



WOMEN UNIVERSITY,
SWABI

THE OFFICE
OF
THE REGISTRAR

No. WUS/REG/2024/676

July 30, 2024

NOTIFICATION

Pursuant to the PSG-2023 of Higher Education Commission, the Vice Chancellor in anticipation of the approval of the Syndicate has been pleased to constitute the "Institutional Quality Circle (IQC)" of the Women University, Swabi comprising the following with terms and reference given below:

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|---|---------------------------|
| 1. The Vice Chancellor (Ex-Officio) | Chairperson of IQC |
| 2. The Director Academics (Ex-Officio) | Deputy Chairperson of IQC |
| 3. Head of IQAE (Director QEC), WUS | Member/Facilitator |
| 4. Heads of Teaching and Administrative Departments | Member |
| 5. Two Student Council Representatives | Member |
| 6. Deputy Director QEC | Secretary |

IQC shall meet four times in a year and its role shall be as the ultimate delegated authority for the management of quality assurance at the University.

Terms and References:

- To monitor all relevant external guidance and requirements related to quality assurance initiating and coordinating action as appropriate.
- To develop and keep under review the University's Academic Policy and Quality Framework, that is, the systems, policies and guidance for assuring and enhancing the quality of students' learning experience and maintaining academic standards and to consider and manage the outcomes of these processes.
- To have oversight of the University's approach to assuring the completeness, accuracy, reliability and fitness for purpose of information provided for applicants and students.
- To maintain operational oversight of academic and student related policy and legislation. Considering proposals for minor and operational legislative changes, consulting with legal services as appropriate.
- To consider proposals for the addition, withdrawal, suspension and exceptional amendments in the programmes of study in the University. This will normally be undertaken by Chair's action for regular reporting to a subsequent meeting of the committee.

This is issued with the approval of the Vice Chancellor.


REGISTRAR

Copy to:

1. Director General Quality Assurance Agency, Higher Education Commission Islamabad.
2. Director Quality Assurance, Higher Education Department, Khyber Pakhtunkhwa.
3. All Head(s) of the Teaching and Administrative Departments.
4. PS to Vice Chancellor.
5. Official(s) Concerned.
6. Director QEC, WUS
7. Master File

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