

# UNIVERSITY CALENDAR

RAJARATA UNIVERSITY OF SRI LANKA

2024  
2025



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# University Calendar 2024/2025

Rajarata University of Sri Lanka  
Mihintale, Sri Lanka

# University Calendar 2024/2025 -Rajarata University of Sri Lanka

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# University Calendar 2024/2025 -Rajarata University of Sri Lanka

@ Rajarata University of Sri Lanka

Information of the Faculties and the Staff members is current as of  
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# Message from the Vice-Chancellor

01

With great pleasure, I declare the publication of Rajarata University of Sri Lanka's second university calendar. This extensive document summarizes the history and development of the university, authorities, and officers of the university as well as current details about academic programs, faculties, administrative and academic staff, library services, units, center information, and other facilities and services offered by the university. It also includes policies, bylaws, rules, and regulations.

The improvement of teaching and learning with ongoing monitoring has been highlighted by RUSL as a key objective. Furthermore, the institution as a whole takes steps to implement best practices, uphold sound governance, and accomplish sustainable development objectives.

In addition to graduating talented, well-rounded undergraduates and offering the services expected of a university to meet national and international needs, the university calendar 2024/2025 maintains its track record of success in realizing its vision of becoming a center of excellence in higher education and research.

We are very grateful for the tireless efforts of Dr. PR Weerathunga, the coordinating editor, all of the editorial board members who represent each faculty, center, and unit, all deans, and his officers in the painstaking preparation that went into creating this calendar. The Center for Quality Assurance's Director, Dr. Dilani Hettiarachchi, deserves recognition for her assistance in the preparation of this publication. I'm proud of their entire dedication.

If you have any questions about the calendar, don't hesitate to get in touch with the registrar or coordinating editor. Let's keep collaborating to meet our academic objectives and uphold the high standards of Rajarata University of Sri Lanka.

Warm regards,

Prof. (Mrs.) G.A.S. Ginigaddara  
Vice Chancellor/Editor-in-Chief  
Rajarata University of Sri Lanka



# Forward

02

We proudly present the latest edition of the University Calendar for the academic year 2024/2025 of Rajarata University of Sri Lanka. Under the guidance of the Vice-Chancellor and Editor-in-Chief, Prof. G.A.S. Ginigaddara, this publication stands as a testament to our commitment to academic excellence and institutional transparency.

The University Calendar serves as a comprehensive compendium of our institution's history, dynamic evolution, key authorities and officers, diverse faculties and academic programs, academic and administrative staff, library services, units and centers, as well as essential facilities and services. It also outlines the university's policies, rules, and regulations, providing students, faculty, and staff with a reliable reference for navigating the academic year ahead.

This edition of the University Calendar is the culmination of collaborative efforts from individuals across faculties, centers, and units. As the Coordinating Editor, I extend my heartfelt appreciation to all team members whose dedication and coordination ensured the timely compilation of pertinent information. Without their unwavering commitment and seamless collaboration, this endeavor would not have been possible.

Furthermore, I extend my gratitude to the Deans of the Faculties, Heads of the Departments, and our esteemed academic staff for their invaluable contributions in verifying and enriching the content of this Calendar.

**Dr. P.R. Weerathunga**

Senior Lecturer / Coordinating Editor

Dept. of Accountancy and Finance

Faculty of Management Studies

Rajarata University of Sri Lanka

# Vision

**“To be a centre of excellence in higher education and research.”**

# Mission

**“ To produce innovative intellectuals capable of taking challenges in the context of global development through the competencies developed from the academic programmes, research and training of wide nature.”**

## University Crest

The crest of the Rajarata University of Sri Lanka features several symbols of national significance, including an Ola leaf Book of ancient writing, a lotus, rice spikes, a ceremonial pot filled with water (*Pun Kalasa*), and lion holding a kastane sword in its right forepaw.

In the center of two concentric circles is the ceremonial pot filled with water, the lotus, and rice spike. Between the outer and inner circles, the name of the University is written in Sinhala, Tamil, and English, depicting the University's inclusive educational culture.

The ancient Ola leaf book is symbolic of wisdom and also signifies the quality of preservation. There is another connotation attached to the Ola leaf book of ancient writing, as the city in which the University is located is not only considered sacred, but also the site which inaugurate the presence of Buddhism in Sri Lanka.

The purity, serenity, and prosperi-



ty symbolized by the lotus, rice spikes, and ceremonial pot filled with water are emblems of education and the benefits it brings. The Rajarata University of Sri Lanka has been on a mission for 27 years to provide education and to endow the intellectuals to the Nation in order for it to prosper. On the top of the crest, the lion holding a sword in its right forepaw is supposedly depicting what it is depicted elsewhere: the pride, wisdom, intelligence, bravery, and wealth. The Rajarata University of Sri Lanka, as a national university, is the pride of the Nation, as symbolized by the lion on the top the crest.

# University Flag



## University Colours

The University colors are Maroon and Yellow.



The colors of the faculties are as follows.

Faculty of Agruculture

Green

Faculty of Applied Sciences

Purple

Faculty of Management Studies

Orange

Faculty of Medicine and Allied Sciences

Blue

Faculty of Social Sciences and Humanities

Yellow

Faculty of Technology

Brown



# University Song



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## University Organization

As with most other state universities in Sri Lanka, The Universities Act No. 16 of 1978 and its subsequent amendments confer the Rajarata University of Sri Lanka the authority to operate as a unitary, residential, and autonomous university in Sri Lanka.

In accordance with section 32 of the Act, the Rajarata University is led by the Chancellor, who is appointed by His Excellency the President of Sri Lanka and hold the office for a period of five years and preside at any Convocation of the University. As per section 33 of the Act, the officers of the Rajarata University of Sri Lanka are the Vice Chancellor, the Deans of the six Faculties, the Registrar, the Librarian, and the Bursar. These officers make the decisions and develop the plan for the University and oversee the implementation of such decisions and plans.

The Vice-Chancellor is appointed by His Excellency the President of Sri Lanka for a period of three years. The Vice -Chancellor is a full-time officer of the University, the principal executive officer, and the principal academic officer of the University. He/She is also the accounting officer of the University. The Vice-Chancellor serves as the ex-officio member and Chairperson of both the University Council and Senate, and oversees the implementation of policies and measures related to academic, administrative, and research activities approved at the Council and the Senate.

The Deans of the six Faculties of the Rajarata University of Sri Lanka are elected by the respective Faculty Boards once in every three years from among the Heads of the Departments of each Faculty and the outgoing Dean. The Deans are full time officers of the University and the academic and administrative Heads of the Faculties. The Deans of the six faculties preside the respective Faculty Boards and ex-officio members of the Council and the Senate.

The Registrar of the university shall be appointed by the University Council upon the recommendation of a selection committee, the composition of which shall be prescribed by the Ordinance. He shall be a full-time officer of the university and shall

exercise, perform and discharge such powers, duties and functions as may be conferred or imposed on or assigned to him by any appropriate instrument. The Registrar shall, subject to the direction and control of the Vice Chancellor, be responsible for the general administration of the university and the disciplinary control of its non-academic staff. The Registrar is also responsible for the custody of the records and the property of the university and he serves as ex-officio Secretary to the Council and the Senate. He is also the Assistant Accounting Officer of the University.

The Librarian of the University is appointed by the Council upon the recommendation of a selection committee, the composition of which shall be prescribed by Ordinance. He/ She shall be a full time officer of the university and shall exercise, perform and discharge such powers, duties and functions as may be conferred or imposed on or assigned to him by any appropriate instrument. The Librarian shall, subject to the direction and control of the Vice Chancellor, be responsible for the administration of the library or libraries of the university.

The Bursar is a full-time officer of the University who is appointed by the Council upon the recommendation of a selection committee, the composition of which shall be prescribed by Ordinance. He shall be a full time officer of the university and shall exercise, perform and discharge such powers, duties and functions as may be conferred or imposed on or assigned to him by any appropriate instrument. The Bursar subject to the direction and control of the Registrar, be responsible for administration of the finance of the University and maintain its accounts in such form and manner as may be prescribed by rules. The Bursar shall have the custody of the funds of the University.

### **Authorities of the Rajarata University of Sri Lanka**

The Universities Act No. 16 of 1978 and the Universities (Amendment) Act No. 7 of 1985 have defined the authorities of the university. The Authorities of the Rajarata University of Sri Lanka are: (i) Council (ii) Senate and (iii) Faculty Boards. Under the provisions of the Act, the Court which was established to serve as a forum for public review of the University administration and which elected the Vice-Chancellor was abolished in 1985.



The Council is the executive body and the governing authority of the University. The Council of the Rajarata University of Sri Lanka comprises the Vice- Chancellor (ex-officio chairman), the Deans: the Dean of the Faculty of Agriculture, the Dean of the Faculty of Applied Sciences, the Dean of the Faculty of Management Studies, the Dean of the Faculty of Medicine and Allied Sciences, the Dean of the Faculty of Social Sciences and Humanities, and the Dean of the Faculty of Technology, two members elected by the Senate and ten members of distinction in educational, professional, commercial, industrial, scientific, or administrative sphere. Members of the Council of the Rajarata University of Sri Lanka are as follows.

**Ex-officio:**

Prof. (Mrs.) G.A.S. Ginigaddara	Vice-Chancellor
Dr. G.V.T.V. Weerasooriya	Dean, Faculty of Agriculture
Dr. Manoj Fernando	Dean, Faculty of Applied Sciences
Prof. P.M.B. Jayathilaka	Dean, Faculty of Management Studies
Dr. P.G.H.J. Pushpakumara	Dean, Faculty of Medicine and Allied Sciences
Prof. E.M.S. Ekanayake	Dean, Faculty of Social Sci. and Humanities
Dr. T.C. Bamunuarachchige	Dean, Faculty of Technology

**Senate Nominee:**

Prof. K.G.A. Udayakumara	Prof. in Accounting and Finance
Prof. N.K.A. Silva	Prof. in Parasitology

**UGC Appointees:**

Ven. Prof. Thumbulle Seelakkhandha Thero	Appointed Member
Mr. Jayalath Muththettuwegedara	Appointed Member

Prof. C. M. Madduma Bandara	Appointed Member
Dr. Nimal Chandrasiri	Appointed Member
Mr. Mahinda Senevirathna	Appointed Member
Mr. S. P. K. Gunarathna	Appointed Member
Mr. A. G. Karunarathna	Appointed Member
Eng. Janaka Rathnakumara	Appointed Member
Mr. Tharaka Amarasena	Appointed Member
Mr. Manula Wickrama	Appointed Member

**Ex-officio:**

Ms. Samantha Herath	Registrar
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In the University Organization, several committees are set up by the Council for the purpose of deliberating the matters falling within their purview. The Council of Rajarata University of Sri Lanka has appointed the following committees.

- i. Finance Committee
- ii. Lands and Building Monitoring Committee
- iii. Sports Advisory Board
- iv. Board of Discipline
- v. Staff Residence Committee
- vi. Board of Discipline
- vii. Board of Welfare
- viii. Committee on Gender Equity/Equality and Gender-based Violence
- ix. The Grievances Committee

In addition to the above Committees, the Council has also established the following Ad-hoc Committees to coordinate or assist the Council in carrying out certain tasks.

- x. Corporate Plan Committee
- xi. Leave and Awards Committee
- xii. Vice Chancellor's Advisory Committee

The following Statutory Committees have been appointed in keeping with the directives of the University Grants Commission (UGC), adopting the Treasury/Public Enterprise Circulars or Guidelines:

- xiii. Senior Management Committee
- xiv. Audit and Management Committee
- xv. Department Procurement Committee (Major and Minor)

**The Senate** is the academic authority of the university. The Senate shall have control and general direction of instruction, education, research and examinations in the university. The Senate regulates the matters related to course of study and examinations, appointment of examiners, awarding of Degrees, medals, prizes, and scholarships following the recommendation of the Faculty Boards concerned. The Senate of the Rajarata University of Sri Lanka comprises the Vice-Chancellor, the Deans of the six faculties, the Heads of each Department, every permanent professor of the University, the Librarian, and two elected members from among the Senior Lecturers of each Faculty Board.

## **Members of the Senate Rajarata University of Sri Lanka as follows.**

### **Ex-officio:**

Prof. (Mrs) G.A.S. Ginigaddara	Vice-Chancellor/ Chairperson
Dr. G.V.T.V. Weerasooriya	Dean, Faculty of Agriculture
Dr. W.M.S. Fernando	Dean, Faculty of Applied Sciences
Prof. P.M.B Jayathilaka	Dean, Faculty of Management Studies
Dr. P.G.H.J. Pushpakumara	Dean, Faculty of Medicine and Allied Sciences
Prof. E.M.S. Ekanayake	Dean, Faculty of Social Sciences and Humanities
Dr. T.C. Bamunuarachchige	Dean, Faculty of Technology
Mrs. A.S. Siriwardana	The Librarian

### **Heads of the Departments:**

Prof. S.C. Somasiri	Head/Dept. of Animal & Food Sciences
Dr. UGAI Sirisena	Head/Dept. of Plant Sciences
Dr. S.M.C.B. Karalliyadda	Head/Dept. of Agricultural Systems
Prof. N.S. Abeysingha	Head/Dept. of Agri: Engi. & Soil Sci:
Dr. P.N. Yapa	Head/Dept. of Biological Sci.
Mr. M.A.M. Mohomad	Head/Dept. of Physical Sciences
Mr. N.S. Weerakoon	Head/Dept. of Computing
Dr. L. Senarathna	Head/Dept. of Health Promotion
Prof. H.M.A.M.C. Herath	Head/ Dept. of Chemical Sciences
Dr. R.M.N.C. Swarnapali	Head/Dept. of Acc. & Finance
Dr. W.M.R.B. Weerasooriya	Head/Dept. of Business Mgt.
Mr. K.T.L.U.S. Dayangana	Head/Dept. of Tou. & Hos. Mgt.
Mrs. K.A.K.S. Rathnakara	Head/ Dept. of Human Resources Mgt.
Dr. J.D.T. Madhusanka	Head/ Dept. of Marketing Management
Mr. H.K.G.M.N. Karunarathne	Head/ Dept. of Information Sys:
Dr. C.S. Paththinige	Head/Dept. of Anatomy

Dr. A.M.M.V. Kumari	Head/Dept. of Physiology
Dr. I. Senevirathna	Head/Dept. of Biochemistry
Prof. N.K.A. Silva	Head/Dept. of Parasitology
Dr. Y.P.J.N. Warnasekara	Head/Dept. of Community Medicine
Dr. N.C. Sarathchandra	Head/Dept. of Medicine
Dr. M.G.R.S.S. Gunathilaka	Head/Dept. of Microbiology
Dr. S. Srishankar	Head/Dept. of Surgery
Dr. D.M.A. Kumara	Head/Dept. of Obstetrics and Gyn.
Dr. A.B. Senavirathna	Head/Dept. of Forensic Medicine
Dr. T.P.K. Kaluarachchi	Head/Dept. of Pharmacology
Dr. S.A.N.A. Suraweera	Head/Dept. of Pediatrics
Prof. D. Rathish	Head/Dept. of Family Medicine
Dr. M.S.V. Mendis	Head/Dept. of Pathology
Dr. L.L. Amila Isuru	Head/Dept. of Psychiatry
Prof. P.B.N. Abeywardhana	Head/Dept. of Archae: & Heritage Mgt
Mr. Prabash Siriwardane	Head/Dept. of Social Sciences
Prof. R.M. Mahinda	Head/Dept. of Environmental Mgt.
Dr. M.W.N.U. Gunasinghe	Head/Dept. of Humanities
Mr. D.A. Wehella	Head/Dept. of English Lang: Teaching
Prof. (Rev.) O. Chandasiri Thero	Head/Dept. of Languages
Prof. S.K.N. Gamage	Head/ Dept. of Economics
Mrs. L.N.A. B.M. Nissanka	Head/ Dept. of Information Technology
Dr. W.M.M.D.Bandara	Head/ Dept. of Food Techno:
Dr. R.M.A.I. Rathanayake	Head/Dept. of Bioprocess Technology
Dr. J.A.L.T. Jayasuriya	Head/Dept. of Electrical and Electronic Tech.
Mr. W.A.W.U. Wickramaarachchi	Head, Dept. of Information and Com. Tech.
Dr. HAN Dharmagunawardhana	Head/ Dept. of Materials Tech:

**Senior Professors and Professors:**

Snr. Prof. P.A. Weerasinghe	Faculty of Agriculture
Prof. A.M.J.B. Adikari	Faculty of Agriculture
Prof. W.A.D. Nayananjali	Faculty of Agriculture
Prof. M.H.J.P. Gunarathna	Faculty of Agriculture
Prof. M.G.T.S. Amarasekara	Faculty of Agriculture
Prof. M.K.N. Kumari	Faculty of Agriculture
Prof. Sanath Hettiarachchi	Faculty of Applied Sciences
Prof. W.M. Sriyani	Faculty of Applied Sciences
Prof. E.M.R.K.B. Edirisinghe	Faculty of Applied Sciences
Prof. T.V. Sundarabarathy	Faculty of Applied Sciences
Prof. G.G.N. Duminda	Faculty of Applied Sciences
Snr. Prof. K.H.R. Wijayawardena	Faculty of Management Studies
Prof. W.P. Wijewardana	Faculty of Management Studies
Prof. K.G.A. Udayakumara	Faculty of Management Studies
Prof. W.H.M.S. Samrathunga	Faculty of Management Studies
Snr. Prof. S. Siribaddana	Faculty of Medicine & Allied Science
Prof. K.G.A.D. Weerakoon	Faculty of Medicine & Allied Science
Prof. S.P.B. Thalaspitiya	Faculty of Medicine & Allied Science
Prof. W.A.N.D. Wickramasinghe	Faculty of Medicine & Allied Science
Snr. Prof. Sena Nanayakkara	Faculty of Social Sciences & Hum.
Snr. Prof. A. Lagamuwa	Faculty of Social Sciences & Hum.
Prof. C.R. Withanachchi	Faculty of Social Sciences & Hum.
Prof. D.M.W.K. Dissanayake	Faculty of Social Sciences & Hum.
Prof. S.W.G.K. Bulankulama	Faculty of Social Sciences & Hum.
Prof. R.P.I.R. Prasanna	Faculty of Social Sciences & Hum.
Prof. D.S.W. Gunawardhana	Faculty of Social Sciences & Hum.
Prof. M.K.L. Irangani	Faculty of Social Sciences & Hum.

Prof. T.G.A. Thalwatta	Faculty of Social Sciences & Hum.
Prof. W.K.D. Keerthirathna	Faculty of Social Sciences & Hum.
Prof. D.M.L.S.B. Dissanayake	Faculty of Social Sciences & Hum.

### **Library**

Mrs. S.A. Siriwardhana	Librarian
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### **Faculty Nominee**

Dr. A.J. Fernando	Faculty of Agriculture
Dr. R.H.G.R. Wathsala	Faculty of Agriculture
Dr. E.M.U.S.B. Ekanayake	Faculty of Applied Sciences
Mr. P.S. Palliyaguruge	Faculty of Applied Sciences
Dr. J.S. Kumari	Faculty of Management Studies
Dr. C.M.Y.S.S. Bandara	Faculty of Management Studies
Dr. J.M.D.D. Jayasundara	Faculty of Medicine & Allied Science
Dr. R.M.S.I. Rajapakse	Faculty of Medicine & Allied Science
Dr. S.A.U. Niranjala	Faculty of Social Sciences & Hum.
Dr. A.M.P. Adhikari	Faculty of Social Sciences & Hum.
Dr. D. Perera	Faculty of Technology
Mr. W. D.C. Weerasinghe	Faculty of Technology

### **On Invitation**

Prof. W.P. Wijewardana	Director/CDCE
Dr.(Mrs.) D.K. Hettiarachchi	Director/CQA
Dr. K. A. S. H. Kulathilake	Director/ IT Center

### **Secretary to the Senate**

Ms. Samantha Herath	Registrar
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The Senate with the powers vested on them by Sections 28, 29 and 46 of the Universities Act No 16 of 1978 as amended subsequently, has appointed the following Standing Committees and Ad-hoc Committees:

- i. Curriculum Development Committee
- ii. University Research and Publication Committee
- iii. Library Committee
- iv. Examination Offences Committee
- v. Honorary Degree Committee
- vi. Convocation Committee

The Faculty Boards, which are subject to the control of the Senate, regulate matters pertaining to teaching, examinations, and research in the Departments of study in each Faculty. The Faculty Boards may appoint committees to deliberate its authority over curriculum development, research and publications, examinations, student counseling, and student welfare. The Faculty Board is consisted of the Dean of the Faculty, who serves as the ex-officio Chairman, permanent Senior Professors, Professors, Associate Professors, Senior Lecturers, Lecturers, two Probationary Lecturers, two instructors, two student representatives, and three persons not being members of the staff of the university elected by the faculty board from among persons of eminence in the area of study relevant to the faculty.

The Departments of Study, Library, and Central Administration are the next in line of authority at Rajarata University of Sri Lanka. The Faculty Board has authority over all Academic Departments. Each Department is led by a Head of the Department, who is appointed by the Council on the recommendation of the Vice-Chancellor. The Academic Departments are responsible for handling curricula, teaching, assessment, research, internships, and other relevant academic activities. The University Library is led by the Librarian, who is appointed by the University Council. The faculty level Libraries are managed by the Senior Assistant Librarians under the direction and control of the Librarian.

The Central Administration of the University consists of a number of sub-divisions such as the General Administration Division, Academic Establishment Divi-



sion, Non-Academic Establishment Division, Students Services Division, Capital Works Division, Finance Division, Supplies Division, Security Division, Legal and Documentation Division, Examination and Academic Division, Students Registration Division, Landscape Division, Marshal Division, Statistics and Information Division, and Maintenance Devison. All these divisions are operated under the control and direction of the Registrar of the University. The Finance Division and the Supplies Division are under the purview of the Bursar. The Internal Audit Division is under the purview of the Vice-Chancellor and the Assistant Internal Auditor should directly report to the Vice-Chancellor.



**Vice-Chancellor  
Prof. (Mrs.) G.A.S. Ginigaddara**

# University Officers

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The Chancellor  
Royal Pandith Ven. Ethalawatunawewe  
Gnanatilake Nayaka Thero  
M.A., B.A.

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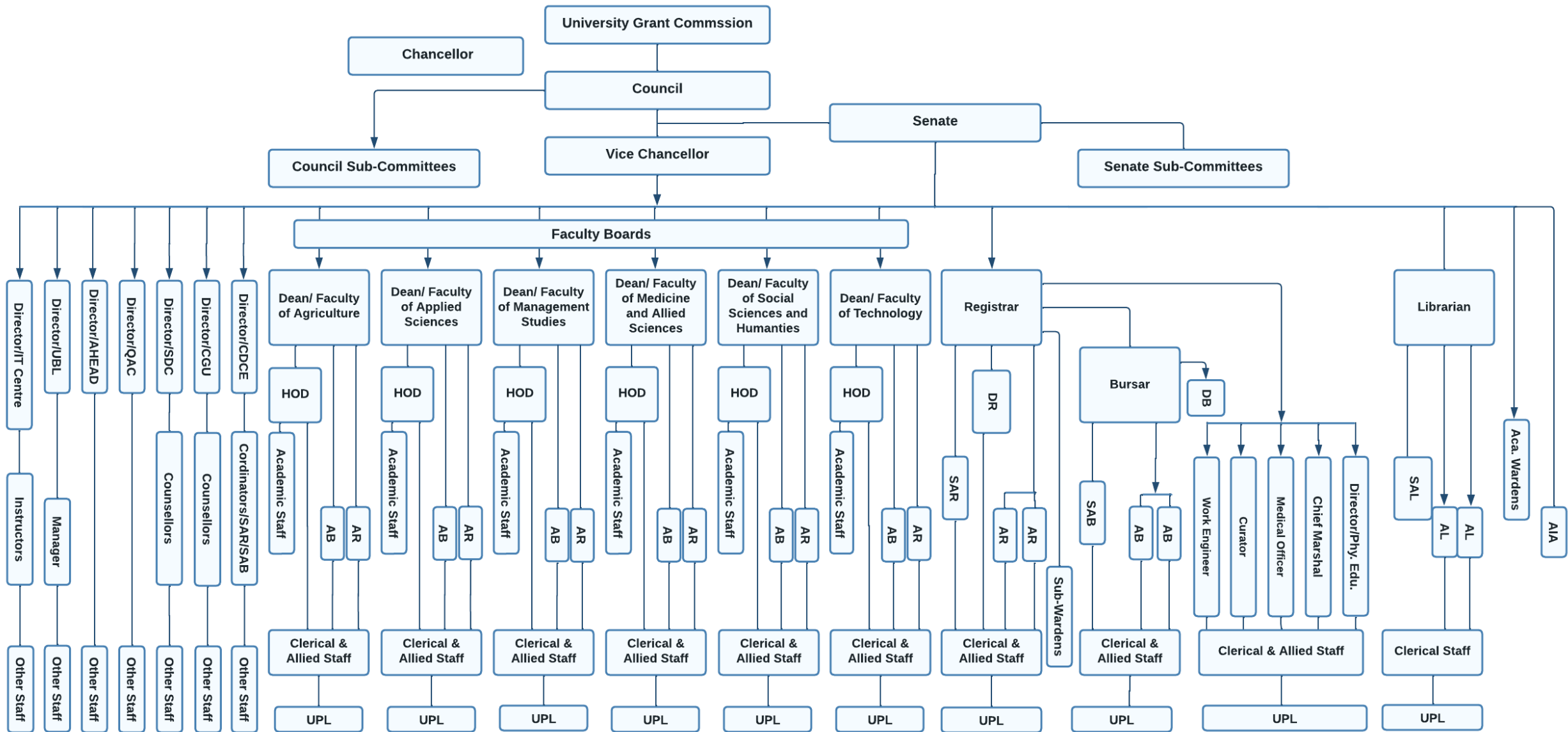
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# Organization Structure





	A grade road
	Routes inside the campus
	Minor roads
	Railway
	Campus boundary
	Index
	Kilometre post
	Buildings

Bulankulama Weva

University Quarters

To Anuradhapura

To Kandy

To Jaffna

To Trincomalee

Mihintale Junction

200 m Approximate scale

# Site Map of the University (Mihintale Premises)

11

1	FASc – Health Promotion Unit	34	Main Canteen and Students Center
2	FASc – ICT Building	35	Water Purification Unit
3	FASc – Canteen	36	Pond
4	FASc – Stage I Building	37	Car Park
5	FASc – Library	38	Buddha Statue
6	Pump House	39	Main Administration Complex
7	University Water Tank	40	Vehicle Park
8	FASc – Stage II Building	41	Vehicle Park and Drivers’ Room
9	FASc – New Physics Lab	43	Library and Computer Centre
10	Faculty of Technology	44	Examination Hall
11	FASc – Greenhouse	45	Research and Industrial Training Unit (SSH)
12	FASc – Tissue Culture Lab	46	Lecture Hall
13	Devanampiyatissa Hostel	47	Dr. W.D. Amaradewa Auditorium
14	Mahasen Hostel	48	Cultural and Career Guidance Centre
15	Dutugeminu Hostel	49	Department of English Language Teaching
16	Viharamahadevi Hostel	50	DELT & SSH Lecture Halls (SH 18, 19)
17	Pandula Hostel	51	Staff Development Centre
18	Anula Devi Hostel	52	Lecture Halls (SH 16, SH 16 I, SH 16 II)
19	Swarnapali Hostel	53	DELT (Language Laboratory)
20	Soma Devi Hostel	54	THM Resource Centre and Lecturer Hall M 09
21	New Soma Devi Hostel	55	SSH Lecture Hall SH 07
22	Ratnamali Hostel	56	Milk Bar
23	Hemamali Hostel	57	FMS Lecture Hall M 01- 04
24	Gnanam Hostel	58	FMS Lecture Hall M 05 -08
25	Sangamitta Hostel	59	SSH Lecture Hall SH 08
26	Security Point	60	SSH Lecture Hall SH 09, SH 10
27	Volleyball Court	61	FMS – THM Model Kitchen & Restaurant
28	Security Point	62	Government Audit Branch & FMS Hall M 12
29	Anubudu Mihidu Maha Seya	63	Summer House
30	University Main Entrance	64	Faculty of Management Studies (FMS)
31	Security Office	65	FMS – IT Lab
32	The Faculty of Technology	66	FMS Lecture Hall M 10
33	Mihintale Railway Station	67	FMS Lecture Hall M 16

- 68 SSH Lecture Hall SH 13, SH 14, SH 15
- 69 FMS Canteen
- 70 Maintenance Store
- 71 FMS – BBA, PGDM & MBA Units
- 72 Work Engineer’s Department
- 73 Medical Centre
- 74 University Swimming Pool
- 75 Circuit Bungalow
- 76 Open Air Theatre
- 77 Faculty of Social Sciences and Humanities (SSH)
- 78 SSH Canteen
- 79 Day Care Centre
- 80 University Playground
- 81 Pavilion
- 82 Physical Education Centre
- 83 Gymnasium
- 84 Bank of Ceylon
- 85 Rural Development Bank
- 86 People’s Bank
- 87 Mihintale Post Office



## Location of the Faculty of Medicine and Allied Sciences - Saliyapura and Teaching Hospital - Anuradhapura





# History and the Evolution of the University

## Establishment

Rajarata University of Sri Lanka (Sinhala: ශ්‍රී ලංකා රජරට විශ්වවිද්‍යාලය Tamil: இலங்கை ரஜரட்ட பல்கலைக்கழகம்) is a full-pledge National University with unitary, residential, and autonomous status. The main campus of the university is located in the beautiful surroundings of Mihintale, overlooking the Mihintale rock. This location is historically significant as the place where Buddhist Civilization was introduced. It is 10 kilometers from Anuradhapura, the ancient capital and center of the world-renowned hydraulic civilization. The University has six Faculties, four of which are located at Mihintale: Social Sciences and Humanities, Management Studies, Applied Sciences, and Technology. While the other two faculties, Agriculture and Medicine and Allied Sciences, are in Puliyankulama and Saliyapura, respectively. The Rajarata University of Sri Lanka celebrated its 26<sup>th</sup> anniversary in the year 2022.

The Rajarata University of Sri Lanka was established in 1995 by the Gazette Notification No: 896/2 of 7 November 1995 under the Section 21 of the Universities Act No. 16 of 1978. The University was ceremonially opened by then-President Her Excellency Chandrika Bandaranayake Kumaratunga on 31st January 1996. The opening ceremony was also graced by the presence of the late Prime Minister Sirimavo Bandaranayake, the late Hon. Speaker Kiri Banda Ratnayake, Minister of Higher Education Mr. Richard Pathirana, Deputy Minister of Higher Education Prof. Wiswa Warnapala, Governor North Central Province Maithripala Senanayake, Chairman University Grant Commission Prof. Stanley Thilakaratne, the First Vice-Chancellor of the University Prof. W.I. Siriweera and the First Chancellor of the University, Dr. Jayantha Kelegama.

The University is the successor to the former Affiliated University Colleges at the Central, North-Western and North Central Provinces which were amalgamated to form the Rajarata University on the recommendations made by a committee appointed by the Hon. Minister of Education and Higher Education in 1995. The Rajarata University of Sri Lanka was established as the eleventh National University in the country.

### **Affiliated University College**

Having examined the social variables encountered by Sri Lanka in the two decades 1970 and 1980, the government decided to establish Technical and Affiliated University colleges to provide higher education opportunities for youth who are qualified but deprived of University education. In the late 1980s, the Ministry of Higher Education operated a network of twenty-seven technical colleges and affiliated colleges throughout the country. Courses led to national diplomas in accountancy, commerce, technology, agriculture, business studies, economics, and manufacture.

However, following the recommendation of the Committee on Affiliated University Colleges in 1994, nine Affiliated University Colleges which were in various provinces of the country were merged to form two National Universities, namely the Rajarata University of Sri Lanka and the Sabaragamuwa University of Sri Lanka. Affiliated University Colleges which were in Central, North-Western and North Central Provinces, were merged to form the Rajarata University of Sri Lanka. However, the Affiliated University Colleges of Kuliyaipitiya and Makandura in the North-Western province, which consisted of two academic sections namely, Home Science and Nutrition and the Agriculture, originally affiliated to the Kelaniya and Peradeniya University, were amalgamated and named as the Wayamba Campus of the Rajarata University of Sri Lanka in accordance with the section 18 and 47(1) of the Universities Act. No 16 of 1978 and Campus Board Ordinance No. 03 of 1995.

Two Faculties were set up to form the Wayamba Campus of Rajarata University viz. the Faculty of Agricultural Science and the Faculty of Applied Sciences, each with three Departments of study. The Faculty of Agriculture Science was comprised of the Department of Plantation Management, Horticulture Sciences & Food Technology and Agriculture Engineering, while the Faculty of Applied Sciences constituted the Department of Mathematical Sciences, Industrial Management & Computer Studies, and Nutrition & Community Resources Management. Later in 1998/1999, the University Grant Commission appointed a committee headed by Prof. H.P.M. Gunaseena, a former Rector of the Wayamba Campus, to evaluate the possibility of

establishing a national level University in the North-western Province. According to the recommendation of this Committee, the Wayamba University of Sri Lanka was established on 01<sup>st</sup> October 1999. The Rajarata University lost its Agriculture Faculty with the commencement of the Wayamba University. In the year 2001, however, a new Agriculture Faculty of the Rajarata University was incepted at Puliyankulama premises close to Anuradhapura city and about thirteen kilometers away from Mihintale where the administration building complex and other sister faculties are located. The Central Province Affiliated University College (CPAUC) in Polgolla, located 140 km from the main campus at Mihinthale, was amalgamated to the Rajarata University of Sri Lanka as its Faculty of Applied Sciences. Following this amalgamation, the immediate task of the Faculty of Applied Sciences was to upgrade all the students of the CPAUC who had successfully completed their diploma requirements, to the graduate level. Consequently, the Faculty of Applied Sciences was inaugurated on 10<sup>th</sup> January 1997 to commence the third-year degree programme with a batch of 102 students, who graduated in 1998. The first batch of students who were directly sent by the University Grant Commission to follow the three-year Degree programme was enrolled in November 1997. After functioning for nearly 10 years at Polgolla, the Faculty of Applied Sciences was relocated to the main campus at Mihinthale on 16 January 2006 upon completion of a new Faculty complex at Mihintale.

### **The Rajarata University of Sri Lanka**

At its inception, the Rajarata University had only four faculties, namely the Faculty of Social Sciences and Humanities, Faculty of Management Studies, Faculty of Agriculture, and Faculty of Applied Sciences. However, later in 2006, the Faculty of Medicine and Allied Sciences was established, and most recently, in 2017, the Faculty of Technology was established as the sixth Faculty of the University. In 2022, the University marked its 27 years of existence, and it remains devoted to its mission of producing innovative and capable intellectuals who can face the challenges in an ever-changing world. Since the University's establishment in 1995, three Chancellors and six Vice-Chancellors have served the University. The first Vice-Chancellor of the University was Prof. W.I. Siriweera who served between 1996-2002. Since

then, Prof. K. Wijerathne, Prof. Gamini Samaranayake, Prof. K.A. Nandasena, Prof. K.H.R. Wijewardana, and Prof. B.A. Karunarathne have served as the Vice-Chancellors of the University from 2002 to 2021. The present and the first female Vice-Chancellor of the University is Prof. (Mrs) G.A.S. Ginigaddara, the Professor in Agricultural Systems in the Faculty of Agriculture. Over the last 27 years, the University has developed rapidly in terms of physical resources, human resources, and the student enrollment has doubled. The facilities of the University include Laboratories, computer centers, administrative buildings, libraries, lecture halls and hostels of residence for students, staff residences for academic, clerical, and other grades of university employees. The University is a residential university and thus provides hostel facilities for all the internal students except second year students and those who are residing within 40 kilometers of the University. Currently, the University has 22 halls of residence that can accommodate approximately 5800 students. Other infrastructure facilities include playgrounds (for cricket, hockey, and rugby), Gymnasium, swimming pool, open-air theatre, University Health Centre, 01 Teaching Hospitals serving the needs of the Faculties of Medicine, and 01 Guest House at Mihintale. Today, the University provides a wide range of disciplines to its undergraduates and postgraduate students. This includes, among others, Agriculture, Commerce and Management, Computing and Technology, Humanities, Social Sciences, Science, and Medicine. The six Faculties are comprised of 42 Departments of Studies and offer 31 Bachelor's Degrees for internal students, three External Degrees for off-campus students, and 12 postgraduates' programs for graduates' students. Currently, there are about 8219 on-campus undergraduates, 815 postgraduates, and 3600 off-campus students who follow the External Degree programs. The academic staff of the University comprised of about 30 Professors, 150 Senior Lectures, 120 Lectures, 160 other academic staff members, including temporary academic staff. The total academic and non-academic of the University is about 1108.

## Faculties and Academic Programs

### Faculty of Agriculture

#### Departments

Agricultural System

Plant Science

Agricultural Eng. and Soil Science

Animal and Food Science

#### Degree Programs

B.Sc. Hons (Agriculture)

### Faculty of Applied Sciences

#### Departments

Biological Sciences

Physical Sciences

Health Promotion

Computing

Chemical Sciences

#### Degree Programs

B.Sc. in Applied Sciences

B.Sc. (Hons) in Applied Sciences

B.Sc. (Hons) Industrial Mathematics

B.Sc. (Hons) in Applied Biology in Biodiversity Conservation

B.Sc. (Hons) in Applied Biology in Fisheries and Aquaculture Management

B.Sc. in (Hons) Applied Biology and Microbiology

B.Sc. (Hons) in Chemistry

B.Sc. in Information Technology

B.Sc. (Hons) in Information Technology

B.Sc. in Health Promotion

B.Sc. (Hons) Health Promotion

B.Sc. (Hons) in Biology & Physics

B.Sc. (Hons) in Chemistry & Physics

## Faculty of Management Studies

Departments	Degree Programs
Accountancy & Finance	B.Sc. (Hons) in Accountancy and Finance
Business Management	B.Sc. (Hons) in Business Management
Tourism and Hospitality Management	B.Sc. (Hons) in Tourism and Hospitality Management
Marketing Management	B.Sc. (Hons) in Marketing Management
Human Resources Management	B.Sc. (Hons) in Human Resource Management
Information Systems	B.Sc. (Hons) in Information Systems

## Faculty of Medicine and Allied Sciences

Departments	Degree Programs
Anatomy	
Biochemistry	
Community Medicine	Bachelor of Medicine, Bachelor of Surgery (MBBS)
Family Medicine	
Forensic Medicine	
Medicine	
Microbiology	
Obstetrics & Gynecology	
Paediatrics	
Parasitology	
Pathology	
Pharmacology	
Physiology	
Psychiatry	
Surgery	



## Faculty of Social Sciences and Humanities

Departments	Degree Programs
Archaeology & Heritage Management	B.A. (Hons) in Archeology and Heritage Management
Humanities	B.A. (Hons) in History B.A. (Hons) in Mass Communication
Social Sciences	B.A. (Hons) in Sociology
Environmental Management	B.A. (Hons) in Environmental Management
Languages	B.A. (Hons) in Sinhala
Economics	B.A. (Hons) in Economics
English Language Teaching	B.A. General Degree

## Faculty of Technology

Departments	Degree Programs
Bio-Process Technology	BBST in Bioprocess Technology
Electrical & Electronic Tech.	BBST in Food Technology
Food Technology	BET in Electrical and Electronic Tech.
Information & Com. Technology	BET in Materials Technology
Materials Technology	Bachelor of Information Communication Technology

A number of Centres and Units are established within the University to enrich the teaching and learning process, such as the Centre for Quality Assurance (CQA), Staff Development Centre (SDC), Career Guidance Unit (CGU), University Business Linkage Cell (UBL), Information Technology Centre (IT Centre), and so on. The quality of the Curricular delivered by each faculty are assured by the CQA at the University and the Quality Assurance Cells at the Faculty Level, which is a vital element of the University's education. The SDC is responsible for continuous

improvement of skills and competencies of the staff of the University by providing appropriate training programs. The CGU plays an important role at the University by helping students choose the right career path and preparing them for the needs of ever-changing industrial world. The UBLC provides financial aid and consultation to students and staff to help them bring their innovative ideas to fruition. Similarly, the IT Centre provides required IT facilities to both the students and staff to support the smooth functioning of the teaching and learning process within the University.

The Rajarata University is dedicated to its mission of creating innovative intellectuals who can cope up with challenges in the context of global development via the competences gained through academic programs, research, and broad-based training. In keeping with the rapid development of the disciplines undertaken by the university, the curriculum have been revised in a timely manner to ensure that key pedagogical changes and modes of delivery that represent the educational needs of the twenty-first century are implemented. Despite its brief existence in comparison to the other major national universities in Sri Lanka, the Rajarata University has made significant progress in all areas. The University is committed to accomplishing its aim of being a centre of excellence in teaching and research.

## **General Admission Requirements and Current Intakes**

### **Undergraduate Admission**

The Authority for selecting undergraduate students to all the six faculties of the Rajarata University of Sri Lanka is vested with the University Grants Commission (UGC). This selection of undergraduates to the University is based on the admission policy for State Universities, and Higher Education Institutes laid down by the UGC in consultation with the Ministry of Higher Education, Technology, and Innovation. Generally, students who have obtained at least “S” grade for three subjects, the combination of the subjects should have been approved, in any of the streams of Art, Commerce, and Science and 30% for the Common General Test paper are eligible to apply for admission to the Rajarata University of Sri Lanka.

## **Postgraduate Admission**

Admission to Postgraduate Degree Programs is administered by the individual faculties in accordance with approved By-laws. However, a Bachelor's Degree in the relevant field of study is often required for admission to a Master's Degree program. A Master's Degree in the relevant subject area is required for admission to the PhD program.



Proposed Building Complex of the Faculty of Technology

# Faculties and Departments



# Faculty of Agriculture

# Faculty of Agriculture

13

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## Vision

Faculty of Agriculture envisions to be a dynamic, innovative and renowned centre for excellence in agriculture.

## Mission

Mission of the Faculty of Agriculture is to produce innovative and dynamic graduates with sound knowledge and requisite skills towards achieving a sustainable development in Agriculture, through creating a conducive environment for teaching, learning, research and dissemination of knowledge.

## Background of the Faculty

Faculty of Agriculture, Rajarata University of Sri Lanka was established in 2001 in Puliyankulama, about three 03 km away from the ancient city of Anuradhapura and about 220 km north to Colombo. The Faculty of Agriculture is the leading institute of higher education in Agriculture located in the dry zone of Sri Lanka. The faculty is enriched with quality human and physical resources to support the academic programs as well as the outreach activities.

Currently it has four academic Departments namely; Department of Agriculture Engineering and Soil Science, Department of Agricultural Systems, Department of Animal and Food Sciences, and Department of Plant Sciences.

The faculty offers a four-year Bachelor of Sciences Honours in Agriculture (B. Sc. Hons (Agriculture)) degree. The academic program of the B. Sc. Hons (Agriculture) is offered as a semester-based course unit system. The total annual student intake of the faculty is 175 and total student population in the faculty is about 500. The graduates of the faculty are fitted to a wider range of disciplines due to the multi-disciplinary nature of the academic programs. The faculty is well empowered with human resources to ensure the best quality of teaching and training offered by the faculty. In addition to the subject knowledge the graduates are trained on communication skills, computer & IT skills and life skills to meet the needs of the employers and the society. As part of its curriculum, it provides a three-month industrial training program designed to identify and address organizational behavior and challenges.

The employability of graduates of the faculty is very high due to the versatile curriculum (wide range of curricular) and the unique trainings of the degree. Graduates of the faculty are equally competent with other Agriculture graduates. They always excel in the job market and do not find much difficulty in finding the employment both in private and public sectors. Even though the faculty has a short history, the graduates are employed everywhere in the country covering almost all the sectors.

The faculty offers formal advisory and counselling programs, financial support for needy students, career guidance and many others. Further, all students are provided with on-campus residential facilities throughout the whole academic programs which is unique to the faculty of Agriculture, Rajarata University of Sri Lanka.

The faculty also offers a number of Postgraduate Degree Programmes including Postgraduate Diploma, Master's Degree, Master of Philosophy and a Doctor of Philosophy Degrees and many short courses including Agric-Entrepre-



neurship, Food Processing Technology, Organic Farming. The faculty is also planning to start a Master of Agroecology Degree programme with the support of European union's ERASMUS funding.

## **Faculty Quality Assurance Cell (FQAC)**

Faculty Quality Assurance Cell (FQAC) of the Faculty of Agriculture was established in February 2015, comprising all sectors in the faculty and having the functions of implementing and monitoring all quality-related functions. The FQAC assists in uplifting teaching, learning, assessment and administrative-related activities at the faculty. The FQAC plays a vital role in ensuring the quality education at the faculty. The Coordinator of the FQAC coordinates all quality assurance related activities within the faculty and liaises with the Director of the Center for Quality Assurance (CQA) of the University to coordinate university-level quality assurance activities. Representatives from all departments, units, non-academic staff and students are actively involving in the FQAC with the guidance rendered by the Dean of the Faculty.

The FQAC works on developing, reviewing and revising regulations and standard operating procedures necessary for governance and management at the faculty level, monitors the collation and analysis of faculty level quality-related data, provides guidance in the preparation of Self-Evaluation Reports (SER) for programme Review, responsible for the faculty-level implementation and monitoring of quality assurance reviews and follow-up actions.

## **Academic Departments**

### **Department of Agricultural Systems**

The Department of Agricultural Systems (DAS) at the Faculty of Agriculture provides a range of disciplines to produce globally competitive intellectuals. Offering two major modules; Agricultural Economics & Extension, and Agricultural Systems & Management, the department emphasizes research-intensive learning. The Agricultural Economics and Extension module focuses on advanced insights in economics, extension, business, and statistics, preparing

students to address challenges in agriculture for sustainability. The Agricultural Systems and Management module offers comprehensive training in diverse areas of agriculture and food systems management with field exposure.

The Department of Agricultural Systems (DAS) at the Faculty of Agriculture provides a range of disciplines to produce globally competitive intellectuals. Offering two major modules; Agricultural Economics & Extension, and Agricultural Systems & Management, the department emphasizes research-intensive learning. The Agricultural Economics and Extension module focuses on advanced insights in economics, extension, business, and statistics, preparing students to address challenges in agriculture for sustainability. The Agricultural Systems and Management module offers comprehensive training in diverse areas of agriculture and food systems management with field exposure.

The department is equipped with advanced facilities, including an Agroecology Laboratory and Audio-Visual Laboratory, supporting high-quality teaching, learning, and research activities. Agroecology laboratory equipped with modern and sophisticated analytical instruments, provides analytical services to perform basic and complex analyses related to soil, water, plant and fertilizers.

### Academic Staff Members

Name	Designation
Dr. S.M. Chinthaka B. Karalliyadda Ph.D., M.Sc., B.Sc. (Agric. Tech. & Mgt.)	Senior Lecturer / Head
Prof. (Mrs) G.A. S. Ginigaddara Ph.D., M.Phil., B.Sc. (Agric.)	Professor in Agricultural Systems
Dr. A.M. Keerthi R. Bandara Ph.D., M.Sc., B.Sc. (Agric.)	Senior Lecturer Gr. I
Dr. (Mrs). Sumali N. Dissanayake Ph.D., M.Phil, B.Sc. (Agric.)	Senior Lecturer Gr. I
Dr. A.P. Sanjaya Fernando Ph.D., M.Phil., B.Sc. (Agric.)	Senior Lecturer Gr. II

Mr. N.M. Kapila C. Premarathne M.Phil., B.Sc. (Agric. Tech. & Mgt.)	Senior Lecturer Gr. II
Dr. L.P. Rupasena Ph.D., M.Sc., B.A. (Economics)	Senior Lecturer (Assignment Basis)
Mr. A.I.Y. Lankapura M.Phil. (reading), M.Sc. (reading), B.Sc. (Agric.)	Lecturer (Probationary)
Ms. A.N. Kodithuwakku M.Phil., B.Sc. (Agric.)	Lecturer (Probationary)

### Department of Agricultural Engineering & Soil Science

Since 2001, the Department of Soil and Water Resources Management has evolved into the Department of Agricultural Engineering & Soil Science (AESS), establishing itself as a leader in Agricultural Engineering and Soil Science. AESS offers courses that cover technologies related to soil, water, climate, land, machinery, process engineering, and precision agriculture, vital for fostering innovative and sustainable agricultural practices. This is achieved through a core program comprising twelve courses, supplemented by others offered under two specialization modules; Agricultural Engineering and Environmental Soil Management.

AESS is equipped with advanced laboratory facilities, including modern analytical instruments, a well-equipped Engineering Workshop, an Engineering Drawing Room, an Electronic Laboratory, and GIS Laboratory. Moreover, AESS includes an agro-meteorological station that provides meteorological data for the purpose of studying and research activities. Additionally, AESS offers opportunities to analyze environmental samples using the well-equipped Analytical Service Laboratory.

AESS conducts research to enhance local agricultural production using eco-friendly approaches, contributing to strengthened food security and environmental sustainability. The research encompasses soil fertility management, agricultural machine design and automated controls, water resource manage-

ment, agro-meteorology & climate change, energy & waste management, food engineering, GIS and remote sensing, irrigation, and soil microbiology.

The department is staffed with highly qualified professionals possessing a diverse range of skills. These experts, with both local and international research experience, aid students in identifying and solving challenges in agricultural lands and industrial processes. AESS students have succeeded with publications and patents, both locally and internationally. The department also provides opportunities for skill development through extracurricular activities. All staff and students at AESS are dedicated to continuous learning and success by consistently improving their skills and knowledge. This commitment ensures the professional success of the graduates.

### Academic Staff Members

Name	Designation
Prof. N.S. Abeysingha Ph.D., M.Sc., B. Sc (Agric.)	Professor / Head
Prof. M.H.J.P. Gunarathna Ph.D., M.Sc., B.Sc. (Agric.)	Professor in Agriculture Engineering
Prof. M.G.T.S. Amarasekara Ph.D., M.Phil., B. Sc (Agric.)	Professor
Prof. (Mrs.) M.K.N. Kumari Ph.D., M.Phil., B. Sc (Agric.)	Professor
Prof. G.V.T.V. Weerasooriya Ph.D., M.Phil., B.Sc. (Agric.)	Professor in Agriculture Engineering
Dr. D.M.S. Duminda Ph.D., M.Sc., B. Sc (Agric.)	Senior Lecturer Gr. I
Dr. (Ms.) A.J. Fernando Ph.D., M.Phil., M.Sc., B. Sc (Agric.)	Senior Lecturer Gr. II
Dr. P.D. Kahandage Ph.D., M.Phil., M.Sc., B. Sc (Agric.)	Senior Lecturer Gr. II
Mrs. J.P.H.U. Jayaneththi M.Phil., M.Sc., B. Sc (Agric.)	Senior Lecturer Gr. II

Mr. E.J. Kosgollegedara M.Phil., B. Sc (Agric.)	Senior Lecturer Gr. II
Mr. R.A.A.S. Rathnayaka Ph.D. (Reading), M.Phil., B. Sc (Agric. Tech. & Mgt.)	Lecturer
Mrs. K.G.S. Nirmanee M.Phil. (Reading), M.Sc., B. Sc (Agric.)	Lecturer (Probationary)

## Department of Animal and Food Sciences

The Department of Animal & Food Sciences was established on 27th March 2014, to produce competent and innovative graduates with sound theoretical and practical knowledge. This is a full-fledged academic Department which offers many learning and development opportunities across a wide array of disciplines for undergraduates to improve their knowledge and skills in different fields such as Livestock Production & Technology, Dairy Production & Technology, Meat Processing & Production Technology, Food Quality Control & Assurance, Food Production Technology, Postharvest Technology and many more through two specialization modules; Animal Production & Technology and Food & Postharvest Technology. The Department provides a unique academic package, consisting of theoretical and practical courses which have been carefully blended with field exposure that enable the undergraduates to achieve social, economic and sustainable development in the animal and food science sector both at the national and global level.

### Academic Staff Members

Name	Designation
Prof. S.C. Somasiri Ph.D., M.Phil., M.Sc., B.Sc. (Agric.)	Professor/Head
Prof. A.M.J.B. Adikari Ph.D., M.Sc., B.Sc. (Agric.)	Professor in Animal Science
Prof. W.A.D. Nayananjalie Ph.D., M.Sc., B.Sc. (Agric.)	Professor in Animal Science

Dr. R.H.G.R. Wathsala Ph.D., M.Sc., M.Sc., B.Sc. (Agric.)	Senior Lecturer Gr. II
Mrs. C.A.K. Dissanayake Ph. D. (Reading), M.Phil., B.Sc. (Agric.)	Senior Lecturer Gr. II
Mrs. M.A.A.P. Kumari M.Sc., B.Sc. (Agric. Tech. & Mgt.)	Senior Lecturer Gr. II
Mr. W.V.V.R. Weerasingha M. Phil, M.Sc., B.Sc. (Agric. Tech. & Mgt.)	Senior Lecturer Gr. II
Dr. H.R.M.G.C. Thialakarathna Ph.D., B.Sc. (Food Sc. & Tech.)	Lecturer
Mrs. M.T.L.K. Jayasumana M.Phil, B.Sc. (Agric. Tech. & Mgt.)	Lecturer (Probationary)

## Department of Plant Sciences

The Department of Plant Sciences is committed to realize the vision of the faculty; to be a dynamic, innovative and renowned center for excellence in Agriculture. The Department offers courses in the fields of Crop Science and Agricultural Biology to produce competent and innovative graduates with a sound theoretical and practical knowledge to cater the regional, national and international needs. The Department is a gateway to specialize in Agricultural Biology, Biotechnology, Agronomy, Horticulture, Forestry, Field Crops, and Plantation Crops. This has been made possible with two specialization modules; Crop Science and Agricultural Biology, taught by fourteen qualified teaching staff with both local and international research experience. Graduates specialized in the Department have succeeded with publications, both locally and internationally and engaged full-time postgraduate degrees overseas.

The department is equipped with advanced facilities, including well equipped Laboratories, Controlled Environment Facility and Protected Culture Facility. Further, Mushroom Unit, Fruit Orchard, Export Agriculture Garden, Bee Keeping Unit, Composting Unit, Medicinal Garden and Sustainable Agro-Food Production and Value Addition Model Farm is under the preview of the

department to facilitate undergraduate learning, teaching and research activities.

### Academic Staff Members

Name	Designation
Dr. L.K.W. Wijyaratne Ph.D., M.Sc., B.Sc. (Agric.)	Senior Lecturer Gr. I/Head
Snr. Prof. P.A. Weerasinghe Ph.D., M.Sc., B.Sc. (Agric.)	Senior Professor in Plant Sciences
Dr. D.M.D. Dissanayake Ph. D., M.Sc., B.Sc. (Agric.)	Senior Lecturer Gr. I
Dr. D.A.U.D. Devasinghe Ph.D., M.Phil., B.Sc. (Agric.)	Senior Lecturer Gr. I
Dr. W.C.P. Egodawatta Ph.D., M.Sc., B.Sc. (Agric.)	Senior Lecturer Gr. I
Dr. U.G.A.I. Sirisena Ph.D., M.Sc., B.Sc. (Agric.)	Senior Lecturer Gr. I
Mr. T.A.B.D. Sanjeewa M. phil., M.Sc., B.Sc. (Agric.)	Senior Lecturer Gr. I
Mr. W.M.R.S.K. Warnasooriya M. Phil., M.Sc., B.Sc. (Agric.)	Senior Lecturer Gr. I
Dr. K.R.E. Padmathilake Ph. D., M.Sc., B.Sc. (Agric.)	Senior Lecturer Gr. I
Dr. G.D.A. Nalaka Ph.D., M.Sc., B.Sc. (Agric.)	Senior Lecturer Gr. II
Ms. T.D.C. Priyadarshani M.Phil., M.Sc., B.Sc. (Agric.)	Senior Lecturer Gr. II
Ms. H.C.D. Wijayawardene Ph.D (Reading)., M.Phil., B.Sc. (Agric.)	Lecturer
Ms. P.N.M.S. Priyarathne M.Phil. (Reading), B.Sc. (Agric.)	Lecturer (Probationary)
Ms. U.S. Herath M.Sc., B.Sc. (Agric.)	Lecturer (Probationary)

## Centres / Units of the Faculty

### **Faculty Cell of Department of English Language Teaching**

The Department of English Language Teaching offers four compulsory credited courses and all the undergraduates to obtain a pass in English to be graduated. These courses help the undergraduates to develop Reading, Writing, Listening, and Speaking skills. The new entrants benefit from an Intensive Program of English conducted at the beginning of the academic program for nearly two months. Also, the students derive a great opportunity to showcase their talents at the English Night held at the end of the Intensive Program. The DELT offers e-learning facilities for the students to do self-studies and uplift their knowledge and skills in English at the English Language Laboratory. Further, the DELT publishes Mindspark e-magazine in order to improve the creativity, critical thinking and writing skills of all the students of the Faculty of Agriculture biannually. Moreover, second- and third-year students get an opportunity to follow the free of charge Diploma in English (Internal) programme conducted by the Department of the English Language Teaching, RUSL.

### **Faculty Information and Communication Technology (ICT) Unit**

The ICT Unit, Faculty of Agriculture provides IT facilities to the students and the staff of the faculty. ICT unit maintains a local area network with free internet access via wired as well as wireless network throughout the faculty covering the hostel areas too. A Learning Management System (LMS), 'AgriVLE' (<http://lmsagri.rjt.ac.lk>) was established in the faculty in 2015 to enhance learner-centered education environment. It provides online and blended learning facilities to promote the smooth functioning of the academic programmes.

Currently the ICT unit consists of a local area network around 50 computers. There are two basic computer courses offered for undergraduates during the first academic year of their undergraduate program. Students can use computer facilities for data analysis in their final year research projects as well as computer applications in the other subjects offered by the Departments



such as computer programming, engineering drawing and landscape, GIS, experimental methods in Agricultural research. In addition to that, the Virtual Learning Centre of the faculty is coordinated by the ICT unit.

### **Faculty Library**

The main objective of the library is to provide and maintain a collection of textbooks, periodical publications, academic journals, magazines, newspapers, and other serial publications, and e-journals that is current and comprehensive in terms of coverage of the agriculture and various disciplines. The library provides services to the university community including undergraduates, postgraduates, academic staff members, administrative and non-academic staff members. The library comprises several key collections; Lending collection, Reference collection, Periodical collection, Theses collection, and CD/DVD collection.

The Agriculture Library features an Online Public Access Catalog (OPAC); the most user-friendly library information system, providing efficient library services through the implementation of a new library automation. The library employs an open-source software, 'KOHA' for its database management system. Further, the faculty library subscribes to several online / electronic databases for the use of university staff and students namely; Emerald, Oxford, Taylor & Francis and Research for Life database. In addition, an Open-access Institutional Repository is maintained by the library.

The library offers a comfortable air-conditioned reading room, providing library users with a conducive environment for reading and learning. Services of the library include a lending facility, reference facility, Interlibrary loan facility, document delivery service, user awareness programs, and information literacy programs.

### **Faculty Career Guidance Unit**

The Faculty Career Guidance Unit inspires undergraduates by conducting various career guidance programs. These initiatives facilitate lifelong career development through self-awareness, career exploration, decision-making, planning, and developing soft skills. Recognizing the crucial role of soft skills and positive attitude in today's competitive job market, the unit organizes various programs, leveraging the expertise of both university and external experts. The unit, led by the faculty academic coordinator, collaborates closely with the university's Career Guidance Unit to organize various activities, including workshops and seminars. These events are designed to assist students in selecting the most suitable career paths. Furthermore, the unit establishes and maintains relationships with stakeholders from various industries. This collaboration enables a smooth and systematic introduction of undergraduates to the world of work, often leading to successful job placements. Additionally, the unit directs students facing educational, career, and personal challenges to professional career counsellors at the university, ensuring comprehensive support for every student's career journey.

### **Faculty Student Counseling Unit**

The student counseling unit of the faculty guides the students in personality development, handling health care and coping with psychological problems. To achieve this task effectively, faculty utilizes the services of trained student counselors appointed from among the senior academic staff of the faculty. The counseling unit of the faculty has been established in a special location where student can meet counsellors confidentially. The counseling unit is committed to meet the needs of students to promote their mental health and wellbeing.

### **Faculty Outreach Centre**

The Outreach Centre of the Faculty of Agriculture is established to disseminate sustainable initiatives including research, extension, development and awareness programs to relevant communities and farmers in particular. The centre is prepared to provide high quality, high standard technology and services to the community.

### **Technology Incubation Centre**

The Technology Incubation Centre (TIC-RUSL) was established in 2021 at the Faculty of Agriculture, RUSL in collaboration with the Sri Lanka Inventors Commission of the Ministry of Science, Technology and Research for the transformation of invention into innovation. Functions of the TIC-RUSL are provide technical support to inventors for the development of their inventions as commercial products, support inventors to start-up business as self-employers; build a vibrant network of inventors, experts, investors and policymakers forming a platform for successful entrepreneurship, provide undergraduates/postgraduates to interact with inventors, develop invention culture in the university and the society and strengthen relationships between the university, community, industry and policymakers.

The activities of TIC-RUSL include conducting market need assessments, offering consultancy on product marketing, providing technical knowledge and business skills to inventors, supporting the development of business plans with Return on Investment (ROI), organizing workshops, seminars, and training programs, facilitating connections between inventors and ministries, government agencies, non-government organizations, and banks to obtain necessary resources, creating opportunities for undergraduates/postgraduates to exchange knowledge and experience with inventors, and offering advice on issues related to Intellectual Property (IP).

### **Audio Visual Laboratory**

The Audio-Visual Unit is a cutting-edge facility focused on advancing agricultural education, research, and outreach. Equipped with modern technology, it enhances teaching through interactive multimedia, supports innovative research using audio-visual tools, and facilitates outreach activities by creating engaging content for farmers and rural communities as well as other societies. Apart from that the unit also produces educational material for the public of broadcasting quality and covers social events of the university.

### **Rajarata University Controlled Environment Facility (RuCeF)**

Rajarata University Controlled Environment Facility – RuCeF, is a fully automated climate-controlled greenhouse capable of simulating the combinations of temperature, relative humidity and soil moisture stress conditions of the future. The RuCeF’s climatic conditions can be monitored with a state-of-the-art Internet-Of-Things (IOT) system. The RuCeF, Sri Lanka’s only and first such facility, enables the next generation of plant scientists to undertake cutting-edge climate change adaptation and simulation research along the soil-plant-atmosphere continuum, which was once possible only in developed countries.

### **Sports Facilities**

Sports and recreation have been identified as crucial for university students and faculty has provided ample facilities for students to enhance their sport skills and physical training. The Indoor gymnasium housed within the top-floor of the student center provide space and necessary facilities for many sports Including badminton, carrom, chess and table tennis. A well-maintained large soft/hard ball cricket playground which has one matting pitch and an outdoor volleyball court is also available. Further, the required equipments for football, rugby and hockey sports have been provided by the Department of Physical Education of the University and a physical education Instructor is available to assist the students in their sports activities. Annually, sports events like inter-university, inter-faculty, and inter-Agriculture faculty competitions are organized, fostering an energetic and excited environment for students.

### **Faculty Farm**

On faculty farm facility is one of the unique establishments of the faculty of Agriculture, RUSL. Apart from the research activities, the farm is designed to provide sound practical training for undergraduates in Agriculture. The farm has a land extent of 32 acres located closer to the main premises of the faculty at Puliyankulama, Anuradhapura. Faculty farm also provides beneficial influence to uplift the advanced knowledge on the farming activities of neighboring farmers so as to favor the dissemination of Agricultural knowledge. In addition, 10 acres land has been acquired by the faculty to develop a Sustainable

## Agro-Food Production and Value Addition Model farm.

There are a number of crops and livestock production operations going on in the farm. They include seed paddy production, medicinal garden, fruit orchard, export agriculture garden, protected culture facility, pasture unit and animal unit. Poultry, cattle, buffalo, goat, sheep, and rabbit are reared in livestock section. In addition, a duck-fish integration unit, biogas production unit and a mushroom unit are maintained. The farm produces some paddy, fresh fruits & vegetables and value-added products to be sold at the sales centre including meat, yoghurt, curd, and ice cream.

### **Sustainable Agro-Food Production & Value Addition Model Farm**

Sustainable Agro-Food Production and Value Addition Model Farm, was established in September, 2022 to meet the nutritional needs of students, academic and non-academic staff of RUSL, and surrounding communities at a fair price. Further, it provides opportunities for students to gain experience on agricultural production and marketing, as they engage with the basic activities of the farm. Local community can acquire novel agricultural innovations by visiting the model farm. Along with the scenic beauty and the presence of water tank full of lotus, model farm will be developed into an agro-tourism centre by introducing cabanas and tree houses in future.

## **Other Committees and Services**

### **Health Care**

Outpatient treatments are available through a visiting medical officer who visits the faculty once a week. Those who need in-house treatment are referred to the Teaching Hospital at Anuradhapura.

### **Security Service**

The main security office of the faculty is located near the main gate of the faculty. This service is headed by a Chief Security Officer and several security personnel workers both male and female. The security personnel operate regular

security patrols in the campus, providing security to students, staff, buildings, and university properties. In addition to the main security office, there are security points in several places especially in entering gates, next to the railway crossing, and in front of hostels.

### **Water Purification Unit**

The faculty provides safe drinking water to all the students through Reverse Osmosis (RO) water purification units installed at different locations of the faculty.

### **Faculty Photocopy Center**

Low price printing, photocopying, binding, laminating facilities and stationaries are available at the faculty photocopy center for undergraduates.

### **Sales Outlet**

Sales outlet sells faculty-produced ice-cream, yoghurt, curd, egg and meat products, vegetables and fruits, seed and planting materials, compost, and other farm products at reasonable price.

## **Degree Awarding Criteria**

### **Requirement for Graduation**

To award the degree, the student shall complete all the required courses including industrial training and research project along with the completion of a minimum of 128 credits.

A student should maintain the Final Grade Point Average (FGPA) at the level of 2.00 or above to qualify for the degree. The student should repeat the courses with “F” grade at the next earliest opportunity and the student can only obtain a maximum of “C” grade. Students with a FGPA of less than 2.00 shall come under Scholastic Probation until the FGAP is elevated to 2.00 by repeating failed courses and/or taking some more optional courses. For such a student, the respective mentor shall be consulted, and the mentor shall recommend the progression of the student.

The maximum period allowed for completing the degree programme by a student is set at seven (07) academic years from the date of commencement of the degree programme (registration to the degree) excluding any period of delay or backlog caused by the common causes (i.e., trade union actions, natural disasters, political and civil riots, etc.).

In case, a student becomes incomplete in the degree programme by the maximum period of speculated, the student shall be considered for an award of qualification below the SLQF level 6 as appropriate upon a written request of such student made within one (01) year reckoned from the end of seventh (07th) academic year. To be eligible for such consideration, a minimum of 90 credits should have been completed with a minimum SGPA of 2.00.

### Award of Classes

The level of performance shall be offered based on the FGPA as indicated below.

First Class	$\geq 3.70$
Second Class (Upper Division)	3.30 – 3.69
Second Class (Lower Division)	3.00 – 3.29
Pass	2.00 – 2.99

To be eligible for a class, a student shall successfully complete the degree programme within four (04) academic years, except for situations accepted by the Faculty Board and approved by the University Senate. A first class shall not be offered to a student with referred courses of a maximum of 06 credits.

## Criteria for Gold Medals



Prof. Aruni Weerasinghe Gold Medal - Gold Medal for Overall Highest FGPA

- The student should possess the highest FGPA and at least **with 2nd class upper division.**
- The student should pass all the subjects at the 01st attempt.
- The student should have maintained a good discipline within his/her academic period.



Mr. Vincent Subasinghe Gold Medal - Gold Medal for Highest GPA in Core Programme

- The student should possess the highest GPA in Core courses (from first to fifth semester).
- The student should pass all the subjects at the 01st attempt.
- The student should have maintained a good discipline within his/her academic period.



Dr. D.M. Jinadasa Gold Medal - Most Outstanding Performance in the Department of Agricultural Engineering & Soil Science

- The student should specialize in Environmental Soil Management or Agricultural Engineering.
- The student should possess the highest FGPA and at least with 2nd class upper division.
- The student should pass all the subjects at the 01st attempt.
- The student should have maintained a good discipline within his/her academic period.





Prof. K.D.N. Weerasinghe Gold Medal - Most Outstanding Performance in Agricultural Engineering Specialization Module

- The student should specialize in Agricultural Engineering.
- The student should possess the highest FGPA and at least with 2nd class upper division.
- The student should pass all the subjects at the 01st attempt.
- The student should have maintained a good discipline with- in his/her academic period.



Prof. K.A. Nandasena Gold Medal - Most Outstanding Performance in Environmental Soil Management Specialization Module

- The student should specialize in Environmental Soil Management.
- The student should possess the highest FGPA and at least with 2nd class upper division.
- The student should pass all the subjects at the 01st attempt.
- The student should have maintained a good discipline with- in his/her academic period.



Prof. S.L. Ranamukhaarachchi Gold Medal - Most Outstanding Performance in the Department of Agricultural Systems

- The student should specialize in Agricultural Economics & Extension or Agricultural Systems & Management.
- The student should possess the highest FGPA and at least with 2nd class upper division.
- The student should pass all the subjects at the 01st attempt.
- The student should have maintained a good discipline with- in his/her academic period.



Prof. Vijay Jayasena Gold Medal - Most Outstanding Performance in the Department of Animal & Food Sciences

- 
- The student should specialize in Animal Production & Technology or Food & Postharvest Technology.
- The student should possess the highest FGPA and at least with 2nd class upper division.
- The student should pass all the subjects at the 01st attempt.
- The student should have maintained a good discipline within his/her academic period.



Prof. A.M.J.B. Adikari Gold Medal - Most Outstanding Performance in Animal Production & Technology Specialization Module

- The student should specialize in Animal Production & Technology.
- The student should possess the highest FGPA and at least with 2nd class upper division.
- The student should pass all the subjects at the 01st attempt.
- The student should have maintained a good discipline within his/her academic period.



Prof. P.H.P. Prasanna Gold Medal - Most Outstanding Performance in Food & Postharvest Technology Specialization Module

- The student should specialize in Food & Postharvest Technology.
- The student should possess the highest FGPA and at least with 2nd class upper division.
- The student should pass all the subjects at the 01st attempt.
- The student should have maintained a good discipline within his/her academic period.



Dr. Sena Yaddehige Gold Medal - Most Outstanding Performance in the Department of Plant Sciences

- The student should specialize in Crop Science or Agricultural Biology.
- The student should possess the highest FGPA and at least with 2nd class upper division.
- The student should pass all the subjects at the 01st attempt.
- The student should have maintained a good discipline with- in his/her academic period.



Prof. Abhaya Balasuriya Gold Medal - Most Outstanding Performance in Agricultural Biology specialization module

- The student should specialize in Agricultural Biology.
- The student should possess the highest FGPA and at least with 2nd class upper division.
- The student should pass all the subjects at the 01st attempt.
- The student should have maintained a good discipline with- in his/her academic period.



Dr. LP. Rupasena Gold Medal - Most Outstanding Performance in Agricultural Economics & Extension Specialization Module

- The student should specialize in Agricultural Economics & Extension.
- The student should possess the highest FGPA and at least with 2nd class upper division.
- The student should pass all the subjects at the 01st attempt.
- The student should have maintained a good discipline with- in his/her academic period.



Prof. G.A.S. Ginigaddara Gold Medal - Most Outstanding Performance in Agricultural Systems & Management Specialization Module

- The student should specialize in Agricultural Systems & Management.
- The student should possess the highest FGPA and at least with 2nd class upper division.
- The student should pass all the subjects at the 01st attempt.
- The student should have maintained a good discipline within his/her academic period.



