



University of Colombo Sri Lanka

ACTION PLAN FOR 2013

Based on the Corporate Plan 2012- 2016

University of Colombo: Action Plan 2013

This document details the University of Colombo Action Plan for the year 2013 based on the Corporate Plan 2012-2016. The University has **7 Goals**; under each goal are several **Objectives**. Several **Strategies** have been identified to meet this Objective, and each strategy has one or more specific **Activities**. The chart shows the Goals, Objectives, Strategies, and Activities, together with the responsible parties for each activity, the estimated budget, and the quarter in 2013 during which each activity will be implemented. Please note that the colour codes given below. Please refer appendix for abbreviations.

Title bar													Budgetary Allocation	Responsible Division officer		
Item No	Activity	Sub activity	Duration													
			Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
1	GOAL: Achieve standards of excellence in teaching and learning, to produce skilled and competent graduates															
1.1	OBJECTIVE: Accelerate improvement of quality of teaching and learning to produce skilled and competent graduates															
1.1.1		STRATEGY: Create an environment for recruiting high caliber academic staff														
1.1.1.1		Appoint a senate subcommittee to identify appropriate guidelines for recruiting academic staff, and obtain senate / Council approval for these guidelines while implementing these guidelines into a marking scheme, pre-selection interviews, emotional quotient testing and other procedures and if required submit these guidelines for UGC approval.														VC, COUNCIL, SENATE
1.1.1.2		Develop new guidelines for recruiting staff, incorporate these guidelines into an SOP and marking scheme and obtain relevant approval from UGC for implementation														
1.1.1.3		Follow through of the initial international link program for postgraduate scholarship for newly recruited staff and identify establishing further programs													15Mn	VC, DIRECTOR IUUC, RECTOR
1.1.1.4		Recruitment of new academic staff on permanent or temporary basis														VC, DEANS, R
1.1.1.5		Create opportunities for academic staff to engage in research by developing research groups.														VC, DEANS, HEADS
		Identify training opportunities for academic staff														VC, DEANS, SDC

The first digit denotes the goal, the second digit denotes the objective, the third digit denotes the strategy, and the last digit denotes the activity.

Shaded light blue are the quarters during which the activities will be implemented

UNIVERSITY OF COLOMBO –ACTION PLAN 2013

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			Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			
1	GOAL: Achieve standards of excellence in teaching and learning, to produce skilled and competent graduates															15Mn	
1.1	OBJECTIVE: Accelerate improvement of quality of teaching and learning to produce skilled and competent graduates																
1.1.1		STRATEGY: Create an environment for recruiting high caliber academic staff															
1.1.1.1		Appoint a senate subcommittee to identify appropriate guidelines for recruiting academic staff, and obtain Senate / Council approval for these guidelines while implementing these guidelines into a marking scheme, pre-selection interviews, emotional quotient testing and other procedures and if required submit these guidelines for UGC approval.															VC , COUNCIL, SENATE
1.1.1.2		Develop new guidelines for recruiting staff, incorporate these guidelines into an SOP and marking scheme and obtain relevant approval from UGC for implementation															VC, COUNCIL, SENATE
1.1.1.3		Follow through of the initiated international link programs for postgraduate scholarships for newly recruited staff and identifying and establishing further programs															VC, DIRECTOR IUUC, RECTOR
1.1.1.4		Recruitment of new academic staff on permanent or temporary basis															VC. DEANS, R
1.1.1.5		Create opportunities for staff to engage in research by developing viable research groups.															VC. DEANS,HEADS
1.1.1.6		Advertise training opportunities for junior faculty members															DIRECTOR SDC, DEANS
1.1.2		STRATEGY: Create an environment for retaining high caliber academic staff															
1.1.2.1		University to support research activities of academic staff by providing facilities														RESEARCH COMMITTEE	

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			Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec				
1.1.2.2		Appointment and maintenance of a committee to develop benchmarking criteria																VC (SENATE), DIRECTOR SDC
1.1.2.3		Introduce rewards system																VC, DEANS, RECTOR
1.1.2.4		Follow through of programs, services and courses initiated for income generation which will benefit the academic staff and institution while continuing to identify new opportunities and strategies.																HEADS, DEANS
1.1.2.5		Implement such strategies bringing benefits to staff members and the University																DEANS
1.1.2.6		Monitor and follow through with the Urban Development Authority regarding the program to develop housing for academic staff.																R, B
1.1.2.7		Maintain and improve upon the created operational procedure with specific timeline for expediting promotional procedure																SAR/AE
1.1.2.8		Upgrade from units to departments and from departments to Faculties																RECTOR,HEADS ,VC
1.1.2.9		Strengthening current existent ones and establishing new Departments, Units and Labs in Sri Palee Campus.																RECTOR,HEADS ,VC
1.1.2.10		Identify potential academics among students who display academic quality and encourage them to apply																
1.1.3		STRATEGY: Further strengthen academic staff development programs to suit the requirements of the faculties																
1.1.3.1		Build upon the infrastructure laid down to expand the SDC as stated in the previous plan.															VC, (COUNCIL), DIRECTOR SDC	
1.1.3.2		Further promotion of staff development with the collaboration of the SDC in addition to the initiated scheduled programs															DEANS, SDC, RECTOR	
1.1.3.3		Continue to facilitate programs for postgraduate training of junior staff while promoting new ventures.															HEADS, RECTOR, DEANS	

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1.1.4		STRATEGY: Facilitate the use of modern teaching and learning methods that encourage self-directed and lifelong learning, and analytical and creative thinking, incorporating the use of modern technology and multimedia in teaching and learning.																
1.1.4.1		Initiating and continuing the programs planned for training of both academics and non academics in modern techniques of teaching and learning and strengthening them with the web and IT based teaching																SDC, RECTOR, HEADS, R, IT Mgr, Dean
1.1.4.2		Training of Academic and non academic staff on the use of new equipment and the use of web based learning.																SDC, UCSC, R
1.1.4.3		Each faculty to be provided with the required equipment and facilities																DEANS, HEADS,B, RECTOR
1.1.4.4		Further acquisition of equipment and software's for modern technology driven teaching and learning through generated funds																VC,R, B
1.1.4.5		Promote the students to use IT and online facilities in their assignments and in other forms of evaluation.																DEANS, CD&EC
1.1.4.6		Utilize the generated funds to develop and build upon the well equipped faculty level computer centers																VC,R,B ,DEANS
1.1.4.7		Establish a virtual learning environment and ICT facilities for undergraduates and laboratory teaching in all faculties and develop a blended curriculum																DEANS, CD&EC, NW M COMMITTEE
1.1.4.8		Promote the use of modern software packages in teaching and research																DEANS, NW M
1.1.4.9		Develop computer based practical courses and online question banks for undergraduate use and web based learning and evaluation																DEANS
1.1.4.10		Create new cadre positions and fill vacancies.																VC,R,DEAN,SAR/AE, SAR/NAE
1.1.4.11		Equip and upgrade infrastructure e.g., class rooms , auditoriums, examination halls, labs with needed IT equipment to enhance ICT based teaching																DEANS, RECTOR

