

Sabaragamuwa University of Sri Lanka

**ACTION PLAN 2022**

**3<sup>rd</sup> Quarter Progress**



STRATEGIC MANAGEMENT PLANNING UNIT

## **Action Plan of SUSL – 2022**

### **Third Quarter Progress**

- Goal -1**      To achieve excellence in quality of teaching and learning
- Goal -2**      To 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>UBLC</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.



**Yes**






There is a progress in the third quarter with compare to the first and second quarters


**No**



There is no progress in the third quarter with compare to the first and second quarter/progress not received for the third quarters

**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%	Yes
1.1.3 (III)	Integrating GEE policies into curriculum <i>(Deans, Director/GEEC)</i>	Awareness workshops (8)	FMS- 01 FAGS-03 GEE- 03 at student induction programs Q2- 4 programs	>100 	Yes
		Degree program integrated (14)	The curriculums were planed and conducted to achieve GEE concepts. UGC planned to introduce new course unit 'Learning to Live with Diversity' and a TOT	100%	Yes





			program will be conducted.		
1.2.1(I)	Develop classroom with the modern state of arts teaching learning facilities (Deans)	Number of classrooms (38)	FMS-Smart classrooms developed. Q1, Q2- 20 class rooms	60% 	Yes
1.2.1(IV)	Provide infrastructure facilities for OTL studio development and FQAC maintenance (Dean/FOG)	100% Progress	KPI was achieved.	100% 	Yes
1.2.1(VI)	Adopt outcome-based teaching, learning, and evaluation system in degree programs (Deans)	Number of degree programs (6)	FMS- Teacher evaluations were 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
1.2.2(II)	Develop computer-based student management system	100% Progress	Activities are in progress	80% 	Yes








	(Mr. R.M.N.B. Rathnayaka)				
	1. System for online examination process	Developed system (1)	The Activities are in progress.	50%	Yes
	2. System for online student registration	Developed system (1)	Completed.	100%	Yes
	3. System for annual/subject registration	Developed system (1)	Completed	100%	Yes
1.2.2(V)	Establishment of GEE units in each faculty (Deans, Director/GEEC)	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 (Deans)	Number of actions (2)	FMS conducted two workshops 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
		Faculty	FOT, FAGS- Scholarship	43%	No








		scholarship and welfare committees (7)	committees FAGS, FOT, FMS-Student welfare committee/fund		
1.2.2(VII)	Facilitate, Sports, aesthetic programs and social events <i>(Deans;Director/DPE;Director/SRC; Directorr/AC)</i>	Sport events (5)	DPE- 3 activities Q2 - 3 activities	100%	Yes
		Aesthetic programs (13)	2 programs Q1 and Q2 – 7 programs	69% 	Yes
		Other (1)**	No evidences received.		
		Events for differently able students (2)	FMS- workshop for students	100%	Task already completed by Q2.
		Social events (13)	FOT-3 workshops for students FOM-2 programs Cafeteria renovation (FOT)	>100%	Task already completed by Q2.













			and book donation (FSSL) to adjacent school FMS-5 events		additional activities from FOT and FOM
1.2.2(IX)	Conduct student satisfactory survey ( <i>Director/CQA</i> )	Survey (1)	Senate and council approval for the questionnaire was obtained. Policy was prepared to conduct the survey.	50% 	Yes
1.2.3(I)	Develop a career development and mentoring policy ( <i>Director/CGU</i> )	Policy (1)	A team has been appointed and the senate memo has been produced. An initial discussion was done.	30% 	Yes
1.2.3(II)	Establishing faculty level career guidance units. ( <i>Deans, Director/CGU</i> )	Number of career guidance units (8)	FMS have practical training unit (PTU) instead of CGU. FAPS-Career Development Committee instead of CGU. FAGS, FOT, FSSL, FOM have CGU.	75% 	Yes





