Executive Summary
B.Ed. Elementary 2.5 Years
Faculty of Education
Self-Assessment Cycle-III (2023-2024)

Quality of higher education is monitored by Quality Assurance Agency (QAA) of HEC by various means. One of the means is Self-assessment of the programs offered by a University/HEI (Higher Education Institute). The Self-assessment process is conducted according to the guidelines provided by QAA in Self-assessment manual. In this regard, current document summarizes the findings of self-assessment process for the B.Ed. Elementary 2.5 Years offered by the Faculty of Education.

The department is committed to produce graduates who can lead organizations towards success and prosperity in the global marketplace. The department offers rigorous programs in different areas of specialization. The department has completed the following tasks with reference to Self-assessment process:

1. Development of *Self-Assessment Report (SAR)* by Program Team for B.Ed. Elementary 2.5 Years

2. Assessment of the said program and submission of *Assessment Report (AR)* by Assessment Team for B.Ed. Elementary 2.5 Years.

3. Development of *Rectification Plan* by Head of Department

The tasks were completed according to the set methodology through Program and Assessment Teams nominated by the Rector upon recommendation of the Department.

Procedure

The following procedure has been adopted to complete the self-assessment process:

1. Head of department nominated a program team (PT) for the program under consideration. DQE (Directorate of Quality Enhancement) arranged initial orientation and training session for PT. The composition of PT is given below:

Table 1: Program Team

Sr.#	Name	Designation
1.	Dr. Sehar Rashid	Instructor, Education

2. All the relevant material such as Self-Assessment manual, survey forms, etc. were provided to PT.

3. Continuous support, guidance, and feedback were provided to PT to develop SAR for the said program.

4. After completion and submission of the final SAR by PT, the Rector, upon recommendation of the HOD, approved constitution of an Assessment Team (AT) for critical appraisal of the program and SAR. The composition of AT is given below:

Table 2: Assessment Team

Sr.#	Name	Designation
1.	Dr. Hina Amin	Lecturer, Education

5. SAR developed by PT was forwarded to AT for critical review.

6. After completion of critical review and assessment of the SAR, DQE arranged an exit meeting between AT and PT in presence of the Head of Department and DQE team.

7. After the meeting, AT submitted a report and Rubric form to DQE.

8. DQE forwarded the observations & findings of AT report to the Head of Department for developing a rectification plan.

9. DQE will now monitor implementation of corrective actions proposed by AT.

Criteria in SAR:

Following eight (8) criteria defined by the HEC are used to develop SAR:

- Criterion 1: Program Mission, Objectives and Outcomes
- Criterion 2: Curriculum Design and Organization
- Criterion 3: Laboratory and Computing Facility
- Criterion 4: Student Support and Advising
- Criterion 5: Process Control
- Criterion 6: Faculty
- Criterion 7: Institutional Facilities
- Criterion 8: Institutional Support

Key Findings about the Program:

Following is a summary of the key findings after program's assessment:

1. University mission statement should be the one that is approved by the Statutory bodies, and in proper format and must be published/displayed on the main website and various campuses.

2. Department and program Mission statements are not available on website.

3. The PLO/ CLO mentioned in the document, mentions program learning objectives alignment with Course learning outcomes. A very little alignment was found in Program Learning objectives with course learning outcomes.

4. CLOs were mapped on PLOs. There are two general courses in this degree CS101 and VU001. CS101 has 0% mapping with PLOs while VU001 has 40% mapping with PLOs on average.

5. Graduating and Alumni surveys needs to be Bilingual to get true and maximum students' response.

6. It is concluded that qualitative responses targeting the students who are not completing their degree in due time will be collected to triangulate the findings of the surveys and improve the quality of the degree program.

7. The program needs to be accredited by the concerned authority (NACTE).
8. As per SAR, the existence of physical libraries to date is missing at VUP for students, however, available for teaching staff at Lawrence Road Office, Lahore. Moreover, access to digital library is ensured to both faculty and students.
9. It was noticed that B.Ed. 2.5 elementary is not discussed under the new HEC policy (2023), therefore new intake may be reconsidered at the time of implementation of new policy.

Conclusion and Recommendations:

Upon analyzing the Criteria referenced Self-Assessment, it has been determined that the department's performance ranges from 'good' to 'excellent' in the majority of areas. The program has achieved a score of (73.19/100) as reported by AT, indicating an overall commendable performance. The identified areas requiring corrective actions during the self-assessment process have been communicated to the Head of the Department for necessary rectification. DQE will subsequently monitor the implementation plan within the specified time frame to ensure continuous improvement.

_____

Mehboob Ahmed Khatri

Manager QA

Director Quality Enhancement: _____