



Program Evaluation Policy
(Aligned with PMDC & HEC Standards)

Date: 30th .03.22

1. Purpose:

This Program Evaluation Policy ensures that the MBBS program at Suleman Roshan Medical College is regularly and systematically evaluated in accordance with Pakistan Medical & Dental Council (PMDC) Accreditation Standards and Higher Education Commission (HEC) Quality Assurance Framework.

2. Scope:

This policy applies to:

- MBBS program
- All teaching departments
- Clinical training sites
- Assessment and Examination units
- Faculty and Administrative staff
- Quality Enhancement Cell (QEC)

3. Regulatory Alignment:

This policy complies with:

- PMDC Accreditation Standards.
- PMDC Quality Assurance & Program Evaluation Standard.
- HEC Self-Assessment Report (SAR) Guidelines.
- HEC Institutional Performance Evaluation (IPE) criteria.

4. Components of Program Evaluation

4.1 Curriculum Evaluation:

- Alignment with PMDC-required competencies.
- Review of vertical and horizontal integration.
- Annual curriculum review meetings.

4.2 Teaching and Learning Evaluation:

- Yearly course evaluations.
- Classroom and clinical teaching audits.
- Monitoring teaching load and faculty–student ratios.



Program Evaluation Policy
(Aligned with PMDC & HEC Standards)

4.3 Assessment Evaluation:

- Blueprinting and mapping with learning outcomes.
- Validity, reliability, and fairness evaluation.
- OSCE/OSPE quality checks and external moderation.
- Annual exam performance analysis.

4.4 Clinical Training Evaluation:

- Adequacy of clinical exposure in OPD, Wards, OT, ER, and skills lab.
- Logbook and procedure tracking.
- Rotation evaluations by students and supervisors.

4.5 Faculty Performance Evaluation:

- Annual appraisal and peer observation.
- Student feedback.
- Faculty Development Program (FDP) participation records.

4.6 Learning Environment Evaluation:

- DREEM survey or equivalent after completion of 2 MBBS Batches graduated on Semester/Modular System.
- Library, IT, skills lab, and campus environment review.
- Student support and welfare assessment.

4.7 Program Outcomes Evaluation:

- Annual pass/fail trends.
- Graduate tracer studies.
- Employer competency feedback.

5. Evaluation Processes:

Annual Program Evaluation Report prepared by QEC.

- Internal mock PMDC inspection after 2 MBBS Batches are pass out/graduated.
- Yearly monitoring of teaching, assessment, and clinical training and student feedback compilation.
- Graduate and employer feedback surveys.



Program Evaluation Policy
(Aligned with PMDC & HEC Standards)

6. Quality Enhancement Cell (QEC) Role & Tasks:

The QEC is responsible for overseeing, implementing, and monitoring all program evaluation activities in compliance with PMDC standards.

6.1 Planning:

- Develop Program Evaluation Plans:

Program	Time	Activity
MBBS	After completion of 2 MBBS Batches graduated on Semester/Modular System.	Self-Assessment Report

- Define objectives, scope, and schedule.
- Assign responsibilities to departments, committees, and staff.

6.2 Data Collection & Documentation:

- Collect curriculum, teaching, assessment, clinical, faculty, student, and graduate data.
- Maintain centralized records for audits and PMDC inspection.

6.3 Analysis & Reporting:

- Analyze data to identify strengths, gaps, and compliance issues.
- Prepare Comprehensive Program Evaluation Reports (CPER).
- Submit reports to Academic Council, Dean/Principal, Governing Body, and PMDC inspectors.

6.4 Continuous Quality Improvement (CQI)

- Develop Corrective Action Plans (CAPs) based on findings.
- Monitor implementation of improvement measures.
- Track progress quarterly and report back to management.



Suleman Roshan Medical College Quality Enhancement Cell



Program Evaluation Policy (Aligned with PMDC & HEC Standards)

6.5 Student & Stakeholder Engagement:

- Collect student course and teaching evaluations.
- Conduct graduate tracer studies and employer feedback surveys biennially.
- Use feedback to inform program improvement.