Prof. U.R. Sangakkara Memorial Gold Medal - Most Outstanding Performance in Crop Science Specialization Module

- The student should specialize in Crop Science.
- The student should possess the highest FGPA and at least with 2nd class upper division.
- The student should pass all the subjects at the 01st attempt.
- The student should have maintained a good discipline within his/her academic period.



# Faculty of Applied Sciences

# Faculty of Applied Sciences

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Dean	: Dr. W.M.S. Fernando
Assistant Registrar	: Ms. V. Kirushnananthy
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## Vision

To be a dynamic, innovative and renowned centre of excellence in learning, research, training and consultancy with emphasis on national relevance and international recognition in different disciplines of Applied Sciences.

## Mission

To promote learning, research and training among all members of the university, industry and community and to help individuals achieve their full potential through development of the whole person with a view to making significant contributions to the regional, national and global needs.

## Background of the Faculty

The Rajarata University of Sri Lanka (RUSL) was established in November 1995 through the Gazette Notification No: 896/2 dated 7th November 1995,

situated in the Administrative District of Anuradhapura. Initially, the Central Province Affiliated University College (CPAUC) was located in Polgolla, about 140 km away from the main Mihintale campus, became a part of RUSL as the Faculty of Applied Sciences (FAS). The primary objective of FAS was to elevate CPAUC students who had fulfilled their Diploma requirements to the Graduate level. FAS commenced its operations on 10<sup>th</sup> January 1997, initiating a third year Degree programme with an Inaugural batch of 102 students, who subsequently graduated in 1998. The first batch of students directly admitted by the UGC was joined in November 1997. After a decade at Polgolla, the FAS relocated to the main Mihintale campus on 16th January 2006.

Currently, the FAS, encompasses five distinct Departments: Biological Sciences, Chemical Sciences, Computing, Health Promotion and Physical Sciences. The Department of Biological Sciences offers courses in the fields of Botany, Zoology, Biology while the Department of Chemical Sciences focuses on Chemistry. The Department of Computing specializes in Computer Science and Information Technology, Department of Health Promotion offers courses in its namesake field and the Department of Physical Sciences covers Physics, Pure Mathematics and Applied Mathematics. The FAS administers twelve degree programmes including three Bachelor of Science programmes, nine Bachelor of Science. Honours programmes, as detailed below.

1. Bachelor of Science in Applied Sciences
2. Bachelor of Science Honours in Applied Sciences
3. Bachelor of Science Honours in Industrial Mathematics
4. Bachelor of Science Honours in Biology and Physics
5. Bachelor of Science Honours in Chemistry and Physics
6. Bachelor of Science Honours in Applied Biology
7. Bachelor of Science Honours in Microbiology
8. Bachelor of Science Honours in Chemistry
9. Bachelor of Science in Health Promotion
10. Bachelor of Science Honours in Health Promotion
11. Bachelor of Science in Information Technology
12. Bachelor of Science Honours in Information Technology

The faculty admits approximately 450 to 500 students on an annual basis. Since its establishment, this faculty has adopted a course unit system, with all courses delivered in the English language. Understanding the importance of continuous education and ensuring that every individual has the opportunity to enhance their prospects through higher education, the FAS provided two External Degree courses, a Postgraduate Diploma course, and two Postgraduate Degree programs.

To maintain the efficient operations, the faculty employs 45 academic professionals, 30 individuals for academic support, and 40 nonacademic staff. Across all roles, the staff members are highly qualified, committed, and a significant portion possess ample experience.

The FAS operates within an administrative framework that aligns with the guidelines set forth by the Universities Act No. 16 of 1978, similar to other faculties. The Dean serves as both the academic and administrative head of the faculty and is assisted by Heads of academic Departments, an Assistant Registrar, and an Assistant Bursar. The Assistant Registrar's office manages all processes from student enrollment to their graduation while financial affairs fall under the purview of the Assistant Bursar.

## Academic Departments

### Department of Biological Sciences

Biology is an exciting and dynamic field which aims to understand biological systems ranging from the molecular biology of individual cells to interactions among entire populations of organisms. The Department of Biological Sciences was established in 1996. At Rajarata University, it has a recognized research programme and a strong commitment to undergraduate teaching. The objective of the Department is not confined to producing graduates capable of securing employment or pursuing higher degrees in the field of biology but also producing individuals capable of fitting into roles outside their area of train-



ing. The Department pays special emphasis on developing both area specific and transferable skills and hence, provides a diverse array of vibrant and intellectually challenging courses for undergraduates and a number of research opportunities before graduation with hands-on advising. The department also provides flexible learning options in the form of a number of different degree tracks. The Department also enjoys a strong sense of community among students and faculty and is also actively involved in community outreach.

It offers Bachelor of Science in Applied Sciences Degree programme which is followed by most of the biology stream students and the three specializations, Biodiversity Conservation introduced in 2004 and Fisheries and Aquaculture Management introduced in 2006 which lead to Honours Degree in Applied Biology and Microbiology introduced in 2010 which lead to Honours Degree in Microbiology. In addition to the contribution of the Department of Biological Sciences to the biology stream of Bachelor of Science Degree in Applied Sciences by offering Botany and Zoology/ Biology as subjects, the Degree programme includes Chemistry as the third subject, which is offered by Department of Chemical Sciences. It also offers courses in biology for the Degree programmes Bachelor of Science Honours in Biology and Physics, and. Bachelor of Science in Health Promotion.

### **Staff**

At present the Department acquires services of fifteen permanent academic staff members who are experts in the fields of plant Diversity, taxonomy, plant systematics, ornithology, fisheries, aquaculture, biodiversity and conservation, molecular biology, microbiology, ichthyology, primatology, herpetology, biotechnology, toxicology, entomology, and ecology. In addition, six academic support staff and eleven nonacademic staff including a staff management assistant, two technical officers, four laboratory attendants and three work aids render their services to the Department.

### **Laboratory Facilities**

There are four laboratories including Botany laboratory, Zoology laboratory, Tissue culture laboratory, Molecular Biology laboratory and Microbiology

laboratory, and a plant house and a mini aquaculture farm in the Department of Biological Sciences to enhance practical skills of students.

### Academic Staff Members

Name	Designation
Dr. (Mrs.) P.N. Yapa Ph.D., M.Phil., M.Sc., B.Sc. (Hons)	Senior Lecturer- Gr. I/Head
Prof. Sanath Hettiarachchi Ph.D., M.Sc., B.Sc. (Hons)	Professor of Biological Sciences
Prof.(Mrs.) S. Wickramasinghe Ph.D., M.Sc., B.Sc. (Hons)	Professor in Conservation Biology
Prof. (Mrs.) T. V. Sundarabarathy Ph.D., M.Sc., B.Sc. (Hons), SEDA	Professor in Biological Sciences
Dr. (Mrs.) P. L. Hettiarachchi Ph.D., M.Sc., B.Sc. (Hons)	Senior Lecturer- Gr. I
Dr. K.D.B. Ukuwela Ph.D., B.Sc. (Hons)	Senior Lecturer- Gr. I
Dr. R. L. Jayarathne Ph.D., M.Sc., B.Sc. (Hons)	Senior Lecturer- Gr. II
Dr. T.W.M.M. Wijayasinghe Ph.D., B.Sc. (Hons)	Senior Lecturer -Gr. II
Dr. (Mrs.) D. K. Hettiarachchi Ph.D., M.Sc., B.Sc. (Hons)	Senior Lecturer- Gr. I
Dr. (Mrs.) M.G.T.H. Abayarathna Ph.D., M.Phil., B.Sc. (Hons)	Senior Lecturer- Gr. II
Dr.(Ms) D.C. Raheem Ph.D., B.Sc.	Senior Lecturer- Gr. II
Dr. W.M.G.A.S. T.B. Wijethunga Ph.D., M.Phil., M.Sc., B.Sc.	Senior Lecturer - Gr. II
Dr. (Mrs.) M.A.C.C. Sarathchandra Ph.D., M.Sc., B.Sc.	Senior Lecturer- Gr. II
Mrs. R.S.K. Himashi S. Ferdinandez Ph.D. (Reading), B.Sc. (Hons)	Lecturer (Probationary)

## **Department of Chemical Sciences**

The Department of Chemical Sciences sits at an intellectual and physical nexus of the basic sciences, engineering, and medicine at Rajarata University of Sri Lanka. In addition to conducting of exiting research, the natural synergies with other fields have driven the Department into fascinating exchange and collaborative projects across disciplines.

Founded in 2020, the department offers courses that impart comprehensive understanding of traditional chemistry domains and their practical applications in relevant fields. Consequently, it delivers specialized and customized services to both the industry and other institutions since the inception of the faculty. The Department of Chemical Sciences is committed to fostering a respectful workplace culture. Currently, the Department accommodates numerous undergraduate and graduate students with distinguished permanent academic staff, and a team of skilled technical officers, laboratory staff and administrative staff leading the Department to run at its' optimum level.

### **Staff**

At present the Department acquires services of the six permanent and two temporary academic staff members who are experts in the fields of organic chemistry, physical chemistry, industrial chemistry, inorganic chemistry, biochemistry, electrochemistry, and food chemistry. Six academic support staff and four nonacademic staff including two technical officers, a laboratory attendant and a work aid render their services to the Department.

### **Laboratory Facilities**

There are two chemistry laboratories available in the Department of Chemical Sciences for acquiring practical skills.

## Academic Staff Members

Name	Designation
Prof. H.M.A.M.C. Herath MRSC, Ph.D., M.Sc., Grade I Chem.	Professor in Chemistry/ Head
Prof. J. L. Ratnasekera Ph.D., M.Sc.	Professor in Chemistry
Dr. E.M.R.K.B. Edirisinghe Ph.D., M.Phil., B.Sc. (Hons), M. I. Chem. C.	Professor in Chemistry
Mr. A.M. Hafil M.Phil., M.Sc., B.Sc. (Hons), C.Chem.	Senior Lecturer- Gr. I
Dr. (Mrs.) S.A. Senaevirathne Ph.D., M.Sc., Grade. I. Chem.	Senior Lecturer- Gr. II
Dr. N.B. Jayarathne Ph.D., M.Sc., Grade. I. Chem.	Senior Lecturer- Gr. II

## Department of Computing

Although the Department of Computing was established in 2018, the Information Technology (IT) Degree programme was introduced in 2007 in response to a request from the government to enhance the opportunities of IT education in Sri Lanka. The IT degree programme is at a stage of its evolution in which it has been able to secure high donor confidence through several industrial projects. It has also gained the recognition from the local IT industry with many partners willing to take part in student placement and collaborative research and job placement activities.

Students from all streams of the G.C.E. (A/L) except the Technology Stream are admitted to the IT Degree programme. Students are initially enrolled for a 3-year (6 semesters) Degree programme and those who excel in their first two years are enrolled for the 4-year (8 semester) Degree programme. Since students from all streams of the G.C.E. (A/L) are enrolled, the Faculty offers several foundation courses for those who do not have the necessary knowledge and skills to follow the core curriculum. The present Degree programme

is a fixed programme aiming to produce Software Engineers for industry. The Department caters courses in the subjects of computer and IT.

### Staff

The lecturer panel consists of eight permanent and two temporary staff members who are experts in the fields of Network security, Information security, Software engineering, Database security and management, E-Commerce, Machine learning, artificial intelligence, neural networks, Cloud computing, Multimedia and Web technology. However, some specialized requirements of the academic program are met through visiting staff from relevant industries and other universities. There are four academic support staff members and five nonacademic staff members including a staff management assistant, two technical officers and two lab attendants providing their services to the Department.

### Facilities

There are two laboratories including a computer laboratory and an IT laboratory in the Department of Computing for acquiring practical skills.

### Academic Staff Members

Name	Designation
Mr. N.S Weerakoon Ph.D. (Reading), M.Sc., B.Sc. (Hons)	Lecturer/Head
Dr. K. A. S. H. Kulathilake Ph.D., M.Phil., M.Sc., B.Sc. (Hons)	Senior Lecturer- Gr. II
Mrs. T. C. Irugalbandara Ph.D. (Reading), M.Phil., B.Sc. (Hons)	Senior Lecturer- Gr. II
Mrs. T. M. A. U. Gunathilake Ph.D. (Reading), M.Phil., B.Sc. (Hons)	Senior Lecturer- Gr. II
Mr. P.S.P Palliyaguruge Ph.D. (Reading), M.Sc., B.Sc. (Hons)	Lecturer
Mr. N. M. A.P. B. Nillwakke Ph.D. (Reading), M.Sc., B.Sc. (Hons)	Lecturer

Mrs. I. J. Hewarathne M.Sc. (Reading), M.S., B.Sc. (Hons)	Lecturer (Prob.)
Mrs. A.K.N. Aththanagoda M.Sc., B.Sc. (Hons)	Lecturer (Prob.)

## Department of Health Promotion

Health promotion is a relatively new discipline, which has begun to spread globally only recently. It deals with practical implementation of a set of core principles and approaches of demonstrated effectiveness in changing behavior to improve the wellbeing of individuals, communities or groups and society at large. Rajarata University currently stands as the sole institution in Sri Lanka, and indeed across all of South Asia, providing a Bachelor of Sciences in Health Promotion degree programme.

The Health Promotion (HP) study programme was initially commenced by the Department of Biological Sciences in 2005. The Department of Health Promotion (DHP) was established as a new Department of the FAS in 2018. The DHP has created its own mission that aligns with the vision and mission of the FAS. The mission of the DHP is to acquire, promote, develop and propagate sound knowledge of health promotion and its applications to improve quality of life and, in particular, to equip students with knowledge, skills and attitudes to reach a competency level as a professional health promoter, and to interact with different sectors and communities for accomplishing the fullest potentials of HP activities.

Students who follow biological sciences in their G.C.E. A/L are enrolled on the study programme. Although the first batch of students was selected from the students enrolled in the Department of Biological Sciences, a separate window for Health Promotion was created in 2006.

The DHP offers Bachelor of Science in Health Promotion and Bachelor of Science Honours in Health Promotion. It has produced graduates who serve in locally both state and private sectors and internationally in areas such as pre-

venting Non-Communicable Diseases, under nutrition, suicide, alcohol and tobacco as well as promoting Early Childhood Care and Development and overall wellbeing of people across the country. A separate window for special entry is created to absorb health care workers of Ministry of Health. The MoH has created a job cadre for the HP graduates, and they will be eligible to be attached to the Medical Officers of Health offices island wide in near future.

### **Staff**

At present, the DHP has seven permanent academic staff members, including a professor, four Senior Lecturers, and two Probationary Lecturers who are experts in the fields of medicine, psychology and public health, health research and statistics, community-based health interventions, behavioral nutrition, child wellbeing, gender-based violence, and reproductive health. In addition, seven academic support staff members and a nonacademic staff as a work aid render their services to the Department.

### **Students Support System**

The DHP has initiated a student support system to strengthen the existing mentoring procedure in the faculty. This is implemented as an internal student support system managed by the DHP. The curriculum of the Bachelor of Science in Health Promotion degree consists of a field practical component which includes a mandatory procedure of allocating students into small groups for field practical attachment. One group consists of 4 – 8 students on average and these groups are directly monitored by a demonstrator under the guidance of a field coordinator and supervised by a senior academic member. This structure is used to develop the student support system. The appointed academic advisor and the appointed student counselor of the Department will assist the system under the guidance of the Head of the Department. Students that require further assistance will be referred to the Senior Student Counselor.

The objective of this student support system is to operate a closer mentoring body using the existing student groups to create a milieu that recognizes issues related to academic or personal matter including financial needs of a student without a delay. The DHP identifies the potential human resource ca-

capacity within the department and provides training to the demonstrators on counseling and psychological wellbeing. The meeting of the student support system is held once a month chaired by the Head of the Department and for any potential problems remedial actions are discussed. Any special matter will be discussed at the Department meeting for further action.

### Academic Staff Members

Name	Designation
Dr. Lalith Senarathne Ph.D., M. Med. Sci., Grade I. Chem.	Senior Lecturer Gr. II/Head
Prof. G. G. N. Duminda Ph.D., M.Phil., MSSc, B.A.	Professor
Dr. Manoj Fernando M.Phil., M.B.B.S.	Senior Lecturer Gr. II
Mrs. H. Parween Reyah M.Phil., B.Sc. (Hons)	Senior Lecturer Gr. II
Mrs. K.G.P.H. Kandegedara M.Phil., B.Sc. (Hons)	Senior Lecturer Gr. II
Mr. C. P. Senevirathne M.Phil. (Reading), B.Sc. (Hons)	Lecturer (Prob.)
Mrs. D. R.N.K.K. Dissanayake MPH., B.Sc. (Hons)	Lecturer (Prob.)

### Department of Physical Sciences

The Department of Physical Sciences was established in 1996 and from the inception of the Department it offered courses in six subjects namely; Chemistry, Computer Science, Physics, Pure Mathematics, Applied Mathematics and Information Technology (IT). With the recent establishment of the two new Departments, the courses in Computer Science and IT are offered by the Department of Computing and the Department of Chemical Sciences offers courses in chemistry. Some of the undergraduates who follow Physical Sciences Degree programs follow Computer Science as a subject offered by the Department of Computing and chemistry from the Department of Chem-



ical Sciences. Hence, at present the Department offers only four main subjects Physics, Pure Mathematics, and Applied Mathematics with a new subject area, Statistics which was introduced recently.

### Staff

Currently, nine permanent lecturers and two temporary senior lecturers are serving the Department. In addition, four nonacademic staff including a management assistant, a technical officer, a lab attendant and a work aid serve the Department.

### Laboratory Facilities

There is a Physics laboratory in the Department of Physical Sciences for acquiring practical skills.

### Academic Staff Members

Name	Designation
Mr. M. A. M. Mohammed M.Sc., B.Sc. (Hons)	Lecturer/Head
Dr. U. Dahanayake Ph.D., B.Sc. (Hons), C.Phy.	Senior Lecturer- Gr. I
Dr. E. M. U. S. B. Ekanayake Ph.D., M.Phil., B.Sc. (Hons)	Senior Lecturer- Gr. I
Dr. (Ms.) H. O. Wijewardane Ph.D., B.Sc. (Hons), C.Phy.	Senior Lecturer- Gr. II
Dr. (Mrs.) P. K. Premachandra Ph.D., M.Sc., B.Sc. (Hons)	Senior Lecturer- Gr. II
Dr. W. A. Gunarathne Ph.D., M.Phil., B.Sc. (Hons)	Senior Lecturer- Gr. II
Mr. D. M. R. B. N. Dissanayake M.Sc., B.Sc. (Hons)	Senior Lecturer- Gr. II
Mr. M. K. D. D. Sandaruwan M.Phil., B.Sc. (Hons)	Senior Lecturer- Gr. II

Dr. C. A. Thotawattage Ph.D., M.Sc., B.Sc. (Hons)	Senior Lecturer- Gr. II
Mrs. S. Amali Samaranyake M.Phil., B.Sc.(Hons)	Senior Lecturer- Gr. II

## Centres, Unit and Other Facilities

### Library of Faculty of Applied Sciences

The Library of the Faculty of Applied Sciences is a member of the Sri Lanka Scientific and Technology Information Network (SLSTINET). The Library provides services to undergraduates and to the rest of the university community. Library Services offer students a strong collection of both print and on-line sources. Orientation / user education programmes for first year students are held during the first week after the new students enter the university. They are also taken on a library tour. Library Awareness Programmes are organized throughout the academic year. These sessions cover many different topics, such as effective and efficient searching in the Library Catalogue and databases, as well as information search skills for studies. The library has a computerized online catalog of all the available materials which is called Online Public Access Catalogue or OPAC. This catalogue can be accessed by several computer terminals within the library, or via the Internet. The OPAC is accessible via <http://opac.rjt.ac.lk>. At the Circulation Desk, user can find information on the library's resources, check out materials pick up and place Inter library Loan requests and ask for assistance. Lending collections are located on the first floor of the library. The first floor of the library houses the Schedule Reference Collection (SR). Print periodicals include both current and older bound journals and magazines. These items are available for library use only. Items in the library collection are arranged according to Dewey Decimal Classification (DDC) system. Users are allowed to use their own laptops within the library. Updated information about library services and facilities as well as various electronic resources are available at the library website (<http://www.rjt.ac.lk/>).

### **Learning Management System (LMS)**

LMS provides a platform for online learning. Lecturers could upload and manage online course materials, upload results and access uploaded materials by students. Students could register for the courses, view, and download study materials, face online assessments such as quizzes, get notifications and submit assignments online. Moreover, the university has subscribed to Lanka Education and Research Networks which provided video conferencing facility for distance learning. These facilities support to continue regular academic programmes, vastly used in online Degree programmes and particularly the whole academic programme depends on these in a situation like pandemic or any other situation where university cannot physically run.

Students' knowledge of language structure; improving reading, writing, listening, & speaking skills; developing science vocabulary; and helping the students to comprehend science discourse in the English medium. During the second semester of the 1st academic year, an ongoing course in English is conducted on a remedial basis at present. Steps are underway to replace this course with a two-credit optional course in Academic English.

In the second academic year, the DELT faculty cell offers a course in English for Professional Purposes. This course is offered as an Inter Disciplinary Course (IDC), and it bears the weight of 02 credits. The credit value of this course is used in computation of GPA depending on the study programme. The course is aimed at improving the language skills of the students to prepare them to work in an English using work environment, inside and outside the faculty. Assessment is done both summative and formative including the online mode.

### **Career Guidance Unit**

Career Guidance services of the Faculty of Applied Sciences mainly focus on counselling students to select the right career paths, coordinating the activities conducted by the University Career Guidance Unit (CGU), finding the industrial training placements, conducting job shadowing, coordinating career development course, and implementing career guidance programmes with the aim of facilitating life-long career development of students.

The faculty coordinator of the CGU is responsible for the activities conducted and these activities are in liaison with the CGU of the University.

### **External Degree Unit**

Bachelor of Science in Biological Sciences and Bachelor of Science in Physical Sciences External Degree programmes commenced in year 2010 after obtaining approval in 2009. Each Degree programme consists of three years of study and each year consists of two Levels altogether six Levels in the programme. The number of credits required per year is 30 and a student needs a total of 90 credits to complete the programme. The subjects for the programme are offered by three Departments of the Faculty of Applied Sciences viz. Department of Biological Sciences offers courses from the disciplines of Botany and Zoology, Department of Physical Sciences offers courses from the discipline of Physics, Mathematics and Statistics whereas the Department of Computing offers courses under Information Technology. The students have the option of selecting the three subjects. The students who follow Bachelor of Science in Biological Sciences External Degree programme should select Botany and Zoology with either Physics or Information Technology or Statistics whereas for Bachelor of Science in Physical Sciences External Degree programme, the students can select three subjects from Mathematics, Statistics, Physics and Information Technology. From its inception the programme was delivered in English medium through a blended mode viz. online delivery of course materials and discussion, and face-to-face practical sessions. In order to promote greater flexibility, two exit points have been structured namely Diploma level and Higher Diploma level after the successful completion of first year and first two years of the Degree programme respectively for enabling students to receive credentials at different points of their degree programme.

Both degree programmes are conducted by the Boards of Study (BoS) of Bachelor of Science in Biological Sciences and Bachelor of Science in Physical Sciences under the Center for Distance and Continuing Education (CDCE) which was established in order to bring all activities of the External Degree programmes and extension courses of the University. The university Senate

has delegated the authority to the BoS to maintain the academic standards and quality of Degree programmes. It consists of Chairman, Director CDCE, Academic Coordinator of External Degree programmes, subject coordinators and a Senate nominee who is a senior academic member.

### **Postgraduate Unit**

The postgraduate unit of the faculty has been offering two Postgraduate Degrees by research: Master of Philosophy (MPhil) and Doctor of Philosophy (PhD) since 2011. The third programme: Postgraduate Diploma in Child Protection (PGDip.) is a blended programme of a combination of taught courses, laboratory and field practical classes, group work based on social interactions, community-based research, and appropriate strategies.

The faculty allows great flexibility in admitting students to postgraduate study programmes based on their ability, interests, need and future goals if they possess minimum relevant admission requirements specified in Sri Lanka Qualification Framework (SLQF-2015) and FAQs on SLQF-2015. As such, these programmes not only provide opportunities to a large pool of diverse graduates seeking avenues to fulfil postgraduate requirements towards their future goals but also endow and strengthen postgraduates with knowledge, skills and educational qualifications they shall gain to serve the worlds expectations successfully.

### **Committees**

#### **Student Request Committee (SRC)**

The Student Request Committee of the FAS can be reached by students for assistance regarding academic matters. The Student Request Committee is comprised of the Senior Student Counsellor, Heads of the Departments and Academic Advisors of the Departments at FAS. Student's requests on solving academic matters related to the study programmes, examinations, attendance, deferments, extending deadlines etc. are addressed by the Student Request Committee. They are reviewed at the committee meetings chaired by the Sen-

ior Student Counsellor and convened by the assistant registrar of the faculty. The decisions are tabled at the faculty board for approval.

### **Academic Development and Planning Committee (ADPC)**

ADPC comprises of the Dean as the chairman, all the professors in the faculty, Heads of the Departments, Academic advisors of each Department, the coordinator of QA cell of the faculty and the Assistant Registrar of the faculty as the convener. All the curriculum revisions and academic programs are discussed in the ADPC and reported to the Faculty Board (FB) upon the recommendation of the ADPC and FB, those curricula are sent to the Curriculum Development Committee for its approval.

### **Faculty Quality Assurance Cell (FQAC)**

FQAC of the faculty maintains the quality of the staff and students in the faculty in line with the Quality Assurance Council (QAC) of the UGC and Centre for Quality Assurance (CQA) of the Rajarata University of Sri Lanka. It is Chaired by the Dean of the Faculty and consists of a Coordinator, and members of following committees; Evaluation of Quality of Academic Program Committee, Examination Matters Committee, Curriculum Development Committee, Student Progression Committee, Timetabling and Distribution of Academic Workload Committee, Student and Staff Welfare Committee, Environment, Landscaping and Building Committee, Publicity Committee, Institutional and International Relations Committee and Coordinating with Service Departments Committee. Each of these committees consists of academic member/ members, non-academic member/ members and students.

### **Higher Degree Committee (HDC)**

HDC is chaired by the Dean of the faculty , coordinator of the postgraduate unit, Head of the Departments and representative of the FAS to the University Research and Publication Committee, a representative of Senate, appointed by Senate and Assistant Registrar/Senior Assistant Registrar/Deputy Registrar of FAS (Secretary).

The HDC has overall responsibility for the quality management policies and procedures necessary to maintain academic standards and assure and enhance the learning opportunities provided to students for all the University's educational provision, taking account of national and international frameworks and developments and reporting to the Faculty Board when necessary.

### **Ethics Review Committee (ERC)**

The Ethics Review Committee (ERC) of the Faculty of Applied Sciences of Rajarata University of Sri Lanka was established to promote the adhering to ethical principles in research among academic staff and students, both undergraduate and postgraduate. It was established in 2016 to provide ethics review for research projects conducted by university staff and students and from community-based projects. The committee is a member of the Forum for Ethics Review Committees of Sri Lanka (FERCSL). Recently the ERC of the FAS expanded its scope to cover research involving animals and has formed a sub-committee on animal ethics.

## **Societies**

### **Student Union of the FAS**

Student Union of the FAS actively involved in ensuring smooth functioning of the faculty. A space for the student union is located in the stage I building where students have convenient access for their activities. Most of the committees in the FAS work closely with the student union and they have been given an opportunity to represent each committee of the faculty. Further, representatives of the student union are invited to faculty board in order to discuss the students' matters.

### **Student Societies**

Students are highly encouraged to actively join with student societies which will enormously help to enrich their sociological skills. Hence, several student

societies exist viz. Association of Young Biologists (AYB), Association of Rajasthan ICT (ARICT), Society of Chemistry (SoC), Health Promotion Society (HPS) and Industrial Mathematics Student Association (IMSA)

### **Welfare Society of the Faculty**

The academic and non-academic staff members of the faculty are the members of society. The society concentrates on the welfare of the staff members of the faculty; at the same time several annual events such as blood donation camps, shramadana etc. are organized by the society. It also provides loans and financial support for the deaths of close relatives of its members.

### **Students Services**

#### **Student Counselling**

The FAS has appointed a Senior Student Counselor to the faculty and Student Counselors to each Department. Effective student counselling, mentoring and academic advising are some of the key roles played by the academic staff at the Faculty of Applied Sciences.

The student counsellors of the faculty provide confidential and non-judgmental service to advise students to resolve their social, academic, personal, or emotional concerns. Even though the student counsellors of FAS are not providing professional counselling services as registered counsellors we have trained Advisers/Counsellors (both male and female) appointed to provide the students with appropriate services depending on their needs. They are available at the faculty during working days and can be contacted over the phone at any time, whenever their services are required.

#### **Mentoring**

All the students in the faculty have been assigned to groups headed by Mentors (academic staff members) who are responsible for guiding students in academic and other relevant activities. Mentoring can be considered as a trusting and helpful relationship between a lecturer and a student. Every student will be assigned to a mentor group at the commencement of their academic



life. Students can consider the academic mentor as their “guardian” throughout the years they spend at the university. Academic mentor is the key person to discuss any matter on an academic, social, or personal basis.

### **Academic Advisory Facility**

The academic advisors of the faculty help the students in the selection of appropriate subject combinations, courses and discuss about the progression of students and any other matters related to Degree programmes. Additionally, the Students’ Request Committee of FAS can be reached by the students for further assistance regarding academic matters.

### **Students Hostels**

All the students of the FAS are provided with hostel facilities for their first, third and fourth academic years. The administration of the hostels is well managed by the Assistant Registrar, Students Service. A non-academic staff member appointed as the sub-warden is responsible for the functioning of the hostel administration. Rules and regulations have been established to ensure the safety of the students. The sanitation and hygiene level maintained at the hostels is closely monitored by the Public Health Inspector (PHI) of RUSL.

### **Students Cafeteria Services**

Students are provided with adequate facilities to obtain their meals from the students’ canteen, milk bar as well as cafeterias installed within the students’ hostels. The faculty has appointed a committee to regulate and maintain the services provided by the canteens. The DHP has nominated a member to the above committee to ensure the quality of the food and beverages available in the canteens. PHI of the university regularly monitors the hygiene level of physical and human resources of the above cafeterias. Additionally, health care workers from the special entry of HP programme, assist in maintaining hygiene in the canteens as their group project in the first year of the Degree programme.

## **Financial Assistance**

The students are provided financial assistance through “Mahapola” and “Bursary” scholarship schemes while some of them require additional financial support in order to manage their day-to-day life during the undergraduate period. Therefore, the staff has initiated a scholarship scheme named, “Hand-in-Hand” approved and managed by the Faculty Board intending to support students who are in need. There are some other scholarships available such as “Kalyana Mithra Society” scholarship and RUSL Alumni scholarship for students in need. The procedure followed in this financial assistance programme ensures the confidentiality of the beneficiaries as well.

## **Degree Awarding Criteria**

### **Bachelor of Science in Applied Sciences**

To be eligible to receive the Bachelor of Science in Applied Sciences, a student should attain a minimum of 90 credits, with at least 26 credits per each academic year. If a student accumulates more than 90 credits, the courses corresponding to the best 90 credits will be considered. When the total number of credits does not equal to 90, the best 91-93 credits may be considered.

In addition, a student must

- i. obtain a minimum GPA of 2.00,
- ii. obtain C grades or higher in specified courses equivalent to a minimum of 69 credits with at least 22 credits per each academic year and at least a D grade in the remaining courses,
- iii. obtain at least a C grade for Foundation Courses (FDNs) and compulsory Interdisciplinary Courses (IDCs), and
- iv. complete the relevant requirements within a period of six academic years from the first registration.

### **Bachelor of Science Honours in Applied Sciences**

To be eligible to receive the Bachelor of Science Honours, a student should earn a minimum of 120 credits, with at least 26 credits per academic year and a minimum of 60 credits must be earned from Applied Sciences. If a student accumulates more than 120 credits, the courses corresponding to the best 120 credits will be considered. When the total number of credits does not equal 120, the best 121-123 credits may be considered.

In addition, a student must

- i. obtain a minimum GPA of 2.00,
- ii. obtain C grades or higher in specified courses equivalent to a minimum of 92 credits with at least 23 credits per each academic year and at least a D grade in the remaining courses,
- iii. obtain at least a C grade for FDNs and compulsory IDCs and complete the relevant requirements within a period of eight academic years.

### **Bachelor of Science Honours in Industrial Mathematics**

To be eligible to receive the Bachelor of Science Honours Degree, a student should earn a minimum of 120 credits, with at least 26 credits per academic year and a minimum of 72 credits must be earned from Mathematics and Industrial Mathematics. If a student accumulates more than 120 credits, the courses corresponding to the best 120 credits will be considered. When the total number of credits does not equal 120, the best 121-123 credits may be considered.

In addition, a student must

- i. obtain a minimum GPA of 2.00,
- ii. obtain C grade or higher in specified courses equivalent to a minimum of 92 credits with at least 23 credits per each academic year and at least a D grade in the remaining courses,
- iii. obtain at least a C grade for FDNs and compulsory IDCs, and
- iv. complete the relevant requirements within a period of eight academic years.

### **Bachelor of Science Honours in Applied Biology (Specialization area: Biodiversity Conservation)**

### **Bachelor of Science Honours in Applied Biology (Specialization area: Fisheries and Aquaculture Management)**

### **Bachelor of Science Honours in Applied Biology in Microbiology**

To be eligible to receive the Bachelor of Science Honours in Applied Biology / Microbiology, a student should earn a minimum of 120 credits, with at least 26 credits per each academic year and a minimum of 72 credits must be earned from Botany and Zoology, or Biology. If a student accumulates more than 120 credits, the courses corresponding to the best 120 credits will be considered. When the total number of credits does not equal 120, the best 121-123 credits may be considered.

In addition, a student must

- i. obtain a minimum GPA of 2.00,
- ii. obtain C grades or higher in specified courses equivalent to a minimum of 92 credits with at least 23 credits per each academic year and at least a D grade in the remaining courses,
- iii. obtain at least a C grade for FDNs and compulsory IDCs, and
- iv. complete the relevant requirements within a period of eight academic years.

### **Bachelor of Science Honours in Chemistry**

To be eligible to receive the Bachelor of Science Honours Degree, a student should earn a minimum of 120 credits, with at least 26 credits per academic year and a minimum of 72 credits must be earned from Chemistry. If a student accumulates more than 120 credits, the courses corresponding to the best 120 credits will be considered. When the total number of credits does not equal 120, the best 121- 123 credits may be considered.

In addition, a student must

- i. obtain a minimum GPA of 2.00,
- ii. obtain C grades or higher in specified courses equivalent to a mini-

- mum of 92 credits with at least 23 credits per each academic year and at least a D grade in the remaining courses,
- iii. obtain at least a C grade for FDNs and compulsory IDCs, and
  - iv. complete the relevant requirements within a period of eight academic years.

### **Bachelor of Science Honours in Biology and Physics**

To be eligible to receive the Bachelor of Science Honours Degree In Biology and Physics, a student should earn a minimum of 120 credits, with at least 26 credits per each academic year and a minimum of 45 credits per subject (total of 90 credits) from Biology and Physics. If a student accumulates more than 120 credits, the courses corresponding to the best 120 credits will be considered. When the total number of credits does not equal to 120, the best 121-123 credits may be considered.

In addition, a student must

- i. obtain a minimum GPA of 2.00,
- ii. obtain C grades or higher in specified courses equivalent to a minimum of 92 credits with at least 23 credits per each academic year and at least a D grade in the remaining courses,
- iii. obtain at least a C grade for FDNs and compulsory IDCs and complete the relevant requirements within a period of eight academic years.

### **Bachelor of Science Honours in Chemistry and Physics**

To be eligible to receive the Bachelor of Science Honours Degree in Chemistry and Physics, a student should earn a minimum of 120 credits, with at least 26 credits per each academic year and a minimum of 45 credits per subject (total of 90 credits) from Chemistry and Physics. If a student accumulates more than 120 credits, the courses corresponding to the best 120 credits will be considered. When the total number of credits does not equal to 120, the best 121-123 credits may be considered.

In addition, a student must

- i. obtain a minimum GPA of 2.00,

- ii. obtain C grades or higher in specified courses equivalent to a minimum of 92 credits with at least 23 credits per each academic year and at least a D grade in the remaining courses,
- iii. obtain at least a C grade for FDNs and compulsory IDCs, and
- iv. complete the relevant requirements within a period of eight academic years.

### **Bachelor of Science in Health Promotion**

To be eligible to receive the Bachelor of Science in Health Promotion, a student should earn a minimum of 90 credits, with at least 26 credits per each academic year. If a student accumulates more than 90 credits, the courses corresponding to best 90 credits will be considered. When the total number of credits does not equal 90, the best 91-93 credits may be considered.

In addition, a student must

- i. obtain a minimum GPA of 2.00,
- ii. obtain C grades or higher in specified courses equivalent to a minimum of 69 credits with at least 22 credits per each academic year and at least a D grade in the remaining courses,
- iii. obtain at least a C grade for FDNs and compulsory IDCs, and
- iv. complete the relevant requirements within a period of 6 academic years.

### **Bachelor of Science Honours in Health Promotion**

To be eligible to receive the Bachelor of Science Honours degree, a student should attain a minimum of 120 credits. If a student accumulates more than 120 credits, the courses corresponding to the best 120 credits will be considered. When the total number of credits does not equal 120, the best 121-123 credits may be considered.

In addition, a student must

- i. obtain a minimum GPA of 2.00,
- ii. obtain C grades or higher in specified courses equivalent to a minimum of 92 credits with at least 23 credits per each academic year and at least a D grade in the remaining courses,

- iii. obtain at least a C grade for FDNs and compulsory IDCs, and
- iv. complete the relevant requirements within a period of eight academic years.

### **Bachelor of Science in Information Technology**

To be eligible to receive the Bachelor of Science in Information Technology, a student should earn a minimum of 90 credits, with at least 26 credits per academic year. If a student accumulates more than 90 credits, the courses corresponding to best 90 credits will be considered. When the total number of credits does not equal 90, the best 91-93 credits may be considered.

In addition, a student must

- i. obtain a minimum GPA of 2.00,
- ii. obtain C grades or higher in specified courses equivalent to a minimum of 69 credits with at least 22 credits per each academic year and at least a D grade in the remaining courses,
- iii. obtain at least a C grade for the ICT 3411, FDNs and compulsory IDCs, and complete the relevant requirements within a period of 6 academic years.

### **Bachelor of Science Honours in Information Technology**

To be eligible to receive the Bachelor of Science Honours Degree, a student should earn a minimum of 120 credits. If a student accumulates more than 120 credits, the courses corresponding to the best 120 credits will be considered. When the total number of credits does not equal 120, the best 121-123 credits may be considered.

In addition, a student must

- i. obtain a minimum GPA of 2.00,
- ii. obtain C grades or higher in specified courses equivalent to a minimum of 92 credits with at least 23 credits per each academic year and at least a D grade in the remaining courses,
- iii. obtain at least a C grade for the ICT 4609, FDNs and compulsory IDCs, and complete the relevant requirements within a period of eight aca-

ademic years.

## **Award of Class for Three-year Degrees except Bachelor of Science in Information Technology**

### **First Class**

To be awarded a First Class a student must,

- i. obtain a minimum GPA of 3.70,
- ii. obtain at least a C grade for FDNs and compulsory IDCs, and
- iii. obtain C grades or higher in specified courses equivalent to at least 90 credits within three academic years.

### **Second Class (Upper Division)**

To be awarded a Second Class (Upper Division) a student must,

- i. obtain a minimum GPA of 3.30
- ii. obtain at least a C grade for FDNs and compulsory IDCs, and
- iii. obtain C grades or higher in specified courses equivalent to at least 85 credits and at least a D grade in the remaining courses within three academic years.

### **Second Class (Lower Division)**

To be awarded a Second Class (Lower Division) a student must,

obtain a minimum GPA of 3.00

obtain at least a C grade for FDNs and compulsory IDCs, and

obtain C grades or better in the specified courses equivalent to at least 80 credits and at least a D grade in remaining courses within four academic years.



## **Award of Class for Honours Degrees except Bachelor of Science in Information Technology)**

### **First Class**

To be awarded a First Class a student must,

- i. obtain a minimum GPA of 3.70,
- ii. obtain at least a C grade for FDNs and compulsory IDCs, and
- iii. obtain C grades or higher in specified courses equivalent to at least 120 credits within four academic years.

### **Second Class (Upper Division)**

To be awarded a Second Class (Upper Division) a student must,

obtain a minimum GPA of 3.30

obtain at least a C grade for FDNs and compulsory IDCs, and

obtain C grades or higher in specified courses equivalent to at least 112 credits and at least a D grade in the remaining courses within four academic years.

### **Second Class (Lower Division)**

- i. To be awarded a Second Class (Lower Division) a student must,
- ii. obtain a minimum GPA of 3.00
- iii. obtain at least a C grade for FDNs and compulsory IDCs, and
- iv. obtain C grades or better in the specified courses equivalent to at least 108 credits and at least a D grade in the remaining courses within five academic years.

## **Award of Class for Bachelor of Science in Information Technology**

### **First Class**

- i. To be awarded a First Class a student must,
- ii. obtain a minimum GPA of 3.70,

- iii. obtain at least a C grade for the ICT 3411 (Group Project),
- iv. obtain at least a C grade for FDNs and compulsory IDCs, and
- v. obtain C grades or higher in specified courses equivalent to at least 90 credits within three academic years.

### **Second Class (Upper Division)**

To be awarded a Second Class (Upper Division) a student must,

- i. obtain a minimum GPA of 3.30
- ii. obtain at least a C grade for the ICT 3411(Group Project),
- iii. obtain at least a C grade for FDNs and compulsory IDCs, and
- iv. obtain C grades or higher in specified courses equivalent to at least 85 credits and at least a D grade in the remaining courses within three academic years.

### **Second Class (Lower Division)**

To be awarded a Second Class (Lower Division) a student must,

- i. obtain a minimum GPA of 3.00
- ii. obtain at least a C grade for the ICT 3411(Group Project),
- iii. FDNs and compulsory IDCs, and
- iv. obtain C grades or better in the specified courses equivalent to at least 80 credits and at least a D grade in remaining courses within four academic years.

## **Award of Class for Bachelor of Science Honours in Information Technology**

### **First Class**

To be awarded a First Class a student must,

- i. obtain a minimum GPA of 3.70,
- ii. obtain at least a C grade for the ICT 4609 (Individual Research Project), FDNs and compulsory IDCs, and

- iii. obtain C grades or higher in specified courses equivalent to at least 120 credits within four academic years.

### **Second Class (Upper Division)**

To be awarded a Second Class (Upper Division) a student must,

- i. obtain a minimum GPA of 3.30,
- ii. obtain at least a C grade for the ICT 4609 (Individual Research Project), FDNs and compulsory IDCs, and
- iii. obtain C grades or higher in specified courses equivalent to at least 112 credits and at least a D grade in the remaining courses within four academic years.

### **Second Class (Lower Division)**

To be awarded a Second Class (Lower Division) a student must,

- i. obtain a minimum GPA of 3.00,
- ii. obtain at least a C grade for the ICT 4609 (Individual Research Project), FDNs and compulsory IDCs, and
- iii. obtain C grades or better in the specified courses equivalent to at least 108 credits and at least a D grade in the remaining courses within five academic years.

## **Criteria for Gold Medals**

Thirteen gold medals are awarded to the outstanding students at the Annual Convocation and all the gold medals comprise a medal and a certificate.



Dr. Chamila Mannapperuma Memorial Gold Medal for most outstanding student in Bachelor of Science Honours in Microbiology

The award shall be made to the student who;

- obtains the highest cumulative Grade Point Average at the end of the Bachelor of Science Honours Degree in Microbiology
- reaches the standard of either a First Class or Second Class upper division pass with a minimum GPA of 3.50, as determined by the Board of Examiners.
- obtains grades of C or better in the compulsory courses aggregating to 120 credits in the first attempt within four academic years.



Dr. Shirani Nathaneal Memorial Gold Medal for most outstanding student in Bachelor of Science Honours in Applied Biology (Specialization area: Fisheries & Aquaculture Management).

The award shall be made to the student who;

- obtains the highest cumulative Grade Point Average at the end of the Bachelor of Science Honours Degree in Applied Biology Degree programme; (Specialization area: Fisheries & Aquaculture Management)
- reaches the standard of either a First Class or Second Class upper division pass with a minimum GPA of 3.50, as determined by the Board of Examiners.
- obtains grades of C or better in the compulsory courses aggregating to 120 credits in the first attempt within four academic years.



Dr. Charles Santiyapillai Memorial Gold Medal for most outstanding student in Bachelor of Science Honours in Applied Biology (Specialization area: Biodiversity & Conservation)

The award shall be made to the student who;

- obtains the highest cumulative Grade Point Average at the end of the Bachelor of Science Honours Degree in Applied Biology Degree programme (Specialization area: Biodiversity & Conservation)
- reaches the standard of either a First Class or Second Class upper division pass with a minimum GPA of 3.50, as determined by the Board of Examiners.
- obtains grades of C or better in the compulsory courses aggregating to 120 credits in the first attempt within four academic years.



Department of Physical Sciences Gold Medal for Most Outstanding Student in Bachelor of Science Honours in Chemistry and Physics / or Bachelor of Science Honours in Applied Sciences.

The award/s shall be made to the student/s who

- obtains the highest cumulative Grade Point Average (GPA) at the end of the degree programs either Bachelor of Science Honours Degree in Chemistry and Physics or Bachelor of Science Honours in Applied Sciences with Physical Sciences subject combination.
- reaches the standard of either First Class or Second Class upper division pass with a GPA of 3.50 or above, as determined by the Board of Examiners.
- obtains grades of C or better in the specified courses aggregating to 120 credits.



Prof. Ajith Chandrasekara Herath Gold Medal for most outstanding student in Bachelor of Science Honours in Chemistry

The award shall be made to the student who;

- obtains the highest cumulative Grade Point Average at the end of the Bachelor of Science Honours Degree Programme in Chemistry.
- reaches the standard of either a First Class or Second Class upper division pass with minimum GPA of 3.50 as determined by the Board of Examiners.
- Obtains grades of C or better in the specified course units aggregating to 120 credits



Department of Physical Sciences Gold Medal for most outstanding student in Bachelor of Science Honours in Industrial Mathematics

The award shall be made to the student who;

- obtains the highest cumulative Grade Point Average at the end of the Bachelor of Science Honours Degree Programme in Industrial Mathematics.
- reaches the standard of either First Class or Second Class upper division pass with a GPA of 3.50 or above, as determined by the Board of Examiners.
- obtains grades of C or better in the specified courses aggregating to 120 credits.



Dr. Gamini Wickramasinghe Gold Medal for Most Outstanding Student in Physical Sciences.

The award/s shall be made to the student/s who,

- obtains the highest cumulative Grade Point Average (GPA) at the end of any of the degree programs with Physical Sciences subject combination.
- reaches the standard of either First Class or Second Class upper division pass with a GPA of 3.50 or above, as determined by the Board of Examiners.
- obtains grades of C or better in the specified courses aggregating to 90 credits in a three-year duration degree program or 120 credits in a four-year duration degree program.



Dr. Sena Yaddehige Gold Medal for the most outstanding student in Bachelor of Science Honours in Information Technology

The award/s shall be made to the student/s who,

- obtains the highest Cumulative Grade Point Average at the end of the Bachelor of Science Honours in Information Technology.
- reaches the standard of either First Class or Second Class Upper Division pass with a GPA of 3.50 or above, as determined by the Board of Examiners.
- obtains grades of C or better in the specified courses aggregating to 120 credits in the first attempt within four academic years.



Department of Health Promotion Gold Medal for the most outstanding student in Bachelor of Science Honours in Health Promotion.

The award shall be made to the student who

- obtains the highest cumulative GPA at the end of the Bachelor of Science Honours in Health Promotion
- reaches the standard of either First Class or Second Class Upper Division pass with a GPA of 3.50 or above, as determined by the Board of Examiners.
- obtains grades of C or better in the specified courses aggregating to 120 credits in the first attempt within 4 academic years.



Prof. Diyanath Samarasinghe Gold Medal for the most outstanding student in Bachelor of Science in Health Promotion

The award shall be made to the student who

- obtains the highest cumulative GPA at the end of the Bachelor of Science in Health Promotion
- reaches the standard of either First Class or Second Class Upper Division pass with a GPA of 3.50 or above, as determined by the Board of Examiners.
- obtains grades of C or better in the specified course units aggregating to 90 credits in the first attempt within 3 academic years.





Dr. Alam Yoosuff Gold Medal for the most outstanding student in field practical component of Bachelor of Science in Health Promotion

The award shall be made to the student who

- obtains the highest cumulative GPA in health promotion field practical component at the end of the Bachelor of Science in Health Promotion
- reaches the minimum standard GPA of 3.50 as determined by the Board of Examiners
- obtains grades of C or better in the specified course units aggregating to 90 credits in the first attempt within 3 academic years.



# Faculty of Management Studies

# Faculty of Management Studies

Dean	: Prof. P.M.B Jayathilake
Assistant Registrar	: Mr. W.B. Dissanayake
Phone	: +94 25 226 6810
Fax	: +94 25 226 6627
E-mail	: fms@rjt.ac.lk
Website	: <a href="http://www.rjt.ac.lk/mgt">http://www.rjt.ac.lk/mgt</a>

## Vision

To provide quality education in Management Studies and leadership with practical skills and to conduct research giving due consideration to the changing environment

## Values

- Student Success
- Excellence and Distinction
- Knowledge, Discovery, and Creativity
- Equity and diversity
- Integrity and Stewardship

## Goals

- Creating and improving quality and conducive teaching and learning environment
- Fostering high-quality research and development
- Improving resources and facilities of the faculty
- Strengthening external engagement and partnerships
- Widening the social responsibility and outreach
- Community Engagement and Outreach

## Background of the Faculty

The Faculty of Management Studies is one of the four founding faculties of the Rajarata University of Sri Lanka, which was instituted concurrently with the establishment of the University itself. When the Faculty first opened its doors in 1996, it only offered a two-year diploma program. Later in 1997, a curriculum revision was carried out, which resulted in the introduction of a three-year Degree Program with 96 credit values. Since then, the curricula have been revised multiple times, resulting in significant modifications to the Degree Programs offered by the faculty. In 2004, the four-year Special Degree Program with 105 credits was introduced. Another notable improvement was made to the Degree Programs in 2009, when the total credit values were increased to 120 in accordance with UGC guidelines. The curriculum revision conducted in 2014 incorporated certain changes to align the Degree programs to the Sri Lankan Qualification Framework by the Ministry of Higher Education. The most recent curriculum revision in 2019 upgraded the Degree Programs by revising the degree title, designator, qualifier and course units and contents according to the Sri Lankan Qualification Framework and industry requirements as per the stakeholders' views and opinions. The faculty received a "B" grade in the programme review conducted by the Quality Assurance Council of the University Grants Commission, Sri Lanka in 2019, which exhibits the quality of the teaching and learning process within the faculty.

During the last two and half decades, the faculty has experienced rapid development in physical resources and human resources. Until 2016, the faculty was located in a smaller building in Mihintale premises with limited physical resources. A new faculty building complex was constructed in 2015, spending over 150 million rupees, and relocated all the Departments of Study except the Department of Business Management to the new building complex. The Department of Business Management remains housed at the old faculty building. The new faculty building is equipped with numerous facilities, including theatre, auditorium, lecture halls, resources centers, etc.

The human resources of the faculty have also achieved a tremendous development during the last 26 years. At the beginning of the faculty, there were limited number of Professors or academics with Doctorates. At present, there are one Senior Professor, three Professors, 18 academic members with doctorates, 20 Senior Lecturers, 10 Lectures, and 14 Assistant Lecturers. Also, a total of 19 nonacademic staff is employed at the faculty.

The Dean is the academic and administrative Head of the faculty, while the Head of the Department oversees each department. Six Deans have served the faculty since its establishment in 1996. Prof. W.T. Weerakoon was the first Dean of the Faculty, serving from 1996 to 1998, and was succeeded by Dr. T.B. Andarawewa, Prof. Ranjith Fernando, Prof. K.H.R Wijewardane, Mr. P.D.N.K. Palihena, Prof. K.G.A. Udayakumara, Prof. W.P Wijewardana, and the present Dean is Prof. P.M.B. Jayathilake.

The decisions relating to all the academic matters such as teaching, assessment, and examination are taken at the Faculty Board and forwarded to the Senate for approval. The Faculty Board is chaired by the Dean as the academic and administrative Head of the faculty. In addition to the Dean, the Faculty Board comprises all the permanent Senior Professors, Professors, Senior Lecturers, and Lecturers. In addition, two Probationary Lecturers were elected from among such lectures, two instructors, two students' representatives, and two experts in the field of Management or related disciplines who are not staff members of the Faculty or the University attend to the Faculty Board. Also, the Senior Assistant Registrar attends the Faculty Board. All the Probationary lecturers also attend the Faculty Board on Invitation.

At present, the faculty consists of six Departments, namely, Accountancy and Finance, Business Management, Human Resources Management, Information Systems, Marketing Management, and Tourism & Hospitality Management. Each Department offers a Bachelor of Science Honors (B.Sc. Hons) Degree in the respective field of study. The B.Sc. Hons. Degree is eight semesters long and typically takes four years to complete. During the first three years or first six semesters, the students are expected to acquire theoretical knowledge

pertaining to the relevant discipline. In the first semester of the fourth year, students should engage in independent research and several course units to develop sufficient research skills. Further, the students should undergo industrial training in a suitable organization for not less than 650 hours to obtain sufficient practical knowledge of respective disciplines. Degree requirements for students in the Department of Hospitality and Tourism Management differ slightly from those of other degree programs in that students should complete a short internship in the third year in addition to the industrial training in the fourth year. At the end of the B.Sc. program of the Faculty, the graduates are expected to possess knowledge, skills, attitudes, and mindset that are required to perform well in the industry.

The faculty also conducts an External Degree program: The Bachelor of Business Administration (BBA) (General) External Degree programme. The External Degree programme was introduced in 2013 with the aim of providing opportunity for those who aspire to pursue higher education. This Degree specially caters to the higher education needs in the North Central Province, where there is a paucity of higher education opportunities. This Degree program also helps to generate knowledgeable and skillful labor force and provide opportunities for the youth in the country to develop their own potential for a better living with a higher dignity and respect. Around 800 students are enrolled in the program each year, and students are expected to complete 90 credits hours during the three years. Those who completed the 90 credits hours, and fulfilled the required minimum criteria become eligible for awarding BBA (General) External Degree.

The postgraduate program of the faculty was begun in 2001 with aim of creating opportunities for the middle and higher-level managers both in the private and public sector organizations. The program also aims to sharpen their managerial knowledge, skills, competencies, and attitudes and make them lifelong learners. The program includes two qualifications: the Postgraduate Diploma in Management (PGDM) and the Master of Business Administration (MBA). Candidates who successfully complete the first year of the program are eligible for the PGDM. They can, however, continue their studies to obtain an MBA

only if they have received the required minimum grades for all course units in the first year. At present, a curriculum revision is in progress, and a new Post-graduates' program, Executive MBA, is expected to be introduced in the next year. The faculty has recently started a Ph.D. program.

## **Academic Departments**

### **Department of Accountancy and Finance**

The Department of Accountancy and Finance was founded in 1996 in response to contemporary trends in the financial services sector and the field of business management, with the goal of producing experts in the field of Accountancy and Finance. Over the last 25 years, the curriculum of the Department has undergone several revisions to ensure that it meets the global standards.

The latest Curriculum revisions were carried out in 2019 to align the Degree program with the updated SLQF and stakeholder requirements. Hence, the Department of Accountancy and Finance revised the curriculum of B.Sc. (Accountancy and Finance) Special Degree to cope with current developments in the financial service sector with a view to producing specialized Accountancy and Finance graduates. As organizations become increasingly global, Accountancy and Finance graduates need to recognize the relationships among the various aspects of management practices. Therefore, the revised curriculum is designed to provide future leaders with the knowledge, skills, attitudes, practice, and insights they need to create value for their organizations and society. The new curriculum also will enhance graduates' potential to lead organizations in a diverse global context. In addition, the name of the Degree program has recently been changed to Bachelor of Science Honors in Accountancy & Finance. The Degree program mainly covers Accounting, Finance, Auditing, and Taxation as its core areas. Furthermore, under the existing curriculum, students have the opportunity to undertake a one-year industrial training program in an accounting firm or equivalent organization as a part of the Degree program to get industry exposure.

Currently, 20 permanent staff members, including two Professors, ten Senior Lecturers, Four Lecturers, and three Probationary Lecturers, are working under the leadership of the Head of the Department. Currently, there are about 550 students enrolled in the Degree program covering all academic years.

### **Committees and other services**

#### **Resource center & Lab Facilities**

The Department of Accountancy & Finance consists of a resource centre fully equipped with modern technological instruments such as smart screens, computers, photocopy, and scanning machines.

#### **Industrial Awareness Program**

The Department organizes webinars, workshops, and field visits for students to get the experience of the accounting and finance profession and its environment.

#### **Academic counselling and student counselling**

The Department provides a free, professional, and confidential counseling service for all its students. Counseling gives the opportunity to talk in confidence to someone who has no other role in life.

#### **ACFA – Accountancy & Finance Students’ Association**

The Accountancy & Finance Association is an association and initiation which dates back to the origin of the Department itself. However, In 2019, the association was formally established in order to add value to the Department. The Students’ Association conducts many events to enhance the wellbeing of society, namely the “Mathaka” program, social welfare activities, workshops, webinars, and so on.

#### **Signing the MOU’s with Industry & Professional bodies**

The Department has signed Memorandums of Understanding with industrial organizations in the field of Accountancy & Finance. As a result, students will



be able to obtain placement in order to fulfill industrial training requirements. Furthermore, the Department has signed MOUs with professional bodies offering professional courses related to accountancy and finance, such as Chartered Accountancy (CA), Certified Management Accountancy (CMA). Students then have the option of obtaining exemptions to complete such qualifications.

### **Professional Skill Development programs**

This program is designed to develop advanced skills, competencies, and capacities required to perform any tasks associated with the Accounting and Finance professions. Therefore, Professional Skill Development is the continuous process where students identify gaps in their skills and mindset to perform as excellent professionals in the respective specialized areas of the Degree.

### **Academic Staff Members**

<b>Name</b>	<b>Designation</b>
Dr. (Mrs) R.M.N.C. Swarnapali Ph.D., MBA, B.Sc.	Senior Lecturer Grade I/ Head
Prof. K.G.A. Udaya Kumara Ph.D., PGDM, M.Com., B.Sc.	Professor
Prof. W.P Wijewardana Ph.D., MBA, B.Com.	Professor
Dr. A.L.M. Jameel Ph.D., M.Com., B.Com., MAAT, AIPFM	Senior Lecturer Grade I
Dr. (Mrs) C.T. Gamage Ph.D., M.Sc., B.Sc.	Senior Lecturer Grade I
Mr. T.K.G. Sameera Ph.D. (Reading), MBA, B.Sc. ICA (Int.),	Senior Lecturer Grade I
Dr. (Mrs) J.S. Kumari Ph.D., MBA, B.Sc.	Senior Lecturer Grade I
Mr. P.D.N.K. Palihena M.Com., PGDM, B.Com.	Senior Lecturer Grade II

Dr. P.R. Weerathunga Ph.D., M.Sc., B.Sc., ICA (Final 1)	Senior Lecturer Grade II
Mrs. K.G.P. Senani M.Sc., B.Sc., ACA	Senior Lecturer Grade II
Mr. K.J.S. Madhushanka Ph.D. (Reading), M.Sc., B.Sc.	Senior Lecturer Grade II
Mrs. T.D.S.H. Dissanayake M.Sc., B.B (Mgt.), CGMA, CBA (ICASL)	Senior Lecturer Grade II
Mrs. H.M.D.N. Somathilake MBA, B.Sc., CAB II (ICASL)	Senior Lecturer Grade II
Mrs. D.D.K. Sugathadasa MBA, B.Sc., CAB II (ICASL)	Senior Lecturer Grade II
Mrs. H.H. Dedunu M.Sc., B.Sc., Dip in Mgt Acc. (CIMA)	Senior Lecturer Grade II
Mrs. G.M.H.P.K. Rathwatta MBA, B.Sc., ACMA, CGMA	Lecturer (Unconfirmed)
Mr. J.M.N. Wijekumara B.Sc., ACMA	Lecturer (Probationary)
Mr. V.G.N. Sameera B.Sc., ACCA (Finalist), ACA (Finalist)	Lecturer (Probationary)

## Department of Business Management

Being established in 1996 with the founding of the Faculty of Management Studies, the Department of Business Management produces high-quality and innovative graduates equipped with knowledge, skills, and attitudes in catering to the needs of the Sri Lankan and global business community.

The Department offers the Bachelor of Science in Business Management Degree in Business Management is a four-year program consisting of eight semesters covering 121 credits. This Degree program aims to equip students with the required knowledge, skills, and attitudes in order to produce high-quality, innovative graduates in the field of Business Management who are capable of

holding managerial positions in private and public sector organizations. Business Management Degree provides a comprehensive understanding of managing public and private organizations in any part of the world efficiently and effectively in a dynamic environment. It will develop conceptual and practical skills in the different disciplines of Management.

During the curriculum revision in 2019, the Department revised the degree title, designator, qualifier and course units and contents according to the Sri Lankan Qualification Framework and industry requirements as per the stakeholders' views and opinions, which highlighted certain specific aspects of knowledge, skills, attitudes and mindset that management graduates should possess to acquire viable opportunities of the job market. In addition, comments received at the programme review 2018 were also considered for revision. To align with the National Standards recently introduced by the University Grant Commission, the title of the Degree programme was changed from B.Sc. (Business Management) Special Degree to Bachelor of Science Honors in Business Management. The Bachelor of Science Honors in Business Management is also a four-year study programme consisting of eight semesters of teaching and learning. In the first year, students follow a set of compulsory courses focusing on the key elements of Management. From the second year onwards, students shall learn courses specifically related to core competencies in Business Management, including a research component. Students shall undergo industrial training for six months in the second semester of the fourth year to obtain exposure to the 'world of work' in a business establishment.

Currently, the Department consists of 11 staff members, including one Professor, Six Senior Lecturers, and Four Lecturers (Temporary) under the leadership Dr. WMRB Weerasooriya. More than 500 students are presently enrolled in the Degree program covering all academic years.

## Committees and other services

### **Annual Social Projects**

Projects are considered strategic tools for decision-making governmental and social organisms. They are the technical expression of solutions to general interest problems, and a means to change unfavorable or problematic situations into convenient aspects for the benefit of society. Engaging in social projects provides students with the opportunity to become active members of their community and has a lasting, positive impact on society at large. Social Projects enables students to acquire life skills and knowledge.

### **Academic Counseling and Student Counseling**

Coming to university is an exciting time but also a very challenging one. During the years ahead, there may be times when the students need some help and advice, and the Department offers an extensive range of support to ensure that, on both an academic and personal level, student experience as an undergraduate is successful and fulfilling. The Department provides a free, professional, and confidential counseling service for all its students. Counseling gives the opportunity to talk confidently to someone who has no other role in life (someone who is not a tutor, friend, or relation). It is the chance to talk to someone who will not judge, criticize, or be shocked by whatever has to say. Counselors will work flexibly with the student to develop a clearer understanding of the situation, help recognize feelings, and discuss and agree to strategies to help with the difficulties they are experiencing.

### **Resource Center facilities**

Department of Business Management consists of a resource center fully equipped with modern technological instruments such as smart screens, computers, photocopy and scanning machines.

### **Business Management Student Association (BMSA)**

Business Management Students Association is an association where it lies with the origin of the Department. And with 20 years' experience in 2019 the association has formally gathered to add value to the Department. The students

Association conducts many events to enhance the wellbeing of society namely Adheesha Program, Social welfare activities, Workshops & Webinars etc.

### **Professional Skill Development programs**

This program is designed to develop advanced competencies required to handle special tasks associated with the profession. Professional Skill Development is the continuous process where students identify gaps in their skills and mindset to perform as an excellent professional in the respective specialized area of the degree.

### **BMSA Annual Magazine**

The annual magazine of BMSA launched its first voyage in January 2022 with an aim of adding more value to the Department by enhancing the capabilities of the students.

### **Academic Staff Members**

<b>Name</b>	<b>Designation</b>
Dr. W.M.R.B. Weerasooriya Ph.D., M. Com, B.Sc. FMIPFM, MAAT, LICA	Senior Lecturer Grade I/ Head
Prof. P.M.B. Jayathilake Ph.D., M.Com., PGDM, B.Sc.	Professor
Mr. R.K.D. Randeni M.Com, B.A.	Senior Lecturer Grade I
Mr. W.M.P.G.R. Pushpakumara M.Com, B. Com	Senior Lecturer Grade I
Dr. J.K. Mallika Ph.D., M.Phil., MA, B.A.	Senior Lecturer Grade I
Dr. C.M.Y.S.S. Bandara Ph.D., MBA, B.Sc., LLB	Senior Lecturer Grade I
Dr. Y.M.W.G.P.K. Udurawana Ph.D., MBA, BBA, MSLIM, CBA	Senior Lecturer Grade II

## Department of Human Resources Management

The inception of the Department of Human Resource Management was remarked in 2018 as one of the newest Departments in the Faculty of Management Studies, the Rajarata University of Sri Lanka, which has enjoyed a long and proud history in the Sri Lankan university system since 1996. The journey we embarked on a well-structured plan was headed by Mr. W.W.A.N. Sujeewa, the pioneer, the former Head of the Department, and it is currently under the leadership of Mrs. K.A.K.S. Rathnakara. As a family, we take pride in creating the potential HRM leaders nationally and internationally and resilient characters who contend to “make things possible” in the volatile world of work. We produce esteemed graduates with a profound body of knowledge, skills, and competencies to cater to the requirements of the industry by offering the Bachelor of Science (Honors) in Human Resource Management as a four-year Degree that consists of eight semesters. A quadrennial curriculum revision is expected to follow to enhance the quality of this Degree program. In order to give graceful industry exposure, we have planned to send our third-year students for semester-wise internships while final-year undergraduates experience an internship of six months. All undergraduates are entitled to the Skills Development program, which helps them improve their competency profile. It consists of a series of guest lectures, workshops, seminars, and industry visits with the collaboration of the industry to impart knowledge and experience in terms of industry expectations, business practicality, disciplinary edge, attitude rigor, and optimism.

In 2020, we reached a milestone in our journey, which is the introduction of the Association of the Department of Human Resource Management Students – AHRMS. In 2022, AHRMS has planned to launch the English Club - Voice of HR - for HRM undergraduates to improve their English proficiency. Embodying “A Glimpse into the Future HR,” the motto of AHRMS, students organize a series of academic events, talent shows, and CSR projects for the community. Stepping to a new destination, We, the HRM family, has introduced a Diploma

in Counselling for internal HRM students and a Diploma in HRM (DipHRM) for external students in 2021 to enhance their profile in the job market. Further, the Department of HRM introduced an annual academic magazine - HR Glimmer - including articles written by undergraduates by addressing the trends and contemporary issues in HRM. This helps students contextualize their learnings in various avenues from both industry and academia with the integration of diverse perspectives in the corporate world and social realities. We are well occupied with resources, especially a committed pool of lecturers who denote excellent academic credentials. They equip a set of innovative teaching ways, including student-centered learning, knowledge-based lecture rooms, and skill-driven workshops to build good interactions with students.

### **Committees and other Services**

#### **AHRMS - Association of Human Resource Management Students**

Enables students to escalate their talents, capabilities, and leadership skills through mastering their unique and competent set of skills.

#### **Skills Development Programme (SDP)**

Students as undergraduates may be expected to possess certain skills in order to perform well in their future employment. Many of them are unaware of their own abilities and the significance of soft skills. The primary objective of the Skills Development program is to improve the abilities and expertise among students. Further, it enables to endow students with a competitive graduate profile, Promote collaboration and network with industry partners, professional bodies, and academic institutions, facilitating undergraduates to enhance their competencies, including communication skills and leadership.

#### **The VOICE of HR - English Club**

To develop proficiency skills among undergraduates that need to succeed in their personal as well as professional lives. Imperative for Undergraduates to gain a competitive edge to achieve long-term growth and success in their career by acquiring exceptional behavioral skills.

### **Signing the MOU's with Industry & Professional bodies**

The Department is in the process of signing a MoU between the Rajarata University of Sri Lanaka and hSenid Business Solutions (Pvt) Ltd. with the objective of allowing the HRM undergraduates to learn ERP systems and analytical skills in HR metrics as a part of curriculum.

Further, partnering with CIPM Sri Lanka being in the journey of “Developing Innovative Practices for Unleashing Human Potential” with the objective of allowing the HRM undergraduates to successful completion of their professional qualification, and able to progress to further learning capabilities within the suite of Qualifications in Professional setup.

### **Academic Staff Members**

<b>Name</b>	<b>Designation</b>
Mrs. K.A.K.S. Rathnakara M.Sc., B.Sc., in HRM, Dip. in Counselling	Senior Lecturer Grade II/Head
Mr. W.W.A.N. Sujeewa Ph.D. (Reading), M.Com., PGDM, B.Com., LICA, CTHE	Senior Lecturer Grade I
Dr.U.W.M.R.Sampath Kappagoda Ph.D., M.Com., B.Sc.	Senior Lecturer Grade I

### **Department of Information Systems**

Department of Information Systems was established by restructuring the Business Information Technology (BIT) Unit in 2020 to administrate the Bachelor of Science Honors in Information Systems Degree Program. The Information Systems Degree Program was introduced by renaming the existing B.Sc. (Business Information Technology) Special Degree program in 2020 by considering the human resource requirements of the fast-growing IT industry. In 2015, the faculty decided to develop its curriculum according to IEEE and ACM guidelines to meet the international accreditation. As a result of the above struc-



tural changes, the Degree program and the BIT Unit have been renamed as BSc Honors in Information Systems and Department of Information Systems, respectively. The Department of Information Systems possesses a dedicated, experienced, capable staff who are skillful in different disciplines to produce highly capable, technology-enabled Information Technology (IT) graduates to meet the current and future requirements of the IT sector. There is a potential demand from the industry for IT professionals, and job opportunities are growing continuously. The Department of Information Systems is ready to support students to acquire the required knowledge, skills, and expertise required for the industry demand. The duration of the current Degree program is four years and offers 125 total credits to its' students.

B.Sc. (Hons.) Information Systems Degree is a unique combination of management and information technology (IT). It covers the core subjects of IT, management, accountancy, economics, and other soft and hard skills required for modern managers. Contemporary business enterprises consist of information that is handled using networked computers, the web, and large-scale databases. Creative use of information systems can transform organizations and successful enterprises that require hybrid managers and analysts who can evaluate, use the necessary tools, assess the involved risks, provide key insights, and give sound direction for strategic business planning. This degree program is designed to produce high-quality intellectuals with the technical and managerial understanding to develop and manage such information systems.

## **Committees and Other Services**

### **Business Information Technology Students' Association (BITSA) - students' committee**

BITSA is an association formed by the students of the Department of Information Systems. Various different types of students' activities such as national level of Coding & Photoshop competition, university level gaming & presentation events are arranged under the association. The administration of the association is done by the office bearers & academic staff of the Department.

### **Language Skills Development Committee (LSD)**

This committee was established with the aim of improving the English language skills of the Departments' students. The committee members represent both Department of Information Systems & the Department of English language Teaching.

### **Industrial Training and IT-Based Development Cell**

The cell was established with the aim of enhancing the professional skills and improving the IT based development knowledge of the Department's students. Five academic staff members of the Department were appointed to the committee.

