

Faculty Quality Assurance Cell
Faculty of Technological Studies,
University of Vavuniya
24th January 2025

Dean – Chairperson
Coordinator/IQAC
Head/ ICT
Chairperson/Research Committee
Chairperson/Curriculum Development Committee
Students Counsellors/FTS
Deputy Proctor/FTS
UBL Coordinator/FTS
Coordinator/Well-being Cell/FTS
Senior Assistant Librarian
Secretary/IQAC

11th Meeting of the Faculty Quality Assurance Cell (FQAC) / Faculty of Technological Studies

The Faculty Quality Assurance Cell (FQAC) meeting is scheduled on 27th January 2025, at 10.00 am, at the Board Room of the Faculty of Technological Studies. All the staff members are kindly invited to this meeting.

Coordinator/FQAC
Faculty of Technological Studies

Agenda

FTS/FQAC-11/01 Preliminaries

FTS/FQAC-11/02 Confirmation of the Minutes

FTS/FQAC-11/03 Matters arising from the minutes

FTS/FQAC-11/04 Reforms

FTS/FQAC-11/05 Progress Scorecards of FQAC

FTS/FQAC-11/06 Programme review

FTS/FQAC-11/07 Faculty Quality Practices

- Student Induction Programme

- Faculty Development Programme

- Faculty Orientation/Refresher Programme

- Feedback Analysis

- Student Satisfaction Survey

- Research and Development

- New Courses

- Curriculum Development

- Infrastructure Development

- International Conference/Seminars/Exhibition

FTS/FQAC-11/08 Results Analysis

FTS/FQAC-11/09 Academic Accountability

FTS/FQAC-11/10 Any other matters

10th Meeting Report of the Faculty Quality Assurance Cell of the Faculty of Technological Studies

FQAC/2024/10

Date : 20th November 2024

Time : 2.30 pm

Venue : Board room of the Dean's office

Presence

Mr.V.Senthooran	Chairman
Ms.W.A.S.C.Perera	Coordinator/FQAC
Mr.V.Vinoharan	Head/DICT
Ms.P.Amritha	Member/FQAC
Ms.N.Venuja	Coordinator/UBL
Ms.W.Pirunthavi	Member/DICT (on invitation)
Mr.P.Krishnanathan	Assistant Registrar/Secretary

FTS/FQAC-10/01 Preliminaries

The Chairperson welcomed all the members to the 10th meeting of the Faculty Quality Assurance Cell and gave a brief overview on quality assurance process and program review process. The Dean informed that the Faculty Board appointed Ms.W.A.S.C.Perera, Lecturer attached to the Department of ICT as the Coordinator of the FQAC since 7th August 2024 and further he briefed the essentiality of the best practices of teaching and learning in light of QAC direction.

FTS/FQAC-10/02 Confirmation of the Minutes

The minutes of the 9th meeting minutes held on 18/09/2024 were confirmed.

FTS/FQAC-10/03 Matters arising from the minutes

FTS/FQAC-10/04 Reforms:

Chairman requested the members to develop a mechanism to improve the quality of academic program and place in the FQAC meetings.

FTS/FQAC-10/05 Progress Scorecards of FQAC

It was decided to prepare the Progress Scorecard of FQAC 2024

FTS/FQAC-10/06 Data for Strategic Management plan for CQA

The Data for Strategic Management plan for the faculty was approved by the CQA.

FTS/FQAC-10/07 Programme review

Coordinator, FQAC informed that Director/CQA agreed to host a meeting with faculty staff to discuss about Programme Review of the BICTHonours degree programme.

FTS/FQAC-10/08 Faculty Quality Practices

Coordinator, FQAC informed that the CQA approved the feedback forms on assessing the quality of teaching and learning is practiced by the FQAC during the academic semesters.

- Evaluation of Teacher on Theory Lesson
- Evaluation of Teacher on Practical Lesson
- Student feedback on curriculum
- Teachers' feedback on curriculum
- Peer Evaluation Form
- Student feedback on Industrial Visit

FTS/FQAC-10/09 Results Analysis

Coordinator, FQAC informed that the results analyzing process was going on for the subject TICT1123 Mathematics for Technology and he will agree to place the upcoming FQAC

FTS/FQAC-10/10 Any other matters

It was decided to prepare the annual report 2024.

Meeting was adjourned at 3.30 p.m.



Coordinator

FQAC/FTS



Faculty Quality Assurance Cell (FQAC)
Faculty of Technological Studies
Annual Report 2024

1. Meetings conducted:

Meeting No.	Date	No. of Participants
01	17.01.2024	06
02	13.03.2024	06
03	24.04.2024	05
04	24.07.2024	05
05	18.09.2024	06
06	20.11.2024	06

2. Feedback

- The students' course evaluation feedback for the academic year 2021/2022, 2022/2023 was collected and analyzed.
- The Exit Graduate Survey feedback for the 2017/2018 batch, who graduated at the 38th General Convocation in March 2024, was obtained.
- Feedback on the Orientation Program for the 2022/2023 academic year freshers was gathered.
- The updated feedback form for students' evaluation of teaching and learning was recommended.

3. Staff Workload

- The staff workload for the academic year 2021/2022 was calculated.
- According to the Work Norm Policy and Procedure for Academic Accountability and Workload Calculation Model for Academic Staff of FTS, the digitalization of the workload model was started.

4. Peer Evaluation

- Peer Evaluation has been conducted for the academic year 2021/2022 and 2022/2023.

5. Results Analysis

- Results analysis for the course unit Mathematics for Technology for three academic years, 2019/2020, 2020/2021, 2021/2022 were implemented.

6. Course Files

- Course files for the academic year 2021/2022 first semester was collected.
- New format of the course files was introduced to the department.

7. Submission of Memos, Minutes and Reports

- There were 18 memos submitted to FQAC by the Coordinator, 13 to Faculty Board and 11 to CQA including the minutes of the meeting, action plans, and annual report 2024.

8. Institutional Review

- The initial Institutional Review of the University of Vavuniya was.

9. Program review

- The documents collections for the SER writing for the BICTHonours degree program was started.

10. Curriculum Development: The faculty and department are actively involving in the process of curriculum development with the focus on outcome-based education.

- BICTHonours in Software Systems Technology
- BICTHonours in Artificial Intelligence and Machine Learning Technologies
- BICTHonours in Gaming and Animation Technologies
- BETHonours in Electro Technology
- BBSTHonours in Agricultural Technologies and Entrepreneurship
- BICT External degree programme

11. Infrastructural Development

- Construction of the first floor of the Advanced Computer Laboratory was started.
- New three storied building proposal for new departments was approved by the University Council.

12. National Conference/Seminar/Exhibition

- ICTExpo2.0 was conducted to explore the creativity and hard work of our talented students as they showcase their cutting-edge ideas and solutions.

13. FQAC Coordinator

- Ms. W.A.S.C. Perera has been appointed as the coordinator for the FQAC.

Name of the faculty cell Coordinator : W.A.S.C. Perera

Signature

: 