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Special Release

06 July, 2011

SEMINAR AND WORKSHOPS ON QUALITY ASSURANCE: FOLLOW-UP ACTIONS

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

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Registrar