Executive Summary
Self-Assessment Report of Master of Education (M.Ed)
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 Master of Education (M.Ed). The current document summarizes the findings of the self- assessment process of Master of Education (M.Ed). 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	Master in Education (M.Ed.) Program (2nd Cycle)	Ms. Sameen Azmat Tutor/ Instructor	Ms. Darakhshan Zahid Lecturer	71.86	Good

Key Findings of the SAR:

The AT appreciated the efforts of PT to develop such a comprehensive report of the 'Master of Education (M.Ed)' 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. Students should be provided more opportunities and forums for interaction with course instructors. We can increase the number of sessions on Google meet and Skype.
2. It is important to discuss the course's utility, value, and applicability with the students. For this purpose our teachers must help students to understand the ways that the course provides an essential foundation for more advanced courses and how it will help them acquire particular skills.
3. For the career counseling of student's seminars and workshops should be organized at least once in semester and experts from educational institutions and other organizations should be invited.
4. Guidance and counseling cell should be established for students. It must include the students career development as well as psychological counselling of students and faculty.
5. Students must have the clear guidelines about how to generate the tickets in VU ticket system. All faculty members must publish the whole process in their courses in course announcement section on LMS. At University level a small video can be developed to show the process of generating the ticket. It will be more easier for the student to understand and apply.
6. Faculty must update themselves with new techniques and innovations.
7. It is also suggested to change the categories of courses from required and elective to the given categories in SAR report (e.g. Foundation, Professional, Specialized) in VU official website/Scheme of Studies.
8. It is also suggested that the efforts for the accreditation of the programs from NECTE must be increased.
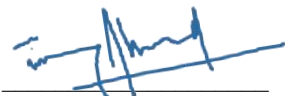
Conclusion and Recommendations:

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 3 (Laboratories and Computing Facilities). The program has secured overall good assessment score (71.86/100) 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.

Prepared by:

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