Faculty of Medicine and Allied Sciences Rajarata University of Sri Lanka Annual Action Plan - 2022 Faculty Quality Assurance Cell

	Action	Jan	Feb	Mar	Apr	May	lun	lul	Aug	Sep	0ct	Nov	Dec	
1	Appointing the new FQAC for 2022 at the faculty board													
2	Appointing committee members for the sections in the manual for SER preparation for SLMC accreditation at the faculty board													
3	First workshop to introduce the manual for SER preparation for SLMC accreditation and initiation of SER writing													
4	Workshop to review the progress of SER												,	
5	Workshop to finalize the section A, B, C, D													
6	Workshop to finalize the section E, F, G, H													
7	Finalizing and submitting the SER for SLMC accreditation													
8	Revising faculty policy document and obtaining faculty board approval													
9	Workshop to identify the criteria in the SER manual for higher degrees, relevant to PG programmes of FMAS and appointing subcommittees to conduct the initial work, initiation of PG programme curriculum development													
10	CPD – internal review workshop													
11	Internal review													
12	Teacher appraisal													
13	Nonacademic appraisal													
14	Feedback on administration procedures													
15	Progress review meeting on PG programme curriculum												.]	

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16	Conducting the online teacher evaluation						
17	Conducting the online course evaluation						
18	Workshop on basic laboratory skills for non-academic						
	staff						
19	Workshop to finalize the PG programme curriculum and						
	sending to external reviewers						
20	Amendments to PG programme curriculum based on						
	external reviewers' comments; obtaining faculty board						
	approval						
21	Obtaining approval for PG programme curriculum from						
	CQA						
22	Obtaining approval for PG programme curriculum from						
	Senate						
23	Workshop to appoint sub committees to find evidence for						
	the institutional review						
24	Workshop to review the progress on evidence collection						
25	MBBS curriculum revision						
26	Preparation of the action plan for 2023						