1.2.3 (III)	Upgrade the career guidance to create conducive environment for career guidance (Deans)	Faculty level career advisors (16)	FOT-2 FAGS-1	19% 	Yes
1.2.3(IV)	Strengthen student' interaction with alumnus and encourage the alumnus to assist students in their professional development (Deans, Director/CGU)	Number of programs organized at the faculty level by alumnus (8)	FAGS-2 activities CGU-5 In Q1 & Q2- 7 activities.	Yes >100% 	Yes
1.3.1(I)	Increase the student intake by introducing nationally and internationally relevant faculties/departments/undergraduate degree programs (VC, Deans)	Number of student intake increased (755)	FMS- Student will be increase only after the phase II of faculty complex completed.		
	<b>Faculties</b>				
	2.Faculty of Veterinary Medicine and Livestock Sciences (VC)	UGC approved proposal	No progress in the 3 <sup>rd</sup> quarter.	50% 	No




	Faculty of Applied Sport Sciences (VC)	Establishment of the Faculty	Currently, the proposal is being reviewed as per the comments of the UGC.	60% 	Yes
	Faculty of Computing (VC)	Establishment of the Faculty	The KPI was achieved.	100% 	Yes
	Faculty of Engineering (VC)	Developed proposal	Proposal development is in progress.	50% 	Yes
	<b>Departments</b>				
	3.Department of Information Technology (Dean/FSSL)	Establishment of the department	The KPI was achieved.	100% 	Completed in the 1 <sup>st</sup> quarter.
	5.Department of Sport Sciences (VC,Dean/FAPS)	Establishment of the Department	UGC approval process is ongoing.	70% 	Yes
	6. Department of Physical Education (VC,Dean/FAPS)	Establishment of the Department	UGC approval process is ongoing.	70% 	Yes
	7. Department of Sport Management	Establishment	UGC approval process is	70% 	Yes

	(VC, Dean/FAPS)	of the Department	ongoing.		
	8. Department of Veterinary Basic Sciences (VC)	UGC approval for the proposal	No progress in the 3 <sup>rd</sup> quarter.	50% 	No
	9. Department of Veterinary Para Clinical Studies (VC)	UGC approval for the proposal	No progress in the 3 <sup>rd</sup> quarter.	50% 	No
	10. Department of Veterinary Clinical Studies (VC)	UGC approval for the proposal	No progress in the 3 <sup>rd</sup> quarter.	50% 	No
	11. Department of Veterinary Extension and Livestock Production (VC)	UGC approval for the proposal	No progress in the 3 <sup>rd</sup> quarter.	50% 	No
	12. Department of Veterinary Education (VC)	UGC approval for the proposal	No progress in the 3 <sup>rd</sup> quarter.	50% 	No
	13. Department of Crop Production Technology (Dean/FAGS)	Establishment of the Department	Proposal has been submitted to the UGC approval and under review.	60% 	Yes
	14. Department of Agri	Establishment	Proposal has been submitted	60% 	Yes

Environmental Resource Management ( <i>Dean/FAGS</i> )	of the Department	to the UGC approval and under review.		
15. Department of Medical Education ( <i>Dean/FOM</i> )	Establishment of the department	No progress in the 3 <sup>rd</sup> quarter.	10% 	No
Department of Computing and Information Systems ( <i>VC, Dean/FAPS</i> )	Establishment of the department	The KPI was achieved.	100% 	Yes
Department of Software Engineering ( <i>VC,Dean/FAPS</i> )	Establishment of the department	The KPI was achieved.	100% 	Yes
Department of Data Science ( <i>VC, Dean/FAPS</i> )	Establishment of the department	The KPI was achieved.	100% 	Yes
<b><i>Degree Programs</i></b>				
1. BSc Honors in Data Science ( <i>VC, Dean/FAPS</i> )	Offering of the degree	UGC approval obtained.	90% 	Yes
5. ICT Honors degree ( <i>Dean/FOT</i> )	Appointed expert panel for curriculum development	Identify the experts to develop the ICT based degree program.	80% 	Yes

	25. Bachelor of Science Honors in Sport and Leisure Management (VC, Dean/FAPS)	Completed proposal	UGC approval was obtained.	90% 	Yes
	26. Bachelor of Veterinary Science (VC)	UGC approval for the proposal	No progress in the 3 <sup>rd</sup> quarter.	50% 	No
	28. Bachelor of Science in Livestock Production (Dean/FAGS)	UGC approved proposal	The activities are in progress.	30% 	Yes
1.3.1(II)	Increase the postgraduate student intake by introducing postgraduate and higher research degree programs (Dean, FGS /Deans)	Student intake increased (210)	FMS-DBM program in collaboration with slit MBA program (1 year)		
	<b><i>Proposed new postgraduate programs (Deans)</i></b>	<b><i>Number of postgraduate and higher research degree programs introduced (6)</i></b>			

