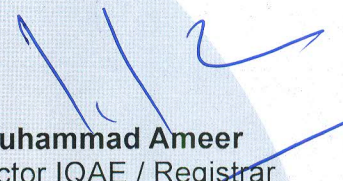




October 30, 2025

**NOTIFICATION**

**USA/IQAE/NOTIFICATION/02/2025/001** Reference to the HEC-QAA email dated September 1, 2025, on the subject “*Annual Targets for YPR 2025-26 and Preparation of Activity Calendar*”, the Institutional Quality Circle (IQC) in its 2<sup>nd</sup> Quarterly Meeting held on October 29, 2025, has approved the “**IQAE Annual Activity Calendar 2025-26**” (**Annex-I**) with effect from Fall 2025.

  
**Muhammad Ameer**  
Director IQAE / Registrar

Encl: **As Above**

**CC:**

1. The Vice Chancellor
2. Office File



# UNIVERSITY OF SOUTH ASIA

## IQAE Activity Calendar 2025-26

01-July-2025, to 30-June-2026

MONTH	ACTIVITIES
July	<ul style="list-style-type: none"><li>• Circulating the Faculty Survey Spring 2025 results to department Deans/Heads</li><li>• Conducting Self-RIPE 2024-25</li></ul>
August	<ul style="list-style-type: none"><li>• Submitting the YPR 2024-25</li><li>• Auditing the Spring 2025 Course Files</li><li>• Circulating the Spring 2025 Course Files Audit results to department Deans/Heads</li></ul>
September	<ul style="list-style-type: none"><li>• Performance Evaluation meeting on Spring 2025 Surveys and Course Files with the Vice Chancellor</li><li>• Nomination of Course Files Focal Persons for Fall 2025 from all departments</li><li>• Training for Course Files Focal Persons on the Maintenance of Course Files conducted by IQAE</li></ul>
October	<ul style="list-style-type: none"><li>• Meeting with IQAE Team regarding QEC Yearly Targets 2025-26</li><li>• FDC Training on Crafting Meaningful Course Assignments - Powered by IQAE</li><li>• Training on Assessment Evaluation Process and Exam Conduct - Powered by IQAE</li></ul>
November	<ul style="list-style-type: none"><li>• FDP Training on Mastering Teaching - Powered by IQAE</li><li>• Conducting Teacher Evaluation Survey Fall 2025</li><li>• Conducting Facilities and Infrastructure Survey Fall 2025</li><li>• Preparation of 2nd Quarterly 2025-26 IQC Meeting agenda and working paper</li><li>• Conducting 2nd Quarterly 2025-26 IQC Meeting</li></ul>
December	<ul style="list-style-type: none"><li>• Analysis of Teacher Evaluation Survey Fall 2025</li><li>• Conducting Administrative and Support Services Satisfaction Survey Fall 2025</li><li>• Conducting Faculty Survey Fall 2025</li><li>• Analysis of Faculty Survey Fall 2025</li><li>• Circulating the Faculty Survey Fall-2025 results to department Deans/Heads</li></ul>
January	<ul style="list-style-type: none"><li>• Conducting Employer Survey 2026</li><li>• Conducting Course Evaluation Survey Fall 2025</li><li>• Training on Post-Exam Analysis for Quality Improvement - Powered by IQAE</li></ul>
February	<ul style="list-style-type: none"><li>• Analysis of Course Evaluation Survey Fall 2025 results</li><li>• Auditing the Fall 2025 Course Files</li><li>• Circulating the Fall 2025 Course Files Audit results to department Deans/Heads</li><li>• Nomination of Course Files Focal Persons for Spring 2026 from all departments</li><li>• Training for Course Files Focal Persons on Maintenance of Course Files by IQAE</li></ul>

	<ul style="list-style-type: none"> <li>• Collecting data for GPR 2025-26</li> <li>• Vice Chancellor's Address on Building a Shared Purpose: Vision and Mission Insights for Faculty</li> <li>• Faculty Training and Awareness on Quality Assurance Policies and University Regulations by the Registrar</li> </ul>
March	<ul style="list-style-type: none"> <li>• Performance Evaluation meeting on Fall 2025 Surveys and Course Files with the Vice Chancellor</li> <li>• Following up with departments on SAR Corrective Actions</li> <li>• Conducting Teacher Evaluation Survey Spring 2026</li> <li>• Preparation of 3rd Quarter 2025-26 IQC Meeting agenda and working paper</li> <li>• Conducting 3rd Quarter 2025-26 IQC Meeting</li> </ul>
April	<ul style="list-style-type: none"> <li>• Analysis of Teacher Evaluation Survey Spring 2026 results</li> <li>• Update IPER 2025-26</li> <li>• Collecting data for YPR 2025-26</li> <li>• Conducting Self-GPR 2025-26</li> </ul>
May	<ul style="list-style-type: none"> <li>• Update Self-RIPE 2024-25 Status of Corrective Actions</li> <li>• Conducting Course Evaluation Survey Fall 2025</li> </ul>
June	<ul style="list-style-type: none"> <li>• Analysis of Course Evaluation Survey Spring 2026 results</li> <li>• Preparation of 4th Quarter 2025-26 IQC Meeting agenda and working paper</li> <li>• Conducting 4th Quarter 2025-26 IQC Meeting</li> </ul>

  
**Muhammad Ameer**  
 Director IQAE / Registrar

  
**Mian Imran Masood**  
 Chairperson IQC / Vice Chancellor