

Executive Summary

Self-Assessment Report of B.Ed Elementary 2.5 Years

Self-Assessment Cycle – II (2021-22)

Virtual University of Pakistan is providing world class ICT-based distance education to the aspiring students in Pakistan and abroad and addressing simultaneously the acute shortage of qualified professors in the country. To fulfill needs of Quality Assurance Agency of HEC for ranking the program, Department of Education initiated the Self-Assessment process for B.Ed Elementary 2.5 Years. The current document summarizes the findings of the self- assessment process of B.Ed Elementary 2.5 Years. The process includes:

1. Self-Assessment Report (SAR) development by Program Team (PT).
2. Assessment Report (AR) by Assessment Team (AT) after critical evaluation.
3. Rectification Plan administered by the Head of Department.

Methodology

The Department adopted the identical methodology defined by the Quality Assurance Agency of HEC. The methodology includes the nomination and notification of PT and AT after the approval of the competent authority. PT developed the SAR in accordance with eight (8) criteria provided by QAA. Various recommended surveys were also conducted for collecting diverse feedback. A meeting was arranged for critical evaluation of the program by AT in which Head of Education Department and staff of Directorate of Quality Enhancement (DQE) were also present. After the visit, AT submitted a report and feedback form (Rubric Form) to DQE. Based on the findings of AT, the Head of Education Department was requested to develop a rectification plan.

Program Team and Assessment Team Formation

Sr. #	Program Name	Program Team Member	Assessment Team Member	Quantitative Score	Remarks
1	B.Ed. Elementary 2.5Years Program (2 nd Cycle)	Ms. Sana Amin Tutor/ Instructor	Dr. Sumbal Asghar Assistant Professor	77.37	Good

Key Findings of the SAR:

The AT appreciated the efforts of PT to develop such a comprehensive report of the 'B.Ed Elementary 2.5 Years' program. The external expert endorsed the program structure and study scheme designed by the department. The infrastructure and support

provided by the university to execute the program were also reviewed and considered compatible with smoothing execution of the program. However, the following few observations were reported by AT in its report:

1. The program needs to be accredited from the concerned authority (NACTE).
2. With regard to eligibility criteria for admission in different programs, the minimum criterion of 45% may be fixed for the students' enrolment in Zero semester.
3. The digital library must be functional for the students as well as for the faculty. A separate section may also be established in the library with a large collection of relevant books.
4. Students must be given opportunities for internships as a research assistant or teacher assistant with the teachers to get the experience of research and online teaching.
5. Students must be provided more opportunities and forums for interaction (face to face) with course coordinators in different campuses.
6. Faculty members may display consultation hours in the course calendar/Announcement section timely so that most of the students may get benefit of the sessions.
7. Seminars and workshops may be organized for the career development and career counseling of the students at least once in the semester. Experts from the industries and organizations can also be invited. It is suggested to make a center to address the issues related to the career development, career counseling and psychological counseling of the students as well as the staff.
8. There must be a proper way of interaction between students and teachers by arranging proper counseling and tutorial programs.
9. Undoubtedly, the VU ticketing system is facilitating instructors to communicate with the students at one platform instead of managing multiple email addresses. It is suggested to make a video regarding generating tickets for different purposes and to add in orientation videos on the website. It will be very helpful for the students.
10. Faculty must update themselves with new techniques and innovations.
11. There must be proper implementation of academic activities as per the academic calendar and problems at the end of exam and admission must be settled.
12. The teaching practice is a mandatory requirement for all teacher education programs and recently HEC has also suggested the universities to further

strengthen it. In view of this, the prospective teachers' mentoring and supervised evaluation may be further looked into.

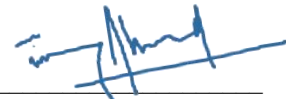
13. Due to the increase in number of students in every semester, new faculty must be hired to in order to improve student-teacher ratio.

Conclusion and Recommendations:

Analysis of the Criteria Referenced Self-Assessment reveals that performance of the department is good in most of the areas, however, fair performance has been observed in only one of the areas i.e. criterion 7 (Institutional Facilities). The program has secured overall good assessment score (77.37/100) reported by AT. The University needs to enhance faculty development, student teacher interaction and establish physical library for faculty and students of the department.

The areas that need corrective actions identified during the self-assessment process have been reported to the Head of Education for rectification. DQE will follow-up the rectification plan as per specific time frame to track continuous improvement.

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