### **IT-Based Development Project Committee**

Five academic staff members of the Department were appointed to this committee with the aim of increasing the quality of IT Based Development final year project.

### **New Computer Laboratory Complex Committee**

This committee was appointed to propose a new building with computer laboratories and lecture halls with the aim of enhancing the infrastructure facilities of the Department while encouraging the student centric education. The committee consist of six academic members of the department.

### **Hardware Laboratory**

A computer hardware laboratory was established under the main computer laboratory of the Department in order to enhance the computer hardware knowledge of the students while providing computer maintenance services for the academic staff and students of the faculty.

### **IT Technical Support**

The Department of Information Systems together with academic and technical staff provides technological advices and services to the Faculty of Management Studies in its endives.

### Lab facility to the faculty

Current IT labs of the Department contain 75 personal computers and 35 of them are with internet connection. Those labs are available for the members and students of the faculty whenever it is required to facilitate advanced and continuous education of the faculty.

### Academic Staff Members

Name	Designation
Mr.H.K.G.M.N. Karunarathne M.Sc., MBA, B.Sc.	Senior Lecturer Grade II/Head
Mr.P.G. Munasinghe M.Sc., P.G. Dip. in Com. Tech., B.Sc.	Senior Lecturer Grade I
Dr. H.M.B.P. Ranaweera PhD, MBA, BSc	Senior Lecturer Grade I
Ms.D.M.J.Wickramasinghe MISM, B.Sc.	Senior Lecturer Grade II
Mr.V.K.N. Gamini M.Sc., PG Dip. Com. Tech., B.Sc.	Lecturer
Mr.R.M.G.H.N.Rathnayake Ph.D. (Reading), M.Sc., B.Sc.	Lecturer(Prob.)
Mr. T.U.S. Senarath M.Sc., B.Sc., Dip in Com. Tech.	Lecturer(Prob.)
Mr. G.P. Subasinghe MBA, B.Sc.	Instructor in Computer Technology

### Department of Marketing Management

The Department of Marketing Management was established in 2018 by the Extraordinary Gazette Notice No 2079/13, which was published on July 9, 2018. The Department offers a Bachelor of Science Honors in Marketing Management Degree. The Department has 211 undergraduate students and a group of highly qualified academics. Undergraduates in the Department benefit from

a supportive learning environment in which they grow intellectually, socially, and personally.

The newly founded Department designed its first curriculum in 2015, which was implemented in 2018 under the guidance of the Department's Founder Head, Mrs. M.G.S. Pathmini. However, because of the changing nature of the marketing discipline, the necessity for current curriculum revisions has become quite apparent. Based on the views and opinions of stakeholders, the Department concentrated on upgrading the graduate profile, course units, and contents. In line with the Sri Lankan Qualification Framework and industry needs, management graduates' knowledge, skills, attitudes, and mentality must be enhanced to get relevant job market prospects. The emphasis is on equipping students with comprehensive and knowledge-based working abilities in all aspects of management through a six-month industrial training program and a one-month industry experience course module. With Marketing Management as a discipline constantly evolving and organizations in need of professionals with cutting-edge futuristic qualifications, the Department recognized the need to position itself as a dynamic, innovative, and market-oriented academic body and has taken on the responsibility of producing graduates who can meet these challenges.

The Department is devoted to student accomplishment, active and life-long learning, knowledge growth, effective student service, and character development to produce confident marketing graduates. Today, the Department of Marketing Management is committed to marketing research and teaching quality and success via strong industry collaborations.

Currently, the Department has expanded its teaching and research capacity by utilizing modern technology and instructional approaches, providing students with a value-added opportunity. This was finished in 2021 as part of the overall curriculum revision. As a result, Marketing undergraduates are offered a soft skills development program, a Personality skills development program, and a professional skills development program to assist them in developing their multi-skills to produce "Techno Marketing Intrepreneurs." The latter are com-

petent, capable, and confident in overcoming business challenges.

In addition, the Department of Marketing Management contributes to BBA and MBA programs by delivering Marketing Management course modules, intending to expand its services to External Degree and postgraduate students. In addition, the Department facilitates rural marketing subjects for external candidates pursuing a Post Graduate Diploma in Rural Development. Furthermore, the Department coordinates the marketing and supply chain track of the International Research Symposium on Management (IRSM), the Faculty of Management Studies' Annual Research Symposium.

## **Committees and Other Services**

### **English Incubator**

The English incubator is a platform designed to help students improve their capacity to communicate effectively in English. Initially, it was only open to the 2020 batch of the Department of Marketing, but later on, the 2019 and 2018 batches also expressed an interest in participating. The sessions take place once a week using various learning techniques.

### **Capacity Building Programs**

This program was developed to enhance students' capacities. Through this program, the Department of Marketing Management is expected to develop students' soft skills, leadership, personality, and other professional skills required by the industry. The program was conducted under three levels, namely Soft Skills Development, Personality Skills Development, Professional Skills Development, by getting the participation of all students in the Department.

### **Centre for Marketing Research**

A nation's overall capacity depends considerably on its research. The Centre for Marketing Research of the Department of Marketing Management promotes and facilitates the development of new research initiatives of Department staff members to have a flourishing teaching competence. It nurtures the profile and the reputation of the department. Moreover, the centre will facil-

itate students to conduct research by providing knowledge and publications opportunities and collaborating with industry stakeholders.

### **Virtual Resource Centre**

Virtual resource center of the Department of Marketing Management will provide on-demand learning materials to uplift undergraduates' knowledge, and it promotes virtual learning by offering various resources and services.

### **Industry Exposure programme**

The Industry Exposure program of the Department of Marketing Management was established to coordinate the practical training process of the third-year students in the Department. This practical training enables students to gain practical experience in the industrial and commercial fields, and the Department attempts to place them with various business organizations in the middle stage of their university journey.

### **Community and Supportive Environmental Service**

The students Association of the Department of Marketing Management conducts many events to enhance the wellbeing of society, namely Green Land Challenge, Photography Competition, Music M+, Thunmanhandiya musical program, etc.

### **Industry Collaboration**

Department of Marketing Management maintains a strong partnership with the industry by holding a Memorandum of Understanding (MOU), and by conducting discussions with executives.

### **Academic Staff Members**

<b>Name</b>	<b>Designation</b>
Dr. J.D.T. Madhushanka DBA, MBA, B.Sc.	Senior Lecturer Grade II/Head
Ms. N.H.K. Cooray M.Sc., BBM	Senior Lecturer Grade II

## **Department of Tourism and Hospitality Management**

A two-year Hospitality Management Diploma Program was offered by the Affiliated University Colleges (AUC) in the early nineties. With the elevation of the AUC to the University level, the Diploma Program was converted to the level of a three-year Special Degree Program, namely B.Sc. (Hospitality Management) under the Department of Hospitality Management, which was also established along with the Faculty of Management Studies in 1996. This was the first time in Sri Lanka a degree in the field of Hospitality Management was introduced. However, in 2004, in line with the faculty decision, the Department of Hospitality Management was renamed as the Department of Tourism and Hospitality Management, and the Degree was renamed as B.Sc. (Tourism and Hospitality Management) Special Degree, with the aim of improving knowledge, skills and inculcating positive attitudes, values, and strategic perspectives essential to take leadership roles in the Tourism and Hospitality Industry. Thereafter, the curriculum of the Degree program was revised again in 2009 in accordance with UGC guidelines. The introduction of three one-month ongoing internship programs in the curriculum was one of the significant improvements during this revision. The internship program was designed to develop the undergraduates' skills, competencies, and right attitudes, which are essential to work at the managerial capacity in the industry. The students are directed to star-class hotels and travel-related companies to give them a practical exposure to the industry during the study period. With the goal of increasing graduate employability and student autonomy, the Department created two specialized areas: tourism specialization and hospitality specialization, and students have been able to choose their degree program using an open window method since 2012.

The curriculum revision 2015 was mainly based on SLQF 2015 guidelines and directions in which a new structure was used to allocate the notional hours

to each course unit. Moreover, the incorporation of timely significant courses also was done in this revision by giving a certain level of importance to event management as a new trend in the tourism and hospitality sector.

Moreover, the Latest Curriculum revisions were carried out in 2019 to align the Degree program with the updated SLQF Level 6 version and stakeholder requirements. Hence, the Department of Tourism and Hospitality Management revised the B.Sc. (Tourism and Hospitality Management) Special Degree to cope with current developments in the tourism and hospitality industry field to produce specialized tourism and hospitality graduates. As organizations become increasingly global, Tourism and Hospitality graduates need to recognize the relationships among the various aspects of best practices. Therefore, the revised curriculum is designed to produce a scholar distinguished by their professionalism, adaptability, resilience, leadership skills rich with critical thinking, problem-solving and decision making, and ability to collaborate and communicate effectively. In addition to that, the name of the previous degree program has been changed to Bachelor of Science Honours in Tourism and Hospitality Management Degree with improved curriculum in several aspects such as aligning with the latest SLQF guidelines and requirements, incorporating timely needed course units with the requirements of the industry, to abide with the faculty policy of revising the curriculum once in five years, to abide with the recommendations of Quality Assurance Council (QAC) of University Grant Commission (UGC), etc.

The Department currently has 13 academic staff members, including one senior Professor, seven senior lecturers, two probationary lecturers, and three temporary staff members. Over 200 students are now enrolled in the degree program, which spans over all academic years. They are participating in extracurricular activities to improve their skills and abilities by working with TAHOMA (Tourism and Hospitality Management Students Association), which was established in 2015. Each year, the Department produces around 60 graduates who are qualified in various disciplines related to the Tourism and Hospitality Industry.



## **Committees and Other Services**

### **Foreign Languages in Study Programme**

Department offers three competitive foreign languages (German, French, Mandarin) and its mandatory for the undergraduates to select one foreign language that will be taught throughout the study programme.

### **Internship Facility**

The Department provides a one-month compulsory in-plant training component in the relevant industry and it is scheduled in third year first semester and third year second semester of the degree program. Students are directed to the training in recognized organizations accepted by the Department and the Faculty.

### **Industrial Training**

The department provides a six-month compulsory in-plant training component in the relevant industry and it is scheduled at the fourth year second semester. Students are directed to the training in recognized organizations accepted by the Department and the Faculty.

### **Model Kitchen**

THM Department contains a model training kitchen fully equipped with modern kitchen appliances. This training facility is used to conduct cookery demonstrations in the Degree program, ensuring undergraduates have the greatest possible working environment in which to develop their culinary skills required for industry-standard professions.

### **Model Restaurant**

The model restaurant of the THM department is utilized with state-of-the-art facilities to conduct food and beverage practical sessions in the Degree program for the undergraduates providing knowledge, skills and competencies required for effective management of food and beverage service operations in a standard hotel.

### **Mock Hotel Rooms Management**

Three rooms from the university circuit bungalow were upgraded as model hotel rooms including modern in-room facilities and equipment for conducting Housekeeping practical sessions.

### **Department Resource Centre**

Resource centre equipped with 25 computers installed industry and academic related model software, audio visual facilities, smart screens with multimedia and projectors, which also used as a language lab to conduct practical sessions.

### **Academic Counseling Facility**

The Department provides a free, professional, and confidential counseling service for all its students. Counseling gives the opportunity to talk in confidence to someone who has no other role in life.

### **TOHOMA Association - Tourism and Hospitality Management Students Association**

TOHOMA Association (Tourism and Hospitality Management Association) is the official students association of the Department of Tourism and Hospitality Management. The association was formally initiated at the university in 2015, with the intention of strengthening the relationship among the members of the association in enriching knowledge, sharpening the skills, and inculcating positive attitude required by the tourism and hospitality industry and fostering academic, cultural, artistic, entertainment and sports in the department. Association aims to arrange events, contests, and outdoor activities in order to instill in members a sense of responsibility on cultural, historical, natural, and ecological protection and promotion among the society.

### **Professional Skill Development programs**

This program is designed to develop advanced skills, competencies, and capacities that are required to perform any tasks associated with the Tourism and Hospitality Management professions. Therefore, Professional Skill Development is the continuous process where students identify gaps in their skills

and mindset to perform as excellent professionals in the respective specialized areas of the Degree.

### **Signing the MOU's with Industry & Professional Bodies**

The Department has signed Memorandums of Understanding with industrial organizations that are in the field of Tourism and Hospitality. As a result of that, students will be able to obtain placement in order to fulfill industrial training requirement. Currently the Department has signed a MoU with Boost Hotels Software Solutions successfully and installed a Property Management System to the computers in the Department Resource Centre with the purpose of enriching the undergraduates' practical knowledge on the PMS applications and usage in tourism and hospitality industry and enhancing and strengthening the university - industry interactions and collaborations.

### **Academic Staff Members**

<b>Name</b>	<b>Designation</b>
Mr. KTLUS Dayangana M.Sc., B.Sc.	Senior Lecturer - Grade II/ Head
Snr. Prof. K.H.R. Wijayawardane M.Phil, MBA, M.Sc., B.Sc.	Senior Professor
Dr.W.H.M.S. Samarathunga Ph.D., MTEHM, B.Sc.	Professor
Dr. D.M.C. Dassanayake PhD, MBA, BSc	Senior Lecturer - Grade I
Mrs. S.N.S. Dahanayake Ph.D. (Reading), MTA, B.Sc.	Senior Lecturer – Grade I
Mrs. K.T.N.P. Abeywickrama MBA, PGDTEHM, PGDC, B.Sc.	Senior Lecturer- Grade II
Ms. D.M.M.I. Dissanayake Ph.D. (Reading), M.Sc., B.Sc.,	Senior Lecturer - Grade II
Mrs. E.W. Biyiri MTEHM, B.A.	Senior Lecturer - Grade II

Mr. D.P.P. Sanjeewa MBA, Dip. in Culinary Arts, B.Sc.	Lecturer (Probationary)
Mr. J.A.M.P. Jayasinghe MBA, B.Sc.	Lecturer (Probationary)

## **Other Facilities at the Faculty**

### **Faculty Media Unit**

The Management Faculty Media Unit (Coordinator: Dr. J.D.T. Madhushanka) was founded in 2022 to assist the faculty's undergraduate curriculum by producing audio video materials to enhance regular teaching and learning activities. This unit creates video films on a variety of themes to aid in the learning activities of management students. The unit intends to assist all faculty members in creating AV materials for their teaching activities. Furthermore, it contributes to the enhancement of research capacities by assisting academic staff with research papers and orations. Aside from providing instructional materials for undergraduate studies, the unit intends to provide educational content for the general public of broadcast quality, as well as cover university social activities.

### **Faculty Quality Assurance Cell (FQAC)**

In recognition of the importance of quality enhancement of the Universities in a formal, transparent and accountable manner, and responding to the global and local trends in quality assurance, the faculty established its Internal Quality Assurance Cell (Coordinator: Dr. CMYSS Bandara). After being operational for nearly a decade, gaining the acceptance among the University community and experience in quality assurance the FQAC is now governed by by-law approved by the Senate of the University at its 201st meeting held on February 2017. The Objectives of the FQAC are to setup an internal quality assurance mechanism and to continuously improve the quality of all academic programs, research and services. All quality related aspects of academic programmes, research and services of the University come under the wings of FQAC.

## **Business Incubator**

The Business Incubator of the Faculty of Management Studies (Coordinator: Dr. HMBP Ranaweera) is established to enhance the innovative business ideas of the academic staff and the students of the faculty. Objective of the business incubator is to give support for the staff & students to generate innovative business ideas and succeed. When someone brings an innovative business idea to the business incubator, committee members will evaluate that idea by using the recommended criteria and refer it to the University Business Linkage Cell. It helps to get an opportunity to meet the industry experts and get the support to develop their business idea & commercialize it. This Business Incubator has already opened many such successful business opportunities.

## **Other Committees and services**

- Academic Counseling Program
- Faculty Research Publication Committee
- Faculty Curriculum Development Committee
- Faculty Land and Building Management Committee
- Web Administration
- IT Committee
- LMS committee
- Editorial Board of the Faculty Journal – “Journal of Management Matters”

## **Degree Awarding Criteria**

### **Requirement for Graduation**

- To graduate with a bachelor’s degree from the FMS, a student shall:
- earn a minimum GPA of not less than 2.00 for each semester, a minimum overall GPA of 2.00 for the entire degree program
- not have any E grades
- not have more than one either D, D+ or C- grade per semester and the total number of D, D+, and C- grades should not exceed 06 for the entire degree program
- fulfill all the requirements from (a) to (c) above within a maximum period of eight academic years.

## **Award of Classes**

### **First Class**

- A student shall be awarded a first-class if he/she has
- earned a minimum GPA of not less than 3.70 in the entire degree program
- earned grades of A- or better in at least half the total number of credits assigned for the degree program
- earned no grades below C for any course in the degree program
- Completed these requirements at the first attempt

### **Second Class (Upper Division)**

- A student shall be awarded a second class (Upper Division) if he/she has
- earned a minimum GPA of not less than 3.30 in the entire degree program
- earned grades of B+ or better in at least half the total number of credits assigned for the degree program
- earned no grades below C and one of the C grades could be after upgrading a D, D+ or C-.
- earned no E grades at the first attempt
- completed these requirements within four academic years

### **Second Class (Lower Division)**

- A student shall be awarded a second class (Lower Division) if he/she has
- earned a minimum GPA of not less than 3.00 in the entire degree program
- earned grades of B or better in at least half the total number of credits assigned for the degree program

- earned no grades below C in the degree program other than one course unit
- earned no E grades at the first attempt
- completed these requirements within four academic years

## General Conditions

- A student, who has earned grades “C-”, “D+”, “D” and “E” for a particular course, is required to re-sit the examination in order to upgrade the result and the highest grade offered for a re-sit course is grade “C”. In the event of a student earning a lower grade at the repeat attempt, the previous grade will be considered as the latest result. Candidates are advised to upgrade any grade earned below “C” at the immediate next attempt in order to maintain the required GPA.

## Criteria for Gold Medals



BOC Gold Medal and Gold Coin for the Overall Best Performance in the Faculty of Management Studies

- This Gold medal shall be awarded for the candidate who obtains the highest marks from the stipulated criteria



Prof. Geoffrey C. Lloyed Gold Medal for Best Academic Performance in the Faculty of Management Studies

- A candidate who possess the highest GPA and First Class or Second Upper Division in B.Sc. Accountancy and Finance Sp. Degree/ B.Sc. Business Management Sp. Degree /B.Sc. Business Information Technology/ B.Sc. Information Systems Sp. Degree / B.Sc. Tourism and Hospitality Management Sp. Degree/ B.Sc. (Hons.) in Human Resource Management Degree/ B.Sc. (Hons.) in Marketing Management Degree and who completes the degree in four academic years is eligible for this medal.



Mr. ENA Wirasinghe Gold Medal for the Best Performance in B.Sc. Accountancy and Finance Sp. Degree

- A candidate who possess an Honor/ Special degree with a highest GPA and First Class or Second Upper Division in his/her degree program and who completes the degree in four academic years is eligible for this medal.



Mrs. BW Wirasinghe Gold Medal for the Best Performance in B.Sc. Business Management Sp. Degree

- A candidate who possess an Honor/ Special degree with a highest GPA and First Class or Second Upper Division in his/her respective degree program and who completes the degree in four academic years is eligible for this medal.



Dr. Lokupitiyage Leslie Gunaratne Gold Medal for the Best Performance in B.Sc. Business Information Technology/ Information Systems Sp. Degree

- A candidate who possess an Honor/ Special degree with a highest GPA and First Class or Second Upper Division in his/her respective degree program and who completes the degree in four academic years is eligible for this medal.



Prof. Geoffrey C. Lloyed Gold Medal for the Best Performance in B.Sc. Tourism and Hospitality Management Sp. Degree

- A candidate who possess an Honor/ Special degree with a highest GPA and First Class or Second Upper Division in his/her respective degree program and who completes the degree in four academic years is eligible for this medal.





# Faculty of Medicine and Allied Sciences

# Faculty of Medicine and Allied Sciences

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## Vision

To be the premier institution in Sri Lanka in the training of health professionals

## Mission

The Faculty of Medicine and Allied Sciences is committed to the training of health professionals with value of highest ethical conduct, professionalism, social accountability, and mutual respect in an environment of excellence. This would involve holistic undergraduate or postgraduate education in local and global promotive, preventive, curative, rehabilitative, and palliative health care and research with local, national, and global perspectives, ensuring the graduate capabilities in proceeding through any avenue in medicine further with a desire for continuing education while recognizing responsibilities for betterment of the health of people at all levels in Sri Lanka.

## Background of the Faculty

The Faculty of Medicine and Allied Sciences (FMAS), Rajarata University of Sri Lanka (RUSL) was established in July 2006, under section 21 of the Uni-

versity Act No.16 of 1978. The first batch of medical undergraduates in FMAS included 171 students from 22 districts and was registered on 11th September 2006. Since then, eighteen batches have been admitted to the faculty. At present, FMAS enrolls around 210 undergraduates per batch for the MBBS degree programme. Twelve batches of students have graduated to date and are serving the country as medical doctors. Of these graduates, around 150 are enrolled in postgraduate programmes by 2023. The faculty received a B grade in January 2020 in the programme review conducted by the Quality Assurance Council of the University Grants Commission, Sri Lanka. Also, it is a Sri Lanka Medical Council-accredited medical faculty. Considering its short history compared to other faculties of medicine in Sri Lanka which have a long year of service, the above achievement of the faculty is creditable.

The faculty is situated at a unique geographical location, in Anuradhapura which is the largest district in Sri Lanka. Anuradhapura has a rich history of more than 2500 years and was the capital of Sri Lanka from the 4th century BC until the beginning of the 11th century AD. During the above period, it remained one of the most stable centers of political power and urban life in South Asia. Here lie many archaeological sites including those of ancient medical heritage and the sacred city of Anuradhapura which is a UNESCO world heritage site. The location of the faculty is about 8 km from the Teaching Hospital Anuradhapura (THA) and 13 km from the main University at Mihintale. Academic departments teaching the first four years of the undergraduate medical programme are located in Saliyapura premises, and the five departments teaching for the final year are located within the THA. The work on the para-clinical building was commenced in 2008 and the relevant departments were established at the new complex in May 2010. And, the building of the professorial units, wards, clinics, and teaching areas was commenced in 2009 and completed in February 2012. Further, the construction work on the new pre-clinical building is continuing and will be available for use by undergraduates.

The clinical training programme of the faculty is primarily carried out in THA, the third-largest hospital in the country. THA is equipped with modern

diagnostic and management facilities. The academic staff of all clinical departments provides services as honorary consultants at THA. In addition, Provincial General Hospital Polonnaruwa, District General Hospital Mathale, Base Hospital Dambulla, and Base Hospital Thambuththegama are also involved in 3rd year and 4th year training programmes. The extensive community practice area of the faculty including Medical Officer of Health (MOH) areas of Nuwaragampalatha Central (NPC), Nuwaragampalatha East (NPE), Thalawa, and Mihinthale consists of a socio-economically diverse population that enables comprehensive primary and preventive care training for the undergraduates. The above training is linked with extensive community services to ensure that students get hands-on experience in public health.

The Dean is the academic and administrative head of the faculty and he is assisted by the Heads of the Departments, the Librarian, the Assistant Registrar, and the Assistant Bursar. At present, FMAS conducts the undergraduate programme offering Bachelor of Medicine and Bachelor of Surgery (MBBS). The undergraduate course is broadly divided into three phases depending on the subject content; Preclinical, Paraclinical, and Clinical. Each of the above phases of the study is coordinated by an academic appointed by the Faculty Board. The faculty comprises seventeen academic departments and units. The Pre-clinical phase of the study is carried out by the departments of Anatomy, Biochemistry, and Physiology. The Para-clinical departments include the departments of Community Medicine, Family Medicine, Forensic Medicine, Microbiology, Parasitology, Pathology, and Pharmacology. The Clinical programme is carried out by the departments of Gynaecology and Obstetrics, Medicine, Paediatrics, Psychiatry, and Surgery. Further, there are two academic units; the Medical Education Unit which provides the support and guidance for continuing professional development of the staff and for curriculum-related matters, and the Radiology and Anaesthesiology Unit which supports undergraduate training and patient care services of professorial unit THA.

The MBBS programme includes 10 semesters and is conducted over a period of five years. It consists of four main phases; Foundation for medical studies, Pre-clinical, Para-clinical, and Clinical phases. The foundation course is de-

signed to make students familiar with the university setting, to improve their life skills and learning skills, and to make them aware of the basic aspects of medical ethics and professionalism. Furthermore, the lessons are basically studied with Medical English as well as General English focusing more on IELTS Examination. During the pre-clinical phase, the relevant departments provide the guidance to acquire fundamental knowledge and the skills in assessment of the normal structure and functions of the human body and the basis of dysfunction. The para-clinical phase of the MBBS course deals with the theoretical and practical aspects of abnormal structure and function of the human body and the evaluation and management of those. The clinical phase provides comprehensive clinical training to prepare the graduates to deliver safe and efficient care to the patients.

At the end of the MBBS programme of FMAS, RUSL, the graduate is expected to possess knowledge and competencies regarding scientific knowledge for medical practice, skills essential for medical practice, ethics, attitudes and professionalism, leadership, interpersonal relationships and teamwork, research, evidence-based medicine, and problem-solving, health promotion and social, cultural and environmental perspectives on health and continuing professional development. The programme is congruent with the vision and the outcomes of the faculty and complies with the level descriptors of the SLQF level-7 and Subject Benchmark Statements in Medicine. The medical curriculum underwent two major revisions in 2014 and 2016. In 2014, the faculty revised its pre-clinical medical curriculum from a traditional subject-based to a system-based curriculum with horizontal and vertical integration. Personal and Professional Development and Research in Medicine components were introduced as separate streams, in 2016 considering the national needs and global trends in medicine and the requirements of relevant professional bodies. Family Medicine has been introduced as a separate discipline to the MBBS program since February 2021. Amendments to the different components of the MBBS curriculum were done in the period 2020 – 2022, with minor revisions to the structure and learning outcomes and contents of the course units/modules, teaching-learning strategies and assessments in different disciplines. The MBBS programme consists of a set of core streams/modules that are logically

arranged in three phases allowing the steady and step-wise progression of the undergraduates. The MBBS programme adopted the Outcome-Based Education Student-Centered Learning (OBE-SCL) approach. The Intended Learning Outcomes (ILOs) of the different disciplines/modules/streams including the clinical and field appointments are aligned with the faculty outcomes, as well as with the teaching-learning and assessment processes enabling the achievement of all the outcomes by the time of graduation.

The Medical Library and Computer Laboratory provide services to achieve a higher quality medical education. The faculty has been using an online Learning Management System (LMS) to ensure an effective teaching-learning environment. The examinations are conducted by the Examinations division in collaboration with the respective departments. Student Services Unit provides a wide range of services for the convenience of the students by working in collaboration with several centers and units of the faculty. Further, the faculty consists of many centers and unit that support academic and administrative activities including the Maintenance and Transport Unit, Accounts Branch, Faculty Quality Assurance Cell, Office of the Higher Degrees, Research and Publication Committee, Office of the Ethics Review Committee, Skills Lab, Faculty Cell of the Department of English Language Teaching, Animal House and Research Laboratories. Moreover, there are the following additional services for the staff and students: student counselling services, health services, accommodation, financial support and scholarships, reading room, cafeteria facilities, drinking water facilities, sports facilities, cultural activities, banking facilities, postal services, faculty academic mentoring program, photocopy and printing facilities, the air-conditioned auditorium at the professorial unit, and facilities for differently-abled students.

The faculty consists of around 55 permanent academic staff members and 90 non-academic staff members. The Faculty Board of FMAS, RUSL consists of the dean of the faculty, all permanent senior professors, professors, senior lecturers and lecturers of the departments of study comprising the faculty, two members elected by the lecturers (Probationary) of the faculty from among such lecturers; two members of the permanent staff attached to the faculty and

who are imparting instructions, other than those referred above, elected from among such staff members; two students elected by the students of the faculty from among their number; and three persons not being members of the staff of the University elected by the Faculty Board from among persons of eminence in the areas of study relevant to the faculty. Also, the Senior Assistant Registrar (SAR) is in attendance. Further, the probationary lecturers, and the assistant bursar attend the faculty board meeting of the FMAS on the invitation. The board meets monthly to exercise, perform and discharge its powers, duties, and functions.

Quality assurance is an integral part of FMAS in order to ensure the smooth functioning of its core processes such as teaching/learning, research and outreach activities. All departments and units of the FMAS have taken several initiatives to internalize most of the best practices with the aim of improving the quality of undergraduate medical education. The core best practices are adopted by all the departments. Quality assurance is an agenda item at departmental and faculty board meetings.

With the establishment of the Faculty Quality Assurance Cell (FQAC), with a clear term of reference, primary functions of quality enhancement/ assurance are now administered with greater efficiency. The FQAC conducts regular programme evaluation by internal monitoring and review and through tracer study of graduates, and this information will be used for the continuous improvement of the programme. Also, a faculty policy document for the management of the programme was developed. The faculty policies promote the academic staff to utilize the updated evidence-based knowledge and innovative technologies in teaching-learning activities. The programme guides the students and provides progressively increasing opportunities for the development of self-directed learning, collaborative learning, creative and critical thinking, life-long learning, interpersonal communication, and teamwork, through a variety of teaching-learning strategies. The faculty ensures that the assessments are focused on preparing the graduates to function as effective medical professionals. The faculty ensures that the rules, regulations, by-laws, and guidelines about the assessment procedures are explicit, transparent, fair,

and consistent.

The faculty has taken several initiatives to train both academic and non-academic staff members. Continuous professional development of staff is warranted by providing opportunities and financial assistance for induction training and postgraduate degree programmes, research projects, local and international seminars, workshops, and conferences. Further, students are provided with a well-resourced library and ICT facilities to widen their knowledge. In addition, FMAS has recognized student-staff interactions as a crucial element for higher education. Hence, the faculty encourages student participation in relevant administrative decision-making. Student complaints and feedback are always considered in administrative decision making and relevant steps are taken to offer academic and technical support and improve the learning environment of students. The faculty adopts diverse student-friendly academic teaching-learning activities such as group work, LMS discussions, clinical case discussions, and fieldwork. Further, ethnic harmony and cohesion among students are encouraged through incorporating multicultural activities.

The postgraduate training of the faculty includes MPhil and PhD as degree offering programmes. In addition, six departments of the faculty are recognized by the Post Graduate Institute of Medicine as postgraduate training centers. The faculty has a robust research programme with high-caliber scientists with several global experts in their fields. The faculty continually strives to uplift the standards of the institution, by paving the way for students to reach their full potential. The faculty has strengthened its human resources and other infrastructure facilities during the past decade. Throughout the short history of the faculty, our graduates have secured high ranks in the common merit order and excelled in various postgraduate courses. Moreover, our undergraduates have brought pride to the faculty through their achievements in extracurricular activities.



## **Academic Departments**

## **Preclinical Programme**

## **Department of Anatomy**

The Department of Anatomy was officially founded in September 2006 and is one of the major Departments of the faculty playing a pivotal role in preparing students for higher medical education. Since its early start with 165 students, the Department has expanded to a nationally competitive and widely respected, and recognized institution. Presently, the department handles more than 420 students per annum. The basic objectives are the acquisition of comprehensive knowledge in anatomy and skills that would be reflected eventually in the clinical domain. Teaching anatomy has also been modified during the past few decades. There has been more concentration on encouraging students' independent learning and on the introduction of a more applied aspect to the basic anatomical facts. The Department of Anatomy features,

### **Dissection Laboratories**

Dissection of the human body is a significant means to learn the subject of Anatomy and the Department provides dissection facilities to students under the supervision of demonstrators. There are two well-equipped gross anatomy dissection laboratories with an infrastructure which can accommodate 180 students at a time.

### **Histology Laboratory**

The laboratory is equipped with 70 modern binocular microscopes with slide preparation facilities that help students understand the microscopic structure of human organs and the organization of tissues. A separate microscope is provided to each student for their practical assignments. The department has a vast range of histology slides including high-tech slides from the laboratory of North Carolina. (approx. 1500 slides)

### **Cadaver Preservation Laboratory**

The cadaver preservation laboratory is one of the featuring sections in the Department as it has state-of-the-art cadaver coolers and preservation tanks.

### **Osteology Museum**

The museum of Osteology houses a large number of human bones and skeletal models to facilitate the process of students' learning.

### **Radiology Museum**

A range of X-Rays, CT, and MRI films with visual aids are provided in the museum to illustrate the radiological anatomy of the human body.

### **Gross Anatomy Museum**

The dissected human body parts, models of the human body, and developmental details of prenatal life are exhibited. Students find these museum specimens helpful in consolidating what they learned in the dissection hall. The museum is not open to the public and the use of cameras or other image recording devices are strictly prohibited. These rules exist to provide a healthy learning environment and to show respect for the diseased.

Further, the Department provides the following services:

- Clinical genetics services to patients referred from TH Anuradhapura, GH-Polonnaruwa, GH-Vavuniya, etc.
- Birth defects prevention programme in the Anuradhapura district.
- Minor Trauma Care Unit treats a wide variety of problems including cuts and grazes, sprains and strains, bites and stings, etc.
- The Department assists with respect the public in their body donations.
- Anatomical specimens are provided for various academic programs rendered by the faculty.
- The preservation and mounting of human specimens required for the faculty are done by the Department.

## Academic Staff Members

Name	Designation
Prof. C.S. Paththinige MBBS, MSc, PG cert in Medical Education	Professor/Head
Dr. S.M.A. Jayawardana MBBS, MSc	Senior Lecturer Grade I
Dr. H.B.D. Jeewantha MBBS, MSc, PhD	Senior Lecturer Grade II
Dr. K.I.S. Koralegedara MBBS, MPhil	Lecturer

## Department of Biochemistry

Biochemistry ‘the chemistry of life’ explores the chemical processes within and related to living organisms bringing biology and chemistry together. Sound knowledge on the principles of biochemical mechanisms involved in maintaining the integrity and homeostasis of living organisms provides the foundation to explore the basis of disease, diagnosis, and management. Department of Biochemistry was established as a preclinical department parallel to the establishment of the Faculty of Medicine on 11th of September 2006. From its inception, the Department of Biochemistry is highly committed to teaching-learning activities of the medical undergraduate programme, postgraduate teaching and supervision, and medical research. The core of our undergraduate programme includes cellular biochemistry, human genetics, human nutrition, and clinical and applied biochemistry, setting up a prime platform towards forming a qualified medical doctor. We conduct lectures, laboratory-based practical classes, small group discussions, problem-based learning, and seminars, using both online platforms and in-person.

Department of Biochemistry provides facilities for postgraduate Research Degrees and conducts special biochemical investigations requested by the Teaching Hospital, Anuradhapura in addition to the basic biochemical investigations. The Department carries out research activities particularly in the

fields of analytical biochemistry, human nutrition, human immunology, and molecular diagnostics. It is equipped with a well-established student laboratory, postgraduate research laboratory, and cell culture laboratory to facilitate teaching and research activities to meet the evolving needs in the field.

### Academic Staff Members

Name	Designation
Mr. R.M.I.S.K. Senavirathna BSc Hons, MSc, MPhil	Senior Lecturer Grade I/ Head
Dr. H.T.W. Weerakoon MBBS, PGDipAppStat, MPhil, PhD	Senior Lecturer Grade I
Dr. S.P.A.S. Senadheera BSc Hons, PhD	Senior Lecturer Grade I
Mr. W.W. Kumbukgolla BSc Hons, MPhil, PhD	Senior Lecturer Grade II Preclinical Coordinator
Dr. P.R.S.R.J. Bandara MBBS, MPhil	Senior Lecturer Grade II

### Department of Physiology

Physiology is one of the fundamental sciences taught to medical students during the first two years of their academic program along with Anatomy and Biochemistry. The aim is to gain a comprehensive knowledge of the normal structure and function of the human body. Department of Physiology is one of the departments established at the founding of the faculty itself in September 2006. The Department includes a laboratory, well equipped with instruments to assess human physiological functions, in addition to general facilities. The teaching of Physiology is carried out via lectures, practical classes, tutorials, clinical case discussions, clinical demonstration, textbooks, and online materials. Self-learning by the students is strongly promoted.

The teaching is carried out system-wise under the following topics:

1. General Physiology

2. Hematology
3. Cardiovascular system
4. Respiratory system
5. Gastrointestinal system
6. Renal Physiology
7. Endocrinology
8. Reproductive Physiology
9. Neurophysiology

Further, the Department provides the following services:

- Basic clinical assessment of the physiological functions - Clinical system examinations, Anthropometric measurements of the body, Tests of vision, Tests of hearing, Body temperature measurement, Blood pressure measurement, Peak flowmetry
- Advanced clinical assessment of the physiological functions - assessment of lung functions with Spirometry and impulse oscillometry, Hematological tests, Bleeding time, Blood grouping, Packed cell volume, ESR, and Electrocardiography (ECG)

### Academic Staff Members

Name	Designation
Dr. A.M.M.V. Kumari MBBS, PhD	Senior Lecturer Grade I/ Head
Dr. H.E.C.S. Kumara MBBS, MPhil	Senior Lecturer Grade II
Dr. R.M.S.I. Rajapakse MBBS, MSc, MPhil	Senior Lecturer Grade II
Dr. H.M.N.C. Herath MBBS	Lecturer (Probationary)
Dr. M.I.M. Shuja MBBS, MSc	Lecturer (Probationary)
Dr. L.S. Wijayarathna MBBS	Lecturer (Probationary)

## Paraclinical Programme

## Department of Community Medicine

The Department of Community Medicine is the premier center for public health teaching, training and research in the Rajarata area. The primary mission of the Department of Community Medicine is to develop a stimulating academic environment for undergraduate and postgraduate training in public health through a unique blend of traditional community medicine teaching and hands-on public health experience. The department is devoted to the promotion of public health through education, research and community service. It conducts internationally renowned cross-cutting interdisciplinary research into a wide range of public health issues including neglected tropical diseases, maternal and child health and public mental health. The Department features numerous opportunities for community-based student learning, experience in real-life public health interventions and outreach programmes and partnerships that promote health and the quality of life in the rural population in the Rajarata area.

The Department is also widely recognised for its technical expertise with Department members specialising in a wide range of disciplines related to public health. The Department not only conducts a comprehensive undergraduate teaching-training programme, but also, there are a large number of post-graduate trainees in a wide array of subjects supervised by the Department members. The Department members are also involved in technical consultancies for international and local agencies related to public health. The Department of Community Medicine is a pioneer of community services of FMAS and at present provides a wide range of services to its' field lab (public health field practice area) and to the Anuradhapura district. These services cover a wide spectrum and of them, the extended community services mainly focus on addressing health inequities and promoting rural health. These activities include and are not limited to services for mentally disabled children, health promotional activities and outreach clinics especially targeted at disadvantaged

communities, maternal and infant care services especially related to averting child malnutrition and improving maternal morbidity surveillance, disaster response activities and mental health promotion activities. These services are partly integrated into the community-based teaching programme to ensure that students get hands-on experience in the public health approach.

### **The Maternal and Child Health Research Unit (MCHRU)**

The Maternal and Child Health Research Unit (MCHRU) of the Department of Community Medicine was established in 2012 and during the past decade has been a centre of excellence in maternal and child health and related research and training. The centre has not only carried out numerous capacity-building activities, provided career/higher-education opportunities for undergraduate and postgraduate trainees, researchers and service providers; but also, has initiated a number of social welfare and community-based activities, specifically focusing on disadvantaged groups of communities. Moreover, the impact of the high-quality evidence generated through collaborative research of the MCHRU funded by highly competitive international/local research grants is evident through the crucial national-level policy changes, especially in maternal and child health service delivery.

### **Public Health Research Laboratory**

Public Health Research Laboratory attached to the Department consists of basic Biochemistry, Microbiology and Hematology investigations facilities to provide public health services. In addition, PHRL has a molecular laboratory with PCR and qPCR facilities. With in-built external and internal quality control, PHLR is the leading public health laboratory in the province. The PHRL is accredited by International Leptospirosis Association through MAT proficiency testing.

### **Undergraduate Research Symposium of Faculty of Medicine and Allied Sciences (URSFMAS)**

As a part of the MBBS curriculum and the SLQF guidelines, Faculty of Medicine and Allied Sciences undergraduates are engaged in an eight-credit research module extending from the 5th to 8th semester. Moving beyond the

usual academic research report, the Department of Community Medicine (the coordinating Department) organizes URSFMAS every year to showcase the research findings of students. All student groups get an opportunity to present their research work to a panel of outside experts and get evaluated.

### Academic Staff Members

Name	Designation
Dr. Y.P.J.N. Warnasekara MBBS, MSc, MPH, PhD, FRSPH	Senior Lecturer Grade II/ Head
Prof. W.A.N.D. Wickramasinghe MBBS, Dip (OH&S), MSc (App. Epid.), M.Sc., MD, FRSPH	Professor Paraclinical Coordinator
Dr. G.S. Amarasinghe MBBS, MSc, MPH, MPhil, FRSPH	Senior Lecturer Grade II
Dr. D.A.U. Hettiarachchi MBBS	Lecturer (Probationary)

### Department of Family Medicine

Family Medicine is a speciality in breadth that integrates the biological, clinical and behavioural sciences. The Department of Family Medicine was established in December 2016 to enrich the MBBS Programme with the concepts of Family Medicine; comprehensive and continuing health care in both preventive and curative contexts for the individual, family and community. The Department is conducting high-impact cross-disciplinary research in primary care, rural health, mental health and toxicology, in collaboration with world-leading international universities. Moreover, there are strong links to other Departments of the Faculty of Medicine and Allied Sciences, the Professorial Unit of Teaching Hospital Anuradhapura, other faculties of the Rajarata University of Sri Lanka, and local and global research organizations. The department conducts field clinics to promote health among rural communities of the Anuradhapura district. The undergraduate teaching programme in Family Medicine was commenced as a separate discipline in February 2021. The Department estab-



lished a Clinical Skills Laboratory for undergraduate training at the faculty premises in April 2023. Also, we are in the process of establishing a Primary Care Centre attached to the faculty to improve the quality of undergraduate training and expand community service.

In line with the present standards of the World Federation for Medical Education (WFME), the requirements of the Sri Lanka Medical Council (SLMC), and the MBBS Programme of the Faculty of Medicine and Allied Sciences, Rajarata University of Sri Lanka, the Undergraduate Curriculum of Family Medicine has been designed to address the current global and local requirements including modern advances in the field of Primary Care. The teaching-learning activities include:

- Lectures
- Tutorials / Case-based learning
- Post-lecture and Moodle-based self-assessment Quizzes
- Moodle-based resources related to the objectives
- Family Medicine Clinical Appointment (OPD, PMCU, ETU, GP)
- Continuing Clinical Skills Development Programme
  - Clinical Skills Laboratory Sessions, Department of Family Medicine
  - Family Medicine Student Logbook
  - Moodle-based resources

After completing the teaching-learning activities, students should be able to discuss how illness affects individuals, their families and society at large, describe the health care provided by the family physician and demonstrate communication, documentation and clinical skills in primary care.

The Department provides the following services:

- Training faculty members, pre-intern medical officers, medical officers, nursing officers and postgraduate trainees on research-related topics
- Conducting lectures and seminars for medical and allied health staff throughout the island

- Conducting clinical skills sessions for medical and allied health staff
- Delivering voluntary medical service at the Student Health Center for faculty staff and students
- Organizing community service programme

### Academic Staff Members

Name	Designation
Prof. D. Rathish MBBS, SCHP, DFM, MPH, MPhil	Professor/Head
Dr. P.H.G.J. Pushpakumara MBBS, PgD(Psych), MCGP, MPhil	Senior Lecturer Grade II/Dean
Dr. D.M.P.L.K. Abeyrathna MBBS	Lecturer (Probationary)

### Department of Forensic Medicine

The Department of Forensic Medicine operates as a Department within the Faculty of Medicine and Allied Sciences, Rajarata University of Sri Lanka. Its main goal is to advance the discipline of Forensic Medicine and to increase the evidence basis for the field through research. The Department of Forensic Medicine was established in 2008 in the Para-clinical Coordinator's office in the administrative building. The Department moved to its own premises in 2010, located on the west side of the ground floor of the new Para-clinical building. The Department is equipped with a Forensic-Pathology Museum, which is extensively used by students. The Department functions in close association with the Teaching Hospital Anuradhapura. The goal of the Department is to undertake part of the medico-legal work in the Anuradhapura district and to complement the services already carried out by the consultant JMO.

### Academic Staff Members

Name	Designation
Dr. A.B. Seneviratne MBBS, MD, DLM, DMJ, FCFPSL	Senior Lecturer Grade I/ Acting Head

## Department of Microbiology

The Department of Microbiology established in July 2008 is responsible for teaching undergraduates medical Microbiology and conducting research related to infectious diseases. The Department is housed on the ground floor and second floor of the para-clinical building. It comprises a well-equipped diagnostic laboratory, a research laboratory that meets national and international standards, and office rooms for academic and non-academic staff. The basic objectives are to provide an understanding of the biology of pathogenic microorganisms, the interaction between the organisms and their human hosts, available treatment and preventive measures. This knowledge will guide the students to provide proper diagnosis and advice on treatment and prevention to the general public, as future medical practitioners. The services provided by the Department of Microbiology are;

- Performing microbiological investigations on request from hospitals and health facilities in the North Central Province.
- Clinical advice on problems related to diagnosis and management of infection to hospitals in the North Central Province of Sri Lanka that lack access to clinical microbiology consultant service.
- Consultant service on Infection Control to Teaching Hospital, Anuradhapura and State Hospitals in the North Central Province when required.
- Providing resource personnel for conducting laboratory training workshops.
- Training of newly recruited technical officers in universities and in government institutes.

### Academic Staff Members

Name	Designation
Dr. M.G.R.S.S. Gunathilake	Senior Lecturer Grade II/ Head

Mrs. S.C. Illapperuma BSc MSc MPhil	Senior Lecturer Grade II
Dr. J.A.A.S. Jayaweera MBBS, MSc (Biostat.), MPhil, PgD, MD, FRSPH	Senior Lecturer Grade II
Dr. J.M.D.D. Jayasundara MBBS, PgD, MPhil	Senior Lecturer Grade II

## Department of Parasitology

In an era of intense human mobilization and critical environmental changes taking place, leading to faster expansion of disease boundaries, tropical and parasitic diseases have become an important cause of human morbidity across the globe. Hence it is of vital importance to strengthen medical professionals with adequate capacity to take up these evolving challenges. The key areas under the purview of the department in undergraduate and postgraduate teaching as well as research include medical protozoology, helminthology, entomology, and toxinology. The Department has its own departmental space with fully equipped laboratories for students, and diagnostic and research laboratories situated within the para-clinical building complex. In addition, the department maintains an animal house to facilitate laboratory animal research. Currently, the faculty multi-disciplinary laboratory for medical students is also maintained by the department.

The Department of Parasitology, conducts both undergraduate and postgraduate teaching-learning activities, and research projects of regional, national and global significance. Currently, we are teaching and supervising medical undergraduates, Masters, and Doctoral Postgraduate students. The Department is strongly committed to training medical undergraduates with knowledge, attitudes, and practice skills on tropical diseases with a particular emphasis on medical Parasitology, tropical diseases and global health, Toxinology, and Entomology. In addition, the Department provides diagnostic services, related to tropical diseases, to the national healthcare system.

The Department provides, service functions to the Teaching Hospital Anuradhapura, to all hospitals in the North Central Province, and the private sector in the form of special investigations, identification specimens and histology slides, expert advice and assistance to National and Local parasite control programs. Novel and innovative approaches towards the development of affordable diagnostics for tropical diseases have also become a key focus of the department.

The Department also conducts outreach educational programs for school children and teachers in the NCP while senior academics are regularly called upon to deliver talks and lectures in various parts of the island. The Department is also associated with the Cutaneous Leishmaniasis Control Program of the NCP conducted by the Regional Director of Health Services Office of Anuradhapura.

### Academic Staff Members

Name	Designation
Prof. N.K.A. Silva MBBS, MPhil, PhD, FRSPH, FRCP Edin	Professor/ Head
Prof. K.G.A.D. Weerakoon MBBS, PG Dip. In Ap. Stat., MPhil, PhD, FRSPH	Professor
Dr. W.G.S.S. Waidyanatha MBBS	Lecturer (Probationary)

### Department of Pathology

The Department of Pathology is involved in undergraduate teaching, research and diagnostic work. The main teaching commitment of the Department is for the 3rd and 4th-year medical undergraduates. It is housed on the first floor and is well equipped with a haematological and histopathological laboratory. Diagnostic haematological and histopathological procedures are being con-

ducted which helps the patients admitted to the professorial unit of the teaching hospital Anuradhapura as well as the undergraduate and the postgraduate students in their learning endeavours. The Department aims to produce medical graduates who are able to link the cause and effects of disease and to apply this knowledge in providing optimal patient care. The Department houses a museum of pathological specimens, which is extensively used by the students.

### Academic Staff Members

Name	Designation
Dr. M.S.V. Mendis MBBS, D Path, MD Haematology	Senior Lecturer Grade II/ Head
Dr. T.D. Ekanayake MBBS	Lecturer (Probationary)

### Department of Pharmacology

The Department of Pharmacology was founded in 2006. It was originally established with one visiting Professor (Prof. R.L. Jayakody) and two probationary lecturers. The Department evolved rapidly to face timely important challenges in the area. One of the main aims of the Department is to develop an understanding of fundamental mechanisms in chemical physiology and pathology, in the action of drugs, and in Toxicology. In addition, the rational prescription is one of the main objectives. Further, the Department plays a vital role in research related to chronic kidney disease in rural agricultural communities. Moreover, the Department provides drug information services.

### Academic Staff Members

Name	Designation
Dr. T.K.P.K. Kaluarachchi BDS, PhD	Senior Lecturer Grade I/ Head
Dr. W.A.S.N. Wedasingha MBBS	Lecturer (Probationary)

## **Clinical Programme**

### **Department of Gynaecology and Obstetrics**

The Department of Obstetrics and Gynaecology is located on the third floor of the professorial unit, Teaching hospital, Anuradhapura. The unit consists of three wards (64, 65 and 68) with 42-bed capacity namely Antenatal, Post-natal and Gynaecology ward. All three wards include en suite high dependency units (HDU) to optimize the care for critically ill patients. In addition to wards, the Department of Obstetrics and Gynaecology provides its services through a well-equipped Gynaecology theatre and a modern delivery suite.

As the primary objective, the Department provides an intellectually stimulating and friendly environment for students to learn Obstetrics and Gynaecology. The Department conducts an undergraduate teaching programme through lectures and clinical appointments while demonstrating all relevant procedures in Obstetrics and Gynaecology.

It also takes part in postgraduate training and research in many aspects of Obstetrics and Gynaecology. Furthermore, the Department provides clinical services through the Professorial Obstetrics and Gynaecology units of THA to the general public. Clinical services include maternity care inwards and clinics and also care of Gynaecological patients through clinics and as inward patients. This unit provides minimal invasive Gynaecological surgeries through the 'RAGEC' Gynaecological endoscopy center, which is extremely similar to the finest surgeries conducted throughout the world. As a fact, this is an excellent regional training centre for all medical staff and nurses in the North Central province.

### Academic Staff Members

Name	Designation
Dr. DMA Kumara MBBS, MD, MRCOG	Senior Lecturer Grade II/ Head
Dr. N.P. Hettigama MBBS, MD	Senior Lecturer Grade I

### Department of Medicine

Department of Medicine is responsible for undergraduate and postgraduate teaching in clinical medicine and offers medical services at the Professorial Medical Unit, THA. The teaching program includes bedside teaching in the wards, clinics and the acute admission unit of the hospital, where there is a wide range of clinical problems.

The Department carries out research, public engagement and advocacy. The Department offices and its clinical services (wards 61 and 62) are both situated at the newly constructed modern six-storied professorial clinical building at THA. Clinical services and the research lab, which provides several educational facilities for clinical students and researchers, are situated on the first floor and the Department offices are situated on the second floor. In addition, the Department is equipped with a modern skills lab that provides several skills-based educational facilities for students.

### Academic Staff Members

Name	Designation
Dr. R.D.N.C. Sarathchandra MBBS, MD, MRCP, FRCP Edin	Senior Lecturer Grade II/ Head
Prof. S.H. Siribaddana MBBS, MD, FCCP, FRCP Edin, FRCP Lon	Chair, Senior Professor
Dr. M.R.P. Weerawansa MBBS, MD	Senior Lecturer Grade II



Dr. A.M.A.H.M.S. Senanayake MBBS, MD, MRCP UK, FRCP Lon, MRCP geriatrics (UK), FRCP Edin	Senior Lecturer Grade II
Dr. W.M.Y.L. Wijekoon MBBS, MD	Lecturer Consultant Physician (Acting)

## Department of Paediatrics

Department of Paediatrics is located on the second floor of the Professorial Unit, Teaching Hospital Anuradhapura. The aim of the Department is to train professionals, conduct research and provide services necessary for the management of diseases of infants, children and adolescents to optimize their growth and development and to allow them to achieve full potential as adults. The Department aims to help trainees to achieve the knowledge, skills and attitudes needed to provide healthcare services to children of all ages in any part of the country.

Department of Paediatrics is young being established in the year 2009. It is continuing to grow up towards a fully-fledged Department as its physical and human resources are being continuously improving. The Department is primarily involved in training medical students of Rajarata University. We guild to help trainees to achieve knowledge, skills and attitudes needed to provide healthcare services to children of all ages in any part of the island and country. The Department is also providing high-quality healthcare services to the children and young people of the North Central Province through the Professorial Paediatric ward (ward 63) and Paediatric clinics.

### Academic Staff Members

Name	Designation
Dr. S.A.N.A. Suraweera MBBS, DCH, MD	Senior Lecturer Grade II/ Head
Dr. G.H.I. Dharshika MBBS, DCH, MD	Lecturer

## Department of Psychiatry

The Department of Psychiatry was established in 2008. Undergraduate teaching was commenced for third- and fourth-year students in the following year. In 2012, the Department was moved to the new six-storied Professorial building from where it was initially established. In January 2017, the Professorial Psychiatry ward, which is a 34-bedded inpatient facility at the THA, was opened to promote psychiatry professorial student appointments in the final year.

The Department is actively involved in providing a dedicated clinical service as well as teaching and research in psychiatry. The Department conducts teaching programs for undergraduate medical students and postgraduate trainees in Psychiatry. The acute care unit provides inpatient services and a range of outpatient services.

### Academic Staff Members

Name	Designation
Dr. L.L. Amila Isuru MBBS, MD, MRCPsych	Senior Lecturer Grade II/ Head
Dr. S.M.B.H. Abeyratne MBBS, MD	Lecturer

## Department of Surgery

The Department of surgery was established on the 29th of April 2009 within the Saliyapura faculty premises. The fully-fledged Department is now located in the Professorial Unit, Teaching Hospital Anuradhapura.

The Professorial unit provides teaching and training in Clinical Surgery for undergraduate and postgraduate trainees along with its clinical services to a large segment of the population in the North Central Province. The service

component of the Department includes general surgical casualties, surgical clinics, emergency and elective endoscopies and routine surgical operations. Student teaching activities include mainly the final year surgical rotation of eight weeks. Students are exposed to round-the-clock patient management including clinical history taking, management decision making, investigations and critical care and trauma. Ward rounds, clinics and ward classes provide a regular opportunity for student teaching with ample clinical material.

### Academic Staff Members

Name	Designation
Dr. S. Srishankar MBBS, MD, FRCS, MRCS, MRCSEd, FRSPH, FMAS	Senior Lecturer Grade II/ Head
Prof. S.P.B. Thalaspitiya MBBS, MS, Dip. in Laparoscopic surgery, FMAS	Professor Clinical Coordinator
Dr. W.S.M.K.J. Senanayake MBBS, MD, MRCS, FMAS	Lecturer
Dr. A.B. Jayathilake MBBS, MD, MRCS Glasgow, FMAS	Lecturer

### Academic Units

#### Medical Education Unit

The Medical Education Unit (MEU) was formally established in the Faculty of Medicine and Allied Sciences, Rajarata University of Sri Lanka, with a view of providing sustainable human resource development academic staff of the faculty and conducting research in relation to the training of health professionals in the educational process. The MEU has been fully operational for the last 8 years. The academic staff qualified in curriculum planning, designing and evaluation, introducing, evaluating and assuring the quality of teaching/ learning and assessment methods. With this background, Medical Education

Unit has been at the forefront of ensuring the effective and efficient functioning of the MBBS programme offered by the faculty. It supports the academic staff and the extended faculty to enhance their teaching scholarship through various staff development programmes and research activities.

The MEU is currently involved in:

- Training medical teachers in the principles and methods of Medical Education through regular seminars, workshops, etc.

MEU runs short workshops on various important aspects of Medical Education, for academic staff in the faculty as well as for the extended faculty. The most important of these is the 'Basics of Medical Education' workshop for probationary lecturers. This workshop has been recognised as a part of the UGC-accredited staff development programme. In addition, the MEU runs short staff development workshops on specific topics based on the needs of the academic staff and the curriculum.

- Providing continuing guidance to the faculty regarding curriculum, teaching-learning methods, evaluation and quality assurance.

From its inception, the MEU provides guidance to the faculty in terms of revising, monitoring and evaluating course curriculum. The MEU collects feedback from both students and teachers, and examines current trends in medical education to make an informed decision on the curriculum. MEU Providing expertise during designing of new courses or review and revision of existing modules/courses and instructional design process. MEU Ensuring smooth implementation of the revised curriculum, creating awareness on problem-based learning process among involved staff members, assisting the faculty to train the facilitators as well as guide clinical staff members on designing problems for PBL sessions. Further, MEU Contributes to the 'peer assessment of teachers' program in the faculty. MEU Coordinating the internal quality assurance process in the Faculty of Medicine and Allied Sciences.

- Teaching undergraduate students

The academic staff in the MEU contributes to the teaching of research and personal and professional development. Staff also participate as facilitators in student-centred learning activities like problem-based learning, small-group discussions, portfolio-based assessments. The MEU coordinates and maintains the computer-based learning environment and the staff involves in developing e-learning material for student learning.

- MEU promote and conduct educational research

Promoting educational research leads to informed decision-making in health professions training.

- Establishing collaborations with outside universities for sharing expertise on innovations in medical education and conducting staff development activities.

- Improving attitudes and enhancing professionalism among students

Personal and professional development is one of the main stream of learning in the MBBS degree programme. The stream intends to improve the attitudes, ethics and professionalism of medical students. The Departments of family medicine, community medicine and psychiatry make their contribution at relevant points to cover certain areas related to their respective disciplines. However, fostering professionalism and personal development among students has not been taking place in a coordinated manner. The MEU takes the primary responsibility for coordinating the delivery of professional and personal development aspects of the strand.

- Continuing Professional Development (CPD) in Higher education

- This is a requirement in the future and MEU with its links with national and international training centres is well suited to organize workshops and certificate and Diploma level programs to enhance scholarship in education. The MEU can facilitate innovations in teaching and assessments. The MEU along with its staff associates would be able to conduct training programs on student-centred learning and assessments for academic staff of faculties of Health Sciences. The MEUE has the potential to provide a platform form for interested staff from different disciplines to discuss issues related to teaching-learning and student assessment and come up with innovative solutions.

### Academic Staff Members

Name	Designation
Prof. C.S. Paththinige	Coordinator
MBBS, MSc, PG cert in Medical Education	Senior Lecturer Grade II

### Radiology and Anesthesiology Unit

The Radiology and Anesthesiology Unit was established in 2017. The unit provides teaching and training in Anaesthesiology for undergraduates and postgraduates trainees along with its clinical services to THA. Also, the unit conducts workshops on Cardio-Pulmonary Resuscitation (CPR) for final-year undergraduates at the skills laboratory located in the professorial unit, THA. The aim of the workshop is to provide the essential knowledge to manage a critically ill patient. The students are expected to sit for an MCQ examination before and after the workshop. A certificate of completion is awarded to the students who pass the post-workshop examination.

The Anaesthesiology Unit provides services at THA for patients requiring peri-operative medical care in the following areas:

- General anaesthesia
- Obstetric and gynaecological anaesthesia
- Paediatric anaesthesia
- Trauma and neuro anaesthesia

- Regional anaesthesia
- Orthopaedic surgery
- Urologic surgery
- Ear, Nose, Throat (ENT) surgery
- Oral and maxillofacial (OMF) Surgery
- Eye surgery
- Gastrointestinal surgery

Also, the unit provides high-quality Critical care for Intensive care and high dependency units of THA. Further, the unit conducts twice-weekly clinics for perioperative medical care and pain management. Medical doctors, medical students, and other medical support staff of THA receive training from the unit in relation to the above-mentioned areas.

### Academic Staff Members

Name	Designation
Dr. K.A.D.L.P. Kariyawasam MBBS, MD	Senior Lecturer Grade II (Anesthesiology)

### Other Centers and Units

#### Accounts Branch

The accounts branch coordinates and conducts all the finance-related services of the faculty.

#### Animal House

Animal House of the Faculty of Medicine and Allied Sciences was established in 2009, to cater to the growing needs of animal experimentations of the Academic Departments. At present, the animal house is equipped with an insectary, laboratory animal breeding section and experimentation and post-mortem rooms. The Animal House is being maintained to meet with the accepted animal husbandry guidelines, using a well-planned, low-cost caging system. Mice and rabbit breeding programs are currently in operation with mice inbred and outbred colonies being available for researchers at short notice. These

colonies were initiated with parent animals brought from an established colony maintained at the Animal House, Medical Research Institute, Colombo. The animal house successfully runs toxicity assessment studies and polyclonal antibody production programs for the development of diagnostics. Animal House is being managed by the Department of Parasitology.

### **Computer Center**

Information and Communication Technology (ICT) is now part of the fabric of all levels of education. The knowledge-seeking attitude of undergraduates is greatly facilitated by resources other than the traditional printed media. ICT-based learning and teaching are tremendously efficient in helping medical students to learn fast and well. The Computer Laboratory was ceremonially opened on the 13th November 2008.

Faculty of Medicine and Allied Sciences encourages the use of computing and network resources to enhance the learning and teaching environment of the faculty community. The Computer Laboratory is the main location that provides ICT resources for the students and the academic staff of the faculty. The faculty has a Learning Management System (LMS) which provides students with e-resources that complement classroom and clinical teaching. In addition, the computer laboratory provides ICT training for new entrants, maintains services of the Local Area Network, Internet and networking of the faculty and maintains the faculty website. The computer laboratory of the faculty comprises 45 computers. It operates from 08.30h to 18.30h on weekdays.

### **Examinations Division**

The Examination Division of the Faculty of Medicine and Allied Sciences organizes the undergraduate examinations with the assistance of the departments. The Division carries out the necessary notifications for staff and students at the time of each examination. Also, the Examination Division provides various student-related services such as issuing academic transcripts. Further, the examination division maintains the Educational Commission for Foreign Medical Graduates (ECFMG) Medical School Web Portal (EMSWP) to provide services to its graduates related to credentials verification, status



verification, and Electronic Residency Application Service® (ERAS®).

### **Faculty Quality Assurance Cell**

In recognition of the importance of quality enhancement of the University education in a formal, transparent and accountable manner, and responding to the global and local trends in quality assurance, FMAS established its IQAC. All quality-related aspects of the academic programme, research, services and environment of the faculty come under the wings of IQAC. It represents all stakeholders for quality within the faculty, including academic staff, medical students, administrative staff and non-academic staff. It implements corrective actions or makes recommendations to uplift the quality of the faculty where necessary.

### **Library**

The Medical Library is the key medical information provider for health professionals and undergraduates in FMAS and THA. There are two library branches; one in the faculty premises at Saliyapura and the other one at Professorial Unit, THA. The professorial unit library extended its service to postgraduate studies as a PGIM resource center. The library is fully automated and integrated with KOHA Library management software and an Online Public Access Catalogue (OPAC) is available to access all the items of the library. Additional to the printed versions, online – database access and access to E-books are available. The reading room is a part of the library designated for quiet, individual study. The room is fully covered by the Wi-Fi network and most tables have nearby electrical outlets. Opening hours are similar to the library opening hours.

The medical library is well stocked with newer editions of more than 10,000 copies of textbooks and journals. In addition, the library has a good collection of electronic learning materials (CDs/DVDs), lecture notes, past examination papers (online and printed) medical newsletters, thesis and dissertation. The collection is annually updated. It has facilities to accommodate approximately 250 students. The medical faculty library is open to users from 0830h – 2215h from Monday-Friday and from 0830h – 1630h on weekends and public holi-

days. The professorial unit library is open to users from 1100h – 2215h from Monday-Friday and from 0830h – 1630h on weekends. Each student is entitled to borrow a reference book (01) for overnight and a non-reference/lending book (03) for a one-week loan, at a given time. Permanent reference books labeled “PR” (in red) may not be removed from the library. Fines are imposed on all books not returned by the due date. Library facilities should be accessed using a student’s identity card.

### **Maintenance and Transport Unit**

Conducting and coordinating maintenance work of the faculty and provision of transport services for students and staff are the main functions of the unit (with prior approval from the SAR).

### **Maternal and Child Health Research Unit**

The Maternal and Child Health Research Unit (MCHRU) of the Department of Community Medicine was established in 2012 and during the past decade has been a centre of excellence in maternal and child health and related research and training. The centre has not only carried out numerous capacity-building activities, provided career/higher-education opportunities for undergraduate and postgraduate trainees, researchers and service providers; but also, has initiated a number of social welfare and community-based activities, specifically focusing on disadvantaged groups of communities. Moreover, the impact of the high-quality evidence generated through collaborative research of the MCHRU funded by highly competitive international/local research grants is evident through the crucial national-level policy changes, especially in maternal and child health service delivery.

### **Student Health Center**

The Student Health Center is a faculty resource and medical service center for all medical students in the faculty. It offers universal walk-in medical services. The main goal of the Student Health Center is to maximize the students’ academic performance by supporting them in maintaining the best possible physical and mental health in a confidential, safe and nurturing environment. The center is located at the west corner (ground floor) of the paraclinical building.

It operates from 12.00 noon to 1.00 p.m. on working days. Services provided are Emergency care, Primary care, Wound care, Maintenance of confidential student health records, Referrals to specialists, Provision of advice on ergonomics and Teleconsultation Counselling.

### **Student Services Unit**

The uppermost function of the Student Services Unit (SSU) is focusing on the creation of a device to facilitate the students of the FMAS to achieve a higher quality medical education. SSU of FMAS provides a wide range of services for the convenience of the students to achieve the above objective. Therefore, it works in collaboration with several centers and units of the faculty.

SSU provides the following services:

- Distribution of student handbooks and record books
- Arranging and distribution of student identity cards
- Maintaining personal files of the students
- Preparing students' albums
- Preparing and issuing studentship letters
- Issuing progress reports
- Coordinating Mahapola scholarship and bursary related activities
- Coordinating Saubhagya scholarship related activities
- Coordination of arrangements related to clinical appointments
- Preparing and issuing of student registers for clinical appointments
- Coordination of activities related to student hostel facilities
- Display clinical schedule of the faculty in the notice board
- Calling entry forms and issuing the admissions for all main examinations

Faculty Cell of the Department of English Language Teaching

The Faculty Cell of the Department of English Language Teaching comes under the purview of the Department of English Language Teaching, Mihintale. The predominant focus of the Department of English Language Teaching is to enhance the English Language Proficiency of the undergraduates, which permits them to shape their personality as skillful professionals along with

refined communication skills in English. In terms of the services provided by the Faculty Cell of the Department of English Language Teaching, students have access to an English Language Laboratory at the main campus, Mihintale where they are able to study under the guidance of qualified staff members.

### **List of Committees**

- Canteen Committee
- Curriculum Committee
- Dean's Advisory Committee
- Ethics Review Committee
- Faculty Development Fund Committee
- Green Policy Committee
- Higher Degree, Research and Publication Committee
- Hostel Committee
- Landscaping Committee
- Research Publication Review Committee
- Sports and Cultural Committee
- Staff Welfare
- Student Counselor's Committee
- Students and Staff Safety and Security Committee
- Web Committee

### **List of Facilities**

- Accommodation
- Air-conditioned auditorium
- Animal house
- Banking facilities
- Cafeteria
- Computer laboratory
- Facilities for cultural activities
- Facilities for differently-abled students
- Faculty academic mentoring program
- Faculty website

- Financial support and scholarships
- Internet services
- Laboratories
- Libraries
- Maintenance and transport
- Milk bar
- Photocopy and printing facilities
- Reading room
- Safe drinking water
- Seminar halls
- Sports facilities
- Student counseling service
- Student health center
- Student services
- Students' union
- Sub postal service

## **Degree Awarding Criteria and Medals**

For the successful completion of the Degree, the candidate should complete the prescribed course (11,674 notional hours) and the 2<sup>nd</sup> MBBS, 3<sup>rd</sup> MBBS Part-I, 3<sup>rd</sup> MBBS Part-II and Final MBBS examinations within the stipulated period.

### **Calculation of average marks of the examinations**

a. 2<sup>nd</sup> MBBS Examination

Formula:  $(\text{Final Mark of Anatomy} + \text{Biochemistry} + \text{Physiology})/3$

b. 3<sup>rd</sup> MBBS Part-I Examination

Formula:  $(\text{Final Mark of Microbiology} + \text{Parasitology})/2$

c. 3<sup>rd</sup> MBBS Part-II Examination

Formula:  $(\text{Final Mark of Community Medicine} + \text{Family Medicine} + \text{Forensic Medicine} + \text{Pathology} + \text{Pharmacology})/5$

### Final MBBS Examination

- d. Formula: (Final Mark of Gynecology and Obstetrics + Medicine + Paediatrics + Psychiatry + Surgery)/5

### Criteria for awarding the classes

- Classes shall be awarded for a given examination (2<sup>nd</sup> MBBS, 3<sup>rd</sup> MBBS Part-I, 3<sup>rd</sup> MBBS Part-II, Final MBBS) based on the following cutoff values:
- Average Mark  $\geq 59.51 < 64.51$  : 2<sup>nd</sup> Class Honours (Lower Division)
- Average Mark  $\geq 64.51 < 69.51$  : 2<sup>nd</sup> Class Honours (Upper Division)
- Average Mark  $\geq 69.51$  : 1<sup>st</sup> Class Honours

### Criteria for awarding distinction for a subject

- $\geq 69.51$  % : Distinction
- $\geq 50.00 < 69.51$  % : Pass
- $< 50.00$  % : Referred

Classes and distinctions are only awarded to candidates who pass the whole examination at the 1<sup>st</sup> attempt.







