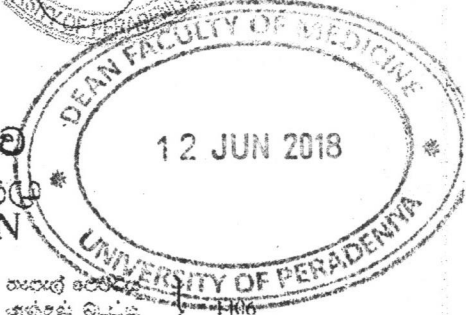


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பல்கலைக்கழக மாணியங்கள் ஆணைக்குழு
UNIVERSITY GRANTS COMMISSION



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20, Ward Place, Colombo 07, Sri Lanka.

05.02.2018

Vice Chancellors of Universities
Rectors of Campuses
Directors of Institutes

Faculty Awards and Dean's List

*To All Deans a
a group Direct
IQ/AE
AI/04/18*

Considering the importance of inclusion of university students in the Quality Assurance (QA) process of Higher Education Institutes in the global context, a guideline has been developed by the UGC for "Faculty Awards" to be adopted in Sri Lankan State Universities too. The guidelines are stated to select students who perform outstandingly in both academic and extracurricular activities so that they could contribute significantly to the QA process in Universities.

Further, a guideline has been developed to select the students to include in a Dean's List on a semester basis. This was developed considering the academic excellence of the students and to appreciate their academic performance.

The Commission at its 978th meeting held on 04.01.2018 granted approval to the guidelines developed on Faculty Awards and Dean's List as given in the annexed document.

Please take necessary action accordingly.

Mohan de Silva
Prof. Mohan de Silva
Chairman

- Copies: 1. Vice- Chairman / UGC
- 2. Secretary / UGC
- 3. Director / QAAC / UGC
- 4. Deans of Faculties
- 5. Director/Internal Quality Assurance Unit of University

Faculty Awards and Dean's List

Introduction

Faculty Awards shall be awarded to the overall best performing students of each academic programme in the Faculty, at the end of each academic year.

The best five outstanding students of each academic programme shall be selected based on the guideline described below.

Dean's List shall be compiled of students of any program in the Faculty, at the end of each semester.

Both awards shall be administered by the Office of the Dean of the Faculty with the assistance of Examination and Student Affairs branches.

Faculty Awards

1. Objectives

This scheme of award is introduced to recognize highly motivated students who are equally talented in academic and extracurricular activities. Apart from academic merit, other areas of consideration are;

- exceptional leadership
- community service and good studentship
- outstanding talents in fields of sports
- creativity and exceptional ability in aesthetic or technical fields
- research or pursuing new knowledge

2. Application Procedure

- The Dean of the faculty shall call for applications at the end of an academic year.
- Any student who believes that he / she is eligible should submit an application for the Dean's Awards.
- This application form will serve as a tool of assessment against established evaluation criteria.
- Application forms shall be available at Dean's office and can be downloaded from University web site.
- Students shall submit certified copies of all the documentary evidence with the application.
- Students shall submit their applications through their Mentors/Academic Advisers who shall certify the contents of the applications.
- Students shall prepare and participate for an interview if the selection panel requests.

3. Eligibility Requirements

- The applicant should be an undergraduate student registered to follow any degree programme offered by the Faculty.
- The applicant shall have completed all the academic requirements of the considered year, including all the compulsory courses.
- The applicant shall have a GPA of 3.30 or above in each semester (Faculties where no GPA is calculated, above 65% for each examination can be taken as the minimum for application)

4. Ineligible Students

- Any student who obtains an improved grade/grades subsequently, by repeating a module/modules shall not be eligible.
- Any student on whom disciplinary action has been taken by the Vice Chancellor or Deputy Vice Chancellor for any misconduct shall not be eligible.
- Any applicant having less than 70% of the total marks for the application will not be considered for evaluation

5. Appointment of a Selection Committee

- A Selection Committee consisting of 5 members shall be appointed by the Senate under the Chairmanship of the Dean of the Faculty.
- The other members shall be two Senate members from the relevant Faculty and two Senate member from another faculty.
- The Selection Committee shall be responsible in organizing the selection process and final decision on recipients.

