



**THE BENAZIR BHUTTO SHAHEED
UNIVERSITY OF TECHNOLOGY AND SKILL DEVELOPMENT
KHAIRPUR MIRS**

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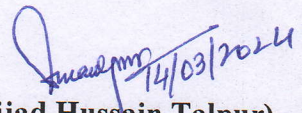
No. BBSUTSD/ADMN/0415

Dated: 14/03/2024

NOTIFICATION

The Vice Chancellor has been pleased to approve the "University Quality Policy" to achieve academic and administrative excellence at The Benazir Bhutto Shaheed University of Technology and Skill Development, Khairpur Mirs with pending approval of the Academic Council.

Encl: University Quality Policy.


(Mir Sajjad Hussain Talpur)
Registrar

Copy:

1. All Deans, Directors, Chairperson, Sectional heads
2. In-Charge MIS, with request to upload on University website
3. P.A to the Vice Chancellor
4. Office Copy



THE BENAZIR BHUTTO SHAHEED
UNIVERSITY OF TECHNOLOGY AND SKILL DEVELOPMENT,
KHAIRPUR MIRS

University Quality Policy

The BBSUTSD, KHP

Prepared By:
Dr. Asim Ali Abro
In-Charge Director QEC

Reviewed & Approved By:
Vice Chancellor, The BBSUTSD

Dated: March 14, 2024





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QUALITY POLICY

A. Definition of Quality at The BBSUTSD

The Benazir Bhutto Shaheed University of Technology and Skill Development (The BBSUTSD), Khairpur Mirs is committed to striving for excellence in teaching, research, innovation, public service, intellectual leadership, outreach, governance and administration.

In seeking to achieve these goals the University is guided by five interrelated dimensions of quality. These are:

- (i) fitness of purpose;
- (ii) fitness for purpose;
- (iii) value for money;
- (iv) transformative development of students and staff; and
- (v) adherence to high standards, including internal and external customer service standards.

Fitness of purpose refers to the University's ability to define objectives that are relevant to its stakeholders' needs and pursuant to its mission. This dimension of quality aims to evaluate the adequacy of the quality-related intentions of an organisation or programme. Fitness for purpose refers to the University's ability to fulfil its stated objectives and mission at both institutional and programme levels. It is concerned with assessing an institution or programme against indicators and standards derived from its basic mission and stated objectives.

Value for money refers to the University's ability to demonstrate efficient and effective use of its human, physical, technological, information and financial resources. Transformative development of students and staff refers to the University's ability to contribute to the enhancement of the knowledge, skills and attitudes of staff and students. Adherence to high standards refers to the University's ability to consistently meet agreed service standards and/or apply best practice in its delivery of academic, professional, technical or support services and in its communications with internal and external stakeholders.

In fulfilment of The BBSUTSD Mission, these five dimensions of quality are applied to the management of all of The BBSUTSD's human, physical, technological, information and financial resources, internal operations and communications.

B. Purpose of Quality Policy

The Quality Policy of The BBSUTSD establishes the University's approach to Quality Management. It sets out the methods by which The BBSUTSD assures its stakeholders of the high quality of its academic and non-academic outputs, as well as all aspects of its educational provision (quality assurance). It also explains how it enhances the quality of its academic and non-academic outputs and educational provision (quality enhancement). The Quality Policy supports the achievement of The BBSUTSD's Mission and Vision. It also facilitates its continuing institutional and programme accreditation.

C. Scope

The Quality Policy applies to all academic and non-academic staff employed at or contracted to The BBSUTSD. This includes members of Executive and Senior Management, Administrative, Technical and Support staff, Senior Administrative and Professional staff and Academic staff.

The Policy applies equally to the University's academic operations (design and all modes of delivery of taught programmes and courses, research and innovation) and non-academic operations (design and delivery of administrative, financial, technical, professional and support services) as well as to its formal and public engagement.

D. Policy Statement

The BBSUTSD adopts a systematic approach to quality management. As per new QA framework Pakistan Precepts, Standards and Guidelines for Quality Assurance in Higher Education (PSG-2023), The BBSUTSD has formulated Institutional Quality Cell (IQC) and its main object is to:

- (I) Ensure the BBSUTSD definition of quality,
- (II) Monitor the BBSUTSD Quality Management Framework (QMF), and
- (III) The implementation of The BBSUTSD PSG-2023 effectively.

