

Sabaragamuwa University of Sri Lanka

**ACTION PLAN 2022**

**2<sup>nd</sup> Quarter Progress**



STRATEGIC MANAGEMENT PLANNING UNIT




## **Action Plan of SUSL – 2022**

### **Second Quarter Progress**




- Goal -1**      To achieve excellence in quality of teaching and learning
- Goal -2**      Enhance the image of the university by enriching research culture
- Goal -3**      To improve physical, infra and superstructures and human capital
- Goal -4**      To enhance the social responsibility and harmony for sustainable development
- Goal -5**      To strengthen the governance and administrative systems for effective service delivery






## Abbreviations





<b>FOT</b>	Faculty of Technology
<b>FSSL</b>	Faculty of Social Sciences and Languages
<b>FAPS</b>	Faculty of Applied Science
<b>FAGS</b>	Faculty of Agriculture Sciences
<b>FMS</b>	Faculty of Management Studies
<b>FOM</b>	Faculty of Medicine
<b>FGS</b>	Faculty of Graduate Studies
<b>FOG</b>	Faculty of Geomatics
<b>TS</b>	Township Project
<b>FQAC</b>	Faculty Quality Assurance Cells
<b>CGEE</b>	Centre for Gender Equity and Equality
<b>CODL</b>	Centre for Open and Distance Learning
<b>CQA</b>	Centre for Quality Assurance
<b>UBLIC</b>	University Business Linkage Cells
<b>CGU</b>	Career Guidance Unit
<b>SSSW</b>	Student Supportive Service and Welfare
<b>AC</b>	Art Centre
<b>CRKD</b>	Centre for Research and Knowledge Dissemination
<b>DPE</b>	Department of Physical Education
<b>SDC</b>	Staff Development Centre
<b>FRGC</b>	Faculty Research Grant Committees
<b>RGC</b>	Research Grant Committee
<b>SPU</b>	Strategic Management Planning Unit
<b>PCC</b>	Psychological Counselling Centre (Sith Arana)
<b>SRC</b>	Sport Recreational Centre






Color code/word	Definition
	Completed the activity.
	Activity is in progress.
	Activity not started.
<b>Yes</b>	There is a progress in the second quarter with compare to the first quarter
<b>No</b>	There is no progress in the second quarter with compare to the first quarter/progress not received for the second quarter

**1. To achieve excellence in quality of teaching and learning**






<b>Action No.</b>	<b>Action &amp; Responsibility</b>	<b>Annual target</b>	<b>Progress</b>	<b>Completion (%) and color code</b>	<b>Having Progress (%) than 1<sup>st</sup> quarter</b>
1.1.1 (I)	Increase the number of quality assurance programs <i>(Director/CQA)</i>	Capacity building activities (77)	The QA activities are in progress.	>100% 	68% Yes
1.1.3 (III)	Integrating GEE policies into curriculum <i>(Deans, Director/GEEC)</i>	Awareness workshops (8)	Workshops conducted by GEEC (1) and FMS (2) for students and academic staff. FSSL-Awareness at the student orientation program.	50% 	Yes 50%
		Degree program integrated (14)	Staff members have been nominated for a TOT program at UGC.	10% 	Yes 10%




1.2.1(I)	Develop classroom with the modern state of arts teaching learning facilities (Deans)	Number of classrooms (38)	Classrooms (20) were developed in the 1 <sup>st</sup> quarter. FMS-lecture halls were equipped with smart devices.	56% 	3% Yes
1.2.1(IV)	Provide infrastructure facilities for OTL studio development and FQAC maintenance (Dean/FOG)	100% Progress	Budget has been prepared in the 1 <sup>st</sup> quarter.	10% 	No
1.2.1(VI)	Adopt outcome-based teaching, learning, and evaluation system in degree programs (Deans)	Number of degree programs (6)	FMS- Teacher evaluation conducted for 7-degree programs and the peer evaluations are in progress; FOM-1; FAPS-all degree programs	>100% 	Yes
1.2.2(I)	Development of policies covering areas of student supportive services and welfare (Director/SSSW)	Policy (1)	Policy was prepared and the Senate and Council approval was obtained.	100% 	Yes 75%
1.2.2(II)	Develop computer-based student management system (Mr. R.M.N.B. Rathnayaka)	100% Progress	Activities are in progress.	60% 	Yes 32%