	1.MSc in Plantation Crop Production and Management ( <i>Dean/FAGS</i> )	Completed proposal	The curriculum was developed and the work is in progress.	85% 	Yes
	2.MSc in Sustainable Crop Production ( <i>Dean/FAGS</i> )	Completed proposal	The curriculum was developed and the work is in progress.	75% 	Yes
	3.MSc in Food Safety and Quality Management ( <i>Dean/FAGS</i> )	Completed proposal	The proposal was submitted the UGC.	100% 	Yes
	4.MSc in Livestock Production ( <i>Dean/FAGS</i> )	Completed proposal	The works are in progress.	Yes	Yes
	8. MSc in Environment Sustainability ( <i>Dean/FAPS</i> )	Completed proposal	No progress received.	No	No
	11. MA in Business Economics ( <i>Dean/FSSL</i> )	Completed proposal	Waiting for the UGC approval.	No	No
1.3.1(III)	Increase the number of students registered annually at CODL expanding CODL programs	Increased Number of students (25%)	Enrolling of students for the newly introduced courses (Already applications are receiving)		
	<b><i>Proposed new programs (Director/CODL)</i></b>	<b><i>Number of New CODL</i></b>			





		<i>programs introduced</i>			
	1. Bachelor of Information Technology (External) Degree Program (Dean, FAPS/Director, CODL)	Approved proposal	Comments were received from the UGC/QAC for the proposal are being addressed.	60% 	Yes
	3. Bachelor of Arts (External) Degree Program (Dean/FSSL, Director/CODL)	Approved proposal	Waiting for the UGC approval.	60% 	Yes
	8. Higher Diploma in Livestock Production (Dean/FAGS, Director/CODL)	Offering the degree	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</b>	<b>Having Progress (%) than 1<sup>st</sup></b>












				<b>code</b>	<b>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)	FMS- 2 FOT- 1 UBLC-5 (Patent awareness)	72% 	Yes
2.1.2 (II)	Establish faculty level research centers <i>(Dean/FOT-03/FOG-01/FAPS-01)</i>	Number of research centers established (5)	FMS-Research and Publication Unit (RPU) FOG-1	40% 	Yes
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)	UBLC-Develop a Research Agreement for Collaborative Research Activities between University and Industry is in progress. RGC-1. Research	80% 	Yes

			allowance request guidelines are upgraded. 2. An alternative research allowance guideline for administrative officers.		
2.2.1(II)	Research collaboration with Public and Private Institutes <i>(Deans, RGC/UBLC)</i>	Number of research collaborations (3)	UBLC- Collaborative Research Agreement with Lanka Sugar Company Pvt. Ltd FOM- research collaboration with 1 institute and 3 Universities Q1, Q2- 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)	FMS-02, FOT-01 planning to sign. Erasmus SPIRIT project-03 completed, 02 are planning to sign.	21% 	No
2.2.2(I)	Develop policies for UBL Cell ( <i>Deans, Director/UBLC</i> )	Approved policy documents (3)	FOT-Proposal for Faculty Industrial Collaboration Unit UBLC- Intellectual Property Policy, Copyright Policy implemented within the university, Constitution stating Guiding Principles and Tasks, Organizational Structure, and All the Duties and Responsibilities of the UBLC Staff.	100% 	Yes
2.2.2(II)	Conduct awareness programs among	Number of awareness	Online webinars (4) and	>100%	Comple







	staff and students (Deans, Director/UBLC)	program conducted (4)	an onsite workshop (1) were conducted. FOT-3 webinars FMS-1, FOT-2 workshop for students		ed in the 1 <sup>st</sup> quarter (Q3- additional 3 actions)
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(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. FMS-Faculty coordinator appointed.	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)	The process is going on for a start up a company.	82% 	2%
2.3.1(I)	Organize student research forums to	Number of Forums	FSSL-SLSAS	100%	Yes

