

Postgraduate Institute of Science

University of Peradeniya

Curriculum Development and Revision Committee

Terms of Reference

1. Background

The terms of reference (TOR) of the Curriculum Development and Revision Committee (CDRC) provide a clear and comprehensive outline of the committee's purpose, responsibilities, and scope of work in the context of designing, developing and revising programme curricula. This serves as a foundational document that guides the committee's activities and ensures that its efforts align with the goals and objectives of the Postgraduate Institute of Science (PGIS), University of Peradeniya. The CDRC plays a pivotal role in ensuring the existing and forthcoming study programs of the PGIS adhere to both the national higher education standards and global benchmarks. The CDRC's purview extends to postgraduate programs classified at Level 7 and higher according to the Sri Lanka Qualifications Framework (SLQF).

2. Key Tasks and Responsibilities

- Conduct regular reviews of existing curricula and recommend revisions or updates to the PGIS as needed.
- Conduct needs analyses to ascertain the necessity of new programmes and develop existing programmes.
- Develop new programs or courses in response to emerging educational trends or industry demands.
- Ensure that curricula are aligned with learning outcomes, program objectives, and assessment methods of the Institute.
- Evaluate the effectiveness of curricular changes and make necessary adjustments.
- Promote interdisciplinary, diversity, equity, and inclusion in curriculum design.

- Collaborate with relevant committees or departments to support curriculum implementation.
- Provide a link between student feedback and development of teaching and learning methods.
- Report the progress to the CCM

3. Composition of the Committee

The committee is comprised of a diverse group of stakeholders, including but not limited to:

- Chairperson/CDRC
- Secretary/CRDC
- Coordinator/PGIS Internal Quality Assurance Cell (IQAC)
- Senior Academics from each Board of Study (BoS)
- Academic staff of the PGIS
- External experts from relevant industries or professions (optional)
- Other members as deemed necessary by the institution

4. Meetings of the Committee

The Secretary shall convene the meetings upon the request of the Chairperson/CDRC. A minimum attendance of one third (1/3) of the committee's members is required to proceed with a meeting.

5. Duration and Review

The duration of the committee shall be determined during the establishment of the CDRC committee in consultation with the Chairperson and the Coordinator/CDRC. These terms of reference shall remain in effect until formally amended or revised. Periodic reviews of the CDRC's effectiveness and relevance shall be conducted to ensure ongoing alignment with institutional goals and evolving educational landscapes.

6. Related University Policies

[Policy on PG Teaching and Research \(UoP-P-017\)](#)