



**ANNUAL  
REPORT**

**2009-  
2010**

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THIS REPORT CONTAINS DETAILS OF THE ACTIVITIES AND EVENTS HELD BY  
HIGHER EDUCATION COMMISSION REGIONAL CENTRE QUETTA IN THE  
YEAR 2009-10 SESSION

**REGIONAL  
CENTRE  
QUETTA**

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## **Abstract**

This Report contains the details of the activities and achievements of Higher Education Commission Regional Centre Quetta accomplished during the session 2009-10. The Report discusses the details in terms of the Responsibilities and duties assigned to the Regional Centre.

This Report comprises of five sections which are following

1. Administrative Duties
2. Academic Duties
3. Duties as Public Relations Officer
4. Duties in Relations to Students and Teacher Welfare
5. Duties as Liaison Office

Each task is placed under these categories depending on the nature of the task accomplished. Administrative duties contain activities like Office Establishment, Material Distribution, Data Collection, Test/Interviews of Candidates, and Court cases. Academic duties contain Project FATA-Balochistan and organizing of Events and Occasions. Meetings are the part of Duties as Public Relations Officers. Intra and Extra Curriculum activities arranged by the Regional Centre are place under the duties in Relations to Students and Teacher Welfare. Duties as Liaison Office comprises of activities like Attestation and Accreditation, Press Releases and development of Webpage for Regional Centre Quetta.

HEC Regional Centre Quetta after its establishment faced many problems in performing these duties in the region. Though it was a tough situation for a newly established office somehow overall outcome from the centre was quite optimistic. The Centre is still under the construction phase and it is expected to have a better future ahead of it.

## **Introduction**

The Higher Education Commission Regional Centre Quetta was established by the Higher Education Commission in 3<sup>rd</sup> May 2009 to facilitate the activities of HEC in the Region. As per Notification of the HEC Islamabad, The centre was required to undertake following work/Duties:

### **1. Administrative Duties**

- a. To maintain the Regional Office in Quetta
- b. To distribute reading materials, journals, newsletters, library materials etc. to Universities in the Region.
- c. Generally to assist in promoting the activities of the HEC in such manner as may be determined.

### **2. Academic Duties**

- a. To make arrangements for holding workshops, Colloquia, Seminars, Lectures, Conferences etc.
- b. To organize Extension Lectures at Universities
- c. To supervise and help in the implementation of HEC Projects and activities in the Universities of the Region.
- d. To coordinate HEC program in Degree awarding institutions and Universities in the Region.
- e. Organize teacher training courses for teachers in Universities and Degree awarding institutions.

### **3. Duties as Public Relations Officer**

- a. To act as reception office for visiting teachers, Scholars, Students and Foreign Delegates.
- b. To organize meetings in the Regional Office or in a University.
- c. To assist in projecting achievement of Universities

### **4. Duties in Relations to Students and Teacher Welfare**

- a. To guide and assist students and teachers in the Universities at Quetta in solving their difficulties and smooth relationship amongst them and with the Universities.
- b. To organize Intra and Extra-Curricular activities in the Universities/ Degree Awarding Institutes in the Region or on behalf of HEC in other Regions.
- c. To organize Sports activities in the Region.

**5. Duties as Advisor Foreign Students**

- a. Organize, Supervise and promote foreign Students Advisory Services in all Universities.
- b. Perform the functions of Foreign Students advisor at Regional Office, Quetta.
- c. To advise the HEC on the affairs of Foreign Students and coordinate activities in all Regional Offices.

**6. Duties as Liaison Office**

- a. To provide information on the program and projects of HEC to maintain Liaison with Institutions the Regional Offices and to the Head Office.
  - b. To provide information on Higher Education in the Region.
  - c. To assist the HEC in its publications and informational program.
  - d. To facilitate the people in attestation of degrees and issuance of equivalence certificate
7. To perform such other duties/functions or may be assigned by the competent authority from time to time.

