

Quality Assurance Activities – Action Plan for 2022
Monitoring Report to Faculty Board: January – December 2022
Faculty of Health Sciences

	Activity/Action	2021	Progress up to December 2022	Comments
1.	Strengthen QA Practices in the Faculty			
1.1	Manage records/files for following activities (as per FQAC checklist)			
1.1.1	Course dossier for all courses (Creating a Google folder for each course)			
	Nursing	Completed	Completed	Completed for 1 st and 2 nd semester courses in academic year 2020/2021
	MLS	Completed	Completed	Completed for 1 st and 2 nd semester courses in academic year 2020/2021
	Pharmacy	Completed	Completed	Completed for 1 st and 2 nd semester courses in academic year 2020/2021
	Basic Sciences	Completed	Completed	Completed for 1 st and 2 nd semester courses in academic year 2020/2021
	Psychology & Counselling	Completed	Completed	Completed for 1 st and 2 nd semester courses in academic year 2020/2021
1.2	Quality assurance of course delivery			
1.2.1	Issue updated e-format of course materials for all relevant courses at registration/before start semester			
	Nursing	Completed for 1 st semester courses in academic year 2020/2021	Completed	Completed for the academic year 2020/2021
	MLS	Completed for 1 st semester courses in academic year 2020/2021	Completed	Completed for the academic year 2020/2021
	Pharmacy	Completed for 1 st semester courses in academic year 2020/2021	Completed	Completed for the academic year 2020/2021
	Basic Sciences	Completed for 1 st semester courses in academic year 2020/2021	Completed	Completed for the academic year 2020/2021
	Psychology & Counselling	Completed for 1 st semester courses in academic year 2020/2021	Completed	Completed for the academic year 2020/2021
1.2.2	Prepare blueprints for examinations of each course			
	Nursing	Completed for 2 nd Semester courses in academic year 2019/2020	Not completed	Not achieved
	MLS	Completed for 2 nd Semester courses in academic year 2019/2020	Completed for the 2 nd semester, academic year 2020/2021	Completed for the 2 nd semester courses 2020/2021
	Pharmacy	Completed for courses in academic year 2019/2020	Completed for the academic year 2020/2021	-Completed for the academic year 2020/2021

	Basic Sciences	Completed for 2 courses in academic year 2019/2020	Not completed	Not achieved
	Psychology & Counselling	Completed for 1 st Semester courses from Level 3	Completed for the Level 3 courses	Will be completed for the other levels
1.2.3	Analyse course completion/ performance - for at least 01 course per department			
	Nursing	Completed for the academic year 2019/2020	Completed	Completed for the academic year 2020/2021
	MLS	Completed for the academic year 2019/2020	Completed	Completed for the semester 1 courses for the academic year 2020/2021
	Pharmacy	Completed for the academic year 2019/2020	Completed	Completed for the academic year 2020/2021
	Basic Sciences	Completed for academic year 2019/2020	Completed	Completed for the academic year 2020/2021
	Psychology & Counselling	Completed for academic year 2019/2020	Completed	Completed for the academic year 2020/2021
1.2.4	Analyse graduation and dropout rates for each programme			
	Nursing	Data collection for the survey is completed	Provided inputs for the draft report	Completed for BSc Nursing, BMLS, and BPharm Degree Programmes
	MLS	Data collection for the survey is completed	Provided inputs for the draft report	
	Pharmacy	Data collection for the survey is completed	Provided inputs for the draft report	
	Basic Sciences	Contributed for data analysis for other 3 programmes	Contributed for the data analysis	
	Psychology & Counselling	No graduated batch for this programme	No graduated batch for this programme	
1.2.5	Develop Blended course in LearnOUSL at least 01 course for each semester			
	Nursing	New activity introduced for the year 2022	Planned to launch for the 2 nd semester 2022/2023	Will be launch for the 2 nd semester 2022/2023
	MLS	New activity introduced for the year 2022	Will be completed in 2 nd Semester 2022/2023	According to the action plan 2022, it was proposed to launch for the 2 nd semester 2022/2023
	Pharmacy	New activity introduced for the year 2022	Completed	Completed for 1 st and 2 nd semester courses for the academic year 2020/2021
	Basic Sciences	New activity introduced for the year 2022	Not achieved	Planned to conduct for the 2 nd semester 2022/2023
	Psychology & Counselling	New activity introduced for the year 2022	Completed	Completed for 1 st and 2 nd semester course for the academic year 2020/2021
1.2.6.	Develop a fully online course in LearnOUSL at least 01 course for each semester			
	Nursing	New activity introduced for 2022	Planned to launch for the 2 nd semester 2022/2023	Will be launch for the 2 nd semester 2022/2023
	MLS	New activity introduced for 2022	Completed for the 1 st semester	Completed 1 st semester 2020/2021