### Criteria for Gold Medals







Prof. Malkanthi Chandrasekera Gold Medal in Anatomy


Best Performance in Anatomy

Minimum of second-class upper division in 2<sup>nd</sup> MBBS examination and distinction in Anatomy, highest aggregate in Anatomy

-  Prof. PAJ Perera Gold Medal in Biochemistry  
Best Performance in Biochemistry  
Minimum of second-class upper division in 2<sup>nd</sup> MBBS examination and distinction in Biochemistry, highest aggregate in Biochemistry
-  Prof. Malini Udupihille Gold Medal in Physiology  
Best Performance in Physiology  
Minimum of second-class upper division in 2<sup>nd</sup> MBBS examination and distinction in Physiology, highest aggregate in Physiology
-  Prof. PAJ Perera Gold Medal for overall best Performance in the 2<sup>nd</sup> MBBS Examination  
Best overall Performance at the 2<sup>nd</sup> MBBS Examination  
Minimum of second-class upper division in 2<sup>nd</sup> MBBS Examination, highest aggregate in 2<sup>nd</sup> MBBS examination
-  Prof. Sarath Edirisinghe Gold Medal in Parasitology  
Best Performance in Parasitology  
Minimum of second-class upper division in 3<sup>rd</sup> MBBS examination and distinction in Parasitology, highest aggregate in Parasitology
-  Prof. Danister Weilgama Gold Medal in Microbiology  
Best Performance in Microbiology  
Minimum of second-class upper division in 3<sup>rd</sup> MBBS examination and distinction in Microbiology, highest aggregate in Microbiology
-  Prof. Anura Weerasinghe Gold Medal in Pharmacology  
Best Performance in Pharmacology  
Minimum of second-class upper division in 3<sup>rd</sup> MBBS examination and distinction in Pharmacology, highest aggregate in Pharmacology

-  Dr. Vasana Mendis Gold Medal in Pathology  
Best Performance in Pathology  
Minimum of second-class upper division in 3<sup>rd</sup> MBBS examination and distinction in Pathology, highest aggregate in Pathology
-  Dr. Dhananjaya Waidyaratne Gold Medal in Forensic Medicine  
Best Performance in Forensic Medicine  
Minimum of second-class upper division in 3<sup>rd</sup> MBBS examination and distinction in Forensic Medicine, highest aggregate in Forensic Medicine
-  Prof. Suneth Agampodi Gold Medal for outstanding performance in Community Medicine  
Outstanding Performance in Community Medicine  
Minimum of second-class lower division in 3<sup>rd</sup> MBBS examination and distinction in Community Medicine, highest aggregate in field-practice and research
-  Department of Community Medicine Gold Medal for highest aggregate in Community Medicine  
Highest aggregate in Community Medicine  
Minimum of second-class upper division in 3<sup>rd</sup> MBBS examination and distinction in Community Medicine, highest aggregate in Community Medicine
-  Department of Family Medicine Gold Medal for the Highest Aggregate in Family Medicine  
Best Performance in Family Medicine  
Minimum of second-class upper division in 3<sup>rd</sup> MBBS examination and distinction in Family Medicine, highest aggregate in Family Medicine



 Dr. A.B. Senavirathna Gold Medal for best overall Performance in 3<sup>rd</sup> MBBS Examination

Best overall Performance in 3<sup>rd</sup> MBBS Examination

Minimum of second-class upper division in both 3<sup>rd</sup> MBBS Part I and Part II examination, highest aggregate in 3<sup>rd</sup> MBBS Examination

 Prof. Sisira Siribaddana Gold Medal in Medicine


Best Performance in Medicine

Minimum of second-class upper division in final MBBS examination and distinction in Medicine, highest aggregate in Medicine

 Dr. Nandana Hettigama Gold Medal in Obstetrics and Gynaecology

Best Performance in Obstetrics and Gynaecology

Minimum of second-class upper division in final MBBS examination and distinction in Obstetrics and Gynaecology, highest aggregate in Obstetrics and Gynecology

 Dr. Mohamed Rayes Musthafa Gold Medal in Paediatrics

Best Performance in Paediatrics

Minimum of second-class upper division in final MBBS examination and distinction in Paediatrics, highest aggregate in Paediatrics

 Prof. Arjuna Panchkori Ram Aluvihare Gold Medal in Surgery

Best Performance in Surgery

Minimum of second-class upper division in final MBBS examination and distinction in Surgery, highest aggregate in Surgery

 Prof. Diyanath Samarasinghe Gold Medal in Psychiatry

Best Performance in Psychiatry

Minimum of second-class upper division in final MBBS examination and distinction in Psychiatry, highest aggregate in Psychiatry



Dr. N.J. Dahanayake Gold Medal for overall best performance at the final MBBS examination

Best overall Performance at the final MBBS examination

Minimum of second-class upper division in final MBBS examination, highest aggregate in final MBBS examination

## **Dean's Award for Medical Undergraduates**

### **Criteria for Awarding Dean's Award**

Best students in each of the following categories shall be selected for the Dean's award:

1. Dean's Award for the 2<sup>nd</sup> MBBS (based on 2<sup>nd</sup> MBBS results and extracurricular activities with proven documents from the date of entrance to the FMAS, RUSL, to the end date of 2<sup>nd</sup> MBBS repeat examination of that particular batch)
2. Dean's Award for the 3<sup>rd</sup> MBBS part I (based on 3<sup>rd</sup> MBBS part I results and extracurricular activities with proven documents from the 2<sup>nd</sup> MBBS to the end date of 3<sup>rd</sup> MBBS Part 1 repeat examination of that particular batch)
3. Dean's Award for the 3<sup>rd</sup> MBBS part II (based on 3<sup>rd</sup> MBBS part II results and extracurricular activities with proven documents from the 3<sup>rd</sup> MBBS part I to the end date of 3<sup>rd</sup> MBBS part II repeat examination of that particular batch)
4. Dean's Award for the Final MBBS (based on Final MBBS results and extracurricular activities with proven documents from the end date of 3<sup>rd</sup> MBBS part II repeat examination to the end date of final MBBS repeat examination of that particular batch)

The marking scheme considers academic performance and performance in extracurricular activities, listed below, in scoring.

- Achievements and participation in sports
- Active involvement in student societies
- Active participation and achievements in cultural/ aesthetic events

- Active involvement in organizing committees (cultural/ social/ sports/ academic event/ symposia/ religious)
- Individual and group research work and publications
- Innovations/ Patents
- Engagement in social work

### **Procedure**

1. A notice on Dean's Award will be displayed on students' notice boards after every 2<sup>nd</sup> MBBS repeat, 3<sup>rd</sup> MBBS part II repeat and final MBBS repeat examinations. Students who sat for the relevant examinations can apply for the award.
2. Application forms shall be available at Deans office and can be downloaded from the University website.
3. Students who have applied for the award on or before the deadline will be considered for the award and late submissions will not be entertained.
4. List of students who are eligible to be in the Dean's list for a particular examination will be tabled at the Faculty Board and a certificate of achievement will be awarded.
5. A certificate of achievement and the Dean's Gold Medal will be awarded for the best student of each category (2<sup>nd</sup> MBBS, 3<sup>rd</sup> MBBS, Final MBBS) at an award ceremony which will be held at the consequent Faculty Board/ convocation.

### **Application Procedure**

1. Students shall apply for the awards using the application form issued by the University. Application forms shall be available at Dean's office and can be downloaded from university web site
2. Students shall submit certified copies of all the documentary evidence with the application
3. Students shall submit their applications through their Mentors/Academic Advisers who shall certify the contents of the applications
4. Students shall prepare and participate for an interview if the selection panel requests

## Eligibility Criteria

- i. To be eligible for this award, a candidate must have obtained a 2nd Class Lower division or above in the first attempt of the examinations (2<sup>nd</sup> MBBS / 3<sup>rd</sup> MBBS part 1/ 3<sup>rd</sup> MBBS part 2/ Final MBBS) held during the respective year.
- ii. Students can score marks under 6 criteria. The minimum mark for academic work will be 240. The student with the highest score will receive the award.
- iii. Final decision regarding the Dean's list should be approved at the Faculty Board, Faculty of Medicine and Allied Sciences, RUSL.
- iv. Any candidate who has been punished by the university and/or warned (in writing) by the Vice Chancellor or Deputy Vice Chancellor or Dean as found guilty for any misconduct (i.e violation of university rules and regulations, examination rules and regulations, damage to the image of the university/faculty during her/his university career (up to the respective year) shall not be eligible for an award.



# **Faculty of Social Sciences and Humanities**

# Faculty of Social Sciences and Humanities

Dean	: Prof. E.M.S. Ekanayake
Assistant Registrar	: Mr. M.M.S. Sanjeewa
Phone	: +94 252266818
Fax	: +94 252266788
E-mail	: dean@ssh.rjt.ac.lk

## Vision

To be a centre of excellence in higher education, research and dissemination of knowledge in the Social Sciences & Humanities.

## Mission

To train and produce high quality graduates equipped with competence and skills required to meet and respond to diverse demands and needs in the socio-economic development of the national and global environment ensuring excellence of education in social sciences and humanities.

### Objectives of the Degree Programs

- The objectives of the Bachelor of Arts Degree programs of the Rajarata University of Sri Lanka are to produce graduates who would be able to:
- Identify local and international social and cultural potentials perfectly

and have sound knowledge, skills, and self-confidence to alter and develop them according to the necessity,

- Possess a balanced education to develop and broaden their perception of the inherent inter- relationship between the physical and spiritual needs.
- Not only master a specific area of artistic creation, but also to connect the area with other forms of artistic expression and to develop skills of interpretation as well as creativities and to be a well-equipped person with necessary competencies (knowledge, skills, attitudes) and social responsibilities, capable of developing harmony among people and inculcate ethical development,
- Design and conduct scientific inquiries and experimentation when required,
- Apply the principles of sound practice in relation to health, safety, human welfare and the environment in social sciences and humanities related industries,
- Demonstrate excellent communication and interpersonal skills,
- Secure employment opportunities worthy of the Degree earned.

### Background of the Faculty

The Faculty of Social Sciences and Humanities was established with the inception of the University in 1995, and its central administrative complex is in Mihintale. At present, the faculty has a student population of around 1700. The current intake is 534 students, and the faculty hopes to increase its student intake to around 1000. The faculty aims to train and produce high-quality graduates with competence and skills fully equipped to meet and respond to the diversity of demands and needs in socio-economic development, ensuring

the excellence of education in Social Sciences and Humanities.

The faculty consists of seven Departments, namely Social Sciences, Economics, Humanities, Languages, Archaeology and Heritage Management, English Language Teaching, and Environmental Management. The faculty awards two types of Degree programs; the Bachelor of Arts (B.A.) and the Bachelor of Arts (Hons). The Honors Degree Programme consists of seven programs, namely B.A. (Hons) in Economics, B.A. (Hons) in Environmental Management, B.A. (Hons) Degree in Sociology, B.A. (Hons) in Sinhala, B.A. (Hons) in History, B.A. (Hons) in Archaeology and Heritage Management, and B.A. (Hons) in Mass Communication, and also the faculty offers one Postgraduate Diploma – Postgraduate Diploma in Education (PGDE).

The faculty offers B.A. Degree Programme consisting of eighteen subjects namely, Archaeology, Heritage Management, Economics, Management, Statistics, Water Resource Management, Environment Management, History, Mass Communication, Sinhala Language, French Language, English Language, Japanese Language, Hindi Language, Chinese Language, Sociology, Tourism Management, and Education.

The Dean is the Head of the Faculty for all academic as well as the management and administration matters. Dean's office is assisted by the Faculty Senior Assistant Registrar and other office staff. Faculty Curriculum Revision Committee, Research and Publication Committee, and other committees' function under the purview of the Faculty Board.

## Academic Departments

### Department of Archaeology and Heritage Management

#### Vision

To enhance the quality of management of the total Archeological heritage of Sri Lanka: in the fields of protection, documentation, conservation, maintenance, research, and enhancement of public awareness.



## Mission

Training archaeologists, to the best international standards to meet the requirements of the vision statement.

The Department of Archaeology and Heritage Management is an outstanding department which conducts both academic and field activities regarding the archaeology and heritage management sectors in Sri Lanka. It was established in 2010 and Senior Professor Ariya Lagamuwa was the Acting Head of the Department. Bachelor of Arts Honors Degree in Archaeology and Heritage Management and Bachelor of Arts Degree in Archaeology and Heritage Management are the main Degree programs offered by the Department. Archaeology Laboratory, Soft Skill Laboratory and Practical Laboratory can be mentioned as the main physical resources that belong to the Department of Archaeology and Heritage Management. In addition, Dr. Siran U. Deraniyagala Research Museum which belongs to the Department, enhance the academic knowledge of undergraduates. The Department is situated on the ground floor of the Faculty of Social Sciences and Humanities. The Department curricular is not traditional and predominantly aimed at producing trained graduates for existing job market and create new employment opportunities. It is evident that it has the potential of managing a wide range of Archaeological and Heritage activities including cultural tourism industry in the Sacred City and the vicinity of Anuradhapura.

## Other Services

### Archaeological Laboratory

The Department of Archeology has several laboratories on the ground floor of the Faculty of Social Sciences and Humanities building. These facilities are meant for students' use, and they can be used by students. Anyone wishing to use the lab space should contact the Head or the Laboratory Coordinator.

The Archaeology Lab was established in 2015 and serves as the Centre for the practical activities associated with the study programs in the Department.

Currently, the lab is being used for teaching laboratory methods in the practical subject components. The Lab has been designed to provide students with guided training in the elementary archaeological laboratory methods, data description, artefact identification, classification, analysis, interpretation, presentation, and curation. It expects to provide a hands-on experience with a range of artefacts, assemblages, research questions, analyses, and presentations. Field courses in Archaeology, Archaeological site survey and field Archaeology (excavation) conducted by the archaeology lab.

The Archaeological Lab is comprised of curation facilities, field equipment and field storage lockers. High-tech surveying, excavation and recording equipment ranging from GPS units and electronic total station theodolite to trowels, compasses and measuring tape, analytical tools, material conservation related instruments, microscopes, chemical stores field equipment and supplies. We are pleased to say that the laboratory is the only such equipped in an Archaeological Department in the university system of the country. The Conservation Lab of the Department is located in the Archaeology Lab. The lab could be used as the centre for student projects, outreach, and subject based student activities. Students and researchers need to get proper permission and guidance from the Head on such occasions.

General guidelines for the use of laboratory:

- No food or drink should be consumed or stored in any of the laboratories.
- No equipment or supplies should be removed from the laboratory without the permission of the Head of the Department.
- No research materials, artefacts, remains or the like that are on a table or counter should be disturbed or moved without first contacting the person in charge of the said material.
- Only the students in the Archaeology and Heritage Management study programmes are allowed to frequent use of the Laboratory. Others who wish to use or visit the laboratory must seek prior approval of the Head of the Department.

### **Archaeology Practical Laboratory**

The Department of Archaeology and Heritage Management is trying to establish a firm tradition of teaching and research in Archaeology. Supportive to it we recently start to house an important reference collection in a separate room dedicated to storing a broad range of specimens. Both the research and teaching collections are focused on completeness and ease of use rather than display. Mainly it contains potteries, stone tools, other significant artefacts, minerals and stones, fossils, skeletons of modern animals. These will be used as an aid to the identification of Archaeological material, as well as for research purposes.

The Department organizes workshops on the production of stone artefacts, lithic technology, to students for developing skills in the identification, classification and explanation of Archaeological objects. These understandings are formed through the laboratory by conventional lectures, instructional film, laboratory study of Archaeological specimens, and a program of student experiments.

The reference collection of the Department is open to students and researchers. Researchers who wish to use the collection have to arrange the visit by making a request from the Head of the Department. Steps are taken to improve the collection and maintain it as one of the primary outputs. New specimens are acquired through annual field research, and practical sessions are added whenever possible, and we are also keen on setting up collaborations and possible exchanges with museums and the Department of Archaeology, Sri Lanka.

### **Dr. Siran U. Deraniyagala Research Museum**

Dr. Siran Deraniyagala Research Museum established on the 07th September 2020 was a newly added physical resource to enhance the educational and research work in the Department.

The museum presents over ten thousand years of artwork, including the findings of the early phases related to geological time scale. The most recognizable

art pieces including the artifacts of pre-history, proto-history and early history are showcased through the galleries in the museum. The museum is open daily. Meanwhile the building's sustainable designs consist of models, illustrations, LED Screen and the air-conditioned status which adds to the standards of the building. All the authorities are under the Head of the Department of Archaeology and Heritage Management, Rajarata University of Sri Lanka and if anyone is interested in visiting the museum, it is necessary to get permission from the Head of the Department. To make the public aware on Sri Lankan history and culture, the museum is open to the visitors once a week.

### Academic Staff Members

Name	Designation
Prof. P. B. Nuwan Abeywardana Ph.D., M.Sc., PGIS, B.A. (Hons)	Professor in Archaeology / Head
Senior Prof. Ariya Lagamuwa Ph.D., M.A., B.A. (Hons)	Professor in Archaeology
Prof. Chandana Rohana Withanachchi Ph.D., M.A., FSLCA, B.A. (Hons)	Professor in Archaeology
Prof. D Thusitha Mendis PhD, M Phil, PG. Dip.in Arch., PG. Dip. in Heri. Mgt., BA	Professor in Archaeology
Mr. Chandima Bandara Ambanwala M.Sc., PGD in Architectural Conservation of Monuments and Sites, B.A. (Hons)	Senior Lecturer Grade II
Dr. W.M. Tikiri Bandara Wijepala Ph.D., M.Sc., PGD in Museology, B.A. (Hons)	Senior Lecturer Grade II
Mr. Thilanka Manoj Siriwardana. M.Sc., B.A. (Hons)	Senior Lecturer (Transitional)

## Department of Economics

### Vision

The vision of the Department is to be a Centre of excellence in higher education, research, and dissemination of Knowledge in the field of economics.

### Mission

The Mission is to produce self-reliance graduates, who can critically think and make independent analysis in issues of regional and national economies of the country and generate new knowledge in the field of economics as well as disseminate it to a wider audience.

The Department of Economics of the Rajarata University of Sri Lanka was established as a separate Department in 2020. Before the Department was established, Bachelor of Arts Honours in Economics was offered to the students who take Economics as one of the three subjects in a General Arts Degree by the Faculty of Social Sciences and Humanities since 1996. Approximately 100 students take up Economics as a subject under General Arts Degree program while around 30 students are enrolled to the Bachelor of Arts Honours in Economics in each year. During a short time, the Department has developed its academic, research, physical, and infrastructural facilities to well match with the world standards.

The Department offers two Bachelor's Degree programs – B.A. Degree and B.A. (Hons) Degree – in Economics. These two-degree programs have been offered by the Department of Social Sciences since 1996, and thus those are among the first Degree Programs offered by the Faculty. At present, over 200 undergraduates each year choose both Bachelor's Degrees in Economics. The Department provides students an opportunity to specialize in several branches of Economics such as Agriculture and Environmental Economics, Industrial Economics, Development Economics, Demographics and Labor Economics, International Economics, Statistics, Business Economics, etc. During a short time, the Department has developed its academic, research, physical, and infrastructural facilities to well match with the world standards. The Depart-

ment has already designed two Postgraduate Degree Programs in Economics and Development Studies. At present Department has 9 permanent academic staff of whom 5 holds Ph.D. level qualifications. With highly qualified academic staff, the Department also aims to contribute to the national development of the country by generating new knowledge and contributing to public policy discussions in Sri Lanka.

## **Other Services**

### **Econometric Laboratory**

The operation of the laboratory focuses on the formation of research potential based on the application of modern econometric methods in the study of current economic problems. The Econometric Laboratory at the Department of Economics, Faculty of Social Sciences and Humanities, is accessible for undergraduates and provides facilities for Econometrics analysis of the undergraduates who are in both Special and General Degree programmes. In addition to this broader objective, the Econometric Laboratory focuses on the following objectives.

- To provide an advanced network of computerized workplace equipped with specialized software and databases that assist in the development of scientific research and practical training in the Faculty.
- To provide opportunities for undergraduates to enhance their computer-based econometrics analysis.
- To provide direct access to the National and International databases.
- To provide practical experience in survey data analysis.
- To provide an opportunity for citation manager software, plagiarism check software for improving the quality of undergraduate research activities.

### **Data Analysis Unit (DAU)**

The main objective of establishing the Data Analysis Unit at the Department of Economics, Faculty of Social Sciences and Humanities, is to facilitate undergraduates (Both B.A. (Hons) and B.A. General Degree programmes) for their data analysis. Students and staff within the Faculty of Social Sciences and

Humanities seeking help with course assignments and research projects are encouraged to make use of the Unit. In addition to this broader objective, the data analysis unit focuses on the following objectives.

- To assist with issues related to quantitative and qualitative research design and data analysis.
- To provide practical experience in survey data analysis.
- To provide opportunities for undergraduates to enhance their computer-based data analysis skills.

### **Business Incubator Unit (BIU)**

The main objective of establishing the Business Incubator Unit at the Department of Economics, Faculty of Social Sciences and Humanities, is to inspire the interest among final year (both Hons and B.A Degree Programs) undergraduates of the Faculty to take their first steps as entrepreneurs or start-up new business ventures upon graduation. In the long-run, this Incubator Unit will lead to develop and cultivate an entrepreneurial culture where Rajarata University of Sri Lanka can produce Small & Medium Enterprises (SMEs) in the regional economy and at the national level. It will further facilitate to address the unemployment issue in the economy while significantly contributing to the economic growth. In addition to its broader objective, the business incubator unit will focus on various points:

To provide opportunities for undergraduates to learn the basic tools of identification of a potential business, planning of business, writing up a business proposal, sourcing of start-up finance, conducting market research, strategies of sales and marketing, and study good practices and models for effective graduate-focused business incubation.

To provide opportunities for undergraduates to learn lessons from progressive entrepreneurs on how business ideas emerge, how they identify the business opportunities in the economy, the challenges they face, and the success and failure factors of a new business. To provide opportunities for undergraduates to discuss the existing business opportunities (potential business areas) in the

economy and discuss their business ideas with business advisors or experts in the field. To provide opportunities for undergraduates to identify and form links with existing institutions and programs that support to establish and develop a new business.

### Academic Staff Members

Name	Designation
Prof. S.K.N. Gamage Ph.D., M.Sc., B.A. (Hons)	Professor in Economics/Head
Prof. S.W.G.K. Bulankulama Ph.D., M.Sc., B.A. (Hons)	Professor in Economics
Prof. R.P.I.R. Prasanna Ph.D., M.Sc., M.Sc., B.A. (Hons)	Professor in Economics
Dr. S.A.U. Neranjala Ph.D., M.Phil., B.A. (Hons)	Senior Lecturer Gr. I
Dr. A.M.P. Adikari Ph.D., M.Phil., M.A., B.A. (Hons)	Senior Lecturer Gr. I
Mr. H.G.K.N Bandara M.Phil., M.A., B.A. (Hons)	Senior Lecturer Gr. II
Ms. J.M.G. Lalani M.Sc., B.A. (Hons)	Senior Lecturer Gr. II
Mr. H.A.B.W Hettiarachchi M.Phil., M.A., B.A. (Hons)	Lecturer
Ms.K.S. Denipitiya PGDM, B.Sc.	Lecturer

### Department of Environmental Management

#### Vision

To be a centre of excellence in Environmental Management through creative thinking, teaching-learning, research, and dissemination of knowledge for the sustainable development of the country, region and the world.



## Mission

The Department of Environmental Management strives to be a centre of excellence in providing leadership in the field of Environmental Management for protecting, preserving, developing and suitable use of environmental resources for achieving quality life and healthy environment while educating people on current and future challenges due to interaction of human and environment through offering diverse high quality interdisciplinary courses for the undergraduate students to improve knowledge, skills, attitudes pertaining to environmental conservation and management under both General and Special Degree programmers while facilitating for innovative teaching-learning, collaborative research, carry out outreach works for the benefit of students and the society.

The Department of Environmental Management was established in 2015 under the Faculty of Social Sciences and Humanities. This is the only academic Department in the university system in Sri Lanka where the university entrants from the Arts stream can learn Environmental Management and secure a specialised Degree. The Department offers subjects for the General Degree and a Special Degree in Environmental Management which includes course units with cutting edge knowledge in the subject.

The authority keep high expectations of the Department in serving as leading expertise in Environmental Management in the country and out of the country. The Department still in its infant age has launched various activities. The staff is presently gaining their postgraduate qualifications and in future the Department will grow faster.

The Department's future is in line with developing the discipline as a professional cum academic orientation. The Department staff already has started researching on such relevant areas as drought, CKDu and SME. It is our expectation to grow the Department to an institution leading in research and development in the areas of regional relevance in order to develop global specialty in the field.

## **Other Services**

### **GIS laboratory**

GIS Lab of the Faculty is located in the first floor of the main building and it provides facilities for students to practice Geographic Information Systems and other computer applications to automated map productions and to explore internet. This is an excellent opportunity for students to improve their information technology skills.

### **Diploma in Environmental Management**

The Department of Environmental Management was established in March 2015 by bifurcation of the Department of Social Sciences. A Special Degree program in Environmental Management and the subject for General Degree Program was offered since the inception of the Department of Social Sciences in 1996. The Department of Environmental Management has identified the need for improving environmental concerns of the work force of the country in order to meet the present and future environmental challenges. This Diploma is designed to partially address the above issue.

It is imperative that youth with Advanced Level qualification do not possess adequate opportunities to gain higher qualifications. The Department was mindful to design the Diploma program opening up a window to enter to higher education. Further, the Diploma program offers opportunity to improve environmental friendly attitudes which are essential ingredients of the education in the 21st century. It is expected that this Diploma holders will contribute to the nation by making changes in their workplace making more environmentally sound and with the dissemination of the knowledge.

This is a 30 credit taught study program including independent projects, which meets the requirement of SLQF 3 (NVQL5). This program will qualify a candidate to follow courses of SLQF4 - National Higher Diploma and Higher Diploma (NVQL6). If the candidate possesses Accredited Prior Learning equivalent to SLQL 4 and Qualifying Examination, they can enter into a Degree program with qualification gained from this course. In both cases, 30 credits earned

from this program will be counted and only remaining number of credits to be earned to achieve the Degree.

This study program is based on Environmental Management and appropriate cutting edge knowledge and professional skills. The course units' contents, practices, guided learning assignments, and intended learning outcomes are designed to provide professionalism and skills essential for successful fulfilment of any responsible requirements for positions in the 21st century in both public and private institutions.

The aim of this Diploma programme is to provide knowledge, skills, competencies and attitudes of participants on environmental management which will definitely aid to improve environmental efficiency and effectiveness of various functions in the work place and to improve job performance of participants by reflecting the outcome in individual actions and in making awareness among common public in relation to understand and act on environmental issues.

### Academic Staff Members

Name	Designation
Prof. Manjula Ranagalage Ph.D., M.Sc., M.A., B.A. (Hons)	Professor in Environmental Management/ Head
Prof. DMSLB Dissanayake Ph.D., M.Phil., M.Sc., B.A. (Hons)	Professor in Environmental Management/ Head
Dr. P.S.K Rajapakshe Ph.D., M.Sc., B.A. (Hons)	Senior Lecturer Gr. I
Dr. J.M.S.B. Jayasundara Ph.D., M.Sc.	Senior Lecturer Gr. I
Mr. N.S.K. Herath M.A., B.A. (Hons)	Senior Lecturer Gr. I
Dr. M.M.S.A. Marasinghe Ph.D., M.Sc., B.A. (Hons)	Senior Lecturer Gr. I

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Dr. W.M.S.B. Wanninayake  
Ph.D., M.Sc., M.Sc., B.A. (Hons)

Senior Lecturer Gr. II

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Mr. L.M.A.P. Gunawardhana  
M.Phil., B.A. (Hons), Dip in GIS

Senior Lecturer Gr. II

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## Department of English Language Teaching

### Vision

The vision of the Department of English Language Teaching is to be a centre of excellence in developing English Language Proficiency of the needy and dissemination of knowledge and research related to teaching and learning English.

### Mission

Department of English Language Teaching (DELT) of the Rajarata University of Sri Lanka is committed to developing English Language Proficiency of students of Faculty of Social Sciences and Humanities, Faculty of Management Studies, Faculty of Applied Sciences, Faculty of Agriculture, Faculty of Medicine & Allied Sciences, Faculty of Technology and the community and nation at large through dissemination and enhancement of English knowledge at its best.

The Department of English Language Teaching (DELT) of the Rajarata University of Sri Lanka (RUSL) is the successor of the English Language Teaching Unit (ELTU), which in turn replaced the unit that conducted the Diploma in English program offered by the North Central Province Affiliated University College. At present, the Department of English Language Teaching (DELT) of the Faculty of Social Sciences and Humanities extends its services to the undergraduates of the six faculties of the university, community outside the university and the external and the post-graduate study programmes of the university. The DELT serves the six faculties by way of conducting the Intensive English programmes and the General and Business English Programmes in the respective faculties. In addition, an Advanced Certificate in English

(Extension) programme and Diploma in English (Extension) programme are conducted for the employees in both the public and private sectors. Further the Department conducts a Diploma in English programme for the internal students of the University free of charge.

#### English Language Laboratory

Students have access to self-learning activities in the English Language Laboratory which is located in the Mihintale premises.

#### Academic Staff Members

Name	Designation
Mr. D.A. Wehella M.A., B.A.	Lecturer/Head
Dr. R.M. Dhanapala Ph.D., M. Phil., M.A. (TESL), M.A.(Linguistics), B.A.	Senior Lecturer Gr. I
Mr. H.P.K. Pathirana M.Phil., Dip TESL, M.A., B.A.	Senior Lecturer Gr. II
Mr. A.A.M. Nizam M.A., SDP, B.A.	Lecturer
Mr.G.S.M.P.L.N. Abeywardhane M.A., B.A.	Lecturer
Mr. M.D.S.S. Kumara M.A., Methodology for TESOL, B.A.	Lecturer
Mrs. N.D. Jayasinghe B.A.	Senior Instructor
Mrs. R.M.L.C. Kumari M.A., B.A., Dip. in English, Cert. in English	Instructor in English
Mr. S.M.C. Bandara M.A., B.A., Dip. in English, Cert. in English	Instructor in English

#### Department of Humanities

### Vision

Achieving an efficient professional and superior humanity through an effective educational process derived from an affluent communication system through great historical heritage.

### Mission

The Department of Humanities has strengthened the vision, mission and objectives of Rajarata university of Sri Lanka and the Faculty of Social Sciences and Humanities, empowering the Department of Humanities to achieving an efficient professional and superior humanity through Historical Heritage and effective communication systems and developing educational process by designing and implanting with national and international perspectives on sustainable development aspirations. Act in accordance with policy conventions required to obtain.

The Department of Humanities is one of the first two Departments which were firstly established in the Faculty of Social Sciences of the Rajarata University of Sri Lanka. It consisted of many subjects and Degree Programs in the inception of the University and then many new Departments were formed within the Department of Humanities. Prof. K.D. Paranavithana, a world famous intellectual was the first Head of the Department of Humanities.

The main purpose of the Department is contribution of humanities education for the sustainable development in the 21st century. The Department of Humanities is conducting Degree Programs related to Mass Communication, Education Sciences and History, as follows.

- Bachelor of Arts Honors in Mass Communication
- Bachelor of Arts Honors in History
- Bachelor of Arts Degree

The above Degree programs are job oriented and can solve problems related to un-employability in the country as the curriculum includes practical components in each subject. Media Laboratory which has been established in the faculty provides support in the subject of Mass Communication. Various programs, lectures, workshops and other activities related to practical components of television, cinema and radio broadcasting are conducted by the Department. Soft skills centre is another addition to the Department which helps students who follow diverse subjects.

Accordingly, the Department has taken a great responsibility in world development process. At present there are 12 academic staff members and many veteran scholars and experts rendering their services to the Department. The Department of Humanities is located in the Faculty of Social Sciences and Humanities at the Mihintale premises of Rajarata University of Sri Lanka.

## **Other Services**

### **Media Laboratory**

Media laboratory in the faculty of Social Sciences and Humanities was established in 2015 under the HETC - IDAS project to develop practical skills of the Mass communication students. At present, the Media laboratory is functioning under the guidance of the Department of Humanities. Practical proficiency is highly required to achieve success in the Mass media industry. To fulfil the requirement, the Department of Humanities has taken many development steps over the years. Present Mass communication syllabus consists of many practical subjects. Most of these subjects are designed to develop the practical skills of the student and allocate more practical hours and assessments to evaluate the skills of the student. The media lab consists of several sections. Namely, the main hall area, the Audio recording room, and the entrance lobby area. The main hall area is dedicated to conducting video and photography activities. The recording room is dedicated to performing audio recording activities. One of the sidewalls is set up with a giant green screen to conduct Television news presentation activities. The media lab is equipped with a DSLR camera, light system, video camera, microphones, and audio mixers....etc. All

the equipment are utilized for practical purposes.

#### Objectives of the Media Laboratory

- Provide support for the students to get used to the media environment.
- Conduct practical sessions to enhance the practical skills of the students.
- Learn the methods and techniques to operate the media equipment.
- Learn self-disciplines when using a studio in the media industry.

#### Academic Staff Members

Name	Designation
Dr. M. W. N. U. Nandana Millagala Ph.D., M.Phil., B.A. (Hons)	Senior Lecturer Gr. II Head
Prof. Sena Nanayakkara Ph.D., M.A., B.A. (Hons)	Senior Professor in Mass Communication
Prof. M.K. Lasandha Irangani Ph.D., M.A., B.A. (Hons)	Professor in History/ Head
Prof. T.G.A. Talawatte Ph.D., M.Phil., M.A., B.A. (Hons)	Professor in History
Prof. W.K.D. Keerthirathne Ph.D., M.Ed., M.A., PGDE, B.A.	Professor in Education
Mr. D.J.K. Ihalagedara M.Phil., M.A., B.A. (Hons)	Senior Lecturer Gr. II
Dr. R.A. Nelanga.M.Jayasinghe Ph.D., M.A., B.A. (Hons)	Lecturer
Mr. A.P. Mallawaarachchi M.Phil., B.A. (Hons)	Lecturer
Mr. M.A.P.Kumara M.Phil., B.A., Dip. in Com., Cert. in Tamil Language	Lecturer
Mr. D.M.T.U.K. Dissanayaka M.A., B.A. (Hons)	Lecturer (Probationary)



Ms. W. A. L. P. Dilhara M.Phil., B.A. (Hons)	Lecturer (Probationary)
Mr. H.G.C.Sampath M.Ed., B.Ed. (Hons), SLPS, SLEAS, SLTES	Lecturer (Probationary)

## Department of Languages

### Vision

Our vision is to produce skilled, knowledgeable and open minded graduates who can extend a valuable service globally.

### Mission

Our mission is to produce readily employable, highly competent graduates, who possess a strategic sense and a perception on how their knowledge and skills could be applied in contributing to the economic growth of the country.

The Department of Languages is one of the most outstanding Departments of the Faculty of Social Sciences and Humanities. The Department is located in a picturesque and scenic block of land within the university premises with easy access to Mihintale. Established in 2015, it has been a venture to many professionals and intellectuals within the country and beyond. As one of the active and progressive Departments of the faculty, it offers courses in 6 languages; Sinhala, English, French, Japanese, Chinese and Hindi. The department is committed not only to increase the number of people a student can communicate with, but also to improve graduate employability within the country and beyond. Through unparalleled education experience that is designed to meet the next generation professional requirements of the country, the undergraduates at the Department are given a special opportunity to reach their maximum potential.

The Government of Sri Lanka has taken many initiatives to enhance the quality of Teaching and Learning of different languages in universities. There had

been deterioration in this field for a considerable period of time. As the world has become a global village, languages play a vital role in education, research, travel, tourism and business. However, opportunities are limited for students as only a few universities offer modern language courses. There is a great demand for learning languages such as English, Chinese and Japanese at present. Being fluent in such a language opens up the door to a variety of job opportunities which are not available to monolingual job candidates.

The tourism industry is one of the main income generating industries in Sri Lanka. However, at present, the tourism sector is greatly affected by a shortage of multilingual professionals/foreign language speakers due to limited foreign language learning opportunities and exposure to foreign cultures.

Mastering foreign language skills is essential for people working in the tourism sector as it is the means for communicating with tourists and understanding cultural differences. In fact, producing qualified professionals in languages can immensely contribute to the development of the Sri Lankan tourism industry.

In this scenario, the Department of Languages has identified the timely need-requirements to provide modern language courses and strives to produce readily employable, highly competent graduates who possess a strategic sense and a perception on how their knowledge and skills could be applied in contributing to the economic growth of the country.

#### Aims and Objectives of the Department

##### Objective:

- To expand and develop the Department of Languages.
- To offer courses as per the requirement of stakeholders.
- To support the tourism industry and Sri Lankan economy.
- To extend the service provided to all the faculties and the external community.
- To improve the communication skills of individuals.
- To increase the employability of graduates.

- To enhance the research capacity of the Department.
- To facilitate international training and professional development programs for the academic staff.
- To build partnerships with foreign universities and the tourism industry.
- To enhance the university ranking.
- To promote students' welfare.
- To implement technology mediated courses.
- To implement community service projects.
- To increase the current annual intake of students by three times.

Currently, the Department has more than 1200 students and the Department offers seven different Degree Programs to the students as follows.

1. B.A. (Hons) in Sinhala
2. B.A. Degree Programme (subjects offered such as Sinhala Language, French Language, Japanese Language, English Language, Chinese Language and Hindi Language)

## **Other Services**

### **Ongoing intellectual events of the Department**

- The relationship between the staff members and the students is a pro-active one which creates an intellectually stimulating environment. For instance, the staff members and the students organized the Undergraduate Research Symposium-2022 for the first time to give the opportunity for undergraduates of Sri Lanka to explore their research interests and publish their researches.
- The Department also claims the credit for hosting the ongoing weekly webinars (every Thursday) called “විඤ්ඤානීය ජීවිතයකට මගක්” which has spread a positive reputation regarding the Department proving the fact that it does not only conduct intellectual events for its members, but for outsiders too.

- In order to create a rapport between the university and the outside community, the Department offers many community services in different parts of the country such as conducting G.C.E. Advanced Level Seminars for schools in Medawachchiya, French workshops for schools in Anuradhapura, awareness programmes on diseases and the contribution to the “Kalyana Mithra” scholarship programme.

### **Japanese Language lab**

The Japanese language laboratory of the Department of languages of the Faculty of Social Sciences and Humanities was donated by the Embassy of Japan in Sri Lanka. It was opened on 31st of January 2022 for the language learning students at the Department in order to enhance and encourage language learning capacity and interest of the students.

### **International Partnerships of the Department**

Currently, pro-active partnerships are maintained with the Embassy of Japan in Sri Lanka and Indian High Commission by the Department. For instance, the first ever online Languages forum was conducted on 24th of March, 2021 by the Department of Languages in collaboration with the Embassies of France, Japan, Confucius Institute attached to the Embassy of China and the Indian High Commission. Furthermore, the Indian High Commission has granted a full scholarship to two students of the Department of Languages to follow the Hindi language proficiency Certificate Course (level 100) at the Central Institute of Hindi in Agra, India.

The Visit of his excellency the Ambassador of Japan to Sri Lanka; Mr. Mitsu-koshi Hideaki on 15th February 2024 to the Faculty of Social Sciences and Humanities, Rajarata University of Sri Lanka also mark as a remarkable day in the university history and his visit tightened the ties between the embassy of Japan to Sri Lanka and the department of Languages. We expect to develop the Japanese language studies with the patronage of embassy of Japan in Sri Lanka.

## Academic Staff Members

Name	Designation
Prof. Ven. Olaganwatte Chandrasiri Ph.D., M.A., B.A. (Hons)	Professor in Sinhala/Head
Prof. D.M.W.K. Dissanayake Ph.D., M.Phil., B.A. (Hons)	Professor in Sinhala
Ms. M.T.C.H. K. Millagathenna M.Phil., B.A. (Hons)	Senior Lecturer Grade II
Rev. G. Uparathana M.Phil., PGDE, B.A. (Hons)	Senior Lecturer Grade II
Dr. M.G.N. Dayananda Ph.D., M.Phil., B.A. (Hons)	Senior Lecturer Grade II
MS. S.T.H.P. Samarasinghe M.A., B.A. (Hons)	Senior Lecturer Grade II
Ms. N. Dayarathne M.Phil. (Reading), M.A., B.A. (Hons)	Lecturer (Probationary)

## Department of Social Sciences

### Vision

To be a Centre of excellence in higher education, research, and dissemination of knowledge

### Mission

The mission of the Department is to train and produce high-quality graduates equipped with competence and skills required to meet and respond to diverse demands and needs in the socio-economic development of the national and global environment ensuring the excellence of education in social sciences.

The Department of Social Sciences has a rich history, dating back to the inception of the Faculty of Social Sciences and Humanities in 1995. Initially, it

offered a diverse array of courses spanning various fields, including Sociology, Economics, Environmental Management, Management, Mathematics, Statistics, Computer Studies, and Travel and Tourism Management. However, in 2015, the department underwent restructuring, leading to the establishment of the Department of Environment Management as a separate entity. This division allowed for a more focused approach to environmental studies within the university. Subsequently, in 2020, the Department of Economics emerged as an independent department, distinct from the Department of Social Sciences, to provide specialized education in economics-related disciplines.

Currently, the Department of Social Sciences primarily offers degree programs for Bachelor of Arts and Bachelor of Arts Honors in Sociology. Within these programs, Sociology and Tourism Management are the two main disciplines offered, reflecting the department's emphasis on social sciences and its relevance to the tourism industry. This evolution enhances the department's commitment to providing comprehensive education in sociology while aligning with industry demands and academic advancements.

### Academic Staff Members

Name	Designation
Mr. K.G.A.P. Siriwardhana M.Phil., B.A. (Hons)	Lecturer/Head
Prof. E.M.S. Ekanayake Ph.D., M.Phil., B.A. (Hons)	Professor in Sociology
Prof. D.S.W. Gunawardane Ph.D., MSSc, B.A. (Hons)	Professor in Sociology
Ms. T.G.D. Udayakanthi MSSc, B.A. (Hons)	Senior Lecturer - Grade II
Mr. P.S.R. Senadheera M.Sc., PDGM, B.A. (Hons)	Lecturer
Ms. T.M.C.D. Senarathna PGD, B.A. (Hons), DIP	Lecturer (Probationary)

### Ongoing intellectual events of the Department

- Monthly Discussion Programme “Samaja Sankathana”, to enrich the social knowledge through Sociological knowledge and perspective.
- Annual Social Responsibility Program (CSR) to transform student’s generosity into meaningful change for communities.
- Knowledge Sharing Programme with Foreign Academics to enrich the social knowledge through Sociological knowledge and perspective and share international knowledge.
- Annual Multidisciplinary Research Project to find solutions for social issues using many specialized branches of learning that aim to achieve a common goal using knowledge from other disciplines.

### **The Sociology Soft Skills Laboratory**

The Sociology Soft Skills Laboratory focuses on improving communication skills through activities like role-plays and presentations. It also aims to develop interpersonal skills such as empathy and conflict resolution through interactive exercises. Students in the laboratory practice critical thinking and analytical skills by engaging in case studies and data analysis activities. Additionally, the laboratory promotes cultural competence and diversity awareness through discussions on cultural norms and societal diversity.

## **Department of Information Technology**

### **Vision**

To be recognized as a leading provider of IT courses that bridge the gap between art and technology, enabling students to embrace technological advancements and leverage them to achieve their artistic aspirations while preparing them for successful careers in the evolving digital landscape.

### **Mission**

To provide a high quality learning training and research environment towards developing Technological, innovative and entrepreneurial capabilities to meet the ever involving social and economic needs.

The Department of Information Technology (IT) is the main Information Technology Resources provider for the Faculty of Social Sciences and Humanities. The Department of IT is equipped with two (02) computer labs, with a total number of 120 computers allocated for staff and students to support their research and studies. The Department of IT operates all 5 working days of the week from 9.00 am to 4.30 pm daily and serves approximately 2000 undergraduate students. Our main task is to maintain and take care of the constantly developing information technologies, follow modern trends and respond to current challenges so that we can provide quality support for academic processes.

Furthermore, The Department of IT provides all the IT related facilities to the faculty including, development and maintenance of the faculty website, provide learning management system services. Currently there are Two Academic Staff members, two Temporary Demonstrators and two technical officers in the Information Technology field to serve the Department of IT. We work as a team to provide the best IT-related services to the faculty.

### **Other Services**

#### **Computer Labs**

The Faculty Computer Labs serves as the nucleus of academic technological endeavors within the faculty, housing two distinct spaces with capacities for 70 and 50 students respectively. These labs aren't just physical spaces but rather dynamic environments fostering hands-on learning experiences and collaborative sessions. Here, faculty members conduct a myriad of activities ranging from computer practicals to workshops and computer-based exercises spanning various subjects.

#### **Faculty Web site and social media Administration.**

This involves managing the faculty's online presence. This includes maintaining the website, updating content, managing social media accounts, engaging with the community, and promoting events.



### **LMS (Learning Management System) Administration.**

This ensures the smooth operation of the digital platform for online courses and materials management. Faculty use the LMS for resource organization, communication, assessments, and progress tracking. Administrators offer technical support, troubleshoot issues, and oversee upgrades, facilitating seamless online education delivery.

### **Technical Support to the entire faculty.**

Assists in resolving hardware, software, and digital tool issues. This support enables faculty to integrate technology into teaching and research seamlessly. Staff provide troubleshooting, digital literacy training, and recommendations, enhancing productivity and innovation across academic endeavors.

### **Academic Staff Members**

<b>Name</b>	<b>Designation</b>
Mrs. L.N.A.B.M. Nissanka M.Sc., B.Sc. (Hons)	Lecturer in IT/Head
Mrs. R.A.N.N.Ranasinghe M.Sc., B.A. (Hons)	Lecturer in IT

### **Other Facilities, Centres, and Units**

#### **Soft Skills Laboratory**

Soft skill labs were established under the HETC- IDAS project and this activity aimed to strengthen undergraduates' Soft Skills through Soft Skills Lab. The Soft Skills Lab enables the student to gain amazing dexterity in dealing with various on-the-job situations. The various activities done in the class enables the student to overcome lack of confidence, stage fear, and shyness and to build a strong personality. The Soft skill labs designed to provide strong practical orientation to the students to build their communication, interpersonal and leadership skills to increase the employment marketability and to compete

successfully in the business environment. Focal areas to be addressed were as follows.

- Written and Spoken Communication
- Personality Development
- Interview Etiquettes
- Group Discussion
- Analytical Skills
- Creative Thinking
- Conflict Management
- Team Management

### **GIS Laboratory and Faculty Computer Laboratory**

GIS Lab of the Faculty is located on the first floor of the main building with a separate entrance and Faculty Computer Lab functions in the Faculty premises. The GIS lab provides facilities for students to practice Geographic Information Systems and other computer applications and to explore internet. This is an excellent opportunity for students to improve their information technology skills. At present this is the only resource center in the university which provides facilities for automated map production.

### **Industrial Training and Research Units**

The Industrial Training of the Faculty of Social Sciences and Humanities of Rajarata University of Sri Lanka provides an educational experience in which students are complemented with their academic studies with direct practical experience and academic credits. This has been identified as one of the strongest components of the existing curriculum. It is offered in 6th semester and two credits are allocated for the industrial training in the final semester.

The industrial Training Unit will maintain students' records, conduct common workshops and do overall supervision of the programme. The director will coordinate other Department coordinators for facilitating academic supervisors and student trainees. This has been identified as one of the strongest components of the existing curriculum. It will now be offered in the 6th semester.

Two credits are allocated for the industrial training in the final semester – a component in the curriculum that is expected to introduce the students to the world of work. During this program, each student will address an identified problem in an industry related to their module program. They will make an oral presentation as well as write a report at the completion of the training during this period. This training has now been re-designed in order to achieve higher levels of learning outcomes required for an honest graduate in social sciences and humanities.

A research project which is worth 4 credits would also be undertaken in the final semester. This project also would be modular based and would be undertaken by the direct supervision of a staff member. It could be conducted in the faculty itself or in an outside organization.

### **Postgraduate Diploma in Education (PGDE) Unit**

The Postgraduate Diploma in Education unit (PGDE) of the Faculty of Social Sciences and Humanities, Rajarata University of Sri Lanka was established with the induration of the Postgraduate Diploma in Education (PGDE) week-end program in 2015. The unit expects to help professionals those who engage in the field of education to obtain the required knowledge attitudes and skills to function as competent professionals. Since the establishment of the unit, more than 1000 students have been registered for the Diploma.

Presently, this unit offers Postgraduate Diploma in Education full time course started in 2020. The unit is planning to introduce Master of Education (MEd.) and Postgraduate Diploma in Education Management program (PGDEM) from 2022.

Delivery of the program;

1. PGDE week-end program of 1 ½ years, (18 months) - Duration 3 semesters.
2. PGDE full time program of one year (12 months) - Duration 2 semesters.

### **Faculty Quality Assurance Cell (FQAC)**

In recognition of the importance of quality improvement of the higher education in a formal, transparent and accountable manner, and responding to the global and local trends in quality assurance, FSSH established its FQAC. All quality-related aspects of the academic programme, research, services and environment of the faculty come under the FQAC. It represents all stakeholders for quality within the faculty, including academic staff, medical students, administrative staff and non-academic staff. It implements corrective actions or makes recommendations to uplift the quality of the faculty where necessary.

#### Other services of the faculty

- The students are provided with either Mahapola scholarships or Bursary based on attendance performance.
- Rajarata University provides hostel facilities for many students. While hostel buildings are being constructed, private houses are rented and provided for students.
- The Faculty also provides students with career guidance and counseling services.
- Students are provided with awareness on the job market, requirements to enter the world of work and industrial training with the collaboration of the University Career Guidance Unit.
- Counselling services in different matters are provided by the Faculty Student Counsellors and students can seek help from the student counsellors for any problems faced by them.
- Department of Archaeology provided scholarship program last year (2021) and faculty will provide scholarship program in this year (2022).

### **Degree Awarding Criteria and Medals**

To be eligible for the B.A (general) Degree, students should have completed a minimum 90 credit units and a minimum 120 credit units for the BA (special) Degree programme and final GPA will be calculated taking into account the entire Degree programme.

## Degree Awarding Criteria

- Earn a minimum GPA of not less than 2.00 for each semester and minimum overall GPA of 2.00 for the entire Degree program.
- Not having any grade below C during the entire Degree program.
- Complete the above requirements within a period of six academic years for B.A (general) Degree programme and 8 academic years for BA (special) degree programme.

## Gold Medals



Ven. Eethalawetunuwewe Gnanathilaka Thero Gold Medal for Highest GPA and Overall Performance of Bachelor of Arts (General) Degree Programme



Ven. Rawaela Piyathissa Thero Gold Medal for Highest GPA and Overall Performance of Bachelor of Arts (Hons.) Degree in History

Professor Sena Nanayakkara Gold Medal for Best Performance in Mass Communication of Bachelor of Arts (General) Degree Programme



Dr. Willie Gamage Gold Medal for Highest GPA and Overall Performance of Bachelor of Arts (Hons.) Degree in Economics



Dr. JMSB Jayasundara Gold Medal for Best Outstanding Performance in Environmental Management



Mrs. Bhadralatha Ralapanawe Gold Medal for Best Performance in Bachelor of Arts (Hons.) Degree in Sinhala



Prof. CM Madduma Bandara Gold Medal for Best Student in Environmental Management



Dr. Paul E.P. Deraniyagala & Dr. Siran U. Deraniyagala Gold Medal for Greatest Competence in Archaeology and Heritage Management



Senior Professor Ariya Lagamuwa Gold Medal for the Best Overall Performance in Archaeology and Heritage Management



Professor Sena Nanayakkara Gold Medal for Best Performance in Mass Communication of Bachelor of Arts (Hons.) Degree Programme

A photograph of a modern, multi-story building with a central courtyard. The building has a light-colored facade and dark grey accents. It features multiple balconies with black railings. The courtyard is a lush green lawn with several small trees and shrubs. The sky is bright blue with scattered white clouds. A red banner is overlaid on the bottom center of the image, containing the text "Faculty of Technology" in white serif font.

# Faculty of Technology

# Faculty of Technology **18**

Dean	: Prof. T.C. Bamunuarachchige
Assistant Registrar	: Mrs. G. Kahawala
Phone	: +94 252266380
Fax	: +94 252266380
E-mail	: dean@tec.rjt.ac.lk
Website	: <a href="https://fot.rjt.ac.lk/">https://fot.rjt.ac.lk/</a>

## Vision

To become a centre of excellence in technology education, innovation, research, entrepreneurship, and professionalism with societal relevance and international recognition.

## Mission

To become a center of excellence in technology by adopting modern teaching methodologies, emphasizing internationally recognized ethical practices, and promoting cutting edge technological innovations to solve critical issues and uplift the standard of living of the global citizens.

## Background of the Faculty

The Technology Programs were inaugurated at the Faculty of Applied Sciences in January 2017. Despite the commencement of these programs under Faculty of Applied Sciences, a separate Faculty of Technology was officially established on 30th June 2017 by the gazette notification no 2037/15 dated 21/09/2017, which includes five Departments and accommodating an estimated intake of 245 students annually.



At present the Faculty consists of five Departments: Bio Process Technology, Electrical & Electronic Technology, Food Technology, Information & Communication Technology and Materials Technology. The faculty collaborates with a vivid and unique structure to the national and international industry base. Students are facilitated with well-equipped laboratories, lecturer theaters and multimedia units providing a research driven and industry oriented environment targeting their future goals.

These Departments offer five different Degree programs under 3 major streams: Biosystems Technology, Engineering Technology, Information & Communication Technology. All the degrees are professional honors degrees and placed at SLQF level 6. Following are the five degrees offered by the faculty.

1. Bachelor of Biosystems Technology Honors [BBST (Hons)] in Bioprocess Technology
2. Bachelor of Biosystems Technology Honors [BBST( Hons)] in Food Technology
3. Bachelor of Engineering Technology Honors [BET (Hons)] in Electrical and Electronic Technology
4. Bachelor of Engineering Technology Honors [BET (Hons)] in Materials Technology
5. Bachelor of Information Communication Technology Honors [BICT (Hons)]

Although, at the inception, the faculty enrolled 235 students, the students' intake increased to 275 in the following years. Currently, the annual intake is about 350 students and it is expected that the students intake will be increased to 450 in 2024. At present, the total enrollment of the faculty is 1165 students and it will increase to 1800 by 2027. According to the cadre norms, the faculty should have 116 academic staff members, 58 academic support staff and 232 non academic staff members. But, currently the faculty has only 45 academic cadres 12 academic support cadres and 19 non academic cadres.

The Faculty of Technology was mainly funded by the government of Sri Lanka and Asian Development Bank (ADB). The first phase of the faculty was funded by the GOSL with a budget of LKR 650 million. In this phase the first year laboratories, Engineering Workshop, Ceramic Pilot Plant, and few lecture halls were developed and part of the equipment for 1st year laboratories were purchased. The second phase of the faculty is being developed under the financial assistance of ADB under the Science & Technology Human Resources Development (STHRD) Project. The total project is worth US\$ 25 million and under that a state of art laboratory complex, a library and administrative complex, an industry collaborative cell, a core lab facility, and an auditorium will be developed. The proposed laboratory complex will be completed by 2023 June and the entire project will be completed by 2024 June.

All the Degree programs offered by the faculty are categorized as professional Degrees. Therefore, in addition to the SLQF and UGC quality assurance guidelines, all the Degree programs should follow the guidelines of relevant professional bodies for accreditation.

- Biosystem Technology – National Biotechnology Industry association
- Engineering Technology – Institute of Engineers Sri Lanka
- Information and Communication technology – Computer Society of Sri Lanka

The Faculty of Technology is planning to establish a postgraduate unit this year while registering several students for M.Phil Degrees; the faculty has a long term vision of offering MSc Degrees, Postgraduate Diplomas and Certificate Courses in Technology.

The Faculty of Technology was established to produce graduates, who could directly address the issues in the local and global job market and encourage them to become entrepreneurs. While keeping that the main focus, the faculty also has an objective of becoming a world class research facility and a scientific and technological service provider. Using its' industry collaborative cell, faculty will bring leading technology base industries to the campus, so that the

industry and faculty could work on collaborative projects. Also the proposed Co-Lab facility will house state of art equipment covering almost all science, engineering and technology areas and will act as a leading service provider not only to this area but also to the entire country.

## **Academic Departments**

### **Department of Bioprocess Technology**

#### **Vision**

Transforming Lives and Industries through excellence in bioprocess innovation, product development and services

#### **Mission**

- Conduct multidisciplinary cutting-edge research, education, and industry collaboration
- Champion the integration of sustainable and environmentally friendly practices in bioprocessing technologies
- Engage with local and global communities through outreach programs, knowledge dissemination, and collaborative projects
- Create an innovation hub that serves as a catalyst for entrepreneurship and the development of novel bioprocessing technologies
- Establish strong partnerships with industry leaders, creating a seamless bridge between academia and the bioprocessing sector to facilitate knowledge exchange, collaborative research, and real-world applications.

The Faculty of Technology commenced the Bachelor of Biosystems Technology Honours degree programme in 2017 for the purpose of preparing graduates for the 21st century by exploring living and career opportunities in bio-systems and allied technologies used for agriculture, food and medical fields. Primary aim of the department of Bioprocess Technology is to stimulate innovation towards upper echelons in Bioprocess Technology research to facilitate stimulating working environments for students and staff to reach their maximum

potential, enabling the upliftment of the quality of life of the underprivileged in the society. With the rapid economic advancement in the world, the department of bioprocess technology realized that the country needs graduates with sound theoretical and practical knowledge, and with rigorous technical skills in environmental and biological systems. In this context, the department of bioprocess technology explored interactions among soil, plants, animals, environment, climate and human in systems for sustainable production of food and renewable raw materials. The teaching and research methodologies employed at the department of bioprocess technology focuses on sustainable and efficient use of limited resources for agricultural production, combined with studies in biology and technology with systems analyses and cross-disciplinary syntheses.

#### Academic Staff Members

Name	Designation
Dr. R.M.A.I. Rathnayake Ph.D., M.Sc., M.Sc., B.Sc.	Senior Lecturer Gr. II/Head
Prof.. T.C. Bamunuarachchige Ph.D., B.Sc.	Professor
Dr. R.G.P.T. Jayasooriya Ph.D., M.Sc., B.Sc.	Senior Lecturer Gr. II
Dr. N.D.A.D. Wijegunawardana Ph.D., M.Phil., B.Sc.	Senior Lecturer Gr. II
Dr Dinum Perera Ph.D., M.Sc., B.Sc.	Senior Lecturer Gr. II
Dr. H.K.S. De Zoysa Ph.D., M.Sc., B.Sc.	Lecturer (Confirmed)
Dr. (Mrs.) M.M.K. Bandara Ph.D., M.Phil., B.Sc.	Lecturer (Confirmed)
Ms. C.D. Jayasundera Ph.D. (Reading), M.Sc., B.Sc.	Lecturer (Confirmed)

## **Department of Electrical and Electronic Technology**

### **Vision**

Contributing to the technological revolution of the electrical and power related industrial ecosystem in Sri Lanka

### **Mission**

Our mission is to produce successful professionals who are capable of solving broadly defined problems in the spectrum of electrical and power, electronics and telecommunication and automation technology through theoretical foundation and hands-on experience. The electrical and electronic technology Degree program enables interested students to emerge as skilful team players to become innovators and entrepreneurs.

Started under the General Gazette notification on 21/09/2017 under the establishment of Faculty of Technology, Rajarata University of Sri Lanka. Students who got selected by the UGC based on the G.C.E. advanced level results are enrolled into the Technology stream of the Faculty. After the first year second semester considering their overall academic performance in the first year a set of students are taken into the Department of Electrical and Electronic Technology. At the beginning the capacity was around 40 students and recently it was increased upto 60 students per batch. At the beginning the curriculum was focused on mainly electrical and electronic fields. However, considering the demand in the country and expertise of the teaching staff automation and telecommunication modules have been added later on.

## Academic Staff Members

Name	Designation
Dr. L. T. Jayasuriya Ph.D., B.Sc.Eng. (Hons)	Senior Lecturer Gr. II/ Head
Mr. N. Kurukulasooriya M.Phil., B.Sc. (Hons)	Lecturer (Probationary)
Ms. K. Prasanthika B.Sc. (Hons)	Lecturer (Probationary)
Ms. P. Chathurangika M.Phil. (Reading), B.Sc. (Hons)	Lecturer (Probationary)

## Department of Food Technology

### Vision

Safe, sustainable, and healthy food to all.

### Mission

Provide first-class education to train and prepare the students for careers in the food industry, academia and government; to conduct basic and applied research in Food Technology for the ultimate benefit of the food industry and consumers.

The Technology Degree programs were initially commenced and conducted at the Faculty of Applied Sciences in January 2017. Later, in 21<sup>st</sup> of September, 2017 a separate faculty was established. In 2019, with the establishment of the present building complex of the Faculty of Technology; the Degree programs have started to be offered by the Faculty of Technology itself, with the intention of producing technologically equipped professionals with high caliber catering to the national needs in the field of Biosystems Technology. The enrollment of the very first batch of students to the Bachelor of Biosystem Technology (BBST) Degree program with an intake of 85 students, which has since increased to approximately 100 students. The field of Biosystems Technology

offers degrees in two specializations as follows.

1. BBST (Hons) in Bioprocess Technology
2. BBST (Hons) in Food Technology

The approximate numbers of undergraduates to be enrolled for the BBST (Hons) in Food Technology degree program is 40-50 and it is based on their preferences and performances.

The BBST in Food Technology Degree program has been designed to provide the graduates with comprehensive knowledge and skills on concepts, practices and technologies related to food production. The degree program is a full time program, continuing for four years covering a minimum of 120 academic credits which need to be attained in order to obtain an Honors Degree, complying with SLQF (Level 6) requirement. The Degree program offers courses in the area of food chemistry, food microbiology, food physics and engineering, food product development and sensory evaluation, functional foods, food preservation and packaging, food quality, safety and regulations, nutrients and food processing.

The BBST in Food Technology Degree program has seen the successful graduation of its first two batches, with alumni now contributing to both industry and academia, showing higher employment rates and some pursuing advanced studies. Recently, the third batch concluded their academic activities and is actively seeking employment opportunities. Over the years, the program has admitted a total of six batches, marking steady growth and a commitment to educating and preparing future professionals in the field of Food Technology.

#### **Academic Staff Members**

<b>Name</b>	<b>Designation</b>
Dr. W. M. M. D. Bandara Ph.D., M.Sc., B.Sc. (Hons)	Senior Lecturer Gr. II/ Head

Dr. A. R. M. H. A. Rathnayake Ph.D., B.Sc. (Hons)	Lecturer (Unconfirmed)
Mr. H. N. B. R. Abeysinghe Ph.D (Reading), B.Sc.	Lecturer (Probationary)
Ms. K. H. I. Gimhani Ph.D (Reading), M.Sc., B.Sc.	Lecturer (Probationary)
Ms. U. S. A. Gunathilaka M. Sc. (Reading), B.Sc. (Hons)	Lecturer (Probationary)

## Information and Communication Technology

The Information and Communication Technology Degree program started in 2017 with 68 students. Students who wish to follow this Degree program should pass the Science for Technology and Information and Communication Technology subjects at the G.C.E. A/L examination. The main objective of this Degree program is to produce high quality skilled graduates who can directly fulfill the requirements in both the local and international IT industries

### Academic Staff Members

Name	Designation
Mr. W.A.W.U. Wickramaarachchi PhD (Reading), MEng, BSc (Hons)	Senior Lecturer Gr. II/Head
Mr. H.M. H. T. Hikkadwa B.Sc. (Hons)	Lecturer (Probationary)
Ms. P. R. H. N. G. Thilakarathne Ph.D. (Reading), B.Sc. (Hons)	Lecturer (Probationary)
Mrs. W. M. Karunadasa M.Sc. (Reading), BSc (Hons)	Lecturer (Probationary)
Ms. S. K. N. Prasangani Ph.D. (Reading), B.Sc. (Hons)	Lecturer (Probationary)
Mr. H. M. H. L. Herath B.Sc. (Hons)	Lecturer (Probationary)



Mrs. H. M. M. P. Preethimali B.Sc. (Hons)	Lecturer (Probationary)
Ms. K.M.P.U. Padmasiri MSc, BICT (Hons)	Lecturer (Probationary)

## **Department of Materials Technology**

### **Vision**

To emerge as a prominent establishment for achieving excellence in higher education, conducting cutting edge research, and providing advanced technological services, in the field of Materials Technology

### **Mission**

To emerge as a prominent establishment for Materials Technology, by

- Providing first-rate academic education in up-to-date engineering technologies with an emphasis on materials synthesis, testing, fabrication, manufacturing, and other related modern technological aspects, while also emphasizing sustainability and environmental responsibility.
- Conducting cutting edge research that directly contributes to the improvement of industrial productivity as well as to the enhancement of public wellbeing
- Facilitating a wide array of technological services to the private and public sector with compliance to national and international standards; to support national development in general while upholding regional development in particular.

The Department of Materials Technology is one of the five original Departments created with the faculty. The Department of Materials Technology currently oversees the Bachelor of Engineering Technology (Honours) Degree programme.

## Academic Staff Members

Name	Designation
Dr.H.A.N Dharmagunawardhane Ph.D., M.S., B.Sc.	Senior Lecturer Gr.II/Head
Ms. H.M.L.R. Fernando M.Sc., B.Sc. (Hons)	Lecturer (Unconfirmed)
Ms. R.A Jayarathna Ph.D. (Hons), M.Sc., B.Tech. (Hons)	Lecturer (Probationary)
Mr.W.D.C Weerasinghe M.Sc., B.Sc., Eng. (Hons)	Lecturer (Probationary)
Mr.V.G.K. Madhuranga MBA (Reading), B.Sc. Eng. (Hons)	Lecturer (Probationary)
Ms. H.M.I.K Herath MEng. (Reading), B.Sc. Eng. (Hons)	Lecturer (Probationary)

## Centers/Units of the Faculty

### The Faculty Cell of the Department of English Language Teaching

The Department of English Language Teaching offers non-credit courses and it is compulsory for all the undergraduates to obtain a pass in English to be graduated. These courses are helping the undergraduates to develop Reading, Writing, Listening, and Speaking skills. The new entrants benefit from an Intensive course conducted at the beginning of the academic program. Also, the students derive a great opportunity to show their talents at the English Night held at the end of the Intensive course. The DELT offers e-learning facilities for the students to do self-studies and uplift their knowledge and skills in English. In addition, in the second and third year the students get an opportunity to follow the free of charge Diploma in English (Internal) programme conducted by the Department of the English Language Teaching, RUSL.

## **Technology Library**

The faculty of Technology Library mainly focus the information needs and services of the students' and Academic Staff members' of the faculty of Technology. It consists of modern information facilities such as document scanning, Internet and digital Information access, web OPAC access ([opac.rjt.ac.lk](http://opac.rjt.ac.lk)), InterLibrary Loan (ILL) facility and interconnect document download facility via the faculty LMS. Nevertheless it gives access to very latest editions of subject materials including text books and reference materials. It has 25 seating capacity and a laptop charging facility. The Technology Library celebrates its Library day 11th of January every year and is expected to provide user awareness about modern Information sources usage. This Library could use by other students and academic staff members of the University and our regular users also could use the Main Library and other faculty Libraries when they need more information facilities. You can get more information about the Technology Library via [rjt.ac.lk/librarytech](http://rjt.ac.lk/librarytech)

## **Faculty Quality Assurance Cell (FQAC)**

IQAC of the faculty maintains the quality of the staff and students in the faculty in line with the Quality Assurance Council (QAC) of the UGC and Centre for Quality Assurance (CQA) of the Rajarata University of Sri Lanka. It is headed by the Dean of the Faculty and consists of a Coordinator, and members of the following committees: Evaluation of Quality of Academic Program Committee; Examination Matters Committee; Curriculum Development Committee; Student Progression Committee; Timetabling and Distribution of Academic Workload Committee; Student and Staff Welfare Committee; Environment, Landscaping and Building Committee; Publicity Committee; Institutional and International Relations Committee, and Service Departments Coordinating Committee. Each of these committees consists of academic member/s, non-academic member/s, and students.

## **Student Counseling Unit**

The student counselor service system at the Faculty of Technology consists of the senior student counselor (appointed by the Vice-Chancellor) and five student counselors (appointed by the faculty board) representing each Depart-

ment. All counselors (3 males, 3 females) are permanent academic members of the faculty, and they will be available in the faculty during working hours as well as they can be contacted over the phone, if their service is required. The counselor team provides and facilitates the following services.

- Coordinate the student support system to help students in need. This could be assistance to resolve learning, financial and psychological problems.
- In case of psychological problems, the team directs students to the senior student's counselor, at RUSL.
- Guide and assist the students to improve knowledge, skills, and attitudes. In this regard, guest lectures, workshops, and entertainment events are organized throughout the academic year for all batches.
- Organize the inaugural day and the induction program for new students with the support of the faculty.
- Design and implement measures to avoid any misconduct from students' sides which leads to disrupting academic activities.

### **Research and Higher Degree Committee**

Appointed by the Faculty Board, the Research and Higher Degrees Committee is the main governing body which decides the allocation of research funds for the projects proposed by the staff members of the faculty. The Senate appointed Research and Publications Committee decides the allocations for each and every faculty in the university. Based on the main allocation, Research and Higher Degrees Committee of the faculty calls for research proposals from the faculty members. Upon the receipt of proposals, Research and Higher Degree Committee collectively decides which proposals to be funded. Chairman of the Research and Higher Degree Committee of the faculty serves as a member in the Senate appointed Research and Publications Committee of RUSL. Apart from these duties, Research and Higher Degree Committee guides the faculty members on their non-funded research applications and proposals. Research and Higher Degree Committee keeps track of publications and scholarly work done by the faculty members while motivating and appraising their achievements.

## Degree Awarding Criteria

### Bachelor of Biosystems Technology

To be eligible for the award of the Bachelor of Biosystems Technology Degree, a student must have completed

- a minimum of 120 credits,
- all the compulsory courses of the programme
- other minimum credit requirements are shown below

Subject Category Minimum	Credit Requirement
Mathematics, Basic Sciences and Computing	20
Biosystems Technology Sciences	60
Complementary Subjects	15

Subject Category Minimum	Credit Requirement
Life Sciences, Basic Sciences, Mathematics and Computing	20
Biosystems Technology Sciences	60
Complementary Subjects	15

### Bachelor of Engineering Technology

To be eligible for the award of the Bachelor of Engineering Technology Degree, a student must have completed

- a minimum of 120 credits,
- all the compulsory courses of the programme
- other minimum credit requirements are shown below

Subject Category Minimum	Credit Requirement
Mathematics, Basic Sciences and Computing	18
Technology Subjects	72
Complementary Subjects	18

## Bachelor of Information and Communication Technology

To be eligible for the award of the Bachelor of Biosystems Technology Degree, a student must have completed

- a minimum of 120 credits,
- all the compulsory courses of the programme
- other minimum credit requirements shown below
- 

Subject Category Minimum	Credit Requirement
Mathematics	06
Management, Commerce, and Accounting	06
Professional Practice	06
English and Communication Skills	06
Industrial Training	06
Final Year Project	06

Furthermore, a student should have

- a. a minimum GPA of 2.00
- b. obtained grades of C or better for courses adding up to a minimum of 108 credits and at least grades of D in the remaining credits
- c. complete the relevant requirements within a period of 8 academic years
- d. obtained a minimum GPA of 2.00 at the end of the first three semesters to proceed to the fifth semester
- e. obtained S (Satisfactory) grade for all the non GPA compulsory courses (Credits of grade S shall not be considered for the final GPA computation, but shall be counted towards the minimum number of credits considered for the awarding of a degree)
- f. fulfilled other requirements specified for each degree programme by the relevant Department
- g. The maximum number of repeated attempts of a course shall be two (02)
- h. A student who obtains any grade less than C has the option to repeat

the relevant course and upgrade to a maximum of C

- i. Courses with grades of E or U (Unsatisfactory) should not appear within the minimum number of credits (120) required

A student who has fulfilled the above Degree Awarding Criteria shall be awarded classes if he/she fulfills the following additional requirements:

### **First Class**

- I. Minimum GPA of 3.70
- II. Complete the Degree programme within four academic years
- III. Obtain grades of C or better in the first attempt aggregating to at least 120 credits.

### **Second Class (Upper Division)**

- I. GPA of 3.30 - 3.69
- II. Complete the Degree programme within four academic years

### **Second Class (Lower Division)**

- I. GPA of 3.00 - 3.29
- II. Complete the Degree programme within four academic years

### **Gold Medals**



Professor B. A. Karunaratne Gold Medal Award for the student with the highest cumulative grade point average (GPA) in the Faculty of Technology, Rajarata University of Sri Lanka offered by the Department of Bioprocess Technology.



