

**MINUTES OF THE 11<sup>TH</sup> MEETING OF INTERNAL QUALITY ASSURANCE CELL**  
**FACULTY OF SCIENCE**

**Date:** 14.12.2020

**Time:** 10.00am

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

**Present:**

Prof.P.Ravirajan  
Prof. S. N.Surendran  
Prof.R.Kapilan  
Mr. S. Suthakar  
Dr.T.Eswaramohan  
Prof (Mrs)S. Kuganathan  
Prof.K.Velauthamurty  
Dr.M.Thanihaichelvan  
Dr.G.Sashikesh  
Dr.K.Gajapathy  
Mrs.G.Sutharsan

**Confirmation of the Minutes:**

The minutes of the 10<sup>th</sup> meeting of the IQAC/FoSc was confirmed with following corrections;

1) Agenda item 2. a:

During the time of video recording university entrance, Library and Departments should be kept opened with live activities of students and staff.

2) Agenda item 7: to be removed as it was repeated.

**Matters arising from the minutes**

1. Video Clips:

All Heads were requested to submit scripts for the Video clips on or before 31<sup>st</sup> December, 2020

2. English Language Teaching:

It was decided to request ELTC to develop the curriculum.

**Main Discussions and Decisions**

The followings were discussed in the meetings:

**1. Awards for Teaching Excellence Application:**

The above matter was discussed and decided to be taken up in the next meeting as the document needs further scrutinization and amendments.

**2. By - laws Research Repository:**

The comments received from members were included and forwarded to the Centre for Quality Assurance.

**3. Plagiarism Report of Research Project Reports submitted by 4M students:**

The members discussed on this matter and corrections were made on the submitted document. Finally, it was decided to get the approval of the Faculty Board.

**4. Identifying Predatory Journals (a guide):**

Corrections have been incorporated to the submitted documents and was decided to place it before the Faculty Board.


**5. Credit transfer scheme:**

The above matter was discussed and has been referred to next meeting of the IQAC for further discussion.

**6. Students' Feedback on Teaching (Online form):**

Corrections have been incorporated to the submitted Students' feedback form and decided to place to the Faculty Board meeting.

Meeting was adjourned at 11.50 am

  
**Assistant Registrar**  
**Faculty of Science**

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