

# Action Plan 2021.

Way forward to a Smart University



**EDUCATION**



**Research  
and  
Innovations**



**Human  
Resources**



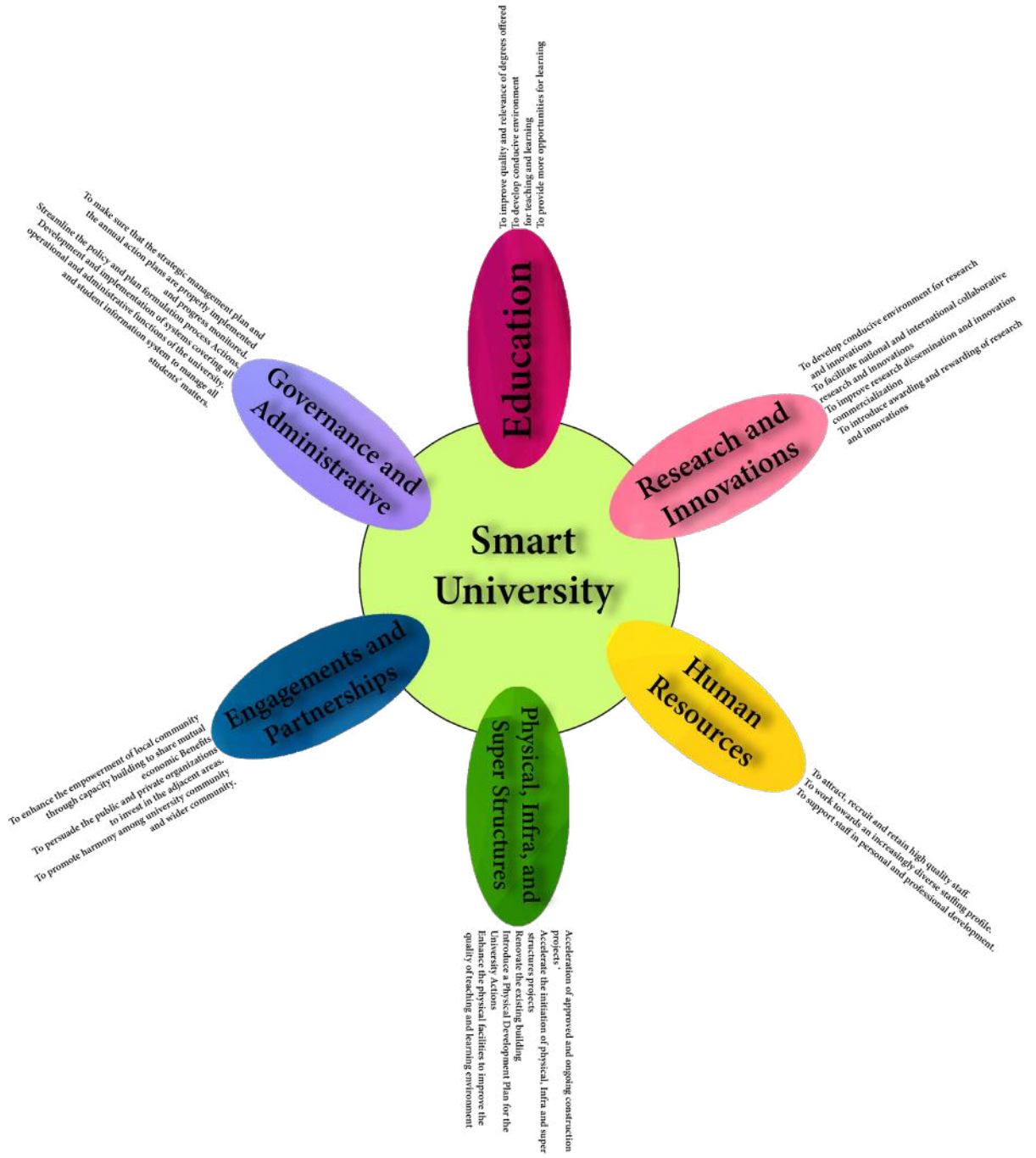
**Physical,  
Infra, and Super  
Structures**



**Engagements  
and  
Partnerships**



**Governance  
and  
Administrative  
Systems**



## Vision

To be an internationally acclaimed centre of excellence in higher learning producing dynamic leaders and nation builders to guide the destiny of Sri Lanka.

