



OFFICE OF THE REGISTRAR DOW UNIVERSITY OF HEALTH SCIENCES

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NOTIFICATION

In line with the revised Quality Assurance Framework, 'Pakistan Percepts, Standards and Guidelines (PSG-2025) in Higher Education as introduced by Higher Education Commission (HEC), Dow University of Health Sciences is preparing for a 3-day Review of Institutional Performance and Enhancement (RIPE) by a Review Panel, comprising of evaluators from within and outside the university.

2. For this purpose, a team of expert evaluators (internal and external) is constituted as the Review Panel of Review of Institutional Performance and Enhancement (RIPE) of Dow University of Health Sciences, Karachi, to be facilitated by QEC-DUHS. The dates of the review visits are scheduled from 15th, 16th and 17th May, 2025.

i. The External Evaluators include the following:

- **Prof. Rabia Bushra**, Department of Pharmaceutics, University of Karachi
- **Mr. Muhammad Adnan Fuzail**, Director QEC, Ziauddin University
- **Mr. Syed Waqar-Ul- Hasan**, Director QEC, Salim Habib University

ii. The Internal Evaluators include the following:

- **Dr Fakhshena Anjum**, Associate Professor, Dow College of Pharmacy-DUHS
- **Dr Khurram Parvez**, Associate Professor, DIKIOHS-DUHS
- **Dr Muhammad Bilal Azmi**, Associate Professor, Dow Medical College-DUHS

3. All the academic/administrative heads are required to extend full cooperation and assure their presence, as required, for the event. The schedule of the 3-day activity is enclosed herewith.

(Dr. Ashar Afaq)

Registrar

Dow University of Health Sciences
Karachi

Copy to:

1. All Heads of Constituent Institutions, DUHS.
2. All Heads of Concerned Departments, DUHS.
3. The Director, QEC, DUHS.
4. The Concerned Members of the Evaluation Team.
5. PA to Pro Vice Chancellors, DUHS.
6. PA to the Vice Chancellor, DUHS.
7. Office record file.

Program of Review of Institutional Performance and Enhancement

Dow University of Health Sciences (DUHS), Karachi on 15th, 16th and 17th May, 2025

| <u>Program Outline</u> | |
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| Day 1- DMC Campus 15th May, 2025 | |
| 09:00 am - 09:30 am | 1. Meeting with the Vice Chancellor/ Pro Vice Chancellor • 2. Presentation to Review Panel (RP) about DUHS & UPR Highlights (10 min) |
| 09:30 am - 10:00 am | Review panel (RP) discussion on 3-day activities, reporting format, instructions for reporting against expectation outcome indicators (EOIs). |
| 10:00 am - 11:00 am | RP meeting with key office holders, including; the Registrar, Controller of Examination, Deans, Director Admission, Director Finance, Director HR, Director ICT, Director QEC, Director ORIC, Director P&D and Director Procurement. |
| 11:00 am - 03:00 pm | RP review of institutional submissions of Institutional Performance Report (IPR), evidence and documentation (with working lunch). |
| 03:00 pm - 05:00 pm | RP consultation on individual findings and compile an initial draft of RIPE Report. |
| Day 2- Ojha Campus 16th May, 2025 | |
| 09:00 am - 10:00 am | RP meeting to discuss Day 2 agenda, review findings, and discuss the progress of the initial draft report. |
| 10:00 am - 11:00 am | RP meeting with graduate/postgraduate, and undergraduate students (sample size from each department/level will be decided by RP b/w 12-18 in total depending on the total institutional strength). |
| 11:00 am - 12:00 pm | RP meeting with Lecturers/Asst. Professors |
| 12:00 pm - 01:00 pm | RP meeting with Chairpersons/heads of departments |
| 02:00 pm - 04:00 pm | Visiting selected classroom facilities, laboratories, library, sports facilities, cafeteria /canteens, faculty and staff offices. |
| 04:00 pm - 05:00 pm | Panel consultation on individual findings to discuss and include others' perspectives and to compile a comprehensive report, keeping EOIs in perspective. |
| Day 3- DMC Campus 17th May, 2025 | |
| 09:00 am - 11:00 am | Panel consultation on individual findings to discuss and include others' perspectives and to compile the finalized report keeping EOIs in perspective. |
| 11:00 am - 12:00 pm | Exit meeting with VC/Rector (exit meeting time can be adjusted elsewhere on Day 3 prior in discussion with panel. |
| Additional Notes: | |
| <ul style="list-style-type: none"> ➤ Review Panel may request a meeting with a faculty or for evidence of institutional working /performance at any time during the 3-day visit. ➤ Review Panel may also request additional information and/or may request a meeting with other senior officers, in order to seek clarification regarding certain points of the University Portfolio Report. | |