



**PROGRAMME REVIEW REPORT**  
**Bachelor of Science in Agriculture**  
**Faculty of Agriculture**  
**University of Jaffna**  
**10<sup>th</sup> to 13<sup>th</sup> February 2020**



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## **Table of Contents**

## **Page No**

<b>Section 1: Introduction to the programme</b>	<b>5</b>
1.1 The University and Faculty of Agriculture	5
1.2 Students graduated	5
1.3 Students intake	5
1.4 Details of staff	6
1.5 Resources	6
1.5.1 Library	6
1.5.2 ELTU	6
1.5.3 Laboratory facilities	7
1.5.4 Computer facilities	7
1.5.5 Learning Management system (LMS)	7
1.5.6 Crop and Animal Farms	7
1.5.7 Student support system and management	7
1.5.8 Mentoring and counselling	7
1.5.9 Hostel facilities	7
1.5.10 Sports facility	7
1.5.11 Canteen and shop	7
1.5.12 Wellbeing services	8
1.5.13 Center for Gender Equity and Equality (CGEE)	8
<b>Section 2: Observations on SER</b>	<b>9</b>
2.1 General observation	9
<b>Section 3: Description of review process</b>	<b>10</b>
<b>Section 4: Faculty's approach to quality and standard</b>	<b>12</b>
<b>Section 5: Judgment on each of the 8 criteria</b>	<b>13</b>

5.1 Criterion 1: Programme Management	13
5.2 Criterion 2: Human and Physical Resources	13
5.3 Criterion 3: Programme Design and Development	14
5.4 Criterion 4: Course / Module Design and Development	15
5.5 Criterion 5: Teaching and Learning	16
5.6 Criterion 6: Learning Environment, Student Support and Progression	16
5.7 Criterion 7: Student Assessment and Awards	17
5.8 Criterion 8: Innovative and Healthy Practices	18
<b>Section 6: Grading of overall performance</b>	<b>19</b>
6.1 Judgment on the Eight Criteria of Programme Review	19
<b>Section 7: Commendations and recommendations</b>	<b>20</b>
7.1 Commendations	20
7.2 Recommendations	20
<b>Section 8: Summary</b>	<b>22</b>
<b>Annexure 01. Final schedule of site visit</b>	<b>24</b>
<b>Annexure 02. Attendance sheets of meetings</b>	<b>28</b>
<b>Annexure 03. Photographs taken during site visit</b>	<b>45</b>

## Section 1.Introduction tothe Programme

### 1.1 The University and Faculty of Agriculture

The University of Jaffna was established in January 1979 and the Faculty of Agriculture (FOA) was inaugurated on December 3<sup>rd</sup> 1990 with the vision of “gateway to the future agri-food knowledge”. The faculty consists of six departments namely, Agronomy, Animal Science, Agricultural Biology, Agricultural Chemistry, Agricultural Engineering and Agricultural Economics. Departments in the faculty offer the Bachelor of Science in Agriculture in seven specialization areas. Table 1.1 shows the number of students graduated from the faculty within the last five years.

### 1.2 Students graduated

Table 1.1. Number of graduates from the programme over the past five years:

Intake	No of students graduated
26 <sup>th</sup> Batch (2013/2014)	65
25 <sup>th</sup> Batch (2012/2013)	49
24 <sup>th</sup> Batch (2011/2012)	58
23 <sup>rd</sup> Batch (2010/2011)	47
22 <sup>nd</sup> Batch (2009/2010)	44

### 1.3 Students Intake

Table 1.2 shows the number of students enrolled in the faculty and the number of students in the faculty. The amount has been steadily increased within the last four years, and the dropout ratio has been gradually decreased.

Table 1.2. Number of students enrolled and Number of students in faculty/programme at present

Batch	Number of students enrolled	Total number of students in the faculty
30 <sup>th</sup> 2017/2018 (First year)	130	108
29 <sup>th</sup> 2016/2017(Second Year)	100	85

28 <sup>th</sup> 2015/2016 (Third Year)	103	74
27 <sup>th</sup> 2014/2015(Fourth Year)	69	67

#### 1.4 Details of staff

Total number of permanent academic and academic support staff is thirty-six, which includes 34 academic staff and two computer instructors. There are ten Ph.D. holders and seventeen master degree holders within the academic staff and they represent three professors, thirteen senior lecturers, etc. (Table 1.3).

Table 1.3. Strength of academic staff and support staff

Academic and support staff	No
Professor	03
Senior lecturer	13
Lecturer (Probationary)	17
Lecturer confirmed	01
Instructor	02
Demonstrator	23

#### 1.5 Resources

##### 1.5.1 Library

The Agriculture library is located in a newly built structure sharing the facilities with Computer unit. Agriculture library serves the needs of the undergraduates, academics and staff of the faculty by providing the reference materials and services for teaching and learning. The library contains fairly good collection of wide spectrum of books and periodicals in Agriculture.

##### 1.5.2 ELTU

FOA as other faculties in the Kilinochchi premises utilizes services of the ELTU of the University of Jaffna. Staff from ELTU regularly attend to the classes according to the time table. At present, Faculty offers two English courses, one in first year first semester and another in first year second semester with two credit each.

##### 1.5.3 Laboratory facilities

Faculty has considerable laboratory facilities in all fields. To upgrade the research capacity of students and staff, FOA wrote a proposal to get grant from JICA and succeeded. Through JICA grant, Faculty will have a well-equipped research complex.

#### **1.5.4 Computer facilities**

Faculty has a computer unit, located at the Faculty of Agriculture premises, which serves as the provider of computer services for the whole Faculty. The unit has one teaching and e-Learning laboratory and one Internet Laboratory. The teaching and e-Learning laboratory has about 70 computers. It also houses servers for running the network related services.

#### **1.5.5 Learning Management system (LMS)**

FOA has an active LMS. Staff upload learning resources and assignments through LMS. Most of the quiz exams are conducted through LMS, which enable the students to get their marks immediately after the exam.

#### **1.5.6 Crop and Animal Farms**

FOA has an animal farm and crop fields at Kilinochchi premises as well as at Kanagarayan Kulam in which training in practical skills and experience is imparted to students. In addition, hands on training are given in various farms and fields outside the Faculty as well.

#### **1.5.7 Student support system and management**

Faculty has a strong student support system by provision of a range of opportunities for skill development, mentoring, counselling and to facilitate their holistic progression.

#### **1.5.8 Mentoring and counselling**

Faculty has a mentoring system where each student is assigned an academic advisor who guides the student throughout his/her stay in the Faculty. Faculty encourages extracurricular activities among students through student union. Argo's' week, student-staff sports activities, releasing of student magazine, tree planting and blood donation camp are few activities to mention.

#### **1.5.9 Hostel facilities**

All male students entering to FOA are provided with hostel facilities during first, third and final year except second year students. Hostel facilities for female students are provided for all four years.

#### **1.5.10 Sports facilities**

Students have access to various sports facilities at University of Jaffna. At FOA, facilities for different indoor games as well as outdoor games are available. Students are encouraged to participate in inter-faculty and inter-university sports events.