	disseminate findings (Deans)	organized at the faculty level (6)	symposium FMS- plan for 4 <sup>th</sup> MURS FAGS-1  Q1 & Q2 – 4 activities		
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 and 4 <sup>th</sup> MURS planning Q1 & Q2 – 3 activities	80% 	Yes
2.3.2(I)	Ensure the publication of university journal bi-annual (Director/CRKD)	Number of issues published Sinhala journal (2) English journal (2)	Sinhala journal was already published online. English journal was almost completed and hope to publish soon.	80% 	Yes
2.3.2(II)	Introduce/publish faculty journals (Deans)	Number of journals introduced (14)	FSSL-AJPS journal was introduced FMS-Asian Journal of Finance is in progress	29% 	Yes
		Number of issued published (13)	1-Management digest magazine	46% 	Yes







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)	No progress in Q3.	50% 	No
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)	Completed 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%)	Work is going on.	90% 	Yes
	Construction of the Building Complex of Faculty of Medicine (Professorial Unit and Other Buildings) <i>(Dean/FOM)</i>	% Completion (50%)	No progress in Q3.	20% 	No
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	% Completion (75%)		35%	Yes






	Library ( <i>Librarian</i> )				
3.1.1 (VII)	Construction of the building complex of faculty of Agricultural Sciences Phase I (Stage I) ( <i>Dean/FAGS</i> )	% Completion (100%)		50% 	Yes
3.1.1 (VIII)	Construction of the Waste and Waste water Management Project ( <i>VC</i> )	% Progress (100%)		50% 	Yes
3.1.1 (IX)	Construction of the Solar Power Project ( <i>VC</i> )	% Progress (70%)		15% 	Yes
3.1.1 (X)	Construction/Improvement of the University Road Network ( <i>VC</i> )	% Progress (70%)		70% 	Yes
3.1.1 (XI)	Construction of the Building Complex of the Faculty of Management Studies Phase II (Stage I) ( <i>Dean/FMS</i> )	% Progress (10%)	Construction of new building has been temporary suspended by the National Budget Circular No. 03/2021	100% 	Achived the KPI by Q2.










			dated 21.12.2021 and funds were not allocated.		
3.1.2 (I)	Initiate the Multipurpose Building Complex (Registrar)	% Progress (100%)	No progress for Q3.	20% 	No
3.1.2 (II)	Initiate the Gymnasium /Auditorium and Sport Complex (Dean /FAPS)	% Progress (20%)	Not started.	0% 	No
3.1.2 (III)	Initiate the Mini Hotel/Teaching Hotel for Tourism and Hospitality Management degree programs (Dean/FMS)	% Completion (20%)	No progress in Q3.	5% 	No
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
3.1.2 (V)	Initiate a Fully Pledged Media Center (VC/Registrar)	% Progress (100%)	No progress in Q3.	10% 	No
3.1.2 (VI)	Establish a Fully Pledged Art Center for the University	% Progress (100%)	Works are going on.	20% 	Yes


	<i>(VC/Registrar)</i>				
3.1.2 (VII)	Establish a Fully Pledged Childcare Center for the University <i>(VC)</i>	% Progress (100%)	Not started.		No
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.	100% 	Task completed in Q2.
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 letter for the new building construction was sent to the LBMC and waiting for the decision.	100% 	Proposal approval completed in Q2.
3.1.3 (II)	Rehabilitation of staff and students' accommodation <i>(Registrar)</i>	% Progress (40%)	The process is going on.	60% 	Yes

3.1.3 (IV)	Renovation of Prof Dayananda Somasundara Auditorium (Dean/FSSL)	% Progress (100%)	Completed the task.	100% 	Completed the task in Q2.
3.1.3 (V)	Renovation of the Staff Canteen (Registrar)	% Progress (100%)	No progress in Q3.	5% 	No
3.1.4 (I)	Identify future physical development requirements (VC/Registrar/SMPU)	% Progress (100%)	No progress in Q3.	30% 	No
3.1.4 (II)	Prepare a contour map for the University Land (VC/Registrar/ SMPU)	% Progress (100%)	Process is going on.	50% 	Yes
3.1.4 (III)	Prepare a physical development plan considering unique features (Roads, Buildings and other facilities) (VC/Registrar/ SMPU)	% Progress (80%)	Process is going on.	20% 	Yes
3.1.4 (IV)	Prepare a master plan for the University Road network (VC/registrar/ SMPU)	% Progress (100%)	Process is going on.	80% 	Yes
3.1.4 (V)	Prepare a landscape plan for the University	% Progress (100%)	A committee was appointed. A draft	30% 	Yes

