GENERAL SIR JOHN KOTELAWALA DEFENCE UNIVERSITY

POLICY ON
TEACHING AND LEARNING

Contents

1. Introduction

General Sir John Kotelawala Defence University (hereinafter referred as to KDU) was initially established as the "General Sir John Kotelawala Defence Academy" by the Parliamentary Act No 68 of 1981 and subsequently it was elevated to university status by the amendment Act No 27 of 1988, thereby empowering it to award Bachelors' and Postgraduate degrees in Defence Studies. KDU is a member of the Association of Commonwealth Universities (United Kingdom) and maintains necessary standards for educating and grooming Officer Cadets to meet the challenges of modern defence management. KDU is now open for civil students who wish to continue their higher studies in various disciplines.

The teaching and learning policy of KDU provides guidance to all staff of the university on implementation teaching and learning processes of the university in line with the vision and mission of the University. The policy will create a teaching and learning context where the developments in teaching and learning pedagogy will be incorporated so that students of KDU will live, work, and contribute to the society effectively. The University will provide high quality and relevant academic programs that are based on innovative pedagogical processes and the application of modern and appropriate technologies. The policy will make the university committed and bounded to provide strategic priority for teaching and learning processes, and the resources required in such that high quality academic programs are continuously provided.

2. Scope

This policy is applicable to the teaching and learning processes of all study programs at all levels of the KDU. Further, this policy covers the teaching, learning, assessment, and professional development activities involved with study programs. The teaching and learning processes of all affiliated institutes of KDU is governed by the conditions laid down by the policy.

3. Aims and Objectives of the Policy

3.1 Aim

The policy on Teaching and Learning aims to maintain and improve the quality teaching and learning process of KDU so that the program outcomes and subject specific learning outcomes are satisfactorily achieved.

3.2 Objectives

The objectives of this policy are

1.   Ensuring the relevance of teaching and learning so that students are prepared for life, work and citizenship

2.   Making teaching and learning at KDU a positive, rewarding and satisfying experience for students

3.   Adopting educational changes and developments so that teaching learning process is UpToDate.

4.   Assessing and improving quality of teaching learning process

5.   Directing and supporting the enhancement of teaching learning excellence

6.   Promoting studentship in teaching and learning

7.   Recognition and rewarding for excellence in teaching and learning

8.   Improving the national and international recognition for teaching and learning

9.   Contributing effectively for achieving vision, mission, and goals of the University

4. Principles and Values

Innovation: Teaching learning process should be creative, diverse and flexible for incorporating modern and appropriate technologies.

Learner-Centeredness: Teaching and learning process is based on learning partners requirements, styles, and pace of learning, and focus on the achievement of learners' outcomes.

Lifelong learning: Teaching and Learning process should create active and independent learners to acquire skills and attitudes for being lifelong learners.

Equity: Teaching and Learning should promote equal opportunities for students irrespective of their background and not discriminate on the grounds of ethnicity, religion, gender and other social grounds.

Diversity: teaching and learning process should embrace the diversity of learners and welcome the diverse views, ideas, and behaviors.

Academic Freedom: teaching and learning process should promote free and critical thinking of learning partners while accepting diversity of beliefs and ideologies.

Corporation: teaching and learning process should enhance the corporation between teachers and students through interactive teaching and learning bonded with teaching learning purposes.

Academic Progression: Teaching and learning process should be coherent and cohesive with the program structure, enable students to make informed choices and decisions.

Quality: Teaching and learning process should be quality concerned through scholarship, research, continuous professional development, and sharing good practices.

5. Policy Statement

The teaching and learning process of KDU provides opportunities and resources for students to prepare themselves for life, work, and world so that they will be able to contribute to economic and social development, adapt to change, and provide leadership, and exhibit citizenship behavior.

6. Definitions

(a) **Teaching and Learning**: Teaching can be defined as engagement with learners to enable their understanding and application of knowledge, concepts, and processes. To teach is to engage students in learning; thus, teaching consists of getting students involved in the active construction of knowledge.

(b) **Programs of study** are course sequences that prepare students with the knowledge and skills necessary for success in their chosen career. These sequences embed relevant, real-world experiences and culminate in a postsecondary credential.

