University of Ruhuna

Corporate plan

2007 - 2011

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Foreword

The University of Ruhuna located in the heart of the Southern Province constitutes the brain trust and the intellectual pulse of the region. Standing robustly on an undulating and scenic hillock at Wellamadama with a unique and impressive architectural landscape, this seat of higher learning is committed to quality education, high impact research, strategic partnership with industry and community development. Following its humble beginning in 1978 with four faculties, - Agriculture, Humanities & Social Sciences, Medicine and Science, with about 40 academics, 50 non-academics and 275 students, it has made great strides in the past twenty five years in the academic, research and out-reach spheres, and has achieved enviable growth in intellectual and infrastructure resources.

Presently, it has seven faculties including the Faculty of Engineering and the recently founded Faculties of Management & Finance and Fisheries, Marine Sciences & Technology - the first of its kind in the country, thereby emerging as a leader of higher education in Sri Lanka. The university has a total of about 400 academics, 800 non-academics and about 7000 students, and has hither-to produced nearly 15,000 graduates. Establishment of a business incubator with strategic alliance with industry; a Centre for Modern Languages & Civilisations to teach Tamil and important foreign languages; Centre for International Affairs which co-ordinates international linkages; Centre for Conflict Resolution to develop programmes and activities for social and inter-cultural harmony; Cultural Centre to support cultural activities and develop artistic skills of students; and setting up of a service laboratory providing analytical and testing services to the public and private sector institutions are some of the other major recent developments. A Centre for Relief, Rehabilitation and Reconstruction studies was temporarily established in January 2005 to meet the urgent needs of post-Tsunami activities. An Information & Out-reach Centre has also been recently established. Centres for Early Childhood Development and Indigenous Knowledge are to be considered for development in the next phase.

The university has an English Language Teaching Unit, a Career Guidance Unit, an Office for Graduate Studies, an External Degrees Unit, a Staff Development Unit and a Computer Unit at present. The Graduate Studies Office will be upgraded to a Graduate Studies Unit.

The University of Ruhuna won two Quality Enhancement Fund (QEF) grants by competitive bidding for Rs. 130.5 million (Faculty of Medicine – Rs. 92 million and the Department of Economics – 38.5 million) and obtained Rs. 45.9 million under the Institutional Block Grant (IBG) for English Language Teaching (Rs. 20 million), Information Technology (Rs. 17.2 million), Learning Environment (Rs. 10.1 million) and Social Harmony (Rs. 8.6 million) under the Improving Relevance & Quality in Undergraduate Education (IRQUE) Project.

In the past, university education generally prepared a student for a career of life, but now, we need to prepare a student for a life of careers. This means, in addition to knowledge in a specific field, a graduate must posses multiple skills and competencies, including conceptual, analytical and critical

thinking and the habit and enthusiasm for lifelong learning, which include discovering, creating and applying new knowledge all through life.

The problems man is confronted with today are often very complex and multi-faced, needing a multi-disciplinary approach to resolve them. We need to gradually dismantle boundaries between departments and faculties and form dynamic, inter-disciplinary groups by regular interactions of academics in departments and faculties. This would ensure free flow, movement and cross-fertilization of ideas and confluence of talents across disciplines, which is likely to give birth to a new academic enterprise in the university. Such an endeavour will ensure development of a critical mass for innovation, enhance complementarity, reduce duplication of resources and improve rationalization of both human and physical resources. This would enable us to offer novel and innovative under-graduate and post-graduate degree programmes catering to emerging needs in a globalised economy.

