



FACULTY DEVELOPMENT ACADEMY

Enabling Decisions for Tomorrow

Issue 4

January 2022 – June 2024

ZAWIYA زاویہ

**COMSATS
University
Islamabad**

NEWSLETTER TEAM

Mr. Ali Tawab Baloch
Editor-in-Chief

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Editor

Mr. Abdul Raqeeb
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Incharge's Message

Dear Readers,

I extend my sincerest appreciation to the team of Faculty Development Academy of COMSATS University Islamabad for their hard work and contributions to the development of the academy's growth and success. Let's strive for excellence and making a positive impact within CUI in specific and universities of the country in general. The hard work and commitment of FDA team has been instrumental in shaping the minds of clients of Academy and sharing of knowledge. FDA has successfully launched and conducted 200 trainings and nurturing 9,000 plus brains till date.

FDA has been performing its role not merely as a job, but as a noble profession that has transformed the lives of the CUI family. Being Incharge, I greatly appreciate FDA's passion and expertise that has created a vibrant academic community, which thrives on continuous improvement, creativity, and collaboration.

As we strive to reach greater heights, I encourage exploring new ideas, and fostering a culture of training and development. Let us continue to inspire, motivate, and support each other in our pursuit of academic distinction. Together, we will achieve greatness and make a lasting impact on the coming generations.

The current publication of '**Zawiya**', we have documented trainings and workshops offered by FDA from January 2022 till June 2024. Kindly spare your valuable time out and enlight us with your feedback.

Happy reading!

Ali Tawab Baloch

2022 ACTIVITIES

Enhancing Instructional Design through Educational Technology

A virtual workshop on Enhancing Instructional Design through Educational Technology was conducted from March 01 to 02, 2022. A total of 114 faculty members from all campuses attended the course. Eminent resource persons were invited to deliver the sessions online. The speakers covered the following areas: How to create content for online teaching; How to adapt teaching resources to learners' needs; and How to make use of E-Learning Tools in the classroom, and student engagement in a virtual classroom. The purpose of this workshop was to introduce various online strategies to faculty members, to make them more effective teachers.

Enhancing Instructional Design through Educational Technology

March 01 & 02, 2022

MEET OUR TRAINER

Being in various management roles, Dr. Sumbal trusts that Management is a skill set that is learnt on an ongoing basis. She believes that managing people is most successful when individual competencies are recognized and utilized. For her, management and organizational skills go hand in hand.

She takes pride in taking a methodical approach to everything. She thrives on challenges and have developed significant Strategic Leadership skills through vocational and academic guidance. Analyzing problems and deciding on solutions are competencies that she intrinsically possess. She strongly believes in continuous improvement; as an employee as well as an individual.

Dr. Sumbal Manzoor

CMgr MCMI, Academic and Strategic Manager in Higher Education. Head of Center – International Center of Excellence-I Qualify UK.

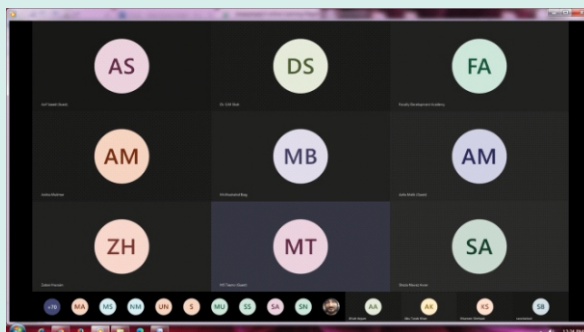


FDA CUI

Assessment for Online Learning

FDA arranged a workshop on 'Assessment for Online Learning' on March 15, 2022. Dr Shazia Awan (AP LUMS) was the trainer of this workshop. This One-day workshop was held virtually. A total of 111 participants attended the workshop. The purpose of this

webinar was to explore online assessments tools and how to design online assessment effectively by ensuring the alignment between learning objectives and students understanding.