	1. System for online examination process	Developed system (1)		10%	Yes 10%
	2. System for online student registration	Developed system (1)		100%	Yes 10%
	3. System for annual/subject registration	Developed system (1)		55%	Yes 15%
1.2.2(V)	Establishment of GEE units in each faculty <i>(Deans, Director/GEEC)</i>	Number of unites (3)	GEE units were established in all faculties.	>100% 	Completed in the 1 <sup>st</sup> quarter.
1.2.2(VI)	Implement an effective mechanism to handle student complaints and grievances <i>(Deans)</i>	Number of actions (2)	FMS conducted workshops (2) for students.	>100% 	Completed in the 1 <sup>st</sup> quarter.
		Faculty grievance handling committees (3)	FAGS, FAPS, FMS, FOM, FOT - Grievance handling committees	>100% 	Yes 33%
		Faculty scholarship	FOT, FAGS- Scholarship committees	43% 	Yes 14%








		and welfare committees (7)	FAGS, FOT, FMS-Student welfare committee/fund		
1.2.2(VII)	Facilitate, Sports, aesthetic programs and social events <i>(Deans;Director/DPE;Director/SRC; Director/AC)</i>	Sport events (5)	Facilitated for the Rathnapura district cricket tournament (2 matches) FOT-cricket tournament	80% 	Yes 60%
		Aesthetic programs (13)	05 programs were conducted in the 2 <sup>nd</sup> quarter.	62% 	Yes 38%
		Other (1)**	Progress was not received.		<b>No</b>
		Events for differently able students (2)	FMS- workshop for students	100% 	Yes 50%
		Social events (13)	Cafeteria renovation (FOT) and book donation (FSSL) to the adjacent school FMS-5 events	>100% 	Yes 54%














1.2.2(IX)	Conduct student satisfactory survey ( <i>Director/CQA</i> )	Survey (1)	English and Sinhala versions of the questionnaire were prepared and submitted for senate and council approval.	40% 	30% Yes
1.2.3(I)	Develop a career development and mentoring policy ( <i>Director/CGU</i> )	Policy (1)	The committee was appointed, and the discussions are going on to prepare the policy.	10% 	5% Yes
1.2.3(II)	Establishing faculty level career guidance units. ( <i>Deans, Director/CGU</i> )	Number of career guidance units (8)	Five faculties have established CGU (FAGS, FAPS, FOT, FSSL, FOM)	63% 	Yes 25%
1.2.3 (III)	Upgrade the career guidance to create conducive environment for career guidance ( <i>Deans</i> )	Faculty level career advisors (16)	FOT-two career advisors appointed.	13% 	Yes 13%
1.2.3(IV)	Strengthen student' interaction with alumnus and encourage the alumnus to assist students in their professional development	Number of programs organized at the faculty	New activities by FAGS (3), and FSSL (1) alumina. Three activities were completed in the last quarter.	33% 	Yes 22%






	<i>(Deans, Director/CGU)</i>	level by alumnus (18)			
1.3.1(I)	Increase the student intake by introducing nationally and internationally relevant faculties/departments/undergraduate degree programs <i>(VC, Deans)</i>	Number of student intake increased (755)	New students are being enrolled to new degree programs. The process is ongoing.		Yes
	<b>Faculties</b>				
	2.Faculty of Veterinary Medicine and Livestock Sciences <i>(VC)</i>	UGC approved proposal	The proposal was submitted to the UGC with the approval of the Council. Currently, the proposal is being reviewed as per the comments of the UGC.	50% 	Yes 10%
	Faculty of Applied Sport Sciences <i>(VC)</i>	UGC approved proposal	The proposal was submitted to the UGC with the approval of the council. Currently, the proposal is being reviewed as per the comments of the UGC.	50% 	Yes 10%





	Faculty of Computing (VC)	UGC approved proposal	The proposal was submitted to the UGC with the approval of the council. Currently, the proposal is being reviewed as per the comments of the UGC.	50% 	Yes 10%
	Faculty of Engineering (VC)	Developed proposal	Proposal development is in progress.	40% 	Yes 10%
	<b>Departments</b>				
	3.Department of Information Technology (Dean/FSSL)	Established department	Established	100% 	Completed in the 1 <sup>st</sup> quarter.
	5.Department of Sport Sciences (VC,Dean/FAPS)	UGC approved proposal	The work has been initiated and the proposal submitted for UGC approval.	50% 	Yes10%
	6. Department of Physical Education (VC,Dean/FAPS)	UGC approved proposal	The work has been initiated and the proposal submitted for UGC approval.	50% 	Yes 10%

