



UOC/QEC-1/23/

Dated: December 25, 2023

With reference to your letter UOC/QEC-1/23/55 dated November 24, 2023. The Implementation Plan in the light of Executive Summary of SAR English mentioned.

Subject: **Assessment Result Implementation Plan Summary of English**

S. No	AT Finding	Corrective Action	Implementation Date	Responsible Body	Resources Needed
01	The department doesn't have any clerical staff to assist HoD and faculty members.	The Department has requested for appointment of a makeshift clerk.	In Progress	Department	Nil
02	The department doesn't have any notified Program Coordinator for the program.	A program coordinator has been nominated.	In Progress	Competent Authority	No Finances Involved
03	The department doesn't have any language lab to cater to the needs of Language learning of the students.	The University is in its initial stages the facility will be provided in due time.	In Progress	Competent Authority will approve the funds	Finance Involved
04	The department doesn't have consultancy hours for the students to get academic help from the teachers.	The department has displayed the consultancy hours schedule.	In Progress	Department	Nil
05	The department has never offered any Faculty Development Program to improve the qualifications of its faculty members.	With the consent of Competent Authority, a mechanism has been devised that the Department will nominate the person for the mentioned opportunity as per availability	As per directions of Competent Authority	Department	Funds Required
06	The department doesn't have regular faculty members who are employees of UoC. The teachers serving in the department are on employees of Higher Education Department and they all are on deputation.	The induction of regular staff will take place as soon as ban imposed by HED Punjab is lifted.	In Progress	Higher Education Department Punjab	Funds Required



Chairman's Comments: I look forward to implementing the points proposed in IC's report, in collaboration with the administration of the university.

SADJAD HUSSAIN

01/01/24
 Chairman
 Department of English
 University of Chakwal

The QEC will overlook the all activities as described by the A.T.

Additional Director
 Quality Enhancement Cell
 University of Chakwal