## Mission

Our mission is to search for and disseminate knowledge, promote learning, research and training to produce men and women proficient in their respective disciplines possessing practical skills and positive attitudes enabling them to contribute towards the manpower requirements of the nation. The university will be a centre of excellence for research and development for Sri Lanka in general and the Sabaragamuwa Province in particular.



# EDUCATION

To provide opportunities for excellence teaching and learning experience



# Education.

Education of the university will be improved and conducted targeting to develop the university into an internationally acclaimed centre of excellence in higher learning to produce scholars who will be the dynamic leaders and nation builders who can guide the destiny of future Sri Lanka. The Sabaragamuwa University of Sri Lanka consists of eight faculties. Out of those, seven Faculties conduct undergraduate programmes while the Faculty of Graduate Studies is conducting postgraduate programmes. Quality and relevance of all those programmes will be given highest priority and a favourable environment for teaching and learning process will be created. Further, actions will be taken to increase opportunities for university education for the Sri Lankan and International youth.

## Commitment 1: To improve quality and relevance of degrees offered

Academic quality is a way of describing how well the learning opportunities available to students help them to achieve their award. It is about making sure that appropriate and effective teaching, support, assessment and learning opportunities are provided with them. The term relevance typically refers to learning experiences that are either directly applicable to the personal aspirations, interests, or cultural experiences of students (personal relevance) or that are connected in some way to real-world issues, problems, and contexts (life relevance). We are committed to improve the quality and relevance of the education in the Sabaragamuwa University of Sri Lanka to achieve the set levels of excellence in Sri Lanka Qualification Framework (SLQF), Subject Bench Mark statements (SBs), and relevant national and international professional accreditation bodies and demands of industry and society.

Number	Action Number	Action	Responsibility
1	1.1.1	Appointment of curriculum development committees.	Deans/Heads
2	1.1.2	Development of new curriculum for new degree programmes following up to date methodologies	Deans/Heads/Director, CODL
3	1.1.3	Revision of existing curricula following up to date methodologies	Deans/Heads/Director, CODL
4	1.1.4	Setup a monitoring system for efficient implementation of activities relevant to the academic programmes.	Deans/Heads
5	1.1.5	Improvement of ICT facilities	Deans/Heads/Director, CODL
6	1.1.6	Strengthen the alumna associations to facilitate the quality improvement of academic programmes	Deans/Heads
7	1.1.7	Implementation of new policies and methods for online teaching and assessment	Deans/Heads/Director, CODL



Number	Action Number	Action	Responsibility
8	1.1.8	Construction of indigenous knowledge repository	Director, CIKS
9	1.1.9	Establishment of Internal Quality Assurance Cell (IQAC) at CODL	Director, CODL
10	1.1.10	Improve and monitor the quality and relevance of academic programmes	Director, CQA

## Commitment 2: To develop conducive environment for teaching and learning

A conducive learning environment is a platform devoid of both physical intimidation and emotional frustration, which allows for a free exchange of ideas. The key proponents of the learning process are teachers and learners, as such their freedom of interaction, safety and respect should be equally guaranteed within the physical and emotive environment they find themselves in. We are committed to create such an environment in the Sabaragamuwa University of Sri Lanka. The first port of learning, the physical environment, will be well facilitated with all required state of art teaching aids. Training for academic staff on pedagogy will be organized to improve their competencies. Further, students will be rewarded for outstanding performance as a way of motivating them.