#### **1.5.11 Canteen and shop**

FAO has two canteens to cater the needs of the students at reasonable prices. Main food and beverages are supplied by the main canteen, while natural fruit juices and short-eats are supplied

by the other canteen. A shop out let is also available within the premises to cater the day to day needs of students.

#### **1.5.12 Wellbeing services**

Realizing the socio-psychological needs of the university community, a wellbeing centre (WeBe Centre) was established in the University of Jaffna with extended services to Kilinochchi premises. A trained counselor visits Kilinochchi premises on every Thursdays and serves the needs of the student and staff. Student counselors are trained on counseling skills. Hotline services are also made available to students and staff in need.

#### **1.5.13 Center for Gender equity and equality (CGEE)**

University of Jaffna has established a Center for Gender Equity and Equality (CGEE) according to the policy and by-law approved by council. Staff members of FOA being members of pioneer committee of CGEE and four sub-committees, actively engage in several activities. Awareness programs are conducted among students and staff of FOA by GEEC. In social harmony and active citizenship courses, awareness on gender is inculcated.

## **Section 2. Review team's observations on the Self-Evaluation Report (SER)**

### **2.1 General Observation**

The SER was prepared using the Programme Review Manual of the QAAC, UGC using participatory approach and noted that the members were provided with Terms of Reference. The Faculty of Agriculture moved from main university in Jaffna to Kilinochchi and offering the study programme at new location for students representing all ethnic and religious communities. The Programme Review Team noted that academic staff performing multiple tasks as student counsellors, mentor, faculty coordinators for SDC, Well Being Services, and GEE in addition to their academic activities. The newly constructed JICA funded Research Complex is an asset to the Faculty of Agriculture to deliver quality education for the students, staff and community.

**Section 1** of the SER, included introduction to the University & faculty, graduate profile, student numbers, number of academic, academic support & non-academic staff, qualification profile of academic staff, learning resource system, student support system & management of the faculty. In addition, the SWOT analysis and major changes after first review were also presented in this section.

**Section 2** explained the process of preparing the SER. The SER Team for 8 criteria were appointed representing all levels of staff members headed by a Senior academic staff member for each team on the recommendation of the 14<sup>th</sup> meeting of the FQAC and subsequent approval of the 200<sup>th</sup> meeting of the Faculty Board. An appointment letter with TOR was issued for each member of the team. The detail of the SER team was presented in Appendix 3 of the SER. After initial discussion, one month was given to writing teams to collect available data, evidence analysis and to synthesize the draft write-up. After series of meetings for review the progress of writing task, the draft was compiled and the final draft report was discussed in a special Faculty board and finalized. The final report was submitted on 31<sup>st</sup> March to QAC of the UGC.

**Section 3**, the vital section of the SER, prepared according to the format prescribed in the PR Manual for the 8 criteria. Further, as required by the PR manual, each criterion was summarized at the end of each section.

**Section 4** of the SER, summarized how the FOA taken efforts to internalize the best practices to achieve the quality standards in the study programme under review.

Furthermore, the arrangements of the physical evidences of the relevant documents facilitated easy observation and validation. The Programme Review Team was happy about the review visit and review process organized by the Faculty of Agriculture, University of Jaffna.

### **Section 3. Brief Description of the Review Process**

Reviewers met for the pre-review meeting after a thorough desk evaluation of SER individually with notes on additional information required, clarifications and tentative outcomes of desk evaluation. The individual desk review report was submitted to the Director of the Quality Assurance Council (QAC) at the UGC one month and half after the pre-review meeting. The Review Chair interacted with the Dean of the Faculty. The agenda of the four-day site visit was prepared by the Review Chair by the agreement of the review members and sent to the Dean. Dean of the Faculty organized all required facilities.

#### **3.1. Programme review site visit**

The 3-member review team gathered to hotel ‘Friends Inn’ 9th February 2020 evening and revisited the plan and successfully completed the site visit from 10<sup>th</sup> February 7.30 am to 13<sup>th</sup> February 2.30 p.m. as per schedule.

The review team physically verified the content as per the SER from 10<sup>th</sup> to 13<sup>th</sup> February 2020 and meetings and physical observations conducted according to the scheduled of the site visit (Annexure 1). To evaluate the eight criteria review team has been given more emphasis on followings,

- SER prepared by the faculty.
- As per the scheduled, information gathered from the meetings held with all staff categories and other relevant parties.
- Information gathered from the observation of physical facilities.
- Reviewing and analyzing the documentary evidences prepared by the faculty under the eight criteria.
- Observation of two teaching sessions and one practical session.
- Clarifications and discussions had with SER writing team.

On the very first day the review team travelled to Jaffna University from Kilinochchi. The first meeting was held with the Dean of the faculty, IQAU Director, FQAC Coordinator and Chair SER preparation at the Board room of the University of Jaffna. Team couldn’t meet the Vice Chancellor due to a meeting held in Colombo for all Vice Chancellors. However, the Vice Chancellor later visited the Faculty of Agriculture at Kilinochchi to meet the review team on the day 3. Meetings with the Directors of the Career Guidance Unit, GEE Cell, SDC, Physical

Education, WEBE Centre, UBL and ELTU staff was arranged in the Jaffna University Premises. Observation of the Sports facilities also done during the visit to the Jaffna University.

Discussions conducted in each meeting were satisfactory and review team gathered many valuable information for successful review. All meetings indicated that stakeholders such as academic staff, non-academic staff, students, alumni and outside stakeholders are satisfying with the degree programme and the faculty in general. The students expressed that the faculty has limited Wi-Fi and health care facilities.

The review team observed two teaching sessions which were satisfactory with the teaching learning methods. The practical session observed by the review team was conducted by Demonstrators.

As given in the SER, the review team scrutinized the documents made available for them to verify the evidences. The team used the friendly assistance given by the SER writing team to observe the documents. Also missing but important documents were obtained by request. Documents were organized in a user friendly manner that facilitated the reviewers a good review process.

Reviewers could not find some evidences for past 3 years as required by the QAC and many surveys were conducted very recently. Therefore, those survey results could not use for the improvement of the present curriculum. In addition, evidences were lacking across all 6 departments, dates were missing in most documents and in some instances source document was not available.

The physical facilities of the faculty are commendable. Especially the sophisticated laboratory complex donated under the JAICA project is highly impressive. Review team hope that faculty will utilize this facility to their maximum benefit and will be made available for the other institutes as well. Faculty has a very large crop and animal farm for teaching and research. In addition, faculty had acquired the integrated farm and training centre at KanagarayanKulam. The AHEAD grant won by the faculty could utilize it for further improvement.

Each criterion evaluated / observed by two members of the review panel and scores were assigned after discussion by the entire review team considering the stakeholder meetings, observations of infrastructure facilities and observation of documents.

The review team very much appreciates all the support extended by the Dean, FQAC Coordinator and SER writing team in positive manner especially for requests made by the review team for further information and documentation.

The wrap-up meeting conducted in a Power Point presentation with the presence of the Dean. During this session reviewer conveyed their key findings to the faculty members and given

enough time for faculty members for their observations and comments. A very productive discussion on improving the quality of the degree programme was accomplished and the faculty members gave their feedback for the key findings.