## Activities of Regional Centre

In the previous year HEC Regional Centre Quetta carried out following activities:

### 1. Administrative Duties

#### a. Office Establishment

HEC Regional Centre Quetta was established on 3<sup>rd</sup> May 2009 at Balochistan University of Information Technology, Engineering and Management Sciences Takatu Campus Quetta. BUITEMS provided a office with the basic facilities for the commencement of its operations in the region. BUITEMS was located at distant from city and it was difficult to the public to get access. In this regard meetings were held with the Vice Chancellors of the regional Universities and Higher Education Commission Islamabad after quality research and consultation the premises of University Law College were proposed for establishment of HEC Regional Centre Quetta.

#### Inaugural Ceremony of Regional Centre Quetta

The newly designed and renovated office building of Higher Education Commission (HEC) Regional Centre Quetta was inaugurated by Nawab Zulfiqar Ali Magsi, Governor Balochistan and Chancellor University of Balochistan (UOB) on 16th December 2009. The office building has been provided by the University of Balochistan in the premises of Law College Quetta Cantt which is well designed with cabins, and provided with all facilities. Dr. S.Sohail H.Naqvi (Executive Director, HEC) and Dr. Masoom Yasin Zai (Vice Chancellor UOB) also attended the ceremony



#### b. Material Distribution

On regular basis regional centre distribute the reading materials, journals, newsletters, library materials etc. to different Universities, Institutions, and Govt: Departments and individuals of the



Region for publicity or as by request. A case of Library updating of Sardar Bhadur Khan Women University was also sent to Islamabad.

**c. Collection of Data**

This task was required by the statistics division of higher education commission Islamabad from regional universities of the Province time to time. The required data remained pending for a long time. HEC Regional Centre Quetta took keen interest in the matter and its persistent efforts made it possible to timely deliver the data to the concerned divisions.

The Details of the Data collected is as under:

**i. Collection of Education Budget Data from Education Department Government of Balochistan**

The Education Budget data for the year 2008-09 and estimated budget data for the year 2009-10 were collected from Government of Balochistan Education Department and forwarded to the Finance division HEC Islamabad as requested.

**ii. Collection of District Wise Population Data from Census Department**

The Project (i.e. "Provision of Higher Education Opportunities for Students of Balochistan and FATA") Relevant data (i.e. District Wise Population) was collected from census department and forwarded to the Project Director FATA and Balochistan HEC Islamabad.

**iii. Collection of Statistic Data 2004-05**

The statistical data for the year 2004-05 were collected from 13 different departments of the University of Balochistan and forwarded to the concerned division.

**iv. Collection of Departmental data from University of Balochistan**

The statistical data for the year 2004-05 were collected from two departments of the University of Baluchistan (i.e. Botany and Gender Development Studies) and forwarded to the concerned division.

**v. Collection of PHD Theses data from University of Balochistan**

The Regional Centre Quetta collected PHD theses data from University of Balochistan and would be forwarded to the concerned division.

**vi. Collection of National Internship Program Data**

The Regional Centre Quetta started collection of Data from Universities of the region in this regard.

**vii. Collection of Enrollment Data (2005 to 2009) about Tertiary Education Institutions**

The Regional Centre Quetta collected required information from the Universities of the region with respect to their University Campuses, Constituent and Affiliated Colleges.

**viii. Collection of National Internship Program Data**

The Regional Centre Quetta started collection of Data from Universities of the region in this regard and processed it accordingly.

**ix. Collection of Data about Number of Degrees Awarded (2006-2009) from Education Institutions of Region**

The Regional Centre Quetta collected required information regarding number of Graduates produced by the Universities of the Region. It includes data from University Campuses, Constituent and Affiliated Colleges from 2005 to 2009). The task is still in process and will continue in next month as well.

**x. Collection of Statistics Education Data (2008-2009)**

The Regional Centre Quetta collected required information from the Bolan University of Medical and Health Sciences from all departments. The data has been sent to the concerned department.

**xi. Collection of District wise Population data**

This task was required by Project Director (Balochistan-FATA) higher education commission Islamabad. District wise population data of Balochistan province was collected from Population census organization, statistic division government of Balochistan Quetta.

