



SABARAGAMUWA UNIVERSITY OF SRI LANKA

**TERMS OF REFERENCE – EXTERNAL ADVISORY MEMBER, SENATE STANDING COMMITTEE ON
QUALITY ASSURANCE, SABARAGAMUWA UNIVERSITY OF SRI LANKA**

1. External member shall guide the Senate Standing Committee on Quality Assurance (SSCQA) by providing suggestions / directions for the improvement of QA activities of the SUSL (the Sabaragamuwa University of Sri Lanka).
2. He/she shall participate to the SSCQA meeting whenever possible and continuous support should be given to the Director, Centre for Quality Assurance (CQA), SUSL and to the SSCQA.
3. He/ she shall provide feedback / guidance in developing the Strategic Management Plans of the CQA, SUSL
4. He/ she shall provide suggestions for the development of policy documents, operational guidelines, manuals and Standard operating procedures.
5. He / she shall guide in implementing best practices for quality improvement.
6. He/ she shall provide the expert opinions and support in preparing for the institutional review / programme review
7. He / she shall provide guidance for monitoring of quality enhancement of the SUSL.
8. He / she shall guide relevant faculties and committees in curriculum development and in curriculum revisions.
9. He / she shall serve as the external advisory member for three years of period as per the Council approval and this period can be further extended.
10. He / she shall maintain the confidentiality whenever necessary
11. He/ she shall promote the quality culture of SUSL.
12. He / she shall suggest appropriate workshops/ activities to different QA cells based on their needs in ensuring quality in relation to core functions.