



Quality Enhancement Cell

Quality Enhancement Cell Policy

1. Establishment

Khyber Girls medical college made Quality Enhancement Cell operational under the department of medical education via notification no 5320-26/Estt/KGMC. Dated 24/07/23 by Dean MTI KGMC.

2. Aim

QEC is established at Khyber Girls medical college with the aim to assess and report the quality of

- Teaching,
- Assessment,
- Curriculum
- Research

In undergraduate medical education through continuous monitoring and evaluation.

3. Role and Responsibilities

Quality Enhancement Cell, an internal quality assurance mechanism of the institution, is conceived as a mechanism to build and ensure a quality culture at the institutional level with appropriate structure and processes to meet the Needs and standards.

The functions of the QEC includes evaluation of teaching faculty, assessment, curriculum and research with compliance to the HEC minimum guidelines. Maintenance of Confidentiality will be a priority for QEC.

4. QEC Activities

1. To carry out feedback surveys from the college students, faculty and alumni.
2. To prepare summary reports on the feedback received.
3. To carry out self-assessment of the Curriculum.
4. To develop the coordination among the department for smooth carry on of QEC activities.

5. QEC Organogram

The structure of QEC as suggested by the Higher Education Commission holds following 05 positions.

1. Director QEC
2. Deputy Director



Quality Enhancement Cell

3. Assistant Director
4. Data Analyst
5. Support staff

6. Continuous Quality Improvement (CQI)

CQI is achieved through continuous follow-ups on the progress against the corrective action taken as a result of

- a. Students, Faculty, Alumni, and Employers' feedback
- b. Self-Assessment
- c. Program Accreditation
- d. Review of Performance Evaluation

Time & Responsibility Matrix

QEC is tasked with the following

S#	QuestionnaireName	Filled by	Filling stage/ time	Responsibility
1	Teacher Evaluation (Online)	Students	After Midway of academic year	QEC
2	Course/Assessment Questionnaire (Online)	Students	End of Block	QEC
3	Faculty Course Review Report	Concerned Faculty Members	End of academic year	Chairman Department
4	Survey of Graduating Students (Online)	Final year students	After Graduation	QEC
5	Research Student Progress Review		End of academic year	Director Research
6	Faculty Survey	Faculty member	End of academic year	QEC