#### **Section 4. Faculty's Approach to Quality and Standards**

In accordance with UGC's QAAC, the University of Jaffna established the Internal Quality Assurance Unit (IQAU) in 2015. Quality Assurance policy framework and by Laws were developed and approved by the Senate and Council.

As stated by the Dean / Faculty of Agriculture in his presentation, the Faculty Quality Assurance Cell (FQAC) was established recently to

- Strengthen the internal quality assurance system.
- Develop action plans and implementation mechanisms for consistent improvement in the academic and administrative performance of the faculty.
- Promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.
- Under take the documentation of QA activities and internal review reports, etc.

The major functions of the FQAC are,

- Internalizing following activities
  - Student feed back
  - Peer review
  - Student attendance
  - Staff contact hours (agreed and actual)
  - Moderation of exam papers
  - Second marking
- Coordinate IR review process
  - Conduct awareness
  - Facilitate nominations for writing team
  - Facilitate collection of faculty level evidences

## Section 5. Judgment on the Eight Criteria of Programme Review

### 5.1 Criterion 1: Programme Management

The criterion 1 consists of 27 standards. Out of twenty-seven standards 70.37% of the standards are good adoption, 22.22% is adequate adoption and 7.41 % is barely adequate in the criterion 1. The total score of the criterion 1 is 131 out of 1000. The strengths and weaknesses of the criterion 1 are as follows.

#### Strengths:

- The faculty holds appropriate organizational structure and adopts a participatory approach for effective governance and management of its core functions.
- Faculty runs programmes on annual academic calendar without much delay.
- Existence of curriculum development committee with senior staff members of the departments.
- The university offers an integration programme for all new students to facilitate students' transition from school to university.
- The institute/ faculty has signed MOU with TNAU.
- There are appointed mentors to support students.
- Student Charter given to all students during the orientation programme.

#### Weaknesses:

- Inadequate student counsellors to cater the needs of the students' community.
- Though mentors were appointed, students turn up was not satisfactory.
- No sufficient evidences were available for monitoring the implementation of the curriculum.
- The faculty does not have a comprehensive system in place for identifying performance and rewarding staff.
- No options available for students to exit at different levels.
- Feedback of the induction / orientation programmes from the participants not available.
- Performance appraisal system for staff needs to be improved with rewards for high performers.

### 5.2 Criterion 2: Human and Physical Resources

The criterion 2 consists of 12 standards. Out of twelve standards 41.67% of the standards are good adoption and 58.33% is adequate adoption in the criterion 2. The total score of the criterion 2 is 81 out of 1000. The strengths and weaknesses of the criterion 2 are as follows.

**Strengths:**

- Many staff of the faculty holds key positions in the university administration.
- Faculty offers honors degree four-year study programme.
- Infrastructure facilities are very much satisfactory level.
- All staff have completed the CTHE programme conducted by the Staff Development Center.
- Faculty encourage students' harmony and cohesion by promoting multicultural programmes.

**Weaknesses:**

- No human resource development policy and plans are available.
- Staff qualifications and competencies need to be further developed (17 Probationary staff members).
- Faculty delivers English Language for only two semesters (2 hours / week) during the first year first semester and first year second semester.
- No documentary evidence of implementing staff performance appraisals.
- Availability of the Wi-Fi facilities are limited with in the faculty.
- Medical facilities and services need drastic improvement to facilitate needy students.

### **5.3 Criterion 3: Programme Design and Development**

The criterion 3 consists of 24 standards. Out of twenty-four standards 25% of the standards are good adoption, 58.33% is adequate adoption and 16.66% is barely adequate in the criterion 3. The total score of the criterion 3 is 106 out of 1000. The strengths and weaknesses of the criterion 3 are as follows.

**Strengths:**

- Programme and course ILOs are prepared and they are feasible to achieve.
- The faculty incorporated supplementary courses such as vocational, professional, semiprofessional, inter-disciplinary & multi- disciplinary in the curriculum.
- ILOs of study programmes are realistic, deliverable and feasible to achieve.
- Industrial training component was identified and ILOs were defined.

**Weaknesses:**

- Curriculum was not revised in regular intervals (in 5 years cycle).

- Present curriculum was not developed in participatory manner with student, alumni, employer and industry feedback.
- Most of the surveys (internal monitoring processes) were done very recently after the major curriculum revision which was in 2010.
- Curriculum design policy was not approved by the Senate.
- SLQF and SBS were not considered in curriculum revision committee minutes.
- Exit point at different levels or fallback option/s were not defined in the present curriculum.
- Templates/ formats used in the curriculum revision were not approved by the FB or Senate.
- Programme ILOs need to be constructively aligned with course ILOs.
- Student flexibility to select courses are given only in year 4 semester 1.
- The given matrix is not focused on skills development. Need alignment done with KSAM model.
- The total credit value is exceeding (130 +17) the SLQF guideline, therefore student workload is high (better to be 120 +5).
- Curriculum Evaluation Committee, Senate and Council minutes are not available on programme approval.
- Adaptation of former Subject Review recommendations on curriculum revision were not evident.
- No special leaning resources or policy for differentially abled students.

#### **5.4 Criterion 4: Course / Module Design and Development**

The criterion 4 consists of 19 standards. Out of nineteen standards 26.32% of the standards are good adoption, 42.11% is adequate adoption, 26.32% is barely adequate and 5.26% is inadequate in the criterion 4. The total score of the criterion 4 is 95 out of 1000. The strengths and weaknesses of the criterion 4 are as follows.

##### **Strengths:**

- Course design and development takes into account student-centered teaching strategies.
- Course out lines and course manual are provided to students at the commencement of the programme.
- Clearly defined workload considering SLQF, broken down into different types of learning such as direct contact hours, laboratory studies, field visits, industrial trainings.
- Teaching programmes can be completed within the planned time.
- Many staff trained for CTHE by the SDC.

##### **Weaknesses:**

- Course monitoring, evaluation and review system initiated recently.

- Curriculum should align with PLOs.
- Currently LMS is used for Quiz examination and uploading courses only.
- Students need to be provided with more facilities to use LMS.
- Course design and development fail to consider the needs of differently abled students by employing teaching and learning strategies.
- Self– learning of students needs further improvement by allocating further Independent Learning hours.

## 5.5 Criterion 5: Teaching and Learning

The criterion 5 consists of 27 standards. Out of nineteen standards 68.42% of the standards are good adoption, 26.32% is adequate adoption and 5.26% is inadequate in the criterion 5. The total score of the criterion 5 is 129 out of 1000. The strengths and weaknesses of the criterion 5 are as follows.

### Strengths:

- Teaching and learning strategies are based on faculty’s mission and curriculum requirement.
- Friendly and conducive learning environment.
- Field visits /industrial training were incorporated in the study programme.
- Teaching learning strategies ensure that they are not gender discriminative and abusive.
- Student presentations and self-directed learning are in practice.
- Students are awarded with best research award.
- GEE cell established to deliver good services to students.

### Weaknesses:

- Course evaluation reports are recently established.
- Academic accountability records are not adequate.
- No evidence for the use of survey information for improvement of the present study programme.
- No Senate / faculty approved indicators for evaluating teachers for excellence in teaching.
- No sufficient evidence that staff incorporate research findings in teaching learning process.

