ANNUAL ACTIVITY CALENDAR

1st July 2024 – 30th June 2025

Note: IQC meeting will be conducted after each quarter.

SR NO	ACTIVITY	ACTIVITY RESPONSIBILITY	ACTIVITY COMPLETION TARGET
1	**YPR (YEARLY PROGRESS REPORT) 2023 -2024**		
	YPR 2023 -2024 Compilation	QEC	01st July 2024
	YPR 2023 -2024 Submission to HEC	QEC	15th August 2024
2	**ANNUAL ACTIVITY CALENDAR**		
	• Preparation of Annual Activity Calendar • Approval of Annual Activity Calendar by IQC • Submission to QAA-HEC	QEC	October /November 2024
3	**AWARENESS SEMINARS/WORKSHOPS/CONFERENCE ON QA (WITHIN DAI)**		
	Orientation / Awareness Sessions to the Program Teams (How to Prepare SAR for PREE)	QEC	October/November 2024
	Awareness Sessions on RIPE • Awareness session to IQC members • Awareness sessions to IPR Committee and Follow up Committee. • Awareness session to RIPE Committee	QEC	• August 2024 • November 2024 • January 2025

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Lahore

4	**REVIEW OF INSTITUTIONAL PERFORMANCE AND ENHANCEMENT (RIPE)**		
	Committees Formation/Notification: • IPR • Follow up	IQC	November 2024
	Committee Formation/Notification: • RIPE	IQC	January 2025
	Reports Preparation: • IPR • Follow up	IPR Committee Follow up Committee	January 2025
	Report Completeness Evaluation: • IPR • Follow up	QEC	Jan/Feb 2025
	Self -RIPE Visit & Review	RIPE Committee	Feb 2025
	Report Preparation Self RIPE	RIPE Committee	February/March 2025
	Report Review Self RIPE	QEC	March 2025
	Report Submission to IQC for Review and Approval	QEC	March/April 2025
	Report Dissemination to Departments for Implementation	QEC	April/May 2025
5	**PROGRAM REVIEW FOR EFFECTIVENESS AND ENHANCEMENT (PREE for IQA)**		
	Notification of Program Teams		
	• B.Des. Fashion Design • B.Des. Textile Design • B.Des. Gems and Jewelry Design • B.Des. Ceramic and Glass Design • B.Des. Furniture Manufacture and Design • B.Des. Leather Accessories and Footwear Design	Course Coordinators	September 2024

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Lahore

	• B.S Fashion Marketing and Merchandising • M.Phil. Art and Design Education		
Request for Preparation of SAR as per Orientation/Awareness Sessions to the Program Teams			
	• B.Des. Fashion Design • B.Des. Textile Design • B.Des. Gems and Jewelry Design • B.Des. Ceramic and Glass Design • B.Des. Furniture Manufacture and Design • B.Des. Leather Accessories and Footwear Design • B.S Fashion Marketing and Merchandising • M.Phil. Art and Design Education	QEC	October/November 2024
Submission of SAR (First Draft) to QEC			
	• B.Des. Fashion Design • B.Des. Textile Design • B.Des. Gems and Jewelry Design • B.Des. Ceramic and Glass Design • B.Des. Furniture Manufacture and Design • B.Des. Leather Accessories and Footwear Design • B.S Fashion Marketing and Merchandising • M.Phil. Art and Design Education	Program Teams	December 2024
Review of SAR			
	• B.Des. Fashion Design • B.Des. Textile Design • B.Des. Gems and Jewelry Design • B.Des. Ceramic and Glass Design • B.Des. Furniture Manufacture and Design • B.Des. Leather Accessories and Footwear Design • B.S Fashion Marketing and Merchandising • M.Phil. Art and Design Education	QEC	January 2025
Submission of SAR (Final Version) to QEC			
	• B.Des. Fashion Design • B.Des. Textile Design • B.Des. Gems and Jewelry Design • B.Des. Ceramic and Glass Design • B.Des. Furniture Manufacture and Design	Program Teams	January 2025

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Lahore

	• B.Des. Leather Accessories and Footwear Design • B.S Fashion Marketing and Merchandising • M.Phil. Art and Design Education		
Formation/Notification of Assessment Teams by IQC			
	• B.Des. Fashion Design • B.Des. Textile Design • B.Des. Gems and Jewelry Design • B.Des. Ceramic and Glass Design • B.Des. Furniture Manufacture and Design • B.Des. Leather Accessories and Footwear Design • B.S Fashion Marketing and Merchandising • M.Phil. Art and Design Education	IQC	January 2025
Assessment Teams Meetings			
	• B.Des. Fashion Design • B.Des. Textile Design • B.Des. Gems and Jewelry Design • B.Des. Ceramic and Glass Design • B.Des. Furniture Manufacture and Design • B.Des. Leather Accessories and Footwear Design • B.S Fashion Marketing and Merchandising • M.Phil. Art and Design Education	QEC/ Course Coordinators	February/March 2025
Exit Meetings			
	• B.Des. Fashion Design • B.Des. Textile Design • B.Des. Gems and Jewelry Design • B.Des. Ceramic and Glass Design • B.Des. Furniture Manufacture and Design • B.Des. Leather Accessories and Footwear Design • B.S Fashion Marketing and Merchandising • M.Phil. Art and Design Education	QEC	February/March 2025