Number	Action Number	Action	Responsibility
11	1.2.1	Enhance wi-fi facilities, ICT facilities and other modern teaching aids	Deans/Director CC
12	1.2.2	Establishment of student welfare committees	Deans
13	1.2.3	Strengthen teaching and learning methodologies	Deans
14	1.2.4	Strengthen and monitor student support services (including hostel management, student counselling, disciplinary etc.)	Director Student support and welfare/SAR students affairs
15	1.2.5	Develop a mechanism to handle students complains and grievances	Deans/Director Student support and welfare/Director, sitharana
16	1.2.6	Strengthen the university industry business linkage	Deans, Director, UBLC
17	1.2.7	Organize sports, aesthetic and social events	Director Student support and welfare/Director physical education, Director, Art Center, Head, SS and PE
18	1.2.8	Conduct students satisfactory survey	SAR students affairs, IQACs/Director CC
19	1.2.9	Appreciation of achievements/substantial contributions of students and staff	Deans
20	1.2.10	Create online Student Information System (SIS)	SAR students affairs, Director CC



Number	Action Number	Action	Responsibility
21	1.2.11	Conduct learning, capacity development and career guidance programmes for students	Director,UBLC
22	1.2.12	Development of a show room to display innovations	Director,UBLC

### Commitment 3: To provide more opportunities for learning

The Sabaragamuwa University of Sri Lanka has produced 12095 graduates during past 24 years of its history. Present student population of the university consists of 3452 undergraduates, 407 postgraduate and 1198 students in the external programme. There is a huge demand for all above three types of courses offered by the university. Further to this, in line with the policy of the present government to provide all students who have passed Advance Level Examination to qualify themselves for university entrance with university education, we are committed to increase the annual student intake of the university.

Number	Action Number	Action	Responsibility
23	1.3.1	Introduction of two new departments for Faculty of Technology	Dean/Heads
24	1.3.2	Introduction of new postgraduate programmes	Dean FGS/BOSs
25	1.3.3	Introduction of new programmes at CODL	Director,CODL, Deans
26	1.3.4	Introduction of veterinary science degree programme	Dean Agri/Heads
27	1.3.5	Splitting of the department of export agriculture	Dean Agri/Heads
28	1.3.6	Development of proposal for Faculty of Computer Science	Dear APS/Head CIS
29	1.3.7	Development of proposal for Faculty of Sport Sciences	Dear APS/Head SS and PE
30	1.3.8	Implementation of Software Engineering degree programme	Dear APS/Head CIS



## **Research and Innovation**

To achieve higher recognition for the university by enriching research and innovation culture



# Research and Innovations.

Creation of new knowledge through research, and service for the public through innovation are major responsibilities of a university. As such, research and innovation outcome of a university is considered as an important factor in university ranking. Hence, to become an internationally acclaimed centre of excellence in higher learning research and innovation outcome of the university should be uplifted to a higher level. Further, the new knowledge created through research is important for the scholars produced by the university to become dynamic leaders and nation builders who guide the destiny of future Sri Lanka according to the vision of the university. Positive climate for research and innovation will be created in the university by the development of clear research and innovation policies, facilitation of publication and patenting of research outcomes, establishment of centralized research laboratories, initiation of reward scheme to recognize high quality research and innovation, etc.

## Commitment 1: To develop conducive environment for research and innovations

Characteristics of a conducive environment for research and innovation are: clear goals that serve a coordinating function, research emphasis, distinctive culture, positive group climate, assertive participative governance, decentralized organization, frequent communication and brainstorming, training, accessible resources particularly human, sufficient size, age, and diversity of the research group, appropriate rewards, tolerate mistakes, concentration on recruitment and selection, and leadership with research expertise and skill in both initiating appropriate organizational structure and using participatory management practices. According to the university vision, we are committed to create such an environment in the Sabaragamuwa University of Sri Lanka.