7. Department of Sport Management (VC, Dean/FAPS)	UGC approved proposal	The work has been initiated and the proposal was submitted for UGC approval.	50% 	Yes 10%
8. Department of Veterinary Basic Sciences (VC)	UGC approved proposal	The proposal is being reviewed as per the comments of the UGC.	40% 	<b>No</b>
9. Department of Veterinary Para Clinical Studies (VC)	UGC approved proposal	The proposal is being reviewed as per the comments of the UGC.	40% 	<b>No</b>
10. Department of Veterinary Clinical Studies (VC)	UGC approved proposal	The proposal is being reviewed as per the comments of the UGC.	40% 	<b>No</b>
11. Department of Veterinary Extension and Livestock Production (VC)	UGC approved proposal	The proposal is being reviewed as per the comments of the UGC.	40% 	<b>No</b>
12. Department of Veterinary Education (VC)	UGC approved proposal	The proposal is being reviewed as per the comments of the UGC.	40% 	<b>No</b>
13. Department of Crop Production Technology (Dean/FAGS)	UGC approved proposal	The proposal has been submitted to the UGC for the approval.	50% 	Yes 10%

	14. Department of Agri Environmental Resource Management ( <i>Dean/FAGS</i> )	UGC approved proposal	The proposal has been submitted to the UGC for the approval.	50% 	Yes 10%
	15. Department of Medical Education ( <i>Dean/FOM</i> )		The proposal is being prepared.	10% 	<b>No</b>
	Department of Computing and Information Systems ( <i>VC, Dean/FAPS</i> )		The proposal is being reviewed as per the comments of the UGC and submitted to the UGC; QAC approval was granted.	50% 	Yes 10%
	Department of Software Engineering ( <i>VC,Dean/FAPS</i> )		The proposal is being reviewed as per the comments of the UGC and submitted to the UGC; QAC approval was granted.	50% 	Yes 10%
	Department of Data Science ( <i>VC, Dean/FAPS</i> )		The proposal is being reviewed as per the comments of the UGC and submitted to the UGC; QAC approval was granted.	50% 	Yes 10%
	<b><i>Degree Programs</i></b>				

	1. BSc Honors in Data Science (VC, Dean/FAPS)		The work has been initiated and the proposal was submitted for UGC approval.	50% 	Yes 10%
	5. ICT Honors degree (Dean/FOT)	Appointed expert panel for curriculum development	The works is in progress to establish ICT degree program.	10% 	5% Yes
	25. Bachelor of Science Honors in Sport and Leisure Management (VC, Dean/FAPS)		The work has been initiated and the proposal was submitted for UGC approval.	50% 	Yes 10%
	26. Bachelor of Veterinary Science (VC)		The proposal is being reviewed as per the comments of the UGC.	40% 	<b>No</b>
	28. Bachelor of Science in Livestock Production (Dean/FAGS)	UGC approved proposal	The proposal development is in progress.	20% 	<b>No</b>
1.3.1(II)	Increase the postgraduate student intake by introducing postgraduate and higher research degree programs (Dean, FGS /Deans)	Student intake increased (210)	Student intake will be increased up to 10%-15%.		




	<b><i>Proposed new postgraduate programs (Deans)</i></b>	<b><i>Number of postgraduate and higher research degree programs introduced (6)</i></b>	FMS-plan to offer DBM program collaboration with SLIM		
	1.MSc in Plantation Crop Production and Management ( <i>Dean/FAGS</i> )	Approved proposal	The proposal has been submitted to the CQA with the approval of the faculty.	80% 	Yes
	2.MSc in Sustainable Crop Production ( <i>Dean/FAGS</i> )	Approved proposal	The preparation of the proposal is about to be completed.	70% 	Yes
	3.MSc in Food Safety and Quality Management ( <i>Dean/FAGS</i> )		Proposal sent to the CQA for review.		<b>No</b>
	4.MSc in Livestock Production ( <i>Dean/FAGS</i> )		The proposal development is in progress.		<b>No</b>
	8. MSc in Environment Sustainability ( <i>Dean/FAPS</i> )		The work is in progress.		<b>No</b>




	11. MA in Business Economics (Dean/FSSL)	UGC approved proposal	The work is in progress and the comments received from QAC, UGC.	90% 	Yes 40%
1.3.1(III)	Increase the number of students registered annually at CODL expanding CODL programs	Increased Number of students (25%)			
	<b>Proposed new programs</b> (Director/CODL)	<b>Number of New CODL programs introduced</b>			
	1. Bachelor of Information Technology (External) Degree Program (Dean,FAPS/Director,CODL)		Waiting for the UGC approval.	50% 	Yes 10%
	3. Bachelor of Arts (External) Degree Program (Dean/FSSL,Director/CODL)	UGC approved curriculum	Waiting for the UGC approval.	50% 	Yes 10%
	8. Higher Diploma in Livestock Production (Dean/FAGS, Director/CODL)	Diploma established	Students will be enrolled soon.	100% 	Yes 50%




\*\*Other=Voices from the Faculty' – poetry, short story, poster presentation, short film and [if possible,] a short drama competition to portray the SGBV in University or mass society











