

**Annual Report**  
ஆண்டு அறிக்கை  
வார்கீக வா்வா

2002

**South Eastern University of Sri Lanka**  
இலங்கை தென் கிழக்குப் பல்கலைக் கழகம்  
இலங்கை அறிவிக்கை வில்ல வில்காடு

## **Preface**

This is the 7<sup>th</sup> Annual Report of the South Eastern University of Sri Lanka, Oluvil for the year 2002. It is prepared in three Languages to transmit the full account of its programme conducted during the year under review and make it available to the Minister of Tertiary Education & Training who shall cause copies thereof to be tabled in Parliament according to the University Act. No. 16 of 1978 as amended subsequently and for reference purposes copies will be made available at the Library, South Eastern University of Sri Lanka.

**Registrar**

## **Introduction**

The South Eastern University of Sri Lanka (SEUSL) was established on 15.05.1996 in terms of the University Act No. 16 of 1978 as amended by the Act No. 7 of 1985 by an order published in the Government Gazette No. 916/7 of 27.03.1996 as the Tenth University in Sri Lanka. The forerunner of this University had been the South Eastern University College of Sri Lanka founded on 23.10.1995 in terms of the section 24 A of the University Act No: 16 of 1978 as amended by Act No. 7 of 1985 by an order made through Gazette notification No. 881/9 of 26<sup>th</sup> July 1995.

## **Location**

The main campus of the South Eastern University of Sri Lanka is presently situated at Oluvil in the Ampara District about 400 kilometers away from Colombo. The Faculty of Applied Sciences is situated in Sammanthurai, which is 15 km away from the main Campus.

## **Authorities of the University**

Her. Excellency Chandrika Bandaranaike Kumaratunga, President of the Democratic Socialist Republic of Sri Lanka

### **Chancellor:**

Mrs. Jazeema Ismail from 23<sup>rd</sup> September 2002.

### **Vice Chancellor:**

Mr. MLA. Cader continued as the Vice Chancellor.

### **Deans of the Faculties:**

Faculty of Arts & Culture -	Mr. KMH. Kalideen (Up to 15 <sup>th</sup> May 2002)
	Mr. MIM. Kaleel (From 16 <sup>th</sup> May 2002)
Faculty of Applied Sciences-	Ms. V. Santhanam
Faculty of Management and Commerce -	Dr. SMM. Ismail (Up to 11 <sup>th</sup> August 2002)
	Mrs. FH. Abdul Rauff (From 12 <sup>th</sup> August 2002)

### **Officers of the University:**

Registrar	Mr. AL. Joufer Sadique
Bursar	Mr. A. Gulam Rasheed

## **University Authority Bodies**

- Council
- Senate
- Faculty Board

## **The University Council**

The Council consisted of the following members during the year 2002.

### Ex-officio members

- Mr. MLA. Cader - Vice – Chancellor (Chairman)
- Mr. KMH. Kalideen - Dean of the Faculty of Arts and Culture  
(Up to 15<sup>th</sup> May 2002)
- Mr. MIM. Kaleel - Dean of the Faculty of Arts and Culture  
(From 16<sup>th</sup> May 2002)
- Dr. SMM. Isamil - Dean of the Faculty of Management and Commerce  
(Up to 11<sup>th</sup> August 2002)
- Mrs. F. Hansiya Abdul Rauff - Dean of the Faculty of Management and  
Commerce (From 12<sup>th</sup> August 2002)
- Ms. V. Sanathanam - Dean of the Faculty of Applied Sciences

### **Appointed Members**

- Mr. KMH. Akbar
- Al-Hafiz ZA. Nazeer Ahamed
- Dr. (Rev) Bro. SAI. Mathew SSJ
- Mr. MS. Nazeer (up to 14<sup>th</sup> March 2002)
- Mr. TMA. Tennakoon (up to 14<sup>th</sup> March 2002)
- Mr. T. Lankaneson (up to 14<sup>th</sup> March 2002)
- Dr. MAM. Shukri (from 10<sup>th</sup> July 2002)
- Mr. SLA. Rasheed (from 10<sup>th</sup> July 2002)
- Mr. S. Senarath Karunathilaka (from 10<sup>th</sup> July 2002)
- Mr. AL. Joufer Sadique - Secretary

The University Council was dissolved on 14<sup>th</sup> March 2002 by the UGC and a new Council was reconstituted on 10<sup>th</sup> July 2002.

During the year under review eight (08) Council meetings were held.

### **Sub - Committees of the Council**

The following Sub-Committees were appointed by the Council for the University to function smoothly.

1. Finance Committee
2. Cadre Committee
3. Lands, Building & Monitoring Committee

### **The University Senate**

The Senate consisted of the following members during the Year 2002.

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

- Mr. MLA. Cader  
Vice – Chancellor (Chairman)
- Mr. KMH. Kalideen  
Dean of the Faculty of Arts and Culture (Up to 15<sup>th</sup> May 2002)  
Head of the Department of Language, Faculty of Arts & Culture  
from 15<sup>th</sup> October 2002.
- Mr. MIM. Kaleel  
Dean of the Faculty of Arts and Culture (From 16<sup>th</sup> May 2002)  
Head of the Department of Social Sciences, Faculty of Art & Culture up to  
14<sup>th</sup> May 2002.
- Dr. SMM. Ismail  
Dean of the Faculty of Management and Commerce (Up to 11<sup>th</sup> August 2002)  
Head of the Department of Social Sciences, Faculty of Arts & Culture  
from 09<sup>th</sup> September 2002.
- Mrs. F. Hansiya Abdul Rauff  
Dean of the Faculty of Management and Commerce (From 12<sup>th</sup> August 2002)  
Head of the Department of Management up to 11<sup>th</sup> August 2002.
- Ms. V. Santhanam  
Dean of the Faculty of Applied Sciences

- Mr. A. Naseer Ahamed  
Head of the Dept. of Biological Science
- Mr. AL. Abdul Rauff  
Head of the Dept. of Accountancy and Finance (From 15<sup>th</sup> October 2002)

**Elected Members**

Mr. AL. Abdul Rauff - Faculty of Management and Commerce (Up to 14<sup>th</sup> October 2002)

Mr. MIM. Kaleel - Faculty of Arts and Culture

Mr. MF. Nawas - Faculty of Applied Sciences

Mr. EMJM. Rizvi - Faculty of Applied Sciences

During the year under review seven (07) meetings of the Senate were held.

**Sub - Committees of the Senate**

The following Standing Committees of the Senate have functioned during the year 2002.

1. Library Committee:
2. Study Leave and Awards Committee:
3. Admission Committee:
4. Research Committee:
5. Curriculum and Evaluation Committee:

**Faculty Boards**

This University has three faculty boards to operate on its academic programme.

**(a) The Faculty Board of Arts and Culture**

This Faculty Board consists of Dean as the chairman. The other members are the Heads, Academic Coordinators, Subject Coordinators, Permanent Lecturers and two Students representatives. It also has the following nominated members.

1. Mr. MSM. Jameel
2. Mr. AA. Bawa  
Secretary was Asst. Registrar FAC.

**(b) Faculty Board of Management & Commerce**

This Faculty Board consists of Dean as the chairman. The other members are the Heads, Academic Coordinators, Subject Coordinators, Permanent Lecturers and two Students representatives. It also has the following nominated members.

1. Mr. ALM. Faleel, Divisional Secretary, Kalmunai
2. Mr. SLM. Hazeem, Divisional Secretary, Nithavur
3. Mr. IM. Musthaffa, Accountant, 383/C, Main Street, Nithavur - 25

Secretary was Asst. Registrar FMC.

**(c) Faculty Board of Applied Sciences**

This Faculty Board consists of Dean as the chairman. The other members are the Heads, Academic Coordinators, Subject Coordinators, Permanent Lecturers and two Students representatives. It also has the following nominated members.

1. Mr. AL. Badurudeen, Principal, Technical College, Sammanthurai
2. Mr. SHL. Aliyar, Deputy National Advisor, "Sewa Lanka" Foundation

Secretary was Asst. Registrar FAS.

## **Vice-Chancellor's Review**

This Annual Report 2002 reveals the facts that the South Eastern University of Sri Lanka is on its progressive path. This University has attained its 7<sup>th</sup> year of existence and this report is the 07<sup>th</sup> of its kind in this series to have registered the important events that took place in 2002 in its history continuing from the time it was established on 23<sup>rd</sup> October 1995 as South Eastern University College of Sri Lanka and latter on absorbed in to a full fledged University occupying 10<sup>th</sup> University in Sri Lanka in chronological order with effect from 15<sup>th</sup> May 1996. Academic programmes of this University were carried out in 2002 as usual through the Faculty of Arts & Culture, Faculty of Management & Commerce and Faculty of Applied Sciences.

During the year 2002 under review it has witnessed some noteworthy episodes in its history as follows;

- The appointment of Mrs. Jazeema Ismail as the Chancellor of this University on 23.09.2002 for a period of five years by Her Excellency the President of the Democratic Socialist Republic of Sri Lanka.
- Introduction of MIS Course for the Students of the Faculty of Management & Commerce and the Computer Science Special Course for Students of the Faculty of Applied Sciences.
- The dissolution of former Council on 14<sup>th</sup> March 2002 and the formation of new Council on 10<sup>th</sup> July 2002.
- The new admission of 244 students to have the total strength increased to 796.
- The release of South Eastern University of Sri Lanka Handbook and the publication of Students Handbook by Faculty of Management and Commerce of this University.
- The appointment of three Assistant Registrars to this University to implement the policy on decentralization of administration.