**d. Test/Interviews of Candidates for Different Posts in HEC****i. Conducted Interview for the Contingent based post for Regional Centre**

Higher Education Commission Regional Centre Quetta arranged the Interviews of candidates for the Posts of Computer Operator, Attendant and Driver in July 2009.

**ii. Conducted Interview for the Post of Network Engineer and Support Engineer**

The HEC Regional Centre Quetta arranged and coordinated video conferencing interviews of shortlisted candidates on 17<sup>th</sup> and 18<sup>th</sup> August at BUIITEMS Takatoo campus. Five candidates appeared for the post of Network Engineer and three for Support Engineer-DATA Com for PERN Project.

**iii. Conducted test and Interview for the Post of Computer Operator (B-15) and Assistant (B-14)**

Higher Education Commission Regional Centre Quetta arranged the written test and Interview of candidates for the Posts of Computer Operator and Assistant on 5<sup>th</sup> and 6<sup>th</sup> of October 2009 respectively.

**iv. Conducted Interview for the Post of Project Manager**

Higher Education Commission Regional Centre Quetta arranged the Interview of candidates via Video Conferencing for the Posts of Project Manager on 31<sup>st</sup> of October 2009 respectively.

**v. Conducted Interviews of Candidates for Project Funded Posts**

Higher Education Commission Regional Centre Quetta arranged the written test and Interview of candidates for Project Funded Posts i.e. DEO on 28<sup>th</sup> of January 2010.

**vi. Conducted Interviews of Candidates for the Post of Assistant Director (B-17)**

The HEC Regional Centre Quetta arranged and coordinated video conferencing interviews of shortlisted candidates on 11th March 2010 at BUITEMS Takatoo campus. Six candidates appeared for the post of Assistant Director.

**vii. Conducted test and Interview for the Post of Steno-Typist (B-12)**

The HEC Regional Centre Quetta arranged Tests and coordinated video conferencing interviews of shortlisted candidates on 26th April 2010 at BUITEMS Takatoo campus. Three candidates appeared for the post of Steno typist and one of them qualified for interview.

**e. Court Cases Attended**

- i. On 17th of September a court case was attended by the Director of the Regional Centre Quetta at High Court Quetta as Performa Respondent in reference to the Letter No 8-73/HEC/A & A/2009/3901.
- ii. On 20th of October session court case was attended at High Court Quetta as Performa Respondent in reference to the Letter No 8-73/HEC/A & A/2009/3901.
- iii. On 19th of November High court case was attended at High Court Quetta as Performa Respondent.
- iv. On 3<sup>rd</sup> February 2010, court case was attended by HEC Regional Centre at Wafaqi Muhtasib Secretariat Quetta as Performa Respondent. Mr. Hafiz Aqeel, the Law officer from Islamabad was also present during the hearing.

- v. On 30th of March a case was attended at High Court Quetta as Performa Respondent.
  
- vi. The high court petition was attended on 6<sup>th</sup> and 27<sup>th</sup> of April a case was attended at High Court Quetta as Performa Respondent.

## 2. Academic Duties

### a. Project Balochistan-FATA

#### i. NTS test conducted for Balochistan-FATA Scholarships Foundation Course

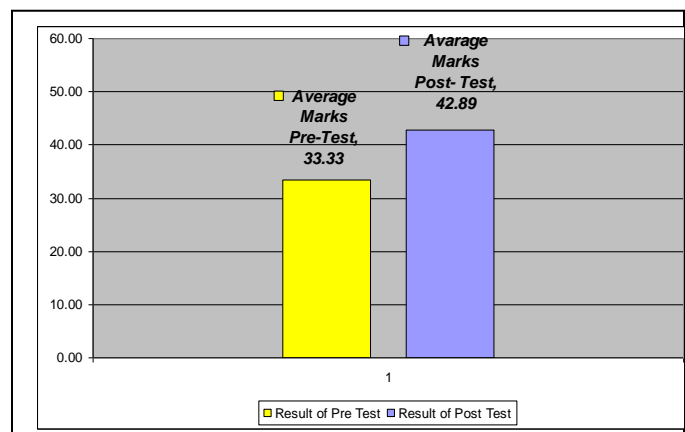
The Higher Education Commission in collaboration with NTS Office Quetta conducted test for HEC scholarships under the project **“Provision of Higher Education Opportunities for Students of Balochistan and FATA”** at Quetta on 28<sup>th</sup> June 2009. Successful students were selected for preparatory Foundation course, which helped them to better attempt their NTS test for scholarships.