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1.1.4.12		Provision of computers for Academic staff, Administrative staff and Library staff															4 Mn	FACULTIES, DEANS RECTOR, R,B,LIBRARIAN
1.1.4.13.		Develop and automate current library systems and establish an internal media library																FACULTIES, DEANS RECTOR, LIBRARIAN
1.1.4.14		Purchase and update ICT related books, Journals and related materials																FACULTIES, DEANS RECTOR, LIBRARIAN
1.1.5		STRATEGY: Provide facilities for differently-abled and physically challenged staff and students																
1.1.5.1		Improve access in the physical environment of the university to students and staff who are physically challenged																VC, R, B ,SAR,CWP
1.1.5.2		Enhance and expand the facilities made available for visually handicapped students and develop for those with hearing disability																VC, R B
1.2	OBJECTIVE: Periodically review courses and implement curriculum changes in all faculties to meet future trends & challenges																4 Mn	
1.2.1		STRATEGY: Review and change curricula of programs and design and conduct new courses to meet the market demand																
1.2.1.1		Continuing the process of appointing a Director of Studies and CD&EC so one would be present in each Faculty.																VC (COUNCIL), DEANS
1.2.1.2		CD&EC to structure the curricula of all degree courses awarded by each Faculty to achieve excellence of education.																DIRECTORS OF STUDY, DEANS
1.2.1.3		CD& EC to study the feasibility of establishing multidisciplinary courses identifying subjects from different faculties.																CD&EC, DEANS
1.2.1.4		Initiate action to increase the number of 4 year Degree Courses by the University of Colombo																DEANS

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1.2.1.5		CD&EC to further enhance multi-disciplinary Degree Courses identifying additional subjects from relevant faculties for implementation, with more optional subjects by different departments and level of student enrolment for Courses																DEANS, DIRECTORS OF STUDY
1.2.1.6		Design new undergraduate courses, Information literacy skills programmes and build and enhance existing ones																FACULTIES, DEANS, CD&EC, LIBRARIAN
1.2.1.7		Faculties to organize annual/bi annual workshops to evaluate and revise degree programs and curriculum																FACULTIES DEANS, CD&EC
1.2.1.8		Faculties to setup committees to monitor teaching																FACULTIES, DEANS
1.2.1.9		Encourage student and peer evaluation in respect of teaching.																FACULTIES, DEANS, HEADS
1.2.1.10		Develop certificate programs in ICT and introduce advanced certificate programs in ICT in faculties																FACULTIES, DEANS
1.2.1.11		Develop programs and incorporate soft skills into the curriculum																FACULTIES, DEANS, HEADS, CD&EC
1.2.1.12		Planning and designing of curricular and procuring of printed and audio visual material for the purpose of promoting ethnic cohesion.																FACULTIES, DEANS, STUDENT COUNSELLORS
1.2.1.13		Developing language classes promoting cultural programs to enhance ethnic cohesion																FACULTIES, DEANS, ELTU
1.2.2		STRATEGY: Develop public and private sector partnerships to introduce industry linked training programs																
1.2.2.1		Faculty committees to successfully continue organizing academic and professional programs in collaboration with a range of partners including industry, private sector, alumni.																DEANS, RECTOR
1.2.2.2		Committees will list and make available to teachers, organizations and individuals who are willing to support programs and provide internship and placements																APPOINTED COMMITTEES, DEANS
1.2.2.3		Committees to develop the objectives of internship programs																APPOINTED COMMITTEES, DEANS

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1.2.2.4		Committees to monitor and ensure that the programs achieve the desired objectives														3 Mn	APPOINTED COMMITTEES, DEANS
1.2.2.5		CD&EC to be expanded to include representatives from these committees															DEANS, CD&EC
1.2.2.6		Industrial/ professional training programs to be made a compulsory component of curriculum and evaluation where relevant															HEADS, CD&EC, DEANS
1.2.3		STRATEGY: Implement external quality assurance reviews to achieve international standards and accreditation															
1.2.3.1		Faculties to establish QA committees to liaise with that of the university QA unit															VC, DEANS, RECTOR, UGC, IQAU
1.2.3.2		Develop a database that can be used to support efforts to obtain accreditation for programs															QA COMMITTEES, IQAU
1.2.3.3		QA committees to evaluate postgraduate programs															QA COMMITTEES, UGC
1.3	OBJECTIVE: Promote partnerships with global higher educational institutes of excellence in teaching and learning.																
1.3.1		STRATEGY: Strengthen collaborative and link programs with higher learning institutions															
1.3.1.1		Conduct and develop new collaborative programs & research with local higher learning institutions														DEANS, HEADS, RECTOR, IUUC	
1.3.1.2		Develop the IUUC for liaison with universities abroad														VC, DIRECTOR IUUC, RECTOR	
1.3.1.3		While in process of compiling, maintain and update the University database of Expertise and publicity materials on the Web														WEB COMMITTEE, WE BMASTER	
1.3.1.4		Expand the participation of reputed scholars from other International Universities to University forums														VC, (SENATE), DEAN, IUUC	
1.3.1.5		Publish a profile/handbook of the University														VC, R, SAR-AP, RECTOR	
1.3.1.6		Establish staff-student exchange programs with international universities														DIRECTOR IUUC	

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1.3.1.7		Establish linkages with international faculties to suit the needs of the individual faculties														40 Mn	DEANS, HEADS, RECTOR, DIRECTOR, IUUC
1.3.2		STRATEGY: Develop communication skills of staff and students in English and other languages															
1.3.2.1		Faculties to conduct structured programs on effective communication in English for staff													DEANS, DIRECTOR SDC, ELTU, RECTOR		
1.3.2.2		Develop self-learning multimedia and online English learning programs for staff and students													DIRECTOR SDC, COORDINATOR ELTU, RECTOR, IT		
1.3.2.3		Faculties to conduct training workshops in writing skills, project formulation and preparation of research frameworks and stressing the importance of the language													DEANS, DIRECTOR SDC, RECTOR		
1.3.2.4		Establish training modules in English speaking environments in the private sector													DIRECTOR SDC		
1.3.2.5		Establish Student Development Centre/Language Units to improve English Language , Aesthetics , Soft Skills , IT													FACULTIES, DEANS		
1.3.2.6		Introduce an on-going English course for all first year students and improve self-learning facilities of the undergraduates													FACULTIES, DEANS		
1.3.2.7		Provision of additional audio & video and reading material for undergraduates to learn English													FACULTIES, DEANS		
1.3.2.8		Revise update and prepare activity based course materials													FACULTIES, DEANS, HEADS		
1.4	OBJECTIVE: Increase output of undergraduate study courses																
1.4.1		STRATEGY: Increase intake of students to undergraduate study courses															
1.4.1.1		Increase the number of students being enrolled for undergraduate degree programs from those who qualify from national criteria													VC, DEANS, RECTOR		
1.4.1.2		Introduce two new undergraduate programmes to take a direct intake to Faculty of Education													DEAN/ EDUCATION		