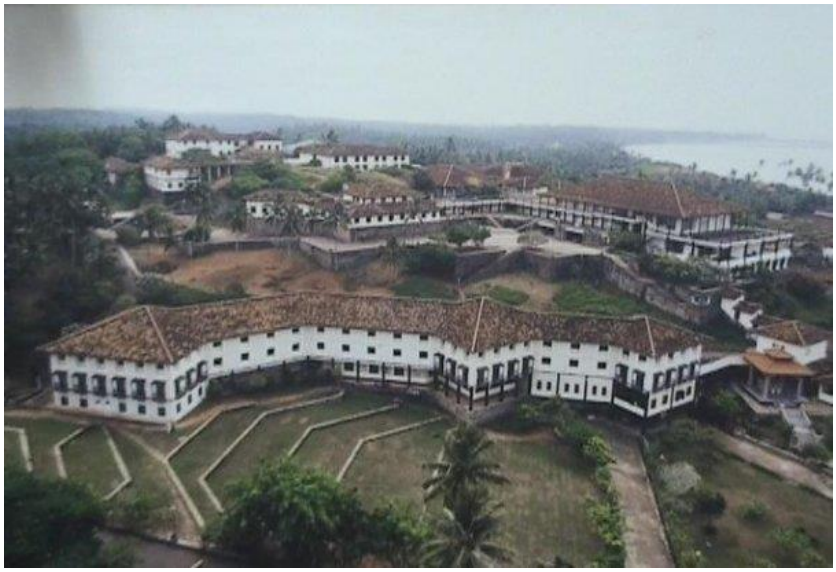
This Corporate Plan has been developed to further strengthen the performance of the university. It gives a profile of the institution, situation analysis, our Vision, Mission, Goals, Objectives, Strategies and Action Plans reflecting the directions in which the university intends to move over the period 2007-2011. It also provides a basis for annual review of plans and performances at institutional level and establishes the planning parameters within which the university officers, heads of faculties/departments/units and others are expected to develop functional plans for their areas of responsibility.

This Corporate Plan was developed by a committee appointed by the Senate/Council. Preparation of the Corporate Plan was through a participatory process in which academic, administrative and non-academic sectors of the university community were involved. It is intended to be a rolling plan, which would change on. Institutional reviews, client response, availability of resources and global trends.

The university will pursue all aspects of the Corporate Plan vigorously to meet its set goals.

Prof. Susrith Mendis
Vice Chancellor

THE INSTITUTION



Ruhuna has been the cradle of national scholars and heroes who launched an era of national prosperity and heralded the golden age of Buddhism and culture. The Ruhuna has been a hive of educational and literary activity. The idea of establishing a university in the South has been mooted from the days of the National Council of Higher Education (1966 – 1972). Effective steps for the establishment of a university institution, however, were taken only in 1977 with the coming into power of a new government. In October 1977, a committee was appointed by the Minister of Education to look into the feasibility of establishing a campus of the former University of Sri Lanka in the South. This committee was headed by late Prof. M.B. Ariyapala, and consisted of leading senior academics of the country. The committee was expected to make recommendations on the suitable siting of the proposed university campus, and on the faculties and courses of study to be established and other related matters.

The report of the committee dated January 4th, 1978 proposed the establishment of a university campus consisting of five faculties, viz. Agriculture, Engineering, Humanities & Social Sciences, Medicine and Science under the former University of Sri Lanka. Based on this report, proposals were made to the Cabinet of Ministers regarding the establishment of a campus in the South. These proposals laid down that the main centre of the university should be established in Matara, along with the Faculties of Humanities & Social Sciences and Science. The Faculty of Agriculture was to be established in the Mapalana farm, Kamburupitiya, with additional land from the adjoining Ratalankawa Estate. The Faculty of Medicine was to be established in Galle in conjunction with the new Galle Teaching Hospital being built in Karapitiya, Galle. The recommendation of the committee regarding the establishment of a Faculty of Engineering was left to be implemented at a later stage, due to the acute shortage of engineering teachers experienced by the already established Faculties of Engineering of Sri Lanka.

On the 27th of August 1978, the Ruhuna Campus of the former University of Sri Lanka, with the four faculties referred to was ceremonially declared open by the Prime Minister of the time, Mr. J.R. Jayawardene fulfilling a long cherished desire of the people of the South to have a university in the region. Meanwhile, the structure of higher education was being reviewed, and the government decided to replace the former single University of Sri Lanka with six campuses with a system of

independent universities, university colleges, campuses and institutions. Accordingly, under the Universities Act No. 16 of 1978, the status Ruhuna campus was converted to that of a University College. This meant that the four faculties of the Ruhuna University College came to be affiliated to corresponding faculties of older universities. Thus, the Faculties of Arts and Medicine were affiliated to the corresponding faculties of the University of Colombo, while Agriculture was affiliated to the Faculty of Agriculture of the University of Peradeniya, and the Faculty of Science, University of Kelaniya.

The Ruhuna University College was elevated to full university status as from 1st February 1984 and its first Vice Chancellor was Prof. G.P. Samarawickrema. The Ven. Pandit Paravahera Pannananda, B.A. (London), Hony. D. Litt. (Sri J'Pura) was appointed Chancellor of the new university on the 12th February 1984.

