

(Note for Approval)

**Subject: Request for Approval and Arrangements for QEC Workshop**

Respected Madam,

With reference to the subject captioned above, I am writing to request your approval to conduct a workshop for faculty development, specifically for the Chairpersons and QEC members of all departments, under the umbrella of the Quality Enhancement Cell (QEC). The workshop is scheduled to be held on February 04, 2025 at 11:30am (Tuesday) in Seminar Hall, L-Shape Building of Katchery Campus, The Women University, Multan.

The objective of the workshop is to enhance the capacity of QEC members in ensuring quality assurance and promoting excellence in teaching, learning, and research. The workshop contents will include:

- Selection of External and Internal Examiners for evaluation
- Plagiarism policy of WUM

To ensure the success of the workshop, I kindly request your approval and support in making the necessary arrangements. Specifically, I request:

- Approval for the conduct of the workshop.
- Press's office may be directed to making soft file of panaflex.
- Estate Officer may be directed to prepare the Seminar Hall in L-shape building, for the said workshops.
- Public Relation Officer may be directed to remain in liaison with the undersigned for photographing.
- The System Administrator may be designated an officer/official to be responsible for the maintenance of projectors/multimedia equipment for the workshop.

I believe that this workshop will contribute significantly to the professional development of our faculty members and enhance the overall quality of our academic programs.

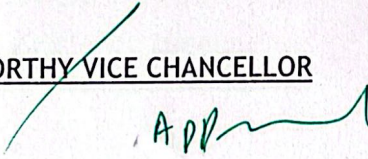
Submitted for kind perusal and approval, please.



Director QEC

The Women University Multan

WORTHY VICE CHANCELLOR



Approved as per. Under the date 24-01-25