

**MINUTES OF THE 10<sup>TH</sup> MEETING OF INTERNAL QUALITY ASSURANCE CELL**  
**FACULTY OF SCIENCE**

**Date:** 25.11.2020

**Time:** 02.00pm

**Venue:** Board Room, Office of the Dean

**Present:**

Prof.P.Ravirajan  
Prof. S. N.Surendran  
Dr. P. Iyngaran  
Prof.R.Kapilan  
Mr. S. Suthakar  
Dr.S. Arivalzahan  
Prof (Mrs)S. Kuganathan  
Dr. T. Pathmathas  
Dr.Eswaramohan  
Dr. K. Thabocharan  
Prof. K.Velauthamurthy  
Dr. (Mrs) G. Rajkumar  
Mrs.S.Rajashanthan  
Dr.G.Sashikesh  
Dr.Gajapathy  
Dr.(Mrs).K. Chandrasekar

**Main Discussions and Decisions**

1. Minutes of the 8<sup>th</sup> and 9<sup>th</sup> Meeting of the Internal Quality Assurance Cell of the Faculty Board of Science were confirmed with the following correction.
  - Present list of 9<sup>th</sup> IQAC meeting - Include Dr. G. Sashikesh.
2. Following suggestions were made to the video clip which is uploaded in the faculty website;
  - a. During the time of video recording university entrance, Library and Departments have to be opened and to be with students.
  - b. Vehicle which have been parked in front of departments have to be relocated.
  - c. Voice clarity has to be increased
  - d. Narration to be incorporated
  - e. Exhibition, Science week, Career fare, have to be added

Finally it was decided to get the department level script and video with narration.

3. It was informed that the Policy on Disability will be developed by the University then it will be adopted by faculty.

4. Awards for Teaching Excellence Application

It was decided to discuss this in the next meeting

5. Research and Development

- Dr. P. Iyngaran informed that Vinganam online journal is ready but due to financial issue printing hard copy is delayed.
- Dr.(Mrs).K. Chandrasekar informed that software to detect plagiarism could be utilized by students two times and by supervisor one time.
- It was suggested to include plagiarism report of the Project Report of the Honours Degree students and further decided to discuss in the next meeting.

6. English Language Teaching:

Mrs. S. Rajashanthan representing Department of ELT stated that

- As per the existing structure, exam conducted for level II only.
- There are only 5 percentage of students have got 75% or above marks
- Scientific writing have to be incorporated in their syllabus
- Exam has to be conducted to the Level I also
- Syllabus has to be modified which is lead to obtain 6.0 points in IELTS.

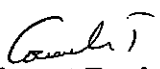
It was suggested to revise the syllabus and to consider a minimum pass level to award a degree.

7. Training needs on Quality Enhancement for 2021:

For the quality enhancement, following CPD programmes were identified for Academic, Non - Academic and Laboratory Staff.

Academic Integrity -Avoiding Plagiarism (Academic); Procurement and Technical Evaluation (Technical Staff); Lab safety (Technical staff and Laboratory Attendants); Basic Electronics and Electricity (Technical Staff).

Meeting was adjourned at 3.30 pm

  
Assistant Registrar  
Faculty of Science

Assistant Registrar  
Faculty of Science  
University of Jaffna  
Jaffna, Sri Lanka.