Innovation & Entrepreneurship for Startups for Faculty & Students

Faculty Development Academy organized a seminar on 'Innovation & Entrepreneurship for Startups for Faculty & Students' for CUI Islamabad campus. This two-hour seminar was arranged on June 21, 2022. Mr. Mohammad Umer Kamal, a renowned entrepreneur with diversified experience in fundraising and grants management, acted as a resource person. There were 60 students who participated from CUI, Islamabad Campus. Some basic skills were shared with the students to equip them with the strategies that are much required when it comes to practical life. The resource person elaborated the concept of Business Start-up in a very easy and understandable manner.



Enhancing Teaching Excellence

FDA organized 3-day training on Enhancing Teaching Excellence from July 18 till 20, 2022. The workshop was organized for the faculty members of CUI, Islamabad campus in collaboration with Kamyab Jawan Markaz. The purpose of this program was to promote the understanding of faculty about face-to-face teaching, in comparison with online teaching pedagogies, engagement in an online environment, educational technology in a blended model and online evaluation strategies. There were 22 participants from different departments of CUI, Islamabad. Two sessions of two-hours each were arranged on daily basis. Different resource persons were invited to enlighten the participants with their diverse knowledge and skills.



Noting & Drafting for SGs

A One-day workshop on Noting and Drafting was conducted on July 25, 2022, for the Staff Grade (SG) employees of CUI, Islamabad campus in collaboration with Kamyab Jawan Markaz. The purpose of this workshop was to equip the participants with skills and knowledge about different forms of official communication. The workshop aimed to give a better understanding about how to share official views in a clear and concise manner. The workshop had two sessions of two hours each. There were 31 participants from different departments of CUI, Islamabad.



Skill Enhancement and Employee Development Program (SEED)

Faculty Development Academy organized a three-day Skills Enhancement & Employee Development (SEED) Program for faculty and administration personnel of CUI Vehari Campus from July 26 to 28, 2022. The purpose of this workshop was to equip the participants with improved knowledge and skills deemed essential to achieve organizational goals effectively. A total of 135 participants attended the workshop. A modular approach was adopted and the speakers from within the campus were invited to act as trainers.



Disability Equality Training for Faculty and Officers

A One-day workshop on "Disability Equality" for the faculty members of CUI, Islamabad campus in collaboration with Kamyab Jawan Markaz was organized on July 27, 2022. The purpose of this



training was to sensitize and create awareness in the participants towards best practices of interaction with Students with Disabilities (SWDs) in particular and People with Disabilities (PWDs) in general. The workshop had two sessions of 90 minutes each. There were 16 faculty members from different departments of CUI, Islamabad.



Noting & Drafting for OGs & SGs

Faculty Development Academy organized 1-day training on Noting and Drafting for the Officer as well as Staff Grade employees of CUI, Islamabad campus, in collaboration with Kamyab Jawan Markaz on July 29, 2022. Keeping in view the importance of writing, this was the third workshop on the same topic arranged within the same week. The purpose of this workshop was to equip the participants with skills and knowledge about different forms of official communication and to give a better understanding about how to share official views in black and white. The workshop had two sessions of two hours each. There were 24 participants from different departments of CUI, Islamabad.



EQUIS Accreditation Training

FDA organized 1-day workshop on EQUIS Accreditation Training program on August 23, 2022. EQUIS, a European Quality Improvement System is most Comprehensive institutional accreditation system for higher education institution. The workshop was conducted by Dr Syed Mujahid Hussain. The workshop was designed specifically for campus Directors, Registrar office, Planning, Development and HRD department and Quality Enhancement Cell (QEC). It was held within the premises of COMSATS University (CUI) Islamabad. There were 10 participants in all.

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Development of MCQs based Testing System

Faculty Development Academy (FDA) conducted a 3-day Workshop on 'Development of MCQs based Testing System' for Staff College Quetta from August 30 to September 1, 2022. This workshop was specifically designed for the staff of Staff College Quetta on their special request. Along with course work, several field visits were arranged for the participants to enhance their learning. There were three participants from Staff College Quetta.