## 5.6 Criterion 6: Learning Environment, Student Support and Progression

The criterion 6 consists of 27 standards. Out of twenty-four standards 16.67% of the standards are good adoption, 50.00% is adequate adoption, 29.17% is barely adequate and 4.17% is

inadequate in the criterion 6. The total score of the criterion 6 is 60 out of 1000. The strengths and weaknesses of the criterion 6 are as follows.

**Strengths:**

- The Student Handbook is distributed to new entrants during the Orientation Programme.
- Students optimally use the available support services.
- The faculty has started the process of implementing policy on Gender Equity and Equality (GEE).
- The infrastructure facilities in the library are satisfactory.
- Students organize co-curricular activities (ie. Argo's' Week).

**Weaknesses:**

- No evidence for up-to-date records on student progress throughout the study programme.
- CGU encourage plan and conduct more activities to improve career management skills along with soft skills of students.
- No policy on fallback option in Faculty's Programme.
- No involvement of the Alumni Association to the curriculum development process.
- Faculty conducted many workshops and seminars. The completion report of the workshop and seminar not submitted to the Faculty Board.
- Action plan of CGEE is not available.
- No minutes available for the student disciplinary committee or students' grievances committee.
- Counselling programmes has to be made stronger by appointing more professional counsellors.

### **5.7 Criterion 7: Student Assessment and Awards**

The criterion 7 consists of 17 standards. Out of seventeen standards 58.82% of the standards are good adoption, 35.29% is adequate adoption and 5.88% is barely adequate in the criterion 7. The total score of the criterion 7 is 126 out of 1000. The strengths and weaknesses of the criterion 7 are as follows.

**Strengths:**

- Faculty specified the weightage relating to different components of assessments.
- Faculty ensures that the reports from external examiners are considered by the examination board in finalizing the results.
- Students are assessed using published criteria and procedures and communicated to students.
- Timely feedback on formative assessments are provided.
- Faculty adopts defined marking scheme with internal/ external second marking.

- The name of the degree complies with the SLQF guidelines.
- Examination by-laws are prepared and communicated to students.

**Weaknesses:**

- No faculty, Senate approved policy for assessment strategies/ outcome based programmes.
- Alignment of course ILOs with SLQF descriptors was not found.
- End semester (summative assessments) results are not timely released (more than 3 months).
- Practical classes are not conducted for some of the courses related with practical (minimum 5 courses). Therefore, students are assessed only based on theory component for such courses.
- Faculty does not appoint second examiners on seniority / higher qualification basis.
- ToRs were not provided for external / second examiners.
- Staff with only Bachelor's degree need close supervision by the senior staff when delivering and assessing students. Therefore, need to appoint mentors for probationary staff.

## **5.8 Criterion 8: Innovative and Healthy Practices**

The criterion 8 consists of 14 standards. Out of fourteen standards 21.43% of the standards are good adoption, 57.14% is adequate adoption, 7.14% is barely adequate and 14.29% is inadequate in the criterion 8. The total score of the criterion 8 is 31 out of 1000. The strengths and weaknesses of the criterion 8 are as follows.

**Strengths:**

- The students are motivated for disseminating their research findings.
- The Faculty conducted income generated activities.
- Industrial attachment for students for Industrial trainings.
- Faculty conducted International and national symposium and published journals.
- Staff members are trained on “ICT Tools for Teaching” and “VLE Usage.”

**Weaknesses:**

- Absence of a credit transfer system, fall back options to exit the degree programme at different levels.
- Lack in promoting community and industry engagement.

## Section 6. Grading of Overall Performance of the Programme

### 6.1 Judgment on the Eight Criteria of Programme Review

Table 6.1 shows the criterion wise score obtained by the Faculty of Agriculture and the final grade **B**.

Table 6.1. Grading of overall performance of the programme.

No	Criterion	Weighted minimum score*	Actual criterion-wise score
1	Programme Management	75	131
2	Human and Physical Resources	50	81
3	Programme Design and Development	75	106
4	Course / Module Design and Development	75	95
5	Teaching and Learning	75	129
6	Learning Environment, Student Support and Progression	50	60
7	Student Assessment and Awards	75	126
8	Innovative and Healthy Practices	25	31
	Total score (out of 1000)		759
	<b>Total score (out of 100)</b>		<b>75.9</b>

**Final Grade: B**

## Section 7. Commendations and Recommendations

### 7.1 Commendations

- The faculty incorporated supplementary courses such as vocational, professional, semiprofessional, inter-disciplinary & multi- disciplinary in the curriculum.
- The faculty has prepared graduate profile, course and programme ILOs.
- Annual international conference conduct by the faculty provide ground to inculcate research culture in the faculty.
- Infrastructure facilities such as new laboratory complex, faculty farm and integrated farm and training centre could be utilized for teaching and research effectively
- Faculty runs programmes on annual academic calendar without much delay
- Many staff of the faculty holds key positions in the university administration
- Faculty offers honors degree programme.
- Faculty encourage students' harmony and cohesion by promoting multicultural programmes.
- Course design and development takes into account student-centered teaching strategies
- Course out lines and course manual are provided.
- Friendly and conducive learning environment exist in the faculty.
- Teaching and learning strategies are based on faculty's mission and curriculum requirement.
- Faculty specified the weightage relating to different components of assessments.
- The faculty has started the process of implementing policy on Gender Equity and Equality (GEE).
- Clearly defined workload considering SLQF, broken down into different types of learning such as direct contact hours, laboratory studies, field visits, industrial trainings.
- Faculty specified the weightage relating to different components of assessments.
- Faculty adopts defined marking scheme with internal/ external second marking.
- Examination by-laws are prepared and properly communicate to the students.
- Teaching and learning strategies are based on faculty's mission and curriculum requirement.
- Teaching learning strategies ensure that they are not gender discriminative and abusive.

### 7.2 Recommendations

- Lesson plan/ course specification need to be developed by breaking topics/ sub topics in weekly or hourly basis and by indicating the delivery methods and notional hours which should be made available to students at the beginning of the semester
- It is strongly recommended to release end semester results in stipulated time (less than 3 months).
- Total credit value allocated (including for auxiliary courses) in the present curriculum to be reduced to align with the SLQF and to reduce student workload.
- Practical need to be conducted for all practical oriented courses eg. Plant Tissue Culture, Genetic Engineering, Plant Biotechnology, Integrated Pest Management, Animal Biotechnology etc.
- English Language teaching in the faculty need to be strengthen.
- Industrial training component should be conducted during the semester time but not during the vacation period and length of the training need to be increased.
- Medical facilities need to be strengthen in the faculty. Arrangements need to be made for a Medical Officer to visit the faculty at least 3 days a week as an urgent need.
- Emergency vehicle (at least a three wheeler) need to be kept in the faculty for night time for use of student illness.
- Water problems in the student residential areas need to be rectify in the near future.
- Subsidiary given to student canteen need to increase to reduce the prices of meals.
- It is recommended to fully utilize the grant obtained through the JAICA project for the maximum benefit and further this massive laboratory complex should have open access for other researchers in the country.
- Immediate action need to be taken to fill Technical Officers (TO) and Laboratory Attendants (LA) cadres in order to use the new laboratory complex efficiently and effectively.
- In addition to the above, faculty needs new cadres to be created for TOs, LAs and dedicated Electrician only for the faculty mainly to provide services to the new laboratory complex.
- Absence of a credit transfer system, fall back options to exit the degree programme at different levels
- Wi-Fi facilities need to be strengthen in the faculty premises and student residential areas that staff/ students could use the LMS efficiently.
- Management Information System (MIS) need to be introduced in the faculty for effective management practices.
- Appoint more senior academic staff members as mentors to guide young academic staff
- The University should provide separate financial allocation to conduct career guidance activities of the students.

