24	Director QEC/VC

	ensured that Director QEC must be a member of all statutory bodies.			
10.3.5	The university shall ensure on a priority basis that all the professional programs shall be accredited by the relevant professional accreditation councils. The accreditation category assigned to the program may be enhanced as per council procedure.	All professional degree programs of ZU are accredited by their respective councils and follow the council procedure for the enhancement.	Already Complied	College Head/Principal
10.3.6	To safeguard the future of students, the accreditation of bachelor of eastern medicine and law programs should be sorted on a priority basis with consultation with HEC, concerned councils, and other relevant forums.	Accreditation of the law program is very much in the process & the Vice chancellor meeting with the HEC chairman is underway for the accreditation of the BEMS program. The matter is in process.	Jun-24	VC/Dean Faculty of Law and Dean Faculty of Eastern Medicine
10.3.7	Post Graduate programs theses should be added to the repository. Moreover, all previous theses should be added to the repository	The library has already sent an email to all departments to provide their soft copies of all program thesis to be uploaded in ZU Repository	Jun-24	Chief Librarian/College Heads
10.3.8	The number of Ph.D. faculty should be increased. Moreover, hiring and promotions of teaching faculty should be carried out under HEC policy/guidelines.	HEC criteria is followed for Hiring & Promotion of teaching faculty. Where required hiring is in process	Jun-24	HR/College heads
	Standard 11: Student Support & Services			
11.3.1	A comprehensive policy with TORs and SOPs should be developed for the directorate of student affairs duly approved by the competent forum. Based on the TORs and the policy, a yearly activity calendar should be developed and circulated widely among students and faculty.	Student Affairs Policy & ToRs shall be prepared. Moreover, an activity calendar will also be developed.	Jun-24	Student Affairs

11.3.2	A separate budget head should be allocated for student affairs, with a separate head for career counseling.	Based on the needs assessment findings, a detailed budget proposal is to be developed outlining the necessary financial resources for student affairs and career counseling. This includes an itemized breakdown of expenses, such as staffing, training, technology, materials, events, and any other relevant costs. Departments are separated and a budget with a separate head for career counseling will be approved.	Jun-24	Student Affairs/Career Counseling and Placement Office
11.3.3	The policy should be developed and approved by appropriate forums to oversee the activities of career counseling services.	After seeking feedback from the wider community, the policy shall be formed, and present it to the appropriate forums for approval and implementation.	Jun-24	Career Counseling and Placement Office
11.3.4	The policy for financial aid and scholarship needs to be revised for a better understanding of the students and should be circulated via the ZU website and publications, including the student handbook.	The policy is under review, will be finalized and circulated through ZU Website and will be updated in student handbook	Jun-24	Registrar

Submitted by the Convener/Secretary of Committee

Date of Submission: March 2023

Approved by Vice Chancellor