Engaging University Faculty for Mental Health of Youth

Addressing the need to focus more on the achievement of SDG 3 and its targets, which includes mental health wellbeing, Faculty Development Academy (FDA), in collaboration with COMSATS Secretariat Islamabad, organized a Workshop on “Engaging University Faculty for Mental Health Wellbeing of Youth”, on 25th October

2022. There were 49 faculty members belonging to CUI campuses including Islamabad, Wah, Attock, Abbottabad, as well as other universities, including



Islamic International University (IIU), National University of Sciences and Technology (NUST), Bahria University and National University of Modern Languages (NUML). Ms. Sidra Akhtar, Chairperson,

Foundation Drug Psychological Rehabilitation Centre, Islamabad, highlighted the significance of mental health of the young generation and the role and importance of teachers in the lives of students. Dr. Fareed was the chief guest at the event.



Importance of Developing Skills besides University Education

Faculty Development Academy organized a seminar on 'Importance of Developing Skills besides University Education'. This seminar was arranged on December 9, 2022, for students and class counselors of COMSATS University, Islamabad.



Development of skills contributes to better and faster economic growth. It not only increases productivity, but also creates an atmosphere of competition and helps in eradicating unemployment. Special attention is required in this area so that the thinking patterns may be changed positively and for building a strong foundation for our students. The objective of this seminar was to help structuring self-confidence, self-esteem, problem-solving and leadership skills in our youth, leading them to become independent thinkers for planning their future according to their own skills set. For this purpose, Mr. Atiq Raja, a freelance speaker and trainer from Karachi, addressed the youth.



Effective Communication Skills

FDA successfully conducted a 3-day workshop on 'Effective Communication Skills' from December 21-23, 2022. 51 participants from different departments of CUI Islamabad campus attended the workshop. The prime purpose of launching this program was to make official communication on any topic easier and interesting while maintaining the record accurately. The workshop was helpful for the participants and increased their interest in the topic.



2023 ACTIVITIES

Outcome Based Education (OBE)

Outcome Based Education – CUI Sahiwal Campus

FDA organized One day Training on 'Outcome Based Education' at CUI Sahiwal Campus on February 27, 2023. Prof. Dr. Junaid Mughal, Director CUI Attock campus was the resource person for this training. The workshop focused on Outcome Based Education, as an integral part of teaching and learning with an emphasis on its effective use, to enhance student performance and improve their practical understanding. The workshop was specifically designed for CUI teachers to equip them with a clear understanding of the OBE model, its advantages and limitations. There were 137 participants altogether.



Outcome Based Education – CUI Vehari Campus

One day Training on Outcome Based Education at CUI Vehari Campus was held on February 28, 2023. Prof. Dr. Junaid Mughal, Director CUI Attock campus conducted the training. The training had two sessions; first, theoretical session was delivered by the domain expert and later a practicum session was conducted. There were 150 participants in all.



Outcome Based Education – CUI Lahore Campus

Faculty Development Academy organized 2-day training on Outcome Based Education at CUI Lahore Campus on March 20-21, 2023. Prof. Dr. Muhammad Junaid Mughal, Director CUI Attock campus, rendered his services as a resource person. OBE is a model that needs re-occurrence due to the requirement of changing times. OBE is more satisfying than the Traditional Teaching and it requires that students demonstrate that they have learned the required skills and content.



There were around 35 participants from different departments of CUI Lahore campus.



Outcome Based Education – CUI Abbottabad Campus

The series of OBE was conducted at CUI Abbottabad Campus on August 9, 2023. OBE is a recurring reform model, it focuses on outcome that is measuring student performance. OBE contrasts with traditional education, which primarily focused on the resources available to the student, called inputs. The sessions were delivered successfully by Prof. Dr. Junaid Mughal, Director CUI Attock campus, and there were 67 participants.



Workshop on Basic Social Media Tools/Beyond the #Hashtag

Faculty Development Academy, in collaboration with Registrar office, organized a 1-day training on 'Basic Social Media Tools/Beyond the #Hashtag' on June 8, 2023. The workshop was arranged in SSBC and there were 31 participants from different departments of CUI Islamabad.



This workshop was designed to cover page management and content management of FaceBook and Instagram. Dr. Omer and Ms. Hania from Management Sciences department were the resource persons for this training.