#### ii. Organized Foundation Course 2009

Foundation Course was organized for 109 undergraduate students for three weeks at University Law College Quetta. The course was jointly organized by Higher Education Commission, Regional Centre Quetta and University Law College Quetta.



- iii. The main objective of the foundation courses is to provide the best Knowledge and practices in the core areas English, Mathematics, Islamiat and Current Affairs require for the success in NTS test. The course provides maximum Orientation and guidance to the students for the forth coming NTS test. It also helps to equip the students with the basic Knowledge required to broaden their vision.



Pre and Post test were conducted for the purpose of evaluating the performance of students before and after the course. The details of the result are as under:

#### **iv. NTS test conducted for Balochistan-FATA Scholarships**

The Higher Education Commission in collaboration with NTS Office Quetta conducted test for HEC scholarships under the project **“Provision of Higher Education Opportunities for Students of Balochistan and FATA”** at Boys Scout Head Quarter, Haali Road Quetta on 23<sup>rd</sup> August 2009, at 2:30 pm. There were overall 122 Post graduate and 487 under graduate candidates appeared in the test.

#### **v. Facilitate newly selected candidates for (Baluchistan-FATA)**

The result of NTS test regarding the scholarships of Project Titled **“Provision of Higher Education Opportunities in Baluchistan and FATA”** were announced in the month of October. HEC Regional Centre Quetta provided supportive guidance to the newly selected candidates regarding the Documentation and coordination with HEC Islamabad.

### **b. Events and Occasions**

#### **i. Organized Calligraphy and Painting Contest**

Higher Education Commission Regional Centre Quetta organized a Calligraphy and Painting Contest under the theme **“Peaceful and Tolerance”** in collaboration with Centre for Civic Education Pakistan at Sarina Hotel on 6<sup>th</sup> June 2009. Professor Dr. Masoom Yasenzai Vice Chancellor University of Balochistan was chief guest on the occasion.

#### **ii. Video Conferencing of Lecture Series**

A lecture was conducted on topic **“Leadership and Team Work”** presentation was given by Professor Dr. Mukhtar Ahmed Member Operation and Planning Higher Education Commission Islamabad. There were 41 faculty members along with Vice Chancellor and Pro-Vice chancellor attended the lecture. The lecture was very informative and productive. Participants took interest and interacted with the Resource Person in Question and Answer session.

**iii. Vice Chancellors Conference in Islamabad**

Attended the Vice Chancellors Conference in Islamabad on 16<sup>th</sup> and 17<sup>th</sup> of October 2009.

**iv. TV Talk Show Conducted**

HEC Regional Centre Quetta conducted a talk show on PTV in current affairs program "Dialogue" by the theme "HEC Role in the Higher Education Sector of Balochistan" in October.

**v. Monitoring of NAHE program i.e. PCEPT course in University of Balochistan Quetta**

University of Baluchistan initiated the PCEPT course of NAHE in collaboration with Learning Innovation Division on 15<sup>th</sup>, October 2009. The HEC Regional Centre monitored the course contents, Schedule of sessions and resource persons to assure that the course was conducted according to the HEC standards.

**vi. Master Trainer Workshop Organized**

Higher Education Commission Regional Centre Quetta in collaboration with Learning Innovation Department organized a Four day Master Trainers workshop on "Testing and Assessment" with a special focus on semester system of examination at Sardar Bahadur Khan Women University Quetta, from 10th to 13th November 2009.

**vii. Convocation of BUIITEMS Attended**

Doctor Mehmood Raza Advisor HRD, Higher Education Commission was invited by Balochistan University of Information Technology, Engineering and Management Sciences Quetta as a guest to represent HEC in the Event held on 5<sup>th</sup> January 2010. Director HEC Regional Centre was also present on the occasion.

