



Contact Details

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Dr. Muhammad Abdul Wahid Usmani

ACADEMIC BACKGROUND

- **Ph.D.** in Educational Assessment in 2008.
- **M.A (English)** from Karachi University, Pakistan in 1994.
- **BA (Hon) in English** from University of Karachi in 1993.

PROFESSIONAL SKILLS

- Reviewer of conferences and journals related to Education and Social Sciences.
- Consultant for program evaluation of different universities in Pakistan.
- Proficient in **devising research studies** from regular teaching and learning programs.
- Skilled in **designing Need Assessment** tools for any teaching and learning program.
- Skilled in **designing pre and post-test** for determining the learning outcome.
- Skilled in **designing tools to evaluate course, program outcomes**.
- Skilled in designing tools for **Academic Audit**.

Work Experience (Regular Job)

- Working as Head of Quality Planning Unit, Deanship of Quality King Saud University, KSA since October, 2011. Performing the following:
 - Preparing Balanced Scorecard of Deanship of Quality
 - Assisting officials of the deanship in completing the scorecard

- Reviewing Self Study Reports of different departments of KSU for compliance of Quality Management System.
 - Assisting Vice Dean for Quality in Quality Planning.
- Worked as a **Director Quality Assurance Cell** for the Dow University of Health Sciences from November 2006 to October 2011. Following is the summary of job.
 - Established the department of Quality Assurance.
 - Prepared SOPs and conducted training for QA officials appointed.
 - Conducted **Program Evaluation of all university programs**
 - **Conduct** faculty development programs such as Teaching methodology, Using ICT in Education and Effective Assessment.
 - Designed different tools and conduct Meta evaluation of university evaluation system.
- Worked as a **Lecturer** for Govt. Degree College Gulshan-e-Iqbal, Pakistan from May 1999 to November 2006. Following is the summary of job.
 - Taught English to Grade-11 and 12 Students.
 - Taught Business English to student of Graduate program.

Work Experience in Quality Assurance in Education

Worked as a Resource Person for Higher Education Commission and performed the following tasks:

- **Produced a training manual for Heads of Quality Assurance** for establishing internal Quality Assurance mechanism in universities.
- **Conducted a training** for senior officials of Quality Assurance Cells of 15 State Owned universities.
- **Produced a Manual for Quality Assurance Cells of 17 Private Sector universities** and later conducted training for them as to how program evaluation may be inducted in their own universities.
- **Conducted training for Quality Assurance officers** of different programs of Kohat University of Science and technology, Pakistan.
- **Conducted a training** for Quality Assurance officers of different programs of Khyber Medical University, Peshawar Pakistan.

- Following **SIX universities/ institutes** have solicited my services for establishing Quality Assurance departments
 - Islamia University, Bhawalpur, IBA Sukkar, ISRA University Hyderabad, Biztech University, Karachi, Bahria University Karachi, Dowood Engineering College.
- **Worked as a Consultant** of Quality Assurance and Quality Enhancement for Sir Syed University of Engineering Job responsibility included:
 - Academic Audit
 - Teachers Training
 - Program Evaluation
 - Assessment Reform

Work Experience in Program Evaluation

- As a professional Evaluation expert, I have been engaged with several institutes since 1997 till date.
 - Conduct Program Evaluation of different Programs under Dow University.
 - Conduct Academic Audit of colleges and institutes under COMMECS.
 - Design different tools and templates for evaluation of learning programs of Dow University.
 - Developed a pre and post-test for a 24 days teachers training program of Higher Education Commission.

Work Experience as Faculty Member

- **Seven Years Work Experience as English Lecturer for Education Dept Govt.** of Sindh, Pakistan from May 1999 to November 2006
 - Taught Academic English to College students.
 - Taught Business Communication to undergraduate students.

Remained engaged as an adjunct faculty member with the following institutions

- **University of Karachi, Pakistan.**
 - **Taught ESP Course** to the students of MA English at University of Karachi, Pakistan as a part time faculty member in fall 2010.
 - **Taught English Grammar** to Business Education Students at COMMECS Institute of Business Education, Pakistan in Fall 2010 as a part time faculty.

- Designed and taught a course of Business Communication at University of Karachi for one academic year (2000) to Master in Commerce students.

▪ **Allama Iqbal Open University, Pakistan.**

- Member of Curriculum revision committee.
- Teaching MA TEFL classes at Allama Iqbal University, Karachi Campus since 2002 as a tutor.