Dr. H.A.M. Wickramasingha Memorial Gold Medal Award for the student with the highest cumulative GPA in Biosystems Technology offered by the Department of Bioprocess Technology.



Professor J.M.R.S. Bandara Memorial Gold Medal Award for the highest cumulative GPA in the Bachelor of Biosystems Technology Honors, BBST (Hons) in Bioprocess Technology Degree programme, Faculty of Technology, Rajarata University of Sri Lanka offered by the Department of Bioprocess Technology.



Professor Kim Gi-Young Gold Medal Award for the student who has earned the highest marks for the Final Year Project in the Bachelor of Biosystems Technology Honours, BBST (Hons) in Bioprocess Technology Degree programme, Faculty of Technology, Rajarata University of Sri Lanka offered by the Department of Bioprocess Technology.



Prof. K.G.P.B. Jayathilake Gold medal for the best academic performance in the Department of Electrical and Electronic Technology will be awarded to the student who has achieved the highest overall GPA in the graduating EET batch. To be eligible for this award student should possess a minimum overall GPA of 3.3.



Gold medal for the best overall performance in the Department of Electrical and Electronic Technology will be awarded for the candidate who obtains the highest marks from the evaluation criteria.

María Orosa Gold Medal for the best performance in the BBST (Hons) in Food Technology Degree Program.



Professor B. A. Karunaratne Gold Medal Award for the most meritorious student completing the BETHons in Materials Technology Degree Programme with the highest cumulative grade point average (GPA).



Dr. C.L. Ranatunga Gold Medal Award for the student completing the BETHons in Materials Technology Degree Programme with the highest cumulative GPA for the courses in the field of Ceramic Technology.





Mr. Ananda Rajapaksa Memorial Gold Medal for the student completing the Bachelor of Engineering Technology Honours (BET Hons) in Materials Technology Degree programme with the highest marks for the final year research project.



Gold Medal for the best academic performance in Information & Communication Technology will be awarded to the student who has achieved the highest cumulative grade point average (GPA) in the graduating ICT batch. To be eligible for this award the student should possess a minimum overall GPA of 3.6.



Gold Medal for the most outstanding student in Information & Communication Technology will be awarded to the student who performs highest in the graduating ICT batch evaluated by the evaluation criteria. To be eligible for this award the student should obtain more than 50 marks as the total for the evaluation criteria.

# University Library Network

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Librarian	: Mrs. A.S. Siriwardana
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Fax	: +94 252266694
E-mail	: <a href="mailto:librarian@rjt.ac.lk">librarian@rjt.ac.lk</a>
Website	: <a href="https://lib.rjt.ac.lk">https://lib.rjt.ac.lk</a>

## Vision

To be the best academic library in the country that caters to learning, teaching and research in the fields of Agriculture, Applied Science, Management Studies, Medical and Allied Sciences, Social Sciences and Humanities, and Technology

## Mission

To provide information services through highest effective management of resources using best skill and technology for the teaching process at Rajarata University of Sri Lanka

### Objectives of the Library

1. To provide and maintain a collection of books, Journals, Multimedia, and e-journals that are current and comprehensive in terms of coverage of the various disciplines.
2. To serve the readers of the Library with the best available information in a supportive and catering manner.

3. To co-operate with other libraries-related institutions.
4. To provide the best user services to the library users.
5. To provide efficient library service by implementing a new library automation system and building an intranet connecting the faculty libraries.
6. To carry out staff development through training and recruitment.
7. To exploit the usage of the library.
8. To conserve and preserve the library resources.
9. To develop the professional skills of the librarians of the North Central province.

## **Background of the Library**

The library system of Rajarata University was started on 2nd September 1996. The first librarian of the Rajarata University library was Prof. Piyadasa Ranasinghe (1996-1998), followed by Mr. Kapila Jayalal Sirisena (1999-2002), Mr. Gamini De Silva (2003-2006), Mrs. Hema Wijethunga as the Acting Librarian (2007-2008) and Mrs. A.S. Siriwardana as the Acting Librarian from 2008-2013 and as the Librarian from 2014 to the present. Rajarata University of Sri Lanka's library system consists of four branch libraries. The Main Library in Mihintale premises provides services to the Faculty of Social Sciences & Humanities and the Faculty of Management Studies. Faculty of Applied Sciences Library and Faculty of Technology Libraries are also located in Mihintale premises. The Faculty of Agriculture and the Faculty of Medicine and Allied Sciences libraries are in Puliyankulama and Saliyapura premises respectively. Further, an affiliated library of the Faculty of Medicine and Allied Sciences is functioning at the professorial unit at the Teaching Hospital, Anuradhapura. At present, the library network is actively engaged in achieving the goals and objectives of the University while serving over 10,000 end-users, including undergraduate & postgraduate students, and academic, administrative, and non-academic staff members. Currently, it holds more than 150,000 resources, including printed and non-printed materials. The library network uses the latest information and communication technology to provide its library services

through an open-source platform: KOHA, which has migrated from the Win-ISIS since 2008.

The library's official website (<https://lib.rjt.ac.lk>) provides access to the library catalog, Research databases, and the University Institutional Repository. The users can access the Online Public Access Catalogue (OPAC) of the library via <http://opac.rjt.ac.lk>. Moreover, users can access the university's institutional repository via <http://repository.rjt.ac.lk>. The institutional repository is managed by the library system and is responsible for safeguarding and offering access to the scholarly research carried out by the university's research community.

The main and branch libraries provide professional librarian assistance and a range of library services, both in physical and electronic formats. All students are encouraged to actively seek information and support from the professional librarians and support staff within the library system. The University Library is dedicated to providing excellent services and supporting the intellectual inquiry, research, and lifelong learning needs of the University community. Furthermore, the library plays a crucial role in advancing the academic and research mission of the Rajarata University of Sri Lanka, facilitating the creation and dissemination of knowledge.

### Services in the Main Library

The library provides a wide range of modern services using the latest information and communications technologies and equipment. The services provided by the Rajarata University Library system are as follows.

#### Integrated Digital Library Management System

KOHA open access software version 23.11 is used as the Integrated Digital Library Management System. The University library system uses KOHA to facilitate the following library services.

- Database access: Details of all patrons and library materials are recorded in the KOHA database. The library has created a user account for

every registered patron in the system and they can access the database through the Online Public Access Catalog (OPAC). Users have their accounts to log in and maintain.

- Library materials searching: Patrons can search library materials using the OPAC. They have the facility to customize their search according to the Title, Author, Material type, Available location, etc. These searches can be filtered as per the demand.
- Borrowing privileges: Patrons with valid library memberships have borrowing privileges. They can borrow a specific number of books for a certain time duration as per the library circulation guidelines. Before borrowing a book, the user should make sure that the book is in good condition.
- Book renewal: Patrons are given the option to renew their borrowed books through the OPAC for another week from the due date. They can renew their borrowed items by logging into their library account without coming to the library. Renewals allow patrons to extend the loan period by a certain number of days. Patrons can renew an item only once if there is no holding for the item.
- Book holds: If a book is already checked out by another patron, patrons can place a hold on it. They will be notified when the book becomes available. Additionally, patrons can cancel the holding at any time.
- Overdue fines: If patrons fail to return books within the specified loan period, they may incur overdue fines. The fine amount increases for each additional day the book is overdue patron can check their fine amounts through the system by logging in to their accounts. Additionally, patrons receive system-generated reminder emails.
- Purchasing Suggestions: Patrons are given the option to suggest books and other materials to be purchased through the OPAC.

### **OPAC (Online Public Access Catalogue)**

The Library plays a vital role in the collection development and dissemination of scientific and technical information to meet the present and future academic needs of the university. The library is automated using KOHA open-source Integrated Digital Library Management (IDLM) software. Web OPAC provides the facility of searching, browsing, and reserving reading materials available at the library. With OPAC, library users can search the entire library's collection by author, title, publisher, ISBN, keyword, year of publication, subject, and even by call number.

### **Audio / Visual Service**

The Audio-Visual Unit at Rajarata University Library is a dynamic and innovative resource center that caters to the audio and visual needs of students, faculty, and researchers. With state-of-the-art facilities and an extensive collection of audio and visual materials, the unit aims to enhance the teaching, learning, and research experience within the university community. Audio-Visual Unit offers a wide range of resources, including educational videos, documentaries, recorded lectures, and multimedia presentations. These materials cover a diverse array of subjects and disciplines, providing valuable supplementary resources to support classroom instruction and independent study. Additionally, experienced and knowledgeable library staff members are available to assist users in navigating and utilizing the resources available in the Audio-Visual Unit. They can guide on selecting appropriate materials, operating the equipment, and maximizing the benefits of audio and visual resources for users' academic pursuits.

### **Photocopying / Printing Services**

Private photocopying and printing facilities are available in the library. Users can get photocopies of the required information on a payment basis.

### **Borrowing, Returning, and Renewing Services**

Circulating materials can be checked out at Service Counters. Users must use their own University ID cards to check out Library materials. Library users

can return their loaned items to the Service Counters or the book return boxes located at the Library entrance. Loan records of the library materials returned to the book return box will be updated on the next library opening day. Items with disks, interlibrary loan items, materials from the Reserve Collection, in-house use items, and library equipment need to be returned to the Service Counters.

All loaned items of the General Collection can be renewed anytime until the maximum loan period is reached. No renewal will be allowed if the item has been requested by another borrower. Borrowers may renew their loans at the Service Counters or online via the Electronic Library under their borrower records. Renewals must be done by the borrower himself/herself on or before the due date/time.

### **Reference Services and Assistance**

Reference Service is an important service offered by the library system. It helps users to make maximum use of the resources available in the library. It guides the use of library resources and services and assists in accessing e-journals, databases, multimedia sources, etc. It also maintains a collection of reference books consisting of encyclopedias, dictionaries, directories, handbooks, bibliographies etc.

Further, Librarians are available to provide reference assistance and guidance in locating relevant and reliable information for research projects and assignments. They can help users navigate the library's resources, offering support in finding scholarly articles, books, and other relevant materials.

### **Library User Awareness Programmes, Training and Workshops**

The library organizes User awareness sessions, training sessions, and workshops to enhance information literacy skills, research methodologies, and effective use of library resources. These sessions empower users with the necessary tools and techniques to navigate and utilize the library's resources more efficiently. These awareness programmes are conducted annually, monthly, and some programmes twice a week as well.

### **Document Delivery Services**

Consortium of Sri Lanka academic libraries (CONSAL) has established a Centralized Document Delivery Service (DDS) through the British Library Document Supply Service (BLDSS), with funding from the University Grants Commission of Sri Lanka. The objective of this initiative is to fulfill the scholarly literature needs of Sri Lankan academics. Through this service, individuals can request articles from scholarly journals, conference proceedings, and other publications that may not be available in the library's collection. This service greatly enhances access to a wider range of research materials, enabling researchers, faculty members, and students to explore the latest scholarly findings and incorporate them into their work. The Document Delivery Services exemplifies Rajarata University Library's commitment to supporting research and providing users with comprehensive access to information, fostering academic growth and collaboration. Users can submit their article requests by filling out an application form to the library or [librarian@rjt.ac.lk](mailto:librarian@rjt.ac.lk), who utilize their extensive networks and resources to procure the requested materials from other libraries or online databases.

### **Circulation Desk & Access Services**

At the Circulation Desk, users can find information on the library's resources, check out materials, get information about library fines, and pick up and place Interlibrary Loan requests. The staff at the Circulation desk are available to support users to find the information they need or direct them to the relevant area/ division.

### **Interlibrary Loan Service**

Inter-Library Loan (ILL) is a valuable service provided by Sri Lankan universities that allows students and staff members to access resources not available in their own university's library. With ILL, users can request books from other university libraries. Through this facility, Sri Lankan universities foster a collaborative environment, enabling students and researchers to expand their knowledge and explore a broader range of academic resources. Whether it's a rare book needed for study or research purposes. The ILL service facilitates the



borrowing and delivery of materials from one library to another.

### **SDI/CAS Services & Research Support Service**

Users can obtain customized information for their specific information needs using selective dissemination of information service (SDI). Current awareness services will notify users about new topics and information about their specific research needs via e-mail, verbally, and through notices. The library supports users in conducting their research and provides necessary information for their research works and ongoing activities via e-mails and other ways.

### **Human Library Service**

The Human Library program at Rajarata University Library is an innovative initiative that aims to break down barriers, challenge stereotypes, and promote empathy and understanding within the university community. In this program, instead of borrowing books, participants have the opportunity to “borrow” human beings who serve as “living books.” These living books are individuals from diverse backgrounds and with unique life experiences, who are willing to share their stories and engage in open and honest conversations with readers. The program offers a wide range of human books, each representing a different perspective, identity, or life journey. Participants can “check out” a human book for a designated time, during which they can have one-on-one conversations, ask questions, and gain a deeper understanding of the book’s experiences and perspectives.

### **Ask a Librarian Service**

Rajarata University library system has introduced a new e-service called “Ask a Librarian” through the Library website. Library users can receive assistance from librarians through the “Ask a Librarian” initiative. This assistance includes research support, book recommendations, reliable sources on any academic topic, etc. With the expertise in diverse subjects and information retrieval of librarians, users can receive efficient and accurate answers to their academic queries.

### **News Clipping Service**

Rajarata University Library houses a unique and valuable collection known as the Paper Cutting Collection. This collection comprises a wide assortment of newspaper clippings, magazine articles, and other paper cuttings on various subjects of interest. The Paper Cutting Collection serves as a valuable resource for researchers, students, and faculty members seeking specific information or seeking to explore historical perspectives on a range of topics. This Collection is available at the Periodicals Section.

### **Community Outreach Programs**

The Main Library of Rajarata University regularly arranges workshops and seminars focused on fields related to the Library and Information Sciences. These events cater to librarians and other library professionals in public libraries, school libraries, as well as Piriven libraries.

### **ISBN/ISSN/ISMN Service**

The Main Library of Rajarata University is facilitating the university community to acquire ISBN, ISSN, and ISMN numbers for their university publications from the National Library of Sri Lanka.

### **Wi-Fi Service**

The library provides a Wi-Fi facility to the users on the premises of the library. The authorized users can get this facility. The library is equipped with a Wi-Fi surf area of the library building and it allows connecting students' laptops, iPads, smartphones, and portable devices to access electronic information.

### **Study Areas**

The library provides a conducive environment for self-study and research. It offers quiet study areas, group study rooms, study carrels, and computer workstations with speed internet access, allowing users to work individually or collaboratively on their academic pursuits.

## Specialized Libraries

Apart from the main library, RUSL has branch libraries dedicated to specific faculties such as Medicine, Agriculture, Technology, and Applied Sciences. These specialized libraries provide subject-specific resources and services tailored to the respective disciplines.

## Library Resources

### Library E-Resources

#### E-Journals & Databases

E-Resources are available through the Consortium of Academic Libraries of Sri Lanka (CONSAL) of the University Grants Commission, Sri Lanka. It has subscribed to 03 databases of the Rajarata University Library with the funding support of the University Grant Commission (UGC). The Library has access to Oxford University Press, Taylor and Francis, and Emerald Insight databases.

Emerald Contains nearly 250 journals and subjects including Management, Accounting, Finance & Economics, HRM, Marketing, Education, Librarianship, Engineering, Social Sciences, Computer Science, Operations, Logistics & Quality, Tourism & Hospitality, etc.

Oxford University Press publishes over 230 journals in the humanities, social sciences, law, science, and medicine, two-thirds of which are published in partnership with learned and professional societies. Oxford University Press has the highest percentage of journals in the top 10% by impact factor.

Taylor & Francis Online offers a wide range of excellent journals that span multiple disciplines. It boasts an extensive collection of e-books, making it one of the largest in the world. The comprehensive selection of both e-books and e-journals encompasses various subjects within the realms of Humanities, Social Sciences, Science and Technology, Engineering, and Medicine.

Apart from these databases, Rajarata University has subscribed to the Research4Life database as well. It provides institutions in lower-income countries with online access to academic and professional peer-reviewed content. Research4Life aims to improve teaching, research, and policy-making in health, agriculture, the environment, and other life, physical and social sciences.

#### Institutional Repository (IR)

Institutional Repository of Rajarata University is a service offered by the Rajarata University Library System. This open access Institutional Repository preserves and makes available scholarly research by the University and its faculties, students, institutes, centers, journals, and organizations. The Repository includes conference papers, scholarly articles, technical reports, theses and dissertations, research datasets, and more. Showcasing research from Rajarata University on platforms such as Google Scholar and other search engines, elevates the University's profile, along with that of the individual researchers.

#### Online Past Paper Service

Library Patrons can refer the past question papers through the Library's Official Website. This service is provided under the intranet facility.

### Other Library Resources

#### **Lending Collection - (LN)**

All other books can be taken out by the students for two weeks and the academic staff for three months. Reservations according to the request made by the readers are operated by the library's main counter.

#### **Schedule Reference Collection (SR)**

All Reference materials are shelved according to the Dewey Decimal Classification system and have the notation SR above the call number. Reference materials include general and subject-specific encyclopedias, almanacs, handbooks, dictionaries, manuals, atlases, biographical sources, bibliographies, and research guides.

### **Permanent Reference Collection - (PR)**

Permanent references must be consulted in the library. On the spine of them, you can find the PR label. These reference materials include Encyclopedia Dictionaries, Maps, Atlas Glossaries, and other publications which are intended stricken for reference.

### **Special Collection - (SC)**

The library's holdings from its inception have been enriched from time to time by donations of valuable collections in private hands. Mr. Rambanda Seneviratne is one of the important book collections. That has been a catalog collection of the main library. Since they are locked cases, requirements to use them should be made by library staff members and borrowing is not permitted. These can be identified by the "SC" label on the Spine.

### **Quick reference Collection - (QRC)**

The main library has well well-organized Quick Reference collection with a QRC spine label. This comprehensive collection consists of ready reference materials and important textbook materials. In this, section books are released only for taking photocopies.

### **Sri Lanka Collection - (SLC)**

It collects and organizes all publications about Sri Lanka and related disciplines in this section. The most important and valuable collection held here is the Sri Lanka Collection. This collection holds materials written either by Sri Lankan authors or on subjects relevant to Sri Lanka. This is available for reference only.

### **Map Collection**

This collection contains the maps and is available for reference only.

### Personal Collection

The library has arranged two personal collections donated by the Advocate General Mr. Ranbanda Senevirathne and the Former Vice Chancellor of the University of Colombo, Prof. Thilak Hettiarachchi.

### Multimedia Collection

The library has a separate audio-visual unit. Both academic staff and students can use materials available at the unit as audio-visual aids for learning. Especially CDs which are attached to the books are not allowed to be taken outside of the library. To borrow a CD, a student has to sign before borrowing and sign back to ensure the return of the CD.

### Periodical Collection

The Periodic section consists of serial publications done by the Government, Rajarata University and its Faculties, Various private sector institutes, and other university serial publications. This has been arranged alphabetically. Academic staff and students are not allowed to borrow but photocopies can be issued.

### Thesis Collection

The library maintains a collection of dissertations/theses of academic members and postgraduate students.

### Statistical Profile of Membership of the Library

Patron	1	2	3	4	5	6	7	8	9
Main Library	177	15	18	20	182	182	4350	0	4762
Agriculture Library	46	27	4	3	36	36	828	2	946
Applied Science Library	54	32	19	1	29	29	1816	0	1953
Medical Library	40	1	2	4	55	55	1300	0	1402
Clinical Library	7	0	0	0	3	3	123	0	133
Technology Library	19	20	0	0	7	7	1260	0	1306
<b>Total No. of patrons in the Library System</b>									<b>10502</b>

## Statistical Profile on Number of books and other reading materials available in the library

Main Library	Applied Science Library	Agriculture Library	Medicine and Allied Sciences Library	Technology Library	Total
74467	19384	16311	11414	1973	123549

### Library Staff Members

Name	Designation
Mrs. A.S. Siriwardana MSSc, B.A. (Hons)	Librarian
Mr. W.M.A.K. Wijekoon MSSc, B.A. (Hons)	Senior Assit. Librarian Gr. I
Mrs. W.P.T. Dilrukshi MSSc, B.A. (Hons)	Senior Assit. Librarian Gr. I
Mrs. W.M.P.G.K. Thusara Wanasinghe MSSc, B.B.A. (Hons), ALA (SL)	Senior Assit. Librarian Gr. I
Mrs. Hansamali Wickramasooriya B.Sc. (Hons)	Asst. Librarian
Mr. U. Ahamed B.Sc. (Hons)	Asst. Librarian
Mr. D.M.C.Y.K. Dissanayake MA, PGDM, B.A.	Senior Asst. Registrar

# Research and Publications

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## Journals

### Rajarata University Journal

The Rajarata University Journal is the official journal of the Rajarata University of Sri Lanka, which is published biannually in June and December. The journal publishes original research, review articles, brief reports, and case reports in disciplines of Agriculture, Health Sciences, Information Technology and Management, Medicine, Physical and Biological Sciences and Social Sciences and Humanities. More information of the journals can be found: <http://www.rjt.ac.lk/journals>.



### Journal of Management Matters

Journal of Management Matters (JMM) is the official journal of the Faculty of Management Studies, Rajarata university of Sri Lanka. The primary purpose of JMM is to publish quality papers that make significant contributions to the body of knowledge in the fields of management and economics. JMM publishes original research articles, reviews, conceptual papers, case studies and other



written scholarly communications that cover a wide array of disciplines including organizational management, accounting and economics, information systems, and tourism and hospitality.

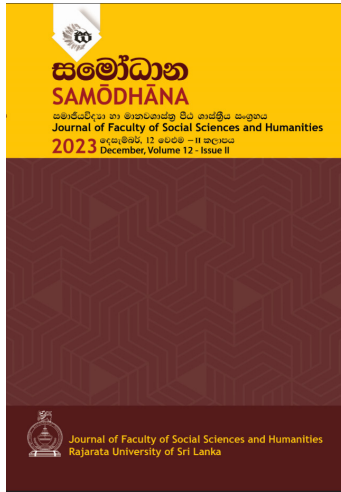


### **Sri Lankan Journal of Agriculture and Ecosystems (SLJAE)**

Sri Lankan Journal of Agriculture and Ecosystems (SLJAE) publishes peer – reviewed original research articles from all fields of agriculture including Crop Science, Forestry, Agricultural Biology, Plant Protection, Genetics and Plant Breeding, Food and Nutrition, Animal Science, Soil Science, Water Resource Management, Agricultural Machinery, Agricultural Economics and Extension and Agricultural systems and Ecosystems. In addition to original articles, the SLJAE publishes comprehensive reviews (invited) on topical subjects that makes a clear theoretical, conceptual or methodological contribution to the existing literature and brief research notes and communication of preliminary results.

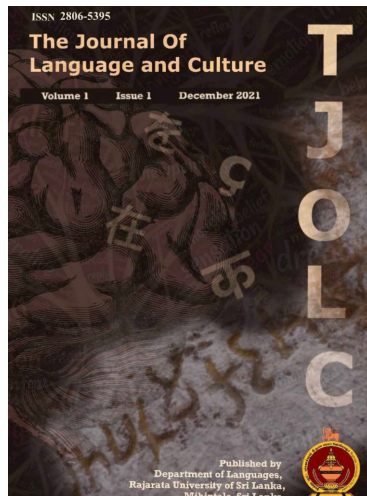
### **Samodhana**

Samodhan is the official journal of the Faculty Social Sciences and Humanities of the Rajarata University of Sri Lanka which contributes to the national development



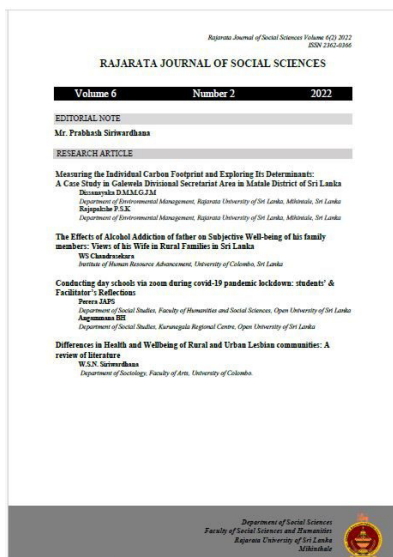
### The Journal of Language and Culture (TJOLC)

The Journal of Language and Culture (TJOLC) is the official journal of the Department of Languages, the Faculty of Social Sciences and Humanities of the Rajarata University of Sri Lanka. It is an interdisciplinary and peer reviewed biannual journal of scholarly work in Language and Culture research. The Journal of Language and Culture Research strives for a local and global focus on language and culture conflicts and trends. The Journal encourages a wide conception of various activities of National and International Languages and Culture activities.



## The Rajarata Journal of Social Sciences

The Rajarata Journal of Social Sciences is a peer-reviewed journal published by the Department of Social Sciences, Faculty of Social Sciences and Humanities, Rajarata University of Sri Lanka. This journal publishes empirical research and review papers in the inclusive coverage of the area of Social Sciences. The scope of this journal covers the diversity of contemporary research falling in the broader discipline of Social Sciences.

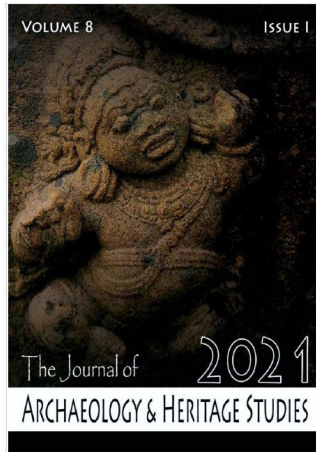


## The Journal of Archaeology and Heritage Studies (JAHS)

The Journal of Archaeology and Heritage Studies (JAHS), is the official journal of the Department of Archaeology and Heritage Management at Rajarata University of Sri Lanka, It offers a diverse array of articles and studies through a double-blind peer-review process. JAHS covers a broad spectrum of topics related to archaeology and heritage management, including excavation techniques, conservation methods, cultural resource management, and public outreach. Moreover, it delves into the ethical and legal dimensions of archaeological study and preservation efforts.

The journal publishes original research articles, review articles, book reviews, short communications, and case studies, encompassing interdisciplinary perspectives from anthropology, history, geography, tourism, museology, and en-

vironmental science. By facilitating collaboration among scholars and professionals from various disciplines, JAHS strives to deepen our understanding of the past and promote sustainable practices in cultural heritage management.



### Journal of Tropical Environment

The Journal of Tropical Environment is the official publication of the Department of Environmental Management, Faculty of Social Sciences and Humanities, Rajarata University of Sri Lanka. The journal of Tropical Environment has established itself as a leading platform for scholarly but accessible papers on all aspects of environmental management. The central aim is to focus on the integrated planning and management of the environment. The journal aims to receive the contributions from leading academics, researchers, and practitioners to publish significant, high-quality, and novel research papers.



### **Undergraduate Research Symposium of Faculty of Medicine and Allied Sciences (URSFMAS)**

As a part of the MBBS curriculum and the SLQF guidelines, Faculty of Medicine and Allied Sciences undergraduates are engaged in an eight-credit research module extending from the 5th to 8th semester. Moving beyond the usual academic research report, the Department of Community Medicine (the coordinating Department) organizes URSFMAS every year to showcase the research findings of students. All student groups get an opportunity to present their research work to a panel of outside experts and get evaluated.

### **International Research Symposium on Management (IRSM)**

The Faculty of Management Studies host IRMS every year to create a platform for young researchers, particularly the undergraduates who conduct research as a part of their degree program, to publish their research findings. However, IRSM welcomes papers from a wide spectrum of disciplines, including Accountancy and Finance, Economics & Entrepreneurship, Human Resource Management, Information systems, and Tourism & Hospitality Management.

### **Annual Research Symposium – the Faculty of Agriculture**

The Research Symposium of the Faculty of Agriculture, Rajarata University of Sri Lanka is a remarkable event of the history of Faculty of Agriculture. This symposium provides a common forum to students and the staff of the faculty to present and share their latest research findings with scientific community in more meaningful manner. Moreover, it gives an opportunity to students to demonstrate their presentation skills. Furthermore, the best presenter of the scientific paper in each session is rewarded as a source of motivation and encouragement.

# Centers and Units

# Centre for Distance and Continuing Education (CDCE)

Director	: Prof. W.P. Wijewardhana
Deputy Registrar	: Mr. N.S.C. Senaka
Deputy Bursar	: Ms. M.G.L. Maveekumbura
Phone	: 025- 2260110
Fax	: 025- 2260110
E-mail	: director_cdce@rjt.ac.lk

## Vision

To be An internationally recognized centre of excellence in Distance and continuing Education

## Mission

To contribute to the development of a knowledge-based society through providing access to higher education programmes with high demand to scholars of all the age groups and catering the needs of adult learners who seek higher education for career advancement in an intellectually stimulating academic environment

## Introduction

The Rajarata University of Sri Lanka is committed to its efforts in providing distance and continuing education to the students mainly who meet the basic entry requirements to enter the state universities but fail to gain admission

owing to lack of physical and human resources available in state universities. Recognizing the national importance of distance and continuing education, Rajarata University has established the Centre for Distance and Continuing Education (CDCE) as per the provisions of the UGC Circular No. 932 in 2010 and subsequently with the approval of the Council of the University on 24th October 2011 (155th Council Meeting). CDCE of Rajarata University of Sri Lanka is an independent administrative body established mainly to operationalize and coordinate the activities pertaining to the external degree programs and extension courses. Since then, the CDCE was functioning at the Faculty of Applied Sciences until 31st March 2014. The CDCE was shifted to the main administrative building with effect from 1st April 2014.

Management Committee chaired by the Vice Chancellor is the main governing body of the CDCE and CDCE coordinates all academic activities of external programs through the Board of Studies in respective faculties. The role of CDCE mainly centers on advertising and calling applications for external programs, registration, conducting examinations and issuing results, procurements and payments, etc.

At present CDCE caters to 10 external academic programs including three External Degree programs and seven Certificate and Diploma level programs. It is important to note that guidelines provided by the University Grant Commission on quality assurance of external programs are strictly adhered to in all its programs. CDCE is continuously growing with the development of physical and human resources and will expand as a fully-fledged administrative entity in the distance and continuing education sector in Sri Lanka.

### **Existing Programs under CDCE**

CDCE is currently handling 10 programs including 3 Degree programs, 4 Diploma programs and 3 Certificate programs under 3 Faculties catering for around 4000 students annually.

1. Bachelor of Business Administration (General) External Degree Programme



2. Bachelor of Science (Biological Sciences) External Degree programme
3. Bachelor of Science (Physical Sciences) External Degree Programme
4. Diploma in English
5. Advanced Certificate in English
6. Diploma in Tamil Language
7. Certificate in Tamil Language
8. Diploma in Information & Communication Technology
9. Certificate in Information & Communication Technology
10. Diploma in Environmental Management

### **Admission Requirements**

Students will be selected for the External Degree programs on the basis of their performance at G.C.E. (Advanced Level) examination at one sitting. Furthermore, the Z-score determined by the UGC each year will be considered. In addition, as per the criteria provided in the University Grants Commission Circular No: 932, section 3.1.4., candidates with specified professional course i.e. CIMA, AAT, ACA, etc.

# Centre for Information Technology Services

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Director	: Dr. K.A.S.H. Kulathilake
Phone	: 025-2266792
E-mail	: info@cc.rjt.ac.lk
Website	: <a href="https://www.rjt.ac.lk/itcenter/">https://www.rjt.ac.lk/itcenter/</a>

## Vision

To Contribute to the university community enabling abundance connectivity, knowledge sharing facilities and providing internet related services with minimum downtime.

## Mission

Facilitate the highest quality of learning and discovery environment through the effective use of technology.

### Introduction

CITS had been started as IT unit in 1992 before the establishment of Rajarata University of Sri Lanka in 1996. Later the unit became a center which provides computer facilities to the staff and the students. CITS has provided much needed IT related services throughout the years of operation. The center currently owns two main computer laboratories each with 100 computers for the IT related activities of undergraduate students. The center takes care of the entire network of the university including installation, repair, and maintenance tasks. Main internet servers, LMS servers and webservers are also managed by the CITS.

## **General Functions**

- Computer Network Administration
- Web/ Mail/ Learning Management System (LMS) Server Administration
- Attend Technical Evaluation committees of the IT related equipment and accessories
- Technical assistance to the various section of the University
- Attending teaching and examination work related to the Center
- Preparation of timetables of computer practical classes in coordination with the relevant faculties
- Attending for the external courses and examinations conducted by the Center
- Computer Assembling and Maintenance of existing desktop and laptop computers in RUSL (CMAU)
- Maintenance of current network.

## **Facilities provided**

- Web server/ Mail server/ Learning Management System Server
- Video conferencing
- Computer Lab with 100 computers for Practicals for undergraduates
- Computer Repairs (CMAU)
- Zoom
- Email
- Specifications
- Main website and Official facebook page

## **E-mail System**

Rajarata University of Sri Lanka collaborates with Google LLC, offers G-Mail for all students and staff to simplify their digital life. You can access it on a web browser or on your mobile device using the Gmail app. All university students and staff members are eligible to access this service and the students are given an email with the format of reg\_no@faculty.rjt.ac.lk. The staff members are given an email based on their name and the Department.

### **Zoom Conferencing Service**

Rajarata University of Sri Lanka provides a cloud-based video and audio-conferencing facility (Zoom) for the university staff with collaborating Lanka Education & Research Network (LEARN). This service is accessible on Mac OS, Windows, and mobile devices by installing the relevant device's application. Zoom is a video conferencing service available on the Internet (outside Sri Lanka) and it is a paid service based on the duration of the video conference. LEARN network has purchased this paid service for public universities to use for academic activities (online teaching, seminars, discussions, and meetings etc). Hence, the staff of universities who have accounts at learn.zoom.us could create online meetings without time restrictions using the paid service. It is important to note that only authorized staff could create (hosting) meetings using the facility of learn.zoom.us but anyone who could access the Internet could join such online meetings using the invitation and the meeting password.

### **CMAU**

The Computer Maintenance and Assembling Unit (CMAU) under CITS at Rajarata University of Sri Lanka plays a pivotal role in the comprehensive repair and maintenance of both desktop and laptop computers. Tasked with ensuring the seamless functionality of computing devices across the university, the CMAU employs its expertise in troubleshooting and assembling to address issues and enhance the performance of the technological infrastructure. Through diligent efforts and specialized skills, the unit is dedicated to providing reliable support, contributing to the optimal functioning of desktops and laptops throughout the university.

### **Resources**

CITS has one teaching learning lab with 100 computers with internet connection. It has ceiling mounted multimedia projector and sound system. We have non-breakable electricity power with UPS and Generator. Also our center has a Wi-Fi connection.

Having such facilities can significantly contribute to a conducive learning environment for both students and lecturers. It enables hands-on learning experiences, collaborative projects, and interactive teaching methods. The combination of a well-

equipped computer lab, internet access, audio-visual aids, and reliable power sources creates a technology-rich setting for effective teaching and learning in the field of computer science and information technology.

# Staff Development Centre

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Director	: Dr. Lalith Senarathna
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E-mail	: <a href="mailto:sdcc@rjt.ac.lk">sdcc@rjt.ac.lk</a>
Website	: <a href="http://www.rjt.ac.lk/sdcc/">http://www.rjt.ac.lk/sdcc/</a>

## Vision

The vision of the Staff Development Centre is to be a hub of excellence in professional development.

## Mission

Mission of the Staff Development Centre is to provide appropriate training and development opportunities to employees to become committed, motivated and competent professionals.

### Aims of the SDC

- Determine staff development activities based upon a careful assessment of staff member needs
- Meet the needs and expectations for the continued professional education of all staff categories
- Strengthen the options available for staff improvement
- Ensure adequate funding for staff development activities
- Employ accepted methods of teaching and learning in staff development activities
- Ensure equitable access to staff development opportunities, appropriate to staff role and aligned to career objectives

The Staff Development Centre of the Rajarata University (SDC) was established in 2005. According to the corporate plan of the RUSL the SDC is expected to develop competencies and promote career development of the all categories of staff at Rajarata University. The main aim of the SDC is to make university teaching and learning process more effective, more relevant, student oriented and to achieve international standards by placing special emphasis on training of new recruits to the academic staff in innovative teaching methodologies. Moreover, SDC is committed to promote the development of skills and competencies necessary for more effective and efficient performance among all members of the staff of the University.

### **Annual (Fixed) Training Programs**

The following programs are conducted by the SDC for the Academic and Non-Academic staff of the University

- Certificate of Teaching in Higher Education (CTHE) – Academic Staff  
Induction Program
- Non-academic Induction Program – Executive Grades
- Non-academic Induction Program – Non-executive Grade
- Annual Training Program on University Procedures

# Centre for Quality Assurance

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Director	: Dr. (Mrs.) D.K. Hettiarachchi
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Website	: <a href="http://www.rjt.ac.lk/iqau/">http://www.rjt.ac.lk/iqau/</a>

## Vision

To be a center of excellence in ensuring quality education and continuous improvement in both Undergraduate and Postgraduate Programmes offered by the University

## Mission

To be the benchmark setter for ensuring and improving the quality of university teaching, learning, assessment, research, and academic governance for transformative governance

## Background

Centre for Quality Assurance (CQA), which was formerly known as Internal Quality Assurance Unit (IQAU) of the University is responsible for carrying out the quality assurance activities and coordinating these activities in line with the National Quality Assurance Framework of Sri Lanka under the directions of Quality Assurance and Accreditation Council (QAAC) of University Grants Commission (UGC).

CQA of the University is headed by a director, who is working on part time basis, to fulfill the academic and administrative tasks involved with the CQA. Each faculty of study has established an Faculty Quality Assurance Cell (FQAC) to guide and oversee the quality assurance activities relevant to programs of study.



The Internal Quality Assurance (IQA) is streamlined under the Centre for Quality Assurance (CQA) and Faculty Quality Assurance Cells (FQACs) and are guided by the by-laws on IQA activities, which are in line with IQA Manual (2013). FQACs are being revamped to extend their role across all possible spheres of work with a view of enhancing quality. Each activity will be a responsibility of a member of the FQAC and she/ he carries out the functions with a working committee approved by the Faculty Board or CDCE or Library, to make the functioning more efficient and to involve as many staff in all sectors in IQA. CQA has taken the lead of preparation of regulatory documents including the Management Guide for university academic and non-academic staff. CQA takes the initiatives and guides the processes of External Quality assurance (EQA). The CQA Faculty coordinators and Deans of the Faculties are responsible for IQA within Faculties. The Quality Assurance Cell of CDCE and the Library also operates in a similar mode, Director/ CDCE and Librarian replacing the Dean. The management committee has been converted to the Senate Standing Committee of the CQA chaired by Vice-chancellor. CQA matters appear as a different item in the Senate that is documented under Centers and Units of the university. External Quality Assurance (EQA) of the university are carried out through Program Reviews and Institutional Reviews as per the guidelines of Quality Assurance Council (QAC) of UGC. Program Reviews of Faculty of Social Sciences and Humanities, Faculty of Management Studies, Faculty of Agriculture and Faculty of Medicine and Allied Sciences have completed successfully. Program review of Faculty of Applied Science was partially completed. Apart from that, post-graduate program reviews of some faculties have already initiated as per the guidelines of QAC. The Institutional Review of the university has successfully completed in 2023 and looking forward for the next one to happen in 2024. The overall grades received for Degree programs and institutional review are satisfactory and the Vice-chancellor and all the deans of faculties take necessary actions to uplift the quality of the degree programs as per the commendations and recommendations of program review reports. The director of CQA is a member of Curriculum Development Committee of the university and invited member of the university senate. The CQA assist the university administration in preparing action plans for Quality Assurance and giving inputs to develop corporate plan. The ultimate aim of the CQA is to uplift the quality standards of teaching and learning processes and administrative functions of the

university.

### **Objectives of CQA**

- to institutionalize a culture of quality assurance in accordance with national guidelines and international practices
- to ensure that the university procedures are aligned with UGC guidelines, national requirements, and international standards
- to develop and maintain a favorable public perception of the university, through improved quality of education based on the consistent practice of quality assurance procedures

### **Formation of CQA**

- a. Vice Chancellor (Chair of the Committee)
- b. Director of the CQA (Deputy Vice Chancellor / Senior Academic)
- c. Deans of all Faculties
- d. Director, Staff Development Center
- e. Director, Distance and Continuing Education Unit
- f. Director, Computer Centre
- g. Faculty coordinator of FQAC of each Faculty
- h. Registrar (or DR/SAR as nominee)
- i. Bursar
- j. Librarian
- k. Convener/Secretary to the CQA (SAR/AR of CQA)
- l. Any other member recommended by the council

Each faculty, Library and Centre for Distance and Continuing Education (CDCE) shall setup an IQACs comprising the following members to perform duties related to quality assurance at faculty level;

### **Faculties**

- The Dean of the Faculty shall chair the Committee
- Heads of the Departments
- The QA Coordinator of the Faculty (Coordinator) as recommended by the

respective Faculty Board or Board of Management

- One senior academic staff member who has a keen interest in maintaining quality, from each Department
- Senior Student Counselor
- Coordinator Curriculum Development Committee/Coordinator ADPC
- Any other academic member/s appointed by the Faculty Board
- SAR/AR of the Faculty (Member and the Secretary)
- Senior Assistant Bursar/Assistant Bursa of the Faculty
- At least one technical officer appointed by the Faculty Board
- At least one office staff appointed by the Faculty Board
- At least two student representation (gender wise)

### **CDCE**

- Director/CDCE (Chairperson)
- Senior Academic Representing the Council
- Senior Administrative officer
- Board of Study representatives from each programme of study
- Deputy Director Examination as the coordinator
- Deputy Registrar/Assistant registrar to the Center as the Secretary
- Assistant Bursar to the Center (on invitation)

### **Library**

- Chairperson – Librarian
- Coordinator, Library QA Cell
- Deputy Librarians, Senior Assistant Librarians, Assistant Librarians
- Representatives from all Faculty Library coordinators
- Senior Assistant Registrar, Library Services – Convener
- Student representation - The best reader from 4th-year students of each faculty (maximum 06 students based on Gender)

## Functions and Responsibilities of CQA

The CQA shall,

- liaise with the Quality Assurance Council of the UGC and other external quality assurance agencies
- develop, review and revise regulations and standard operating procedures necessary for governance and management of CQA
- co-ordinate and guide all Q- related activities within the University
- coordinate the preparation of necessary academic regulations/By-Laws with regards to QA activities, QA-related guidelines and manuals
- co-ordinate the preparation of Self Evaluation Report (SER) for Institutional Review (IR) and Programme Reviews (PRs)
- offer guidance and assistance to programme offering entities in defining programme objectives and outcomes, graduate profiles and course curricula in accordance with the national reference points such as the Sri Lankan Qualification Framework and Subject Benchmark Statements
- support the university and programme offering entities within the university in preparation for external quality assurance assessments and accreditation requirements
- implement and monitor QA reviews/audits and follow-up actions
- co-ordinate the preparation of the Annual Work Plan for the CQA and a Strategic Plan for QA activities for the University
- involve in preparing the Strategic Plan and corporate plan of the University, particularly in the areas related to quality assurance
- review and monitor quality parameters as prescribed by the University.
- support establishment and effective functioning of Faculty/CDCE quality assurance cells (FQAC)

List of Policies, By-Laws, Guidelines, SoPs and ToRs at the CAQ

1. Curriculum Development Policy
2. Policy on Differently-abled students and staff
3. Policy on Gender Equity and Equality

4. Human Resource Development Policy
5. Open and Distance Learning Policy of Rajarata University of Sri Lanka
6. Operating Policy and Procedure for Question Paper Scrutiny , Moderation and Second Marking of Answer Scripts
7. Quality Assurance and Enhancement Policy
8. Intellectual Property Policy
9. Student Assessment Policy
10. University Information Technology Usage Policy
11. Policy on Instituting and Awarding Gold medals and Prizes at the General Convecration
12. Academic Integrity, Ethics, and Accountability Policy
13. Student Counseling Policy
14. Research and Publication Policy
15. Policy on Honorary, Adjunct and Visiting Honorary Appointments
16. Credit Transfer Policy
17. International Relations Policy
18. Career Development Policy
19. Policy on ownership of learning materials and protection of copyright for study materials
20. Resource Sharing Policy
21. Staff Development Policy
22. Policy on Stakeholder Feedback
23. Electronic Mail Usage Policy
24. Visual Identity of the University Policy
25. By-law governing Center for Quality Assurance
26. By-law for institution and Award of Gold medal and Prizes
27. RUSL By-law for Curriculum Development
28. Amended By-law of Student Discipline

29. RUSL By-law on Examination procedure

30. RUSL By-law on Examination conduct

### Faculty Coordinators

Name	Designation
Prof. (Mrs.) W.A.D. Nayananjalie Ph.D., M.Phil., B.Sc. (Agri)	Faculty of Agriculture
Mr. M.K.D.D. Sandaruwan M.Phil., B.Sc.	Faculty of Applied Sciences
Dr. (Mrs.) C.M.Y.S.S. Bandara Ph.D., MBA, B.Sc., LLB	Faculty of Management Studies
Dr. (Mrs.) P.R.S.R.J. Bandara MBBS, M.Phil.	Faculty of Medicine and Allied Sciences
Dr. (Mrs.) N.D.A.D. Wijewardana Ph.D., M.Phil., B.Sc.	Faculty of Technology
Dr. W.K.D. Keerthiratna Ph.D., M.Ed., M.A., PGDE, B.A.	Faculty of Social Sciences and Humanities
Prof. M.H.J.P. Gunarathna Ph.D., M.Sc., B.Sc.	Center for Distance and Continuing Education (CDCE)
Mrs. Thushara Wanasinghe B.BA, MSSc. ALA	Library

# Career Guidance Unit

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Director	: Dr. H. O. Wijewardane
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Fax	: 025 2266512
E-mail	: <a href="mailto:cgu@as.rjt.ac.lk">cgu@as.rjt.ac.lk</a>
Website	: <a href="http://www.rjt.ac.lk/career-Guidance">http://www.rjt.ac.lk/career-Guidance</a>

## Vision

To be highly recognized nationally as one of the best university career guidance services provider

## Mission

Inspire undergraduates by implementing career guidance programs to facilitate lifelong career development through self-awareness, career exploration, career choices, career planning and developing soft-skills. Career guidance unit establish and maintain relationships with society and significant base of employer who have an on-going interest in the employment potential.

## Introduction

The Career Guidance Unit (CGU) of the Rajarata University of Sri Lanka was established in 2005, through the initiative of the University Grants Commission, Sri Lanka. It is a single storey building located at the Mihintale premises with a seating capacity of 100 people. The CGU functions directly under the Vice Chancellor with a staff of a director, counsellors, assistants and coordinators from each faculty.

### **Objectives of the Unit**

- To create leaders for tomorrow's world of work by changing attitudes of undergraduates
- To assist students with a variety of educational, career, and personal problems by counseling
- To facilitate students' welfare activities
- To help undergraduates to identify their skills and to choose an optimal career path
- To introduce employment sector to the undergraduates by industrial trainings
- To direct most suitable graduates to identified private sector opportunities

### **The CGU of the University also Facilitates the following activities.**

- Career Guidance and Personal Counselling
- Personality Development programs such as leadership trainings, in house /out bound trainings, personal grooming, interview facing, entrepreneurship development, table manners and etiquettes, drama therapy programs etc.
- Hostel programs and programs for parents
- Communication skills development programs
- Career fairs, industry exposure visits, internships and industry expert talks and webinars
- Soft skills development programs
- Community clubs and societies such as Gavel, Rotaract, AISEC, Photography etc.
- Career Development courses
- Professional development courses



## Faculty Coordinators

Name	Designation
Dr. W.C.P. Edogawatta <i>Ph.D, B.Sc. in Agriculture (Sp.)</i>	Coordinator, Faculty of Agriculture
Mrs. Parween Reyah <i>M.Phil, B.Sc. (Special)</i>	Coordinator, Faculty of Applied Sciences
Mrs. K.G.P. Senani <i>ACA, M.Sc. B.Sc. (Accounting Sp.)</i>	Coordinator, Faculty of Management Studies
Prof. Dilan Gunawardane <i>Ph.D, M.Sc, BA (Hons)</i>	Coordinator, Faculty of Social Sci. and Humani.
Dr. W.M.M.D. Bandara <i>Ph.D, M.Sc, B.Sc. (Hons)</i>	Coordinator, Faculty of Technology
Dr. D.M.P.L.K Abeyrathna M.Phil (Reading), MBBS	Coordinator, Faculty of Medicine and Allied Sciences
Mr. J. D. Rathnayake MHRM, MA, B.Agri., PGDE, ND in Career Guidance, Certified NLP practitioner	Career Guidance Counselor

# University Business linkage Cell/Tech Transfer Office

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Director : Prof. W.H.M.S Samarathunga  
Manager : Mrs. Anuruddhi Nisansla  
Phone : +94 25 2266269  
E-mail : ruslublc@rjt.ac.lk  
Website : <https://www.rjt.ac.lk/university-business-linkage-cell/>

## Vision

Learn, Discover, Create and Make the world even better

## Mission

Be the front door of Rajarata University commercializable researches and industry linking to promote and guide innovations to develop commodities

## Goals

- Innovative Researches
- Commercialization
- Provide guidance for Intellectual Properties

## Services

- Commercialization of Research, Product and Technologies
- Carrying out industry-based researches
- Consultancy for industrial issues
- Professional training and capacity building
- IP Protection assistance

## Introduction

The University Business Linkage Cell (UBL), Rajarata University of Sri Lanka, acts as the industry's gateway to innovations at RUSL. We aim to collaborate with government and private sector industries to commercialize RUSL innovations and inventions of research outcomes, as well as to address issues of the industry to develop the social and economic growth of the country. Also, UBL supports the community by providing Intellectual Property protection assistance.

The establishment of the University Business Linkage (UBL) Cell is a necessary step in implementing the UGC Circular 10/2016 in the Rajarata University of Sri Lanka with the support from the Accelerating Higher Education Expansion and Development (AHEAD) Project. In effect, the UBL Cell functions as the Technology Transfer Office (TTO) of the RUSL.

The UBL roadmap consists with four distinct phases. The most challengeable and important part of the UBL road map is Phase IV. This phase includes technology transferring, product commercialization and IP protection. We have different actions to complete under the phase IV. UBL has effectively presented all completed actions under the phase IV evaluation providing strong evidences and secured an additional 02 million funds to support the University's research.

### Intellectual Property Filling

Intellectual Property (IP) refers to creations of the mind, and it is protected by law to encourage innovation and creativity. The main types of intellectual property include: patents, trademarks, industry designs, copyrights, trade secrets etc. The protection of IP should happen locally through the National Intellectual Property Organization. Given below is the summary of IP fillings of the University Business Linkage Cell:

Type of IP	No. of Filings
Patent	03
Trademark	02
Industrial Design	01

## Research Grants Awarded

During the year 2023 RUSL UBLC was able to fund 20 selected research projects after a competitive evaluation. These research projects were aimed at promoting a commercialization-oriented research culture within the University

Phase	No. of Grants	Value of the Grants
Phase I	07	1,050,000 LKR
Phase II	13	4,528,500 LKR

## University-Industry Collaboration

The University–Industry collaboration takes place in different forms including signing Memorandum of Understandings, License Agreements, conducting collaborative events etc. Given below is a list of University–Industry collaborations in 2023:

### Singing MOU's with the Industry Partners

No.	Name of the Industry Partner	Objective	Signed Date
1	Ceylon Agro Food Technologies (Pvt) Limited	Research collaboration: Trichoderma virens culture and solid base formulation	13.03.2023
2	L.B Kangara Aus-hadhalaya (Pvt) Limited	To commercialize an herbal soap	25.09.2023
3	Ceylon Herbal Sole Proprietorship	To development and commercialization of Banana powder incorporated baby rusk and savory snack	06.11.2023

## Brand simulation programme

Department of Marketing Management, Faculty of Management Studies initiated a brand simulation program with the collaboration of University Business Linkage Cell partnering with the 06 regional companies in Anuradhapura. The purpose of initiating this program is to create an ambience for the students to inculcate theories and concepts learnt under the Brand Management course module in the Real-life business case studies. The student involved in conducting market research, identifying target market, developing the product packaging, labelling & tag design and suitable price with pricing strategy etc. The companies involved in the Brand Simulation program is given below:

No.	Name of the Company
1	Wheel Masters (Pvt) Limited
2	Suwa Shanthi Hospital (Pvt) Limited
3	Wasala Leisure (Pvt) Limited
4	L.B. Kangara Aushadhalaya (Pvt) Limited
5	Shashi Electricals (Pvt) Limited
6	Adhithya Ayurveda (Pvt) Limited

## Varsity Battles

“Vasity Battles Capital Market Quiz Competition” was the inter – University quiz competition, with the intention of educating state University student on the capital Market. The event was jointly organized by the “Colombo Stock Exchange” and “Securities and Exchange Commission of Sri Lanka” in collaboration with the University Business Linkage Cell of the University. Representing the Faculties, 13 teams competed with each other the guidance of the Faculty University Business Linkage coordinators. The winning group and the 1st runner up group of the battle represented Faculty of Applied Sciences and the 2nd runner up group represented Faculty of Management Studies. The winning group was awarded a cash prize of Rs. 75,000.00. Faculty representation for the Varsity Battle is mentioned in below.

No.	Name of the Faculty	No. of Group
1	Faculty of Agriculture	3
2	Faculty of Applied Sciences	2
3	Faculty of Management Studies	3
4	Faculty of Technology	2
5	Faculty of Social Sciences & Humanities	3

### **RUSL Idea 2023**

The University Business Linkage Cell at Rajarata University of Sri Lanka, in collaboration with the Colombo Stock Exchange, successfully hosted the “RUSL IDEA 2023” competition on November 30, 2023. This event aimed to foster innovation, collaboration, and an entrepreneurial spirit within the university community, providing a platform for participants to showcase their creative and entrepreneurial ideas.

Following a rigorous selection process, eleven outstanding teams from different faculties emerged as finalists, representing the three categories: Student, Academic Staff, and Non-academic Staff. Out of the remarkable 11 business proposals, 3 winners from the student category, 2 winners from the academic staff category, and one from the non-academic staff category were identified after a live pitch at the event. The winners were honored with valuable cash prizes and certificates.

The “BeautyLinker App” business idea secured first place in the Student Category, with the winning team consisting of Ms. A. M. S. T. S. Dayarathna, Ms. R. M. W. N. Rathnayake, and Ms. B. A. S. Weeraratne from the Faculty of Management Studies. In the Academic Category, the victorious team from the Faculty of Agriculture included Mrs. T. D. C. Priyadarshani, Prof. P. A. Weerasinghe, Ms. M. Madushani, and Ms. W.M.S.N. Wijesekara for their business idea on “Tricho-Guard”. Mr. A.A. J.S. Ariyapperuma from the Landscape Department at Rajarata University of Sri Lanka emerged as the winner in the Non-academic Category with his outstanding business idea on “Wine production”.

## Financial Performance

UBL has different sources of income including the upfront payment, royalty payment and other income from the industry assignment, consultancy projects etc. Upfront payment is one-time, nonrefundable payment received from the commercial partner for transferring the technology. Royalty payment is a payment that receiving upon the commencement of mass production by commercial partner. University is requesting a royalty percentage based on the sales.

Additionally, UBL has the capacity of that UBL has the capacity of obtaining industry assignment and consultancy projects and execute them with the expertise of University professionals, particularly in specialized areas.

No.	Source	Amount
1	Total upfront fee received from commercialization (LKR)	275,000.00
2	Royalty fee from commercialization (to be received) (LKR)	35,000.00
3	Earnings from Consultancy Projects (LKR)	2,748,000.00
	Total	3,058,000.00

In year 2023, We have successfully commercialized a herbal soap, receiving an upfront payment of 275,000 LKR. Furthermore, The royalty fee of 35,000.00 LKR to be received from the Adhithya Ayurveda (Pvt) Limited for the commercialization of herbal foot care cream. In parallel, UBL has obtained a UNDP project to conduct a base line survey for the “Strengthening Smallholder Farmers and Micro/Home-Based Agriculture industries for Enhanced Food and livelihood Security” a value of 2,748,000 LKR.

## Webinars Conducted

The University Business Linkage Cell is mainly focused on technology transferring, commercialization, intellectual property protection and other business consultancies. We are not engaging with organizing webinars, while various webinars are regularly organized at the faculty levels. It is not our priority area.

We have conducted a one-day workshop for RUSL Academic regarding the intellectual property since it is the important requirement for the University. We don't have

expertise in this field of intellectual property and RUSL has one patent granted at the NIPO. In addition to that, we facilitated a webinar on Business Proposal Development with related to the RUSL Idea 2023: Book to Business Competition aimed to aware the competitors for preparing a professional business plan. Additionally, an awareness session on the “Colombo Stock Exchange” was conducted to enhance the knowledge on investment and increase the awareness on CSE.

No.	Category	Participants
1	Intellectual Property Related Workshop	RUSL Academics
2	Business Proposal Development	RUSL Undergraduates/ non-academic/ academic
3	Colombo Stock Exchange	RUSL Undergraduates

### Partnering with Media

- Participated in a Sirasa TV program “Jathika Mehewara”. UBL staff, omega 3 research team and pedicure research team were presented.
- Participated in a Derana TV program “Anagathayata Idak”. UBL staff, omega 3 research team and pedicure research team were presented

### Sponsorships for the University events

No.	Event	Faculty	Sponsored Amount
1	Dairy Fiesta 2023 exhibition	Faculty of Agriculture	25,000.00
2	ISRM 2023	Faculty of Management Studies	50,000.00
3	Brand Simulation	Faculty of Management Studies	50,000.00
4	Exhibition	Faculty of Applied Sciences	25,000.00

Meeting / workshop / Exhibition participated



No.	Event/Meeting/ Workshop	UBL Role/work presented	Date
1	Innovation Arena – National Industry Exhibition	Presented commercialize research outcomes (High protein biscuit)	22.06.2023
2	Industrial Forum 2023	Presented omega-3 research outcomes (omega 3 research team were participated)	12.12.2023
3	PTB Project conclu- sion workshop	Coordinating the project in the regional level	13.12.2023
4	Meeting with World Bank	Presented progress of the UBL	14.12.2023
	Accelerating inven- tion and valoriza- tion of research in Universities	UBLC was recognized for sup- porting technology and knowl- edge transfer activities	15.12.2023

### Supporting RUSL Student Startups

UBL actively engages in fostering entrepreneurial initiatives within the Rajarata University of Sri Lanka by supporting University student and staff startups. This commitment is executed through the organization of workshop series aimed at promoting an entrepreneurial culture within the University community. As part of our comprehensive support, UBL extends a service facilitating company registration for both students and staff, facilitating the process and encouraging the entrepreneurial mindset.

No.	Name of the Start-up	Name of the Student	Faculty
1	Ceylon Orexy (Pvt) Limited	Mr. Saliya Madhuwan- tha Bandara	Faculty of Management Studies
2	Dresshere (Pvt) Limited	Mr. Nayanajith Dil- shan	Faculty of Management Studies

### **Hiring Law Firm**

UBL hired Nithya Partners for handling intellectual properties at the Rajarata University of Sri Lanka. This decision was made due unavailability of qualified intellectual property lawyer to obtain consultancies and supports related to the intellectual property.

Prior Art search conducted	14 Nos
Patent Drafted	05 Nos

### **Others**

- Presented project proposal for high tech museum in Anuradhapura for H.E. President of Sri Lanka under the directives of the Vice Chancellor (Sep-2023)
- CLDP USA Training Program – UBL director participated for the US Tech Transfer tour in USA (Dec-2023)

### **UBL Staff**

No.	Name	Designation	Remark
1	Prof. W.H.M.S Samarathunga	Director	
2	Mrs. L.A.N. Dilrukshi	Manager	
3	Mrs. E.M.N.S Senarathne	Business Development Manager	

# Department of Physical Education

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Director : Mr. E.W.M.S.U. Wijesinghe  
Phone : 025 226 66853  
E-mail : [dpe@rjt.ac.lk](mailto:dpe@rjt.ac.lk)  
Website : <http://www.rjt.ac.lk/sport/>

## Vision

A vibrant and illuminating sporting healthy life

## Mission

Provide widest range of sports and recreational facilities, increase level of participation, improved sports performance and increase the participation of intra, national and international level

## Introduction

The Department of Physical Education of the Rajarata University of Sri Lanka was established on 15th July 1997, and the Department is headed by a Director of Physical Education who is assisted by permanent Instructors. The Department of Physical Education provides a wide range of sports and recreational facilities and programmes for the well-being of the student community of the University. The main objective of the Department is to promote and improve the students' sporting abilities, provide opportunities to develop individual and team sports, and familiarize them with the healthy, active lifestyle of the students of the Rajarata University of Sri Lanka.

The Sports Advisory Board, consisting of Academic staff members, administrative staff members, and the staff members of the Physical Education Department, functions in the advisory capacity. The Sports Council appointed annually functions as the students organizing arm of the Department.

The Programme of the year concludes with the Colours' Award Ceremony. Colours and Merit awards are given for sportsmen and sportswomen who excelled in sports activities and brought credit to the University during the year.

### **Sport and Facilities**

The Department of Physical Education is equipped with many indoor and outdoor facilities, allowing it to provide a wide range of sports to the university students. The main Ground, Gymnasium, Strength Training Centre, Swimming Pool, a Badminton Court, and a Volleyball Court adjacent the hostel complex are among the outdoor and indoor amenities in Mihintale premises. The facilities of the Faculty of Agriculture and the Faculty of Medicine and Allied Sciences at Puliyankulama and Saliyapura comprise two grounds, a Gymnasium, and a Strength Training Centre. The Department conducts around 20 different sports for the students at the University.

The Department of Physical Education conducts the following annual sport activities and regular recreational programmes.

- Introduction programme for new intakes
- Invitational tournaments
- Inter Faculty fresher's sport championship
- Inter Faculty sports championship
- Inter University sports tournaments
- Inter batch sports tournament
- Open championships
- Coaching programmes
- Friendly & dual matches and tournaments
- Colours award ceremony
- Daily sport team training

The Department also trains and prepares the students for the following participating programmes and tournaments.

- Inter University Tournaments
- Invitational Tournaments
- Federation Tournaments
- Other Local Tournaments
- World University and other International Tournaments

### Staff Members

Name	Designation
Mr .E.W.M.S.U.Wijesinghe B.A. (Hons), P.G. Dip. in Phys. Edu., P.G. Dip. in Sports Mgmt., Adv. Dip. In in Sports Management	Director of Physical Education Department
Mr. A.T.P. Kumara B.A.(Hons), P.G.Dip. Phys. Edu., Dip. in Phy. Edu. & Sports Mgmt.	Instructor in Physical Education
Mr. G.C. Wimalaweera B.A.(Hons), Dip. in Phy. Edu. & Sports Mgmt., Dip. in Sport Sci.	Instructor in Physical Education
Mrs. S.K. Ranasinghe B.A.(Hons), M.Phil	Instructor in Physical Education
Ms. K.D.C. Vijani B.Sc (Hons), P.G.Dip. Phys. Edu.	Instructor in Physical Education

# Administrative Divisions and Executive Staff

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Name	Position	Division/Faculty	Phone	Email
Ms. Samanthi Herath	Registrar	Registrar's Office	025 - 2266511 071 - 8502066	registrar@rjt.ac.lk
Mr. S.H. Uwaisulkarni	Deputy Registrar	Examination & Academic Division	025 - 2266780 077 - 7549255	drexam@rjt.ac.lk uwaisulkarni@gmail.com
Mr. S. A. I. Somarathna	Deputy Registrar	Academic Establishments	025 - 2266782 071 - 6811844	academicest@rjt.ac.lk arunaindika74@gmail.com
Mr. M.M.S. Sanjeeva	Acting Senior Assistant Registrar	Capital Works Division	025 - 2266311 071 - 8403306	capitalworks@rjt.ac.lk
Mr. N.C.S. Senaka	Senior Assistant Registrar (Contract basis)	Center For Distance & Continuing Education	025-2260220 071 - 4458631	cdcesar@rjt.ac.lk
Mr. S.S.K. Godakumbura	Bursar	Finance Division	025 - 2266513 077 - 3454798	bursar@rjt.ac.lk skgodakumbura@gmail.com
Mr. S.R.M.S. Rathnayake	Senior Assistant Bursar	Faculty of Technology/Accounts Division	0252266810	samanthi.rmst@gmail.com

Name	Position	Division/Faculty	Phone	Email
Mr. E.W.M.S.U. Wijesinghe	Director of Physical Education	Physical Education Division	025 - 2266853 071 - 9358292	deptpe@gmail.com
Mr. D.M.R. Samantha	Senior Assistant Bursar	Faculty of Medicine and Allied Sciences	0252226253	rjtsupplies@rjt.ac.lk dmrsth15@gmail.com
Ms. Risangi	Senior Assistant Registrar	Faculty of Medicine and Allied Sciences	025 2234464 077 3451043	arfmas@rjt.ac.lk
Mr. W.B. Dissanayake	Senior Assistant Registrar	Faculty of Management Studies	025 - 2266627	wijitha@rjt.ac.lk
Mr. M.M.S. Sanjeeewa	Senior Assistant Registrar	Faculty of Social Science & Humanities	025 - 2266812 071 - 8403306	sudathsanju@yahoo.com
Mrs. P.J. Senevirathna	Assistant Registrar			seneviratna.purnima@gmail.com
Mr. A Aravinthan	Assistant Registrar (contract Basis)	Faculty of Agriculture	075 0640533	aaravinthan7632@gmail.com
Mrs. R.M.P.D. Rathnayake	Senior Assistant Registrar (Legal & Documentation)	Legal & Documentation	025 - 2266501 071 - 4029365	legaldd@rjt.ac.lk dilani.pandula@gmail.com
Mr. D.M.C.U.K. Dissanayake	Senior Assistant Registrar (Library Ser.)	Library	025 - 2266694 071 - 4416051	sarcmb@yahoo.com

Name	Position	Division/Faculty	Phone	Email
Mrs. M.A.N.N. Kumari	Personal Secretary to the Vice Chancellor	Vice Chancellor's Office	025 - 2266644 071 - 3612076	nilanthin@rjt.ac.lk
Ms. V. Kirushnananthi	Assistant Registrar	Faculty of Applied Sciences	025 - 2266129 077 - 5281833	ar@as.rjt.ac.lk
Ms. Charani Fernando	Assistant Internal Auditor	Internal Audit Division	025 - 2266694 071 - 2894899	in.audit@rjt.ac.lk charanif@gmail.com
Mr. T.M.M.P. Bandara	Farm Manager (Acting)	Faculty Of Agriculture	076 - 6925691	mpriyadarshanabandara@gmail.com
Mr. T.M.M.P. Bandara	Curator (Landscaping)	Landscaping Division	076 - 6925691	mpriyadarshanabandara@gmail.com
Mrs.K. Nathiparan	Assistant Registrar	General Administration Division	025 - 2266781 077 - 6636350	ar.admin@rjt.ac.lk kalpanab23@yahoo.com
Mr. T. Luxhana	Assistant Registrar	Faculty of Agriculture	025 - 2221613 077 - 4675046	ar@agri.rjt.ac.lk rajahshana@gmail.com
Ms. M.N. Nihma	Assistant Registrar	Student Services Division	025 - 2266577 077-6950533	arstudserv@rjt.ac.lk nihmanazer@gmail.com
Mrs. K.S.K. Herath	Senior Assistant Registrar (Acting)	Non-Academic Establishment Division	025 - 2266532 071 - 4658828	na.est@rjt.ac.lk



Name	Position	Division/Faculty	Phone	Email
Mrs. K.H.W.K.G. Kaha-wala	Assistant Registrar	Faculty of Technology	025 - 2266381 077 - 9211190	ar@tec.rjt.ac.lk gaurikakahawala@yahoo.com
Mr. G.N. Manawadu	Works Engineer (Civil)	Maintenance Division	025 - 2266787 071 - 5374698	gimhanmanawadu@gmail.com
Mr. C.M.S.K. Chandrasekara	Chief Security Officer	Security Division	025 - 2266647 071 - 0375475	cso@rjt.ac.lk thivankachandrasekara@gmail.com

# Other Services and Facilities

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## Medical Centre

The Medical Centre of the Rajarata University provides curative health care services to university students, faculty, other staff, and their families. The Centre is located on the Mihintale campus and serves around 6000 undergraduates and 500 staff members. The Medical Centre works as an Outpatient Department (OPD), and patients with emergency health problems are directed to local government hospitals. The University Medical Centre offers both Western medical treatment and Ayurvedic medicine.

Currently, the Centre is staffed by a medical officer, two nurses, Pharmacist, Public Health Inspector, and an attendant. There is also a qualified Ayurvedic doctor and an attendant at the Ayurveda Medical Centre. Both Centres provide service Monday through Friday from 8 a.m. to 12 p.m. and 1 p.m. to 4 p.m. During the COVID-19 pandemic, the Medical Centre staff provided an essential service by participating in the vaccination program for students and staff. Furthermore, the Centre's staff members are members of the University Covid Committee, and they routinely educate students and staff on COVID-19 Corona Virus prevention.

Furthermore, the Centre's medical office provides services such as evaluating students' physical fitness those who engage in various sports, academic staff who travel overseas for studies and related matters, and issuing of medical certifications for students and staff members. Furthermore, the Medical Centre is responsible for preventing other community health concerns related to food, garbage disposal, and communicable diseases. A Public Health Inspector assigned to the Centre is in charge of dealing with the problems mentioned above and implementing the necessary preventative measures.

## Cultural Center

<b>Coordinator</b>	<b>: Prof. D.G.A. Thalwaththa</b>
Phone	: +94 71 816 2766
Office In Charge	: Mr. K.K. Weerasinghe
Phone	: +94 71 088 9765

### **Vision**

Upliftment of Sri Lankan Culture

### **Mission**

Preparation and implementation of programmes for preservation, propagation and expansion of Literary Arts and Cultural activities maintaining Sri Lankan Identity.

The University's Cultural Centre is located on the Mihintale premises, next to the Main Administrative Building Complex. The Cultural Centre offers Ashtaka, Jay-amangala gatha groups, Traditional dance groups, Wedding music, and Poru ceremonies. In addition, the Centre offers a variety of courses to students and staff, including Kandian Dancing, Drama, Eastern Music, Tamil Language, and Folk Dancing.

Furthermore, the Centre assists with numerous festivals and activities such as the opening ceremonies, inauguration ceremonies, Independence Day celebrations, New Year's celebration, Wesak and Poson festival, etc.

## Operational Technical Secretariats (OTS)

Operational Technical Secretariats (OTS) Office is the branch of Operation and Monitoring Support Team (OMST) in the Ministry of Education (MOE) under AHEAD Project. OTS is consisting a Director-OTS, who will be a senior academ-

ic appointed by the university, and administrative staff. In addition, OTS will have Deputy Director – Finance, Deputy Director – Procurement and Deputy Director – Engineering to support the activities of OTS.

OTS will organize regular capacity-building activities for the relevant staff of the Grants, including a procurement, financial management, and contract management throughout the program implementation.

## **Students/Staff Accommodation**

The Rajarata University of Sri Lanka is a fully residential university, therefore, all undergraduates, with the exception of second year students and students who live within 40 kilometers of the university, are provided with hostel facilities during their entire study period, which is usually four years except for the students in the Faculty of Medicine and Allied Sciences. The University also provides accommodation for the employees based on a scoring system approved by the Housing Committee.

### **Students Accommodation**

The University has 22 halls of residences for undergraduates that can accommodate around 5000 students. There are 15 halls of residence for female students and 7 halls of residence for male students. In terms of location, there are 17 halls of residences in Mihintale Campus, with 5 of them located in Puliyankulama and Saliyapura, where the Faculty of Agriculture and the Faculty of Medicine and Allied Sciences are situated respectively. Despite having a significant number of residence halls, the Students Service Branch faces difficulties in allocating hotels facilities to students. When assigning hostel facilities, first-year students are usually prioritized. In addition to the halls of residence, the University periodically rents out outside housing facilities to meet the students' housing needs.