**viii. Organized One Day Conference**

Higher Education Commission Regional Centre Quetta in collaboration with Centre for Civic Education Pakistan and University of Baluchistan organized one day conference on active



Citizenship in the age of Globalization “A case study of Pakistan” at University Law College Quetta on 29th March, 2010. There were 150 students and faculty of six public and two private institutions of Quetta participated. Professor Dr. Rasool Baksh Raisani Vice Chancellor University of Balochistan was chief guest on the occasion.

**ix. Presentation of Project FATA-Balochistan at SBK**

Project Manager (Balochistan-FATA) higher education commission regional centre Quetta delivered a presentation regarding the Project Titled “Provision of higher education opportunities for the students of Balochistan and FATA” at Sardar Bahadur Khan Women University Quetta.

### **3. Duties as Public Relations Officer**

#### **a. Meetings**

##### **i. Meeting with Vice Chancellor University of Balochistan**

A meeting was conducted with Vice Chancellor University of Balochistan regarding renovation of the Hall at Law College which would be utilized by HEC as its Regional Centre. Information Technology and Management Science over the sports activities, which are to be arranged in collaboration with HEC Regional Centre Quetta.

##### **ii. Board of studies meeting in BUIITEMS**

Attended the meeting of Board of studies in BUIITEMS on 28<sup>th</sup> October 2009. Vice Chancellor, Pro vice Chancellor, Registrar and Deans of Different departments participated in the meeting.

##### **iii. Project Steering Committee Meeting via Video Conferencing for Finalizing Post Graduate Scholarships**

Project steering meeting was held on 16<sup>th</sup> November 2009 through video conferencing for the finalisation of Postgraduate program under Higher Education Commission Scholarship program "Provision of Higher Education Opportunities for the Students of Balochistan and FATA". Prof. Dr. S. Sohail H. Naqvi, Executive Director HEC chaired the meeting.

##### **iv. Project Coordination Committee Meeting Via Video Conferencing**

Project Coordination meeting was held on 12<sup>th</sup> March 2010 through video conferencing for finalizing Lower Age Limit for candidates of 4-year graduation program under Higher Education Commission Scholarship program "Provision of Higher Education Opportunities for the Students of Balochistan and FATA". Prof. Dr. S. Sohail H. Naqvi, Executive Director HEC chaired the meeting. Mr. Waqas Ahmed Chaudhry , PD/ Secretary Steering Committee Islamabad was also present on the occasion.

**v. Meeting with Vice Chancellor University of Balochistan**

The Meeting was held on 19<sup>th</sup> April 2010 regarding reservation of 5% additional seats in University of Balochistan for the Project titled “Provision of Higher Education Opportunities for the students of Balochistan and Fata”

**vi. Meeting with Vice Chancellor Sardar Bahadur Khan Women University**

The meeting was held on 15<sup>th</sup> April 2010 regarding reservation of 5% additional seats in Sardar Bahadur Khan Women University for the Project titled “Provision of Higher Education Opportunities for the students of Balochistan and Fata”

**vii. Meetings with Principal Bolan University of Medical and Health Sciences**

Meetings was held on 5<sup>th</sup> and 13<sup>th</sup> April 2010 regarding reservation of 5% additional seats in Bolan University of Medical and Health Sciences University for the Project titled “Provision of Higher Education Opportunities for the students of Balochistan and Fata”

**viii. Meeting with regional NTS Coordinator**

The meeting was held on 17<sup>th</sup> April 2010 regarding upcoming Foundation course test which is expected to be arranged in the month of May and August 2010.

**ix. Meetings with Program officer IDO**

Three Meetings with an NGO (IDO, innovative development organization) were held in the month of April 2010 regarding career counseling desk establishment at universities of the region and organizing a *Dialog for aligning universities discipline with job market*

**x. Meeting with Secretary Local Government**

The Meeting was held with Secretary Local Government to arrange a Dialogue on “Aligning University Disciplines with Job Market” to be arranged on 10<sup>th</sup> of May at Civil Secretariat.