6.6 Policy Review:

- Lead review of Program Evaluation Policy after completion of 2 MBBS Batches on Semester and Modular System.

7. Data Collection & Documentation:

- Course files, lesson plans, and teaching logs.
- Exam blueprints, question banks, and statistical analysis.
- Clinical exposure data and rotation reports.
- Faculty profiles and records.
- Meeting minutes and compliance checklists.



Program Evaluation Policy
(Aligned with PMDC & HEC Standards)

8. Reporting Structure:

- Departments submit self-assessment reports to QEC after completion of 2 MBBS Batches on Semester and Modular System.

S. No.	Program Team Member	Department	Designation
1.	Prof. Dr. Fareedullah Alvi	Anatomy	Professor
2.	Prof. Dr. Sana Naz	Anatomy	Professor
3.	Prof. Dr. Mevo Khan Zardari	Physiology	Professor
4.	Prof. Dr. M. Muqeem Mangi	Physiology	Professor
5.	Prof. Dr. Muhammad Atif Ata	Biochemistry	Professor
6.	Prof. Dr. Muhammad Yousif Memon	Biochemistry	Professor
7.	Prof. Dr. Syed Qaiser Hussain Naqvi	Pathology	Professor
8.	Prof. Dr. Qurban Ali	Pathology	Professor
9.	Prof. Dr. Kashif Rasheed Shaikh	Pharmacology	Professor
10.	Prof. Dr. Jawad	Pharmacology	Professor
11.	Prof. Dr. Zawar Hussain	Forensic Medicine	Professor
12.	Dr. Muhammad Qasim	Forensic Medicine	Assistant Professor
13.	Prof. Dr. Abdul Hakeem Jokhio	Community Medicine	Professor
14.	Prof. Dr. Atta M. Chandio	Community Medicine	Professor
15.	Prof. Mushtaque Ali	ENT	Professor
16.	Prof. Dr. M. Iqbal Rajput	ENT	Professor
17.	Prof. Dr. Khan M. Nangrejo	Ophthalmology	Professor
18.	Dr. Jamshed Ahmed	Ophthalmology	Assistant Professor
19.	Prof. Dr. Akbar Hussain Yousfani	Medicine	Professor
20.	Prof. Dr. Shamsuddin Shaikh	Medicine	Professor
21.	Prof. Dr. Abdul Razaque Qazi	Surgery	Professor
22.	Prof. Dr. Rafique Ahmed Sahito	Surgery	Professor
23.	Prof. Dr. Razia Tariq Qureshi	Gynae/OBS	Professor
24.	Prof. Dr. Seema Bibi Qureshi	Gynae/OBS	Professor
25.	Dr. Tasneem Kousar	Pediatrics	Assistant Professor
26.	Dr. Imran Ahmed	Pediatrics	Assistant Professor

Assessment Team/ Program Evaluators Name to be decided upon assessment time after completion of SAR Report by QEC for Internal and External Program Evaluation.

- QEC submits an executive summary to the Academic Council and Governing body.
- Department Prepares Implementation Plan.
- Follow up of the Implementation Plan by QEC.
- Documentation must be available for PMDC/HEC review after completion of 2 MBBS Batches on Semester and Modular System.



Suleman Roshan Medical College

Quality Enhancement Cell



Program Evaluation Policy

(Aligned with PMDC & HEC Standards)

9. Continuous Quality Improvement (CQI):

- Corrective Action Plans (CAPs) for identified gaps.
- Quarterly progress review.
- Tracking improvements from previous evaluations.

10. Roles & Responsibilities:

QEC:

- Lead evaluations and maintain PMDC compliance data.

Departments:

- Conduct course reviews and maintain documentation.

Assessment Committee:

- Ensure exam quality and compliance with PMDC standards.

Faculty:

- Participate in evaluations, feedback, and FDP activities.

Dean/Principal:

- Approve reports, allocate resources, and enforce implementation.

11. Review of Policy:

This policy will be reviewed after completion of 2 MBBS Batches on Semester and Modular System or earlier if PMDC updates standards.