- It is strongly recommended for staff to intervene immediately in the female students' dress code and to permit students to wear a suitable, comfortable and practical dress when attending lectures and field practicals.

## **Section 8. Summary**

The Programme Review process of the Bachelor of Science in Agriculture offered by the Faculty of Agriculture, University of Jaffna was carried out from the 10<sup>th</sup> of February to 13<sup>th</sup> of February 2020. The review team completed all scheduled meetings as scheduled, went through all documentary evidences provided and observed the facilities at Departments / Faculty / service centres / hostels / farms / research complex. The meetings with the Directors of IQAS, SDC, UBL, CGU, PEU and the Head of ELTU were held at the main University in Jaffna. The other meetings with Competent Authority, Dean of the Faculty, Heads of Departments, Faculty Coordinator IQAC and all relevant academic staff members, Administrative officers, Student Counsellors, Non-academic staff, Academic support staff and Students were conducted successfully at the Faculty of Agriculture in Kilinochchi.

The total number of students in the faculty is 334. Student enrollment in the faculty has been steadily increasing in the last four years and the dropout ratio has gradually decreased. The Faculty of Agriculture has a separate library and provide access to e-journals for the students. Computer and LMS facilities in the faculty are at a satisfactory level. However the faculty should improve Wi-Fi facilities within the faculty to increase the use of the LMS platform. Faculty has excellent laboratory facilities and well-equipped research complex and it will contribute to improving the research capacity of students and academic staff. Further, there is an animal farm and a crop field at Kilinochchi premises and Kanagarayan Kulam with massive land area, it is a great opportunity for the faculty.

Moreover, the FOA is situated in the Northern Region where the livelihood of 70 % of the population is agriculture and the FOA encourage students' harmony and cohesion by promoting multicultural programmes. This has created a friendly and conducive learning environment within the faculty. Student evaluation, feedback, and peer evaluation are carried out and outcomes are used to improve the teaching and learning process. Faculty clearly defined workload considering SLQF, broken down into different types of learning such as direct contact hours, laboratory studies, field visits, industrial trainings. The faculty uses marking schemes with internal/ external second examiners and examination by-laws are prepared and properly communicated to students. Further, the faculty teaching learning strategies ensure that they are not gender discriminative and abusive. Further, academic journals and annual international conference organized by the faculty provides the ground to inculcate a research culture in the

faculty. The Quality Assurance Cell (FQAC) of the Faculty of Agriculture has been established recently to strengthen the internal quality assurance system, promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices and to undertake the documentation of QA activities and internal review reports, etc.

The review team has observed that the number of electives could be increased and absence of a credit transfer system, fall back options to exit the degree programme at different levels. Industrial training component could be introduced within the semester not during the vacation period and the length of the training need to be increased. After the faculty lectures and practical sessions, it is difficult for students to remain on campus for sports practice due to long distance. Thus, sports facilities should be further developed within the faculty premises. Moreover, faculty should provide separate financial allocation to conduct career guidance activities of the students and faculty must take necessary action to expand the medical facilities and services within the faculty premises.

Immediate action need to be taken to fill Technical Officers (TO) and Laboratory Attendants (LA) cadres in order to use the new laboratory complex efficiently and effectively. Further, massive laboratory complex should have open access for other researchers in the country. Further, the research ability of the academic staff of the faculty can be improved by adopting a faculty policy on research and development. Further, Industrial training component should be conducted during the semester time not during the vacation period and length of the training need to be increased. Declining job opportunities in the field of agriculture is the main issue for the faculty.

The review team observed all the documentary evidences provided by the FOA related to all 8 criteria listed in the PR manual of the UGC. Based on all the evidences the following scores were given. The Degree Programme scored 75.9 and is equivalent to a **‘B GRADE’**.

On behalf of the Quality Assurance and Accreditation Council of the University Grants Commission the members of the review team express their gratitude to the Competent Authority, Dean of the Faculty, Director IQAU, Heads of Departments, Faculty Coordinator FQAC and all relevant academic and non-academic staff members, Administrative officers and Students for their support extended during the visit.

## Annexure 01. Final schedule of site visit

### Faculty of Agriculture, University of Jaffna (UJ) Programme Review- Schedule for the Site Visit 10<sup>th</sup> to 13<sup>th</sup> February 2020

**10<sup>th</sup> February 2020 (Monday)**

Time	Activity	Participants	Location
7.00 – 8.30 am	Arrival to University of Jaffna from Kilinochchi		
8.30 – 8.45 am	Meeting with the Competent Authority, UJ	Competent Authority / Dean- FA, Director – IQAU/ Coordinator – FQAC, Chair – SER Preparation	Board Room / UJ
8.45 – 9.15am	Meeting with the Director – IQAU and FQAC	Director – IQAU/ Dean- FA, Coordinator – FQAC, Chair – SER Preparation	Board Room / UJ
9.15 -9.45am	Meeting with Directors of Centres-/ Units / Cells, <i>Working with Tea</i>	All Directors of Centres/ Units/ Cell, GEEC, SDC, WEBE,UBL and CG	Board Room / UJ
9.45- 10.15am	Meeting with Head of ELTU	Head/ELTU and staff members of ELTU	Board Room/UJ
10.15–10.45 am	Observation of facilities available in the University (Sports)	Director/Physical Education and staff	Physical Education unit
10.45-12.15 am	<i>Travelling to Faculty of Agriculture, University Jaffna and Lunch</i>		

12.15-12.45pm	<i>Lunch</i>		
12.45 – 2.00 pm	Presentation about the Faculty and study programme by Dean FA	Dean FA/ Coordinator-FQAC/ Chair – SER Preparation/ All HODs of the department, Faculty/ SER team	Board Room / FA
2.00 – 2.30pm	Meeting with academic staff in permanent cadre (excluding HOD)	Teaching panel (excluding HODs)	Board Room / FA
2.30 – 3.00pm	Meeting with Senior Assistant Librarian and staff and observation facilities Meeting with Computer Instructors and observation of the facilities	Senior Assistant Librarian/ Library Staff and Computer Instructors / FA	Library/ FA Computer unit/FA
3.00 – 5.30 pm	Observing documentations of evidence <i>Working with Tea</i>		

### 11<sup>th</sup> February 2020 (Tuesday)

Time	Activity	Participants	Location
8.00 – 8.30 am	Visit to Animal farm	Head/ Animal Science and staff /Farm Manager	Animal farm
8.30- 9.00 am	Visit to Crop farm	Head/ Agronomy and staff/ Farm Manager	Crop farm
9.00 -9.30 am	Meeting with DR/ Works Engineer/AR/ AB - Working with Tea	DR/ Works Engineer/ AR/AB	Board Room / FA
9.30 – 10.00 am	Meeting with Technical Officers	All Technical Officers	Board Room /FA
10.00 – 11.15 am	Observing teaching sessions and facilities (lecture halls, Laboratories)	Review Team/ Facilitators	

