



Capital University of Science and Technology

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No. 55/CUST/Reg/2020/21

Dated: April 13, 2020

Notification

The competent authority has been pleased to constitute the following Virtual Learning Environment (VLE) Monitoring Committee:-

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|-------|--|---|-----------|
| i. | Dr. Amir Qayyum, Dean QEC | - | Convener |
| ii. | Dr. Muhammad Tanvir Afzal, Professor SE | - | Member |
| iii. | Dr. Muhammad Tahir, Asstt: Prof, EE | - | Member |
| iv. | Dr. Salman Sagheer Warsi, Asstt: Prof, ME | - | Member |
| v. | Dr. Shujaa Safdar Gardezi, Asstt: Prof, CE | - | Member |
| vi. | Dr. Abdul Basit Siddiqui, Asstt: Prof, CS | - | Member |
| vii. | Dr. Dur-e-Shahwar Sagheer, Asstt: Prof, Math | - | Member |
| viii. | Dr. Mahboob Alam, Asstt: Prof, Pharmacy | - | Member |
| ix. | Dr. Arshia Amin Butt, Asstt: Prof, Biosciences | - | Member |
| x. | Dr. Lakhi Muhammad, Asstt: Prof, MS | - | Member |
| xi. | Mr. Amir Waqas Azhar, Sr. Manager IT | - | Member |
| xii. | Mr. Alamgir Khan, Librarian | - | Member |
| xiii. | Mr. Umair Manzoor, Asstt: Director QEC | - | Secretary |

2. The Terms of Reference (ToRs) of the above Committee are as under:-

- The Committee will ensure that VLE is functioning by meeting the minimum criteria set forth by the University and HEC.
- The Committee will evaluate each course and labs being offered in the VLE for quality assurance.
- The Committee will audit University Learning Management System (LMS) for each course and lab. The Committee will ensure that the course/lab related material and assessment details have been provided through University LMS.
- The Committee will also monitor infrastructure support required for the execution of VLE. The Committee will suggest remedial measures to address the complaints both from the students as well as from the instructors.

- e. The Committee will ensure that a suitable and credible mechanism has been adopted for course and lab assessments.
 - f. The Committee will formulate a proposal to enhance the capacity of instructors for VLE system.
 - g. The Committee shall receive suggestions and feedback through its official email:-
vle@cust.edu.pk
 - h. The Committee will meet online on weekly basis as per the date and time given by the Convener of the Committee and shall submit its findings to Vice Chancellor Secretariat on regular basis for appropriate action.
3. The 1st meeting of the Committee is scheduled on April 16, 2020 at 11:00 am through video link, which will be Chair by the Vice Chancellor.



Malik Arshad Mahmood
Registrar

Distribution:-

- All Deans
- All HoDs
- All Members of the Committee

Copy to:-

- P.S to the Vice Chancellor