

QUALITY ASSURANCE ACTIVITIES FOR THE PERIOD OF SECOND QUARTER (FROM 1st OF APRIL TO 30th JUNE, 2024) - CENTRE FOR QUALITY ASSURANCE, SABARAGAMUWA UNIVERSITY OF SRI LANKA

CENTRE FOR QUALITY ASSURANCE

1. Annual Student Satisfaction Surveys 2023 of Faculty of Agricultural Sciences, Faculty of Applied Sciences, Faculty of Management Studies, Faculty of Social Sciences and Languages and Faculty of Technology are completed and the survey reports were submitted to the 59th SSCQA meeting held in April, 2024.
2. Information is gathered for Annual Employee Satisfaction Survey 2023, SUSL using Senate and Council approved questionnaires and started to analyze the data.
3. Tentative Action plan for Institutional Review preparedness activities was prepared and submitted to the 58th SSCQA meeting held in April 2024.
4. The proposal of the Certificate in Fundamentals of Computing programme received from the Director, Centre for open and Distance Learning is submitted to the 58th SSCQA meeting held in April 2024 for the recommendation.
5. Initial steps have been taken to collect information on outreach activities of SUSL.
6. Policy communication- Different policies were communicated to the Vice Chancellor of SUSL for the implementation process (Quick Guide on Student Mentoring, SUSL, Policy on Formulating and Regulating Policies of SUSL, Policies and SOPs on Student's Evaluation on Teaching and Peer Observation on Teaching, SUSL, Policy on Internationalization to Centre for International Collaboration, SUSL and - Policy on Use of Innovative Pedagogies).

FACULTY OF AGRICULTURAL SCIENCES

7. Due to the non-academic trade union action any of arranged workshops or meetings were not conducted during the April-June period.

FACULTY OF APPLIED SCIENCES

8. Student Feedback collection and analysis.

9. Student Feedback detailed report preparation.
10. Student Feedback summary report preparation.
11. Developing faculty policies with the faculty board-appointed policy development committee (assessment policy, student support services, counselling services, fallback and credit transfer, performance appraisal system, national and international MOUs, staff development, differently abled and disabled students, foreign student policy). This is according to the proposed program review action plan. (Sessions conducted Online)
12. Contribution for the developing the Student Progression Policy – SUSL.
13. Contribution for the developing the SOP for Student Progression Policy – SUSL

FACULTY OF GEOMATICS

14. QA cell of the faculty decided to organize two awareness workshops for students and the staff in the month of October (mostly with in first two weeks). It was discussed at the 158th faculty board held on 28th August 2024.

FACULTY OF MANAGEMENT STUDIES

15. Workshop I – Examination Best Practices was conducted on 24th April 2024 for Academic Staff of Faculty of Management Studies with the participation of 45 participants.
16. Implementation of Quality, Environment and Health & Safety Systems to improve the conducive learning environment of the Faculty (FMS) –
 - Drafted the ***Paper Setting and Moderating guideline*** for the Faculty of Management Studies based on the Manual of procedure for conducting university examinations & The Policy on Nomination and Appointments of External Examiners/Second Examiners, approved by the University Senate and Council
17. Completed obtaining student feedback (lecturer evaluation) process and compiled the reports and forwarded to HoDs for necessary actions
18. Other planned QA activities are ongoing.
19. Progress of the activities has communicated to the Faculty Board in every month under the FQAC agenda Item.

FACULTY OF MEDICINE

20. Meetings of Faculty Quality Assurance Cell - FOM

Meeting no	Date	No of Participants
2024.4	16.07.2024	10
2024.5	01.08.2024	07

FACULTY OF SOCIAL SCIENCES AND LANGUAGES

21. Lecturer Evaluation Report for Year I, II, III, IV Semester I (August December Semester) was completed with 671 pages for all subjects of the 14 Degree programmes. A summary report was compiled for the same.

FACULTY OF TECHNOLOGY

22. Due to Non-academic strike no activities were conducted.

LIBRARY QA CELL

23. Policy and procedure formation for the library.

24. Policy formation for the library social media accounts (based on the request of the 258th Library committee).

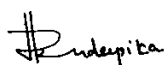
25. Organizing a hands on training for library staff on Working with Digital libraries.

26. 7th Human Library project organizing.

27. Some of the Student representatives are in industrial training. Thus new members need to be appointed.

Second quarter reports of FGS, FOC and QA cell of CODL were not received.

Report presented by,



Director / Centre for Quality Assurance /SUSL

03.09.2024