Entry Test Preparation Workshop for Art & Design Department

Faculty Development Academy organized 10-day workshop on 'Entry Test Preparation Workshop' for the Art & Design Department, starting from 17th July till 01 August, 2023. The workshop was specifically tailored to inspire those students who wanted to be part of vibrant alum of Art & Design. A total of 6 participants attended this workshop.



Development of MCQs based Testing System

FDA organized a 3-day Training on 'Development of MCQs Based Testing System' for the members of Staff College Quetta, from August 30 till September 01, 2023. This was the second workshop of the same kind for the same organization and was arranged on their special request. It was designed for teaching staff of this college to impart important skills that are essential for developing and designing MCQs. There were 9 participants altogether, 3 from Quetta Staff College and 6 from departments of Management Sciences & Architecture, CUI Islamabad. Dr. Aneel Salman was the trainer for this workshop.



Seminar on Threats of Cyber Crime

Faculty Development Academy (FDA), in collaboration with Wafaqi Mohtasib Secretariat, organized a seminar on "Threat of Cybercrimes: Growing Vulnerabilities of Societies" on November 30, 2023. Prof. Dr. Sohail Asghar, Incharge CUI Islamabad Campus moderated the session. The panelists of the seminar were Amb. Fauzia Nasreen, Mr. Ayaz Khan, Mr. Amar Jaffri, Ms. Asma Majeed, Maj (R) Muhammad Qasim, Dr. Shabana Fayaz, and Mr. Muhammad Farooq. Since Wafaqi Mohtasib holds the presidency of the Association of Asian Ombudspersons, 14 local office and 47 international member countries of the Association also joined the seminar virtually.



Training on CU Online (Faculty Portal)

CU Online has been developed for the faculty members across all seven campuses of CUI. Although it is a user-friendly software, yet there is much more to learn about it. To give a detailed briefing about this, FDA organized 1-day training on 'CU Online (Faculty Portal)' for faculty members of all campuses of CUI. The training was held on December 19, 2023, in the video conference room at the basement of Junaid Zaidi Library. There were 13 participants. The faculty members of Islamabad attended the workshop face to face, while the other campuses joined the session online.



2024 ACTIVITIES

Training on Financial Management & Managing Regulatory Risks

Faculty Development Academy (FDA) organized 1-day workshop on 'Financial Management & Managing Regulatory Risks' on January 25, 2024, at the Junaid Zaidi Library basement. This training was held for the Heads of Departments, Principal Officers and Directors of all campuses. There were 19 participants from different departments of Islamabad campus, who participated in person, while 50 participants were online from other campuses. There were two sessions of 90 minutes each.

Mr. Faheem Sardar was the resource person, who is currently a Senior Policy Specialist (Non Traditional Security), National Security Division in the Prime Minister's Office. He is also founder and CEO at Tangent. He is a corporate and government executive, author, corporate trainer and entrepreneur.



Training on Modern Human Resource Management

FDA planned 1-day training on 'Modern Human Resource Management; Appraising Intrinsic Worth & Evaluation'. This workshop was specifically arranged for the Department of HR – Principal Seat, Department of HR – of all campuses of CUI, P,D&HRD, and Instructors of Management Science department. HR departments of other campuses of CUI attended the workshop online while Islamabad campus attended in person. The primary goal of this training program was to equip the university's Human Resource professionals with the latest tools, techniques, and best practices in HR management. The training was held on February 01, 2024, at the Junaid Zaidi Library Basement. Dr Muhammad Sarfraz, a Ph.D. scholar, was the resource person. Dr. Sarfraz is a multifaceted human resource management practitioner with more than 15 years of rich experience across corporate, consulting, and academics.



Panel Discussion on Strengthening Climate Policy & Governance” - Lessons from COP28 and the Path to COP29

FDA, Center for Climate Change, COMSATS University Islamabad, and Beyond Carbon Pakistan, a pioneering organization dedicated to initiating transformative action in the fight against climate change are, working together to go beyond traditional approaches, by offering comprehensive solutions and carbon reduction strategies. The seminar on

'Strengthening Climate Policy Governance' was held on March 7, 2024. The seminar was graced by the presence of ambassadors and High Commissioners from Azerbaijan, Jordan, Kyrgyzstan, Morocco, Palestine, Sri-Lanka and Yemen. A total of 45 participants attended this seminar.