In order to improve the standard of education and qualities of teaching motivations were given in the form of granting Study Leave with awards of scholarship to the academics of the three faculties to pursue Post Graduate Studies in the local and foreign Universities.



This University also has given its attention during the year under review to expand the educational facilities to the School Leavers and the Professionals at the Centre for Extension Studies at Attalaichenai by providing job oriented, short and long-term courses for their future prospects.

This University also has signed a MOU with International Islamic University, Islamabad, Pakistan to promote academic linkage and to have the exchange of resource persons between the two Universities.

Action had been taken to implement MOU signed with University of Sri Jayawardenapura by organizing a two-day seminar at Oluvil.

In order to implement the University Education Reform the following works were completed.

1. Revised the curriculum and course contents to match the current needs of the world to have employment opportunity.
2. Organized Staff Development Programs to enrich and enhance the quality of the staff in Teaching, Learning and Researching and publication activities.
3. Designed Career Guidance programmes to counsel the students to make aware of the nature of the Job Markets locally and internationally.
4. Promoted Inter Faculty Teaching activities.
5. Provided Teaching Aids to modernize the teaching methods.
6. Distributed handouts to the students through the faculties.

Special attention was paid to promote the Teaching of English and Computer literacy to buildup the student's personality to fit well in to the modern world of works and to create harmony in the society.

Mr. MLA. Cader  
**Vice-Chancellor**

**Part : I - Academic Services**

**Faculty of Arts & Culture (FAC)**

Mr. KMH. Kalideen functioned as the Dean of the Faculty of Arts & Culture up to 15<sup>th</sup> May 2002. Mr. MIM. Kaleel was elected as the Dean 12<sup>th</sup> August 2002 for the period of three years. Also he was the Acting Dean from 16<sup>th</sup> May 2002 to 11<sup>th</sup> August 2002. Mr. S. Sathanantham was functioning as Assistant Registrar of this faculty before that Mr. A. Thyaub, Senior Assistant Registrar was functioning in that place.

The Faculty of Arts & Culture during the year 2002 has carried out activities in curriculum development, research publication, seminars, workshops and teaching thereby has paved way for raising the standard of education in this University. The students and staffs have exhibited mutual understanding and extended co-operation in promoting the activities of the faculty and the University. This faculty has carried out its activities with help of 21 staff members including the Dean, two Heads and two Senior Lecturers. It conducted 11 courses. There were 408 students enrolled to this faculty. Namely 133 students for 1<sup>st</sup> year, 139 students for 2<sup>nd</sup> year and 101 students for 3<sup>rd</sup> year and 35 students for 4<sup>th</sup> year.

The Faculty consisted of two Departments namely:

1. The Department of Languages.
2. The Department of Social Sciences.

The Faculty of Arts and Culture continued to offer the following courses:

- (a) A three year Bachelor of Arts (BA General) Programme
- (b) A four year Bachelor of Arts (BA Special) Programme

The following major activities were carried out in 2002:

**1. Teaching**

- i. The Faculty offered eight special degree programs, which consist of 24 course units with dissertation work and optional course units for each special degree program for a semester, and in total for whole academic year 2002, 48 course units and optional course units were taught for all

- special degree programmes. Also Twenty-four (24) course units were taught for general degree programmes for the same academic year.
- ii. The students performance were evaluated by continuous assessment and written examination.
  - iii. Field trips were arranged for the academic development of the students.
  - iv. Study Guide, GPA system, examination method were introduced.
  - v. Reference work, seminars and workshops were organized.
  - vi. The use of OHP, audio video equipments were encouraged.
  - vii. Handouts were distributed to students.
  - viii. Introduced of "Teacher Evaluation System", "Comparing the past question Papers with that other universities", "Academic counselor's system", Student Counselor's System.

## **2. Research / Seminars and Work Shops**

- Two-day seminar on "**New Trends in Social Sciences**" was conducted by the Department of Social Sciences on 10<sup>th</sup> & 11<sup>th</sup> of April 2002.

### **Detail of the research papers presented by 16 lecturers at this seminar:**

1. Mr. KMM. Faleel Hague, "A Survey on the Structure, Trend and Problem of the Costal Fisheries in Ampara District.
2. Mr. A. Sivarajah (read Mr. A. Yogarajah), "Theory of Conflict Management and Resolution",
3. Mr. MIM. Kaleel, "The Ground Water Resources and its Utilization in Sammanthurai Area - A Critical Study".
4. Mr. SHA. Ashraff, "Effect of Environmental Pollution By Industrial Activities in Ampara District in Sri Lanka".
5. Dr. (Ms.) S. Anuzsiya, "Early Settlement of Muslim in Sri Lanka.
6. Mr. MM. Arzad, "Coastal Environmental Problem in Sri Lanka - Special reference to South Eastern Costal region".
7. Mr. MA. Jabbar, "Administrative Decentralization and Demand for Kalmunai Coastal District".
8. Mr. AAM. Nufaile & Mr. A. Naseer Ahamed, "Regionalism, Economic Cooperation and New Economic Order - A Contemporary Analyzing in South Asia".
9. Mr. A. Sarjoon, "The Leader-ship of MHM. Ashraff in the Process of the Muslim Politics of Sri Lanka and Its Importance of Present Situation".

10. Prof. V. Nandakumar, "The Health Changes of the World Population in the 21<sup>st</sup> Century"
11. Mr. SM. Aliff, "Decentralization and Devolution of Power in Sri Lanka"
12. Mr. ML. Fowzul Ameer, "Is Anything Living on the Planet Than the Earth"
13. Mr. MM. Fazil, "New World Order - With Special Reference to Clash Between Civilizations"
14. Mr. MIA. Majeed, "Philosophy on Al-Gazzali - A Case Study"
15. Ms. AM. Kamarunniza, "Unseasonable Rainfall and its Impact - Special Reference to Ampara District".
16. Mr. UI. Samsudeen, "Short Not in Religion But in Mind - A Social Approach".

#### **Seminars conducted, attended and papers presented**

- Arranged a seminar on "The Ethics of Religious Civilizations Leading to National Unity and Peace" on 18<sup>th</sup> May 2002 by the faculty.
- Mr. ML. Fowzul Ameer, participated at International Postgraduate Training Course (IPG) on Satellite Meteorology and presented a research paper on Climate Trends of Sri Lanka, RMTTC, WMO, Nanjing, China, 2001.
- Mr. ML. Fowzul Ameer, participated at International Postgraduate Training Course (IPG) on Hydrometeorology and presented a research paper on Sources for Water Pollution in Ampara District in Sri Lanka, RMTTC, Israel - 2002.

#### **03. Publications**

- The Faculty published its first Faculty Hand Book for the year 2002. A Hand Book for the students was also published and distributed among the first year students.
- Mr. KMH. Kalideen, **Young Days Memories**, South Eastern Research Forum, 2002.
- Mr. MIM. Kaleel & Mr. SHA. Ashraff, **An Introduction to Survey**, Geography Society, Faculty of Arts & Culture, Oluvil, 2002.
- Mr. MM. Arshad & Ms. AM. Kamarunniza, **Contemporary Geography - A Critical Approach**, Geography Society, Faculty of Arts & Culture, Oluvil, 2002.

The Faculty published Prof. VK. Ganesalingam's three research books. Titled as:

- A Good Academic
- A Good Examiner
- A Good Academic Administrator

### **Progress made during year**

1. The Faculty at its 34<sup>th</sup> Faculty Board meeting formed the sub-committees namely; Student Welfare Committee, Research & Publication Committee, Curriculum Committee and Field Trip Committee.
2. English and Computer literacy are made compulsory for all the undergraduates of this faculty.
3. Introduced Earth Science as an optional course.
4. Prof. Deen Mohamed from the International Islamic University of Islamabad delivered the expert lectures at the request of the Faculty.

### **Other general matters related to the faculty**

- Action was taken to setup a separate computer unit for this faculty.
- Conducted the program on "Research Methodology & Writing Skills" for the improvement of the student's research ability.

## **Department of Social Sciences - FAC**

The Department of Social Sciences has carried out successfully the academic and extra curricular activities designed for the year 2002 with the inspiration and guidance of the Vice-Chancellor, Dean, Registrar, Bursar and other members of the staff. The students of this university were made interested in their learning enterprises.

Geography, Political Science, Economic and Philosophy were the main subjects taught in 2002.

## **Department of Languages & culture - FAC**

The Department of Languages & Culture has carried out the academic and extra curricular activities with full co-operation of the Vice-Chancellor, Dean, Registrar, Bursar and members of the staff. The students were taught and trained in their respective fields as usual.

Islamic Culture, Arabic, Tamil, English, Sinhala and Computer are taught for Degree programme.

## **Faculty of Management & Commerce (FMC)**

Dr. SMM. Ismail served as the Dean of the Faculty of Management and Commerce up to 11th August 2002 and Mrs. FH. Abdul Rauff was appointed as the Dean of the Faculty from 12th August 2002. Mr. MIM. Zubair functioned as Assistant Registrar of the faculty before that Mr. SACM. Mansoor, Senior Asst. Registrar was functioning.

Faculty of Management and Commerce (FMC) carried out its activities as usual during the year under review. It followed Semester System of 15 weeks duration and two Semesters to cover-up one academic year. There were 261 students admitted to this faculty. This faculty has two departments. Namely;

1. Department of Management
2. Department of Accountancy & Finance

The department of Management continued to offer the following course units.

- Marketing
- Human Resource Management
- Business Economics
- Management

Similarly, the department of Accountancy and Finance offered the following course units.