	Pharmacy	New activity introduced for 2022	Completed for the 1 st semester	Completed for the 1 st semester course for the academic year 2020/2021
	Basic Sciences	New activity introduced for 2022	Not achieved	Planned to conduct for academic year 2023/2024
	Psychology & Counselling	New activity introduced for 2022	Not achieved	Planned to launch for the 2 nd semester 2022/2023
1.3	Strengthen staff for a quality service			
1.3.1	Conduct awareness sessions for academic and non-academic staff on QA practices	Completed (Three (03) awareness sessions (One awareness session for academic staff, Two awareness session for academic and non-academic staff))	Completed	Conducted a workshop in October 2022
1.3.2	Organize Monthly 'Capacity Enhancement Training Workshops' for both academic and non-academic staff	Completed	Completed	Seven workshops conducted
2.	Implement Quality Assurance Tools			
2.1	Course/Programme Evaluation			
2.1.1	Students' evaluation of online Day Schools - 02 courses from each Department – including all Centres (For Internal Staff)			
	Nursing	Completed for academic year 2019/2020	Completed for the 1 st semester Partially completed for the 2 nd semester	Day school evaluation of NGU6400 and NGU6601- Re-circulate the questioners due to very low response rate
	MLS	Completed for academic year 2019/2020	Completed	Completed for the academic year 2022
	Pharmacy	Completed for academic year 2019/2020	Completed	Completed for the academic year 2020/2021
	Basic Sciences	Completed for academic year 2019/2020 Completed BSU4230 for academic year 2020/2021	Completed	Completed for the academic year 2020/2021
	Psychology & Counselling	Completed for academic year 2019/2020	Completed	Completed for the academic year 2020/2021
2.1.2	Students' evaluation of online Day Schools - minimum 01 course from each programme (For External Staff)			
	Nursing	N/A	N/A	N/A
	MLS	Completed for academic year 2019/2020	Completed	Completed for the academic year 2020/21
	Pharmacy	Completed for academic year 2019/2020	Completed	Completed for the academic year 2020/2021
	Basic Sciences	N/A	N/A	N/A
	Psychology & Counselling	Completed for academic year 2019/2020	Completed	Completed for the academic year 2020/2021
2.1.3	Peer evaluation of online Day Schools - 02 courses from each Department			

	Nursing	Completed for academic year 2019/2020	Completed	Completed for the academic year 2020/2021
	MLS	Completed for academic year 2019/2020	Completed	Completed for the academic year 2020/2021
	Pharmacy	Completed for academic year 2019/2020	Completed	Completed for the academic year 2020/2021
	Basic Sciences	Completed for academic year 2019/2020	Completed	Completed for the academic year 2020/2021
	Psychology & Counselling	Completed for academic year 2019/2020	Completed	Completed for the academic year 2020/2021
2.1.4	Evaluate laboratory sessions - 02 sessions, where relevant			
	Nursing	N/A	N/A	N/A
	MLS	Completed for academic year 2019/2020	Completed	Completed for the year 2022
	Pharmacy	Completed for academic year 2019/2020	Completed	Completed for the academic year 2020/2021
	Basic Sciences	Completed for academic year 2019/2020	Completed	Completed for the academic year 2020/2021
	Psychology & Counselling	N/A	N/A	N/A
2.1.5	Evaluate course materials - 02 courses from each Department			
	Nursing	Completed for academic year 2019/2020	Partially completed	Completed for 1 st semester courses for the academic year 2020/2021
	MLS	Completed for academic year 2019/2020	Completed	Completed for 1 st semester courses for the academic year 2020/2021
	Pharmacy	Completed for academic year 2019/2020	Completed	Completed for the academic year 2020/2021
	Basic Sciences	Completed for academic year 2019/2020	Completed	Completed for the academic year 2020/2021
	Psychology & Counselling	Completed for academic year 2019/2020	Completed	Completed for the academic year 2020/2021
2.1.6	Evaluate MOODLE courses – 02 from each Department			
	Nursing	Completed for academic year 2019/2020	Completed	Completed for the academic year 2020/2021
	MLS	Completed for academic year 2019/2020	Completed	Completed for 1 st semester courses in academic year 2020/2021
	Pharmacy	Completed for academic year 2019/2020	Completed	Completed for the academic year 2020/2021
	Basic Sciences	Completed for academic year 2019/2020	Completed	Completed for courses for the academic year 2020/2021