Full-time sub wardens are in charge of the day-to-day management of the resident halls. Their responsibilities include maintaining student discipline, overseeing welfare amenities such as canteens, sanitary facilities, security, etc., and overall management of the hostels. Wardens who are usually Senior Academics nominated from each faculty oversee the work of the full-time sub wardens. Furthermore, academic

sub-wardens who are junior academics appointed based on the number of students in the facility from each faculty, assist the full-time sub-wardens.

### **Staff Accommodation**

All the permanent academic and non-academic staff of the University can apply for the housing facilities. However, the accommodations are provided to the staff based on a scoring system by Board of Residence, which is appointed by the Council. The scoring system considers the period of service, distance from the University to the applicants' permanent residence, marital status, and several other factors. There are two forms of the housing facilities for the staff as bachelor quarters and family quarters.

## **Financial Aid**

The University offers a variety of financial aid to students, including the Mahapola Scholarship, Bursaries, and other faculty-level scholarships.

### **Mahapola Scholarship**

The Mahapola Scholarship is a financial aid program offered by the Government of Sri Lanka to needy students based on their parent's economic level. Students from households with parental incomes of less than Rs. 300,000 are normally eligible for the Mahapola Scholarship. However, various additional criteria are considered before awarding this scholarship. Currently, the Mahapola Scholarship is awarded to most of the students enrolled in the Rajarata University of Sri Lanka.

### **Bursaries**

Bursaries are available to students who do not receive the Mahapola Scholarship. Bursaries are also provided based on a variety of criteria, including parental income, distance, and the number of dependent children in the applicant's family.

## **Student Counselling**

The University provides student counseling services to students who face problems in their studies, social, and personal life. A separate student counseling unit

is maintained under the direction of the Senior Student Counsellor, who reports to the Vice-Chancellor. The Senior Students Counselor of the University is appointed annually from among the academic staff and assisted by the Senior Students Counsellors of the respective faculties.

## Student Discipline

In order to maintain students' disciplines, a discipline system is in place under the immediate supervision of the Vice-Chancellor. The Student Discipline System consists of the following components:

- i. Proctor & Deputy Proctors Unit,
- ii. Chief Marshals Unit
- iii. Chief Security Officers Division
- iv. Assistant Registrar/ Legal & Documentation.

The Proctor is in charge of maintaining student discipline on behalf of the Vice-Chancellor. The Proctor is a senior academic who is appointed annually and is assisted by six Deputy Proctors from the University's six faculties.

## Students Union

The Rajarata University of Sri Lanka has an active Students Union that represents all six faculties. Additionally, Faculty students Unions are established. The Union's activities are governed by the Students Union By-Laws approved by the University Council, and Office Bearers of Students Union are elected in accordance with the By-Laws.

## Other welfare Services

### Canteens

There are several canteens on the university premises and in the hostel complex. The Mihintale campus has three main canteens that cater to the needs of students, particularly those in the Faculty of Management Studies and the Faculty of Social

Sciences and Humanities. In addition, a new cafeteria facility is being built near the Faculty of Social Sciences and Humanities. There is also a Milk bar centrally located at the Mihintale Campus. Furthermore, a canteen is maintained in the Faculty of Applied Sciences to serve the foods and beverage needs of the students of that Faculty.

Each hostel complex has a number of other canteens. Canteens are also maintained on the sub-campuses at Puliyankulama and Saliyapura, which house the Faculties of Agriculture and Medicine and Allied Sciences, respectively.

### **Banking Facilities**

Branches of Bank of Ceylon and People's Bank operate within the University premises with two teller machines. University accounts are maintained at these Branches which also handles all transactions.

### **Post Office**

The Sub- Post Office for the use of staff and students at the University is situated in the Mihintale junction. It is open from 8.00 a.m. to 5.00 p.m.

## **Alumni Association**

The Rajarata University of Sri Lanka Alumni Association (RUSLAA) was formed in 2015. However, the University has had an Alumni Association since 2011, and RUSLAA is the successor of this previous Alumni Association. RUSLAA is the apex alumni association of the University, which consists of graduates from all the six faculties of the University. The RUSLAA is a formal association that has been approved by the University Council. The Patron of the RUSLAA is the Vice-Chancellor of the University, and the Deans of each faculty nominate vice Patrons.

The Executive Committee of the RUSLAA had its first formal meeting on February 28th, 2019 at the Navy Light House Galley Hotel in Colombo. The inaugural Annual General Meeting was held on November 30th, 2019 at the Sanara White House in Kirillawala.

- The mission of RUSLAA is to:
- Contribute to the growth and development of the University
- Contribute to national, economic, and social development
- Contribute to national educational development
- Build and promote business and cultural relationship and linkage between other association having similar purposes locally and globally
- Improve professional and personal life of the members

Alumni Association of Faculty of Medicine and Allied Sciences, Rajarata University of Sri Lanka.

The Alumni Association of Faculty of Medicine and Allied Sciences, Rajarata University of Sri Lanka consists of graduates of the faculty from 8 batches. It was initially founded in 2015 and revitalized in 2020 to provide financial support to improve the physical infrastructure of the faculty and to contribute to faculty initiatives to better undergraduate training. In addition, the members of the alumni are active and volunteer donors of the “Saubhagya” scholarship scheme to financially support undergraduate students faced with economic problems.



**University  
By  
Laws**

# The Universities Act 16 of 1978 - By-Laws No 01 of 2006 - Relating to Students Discipline

## Part I - General

- 01 These By-Laws may be cited as the By-Laws No 01 of 2006 relating to Students Discipline and shall come into operation.
- 02 Notwithstanding anything to the contrary in any of the provisions of these by-laws the Vice Chancellor shall take appropriate action he/she deems necessary to maintain discipline at the University and nothing in these By-Laws shall be construed in a manner to detract from the powers, duties and functions conferred on or imposed upon the Vice Chancellor by the Universities Act No 16 of 1978 therein after referred to as “Act” or by any other instrument.
- 03
1. Upon the coming to operation of these By-Laws, there shall be established a Board of Discipline (referred to as the Board) constituted as provided in sub paragraph (2)
  2. The Board of Discipline shall consist of the following members who shall hold office for a period of 03 (three) years with effect from the date of appointment.
    - i. The Dean of each Faculty
    - ii. A Proctor if any or a Deputy Proctor nominated by the Proctor.
    - iii. Two Wardens if any nominated by the Vice Chancellor.
    - iv. Two Members of the Council nominated by the Council from among its appointed members.
    - v. Two Senior Student Counselors nominated by the Vice-Chancellor

3. The registrar or his nominee shall be the ex-officers secretary of the Board.
  4. The chairman of the Board shall be elected by the members from among the Deans and he/she shall preside at all meetings of the Board. If the chairman is unable to preside at a meeting the members shall elect any Dean to preside at such meeting.
  5. The chairman shall hold office for a period of one year reckoned from the date of his election so long as he/she retains the status of membership by virtue of which he/she was eligible for election as the Chairman of the Board he she is eligible for re-election.
  6. The quorum for the meeting of the Board shall be seven members.
- 04 Subject to the provisions of the Act and any of other appropriate instruments the Board shall have the following powers duties and functions.
1. To regulate and determine all matters concerning the maintenance of students' discipline within University.
  2. To make Rules pertaining to student discipline within the University.
  3. To hold inquires or cause inquires to be held pertaining to allegations of indiscipline or misconduct on the part of any student or students of the University.
  4. The Vice Chancellor may appoint a Committee of inquiry to inquire into an incident where he/she thinks if appropriate in the circumstances and the Board of Discipline shall consider such reports made by such committee and recommended appropriate action.

5. To impose appropriate penalties or punishments on any student or students who have been found guilty of any acts of indiscipline or misconduct or who have been found guilty of an offence under these By-laws or of acting in contravention of the provisions of these By-laws or the rules made by the Board.
6. To do all such other acts incidental to the powers aforesaid as may be required in order to further the objectives of these By-laws.

### **Part II - General**

- 05 Without prejudice to the generality of the powers duties and functions countered upon or imposed on the Council by the Act or any other instruments. The Council shall be responsible for the administration and implementation of these By-laws.
- 06
1. These By-laws shall apply to every Registered Student of Rajarata University of Sri Lanka. Thereinafter referred to as the “University”.
  2.
    - a. For the purpose of By-laws “Registered Students”, means any student who had already been duly admitted and registered at the University for any academic year or any student who is duly admitted and registered from time to time in respect of any academic year or other period of study.
    - b. “Academic Year” for the purpose of these By-laws shall be constructed to mean the academic year as decided by the Senate from time to time.
  3.
    - a. Every student of the University shall be of good behavior and shall at all the time conducts himself/ herself in an orderly manner belt- ing the status of an undergraduate or graduate student.
    - b. Students of the University shall at all the times endeavor to safe- guard the dignity, good name and reputation of the University.

- 07 Students are admitted and registered as undergraduate or graduate students of the University subject to their good behavior and observation strict discipline
- 08 Each and every student duly registered as a student of the University Shall be issued with a copy these By-laws. The provisions of which will be binding on him/her in conformity with the declaration made by him/her in terms of section 17(b) of the application for University admission submitted by him/her to the University Grants Commission.
- 09 Upon the receipt of an application on the prescribed form for registration as student of the University together with such documents as may be necessary for the purpose, the Registrar or such other officer as may be nominated by him/her for the purpose shall register such student and shall issue the student so registered an Identity Card and a Students Record Book bearing the photograph of the student concerned duly embossed with the seal of the University which shall be final and conclusive evidence pertaining to the identity of the student and also to the accuracy of the particulars stated therein.
- 10 Every registered student of the University shall have in his/her possession other such Identity Card or Students Record Book which he/she shall produce when called upon to do by a member of the academic staff or by any other officer authorizes by the Vice Chancellor or Registrar for this purpose.
- 11 If any registered student shall fail to produce or willfully refuses to produce or neglects to produce such Identity Card or Students Record Book when called upon to do so by an authorized officer of the University, such student shall be deemed to be guilty of an offence punishable under these By-laws.

- 12 In the event of the failure or the refusal to produce such identity card or student record book to any member of the academic staff or an authorized officer such officer shall have the power to take such student to custody and to produce him/her before the Dean of the respective Faculty or Warden of the respective Residence of such student if he/she claims to be residing in a hall of Residence such student may be produced before the chief security officer who shall report to the proctor for appropriate action.
- 13 The particulars stated in the Identity Card or Students Record Book shall be deemed to contain prima facie evidence of the status of the student and shall be at the manner prescribed in schedule 1 of these By-laws.
- 14
  1. The Dean of each Faculty of the University shall have full power and authority to exercise supervisory control over the discipline of all students within the faculty.
  2. The Vice Chancellor may appoint a Senior Academic member as the Proctor of the University, and he/she shall act on behalf of the Vice Chancellor in matters of student discipline within the University. The Vice Chancellor may delegate any of his powers regarding student discipline within the University to the Proctor.
  3. The Vice Chancellor may in consultation with the Dean and the Proctor appoint a member of the academic staff of each Faculty as the Deputy Proctor for such Faculty. The first Deputy Proctor may be appointed by the Vice Chancellor in consultation with the Dean of the respective Faculty.
  4. A Deputy Proctor shall assist the Dean and the Proctor in matters at student discipline within the Faculty.

5. A Deputy Proctor shall also assist the Proctor in his/her functions as Proctor in matters of student discipline within the University.
  
- 15 For the purpose of exercising, the powers conferred upon the Dean by me preceding paragraph the Dean may issue from time to time instruction as deems necessary for the maintenance of discipline in such Faculty.
  
- 16 Where the Dean of a Faculty of the University is satisfied that there is a breakdown of the smooth functioning of his/her Faculty due to the disorderly behavior or conduct on the part of a student or students the Dean may take immediate remedial measures with the assistance of the proctor and his/her Deputies to prevent a breakdown of the functioning of the Faculty by-laws.
  - i. Reprimanding such student(s) for disorderly behavior
  
  - ii. Suspension of such student or students from the University or from attending lectures courses and etc. for a period not exceeding two weeks.
  
  - iii. Reporting to the Vice Chancellor for action of such behavior of a student of students where a Dean is of the opinion that the incident is of such nature that requires the intervention of the University authorities for appropriate action under the By-laws of the University.
  
- 17 The Dean shall report to the Vice Chancellor and the Proctor any disciplinary action taken by the Dean under these By-laws.
  
- 18 Upon the coming into operation of these By-laws, the University shall have full power and authority to consider and assess the conduct of each student in determining the eligibility of such student for the conferment on him/her of the degree, diploma certificate or other academic distinctions.

- 19 Every Registered student shall be bound to protect and safeguard the property of the University “Property” for this purpose includes buildings libraries, lecture halls furniture equipment and all other movable and immovable assets of the University.
- 20 If in the event of any student being found guilty of damaging or destroying on attempting to damage or destroy the property of the University. He/she shall be deemed to have committed an offence and shall be dealt with in accordance with the provisions of these By-laws.
- 21 Every student shall endeavor to foster a corporate and community spirit of life and shall always respect the liberty, freedom and personality of fellow students.
- 22 No student shall engage in anti-social actions or in any act calculated to humiliate, ridicule, hurt or harass a fellow student or any other person within the University or engage in any other anti-social conduct which may bring the University to disrepute.
- 23 No student shall incite provoke or aid and abet any other student in the commission of any if the acts specified herein before.
- 24 Any student who acts in violence of paragraph 6(3) a and b and 21 to 24 of these By-laws shall be guilty of an offence punishable under the provisions of these By-laws.
- 25
  1. No meeting may be held within the University premises by any student or students, university Union or society or other association of student of the University except with the written approval of the Vice Chancellor or Proctor. The Dean of the Faculty may permit the holding of a meeting of the Faculty students, faculty Unit or Society where it is restricted to the students of such Faculty.



2. Where the approval of the Vice Chancellor / Dean / Proctor as the case may be has been so granted subject to such terms and conditions relating to the venue and date of such meeting and its duration and may other matter as that be deemed to be necessary in the circumstances. The meeting must be held in conformity with all such terms and conditions.
  3. Any student who summons or causes the holding of a meeting other than in the manner prescribed in the foregoing paragraph or aids and abets any other person to summon or hold such meeting shall be guilty of an offence and shall be liable for punishment under the provisions of these By-laws.
  4.
    - a. Unless the prior written consent of the Vice Chancellor has been obtained no subscription or currency may be collected from among the students and staff of the University or the general public by any union society or association.
    - b. Provided however that the provision of this paragraph shall not apply to a subscription collected by a registered union society or association in accordance with its constitution or any By-laws made in terms of section 115(s) of the act.
- 26 1. No notice pamphlet publication or other printed material detrimental to the good name and discipline of the University, words or defamatory of any member of the staff or student of the University may be published, distributed, circulated, or exhibited in any hall of residence, lecturer hall /room, laboratory or on any other holding or any other property standing on the premises of the University within its territorial boundaries.

Provided however that the provision of this paragraph shall not apply to notice. Pamphlets. Publications and printed material relating to the activities of any registered Students Union, Society or other Association established and recognized under section 115 of the Act and intended solely for the furthering of academic or social objectives.

Provided that such material shall not be detrimental to the good name and discipline of the University or any member of the staff or student of the University.

2. Any note pamphlet, bulletin published should contain the signature in the President or the Secretary of such Organization.
- 
- 27 The Board of Discipline may for any breach of these By-laws or for any offence be punishable under the provisions of these By-laws by any registered student recommend to the Vice Chancellor of imposing on him/her or any one or more of the following punishments.
    - i. A written warning or a severe reprimand.
    - ii. Suspension from the University.
    - iii. Withdrawal of residential facilities and accommodation.
    - iv. Withdrawal cancellation or suspension of any financial benefits assistance or award under the Mahapola Scholarship Scheme any Bursary Scheme of endowed Scholarship Scheme.
    - v. Disqualification from sitting any University Examination for a specific period.
    - vi. Any student on whom a punishment has been imposed by the Vice Chancellor.
    - vii. Suspension of the release of the results of any University Examination for a specific period.
    - viii. Expulsion from the University.

- 28
1. The Board of Discipline or any Committee of Inquiry appointed by the Board or the Vice Chancellor for purposes set out in paragraph i(iii) or 4(iv) shall have the power to summon any student of the University to attend any Inquiry or to give evidence there at and to direct any student to make a written statement concerning any matter pertaining to his conduct or behavior or to the conduct of any other student within the University.
  2. Such Committee of Inquiry shall conduct inquiries in accordance with the rules of natural justice as far as possible.
  3. Before the commencement of such inquiry, every accused student shall be informed of the charge or charges against him/her to be tried at the inquiry before the committee of inquiry.
  4. An accused student shall be allowed to be present either in person or with a representative of the Rajarata University of Sri Lanka Student's Union or the respective Faculty Students Union at the inquiry and may also he/She allowed to suggest to the Chairman of the Committee of inquiry any questions that may be put to any person who testifies before the committee of inquiry.
  5. The Chairman of the Committee of inquiry may at his/her discretion put to her witness such questions suggested by or on behalf of the accused student.
  6. Under exceptional circumstances, the Chairman of the Committee of inquiry may allow the witness to give evidence recorded in camera.

- 29
  1. Upon the declaration of an order of closure of the University by the University authorities, every student of the University shall be bound to act in accordance with this order and shall leave the University premises before the stipulated time specified in such order.
  2. Any student who acts in contravention of the provisions of the foregoing paragraph shall be deemed to have committed an offence and shall be liable to be punished in accordance with the provisions of these By-laws.
  
- 30
  1. Any student on whom a punishment has been imposed by the Vice Chancellor on the recommendation of the Board of Discipline and who is aggrieved by the decision of the Board regarding the punishment may within a period of one month from the date of communication to him/her of such punishment or penalty appeal against such punishment or penalty to the Vice Chancellor.
  2. Upon the receipt of an appeal the Vice Chancellor shall refer such appeal to an Appeals Committee appointed by him/her.
  3. The Appeals Committee for the purpose of the above paragraph shall consist of three persons of legal/academic eminence appointed by the Vice Chancellor.

The appeals committee shall have the power to review the decision of the Board Discipline regarding the punishment imposed and may either affirm vary or set aside decision regarding the punishment.

- 31
  1. It would be the duty of a Warden of a Hall of Residence to impose discipline among the students of the Hall of Residence and act in consultation with the Proctor regarding matters pertaining to student discipline in the Hall of Residence.

2. A Warden of a Hall of Residence shall inquire into complaints of break discipline and take appropriate action by himself/herself where the act of indiscipline is not of a serious nature and may impose any of the following punishments.
    - i. Suspension from the Hall of Residence for a period not exceeding two weeks.
    - ii. A written warning
  3. In every case in which a Warden acts under the above provisions he/she shall submit a report to the Proctor and shall act in consultation with the Proctor. Where the Proctor is of the view that the breach of discipline is of such nature that it calls for his intervention, he may act in the manner laid down in these By-laws.
  4. Any student who is aggrieved by the punishment imposed by a Warden shall have the right to appeal to the Vice Chancellor forthwith and the Vice Chancellor instruct the Proctor to conduct a formal inquiry where he considers desirable depending on the nature of the incident.
- 32
1. The Dean of Faculty shall impose discipline among the students of the Faculty and shall act in consultation with the Proctor and Deputy Proctor of the Faculty regarding matters pertaining to student discipline in his Faculty.
  2. The Dean of a Faculty shall inquire into complaints of breach discipline and take appropriate action by himself/herself where the act of indiscipline is of such a nature that it could be adequately dealt with by imposing any of the following punishment.

- i. Suspension from the Hall of Residence for a period not exceeding two weeks.
    - ii. A written warning
  3. In every case in which a Dean acts under the above provisions. He/she shall submit a report to the Proctor.
  4. A student who is aggrieved by the punishments imposed by a Dean of a Faculty shall have the right to appeal to the Vice Chancellor who may review the punishment and or order the conduct of a formal inquiry where he/she considers it desirable depending on the nature of the incident.
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  1. Subject to the provisions of the Universities act and other status of the University, the Proctor shall be the authority in charge of the maintenance of discipline among the students of the University.
  2. In discharging the above duties, he/she shall act in consultation with the Vice Chancellor and with the assistance of the Deputy Proctor.
  3. The Proctor shall inquire into complaints of breach of discipline in the University and take appropriate action.
  4. Where the incident of indiscipline is of such a nature that it can be adequately dealt with by the imposition of the following punishments, he/she may act by himself/herself.
    - i. Suspension from the Hall of Residence for a period not exceeding two weeks.
    - ii. A written warning
  5. In every case in which the Proctor act under these provisions he/she shall submit a report to the Vice Chancellor.

6. Any student who is aggrieved by the punishment imposed by the Proctor shall have the right to appeal to the Vice Chancellor forthwith and the Vice Chancellor may review the punishment and or order a formal inquiry where he/she considers it desirable.
  7. In cases in which incidents of indiscipline are reported the Proctor shall conduct a preliminary inquiry and submit his observations to the Vice Chancellor for appropriate action under these By-laws.
- 34
1. A Deputy Proctor of a Faculty shall assist the Dean of the Faculty to maintain and impose discipline among students of the Faculty and shall report to the Dean regarding such matters.
  2. A Deputy Proctor shall also assist the Proctor in the Maintenance discipline among the students of the University.

## **BY-LAWS RELATING TO THE PROCEDURE OF CONVO- CATION/ SPECIAL CONVOCAATION.**

By Laws made by the Council of the Rajarata University of Sri Lanka under Section 53(2) of the University Act No. 16 of 1978 and as amended by the Act No. 7 of 1985.

### **Part I = General**

1. These By-Laws may be cited as the “By-Laws” relating to “The procedure of Convocation/ Special Convocation “By Laws No. 1 of 1990 and shall come into operation on the day the Council determines the date of implementation. These By Laws supercede any other By-Laws or regulations or procedure that may have been in operation hitherto.
2. Notwithstanding anything to the contrary in any of the provisions of these By-Laws the Vice-Chancellor in consultation with the chancellor and the Senate shall take whatever appropriate action he/ she deems necessary to hold a Convocation or Special Convocation.
3. The arrangements for the Convocation shall be made by a Convocation Committee appointed by the Council of the University.

### **Part II – Convocation Procedure**

1. The date of the Convocation/ Special Convocation shall be fixed by the Chancellor in consultation with the Vice-Chancellor, Senate and Council.
2. The Registrar shall advertise in the press the date of the Convocation and categories of graduands who shall apply for the conferment of degrees.



3. Such application forms shall be issued by the Registrar either by post or in person to all eligible graduands. Such applications duly perfected shall be sent to the Registrar by the graduands on or before the specified date.
4. The Registrar shall check such applications as to their eligibility and arrange a list of graduands according to Faculties of the University on the basis of alphabetical order. The order of Faculty shall be in alphabetical order.
5. The fees for the convocation payable by the graduands shall be determined by the Council from time to time. No graduands shall be awarded the degree unless all dues to the University including fees for the Convocation have been paid on or before the date determined by the Registrar.
6. The names of those who are eligible for the conferment of degrees on approval by the Senate and the Council respectively, shall be published in the Convocation Book in the following order:
  - a. Honorary Degrees in order specified by the Council
  - b. Higher Doctorates
    - Degree of Doctor of Letters (D. Lit.)
    - Degree of Doctor of Literature (D. Litt.)
    - Degree of Doctor of Science (D. Sc.)
  - c. Doctorates
    - Degree of Doctor of Philosophy (Ph.D.)
  - d. Master's Degrees
    - Degree of Master of Philosophy (M. Phil.)
    - Degree of Master of Arts (M.A.)
    - Degree of Master of Science (M.Sc.)
  - e. Bachelor's Degrees
    - Degree of Bachelor of the Science of Agriculture (B.Sc. Agric.)
    - Degree of Bachelor of Arts (B.A.)
    - Degree of Bachelor of Arts (B.A.)

## 7. Ceremonial Dress

- a. At the Convocation His/ Her Excellency the President of the Democratic Socialist Republic of Sri Lanka, the Chancellor, the Vice-Chancellor and the Registrar shall wear the ceremonial dress.
- b. The Deputy Vice Chancellor, if any, the Rector, if any, the Deans, and other officers of the University who take part in the procession shall wear ceremonial/ full academic dress.
- c. The academic staff, the administrative and other staff who are graduates and who take part in the procession shall wear ceremonial/ full academic dress.
- d. An honorary graduand shall wear the academic dress appropriate to his/ her degree but without a garland.
- e. A graduand shall wear the academic dress appropriate to his/ her degree but without a garland.

Note A Buddhist Monk or any other member of the clergy who is a recipient of a degree shall not be required to wear the academic dress.

- f. Guests may wear their academic dress if they so wish.

## 8. Convocation Procession

### 8.1 There shall be:

- g. Chancellor's Procession
- h. Procession of the members of the Senate
- i. Procession of other Staff
- j. Graduand's Procession

8.2 Chancellor's Procession shall consist of:

- a. The Registrar (leading)
- b. The Bursar
- c. The Librarian
- d. Deans of Faculties (in the order referred to in Section 4 of Part II)
- e. Rector (if any) – Deputy Vice Chancellor (if any)
- f. The Honorary Graduands, if any
- g. The Chancellor – Vice Chancellor
- h. His/ her Excellency the President when he/ she is present

Note

When His/ Her Excellency the President takes part in the Procession, Sesath and Mura Ayuda bearers shall be immediately before His/ Her Excellency the President.

8.3 The Procession of the Members of the Senate shall consist of Members of the Senate in pairs in order of seniority, juniors leading.

8.4 The Procession of the other staff shall consist of:

Academic staff who are non-members of the Senate, Academic support staff, members of the administrative and financial staff, medical officers, other members who belong to the executive grades and all university employees who are graduates and take their places in the order of seniority in their grades.

8.5 Graduand's Procession

All graduands other than honorary graduands who shall receive their degrees shall take their position in order of Faculties. (See Section 4 of Part II 8.2)

8.6 The order of the Processions shall be

- a. The graduand's procession leading
- b. Procession of the staff
- c. Procession of the Senate Members
- d. Procession of the Chancellor

8.7 When the Chancellor's Procession approaches the Convocation hall, the Convocation shall rise. It shall remain standing until His/ Her Excellency the President/ Chancellor/ Vice Chancell

8.8 The National Anthem shall be sung and the traditional oil lamp shall be lit by His/ Her Excellency the President (when present), the Chancellor and the Vice Chancellor.

8.9 His/ Her Excellency the President/ Chancellor/ Vice – Chancellor shall say, "I declare this Convocation open for conferment of degrees".

## 9 The Award of Degrees

9.1 The degrees shall be awarded in the order specified in Section 6 of Part II of these By Laws.

9.2 When His/ Her Excellency the president is presiding, the Vice Chancellor will announce;

"Your Excellency, I have the honor to report that, on the recommendation of the Senate, the Council has resolved that degrees of ..... be conferred on .....".

A Dean or a Head of a Department nominated by the Vice-Chancellor shall present the graduands to His/ Her Excellency the President. The graduands shall stand before His/ Her Excellency the President who shall announce:

“I as the President of the Democratic Socialist Republic of Sri Lanka, confer upon you the Degree of ..... on .....”.

(This form shall be applicable to all degrees with the necessary amendments.)

On conferment of Degrees in absentia by His/ Her Excellency the President, the Vice Chancellor shall announce:

“Your Excellency, I have the honor to report that on the recommendation of the Senate, the Council has resolved that the Degree of ..... be conferred in absentia on .....”.

The list of graduands shall be read out by a Dean, or a Head of a Department nominated by the Vice Chancellor. His/ Her Excellency the President shall confer the Degree in the following form:

“I as the President of the Democratic Socialist Republic of Sri Lanka confer in absentia the Degree of ..... on .....”.

(This form shall be applicable to all degrees with the necessary amendments.)

However, His/ Her Excellency the President of the Democratic Socialist Republic of Sri Lanka, when he/ she presides, shall have the discretion to delegate the function of conferring the degrees to the Chancellor and in the absence of the Chancellor, to the Vice Chancellor.

9.3 When the Chancellor is presiding the Vice-Chancellor will announce:

“Chancellor, I have the honor to report that on the recommendation of the Senate, the Council has resolved that the degree of ..... be conferred on .....”.

The graduands shall be presented by a Dean, or a Head of a Department nominated by the Vice Chancellor.

The Chancellor will confer the degree in the following form:

“By authority vested in me as Chancellor, I confer upon you the degree of .....”.

When the degree is conferred in absentia the Vice Chancellor will announce:

“Chancellor, I have the honor to report that on the recommendation of the Senate the Council has resolved that the degree of ..... be conferred in absentia on .....”.

The Chancellor will confer the degree in the following form:

“By authority vested in me as Chancellor, I confer in absentia the degree of ..... on .....”.

(This form shall be applicable to all degrees with the necessary amendments.)

9.4 Conferment of Higher Doctorates & Doctorates

When His/ Her Excellency the President or the Chancellor is presiding, the graduands who receive Higher Doctorates and Doctorates shall be presented by the Vice Chancellor individually for the conferment of degrees in the following form:

“Your Excellency/ Chancellor, I have the honor to report that on the recommendation of the Senate, the Council has resolved that the degree of ..... be conferred on .....”.

His/ Her Excellency the President/ The Chancellor will confer the degrees in the following form:

“I as the President of the Democratic Socialist Republic of Sri Lanka/ By authority vested in me as Chancellor, I confer upon you the degree of .....”.

When the degrees are conferred in absentia, the Vice Chancellor will announce:

“Your Excellency the President/ Chancellor I have the honor to report that on the recommendation of the Senate the Council has resolved that the degree of ..... be conferred in absentia on .....”.

His/ Her Excellency the President/ The Chancellor will confer the degrees in the following form:

“I as the President of the Democratic Socialist Republic of Sri Lanka/ By authority vested in me as Chancellor, I confer in absentia on those who have been presented to me the degree of .....”.

- 9.5 When the Vice Chancellor is presiding a Dean, A Head of a Department appointed by the Vice Chancellor shall announce:

“Vice Chancellor, I have the honor to report that on the recommendation of the Senate, the Council has resolved that the degree of ..... be conferred on .....”.

The Vice Chancellor shall confer the degree in the following form:

“By authority vested in me, I confer upon you the degree of .....”.

When the degree is conferred in absentia the Dean, or a Head of a Department appointed by the Vice-Chancellor will announce:

“Vice Chancellor, I have the honor to report that on the recommendation of the Senate, the Council has resolved that the degree of ..... be conferred in absentia on .....”.

The Chancellor shall confer the degree in the following form:

“By authority vested in me, I confer in absentia upon those presented to me the degree of .....”.

(This form shall be amended as necessary)

- 9.6 All Master’s degrees shall be presented by the Vice Chancellor in group in the following form:

“Your Excellency/ Chancellor, I have the honor to report that on the recommendation of the Senate, the Council has resolved that the degree of ..... be conferred in absentia on .....”.

His/ Her Excellency the President/ The Chancellor shall confer the degree in the following form:



“I as the President of the Democratic Socialist Republic of Sri Lanka/ By authority vested in me as Chancellor, I confer in absentia on those who have been presented to me the degree of .....”.

When the degree is conferred in absentia the Vice Chancellor shall announce:

“Your Excellency/ Chancellor, I have the honor to report that on the recommendation of the Senate the Council has resolved that the degree of ..... be conferred in absentia on .....”.

His/ Her Excellency the President/ The Vice Chancellor shall confer the degree in the following form:

“I as the President of the Democratic Socialist Republic of Sri Lanka By authority vested in me as Chancellor, I confer in absentia on those who have been presented to me the degree of .....”.

(This form shall be amended when the Vice Chancellor presided. In such a case a Dean, a Director, a Head of a Department or any other person nominated by the Vice Chancellor shall present the graduands.)

9.7 In the case of Bachelor’s degrees the Vice Chancellor shall say,

“Your Excellency/ Chancellor, I have the honor to report that on the recommendation of the Senate the Council has resolved that the degree of Bachelor of ..... be conferred on those who are presented by the Dean of the Faculty of .....”.

When the degree is conferred in absentia, the Vice Chancellor shall say,

“Your Excellency/ Chancellor I have honor to report that on the recommendation of the Senate, the Council has resolved that the degree of Bachelor of ..... be conferred in absentia on those who are presented by the Dean of the Faculty of .....

His/ Her Excellency the President/ The Chancellor will confer the degree in the following form:

“I as the President of the Democratic Socialist Republic of Sri Lanka/ By authority vested in me as Chancellor, I confer in absentia on those who have been presented to me, the degree of Bachelor of .....

(This form shall be amended as necessary when the Vice Chancellor presides. In such a case, a Dean, a Director, a Head of a Department or any other person nominated by the Vice Chancellor shall present the graduands.)

9.8 If the degree is an Honorary Degree, when it is conferred the word “Honorary” should be pronounced after the details of the degree.

10 Prizes, Medals, scholarships etc.

After all the degrees have been conferred, the Vice Chancellor shall read the list of prizes, medals, scholarships, exhibitions awarded on the results of the Final Examination of the University.

11 His/ Her Excellency the President, the Chancellor or the Vice Chancellor, whoever presides, shall sign the roll of Graduands.

12 His/ Her Excellency the President/ Chancellor/ Vice Chancellor says, “I declare the Convocation closed”.

- 13 His/ Her Excellency the President's/ Chancellor's procession shall return with His/ Her Excellency the President/ Chancellor/ Vice Chancellor leading. The staff procession shall follow the Professors and Heads of Departments leading.
- 14 The Convocation will disperse

# EXAMINATION PROCEDURE, OFFENCES & PUNISHMENTS

Regulations made by the Senate of the Rajarata University of Sri Lanka and approved by the Council, under section 136 read with section 29, 45 and 46 of the Universities Act. No. 16 of 1978 as amended by the Universities (Amendment) Act. No. 7 of 1985.

Regulations:

These regulation may be cited as the Examination Procedure, offences & Punishment Regulation No. 1 of 1998, effective from October 1998.

## Part I

### EXAMINATION PROCEDURE

1. A candidate is expected to be outside the Examination Hall Attendance at least 15 minutes before the commencement of each paper, but shall not enter the Hall until he/ she is requested to do so by the Supervisor.
2. On admission to the Hall a candidate shall occupy the seat Seating allotted to him/ her and shall not change it except on the specific instruction of the Supervisor.
3. A candidate shall not be admitted to the Examination Hall Admission to Hall after the expiry of half-an-hour from the commencement of the Examination. A candidate shall not be allowed to leave the Hall until half an hour has elapsed from the commencement of the examination or during the last 15 minutes of the paper.
  - a. Supervisors/ Invigilators will brief the candidates regarding the conditions under which a student may leave the Examination Hall.

- b. Under exceptional circumstances the Supervisor in consultation with the Vice-Chancellor/ Registrar or Dean of the Faculty concerned may use his discretion in the enforcement of rule 3.
4. A candidate shall have his/ her student record book/ student identity card and the admission card with him/ her in the Examination Hall on every occasion he/ she presents himself/ herself for a paper. His/ her candidature is liable to be cancelled if he/ she does not produce the student record book/ student identity card and admission card when requested to do so. If he/ she fails to bring his/ her student record book/ student identity card and the admission card, he/ she shall sign a declaration in respect of the paper for which he/ she had not produced the student record book/ student identity card or admission card in the form provided for it, and produce the student record book/ student identity card and/ or admission card on the next occasion when he/ she appears for the Examination.
5. A candidate shall not have in his/her possession or in his/ her clothes or on the admission card, time table, student record book/ student identity card, any notes signs or formulae etc. except those items that are permitted. Books, notes, parcels, handbags and other unauthorized items which a candidate has brought with him/ her should be kept at a place indicated by the Supervisor/ Invigilator.
- Note: Supervisors/ Invigilators shall brief the candidates regarding what the students may or may not bring into the Examination Hall.
- Student Record Book/ Student Identity Card as Identity.
- Items etc. which candidates should not bring into the Examination Hall

6. A candidate may be required by the Supervisor to declare any item in his/ her possession or person. Declaration of articles in possession.
7. No candidate shall copy or attempt to copy from any book or paper or notes or similar material or from the scripts of another candidate. A candidate shall neither help another candidate nor obtain help from another candidate or any other person. A candidate shall not conduct himself/ herself so negligently that an opportunity is given to any other candidate to read anything written by him/ her or to watch any practical examination performed by him/ her. No candidate shall use any other unfair means or obtain or render improper assistance at the examination. Copying.
8. If any candidate was found to have copied from another candidate by an examiner at the time of marking, he/ she would be treated as having committed a punishable offence.
9. No candidate shall submit a practical book or field book or dissertation/ thesis or project study or answer script which has been prepared wholly or partly by anyone other than the candidate himself/ herself. Cheating.
10. A candidate shall bring his/ her own pens, ink, mathematical instruments, erasers, pencils or any other approved equipment or stationery which he/ she has been instructed to bring. The use of a calculator will be permitted only for papers that contain a rubric to that effect. Articles candidates may bring.

11. Examination stationary (i.e. writing paper, graph paper, drawing paper, ledger paper, precis paper etc.) will be supplied at the Examination Hall as and when necessary. No sheet of paper or answer book supplied to a candidate may be torn crumpled, folded or otherwise mutilated, No papers other than those supplied to him/ her by the Supervisor/ Invigilator shall be used by candidates. All material supplied, whether used or unused, shall be left behind on the desk and not removed from the Examination Hall. Examination Stationery University Property.
12. Every candidate shall enter his/ her Index Number on each answer book and on every continuation paper. He/ She shall also enter all necessary particulars as required. A candidate who inserts on script an Index Number other than his/ her own is liable to be considered as having attempted to cheat. Index number.
- A script that bears no Index Number or has an Index Number which cannot be identified, is liable to be rejected. No candidate shall write his/ her name or any other identifying mark on the answer script.
13. All calculations and rough work shall be done only on paper supplied for the examination, and shall be cancelled and attached to the answer script. Such work should not be done on any other material. Any candidate who disregards these instructions runs the risk of being considered as having written notes or outline of answers with the intention of copying. Rough work to be cancelled.

14. Any answer or part of an answer which is not to be considered for the purpose of assessment, shall be neatly crossed out. If the same question has been attempted in more than one place the answer or answers that are not to be considered shall be neatly crossed out. Unwanted parts of answers to be crossed out.
15. Candidates are under the authority of the Supervisor and shall assist him/ her by carrying out his/ her instructions and those of the Invigilators, during the Examination and immediately before and after it. Under Supervisors' authority.
16. Every candidate shall conduct himself/ herself in the Examination Hall and its precincts as not to cause disturbance or inconvenience to the Supervisor or his staff or to other candidates. In entering and leaving the hall, he/ she shall conduct himself/ herself as quietly as possible. A candidate is liable to be excluded from the Examination Hall for disorderly conduct. Conduct.
17. Candidates shall stop work promptly when ordered by the Supervisor/ Invigilator to do so. Stopping work.
18. Absolute silence shall be maintained in the Examination Hall and its precincts. A candidate is not permitted for any reason whatsoever to communicate or to have any dealings with any person other than the Supervisor/ Invigilator. The attention of the Supervisor/ Invigilator shall be drawn by the candidate by raising his/ her hand from where he/ she is seated. Maintenance of silence.



19. During the course of answering a question paper no candidate shall be permitted to leave the Examination Hall temporarily. In case of an emergency, the Supervisor/ Invigilator may grant her/ him permission to do so but the candidate will be under his/ her surveillance. Leaving the Hall.
20. No person shall impersonate a candidate at the examination, nor shall any candidate allow himself/ herself to be impersonated by another person. Impersonation.
21. Any candidate receiving unauthorized assistance from any person shall be deemed to have committed an examination offence. Unauthorized assistance.
22. If circumstances arise which in the opinion of the Supervisor render the cancellation or postponement of the examination necessary, he/ she shall stop the examination, collect the scripts already written and then report the matter as soon as possible to the Vice-Chancellor/ Registrar. Cancellation/ Postponement.
23. The Supervisor/ Invigilator is empowered to request any candidate to make a statement in writing on any matter which may have arisen during the course of the examination and such statement shall be signed by the candidate. No candidate shall refuse to make such a statement or to sign it. If such a candidate refuses to make such a statement or refuses to sign it, the Supervisor/ Invigilator shall make his own statement and report the matter to the Vice-Chancellor/ Registrar. Making of statements.

24. No candidate shall contact any person other than the Vice-Chancellor, Dean, Head of the Department, the Registrar or the relevant Senior Asst. Registrar regarding any matter concerning the Examinations. Whom to contact in Examination matters.
25. Every candidate shall hand over the answer script personally to the Supervisor/ Invigilator, or remain in his/ her seat until it is collected. On no account shall a candidate hand over his/ her answer script to an attendant, a minor employee, or another candidate. Handing over the answer scripts.
26. Every candidate who registers for an examination shall be deemed to have sat the examination unless he/ she withdraws from the examination before the commencement of the examination. He/ She should submit a medical certificate in support of his/ her absence, prior to the commencement of the examination. If such a document cannot be submitted before the commencement of the examination, a candidate shall inform of his/ her inability to attend the examination to the Dean of the Faculty within a week after the commencement of the examination. The medical certificate shall confirm to the Senate Regulations. Withdrawal.
27. When a candidate is unable to present himself/ herself for any part/ section of an examination, he/ she shall notify or cause to be notified this fact to the Dean of the Faculty and relevant Senior Asst. Registrar or Asst. Registrar immediately. This should be confirmed in writing with supporting documents by registered post within two weeks. Absence from Examinations.

28. A student who withdraws or be absent himself/ herself from any Degree Examination shall not be eligible for hon- Eligibility for  
ors at a subsequent Examination unless the Senate/ Coun- Honors.  
cil decides otherwise.
29. No student shall sit an examination, if he/ she has exhaust- Eligibility to  
ed the number of attempts that he/ she is allowed to sit that continue to  
particular Examination, unless he/ she has been granted sit.  
special permission to do so by the Senate.

## **Part II**

### **EXAMINATION OFFENCES AND PUNISHMENTS**

#### **1 2OFFENCES**

- 1.1 Any candidate who violates Examination Rule 5 Possession of  
shall be deemed guilty of the offence of posses- unauthorized  
sion of unauthorized documents and his/ her can- documents.  
didature for that Examination shall be cancelled  
and he/ she shall be prohibited from sitting any  
examination of this University for a period varying  
from 1-3 academic years.
- 1.2 Any candidate who violates Examination Rule 7 or Copying.  
8 shall be deemed guilty of the offence of copying  
and therefore his/ her candidature shall be can-  
celled from that Examination and to be prohibited  
from sitting any examination of this University for  
a period of three academic years.

- 1.3 Any candidate who violates Examination Rule 9 shall be deemed guilty of the offence of having cheated at the Examination and his/ her candidature for that Examination shall be cancelled and to be prohibited from sitting any examination of this University for a period varying form 3-5 academic years. **Cheating**
- 1.4 Any candidate who is detected removing examination stationary and other material provided for the Examination (Rule 11) shall be deemed guilty of an examination offence and his/ her candidature for that examination shall be cancelled and he/ she shall be liable to be prohibited from sitting any examination of this University for a period of two academic years. **Removal of stationery**
- Any candidate who violates any one or more of the rules in 6, 15,16,17,18 and 19 shall be deemed guilty of the offence of disorderly conduct and his/ her candidature shall be cancelled from that examination and he/ she shall be prohibited from sitting any examination of this University for a period of two academic years. **Disorderly conduct**
- 1.6 Any candidate who violates Examination Rule 20 shall be guilty of the offence of impersonation and his/ her candidature for that Examination shall be cancelled and he/ she shall be prohibited from sitting any examination of this University. Impersonator/ s may also be liable to any punishment under the Penal Code/ Criminal Law. In the event the impersonator is found to be a graduate of this University, his/ her degree shall be withdrawn. **Impersonation**

- 1.7 Any candidate who violates Examination Rule 21 shall be guilty of an examination offence and his/her candidature for that examination shall be cancelled and he/ she shall be prohibited from sitting any examination of this University for a period of 1-3 academic years. Unauthorized assistance
- 1.8 Any candidate found aiding and abetting in the commission of any of the above examination offences shall be deemed to have committed that offence and shall be punished in respect of the offence in accordance with the provisions of the relevant section. Aiding and abetting
- 1.9 Any other offence which is not covered in the above sections alleged to have been committed by a candidate and reported to the relevant authority by a supervisor or Examiner shall be inquired into and appropriate action taken.

### **Part III**

#### **PROCEDURE REGARDING EXAMINATION OFFENCES COMMITTED BY CANDIDATES FOR CONSIDERATION BY THE SENATE**

1. There shall be an Examination Disciplinary Committee of not less than 3 members, appointed for each case by the Vice-Chancellor pending approval of the Senate to inquire into, and make recommendations (including punishments) on examination offences referred to it. Examination Disciplinary Committee
- Composition of the Examination Disciplinary Committee may be recommended to the Senate by the Vice-Chancellor/ Dean of the Faculty concerned.

## 2. CLASSIFICATION OF OFFENCES

Examination offences may be broadly classified as follows: Examination offences.

- 2.1 Possession of unauthorized documents
- 2.2 Copying
- 2.3 Cheating
- 2.4 Removal of stationery
- 2.5 Disorderly conduct
- 2.6 Impersonation
- 2.7 Unauthorized assistance
- 2.8 Aiding and abetting in the commission of above offences
- 2.9 Other offense.

## 3 PUNISHMENTS

(As specified in Part II – 1.1 to 1.9).

## 4. PROCEDURE

- 4.1 In all cases of violation of examination rules detected, the supervisor shall take action as outlined below and forward his/her report to the relevant Dean/Senior Assistant Registrar or Assistant Registrar.

- 4.2 In cases of disorderly conduct the supervisor shall in the first instance warn the candidate to be of good behaviour. Disorderly conduct shall be considered grave, only if such conduct in the opinion of the supervisor is considered as causing a disturbance in the conduct of the examination. Where the candidate persists in unruly or disorderly conduct, the supervisor may exclude the candidate from the examination hall and issue him a letter with a copy to the relevant Dean/Senior Assistant Registrar/Assistant Registrar, cancelling his/her candidature from the examination.
- 4.3 In all cases of examination offences detected, the supervisor shall send a report to the relevant Dean along with any material taken into custody. Material taken into custody should be authenticated by placing the signatures of the candidate and the Supervisor/Invigilator and the date, time and place of detection. A supervisor should give particulars of any incriminating material of which he/she cannot take possession. The Supervisor's report should be countersigned by one of the Invigilators.
- 4.4 The Dean after preliminary inquiry shall place all reports of examination offences submitted by supervisors for action of the relevant Examination Disciplinary Committee for further action

- 4.5 Supervisor, Examiner, Head of Department or any other official of the University who detects an examination offence shall report the matter in writing to the relevant Dean, who shall after preliminary inquiry submit his/her findings to the relevant Examination Disciplinary Committee for further action.
- 4.6 Any allegations regarding the commission of examination offences from whosoever received shall be submitted by the Dean after preliminary inquiry to the relevant Examination Disciplinary Committee for further action.

## 5 THE DECISION

- 5.1 The punishment recommended by the Examination Disciplinary Committee shall be submitted to the relevant Faculty Board for a decision and the decision shall be reported to the Senate for ratification. Senior Assistant Registrar/Assistant Registrar of the relevant Faculty shall be the Convener/Secretary of the inquiring committee on examination offences.

## 6 APPEALS BOARD

- 6.1 There shall be an Appeals Board, consisting of three members, appointed by the Vice-Chancellor to consider appeals regarding the decision referred to in 5.1 above. Any student on whom a punishment has been imposed may, within a



period of two weeks from the date of communication to him/her of such punishment, appeal against such punishment to the Vice-Chancellor.

- 6.2 The Appeals Committee shall have the power to review the decision referred to in 5.1 regarding the punishment imposed and may either affirm, vary as deem necessary or set aside the decision regarding the punishment.

# By-laws Governing Internal Quality Assurance

By-Law to be approved by the Council of the Rajarata University of Sri Lanka under subsection (1) of Section 135 of the Universities Act No. 16 of 1978 in respect of Internal Quality Assurance under the Circular No. 04/2015 of the University Grants Commission.

## 1. Preamble

- 1.1 This By-Law may be cited as the Internal Quality Assurance By-Law No:..... of 2017. Name of the ByLaw
- 1.2 The term University is referred to the Rajarata University of Sri Lanka. IQAU and IQAC stand for Internal Quality Assurance Unit and Internal Quality Assurance Cell, respectively. QAAC stands for Quality Assurance and Accreditation Council of University Grants Commission (UGC). Abbreviations used
- 1.3 In this By-Law, the term ‘quality’ implies the highest standards and relevance of academic programs, research and services of the University. Definition of ‘quality’
- 1.4 As a policy, the University shall commit for continual improvement in its quality per following principles: Quality improvement principles of the University
- 1.4.1 Comply with all applicable statutory laws and regulations
- 1.4.2 Continuously improve the effectiveness of the quality management system and make the best use of management resources in all quality matters

- 1.4.3 Review performance against the quality objectives throughout the University regularly
- 1.4.4 Adopt a forward-looking view on future expansions of higher education, which may have a positive impact on quality and demand in higher education
- 1.4.5 Produce world-class graduates with high professional standard

- 2. Quality Objectives Objectives of the By Law
  - 2.1 to setup an internal quality assurance mechanism
  - 2.2 to continuously improve the quality of all academic programs, research and services.

### 3 Formation of IQAU and IQAC

- 3.1 Composition of the IQAU shall be;
  - a. Director of the IQAU (Deputy Vice Chancellor / Senior Academic)
  - b. Deans of all Faculties
  - c. Director, Staff Development Center
  - d. Director, Distance and Continuing Education Unit
  - e. Director, Computer Centre
  - f. Faculty coordinator of IQAC of each Faculty
  - g. Registrar
  - h. SAR/ CDCE
  - i. Bursar
  - j. Librarian
  - k. Convener/ Secretary to the IQAU (SAR/AR)

3.2 Each faculty and Centre for Distance and Continuing Education (CDCE) shall setup an IQACs comprising the following members to perform duties related to quality assurance at faculty level; Composition of IQAC to perform at faculty level

3.2.1 Faculties

- a. Faculty Representative of the IQAU (Chairperson)
- b. One senior academic staff member who has a keen interest in maintaining quality, from each Department
- c. Senior Student Counsellor
- d. Any other member/s appointed by the Senate on the recommendation of Faculty Board
- e. SAR/AR of the Faculty (Member and the Secretary)

3.2.2 CDCE

- a. Director/CDCE (Chairperson)
  - b. Member - Representing the Council
  - c. Member - Senior Administrator
  - d. Member - Senior Academic
  - e. Member - Senior Academic as the secretary/ coordinator
- Composition of IQAC of Centre for Distance and continuing Education

4 Responsibilities of IQAU and IQA

4.1 Responsibilities of IQAU:

4.1.1 The IQAU shall commit to establish appropriate mechanisms to maintain quality of academic programs and allied services of the University.

Responsibilities of IQAU

- 4.1.2 The IQAU shall be responsible to review and monitor quality parameters as prescribed by the University.
  - 4.1.3 The IQAU shall be responsible for preparing the University for external review conducted by the QAAC and implementation of their recommendations.
  - 4.1.4 The IQAU shall involve in preparing the Strategic Plan of the University, particularly in the areas related to quality assurance.
  - 4.1.5 The IQAU shall submit recommendations to uplift the status of the University based on stakeholder feedbacks, public surveys statistics and other information.
- 4.2 Responsibilities of IQAC: Responsibilities of IQAC
- 4.2.1 The IQAC shall commit to establish appropriate mechanisms to maintain quality of academic programs and allied services of the Faculty/ CDCE.
  - 4.2.2 The IQAC shall be responsible for preparing the Faculty/ CDCE for program reviews conducted by the QAAC and implementation of their recommendations.

- 4.2.3 The IQAC shall be responsible for preparing the Faculty/ CDCE for program reviews conducted by the QAAC and implementation of their recommendations.
- 4.2.4 IQACs shall provide information requested by the IQAU to operate its activities efficiently.
- 4.2.5 IQAC of each Faculty/ CDCE shall cooperate with the IQAU in reviewing and monitoring the quality of academic programs, research and services provided by faculties.

## 5. Meetings and Reporting

- 5.1 The IQAU shall meet once a month and report the progress of its activities to the Senate. The number of meetings per year shall not be less than ten. IQAU meets approximately ten meetings per year
- 5.2 IQAC of each Faculty and CDCE shall meet once a month and report the progress to the IQAU. The number of meetings per year shall not be less than ten. IQAC meets approximately ten meetings per year

## 6. Appointment of Review and Monitoring Panels

- 6.1 The Director of the IQAU shall request the Senate of the University to appoint panels for reviewing and monitoring of quality parameters. Senate shall appoint relevant senior academic and administrative staff members for these panels. Appoint-  
ment of  
Review and  
Monitoring  
panels
- 6.2 The members appointed to the Review and Monitoring panels shall work cooperatively with the IQAU as per the given Terms of Reference and submit their reports in time, when requested by the IQAU.
- 6.3 Academic entities shall cooperate with the Review Panel to facilitate its independent review.

## 7. Introduction of New Academic Programs

- 7.1 Faculties shall be responsible for identifying new academic programs based on the demand and need. Commence-  
ment  
of new aca-  
demic  
programs
- 7.2 'Proposal Brief' of the new program shall be submitted to the IQAU, together with the recommendation of the Faculty Board.
- 7.3 The IQAU shall forward the 'Proposal Brief' to the Senate with its observations for the consideration of the Senate
- 7.4 If the approval of the Senate is granted, the respective Faculty shall prepare and submit the detailed proposal together with the recommendation of the Faculty Board to the Senate through the IQAU.

- 7.5 The Senate shall appoint two external reviewers to review the detailed proposal.
- 7.6 Based on the recommendations made by the external reviewers, the relevant Faculty shall revise the detailed proposal and forward the same to the IQAU. The IQAU shall ensure that the recommendations made by the external reviewers are properly addressed in the revised detailed proposal.
- 7.7 The IQAU shall submit the revised proposal to the UGC through the Senate and the Council.
8. Modifications to the Curriculum of an Existing Academic Program Major revisions to the existing programs
- 8.1 All academic programs shall be reviewed, minimally, once in every five years adhering to the guidelines prescribed by the IQAU.
- 8.2 Modifications identified by department/s or the faculty shall be reported to the IQAU in the specified format, with the recommendations of the Faculty Board. The IQAU shall forward the modifications with its observations to the Senate for the approval.
- 8.3 The department/s or faculty shall implement the modified curriculum with the next immediate intake of students.
9. Review and Monitoring of Academic and Administrative Processes



- 9.1 The IQAU shall make the necessary arrangements to review all academic and administrative processes, annually, through Senate appointed panels to ensure that the intended quality objectives are achieved. Review of existing programs.
- 9.2 The IQAU shall submit the review report to the Senate for its consideration/ approval.
- 9.3 It is the responsibility of the relevant academic and administrative entities to implement the recommendations made by the Senate.
- 10 Implementation and monitoring of recommendations made by the QAAC
- 10.1 Each academic and administrative entity shall be responsible for implementing the recommendations made by the external reviewers. Implementation of recommendations
- 10.2 The IQAU shall monitor the implementation of such recommendations by the relevant academic and administrative entities and report the progress to the Senate, periodically.

**RAJARATA UNIVERSITY OF SRI LANAKA**  
**BY-LAW FOR CURRICULUM DEVELOPMENT**

By-Law for the Curriculum Development of the Rajarata University of Sri Lanka (RUSL) is developed to be approved by the University Council under the Section 135(1)(e) of the Universities Act No. 16 of 1978 as amended by the University (Amendment) Act No. 7 of 1985 of the University Grants Commission.

**1 Preamble**

The Rajarata University of Sri Lanka offers Certificates, Diplomas and Degrees in the range of Sri Lanka Qualification Framework (SLQF) levels 1 - 12. The present Bylaw was established to develop and revise/amend the curricula of the certificate/ diploma/ undergraduate degree/ postgraduate degree programmes of the RUSL to fulfill the relevant level descriptors of SLQF, requirements stipulated by accreditation bodies and Subject Benchmark Statements (SBS). Further, this by-law endeavors to step beyond the minimum standards gazette by the government of Sri Lanka for certain degree programmes and to achieve the goals of the Vision and Mission of RUSL.

**Preamble**

**1.1 The abbreviations below shall be used widely when compiling this By-Law. Abbreviations**

“University”- University is referred to as the Rajarata University of Sri Lanka (RUSL)  
“SLQF” - Sri Lanka Qualification Framework  
“SBS” - Subject Benchmark Statements  
“CQA” - Center for Quality Assurance  
“UCDC” - University Curriculum Development Committee  
“FCDC” - Faculty Curriculum Development Committee

**1.2 This By-law shall be cited as the By-Law for Curriculum Development, RUSL No. 03 of 2022 Name of the By-Law**

**1.3 This By-Law shall come into operation with the approval from the University Council upon the recommendation by the University Senate. Therefore, those important dates are listed below. Comencement of the By-Law**  
This document was Recommended by the Senate, RUSL at its 253<sup>rd</sup> meeting held on 20<sup>th</sup> July 2023 for the approval of the University Council.  
This document was approved by the Council, RUSL at its 273<sup>rd</sup> meeting held on 31<sup>st</sup> July 2023.

**1.4 This By-law consists of: Scope**  
1. Responsible bodies/ committees for curriculum development

2. Responsibilities of the bodies/ committees for curriculum development
3. Membership of curriculum development committees
4. Responsibilities of committee members
5. The procedure for conducting CDC committee meetings
6. Curriculum development/ amendment/ revising procedure
7. Procedure for obtaining approval for curricular

<b>2</b>	<b>Responsibilities</b>	<b>Responsibilities</b>
<b>2.1</b>	<b>Senate of the University</b>	<b>Senate</b>
	<p>The Senate of the University has the primary authority and responsibility for representing the University regarding academic and professional matters affecting the University, chief among which is policy development and implementation in matters of curriculum.</p> <p>While retaining its broader authority in matters of curriculum, the Senate delegates certain powers and duties to the University Curriculum Committee, as set forth herein.</p> <p>The Senate shall have responsibilities in,</p> <ol style="list-style-type: none"> <li>i. assuring whether the curricula have been submitted to the Senate through the correct channel specified in the by-laws</li> <li>ii. approval of curricula developed/ amended/ revised addressing the recommendations of the FCDC, internal/ external reviewers, CQA and UCDC</li> <li>iii. forwarding the Senate-approved new curricula or curricular with major revisions to the University Grants Commission (UGC) with the required other documents, after communicating with the relevant faculties via the Council</li> <li>iv. acknowledging the relevant FCDCs to implement the approved curricula/ amendments/ revisions</li> </ol>	
<b>2.2</b>	<b>University Curriculum Development Committee (UCDC)</b>	<b>UCDC</b>
	<p>University Curriculum Development Committee is responsible for regulating and reviewing curricula submitted by the faculties of RUSL through the Center for Quality Assurance (CQA).</p> <p>The UCDC shall have general responsibility and authority for,</p> <ol style="list-style-type: none"> <li>i. coordinating and facilitating the curriculum matters of the University, including the establishment of consistent curriculum guidelines and practices with respect to the programs and services of the University</li> <li>ii. resolution of curriculum policy and procedural issues</li> <li>iii. assessing proposals for new programs, changes to existing</li> </ol>	

- programs, and discontinuation of programs, including assessment of the content, units of credit, prerequisites, enrollment criteria, assessment of courses to disciplines, and other relevant considerations to the Senate (with the duly filled report) which were developed/ amended by the FCDCs and reviewed by the CQA
- iv. ensuring that the intended learning outcomes (ILOs) of the curriculum align with the goals of the Vision and Mission of RUSL, SLQF level descriptors, relevant SBS and faculty course ILOs and faculty objectives/ goals
  - v. assuring the adherence of the curriculum development procedure to the curriculum development policy and other relevant by-laws of RUSL and UGC guidelines
  - vi. if any revisions/amendments needs inform the faculty using the format approved in the By-Law of Center for Quality Assurance No.01 of 2022 (Annex I)
  - vii. relation to own Terms of Reference (ToRs), internal operating procedures and practices of UCDC, not otherwise specified in this bylaws

### 2.3 Center for Quality Assurance (CQA), RUSL

Center for Quality Assurance is responsible for assuring the quality of both undergraduate and postgraduate curriculum development procedures of all Faculties of RUSL including the Center for Distance and Continuing Education. **CQA**

CQA shall have responsibilities in,

- i. reviewing the newly developed/ amended curricula ensuring that all the recommendations made by the stakeholders, and internal and external reviewers have been addressed satisfactorily
- ii. ensuring that the curricula have been developed/revise/ amended with the guidance of internal and external experts in the relevant fields
- iii. ensuring the aligning of the ILOs of the programmes with the goals of the Vision and Mission of RUSL, SLQF level descriptors, relevant SBS and faculty course ILOs, and faculty objectives/ goals
- iv. assuring the adherence of the curriculum development procedure to the curriculum development policy and other relevant regulations of RUSL and UGC guidelines

- v. submitting the duly filled report [Annex IV] with the newly developed/ amended curricular to the UCDC
- vi. assuring that the curriculum development/ amendment/ revising procedures have followed the curriculum development policy and other relevant by-laws of RUSL and UGC guidelines
- vii. relation to own Terms of Reference (ToRs), internal operating procedures, and practices of CQA, not otherwise specified in this bylaws

**2.4 Faculty Curriculum Development Committee (FCDC)**

Faculty Curriculum Development Committee is responsible for developing, revising, and primary reviewing the curricula of the faculty. **FCDC**

FCDC shall have general responsibilities in,

- i. ensuring adherence to external mandates for a legal and accreditable curriculum, with specific reference to relevance and appropriateness in terms of the following criteria:
  - ii. Vision and Mission of RUSL
  - iii. University graduate profile
  - iv. SLQF level descriptors
  - v. relevant SBS
  - vi. faculty graduate profile
  - vii. faculty objectives/ goals
- viii. assuring the adherence of the curriculum development procedure to the curriculum development policy and other relevant By-laws of RUSL and UGC guidelines
- ix. developing/ amending/ revising of curricula submitted by the relevant departments/ units/ centers
- x. evaluating the stakeholder reports assessing the neediness of the programme to the country/ community and the career opportunities
- xi. reviewing and making recommendations on all curricula matters, including approval of new programs and courses, course modifications or deactivations, prerequisites and corequisites, and placement of courses within disciplines
- xii. reviewing and evaluating courses and programs periodically and making recommendations

- xiii. reviewing and recommending changes in curricula and graduation requirements
- xiv. recommending procedures and policies affecting curriculum

Further, the FCDC shall have responsibilities in,

- xv. conducting continuous curriculum revisions to ensure the quality and integrity of the programmes
- xvi. conducting major curriculum revisions once every five years
- xvii. assessing whether the ILOs of the programmes align with the goals of the Vision and Mission of RUSL, SLQF level descriptors, relevant SBS and faculty course ILOs and faculty objectives/ goals
- xxviii. ensuring the address of all the recommendations made by the experts, reviewers and stakeholders by the curriculum developers
- xix. submitting the developed/ amended curricular and the relevant applications and other documents to the CQA
- xx. address the recommendations/ comments/ suggestions/ clarifications provided by CQA and submit the curricula again with the report using the format recommended in the By-law No.01/2022 (Annex II)
- xxi. following the curriculum development policy of RUSL during curriculum development/ amendment/ revising procedures and in all procedures related to curriculum
- xxii. submitting the duly filled applications along with the relevant documents to the CQA
- xxiii. assisting the Department Coordinators and department members in matters related to the development of proposals for new courses or course revisions as well as new programs or program revisions
- xxiv. relation to own Terms of Reference (ToRs), internal operating procedures and practices of FCDC, not otherwise specified in this bylaws

**2.5 Departments/Units/Centers**

Faculties/ Departments/ Unites/ Centers should identify areas of importance.

Department/ Unit/ Center that develops the curriculum shall have responsibilities in,

- i. Identify new degree programmes and courses
- ii. Identifying existing curricula or courses that need revision

**Faculties/  
Departments/Units/  
Centers**

- iii. liaise with FQAC and CQA and start the initial development or revisions
- iv. advising faculty and staff, as appropriate, on curriculum issues, procedures and regulations
- v. obtaining guidance and opinions from the internal and external experts of the relevant disciplines
- vi. obtaining external stakeholders reports and developing the curriculum addressing the requirements stipulated in stakeholders' reports
- vii. developing/ amending/ revising curricula that align with:
  - a) goals of the Vision and Mission of RUSL
  - b) graduate profile of the University
  - c) SLQF level descriptors
  - d) relevant SBS
  - e) faculty graduate profile
  - f) faculty objectives/ goals
- viii. adhering to the curriculum development policy and other relevant By-laws of RUSL during the curriculum development procedure
- ix. submitting the duly filled application with relevant documents to the FCDC
- x. relation to own Terms of Reference (ToRs), policies, internal operating procedures and practices of FCDC, not otherwise specified in this bylaws

**3 Membership and appointments**

**Composition**

**3.1 University Curriculum Development Committee**

**UCDC**

- Chairperson
  - The Chairperson of the UCDC shall be the Vice Chancellor
- The Deans of all the faculties of RUSL
- Director, CQA
- Directors of Centers/Units (on invitation only when arising a matter from the relevant center/unit)
- The Chairperson and/or coordinator of FCDC of all the Faculties of RUSL
- Two senate nominees
- Secretary
  - Shall be the Deputy Registrar/Senior Assistant Registrar/Assistant Registrar of the Examination Branch
- Invitees (In-charge/Principal coordinators of the curricula in discussion)

**3.2 Faculty Curriculum Development Committee**

**FCDC**





- iv. Follow up on any policy decisions taken at the UCDC in future reviewing processes
- v. Support the reviewing process at the UCDC

**4.4** Coordinators, FCDC

**Coordinators,  
FCDC**

In addition to the general duties prescribed in section 4.6, coordinators, FCDC shall be responsible for the following:

- i. Make sure the proper procedures are followed when developing or revising the curricular
- ii. Make sure the curricular is submitted to the UCDC, Senate, Council, and/or UGC through CQA
- iii. Represent the interests and concerns of their respective faculties in matters of curriculum, with the understanding that such interests must be tempered by a global perspective in matters of policy and procedure
- iv. Advise and consult with faculty and department members and work with Department Coordinators and Deans in procedural and informational matters relating to the development, amendment and revision of courses and programs
- v. Assist the faculties in expediting curriculum submissions and revisions
- vi. Make sure the recommended revisions are incorporated into the curricular
- vii. Submitting necessary reports to the CQA and UCDC (Annex II and III)

**4.5** Deans

**Dean**

- i. Work closely with UCDC, CQA, FCQA and the FCDC in matters of curriculum development within the faculty
- ii. In collaboration with FCDC, identify curriculum impacts as it relates to scheduling, degree/certificate pathways, financial and human resources as well physical space and facilities implications on University
- iii. Provide clarifications to any curricula coming from the faculty in aid of reviewing process
- iv. Deans shall serve as a resource to faculty to help implement new curricula and programs
- v. Assist faculty, the Department Coordinator and the FCDC in matters related to the development of proposals for new courses or course revisions as well as new programs or program revisions
- vi. Review all curriculum submissions to ensure that requests support the faculty mission, and are aligned with faculty ILOs and the Mission of the Faculty

- 4.6 All other members** **All other members**
- i. Act as resource persons in their areas of expertise
  - ii. Serve on subcommittees and perform other duties as assigned
  - iii. Actively participate in the discussion and, when appropriate, vote on issues before the committee
  - iv. Act as a liaison and communicate with their constituents such as Deans, subcommittees of the faculty, evaluators, staff, etc.
  - v. Support the review process of the forwarded curricular
- 5 Meeting procedure**
- 5.1 Meetings**  
Regular meetings will normally be held bimonthly but shall meet even once a month. The Curriculum Committee Chairperson may call extra meetings if special needs require them.
- 5.2 Quorum**  
A quorum will be 50% of the members
- 5.3 Meeting agenda** **Agenda**  
The Curriculum Committee Chairperson and the Secretary, in consultation with the Director of CQA, will determine the agenda for each meeting.
- 5.4 Memo submission** **Memo submission**  
Materials for the agenda must be submitted to the Secretary from the respective Faculties/Units/Centers (except for CQA) five (05) days prior to the scheduled meeting. No material shall be accepted after the deadline.
- 5.5 Distribution of agenda and meeting minutes**  
The agenda, minutes of the previous meeting, and pertinent materials will be distributed to all the UCDC members three (03) days preceding a scheduled meeting
- 5.6 Conducting a meeting** **Conducting a meeting**
- The meeting will start at the scheduled time with the presence of the expected quorum
  - Individuals with business before the Curriculum Committee are required to be present or to send a knowledgeable representative when that business is on the agenda
  - Items for which there is no appropriate representation present may be postponed to a later meeting at the discretion of the

- Chairperson
- When considering a proposal, the Curriculum Committee may vote to approve, disapprove, or refer the proposal back to the originator with instructions to revise
  - At least once a month the Curriculum Chairperson and the Secretary will present to the Senate, in writing, a report of all official actions/policy decisions taken by the UCDC
  - Only actions that are approved by the Senate will be forwarded to the Council or to UGC for final approval

**6 Steps in obtaining approval for curricula**

**Obtaining approval**

- i. Curriculum development has to be initiated at the department/ Unit/ Center level.
- ii. Applications for programmes (new/ revisions) at the UGC website (<https://www.eugc.ac.lk/qac/downloads.html>) shall be referred to when developing the curricular
- iii. Developed curricular incorporating external experts' inputs and recommendations, stakeholders' reports and the appropriate application (<https://www.eugc.ac.lk/qac/downloads.html>) with other relevant documents shall be submitted to the FCDC.
- iv. Amended curricular addressing the recommendations of the FCDC shall be resubmitted to the FCDC for approval.
- v. FCDC shall submit the curricular to the Faculty Board and then to the CQA, along with the FCDC report (Annex III).
- vi. CQA shall review it to comply with the SLQF and other relevant by-laws/ guidelines/ procedures and UGC documents and provide a report (Annex I) including recommendations/ suggestions/ comments/ clarifications to the FCDC/ Coordinator of the curricular
- vii. The FCDC/ Coordinator of the curricular shall send the revised version with the report of amendments (Annex II) to the CQA
- viii. If the CQA is satisfied, submit the curricular with relevant documents to the UCDC with the CQA report (Annex IV).
- ix. Any further recommendations made by the UCDC shall be conveyed to the curriculum developers, the FCDC and CQA (Annex I).
- x. Minor amendments/ revisions shall be approved at CQA and the relevant departments/ units/ centers can initiate/ implement the approved changes in the curriculum subject to the approval from the Senate
- xi. Major curriculum revisions/ newly developed curricula shall be forwarded to the Senate through CQA, with the relevant documents and to the council respectively.
- xii. Council-approved curricula shall be forwarded to the

- Quality Assurance Council, UGC with the appropriate application and other relevant documents through Dean, Director/CQA and Vice Chancellor.
- xiii. With UGC approval, the courses/ programmes can be implemented with the approved curriculum.

This By-Law shall be revised annually or when the need arises.



**Annex I (from By-Law No.01/2022)  
Rajarata University of Sri Lanka  
New Degree Programmes/Revision for Existing Curricula**

**Revision proposed by UCDC/CQA**

**Name of the degree programme** .....

**Faculty/Center** .....

**Date of submission** .....

**Does it comply with the SLQF guidelines**      Yes            No     

**Next Submission**      CQA            CDC        
    Senate            Council     

**Recommendations:**

**Revision:**

Page No. /section/phrase/suggestion/ comments that is of concern	Proposed revision by CQA/CDC

Signature of the Chairperson/CDC or Director/CQA:

Date : \_\_\_\_\_

Annex II (From By-Law No. 01/2022)



**Rajarata University of Sri Lanka**  
**New Degree Programmes/Revision for Existing Curricula**

**Follow-up action taken for the proposed revision**

Name of the degree programme .....