- Accountancy
- Finance
- Management Information System

### **Semester & Examination**

The first semester was commenced on 03.09.2001 and finished on 11.01.2002, which included 15 weeks of academic programme. After 02 weeks of study leave the examination commenced on 28.01.2002. The second semester commenced on 02.04.2002 and ended on 12.07.2002. After 03 weeks of study leave the examination commenced on 05.08.2002.

### **01. Guest Lecture Programmes:**

The department conducted the following guest lecture programmes:

- Research Methodology (16 hrs.) for final year (Specialization) students at Academic Programme Centre, Mount Lavinia. - By Dr. Fazeela Ahzan/ Snr. Lecturer, University of Colombo.
- Macro Economics (08 hrs) for first year students - by Mr. K. Thambiah/ Snr. Lecturer, Department of Economics, Eastern University, Sri Lanka.
- Management Information System under the title of Software Development (03 hrs) was conducted for second year students - by Mr. MYM. Faris/ Software Developer, Medias Olive Com., Colombo - 03.
- Management Information System on Analysis and Design (03 hrs) was conducted for second year students - by Mr. AL. Siraj Mohamed (B. Sc/ Computer Science), System Analyst, E-runway, Colombo - 01.

### **02. Research/ Workshop:**

Conducted a workshop on 'Research Methodology' for the students and staff by the Snr. Lecturers of University of Sri Jeyawardenapura, under the link programme on 12<sup>th</sup> & 13<sup>th</sup> December 2002 at this University, Oluvil.

### **03. Publication:**

- Student Handbook was published.
- Faculty Journal is under preparation.

### **04. Social Welfare and Other Service Activities:**

Orientation Programme was conducted by Academic staff of this department for the first year students in the areas of Specialization Programme and G.P.A. system.

At APC specialization programmes for the final year students were organized to have link with the Private Sectors for training.

## **Department of Management**

### **01. Teaching:**

Teaching was carried out satisfactorily with the help of 08 lectures as out of 12 as four (04) of them were on Study Leave. There were 31 courses with English and Computer Sciences to offer to the students. New teaching methods were introduced to make the teaching and learning environment interesting. There were 140 students under this department. This includes 52 students for the 1<sup>st</sup> year, 44 students for the 2<sup>nd</sup> year, 21 students for 3<sup>rd</sup> year and 23 students for 4<sup>th</sup> year.

Two semester examinations were conducted.

### **02. Progress made during the year:**

- The Department conducted the following Special Degree Programmes
  1. Bachelor of Business Administration (BBA)
  2. Bachelor of Business Administration (BBA) (Specialization in Marketing Management)
- New syllabuses had been designed and old syllabuses had been revised.
- Double batch students were admitted for the academic years 2002/ 2003.

### **03. Other general matters related to the Department:**

Staff meetings were conducted at departmental level to evaluate the programmes and also to identify the needs and solve problems facing staff and students in conducting academic activities and development of this Department.

## **Department of Accountancy & Finance**

### **01. Teaching:**

This Department conducted 31 course units designed for the student's quality improvement. English and Computer Science were also taught. It is managed with five (05) permanent lecturers as three (03) out of eight (08) were on Study Leave. Modern methods with teaching aids were used. There were 121 students following their Special courses under this department. It includes 35 students for 1<sup>st</sup> year, 42 students for 2<sup>nd</sup> year, 22 students for 3<sup>rd</sup> year and 22 students for 4<sup>th</sup> year.

Two semester examinations were conducted.



## **Faculty of Applied Sciences (FAS)**

### **General**

This Faculty of Applied Sciences was managed with the Dean Ms. V. Santhanam. Mr. MACM. Ramees functioned as the Assistant Registrar

The Faculty of Applied Sciences of South Eastern University of Sri Lanka started in January 1998 continued to carryout its academic activities as usual in 2002 also. It follows the Semester System with course unit and continues assessment and Semester end examinations. It conducted a General Degree program of three years duration in Biological and Physical Sciences, except for Computer Science for which a Special Degree Program was being conducted solely with the help of visiting Senior Academics from the University of Colombo and Moratuwa, at the Academic Program Centre of the South Eastern University of Sri Lanka at Mount Lavinia.

However, the Curriculum Development subcommittee of this faculty was taking action to revise the curriculum/syllabus of the academic program, to make the degree program relevant to the Private and Public sectors needs by introducing subject fields, which are applied, and more technology based and are transferable skills.

This faculty had 22 Lecturer Probationary (of which 11 were on study leave), 05 Lecturer Temporary, 03 Instructors and 02 Educational Assistants to teach 112 students. At the dawn of year 2002, the 2001/2002 batches of students had just completed their First Year academic programme with first Semester examination. The second Semester of the academic year 2001/2002 began on 04/03/2002 with the following particulars.

Biological Sciences : 1<sup>st</sup> year - 20 students, 2<sup>nd</sup> year - 15 students and  
3<sup>rd</sup> year - 32 students  
Physical Science : 1<sup>st</sup> year - 17 students, 2<sup>nd</sup> year - 13 students and  
3<sup>rd</sup> year - 15 students

The Second Semester Examinations were conducted between 08/07/2002 and 29/07/2002.

The first batch of new students for the Academic Year 2002/2003 was taken in with the senior students on the 06<sup>th</sup> of November 2002. There were 19 Bio Science students and 15 Physical Science students in this batch.

There were 13 students following the Special degree in Computer Science at the APC. First Semester and Second Semester academic programmes for the 4<sup>th</sup> year students commenced on 25/02/2002 and 12/08/2002 respectively.

Lecturers Guides were prepared with the help of academic staff in October 2002. Many books were also purchased for the students of the Special Degree program. The Special Degree Computer laboratory was networked in September 2002.

#### **Progress made during the year**

A corporate plan was designed in 2002 with the following objectives.

1. To foster Science and Technology
2. To contribute to National Development/Global awareness
3. To promote Research and training
4. To contribute to Community awareness

In line with these objectives actions were taken as follows;

- ❑ Prepared a report on the Academic and Development activities of our Faculty to the UGC Chairman for a discussion with the Hon. Minister of Tertiary Education.
- ❑ Instructed the Faculty Board on the transition to Technology Educational at FAS.
- ❑ Forwarded the Development Plan of FAS to the Senate for the year 2003 to 2008.
- ❑ Ordered for Laboratory equipment, chemicals and glassware worth of 15 million rupees.
- ❑ Designed Faculty hand Book.

#### **Workshop/ Seminar attended by Faculty Staff**

- ❑ Academic staff Attended
  - Workshop on “Accreditation of Senior Lecturers in Higher Education” at SDC Colombo University.

- Seminar on “Undergraduate Education project” conducted by Ministry of Tertiary Education and UGC at BMICH.
  - Seminar on “Undergraduate Project at JAICA” Hilton tower with student representatives.
  - Workshop on “Quality Assurance in Curriculum and Institution” at University of Kelaniya.
- The Dean had participated in workshops conducted at South Eastern University of Sri Lanka on
- a. Academic Administration
  - b. Role of non academics in the university system
  - c. New trends in Social Sciences
  - d. Ethics of religious civilizations leading to national unity and peace

### **Students Career Awareness Programmes**

- Conducted a meeting with groups of students to explain the significance of career guidance programs. Issued Pamphlets and the Dean made a power point presentation.
- Formed Students Sub-committees to handle faculty trips, debate, sports, seminar, newsletter etc.
- The British Council at the request of this faculty presented a list of educational videos.

### **Research/ Publication/ Community Development**

- The Dean served as a Consultant for two development projects in the Ampara district
- Oluvil Harbour Project – Consultant Zoologist

### **Constraints**

Research activities are hampered by the delay in getting research grants and the space building for the staff to do research and the Bus for field trips.

Community development activities are hampered due to lack of an auditorium to conduct seminars and workshops for public especially the school teachers and students.

## **DEPARTMENT OF PHYSICAL SCIENCES (FAS)**

### **1. Teaching:**

As far as teaching is concerned, all three subjects (Chemistry, Physics & Earth Science) were taught and practicals were conducted in the respective laboratories within the Faculty.

However, final year chemistry students were taken to Chemistry Laboratory of University of Peradeniya (UPDN) for “Physical Chemistry Practicals” as no facilities are available at FAS to conduct the same here.

A batch of final year physics students were taken to Physics Laboratory of UPDN for a series of physics practicals.

A batch of Earth Science students was taken on a field trip for a week, as it is a part of their curriculum.

Except Chemistry, both Physics and Earth Science lectures were delivered by many visiting lectures, due to lack of staff in their respective units. These units were facing a situation of “no money provision” to meet the visiting lecture payments. Finally faculty could manage these situations with the allocation of other two faculties funds.

The laboratories are the basic requirement for teaching science. However, none of the laboratories in this department are perfect. The earth science laboratory is the less fortunate one as it is even without any furniture.

### **2. Research:**

Mr. MF. Nawas, Lecturer & Academic Coordinator carried out a study on (ground) water pollution of this region with the help of the department staff. It is done with great difficulties due to lack of facilities. (The project was completed and a report was submitted to the research committee). The funding (Rs. 20,000/-) for this project was obtained from the University Research Grant.

### **3. Publications:**

Mr. MF. Nawas made a presentation at the Annual Research Sessions of UPDN, and an abstract of the presentation was published in their Proceedings.

### **4. Progress made during the year**

One June 22, 2002 Mr. MF. Nawas participated in a Chemistry Heads Meeting organized by Institute of Chemistry, Ceylon along with all other chemistry heads of the country. Matters were discussed about the chemistry curricular and decided to prepare it considering career goals.