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1.5	OBJECTIVE: Enhance Graduate Education to the level which will enable the University to become a centre of excellence for graduate studies in Asia															24 Mn	
1.5.1		STRATEGY: Introduce new graduate programs of regional relevance															
1.5.1.1		Each faculty to develop new graduate programs															DEANS, FACULTIES
1.5.1.2		FGS to expand to offer new graduate programs of regional relevance															DEAN FGS
1.5.1.3		Identify and establish postgraduate degree/ diploma courses for industry professionals															DEANS, RECTOR
1.5.1.4		Create new cadre posts for FGS															VC (COUNCIL), DEAN/FGS
1.5.1.5		Create courses for undergraduates promoting creativity, aesthetics , and humanities in collaboration with University of Performing Arts															FACULTIES, DEANS
1.5.2		STRATEGY: Increase intake to existing graduate study programs															
1.5.2.1		Increase the intake of postgraduate students to existing courses.															DEANS
1.5.2.2		Assess additional services required to increase the intake of postgraduate students for faculties															R, B, DEANS HDC
1.5.3		STRATEGY: Facilitate distinguished scholars to work with the University															
1.5.3.1		Establish a visiting chair in each faculty for distinguished overseas scholars															VC (COUNCIL)
1.6	OBJECTIVE: Establish Stream Specialization for General Degree Students to improve employability																3 Mn
1.6.1		STRATEGY: Create an identity for General degree students by developing multi-disciplinary knowledge base and equip them with 'stream specific' employment skills															
1.6.1.1		Set up stream coordination unit														VC, R, DEANS	
1.6.1.2		Appointing a Director, Stream Coordination Unit.														VC /COUNCIL/ SENATE	
1.6.1.3		Organize workshops to identify the strategies and course list for initializing stream specialization														DEANS, DIRECTOR	

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1.6.1.4		Organize Faculty Review workshop on General Degree Stream Specializing															FACULTIES, DEANS,
1.6.1.5		Preparation of handbook, to be used in seven streams															FACULTIES, DEANS,
1.6.1.6		Preparation of documents and dissemination of information relating to stream specialization.															FACULTIES, DEANS,
1.6.1.7		Organize quarterly employer round-tables															FACULTIES, DEANS,
1.6.1.8		Organize monthly career path seminars															FACULTIES, DEANS
1.7	OBJECTIVE: Improve Academic English of graduate students' to develop their competence in reading, writing, speaking and study skills															4.5 Mn	
1.7.1		STRATEGY: Provide students with practice writing assignments conducting research excises, participatory in lectures and seminar discussions															
1.7.1.1		Introduce activity based modules on the following: Academic writing, conventions and practices, Obtaining access to on –line academic databases and sources, Purchase of software – plagiarism detection software, Software for bibliography and foot/end notes															FACULTIES, DEANS, RECTOR
2	GOAL: Achieve standards of excellence in pure and applied research on need basis.																
2.1	OBJECTIVE: Develop a team of academics with commitment and capacity for excellence in research															55 Mn	
2.1.1		STRATEGY: Ensure that persons of high caliber and research capability are recruited															
2.1.1.1		Maintain the refined high standards of recruitment, promotion and performance appraisal procedures to ensure that the staff selected will perpetuate their proven abilities and a continual commitment to research (Refer 1.1)															VC, SENATE (COUNCIL)

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2.1.2		STRATEGY: Provide funding for young academics to engage in research																
2.1.2.1		University to provide funding to young academics to commence research																VC,R, RESEARCH COMMITTEE ,RMU
2.1.2.2		Establish the concept of group research in academic Departments																FACULTIES, DEANS,HEADS
2.1.3		STRATEGY: Provide opportunities for continued training in research methodology to all academics																
2.1.3.1		Senior researchers and experts to conduct regular workshops and courses in research methodology, statistics, protocol writing, similar to the staff development courses in teaching (CTHE)																FACULTIES, DEANS
2.1.3.2		Encourage participation through nominations and consider participation in such courses for promotion																VC,R,SENATE (COUNCIL)
2.1.3.3		Conduct international symposium																VC, FACULTIES, DEANS, RECTOR
2.2	OBJECTIVE: Create and sustain a research culture and ensure that staff undertake research																	
2.2.1		STRATEGY: Integrate research into teaching and learning																
2.2.1.1		Include research projects into degree programs with staff collaboration in all faculties																CD& EC, RECTOR
2.2.1.2		Obtain placements for students in their final years in related industries for research projects																DEANS, RECTORS,HEADS
2.2.1.3		Establishment of a research centre and recruit cadre																DEANS, RECTORS
2.2.2		STRATEGY: Ensure facilitation and implementation of research activities of the University to meet national development needs.																
2.2.2.1		Develop faculty based industry-community cells																RECTOR, DEANS
2.2.2.2		Identify suitable training programs and professional consultancy areas																CELL
2.2.2.3		Facilitate conducting industry community based research programs																CELL

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2.2.2.4		Develop a web-based central database of local research through the Library														4 Mn	LIBRARIAN,ASSISTANT LIBRARIAN, RECTOR, DEANS FACULTIES
2.2.2.5		Collaborate research activities with local health authorities(CMC) to assess impact of Urbanization (Urban Health Initiative)															FACULTIES, DEANS
2.2.2.6		Regularly update the Institutional e-repository Database															LIBRARIAN,ASSISTANT LIBRARIAN, RECTOR, DEANS FACULTIES
2.2.2.7		To develop a multi-disciplinary teaching and research based in the Rural setting(Rural Health Program) and start certificate courses in rural health medicine															FACULTIES,DEANS
2.2.2.8		Promote student research on issues of multiculturalism to promote ethnic cohesion															FACULTIES, DEANS
2.2.2.9		Promotion of field based studies through innovative partnerships															FACULTIES, DEANS
2.2.3		STRATEGY: Promote fundamental research by academics															
2.2.3.1		Develop mechanisms to obtain funds for fundamental research															FACULTIES, DEANS,HEADS
2.2.3.2		To make available data regarding publications and scientific communications															FACULTIES,DEANS,HEADS
2.2.4		STRATEGY: Collaborate with private sector and relevant organizations to develop industry linked research															
2.2.4.1		Develop collaborative research projects with industry															DEANS, FACULTIES, CELL
2.2.5		STRATEGY: Promote interdisciplinary research by developing research groups within the faculties															
2.2.5.1		Establish the university research committee															VC
2.2.5.2		Each faculty to establish a multidisciplinary research group														DEANS	