Number	Action Number	Action	Responsibility
31	2.1.1	Establishment of faculty research committees	Deans
32	2.1.2	Establishment of faculty research and development funds	Deans
33	2.1.3	Conduct programmes to improve skills required to obtain research grants and conduct researches	Deans/Director, SDC
34	2.1.4	Increase physical and other facilities required for research	Chairman, RGC/Deans

## Commitment 2: To facilitate national and international collaborative research and innovations

Collaboration in research and innovation has many advantages such as Higher impact of publications, Encourages greater creativity, Future, Less work without compromising on results, Criticism, Ability to bring more experience to bear, Efficient learning, Wider array of techniques, Deeper research, Getting funding is much easier in the context of a collaboration, Increased number of publications, Better and more concrete networks built through collaborations, Higher likelihood of becoming commercial, Knowledge of what others are doing, Less risk, it is far more likely that an unexpected finding can be exploited in the setting of a collaboration, Impressing investors and funding agencies. As such, according to the university vision we are committed to promote research collaborations between the Sabaragamuwa University of Sri Lanka and other universities, institute as well as industry nationally as well as internationally.

Number	Action Number	Action	Responsibility
35	2.2.1	Formulation of policies and procedures for collaborative research	Chairman, RGC
36	2.2.2	Signing MOU with foreign universities for collaborative research	VC/Deans
37	2.2.3	Signing MOU with industrial partners for collaborative research	VC/Deans

## Commitment 3: To improve research dissemination and innovation commercialization

Dissemination of research and innovation findings involves careful planning, thought, consideration of target audiences, and communication with those audiences. Sound research and innovation dissemination strategy will lead to increase the awareness of the research and innovation potential and outcome of the university and, therefore, maximize the possibility of obtaining research funds as well as the potential impact of the research and innovation. Known as the three Ps, posters, presentations, and papers, have historically been the three primary ways of research and innovation dissemination and remain as the most popular methods. However, it is important to consider modern dissemination channels as well in a good dissemination strategy. According to the university vision, we are committed to improve research and innovation dissemination of the university.

Number	Action Number	Action	Responsibility
38	2.3.1	Share insights of research outcome	Director, CRKD
39	2.3.2	Publish faculty level research journals	Deans/Faculty research Committee
40	2.3.3	Organize faculty level annual students research sessions	Deans/Faculty research Committee
41	2.3.4	Organize annual research sessions	Director, CRKD

Number	Action Number	Action	Responsibility
42	2.3.5	Organize research symposium of the university	Director,CRKD
43	2.3.6	Organize graduate colloquium	Dean, FGS
44	2.3.7	Timely publication of university journal	Director,CRKD
45	2.3.8	Strengthen activities of UBLC for innovation commercialization	Director,UBLC

### Commitment 4: To introduce awarding and rewarding of research and innovations

Awarding and rewarding of students and staff to recognize their research and innovation of outstanding quality can boost confidence, broaden connections, and increase research and innovation visibility and impact. Awarding and rewarding would help the researchers and inventors to increase their potential to attract new research and innovation grants, investors and publicity supports while giving an organization an edge over its competitors. As such, according to the vision of the Sabaragamuwa University of Sri Lanka, we are committed to introduce proper awarding and rewarding system for the university.

Number	Action Number	Action	Responsibility
46	2.4.1	Streamline the awarding of best researcher award give away in the university day	Chairman, RGC
47	2.4.2	Introduction of Vice-Chancellors awards scheme for research and innovation	Chairman, RGC
48	2.4.3	Introduce rewarding scheme for publications in highly reputed journals	Chairman, RGC

### Commitment 5: To introduce a mechanism to uplift the image of the university

A strong image can create credibility for the university which is important to brand the university to achieve higher recognition. So, a proper mechanism to build the image of the university will be implemented.