In this regard, on July 15, 2002, Mr. MF. Nawas and Ajith Karunaratne/temporary lecturer in chemistry visited the University of Sri Jayawardanapura (SJP), to meet Dean/Science, SJP and Head/Chemistry, SJP. They showed their willingness to assist us to start special degree in chemistry. On account of the lack of proper lab facilities and Senior Lecturer in Chemistry this programme is yet to be implemented.

Similarly a placement for students to follow “Physics Special Degree” is sought from different universities. No positive response is received so far.

### **5. Other general matters relating to the Dept.**

There are proposals to introduce new programs and activities by our department. Resources, both physical and human, are lacking.

### **Specialization Degree Programme at Academic Programme Centre (APC), Mount Lavinia**

#### **Computer Sciences (FAS)**

Students from Faculty of Applied Sciences are following Special Degree Program at APC. Fifteen (15) students were selected to follow this programme. To run this programme the following resources and Computer Lab facilities are needed.

Computers	15
Printers	02
Network Switch board (10/100 mbps Ethernet Switch	01
Router (Cisco 800 series)	01
Internet lease line	

**Academic Activities – 2002 (Semester I and Semester II)**

To carryout the academic activities, services of visiting lecturers and consultants were obtained as follows.

Dr. S. Kanaganathan, Eastern University

High Performance Computing (CSS47)

Language Processors and Natural Language Processing (CSS413)

Mr. MRDN. Dayarathna, University of Colombo

Information Theory, Coding and Cryptography (CSS49)

Dr. A. Thugorala, University of Colombo

New Paradigms in Computing (CSS414)

Dr. KP. Hewagamage, University of Colombo

Artificial Intelligence and Logic Programming (CSS45)

Mr. MM. Janeefar, University of Colombo

Computer Graphics and Vision (CSS410)

A panel consisting of the following experts was entrusted with the responsibility of conducting Industrial Training and case studies (CSS41) and Individual Project (Double Units) (CSS42) for the year 2002 and two semesters.

Prof. GTF De Silva (Uni of Moratuwa) – Consultant

Mr. MDRN Dayarathna (30 hours)

Mr. Sampath Jayasundara (30 hours)

Mr. TKD. De Zoysa (30 hours)

Mr. CADN Chaminda (30 hours)

**Guest Lecture**

Mr. H. Wijewardana, University of Colombo as visiting lecturer is assigned with Active Sever Page subject for 10 hours duration.

### **Department of Biological Science**

The Faculty of Applied Sciences of the SEUSL started its academic programme in January 1998. It followed the semester system with course units and continuous assessments and semester end examination.

Until now it continued to offer only a General Degree programme. However, plans are under preparation to start a Special Degree course in Zoology. The syllabus for this course is under review and although there are two Senior Lecturers and a Professor in the Biology Department, visiting Senior Academics were invited.

There were 63 students following their General Degree Programme under the Department of Biological Sciences.

To expand the activities of this department in future, additional laboratory buildings and equipments were felt as urgent needs.

### **Department of Mathematical Sciences**

The Department of Mathematical Sciences carried out its programme through three course units. Namely;

1. Mathematic
2. Statistic
3. Computer

It managed its academic activities with the Permanent, Temporary and Visiting Staff. Generally Basic Mathematics, Applied Mathematics and Pure Mathematics were taught as usual.

## **English Language Teaching Unit (ELTU)**

The head of the department of ELTU is Mr. AMM. Nawas, instructor in English. There were five instructors serving in this unit.

### **TEACHING**

Conducted on going classes for all three faculties and the following changes were made in the curricula:

1. A new course - English for Communication was introduced to the second year science students.
2. The syllabi for the Arts students were revised to make a single course - Intermediate English instead of two courses each year.
3. For second year management and commerce students a Business English course was designed.

### **Courses for two Semesters**

This ELTU unit conducted Basic English for 1<sup>st</sup> year and Intermediate English for 2<sup>nd</sup> year students of Faculty of Art & Culture similarly conducted Basic English for 1<sup>st</sup> year and Business English for 2<sup>nd</sup> year students of the Faculty of Management and Commerce also for the Faculty of Applied Sciences it conducted English for Biology and English for Mathematics for 1<sup>st</sup> year and English for Communication for 2<sup>nd</sup> year students.

In September Intensive Course in English was started for the freshers at Oluvil. The students of all three faculties participated in the course, which lasted for 6 weeks.

In December second Intensive Course in English for the special intake students was commenced at Addalaichenai. Also this unit organized and conducted Diploma in English Course and Certificate in English Course at Addalaichenai (CES)



### **Workshop conducted**

ELTU arranged a two-day workshop for English teachers at SEUSL. This was supported by the Sri Lanka English Language Teachers Association and the British Council. Nearly 150 teachers including In Service Advisors of English participated at the workshop. It is a notable point that teachers from the Ampara zone too attended the Workshop.

### **Papers presented**

A paper was presented (by Mr. MAM. Sameem & Mr. AMM. Navaz) at the International Conference of Sri Lanka English Language Teachers Association on “Introduction of English Medium, A Success or Failure”? a study on schools in the Ampara district. The conference was held in Colombo in September.

### **Workshop attended**

ELTU staff members attended a workshop organized by the British Council on “Teaching of Oral and Listening Skills” at the Eastern University. The resource person was from Reading university, UK.

### **GELT program**

In July 2002 GELT classes were commenced at three centers in the Ampara district, Kalmunai, Akkaraipattu and Ampara.

### **Visit by Consultants**

- Prof. Rajiwa visited the ELTU in January 2002 to observe the classes and study the other activities of the ELTU.
- In May 2002 Prof. Ryhana Raheem, OUSL and Prof. Pauline Robinson of the Reading university, UK visited this University under a British Council funded ELT development project which covers all the ELTUs in the Sri Lankan Universities. They observed the syllabi and ELTU classes and shared their views with the ELTU staff.
- In September 2002 Helen Pickford of the VSO organization visited the ELTU of this University for a feasibility study on VSO deployment at the ELTU, SEUSL.

## **Computer Unit**

Computer literacy has become a significant course of studies in the university education system. It is treated as Job Oriented Training programme. So, in this university special attention is paid to introduce computer science to enable all the undergraduates to gain knowledge and skills in this field.

### **1. Teaching:**

In order to enhance the teaching and learning of Computer Science attention was paid on the following;

- I. Conducted Basic Computer Skill Program for the first year students. It consists of 7 modules. It is a compulsory subject for first year undergraduates.
- II. Followed the evaluation system consisting of continuous assessments, practical and written examination.
- III. Conducted classes using new teaching methodologies such as demonstrating software and multimedia equipments in order to enhance the quality of students.

### **2. Research / Seminar:**

Seminar was conducted by the staff of the Computer Unit for the University staff in the following areas.

- Information Technology and Job market in Sri Lanka.
- New millennium and its challenges in E-commerce.
- How to use the Internet and E-mail applications

### **3. Publications:**

Published “Internet & E-mail applications”

### **4. Social Welfare and other Service activities:**

- Conducted Orientation Program for the first year students - 2002 / 2003.
- Formed the “Computer Society” for additional activities in the field of information technology.

**5. Progress made during the year:**

- Introduced **Optional Computer Subject** for the second year, third year and final year students.
- Designed new Syllabuses and revised old syllabuses.
- Introduced Management Information System (MIS) as course by the Faculty of Management and Commerce and conducted through Computer Unit with the help of qualified lecturers in Computer literacy.

**6. Other General Matters relating to the Computer Unit:**

- Fire broke out on 21<sup>st</sup> of August 2002 in the Computer Unit and damaged most of the Computers and the equipments kept at the unit.
- After the Fire incidents the Computer Unit was shifted to Language unit building and functioning right now.
- Asian Development Bank through NECORD donated Computers and other equipments to re-open the Computer Laboratory.

## **Information Resource Centre (Library)**

### **Introduction**

This South Eastern University of Sri Lanka is at present served by two libraries. The Main Library at Oluvil serves the needs of the Faculties of Arts & Culture and Management & Commerce. The Science Library at Sammanthurai Campus serves the needs of the Faculty of Applied Sciences. It was under the Asst. Librarian (in-charge) Mr. MM. Rifaudeen

### **Main Library**

The South Eastern University Library is well stocked with books required to serve and enhance the learning, teaching and research activities of the University students and academics. This library is housed at a temporary building located at Oluvil premise.

### **Faculty of Applied Science Library (FAS Library)**

Science Library is situated in the Faculty of Applied Sciences at Sammanthurai. It is too housed in a temporary building. New building is to be put up with all facilities.

### **Library Service at Academic Programme Centre, Mount Lavinia**

A new Departmental Library was established at Academic Programme Centre in Mount-Lavinia to serve the needs of the undergraduates of Faculty of Management & Commerce and Faculty of Applied Sciences.

### **The Cultural Museum**

This cultural museum, which is an integral part of the SEUSL, was brought with in the purview of the Library. School students, public and other visitors visit the museum daily.

## **Library Divisions**

The Library consists mainly of 04 divisions viz Acquisition Division, Periodical Division, Reader Services Division, Classification Division, Cataloguing Division and General Management Division.

### **01. Acquisition Division**

#### **Funds & Expenditure**

With the funds provided Books were purchased for Rs. 1.9 million and Periodicals were purchased for Rs. 0.3 million during the under review.

#### **Acquisition of Books & Periodicals**

The total number of books accessioned during the year under review was 4009 as compared to 5895 during 2001. A portion of this stock includes the donations received from various sources and agencies. The total number of periodicals purchased for library is only 123. These periodicals, weekly, monthly are bound and kept as annual stocks.

### **02. Reader Services Division**

#### **The Collection of the Main Library**

The main Library contains primarily materials in Humanities, Social Sciences and Management Sciences and serves the Faculty of Arts & Culture and the Faculty of Management & Commerce. It also contains reference and general reading materials for the entire library patrons in the university.