**2.Enhance the image of the university by enriching research culture**





<b>Action No</b>	<b>Action &amp; Responsibility</b>	<b>Annual target</b>	<b>Progress</b>	<b>Completion (%) and color code</b>	<b>Having Progress (%) than 1<sup>st</sup> quarter</b>
2.1.1(IV)	Improve the competencies of academic staff to obtain the competitive research grants <i>(Deans/FRGC)</i>	Number of workshops (11)	FOT-planning 01 FMS-01 workshop	18% 	Yes 9%
2.1.1(II)	Establish faculty level research centers <i>(Dean/FOT-03/FOG-01/FAPS-01)</i>	Number of research centers established (5)	Not received updates.	20% 	<b>No</b>
2.1.2(III)	Provide access to journals and e resources <i>(Librarian/Deans)</i>	Number of accessible journal (500) E resources available (50)	FMS- 4 Journals;2 magazines FAGS-01 Journal Library- Journals-5444; E resources-72	>100% 	30%  Yes

2.2.1(I)	Formulation of policies and procedures for collaborative research involving academics, students and industry ( <i>RGC/UBLC</i> )	Policies and procedures (1)	1. Research allowance request guidelines are upgrading at the moment. 2. Other research policies have to update	30% 	10% Yes
2.2.1(II)	Research collaboration with Public and Private Institutes ( <i>Deans/RGC/UBLC</i> )	Number of research collaborations (3)	FOM have Research Collaborations (2) with Wayamba University and University of Peradeniya FMS- Planning a collaboration with Jay Jay mills	>100% 	Yes
2.2.1(III)	Signing MOU/MOA/ with foreign universities ( <i>VC/Deans</i> )	Number of MOU/MOA signed with foreign universities (14)	Signed 3 MOUs with two Indonesian & one Indian universities under SPIRIT Erasmus + project. FOT, FMS - planning to sign MOUs with foreign Universities	29% 	Yes 29%




			FSSL- An MOU with Verite Research Pvt Ltd (DES)		
2.2.2(I)	Develop policies for UBL Cell (Deans, Director/UBLC)	Approved policy documents (3)	Already implemented the Intellectual Property Policy and Copyright Policy within the university; Startup Policy and research policy are being developed.	80% 	20%  Yes
2.2.2(II)	Conduct awareness programs among staff and students (Deans, Director/UBLC)	Number of awareness program conducted (4)	Online webinars (4) and physical workshop (1) were conducted. FOT-3 webinars	>100% 	Completed in the 1 <sup>st</sup> quarter
2.2.2(IV)	Encourage students and staff to obtain Patents/Trade Mark/PCT Application (Director/UBLC)	Number Patents/Trade Mark/PCT Application (2)	Six patent applications and five trademark applications have been filed at NIPO, and one international patent application is in progress	>100% 	Completed in the 1 <sup>st</sup> quarter.






2.2.2(V)	Establishment of Innovation Lab and Innovation Displaying Outlet/IP Consultation Facility for SMEs in Sabaragamuwa Province (Director/UBLC)	Number of Innovation Lab and Innovation Displaying Outlet (2)	Innovation lab established; works of innovation outlet in hold due to lack of money allocation.	50% 	Yes 50%
2.2.2(VI)	Establishment of the Faculty Business Linkage Units/Business Incubators (Director/UBLC)	Number of Business Linkage Cell/Business Incubators (1)	Business linkage cells were established in all faculties	100% 	Already completed in the 1 <sup>st</sup> quarter
2.2.2(VII)	Establishing Startup/Spin-Off (Director/UBLC)	Number of formed Startup/Spin-Off (1)	A process is ongoing to start a startup.	80% 	Yes 5%
2.3.1(I)	Organize student research forums to disseminate findings (Deans)	Number of Forums organized at the faculty level (6)	FSSL-7 <sup>th</sup> Student's research symposium; FMS- 4th Undergraduate research session;	66% 	Yes 33%
2.3.1(II)	Conduct national and international research symposia by faculties/university (Deans)	Number of national and international research symposia conducted (4)	FMS-7 <sup>th</sup> ICMR FAGS- Aginsight IRS	75% 	Yes 50%

			FAPS-2 <sup>nd</sup> international conference on advance research in computing		
2.3.2(I)	Ensure the publication of university journal bi-annual ( <i>Director/CRKD</i> )	Number of issues published Sinhala journal (2) English journal (2)	The activities are ongoing.		Yes
2.3.2(II)	Introduce/publish faculty journals ( <i>Deans</i> )	Number of journals introduced (14)	Asian Journal of Finance - in progress	21% 	Yes
		Number of issued published (13)	FSSL-Sri Lanka Journal of Economics Statistics and Information Management (Vol 01 issue 01) FMS-South Asian Journal of Tourism & Hospitality (vol 02 issue 01); South Asian Journal of	54% 	Yes 23%