Following its humble beginning in 1978 with four faculties, Agriculture, Arts, Medicine and Science, with about 40 academics, 50 non-academics and 275 students, the University of Ruhuna has made great strides in the past twenty five years in the academic, research and out-reach spheres, achieving enviable growth in academic stature and intellectual and infrastructure resources. Presently, it has seven faculties including Faculty of Engineering (established in 1999) at Hapugala, Galle and Faculty of Management and Finance (2003) and Faculty of Fisheries, Marine Science & Technology, both at Wellamadama.

UNIVERSITY CREST, UNIVERSITY COLOURS AND THE UNIVERSITY FLAG

University Crest

The university crest consists of an outline of Sri Lanka below which there is a simple traditional earthenware lamp (*pahana*), the flame of which rises from near the centre of the southern coastline (where the main campus is located) and its effulgence, represented by short, straight, radiating lines, appears to light up the whole island. These are circumscribed by two concentric ovals with their vertical sides straight, exterior to which, on the upper half runs the motto *'panna naranam ratanam*" (wisdom to mankind is a treasure), and on the lower half, the inscription *'ruhuna visva vidyalaya*' ('University of Ruhuna'), both in Sinhala characters. Another similar oval, but in bolder line runs round the lettering enclosing the whole design.

University Colours:

The official colours of the Ruhuna University are gold and chocolate brown.

University Flag:

The flag of the University is composed of two equal and horizontally disposed stripes in gold and chocolate brown, with the former on the top. On the mastward top quarter (i.e. on the background of gold) is the crest, also in chocolate brown.