Together, these guide University Departments, Institutes, Schools, Centres, Units and Sites (DISCUS) in the development of internal quality objectives, standards, desired practice and quality management mechanisms that are aligned to the University's approach. The BBSUTSD is also committed to periodically reviewing its quality policy, its quality management framework and the functioning of its quality management system to ensure their continued relevance and effectiveness.

E. The BBSUTSD Quality Management Framework

The BBSUTSD QMF is based on the concept of the Quality Cycle, which comprises four stages: Planning, Implementation, Evaluation and Improvement. The BBSUTSD is, therefore, committed to systematically planning its activities and establishing targets; monitoring and evaluating these activities, their outputs and outcomes; and using the results to improve its operations and outputs in

relation to teaching, research, innovation, public service, intellectual leadership, outreach, governance and administration.

F. Planning and Implementation Processes

Strategic & operational planning

The BBSUTSD's Mission and Vision establish its overarching aims for the long- and medium term, while its Strategic Planning process produces five-year Strategic Plans which establish key strategic themes, goals and objectives. These are implemented through initiatives set out in Campus- and DISCUS-level operational plans.

All operational plans should include measurable targets related to one or more of the five dimensions listed in the University's definition of quality.

Development, documentation and implementation of policies and procedures

In addition to the Strategic Planning process, the University provides detailed guidance on planning and implementation in relation to the quality of specific aspects of its human, physical, technological, information and financial resources; internal academic and administrative operations; and communications through approved and documented policies and procedures. Such policies and procedures must be easily accessible for reference by staff and other stakeholders, as relevant.

All policies and procedures must be based on the following: consultation with all relevant stakeholders, consideration of any applicable statutory or accreditation requirements, reference to best practice at higher education institutions or other relevant entities and reference to the University's definition of quality.

The University is committed to providing adequate resources and support to enable implementation of its approved policies and procedures.

Evaluation and Improvement Processes

The University has instituted processes to facilitate evaluation and enhancement of the quality of its academic and non-academic operations and outputs. These include processes for continuous monitoring and periodic review of (1) the operations of a specific DISCUS or (2) a specific operational process, which may span multiple DISCUS. Evaluation processes must emphasize the value of soliciting and taking account of the views of external stakeholders.

Evaluation processes must be followed by processes for development of improvement plans and subsequent periodic reporting/ follow-up on the implementation of initiatives detailed in improvement plans.

Improvement initiatives are expected to be integrated into DISCUS operational plans as far as possible in order to re-initiate the Quality Cycle.

Internal and external reviews

The University's approach to evaluation and review underscores both self-reflection and external reference. Review processes may include a stage during which a DISCUS prepares a self-assessment of its performance in relation to its quality objectives (previously established, either during its planning processes or by University policy). Reviews of the quality of output and operations of a specific unit, or the implementation and outcomes of a specific process, may be undertaken or coordinated by an independent unit of the University appointed for this purpose.

Institutional research

The University will undertake internal periodic quantitative or qualitative assessments of the quality of its operations and outputs through research studies involving students, staff and other stakeholders.

Capacity-building

The University will provide support for the implementation of corrective actions and improvement initiatives arising out of its evaluation exercises. This support will include in house and external training or consultancy to develop or enhance the competencies of staff where appropriate.

G. Role of the University's Institutional Quality Cell

The University has formulated the IQC to oversee and coordinate its quality management processes.

Terms of reference of the IQC:

- i. To monitor all relevant external guidance and requirements related to quality assurance, initiating and coordinating action as appropriate.
- ii. To develop and keep under review the university's Academic Policy and Quality Framework, that is, the systems, policies and guidance for assuring and enhancing the quality of students' learning experience and maintaining academic standards, and to consider and manage the outcomes of these processes.

- iii. To have oversight of the university's approach to assuring the completeness, accuracy, reliability and fitness for purpose of information provided for applicants and students.
- iv. To maintain operational oversight of academic and student-related policy and legislation, considering proposals for minor and operational legislative changes, consulting with legal services as appropriate.
- v. To consider proposals for the addition, withdrawal, suspension, and exceptional amendment of programmes of study of the university. This will normally be undertaken by chair's action for regular reporting to a subsequent meeting of the committee.

Membership of the IQC:

- i. Chair (appointed from among members by the Vice Chancellor)
- ii. Dean(s),
- iii. HoDs of the all-academic departments,
- iv. Director Planning & Development
- v. Registrar
- vi. Director Finance
- vii. Representative from Campuses and affiliated colleges
- viii. Director QEC
- ix. Director ORIC
- x. Representative of the Inter-Campus Students Council