			Marketing (vol 03 issue 01)		
2.4.1(I)	Develop policies and procedures for awarding and rewarding researchers at the faculty level ( <i>Director/CRKD</i> )	Number of approved policies and procedures (1)	Policy was developed.	100% 	Completed the action in the 1 <sup>st</sup> quarter.
2.4.1(III)	Recognize and reward national and international outstanding research works and publications of the university community ( <i>Director/CRKD</i> )	Number of national and international outstanding research works and publications recognized and rewarded by the university	The researches were awarded at the University Day 2022.	100% 	Completed the action in 1 <sup>st</sup> quarter.
2.5.1(I)	Establishment of an image building unit to design and implement the image building programs, activities and product ( <i>VC</i> )	Number of image building programs/ activities (5)	A committee was established and some activities has been carried out.	50% 	Yes 20%
2.5.1(III)	Conducting awareness programs for the stakeholders about the academic programs being conducted by the university ( <i>Deans</i> )	Number of awareness programs (2)	Achieved the KPI.	100% 	Achived the kPI in 1 <sup>st</sup> quarter.





**3.To improve physical, Infra and superstructures and Human Capital**







<b>Action No.</b>	<b>Action &amp; Responsibility</b>	<b>Annual target</b>	<b>Progress</b>	<b>Completion (%) &amp; Color code</b>	<b>Having Progress (%) than 1<sup>st</sup> quarter</b>
3.1.1 (I)	Construction of the Building Complex of Faculty of Medicine (Para clinical and admin building) <i>(Dean/FOM)</i>	% Completion (100%)	The is being in progress with government funds.	70% 	Yes 20%
	Construction of the Building Complex of Faculty of Medicine (Professorial Unit and Other Buildings) <i>(Dean/FOM)</i>	% Completion (50%)	Works are in progress with Saudi development funds.	20% 	Yes 10%
3.1.1 (II)	Construction of the Building Complex of the Faculty of Technology <i>(Dean/FOT)</i>	% Completion (60%)	64% completed.	>100% from this year target. 	Yes 10%







3.1.1 (III)	Construction of the Building Complex of Main Library Library ( <i>Librarian</i> )	% Completion (75%)	Construction is ongoing.	30% 	<b>No</b>
3.1.1 (VII)	Construction of the building complex of faculty of Agricultural Sciences Phase I (Stage I) ( <i>Dean/FAGS</i> )	% Completion (100%)	The works are going on.	40% 	Yes 5%
3.1.1 (VIII)	Construction of the Waste and Waste water Management Project ( <i>VC</i> )	% Progress (100%)	The construction stage is in progress.	20% 	Yes 10%
3.1.1 (IX)	Construction of the Solar Power Project ( <i>VC</i> )	% Progress (70%)	Works are in progress.	10% 	Yes 5%
3.1.1 (X)	Construction/Improvement of the University Road Network ( <i>VC</i> )	% Progress (70%)	Works are in progress.	60% 	Yes 5%
3.1.1 (XI)	Construction of the Building Complex of the Faculty of	% Progress (10%)	Construction of new building has been temporary suspended by	10% with 100% progress for this year.	Achived the KPI for this year.













	Management Studies Phase II (Stage I) (Dean/FMS)		the National Budget Circular No. 03/2021 dated 21.12.2021 and funds were not allocated.		
3.1.2 (I)	Initiate the Multipurpose Building Complex (Registrar)	% Progress (100%)	Work has been initiated.	20% 	<b>No</b>
3.1.2 (II)	Initiate the Gymnasium /Auditorium and Sport Complex (Dean /FAPS)	% Progress (20%)	Not started.	0% 	<b>No</b>
3.1.2 (III)	Initiate the Mini Hotel/Teaching Hotel for Tourism and Hospitality Management degree programs (Dean/FMS)	% Completion (20%)	Planning stage.	5% 	Yes 5%
3.1.2 (IV)	Initiate the Building Complex of Faculty of Social Sciences & Languages Phase II (Stage I) (Dean/FSSL)	Completed proposal (100%)	Proposal has been prepared.	100% 	Yes 50%
3.1.2 (V)	Initiate a Fully Pledged Media Center (VC/Registrar)	% Progress (100%)	Process was initiated.	10% 	<b>No</b>