	<i>(VC/SMPU/Curator)</i>		policy was prepared by the curator.		
3.1.4 (VI)	Develop a University Environment Policy <i>(VC/Registrar/SMPU)</i>	Approved policy (100%)	Committees was appointed.	5% 	No
3.1.4 (VII)	Develop University Green Procurement Guidelines Policy <i>(VC/Registrar/SMPU)</i>	Approved policy (100%)	Committees was appointed.	5% 	No
3.1.4(VIII)	Introduce energy management policy <i>(VC/Registrar/SMPU)</i>	Approved policy (100%)	Committees was appointed.	5% 	No
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.	40% 	Yes
3.2.1(I)	Develop a Human Resource Management Policy <i>(Director/SDC,Director/CQA)</i>	Approved Policy (1)	Council appointed committee is working on developing the existing policy in broader sense.	20% 	Yes






3.2.1(II)	Develop a competency Metrics ( <i>Deans, Director/CQA,Registrar</i> )	Developed competency Metrics (1)	The policy preparation is in progress.	20% 	Yes
3.2.2 (I)	Increase the number of the SDC programs ( <i>Director/SDC</i> )	Number of the programs (10)	3 programs Q2-4	70% 	Yes
3.2.2(II)	Appreciation of achievements/substantial contribution of staff members ( <i>Director/SDC; Deans</i> )	Number of staff members appreciated (10)	No updates received for Q3. Q2 -4	40% 	No
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)	Q3=3 (Q4=1) Q1 & Q2 = 4	57% 	Yes
3.2.2 (IV)	Providing learning and development opportunities for administrative and nonacademic staff members to uplift their capacity ( <i>Registrar/Director -SDC,</i>	Number of opportunities provided (6)	1 productivity workshop for administrative staff. 6 workshops in Q1 & Q2	100% 	KPI completed in Q2.

	<i>Director/CQA,Deans)</i>				
3.2.2 (V)	Develop master trainers through sending staff members for the short-term courses (Local and Foreign) <i>(Deans)</i>	Number of the master trainers (12)	Q1 and Q2- 21	>100% 	Task completed by Q2.
3.2.2 (VI)	1.Develop a Grievance Handling Mechanism of staff <i>(Deans/ Director-CQA)</i>	Developed Grievance Handling Mechanism	Policy and SOP were approved and awareness sessions were conducted. FOT-staff welfare society	100%	Task completed by Q2.
	2.Conduct a Staff Climate Survey for the University <i>(Director-CQA)</i>	Number of Surveys	Committee has been appointed, and initial discussion has been completed.	30% 	Yes
	3.Preparing a mechanism and implementing exit interview <i>(Director/CQA)</i>	√	Policy document on conducting "Exit Interviews" and the questionnaire have been	50%	Yes





			completed and the approval was taken.		
	4.Develop a counselling mechanism for staff ( <i>Director/CQA</i> )	1	Committee is working for finalizing the policy and SOP document.	50%	Yes
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 Q1.





***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>
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4.1.1(II)	Facilitate and guide the village community to engage in community-based tourism activities (Dean-FMS/ Chairman -TS)	Number of awareness programs (8)	No progress for Q3.	30% 	No
4.1.1(III)	Encourage and facilitate to start micro and small business enterprises (e.g., Food processing) (Chairman -TS' Deans/FAPS,Deans/FAGS,UBLC,Head of Livestock Production)	Number of awareness programs (10)	Workshops for general public and school students (3) Q2-03	75% 	Yes
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%)	UBLC developed a web portal that can promote and market the offerings and inventions of the adjacent community.	>100% 	No
4.1.1(V)	Facilitate to engage recreational activities to the community (Dean/FAPS)	Number of recreational programs (2)	Activities are in progress.	60% 	Yes
4.1.2 (I)	Intervene to upgrade the existing Rural Hospital with advanced facilities	Number of activities for	No progress in Q3.	10% 	No






