A seminar for Principal Officers, Provost, Deans, Directors, and Heads of Department/Unit and workshops for teaching and non-teaching staff, students and campus-based service providers were held, as scheduled by the Quality Assurance Implementation Committee, on May 31, June 3, and June 10, 2011. Participation in the highly interactive activities was impressive. Members of staff commended the Vice-Chancellor for establishing the Directorate of Quality Assurance in the University and offered several suggestions for its smooth and sustainable operation.

Next steps
The follow-up actions which must now be implemented by all teaching and non-teaching Units are:

1. **Formation and operationalizing of Quality Assurance Committees**
   - Each teaching and non-teaching Unit (Vice-Chancellery, College, Faculty, Centre, Department, Student Affairs, Registry, Bursary, Library, Audit, Works & Maintenance, University Health Services, Campus Security Service, etc) should immediately establish its Quality Assurance Committee (QAC). The composition of the QAC should then be forwarded electronically to the Director, Directorate of Quality Assurance (DDQA), whose contact information appears hereunder. Each Unit should ensure that its QAC becomes operational immediately.

2. **Formulation of benchmarks**
   - Each Unit, working with its QAC, should formulate a set of benchmarks, suitable for evaluating all aspects of its functions, and forward the set electronically to the DDQA.

3. **Quality Assurance Activities**
   - Each Unit should work out its programme of quality assurance activities for the next one year and then send the details electronically to the DDQA.

**Further information**
The Directorate of Quality Assurance is available to assist Units as they carry out the follow-up actions listed above. For further information, please contact:

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Thank you

_Omotayo O. Ikotun (Mrs.)_
Registrar