(c) **Assessment** is the process of gathering and discussing information from multiple and diverse sources in order to develop a deep understanding of what students know, understand, and can do with their knowledge as a result of their educational experiences; the process culminates when assessment results are used to improve subsequent learning.

(d) Professional development refers to the continued training and education of an individual in regard to his or her career. The goal of professional development is to keep you up to date on current trends as well as help you develop new skills for the purpose of advancement in the field.

7. Responsibility

The Deputy Vice Chancellor shall take the main responsibility of implementing this policy at KDU. However, the effective implementation of the policy requires a team where the Head of the Department, Dean of the Faculty, SAR of the Faculty, Director QAC, Director, SDC, and registrar are held responsible significantly. Facilitating divisions and units shall ensure appropriate and timely implementation of action to support the academic staff. The Board of Management (BOM) shall provide the adequate and appropriate resources such as classrooms, Library facilities, IT facilities, laboratories etc. promptly for the achievement of the goals of the teaching learning policy.

8. Implementation

Policy Areas

6.1 Teaching

KDU seeks

- Value, encourage and reward effective, responsive, and innovative teaching

- Ensure teaching resources are provided promptly.

- Ensure no discrimination and marginalization is happened providing everyone a same opportunity to succeed

- Provide freedom for academic staff to design appropriate modes of delivery and assessment strategies withing institutional framework.

- Encourage research-based teaching enhancing the up-to-date knowledge

- Support the sharing and learning of best practices in order to improve performance in teaching and learning

- Foster a teaching environment that encourage and support reflective and critical learning for students, staff and the University

- Promote and encourage teaching for self-learning and lifelong learning

- Recognize teaching excellence in recruitment, promotional and rewarding of academic staff

- Encourage academic staff in incorporate modern and appropriate technologies in teaching process

- Provide feedback in teaching for academic staff via student's feedback, self -evaluation, peer-evaluation and evaluation by superiors.

6.2 Learning

KDU supports students to

- Become active learners, meet their academic needs, and make them ready for life, work, and citizenship

- become independent learners and acquire the skills and attitudes for lifelong learning

- Learn with exposure, technology, innovative and modern teaching process

- Meet students' needs and aspirations of their student life at KDU

- Improve their effective written and oral communication skills

- Learn how to apply knowledge to the solution of real-world problems

- Use information and communication technologies so that they can access to learning resources and use them for learning purposes.

- Enhance students' employability

- Embrace the diversity and social harmony throughout their life

- Benefit with learner-centered approach and engage in reflective and critical thinking enhancing effective scholarship.

- Develop strong ethical personality

- Have an active sense of citizenship and social responsibility and commitment to contribute to the economic, social and cultural development of the country.

6.3 Assessment

KDU ventures into

- Assign a significant role for the assessment and feedback as an integrated part of teaching and learning process

- Provide students with timely, detailed, and quality feedback on their level of performance for promoting learning and academic improvement.

- Streamline the assessment with level of learning and avoid over assessment.

- Assess students with formative and summative ways ensuring appropriateness, fairness, transparency, and equality in assessments.

- Keep with the standards and norms of assessment set by national and international bench marking organizations.

- Offer opportunities for students to be assessed for the recognition of prior learning, experiences and achievements.

6.4 Professional Development

KDU aims to

- Aline with Staff Development Center (SDC) and Quality Assurance center (QAC) to identify the training and development needs of the academic staff periodically

- Ensure that appropriate training and development opportunities are provided for academic staff to improve performance in teaching and keeping them updated.

- ensure that the postgraduate qualification of academic staff meets the teaching and learning requirements of the Department and Faculty concerned.

- Implement an induction program for newly recruited teaching staff making them ready for engaging in teaching and learning process effectively

- Implementation of performance management system where academic performance is identified, assessed, reward and guided for further improvement.

9. Policy Review and Amendments

a) This policy may have reviewed after every three years or earlier as necessary.

b) Sub revisions may be initiated on the recommendation of the QAC, Senate and/or the directions of the Vice- Chancellor of KDU

c) Any such revision and/or amendments shall be forwarded for the recommendation of the Senate and become effective from the approved by the BoM of the University.