Number	Action Number	Action	Responsibility
49	2.5.1	Establishment an image building unit to design and implement the image building programmes, activities and products	VC
50	2.5.2	25th Annivosary Celebration	VC
51	2.5.3	Book publishing to celebrate 25th Anniversory	VC
52	2.5.4	Printing souvenir mugs and issuing of stamp for the celebration of the 25th Anniversary of the University for propaganda of the CODL	VC/Directer, CODL



# Human Resources

To develop human resources capable of developing and maintaining a smart university

# Human Resources.

People are the foundation of the University's success. The quality of academic, administrative and support staff is critical to the future of the university. In order to develop the Sabaragamuwa University of Sri Lanka to a leading higher education institute, it is a must to attract, recruit and support talented staff and continuous training and career support for them to be updated and upgraded. Human resource management policies and procedures should be well established and implemented to create an environment at the university which support the staff to respond to the ever-changing external environment. Accordingly, such an environment will be created at the Sabaragamuwa University of Sri Lanka.

## Commitment 1: To attract, recruit and retain high quality staff.

In order to ensure the attraction, recruitment and retaining of high quality staff, university should have a proper recruitment policy and supportive environment for the personal and carrier advancement of them.

Number	Action Number	Action	Responsibility
53	3.1.1	Preparation and implementation of proper human resource development and management policy for the university.	VC/DR Academic Establishment/AR Non academic establishment
54	3.1.2	Formalize the job design process	VC/DR Academic Establishment/AR Non academic establishment
55	3.1.3	Initiation of proper rewarding mechanism for outstanding performances of staff.	VC/DR Academic Establishment/AR Non academic establishment
56	3.1.4	Improvement of facilities provide better living conditions for staff which include housing, health facilities, and childcare	VC/DR Academic Establishment/DR Admin/AR Non academic Establishment

## Commitment 2: To work towards an increasingly diverse staffing profile.

To develop universities' international outlook, research and teaching it is important to have staff from or with experiences from diverse backgrounds.

Number	Action Number	Action	Responsibility
57	3.2.1	Encourage and support staff to obtain higher academic qualifications and training from diverse local and foreign institutes.	VC/Deans/Heads
58	3.2.2	Organize training and workshops for staff from local and foreign experts.	Director,SDC/Coordinator, International Relations Unit (IRU)
59	3.2.3	Obtaining service from foreign staff members by promoting staff exchange through MOUs and by engaging in international mobility programmes such as Fulbright fellowships, DADD fellowships, Commonwealth exchange programmes, JICA programmes, Sakura Exchange programmes etc.	VC/Deans/Coordinator, International Relations Unit (IRU)

## Commitment 3: To support staff in personal and professional development.

To develop staff to their maximum potential and to obtain their full contribution to the development of the university, personal and professional development of staff is a must.

Number	Action Number	Action	Responsibility
60	3.3.1	Make a Training Need Assessment for Academic, Administrative and Non-Academic	Director, SDC
61	3.3.2	Arrange 05 Workshops for Academic members based on need Analysis	Director, SDC/Librarian/Director, CGEE
62	3.3.3	Arrange five Workshops for Administrative Officers based on Need Analysis	Director, SDC/Librarian/Director, CGEE
63	3.3.4	Arrange Five Workshops for Non-Academic Staff based on Need Analysis	Director, SDC/ Librarian/Director, CGEE



# Physical, Infra, & Super Structures

To develop physical, infra and super structures to a suitable level for a smart University

# Physical, Infra, and Super Structures.

Education infrastructure basically means that the availability of suitable spaces and physical facilities to learn. Buildings, classrooms, laboratories, educational equipment are crucial elements of learning environments. In addition to those, other physical facilities which makes the stay at campus comfortable for students and staff are also to be considered in physical, infra and super structure development programme of a residential university such as Sabaragamuwa University of Sri Lanka. With respect to teachers, these facilities affect teacher recruitment, retention, commitment, and effort. With respect to students, these facilities affect health, behaviour, engagement, learning, and growth in achievement. As such, physical, infra and super structure development has been identified as one of the important thematic areas and will be given higher priority.