11.15 – 12.00 noon	Observation of facilities available in the R&D building	Review Team/ Facilitators	
12.00 – 12.30 pm	Meeting with Student Counsellors/ Deputy Proctor/ Mentors	Student Counsellors /FA	Board Room / FA
12.30 – 1.00 pm	<b>Lunch</b>		
1.00 – 2.00 pm	Meeting with selected students	Group of students (30) (representative of gender, ethnicity, level of study programme)	Board Room / FA
2.00 – 2.30 pm	Meeting with curriculum committee and Research and higher degree committee	Members of curriculum committee and Research and Higher Degree Committee	Board Room / FA
2.30- 5.30pm	Observing documentations of evidence  <b>Working with Tea</b>	Review Team/ Facilitators	Board Room /FA

### 12<sup>th</sup>February2020 (Wednesday)

Time	Activity	Participants	Location
7.15 – 7.45 am	Travelling to Integrated farm and training center, KanagarajanKulum		
8.00- 9.00 am	Visit to Integrated farm and Training center	Assistant Farm Manager /Workers / Facilitators	Farm
9.00 – 9.30am	Back to the faculty and <b>Tea</b>		
9.30- 10.30am	Visiting to Agriculture Technology Resource Center, Sports Center in Kilinochchi Premises, Medical Center, and Canteen.	Review Team/ Facilitators	

10.30 - 11.00am	Meeting with Management Assistants and works aid	Management Assistants / works aid	Board Room / FA
10.30– 12.30 pm	Observing documentation	Review Team/ Facilitators	Board Room / FA
12.30- 1.30 pm	<b>Lunch</b>		
1.30- 2.00 pm	Meeting with coordinators	Coordinator/ GEEC/ Career Guidance/ UBL/	Board Room / FA
2.00- 2.30 pm	Meeting with the Graduates/Alumni Associations	Alumni members	Board Room / FA
2.30 – 3.00 pm	Meeting with external stakeholders	Stakeholders including farmers	Board Room / FA
3.00 – 5.30 pm	Observing documentation <i>Working Tea</i>	Review Team/ Facilitators	Board Room / FA

### 13<sup>th</sup> February 2020 (Thursday)

Time	Activity	Participants	Location
8.00 - 12.30 pm	Observing documentation <i>Working Tea</i>	Review Team/ Facilitators	Board Room / FA
12.30- 1.30 pm	<b>Lunch</b>		
1.30- 2.30 pm	Private meeting of reviewers and report writing	Review Team	Board Room / FA
2.30- 3.30 pm	Closing meeting for briefing	Dean/ HODs/ Coordinator – FQAC/Chair & the SER team	Board Room / FA
3.40pm	Departure of the PR panel		

## Annexure 02. Attendance sheets of Meetings

(2)

### Faculty of Agriculture, University of Jaffna (UJ) Program Review- Schedule for the Site Visit

Name of the meeting : Meeting with Coordinators  
GEEC / CG / UBL

Date : 12.02.2020

Time : 1.30 — 2.00pm

No	Name	Position	Contact Number	Signature
01	Dr (Mrs) Loba Pradheeban	Representative GEEC	0777 550881	L. Pradheeban
02	Dr. S. Vasantkavali	Fac. Affs coordina CG / UBL	0771249032	S. Vasantkavali
03	Dr. J. A. K. Samarasekera	chair		J. A. K. Samarasekera
04	Prof. P. A. Weerasinghe	Member		P. A. Weerasinghe
05	Prof. S. Sultanasari	Member		S. Sultanasari

Program Review- Schedule for the Site Visit

Name of the meeting : Meeting with Management Assiatants & work Aid.

Date : 12.02.2020 10.30

Time : 10.00 am to ~~11.00~~ am

No	Name	Position	Contact Number	Signature
01	S. Suresh	work aid	0776649019	S. Suresh
02	S. Nagarajan	work aid	0773593806	S. Nagarajan
03	K. Srinivasan	Lab asst	0773718470	K. Srinivasan
04	S. Anand	works aide	077534091	S. Anand
05	K. Kalpana	Management Assi	0773282673	K. Kalpana
06	S. Ketheeswaran	L. A	0776961094	S. Ketheeswaran
07	V. Vinodhan	Work Aide	0778740291	V. Vinodhan
08	Gi. Prasan	Works Aide	0778130416	Gi. Prasan
09	U. Laventhina	Lab - Att	0773535675	U. Laventhina
10	T. Hegavan	Id or las Aid	0778692308	T. Hegavan
11	S. Thirumala	works. Aide	0998286567	S. Thirumala
12	T. Koklan	Works Aide	0790803202	T. Koklan
13	M. Rajkumar	MA	0779150223	M. Rajkumar
14	S.B.S senevirathna	works Aide	077-9796419	S. Senevirathna
15	S. Sathees	Works Aide	0772723957	S. Sathees
16	K. Lakshmi	worklce Aide	0771644967	K. Lakshmi
17	V. Vimalakrishnan		0771843540	V. Vimalakrishnan
18	S. Thaneshan	works Aide	0768433704	S. Thaneshan
19	R. Vanitha	care taker	0774176947	R. Vanitha
20	K. Thadika	MA	0770576134	K. Thadika
21	N. Rajmohan	MA	0779025905	N. Rajmohan

Continue the sheet

Program Review- Schedule for the Site Visit

Name of the meeting :

Date :

Time :

No	Name	Position	Contact Number	Signature
22.	D. Ajanthini	Management Assistant	0779478592	<i>D. Ajanthini</i>
23.	K. Kohilodharshini	Office Aid	-	<i>K. Kohilodharshini</i>
24.	M. Sasikaran	Works Aid	0772259580	<i>M. Sasikaran</i>
25.	M. Jaganathan	Works Aid	0776986326	<i>M. Jaganathan</i>
26.	T. Suganthan	Storeman	0778449750	<i>T. Suganthan</i>
27.	S. Yabin	Lab Attendant	0763833456	<i>S. Yabin</i>
28.	K. Bakkekanan	Mechanic	0779644995	<i>K. Bakkekanan</i>
29.	R. Kirupakaran	Management Ast.	0775386260	<i>R. Kirupakaran</i>
30.	A. Sumanthran	Works Aides	0772345601	<i>A. Sumanthran</i>
31.	Dr. S. M. A. R. Samarakoo	Chair		<i>Dr. S. M. A. R. Samarakoo</i>
32.	Prof. P. A. Neeraniya	Member		<i>Prof. P. A. Neeraniya</i>
33.	Prof. S. Sathkaran	Member		<i>Prof. S. Sathkaran</i>

Program Review- Schedule for the Site Visit

Name of the meeting : CA/ UOT

Date : 2020 . 02 . 12

Time : 3.15 - 3.30

No	Name	Position	Contact Number	Signature
01	Prof. JK KANDASANY	C.A.	0771793268	JK Kanda
02	Dr. S.M.A.K Samerakoon	Chair		<del>Signature</del>
03	Prof. P.A. Huanayla	Member		<del>P.A. Huanayla</del>
04	Prof. S. Sulkarsan	Member		<del>Signature</del>
05				