3.1.2 (VI)	Establish a Fully Pledged Art Center for the University <i>(VC/Registrar)</i>	% Progress (100%)	Process was initiated.	10% 	<b>No</b>
3.1.2 (VII)	Establish a Fully Pledged Childcare Center for the University <i>(VC)</i>	% Progress (100%)	Not started	0% 	<b>No</b>
3.1.2 (VIII)	Initiation of Obtaining Green Building Certificate for New Building Constructions <i>(Registrar)</i>	% Progress (40%)	Process has been initiated for obtain green building certificates for ongoing constructions.	40% and 100% completed the task for the year. 	<b>Yes</b>
3.1.2 (IX)	Initiation of New building Complex for CODL from Generated funds <i>(Director/CODL)</i>	Initial approval for the proposal (100%)	Request has been made for the new building; quotation called for the	100% 	<b>Yes 50%</b>

			renovation of existing building.		
3.1.3 (II)	Rehabilitation of staff and students' accommodation (Registrar)	% Progress (40%)	The process is going on.	25% 	Yes 15%
3.1.3 (IV)	Renovation of Prof Dayananda Somasundara Auditorium (Dean/FSSL)	% Progress (100%)	Completed.	100% 	Yes 25%
3.1.3 (V)	Renovation of the Staff Canteen (Registrar)	% Progress (100%)	Renovation proposal was prepared.	5% 	<b>No</b>
3.1.4 (I)	Identify future physical development requirements (VC/Registrar/SMPU)	% Progress (100%)	The works are in progress.	30% 	Yes 5%
3.1.4 (II)	Prepare a contour map for the University Land (VC/Registrar/ SMPU)	% Progress (100%)	The works are in progress.	10% 	Yes 5%
3.1.4 (III)	Prepare a physical development plan considering unique features (Roads, Buildings and other facilities) (VC/Registrar/ SMPU)	% Progress (80%)	The works are in progress.	10% 	Yes 5%



3.1.4 (IV)	Prepare a master plan for the University Road network <i>(VC/registrar/ SMPU)</i>	% Progress (100%)	In progress	70% 	Yes 30%
3.1.4 (V)	Prepare a landscape plan for the University <i>(VC/SMPU/Curator)</i>	% Progress (100%)	In progress	25% 	10% Yes
3.1.4 (VI)	Develop a University Environment Policy <i>(VC/Registrar/SMPU)</i>	Approved policy (100%)	Not started.	0% 	<b>No</b>
3.1.4 (VII)	Develop University Green Procurement Guidelines Policy <i>(VC/Registrar/SMPU)</i>	Approved policy (100%)	Not started.	0% 	<b>No</b>
3.1.4(VIII)	Introduce energy management policy <i>(VC/Registrar/SMPU)</i>	Approved policy (100%)	Not started.	0% 	<b>No</b>
3.1.4 (IX)	Prepare drawing plans for electricity supply, water supply and network line and master drainage network in the University <i>(VC/Registrar/SMPU)</i>	% Progress (100%)	Process has been initiated and is in progress.	30% 	Yes 5%

3.2.1(I)	Develop a Human Resource Management Policy ( <i>Director/SDC, Director/CQA</i> )	Approved Policy (1)	The policy preparation is in progress.	15% 	Yes 5%
3.2.1(II)	Develop a competency Metrics ( <i>Deans, Director/CQA, Registrar</i> )	Developed competency Metrics (1)	The policy preparation is in progress.	10% 	No
3.2.2 (I)	Increase the number of the SDC programs ( <i>Director/SDC</i> )	Number of the programs (10)	Four programs were introduced.	40% 	No
3.2.2(II)	Appreciation of achievements/substantial contribution of staff members ( <i>Director/SDC; Deans</i> )	Number of staff members appreciated (10)	Four appreciations	40% 	Yes 40%
3.2.2 (III)	Encourage academic staff to obtain higher academic qualification (PhD) to improve their academic capacity ( <i>Deans</i> )	Number of the members of the staff enrolled for PhDs (14)	FOT-1	71% 	Yes 7%
3.2.2 (IV)	Providing learning and development opportunities for administrative and nonacademic	Number of opportunities provided (6)	2 Productivity workshops for nonacademic staff (SDC)	100% 	Yes 33%






	staff members to uplift their capacity (Registrar/Director -SDC, Director/CQA,Deans)		4 workshops in the last quarter.		
3.2.2 (V)	Develop master trainers through sending staff members for the short-term courses (Local and Foreign) (Deans)	Number of the master trainers (12)	FAPS-Academics (3) to train under SPIRIT Erasmus+ project. Last quarter-18	>100% 	Yes 25%
3.2.2 (VI)	1.Develop a Grievance Handling Mechanism of staff (Deans/ Director-CQA)	Developed Grievance Handling Mechanism	Policy and SOP were approved and awareness sessions were conducted. FOT-staff welfare society	100% 	Yes 10%
	2.Conduct a Staff Climate Survey for the University (Director-CQA)	Number of Surveys	The committee is working on preparing the documents.	15% 	Yes 5%
	3.Preparing a mechanism and implementing exit interview (Director/CQA)	√	The committee is working on preparation of the policy.	15% 	Yes 15%





	4.Develop a counselling mechanism for staff <i>(Director/CQA)</i>	<sup>1</sup>	The policy preparation is in progress.	35% 	Yes 25%
3.2.2 (VII)	Develop an on boarding program for newly recruited staff <i>(Director/SDC)</i>	Developed on boarding program (1)	One program for academic staff.	100% 	Completed the KPI in last quarter.