- ❖ The collection including multiple copies of textbooks for the year 2002 was approximately 34500 volumes.

#### **The collection of the FAS Library**

The FAS Library contains primarily materials in Natural and Applied Sciences and serves Faculty of Applied Sciences. It contains Mainly Books and Periodicals on Biological and Physical Sciences.

The collection including multiple copies of textbooks is approximately 5,000 volumes.

- ❖ Though the collections of both libraries are fairly adequate to support the first, second, third and final years students, more stock of books are needed to meet the increasing demands of the users due to backlog clearance.

The Library is systematized for easy access to the books in the following manner:

1. Lending Section
2. Scheduled Reference Section
3. Reference Section
4. Periodical Section

### **Membership at the Main Library**

#### **The Users:**

Details of the registered users of the library during the year 2002.

Students	:	1297
Academic staff	:	118
Non-Academic staff:		108
Total	:	1623

### **Membership at the Science Library at Sammanthurai**

#### **The Users:**

The details of registered users of the Science library during the year 2002.

Students	:	157
Academic staff	:	42
Non-Academic staff:		08
Total	:	207

### **Borrowing Facilities**

Being a new university with limited resources each student was issued with three tickets. Two tickets are for borrowing two books from the lending library for a period of two weeks and one ticket is for borrowing as scheduled reference book for overnight or week-end use. Academic staff members were permitted to borrow up to 15 books per semester. Non-academic staff members were permitted to borrow one book per week.

### **Issues at the Main Library for the year 2002**

Total number of issues was 46869.

### **Issues at the Science Library**

Total number of issues was 4325.

### **Photocopy Services**

Photocopying services of the Library have been privatized in order to provide better services to the users.

## **03. Periodical Division**

This contains 123 current issues of periodicals in the field of Applied Sciences, Social Sciences and Management Sciences. The Bound Periodicals are also kept in the same place. These periodicals, weekly, monthly are bound and kept as annual stocks.

## **04. Classifications Division:**

From 01.01.2002 almost all the books newly acquired have been classified. For the classification and the arrangement of books on the shelves Dewey Decimal Classification Scheme 20<sup>th</sup> Edition has been followed.

## **05. Cataloguing Division**

All the books accessioned in the year 2002 have completely been catalogued with the help of Library software CDS/ ISIS. The on-line catalogue is available for the users.

## **Building & Other Facilities:**

The university library was housed in the Paddy Marketing Board building. The furniture available is not sufficient for both housing the collection and accommodating the readers. The urgent needs are the building furniture and other facilities.

## **Other Activities of the Library**

### **i. Publications**

#### **Writings of S.M. Kamaldeen: A Bibliography**

The SEUSL Library has published a bibliography titled "Writings of S.M. Kamaldeen: A Bibliography". This bibliography lists a selection of the works of S.M. Kamaldeen, a librarian and educationist counting many years of experience. It contains 202 entries; describing six books and 196 articles published in various Newspapers, Magazines and Periodicals in Tamil as well as English or Sinhala.

### **ii. Research**

Mr. M.M. Rifaudeen, Assistant Librarian (in-charge) has carried out one year full time research study on "A Critical Analysis of Resource Sharing and Networking of SLSTINET Activities". It is published.

### **iii. Donation**

#### **British Council donation**

The British council of Sri Lanka has presented 250 volumes of leading literary texts to the South Eastern University library on 12<sup>th</sup> of June 2002 at the SEUSL Auditorium. Ms. Susan Maingay, Director of the British Council of Sri-Lanka and Mr. Harrison Perara, the Asst. Director/ Information have visited this University Library to donate these books.

### **iv. Library Lecture Series**

This Library has organized a Lecture Series periodically to the academic staff members & students of SEUSL in the year 2002 with the main objective of promoting the reading habits of the user community.



## **Career Guidance Unit**

Director of this unit is Prof. VK. Ganesalingam. The following activities took place during the year under review. This unit was declared open by Prof. BRRN. Mendis, the Chairman, UGC in 2002 also Career Guidance director from the University of Sri Jayawardenapura conducted a seminar to the students and lectures.

### Activities:

1. Seminars were conducted monthly to all the students regarding their future job prospects.
2. Job information was collected from the passed out students in Science, Arts & Commerce, journals and newspapers and advertisement and other leaflets for the students to study.
3. Field study trip was carried out by taking the students to the Eastern University to observe the Career Guidance work there.
4. Students were encouraged at the Career Guidance Unit Office to discuss the matters of importance of Career prospects.

## **Residential Consultant's Office**

### **Introduction:**

Prof. VK. Ganesalingam was appointed as Residence Consultant with effect from 01.04.2001 to look after the interests of the academic matters of the Faculty of Applied Sciences with regard to curriculum development, introduction of special courses, planning for laboratory buildings, preparation of faculty handbook, improving examination criteria (GPA system) etc.

### **1. Research:**

Made research on "Pathological evidence for criminal offence." Paper is ready for publication.

### **2. Publications:**

Published three books under the Faculty of Arts & Culture

**3. Activities carried out:**

- i. Prepared the Handbook of the Faculty of Applied Sciences.
- ii. Made Plans for the Building programmes of the Faculty of Applied Sciences.
- iii. Plans for Aquarium, Animal house and Botanical garden have been completed.
- iv. Conducted seminars and workshop to teachers and students.

## **Center for Extension Studies (CES) at Addalachenai**

### **Introduction:**

The Center for Extension Studies of the South Eastern University of Sri Lanka was established in 2000 with the intention of imparting knowledge and giving training programme to those who couldn't get admission to the University. For this purpose course works and workshops and seminars were organized at the Center for Extension Studies.

The faculties of this University passed the syllabus and regulations. The programme is conducted in semester system, on course unit system and Examination is held on completion of courses. Results are determined by the Examination Board, with the Vice Chancellor as its chairman.

### **Board of Management**

The Board of Management regularizes and manages the academic activities of the Center for Extension Studies. The Board with the Vice-Chancellor as the Chairman consists of the Director, Deans, Registrar, Bursar and Asst. Registrar as members. The Director is directly in-charge for the center. This Board makes decisions on the matters such as the courses, teachers, students, examinations and results.

### **Students' selection:**

The courses are advertised. The candidates are selected based on the prerequisite qualifications and an interview by a Selection Committee approved by the Vice Chancellor.

The CES conducted classes with help of resource persons. 10 resource persons conducted Diploma in Computer Sciences course 50 students, 07 resource persons conducted Diploma in English course for 74 students, 05 resource persons conducted Certificate course in English for 35 students, 05 resource persons Diploma in Journalism for 61 students, 09 resource persons conducted Higher Diploma in Accounting and Financial Management course for 70 students and 06 resource persons conducted Certificate in Computer Applications for 30 students.

### **Courses organized by ELTU**

ELTU has organized and conducted Diploma in English and Certificate in English courses. Namely,

- In March first batch of Diploma in English was commenced for 75 students. Also 35 students were absorbed for the 5<sup>th</sup> batch of Certificate in English course.
- In February the English for Bankers course for staff members of the Peoples' Banks, Ampara region was concluded.

## **Staff Development Center Activities (SDC)**

Staff Development Centre is under the management of the Director. Mr. AN. Nazeer Ahamed, Senior Lecturer attached to the Faculty of Applied Sciences is the Director for the year under review. This center has organized various workshops and training programme for the professional development of both academic and non-academic staff of this university.

- Workshop on Office Management for all Clerical and Allied grade, Administration Staff and Deans was conducted by Mr. AL. Joufer Sadique (Registrar, SEUSL), Mr. A. Thayub (SAR/ Establishment, SEUSL), Mr. MFH. Careem (AR/ Administration, SEUSL) and Mr. K. Kanagaratnam (Financial Consultant, SEUSL) held at SEUSL, Oluvil on 14.03.2003.
- Workshop on Academic Administration for All Deans, Academic Heads, Subject Coordinators and Administrative Staff was conducted by Prof. VK. Ganesalingam (Resident Consultant/ FAS, SEUSL) held at Faculty of Applied Sciences, SEUSL, Sammanthurai on 13.02.2002.
- Lecture on Quality Assurance for University Academics for all Academic Staff members was conducted by Dr. JCN. Rajendra (Dean, Faculty of Science, EUSL) held at SEUSL, Oluvil on 17.09.2002.
- Case discussion on Financial matter for Financial division Staff was conducted by Mr. K. Kanagaratnam (Financial Consultant, SEUSL) at SEUSL, Oluvil held at SEUSL, Oluvil on 17.09.2002.
- Training Programme for Technical Officer and Technical Assistants for all TO and TA's of FAS was conducted by Mr. T. Kugathan (TO, Dept. of Botany/ EUSL), MIM. Ismail (TO, Dept. of Botany/ EUSL), Mr. S. Premkumar (TO, Dept. of Chemistry, EUSL), Mr. M. Sri Ragavan (TO, Dept. of Physics, EUSL) held at FAS, Sammanthurai on 28<sup>th</sup> and 29<sup>th</sup> September 2002.
- Discussion on the Procedures involved in ordering Chemicals, Equipment and Glassware (Local/ Foreign) for Deans, Heads, Academic Coordinators, Subject Coordinators and Technical Officers was conducted by Mr. K. Kanagaratnam, (Financial Consultant, SEUSL) held at FAS, Sammanthurai on 27.11.2002.

**Part : II - General Administration**

**General Administration**

General Administration of this University consists of the following Divisions.

- Administration
- Establishment
- Registration, Examination and Academic
- Welfare
- Works & Maintenance
- Landscape Unit

General Administration is under the Registrar Mr. AL. Joufer Sadique who coordinates the above Divisions and Units and controls them.