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2.2.5.3		Research groups to initiate research projects with multidisciplinary input, and apply for funding as a group															RESEARCH GROUPS
2.2.6		STRATEGY: Promote research & links with International institutions															
2.2.6.1		Create research collaborations with international research organizations															VC, DEANS,IUUC
2.2.6.2		Link with Faculties abroad and staff and student exchange programs for credit transfers															DEANS, HEADS,IUUC
2.3	OBJECTIVE: Encourage and recognize research of high quality and excellence																
2.3.1		STRATEGY: Enhance facilities and support systems to achieve excellence in research															
2.3.1.1		Define the role of support staff and administrators in research activities															HEADS
2.3.1.2		Continue to train support staff and administrators in their relevant roles in research															HEADS, DEANS, R.RESEARCHERS
2.3.1.3		Pursue the process of establishing work norms for academics and include specific time periods dedicated towards research activities															SENATE
2.3.1.4		Continue to arrange regular meetings in departments to discuss research activities															HEADS,DEANS
2.3.1.5		Establish a new online journal in different disciplines for publication of research															SAR/AP, WEB COMMITTEE, WEBMASTER,NWM
2.3.1.6		Obtain international accreditation and indexing for university journals															EDITORS
2.3.1.7		Strengthen mechanical and electronic workshops to support experimental research Obtain international accreditation and indexing for university journals															DEANS
2.3.1.8		Develop facilities to repair/maintain research equipments															DEANS,HEADS
2.3.1.9		Organize training workshops for staff members and training trainers															DIRECTOR SDC
2.3.2		STRATEGY: Reward researchers who perform high quality research with opportunities for further research and career development															

12 Mn

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2.3.2.1		Devise a mechanism for benchmarking of researchers														3 Mn	QA UNIT,IQAU
2.3.2.2		University funding for research to be granted based on past research performance of such academics															DEANS,RECTOR ,RESEARCH COMMITTEE
2.3.2.3		Purchase of equipment required for research to be prioritized according to the needs of active researchers															DEANS, RECTOR,HEADS
2.3.2.4		Each faculty to establish research awards for different levels of staff, and also for students															DEANS, RECTOR,HEADS
2.3.2.5		Continue to successfully conduct annual research symposium, providing a forum for presentation of research at faculty level															VC, DEANS, RECTOR
2.3.2.6		Expand the activities of the Undergraduate Research Forum and encourage student based research															DEANS, RECTOR,HEADS
2.4	"OBJECTIVE: Maintain high ethical values and standards in research, with social responsibilities"																
2.4.1		STRATEGY: Develop ethical and professional standards for researchers															
2.4.1.1		Strive to establish ethics review committees in all faculties while upgrading and attempting to achieve international standards in ones where committees have already been established														DEANS	
2.4.1.2		Develop and improve guidelines and code of ethics for research														ETHICS COMMITTEES	
2.4.1.3		Develop exchange programs to give suitable exposure to researchers in centres of excellence overseas, enabling them to understand how high standards are maintained in the international setting														DEANS,RECTOR	
2.4.2		STRATEGY: Implement monitoring and review processes for research activities															
2.4.2.1		Research and Higher Degrees Committees and Ethics Committees to play an active role in monitoring and reviewing research														RHDC	

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2.4.2.2		Improve the developed mechanisms at department level for guidance of research in the department while promoting new mechanisms															RHDC, ETHICS COMMITTEES
2.5	OBJECTIVE: Promote knowledge and technology transfer															3 Mn	
2.5.1		STRATEGY: Facilitate transfer of knowledge and technology to the benefit of society															
2.5.1.1		Each faculty to identify priority areas where appropriate knowledge and technology could be transferred while building upon the processes in place													HEADS		
2.5.1.2		Faculties to obtain the expertise from the industry, public and private sector to identify priority areas													FACULTIES, DEANS, CELL		
2.6	OBJECTIVE: Rationalize and strengthen research related activities in the university															15 Mn	
2.6.1		STRATEGY: Establishment of a University Research Committee															
2.6.1.1		Enhance the research output of the university by promoting the development of capacity of "Knowledge Creating Systems" and promoting a conducive environment for research.													VC,R,B, RESEARCH COMMITTEE OF THE UNIVERSITY,		
2.6.1.2		Progress of planned research to be reviewed by Research Groups, the central University Research Group and the cell													DEANS, RECTOR, RESEARCH COMMITTEE		
2.6.2		STRATEGY: Identify sources of funding, and streamline the process of obtaining funding for research															
2.6.2.1		Prepare an annual budget for research funding													RESEARCH GROUPS		
2.6.2.2		Resource allocation to incorporate these needs													RESEARCH GROUPS, RMU		
2.6.3		STRATEGY: Develop infrastructure and train administrators to enable research activities															
2.6.3.1		Train administrators and increase involvement of administrators in research													SDC		
2.6.3.2		Expand RMU to work as a coordinating body in organizing research promotional activities													VC,B,DB,RMU		

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2.6.4		STRATEGY: Improve utilization of funds for research through the research management unit															
2.6.4.1		Research Management Unit to identify priority areas for research															RMU,DB
2.6.4.2		Funding to be made available to priority areas															B
2.7	OBJECTIVE: Create a new Research Methodology Programme which accommodates multi-disciplinary nature into research															15 Mn	
2.7.1		STRATEGY: Upgrade the research skills of graduate students															
2.7.1.1		Introduce activity based modules on the following: Introduction to Research Methods, Proposal writing, Methodology and data analysis															RESEARCH GROUPS, RMU
2.7.1.2		Purchase of licensed software such as SPSS, ERDAS Imagine ERDAS objectives, ERDAS LP															RMU
2.8	OBJECTIVE: Improve the Quality of Graduates by setting up a favorable environment to participate in Seminars and publish Research articles in peer-reviewed journals															5 Mn	
2.8.1		STRATEGY: Provide exposure from persons who are experts and knowledgeable about various disciplines															
2.8.1.1		Organize Annual Graduate Symposium for Postgraduate students to present their work and share experiences.															FACULTIES, DEANS, SAR/AP
2.8.1.2		Obtain feedback on their work from experts other than their supervisors.															
2.8.1.3		Arrange working paper series for quick dissemination of Research findings and obtain feedback.															FACULTIES, DEANS
2.8.1.4		Maintaining a Postgraduate web-page															WEB COMMITTEE, LIBRARY

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2.9	OBJECTIVE: Establish a separate administrative unit to administer postgraduate programs															3 Mn	
2.9.1		STRATEGY: Administer postgraduate programmes in an effective manner by reducing the unnecessary burden on Administrative Staff															
2.9.1.1		Appointing Director Postgraduate Studies													VC, COUNCIL		
2.9.1.2		Develop a general by – laws by making amendments to the existing by-laws													DIRECTOR, DEANS, RECTOR		
2.9.1.3		Establish mechanism for feedback and evaluation.													DIRECTOR		
3	GOAL: Optimize dissemination of knowledge with relevance and quality, to develop skilled and competent individuals														1 Mn		
3.1	OBJECTIVE: Provide high quality advisory and consultancy services																
3.1.1		STRATEGY: Create an awareness in the public/private sector about the advisory and consultancy capabilities in teaching, research and professional services that can be provided by the university"															
3.1.1.1		Strive to develop a database on individuals, agencies, and resources within the university with the capacity to offer quality consultancy and advisory services														CELL, FACULTIES, DEANS	
3.1.1.2		Pursue in disseminating nationally, regionally and globally the advisory and consultancy services available														CELL, FACULTIES, DEANS	
3.1.1.3		Enhance links with line ministries														VC,DEANS	
3.1.2		STRATEGY: Undertake consultancy projects with private/public sector organizations															
3.1.2.1		Continue to conduct a needs assessment on high quality consultancy services available through the faculties														FACULTIES, DEANS, RECTOR, CAMPUS	
3.1.2.2		Maintain priority and prioritize according to capacity and availability of the consultancy services														FACULTIES, DEANS, CELL	