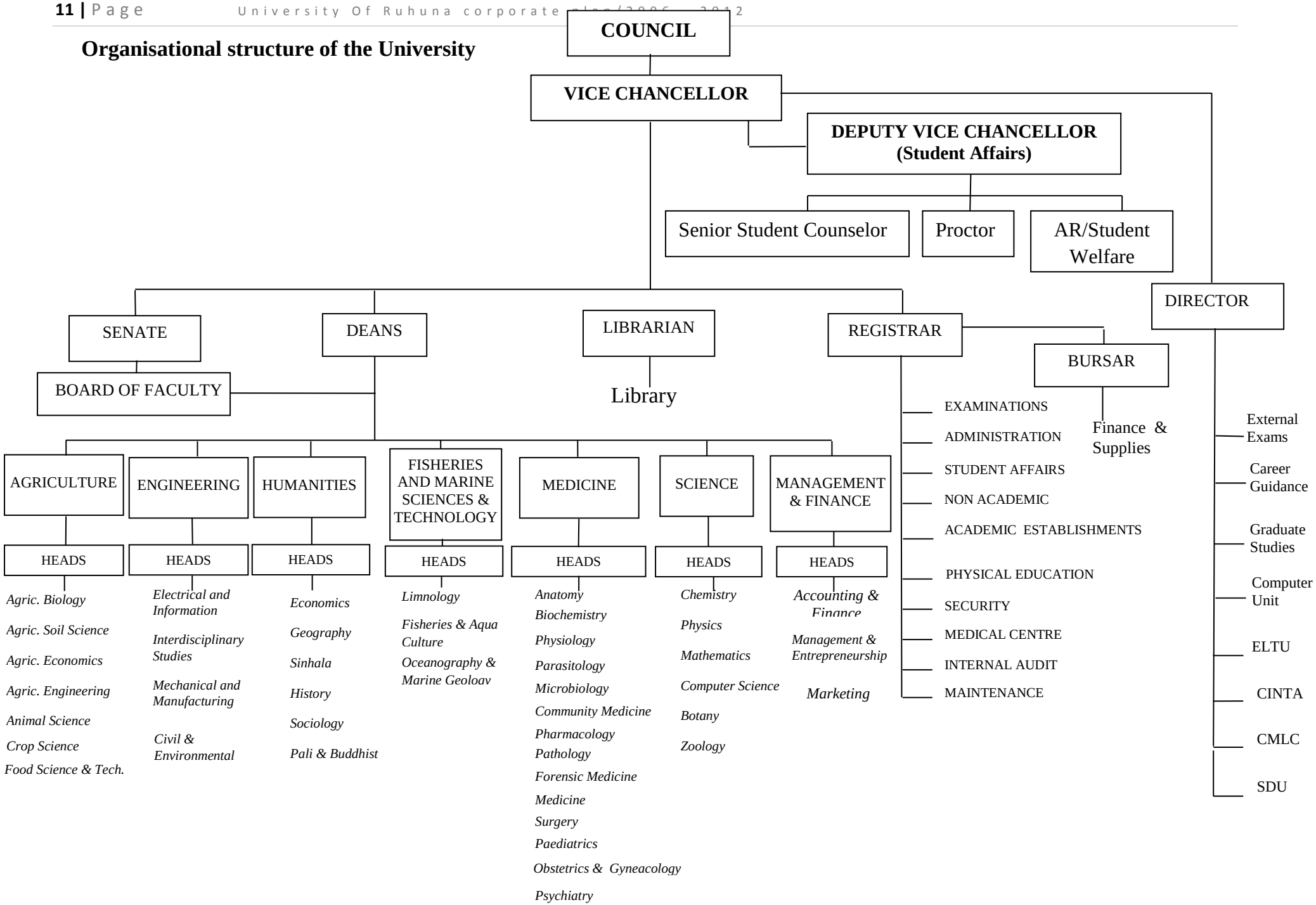
VISION

OUR VISION IS TO BE AN OUTSTANDING ACADEMIC CENTRE OF EXCELLENCE WHICH PROUDLY AFFIRMS ITS SRI LANKAN IDENTITY AND WHICH IS COMMITTED TO RIGOROUS SCHOLARSHIP, ACADEMIC FREEDOM, HIGH MORAL VALUES AND SOCIAL RESPONSIBILITY.

MISSION

IN PURSUIT OF ITS VISION THE UNIVERSITY OF RUHUNA WILL STRIVE TO PRODUCE OUTSTANDING INTERNATIONALLY ACCREDITED GRADUATES WHO ARE INNOVATIVE, ANALYTICAL, ARTICULATE, BALANCED AND ADAPTABLE, WITH LIFE-LONG OF LEARNING; AND TO STRIVE, THROUGH QUALITY TEACHING, RESEARCH AND COMMUNITY SERVICE, TO CONTRIBUTE TO THE ADVANCEMENT SCHOLARSHIP AND THE ENRICHMENT OF THE EDUCATIONAL, CULTURAL, ECONOMIC AND NATURAL ENVIRONMENTS OF THE SOCIETY WE SERVE.

Organisational structure of the University



The Situation Analysis

These analyses were done based on historical information and core values of University of Ruhuna. The internal factor analyses are as follows:

Internal Factor Analyses

Factor	Strength	Weakness
Higher Management	- Senior qualified professionals and academics. - Senate is strong with over 80 members - Strong Council with professional in different disciplines.	
Organizational Structure	- Seven faculties and no. of 42 departments of study Centers.	
Policies, rules and regulations	- Established by laws, rules and regulations	- No having proper performance appraisal policy for both academic and non academic staff. - Not having proper policy for training and development for both Academic and non academics. - No student admission policy (UGC) in some faculties - No common policies in certain areas such as IT, student /staff welfare etc. - Centralized cadre policies at UGC.
		No adequate decision making authority in certain areas. - Not having certain administrative and financial policies. - No availability of work norms - No common examination regulations for all faculties, centers etc. - No having staff leave policy - No policy for encouraging staff towards research.
Human Resources	- Having a qualified and experienced academic staff. - Student strength with over 6000 students from different field of studies. - 800 of non-academic staff including administrative staff. - 222000 of students in external	Lack of staff in some faculties. - Acute shortage in certain departments/study programmes (compare with the introducing Course Unit system and newly established faculties) - Faculties to fail to get the cadre and

	degree programme.	its fulfillment in time - No equal distribution of human resources among Universities in the system - Delay of getting cadre provisions in time - Brain Drain towards Local /International - Vacating of Posts -
Degree Programmes and other functions	- Establishment of course unit systems in all faculties. - Well equipped library - All infrastructure facilities - Facilities available in the Library in higher standards periodicals ate etc. - Access to electronic journals such as SAGE, Chicago online journals. - Interdisciplinary degree programmes in some faculties Science, Agriculture, and Management. - Large number of students in external degree programme. - Other functions in the faculties are strong. - PG Degree Programmes/Certificate Course	Not synchronizing the academic calendar in faculties. - Courses are not conducting in English in certain degree programms. - Curtail of funds to develop and maintain the library to fulfill the staff / student needs. - The library is using as a reading room by the students. - Delay of releasing results. - No any mechanism to attract students to faculties. - A few number of PG degree programmes/candidates. - In some PG degree programmes/ the student participation is less.
Research and publications	- International Journal in Agriculture - Annual Research sessions for University - Academic Sessions - H & SS faculty journal - VC's awards - International conferences - Research Grants obtained - Research Publications	- Limited number of staff's publication in certain areas of study. - Not enough government funding.
Infrastructure facilities	- Well-designed structure of buildings which locally/internationally attracted. - Well equipped Central library and faculty laboratories	- Newly established faculties are not having buildings. - No adequate spaces in the faculty of Agriculture. - Not properly utilizing spaces/ lands - No proper internal control policy for maximum usage of spaces, equipments etc. - No proper place for conducting examination. - No infrastructure for external degree programmes.
Services of students	- Streamlining the service of student affairs. - Establishing a Carrier Guidance Unit and Student Counseling Services.	- No adequate Hostel facilities in the Faculty of Engineering. - Lack of canteen facilities for students. - Absence of professional counselors.