Courses Taught/teaching:

- Phonology, Language Skills, Stylistics, ESP, Educational Psychology.
- Supervising MA (TEFL) Thesis. Completed seven thesis on different topics.

▪ **National University of Modern Languages.(NUML Karachi-Pakistan).**

- Taught MA (English) classes from March 2003 to Dec 2005. Taught following courses.
 - TEFL, Semantics, Advance Grammar, Stylistics, Drama, Poetry, Composition..

Work Experience as a Teacher Trainer

As a teacher trainer, I have conducted more than 200 workshops of various duration from 1 day to 24 days. Following is the summary with institution.

▪ **Middle School Project, Education Dept. Govt. of Sindh**

- As a **Resource Person**(English), designed a training Manual and trained the Master Trainers for a provincial level training program.
- **Supervised** five Phases of the Teachers Training Program.
- Worked as a **coordinator** of Report writing of all phases of training.

▪ **Commecs Institute of Faculty Training.**

Engaged as a consultant for Training and Academic Auditing

- Conducted an **English Language Enrichment Program** for the College Faculty of CIBE.

- Conducted 24- hours workshop on **Assessment Methodology** for the college faculty of Sir Adamjee College.
 - Teaching complete module of **Cambridge e University diploma** for teachers and trainer.
 - Conducted **Academic Audit** of the affiliated colleges.
- **Dow University of Health Sciences (Before joining as Director Quality)**
 - Conducted four complete module of 12 hours each on Assessment and Evaluation organized by HEC at Dow. program.
 - Conducted a workshop on Assessment for the senior faculty of Dow University of Health Sciences.
 - Conducted a 36 hours professional development program for the faculty of dental institute and medical school of Dow.
- **Society of Pakistan English Language Teachers**
 - Working as a **Resource person for SPELT**. Conducted more than 20 sessions on Assessment, Reading and Academic Evaluation for various stake holders.
 - Conducted a workshop in Daharki, Sindh for primary and secondary school teachers.
 - Conducted workshop for Baharia Foundation school teachers.
 - Conducted workshops for Pakistan Air Force.

MATERIAL DEVELOPMENT

- Developed **Two Weeks Training Manual for Master Trainers of a project funded by US Aid.**
- **Developed a training manual for ToT for ERDC**
- Developed a **24 days Training Manual for professional Development of school Teachers.**
- Developed a **24 days Training Manual for English Language Skills Development of a district level training program.**
- Developed a **36 hours Training Manual on Managerial Communication for Iqra University Karachi.**

Research Supervision:

1. Supervised the thesis of more than 10 candidates of MA (TEFL) from Allama Iqbal University, Pakistan.
2. Supervising PhD in Medical Education from Dow University of Health Sciences, Karachi, Pakistan
3. Supervising a candidate of MPhil in Education/Social Sciences at Hamdard University, Pakistan.

Editorial Board Member/ Reviewer:

Reviewer of several conference papers and International Journals. Following is the list of journals.

1. Assistant Editor of Journal of Dow University of Health Sciences, Pakistan (JDUHS)
2. Reviewer & International Editorial Board Member of Mediterranean Journal of Social Sciences. http://mcser.org/index.php?option=com_content&view=article&id=7&Itemid=60
3. Served as a reviewer for Wiley-Blackwell for the year 2009.

Publication Details:

- Worked as Assistant Editor of JDUHS, A Pakistani Research journal for two years.
- Usmani, AW, Khatoon Suraiya, Shamot, M, Zamil, *Meta Evaluation of Teachers Evaluation Program Using CIPP Model*. Archives Des Sciences Journal (ISSN: 1661-464X). Vol.65, No.7. (ISI-Cited Publication) (230-252).
- Usmani, AW, Khatoon Suraiya, Shamot, M, Zamil, *Towards a Network of Quality Assurance in Higher Education: A Pakistani Model*. Archives Des Sciences Journal (ISSN: 1661-464X). Vol.65, No.7. (ISI-Cited Publication) (224-229)
- Presented a paper on Mentor System in the International Conference of Asia Pacific Quality Network-2008 held in Japan.
- Presented a paper in the international conference of National University of Modern Languages, Pakistan on Standardized Testing in Education in 2006.
- Read a paper on Academic Evaluation at the international conference of SPELT.
- Participated as a Poster Presenter in the first national conference on professional development by HEC Pakistan.
- Read a paper on Wash back Effect of Intermediate English Exam in the international conference organized by Sindh University, Pakistan.