



NATIONAL COLLEGE OF BUSINESS ADMINISTRATION & ECONOMICS

Quality Assurance Enhancement Cell

Activity Calendar

2025-2026



NATIONAL COLLEGE OF BUSINESS ADMINISTRATION & ECONOMICS

Sr.#	Month	Year	Activity/Task
1	July	2025	Preparation of Yearly Progress Report of QEC for the year 2025. Organization of training sessions on Higher Education Statistics Data (HES) to QEC focal persons of the Departments.
2	August	2025	Preparation and submission of Yearly Progress Report (YPR) of NCBA&E to HEC. Preparation and submission of Higher Education Statistics (HES) Data of NCBA&E to HEC.
3	September	2025	Preparation and submission of compliance report of GPR visit 2024-25.
4	October	2025	Review of documents (evidence) and actions plans of SARs 2024-2025. Orientation/Training session to departmental Focal persons to prepare departmental level activity calendar including Program wise details related to SARs.
5	November	2025	To organize World Quality Day at main campus and Sub-campuses. Planning and conduction of Alumni Survey. Planning and conduction of Employer Survey.
6	December	2025	To organize workshop/webinar on publications of research papers in impact factor journals. Planning and Conduction of Graduating Student Survey. To organize a training session on SAR preparation on PREE standard.
7	January	2026	Conduction of SAR program teams (PT) training and preparation of remaining programs SARs on PREE standard. Awareness session with QEC focal persons regarding QEC activities.
8	February	2026	Planning and Conduction of Teacher Course Evaluation by Undergraduates and Post Graduate students. Preparation of Review of Institutional Performance and Enhancement Report (RIPE) 2025-26.



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9	March	2026	Issuance of notification of annual RIPE to internal and external members. Planning and organization of RIPE. Organization of awareness session on International Women's day.
10	April	2026	Preparation of implementation plan and corrective actions against findings of internal RIPE report. To organize workshop on quality assurance in higher education.
11	May	2026	Arranging of Annexure/Notifications of YPR 2025-26. Organization of awareness session on fire safety.
12	June	2026	Preparation of Yearly Progress Report (YPR) of 2025-26. Organization of awareness session on World Environment Day.

Note:

- Any other task assigned by Rector or HEC.

Prof. Dr. Faheem Ul Islam

Rector **RECTOR**

National College of Business
Administration & Economics

Prof. Dr. Adnan Khan

Director

Quality Assurance Enhancement Cell

Director
Quality Enhancement Cell
National College of Business
Administration & Economics
Pohang-III, Lahore.