## Commitment 1: Introduce a Physical Development Plan for the University Priority Actions

There should be a complete and comprehensive physical development plan with policies related to the physical development for the proper and sustainable development of the university. This should be included with plans for buildings, supplies, road network, landscape etc.

Number	Action Number	Action	Responsibility
64	4.1.1	Introduce a Physical Development Plan for the University. (Prepare contour map, road map, building , landscape and networks)	Chairmen/Strategic Plan
65	4.1.2	Preparation of landscape master plan	Landscape Master Plan and Township Committee (LMPTC)/ curator



## Commitment 2: Acceleration of approved and on-going construction projects

There are number of approved and on-going projects. Timely completion of those projects is a must for smooth functioning and further improvement of the teaching and learning process of the university. Hence, all the steps will be taken to accelerate the construction of approved and on-going construction projects.

Number	Action Number	Action	Responsibility
66	4.2.1	Restart the construction works of the new Library Building	VC/Librarian/SAR, CWP
67	4.2.2	Initiate the construct of the building complex of the Faculty of Technology	VC/Dean/SAR, CWP
68	4.2.3	Construction of the building complex of Faculty of Medicine	VC/Dean/SAR, CWP
69	4.2.4	Construction of the building complex of Faculty of Agriculture Science	VC/Dean/SAR, CWP
70	4.2.5	Complete the construction of the building complex of Faculty of Applied Sciences	VC/Dean/SAR, CWP
71	4.2.6	Initial works for the building of faculty of Management Studies Phase 2	VC/Dean/SAR, CWP

## Commitment 3: Accelerate the initiation of physical, Infra and super structures projects

As a developing university, new requirements for physical, infra and super structures arise in parallel to the development. As such, it is needed to identify such requirements and take action to fulfil those.

Number	Action Number	Action	Responsibility
72	4.3.1	Initial works for the administrative Building Complex project	VC/SAR,CWP
73	4.3.2	Initiate the waste and waste water management project (treatment plant)	VC/SAR,CWP
74	4.3.3	Initial works the building Complex of Faculty of Social Sciences Phase II (Stage I)	VC/Dean/SAR,CWP
75	4.3.4	Construction of road network of the university	VC/SAR,CWP

## Commitment 4: Renovate the existing building projects

There are university own buildings received from the “Samanala wewa” project which are to be renovated to create comfortable living environment for students and staff of the university.

Number	Action Number	Action	Responsibility
76	4.4.1	Constructions and renovations of road network of the university	VC/SAR,CWP/Works Engineer
77	4.4.2	Renovation of the Auditorium of the faculty of social sciences	VC/SAR,CWP/Dean/Works Engineer
78	4.4.3	Renovation of the existing housing and other buildings	VC/SAR,CWP/Works Engineer

## Commitment 5: Enhance the physical facilities to improve the quality of teaching and learning environment

It is a mandatory requirement to develop physical facilities related to teaching and learning. High priority will be given to improve such facilities to achieve high standard in teaching and learning in the university.

Number	Action Number	Action	Responsibility
79	4.5.1	Facilitate lecture rooms and laboratories with modern state of art teaching aids	VC/Deans
80	4.5.2	Repairing the university Tennis Court and other sport venues	VC/Directer, Physical Education



## **Engagements & Partnerships**

To enhance and utilize linkages to give a “big push” for sustainable regional development

# Engagements & Partnerships

Social appearance of the university is an important responsibility. For that, enhancement of public engagement is a must. To this end we will work in partnership with local community and public, private, voluntary and commercial organizations, and our alumni.

## Commitment 1: To enhance the empowerment of local community through capacity building to share mutual economic Benefits and learning environment

The university is located in a rural area and as such, as a national university we are committed to provide all required support to uplift the economic status of the surrounding community of the university.