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Lahore

Assessment Team Reports Submission to QEC			
	• B.Des. Fashion Design • B.Des. Textile Design • B.Des. Gems and Jewelry Design • B.Des. Ceramic and Glass Design • B.Des. Furniture Manufacture and Design • B.Des. Leather Accessories and Footwear Design • B.S Fashion Marketing and Merchandising • M.Phil. Art and Design Education	Assessment Teams	February/March 2025
SAR Executive Summaries to the IQC			
	• B.Des. Fashion Design • B.Des. Textile Design • B.Des. Gems and Jewelry Design • B.Des. Ceramic and Glass Design • B.Des. Furniture Manufacture and Design • B.Des. Leather Accessories and Footwear Design • B.S Fashion Marketing and Merchandising • M.Phil. Art and Design Education	QEC	April 2025
SAR Implementation Plans Submission to IQC			
	• B.Des. Fashion Design • B.Des. Textile Design • B.Des. Gems and Jewelry Design • B.Des. Ceramic and Glass Design • B.Des. Furniture Manufacture and Design • B.Des. Leather Accessories and Footwear Design • B.S Fashion Marketing and Merchandising • M.Phil. Art and Design Education	Course Coordinators	April 2025
SAR Corrective Action Status Submission to IQC			
	• B.Des. Fashion Design • B.Des. Textile Design • B.Des. Gems and Jewelry Design		

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Lahore

	• B.Des. Ceramic and Glass Design • B.Des. Furniture Manufacture and Design • B.Des. Leather Accessories and Footwear Design • B.S Fashion Marketing and Merchandising • M.Phil. Art and Design Education	Course Coordinators	June 2025
6	**SURVEYS**		
Faculty Evaluation/ Course Evaluation/ Faculty Course Review			
	Collection of Time tables / Schedules from departments	QEC	November 2024
	Online Forms Generation for the Survey	QEC	November / December 2024
	Compilation of Responses and Reporting	QEC	February 2025
	Collection of Time tables / Schedules from departments	QEC	April 2025
	Online Forms Generation for the Survey	QEC	April / May 2025
	Compilation of Responses and Reporting	QEC	June 2025
Alumni Survey			
	Collection of List of Students	QEC	December 2024
	Online Forms Generation for the Survey	QEC	December 2024
	Compilation of Responses and Reporting	QEC	January 2025
Graduating Survey			
	Collection of List of Students	QEC	March 2025
	Online Forms Generation for the Survey	QEC	April 2025

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Lahore

	Compilation of Responses and Reporting	QEC	May 2025
	Faculty Satisfaction Survey		
	Collection of List of Faculty from HR	QEC	December 2024
	Online Forms Generation for the Survey	QEC	January 2025
	Compilation of Responses and Reporting	QEC	February 2025
	Employer Survey		
	Collection of List of Employers from Departments	QEC	January 2025
	Online Forms Generation for the Survey	QEC	February 2025
	Compilation of Responses and Reporting	QEC	March 2025
7	**GRADUATE PROGRAM SELF REVIEW**		
	Graduate Program Self Review Committee Formation/Notification	IQC	November2024
	Request to HODs for Preparation of HEC Post Graduate Progress Review (PGPR) Proformas • M.Phil. Art and Design Education Department • Master of Design with Pathways: Fashion Design/Textile Design • Master of Science in Design Management with Pathways: Fashion/Textile	QEC	November 2024
	Submission of HEC PGPR Proformas to QEC	HODs of Master Programs	January 2025
	Review of HEC PGPR Proformas	QEC	February 2025
	Request to HODs to Incorporate QEC Recommendations in PGPR Proformas	QEC	February 2025

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Pakistan Institute of Fashion & Design
Lahore

	Submission of HEC PGPR Proformas to QEC – Final Version	HODs of Master Programs	March 2025
	Agenda Sharing of Graduate Program Review Meeting with Graduate Program Self Review Committee	QEC	March 2025
	Graduate Programs Self Review Committee Meeting	Graduate Program Self Review Committee	March 2025
	Graduate Programs Self Review Committee Reports	Graduate Program Self Review Committee	March 2025
	Graduate Programs Self Review Summaries for Approval to Vice Chancellor through IQC	QEC	April 2025
	Submission of Graduate Program Self Review Implementation Plan to IQC	HODs of Master Programs	April 2025
	Submission of Corrective Action Status Reports to IQC	HODs of Master Programs	June 2025
9	**SEMINAR/WORKSHOP ON QA (INVOLVING RESOURCE PERSON FROM OUTSIDE DAI)**		
	Seminar to RIPE Committee involving Resource Person from outside DAI	QEC	As and when the opportunity arises
10	**CONTRIBUTIONS AND PARTICIPATIONS OF QEC AT NATIONAL LEVEL**		
	Contribution of QEC at National Level	QEC	As and when the opportunity arises
	Participation of QEC at National Level	QEC	As and when the opportunity arises
11	**CONTRIBUTIONS AND PARTICIPATIONS OF QEC AT INTERNATIONAL LEVEL**		
	Contribution of QEC at International Level	QEC	As and when the opportunity arises
	Participation of QEC at International Level	QEC	As and when the opportunity arises
12	**HES (HIGHER EDUCATION STATISTICS) 2023-2024 DATA SUBMISSION TO HEDR – HEC**		
	HES 2023-2024 Data Collection	QEC	To be Announced by HEC
	HES 2023-2024 Data Compilation and Submission to HEDR	QEC	To be Announced by HEC

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13	**MISCELLANEOUS**		
	Publishing of QEC Activities in the Annual Report	QEC	As requested by the Communication Office
	HEC Visit to Evaluate M.Phil. Art and Design Program Self Review 2023- 2024	Art and Design Education Department and QEC	To be Announced by HEC

Assistant Director, QEC
PIFD

Assistant Director,
Quality Enhancement Cell
Pakistan Institute of Fashion & Design
Lahore

Director, QEC
PIFD

Director
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