



UOC/QEC-I/23/

Dated: December 16, 2023

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

Subject: **Assessment Result Implementation Plan Summary of Business Administration**

S. No	AT Finding	Corrective Action	Implementation Date	Responsible Body	Resources Needed
01	Nomination of faculty members for any training or workshop is not obtained from the department which disturb the classes	The Departmental will nominate faculty member as per availability	Implemented	Department	Nil
02	Unavailability of research labs, computer lab and multimedia	The proposal will forward to competent authority in January 2024 for approval.	January 2024	Competent Authority	Finance Involved
03	Board of studies not yet constituted by university for department.	Nominations has forwarded to Syndicate for approval. Syndicate is scheduled date December 28, 2023	December 28, 2023	Competent Authority	Finance Involved
04	Multimedia should be installed in the classrooms	Owing to the limited resources of University the Department has one multimedia used as mobile basis. The Department of Business Administration will forward a proposal to Competent Authority	In Progress	Competent Authority will approve the funds	Funds Required
05	Departmental Mission statement not aligned with University Vision statement	The department will revise the departmental Mission statement by involving Board of Studies members	February 2024	Department	Nil
06	The Business Students should learn through cases and practical. Resources not available to fulfill the said need	Department will arrange the online case studies and organized industrial tour	In Spring 2024 session	Department	Funds Required
07	No internship policy currently	HEC policy for undergraduate 2023 has adopted regarding internship	Implemented	Department	Nil
08	Students clubs and societies for extra curriculum activities is compulsory. No such body is constituted	Students clubs ad societies have devised and Notified dated December 21, 2023	Implemented	Department	Nil
09	No Supporting staff is available to manage departmental administrative workload of department	Forwarded requirement to competent authority	In Progress	Competent Authority	As per University BPS
10	Smart Classrooms not available	Common smart classroom is	Implemented	Department	Nil



**UNIVERSITY OF CHAKWAL**  
**DIRECTORATE OF QUALITY ENHANCEMENT**

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11	Faculty files not in office	available in university The Department has forwarded a request to all faculty members to furnish their files for departmental record.	In Progress	Department	Nil
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**Chairman's Comments:**

The department will incorporate and implement all valuable suggests of external reviewers in true letter and spirit.

Name and Signature

*Dr. Muhammad Zeeshan Zafar*

QEC Comments:

*findings and suggestions made by us should be complied as early as possible*

Name and Signature

Dr. Muhammad Zeeshan Zafar  
 Chairperson  
 Department of Business  
 Administration

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