



Centre for Quality Assurance

University of Sri Jayewardenepura

Ganggodawila, Nugegoda

Director

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Location

Vice Chancellor's Lodge

Progress Report for Senate

(From 2nd half of November, 2020 to 1st half of December, 2020)

1. Application to obtain the approval of University Senate for the Programmes placed below SLQF Level 5:

The Centre for Quality Assurance (CQA) observed that faculties of study use different formats when preparing an application to obtain the Senate approval to introduce Certificate, Diploma and Higher Diploma Programs, which are placed below SLQF Level 5 and do not require UGC approval. Hence, in order to streamline this process, CQA has designed an application to obtain the Senate approval for the proposals prepared for the introduction of these programmes. The format of this application is provided in Annex I. CQA requests the approval of the Senate for this application.

2. Proposal to obtain the approval of University Senate for revised curricular of existing study programmes

The establishment of the Curriculum Review Committee (CRC) of the University was approved at the Senate Meeting held on 27.08.2020. Hence, the proposals for the revision of curricular of existing study programmes are required to be submitted to the University CRC from year 2021. These proposals will be reviewed by the CRC and make a recommendation for the approval of the University Senate. To facilitate this process, the CQA prepared a format to be followed by faculties of study in the submission of proposals for the approval of the University Senate via University CRC. This format is provided in Annex II. CQA requests the approval of the Senate for this document.

3. Evaluated study programmes:

The CQA evaluated the proposals of the following study programmes, before submitting for the approval of the University Senate and the QAC of UGC.

| Diploma | | |
|--------------------------|---|----------|
| 14.12.2020 | Diploma in Polymer Processing Technology and Process Analysis (Second Review) | Level 03 |
| Bachelors Honours Degree | | |
| 25.11.2020 | Bachelor of Arts Honours in Financial Economics (Third Review) | Level 06 |
| 30.11.2020 | Bachelor of Arts Honours in Financial Economics (Final review before submitting to the UGC) | |
| 03.12.2020 | Bachelor of Arts Honours in Creative Music Technology and Production (First Review) | |
| 14.12.2020 | Bachelor of Arts Honours in Creative Music Technology and Production (Second Review) | |
| 04.12.2020 | Bachelor of Science Honours in Genetics and Molecular Biology (Final review before submitting to the UGC) | |



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| Postgraduate Diploma | | |
|------------------------------------|---|----------|
| 10.12.2020 | Postgraduate Diploma in Industrial Organic Chemistry (First Review) | Level 08 |
| Masters by Coursework | | |
| 10.12.2020 | Master of Industrial Organic Chemistry (First Review) | Level 09 |
| Masters by Coursework and Research | | |
| 08.12.2020 | Master of Commerce (Second Review) | Level 10 |
| 10.12.2020 | Master of Science in Industrial Organic Chemistry (First Review) | |
| 15.12.2020 | Master of Science in Economics (Second Review) | |
| | Master of Science in Development Economics (Second Review) | |
| | Master of Science in Financial Economics (Second Review) | |

Senior Professor Samanthi Senaratne
Director,
Centre for Quality Assurance
15.12.2020



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Annex 1:

Application to obtain approval of University Senate for the Programs below SLQF Level 5

Proposed Format

The Centre for Quality Assurance (CQA) observed that faculties of study use different formats when preparing an application to obtain the Senate approval to introduce Certificate, Diploma and Higher Diploma Programs. Hence, in order to streamline this process, a format is proposed by the CQA for the application, prepared to obtain the Senate approval for such programs. It is given in Annex 1. The approval of University Senate is sought to introduce this proposed format. Please note that UGC approval is not required to introduce these programs, which are placed below SLQF Level Five.

| | | | |
|---|--|----------------------------------|--|
| 1 | Name of Qualification | | |
| | 1.1 | Full name in English | |
| | 1.2 | Full name in Sinhala | |
| | 1.3 | Full name in Tamil | |
| | 1.4 | Abbreviation in English | |
| 2 | Targeted SLQF 2015 Level | | |
| 3 | Awarding Entity | | |
| | 3.1 | Faculty/Institute | |
| | 3.2 | Department(s) (if applicable) | |
| 4 | Mandate Availability | | |
| | Faculty Board Approval | Date/...../..... | Evidence <input type="checkbox"/> (Please tick) |
| | Senate Approval | Date/...../..... | Evidence <input type="checkbox"/> (Please tick) |
| | Council Approval | Date/...../..... | Evidence <input type="checkbox"/> (Please tick) |
| (Please attach all documents of evidence to the final page of this proposal) | | | |
| 5 | Background to the Program | | |
| | <ul style="list-style-type: none"> ➤ Evidence should be presented to show that the Faculty/Department proposing new study program has the capacity to offer the proposed program. ➤ Proposal should provide a general description of the benefits that will be accrued by the students who will pursue certificate/diploma/higher diploma level training | | |
| 6 | Objectives of the Program: | | |
| 7 | Program Learning Outcomes (PLOs): | | |



