



## LAHORE GARRISON UNIVERSITY

Main Campus, Sector-C Phase-VI, DHA Lahore  
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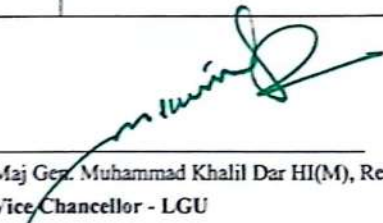
LGU/QEC/2023/044

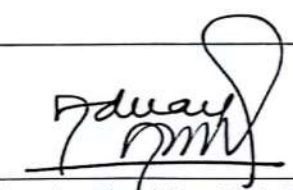
Dated: 07 Jun 2024

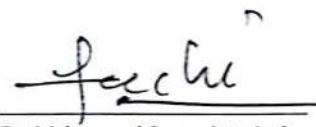
1. A meeting was held on 13 May 2024 to discuss progress on CIP. Meeting was chaired by the Registrar and was attended by Director Academics, Dean Computer Sciences, Dean Social Sciences, Dean Basic Sciences, Dean Languages, Associate Dean Management Sciences, Director QEC, and Deputy Registrar Academics. IPE is devised forum to conduct governance audit of the university. The CIP's progress is as following:

### Re-Visit Compliance Implementation Plan (CIP)–IPE 2022-23

Sr	Findings – HEC IPE Team	Recommendation by HEC (IPE Team)	Support Evidence
01	As a rapid change in the structural format of new program offerings, the fresh market survey to identify on same should be documented.	There may be a need to review the mapping of core values to departmental strategic plan every 2 years.	The finalized approved plan is attached which was presented at 3 <sup>rd</sup> BoG and approved. Strategic Plan Meeting held on 21 May 2024. Copy attached as Annex 1.3.2.a.1
02	A lot of good work appears to have been done, however, it tells the storyline, requires format with Goals, Objectives, Strategies, and Targets.	In every two years, a periodic review of the strategic plan is recommended.	Strategic Plan Meeting held on 21 May 2024. Copy attached as Annex 1.3.2.a.2
03	The communication strategy document is missing.	The department must have a policy on how the documents be routed and disseminated.	a. The SOP on Document controlling for routing and approval already exists. b. Requests are forwarded to HR from concerned department after recommendation of concerned

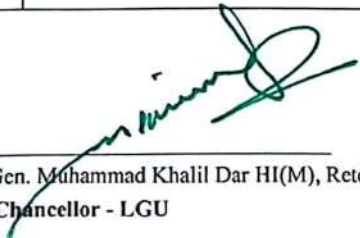
  
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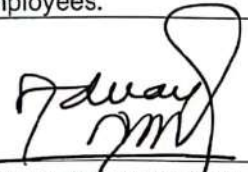
  
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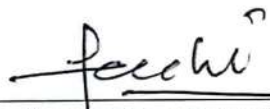
  
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Quality Enhancement Cell – 2022-23

			HoD/Dean/Dir. c. Minutes are forwarded by HR to CA for approval. d. HR intimates through notifications after approval of CA. <b>Copy attached as Annex 1.3.2.a.3</b>
04	Involvement of faculty in the budget process is bleak.	At the level of DBS, faculty must be involved in the budget process and should be documented.	<b>Copy attached as Annex 1.3.2.a.4</b>
05	Financial autonomy to Deans must be granted.	A petty cash amounted rupees 50K was at Deans discretion.	Complied
06	Mostly statutory meetings are without review of implementation report.	The meetings must be closed by having the implementation plan with purpose.	<b>Copy attached as Annex 1.3.2.a.5</b>
07	The HEC PC-I for the establishment of QEC in HEIs directs Director QEC be directly reporting to the Vice-Chancellor.	It is recommended that LGU revisit its hierarchy system and place Director QEC under the Vice Chancellor of the university.	Organogram is updated duly approved in 4 <sup>th</sup> BoG Meeting. <b>Copy attached as Annex 1.3.2.a.6</b>
08	Notification for a Grievance Redressal committee was missing.	The university must form the above-mentioned committees and nominate a senior-level male and female faculty or staff member as the focal person.	Already Complied. <b>Copy attached as Annex 1.3.2.a.7</b>
09	No Ethical Standard Policy/Rules were provided.	SOP for proceedings if any case is reported. Included these SOPs in the students and faculty handbook.	Already Complied. <b>Copy attached as Annex 1.3.2.a.8</b>
10	There is no Intellectual right policy in the university.	The university should form and adopt an Intellectual Right policy in accordance with HEC guidelines.	Complied. <b>Copy attached as Annex 1.3.2.a.9</b>
11	Display the Anti-Harassment policy and the name of its focal person on the university notice boards for awareness among students and others.	Display the Anti-Harassment policy and the name of its focal person on the university notice boards for awareness among students and others.	<b>Copy attached as Annex 1.3.2.a.10</b>
12	No promotion policy for faculty.	The university should adopt a promotion policy for staff and faculty as it will increase the satisfaction level of employees.	Already Complied

  
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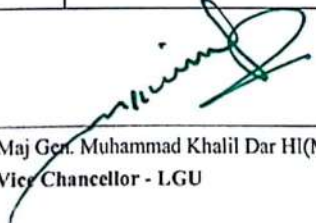
  
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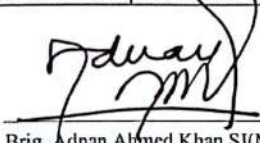
  