Name of the meeting : Meeting with the Graduates / Alumni Association

Date : 12.02.2020

Time : 2.00 - 2:30 pm

No	Name	Position	Contact Number	Signature
01	S. Satheswara	Depl. Director	0776034656	
02	S. Selvakumar	Asst. Director of Agriculture	0775289551	S. Selvakumar
03	S. Benlikumaran	Asst. Director of Agriculture	0777686887	
04	S. Karthikeyini	Program Officer	0773618823	K. sala.
05	B. Thirukumaran	Technician	0929213197	
06	S. Vishanthan	TD in BST	0771177436	
07	S. Keerthini	Lecturer (Prob) foT / uoT	0970975641	S. Keerthini
08	L. SHANTHIVAN	Regional Manager - steel	0779880498	
09	R. Jathukula	Research Assistant KARIK, Kilirochi	0768957732	
10	Mrs. R. Jeisanthar	Lecturer Faculty of Techno	0978489669	
11	S. Vinujan	PIA / P2E	07799186090	
12	S. Sayanthan	Lecturer / foT	0776528558	
13	Y. Sikanthan	Quality Assurance	0774212967	Y. Sikanthan
14	Dr. S.H.A. & Samarakan	chair		
15	Prof. A.K. Weerayla	Member		
16	Prof. S. Satharman	Member		

Name of the meeting : Meeting with external stakeholders

Date : 12.02.2020

Time : 2.30 — 3.00 pm

No	Name	Position	Contact Number	Signature
01	S. Satheswaran	DDA/SPMDC	0776034656	
02	S. Selvakumar	ADA/Seed Lab	0775289551	S. Selvakumar
03	S. Senthil Kumar	ADA/School of Agriculture	0777686887	S. Senthil Kumar
04	S. Kiriyabala	DD/APH	0770755225	
05	Dr. S. Kajarajam	VS/Kiln	0773758778	
06	S. Vinujam	RA/IPS	0779186090	
	S. Jeevaraj	Secretary	0773099166	
07	K. Manjunath	farmer	0775927688	
08	S. Raviendran	farmer	0771751228	
09	P. Athputhachandran	DPDA/Ext.	0773222441	
10	S. Sivanesan	DDP/Research	0772357918	
11	J. SHANKARAN	RM/SLCC	0779850492	
12	M. B. Loganathan	AM/PDB	0777176392	
13	N. Selvanathan	Ret. RD	0718474427	
14	Dr. S. J. Arcahan	ADLD	0779418078	

15. S. M. A. K. Samarakan chair
16. Post. P.A. Weerasinghe
17. Prof. S. Satheswaran member

S. Satheswaran

Time: 3.30 - 4.00

No	Name	Position	Contact Number	Signature
01	A.M. Anuruddha	Temp. Demonstrator	0713158459	
02	T. Thabojanan	Temp. Demonstrator	0772168572	
03	J.M. Awanthi	Temp. Demons	0701078678	
04	G. Puviha	Temp. Assistant Lectur	077-1324196	
05	R.S. Shamica	Temp. Demonstrator	0768767242	R. Shamica
06	J. Jenani	Temp. Demonstrator	0779273678	J. Jenani
07	C. Kajeaba	Temp. Assistant lecturer	0769842166	C. Kajeaba
08	R. Vytheary	Temp. Demonstrator	0771831230	R. Vytheary
09	K. Amirthavarssing	Temp. Demonstrator	0775586478	
10	M.N.F. Shakira	Temporary Demonstrator	077-8330712	
11	S. Sujeeva	Temp. Demonstrator	0772895058	A. Sujeeva
12	G. Damica	Temporary Assistant lecturer	0779627365	G. Damica
13	V. Vijitha	Temporary Assistant lecturer	0775410567	V. Vijitha
14	R. Thamilini	Temp. Demon Strator	077893771	R. Thamilini
15	K. Varnika	Temporary Assistant lecturer	0779868173	

16. P. Neilagiri

Temp. Demonstrator 077-3688983

17. M. Nimalini

Temp. Demonstrator 097-8609036

18. B. Nimalini

Temp. Assistant lecturer 0774676716

B. Nimalini

19. J.C. Pereira

Temp. Demonstrator 0764657160

20. S. Bamini

Temp. Ass. Lecturer 0764638489

S. Bamini

21. R. Srikrishna

Temp. Ass. Lect 0774768399

R. Srikrishna

22. R. L. M. A. ...

Faculty of Agriculture, University of Jaffna (UJ)  
Program Review- Schedule for the Site Visit

Name of the meeting : Meeting with Selected Students  
Date : 2020.02.11<sup>th</sup> (1<sup>st</sup> year) (30)  
Time : 1.00 — 2.00 pm

No	Name	Position	Contact Number	Signature
01	Ganika Kavinda	student	076-9387343	Ganika Kavinda
02	Akash Madubashana	Student	076-7334572	Akash Madubashana
03	R. Kamalendran	student	076-9060605	R. Kamal
04	J.M.A. Jareed	student	077-9554611	J.M.A. Jareed
05	D.P.R.M. Dyalagoda	student	071-8518504	D.P.R.M. Dyalagoda
06	S. Kalaiyanushan	student	076-5847314	S. Kalaiyanushan
07	S. Saranraj	student	077-4355123	S. Saranraj
08	S. Selvana	student	077-8932583	S. Selvana
09	V. Saarikka	student	076-7106621	V. Saarikka
10	R. Thulashy	student	077-0584395	R. Thulashy
11	R. Balaraman	Student	077-1021138	R. Balaraman
12	P.H.W.M.I.A. Pananwala	student	076-8187023	P.H.W.M.I.A. Pananwala
13	J. Ashani	student	0776589579	J. Ashani
14	A. Niruja	student	0775497565	A. Niruja
15	N.H. Emalin	student	0774247727	N.H. Emalin
16	T. Bowadharani	student	071-3361765	T. Bowadharani
17	S. Rajrepa	student	076-2609078	S. Rajrepa
18	K. Shasulka	student	076-8685972	K. Shasulka
19	N. Nilansika	student	0768329057	N. Nilansika
20	W. Zreen Banu	student	0702476696	W. Zreen Banu
21	U. Themgeani	student	0773028996	U. Themgeani

Name of the meeting : Technical officer

Date : 11<sup>th</sup> of Feb 2020

Time : 9.00 — 9.30

No	Name	Position	Contact Number	Signature
01	T. Sripenlan	Technical off	0779459509	T. Sripenlan
02	N. Venukopan	Technical off	0774455857	N. Venukopan
03	N. Thanaswaran	S.S.T.O	0776914175	N. Thanaswaran
04	Ms. T. Nittaya	Draughtsman	0785827010	Ms. T. Nittaya
05	Mr. S. Mahendran	Technical officer	0765374945	Mr. S. Mahendran
06	Dr. S. M. A. K. Samaranayake	Chair		Dr. S. M. A. K. Samaranayake
07	Prof. P. A. Narayana	Member		Prof. P. A. Narayana
08	Prof. S. Sulticam	member		Prof. S. Sulticam