**Administration Division**

Mr. HA. Sathar functioned as the Asst. Registrar of this Administration Division. Before that Mr. MFH. Careem was functioning as Asst. Registrar of this Division. This division continued to function with the following staff;

1. Assistant Registrar - 01 No.
2. Clerical staff - 02 Nos.
3. Computer application assistant - 01No.
4. Typist - 01 No.
5. Cycle orderly - 01 No.
6. Health attendant - 01 No.
7. Drivers (permanent) - 06 Nos.
8. Drivers (Ad-hoc) - 03 Nos.

The work areas covered by this division are as follows;

- a) Handling Mail of the University
- b) Maintenance work, allocation of vehicles upon the request from various client departments and maintain the records for the same.
- c) Direction and monitoring work of the security staff.
- d) Conducting Board of survey.
- e) Direction and monitoring work of the landscaping unit.
- f) Payment and maintaining records of telephone bills and electricity bills of the University.

### **Security Unit:**

This unit is under the Administrative division. It controls the entire environmental protection and maintains the cordial environment of this University.

The Security Unit supervises and controls the 225 acres of land covering the areas in Oluvil, Addalachchenai, Meenodaikattu, Summanthurai and Malwatte. These premises are under the deployment of 25 security guards out whom 04 are officers.

### **Transport & Vehicles**

The vehicles of this University are maintained and supervised by the Asst. Registrar/ Administration. The following vehicles were available for the use of the University officials during the year under review.

1) Car -	02 Nos.
2) Van -	02 Nos.
3) Pick up -	02 Nos.
4) Passenger (Three wheeler) -	01 No.
5) Delivery (Three wheeler) -	01 No.
6) Tractor (Massy Ferguson) -	01 No.
7) Motor bike -	01 No.
8) Scooter -	02 Nos.
9) Push bike -	32 Nos.

These vehicles are in services from 1995 onwards.

## **Establishment Division.**

This division is under the Senior Asst. Registrar Mr. SACM. Mansoor. This division handles the following aspect of works.

- Appointments
- Confirmations
- Promotions
- Staff Leave

### **Appointments for Faculty of Applied Sciences**

Appointments of Temporary Assistant Lecturers were given as follows;

Biology - 02  
Maths - 01  
Physical Science - 01

Appointment of Temporary Demonstrators/ Temporary Tutors were given as follows;

Computer Science (Demonstrators) - 01  
Biology (Demonstrators) - 03  
Mathematics (Tutor) - 01

### **Appointments for Faculty of Arts & Culture**

Appointment of Temporary Assistant Lecturer were made as follows;

Arabic - 05  
Tamil - 03  
Political Science - 04  
English - 01  
Islamic Culture - 03  
Geography - 04  
Philosophy - 04  
Sociology - 01  
History - 01  
Economics - 01



**Promotion**

Promotion to given to Senior Lecturer, Grade II - 01

**Appointments for Faculty of Management and Commerce**

Appointment of Temporary Assistant Lecturer were made as follows;

To Dept. Of Accountancy & Finance	- 07
To Dept. Management	- 07

**Appointments for Computer Unit**

Temporary Instructor was appointed in Computer Science - 01

**Particulars of Over-seas leave with no-pay**

Asst. Registrar	- 01
Library Attendant, Grade, II	- 01

**Academic Administrative Appointment**

Academic Administrative Appointments were given in 2002 under the following headings.

Head of the Departments	- 05
Academic Coordinators	- 04
Subject coordinators	- 09
Student Counselor	- 02
Academic Counselor	- 01
Deputy Proctor	- 01
Sub-warden	- 01

**Permanency to the Post of Computer Application Assistant**

Permanent appointment to the Computer Application Assistants given - 08

**Appointment on Contract Basis**

Particulars of Appointment given to Lecturers on Contract Basis;

Social Science	- 07
Language	- 06
Computer Instructor	-02
Maths	- 01

**Appointments on Contract (Non Academic) – 1 year/ 06 months**

Particulars appointments on Contract Basis to non-academic staff

Supervisor (Civil – Lower Grade)	- 02
Financial Consultant & Inter Auditor	- 01
Consultant Engineer - Vehicle	- 01
Administrative Assistant	- 01

**Confirmation in the Posts**

The following categories of appointment were confirmed

Sub-Warden (Full Time)	- 02
Asst. Registrar	- 03
Stenographer (English) Gr. II	- 02
Educational Assistant. Gr. I	- 02
Care Taker (LG)	- 01
Security (LG)	- 04
Health Service Labourer	- 01
Clerk Gr. III	- 02
Library Attendant Gr. II	- 01
Typist Gr. III	- 04
Mason Gr. II	- 01
Works Superintendent (Civil)	Gr. II - 01
Security Inspector Gr. II	- 02
Labourer Gr. III	- 31

**Promotion Non Academic (Made in 2002)**

Particulars of Non-academic promotion were given

Clerk Grade II	- 02
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**Vacation of Post (Made in 2002)**

Particulars of posts vacated

Typist English Gr. II	- 01
Technical Officer Gr. II	- 01

**Staff on study leave in the year – 2002**

Particulars of Study leave granted to academic staff

Language	- 01
Social Science	- 01
Accountancy and Finance	- 01

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Management	- 02
Mathematics	- 04
Mathematical Science	- 02
Physical Science	- 02
Library Information	- 01

**Overseas Leave**

The no. of staff given Overseas Leave for the following purposes;

Seminars	- 05
Pilgrimage	- 03

**No-pay leaves**

No-pay leave was granted to Clerk Grade III - 01

**Resignation**

Resignation were tendered by the followings staff

Non-Academic staff	- 02
Academic staff	- 05

**Release from the Service**

The particulars of academic and non-academic staffs were released from the service.

Clerk Gr. III	- 01
Temp. Asst. Lecturers	- 03

## Registration, Examination and Academic Division.

The Registration, Examination and Academic division functioned under the Asst. Registrar Mr. M.I. Nawfer. This division performed the following functions during the year under review.

**Registration:** It did the work of Registration of New-Admission given by the UGC and also the Renewal of Registration of the Students already enrolled for different courses of study.

**Examination:** It conducted Semester Examination twice a year and also the recruitment examination and repeat examination.

**Issuing Statement & Documents:** It issued detailed Result Sheet, Record Book, Transcripts and Degree Certificates.

**Announcements:** It released results of the exam conducted during the year.

**Confirmation:** It confirmed the results with approval of the Senate and the Faculty Boards.

### Registration of Students

During the year under review 244 students were registered out of 258 allocated. This includes 162 students out of 170 for Arts course. 24 out of 24 students for Commerce course. 24 out of 24 for Management course. 16 out of 22 students for Physical Sciences course. 18 out of 18 for Biological Science courses.

### Details of Examinations held during the year 2002

Exam No. 33/02

Duration: 10.12.2001 - 29.01.2002

**Semester - I      Faculty of Applied Sciences**

Course of Study	No. of Candidates Applied for the Exam					No. of Candidates Passed the Exam				
	1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year	4 <sup>th</sup> Year	Total	1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year	4 <sup>th</sup> Year	Total
Physical Science	19	13	14	1	47	3	3	12	-	18
Repeat	-	-	-	-	0	-	-	-	-	0
Bio-Science	20	15	31	12	78	7	13	21	-	41
Repeat	-	-	-	-	0	-	-	-	-	0

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Exam No. 34/02

Duration: 29.01.2002 - 21.02.2002

**Semester - I Faculties of Arts & Culture and Management & Commerce**

Course of Study	No. of Candidates Applied for the Exam					No. of Candidates Passed the Exam				
	1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year	4 <sup>th</sup> Year	Total	1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year	4 <sup>th</sup> Year	Total
Arts	131	140	101	35	407	73	100	91	35	299
Repeat	62	23	3		88	38	14	3		55
Management	50	44	21	23	138	35	43	20	22	120
Repeat	20	2	1		23	12	1			13
Commerce	35	43	22	20	120	16	35	18	17	86
Repeat	25	1	4	1	31	11	0	1	1	13

Exam No. 35/02

Duration: 29.07.2002 - 31.08.2002

**Semester - II Faculty of Applied Sciences**

Course of Study	No. of Candidates Applied for the Exam					No. of Candidates Passed the Exam				
	1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year	4 <sup>th</sup> Year	Total	1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year	4 <sup>th</sup> Year	Total
Physical Science	16	11	14		41	3	3	11		17
Repeat	29	5			34	25	5			30
Bio-Science	17	14	32		63	9	6	22		37
Repeat	9	12			21	3	11			14
Computer Sc.				13	13				12	12

Exam No. 36/02

Duration: 05.08.2002 - 06.09.2002

**Semester - II Faculties of Arts & Culture and Management & Commerce**

Course of Study	No. of Candidates Applied for the Exam					No. of Candidates Passed the Exam				
	1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year	4 <sup>th</sup> Year	Total	1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year	4 <sup>th</sup> Year	Total
Arts	133	139	101	35	408	86	86	95	34	301
Repeat	71	37	4	1	113	39	20	4	0	63
Management	52	44	21	23	140	39	40	20	22	121
Repeat	5	4	1		10	4	4	1		9
Commerce	35	42	22	22	121	17	35	17	18	87
Repeat	18	4	1	1	24	8	3	1	0	12

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Exam No. 37/02

Duration: 30.10.2002 - 02.11.2002

**Semester - I & II      Faculty of Applied Sciences**

Course of Study	No. of Candidates Applied for the Exam					No. of Candidates Passed the Exam				
	1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year		Total	1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year		Total
Physical Science	1		2		3	1		2		3
Bio-Science	10	5	11		26	6	4	10		20

Exam No. 38/02

Duration: 16.12.2002 - 30.12.2002

**Semester - II      Faculty of Applied Sciences**

Course of Study	No. of Candidates Applied for the Exam					No. of Candidates Passed the Exam				
	1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year	4 <sup>th</sup> Year	Total	1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year	4 <sup>th</sup> Year	Total
Computer Sc.				13	13				13	13

## **Welfare Division.**

Senior Asst. Registrar Mr. A. Thayub is in-charge of the Welfare division. This division looks after the welfare matters of the Students and Staff of this university. It deals with Bursary and Mahapola Scholarships award, Hostel accommodation, Medical Services, Transport service for Students & Staff membes, Physical and recreation.

