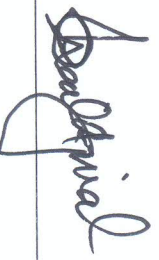


IMS QEC Activity Calendar - 2024-25

(First Half)

Activity	JULY				AUGUST			
	1st Week	2nd Week	3rd Week	4th Week	1st Week	2nd Week	3rd Week	4th Week
Evaluations / Assessment	Progress CIP-Depts	Compilation of Evaluation Report SP - 2024	-	Awareness Lec- Compliance Parameters	Faculty Satisfaction Survey	-	-	Initiation of Evaluation Fall-2024
	QEC-Course coordinators meeting		Evaluation Report-2024 Presentation to Dean				CIP Followup	
Academic Review / Others (Processes / Procedures / Trainings)	YPR preparation - Coord meeting	Follow up Corrective actions Review reports		Hods coord YPR prep	Compilation YPR 2023-24	PC's Coord Meeting	QEC-Course coordinators meeting	Review Course Files Sp-2024
	Development of IMS Regulations	Faculty Council-QEC interaction	PC's Coord Meeting		Faculty Council-QEC interaction		Review of Program Roadmaps	Dev of Students Services structure
			Accreditation Preparation Training					YPR 2024 submission
SEPTEMBER								
	1st Week	2nd Week	3rd Week	4th Week	1st Week	2nd Week	3rd Week	4th Week
Evaluations / Assessment		Sys-Graduating / Course / teacher		Review IMS Data		-	Activity Plan 2nd Half 2024-25	
				Employer Sy		-		
Academic Review / Others (Processes / Procedures / Trainings)	Front Desk trng-Policies / Criterias	Lec - New Education Policy			Development of PC's workload	Faculty training on PC's Workload	Training on Course Code	CIP - Update Management
	CIP Monitoring	Faculty Council-QEC interaction	Monitoring g CIP	Review Course Files Fall-2025	Program NoC- Progress review	Staff Orientation on PSG-2023	Internal Audit NCEAC Accreditation (Readiness)	
NOVEMBER								
	1st Week	2nd Week	3rd Week	4th Week	1st Week	2nd Week	3rd Week	4th Week
Evaluations / Assessment			Tentative Convocation			CIP progress review to Management		
Academic Review / Others (Processes / Procedures / Trainings)	Faculty Council-QEC interaction	Lecture - FDP	Development of Enrollment Process	PC's Coord Meeting	Faculty Council-QEC interaction	Training on Enrollment Process	PC's Coord Meeting	Annual Progress Review - Dean
							Initiation of SAR (2nd Cycle)	Hods coord YPR prep
		Ttg QEC Coordinators	Accreditation Progress Review					
DECEMBER								

Director QEC



Registrar



Rector