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3.1.2.3		Develop a common format on which advisory/consultancy services are to be structured																FACULTIES, DEANS
3.1.2.4		Develop a common fee levying structure for consultancy services																FACULTIES, DEANS, CELL
3.1.2.5		Continue offering consultancy services in tertiary education to national, regional and international institutions"																FACULTIES, DEANS
3.1.2.6		Develop a data base of available Post Graduate Research																FACULTIES, DEANS, LIBRARIANS
3.2	OBJECTIVE: Give wider access to higher education to students who qualify within the national system																2 Mn	
3.2.1		STRATEGY: Develop non-traditional methods of teaching and learning to increase access to tertiary education																
3.2.1.1		Faculties to further identify areas of study which could be offered as blended/multimedia learning and self study courses while improving ones currently in place and promoting this venture in others yet to start																FACULTIES, DEANS
3.2.1.2		Faculties to continue such courses, with multidisciplinary involvement where necessary and commence new ones																FACULTIES, DEANS
3.2.2		STRATEGY: Strengthen the online degree programs																
3.2.2.1		Solidify the efforts underway and establish a virtual campus to coordinate the development of online courses																VC,R,SENATE/ COUNCIL, IT COMMITTEE
3.2.2.2		Each faculty to identify areas of study which could be offered as online courses																VCUC COMMITTEE, FACULTIES,DEA
3.2.2.3		Faculties to develop and offer such courses																VCUC COMMITTEE
3.2.2.4		Establish infrastructure to conduct online courses																VC,R,B
3.3	OBJECTIVE: Establish open distance learning degree programs																	5 Mn
3.3.1		STRATEGY: Establish external degree programs in new areas																
3.3.1.1		Faculties to continue such courses, with multidisciplinary involvement where															DEANS, HEADS	

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		necessary and commence new ones															
3.3.1.2		External LL.B. Diplomas for officers and AL qualified students who failed to get admission to universities															DEAN LAW
3.3.2		STRATEGY: Promote, popularize and establish programs conducted by faculties and campuses															
3.3.2.1		Continue to disseminate information regarding these courses through mass media															DEANS,HEADS
3.3.3		STRATEGY: Develop online degree programs															
3.3.3.1		Each faculty to develop online degree courses															DEANS,HEADS, VCUC
3.3.3.2		Develop External Studies Centre for this purpose.															DEANS, HEADS
3.3.4		STRATEGY: Develop QA for external degree programs															
3.3.4.1		QA Units to evaluate external degree programs															DEANS, QA UNITS,IQAU
3.4	OBJECTIVE: Provide training and skills development through extension programs																
3.4.1		STRATEGY: Develop and expand extension programs, non-degree awarding courses and short term training programs															
3.4.1.1		Each faculty to continue identifying areas of study where new extension courses and short term training programs can be offered while improving upon the ones being offered.															DEANS,HEADS
3.4.1.2		Faculties to commence such programs															DEANS,HEADS
3.4.2		STRATEGY: Develop distance education courses using modern technology															
3.4.2.1		"Faculties to develop distance education courses incorporating blended learning and modern technology, including online courses"														3 Mn	DEANS, HEADS
3.4.3		STRATEGY: Provide training and interactions for private sector and industry personnel within the university															
3.4.3.1		Faculties to collaborate with private sector and industry to identify priority areas in which training could be offered															FACULTIES, DEANS, CGU

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3.4.3.2		"Faculties to design training programs, workshops, and interactions for such personnel"															FACULTIES, DEANS, CGU
3.5	OBJECTIVE: Provide non-formal education to the public on issues of relevance																
3.5.1		STRATEGY: Provide information to the public on matters of relevance through mass media															
3.5.1.1		Faculties to develop public education material to be disseminated through the mass media. Priority areas: medicine, law, science, economics															FACULTIES, DEANS
3.5.2		STRATEGY: Improve knowledge through educational programs, workshops, awareness programs on cultural issues															
3.5.2.1		Plan and conduct educational programs, workshops and awareness programs on cultural issues															FACULTIES, DEANS
3.5.3		STRATEGY: Provide training workshops, educational programs, awareness programs for private sector institutions															
3.5.3.1		Conduct regular workshops and other educational programs in private sector institutions based on their needs															FACULTIES, DEANS
3.6	OBJECTIVE: Enhance theoretical foundations in respective disciplines																
3.6.1		STRATEGY: Enable the graduate students to acquire knowledge and enhance theoretical foundations															
3.6.1.1		Expose graduate students to gain theoretical knowledge through reading groups, journal clubs, and seminars and allow them to audit relevant lectures in the Faculty.															FACULTIES, DEANS
3.6.1.2		Organize such events on a regular basis and oversee whether students actively take part in those activities.															FACULTIES, DEANS

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4	GOAL: Create a university community committed to independent and creative thinking, with social responsibility															2 Mn	
4.1	OBJECTIVE: Enhance work ethics among university staff																
4.1.1		STRATEGY: Strengthen management skills of academic staff and administrative staff															
4.1.1.1		Continue organizing regular workshops for administrative academics and administrative staff with experienced academic administrators and senior managers ,administrative officers from the public and private sector as resource persons															DIRECTOR SDC,R,B,DEANS
4.1.1.2		Continuing organizing training workshops in management skills for academics and administrative officers in administrative posts															DIRECTOR SDC,R,B
4.1.2		STRATEGY: Organize regular meetings and interaction of academics to monitor progress of academic programs to identify and remedy common issues of concern															
4.1.2.1		Make departmental meetings mandatory for academic departments once a month, with an agenda developed in consultation with all staff															DEANS,FACULTI ES,SAR
4.1.2.2		Continue promoting the mentoring system and formalize it for probationary lecturers by senior academic staff															HEADS
4.1.2.3		Senior staff to develop joint teaching and collaborative research with probationary staff															HEADS
4.1.2.4		Develop a process of annual appraisal of individuals and departments within the university by senate appointed sub-committees															SENATE
4.1.2.5		Update terms of reference for the process of annual appraisal														SENATE	