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|------------|---|-----------------------------------|--------------|----------------------|-------------------------------------|
| | <i>(Please refer Annex I for the format)</i> | | | | |
| 8 | Details of Program of Study | | | | |
| 8.1 | Entry requirements: | | | | |
| 8.2 | Duration of study: semesters /..... Year | | | | |
| 8.3 | Mode of delivery: Conventional face-to-face <input type="checkbox"/> Open and distance learning <input type="checkbox"/> External <input type="checkbox"/> | | | | |
| 8.4 | Proposed student intake: | | | | |
| 9 | Program structure: Provide the details as below. | | | | |
| | Year of study / semester | Course / Subject / Module Name | Credit Value | Hours of Teaching | Status (Compulsory /Optional) |
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| | Note: Provide course code description indicating what aspect is denoted by each digit. <i>(Please refer Annex II for the format)</i> | | | | |
| 10 | Purpose and Scope of Qualification <i>(Please refer Table 3 of SLQF 2015 for guidance)</i> | | | | |
| 11 | Attributes of Qualification Holders <i>(Please refer Table 3 of SLQF 2015 for guidance)</i> | | | | |
| 12 | Program Assessment Procedure/Rules <i>(Please refer Annex III for the format)</i> | | | | |
| 13 | Panel of Teachers <i>(Please refer Annex IV for the format)</i> | | | | |



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| | | |
|----|---|-------------------|
| 14 | Any other relevant information not Stated above | |
| 15 | Signature of the Coordinator of the study program | |
| 16 | Signature of the Dean of the Faculty/ Director of the Institute and Official Stamp | |
| 17 | Recommendation and Signature of CQA Director of the University | |
| 18 | Signature of Vice Chancellor and Official Stamp | |
| 19 | Date of Vice Chancellor's Signature |/...../..... |

- Please submit a completed original application and a soft copy (in a CD in PDF word format) with annexures to Centre for Quality Assurance (CQA), USJ.



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Annex III: Program Assessment Procedure/Rules

(The following should be given in detail)

Formative and summative examinations in the program

Scheme of Grading (Grades/Grade Points/ Marks ranges)

Calculation of Grade Point Average (GPA)

Contribution by each semester to final GPA

Contribution by in-plant training etc. to final GPA

Repeat examinations



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Annex II:

Proposed Format for Submission of Revised Degree Curricular for Senate Approval through the Curriculum Revision Committee of the University
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| | | | | | |
|----------|--|---|-------------|--------------|----------------------------------|
| 1 | Name of Qualification | | | | |
| | 1.1 | Full name in English | | | |
| | 1.2 | Abbreviation in English | | | |
| 2 | Targeted SLQF Level | | | | |
| 3 | Faculty/Institute | | | | |
| 4 | Department (s) (if applicable) | | | | |
| 5 | Details of Program of Study | | | | |
| | 5.1 | Admission requirements: <i>(Refer to Table 3 of SLQF for guidance)</i> | | | |
| | 5.2 | Duration of study: semesters / terms | | | |
| | 5.3 | Mode of delivery: Conventional face-to-face <input type="checkbox"/> Open and Distance Learning <input type="checkbox"/> External <input type="checkbox"/> | | | |
| | 5.4 | Credits (as defined in SLQF) required for qualification: Total overall credits Total credits for coursework Total credits for research/independent study (if applicable) | | | |
| 6 | Purpose and Scope of Qualification <i>(Please refer Table 3 of SLQF for guidance)</i> | | | | |
| 7 | Attributes of Qualification Holders (Graduate Profile) <i>(Please refer Table 3 of SLQF for guidance)</i> | | | | |
| 8 | Program Learning Outcomes <i>(Please refer Annex I for the format)</i> | | | | |
| 9 | Program Structure: Provide the details as below and also match with SLQF Learning Categories by using the format given in Annex II. | | | | |
| | Semester | Course Code | Course Name | Credit Value | Status (Compulsory /Optional) |
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