**Goal 4: To enhance the social responsibility and harmony for sustainable development**





<b>Action No.</b>	<b>Action &amp; Responsibility</b>	<b>Annual target</b>	<b>Progress</b>	<b>Completion (%) and color code</b>	<b>Progress than 1<sup>st</sup> quarter</b>
4.1.1(II)	Facilitate and guide the village community to engage in community-based tourism activities <i>(Dean-FMS/ Chairman -TS)</i>	Number of awareness programs (8)	Tourism promotion activities were initiated in Ihala galagama area under DOR AHEAD project.	30% 	15% Yes
4.1.1(III)	Encourage and facilitate to start micro and small business enterprises (e.g., Food processing) <i>(Chairman -TS' Deans/FAPS,Deans/FAGS,UBL,Head, dept. of Livestock Production)</i>	Number of awareness programs (10)	The works has been initiated. 1.Training for dairy farmers 2.Training for livestock farmers 3. Training for ornamental fish production	60% 	Yes 40%




4.1.1(IV)	Develop a web portal to promote and market the offerings (Products & Services) of the community (Chairman -TS)	Percentage of the development of the web portal (20%)	Not started.		No
4.1.1(V)	Facilitate to engage recreational activities to the community (Dean/FAPS)	Number of recreational programs (2)	Not received progress for this quarter.		No
4.1.2 (I)	Intervene to upgrade the existing Rural Hospital with advanced facilities (VC/Chairman -TS)	Number of activities for upgrading (1)	Initiated the work.		No
4.1.2 (II)	Intervene to upgrade the existing Karagasthalawa School (VC/Chairman -TS)	Number of activities for upgrading (2)	Initiated the work. Plan to renovate the school cafeteria by FOT 10 laptops were donated.		60% Yes
4.1.2 (III)	Intervene to open up an entrance to the Horton Plains National Park via Nonpareil (Chairman -TS)	% Progress (40%)	Process, discuss with Governor, Pradeshiya Sabha, Wildlife officers. 50% progress		50% Yes




4.1.2 (IV)	Encourage private sector in the adjacent areas (Hotels with Banquette facilities, Super Markets, A Grade Banks with foreign currency transactions, food court) <i>(Chairman -TS)</i>	% Progress (50%)	Not started.	0% 	<b>No</b>
4.2.1(I)	Organize interactive programs and cultural events to promote social cohesion <i>(Deans/ Director-AC/Student societies/Director CGEE)</i>	Number of interactive programs and cultural events organized (21)	FOM-4 programs	24% 	Yes 19%
4.2.1(II)	Organize students centered outreach activities <i>(Deans)</i>	Number of outreach activities organized (23)	FOM-11; FSSL-2; FAGS-10; FGS-1 programs FAPS (1); FAGS (7) in the 1 <sup>st</sup> quarter	100 % 	Yes 48%
4.2.1(III)	Broaden extension services to improve the socio-economic status of the wider community <i>(Deans)</i>	Number of extension services provided (22)	Workshop for tourism stakeholders on Boosting Sustainable Tourism in Sri Lanka	64% 	Yes 18%






			under ERASMUS CES Tour project FOM-3 programs		
4.2.1(IV)	Sport Clubs for the Community <i>(Dean/FAPS)</i>	Number of Sport Clubs (4)	Progress not received for this quarter.	25% 	<b>No</b>
4.2.1(V)	Conduct level test for Junior players in community through the Sport Clubs <i>(Director/DPE)</i>	Number of level tests (2)	Progress not received.	0% 	<b>No</b>
4.2.1(VI)	Strengthen the ongoing activities related to the 'University – township project' <i>(Chairman -TS)</i>	% Progress (50%)	Not started.	0% 	<b>No</b>
4.2.2.(I)	Establish a Counseling Centre to overcome the psychological issues of the community <i>(Director- PCC)</i>	% Progress (50%)	Several discussions going on to improve human resources of the PCC and amend the policy in order to serve the community.		<b>Yes</b>

