

## **Terms of Reference of Internal Quality Assurance Cell of the Faculty of Law**

*Internal Quality Assurance Cell of the Faculty of Law firmly believes in the values of quality academic culture, reflective practice and continuous improvement, recognition of the diversity of discipline and activities, accountability of legal education.*

### **1 Appointment**

- 1.1 Internal Quality Assurance Cell of the Faculty of Law (IQAC-FOL) represents Faculty of Law at the Centre for Quality Assurance Cell of General Sir John Kotelawala Defence University (CQA-KDU).
- 1.2 The Competent Authority to appoint the IQAC-FOL shall be the Faculty Board of the Faculty of Law.

### **2 Composition**

- 2.1 IQAC-FOL shall be comprised of the following members

#### **2.1.1 Ex-officio Members**

Dean of the Faculty

Heads of Departments (Public Law, Business Law International Law & Military Law)

LLM Programme Coordinators

Chair of the Research Cell

#### **2.1.2 Appointed Members**

One (01) member appointed by the Faculty Board of Faculty of Law holding the position of a Senior Lecturer – Grade II or above.

- 2.2 Any member (ex-officio or appointed) shall be appointed as the Chair of IQAC – FOL and he /she shall be the coordinator of the Faculty IQAC for the Senate Standing Committee on Quality Assurance.
- 2.3 A Convener for the IQAC - FOL shall also be appointed by the Faculty Board of the Faculty of Law.

- 2.4 Appointed Members and the Convener of the IQAC-FOL shall hold office for a period of two-years time period from the date of appointment and may be considered for reappointment.
- 2.5 Any member or the convener who is unable to continue to perform duties on a reasonable ground as a member or the convener during the appointed period may be replaced for the remaining time period, by the Faculty Board.

### **3 Frequency of Meetings**

- 3.1 Meetings of the IQAC-FOL shall be convened at least once in every two (02) months.

### **4 Functions**

- 4.1 The functions of the IQAC-FOL,

The functions of the IQAC – FOL are, using best governance practices to;

- 4.1.1 Assist and guide the Faculty of Law in discharging its responsibilities in relation to internal and external quality assurance and enhancement;
- 4.1.2 Assess and make recommendations to enhance the quality of academic works referred to the IQAC-FOL;
- 4.1.3 Review progress of the implementation of recommendations arising from internal quality reviews if and when required;
- 4.1.4 Promote awareness and confidence in the quality assurance of the performance of the Faculty;
- 4.1.5 Represent Faculty of Law at SSCQA-KDU and CQA;
- 4.1.6 Carry out any other function assigned by the Faculty Board/Dean of the Faculty of Law with regard to quality assurance of the Faculty;
- 4.1.7 Perform any other relevant function assigned by CQA-KDU with regard to quality assurance subject to the approval and assistance of Faculty of Board of Faculty of Law.
- 4.2 Functions and Responsibilities of coordinators of IQAC. (Refer the Article 9 - Part 3 of the Rules Governing Internal Quality Assurance, KDU of 2024.

## **5 Amendment or Renewal of Terms of Reference**

- 5.1 IQAC-FOL may amend or renew the Terms of Reference as may be requested,
  - 5.2 Faculty Board of Faculty of Law may instruct to amend or renew the Terms of Reference as may be requested,
  - 5.3 Any amendment or renewal of Terms of Reference shall be forwarded to the Faculty Board of Faculty of Law for its approval.
- 6.** These Terms of Reference shall be deemed to have come into operation with effect from 01<sup>st</sup> September 2024 (As approved at the 114<sup>th</sup> Faculty Board Meeting of the Faculty of Law and as amended on 19<sup>th</sup> July 2024 and approved at the 116<sup>th</sup> Faculty Board Meeting of the Faculty of Law).