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13	Lack of training for faculty on syllabus writing.	The university should devise an annual calendar for training and workshops for faculty on syllabus writing.	Training / workshops on Syllabi Writing will be organized in Summer 2024. <b>Copy attached as Annex 1.3.2.a.11</b>
14	Alumni, graduating, and employer surveys are not used for course review.	Use of QEC analysis reports on alumni, graduating, and employer feedback for course review.	Already Complied. Reports shared with all stakeholders.
15	Computer Science admissions are at 55% and others are 50%.	There is no harm in having higher admission offer rates, however, the institute may streamline all admission criteria uniformed.	The admission criterion for CS department has been revised to 50%. <b>Copy attached as Annex 1.3.2.a.12</b>
16	Associate degree program roadmap and its execution strategy is missing.	Develop a board for the implementation of ADP at LGU from Spring 2024.	<b>Copy attached as Annex 1.3.2.a.13</b>
17	Internet bandwidth is limited.	The university may increase the internet bandwidth for the support to student in learning.	Already Complied with 582 Mbps bandwidth available.
18	The budget is centralized, and domain-wise budget allocations do not take place.		Already Complied
19	Essential software, access online library journals/resources for students especially graduate students were lacking.	Essential software, online library journals/resources especially for graduate students need to be enhanced.	<b>Copy attached as Annex 1.3.2.a.14</b>
20		Upgrading the labs as per the stakeholders'/experts' requirements will help students to access online and complete their degree in time.	Already the budget of programs reflects the same in all programs / faculty annual budget demands. <b>Copy attached as Annex 1.3.2.a.15</b>
21	Statutory bodies review the curriculum however, these review exercises are not regularly carried out.	Suitable collaboration with research organizations and funding agencies should be encouraged to keep abreast with the updated knowledge and industrial professional standards.	<b>Copy attached as Annex 1.3.2.a.16</b>
22	No digitalization policy exists.	Constitution of the digitalization policy is subjective and is a need of an era.	Complied. <b>Copy attached as Annex 1.3.2.a.17</b>
23		Encourage faculty for consultancy projects. Policy should be developed based on win-win.	We have a detail policy and already complied.

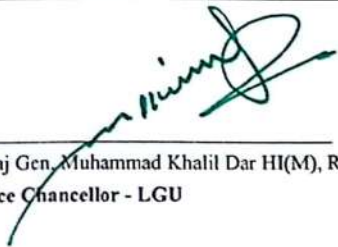
  
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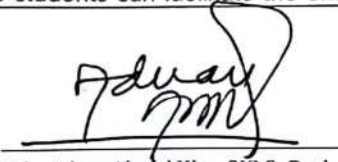
  
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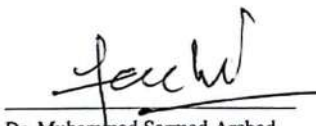
24		Student counselling SOP should be developed and notified.	Student counselling SOP is under process. The Head of the Psychology Department, was tasked by the Vice Chancellor to establish a student counselling centre and create (SOPs). <b>Copy attached as Annex 1.3.2.a.18</b>
25		LGU research output with faculty name/department/journal category should be displayed on website.	<b>Copy attached as Annex 1.3.2.a.19</b>
26		MPhil student's progress review is missing.	<b>Copy attached as Annex 1.3.2.a.20</b>
27	The university must have a policy under the Right of Information Act which was a missing link at the webpage also.	It is suggested that methodology / policy on communication strategy / process may also be established.	LGU Right to Access of Information Policy is being formulated. All notifications and policies are being shared in hard form with all Academic and Non-Academic staff. Policies are also updated at LGU Website which is accessible to all Academic, Non-Academic staff and students. <b>Copy attached as Annex 1.3.2.a.21</b>
28	Professional programs accreditation is slow in process.	The QEC should be the support in the accreditation of all its professional programs by the relevant professional council.	Already complied. The member QEC is part of all program accreditation committee.
29	There is a missing link for Postgraduate surveys.	With the support of PG Coordinator, the PG surveys must be a regular feature for CQI.	Surveys are conducted on regular basis. <b>Copy attached as Annex 1.3.2.a.22</b>
30	The feedback link seems to be inactive.	The feedback link developed on website may kindly be reflected in the report for easy access to the reviewers.	The Student Complaint form and feedback link are available on the LGU website. <b>Copy attached as Annex 1.3.2.a.23</b>
31	Reports are not generated for the feedback analysis.		A report will be generated when any feedback is available from students. <b>Copy attached as Annex 1.3.2.a.24</b>
32	Alumni associations and get together are	These students can facilitate the university in better	The Alumni Association is in the process.



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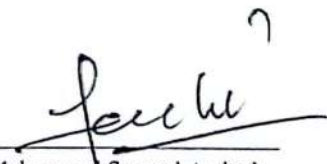
	missing.	management of industrial linkages and internship placement for the current students.	Get-togethers were organized by the departments of Management Sciences and Information Technology. Reports are currently in progress and will be shared with your department soon. <b>Copy attached as Annex 1.3.2.a.25</b>
		It is also suggested to have a written communication policy in this regard for better engagement with students / organizations along with TOR's.	The draft is prepared and are under process. The TORs will be provided when the Association is operational. <b>Copy attached as Annex 1.3.2.a.26</b>



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