Program Review- Schedule for the Site Visit

Name of the meeting : Meeting with Student Counsellors / Deputy Proctor.  
 Date : 11<sup>th</sup>. 02. 2020  
 Time :

No	Name	Position	Contact Number	Signature
01	Dr. K. Pakeerathan	Student counsellor	0776969511	
02	Dr. S. Vasantharath	Dep. Dy Procto	0771244032	
03	Mr. M. Prabhakaran	Student Counsellor	0773294976	
04	Dr. (Mrs) Lakshmi Prabhakaran	Student Counsellor	0777550881	
05	S. M. A. K. Samarasekera	Chair		
06	Prof. P. A. Weerasinghe	Member		
07	Prof. S. Sultansan	Member		

Name of the meeting : Teaching panel

Date : 10<sup>th</sup>. 02. 2020

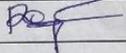
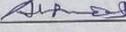
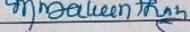
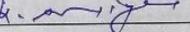
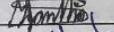
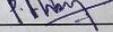
Time : 2.00 — 2.30

No	Name	Position	Contact Number	Signature
1	Dr. L. Thirukkumaran	Se. Lectr	0777 910 654	<i>[Signature]</i>
2	Ms. S. Sivakanthan	Senior Lecturer	0796 103415	<i>[Signature]</i>
3	Ms. A. Thuraiyala	Lecturer (Prob)	0778725151	<i>[Signature]</i>
4	Miss. R. Sarathadevi	Lecturer (Prob)	0775048413	R. Sarathadevi
5	Miss. S. Sivajanani	Lecturer (Prob)	0777234498	<i>[Signature]</i>
6	Miss. A. Nirosha	Lecturer (Prob)	0773350838	<i>[Signature]</i>
7	Mrs. T. Thusyanti	Lecturer (Prob)	0757107528	<i>[Signature]</i>
8	T. Sumanthala	Professor	0714460885	<i>[Signature]</i>
9	S. Thatthaneshtanti	Lecturer (Prob)	0778252821	<i>[Signature]</i>
10	S. Selvakanthan	Lecturer (Prob)	0776787258	<i>[Signature]</i>
11	S. Sivugshankar	Lecturer (Prob)	0770824963	<i>[Signature]</i>
12	G. Asharp Sharma	Lecturer (Prob)	0772913367	<i>[Signature]</i>
13	N. Thiruchchelvan	Lecturer (Prob)	0779225672	<i>[Signature]</i>
14	Mrs. K. Nishanthan	Senior Lecturer	0776238093	K. Nishanthan
15	Ms. K. Jayaram	Sen. Lecter	0776381736	<i>[Signature]</i>
16	Dr. Mrs. J. Sinner	Senior Lectr	0777675173	<i>[Signature]</i>
17	S. Anand Kumar	Lecturer (Prob)	0778233458	<i>[Signature]</i>
18	Dr. S. M. A. Samarakan	Chair		<i>[Signature]</i>
19	Sm Prof. P. A. George	Rev. Membr		<i>[Signature]</i>
20	Prof. S. Sultann	Member		<i>[Signature]</i>
21	Dr. S. M. A. Samarakan			<i>[Signature]</i>

Date: 10.02.2020

[Language Teaching]

Time: 10.00 — 10.15

No	Name	Position	Contact Number	Signature
1	Mrs. S. Rajashanthan	Senior Lecturer	0776917158	
2	Mrs. C.A. Hensman	"	0777215382	
3	Mrs. M. Bakeerathan	"	0771084524	
4	Dr. K. Sanmuganathan	"	0778759534	
5	Mr. V. Paranthaman	"	0775286226	
6	Dr. T. Karunakaran	"	0779449512	
7	Dr. K. Sooriyakumar	Dean/Principal	0763203126	
08	Dr. S.M.A.K. Samarakoon	Chair		
09	Prof. P.A. Neerajale	Member		
10	Prof. S. Sultarasan	Member		

Date: 11<sup>th</sup> of Feb 2020 AB  
 Time: 9.30 — 10.00

No	Name	Position	Contact Number	Signature
01	N. Kohini	Assistant Registrar	021 206 0175	
02	A. Aravindhan	WG / UOT	021 206 0179	
03	P. Thirya	AB / Kili	021 206 0168	
04	K. Anandabasham	DO / Adm	021 206 0180	
05	Ic. L. Y. Chaman	AB / Kili	021 206 0168	
06	Dr S. M. S. Samarakan	Chair		
07	P. K. Weerasinghe	Member		
08	Prof. S. Sulkaran	Member		

Time: 12.45 — 2.15

No	Name	Position	Contact Number	Signature
01	Prof. T. Mikkunthan	Prof and Coordinator	0777111339	T. Mikkunthan
02	Dr. Mrs N. Gnanaprakasam	Professor	0798550344	G. Nalini
03	Dr. Mrs. S. Sivakandivan	Senior Lectur	0777740045	S. Sivakandivan
04	Dr (Mrs) Laha Padheeba	Head and Senior Lecturer	0777550881	L. Padheeba
05	Dr (Mrs) S. Pirathhepan	Head & Senior Lecturer	0779296904	S. Pirathhepan
06	Mrs S. Sreedharan	Senior Lecturer	0776103415	S. Sreedharan
07	Ms. A. Thuraiyal	Lecturer (Prob)	0778785151	A. Thuraiyal
08	Miss. R. Sarathadevi	Lecturer (Prob)	0775048413	R. Sarathadevi
09	Miss. S. Sivgjanani	Lecturer (Prob)	0777234498	S. Sivgjanani
10	Mrs. T. Thusyanthi	Lecturer (Prob)	0757127528	T. Thusyanthi
11	Mr. K. Venugoban	Instructor in IT	0773049886	K. Venugoban
12	Miss. A. Nirusia	Lecturer (Prob)	0773350838	A. Nirusia
13	Mrs. K. Nishanthan	Senior Lecturer Gr II	0776238093	K. Nishanthan
14	Dr. K. Pakeeratha	Head & Senior Lect	0776969511	K. Pakeeratha
15	A. Zhyakum	Instructor	0773209016	A. Zhyakum

(P.T.O)

Name of the meeting : Meeting with All Directors

Date : 10<sup>th</sup> . 02 . 2020

Time : 9.15 — 9.45 am

No	Name	Position	Contact Number	Signature
01	Prof G. Mithunhan	Director Health Being Centre	07/84/5538	
02	Dr. K. Soorajakumaran	Dean/Agriculture	0763203126	
03	Dr. T. S. Swaramohan	Director/UR	0775464908	
04	Mr. K. Ganeshamathan	Director of Physical Education	0776660161	
05	Mrs. J. Shayantham	Chairperson/Orievment Committee/CO, EE	0777372419	
06	Dr. K. Thabothasan	Director/ Career Guidance	0778151587	
07	Dr. R. Vijayakumaran	Director/ Staff Development Centre	0779775799	
08	Dr. S. M. A. K. Samarakoon	Chair		
09	Post. P. K. Nurusigh	Member		
10	Prof. S. Sathasivan	Member		