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4.1.2.6		Deans to submit bi-annual reports on progress in implementing recommendations of evaluations																DEANS
4.1.3		STRATEGY: Create a sense of institutional commitment to realize the universities mission/vision, with understanding of the ethos of the university																
4.1.3.1		Distribute the mission, vision statements, operational definition and values statement to staff																SAR/AP,SENATE
4.1.3.2		Introduce a program on democratic governance, human rights and interpersonal relations for staff through the Centre for the Study of Human Rights																DIRECTOR, SDC, CSHR
4.1.3.3		Strive to develop a code of ethics for staff to include standards of conduct in research, supervision, teaching and interpersonal relationships																VC,DEANS
4.1.3.4		Establish an annually constituted university complaints mechanism with provision for mediation and conflict resolution																VC,R, COUNCIL,SSC
4.1.3.5		Continue to conduct orientation programs for newly appointed student union officials																DIRECTOR SDC,SAR,SW
4.1.3.6		Incorporate interactive staff-student group discussions on university values into the orientation program																DEANS,HEADS,SSC,SAR,SW
4.1.3.7		Continue the process of restructuring the Academic Publications Branch to incorporate a well-staffed and equipped publication unit which will prepare university documents and publications in Sinhala, Tamil and English																VC,SAR,AP,R,B
4.1.4		STRATEGY: Promote academic freedom and freedom of expression, while maintaining high standards of social responsibility																
4.1.4.1		Promote young academics to communicate their views and opinions through university publications currently being used for the said purpose.																VC, R , DEAN
4.1.4.2		Generate guidelines for maintaining high standards of social responsibility																SENATE, VC

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4.1.5		STRATEGY: Organize staff development workshops and training programs in collaboration with the private sector															
4.1.5.1		Continue making arrangements so that staff can attend workshops and training sessions in the private sector to understand the work ethos in the private sector															HEADS,SAR,AE
4.1.6		STRATEGY: Promote work ethics among administrators, and support staff and enhancing work efficacy															
4.1.6.1		Arrange regular meetings for administrators and support staff															DEANS DIRECTOR SDC
4.1.6.2		Arrange short term study tour in order to share the experiences on University Administration with local and foreign Universities.															DEANS,RECTOR ,DIRECTOR IUUC
4.1.6.3		Encourage administration staff to participate for annual workshops on Education systems.															DEANS,RECTOR , R,B, HODS/UNITS
4.2	OBJECTIVE: Develop and Strengthen the skills and competencies of support staff																
4.2.1		STRATEGY: Ensure recruitment of highly capable support staff															
4.2.1.1		Revise and update if relevant the adopted criteria for recruitment of support staff based on merit, taking into special consideration the need for language, communication and IT skills															R, B, UGC,SAR,AE,WA E
4.2.2		STRATEGY: Introduce regular training programs for support staff with emphasis on their special responsibilities in interacting with academic staff and students															
4.2.2.1		Conduct regular sessions for support staff on the mission of the university, the values and university structure															DIRECTOR SDC,R,B,WAE
4.2.3		STRATEGY: Strengthen management skills to improve efficiency															
4.2.3.1		Conduct training workshops in management skills for support staff															DIRECTOR SDC,R,B,SAR/W AE

2 Mn

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4.2.3.2		Departments to conduct regular meetings with academic, administrative and support staff																HEADS
4.2.4		STRATEGY: Organize regular review of performance of support staff, and link benefits and privileges to performance"																
4.2.4.1		Regularize and formalize the furnished job descriptions and descriptions of roles and responsibilities for support staff																R,SAR/AE , NAE,HEADS
4.2.4.2		Conduct awareness programs on the above through regular interactive sessions with senior administrative and academic staff																DIRECTOR SDC,R,B,
4.2.4.3		Materialize the proposed draft system for performance evaluation of support staff																R,B,SAR/NAE
4.2.4.4		Develop a reward system for promotions, scholarships and other awards based on performance																R, B, SAR/NAE
4.2.5		STRATEGY: Introduce a rational transfer system																
4.2.5.1		Develop and implement guidelines for transfer of support staff within the university based on their skills and abilities, the needs of the university, and their personal preferences																VC, COUNCIL,R,B, SAR/NAE
4.2.6		STRATEGY: Enhance communication, language and IT skills among non-academics																
4.2.6.1		Conduct workshops and training sessions in IT																DIRECTOR SDC UCSC,R,B,
4.2.6.2		Conduct workshops and training sessions in English skills																ELTU, R,B, SAR/NAE
4.2.6.3		Provide opportunities for support staff to train in private sector institutions to enhance communication skills																R,B,SAR/AE, NAE
4.3	OBJECTIVE: Enabling the Differently-abled																	
4.3.1		STRATEGY: Provide educational and logistical support for differently-abled students																
4.3.1.1		Training for disability-friendly teaching for staff members																

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4.3.2		STRATEGY: Establish a Resource Centre differently-abled Students (RCDS)														3 Mn	
4.3.2.1		Purchase subject specific Braille books, CDs & Software such as JAWS, Open Book, MAGIC and Kurzweil 1000															
4.3.2.2		Install computer assisted note taking systems (CART) for students with hearing impediments.															
4.3.3		STRATEGY: Enhancing the educational experience of differently-abled students															
4.3.3.1		Enhance the university experience of students with special needs															
4.3.3.2		Enhancing sensitivity to the special needs of differently-abled students															
5	GOAL: Create a team spirit and a sense of institutional commitment by promoting inter-staff and staff-student interaction, together with interaction between them and the research and development community															3 Mn	
5.1	OBJECTIVE: Develop facilities conducive to such interaction																
5.1.1		STRATEGY: Facilitate extracurricular activities															
5.1.1.1		Expand and enhance sports and recreational facilities in each faculty and formation of bands to promote sports and Ethnic cohesion															DEANS ,HEADS,R,B
5.1.1.2		Organize annual inter-faculty sports event with at least 20% of staff in each team															DEANS,STUDEN TWELFARE SOCIETY
5.1.1.3		Continue with further Improvements for student common room facilities															DEANS,SAR,R,B
5.1.1.4		Continue with further Improvements for staff common room activities															DEANS,SAR,R,B"
5.1.1.5		Improve staff and student canteens and rest rooms and regularly maintain them															DEANS,SAR,R,B
5.1.1.6		Promote student societies and groups and enhance the activities of the present ones.															DEANS,SAR,R,B
5.1.1.7		Encourage creation of new student societies and clubs and student job														DEANS,SAR,R,B, SAR/SSC	

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		banks															
5.1.2		STRATEGY: Develop an annual program activities to encourage staff- staff and staff – student interaction															
5.1.2.1		Continue organizing annual programs of cultural activities involving staff and students															DEANS, STUDENT WELFARE SOCIETY
5.1.2.2		Continue organizing annual programs of multi-religious activities with staff and student participation															DEANS, STUDENT WELFARE SOCIETY
5.1.3		STRATEGY: Promote staff-student collaboration in developing university publications and website															
5.1.3.1		Regularly update the website of the University of Colombo															IT COMMITTEE, WEB MASTER
5.1.3.2		Regularly publish and circulate the University Newsletter															EDITORS, SAR AP
5.1.3.3		Promote already present staff-student groups to provide news and information to the newsletter and website while establishing new ones.															DEANS,IT COMMITTEE, R,HEADS,SSC
5.1.3.4		Introduce new student academic publications similar to the Student Medical Journal															DEANS,HEADS
5.2	OBJECTIVE: Improve student support and career guidance with active participation of staff																
5.2.1		STRATEGY: Strengthen the student counseling systems and infrastructure														1 Mn	
5.2.1.1		Increase the number of student counselors per faculty															COUNCIL,VC,R, SAR/SW,SSC
5.2.1.2		Provide and improve upon the training in counseling provided to staff															STUDENT COUNCELLOR,S DC
5.2.1.3		Develop student support committees in faculties															DEANS
5.2.1.4		Establish a mechanism for Crisis counseling in faculties															DEANS
5.2.1.5		Create e-groups and discussion forums for discussion of student problems and concerns															STUDENT COUNCELLORS, IT COMMITTEE

