

Minutes of the 13th Meeting of the Faculty Quality Assurance Cell, Faculty of Technological Studies

Date: 28th April 2025

Time: 10.00 am

Venue: Board room of the Dean's office

Presence

Mr.V.Senthoooran	Chairperson
Mr. V. Vinoharan	Head/ICT
Mr.R.Sakuntharaj	Coordinator/FQAC
Ms.K.Lojenaa	Lecturer
Ms.E.Pavithra	Assistant Registrar/Secretary

On Invitation

Ms.W.Pirunthavi	Member/DICT
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Excused

Ms.N.Venuja	Coordinator/UBL
Ms.W.A.S.C Perera	Lecturer

FTS/FQAC-13/01 Preliminaries

The Chairperson warmly welcomed all members to the 13th meeting of the Faculty Quality Assurance Cell (FQAC) and gave a concise overview of the program review process

FTS/FQAC-13/02 Confirmation of the Minutes

The minutes of the 12th meeting held on 27/01/2025 was confirmed.

FTS/FQAC-13/03 Matters arising from the minutes

FTS/FQAC-13/04 Reforms

The FQAC Coordinator presented a form developed for the Exit Graduate Survey, which is scheduled to be launched starting with the 2018 batch. Furthermore, a feedback form for the orientation program was introduced, with implementation planned for the 2023 batch onwards.

FTS/FQAC-13/05 Progress Scorecards of FQAC

The FQAC Coordinator prepared the scorecard for the first quarter of the year 2025

FTS/FQAC-12306 Data for Strategic Management plan for CQA

Nothing was discussed

FTS/FQAC-13/07 Programme Review

The Chairperson advised the coordinator to initiate the program review for the BICT Honours degree programme.

FTS/FQAC-13/08 Faculty Quality Practices

The FQAC Coordinator stated that the Second Examiner Form, Moderator Form, and Lesson Plan need to be modified.

FTS/FQAC-13/09 Results Analysis

The chairperson instructed to conduct the results analysis for the first semester of the 2022/2023 academic year.

FTS/FQAC-12/10 Any other matters

Meeting was adjourned at 11.00 a.m.

In the meeting, the Chairperson nominated the new FQAC committee, which includes the following members: the Dean, the Head of the Department, Ms. K. Lojenaa, Ms. W. A. S. C. Perera, Mr. S. Shirajan, two student representatives, the Subcommittee Chairperson, and the Assistant Registrar.



Secretary,

FQAC/FTS