6. Selection Criterion

Best five students from each academic programme will be selected respectively from each batch annually

Academic Achievements (60 %)

Applicants who have obtained above 3.30 GPA (in case of no GPA in practice 65% marks will be taken as the cut off level) will be considered for evaluation. The marks of a particular GPA will be evaluated as

$$\text{Marks of the Applicant} = (\text{GPA of the Applicant} / 4.00) * 60$$

If the Faculty GPA scale is not 4, calculation may be done accordingly, otherwise the average of raw marks of the examination could be taken.

$$\text{Marks of the Applicant} = (\text{Average \% of Marks at the Examination} / 100) * 60$$

Extracurricular Activities (40%)

Any achievement considered under this category should be within the period of the academic programme and can be recounted in consecutive years throughout the programme.

Leadership of a recognized Body

<i>Leadership (office bearer) of a recognized national body</i>	
Recognition of a National Body (e.g. Young Zoologist)	10
President / Chairperson	5/year
General Secretary	4/year
Treasure	3/year
Committee Member	3/year
<i>Leadership post of University / Faculty Organization</i>	
President of Student Union	3/year

President of Kala Sangamaya/General Secretary of Student Union	3/year
Treasurer of Student Union/ Secretary of Kala Sangamaya	2/year
Treasure Kala Sangamaya	2/year
Committee member Student Union	1/year
Committee Member Kala Sangamaya	1/year

Community Service and Good Citizenship

Ideals of Community Service and Good Citizenship	
e.g. Assisting a victim of an accident	8/case
Serving as a volunteer in a natural disaster	8/case
Assisting fellow citizens in an exceptional way	8/case

Outstanding Talents in Sports

World University Games / National Games	
First Place	20
Second Place	15
Third Place	10
Participation in an event (Maximum up to 10 Marks)	5
International Sports Event representing the University	
First Place	10
Second Place	8
Third Place	6
Participation in an Event	3
Inter University Events	
First Place	6
Second Place	5
Third Place	4
Participation in an event (Maximum up to 04 Marks)	2
Inter Faculty Events	
First Place	1.5
Second Place	1
Third Place	0.5
University Colors/ Best Athlete/ Player of the Year	3
Post of President, Vice president, Secretary, Junior treasure and Editor of Sport Council	1/position/year

Creativity and Exceptional Ability in Aesthetic or Technical Fields

Esthetics competition	
International aesthetic awards / accolades	20
National aesthetic awards / accolades	10
Completion of examinations or graduating performance in aesthetic fields	
Visharada in oriental music	5
Royal/ Trinity Collage Examinations in Western Music	5
Arangetaram in Bharatanatyam	5
Public/ mass media performance in aesthetic fields (Outside the University)	
Stage drama	6
Movie	8
Place in a TV reality show	8

Performance in aesthetic fields at a University approved event	4
University level First Place	5
University level Second Place	4
University level Third Place	3
Faculty level First Place	2
Faculty level Second Place	1.5
Faculty level Third Place	0.5
Invention in technological field or taking part in project of technological advancement (depending on the scale and degree of creativity committee can decide maximum up to 10 marks)	10

Research or pursuing new knowledge

Peer Reviewed Publication	
Author of a paper in a peer reviewed indexed scientific journal	15
Author of a paper in a peer reviewed non-indexed scientific journal	10
Presentation at a Scientific Forum	
International Conference	6
Local Conference	3
Author of a book / chapter	
Author of a book	6
Author of a book chapter	2
Active contribution to outstanding research project	
Notable contribution to a national project	4
Notable contribution to an institutional level project	2

7. Special Benefits to the Students

- Dean's Award placement will be noted on the Academic Transcript
- A certificate signed by the VC and Dean will be issued to the student.
- Students will be given an opportunity to serve as Student Ambassadors who will extend their support to quality assurance activities of the Faculty and represent the University in national events when requested by the VC.

Dean's List

A student of any program in the Faculty could be admitted to the Dean's list each semester if the student achieves a GPA equal to or more than 3.70.