	(VC/Chairman -TS)	upgrading (1)			
4.1.2 (II)	Intervene to upgrade the existing Karagasthalawa School (VC/Chairman -TS)	Number of activities for upgrading (2)	No progress in Q3.	60% 	No
4.1.2 (III)	Intervene to open up an entrance to the Horton Plains National Park via Nonpareil (Chairman -TS)	% Progress (40%)	No progress in Q3.		No
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) (Chairman -TS)	% Progress (50%)	Not started.		No
4.2.1(I)	Organize interactive programs and cultural events to promote social cohesion (Deans/ Director-AC/Student societies/Director CGEE)	Number of interactive programs and cultural events organized (21)	FOT-1 FOM-4 FAGS-1	29% 	Yes
4.2.1(II)	Organize students centered outreach	Number of	FOM-11; FSSL-	100 %	Yes




	activities (Deans)	outreach activities organized (23)	2;FAGS-10; FGS-1 programs FAPS (1); FAGS (7)		
4.2.1(III)	Broaden extension services to improve the socio-economic status of the wider community (Deans)	Number of extension services provided (22)	FOT- Cafeteria for Karagasthalawa School FAGS-Mobile lab	72% 	Yes
4.2.1(VI)	Strengthen the ongoing activities related to the 'University – township project' (Chairman -TS)	% Progress (50%)	Not started.		No
4.2.2.(I)	Establish a Counseling Centre to overcome the psychological issues of the community (Director- PCC)	% Progress (50%)	TOR for councilors, awareness sessions for students completed. Appointing psychological councilors, proposal for expansion community service ongoing.	50% 	Yes

4.2.2.(II)	Facilitate community engagement in sports and other recreational activities <i>(Director/AC/ Director/DPE)</i>	Number of programs organized (3)	Sport recreational center organized some activities.	40% 	Yes
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)	FAGS-02 FOM-02	80% 	Yes
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 started.		No
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)	FOM student conducted a research (scheduled program of FOM postponed)	60% 	Yes
4.2.2.(VI)	Conduct seminars to police officers on forensic related issues	Conducted	Finance Committee approval is obtained and	20% 	Yes

	<i>(Dean-FOM/ Head, Dept. of Forensic Medicine)</i>	seminars to police officers (1)	ready to execute the program.		
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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 (Chairman- SMPU)	Number of workshops and seminars, awareness sessions organized (5)	Completed the awareness sessions.	100% 	Yes
5.1.1(IV)	Include Strategic Management Plan as an agenda item for discussion in the statutory bodies (VC)	Number of bodies with the Strategic Management Plan included as an agenda item (9)	KPI was completed.	100% 	Yes
5.2.1 (I)	Formulate new policies and bylaws for key areas to deliver services efficiently (VC/ Director CQA)	Number of new policies and bylaws (5)	QA By Law has been amended and several policies have been developed.	100% 	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%)	Preparation of policy repository has been started and initial steps have been taken. Meantime some policies were revised.	50% 	Yes
5.2.1(III)	Develop a Procedure Manual for all the academic and administrative units (VC/Registrar)	Approved a Procedure Manual (1)	No updates for Q3.	60% 	No
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	The process is going on.	75% 	Yes
	<b>Smart University concept</b>				
	System for the selection of candidates from the Aptitude Test	Completed system (1)			
	System for the student Management	Completed system (1)			

	System for the student Welfare Management				
	System for the student and Course Management				
	System for the course and Marks Management				
	System for the Human Resource Management				
	System for the General Administration				
	System for Handle Finance Activities				
	System for Monitoring and Auditing				
	System for Handle Research Grants				
	System for the Fingerprint based Access Control Integration				
	System for the Resource Reservation				
	System for the Document Management				
	System for the Medical center				
	System for the CODL				
5.2.2(III)	Formulate a mechanism to conduct	established			

	post implementation reviews and maintenance of MIS ( <i>VC/Prof S. Vasanthapriyan/Registrar</i> )	mechanisms (1)			
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**Members of Strategic Management Planning Unit**

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

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

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