### **Bursary and Mahapola Scholarships award during 2002**

There were 402 student served with Bursary awards. Similarly there were 638 students served with Mahapola awards.

### **HOSTEL ACCOMMODATION**

As there were no hostel facilities available during the year 2002, students were accommodated in the private houses rented by the University at Nintavur Sammanthurai and Sainthamaruthu. In total there were ten private houses for students hotel accommodations. Three for girls and six for boys. Another hostel is rented for staff.

Mr. UL. Mansoor and Ms. HLS. Masheetha are full time sub-wardens to look after the hostel affairs. Besides Mr. MA. Jabbar, Lecturer is also to act as Academic warden for male and female hostels.

*The hostel activities were attended by the following staff:*

Full time sub-warden	- 02
Academic sub-warden	- 08
Hall servant (Male)	- 05
Hall servant (Female)	- 04
Academic Warden	- 01

### **MEDICAL SERVICES**

The Medical Centre functioned with two part-time Medical Officers. During the year 2002, there were 580 patients who have received treatments.

## **TRANSPORT SERVICES**

The New Eastern Bus Company Depots at Akkaraipattu, Kalmunai and Sammanthurai continued to provide regular transport services daily to both students and staff in the morning as well as in the evening.

## **PHYSICAL EDUCATION**

Mr. MY. Samsul Arifeen functioned as Instructor in Physical Education of the the Department of Physical Education. He carried out the Sports programme and supervise the department activities. To carryout the sports programme, the Sports Advisory Board and the Sports Council were formed. Sports Advisory Board consisted of 15 members including the Vice Chancellor as Patron. Other members are Lecturers and Officers.

Sports Council consisted of nine (09) Executive members and fifteen (15) Committee members. Vice Chancellor is the Patron of this Sports Council.

### **Activities**

The Inter faculty Sports Meet was held on 10.07.2002 at the South Eastern University play ground.

The South Eastern University undergraduates participated in the Cricket, Foot Ball and Athletics games at the Inter University Sports Meet.

The 'B' Division of the Foot Ball team participated in the Foot Ball tournament organized by the Ampara District Football Association and won the Championship. As a result they became eligible for 07 members 'A' division Football team.

Recently Karate classes were started for the students and interested staffs for physical efficiency.

Arrangements were made for the undergraduates from Faculties at Oluvil and Sammanthurai to take part in Sports games items and matches.



## **Works Department.**

This department was under the in-charge of Works Engineer Mr. SM. Sideeque and staffed with one Works Superintendent (Civil) Mr. MMA Saleem. It has twenty-three (23) employees out of which twelve are Labourers on contract basis obtained through the approved societies on daily pay system. Areas of work covered by this department fall in to two categories. Namely new Projects and ongoing project.

### **New projects**

#### Building for Faculty of Arts & Culture

Cabinet of Minister have approved a building complex for the Faculty of Arts & Culture at a Cost of Rs. 48.0 Mn in year 2002 for the implementation in the year 2003. Department of Buildings was appointed as the Design Consultants.

### **On going projects**

#### Administration building

This project was commenced, and in progress. The TEC of this project is Rs. 34.5 Mn. The floor area of this Administrative building is 21,000 sq. ft.

#### Male Hostels

Male Student Hostel Building project to accommodate 220 Male students was commenced, and in progress. The TEC of this project is Rs. 29.2 Mn.

#### Female Hostels

Female Student Hostel Building project to accommodate 220 Female students was commenced, and in progress. The TEC of this project is Rs. 29.2 Mn.

### **Consultants for Building Projects:**

M/S. Design Consortium Ltd, of 42, Dickmans Road, Colombo - 05 have been appointed as the Consultants for the Building Projects and they have been providing their services through the Task Force. All the major projects were designed by this consultants and have been implemented through the Task Force. However the Project Management Services was withdrawn by this consultant and Department of Buildings was appointed as Project Management Consultant for the Administration Building Project and Hostel building Project. The Works Department was assisting the implementation programme of all major projects.

### **Works handled by the Department:**

The department has carried out the following programmes connected with construction and maintenance works in addition to the above stated projects.

- |                |   |
|----------------|---|
| Fencing:       | Barbed wire fencing was completed at Oluvil   |
| Minor repairs: | Male and Female toilets at Oluvil and FAS, Sammanthurai were repaired. Ceiling and Rood to the Library building at FAS, Sammanthurai were improved. Chemical Preparation Room and Chemical Storage bench at FAS Sammanthurai were repaired. Student Common Room at APC at Mount Lavenia was improved. |
| Maintenance:   | Canteen was painted and its ceiling was completed. Fixing of Vertical Blinds and Curtains to the Secretarial building were completed at Oluvil. Canteen Building was converted to Senior Common Room at Sammanthurai.   |
| Clearing:      | Site Clearing was done around the hostel buildings at Oluvil.   |
| Supply:        | Fire Extinguisher were provided install and maintain at Buildings of this University. Multimedia Lecture Hall was setup with Audio Visual equipments at Oluvil.   |
| Renovation:    | Renovation work on Block "B" at Oluvil was in progress.   |
| Proposal:      | Proposed Development Plan to maintain entrance gate and others.   |

Some works were entrusted to department of buildings.

**Fire incident:**

The “Block – B” building at the South Eastern University of Sri Lanka at Oluvil was destroyed by fire incident that took place around 7.00 pm on Wednesday, 21.08.2002. There were valuable equipments and Computers in this building, which was used as a Computer Laboratory.

**Purified Drinking Water facilities:**

This University was served with drinking water with the help of wells constructed at Oluvil and Sammanthurai. However negotiation was made with National Water Supply and Drainage Board (NWSDB) and water supply is obtained at the cost of Rs. 6.0 Mn. This amount was directly paid to NWS&DB for this water facility.

**Constrains:**

Cadre provision to this department has to be strengthened to ensure the full service of this department and to meet the basic needs.

## **Department of Landscape**

2002

This Landscape Department is under the Curator Mr. A. Samsar. It deals with the following aspects of works related to the environmental protection and significance from the point of vegetation and herbal values and historical culture.

This Department maintains all environmental features and designs the Landscapes patterns of the areas in Oluvil, Sammanthurai, Malwatte and Addalaichenai. Its functions may be classified as follows;

Routing Works:      Watering, Grass slashing, Planting, Removal of plant debris managing nursery. Planted 200 Exora, 250 Delonix Regia, 250 Herbal Plants. 200 Edges plants.

Special Task:      Jungle clearing, Coconut plucking and Herbal Garden maintaining.

Designing Landscape:      Planning out Landscape pattern and implementing the design to make it an attractive and protective environment. The front area of the Secretariat building and Main Entrance area were cleared. River Bank and Students Park Area and Storage Pond area were cleaned.

This department is looking after the following areas falling under the jurisdiction of this University.

1. 182 ac. of Oluvil area with 1456 coconuts plants.
2. Compound with the Faculty of Applied Science at Sammanthurai.
3. 50 ac. of previous Broad Casting Transmission Center compound at Malwatta.
4. Part of the Teacher's college area at Addalaichenai.
5. Museum with Garden at Meenodaikaddu.

At present one Curator, 05 permanent and 06 ad-hoc labourers are in service. They are not sufficient. This department needs 27 labourers, two supervisors and one clerk in addition to the present manpower resources.

## **Internal Audit Unit**

The Internal Audit Unit functions directly under the Vice-Chancellor who is the Accounting Officer of this University. Although there was a cadre provision for an Assistant Internal Auditor no appointment was made by the UGC.

The SEUSL appointed Mr. K. Kanagaratnam Bursar of the Jaffna University on assignment basis as Financial Consultant and Internal Auditor during his sabbatical period from 18<sup>th</sup> of February 2002 for six months and subsequently his service was extended for another period of six month.

### **Objectives of the Internal Audit Unit**

The objective cover the whole field of control and quality of data generated and are to review, appraise and report on,

01. the soundness, adequacy , and application of accounting , Financial and other relevant controls .
02. the extent of compliance with established policies, plans and procedures.
03. the extent to which the Government's assets and interests are properly accounted for and safeguarded from loss of all kinds
04. the application of proper authorization within the delectated authorities given by the various level of management
05. the reliability of accounting and other data developed within organization and proper coordination between department and
06. the quality of performance in carrying out assigned responsibilities.

### **Significant events**

01. To improve the Financial Management of this University a Financial Management Code was introduced.
02. Store functions were computerized with assistance of the Internal Auditor.
03. A Committee was constituted to review the Audit Quarries and three meetings were held to expedite the action on audit Quarries.
04. Audit and Management Committee was constituted as directed by the Ministry of Finance and the 1<sup>st</sup> meeting was held in December 2002.