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5.2.2		STRATEGY: Encourage wider participation of alumni and professionals in career guidance programs for students																
5.2.2.1		Maintain and further the established links while striving to obtain new ones to obtain services of professionals, alumni and other related institutions in counseling																SENIOR STUDENT COUNSELOR ,CAREER GUIDANCE UNIT
5.2.3		STRATEGY: Integrate career guidance programs into faculty activities and encourage wider staff participation																
5.2.3.1		Continue Improvement of the infrastructure of the CGU																R,B,SAR/CWP
5.2.3.2		Include academic staff from each faculty by rotation into the CGU																DEANS,CGU
5.2.3.3		Faculties to organize collaborative programs with the CGU based on faculty needs																DIRECTOR CGU
5.2.3.4		Maintain and update the annual schedule of activities by the CGU on career guidance																DIRECTOR CGU
5.2.3.5		Arrange job fairs with the involvement of the private sector																DIRECTOR CGU,DEANS
5.2.4		STRATEGY: Provide more opportunities for staff and students to represent the university in national and international programs and activities, including sports events																
5.2.4.1		Post opportunities for staff and students to participate in programs and activities abroad on the website and the newsletter																IT COMMITTEE,CGU
5.2.5		STRATEGY: Strengthen personal tutor schemes																
5.2.5.1		Ensure continuity of programs by which students are assigned to a faculty member																STUDENT COUNSELORS
5.2.5.2		Ensure regular meetings between personal tutor and students																STUDENT COUNSELORS
5.2.5.3		Develop e-mail contact between students and staff																STUDENT COUNSELORS
5.2.5.4		Prepare e-mail and telephone directories for the University																R,SAR GA

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5.3	OBJECTIVE: Facilitate involvement of the alumni in staff and student welfare															0.5 Mn	
5.3.1		STRATEGY: Involve alumni in career guidance for students															
5.3.1.1		Develop a program through which alumni can provide regular career guidance to students															ALUMNI
5.3.2		STRATEGY: Involve alumni in staff and student welfare activities															
5.3.2.1		"Develop a database of alumni with a view to seeking their support to obtain placements for staff and students in programs, study courses and attachments abroad and in the private sector"															ALUMNI
5.3.2.2		Obtain funding for student welfare activities through alumni															ALUMNI
6	GOAL: Contribute to public policy formulation and national development															2 Mn	
6.1	OBJECTIVE: Enhance the status of the university as an active partner in national policy formulation																
6.1.1		STRATEGY: Initiate research in all disciplines related to national policy															
6.1.1.1		Strive to develop an action plan for policy related research															DEANS CELL,AC
6.1.1.2		Obtain resources to implement this action plan															DEANS CELL,AC
6.1.1.3		Faculties to prioritize and further develop their capacity to integrate policy related research and study into teaching programs															DEANS CELL,AC
6.1.1.4		Utilize the experiences of the centres in identifying new areas of policy related research and study															DEANS
6.1.2		STRATEGY: Promote pro-active participation of the university community in public policy dialogues															
6.1.2.1		Present policy related research at national forum															RESEARCHERS

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6.1.2.2		Conduct discussions with relevant partners on contemporary and current issues on public policy															RESEARCHERS
6.1.2.3		Organize a series of seminars with community participation on policy issues of public importance															DEANS,HEADS
6.1.2.4		Disseminate findings of such meetings and seminars through university publications															DEANS,HEADS, EDITORS
6.2	OBJECTIVE: Strengthen and develop contributions to national development																
6.2.1		STRATEGY: Facilitate participation of policy makers at relevant stages															
6.2.1.1		Invite policy makers to participate in planning and implementing research activities															DEANS,VC
6.2.2		STRATEGY: Share expertise with national, regional and international development agencies															
6.2.2.1		Develop a database of expertise on development policy research and study															DEANS,HEADS,C ELL,AC
6.2.2.2		Improve the established linkages and collaborations with other national, regional and international development agencies with mutual exchange of ideas and strive to establish new ones.															DEANS,HEADS,I UUC,AC,CELL
6.2.2.3		Develop a program for staff exchange with other development studies institutions															HEADS,ACADEMICS
6.2.2.4		Contribute towards general education															ACADEMICS
6.2.3		STRATEGY: Contribute towards scholarship on development indicators															
6.2.3.1		Train a cadre of inter-faculty staff to become specialists in this field															SDC
6.2.3.2		Gather and maintain data necessary for development research and scholarship on indicators															DEANS,HEADS
6.2.4		STRATEGY: Further strengthen community based research projects															
6.2.4.1		Strengthen existing community based research projects															VC,DEANS,HEADS

2 Mn

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6.2.4.2		Introduce new community based research projects															VC,DEANS,HEADS
6.2.5		STRATEGY: Develop technical and professional programs in association with public sector institutions to train personnel, enhance capacity and provide services to the public sector															
6.2.5.1		Faculties to continue designing training programs through collaboration with the private sector, to enhance capacity and provide services to the public sector															DEANS,HEADS
6.2.5.2		To strengthen existing Laboratory diagnostic services and upgrading them to acquire more practical skills															HEADS
7	GOAL: Enhance and optimize financial resources, develop infrastructure, professionalize administration and financial management to achieve the other goals																
7.1	OBJECTIVE: Improve and strengthen the existing financial management system																
7.1.1		STRATEGY: Improve efficiency of fund utilization and strengthen procedures on financial accountability															
7.1.1.1		Heads of Departments to prepare with justification annual estimates for resource requirements															HEAD
7.1.1.2		Deans to prepare composite faculty requirements on an annual basis, taking into account the productivity and output of the departments in terms of research and other performance"															DEAN
7.1.2		STRATEGY: Develop and fine-tune a financial management information system and develop further the financial accounting system															
7.1.2.1		Implement the Higher Education Management Information System (HEMIS)															FACULTIES, B, R, SAR/REG, SAR/EXAMS, SAR/AE
7.1.3		STRATEGY: Promote staff training in financial management															

