

Institutional Quality Assurance Cell (IQAC)

Schedule for External Peer Review of SAR of Chemistry Discipline, Khulna University

Day 1: 23 January, 2018	
09:30 am – 09:45 am	External Peer Review Team (EPRT) meeting (Round 1) at IQAC office for orientation, team leader selection and work plan finalization
09:45 am – 10:15 am	EPRT meeting with SAC and IQAC personnel at IQAC office
10:30 am – 11:00 am	EPRT meeting with the honorable Vice Chancellor (VC) of KU at VC office
11:15 am – 12:00 pm	Presentation of SAC Head in presence of all faculty members of the entity, EPRT and IQAC personnel at entity office
12:15 pm – 01:15 pm	EPRT discussion with academic staff at entity office
01:15 pm – 02:00 pm	Lunch break
02:00 pm – 02:30 pm	EPRT discussion with non-academic staff at entity office
02:45 pm – 03:30 pm	EPRT discussion with students at entity office
03:30 pm – 04:00 pm	EPRT discussion with employer at entity office
04:15 pm – 05:00 pm	EPRT discussion with alumni at entity office

Day 2: 24 January, 2018	
09:30 am – 10:00 am	Introduction to physical facilities and extra-curriculum activities of the entity by SAC to EPRT
10:00 am – 10:30 am	EPRT discussion with Faculty Dean at Dean office
11:00 am – 11:30 am	EPRT discussion with Discipline Head at entity office
11:40 am – 01:20 pm	EPRT observation of class room teaching (theory classes)
01:20 pm – 02:00 pm	Lunch break
02:00 pm – 03:00 pm	EPRT observation of class room teaching (sessional classes)
03:00 pm – 05:00 pm	EPRT review documents, as required
05:15 pm – 06:00 pm	EPRT meeting (Round 2) at entity office to discuss the findings of Day-1 and Day-2

Day 3: 25 January, 2018	
09:30 am – 10:15 am	Opinion sharing with Registrar, DSA, Director, CETL, Provosts' - all halls, Controller of Examinations, Librarian, Chief Medical Officer, Director, Physical Education, and Director, Public Relations & Publications at the entity office
10:15 am – 12:00 pm	Reserved for EPRT members to work on summarizing Day-1 and Day-2 findings and to perform any other additional activities, as required
12:00 pm – 12:45 pm	EPRT meeting with SAC on EPRT observations for exit report
12:45 pm – 01:45 pm	Lunch break
01:45 pm – 02:30 pm	EPRT exit meeting with the honorable VC at VC office
02:30 pm – 03:30 pm	<ul style="list-style-type: none"> • EPRT exit meeting with SAC, faculty members of the entity, Dean and IQAC personnel at IQAC office • Submission of exit report by EPRT