**Function**

The annual Internal Audit Programme is carried out by this Unit in consultation with the Central Internal Audit Division of the UGC. This Unit has also been Pre-Auditing the refund of Provident fund applications. In the year 2002 thirty applications for refund of Provident fund were Pre-Audited and forwarded to the UGC for the release of Provident fund benefits. In addition to this seventeen inspection were carried out and one hundred and six internal audit queries were raised covering the Financial and General administration. This Branch had audited fifteen refunds of Employees Trust Fund applications and forwarded to the ETF Board.

This Unit has also brought the following records and registers under audit check.

- a. Advance payment made to the Suppliers.
- b. Vote ledger control
- c. Bank reconciliation
- d. Cash books
- e. Inventory register
- f. Stock records and Stock balance with storekeeper.
- g. Daily Cash balance with Shroff.

**Part : III - Financial Administration**

**Financial Administration**

Finance Branch headed by the Bursar consists of the following three divisions:

- |                        |   |                     |
|------------------------|---|---------------------|
| 1. Supplies and Stores | - | Senior Asst. Bursar |
| 2. Payments            | - | Asst. Bursar        |
| 3. Accounts and Budget | - | Asst. Bursar        |

1.0 The Finance Branch carried out the following functions for the year 2002.

- 1.1. Financial Planning, Estimates, Budgeting and Budgetary controls.
- 1.2. Financial Accounting, Annual Accounts, Audit Reports and Managements Information.
- 1.3. Logistic Services
- 1.4. Financial Administration of Capital Projects

2.0 Finance Committee: During the year 2002, seven (07) meetings of the Finance Committee were held.

3.0 DCB Progress

No activities were carried out under DCB Programme in 2002.

4.0 Financial Administration

A sum of Rs. 131.150 million including recurrent and capital expenditure was administrated by the Finance Branch for the year 2002.

5.0 Payments

The following payments were made at the People's Bank, Addalaichenai, Sammanthurai Division.

- (i) Payment of Salary to the staff
- (ii) Payment of Bursary and Mahapola to the students
- (iii) Payment of Capital and Constructions

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**6.0 Payment of Loans**

The following payment of loans were made to staff for the year 2002.

Staff Loan	-	09 Nos.
Motor Cycle Loan	-	05 Nos.
Vehicle Loan	-	04 Nos.
Push Cycle Loan	-	01 Nos.
Computer Loan	-	13 Nos.
Distress Loan	-	39 Nos.
UPF Loan	-	24 Nos.

**7.0 General**

According to the finance Act No. 38 of 1971 and the Universities Act No. 16 of 1978, the following statements are attached to the Annual Report 2002. The Accounts of the Financial Year 2002 was rendered for Audit.

Income and expenditure

Balance Sheet as at 31.12.2002 discharged all the assets and liabilities.

**8.0 Financial Allocation**

Recurrent Grant

Recurrent Expenditure	- Rs.	88.2	Million
Bursary	- Rs.	2.786	Million
Mahapola	- Rs.	4.764	Million
Treasury Component	- Rs.	0.111	Million
Trust Component	- Rs.	4.653	Million
Capital Expenditure	- Rs.	48.298	Million

Withdrawal of Funds

Form the General Treasury - Rs. 131.150 Million

The total allocation of Rs. 131.150 Million was transferred to the Treasury Deposit Account of the South Eastern University of Sri Lanka considering as follows;

Recurrent Allocation	- Rs.	88.2	Million
Capital Allocation	- Rs.	42.95	Million

A sum of Rs. 88.2 withdrawn from Recurrent Allocation and Rs. 42.95 from Capital Allocation for the year 2002.



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**9.0 Auditor General Report**

The Audit for the year 2002 has been completed.

**BALANCE SHEET**

As at 31st December	Notes	2002 Rs.	2001 Rs.
<b>CAPITAL</b>			
Capital Grant Unspent	.. 1	4,518,726.93	12,073,889.99
Capital Grant Spent	.. 2	312,987,204.90	257,133,137.59
Donation	.. 3	105,559,186.53	743,112.35
<b>RESERVES</b>			
General Reserves	..	(112,275,189.67)	(49,455,579.39)
<b>RESTRICTED FUND</b>			
Research grant	.. 4	39,784.50	131,205.50
Extension Studies	.. 5	<u>1,013,066.51</u>	<u>1,127,425.00</u>
		<u>311,842,779.70</u>	<u>221,753,191.04</u>
<b>REPRESENTED BY</b>			
<b>FIXED ASSETS</b>			
Buildings	.. 6	136,243,984.92	40,702,361.88
Vehicles	.. 7	9,761,579.81	9,677,379.81
Furniture	.. 8	34,062,818.39	33,619,366.43
Office, Lab & Teaching Equipment	.. 9	85,484,027.95	68,588,076.54
Books	..	35,227,887.34	31,938,376.73
Other Assets	.. 10	6,218,003.55	3,541,771.55
Cloaks	.. 11	<u>1,435,250.00</u>	<u>-</u>
		308,433,551.96	188,067,332.94
Less: Provision for depreciation	.. 12	<u>(123,543,009.83)</u>	<u>(71,431,453.33)</u>
		184,890,542.13	116,635,879.61
<b>WORK IN PROGRESS</b>			
Ongoing Project	.. 13	95,506,010.48	71,791,185.31
Capital Advance	.. 13A	8,141,048.07	-
<b>INVESTMENT</b>			
		<u>-</u>	<u>-</u>
Total Fixed Assets		<u>288,537,600.68</u>	<u>188,427,064.92</u>

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**BALANCE SHEET**

As at 31st December		2002	2001
	Notes	Rs.	Rs.
<b>Add:</b>			
<b>CURRENT ASSETS</b>			
Cash at Bank - Treasury Funds		-	375,312.40
Cash at Bank - Non Treasury Funds	.. 14	3,072,960.32	6,026,949.14
Stock as at 31st Dec. 2002	.. 15	5,955,308.30	6,194,829.76
Deposits	.. 16	915,365.00	167,289.00
Loans and Advances	.. 17	29,289,497.68	29,250,612.15
Publication	.. 18	34,050.00	-
Accrued Income	..	-	80,883.00
Dues to SEUSL	.. 19	<u>751,010.00</u>	<u>1,724,259.64</u>
<b>Total Current Assets :</b>		<b>40,018,191.30</b>	<b>43,820,135.09</b>
<b>Less:</b>			
<b>CURRENT LIABILITIES</b>			
Deposits	.. 20	407,970.00	458,270.00
Registration fees - Refundable	.. 21	16,000.00	-
Retention money	.. 22	657,011.76	1,584,512.03
Dues from SEUSL	.. 23	173,150.05	38,824.05
Commitments account	.. 24	10,711,814.32	5,266,306.21
Accrued Expenditure	.. 25	982,274.51	2,041,768.42
Provision for Gratuity	.. 26	<u>3,764,791.64</u>	<u>1,104,328.26</u>
<b>Total Current Liabilities :</b>		<b>16,713,012.28</b>	<b>10,494,008.97</b>
<b>Working Capital</b>		<b><u>23,305,179.02</u></b>	<b><u>33,326,126.12</u></b>
<b>Total Assets :</b>		<b><u>311,842,779.70</u></b>	<b><u>221,753,191.04</u></b>

**INCOME AND EXPENDITURE ACCOUNT**

For the year ended 31 December		2002	2001
	Notes	Rs.	Rs.
<b>INCOME</b>			
Recurrent Grant - Treasury	..	88,200,000.00	92,550,622.93
- UGC		1,086,000.00	7,000,000.00
- Bursary	..	2,786,000.00	4,604,900.00
- Mahapola	..	4,764,400.00	5,643,300.00
- Gelt	..	380,000.00	500,000.00
Donation	..	13,500.00	-
Interest from loan	..	606,634.17	543,324.23
Sales and Leasing - Coconut	..	414,103.00	230,376.25
Other income	..	548,481.05	562,420.41

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Registration fees	..	108,370.00	115,995.00
Examination fees	..	12,745.00	21,870.00
Fine	..	6,674.18	9,333.68
Medical fees	..	3,335.00	6,800.00
Course fees - CES	.. 27	2,368,975.00	-
Less :		101,299,217.40	111,788,942.50

**EXPENDITURE**

Personal Emoluments	..	61,149,303.53	59,832,391.28
Travelling Expenses	..	1,265,681.81	1,396,820.15
Supplies	..	8,120,144.92	8,592,088.59
Maintenance	..	6,213,904.91	7,530,373.86
Contractual services	..	11,891,220.89	7,130,336.92
Other recurrent expenditure	..	10,540,217.86	13,497,719.54
Losses and Write off	.. 28	5,242,846.27	-
Depreciation	..	32,735,337.36	21,820,330.11
Gratuity	..	2,660,463.38	1,104,328.26
Expenditure - CES		1,355,908.49	-
<b>Excess of income over expenditure</b>		141,175,029.42	120,904,388.71
Appropriation Account(40,888,878.53 )			
Restricted Fund	1,013,066.51		
		<u>(39,875,812.02)</u>	<u>(9,115,446.21)</u>

**INCOME AND EXPENDITURE APPROPRIATION ACCOUNT**

For the year ended 31st December	2002	2001
	Rs.	Rs.
Excess of income over expenditure	.. (40,888,878.53)	(9,115,446.21)
Balance B/F		
- General Reserves	.. (49,455,579.39)	(7,774,979.43)
- Provision for Depreciation	.. -	17,441,576.81
<b>Add :</b>		
Income in respect of last year	.. -	-
Other adjustment	.. -	-
	(90,344,457.92)	551,151.17
<b>Less :</b>		
Payment in respect of last year	.. -	-
Other adjustment	.. 21,930,731.75	50,006,730.56
	<u>(112,275,189.67)</u>	<u>(49,455,579.39)</u>