	Psychology & Counselling	Completed for academic year 2019/2020	Completed	Completed for courses for the academic year 2020/2021
2.1.7	Employer survey of alumni			
	Nursing	Completed	In progress	Will be completed in year 2022
	MLS	Not achieved	In progress	Will be completed, waiting for more responses
	Pharmacy	Completed	In progress	Will be completed in year 2022, waiting for more responses.
	Basic Sciences	Not achieved	N/A	N/A
	Psychology & Counselling	No graduated students	N/A	No graduate students
2.1.8	Evaluate course materials using developmental testing questionnaire – 02 from each semester			
	Nursing	New activity introduced for 2022	Not completed	Will be completed during the calendar year 2023
	MLS	New activity introduced for 2022	Completed	Completed for the Level 4 and level 5 course in the year 2021
	Pharmacy	New activity introduced for 2022	Not completed	Will be completed during the calendar year 2023
	Basic Sciences	New activity introduced for 2022	Not completed	Will be completed during the calendar year 2023
	Psychology & Counselling	New activity introduced for 2022	Completed	Completed for the Level 4 and level 6 course in the year 2021
2.2	Analyse Feedback Data for Action			
2.2.1	Submit results of feedback surveys to relevant departments	Completed for academic year 2019/2020	Completed for 1st semester courses and few courses from the 2nd semester courses in academic year 2020/2021	In progress for the 2 nd semester courses
2.2.2	Incorporate feedback comments to course delivery/development	In progress	Partially completed	-
2.2.3	Report on action taken on collected feedback to relevant stakeholders	In progress	Partially completed	-
3.	External Programme Review – UGC QAC Reviews			
3.1	Bachelor of Science Honours in Nursing Degree Programme	In Progress	Completed submission of SER and Evidence via online repository	The faculty is preparing for the reviewers site visit for all three programs.
3.2	Bachelor of Medical Laboratory Sciences Honours Degree Programme	In Progress	Completed submission of SER and Evidence via online repository	
3.3.	Bachelor of Pharmacy Honours Degree Programme	In Progress	Completed submission of SER and Evidence via online repository	

4.	Monitoring Strategic Management Plan (SMP)			
4.1	Implement activities according to the time frame provided			
	Nursing	New activity introduced for 2022	Completed activities identified for the year 2022	Submitted the planned activities for the year 2023
	MLS	New activity introduced for 2022	Completed activities identified for the year 2022	
	Pharmacy	New activity introduced for 2022	Completed activities identified for the year 2022	
	Basic Sciences	New activity introduced for 2022	Completed activities identified for the year 2022	
	Psychology & Counselling	New activity introduced for 2022	Completed activities identified for the year 2022	
5.	Sri Lanka Qualification Framework (SLQF) Certification – UGC QAC Guidelines			
5.1	Develop programme according to the guideline provided by the Quality Assurance Council, UGC to obtain SLQF Certification			
	Nursing	New activity introduced for 2022	Not achieved	CQA/OUSL obtained suggestions to revised course synopsis. This activity will be commenced in the year 2023.
	MLS	New activity introduced for 2022	Not achieved	
	Pharmacy	New activity introduced for 2022	Not achieved	
	Basic Sciences	New activity introduced for 2022	Not achieved	
	Psychology & Counselling	New activity introduced for 2022	Not achieved	
6.	Monitor implementation of Faculty QA Action Plan			
6.1	Report to FQAC meeting & Department meeting	Monthly reported to the FQAC & Department meetings	Completed	Completed
6.2	Report to Heads of Departments meeting	Quarterly reported to Heads of Departments meetings	Completed	Completed
6.3	Report to the Faculty Board	Report submitted to February 2022 Faculty Board meeting	Completed for calendar year 2021	Submitted report to the Faculty Board in January 2023



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Faculty of Health Sciences
21st December 2022