Faculty .....

Name of the programme coordinator .....

Date .....

Does it comply with the SLQF guidelines Yes  No

Addressed revisions were proposed by: CQA  CDC   
 Senate  Council

**Revisions:**

Page No. / section/phrase/suggestion/ comments that is of concern	Proposed revision by CQA/CDC	Follow-up action for the proposed revision

Signature of the Chair FDCCD/ Coordinator :

Date :

Annex III



**Faculty Curriculum Development Committee**  
**Faculty of .....**  
**Rajarata University of Sri Lanka**

**New Degree Programmes / Revision for Existing Curricular**

Department : .....

Date of initial submission : .....

Curriculum change : New curriculum development      Revision

Date of FCDC approval : .....

Date of Faculty Board approval: .....

Hereby we certify that all the recommendations made by the external experts and the reviewers have been addressed adequately by the curriculum developers.

Herewith, the following documents are forwarded to the CQA for approval.

- i. Application to UGC
- ii. Developed/ revised curriculum
- iii. Stakeholders' report
- iv. External reviewers' report
- v. Needs analysis report

.....  
Secretary  
FCDC/ Faculty of .....

.....  
Chairperson  
FCDC/ Faculty of .....



**Annex IV**

**Curriculum Development/ Revision  
Center for Quality Assurance  
Rajarata University of Sri Lanka**

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Faculty : .....

Department : .....

Date of submission to CQA : .....

Curriculum change : New curriculum development      Revision

Date of CQA approval : .....

Date of Faculty Board approval: .....

This is to certify that all the recommendations made by the external experts and the reviewers have been addressed adequately and the appropriate procedure in curriculum development has been followed by the curriculum developers. As the next step please submit the documents, after the revisions, to the University Curriculum Development Committee.

.....

Director  
Center for Quality Assurance  
Rajarata University of Sri Lanka



**ශ්‍රී ලංකා රජරට විශ්වවිද්‍යාලය**  
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**1 කොටස**

1985 අංක 07 සහ 1988 අංක 26 දරණ පනත් වලින් සංශෝධිත 1978 අංක 16 දරණ විශ්වවිද්‍යාල පනතේ 112 (3) වගන්තිය සමඟ කියවිය යුතු 135 වගන්තිය යටතේ රජරට විශ්වවිද්‍යාලයේ පාලක සභාව විසින් සම්පාදිත අතුරු ව්‍යවස්ථාව.

1. මේ අතුරු ව්‍යවස්ථාව 1996 අංක 01 දරණ විශ්වවිද්‍යාල ශිෂ්‍ය සමිති අතුරු ව්‍යවස්ථාව යනුවෙන් හඳුන්වනු ලබන අතර, නිලවරණය පවත්වනු ලබන්නේ කිසියම් අධ්‍යයන වර්ෂයක සඳහා ද, ඒ අධ්‍යයන වර්ෂයේ 01 වන දින සිට ක්‍රියාත්මක වන්නේය.
2. (මෙහි මිත්මතු පනත යනුවෙන් සඳහන් කරනු ලබන) 1978 අංක 16 දරණ විශ්වවිද්‍යාල පනත මගින් (සංශෝධිත) හෝ වෙනයම් සාධක පත්‍රයක් මගින් ප්‍රධාන විධායක නිලධාරී වෙත පවරන ලද හෝ නියම කරන ලද බලතල කාර්ය සහ කර්තව්‍ය මෙම අතුරු ව්‍යවස්ථාවලියේ කිසිවකින් කිසිදු ආකාරයකින් හිත කරවන ලෙසට වටහා නොගත යුතුය.
3. (i) මෙම අතුරු ව්‍යවස්ථා ක්‍රියාත්මක වීම මත මෙම අතුරු ව්‍යවස්ථාවේ 3 (11) සහ 3 (11) අනුප්‍රේද වල සලකනු ලැබ ඇති විධිවිධාන ප්‍රකාරව රජරට විශ්වවිද්‍යාලීය ශිෂ්‍ය සමිති සහ පීඨ ශිෂ්‍ය සමිති සංස්ථාපනය කරනු ලැබිය යුතුය.  
 (ii) 1988 අංක 26 දරණ විශ්වවිද්‍යාල (සංශෝධන) පනතේ උප ලේඛණයෙන් නිශ්චිතව දන්වා ඇති 1, 1 (2), 2 සහ 3 වගන්ති වලින් විධිවිධාන සලසා ඇති පරිදි රජරට විශ්වවිද්‍යාල ශිෂ්‍ය සමිතියට, සිය සංයුතිය, කාර්ය සහ කර්තව්‍ය සඳහා අධිභාර බලය ලැබෙන්නේය.  
 (iii) රජරට විශ්වවිද්‍යාලයේ එක් එක් අධ්‍යයන පීඨයන් සඳහා පීඨ ශිෂ්‍ය සමිතියක් තිබිය යුතුය. 1988 අංක 26 දරණ විශ්වවිද්‍යාල (සංශෝධන) පනතේ උප ලේඛනයෙහි නිශ්චිතව දන්වා ඇති 6(1), 6(2), 6(3) සහ 07 වගන්තිවල විධිවිධාන සලසා ඇති පරිදි එම පීඨ ශිෂ්‍ය සමිති තමන්ගේ සංයුතිය, කාර්ය සහ කර්තව්‍යයන්ගේ අධිභාර බලය ලබා ගනී

11 කොටස

4. පනත මගින් හෝ වෙනත් යම් සාධක පත්‍රයක් මගින් හෝ රජයට විශ්වවිද්‍යාලයේ පාලන අධිකාරිය මත පවරන ලද හෝ නියම කරන ලද හෝ බලතල, කාර්ය සහ කර්තව්‍යයන්ගේ පොදු අදාලත්වයට අගති විරහිතව, මෙම අතුරු ව්‍යවස්ථාවේ පරිපාලනය සහ ක්‍රියාත්මක කිරීම සම්බන්ධයෙන් පාලක සභාව වගකිව යුතු වන්නේය.
  
5. පීඨයක ශිෂ්‍යයෙක්.
  - (අ) පූර්ණකාලීණ උපාධි අපේක්ෂක ශිෂ්‍යයෙකු වශයෙන් නිසියාකාරව ලියාපදිංචි කොට ඇතුළත් කරගනු ලැබ නොමැත්තේ නම් හෝ නිලවරණය පැවැත්වෙන අධ්‍යයන වර්ෂය තුළ අදාළ පීඨයෙහි අධ්‍යයන පාඨමාලාවක් නොහදාරයි නම් හෝ,
  - (ආ) පීඨයෙන් සහ / හෝ විශ්වවිද්‍යාලයෙන් ශිෂ්‍යභාවය අත්හිටවනු ලැබ ඇත්තේ නම් හෝ,
  - (ඇ) ජන්දය දෙන අවස්ථාවේදී සිය අනන්‍යතාවය තහවුරු කිරීමට අසමත් වන්නේ නම් හෝ,  
ජන්දයකදී ජන්දය පාවිච්චි කිරීමට හෝ ජන්දය සඳහා ඉදිරිපත් වීමට හෝ සුදුසුකම් නොලබන්නේය.
  
6. මෙම අතුරු ව්‍යවස්ථාවේ කාර්යාච්චයන් සඳහා,
  - (i) ලියාපදිංචි ශිෂ්‍යයෙකු යනුවෙන් අදහස් කරනු ලබන්නේ කිසියම් අධ්‍යයන වර්ෂයක් සඳහා විශ්වවිද්‍යාලීය ලියාපදිංචිය ලබාගෙන විශ්වවිද්‍යාලයේ අධ්‍යයන පාඨමාලාවක් සඳහා ඇතුළත් කරගනු ලැබ ඇති කිසියම් උපාධි අපේක්ෂකයෙකු හෝ කිසියම් අධ්‍යයන වර්ෂයක් සඳහා හෝ වෙනත් අධ්‍යයන කාල පරිච්ඡේදයක් සඳහා හෝ 'තලින් තල අධ්‍යයන පාඨමාලාවක් හැදෑරීම පිණිස නිසි පරිදි ඇතුළත් කරගෙන ලියාපදිංචි කරනු ලැබූ ශිෂ්‍යයෙකි.
  
7. (i) එක් එක් අධ්‍යයන වර්ෂයක ප්‍රථම වාරය ඇරඹීමේ මාසයක් ඇතුළත් විශ්වවිද්‍යාලයේ ලේඛකාධිකාරී විසින්, විශ්වවිද්‍යාල සීමාවන් ඇතුළත්
  - (අ) එක් එක් පීඨ ශිෂ්‍ය සමිතියේ නම
  - (ආ) එම එක් එක් පීඨ ශිෂ්‍ය සමිතිය සඳහා තෝරාගතයුතුව ඇති නිලධාරියන්ගේ නමතුරු නම් සහ අනෙක් සාමාජිකයින්ගේ සංඛ්‍යාව
  - (ඇ) එබඳු එක් එක් පීඨ ශිෂ්‍ය සමිතියට නිලධාරියන් සහ වෙනත් සාමාජිකයින් තෝරා ගැනීම සඳහා පැවැත්වෙන නිලවරණයකදී ජන්දය පාවිච්චි කිරීමට

සුදුසුකම් ලබන සිසුන්ගේ නම් හා ලියාපදිංචි අංකයද ඇතුළත් කරමින් විශ්වවිද්‍යාල සීමාවන් ඇතුළත් දැන්වීමක් ප්‍රසිද්ධ කළ යුතුය.

මෙම අතුරු ව්‍යවස්ථාව යටතේ ප්‍රථම සීමිතිය සඳහා විශ්වවිද්‍යාලයේ ප්‍රධාන විධායක නිලධාරී විසින් නියම කරනු ලැබිය හැකි දිනයකදී ඉහත කී දැන්වීම ප්‍රසිද්ධ කරනු ලැබිය හැකිය.

8. එක් එක් පීඨ ශිෂ්‍ය සම්මතියකට නිලධාරීන් හා වෙනත් සාමාජිකයින් තෝරා ගැනීමේ නිලවරණය වෙනුවෙන් එම නිලවරණය පැවැත්වීම සඳහා පුද්ගලයෙකු (මෙහි මින් මතු නිලවරණ නිලධාරියා වශයෙන් හඳුන්වනු ලබන) නම හා තනතුරු නාමය සහිතව විශ්වවිද්‍යාලයේ ප්‍රධාන විධායක නිලධාරී විසින් නම් කළ යුතුය. මෙම කර්තව්‍යයෙහිලා කිසියම් පුද්ගලයෙකු හෝ පුද්ගලයන් කිහිප දෙනෙකු හෝ සහාය කර ගැනීමට නිලවරණ නිලධාරියාට හැකි වන්නේය.
9. (i) එක් එක් පීඨ ශිෂ්‍ය සම්මතිය වෙනුවෙන්, එම පීඨ ශිෂ්‍ය සම්මතියේ නිලධරයන් හා අනෙක් සාමාජිකයින් තෝරා ගැනීමේ නිලවරණය සඳහා නිලවරණ නිලධාරී විසින් නාම යෝජනා කර ගැනීම අවසන් කරනු ලබන වේලාව, ස්ථානයන් සහ දිනයන් විශ්වවිද්‍යාලයේ ප්‍රධාන විධායක නිලධාරී විසින් නියම කරනු ලැබිය යුතුය. එම දිනය මෙම අතුරු ව්‍යවස්ථාවේ 7 (1) වගන්තිය යටතේ දැන්වීම ප්‍රසිද්ධ කරනු ලබන දින සිට දින 08 ක් ඉකුත්වීමෙන් පසුව නමුත් දින 14 ක් ඉකුත්වීමට පෙරාතුව යෙදෙන දිනයක් විය යුතුය.
- (ii) එක් එක් පීඨ ශිෂ්‍ය සම්මතිය වෙනුවෙන් නාම යෝජනා භාරගැනීම සම්බන්ධයෙන් නියම කරනු ලබන දිනය, වේලාව හා පිලියෙල කරන ලද ස්ථානය අප්‍රමාදවම, විශ්වවිද්‍යාලයේ ලේඛනාධිකාරී විසින් විශ්වවිද්‍යාල සීමාව ඇතුළත ප්‍රසිද්ධ කළ යුතුය.
- (iii) නාම යෝජනා ඉදිරිපත් කළ යුත්තේ මෙම අතුරු ව්‍යවස්ථාවේ උප ලේඛණය 1 හා දක්වනු ලබන ආකෘතිගත වේ. නාම යෝජනා පත්‍රයෙහි යෝජකගේ සහ ස්ථීර කරුගේ නමද ඔවුන්ගේ ශිෂ්‍ය ලියාපදිංචි අංකයද ඇතුළත් වියයුතු අතර, නාම යෝජිතයා විසින් නිලවරණයන්ට ඉදිරිපත්වීමට තම එකඟත්වය ප්‍රකාශ කිරීමේ සංකේතයක් වශයෙන් සිය අත්සන එහි යෙදියයුතුවේ. ලියාපදිංචි සෑම අපාධි අපේක්ෂක ශිෂ්‍යයෙක්ම පීඨ ශිෂ්‍ය සම්මතියේ නිලධරයෙකු හෝ සාමාජිකයෙකු වශයෙන් තෝරා ගැනීමේ අපේක්ෂකත්වයට නම් කරනු ලැබීමට සුදුසුකම් ලබන්නේය. යෝජකයන් සහ ස්ථීරකරුවන් තමන් විසින් නම් කරනු ලබන අපේක්ෂකයන් අයත් පීඨයෙන්ම උපාධි අපේක්ෂකයන් විය යුතුය.
- (iv) මොනසම් හෝ නිලවරණයකදී යම් සිසුවෙකු එකකට වැඩි තනතුරු සංඛ්‍යාවකට හෝ එක යෝජකයෙකුට හෝ එක ස්ථීරකරුවෙකුට හෝ වැඩි සංඛ්‍යාවක් විසින් නාම යෝජනා කරනු ලැබීමට හෝ සුදුසුකම් නොලබන්නේය.

- (v) මෙසේ ලැබෙන නාම යෝජනා පත්‍ර, නාම යෝජනා භාරගන්නට යෙදුන දිනට පසුව දින, නිලවරණ නිලධාරී විසින් පිට දැනුවීම් පුවරු මත ප්‍රදර්ශනය කරනු ඇත.
  - (vi) නාම යෝජනා කරනු ලැබ ඇති පුද්ගලයන් කෙරෙහි විරෝධතා ඇතොත් එම විරුද්ධතාවයට පිළිගත හැකි හේතු ඉදිරිපත් කරමින්, නාම යෝජනා ප්‍රදර්ශනය කිරීමට පසුව එක දිනයක් ගතවන්නට පෙරාතුව එම පියවේ යම් අපාධි අපේක්ෂක සිසුවෙකු විසින් නිලවරණ නිලධාරී වෙත ඉදිරිපත්කළයුතුවේ. නාම යෝජනාවන් වලංගුද නැද්ද යන්න තීරණය කරනු ලබන්නේ ප්‍රධාන විධායක නිලධරයා විසින් වන අතර, එම තීරණය අවසන් තීරණය ද වේ.
10. (i) යම් පිට ගිණ සමිතියක එක් එක් තනතුර සම්බන්ධයෙන් එක් නාම යෝජනා පත්‍රය බැගින් පමණක් ලැබ ඒවා පිළිගනු ලැබ ඇති අවස්ථාව ඒ ඒ නිල සඳහා එම නාම යෝජනා පත්‍රයෙහි නිශ්චිත අපේක්ෂකයන් තෝරා ගන්නා ලද බව නිලවරණ නිලධාරී විසින් ප්‍රකාශයට පත් කළ යුතුය.
- (ii) නාම යෝජනා පත්‍ර ලැබී නොමැති විටකදී, එම පිට ගිණ සමිතිය පිළිබඳව, ප්‍රධාන විධායක නිලධාරීගේ උපදෙස් මත නිලවරණ නිලධාරී විසින් නාම යෝජනා භාරගැනීම සඳහා අලුතින් දිනයක්, වේලාවක් සහ ස්ථානයක් නියම කරනු ලැබිය යුතුය.
11. (i) වගුවිද්‍යාලයේ ප්‍රධාන විධායක නිලධරයා විසින් එක් එක් පිට ගිණ සමිතියට නිලධාරීන් හා වෙනත් සාමාජිකයින් තෝරා ගැනීම සඳහා දිනයක් නියම කළ යුතුවේ. එම දිනය, එකී පිට ගිණ සමිතිය සඳහා නාම යෝජනා පත්‍ර ලබාගන්නා දින සිට දින 14 ක් ඇතුළත් ගැනෙන දිනයක් විය යුතු අතර, එක් එක් පිට ගිණ සමිතිය සඳහා නිලවරණ පැවැත්වීම සම්බන්ධයෙන් නියම කරගනු ලබන දිනයද එයම විය යුතුය.
- (ii) එක් එක් පිට ගිණ සමිතිය වෙනුවෙන් නිලධරයන් හා වෙනත් සාමාජිකයන් තේරීම සඳහා නියම කරගනු ලබන දිනය, වේලාව සහ ස්ථානයද විගවිද්‍යාලයේ ලේකම්කාරී විසින්, විගවිද්‍යාල සීමාව ඇතුළත් ප්‍රසිද්ධ කළයුතු වේ.
- (iii) නිලවරණ නිලධාරී විසින් රහස්‍ය ජන්ද නිලවරණ පැවැත්විය යුතුය.
12. පිට ගිණ සමිති නිලවරණයකදී තරග කරන එක් එක් අපේක්ෂකයාට, ජන්දය පාවිච්චි කිරීමේ සහ ගණන් කිරීමේ කාලය තුළදී, ජන්දය පවත්වන ස්ථානයේදී තමා නියෝජනය කිරීම සඳහා ජන්ද ඒජන්තවරුන් වශයෙන් සිසුන් දෙදෙනෙකු පත්කර ගැනීමට පුළුවන. එබඳු සෑම දැන්වීමක් සම්බන්ධයෙන්ම පත්කරනු ලබන ගිණන්ගේ නම් සහ ලියාපදිංචි අංක සඳහන් කරමින් අපේක්ෂකයා විසින් ජන්දය ආරම්භ කිරීමට මත්තෙන් නිලවරණ නිලධාරී වෙත ලිඛිතව දැනුම් දිය යුතුය.

එකතු වූවන්, ජන්දය පාවිච්චි කිරීමේ හෝ ගණන් කිරීමේ හෝ මොනයම් අවස්ථාවකදී වුවද ජන්ද පොල වෙත පෙනී සිටිය හැක්කේ ඉන් එක් ජන්ද නියෝජිතයෙකුට පමණි.

13. (i) 1988 අංක 26 දරණ සංශෝධන විශ්වවිද්‍යාල පනතේ උප ලේඛනයෙහි නිශ්චිතව දක්වා ඇති පරිදි සෑම ලියාපදිංචි ශිෂ්‍යයෙකුටම, පිය ශිෂ්‍ය සමිති නිලවරණයකදී එක් තනතුරක් සඳහා එක් අපේක්ෂකයෙකුටද, එම පිය ශිෂ්‍ය සමිතියට තෝරා ගනු ලැබීමට නියමිත අනෙකුත් සාමාජික සංඛ්‍යාවට සමාන අපේක්ෂකයන් සංඛ්‍යාවකටද ජන්දය දීමට හිමිකම් තිබිය යුතුය.
  - (ii) එක් එක් නිලය සඳහා ඉහළම ජන්ද සංඛ්‍යාවක් ලද අපේක්ෂකයා තෝරා පත්කර ගලු ලැබූ බව නිලවරණ නිලධාරියා විසින් ප්‍රකාශයට පත්කළ යුතුවේ.
  - (iii) 1988 අංක 26 දරණ සංශෝධන පනතේ උප ලේඛනයෙහි නිශ්චිතවම දක්වා ඇති පරිදි එක් එක් පිය සඳහා නිලවරණයකදී තෝරා ගනු ලබන සාමාජිකයින් සංඛ්‍යාව යම් තරම් වේද, එම සංඛ්‍යාවට සමාන වන තෙක් අවරෝහණ ක්‍රමයට වැඩිම ජන්ද සංඛ්‍යාවක් ලබාගන්නා අපේක්ෂකයින් සාමාජිකයින් වශයෙන් තෝරා පත්වී ඇත්නම් නිලවරණ නිලධාරියා විසින් ප්‍රකාශයට පත්කරනු ලැබිය යුතුය.
  - (iv) නිලධාරියෙකු හෝ වෙනත් සාමාජිකයෙකු හෝ තෝරා ගැනීම සඳහා පැවැත්වෙන නිලවරණයකදී අපේක්ෂකයන් දෙදෙනෙකු හෝ වැඩි සංඛ්‍යාවක් විසින් ලබාගෙන ඇති ජන්ද සංඛ්‍යාව අතර සමානත්වයක් ඇති බව පෙනී යන අවස්ථාවකදී තෝරා ගත යුතු නිලධාරියා / සාමාජිකයා කුසපත් ඇදීමෙන් නිශ්චය කරනු ලැබිය යුතුය.
- 14 (i) පිය ශිෂ්‍ය සමිතියක එක් එක් නිලධාරියෙකු හෝ සාමාජිකයෙකු, තමන් තෝරාගනු ලබන දින සිට එසේ තෝරාගනු ලැබූ අදාළ අධ්‍යයන වර්ෂයේ අවසාන දක්වා එම නිලද දැරිය යුතුවේ.
  - (ii) එක් අධ්‍යයන වර්ෂයකට වඩා කාලයක් සඳහා එම නිලය දැරීමට හෝ එම නිලයටම නැවත තෝරා පත්කර ගනු ලැබීමට හෝ කිසිදු සිසුවෙක් හිමිකම් නොලැබිය යුතුය.
  - (iii) නිසියම් නිලධාරියෙකු හෝ සාමාජිකයෙකු.
    - :(අ) තවදුරටත් ශිෂ්‍යයෙකු නොවන්නේ නම් හෝ
    - (ආ) ජ්‍යෙෂ්ඨ භාණ්ඩාගාරික වෙත සිය අත්සන යටතේ ලිඛිතව දක්වා තනතුරෙන් ඉල්ලා අස්වේ නම් හෝ
    - (ඇ) විශ්වවිද්‍යාලයෙන් ශිෂ්‍යභාවය තහනම් කරනු ලැබූ හෝ තෙරපනු ලැබ ඇති නම් හෝ

ඔහුගේ නිලය පුරප්පාඩු වුවා සේ සැලකිය යුතුය.

(iv) පීඨ ශිෂ්‍ය සමිතියේ නිලධාරියෙකුගේ / සාමාජිකයෙකුගේ හෝ තනතුර පුරප්පාඩු වන අවස්ථාවකදී එම පීඨයේ සිසුන් විසින් මෙම අතුරු ව්‍යවස්ථාවේ කලින් විධිවිධාන වලට අනුකූලව ප්‍රධාන විධායක නිලධාරී විසින් තීරණය කරනු ලබන පරිදි එම පුරප්පාඩුව පිරවීම සඳහා පුද්ගලයෙකු තේරීම පිණිස නිලවරණයක් පැවැත්වීමට කටයුතු ආරම්භ කළයුතුය. එසේ තෝරාගනු ලැබූ පුද්ගලයා ස්වකීය පුද්ගල ප්‍රාප්තිකයාගේ නිල කාලයෙන් නොගෙවූ කාල පරිච්ඡේදය සඳහා එම තනතුර දරන්නේය.

15 (i) ශිෂ්‍ය සමිතියේ සභාපතිගේ කාර්ය හා කාර්යය.

(අ) පීඨ ශිෂ්‍ය සමිති සියල්ලකම මූලසූත්‍ර දැරීම

(ආ) පීඨ ශිෂ්‍ය සමිතියේ 'තීරණ ක්‍රියාත්මක කිරීම සහ

(ඇ) පීඨ ශිෂ්‍ය සමිතියේ 'රැස්විම් කැඳවීම විය යුතුය

(ii) පීඨ ශිෂ්‍ය සමිතියේ උප සභාපතිගේ කාර්ය සහ කාර්යය.

(අ) සභාපති නොපැමිණි අවස්ථාවලදී පීඨ ශිෂ්‍ය සමිතියේ කිසියම් රැස්වීමක මූලසූත්‍ර දැරීම

(ආ) සභාපතිගේ රාජකාරි ඉටු කිරීමෙහිලා ඔහුට සහයවීම සහ

(ඇ) පීඨ ශිෂ්‍ය සමිතිය විසින් ඔහුට පවරනු ලැබ ඇති වෙනත් කිසියම් රාජකාරි හෝ කාර්යය ඉටු කිරීම විය යුතුය

(iii) පීඨ ශිෂ්‍ය සමිතියේ ලේකම් හෝ කාර්ය සහ කාර්යය

(අ) පීඨ ශිෂ්‍ය සමිතියේ සහ කෘතීමය ලේඛණ පවත්වා ගැනීම

(ආ) සභාපතිගේ උපදෙස් මත හෝ පීඨ ශිෂ්‍ය සමිතියේ මුළු සාමාජිකත්වයෙන් 1/3 කට අඩු නොවන සංඛ්‍යාවකගේ ලිඛිත ඉල්ලීමක් ලැබුණු විට හෝ පීඨ ශිෂ්‍ය සමිති රැස්වීම් කැඳවීම සහ

(ඇ) විශ්වවිද්‍යාලයේ කිසියම් සිසුවෙකුට පරිඤ්ඤා කිරීම සඳහා සහ කෘතීමය වාර්තා ලබාදෙන බව සහතික කිරීමද විය යුතුය.

(iv) පීඨ ශිෂ්‍ය සමිතියේ 'කණිෂ්ඨ භාණ්ඩගාරිකගේ කාර්ය හා කාර්යය

- (අ) පීඨ ශිෂ්‍ය සමිතියේ අරමුදල් භාරයේ තබාගැනීම.
- (ආ) සියලුම ආදායම් හා වියදම්, එම ගිණුම් පවත්වා ගැනීමට අදාළ යම් නීතියකට යටත්ව, එම කාර්යය සඳහා පවත්වාගනු ලබන පොත්වල නියමාකාරයෙන් වාර්තා කර ඇති බවට වගබලා ගැනීම.
- (ඇ) පීඨ ශිෂ්‍ය සමිතියට යම්කිසි ගෙවීමක් කළ විට එම ගෙවීම පිළිබඳ සතියක් ඇතුළත දී ජ්‍යෙෂ්ඨ භාණ්ඩාගාරික වෙත දැනුම් දීම
- (ඈ) ජ්‍යෙෂ්ඨ භාණ්ඩාගාරික ගේ අනුමැතිය ඇතිව පීඨ ශිෂ්‍ය සමිතියේ 'අරමුදල් වලින් ගෙවීම් කිරීම
- (ඉ) පීඨ ශිෂ්‍ය සමිතියේ නිලධරයන් තේරීම් දින සිට මසක කාලයක් තුළදී, එම ලිඛිතව පිටපත් සමග සාකච්ඡා පැවැත්වීමෙන් පසුව අධ්‍යයන වර්ෂය සඳහා අයවැය වාර්තාවක් පිළියෙල කිරීම.
- (ඊ) අවශ්‍ය විටදී පරිපූරක ඇස්තමේන්තුව පිළියෙල කිරීම
- (උ) එක් එක් අධ්‍යයන වාරයේ අවසාන දින වනවිට පීඨ ශිෂ්‍ය සමිතියේ 'ජංගම සහ පූර්වානුමනය කළ මුදල් තත්වය පිළිබඳව වාර්තාවක්, අදාළ සෑම වාරයක්ම අවසාන අන්තිම මාසය තුළදී පීඨ ශිෂ්‍ය සමිතියට ඉදිරිපත්කිරීම සහ
- (ඌ) පීඨ ශිෂ්‍ය සමිතිය තෝරාගනු ලැබූ අධ්‍යයන වර්ෂය සඳහා එම ශිෂ්‍ය සමිතියේ ආදායම් වියදම් ප්‍රකාශකයක් සහ එම වර්ෂයේ අවසාන දිනට ශේෂ පත්‍රයක් ද, එහි වර්ෂය අවසානයේ සති 2 ක් ඇතුළත දී ජ්‍යෙෂ්ඨ භාණ්ඩාගාරික මගින් විගණකාධිපතිවරයා වෙත ඉදිරිපත් කිරීම.

**111 කොටස**

- 16. (i) ප්‍රධාන විධායක නිලධාරියා විසින්, විශ්වවිද්‍යාල ශිෂ්‍ය සමිතියේ ප්‍රධාන රු.ස්වීම් පැවැත්වීම සඳහා දිනයක් යෙදිය යුතු අතර, එම රු.ස්වීම්දී පීඨ ශිෂ්‍ය සමිතිවල සියලුම සාමාජිකයින් විසින්, විශ්වවිද්‍යාල ශිෂ්‍ය සමිතියේ 'නිලධරයන් (තමන් අතුරෙන්ම) තෝරා ගතයුතු වේ. එම දිනය, මෙම අතුරු ව්‍යවස්ථාවේ 11 කොටසේ අදාළ වගන්ති වලට අනුව පීඨ ශිෂ්‍ය සමිතියේ නිලධරයන් හා වෙනත් සාමාජිකයින් තෝරාගනු ලැබීමෙන් සති 2 ක කාලයක් ඇතුළත එළඹෙන දිනයක් විය යුතුය.
- (ii) මෙම රු.ස්වීම් කාර්යාලයක් සඳහා රහස්‍ය ජන්දයක් මගින් නිලධරයන් තේරීමේ නිලවරණය පැවැත්වීම පිණිස තේරීමේ භාර නිලධාරී වශයෙන් විශ්වවිද්‍යාලයේ

ජෝෂ් සාමාජිකයෙකු ප්‍රධාන විධායක නිලධාරියා විසින් නම් කරනු ලැබිය යුතුය. හෙතෙම එම රැස්වීමේ මූලසූත් දැරිය යුතු අතර, නිර්මාණිකව නිලවරණය පැවැත්වීම සම්බන්ධයෙන් අවශ්‍ය සියලුම පියවර ගත යුතුය.

- (iii) විශ්වවිද්‍යාල ශිෂ්‍ය සමිතියේ ජෝෂ් භාණ්ඩාගාරික වශයෙන් ප්‍රධාන විධායක නිලධාරී විසින් පත් කරගනු ලැබීම සඳහා ජෝෂ් ආචාර්යවරයෙකු නිලධරයන් තේරීම අවසානයේදී විශ්වවිද්‍යාල සමිතිය විසින් නම් කරනු ලැබිය යුතුය.
  - (iv) තේරීම් භාර නිලධාරී විසින් ප්‍රධාන විධායක නිලධාරී වෙත යටෝක්ත නිලවරණය සම්බන්ධ වාර්තාවක් ඉදිරිපත් කළ යුතුවේ.
17. (i) විශ්වවිද්‍යාල ශිෂ්‍ය සමිතියේ එක් එක් නිලධරයා ඔහුට තෝරාගනු ලබන දින සිට අදාළ අධ්‍යයන වර්ෂයේ අවසානය දක්වා තම නිලය දැරිය යුතුවේ.
- (ii) කිසිදු සාමාජිකයෙකු එක් අධ්‍යයන වර්ෂයකට වඩා එම නිලයම දැරීමට හෝ එම නිලයටම නැවත වරක් තේරී පත්වීමට හෝ සුදුසුකම් නොලැබේ.
- (iii) සම් නිලධරයෙකු.
- (අ) ඉදිරියටත් ශිෂ්‍යභාවයේ රැඳී සිටින්නේ නම් හෝ
  - (ආ) සිය අත්සනින් යුතුව ජෝෂ් භාණ්ඩාගාරික වෙත, නිලයෙන් ඉල්ලා අස්වීමේ ලියවිල්ලක් භාරදෙන්නේ නම් හෝ
  - (ඇ) විශ්වවිද්‍යාලයෙන් අත්හිටුවා හෝ නෙරපනු ලබන්නේ නම් හෝ ඔහුගේ නිලය පුරප්පාඩු වී ඇති බවට සලකනු ලැබේ.
  - (ඈ) විශ්වවිද්‍යාල ශිෂ්‍ය සමිතියක නිලයක් පුරප්පාඩුවක් ඇති විටකදී විශ්වවිද්‍යාලයේ ප්‍රධාන විධායක නිලධරයා නිරණය කර ඇති පරිදි විශ්වවිධ්‍යාල ශිෂ්‍ය සමිතිය විසින්, නිලධරයෙකු / සාමාජිකයෙකු තේරීම සඳහා නිලවරණයක් පැවැත්වීම පිණිස කටයුතු ආරම්භ කළ යුතුය.
18. (i) මෙම අතුරු ව්‍යවස්ථාවේ නියමිත 15 (1) වගන්තියට අනුකූලව විශ්වවිද්‍යාල ශිෂ්‍ය සමිතියේ සභාපතිගේ කාර්ය සහ කර්තව්‍ය පිළිබඳව ශිෂ්‍ය සමිතියේ සභාපතිගේ කාර්ය හා කර්තව්‍ය වලට සමාන වන්නේය.
- (ii) විශ්වවිද්‍යාල ශිෂ්‍ය සමිතියේ උප සභාපතිගේ කාර්ය සහ කර්තව්‍ය, මෙම අතුරු ව්‍යවස්ථාවල 15 (11) වගන්තියෙහි පරිදි පිළිබඳව ශිෂ්‍ය සමිතියේ උප සභාපති තනතුරෙහි නියමිත කාර්ය හා කර්තව්‍ය වලට සමාන වේ.



(iii) විශ්වවිද්‍යාල ශිෂ්‍ය සමිතියේ 'ලේකම් හෝ කාර්ය සහ කාර්ය මණ්ඩලය වැනි වැඩසටහන් 15 (111) වගන්තියෙහි නිශ්චිත පරිදි පිය ගිණුම් සමිතියේ 'ලේකම් හෝ කාර්ය මණ්ඩලය වැනි සමාන වේ.

(iv) විශ්වවිද්‍යාල ශිෂ්‍ය සමිතියේ 'ජ්‍යෙෂ්ඨ භාණ්ඩාගාරික සතු කාර්ය හා කාර්ය මණ්ඩලය

(අ) සියලුම ආදායම් හා වියදම් එම ගිණුම් පවත්වා ගැනීමේදී අදාළ නීති රෙගුලාසි වලට යටත්ව, ඒ සඳහා නියමිත පොත් වල නියමාකාරයෙන් වාර්තාගත කර ගිණුම් නොකර ඇති බවට වගබලා ගැනීම.

(ආ) සංගමයට ගෙවනු ලබන යම් මුදලක් වෙනත් එකතු මුදල් ගෙවීම් සම්බන්ධයෙන් සහයක කාලයක් තුළදී ජ්‍යෙෂ්ඨ භාණ්ඩාගාරික වෙත දැනුම් දීම.

(ඇ) ජ්‍යෙෂ්ඨ භාණ්ඩාගාරිකගේ අනුමැතිය ඇතිව සමිතියේ අරමුදල් වලින් මුදල් ගෙවීම් කිරීම

(ඈ) සමිතියේ නිලධාරීන් තෝරාගනු ලබන දින සිට මාසයක කාලයක් තුළදී අදාළ අධ්‍යයන වර්ෂය සඳහා අයවැය පිළියෙල කොට එය සමිතිය වෙත ඉදිරිපත් කිරීම. මෙම කාර්ය සඳහා නිලධාරීන් සමග හෝ සමිතියේ 'ස්ථාවර කමිටුවක්' ඇත්නම් ඒ අ ය සමග හෝ සාකච්ඡා කිරීමට ඔහුට පුළුවන.

(ඉ) අවශ්‍ය විටදී පරිපූරක ඇස්තමේන්තු පිළියෙල කිරීම

(ඊ) සමිතිය තෝරාගනු ලැබූ අධ්‍යයන වර්ෂය අවසානයේ සහ දෙකක කාලයක් ඇතුළත දී අධ්‍යයන වර්ෂයක් සඳහා සමිතියේ ආදායම් වියදම් ප්‍රකාශනය ද එම වර්ෂයේ අවසාන දිනට ශේෂ පත්‍රයක් ද එහි වර්ෂය අවසානයේ සහිත 2 ක් ඇතුළත දී ජ්‍යෙෂ්ඨ භාණ්ඩාගාරික මගින් විගණක වරයා වෙත ඉදිරිපත් කිරීම.

19 මෙම අතුරු ව්‍යවස්ථාවේ අර්ථනිරූපන සම්බන්ධයෙන් යම් ගැටළුවක් වෙතත් පාලක සභාව වෙත යොමු කළයුතු වන අතර, පාලක සභාවේ තීරණය අවසාන තීරණය වන්නේය.

20 මෙම අතුරු ව්‍යවස්ථාවේ සභාගත සභාව විසින් අන්‍යාකාරයකින් තීරණය කරනු ලැබුවහොත් මිස, අධ්‍යයන වර්ෂය යනුවෙන් අදහස් වන්නේ, යම් වර්ෂයක ඔක්තෝම්බර් මස පළමුවන දිනෙන් ඇරඹී ඊට පසු වර්ෂයේ සැප්තැම්බර් මස 30 වන දිනයෙන් අවසන් වන්නාවූ කාල පරිච්ඡේදය වේ.

පනත යනු 1978 අංක 16 දරණ සංශෝධිත පනත වේ.

විගණක යන්නෙන්, විශ්වවිද්‍යාල ශිෂ්‍ය සමිතියේ 'හෝ යම් පිය ගිණුම් සමිතියක ගිණුම්

විගණනය සඳහා ප්‍රධාන විධායක නිලධාරී විසින් පත්කරනු ලබන කිසියම් විගණකවරයෙකු අදහස් වේ.

පාලක සභාව යනු රජරට විශ්වවිද්‍යාලයේ පාලක සභාව වේ.

පීඨාධිපති යන්නෙන් එක් එක් පීඨයෙහි පීඨාධිපති වරයා හෝ අවස්ථානුකූලව පීඨාධිපති සඳහා වැඩබලන වෙනත් පුද්ගලයෙකු හෝ අදහස් වේ.

පීඨය යනු පහත යටතේ රජරට විශ්වවිද්‍යාලය මගින් සංස්ථාපිත කිසියම් පීඨයක් වේ.

ප්‍රධාන විධායක නිලධාරී යන්නෙන් උපකුලපති හෝ අවස්ථානුකූලව උපකුලපතිධුරයෙහි රාජකාරී ඉටුකරන්නා වූ වෙනත් කිසියම් පුද්ගලයෙකු හෝ අදහස් වේ.

ලේඛකාධිකාරී යන්නෙන් රජරට විශ්වවිද්‍යාලයේ ලේඛකාධිකාරී හෝ අවස්ථානුකූලව ලේඛකාධිකාරී වෙනුවට වැඩබලන වෙනත් කිසියම් පුද්ගලයෙකු අදහස් වේ.

සභාචන සභාව යන්නෙන් රජරට විශ්වවිද්‍යාලයේ සභාචන සභාව අදහස් වේ.

අධ්‍යයන පාඨමාලාවක් හඳුරන යන්නෙන් කිසියම් අධ්‍යයන පාඨමාලාවක් අරඹන ලදුව එම පාඨමාලාව හැදෑරීමෙහි නියුතු ලියාපදිංචි සිසුන් අදහස් කෙරේ.

නිලවරණ නිලධාරී යන්නෙන් ජන්දය පැවැත්වීමේ කාර්යය මෙහෙයවීම සඳහා ප්‍රධාන විධායක නිලධාරී විසින් නම් කරනු ලබන තැනැත්තා අදහස් කෙරේ.

# University Policies

# POLICY ON DIFFERENTLY-ABLED STUDENTS AND STAFF

## 1. Rationale

There are over one billion differently-abled people in the world, of whom between 110-190 million experience very significant difficulties. This corresponds to about 15% of the world's population and is growing due to population ageing, the global increase in chronic health conditions and increase in man-made and natural disasters.

Nearly 8.7 % of Sri Lankan population aged five years or more reported that they have some sort of functional difficulty at least in one of the domains such as vision, hearing, walking, day to day self-care, remembering and concentration and communication.

It showed that very few differently-abled individuals have had higher education; only 1% of those who had visual disability and 3% of those who had speech disability had been to university. Differently-abled students who fulfil other necessary criteria for admission, are presently required to submit a medical certificate with a special application form. They are subject to a medical interview to gain admission. For even those who do gain admission to universities, freedom to select a particular area of study is curtailed by the limited choice of courses available to them. The National Disability Policy has suggested to review these procedures to expand the opportunities and provide equity for differently-abled students who have completed the General Certificate of Advanced Level examination successfully on par with students who do not have disability.

The Universal Declaration of Human Rights states that all human beings are born free and equal in dignity and rights (Article 1) and that everyone is entitled to all the rights and freedoms set forth in this Declaration, without distinction of any kind (Article 2). Differently -abled people therefore have the same rights, to express their views, to work, to have a reasonable standard of living.

There has been a paradigm shift in approaches to disability. In recent decades the move has been away from a medical understanding towards a social understanding. Disability arises from the interaction between people with a health condition and their environment. Special attention should be given to environment barriers and provide facilities such as differently-abled friendly access to buildings and transport facilities to minimize the inconveniences of the people with difficulties.

Rajarata University of Sri Lanka is committed to ensuring opportunity and environment that enables and enhances the educational and employment experience of differently-abled students and staff on the same basis as other members of the University community, in an environment that values diversity, is free from harassment, unlawful discrimination and promotes justice, equality of opportunity. For this purpose, University will ensure that in all policies, procedures, regulations, functions and activities, including strategic planning and resource allocation, consideration is given to reasonable means of enabling full participation of differently-abled students and staff in all aspects of the academic and social life of the institution.

This policy reinforces the University's commitment to ensuring equality for the diverse staff and student body, by protecting the rights of differently-abled students and staff, and to review its policies and practices in light of developments in the Higher Education sector, the legislative framework, and the University strategy.

## **2. Scope**

This policy applies to all applicants, existing students and staff of the Rajarata University of Sri Lanka. This document outlines the University's duties and the options available to differently-abled students and staff including mental health difficulties in seeking support or adjustments to their studying and working environment.

This policy sets out the University's commitment to staff and students with disabilities including mental health difficulties, providing a framework to contribute to the ongoing development of an enabling environment for all members and service users of the University. It addresses some of the specific operational aspects for students and staff, and aims to provide guidance for the University administration, staff and

students. The policy aims to comply with the requirements of national policies and acts, including, Public Administration Circular of 1988, Protection of the Rights of Persons with Disabilities Act - No. 28 of 1996, National Health Policy of 1996, and, National Disability Policy of 2003.

### 3. Definitions

**Assistive technology** any device, system or design, whether adapted or commercially-available, that allows someone to perform a task that they would otherwise be unable to do, or increases the ease with which a task can be performed.

**Differently-abled** any person who, as a result of any deficiency in his physical or mental capabilities, whether congenital or not, is unable by himself to ensure for himself, wholly or partly, the necessities of life (A person with disability)

**Disability** any physical, sensory, neurological, intellectual, psychiatric or learning disability, and includes physical disfigurement, the presence in the body of disease-causing organisms and total or partial loss of part of the body or a bodily function. It also includes a temporary, permanent, current, past or future disability, and chronic health conditions which may not commonly be considered disabilities

Commonly recognized disorders

(a) Blind/Low Vision

According to the U.S. National Library of Medicine (2014), “blindness is a lack of vision, it may also refer to a loss of vision that cannot be corrected with glasses or contact lenses,”

(b) Deaf/Hearing Impaired

(c) Physical and Systematic Disorders Including but not limited to: multiple sclerosis, cerebral palsy, chemical sensitivities, spinal cord injuries, cancer, AIDS, muscular dystrophy, and spina bifida.

(d) Psychiatric/Psychological Disorder Mental impairment that includes any mental or psychological disorder, such as emotional or mental illness.

#### Specific Learning Disabilities

A specific learning disability, as defined in Section 1401 (30) of Title 20 of the United States Code, is described as a disorder in one or more of the basic psychological processes involved in understanding or in using language, spoken or written, which may manifest itself in the imperfect ability to listen, think, speak, read, write, spell, or perform mathematical calculations.

#### (f) Head Injury/Traumatic Brain Injury

Head injury or traumatic brain injury is considered a medical or clinical diagnosis.

**Harassment** act of someone is made to feel intimidated, insulted or humiliated because of their disability.

**Reasonable adjustments** are administrative, environmental or procedural alterations in the employment or learning situation which remove barriers for people with a disability so that they can perform the inherent requirements of the job or course of study, For staff this could mean adjusting access to buildings and rooms, modifying equipment, re-designing jobs or work areas and implementing more flexible work practices. For students it could mean adjustments to the mode of delivery of lectures or written material or the assessment process and timeframe. An adjustment is reasonable if it takes into account the requirements of the person and balances the interests of all parties affected

## 4. Principles

- 4.1. The Rajarata University of Sri Lanka is committed to creating an inclusive, safe and supportive environment for all students and staff regardless of disability (or other protected characteristic) to support a positive experience for all members of the University.

- 4.2. The University encourages a climate of openness and positive disclosure for students and staff with disabilities, including mental health difficulties; nevertheless it is acknowledged that students and staff may find it difficult to disclose disabilities including mental health difficulties. This policy will facilitate the discussion around disclosure and appropriate support. Similarly, Student Support Services offer a safe and supportive environment for students to disclose their disability related requirements
- 4.3. All disclosed disability information is kept confidentially and sensitive personal data is only shared with the person's consent (unless it is deemed that they or others are at risk of harm) with university services, such as student counselling, health-care team, security and administrative officers, who may be responsible for supporting that individual.
- 4.4. The University takes appropriate steps to make reasonable adjustments for differently abled students and staff that meet their individual needs, are relevant, appropriate, anticipatory, inclusive and in accordance with the University's policies and procedures and legislations.
- 4.5. Reasonable adjustments are evidence based and are determined through an assessment of the individual's disability related requirements, taking into consideration additional factors such as the environment, academic standards, and, principles of Protection of the Rights of Persons with Disabilities Act, No. 28 of 1996, National Disability Policy of 2003, National Health Policy of 1996 and Public Administration Circular No. 27/88 and 01/99 to prevent substantial disadvantage.
- 4.6. Training and opportunities for increasing disability awareness is recommended and offered to all staff and are integrated within the University's Learning and Development processes. Student counsellors, administrative heads of service units or immediate administrative officers of differently-abled staff members should communicate with the Faculty or University administration through the proper channel in order to support a differently-abled student or staff member.



## 5. Policy statement

### 5.1. Differently-abled students

#### 5.1.1. Admissions

5.1.1.1. The University welcomes applications from differently-abled students including mental health difficulty.

5.1.1.2. The University encourages applicants to disclose their disability including a mental health difficulty on their application and provide an outline of their support needs, in order that University can make them aware of the range of support and guidance that is available and to also plan ahead for any reasonable adjustments.

5.1.1.3. Admissions decisions are based on academic suitability and where applicable, the requirement of professional bodies.

5.1.1.4. In Student Support, student counsellors and the university administration offer advice and guidance to differently-abled prospective undergraduate and postgraduate applicants on the range of support available in order to help them make informed decisions.

#### 5.1.2. Disclosure

5.1.2.1. The University endeavours to offer an environment that encourages disclosure but acknowledges that it is the individual's right not to disclose. We encourage students to disclose any disability including a mental health difficulty at the earliest opportunity and ideally on application or entrance. Students who choose not to disclose at application stage or entrance or whose disability occurs during their studies are encouraged to disclose at any time thereafter. Students who identify that they have disability support needs are strongly encouraged to discuss these

with student counsellors, course coordinators, heads of the departments/Units, any other University academic or administrative staff member at the earliest opportunity so that they are aware of the support available.

- 5.1.2.2. Disclosing a disability enables the University to inform students about the support options available and to make reasonable adjustments.

These are aimed at minimising any disadvantage in accessing their academic course and contributing towards a positive student experience.

### 5.1.3. Confidentiality

- 5.1.3.1. All disability disclosure information is treated sensitively. Student Support teams, including student counsellors, course coordinators, heads of the departments/Units, University administrative staff, discuss confidentiality, its limits and the sharing of information with students and other Units. For students whose studies include external placements specific consent is sought to enable reasonable adjustments to be made.

- 5.1.3.2. In the case of students who choose not to disclose their disability or do not give consent for information to be shared for the purposes of support, there will be restrictions or limitations to the level of support and the nature of reasonable adjustments the University or external placement providers can offer without prior disclosure. For that reason students are positively encouraged to disclose their disabilities and seek support.

### 5.1.4. Reasonable adjustments

- 5.1.4.1. The University make 'reasonable adjustments' for students in relation to:
- A provision, criterion or practice (for example teaching and assessment methods).
  - Physical features (for example access to lecture

theatres, labs, tutorial rooms).

- Auxiliary aids (whose definition includes auxiliary services, e.g. for example hearing loops).
- Information in accessible formats

5.1.4.2. The purpose of reasonable adjustments is to facilitate inclusion, remove barriers to learning, and to contribute towards a positive student experience.

5.1.4.3. Reasonable adjustments on disability grounds including mental health difficulties are evidence based and could involve:

- Changes to existing practices and procedures.
- Changes to course delivery and assessment in accordance with academic standards.
- Inclusive teaching and learning practices.
- Special examination arrangements.
- Alternative methods of assessment in accordance with academic standards.
- Changes to the accessibility of the physical environment.
- Provision of non-medical one to one support.
- Access to assistive technology.
- Consideration when marking.
- Providing Information in alternative accessible formats.
- Accessible on University accommodation.
- Accessible parking.
- Facilitating communications between relevant parties.
- Increasing disability awareness across the institution

5.1.5. Student Support Service

5.1.5.1. The University offers a comprehensive range of support services to students with disabilities through Student Services Units and Student Counsellors.

5.1.5.2. Maximum utilization of academic support centres (li-

braries, computer laboratories, etc.), facilities for extra-curricular activities (sport, aesthetic, cultural, religious, social, etc.) and other facilities (canteen, banking, postal facilities, etc.) is ensured through reasonable adjustments made by the University.

5.1.5.3. The University provides with the information on available services, through government departments and non-governmental organizations, for differently-abled people. Such services include provision of assistive devices, payment of disability benefits to individuals, vocational training, making grants for self-employment, registering job seekers and promoting their employment.

#### 5.1.6. Physical Accessibility

5.1.6.1. The University aims to continually improve the accessibility of the University and its facilities.

5.1.6.2. Access to buildings is via lifts and ramps are provided.

5.1.6.3. Locations that conducts academic activities and examinations, such as lecture theatres, tutorial rooms, laboratories and examination halls, are accessible to differently-abled students.

5.1.6.4. Centres that provide academic supportive services, such as libraries and computer laboratories, are accessible to differently-abled students.

5.1.6.5. Easily accessible accommodation blocks that are in close proximity to teaching blocks and other services, such as cafeteria, are offered to differently-abled students (preferably ground floors).

5.1.6.6. University offers range of facilities for extracurricular activities, such as Student Union, sport facilities, aesthetic facilities and facilities for cultural and religious activities. These centres are accessible for differently-abled students.

5.1.6.7. University provides range of other services, such as canteen, banking and postal facilities. These centres are ac-

cessible for differently-abled students.

#### 5.1.7. Teaching and Learning

5.1.7.1. Rajarata University of Sri Lanka is committed to enabling differentlyabled students to access the learning opportunities provided by the University and to removing barriers which may lead to those students being disadvantaged.

5.1.7.2. The University will, as far as possible, make reasonable adjustments in order that disabled students can participate in their courses of study and access the facilities and services available to support them in their learning, while maintaining equity for all those being assessed.

5.1.7.3. The University will also promote the use of inclusive approaches to teaching and learning through the design of curricula and methods of delivery and assessment.

#### 5.2. . Differently-abled Staff

##### 5.2.1. Recruitment/Selection and Training

5.2.1.1. It is the aim of the University to recruit, train, develop and retain talented staff, regardless of any protected characteristic they may have, such as a disability. The University monitors self-declaration of disability at the stage of application and/or appointment.

5.2.1.2. The University offers a variety of training opportunities to meet the requirements of all staff. These are normally held in accessible venues with consideration of the needs of differently-abled staff including larger print handouts for those with visual impairments, or printed on different coloured paper to assist those with scotopic sensitivity. All staff attending a training programme are asked whether they have any access requirements, reasonable adjustments or requirements that need to be accommodated.

##### 5.2.2. Disclosure

5.2.2.1. Differently-abled staff are encouraged to disclose their disability at the time of application and/or appointment

or earliest possible opportunity thereafter to their immediate administrative officer or University administration. This is to ensure that at the earliest opportunity, appropriate reasonable adjustments and support can be put in place, to assist the member of staff to carry out the duties of their role.

5.2.2.2. New staff are encouraged to disclose a disability when they begin their employment at the University. Existing staff, who are disclosing for the first time or who have recently been diagnosed with a disability are also encouraged to discuss with their immediate administrative officer or University administration, any support or reasonable adjustments that will help them to achieve the duties of their role.

### 5.2.3. Confidentiality

5.2.3.1. All information disclosed to the University by differently-abled staff will be treated with respect and confidence. Only staff with monitoring responsibilities will have access to data and only statistical data will ever be reported.

5.2.3.2. The immediate administrative officer or University administration consulting on reasonable adjustments with the employee, will keep information confidential, but will be available to support the employee if they wish to disclose their disability to their immediate team members.

5.2.3.3. In the case of staff who choose not to disclose their disability or do not give consent for information to be shared for the purposes of support, there will be restrictions or limitations to the level of support and then-ature of reasonable adjustments the University can offer without prior disclosure. For that reason staff are positively encouraged to disclose their disabilities and seek support.

#### 5.2.4. Reasonable Adjustments

5.2.4.1. The University will make reasonable adjustments for differently-abled staff, including mental health difficulties.

Examples of reasonable adjustments for staff might include:

- Making reasonable adjustments during the recruitment process (e.g. placement in an appropriate unit).
- Making reasonable adjustments to premises (e.g. widening a doorway, or building a ramp).
- Altering working hours (where operationally possible).
- Acquiring or modifying equipment, e.g. providing an adapted keyboard or telephone.
- Providing assistive software, as required for the role.
- Allowing employees who become disabled to make a phased return to work – e.g. working flexible hours.
- Altering the nature of the duty and responsibility.
- Altering the place of work to more accessible place.

#### 5.2.5. Sickness Absence Relating to a Disability

5.2.5.1. The University acknowledges that sickness absence may result from a disability and staff have an opportunity to obtain an additional number of sick-leaves within the regulatory framework provided by Establishment code of University Grants Commission and the higher educational institutions and Government Establishment Code of Public Administration.

5.2.5.2. Any disability related absence will still form part of a member of staff absence record, but it will provide an opportunity for the University administration with the individual and their immediate administrative officers to identify any further specific reasonable adjustments or support that could be put in place.

#### 5.2.6. Time Off for Medical Appointments Related to a Disability

5.2.6.1. The University acknowledges that employees with on-going health condition(s) may require on-going treat-

ment and time off from their work to attend medical appointments, these appointments will be accommodated wherever possible and will not normally be counted as sickness absence. Employees should discuss their need to attend such medical appointments with their immediate administrative officers as early as possible.

5.2.6.2. Where possible, staff are asked to make appointments at a time that causes minimum disruption to their work, i.e. at the beginning or end of the normal working day. Part-time staff and shift workers should try to schedule appointments for when they are not working. However it is recognised that this is not always possible, and that is why it is important to inform immediate administrative officers as soon as possible, so that the appropriate arrangements can be made.

#### 5.2.7. Physical Accessibility

5.2.7.1. The University aims to continually improve the accessibility of the University and its facilities.

5.2.7.2. Access to buildings via lifts and ramps are provided.

5.2.7.3. The University will make reasonable adjustments for differently-abled staff to improve the accessibility to carry out their duties effectively.

5.2.7.4. Accessibility is ensured to the additional facilities at the University premises for differently-abled staff members (e.g. canteen, banking and postal facilities).

#### 5.3. Academic focus and Capacity Building

5.3.1. The University include disability as a module in relevant curricula – e.g. medicine, psychology sociology, etc.

5.3.2. The University promotes disability-related research

5.3.3. Steps are taken to equip student counsellors and administrative officers to deal with special problems that may be faced by differently-abled students and staff.

## 6. Related legislations and documentations



- 6.1. The policy aims to comply with the requirements of following national polices and acts:
- Protection of the Rights of Persons with Disabilities Act, No. 28 of 1996
  - The Disabled Persons (Accessibility) Regulations, No. 1 of 2006 made by the Minister of Social Services and Social Welfare, Sri Lanka.
  - Amendment to The Disabled Persons (Accessibility) Regulations, No. 1 of 2006 made through extraordinary gazette, on 18th September 2009, Ministry of Social Services and Social Welfare
  - Public Administration Circular No. 27/88, by Ministry of Public Administration, Sri Lanka
  - Public Administration Circular No. 01/99, by Ministry of Public Administration, Sri Lanka
  - National Policy on Disability for Sri Lanka, 2003.
  - National Health Policy 1996
  - National Health Policy (Draft) 2016-2025, By Ministry of Health, Nutrition and Indigenous Medicine, Sri Lanka
  - University Student Charter by University Grants Commission of Sri Lanka, 2012 X. Establishment code of University Grants Commission and the higher educational institutions
  - Government Establishment Code of Public Administration.
  - Universal Declaration of Human Rights of United Nations.
  - Convention on the Rights of Persons with Disabilities (with Optional Protocol) of United Nations.
- 6.2. Other legislations and documentations that may be referred by the University in providing services and information.
- Rehabilitation of the Visually Handicapped Trust Fund Act, No. 09 of 1992
  - National Institute of Social Development Act, No. 41 of 1992
  - Social Security Board Act, No. 17 of 1996
  - Social Security Board (Amendment) Act, No. 33 of 1999
  - Welfare Benefits Act, No. 24 of 2002
  - The mental Health Policy of Sri Lanka 2005-2015

## 7. Role and responsibilities

Rajarata University of Sri Lanka is committed to ensuring opportunity and environment that enables and enhances the educational and employment experience of students and staff with disability on the same basis as other members of the University community, in an environment that values diversity, is free from harassment and unlawful discrimination and promotes equality of opportunity.

### 7.1. Governing Council of the University

7.1.1. University council is the supreme governing body of the University and is responsible for ensuring the student and staff welfare. Therefore, the University council bears the responsibility of validation, approval, reviewing and monitoring of student and staff welfare activities and processes.

7.1.2. The University council is the main reviewing and monitoring body of the implementation of the policy and progress made on achievement in policy principles.

### 7.2. University Senate

7.2.1. The Senate is responsible for academic governance. Hence, the University Senate bears the responsibility of validation, approval, reviewing and monitoring of student disclosures, student requests and Reasonable Adjustments made to facilitate differently-abled students.

7.2.2. The Senate is the main reviewing and monitoring body of the implementation of the Policy related to academic matters and progress made on achievement in policy principles.

### 7.3. Internal Quality Assurance Unit (IQAU)

7.3.1. QAU is responsible to promote quality assurance culture within the University. A proper mechanism should employ to monitor the progress of activities and processes related to facilitation of differently-abled student and staff at University level.

### 7.4. Internal Quality Assurance Cell (IQAC)

- 7.4.1. IQAC is responsible to promote quality assurance culture within the Faculty. A proper mechanism should employ to monitor the progress of activities and processes related to facilitation of differently-abled student and staff at Faculty level.
  - 7.4.2. IQAC employs a proper mechanism, to gather information from the staff members and students who wish to disclose about the disability, and, to monitor the progress of the process.
  - 7.4.3. IQAC should have a proper mechanism to monitor outcome of Reasonable Adjustment made, case-by-case basis.
- 7.5. Academic and non-academic establishment branch
- 7.5.1. Academic and non-academic establishment branches promote the disclosure regarding disabilities of staff at the recruitment, appointment or earliest opportunity following the disability.
  - 7.5.2. They ensure the confidentiality of the information given by the staff members.
  - 7.5.3. Establishment branches employ a proper mechanism, to gather information from the staff members who wish to disclose about the disability, and, to guide the employee and administrative staff regarding reasonable adjustments, Time Off for Medical Appointments and Sickness absence.
- 7.6. Staff Development Centre (SDC)
- 7.6.1. SDC is responsible to support the University's goal ensuring that staff have every opportunity to acquire the skills, knowledge and expertise to carry out their duties effectively and to achieve their full potential irrespective of disability status.
  - 7.6.2. SDC should have a mechanism to empower the staff members to deal with the disabilities and carry out their duties effectively.
  - 7.6.3. SDC should train student counsellors, to address the challenges and needs of differently-abled students, to empower the students to deal with the disabilities and carry out their studies effectively, and, to provide guidance on Reasonable Adjustment.
  - 7.6.4. SDC ensures the capacity of academic and administrative officers to address the challenges and needs of differently-abled staff mem-

bers, to empower them to deal with the disabilities and carry out their duties effectively, and, to provide guidance on Reasonable Adjustment.

7.7. Carrier Guidance and Counselling Unit and Student Service Units

7.7.1. These Units promote the disclosure regarding disabilities of student at the point of application, entry or earliest opportunity following the disability.

7.7.2. They ensure the confidentiality of the information given by the students.

7.7.3. Units employ a proper mechanism, to gather information from the students who wish to disclose about the disability, and, to guide the student regarding reasonable adjustments.

7.8. Student counsellors

7.8.1. Student counsellors promote the disclosure regarding disabilities of student at the earliest opportunity following the disability.

7.8.2. They ensure the confidentiality of the information given by the students.

7.8.3. Student counsellors empower the students to deal with the disabilities and carry out their studies effectively.

7.8.4. Student counsellors provide guidance regarding reasonable adjustments

7.9. Faculty Board, Board of studies, Course/Module coordinators, Heads of the Departments and Assistant registrars

7.9.1. Establishment of a proper mechanism, to gather information from the staff members and students who wish to disclose about the disability, and, to monitor the progress of the process, in different levels accordingly.

7.9.2. They ensure the confidentiality of the information given by the staff members and students.

7.9.3. Consult other Units and Branches where necessary.

7.9.4. Make recommendations on appropriate reasonable adjustments to Senate and/or Council where necessary.

7.9.5. Make decisions on reasonable adjustments.

# POLICY FOR GENDER EQUITY AND EQUALITY

## 1. Introduction

Rajarata University of Sri Lanka as an educational institution plays a prominent role in the development of Sri Lanka by offering relevant and innovative academic programs to the students. Both the student and the staff work in an environment that has committed itself to excellence of utilization of the knowledge, skills and talents. The Gender Equity and Equality (GEE) policy guides the institutionalization of policies and practices that promote gender equity which ensures that no student, academic or non-academic member faces discrimination or harassment on the basis of their gender. Gender based violence is a prominent social and public health issue worldwide, with substantial consequences for women's physical, mental, sexual, and reproductive health (Williams et al., 2008, Owen et al., 2009). In Sri Lanka, Gender inequalities and violence including that of sexual and gender-based violence in the Universities have been reported as significant shortcomings in the Sri Lankan University System. (UGC; CARE & FUTA 2015). University Grants Commission (UGC) has recognized that without addressing these deep rooted inequalities and inequities within the system, Sri Lankan Universities cannot genuinely consider themselves to be centres of academic excellence. Therefore it is an essential requirement to develop policy frameworks to promote gender parity at all levels of employment in the Sri Lankan Universities, and to enhance gender mainstreaming in the University's research, teaching, capacity development, and dissemination activities.

## 2. Policy Framework

The Rajarata University GEE policy addresses the goals and objectives of the Sri Lanka UGC Standing Committee on Gender Equity/Equality in Higher Education and the Sexual and Gender – Based Violence By Laws No 1 of 2017 of Rajarata University. The policy seeks to create a gendersensitive university culture and university environment and promote equality and combat discrimination among the University's employees and students, regardless of their gender, sexual orientation, gender identity and age.

### 2.1. Scope of Policy

The purpose of this GEE policy is to promote an equal and gender equal place to study and work, where all academic, non-academic employees and students are treated with respect, where no individual or group of people is excluded, and where discrimination and harassment are not tolerated.

### 2.2. Objectives

- This GEE policy will be supportive for students' opportunities to benefit from their education, and their equal right to a positive study environment and this policy will influence on courses and study programs, and accessibility of premises, activities and information for all.
- This GEE policy will ensure that gender equity is integrated into institutional strategic planning, and that policy development, operational practices and procedures are all informed by equality of opportunity.
- This GEE policy will ensure that the dignity and integrity of all academic members, nonacademic members and students in the University community are equally respected, and valued, regardless of status or occupation or gender.
- This GEE policy will advocate for a governance, administrative, teaching and research culture that is gender sensitive in all aspects of the university's operations, including admissions, employment and service delivery.
- This GEE policy will prevent discrimination and violence at work and in work-related activities including the gender specific payments.
- This GEE policy will ensure that all staff and students are aware of their rights and responsibilities regarding gender based violence in the University.

### 2.3. Vision

A leading University that upholds gender equality, dignity, respect and

fairness for all the academic, non-academic and students in the Sri Lankan University system

#### 2.4. Mission

To effectively and efficiently promote gender equality and freedom from discrimination of all the academic, non-academic members and students in the University

### 3. Guiding Principles

- The University shall promote gender mainstreaming in all its activities, including in the design, implementation, monitoring, and evaluation of its programs.
- The University shall strive to achieve gender equality in its operations and at all levels of employment and students.

### 4. Policy Resolutions

#### 4.1. Organizational Culture

The University shall promote and enforce a gender-responsive organisational culture in all University activities. For that the university will take following strategic actions to create a gender equalize culture.

- i. Develop and enforce policy guidelines on the use of gender inclusive language throughout the University.
- ii. Develop and operationalize a policy prohibiting public display of visual aids and materials
- iii. that are demeaning to all academic and non-academic employees and students.
- iv. Develop and enforce a gender-sensitive code of conduct for University staff and students.
- v. Organize special gender awareness orientation programs for University staff and students.

#### 4.2. Safety Environment

The University will take following strategic actions to promote a gender friendly and inclusive secure environment at the university in order to ensure effective protection of bodily integrity and dignity of every member of the university community.

- i. Implement policy and regulations on sexual harassment
- ii. Particular attention should be paid to halls of residence and private hostels,
- iii. Strengthen counselling services and allocate adequate resources for prevention, management and rehabilitation of survivors of gender-based violence at the University

#### 4.3. Research Innovation

- i. Design and carry out a gender-focussed research skills training programme for academic staff and students.
- ii. Design and implement an affirmative action programme to encourage participation of members of staff, with specific budget allocations to support their academic activities related to gender based studies.
- iii. Encourage research methodologies and approaches that are sensitive to survivors of SGBV and lead to mechanisms for eradicating SGBV
- iv. Encourage and enhance the participation of males and females in conducting and publishing research in gender based issues.

#### 4.4. Introducing the curriculum and awareness programs

Rajarata University shall take all necessary steps to introduce new curriculum and awareness programs for all its academic programmes.

- i. Conduct workshops on GEE and SGBV for all staff and students.
- ii. Create and support an advocacy group to advance issues of GEE and SGBV.
- iii. Design and implement a core course on Gender and Gender Based Violence for all first year undergraduates.
- iv. Ensure the use of gender responsive teaching and learning strategies to



eliminate bias in language, attitudes and instructional processes, including in academic research.

#### 4.5. Student enrolment and performance

- i. Provide student support services that enhance successful completion of their programmes.
- ii. Establish linkages with educational institutions and other stakeholders to increase enrolment and retention of disadvantaged female and male students.
- iii. Develop mechanisms for monitoring the performance and retention of students by gender.

#### 4.6. University GEE Cell

The University shall designate gender cell an appropriate person(s) to address gender based violence issues within the University. This designee shall be the focal person for any staff or student who discloses that he or she is a victim or perpetrator of gender based violence. Further GEE Cell of Rajarata University reporting to the Vice-Chancellor with the following roles:

- All information relating to staff or student's involvement in a situation relating to gender based violence, to the extent possible, shall be kept confidential and shall not be made part of any staff or student's personnel file.
- Provide training on gender equity and equality (including social intersections) for the establishment of a core team of gender experts.
- Identifying ways and means of preventing SGBV in the university and empowering staff and students to prevent and respond to SGBV by developing relevant skills
- And enhance its capacity to facilitate and monitor the implementation

of the GEE Policy at the institutional level.

## 5. Roles and Responsibilities

### 5.1. Rajarata University Council

- The Council shall ensure the sustenance of a gender friendly environment by promoting gender equity and eliminating discrimination across all the academic, non-academic members and students at Rajarata University by formulating and enforcing such policies as may facilitate this.
- The Council shall receive and consider bi-annually, a progress report from the Vice chancellor on steps taken or being taken to provide a gender friendly environment in the University.

### 5.2. Rajarata University Senate

The Senate shall receive and consider periodically, comprehensive report from the GEE cell, on steps taken or being taken to provide a gender-friendly environment in order to promote gender equity in the University.

### 5.3. Rajarata University GEE Cell

Define and develop indicators, monitor, and assure accountability for implementation of the strategy in all Institutes, schools and departments;

- Identify, and disseminate information on good practice to measure the impact of integrating gender into policies;
- Ensure the existence of identifiable benchmarks directed at promoting equality of opportunity including impact assessment and publication of outcomes on gender enhancing programs.
- Ensure full implementation of the strategy, and forward quarterly, half yearly and yearly progress reports to the university council.

# CURRICULUM DEVELOPMENT POLICY

On the recommendation of the Senate, the Council of the Rajarata University of Sri Lanka as the governing authority of the Rajarata University of Sri Lanka by resolution adopts the following policy.

## PART 1-PRELIMINARY

### 1. Name of policy

This is the Curriculum Development Policy 2019.

### 2. Commencement

This policy commences on [Date] .

### 3. Policy is binding

This policy binds the University (council, senate), staff, student and affiliates.

### 4. Statement of intent

This policy;

- a. describes the nature of education at the University;
- b. sets out the manner in which curricula are structured;
- c. provides strategy for the curriculum development;
- d. establishes quality assurance processes for learning and teaching.

### 5. Application

This policy applies to the learning and teaching of certificate, diploma, undergraduate and postgraduate study programmes involve course work.

### 6. Definitions

Academic unit                      A faculty, or a department

Assessment	The process of measuring the performance of students (as in examinations, assignments and other assessable work) that enables students to monitor their progress and contributes to their academic results in a unit of study.
Sri Lanka Qualifications Framework (SLQF)	The national framework for recognition and endorsement of educational qualifications.
Study programme	The resolutions setting out the requirements for the award approved by the Council and the Senate on the recommendation of the Faculty Board.
Bachelor degree	An undergraduate study programme that achieves the outcome specified for Level 5 or 6 of the SLQF.
Core	A set of study that develops required knowledge and skills for a study programme.
Course	A planned block of knowledge, skills and understanding.
Course coordinator	The academic staff member appointed by the Dean or Head of Department with overall responsibility for the planning and delivery of a unit of study.
Taught study programme (Coursework study programme)	All undergraduate award courses, and graduate certificates, graduate diplomas and those Masters degrees that comprise less than 70% research.

Curriculum	The flexible and coherent presentation of the academic content in a unit or program in a series of learning outcomes, assessments and procedures associated with the delivery of the content.
Graduate attributes	The qualities demonstrated by all graduates of award courses on completion of the requirements of the study programme.
LMS	Learning Management System, which is the online learning system used by the University to host units of study.
Learning outcomes	Statements of what Students know understand and are able to do on completion of a unit of study, a major, programme, award course, or other curriculum component.
Specialization	The disciplinary or professional expertise developed for a profession or career in a Professional or Specialist Bachelor degree or Postgraduate degree.
Mode of delivery	Means the manner by which courses and units of study are presented to students, and includes: Face to face classes; Fully online learning; Blends of face to face and online learning; and On or off campus delivery, including off shore deliver.
Postgraduate course	A course leading to the award of a Postgraduate Certificate (SLQL7), Postgraduate Diploma (SLQL8), Master’s Degree (SLQL9, 10 & 11) or a Doctorate (SLQL12). Normally a postgraduate award course requires the prior completion of a relevant undergraduate degree or diploma.