1.5 Mn

Item No	Activity	Sub activity	Duration												Budgetary Allocation	Responsible Division officer	
			Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			
7.1.3.1		Provide training for finance staff in management information systems															HEMIS,SDC,B
7.1.4		STRATEGY: Fund raising with active participation of the alumni															
7.1.4.1		"Involve alumni in obtaining funding for research, student and staff welfare"															ALUMNI
7.2	OBJECTIVE: Enhance income generation for the University																
7.2.1		STRATEGY: Provide professional and consultancy services on a fee levying basis															
7.2.1.1		Establish new private-public sector partnerships for professional services while enhancing current ones.															FACULTIES CELL, DEANS,VC,R,B
7.2.1.2		Faculties to continue to provide consultancies to other universities and institutions															FACULTIES CELL,DEANS
7.2.1.3		Developing high quality laboratory services available to the public while enhancing the ones currently provided.															FACULTIES, DEANS,R,B
7.2.1.4		Obtain international accreditation for these services															QA UNIT,IQAU
7.2.2		STRATEGY: Facilitate admission of students on fee levying courses															
7.2.2.1		Increase intake of overseas fee-levying students for courses															FACULTIES, DEAN,VC,R,B, SAR/REG, IUUC
7.2.3		STRATEGY: Develop distance education and online courses on a fee levying basis															
7.2.3.1		Faculties to commence fee levying online courses based on a needs assessment															FACULTIES
7.2.4		STRATEGY: Develop course content for higher education institutes both nationally and internationally															
7.2.4.1		Faculties to develop course content modules which could be utilized by other higher education institutions nationally and internationally on a fee levying basis															DEANS,HEADS, CD&EC
7.2.5		STRATEGY: Undertake research for industry and private sector institutions															

4 Mn

Item No	Activity	Sub activity	Duration												Budgetary Allocation	Responsible Division officer	
			Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			
7.2.5.1		Faculties to undertake research and development for private sector institutions on a fee levying basis														3.5 Mn	DEANS,HEADS, CELL
7.2.6		STRATEGY: Make available electronic and paper publications to a wider clientele															
7.2.6.1		Develop electronic and paper publications of high quality which can be marketed through the website and through bookshops to the public and other higher education institutions															SAR/AP,IT COMMITTEE
7.3	OBJECTIVE: Improve skills and efficiency in general administration															3.5 Mn	
7.3.1		STRATEGY: Ensure recruitment of high quality administrative staff based on merit															
7.3.1.1		Ensure competency in IT, Communication skills and English skill and incorporate these in the selection criteria for administrative staff"															R, UGC,B
7.3.2		STRATEGY: Provide training to administrative staff through staff development centre															
7.3.2.1		Conduct a needs assessment survey on the extent of training necessary for the managerial staff															DIRECTOR SDC,R,B,SAR
7.3.2.2		Facilitate opportunity for postgraduate studies for all Administrative staff on General Management, counseling, financial management, educational management, business management."															DIRECTOR SDC, RECTOR, DEANS,R,B"
7.3.2.3		Prepare a detailed plan to provide managerial and administrative training for the Staff to be implemented on a continuous basis															SDC,R,B,SAR/AE
7.3.2.4		Strengthen the Staff Development Centre allocating more staff to design, organize and conduct training programs on a regular basis and in a more effective manner.															VC,DIRECTOR SDC,R,B,SAR/AE
7.3.2.5		Establish a senior management group to work with the SDC.															R,B,DEANS,VC
7.3.2.6		Appoint a subcommittee of the management committee to streamline administrative procedures															VC,COUNCIL,R,B

Item No	Activity	Sub activity	Duration												Budgetary Allocation	Responsible Division officer	
			Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			
7.4	OBJECTIVE: Maintain and develop adequate infrastructure															605 Mn	
7.4.1		STRATEGY: Involve the Alumni in infrastructure development															
7.4.1.1		Negotiate with alumni to provide funding and logistical support for infrastructure development															VC,DEANS
7.4.2		STRATEGY: Introduce a management information system throughout the university															
7.4.2.1		Utilize the HEMIS project for this purpose															R, B
7.4.3		STRATEGY: Enhance IT facilities and training to staff, students, administrators and support staff															
7.4.3.1		Improve IT Facilities of the university, with provision of computers to academic and non academic staff															R,B, IT COMMITTEE
7.4.3.2		Continue to build upon the mechanism introduced to subscribe to e-publications and e-libraries															LIBRARIAN,IT COMMITTEE
7.4.3.3		Conduct training workshops in collaboration with the UCSC for all staff in IT															DEANS,HEADS, UCSC
7.4.3.4		Conduct mandatory student training workshops in IT															DEANS,HEADS, UCSC
7.4.3.5		Setting up and providing access to free internet facilities within the Faculty premises to staff and students alike															DEANS
7.4.3.6		Enhancement of IT infrastructure to enable student centered teaching and learning															DEANS, IT COMMITTEE
7.4.3.7		Enhancing and upgrade the Virtual Learning Centre of the Faculty of Medicine to meet the educational needs of the Undergraduate															DEANS,CHAIRPE RSON, IT COMMITTEE
7.4.4		STRATEGY: Establish new buildings and create extensions while maintaining existing buildings.															
7.4.4.1		Develop a building plan for the University, including the following- examination hall, FGS, Science Canteen, Medical Faculty building, Biology stage 2, Management faculty, Science Library, Sri Palee and others														VC,SAR/CWP,R, B,DEANS, LIBRARIAN	

Item No	Activity	Sub activity	Duration												Budgetary Allocation	Responsible Division officer	
			Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			
7.4.4.2		Continue to implement plans for establishment new buildings in faculties of Medicine and Graduate Studies															R,B,SAR,CWP,V C,DEANS
7.4.4.3		Establish proposed four story building FMF, Extension to the East Wing Building FMF, Extension to the Faculty of Education, Extension to the Lecture hall 3 FE															VC, R,B, SAR/CWP, WORKS ENGINEER, DEANS
7.4.4.4		Continue to establish maintenance units, with expertise from academics and administrators															SAR/CW,PLANNING AND DEVELOPMENT COMMITTEE
7.4.4.5		Setting up , upgrading and expanding Library and Bookstores "															VC, DEANS, RECTOR,LIBRARIAN
7.4.4.6		Establishment and development of necessary soft skills centers to fulfill the required varied needs of each faculty															FACULTIES DEANS
7.4.4.7		Setting up of multi-cultural center															FACULTIES DEANS
7.4.4.8		Allocation of space and establishment of a Faculty based Family Practice Clinic, and furnishing the unit.															FACULTIES DEANS

APPENDIX: ABBREVIATIONS

VC- Vice Chancellor
 R- Registrar
 B- Bursar
 DB-Deputy Bursar
 SAR- Senior Assistant Registrar
 CW – Capital Works
 AP – Academic & Publications
 AE – Academic Establishments
 NAE-Non Academic Establishment
 CIU – Chief Information Officer
 UDF – University Development Fund
 UCSC – University of Colombo School of Computing
 CD&FC – Curriculum Development and Evaluation Committee

IUUC – International Unit of the University of Colombo
 RMU – Research Management Unit
 DEMP – Distance Education Modernization Project
 VCUC – Virtual Campus of the University of Colombo
 NAC – National Access Centre for Online Programs
 CSHR- Centre for Study of Human Rights
 SPARC- Social Policy Analysis and Research Centre
 IPS – Institute for Policy Studies
 IAEA – International Atomic Energy Authority
 IRQUE – Improving Relevance and Quality of Undergraduate Education Project
 NEREC - National Education Research and Evaluation Centre
 SDC – Staff Development Centre
 HEMIS- Higher Education Information Management System
 NW M –Networks Manager