Leadership Transition

The Faculty Development Academy expresses its sincere gratitude to **Mr. Laeeq Hassan Jaswal** for being an excellent leader and mentor for the department during his two-year tenure at **FDA (May 2022 - May 2024)**. The opportunities discovered together and executed as a team under his able leadership have been invaluable. His guidance, support and mentorship played a significant role in the growth and development of FDA. We at FDA, take this opportunity to thank him for his inspiring leadership and wish him continued success in his future endeavors.

The Faculty Development Academy welcomes **Mr. Ali Tawab Baloch** as new Incharge from **June 2024**. **Mr. Baloch** is a seasoned professional with 24 years of diverse experience under his belt. Prior to joining FDA, he was In-charge of International Office at CUI for six years, winning many accolades for CUI. We are all eagerly looking forward to working with him.

Team FDA

FDA's Two Decades of Empowering Growth, Development, Shaping Minds and Futures

FDA proudly celebrates a significant milestone – 20 years of completion and devotion of the esteemed training department! Over the past two decades, our department has provided top-notch training programs, empowering individuals, and fostering growth and development.

Since its inception in 2004, FDA has trained approximately 9343 of individuals, equipping them with essential skills and knowledge. It has developed and delivered 200 number of training programs, catering to diverse needs of its own employees as well as of other organizations nationwide.

This remarkable journey would not have been possible without the tireless efforts, dedication, and passion of our team members, past and present. FDA presents a heart full gratitude to all of its team members. A list of our courageous team leaders is as follows:

The training wing of COMSATS University was designed and developed under the supervision of the Founding Rector, **Dr. S. M. Junaid Zaidi**. It was his fundamental belief that each and every member of the organization must take some professional training before becoming a part of any organization. To fulfill his desire, he played a vital role in the development and functioning of FDA.



Mr. Rafi Butt was the first Incharge of FDA from July 2004 to June 2010. He worked with zeal and courage and flourished the new department. Under his supervision, FDA ran several training programs successfully. As he was the pioneer HOD, he brought many new ideas for the human capital of CUI.

FDA was then handed over to **Mr. S. M. Junaid**, a former bureaucrat. He served the department for 06 years from October 2011 – June 2017. Under his mentorship, FDA executed many training programs and the department bloomed. The Pre-Service Training (PST) was commenced under his leadership and later it became mandatory for the newly recruited faculty members.



FDA was later taken in by **Mr. Khursheed Yusuf**. He took care of the department from August 2017 to August 2018. In this short time period, he not only mentored the FDA's team, but he also acted as resource person in several training programs.



Dr. Mumtaz Fatima Jafari joined the FDA as an Advisor in June 2010. Later she served as the head of department from August 2018 to December 2020. She designed many trainings and modules for the growth and development of human resource and also played a vital role as a resource person for several modules. Her services were commendable and her dedication to her work was laudable.

FDA was then headed by **Dr. Aneel Salman**, a dynamic academician, trainer and a free lancer. His passion for trainings made FDA prosper to the utmost. Under his leadership, FDA developed and commenced trainings for all cadres. His area of specialization was 'Leadership' and he enhanced the department with his wit and skill.



The tenure of **Mr. Laeeq H. Jaswal** as a head of FDA lasted from May 2022 to May 2024. A handful of training programs were launched under his guidance.

Mr. Ali Tawab Baloch is currently Incharge of Faculty Development Academy. He took over the charge of Academy in the month of May 2024. FDA is currently launching different diverse programs for the human resource development of whole CUI family. FDA is working vigorously with its aim of up-skilling the human capital & be maintained with the changing era.



As FDA celebrates this milestone, it looks forward to continuing our mission to empower individuals, organizations, and communities through innovative and effective training programs.

FDA TEAM

The FDA Team is highly trained and motivated. The members of the team are always cooperative and eager to facilitate the participants as well as the resource persons. Every effort is made to provide a good teaching-learning situation keeping in view the psychology of adult learners and far-reaching impact of a conducive environment. The friendly and flexible behavior of FDA team has always been appreciated.