Number	Action Number	Action	Responsibility
81	5.1.1	To encourage and facilitate to start micro and small business enterprises	Deans/Heads/DR, Admin.
82	5.1.2	Provide more opportunities for community engagement in university activities	Deans/Heads/DR, Admin.

## Commitment 2: To persuade the public and private organizations to invest in the adjacent areas.

As the only higher education institute and the leading government institute in the area, we are committed to build up good relationship with all other government organizations and private parties to develop those organizations so that they could provide good service to the university and surrounding communities.

Number	Action Number	Action	Responsibility
83	5.2.1	Empower local community through capacity building	Chairman/Strategic Planing unit
84	5.2.2	Encourage public and private organizations to invest in the adjacent areas (Roads, hospital, School Infrastructure, businesses etc.)	Chairman/Strategic Planing unit

### Commitment 3: To promote harmony among university community and wider community.

University community consist of individuals from diverse cultural, social and religious backgrounds. As such, it is important to have well defined activities to promote harmony among the university community and with the surrounding community of the university as well.

Number	Action Number	Action	Responsibility
85	5.3.1	Organize activities to improve social Well-being of the community	Deans/Heads/Chairman, Strategic Planing unit
86	5.3.2	Organize activities to promote harmony among university and community	Chairman/Strategic Planing unit
87	5.3.3	Accelerate the ongoing activities related to the University Township Project	Chairman/Strategic Planing unit



## **Governance & Administrative Systems**

To establish a conducive setup for efficient and effective  
governance and administration

# Governance & Administrative Systems.

Governance is formulating the laws, policies and acts, where as the administration is implementing the laws and policies enacted by the governance. Both these are playing important role in university mangement and development. As such, proper governance and administrative system will be implemented to uplift the quality as well as the recognition of the university.

## **Commitment 1: To make sure that the strategic management plan and the annual action plans are properly implemented and progress monitored**

Preparation of cooperate plans, strategic plans, action plans etc. is important for the targeted development of the university. However, proper implementation, monitoring and evaluation are indispensable to achieve the targets in those plans. As such, we are committed to make sure that those plans are properly implemented, monitored and evaluated.

Number	Action Number	Action	Responsibility
88	6.1.1	Properly establishment of Strategic Planing Unit	VC
89	6.1.2	Improve and monitor the progress of action plan 2021	Chairman, Strategic Planing Unit
90	6.1.3	Development of Action Plan for 2022	Chairman, Strategic Planing Unit

## Commitment 2: Streamline the policy and plan formulation process

There should be properly developed policies and procedures for each and every activities of the University for its proper, smooth and fair functioning. Hence, we are committed to streamline this process.

Number	Action Number	Action	Responsibility
91	6.2.1	Development of policies for all required sections and make them available in the university website	Director, CQA
92	6.2.2	Development of procedure manual for all academic and administrative units	Director,CQA /Registrar/Bursar

## Commitment 3: Implement computer based systems for administrative functions

With the technological advancements, the style of working has been changed a lot. To match with this technological advancements happening in the world and to make the working environment of the university more comfortable, environment friendly and cost effective, implementation of computer based systems for administrative activities will be given high priority.

Number	Action Number	Action	Responsibility
93	6.3.1	Preparation of comprehensive proposal to computerize all relevant functions of the university	Chairman, Committee for E-University Concept
94	6.3.2	Development of the university website including all missing sections	Director, CC
95	6.3.3	Implementation of online facility reservation system	Chairman, Committee for E-University Concept
96	6.3.4	Development of Student Information System	Chairman, Committee for E-University Concept
97	6.3.5	Introduce computer based system and improve the service delivery of finance division (payment gate way etc.)	Bursar/Director, CC
98	6.3.6	Proper implementation of digital repository	Director, CC
99	6.3.7	Implementation of a computer based system for establishment divisions	DR and AR of Establishment/Chairman, Committee for E-University Concept
100	6.3.8	Development of computer based record maintaining system	Registrar/ Asst. Registrar (Reg. Office)/ Director, CC