#### 4. Duties in Relations to Students and Teacher Welfare

##### i. Organized Decorative Art Exhibition

Higher Education Commission Regional Centre Quetta organized a Decorative Art Exhibition in collaboration with Centre for Civic Education Pakistan under the theme “Young People for Peaceful and Tolerant Society” at various venues (i.e. Iqra University Quetta, Balochistan University of Information Technology, Engineering and Management Sciences Quetta and Sardar Bahadur Khan Women University Quetta) on 24<sup>th</sup>, 25<sup>th</sup> and 26<sup>th</sup> of November Respectively.

##### ii. Organized Inter University Debate Competition

Inter University Debate Competition was held on December 16, 2009 at BUITEMS City Campus Jinnah Town Quetta under the Topic “Youth Capacities for Rule of Law and Good Governance “ arranged by Higher Education Commission Regional Centre Quetta in collaboration with Centre for Civic Education Pakistan. Prof. Dr. Ayyaz Malghani awarded cash prizes and Certificates to the winning teams. The wining team will also participate in National Debate Competition which will be held at Islamabad.



##### iii. Meeting with sports in charge BUITEMS

A meeting was conducted with Baluchistan University of Information Technology and Management Science over the sports activities, which are to be arranged in collaboration with HEC Regional Centre Quetta.

## **5. Duties as Liaison Office**

### **a. Attestation and Accreditation**

HEC Regional Centre Quetta provided support to facilitate the candidates regarding Degree attestation and equivalence. Last year around five hundred candidates were coordinated.

### **b. Press Releases**

#### **i. Press release regarding Foundation Course scholars**

A press release was issued for publication on local news papers regarding the newly selected candidates for the scholarships under Project Titled “Provision of Higher Education Opportunities in Balochistan and FATA”. The press information department and Directorate Public Relation were contacted in this regard. The news was published on 29<sup>th</sup>, October 2009.

#### **ii. Press release regarding HEC Scholarships for Balochistan**

A press release was issued for publication on local news papers regarding the increase in post graduate scholarships which are to be doubled this year decided by Project Steering Committee, under Project Titled “Provision of Higher Education Opportunities in Balochistan and FATA”. The press information department and Directorate Public Relation were contacted in this regard. The news was published on 5<sup>th</sup>, December 2009.

#### **iii. Press release regarding Shifting of Office to New Building**

A press release was issued for publication on local news papers regarding the new address of the HEC Regional Centre Quetta. Higher Education Commission (HEC) Regional Centre Quetta was shifted to the newly designed and renovated office building situated at University Law College, Khojak Road Quetta on 27<sup>th</sup> of February 2010.

**c. Web Page of Regional Centre Uploaded**

HEC Regional Centre Quetta got another achievement by uploading a web link at given address:

<http://www.hec.gov.pk/RCQuetta>

## 6. Recommendations

HEC Regional Centre Quetta after its establishment faced many problems in performing its duties in the region. Though it was a tough situation for a newly established office somehow overall outcome from the centre was quite optimistic. The Centre is still under the construction phase and it is expected to have a better future ahead of it.

Regional Centre Quetta after all these accomplishments in the previous session still needs considerable support from HEC Head Office in following cases:

1. IT infrastructure (i.e. Internal Networking with the provision of Internet Facility) required for the Regional Centre Quetta.
2. SAP Software Modules Implementation for the better operation of its routine office activities.
3. Provision of Timely and Proper information from Head Office about new Scholarships and upcoming Events.
4. Development of Video Conferencing Facility in the Regional Centre Quetta so as to have independence in carrying out its activities smoothly.
5. Allocation of Events and Activities for the Regional Centre which would be helpful for it to boost its image in the Universities and Higher Learning institutions of the region.
6. Arrangement of a proper training and development program for the staff of Regional Centre so that to have a team of technically sound and professional staff.

It is therefore expected that HEC Islamabad would provide its full support regarding these problems and make the Regional Centre grow with confidence. It will also act as a motivational factor for the centre to perform better in the future.