The Faculty Development Academy team comprises the following members:

Mr. Faisal H. Roshan

Manager , Faculty Development Academy (FDA), CUI Principal Seat Campus

Being the manager, Mr. Faisal plays a vital role in developing and assisting training programs that support employee growth and organizational success. He is a great helping hand and treats his colleagues with respect and dignity.



Mr. Sheikh Ishtiaq Ahmed

Deputy Registrar , Faculty Development Academy (FDA), CUI Principal Seat Campus

Sheikh Ishtiaq Ahmed is a skilled professional with expertise in training, coordination & liaison, and communication. With strong coordination and liaison abilities, he ensures seamless collaboration between departments and external stakeholders, driving operational efficiency. His excellent communication skills enable him to articulate ideas clearly, resolve conflicts, and build strong professional relationships. Proactive and detail-oriented, he is adept at managing multiple tasks while maintaining high standards of performance.



FDA TEAM

Ms. Aafia Rashid Malik

Assistant Program Officer, Faculty Development Academy (FDA), CUI Principal Seat Campus

Ms. Aafia Malik is an active member and takes responsibility of all tasks assigned to her. Her serious nature towards her job makes her flourish every day. Comprising of friendly and optimistic personality, she is a supportive hand and a dedicated worker who facilitates her peers in all possible ways. Having diversified experience in management, teaching, telecommunication, anchoring etc., she accomplishes all assignments with zeal and enthusiasm.



Ms. Huma Mehmood

Office Assistant , Faculty Development Academy (FDA), CUI Principal Seat Campus

Ms Huma is an active member of FDA Team. She provides administrative assistance to the training team, including scheduling, correspondence, and record-keeping. She plays a vital role in coordinating training logistics, such as venue booking, catering, and equipment setup. She ensures smooth training operations.



Mr. Zubair Hussain Shah

Senior Admin Assistant , Faculty Development Academy (FDA), CUI Principal Seat Campus

Mr. Zubair is the Senior Administrative Assistant who is a cooperative and responsive member of FDA team. His responsible behavior makes him stand out everywhere. He accomplishes all tasks with great management. He supports the training team to deliver programs efficiently and effectively. He is a great helping hand for FDA and people associated with it.



FDA TEAM

Mr. Muhammad Abrar

Senior Admin Assistant , Faculty Development Academy (FDA), CUI Principal Seat Campus

Mr. Abrar is an active, energetic and hard worker of FDA team. He has superb skills to supervise and execute all tasks assigned to him. He is a supportive hand for all seniors and juniors. He maintains accurate records of training programs, participant attendance, and evaluation feedback. His presence in the department makes all chores go smoothly. Mr. Abrar is a committed and devoted person.



Mr. Ali Asghar

LDC , Faculty Development Academy (FDA), CUI Principal Seat Campus

Mr. Ali works as PS to the In-charge. He handles all internal & external communication smoothly. He is an active member and holds good social skills. He provides excellent customer service and handles communication with trainers, trainees, and other stakeholders, including sending reminders and notifications. His unreserved personality makes it easy for others to get all required information comfortably.



MEET OUR TRAINERS



Mr. Arshad Ali Ch.



Mr. Umar Kamal



Dr. Shazia Awan



Dr. Sumbal Manzoor



Dr. Aneel Salaman



Prof. Dr. Junaid Mughal



Mr. Atiq Raja



Mr. Faheem Sardar



Dr. Muhammad Sarfraz



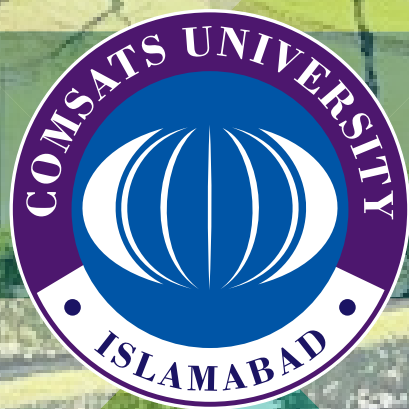
Dr Syed Mujahid Hussain






Dr. Muhammad Omer





Ms. Haniya



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