4.2.2.(II)	Facilitate community engagement in sports and other recreational activities <i>(Director/AC/ Director/DPE)</i>	Number of programs organized (3)	Progress not received.	33% 	<b>No</b>
4.2.2.(III)	Conduct awareness campaign on communicable and non-communicable diseases for the community <i>(Chairman –TS/Dean/FMS Dean /FOM/Medical Center)</i>	Number of programs organized (5)	Two programs were conducted by FOM.	40% 	Yes 40%
4.2.2.(IV)	Promote community based Agro forests to minimize the wild fire in collaboration with the Dept. of Forest <i>(Chairman –TS /Head, Dept. of Natural Resources, FAPS)</i>	Number of agro forests (2)	Not received the progress for this quarter.	0% 	<b>No</b>
4.2.2.(V)	Conduct village level awareness programs on preventing sexual and gender-based violence` <i>(Dean-FOM/Head, Dept. of Medicine)</i>	Number of programs conducted (1)	0 (scheduled program postponed, due to the crisis of the country)	0% 	<b>No</b>

4.2.2.(VI)	Conduct seminars to police officers on forensic related issues <i>(Dean-FOM/ Head, Dept. of Forensic Medicine)</i>	Conducted seminars to police officers (1)	Currently documentation works are ongoing to proceed the workshop		10% Yes
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**Goal 5: To strengthen the governance and administrative systems for effective service delivery**

<b>Action No.</b>	<b>Action &amp; Responsibility</b>	<b>Annual target</b>	<b>Progress</b>	<b>Completion (%) and color code</b>	<b>Progress than 1<sup>st</sup> quarter</b>
5.1.1(III)	Conduct workshops and seminars for the university community to increase awareness and appreciate the importance of the strategic management plan <i>(Chairman- SMPU)</i>	Number of workshops and seminars organized (5)	One workshop was conducted to the Deans/Directors and administrative officers in last quarter.	30% 	Yes 10%
5.1.1(IV)	Include Strategic Management Plan as an agenda item for discussion in the statutory bodies <i>(VC)</i>	Number of bodies with the Strategic Management Plan included as an agenda item (12)	This is an agenda item of the SMC and faculty boards.		Yes
5.2.1 (I)	Formulate new policies and bylaws for key areas to deliver services efficiently <i>(VC/ Director CQA)</i>	Number of new policies and bylaws (5)	Several policies are being prepared.		Yes

5.2.1 (II)	Revisit faculty and university policies and bylaws and revise them to suit changing requirements (VC/ CQA)	Number of policies and bylaws revised (50%)	QA By Law has been revised and approval has been taken from the Senate and the Council		Yes
5.2.1(III)	Develop a Procedure Manual for all the academic and administrative units (VC/Registrar)	Approved a Procedure Manual (1)	The procedures compiled by DR/Academic Establishment	60% 	Yes 35%
5.2.2.(II)	Development and installing of an academic management and administration system for the Sabaragamuwa University of Sri Lanka based on the Smart university concept. (VC/Prof S. Vasanthapriyan/Registrar)	90% The percentage of the progress		25% 	Yes 15%
	<b>Smart University concept</b>				
	System for the selection of candidates from the Aptitude Test	Completed system (1)	In progress		Yes
	System for the student Management	Completed system (1)		50% 	Yes 25%

	System for the student Welfare Management		Electronic Information System (ESIS) Staff System	5%	5% Yes
	System for the student and Course Management			50%	Yes 25%
	System for the course and Marks Management			5%	5% Yes
	System for the Human Resource Management			50%	Yes 25%
	System for the General Administration			5%	Yes 5%
	System for Handle Finance Activities			20%	Yes 20%
	System for Monitoring and Auditing			20%	Yes 20%
	System for Handle Research Grants			Not started	<b>No</b>



	System for the Fingerprint based Access Control Integration		Not started		<b>No</b>
	System for the Resource Reservation			80% 	Yes 20%
	System for the Document Management		Planning to prepare a system for manage university policies.	10% 	Yes 10%
	System for the Medical center		Not started		<b>No</b>
	System for the CODL		Not started		<b>No</b>
5.2.2(III)	Formulate a mechanism to conduct post implementation reviews and maintenance of MIS (VC/Prof S. Vasanthapriyan/Registrar)	established mechanisms (1)	Work has been initiated.	5% 	Yes 5%

Workshop on GEE awareness



Workshop organized by Career Guidance Unit -CGU



### **Strategic Management Planning Committee (SMPC)**

Prof. R.M.U.S.K. Rathnayaka (The Vice Chancellor/SUSL)

Prof. W.M. Ariyaratne (Chairman/SMPU)

Prof. W.A.K.A.C. Gnanapala (Dean/FMS)

Prof. H.M.S. Priyanath (Dean/FGS)

Prof. C.N. Walpita (Professor/FAGS)

Dr. Saman Koswaththe (Senior Lecturer/FOG)

Dr. L.V. Ranaweera (Senior Lecturer/FAPS)

Dr. H.P. Rasika Priyankara (Senior Lecturer/FMS)

Ms. P.G.I. Dias (Secretary/SMPU)