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9th Meeting of Virtual Learning Environment (VLE) Monitoring Committee

Minutes of Meeting held on June 18, 2020

- The 9th meeting of Virtual Learning Environment (VLE) Monitoring Committee was held on Thursday, July 02, 2020 through Video Link.

- The following were present:

Dr. Amir Qayyum	Dean QEC/ Convener
Dr. Muhammad Sagheer, DSA	Member
Dr. Nadeem Anjum	Member, SE Department
Dr. Muhammad Tahir	Member, EE Department
Dr. Salman Sagheer Warsi	Member, ME Department
Dr. Shujaa Safdar Gardezi	Member, CE Department
Dr. Abdul Basit Siddiqui	Member, CS Department
Dr. Mahboob Alam	Member, Pharmacy Department
Dr. Arshia Amin Butt	Member, Biosciences Department
Dr. Dure Shehwar	Member, Math Department
Mr. Amir Waqas Azhar	Member, IT
Mr. Alamgir Khan	Member, Library
Mr. Umair Manzoor	Assistant Director, QEC/ Secretary
Muhammad Farhan	Assistant Director, ORIC

- Professor Dr. Amir Qayyum, Dean QEC, chaired the meeting.
- Dr. Lakhi Muhammad could not attend the meeting due to exam duty.
- The meeting started with the recitation from the Holy Quran by Dean QEC. He welcomed all the participants of the meeting. Subsequently, the following meeting agenda points were discussed: -

Item # 1 Daily Exam Report

Action By

Mr. Muhammad Farhan briefed the committee members that daily exam held report is being compiled and shared with the Vice Chancellor office on daily basis. The summarized report includes number of scheduled exams, number of held exams, issues faced and actions taken against those issues by all the departments. Dean QEC informed that an excel sheet for daily exam held report has been drafted and uploaded on MS teams, he requested all the committee members to update the form on daily basis, so that the reports can be communicated smoothly and timely to the Vice Chancellor office.

All
Committee
Members

Item # 2 Capacity Building Sessions

Mr. Umair Manzoor shared the status of capacity building sessions arranged by Quality Enhancement Cell (QEC). He said that so far 07 training sessions have been conducted successfully, in which a good number of faculty members from all the departments participated actively.

It was noted that due to the change in time of the sessions, participation of faculty members reduced. Therefore, the committee decided that the training sessions will now be conducted on Wednesday at 2:00 PM.

Item # 3 Final Term Examinations

Dean QEC briefed the committee members that Final Term Examinations Spring-2020 have been concluded successfully. He appreciated the efforts of all the faculty members and congratulated them on smooth conduction of Final Term Examinations. Dean QEC requested all the committee members to share their experience of the online teaching by providing, Positive Outcome of VLE, Challenge faced during VLE and their Suggestions/ Way forward for further improvement.

Committee members shared their experience which is summarized below.

1. Positive Outcomes

- a. EE: VLE highlighted the adaptability of faculty members and their full cooperation in effective implementation of online education
- b. ME: VLE provided almost 24/7 access to faculty for students along with greater flexibility for students and faculty
- c. SE: VLE created a sense of individual attention with every student not afraid to ask questions
- d. BI&BS: Through VLE many students who were shy otherwise, were comfortable/compelled to contact the teacher through messages. The utilization of technology paved way for technical skills development for both faculty and students'

- e. CE: VLE gave a new dimension of teaching and learning. The dedication and will of students' and faculty made successful conclusion of the semester possible
- f. Pharmacy: VLE was an effective platform of an online learning system. Students were able to effectively utilize their time with minimum mobility as in case of physical presence in campus.
- g. MS: VLE was one of the best available option to stick with the university calendar and saving university students time
- h. CS: VLE resulted in continuation of studies without any break
- i. Maths: VLE was the only way to engage students in the prevailing situation

2. Challenges Faced

- a. EE: Major challenge was fair assessment of exams, quizzes and assignments while accommodating internet connectivity issues faced by the students
- b. Maths: The main challenge was fair assessment and it was easier for students to use many unfair means during an assessment process
- c. CS: Attentiveness of the students during online classes and assessment of different course activities especially Mid Term and Final Term Exams
- d. ME: Fair assessment and conduct of labs that required psychomotor skill to be developed and gauged were the challenges faced during VLE
- e. SE: Students living in remote areas faced internet and electricity problems. Lack of motivation of students and difficulty faced to complete the 100% contents of the courses. The quality of practical courses (e.g., Labs, FYPs etc) was also affected to some extent
- f. MS: Challenge was to train faculty and students for VLE, this was coped up with a great effort by the university
- g. CE: It was a challenge to ensure a quality education by putting more efforts in lectures delivery to bring alternates to physical interaction and to establish ways for performing online assessments as per OBE.
- h. BI & BS: It was difficult to rightly identify those who were not actually putting lot of effort and also those who want to do best but were constrained because of connectivity Issue
- i. Pharmacy: Adaptability issues as students switched from traditional classroom along with technology issues. Internet availability to students was also a challenge faced during VLE

3. Suggestions/ Way Forward

- a. SE: Measures should be taken to give hands-on experience especially for courses of practical nature.
- b. EE: Comprehensive knowledge and expertise in software tools related to the VLE may be provided

- c. Maths: If possible, we should try to adopt a kind of” hybrid teaching system”. Following the SOP’s, a sufficient number of students should be invited to campus for problem solving sessions, quizzes and exams.
- d. ME: Installation of web cams for monitoring of students during assessments. Video recording of lab experiments for better demonstration to students. Development of stakeholder committee comprising of students, faculty and administration. This committee can develop sense of ownership amongst students and can help them realize the severity of situation and the way university is dealing with it. Virtual reality based labs for ME department. Provision of Pen Tablets to faculty.
- e. CE: Have a detailed analysis of Spring 2020 semester in terms of technical issues and students' performance that will help to mark key grey areas. Students' and faculty feedback (independently) be carried out and analyzed critically with a focus to improve VLE. There is need to look for ways other than those adopted in spring 2020 for students' assessment. In future, VLE environment be kept part of limited number of courses in a program even the lockdown situation is over to keep both the faculty and students tuned into it.
- f. CS: Motivational sessions may be held for students/parents to explain the importance of continuing the studies with the same attention in this uncertain situation. Exams may be held at campus by dividing the students taking same course into subgroups. The video presence may also be another option for a near to real assessment of exams.
- g. BI & BS: Improve evaluation systems by taking multiple planned vivas throughout semester even as an alternative to assignments and quizzes
- h. Pharmacy: Learning with new technologies, camera on for student’s attention. Offline option should be available for those students who are unable to attend online classes.
- i. MS: University is fully capable of serving student online and is ensuring safe and healthy environment for learning.

The committee decided to meet after two weeks. With no further items for discussion, the meeting was adjourned with a vote of thanks to all the participants and meeting chair.

Prepared By:

Approved By:

Umair Manzoor
Assistant Director QEC

Dr. Amir Qayyum
Professor/ Dean QEC