



Sabaragamuwa University of Sri Lanka

Policy Title – Internal Quality Assurance policy on sharing and promoting of best practices

Policy Number – Policy / SUSL / QA / 03

Effective Date – 24.02.2020

Revised Dates – NA

Approving Authority – The Council, Sabaragamuwa University of Sri Lanka

Administrative Responsibility –Senate, Council

Purpose:

The purpose of this policy is to ensure that an established mechanism exists for the sharing of best practices among all the entities of the University and promoting the implementation accordingly.

Scope

This policy is applicable to the all the academic, administrative, and other supportive entities functioning under the university and Quality Assurance Council of the UGC

Legislative context:

This policy on sharing and promoting best practices is supported by the relevant UGC Circulars and internal (university) circulars and circular letters.

Definitions

Term	Definition
Quality	The term 'quality' implies the highest standards and relevance in excellence in undergraduate and post graduate degree programmes to strengthen the ranking at national and Global scale
Quality Assurance	Activities that support to sustain the excellence in undergraduate and post graduate degree programmes to strengthen the ranking at national and Global scale
University	The university where the employee works (SUSL)
Entity	Any academic and administrative body/unit of the university
Council	Governing Council of the University
UGC	University Grants Commission
QAC	Quality Assurance Council of the UGC
IQAC	Internal Quality Assurance Centre of the University
FQAC	Faculty Quality Assurance Cell
QA	Quality Assurance
Best Practice	A good practice which has been identified as the most correct and effective means of completing a task for the desired outcome

Policy statement:

IQAC coordinates and facilitates the identification, sharing and promoting the adoption of relevant best practices to ensure that the Internal Quality Assurance is sustained in the University.

Supporting Documents:

Relevant UGC Circulars and internal (university) circulars and circular letters.

Responsibility:

The IQAC is responsible for the implementation of this policy on sharing and promoting best practices.

Promulgation:

- i. This policy will be circulated as a printed document among the heads of all entities in the University
- ii. Will appear in the QA section of the university Website

Implementation:

Definition of the mechanism for identifying, sharing and adopting best practices among all entities in the University

**(Amendment: -*

Implementation:

i. Best practices adopted by different programmes should be identified and reviewed at the Faculty level by the Faculty Teaching and Learning committees and Curriculum Development committees through the analysis of feedback reports of peer observations and Student feedback surveys at the Faculty levels with the help of the Faculty QAC coordinators.

li. Best practices adopted by different programmes should be identified and shared among the representatives of the study programmes of SUSL at the meetings of the Management committee of QA and through internal letters by IQAC.)

********This policy has been approved at 236th Senate meeting and at 257th Council***

*****This policy was originally in Internal Quality Assurance Policies (Amended) document as Policy 03. Internal Quality Assurance policy on sharing and promoting of best practices. It was taken as a separate document in order to categories them in to different policy areas***