Program coordinator	The designated person responsible, at a program, major or degree level, for managing the curriculum and providing coordination and advice to staff and students.
Stream	A version of a degree that can be conceptualized as a separate degree for admission purposes but that is linked to a set of other streams of the degree through shared nomenclature, shared course components and shared rules. In degree nomenclature, streams may be indicated in parentheses following the name of the main degree
Supervisor	The member of the academic staff who is appointed to supervise a dissertation, research project or long essay component of a coursework award program or an undergraduate honours program
Semester	A teaching learning session comprising 15 weeks

## **PART 2-GRADUATE ATTRIBUTES AND UNIVERSITY EDUCATION**

### **7. Graduate attributes**

- 7.1. All undergraduate and postgraduate courses must be designed, developed and assessed so as to acquire the graduate attributes that the University has agreed upon and, in a way finally it contributing to the well-being of the mankind.
- 7.2. All the undergraduate and postgraduate courses should contain (state) aims and learning outcomes and those learning outcomes should be achieved through structured study programme as they are finally promoting unde mentioned graduate attributes:
  - i. **SCHOLARSHIP AND ENLIGHTENMENT**-a mind-set towards knowledge:  
Graduates of the University will have a scholarly attitude to knowledge

and understanding within the context of a rapidly changing environment As Scholars, the University's graduates will be leaders in discovering and the generation of innovative and relevant knowledge and understanding through research, critical thinking, interpretation and synthesis. Graduates are scientifically, economically, politically, aesthetically, and culturally literate. They should have a sense of history and shared values, and a commitment to moral purpose and personal character

ii. **SKILLFULNESS AND INNOVATIVENESS**—An attitude or stance towards skills:

Graduates of the University will be accomplished with a wide variety of skills to perform well in their specific discipline. They will be curious, creative, and imaginative on whatever they do. They will be able to apply their knowledge and communicate their knowledge confidently and effectively to solve imperative problems related to their speciality and to generate improvements in existing products, processes, and services, as well as invent new ones.

iii. **ENGAGINGNESS AND FLEXIBILITY**—An attitude or stance towards attitudes and mind-set:

Graduates of the University will be ethical and engaged contributors as 'change agent' to more inclusive, sustainable and prosperous communities. They will be flexible, adaptable and receptive to change in an environment with multi-tasking challenges. The range and quality of their engagement and collaborations will produce mutual benefits for University and our communities.

7.3. Each of these encompassing attributes can be understood as a combination of three overlapping domains of 'knowledge', 'skills and competencies' and 'attitudes and mind-set'.

i. Knowledge

- Subject specialists

- Research and intellectual inquiry
  - ii. Skills and Competencies
    - Independent and critical thinking
    - Thrive in team environment and excel as leaders
    - Communication and information literacy
    - Resourceful and responsible
  - iii. Attitudes and Mind-set
    - Lifelong learning
    - Professionalism, ambitious and passionate
    - Ethically and socially aware
    - Autonomy
  - iv. In addition, the Graduates of the Rajarata University of Sri Lanka will have following attributes which arises across two or more domains.
    - Entrepreneurship
    - Adaptability
    - Ethical
- 7.4. Ultimately, the Graduates of the Rajarata University will be  
WELL-ROUNDED GRADUATES WHO CAN SERVE THE MAN-  
KIND
- 7.5. These qualities should be embedded in the curriculum in a way that enables students to:
- a. excel by demonstrating a breadth and depth of knowledge within their disciplinary area(s).
  - b. respect the values, principles, methods and limitations of their discipline(s).
  - c. create new knowledge and understanding through the process of experiment and empirical investigation, and apply a systematic and critical assessment of complex problems and issues.
  - d. identify, define and assess complex issues and ideas in a researchable
  - e. apply creative, imaginative and innovative thinking and ideas to problem solving.
  - f. engage with the scholarly community and respect others' views and perspectives.



- g. conduct themselves professionally and contribute positively while working in a team.
- h. express complex ideas clearly and confidently and negotiate effectively with others through formulating, evaluating and applying evidence-based solutions and arguments with respect to the needs and abilities of diverse audiences.
- i. manage their personal performance to meet expectations and demonstrate drive, determination, and accountability.
- j. continue to enlarge their knowledge, understanding and skills throughout their working lives.
- k. demonstrate enthusiasm, leadership and the ability to positively influence others
- l. demonstrate practical and contemporary knowledge of relevant professional, ethical, environmental and legal frameworks holding personal values and beliefs consistent with their role as responsible and accountable members of local, national, international and professional communities.
- m. think independently, exercise personal judgment and take initiatives.
- n. use their skills to bring that new business idea, venture, product or service to life and take risk in order to achieve success.
- o. demonstrate flexibility, perseverance and positivity in multi-tasking, dealing with change and meeting new challenges.
- p. nurture a reflective awareness of ethical dimensions, and responsibilities to others, in work and everyday life.

## 8. Educational outcomes, experience and environment

8.1. All courses must be designed towards the achievement of excellence in learning outcomes, learning experience and learning environment.

8.2. To ensure excellent educational outcomes, faculties must;

- i. design curricula which provide well-co-ordinated teaching learning activities providing enhanced learning experiences to the students and to

- achieve well defined learning outcomes;
- ii. develop a process in which students:
  - are actively engaged in learning;
  - are challenged, guided and supported to reach a high standard of learning; and
  - become aware of, and responsible for, their learning; and
- iii. develop a system in which students and staff demonstrate a commitment to working together to achieve excellence in educational experience and outcomes.

8.3. To optimize the learning experience, the University should provide conducive learning environments that must facilitate the all students including speciallyabled students to actively and productively engage in learning activities. Appropriate technology should be used to overcome or minimize barriers to learning such as time constraints, limited access to learning resources and such other limitations.

## 9. Academic integrity

Academic honesty and maintenance of academic standards by staff and students should be reflected in all educational engagements.

## 10. Academic governance

- 10.1. The purpose of academic governance is to regulate and facilitate:
  - a. continuous improvement and innovation;
  - b. an effective framework to achieve educational excellence; and
  - c. the achievement of graduate qualities and learning outcomes to a high standard by each student.
- 10.2. All courses must be overseen by Teaching & Learning Committee (TLC) of the relevant Faculty or Board of Studies.
- 10.3. TLC / Board of Studies responsible for study programmes may:
  - i. make comment/recommendations to the faculty and Dean on:
    - a. learning outcomes;
    - b. Course specifications
    - c. curricula;

- d. units of study;
  - e. assessment;
  - f. educational excellence;
  - g. academic integrity; and
  - h. program monitoring and review; and
  - ix. take such decisions on these and other matters related to learning and teaching within study programmes as delegated by the Faculty Board.
- 10.4. Faculties, or their relevant standing committees, must ensure that study programmes are internally and externally reviewed periodically and must forward a report of the review to the Faculty Board.
- 10.5. Study programs must be developed by Curriculum Development Committee (CDC), approved by the Senate (and UGC as appropriate) and managed through a formal process which must:
- i. be evidence based (using academic expertise, research, benchmarking, and, where appropriate, market appraisal); and
  - ii. build on consultation with stakeholders.
- 10.6. Senate is the apex body which governs the academic regulations and quality standards.

### **PART 3 - CURRICULUM STRUCTURE**

#### **11. Statement of intent**

This part;

- a. prescribes the structure of the curriculum for courses and units of study,
- b. describes the components of courses and the broad structure of undergraduate and Postgraduate taught courses.
- c. periodical reviewing, evaluation and updating curriculum

#### **12. Title of qualification**

The title of an award course must include:

- a. The discipline or area of discipline
- b. The title of a course may include one or more optional components, such as a descriptor or stream.

- c. All qualifications awarded by the University must comply with Sri Lanka Quality Framework (SLQF),

### **13. Learning outcomes**

- 13.1. Learning outcomes must be aligned with graduate attributes and must be assessed as part of the curriculum.
- 13.2. Learning outcomes should be informed to the students.
- 13.3. Learning outcomes specified for the components of a course should be aligned with each other and with the learning outcomes of the course.
- 13.4. Demonstrate achievement, at a minimum, of the learning outcomes specified for the qualifications type and Level as given in the SLQF.

### **14. Curricula**

- 14.1. A study programme must follow a curriculum which:
  - i. takes a student-centered approach to the achievement and assessment of learning outcomes in a coherent fashion;
  - ii. is regularly reviewed (at least every five-seven/ one cycle year) by faculties consistently with this policy, in the light of student outcomes and the student experience, the growth of knowledge, changes in the learning environment and stakeholder input.
- 14.2. Curricula must enable students to achieve the graduate attributes and learning outcomes of a study programme or component of a study programme. A curriculum sets out, in a progressive and cumulative manner
- 14.3. Curricula should be designed to enable a combination of disciplinary depth and breadth of learning appropriate to the aims of the study programme.

### **15. Curriculum framework for undergraduate programmes**

- 15.1. The curriculum framework for new and revised undergraduate study programmes must include the following components:
  - i. a program, major, stream or specialization in at least one field of study
  - ii. a structured approach to the development of knowledge, skills and attitudes
  - iii. collaborative and group-based learning activities and assessments

- iv. interdisciplinary and inter-professional learning experiences
- v. authentic problems and assessments;
- vi. an open learning environment for the extension of knowledge and skills; and
- vii. project based learning.

## **16.** Curriculum framework for postgraduate taught programmes

16.1. The curriculum framework for postgraduate study programme must include;

- i. advanced specialization in a field of knowledge,
- ii. research skills;
- iii. a structured approach to the development of knowledge and skills,
- iv. a project / component to gain experience in research, scholarship or

16.2. The curriculum framework for postgraduate coursework units may include one or more of the following:

- i. teaching learning components comprise of a defined sequence of units
- ii. taken by a student that develop depth of expertise in a field of study;
- iii. interdisciplinary study,
- iv. exchange and work based projects:
- v. professional or industry experience,
- vi. authentic problems and assessments;
- vii. elective units. and
- viii. project-based learning.

## **17.** Teaching sessions

17.1. Teaching and learning in a study programme must take place in standard-teaching sessions, or in special teaching sessions determined by faculty in a faculty calendar.

17.2. The standard teaching sessions are two semesters of an academic year.

17.3. A semester comprises 15 weeks of programmed learning, 1-2 study week and end-semester examination and assignment preparation.

17.4. Faculty semester academic calendar must be approved by the Senate.

## **18. Assessment framework**

- 18.1. Assessment is the means by which students demonstrate graduate qualities and learning outcomes in a course and in a study programme.
- 18.2. Learning outcomes for course must be assessed either within the unit of study or within an assessment framework for the study programme.
- 18.3. The assessment framework of award courses and course must promote student learning and engaged enquiry, and be designed to ensure that key milestones in the achievement of learning outcomes are met to a standard sufficient to allow progression.
- 18.4. Faculties must design the assessment framework of a study programme to ensure that all students who successfully complete the award course demonstrate the graduate attributes and specified learning outcomes for the award.
- 18.5. Course co-ordinators/in-chargers must design the assessment framework of a course to ensure that all students who successfully complete the unit of study demonstrate the graduate qualities and learning outcomes of the unit of study and are assessed to the same standard.
- 18.6. The University's policy and procedures on assessment are set out in Student Assessment Policy 2019.

## **PART 4-MANAGEMENT OF LEARNING AND TEACHING**

### **19. Statement of intent**

The purpose of this part is to set out the framework, and specific responsibilities, for the management and evaluation of learning and teaching at unit of study, degree and University level. This includes academic governance authorities, roles and responsibilities, and quality assurance processes.

### **20. Roles and responsibilities in managing learning and teaching**

Delegations of authority for the management of learning and teaching are set out as follows:

- 20.1. The senate
  - i. approves the undergraduate study programme curriculum which is de-

- veloped by Faculty Curriculum & Academic Development Committee and recommended by the Faculty Board.
- ii. approves the postgraduate study programme curriculum which is developed by Faculty Curriculum & Academic Development Committee and recommended by a Board of Study / Faculty Higher Degrees Committees and Faculty Board.
  - iii. approves requirements and other elements of study programmes as set out in the SLQF, including:
    - a. determining the type of degree;
    - b. the structure of a study programme
    - c. the inclusion of compulsory units, and barrier/progression assessments;
    - d. the curriculum of streams/specializations/majoring within a study Programme;
  - v. admission requirements and pre-requisites for study programmes;
  - vi. approves, on the recommendation of the relevant faculty;
    - a. addition and deletion of study programmes, streams, , specializations/majors and
    - b. changes to the degree core;
  - iii. approves changes to the mode of delivery of a course;
  - iv. determines teaching periods and commencement and conclusion dates of the academic year;
  - v. Is responsible for;
    - a. aligning the range of University's academic programs so that all graduates demonstrate graduate qualities set out in Part 2 a high standard;
    - b. reviewing education programmes within faculties in a five year cycle
    - c. monitoring program outcomes and reports of review committees and accrediting bodies to promote educational excellence;
    - d. considering, if appropriate, approving the name and abbreviation used for each award course on recommendation of the Faculty Board; monitoring breaches of academic integrity, reviewing processes to minimise or eliminate them and taking appropriate action;

- e. developing and maintaining institutional systems and strategy to achieve excellence in outcomes, experience and environment.
- f. developing and maintaining quality and educational excellence as set out In Part 5.

Note: Curriculum Development Committee (CDM) is the standing committee of the Senate to advice the Senate regarding above matters if and when Senate refers them.

## 20.2. Faculties

Faculties, and their committees, are responsible for standards, assessment and quality throughout the faculty.

Faculties:

- i. establish a standing committee or committees with responsibility for excellence in outcomes and experience in study programme;
- ii. consider and, if appropriate, recommends curriculum of a study programme;
- iii. determine learning outcomes for courses of study programmes;
- iv. determine assessment for courses of study and other curriculum components as appropriate;
- v. decided pre-requisites and co- requisites for courses and honours components;
- vi. determine the curriculum and learning outcomes for streams for recommendation to the Senate;
- vii. determine integration between units of study to meet the learning outcomes of specializations, streams and programmes of studies and to achieve graduate qualities;
- viii. develop and maintain alignment of curricula and the quality of learning and
- ix. teaching to achieve high standards in award course outcomes; Where appropriate, monitor alignment with standards set by professional and accrediting bodies;
- x. advise the Senate of any changes to degree level curricula. This includes creation, variation and deletion of courses and changes to curricula;



- xi. ratify assessment results;
- xii. monitor and maintain standards in the quality of assessment practices and academic integrity;
- xiii. review and act on educational quality data each semester as set out in Part 5;
- xiv. monitor breaches of academic integrity within the faculty;
- xv. review the assessment framework of course and other curriculum components to eliminate or minimise the possibility of such breaches;
- xvi. report breaches of academic integrity to the Senate and
- xvii. monitor the framework for the management of learning and teaching within the
- xviii. faculty and the processes for ensuring educational excellence in all programs as set out in Part 5.

### 20.3. Deans

Deans have overall responsibility for standards, quality, strategic leadership and Resource allocation to achieve educational excellence within faculties.

Deans:

- i. exercise strategic oversight of faculties and their committees,
- ii. set operational parameters for teaching and curricular, including teaching workloads, staff profile, course fees and student numbers;
- iii. make appropriate arrangements for quality assurance of teaching and learning within the faculty as set out in Part 5;
- iv. direct the appropriate allocation of resources for educational excellence;
- v. direct that student representatives be elected or appointed as members of committees;
- vi. direct faculty offices to keep current and available relevant documentation relating to the faculty's academic programs, including documentation for course;

### 20.4. Heads of Department

- i. Appoint a course in-charge / co-ordinator for each course for which the department is responsible;

## 20.5. Course co-ordinators

- i. Each course must have a course in-charge/co-ordinator, appointed by the relevant Head of Department.
- ii. The course co-ordinator:
  - a. is appointed for the whole of a teaching period during which a course is being provided;
  - b. should inform the relevant Head of Department of any intended or foreseeable absence, at least four weeks in advance;
  - c. develop and implement learning activities with slight modification as needed, monitor and assess the course subject to approval by the faculty;
  - d. align learning outcomes between a course and an award course, and implement, at the unit study level, strategies and policies for educational excellence;
  - e. review course curriculum design, including learning outcomes, teaching and learning activities and assessment, and, where appropriate, align with programme learning goals and graduate qualities;
  - f. document and communicate the course curriculum as a course outline in the LMS, and make a course description, including pre-requisites, corequisites and assessment, available for inclusion in the faculty handbook;
  - g. review assessment tasks and standards in relation to policy and report to the Faculty and the TLC;
  - h. review the academic integrity of each assessment task and the assessment matrix of the course each time it is offered to eliminate or minimise the risk of breaches of academic integrity;
  - i. design the assessment framework for the course to ensure the academic integrity of each assessment in the course. report incidents of potential academic dishonesty or plagiarism in line with university policy;
  - j. gather, review and act on data on educational quality, in consultation with the, Head of Department, Faculty Quality Assurance Cell and the Dean;

- k. administer surveys of educational experience and provide reports to students and the faculty on the quality of the student experience as set out in Part 5;
- l. make recommendations to the faculty, or a relevant committee of the faculty, about changes to learning outcomes, curriculum, or assessment for a course; and
- m. manage access to lecture recordings.

#### 20.6. Individual teachers

- i. Support and lead student learning of the curriculum, as specified and to the agreed standards;
- ii. Prepare the educational content of course;
- iii. Design and prepare assessment tasks as specified in the curriculum, and consistently with relevant policy;
- iv. Monitor and act to support academic standards and academic integrity; and

#### 20.7. Students

- i. An essential component of educational excellence is that students gain increasing understanding of, and take responsibility for, their learning. To this end, students must:
  - a. Be familiar with the degree resolutions, relevant policies and other requirements for the degree programme as set out in the faculty handbook, course outline and other published guidelines; and
  - b. Satisfy attendance and assessment requirements.

### 21. Documentation and communication

21.1. This part of the policy sets out appropriate standards for:

- i. communicating with students and staff;
- ii. managing the development of course, curricula and award courses; and
- iii. institutional record keeping.

21.2. Course co-ordinators, together with the faculty, must provide a course website on the LMS which contains, at a minimum:

- i. the course outline (course overview);

- ii. relevant curriculum resources; and
  - iii. any other materials
- 21.3. Course outlines and the LMS website must be available to students enrolled in the course no later than one week prior to the commencement of the teaching session in which the unit is offered.
- 21.4. After publication of the course outline, changes may only be made to the nature, weighting or due date of assessment tasks in exceptional circumstances and changes must be informed to the students at appropriate time.
- 21.5. Each faculty must publish a Student Handbook, containing the minimum information about the study programme.
- 21.6. The Senate may make award course resolutions.
- 21.7. Subjects to Senate approval, Faculties may make resolutions applying to all degrees within a certain category awarded by the faculty.
- 21.8. Upon each student's graduation the University will provide each of the following documents
- i. a transcript
  - ii. a certificate of graduate status

## PART 5 - QUALITY ASSURANCE

### 22. Quality Assurance processes

- 22.1. Quality assurance ensures that learning outcomes at the required standards are demonstrated by students and assures that, for each learning activity, a quality teaming environment exists.
- 22.2. Quality of Excellence in educational outcomes is measured through systematic assessment which ensures that students achieve course learning outcomes at a high standard, and through the assessment of graduate attributes.
- 22.3. Excellence in educational experience is measured through students' reports of their experience. Feedback should be formal and informal and captured at course, program or degree level. Surveys should be used to collect formal feedback.
- a. Internal Quality Assurance Unit (IQAU) and Faculty Quality Assurance Cells (FQAC) must conduct surveys of students' experience of

their learning at a University and Faculty-wide level, respectively at least annually.

- 22.4. Excellence in educational environment is measured through students' responses to University/Faculty surveys, and targeted ad hoc assessments of learning spaces.
- a. IQAU and FQAC must implement surveys of educational environment at a University and Faculty-wide level, respectively at least annually.
- 22.5. At course level
- i. Standards for educational outcomes must be determined by the faculty with reference to the discipline.
    - a. These standards are generated through scrutiny of results data, and align with awards.
    - b. The Course Co-ordinator must assess whether educational outcomes are meeting agreed standards, including those for academic integrity.
  - ii. Standards for educational experience include the student experience of learning and teaching, information obtained through relevant student surveys and peer observation of teaching where appropriate.
    - a. Course co-ordinator must provide annual reports on students' experience in a course and feedback from surveys to students and the faculty.
  - iii. Educational environment is measured in the provision of formal, informal and virtual learning spaces. Physical learning spaces are measured against:
    - a. accepted learning space standards; and
    - b. student and teacher evaluations, including the effective use of existing resources for teaching course
- 22.6. At the programme / faculty level
- i. Educational outcomes must: contribute to student qualifications; meet accreditation requirements; and be aligned with institutional, industry, professional and community expectations.
  - ii. Standards and outcomes must be determined by the faculty and managed by the faculty or its relevant committee.
    - a. Student survey results and analysis of educational outcomes must be

- used to set standards and targets.
- b. Benchmarking and aligning with standards across the faculty, and other comparable institutions, and with professional disciplinary and industry expectations, must be used to measure excellence.
- iii. Learning experience is provided through a well-designed teaching and learning activities coherent with learning outcomes. Evaluation methods include student surveys, reports from accrediting bodies, and programme review reports.
  - a. Dean must provide annual reports on students' educational experience to the faculty.
  - b. Deans must provide copies of accreditation reports from external organisations to the Senate on receipt.
  - c. Dean must provide Program Review (external) reports to the Senate on receipt.
- iv. The quality of the educational environment is measured by the provision of formal and informal learning spaces (facilities and resources). Physical learning spaces are measured against:
  - a. accepted learning space standards; and
  - b. student and teacher evaluations, including the effective use of existing resources,

#### 22.7. At the University level

- i. Educational outcomes prepare the student for learning, life and work experiences, including success in accessing further study opportunities, rewarding career paths, and contribution to the community,
- ii. Educational experience is acquired through engagement and enquiry which challenges students with novel problems and issues at every stage of the educational process.
- iii. Educational environment is measured in terms of the provision of physical spaces and equipment, and virtual learning environments. The environment should support working together to achieve excellence.
- iv. The University must evaluate the quality of outcomes, experience and environment using methods which include:

- a. using study survey results to Set of targets and benchmarks at faculty and University level;
- b. accreditation reports; and
- c. Faculty reviews.

# OPEN AND DISTANCE LEARNING POLICY OF RAJARATA UNIVERSITY OF SRI LANKA

## 1. Preamble

Rajarata University of Sri Lanka is committed to provide opportunities for the citizens belonging to diverse need contexts in order to give access to formal education through open and distance mode. This policy covers education provision leading to an award or part an award which is delivered through open and distance learning mode. This policy is intended to help manage open and distance learning programmes of the Rajarata University of Sri Lanka with the equal quality and standards as its conventional programmes. Further, this policy aims to commit RUSL to an ongoing, responsive interaction with current and emerging national and international imperatives and development with relevance to quality ODL provision. The requirements of this policy should be read in conjunction with the relevant University regulations, policies and guidelines.

## 2. Name of the policy

Open and Distance Learning (ODL) Policy of Rajarata University of Sri Lanka.

## 3. Definition of Open and Distance Learning

According to RUSL, Open and Distance Learning refers “to providing learning opportunities in an environment where there is a separation of teacher in time and/or place and learning is achieved through the use of variety of media, including print and electronic which requires specialized division of labour in the production and delivery of courses. Throughout the learning period, two-way communication is maintained allowing learners and tutors to interact with one another in occasional face-to-face meetings. Finally, the learning process and outcome are certified by means of evaluation by a specified institution or agency”.



#### 4. Governance and Curriculum

The Center for Distance and Continuing Education (CDCE) of RUSL is the dedicated body for supporting ODL programmes of the University to provide provisions for student selection, enrolment, registration, facilities for teaching, learning and assessments. The Center is headed by a director appointed by the University Council. The Centre shall be governed by a Management Committee (MC) under the chairmanship of the Vice Chancellor with representatives from the University, Council, Faculties, Centers, Units, general administration and finance. The Faculties, Centers and Units shall link with the CDCE through Boards of Study. However, the Faculties should have ultimate ownership of and authority to continue or sojourn ODL programmes on the Faculty board, senate and council recommendation.

The University Senate is responsible for approval of ODL programmes offered by the Faculties and Units of the University. Each and every ODL program shall have a Board of Studies in which all academic related matters of the relevant programme are discussed and recommended. This shall be a sub-committee of the Faculty Board. The Faculties assume primary responsibility for, through its committees, exercise oversight of ODL programmes. The Faculty ensures the rigor of ODL programmes and acts to maintain the quality of instruction. The Faculties with their committees ensure that programmes constitute coherent entities that are compatible with the university vision, faculty mission and Sri Lanka Qualification Framework (SLQF). The faculty, through ongoing assessment and evaluation, regularly updates courses and programmes, revise curricula in a five year cycle.

#### 5. Admission, Enrolment and Registration

Admission criteria for ODL programmes shall be decided by the relevant Board of Study of a Department/Faculty/Unit in conformity with the guidelines framed by the UGC and adopted with the approval of the Senate and Council of the University. To qualify for consideration for admission to an ODL program, applicant shall meet the normal entry qualification requirements of the programme which in line with SLQF. Applicant shall submit an application in the specimen format for the programme. CDCE shall ensure that all offer letters (decision of selec-

tion to a program) include or be accompanied by supplementary information confirming requirements regarding attendance, and any other arrangements pertaining to the programme. Applicants should ensure that they have fully understood the terms and conditions prior to accepting an offer or registration. A comprehensive handbook which includes University by-laws, minimum entry qualifications, course contents and delivery and assessment methods shall be made available at the time of registration. A formal induction programme may be conducted by the CDCE with the assistance of academic coordinator/s of the programme for all ODL programmes.

## 6. Teaching and Learning Methods

The teaching and learning method of an ODL programme shall be determined by the nature of the programme, the profile of the students, students' access to resources. The teaching and learning methods shall include face to face interaction including online modes of skype, google practical sessions, independent study of learning materials, completion of various activities, formative assessment tasks, tutorials, practical work and opportunities to interact with others.

## 7. Learning materials

Learning material shall be systematically designed and developed by the Faculty appointed committee/s and CDCE shall ensure that learning material shall be accessible to target students. Learning materials could be providing manually and/or through Learning Management System (LMS). The University makes effective use of educational and social technologies in learning programmes in appropriate and innovative ways that improve the quality of teaching and learning.

## 8. Programme delivery and student support

Programmes shall use advanced teaching and learning models, well designed courseware, effective administration and timeout student support using a wide range of delivery channels.

## 9. Assessment method and procedure

Assessment method and procedures shall be designed by the faculty/ unit or department considering nature of the program and course units aligned to SLQF requirements and approved by the university senate on the recommendation of Board of Studies and Faculty Boards.

## 10. Regional infrastructure

The regional infrastructure shall be provided as per the requirements of the programme. These infrastructure shall provide an expanding range of services to students such as access to facilities for independent and grouped based study, discussion, library facilities, computer facilities tutors and literacy development. These facilities shall be arranged and monitored regularly by the CDCE.

## 11. Cost and tuition fees

Tuition fees/course fees are set annually by the relevant Faculty/Unit under the approval of University Council.

## 12. Quality assurance and enhancement

ODL programmes are expected to be of equal quality to any other programmes leading to a University award and, as part of the validation process.

## 13. Funding and budgeting

All the ODL programmes of the university shall be fee-levying and operate without adding any burden to the University. The budgets for ODL programmes which are on non-profit basis shall be approved by the Council on the recommendation of the Board of Studies and Faculty Boards.

## 14. Role and responsibilities of the students:

The student is responsible for making their own arrangement for minimum necessary infrastructure support to resolve failures related to facilities when student engages in learning process outside the university premises. Students may be required to be present in person in the University as required by the ODL programme.

# QUALITY ASSUARANCE & ENHANCEMENT POLICY

## 1. Rationale

The quality assurance activities have dual purposes that of accountability and enhancement. These two together, create trust in the university education. A successfully implemented quality assurance system will provide information to assure the quality of the higher education institution’s activities (accountability) as well as provide advice and recommendations on how it should improve (enhancement). Quality assurance and quality enhancement are thus inter-related. They can support the development of a quality culture in the University, that is embraced by all stakeholders; the students and staff, the institutional leadership and management’ and external parties.

## 2. Scope

This policy applies to all the academic and non-academic staff/ units of the Rajarata University of Sri Lanka (RUSL), including research and all other affiliated centres. Hereinafter referred to as the “University” or “RUSL”

## 3. Definitions

“Quality Assurance” as “the means through which an institution ensures and confirms that the conditions are in place for students to achieve the standards set by it or by another awarding body” (QAA 2004).

“Quality Enhancement” as “an aspect of institutional quality management that is designed to secure, in the context of the constraints within which individual institutions operate, steady, reliable and demonstrable improvements in the quality of learning opportunities” (QAA 2006).

The Council: Governing body of the Rajarata University of Sri Lanka

The Senate: Senate of the Rajarata University of Sri Lanka

Internal Quality Assurance Unit (IQAU): Internal Quality Assurance Unit of the Rajarata University of Sri Lanka

Internal Quality Assurance Cell (IQAC): Internal Quality Assurance Cell of the Rajarata University of Sri Lanka

Staff Development Centre (SDC): Staff Development Centre of the Rajarata University of Sri Lanka

Research and Publication Committee: Research and Publication Committee of the Rajarata University of Sri Lanka

Curriculum Development Committee (CDC): Curriculum Development Committee of the Rajarata University of Sri Lanka.

#### 4. Principles

The quality assurance principles are built in the university to ensure continuous improvement through the involvement of all relevant stakeholders within and outside the University. The Quality Assurance and Quality Enhancement across the RUSL rests on several principles:

- 4.1. Quality assurance and enhancement are part of the University mission and corporate plan for ensuring the highest quality of teaching and learning, curricula, research and outreach activities of the university.
- 4.2. Overall responsibility for quality assurance across the University and its documentation lies with the Director of the IQAU. Apart, Quality is the responsibility of every member of staff.
- 4.3. Quality assurance and enhancement are collaborative and cooperative process which carried out in collaboration between the University Council, University Senate, IQAU, IQAC, SDC, Research and Publication

Committee, CDC, Student Support units, staff, students, external experts and outside stakeholders.

- 4.4. Quality assurance and enhancement practices at all areas of the University are documented, monitored, reviewed and evaluated.
- 4.5. Quality assurance and enhancement are supported and facilitated by the University, for execution and evaluation.
- 4.6. Quality assurance and enhancement are designed to meet internal and external reviews and recognition.
- 4.7. Quality assurance and enhancement are transparent, systematic, rigorous and equitable.

## 5. Policy Statement

The University's quality assurance procedures provide a framework within which its institutions can examine and enhance educational activities of students to ensure that they achieve this aspiration of excellence. The University is responsible for the academic standards and for ensuring that the quality of learning experiences is appropriate to enable students to achieve those standards.

This documentation establishes the policy framework for managing the academic quality and standards of its educational provision.

### 5.1. Academic Governance

Academic Governance supports the effective implementation and monitoring of quality assurance and enhancement processes in order to ensure the student academic experience is at the heart of decision making. Responsibility to conduct of quality assurance processes is delegated by Governing Council to specific post holders. Executive responsibility for Academic Quality is held by the Vice-Chancellor, who is both a Chair of the Governing Council and the University Senate.

### 5.2. Maintenance of Academic Standards within the University

### 5.2.1. Programme Management

- Ensuring that the programme align with vision, mission and graduate profile
- Ensuring that the programme meets its specified aims and learning outcomes
- Ensuring that the programme is conducted in accordance with its approved regulations
- Ensuring that benchmark statements are referred to where available
- Ensuring that stakeholder feedbacks were obtained
- Ensuring that external peer reviews conducted
- Ensuring that clear channels of accountability from programme preparation teams to the University Council
- Ensuring that human and physical resources available and the environment within which the programme is offered are of a standard appropriate to support the realization of the programme
- Ensuring that the programme comply with the University's academic framework, regulatory requirements and other policies and codes of practices

### 5.2.2. Monitoring and Improvement

All study programmes will be subjected to the continuous monitoring and improvement process.

Key stakeholders for monitoring process are,

- Staff
- Students
- Employers
- Alumni
- External peers

Key institutional mechanisms for continuous quality improvement are,



- Plan
- Implement
- Review
- Improve

### 5.3. Student Assessment

- All assessment criteria should adhere the University Policy on “Student Assessment”
- All assessments should demonstrate to ensure that the students have fulfilled the learning outcomes of the course and achieved the standard required for the award of grades
- Examiners should make their judgements on student performance in relation to the assessment criteria approved for the course
- Methods and types of assessment should relate closely to the subject matter and the methods of delivery
- Assessments should be carried out by competent and impartial examiners, and by methods which enable them to assess students fairly
- The University should appoint an appropriate number of External Examiners to each of its designated course in order to ensure that the assessment process is conducted in a manner which provides parity of judgement and report from the External Examiners need to be obtained
- Assessment Board should meet and validate grades and approval should obtained by the University Senate

### 5.4. Staff Quality and Development

- The University should take into account that the quality of the staff, their qualifications and experiences and the calibre of leadership at all levels are of paramount importance
- The University expects the staff to demonstrate a commitment to personal, academic and professional development, and to engage in a variety of scholarly and professional activities appropriate to their subject special-

ism, and in relation to developments in teaching and learning in HE, with a view to maintaining and updating their expertise

- The University should provide appropriate and adequate facilities and environment for its staff to uplift their academic and professional development by agreeing the policies of staff development and research and will actively promote staff development and research to support the staff
- The University will seek to ensure that both the teaching and support staff are adequate in number for the objectives of the programme to be fulfilled

### 5.5. Administrative and Academic Support

The University needs to be assured that its support services are aligned to the needs of the University and its stakeholders and that they offer good quality services. The University should take into account that of the University's strategic needs as well as operational issues within the administrative and academic support services. Administrative or academic support service should be in touch with the needs of its stakeholders and responsive to those needs by identifying services which can be improved, enhanced, refocused or discontinued, according to terms of reference and by-laws recommended by the University. The University needs to take clear responsibilities and accountabilities for decisions made in the administration of student affairs.

## 6. Related Legislations and Documentation

This policy should implement with following legislations and documentations.

- Commission Circular 04/ 2015 of the University Grants Commission on “Strengthening of Internal Quality Assurance System in Universities and Higher Educational Institutions through Internal Quality Assurance Units
- Internal Quality Assurance By-laws, No....., 2017
- Policy on “Learning and Teaching”, No....., 2019
- Policy on “Student Assessment” , No....., 2019

- Policy on “Course Study Programme Approval” No....., 2019
- Policy on “Staff Development”, No....., 2019
- Policy on “Open and Distance Learning”, No....., 2019
- Policy on “Career Development”, No....., 2019
- Policy on “Information and Communication Technology” No....., 2019
- Sri Lanka Qualification Framework (SLQF), 2015
- Subject Benchmark Statements
- Codes of Practices

## 7. Roles and Responsibilities

Quality is the responsibility of every member of staff. In order for this approach to be successful, there must be clear lines of responsibility and accountability. Therefore, following committees, Units, Centres will serve as key responsibility holders to enhance quality in the University.

- Governing Council of the University

University Council is the supreme governing body of the University and is responsible for ensuring the academic standards of the University, and is the final mediator in all matters relating to validation, approval, review and monitoring of all academic and management matters.

- University Senate

Senate is responsible for academic governance and thus, it regulates programmes of study, results, entry regulations, and considers student requests, among other academic aspects.

- Internal Quality Assurance Unit

IQAU is responsible to promote quality assurance culture within the University by establishing appropriate mechanism to maintain quality academic programmes and allied services of the University.

- Internal Quality Assurance Cell

IQAC is responsible to establish and maintain quality of academic programme and allied services within the faculties.

- Staff Development Centre

SDC is responsible to support the University's goal of ensuring that staff have every opportunity to acquire the skills, knowledge and expertise to carry out their duties effectively and to achieve their full potential.

- Research and Publication Committee

Research and Publication Committee is responsible to establish, encourage and maintain quality research culture in the University.

- Curriculum Development Committee

CDC is responsible to consider the development of the University's academic portfolio, to approve proposals for new and amendments of study programmes.

- Student Support Services

All student support services of the University are responsible for well-being of the students and help to maintain academic standards.

# STUDENT ASSESSMENT POLICY

## 1. Rationale

Student assessment in the university is the process of evaluating students on what they know and understand and determines whether the students met the intended learning outcomes of courses. It is the bridge between teaching and learning. Hence, student assessment will help to inform teachers and students about the quality of the assessment process and the student learning experience. Student assessment policy should apply to evaluate all undergraduates by any form of assessment at the Rajarata University of Sri Lanka (RUSL) and it should be respected by all parties including students, academics, academic supportive and administrative staff of the faculties.

## 2. Definitions

Student assessment is defined as “any form of student activity in a course to which a grade is to be granted by the instructor/lecturer” (McGill University assessment policy, 2016).

## 3. Scope

This student assessment policy applies to all the students and academic staff of the RUSL.

## 4. Principles

Student assessment should be built on quality, validity, reliability, manageability, and fairness. University teachers would be able to incorporate these principles when planning, implementing and reviewing assessment processes.

## 5. Policy Statement

The purpose of this policy is to outline the process of assessing students to evaluate student learning outcomes and ensure that all student assessments are properly designed.

### 5.1. Purpose of Assessment

- To evaluate the standard of student performance in relation to the learning

objectives of the courses

- To enhance, and improve the quality of student learning
- To reward the student efforts and achievements with an appropriate grade
- To provide necessary feedback to improve the quality of existing curriculum
- To improve the effectiveness of the teaching-learning process

## 5.2. Forms of Assessment

There are diverse methods to assess students and can be varied with the learning objectives.

- Written examination- may consist of multiple-choice questions, structured (short answer) questions, and essays, where appropriate
- Written assignments - may evaluate in the form of essay/s, report/s, case-studies, and portfolio/s
- Practical examination- may consist of practical questions and evaluate by a practical paper, spot tests, a practical, where appropriate
- Practical assignments/projects - may require to complete a practical assignment/s or a project designed to test students' abilities under given circumstances
- Presentations - the student will be given a topic and required to make a presentation which will be concluded with a formal discussion
- Viva-voce examinations – a panel of evaluators assesses the student/s according to the given answers

## 5.3. Assessment Requirements

Student assessment should be ensured following.

- Valid- A valid assessment procedure precisely measures the knowledge, skills or understanding of the student.
- Reliable – A reliable assessment procedure should be there to convey consistent results.
- Fair- The assessment procedure should not be discriminate among/ against student/s.
- Reasonable – Assessment workload is reasonable with the context of work done and reflects the content of course.

- Relevant– The assessment/s should be matched with the knowledge and skills gained.
- Aligned– Assessment/s must align with expected learning outcomes.
- Transparent– All assessments should be very clear to criteria/standards.
- Feedback– Students should receive the feedback timely and better to indicate the way they can improve.

#### 5.4. Timing and Weightage of Assessments

Students should be informed, about course objectives and learning outcomes, including the assessment requirements of the respective course on the first day of the lecture. Further, students should be aware of the assessment submission dates (due dates) and the contribution of each assessment to the final grade.

#### 5.5. Submission of Assessments

Students are required to submit assessments at the time and date specified in the course. Course coordinator has the authority to decide about the penalty for those who submitted the assessment after the due date.

#### 5.6. Special Considerations

Special consideration can be given to the students who are only proven a genuine need.

#### 5.7. Moderation

Moderation guarantees that assessment is valid, reliable and fair. Hence, it is the responsibility of the course coordinator/s to ensure that internal/external moderation processes are maintained.

#### 5.8. Second marking

Second marking assures that course coordinator marked the answers in a fair manner. It also cross-checked the total marks received by the student.

#### 5.9. Review of Grades

A student can request to review his/her final grade awarded by a written re-

quest within 14 working days after releasing the final grade.

#### 5.10. Academic record/transcript

All grades of the courses that student has followed during his/her degree program, normally appear on the student's academic record/transcript.

### 6. Related Legislations and Documentation

This policy should implement the following legislation and documentation.

- Commission Circular 04/ 2015 of the University Grants Commission on “Strengthening of Internal Quality Assurance System in Universities and Higher Educational Institutions Through Internal Quality Assurance Units
- Internal Quality Assurance By-laws, No....., 2017
- Policy on “Learning and Teaching”, No....., 2019
- Policy on “Student Assessment”, No....., 2019
- Policy on “Course Study Programme Approval” No....., 2019
- Policy on “Open and Distance Learning”, No....., 2019
- Policy on “Information and Communication Technology” No....., 2019
- Sri Lanka Qualification Framework (SLQF), 2015
- Subject Benchmark Statements
- Codes of Practices

### 7. Roles and Responsibilities

Conducting a fair assessment according to the course outlines is the responsibility of the course coordinator. Academic supportive staff and the administrative staff should participate in the evaluation process as necessary. Students should be responsible to achieve a better grade by active participation in the learning process.

Result boards meet in each faculty assure the final grades received by each student.

Apart, the University Senate is responsible for approval to issue the results.



# INTELLECTUAL PROPERTY POLICY

## 1. Introduction

Rajarata University of Sri Lanka (RUSL) recognizes the need for encouraging the practical application and economic use of the results of research carried out at RUSL for the benefit of the general public; therefore, it adopted the following policy on Intellectual Property.

The present policy relates to the ownership, protection and commercial exploitation of Intellectual Property created by researchers in the course of their duties or activities at RUSL. The document sets out the rules of RUSL for cooperation with industrial and business organizations and provides guidelines on the sharing of the economic benefits arising from the commercialization of Intellectual Property.

This Policy aims to:

- i. promote, encourage and aid scientific investigation and research;
- ii. provide legal certainty in research activities and technology-based relationships with third parties;
- iii. set out RUSL's procedures on the identification, ownership,
- iv. protection and commercialization of Intellectual Property;
- v. ensure the timely and efficient protection and management of Intellectual Property;
- vi. facilitate the recording, monitoring and maintenance of RUSL's Intellectual Property portfolio;
- vii. ensure that economic benefits arising from the commercialization of Intellectual Property are distributed in a fair and equitable manner recognizing the contributions of the inventors, RUSL as well as any other relevant stakeholders;
- viii. enhance the reputation of RUSL as an academic research institution and a member of society as well as the reputation of the researchers through bringing the research results to public use and benefit. Nothing in this Policy overrides provisions of prevailing national law.

## 2. Definitions

“Commercialization” means any form of exploitation of Intellectual Property, including assignment, licensing, internal exploitation within RUSL and commercialization via a spin-off enterprise.

“Copyrighted works” means literary, scientific and art works, including academic publications, scholarly books, articles, lectures, musical compositions, films, presentations and other materials or works other than software, which qualify for protection under the intellectual property law.

“Institute resources” means any form of funds, facilities or resources, including equipment, consumables and human resources provided by the RUSL either in a direct or indirect way.

“Intellectual Property” means inventions, technologies, developments, improvements, materials, compounds, processes and all other research results including concepts and tangible research properties, including software and other copyrighted works.

“Intellectual Property Rights” (IP Rights) means ownership and associated rights relating to Intellectual Property, including patents, rights in utility model, plant breeders rights, rights in designs, trademarks, topography rights, know-how, trade secrets and all other intellectual or industrial property rights as well as copyrights, either registered or unregistered and including applications or rights to apply for them and together with all extensions and renewals of them, and in each and every case all rights or forms of protection having equivalent or similar effect anywhere in the world.

“Inventor” means the researcher who contributed to the creation of the Intellectual Property.

“Research Agreement” may refer to research service agreement, cooperative research and development agreement, material transfer agreement, confidentiality agreement, consultancy agreement and any other type of agreement concerning

research pursued by researchers and/or Intellectual Property created at RUSL.

“Researcher” means:

- a. person engaged by RUSL, academics, administrative, non-academics and technical staff
- b. students, including graduate and postgraduate students of RUSL
- c. any persons, including visiting scientists

who use RUSL resources and who perform any research task at RUSL or otherwise participate in any research project administered by RUSL, including those funded by external sponsors.

“Spin-off” means a company/companies established for the purpose of exploiting Intellectual Property originating from RUSL.

“Visiting Researcher” means an individual having an association with RUSL without being either employees or students. “Visiting Researchers” includes academic visitors, individuals with honorary appointments in RUSL and emeritus staff.

### 3. Scope of the Policy

- 3.1. This policy shall apply to all Intellectual Property created on or after 1st November, 2018 and all IP rights associated with them.
- 3.2. This Policy shall apply to all researchers who have established legal relationship with RUSL based on which the researcher is bound by this policy. Such a legal relationship may arise pursuant to the provision of law, collective agreement or individual agreement.
- 3.3. The present policy shall not apply in cases in which the researcher entered into an explicit arrangement to the contrary with RUSL before the effective date of this policy, or RUSL previously entered into an agreement with a third party concerning rights and obligations set out in this policy.

### 4. Legal issues concerning the status of Researchers

- 4.1. The Vice Chancellor of RUSL shall ensure that the employment contract

or other agreement establishing any type of employment relationship between RUSL and the researcher includes a provision placing the researcher under the scope of the policy.

- 4.2. Students of RUSL shall be required to sign an agreement to be bound by this Policy at the time of approving the research proposal of any research activity leading to an invention or innovation.
- 4.3. Postgraduate students enrolling in to any research shall be required to sign an agreement to be bound by this policy upon registration.
  - 4.3.1. Undergraduates of postgraduates should sign their agreement with Dean of the faculty
- 4.4. The Vice Chancellor of RUSL shall ensure that researchers not employed by RUSL, including visiting researchers shall sign an agreement to be bound by this policy and an assignment agreement in respect of ownership of IP created by them in the course of their activities that arise from their association with RUSL before commencing any research activity at RUSL.
  - 4.4.1. Outside personal needs to sign the agreement with Director UBL cell of RUSL
- 4.5. Notwithstanding paragraph 4.4., special arrangements may be needed to meet prior obligations of visiting researchers. Any such requested special arrangements shall be assessed and decisions shall be taken on a case-by-case basis by the Vice Chancellor of RUSL.
- 4.6. Special arrangements may be needed for research activities pursued by a researcher employed by RUSL, but working in another institution as academic visitor. In such cases the researcher may be required by a third party to sign any document which might affect RUSL's IP rights. In order to avoid any subsequent disputes, the researcher is not permitted to sign any such documents without the written approval of the Vice Chancellor of RUSL

The approval shall not be denied if no institute IP rights are being affected. If such a document affects RUSL's IP rights, RUSL shall initiate negotiations to enter into an agreement with the third party, as described in Section 5.

- 4.7. Rights and obligations under this policy shall survive any termination of

enrollment or employment at RUSL.

**5. External sponsorship, research collaboration with third parties**

- 5.1. It is the responsibility of the researcher to ensure, that prior to commencing any research activity in collaboration with any third party, the terms and conditions of cooperation be set forth in a written agreement (hereinafter referred to as research agreement).
- 5.2. Researchers shall not have the right to enter into a research agreement with third parties on behalf of RUSL unless they are authorized to do so by the Vice Chancellor of RUSL.
- 5.3. The Vice Chancellor delegated authority of RUSL shall exercise all due diligence when negotiating agreements and signing contracts that may affect the institute's IP rights.
- 5.4. Depending on the relative intellectual and financial contributions of RUSL and the third party to the conception of the Intellectual Property, it may be appropriate for either cooperating party to obtain certain IP rights and/or share in the revenue generated from its commercialization.
- 5.5. In the absence of such an agreement defined in paragraph 5.1., it is the policy of RUSL that IP rights shall be distributed among the cooperating parties in the proportion that reflects the proportions of contributing to the creation of the Intellectual Property.
- 5.6. In order to enable the cooperating parties to establish such proportions defined in Paragraph 5.6 and to prevent subsequent disputes, it is expedient that the parties maintain regular, well-documented records of the research activities pursued, signed by all of them.
- 5.7. The agreement set forth in Paragraph 5.1. shall include, inter alia provisions with respect to the following:
  - 5.7.1. IP and associated rights already existing at RUSL prior to entering into the agreement;
  - 5.7.2. IP and associated IP rights arising from research activities set out in the agreement, after entering into it;
  - 5.7.3. Confidentiality requirements;
  - 5.7.4. Terms of public disclosure;
  - 5.7.5. Other relevant provisions.

- 5.8. Any confidentiality provision of a research agreement aiming at the delay of public disclosure for the purpose of protection should not usually have effect for longer than 03 months from the time the concerned party is notified of the intent to publish.
- 5.9. Before signing the agreement, the Director, UBL cell of Rajarata University of Sri Lanka should be contacted for necessary advice for the IP policy of RUSL.

## 6. Ownership of Intellectual Property

### 6.1. Employees of RUSL

- 6.1.1. All rights in Intellectual Property devised, made or created by an employee of RUSL in the course of his or her duties and activities of employment shall generally belong automatically to RUSL.
- 6.1.2. If an employee of RUSL creates Intellectual Property outside the normal course of his or her duties of employment, with the significant use of institute resources, he or she shall obtain permission for such use from the respective deans and agree to transfer proportionate IP rights to RUSL. In case of the applicant being the dean of the Faculty, he or she should obtain such permission from the Vice Chancellor of RUSL.
- 6.1.3. Intellectual Property as defined in Paragraph 6.1.1., created in the course of, or pursuant to a sponsored research or other type of agreement with a third party, shall initially belong to RUSL and then ownership shall be determined according to the terms of such agreements (in accordance with Section 5).

### 6.2. Employees pursuing research activities at other institutions

- 6.2.1. Rights related to Intellectual Property that is created during an academic visit by the employee of RUSL to another institute shall be governed by an agreement between RUSL and the other institute (in accordance with paragraph 4.6.).

### 6.3. Students

- 6.3.1. Students who are not employed by RUSL shall own all Intellectual Property and associated IP rights they create in the normal course

of their studies. However, the following exceptions shall apply.

- 6.3.2. If a student is offered a studentship sponsored by a third party under a separate agreement, under which the third party has a claim on Intellectual Property arising from the studentship, the student must agree that the Intellectual Property shall proportionately belong to researcher/s, third party and RUSL.
- 6.4. All rights in copyrighted works are owned by their creators regardless of the use of RUSL resources. Copyrighted works specifically commissioned by RUSL or developed in the performance of a sponsored research or other third party agreement shall constitute an exception where the provisions of such agreements shall be taken into account.
- 6.5. If RUSL cannot, or decides not to, exploit any Intellectual Property to which it lays claim, it shall forthwith notify the Inventor(s). The notification shall be made at least one month prior to any act or any intentional omission liable to prevent the obtainment of protection. In such cases the Inventor(s) shall have the option to acquire related IP rights. RUSL will claim for a perpetual non-exclusive royalty-free license for research purposes without the right to business exploitation and without the right to sub-license. RUSL may also claim for a 5 percentage of any net income generated by the Inventor(s) from the commercialization of the Intellectual Property. RUSL shall not unreasonably withhold or delay an assignment of the IP Rights to the Inventor(s); however, it reserves the right to delay exploitation where it is in its interests to do so.
- 6.6. Requests for any transfer of rights from RUSL to the Inventors(s) or any other third party should be made in the first instance to the director, UBL cell of RUSL.

## 7. Conflict of interest and confidentiality

- 7.1. A Researcher's primary commitment of time and intellectual contributions as an employee of RUSL should be to the education, research and academic programs of RUSL.
- 7.2. It is the responsibility of each researcher to ensure that their agreements with third parties do not conflict with their obligations to RUSL or this

policy. This provision shall apply in particular to private consultancy and other research service agreements concluded with third parties. Each researcher should make his or her obligations to RUSL clear to those with whom such agreements may be made, and should ensure that they are provided with a copy of this policy.

- 7.3. Exploitation by unauthorized persons could damage or endanger RUSL's lawful financial, economic or market interests shall qualify as business secret. Researchers shall, when communicating with third parties, exercise all due diligence regarding confidentiality provisions.
- 7.4. Should any doubt arise concerning conflict of interest or confidentiality issues researchers are advised to consult with the director UBL Cell, RUSL.
- 7.5. Researchers shall promptly report all potential and existing conflict of interest to the director UBL Cell, RUSL in order to reach solution satisfactory to each concerned party.

## 8. Identification, disclosure and commercialization of Intellectual Property

- 8.1. RUSL encourages its Researchers to identify research results with potential commercialization value and which may enhance the reputation of RUSL through bringing them to public use and benefit.
- 8.2. The Director UBL Cell, RUSL is responsible for the protection and commercialization of RUSL's Intellectual Property. The Inventor(s) however, shall be consulted in each phase of the procedure.
- 8.3. Researchers shall be required to present in writing the draft publications containing scientific results to the relevant Head of Department before publishing them, and shall state in writing that, to the best of their knowledge such works do not contain any results for which protection may be obtained or which can be exploited in any way.
- 8.4. Researchers, including employees, students and Visiting Researchers are obliged to disclose all Intellectual Property falling within the scope of Paragraph 6 to the Director UBL Cell, RUSL
- 8.5. Copyrighted Works shall be excluded from the disclosing obligation set out in Paragraph 8.3., except for those which were developed in the performance of a sponsored research or other third party agreement.
- 8.6. Since protection and successful commercialization of Intellectual Proper-



ty might depend on prompt and efficient administration, Inventors are required to disclose all potentially exploitable Intellectual Property as soon as they become aware of them. The disclosure must be made in writing by completing the Intellectual Property Disclosure Form available from the Director UBL Cell, RUSL.

- 8.7. Inventors shall fully disclose research activities and results relevant to the Intellectual Property and provide information about themselves, in particular the percentage of their contribution to the creation of the Intellectual Property and the circumstances under which it was created. The basic description of the Intellectual Property shall be presented in such a manner that the inventive activity involved and its novelty become explicit and clear-cut for a person skilled in the art.
- 8.8. After full disclosure of all relevant information the Director UBL Cell, RUSL shall record the Intellectual Property in its register.
- 8.9. The Director UBL Cell, RUSL shall determine whether any agreements provide for the sharing of IP Rights or other obligations overriding those set out in this Policy. Provisions of related Research Agreements may require the assignment of certain IP rights in full or in part. In case of assignment, the procedure for protection and commercialization shall be governed by a separate agreement concluded between RUSL and other concerned parties. In all other cases the procedure set out in this Policy shall apply.
- 8.10. The Director UBL Cell, RUSL shall notify the relevant Head of Department about all disclosures. The notification involves a short abstract of the Intellectual Property and the name of the Inventor(s).
- 8.11. After the date of disclosure, the Director UBL Cell, RUSL shall immediately commence the evaluation of the commercialization of the Intellectual Property. As a first step, a pre-evaluation shall be carried out to identify any major obstacles, which could hinder the protection and commercialization of the Intellectual Property. Based on the results of the recommendation on exploiting the Intellectual Property shall be forwarded to the Vice Chancellor. Such a recommendation shall be forwarded as early as possible from the date of disclosure. The final decision shall be taken by the Advisory Board to the UBL cell of RUSL.

- 8.12. The Inventor(s) shall be informed of the decision within a reasonable time from the date of decision of the Advisory Board in writing. If RUSL decides not to commercialize the disclosed Intellectual Property, then the provisions of Paragraph 6.6. shall apply.
- 8.13. The Inventor(s) shall closely cooperate with the Director UBL Cell, RUSL, the legal officer of RUSL or any other professional experts involved by RUSL. Inventor(s) are required to give reasonable assistance in protecting and commercially exploiting the Intellectual Property by providing information, attending meetings and advising on further development.
- 8.14. The Director UBL Cell, RUSL shall, within reasonable time, commence the process for acquiring legal protection, if needed, and he/she shall proceed with all due diligence to obtain protection. Public disclosure of research results made before obtaining the right of priority concerning a specific Intellectual Property application, highly jeopardize the proper protection of the related IP Rights. Therefore, inventor(s) are requested to avoid any public disclosure of research results prior to filing such applications. RUSL shall endeavor to avoid undue delays in publications.
- 8.15. The director UBL Cell, RUSL and the inventor(s) shall jointly determine an appropriate commercialization strategy as part of the evaluation process within 06 months from the date of RUSL's decision. The strategy will outline the tasks of each concerned party in the commercialization process and establish deadlines for the specific actions.
- 8.16. The director UBL Cell, RUSL shall be responsible to carry out the commercialization plan and it shall submit specific proposals, such as draft agreements or business plans with the consultation of the university legal officer, to Vice Chancellor of RUSL for decision.
- 8.17. Commercial decisions, such as the ones concerning the terms of an assignment/licensing agreement or establishment of a spin-off enterprise, shall be taken on a case-by-case basis by the Vice Chancellor of RUSL giving due consideration to all circumstances.
- 8.18. If RUSL decides to discontinue an application, to withdraw it, or not to maintain a granted or registered right, the provisions of paragraph 6.6. shall apply. Such decisions shall be taken by the Vice Chancellor of RUSL/ UGC.

- 8.19. Expenses incurring in connection with the protection and commercialization of Intellectual Property shall be borne by RUSL.
- 9.** Recording and maintenance of the RUSL's Intellectual Property portfolio
- 9.1. The director, UBL Cell, RUSL shall maintain records of the Institute's Intellectual Property in an appropriate form and in sufficient detail. It shall monitor the deadlines for the payment obligations related to the maintenance of protected Intellectual Property, and shall, within reasonable time, inform the Vice Chancellor of RUSL.
- 9.2. The director, UBL Cell, RUSL shall maintain accounting records on each Intellectual Property. He or she shall ensure that the Intellectual Property be recorded in the accounting records, that any costs incurred be paid in due course and that the revenues from exploitation be distributed.
- 10.** Distribution of revenues, motivation of Researchers
- 10.1. RUSL provides an incentive to Inventor(s) by distributing revenue generated from the commercialization of the Intellectual Property.
- 10.2. The expression 'Net income' shall mean all license fees, royalties and any other monies received by RUSL, arising from the commercialization of Intellectual Property less all the expenses incurred in connection with the protection and commercialization of the Intellectual Property at RUSL.
- 10.3. The share of revenues from Net income shall be as follows: Net income Inventors (60%); Faculty/Department (20%); University (20%)
- 10.4. In cases where there is more than one Inventor, the Inventor's share is divided between the Inventors in a proportion which reflects their respective contributions as provided in the signed Invention Disclosure Form.
- 10.5. In certain cases, RUSL reserves its right to negotiate special terms concerning revenue distribution, in particular when income is generated through sale of shares or payment of the dividend of shares in cases where shares have been allocated to RUSL in an entity to which the Intellectual Property is licensed or assigned but which is not a spin-off enterprise.
- 10.6. In case of establishing a spin-off enterprise, an individual agreement between RUSL and the Inventor(s) shall be applicable regarding the share

of equity. The conditions of the agreement shall be negotiated on a case-by-case basis having due regard to the contribution of the Inventors to any further development and the exploitation beyond the creation of Intellectual Property and to any funding provided by the Inventor(s), RUSL or any third parties acquiring a share of equity in the new enterprise. The decision concerning the conditions of a spin-off establishment shall be taken by the Vice Chancellor of RUSL.

- 10.7. In case of exploitation of trademarks and other indicators, the Inventor(s), taking into consideration the proportion of their contribution to the exploitation, may benefit from the revenue as set forth in an individual agreement. The Director, UBL Cell, RUSL shall decide on such issues on a case-by-case basis.

## **11.** Breach of the rules of this Policy, Dispute and appeals

- 11.1. Breach of the provisions of this Policy shall be dealt with under the normal procedures of RUSL in accordance with the relevant provisions of law. In the first instance, disputes shall be dealt with by the Director, UBL Cell, RUSL. A decision shall be taken within a reasonable time from the submission of the concern.
- 11.2. Beyond the above, with respect to any legal dispute arising in connection with the rules of this policy, attempt will be made to settle the matter amicably.
- 11.3. In the event of failure to settle the dispute amicably, matter will be returned to arbitration. In such events, the provisions of the arbitration act (No. 11 of 1995) shall be prevailed.

## **12.** Entry into force of the Policy

- 12.1. This Policy shall come into effect on the 1st November, 2018
- 12.2. All agreements concluded by RUSL and the Researcher(s) at an earlier time shall be governed by the provisions of the Policy in effect at the time of the signing of such contracts.

# Student Counseling Policy

## 1. Overview

Universities provide unique learning opportunities for undergraduates through complex teaching and learning experience. There is a significant difference between teaching and learning experience of G. C. E. Advanced Level studies at schools and undergraduate studies at the university in terms of subject matter, structure of the study programmes, teaching methods adopted, types of assessments and reliance on active and independent learning.

Apart from these, undergraduates are expected to work harmoniously with a diverse group of fellow undergraduates, take individual decisions on academic activities, selecting applicable strategies to deal with both academic and extra-curricular activities and relating to people in various ways. This substantial transition to a new environment leads to a psychological stress among many undergraduates.

If not supported well, most of these undergraduates would perform poorly in academic work and few might drop out. Even some undergraduates may end up with psychological issues such as anxiety, depression and suicidal tendencies (Amarasuriya, et al., 2015. Eisenberg, et al., 2007 and Rathnayake and Ekanayaka, 2016). Social and economic conditions of undergraduates could aggravate this situation. Providing proper counselling to students initiating at the right time and continuing as and when necessary could minimize most of the negative impact undergraduates experience at the university environment (Amarasuriya et al., 2015 and Eisenberg, et al., 2007).

Counselling is a sensitive and understanding approach that helps clients (undergraduates) to accept and deal with their problems; communicate their anxieties and fears; derive comfort from a gentle, empathetic, caring person; and increase their ability to care for themselves (Bordin, 1974).

## 2. Rationale

### 2.1. A well laid policy emphasizing the roles and responsibilities of student

counselors at all levels will establish the system of delivering counselling services to needy undergraduates without a delay.

- 2.2. Counselling is capable of reducing psychological pressure of undergraduates with problems, helping them to cope with negative emotions such as anger, fear, sadness, etc., empowering them to face problem situations better and guiding them to find best possible options for the problems they face (Rickinson, 1998).
- 2.3. Student counselling is capable of supporting undergraduates to overcome emotional issues, recover from psychological impact due to problems they face and develop effectively to achieve better academic outcomes (Rickinson, 1998).

### 3. Purpose

The purpose of the Policy on Student Counselling is to define the framework and scope of the Chief Student Counselor of the University, Senior Student Counselors of Faculties and Student Counselors that would provide access to independent and confidential counselling for all students of the Rajarata University of Sri Lanka whenever they are in need.

### 4. Policy statement

The policy will ensure undergraduates of RUSL will have access to independent and confidential counselling from dedicated and capable university counsellors in order to achieve their full potential during their university life.

### 5. Scope

- 5.1. The policy provides the guide and directives to university counselors at all levels to provide confidential counselling to all needy undergraduates irrespective of their gender, race or language thereby encourage the achievement of full potential of all students.
- 5.2. The policy also establishes the pathway of care for undergraduates who

seek counselling support from any university counselor.

## 6. Definitions and keywords

### 6.1. Counselling

Providing emotional support and basic counselling to the needy undergraduates of the RUSL.

### 6.2. Counselor

A counsellor actively listens and works with undergraduates to empower them to bring about a change that will help them to success in their personal circumstances and/or their academic studies through a professional relationship.

\*The person shall be the Student Counselor, Senior Student Counselor, Career Counselor or the Chief Student Counselor.

### 6.3. Relief

A feeling of reassurance and relaxation following release from distress.

### 6.4. Recovery

A return to a normal state of health, mind, or strength. Policy for Student Counselling

### 6.5. Risk

Circumstances that could potentially be a threat to life, health, well-being and academic performance and success.

### 6.6. Referral

An act of referring undergraduates for counselling, review, or further action.

## 7. Procedure

The pathway of care for the help seeking undergraduates is presented in Annex I.

### 7.1. Capacity building of counselors

All counselors should be capacitated on providing basic emotional support to the needy undergraduates of the university. Services to train university counselors should be sought from the skilled counselors available within and outside the university.

This will be done at least twice a year for all of them. Training shall be organized in liaison with the Staff Development Center.

### 7.2. Access

Counselling services should be accessible to all students just by contacting the counsellor directly in person, by email or through a phone call.

Details of student counselors, senior student counselors and the chief student counselor should be mentioned in the university/faculty/department websites and student handbooks of the faculties.

All undergraduates should be made aware of the counselling services available, the need to access when necessary and how to access the service.

The counsellor is available during working hours and often available after hours in an emergency. If the Counsellor is not available in an emergency, students shall access them via telephone.

### 7.3. Conducting session

Sessions can be conducted face to face preferably or by a phone call in an emergency. Face to face sessions are encouraged as it is superior to telephone counselling.

Location must be within the university premises and career counselors can use the Career Guidance Unit of the university to conduct session.

It is the responsibility of an undergraduate to ensure that appointments with the Counsellor do not clash with academic work unless in a genuine



emergency.

The Policy for Student Counselling frequency and length of a session will depend on the nature and complexity of the issue(s) and/or the point reached within an intervention.

#### 7.4. Consent

At the outset the counselor should get the consent to keep records and share relevant information with academic authorities when the problem is linked with academic issues.

Prior to providing services, the counselors will inform undergraduates about the nature, purpose and potential consequences of the interaction, the limits to confidentiality and right of sharing necessary information with authorities.

#### 7.5. Privacy and Confidentiality

Counselor must ensure confidentiality when collecting, recording, storing, disseminating, and disposing of information at all times. Better to inform all undergraduates about this at the outset.

Undergraduates should be explained on how the counselor prepared to preserve the confidentiality of the information provided and records maintained.

The relationship between the Counsellor and the undergraduate is considered to be fundamental to effective counselling. It is an essential requirement of counselling that the confidential information provided by the student is respected.

Student permission to share information may not be needed in circumstances such as the undergraduate is clearly at risk of attempting suicide, is unable to function, care for his or herself, make his or her own decisions

or is deemed to be at risk of harming another person. In that case external assistance may need to be sought by the counselor. This may require limited disclosure of private information.

#### 7.6. Non-discrimination

Undergraduates from all genders and who speak any language should be allowed to access the service without any discrimination.

If the counselor is not speaking the same language as the affected undergraduate, a support from a translator can be sought. In that case translator should be informed prior about the ethical boundaries and consent should be taken from the undergraduate.

When counselling opposite genders, the counselor must adhere to the Policy for Gender Equity and Equality of RUSL.

#### 7.7. Intervention

Counselling intervention of all counselors must be based on the principles of basic counselling. Where necessary and appropriate, the student counselors may discuss the issues with relevant academic staff members, having favour to confidentiality. Active listening and empathy should be maintained throughout the discussion.

In working with an undergraduate the university counsellor's approach will be flexible, using basic counselling principles with the aim of empowering the student to bring about change in self or circumstances and to enhance the personal and/or academic outcomes.

A guide to all counselors shall be given after a training on applying basic counselling principles with university undergraduates.

#### 7.8. Keeping records

In order to comply with counselling standards, records confidential to the counsellor will be maintained according to the format given in Annex II.

Notes will be taken of relevant telephone conversations and/or email discussions relating to a student's situation by the Counsellor.

All records should be kept confidential in a locked cupboard. Only the relevant student counselor should have the key. W

where issues are relevant to a student's academic circumstances the Counsellor may discuss the matters with relevant academic staff without breaching the confidentiality. Relevant academic staff may then consult the Counsellor in order to make informed decisions.

#### 7.9. Referral

Some affected undergraduates need further support and other services. Counselor may refer such undergraduates to the counselors in the university/counselling unit or counselors/psychiatrists and other service providers by making an appointment with them or communicating by email or phone.

If there is a life-threatening situation the counselor shall inform the parents to minimize the risk.

#### 7.10. Counselling unit

Establishing a counselling unit at the university level is expected to systematize the counselling service within RUSL.

The unit will consist of the Chief Student Counselor, Career Counselors and available professional counselors in the university. This unit will monitor standards of provision of counselling and maintaining privacy, dignity and confidentiality as a part of safeguarding rights of undergraduates who seek help.

The location of the unit should be accessible to all undergraduates. There should be facilities to conduct sessions with undergraduates confidentially.

## **8. Responsibilities**

Chief Student Counselor of the university, Senior Student Counselors of Faculties and Student Counselors of each Departments are responsible for implementing this policy. Chief Student Counselor should report the progress and other issues with regard to student counselling the university advisory board.

## **9. Review**

The policy may review in every three years depending on the need.

## **10. Related documents**

This policy is related with the Policy for Gender Equity and Equality and policies of ragging and Students Charter.

## **11. Abbreviations**

RUSL – Rajarata University of Sri Lanka

SGBV – Sexual and Gender based Violence

## Past Vice-Chancellors



**Prof. W.I. Siriweera (1996 - 2002)**



**Prof. K. Wijerathne (2002 - 2005)**



**Prof. Gamini Samaranayake (2005 - 2006)**



**Prof. K.A. Nandasena (2006 - 2012)**



**Prof. K.H.R. Wijewardana (2013 - 2018)**



**Prof. B.A. Karunaratne (2019 - 2021)**

## Honorary degrees

### 01<sup>st</sup> Convocation - 1999

Degree of Doctor of Literature	Hon. Mr. Kiri Banda Rathnayake
Degree of Doctor of Literature	Late Mr. Maithripala Senanayake
Degree of Doctor of Science	Prof. H.P.M. Gunasena

### 03<sup>rd</sup> Convocation - 2002

Degree of Doctor of Science	Dr. Christopher Rajendra Panabokke
Degree of Doctor of Philosophy	Prof. Wijeratne Bandara Dorakumbura
Degree of Doctor of Philosophy	Prof. Weerasekara Mudiyanse- Jayaratne
Degree of Doctor of Letters (D.Lit)	Prof. Geoffrey Charles Lloyd

### 05<sup>th</sup> Convocation - 2004

Degree of Doctor of Science	Dr. M.U.A. Tennakoon
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### 06<sup>th</sup> Convocation - 2005

Degree of Doctor of Science	Dr. Chandrasiri Kudagamage
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### 08<sup>th</sup> Convocation - 2007

Degree of Doctor of Literature	Prof. Wathuge Indrakeerthi Siriweera
Degree of Doctor of Philosophy	Pro. Karunarathna Rajapaksha Mudi- yanse- Thilakarathna Karunarathna

### 09<sup>th</sup> Convocation - 2008

Degree of Doctor of Letters	Prof. Mendis Rohanadheera
Degree of Doctor of Science	Dr. Charles Stanley Weeraratna

### 10<sup>th</sup> Convocation - 2009

Degree of Doctor of Philosophy	Mr. William Wijesinghe Gamage
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### 11<sup>th</sup> Convocation - 2010

Degree of Doctor of Science Dr. Sena Yaddehige

### 12<sup>th</sup> Convocation - 2012

Degree of Doctor of Literature Emeritus Professor Karuna Nayaka  
Ovitilage Dharmadasa

### 13<sup>th</sup> Convocation - 2013

Degree of Doctor of Science Prof. Kalahe Acharige Nandasena  
Degree of Doctor of Management Mr. Tikiri Banda Andarawewa

### 14<sup>th</sup> Convocation - 2014

Degree of Doctor of Philosophy Mr. Mahinda Bandara Ralapanawa

### 17<sup>th</sup> Convocation - 2017

Degree of Doctor of Science Prof. Diyanath Samarasinghe

### 23<sup>rd</sup> Convocation - 2023

Degree of Doctor of Science Senor. Prof. S.G.J.N. Senanayake

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