	- Having a Deputy Vice Chancellor for Students Affairs. - Available students support services, - Mentoring facility in some faculties. - Having industrial placement Officer.	- Inadequate training for student counseling.
Outreach and other fund generation activities	- External degree programmes. - PG degree programmes. - External English/IT programmes. - Catering national educational need through MBA, IT, English, External Degree Programmes. - Foreign student electing programmes. - Ruhuna University Service laboratories. - Research and outreach centre. - Catering foreign students in CINTA and Modern Language Centre. - Consultancy services	- The income generation opportunities not fully exploited by the academics in the University. - No proper established policy or and directions for income generation activities.
Sports and Welfare	- New course unit has introduced for undergraduates for B.Sc. Degree Programme. - Sound infrastructure facilities for sports etc. Gymnasium, play ground, sports goods etc.	- Les students participation in sports - Lack of funds for students in participation of sports activities in abroad.
International Relations	- Centre for International relations and foreign languages. - 14 MOU's with foreign Universities. - Elective programmes for foreign students. - Research collaborates with foreign unit and foreign agencies. - Established conference hall facilities - International Conferences - Adjunct Professors from foreign Universities.	- Linkages are mostly on one sided - Our students have not getting opportunity go abroad and study. - Not having a popper advertising propaganda for foreign opportunities. - Absence of broachers, Manuals etc.
Industry Relations	- Industrial training and internship programmes for undergraduates in some faculties. Eg. Management, Engineering, Agriculture. - External resources persons coming from the industry. - Linkages developed under carrier guidance unit Air Lanka, Aitken Spence etc. - Input industry curriculum development.	- No good direction and policy for exploiting the industrial partnership. - Remoteness of industry.

External factor analyses

Based on the external environmental factors (local and foreign) and while considering internal environmental factors. The following opportunities and threats were identified.

	Opportunities	Threats
Nature of employment markets and trends	- More market opportunities for the students who are innovative. - Southern development (Socio Economic development in the area)	- Completing graduates who are having more marketable skills. - Image of the Ruhuna graduates in world of work. - Negative image of undergraduate which leads to unemployability. - Private sector educational institutional and graduate output from those institutions. - Foreign and local graduate with foreign training.
Graduate employment and training	- Employment opportunities for non graduates. - Demand for performance based employment opportunities in the private sector.	- Indiscriminate graduate employment scheme in the government.
Demand and supply conditions including foreign graduates	- Credit transfer programme in between foreign Universities and local Universities with Ruhuna University.	
Substitution to University Education	- Establishing online distance education degree programmes and non degree programme.	- Maintain the quality - Infrastructure facilities of the - Country.
Resource Utilization in education including outflow of foreign exchange.	- Establishment of inter-country online degree programmes.	
Availability of Teachers and researchers for HE, brain drain		- Migration to Colombo, Private Sector, Abroad. - Finding schools to the children of academic staff. - Lack of infrastructure developments in the region. - Lack of development of carrier development of academic staff.

Goals

While considering the threats and to exploit the opportunities available, five Goals were formulated based on strengths and weakness of the University of Ruhuna.

1. Expand access to education and research

There is increasing demand for higher education by the increase in the population of students entering higher secondary education in Sri Lanka. The universities have a responsibility and an obligation to cater to this need. The University of Ruhuna envisages development of new degree programmes and course units to meet this important need of today's society. The universities are critically important institutions that are required to cater to knowledge expansion in any society. We are fully aware of this role.

2. Enhance quality of education and research

It is our vision to develop into a centre o excellence. This can be achieved by significant strides made in enhancing quality of the degree programmes we provide and the output of our research activities.

3. Ensuring equity and justice

With increasing sensitivity to equity and justice in society, we will be establishing policies in administration and university governance that are fully mindful of these issues.

4. Enhancing relevance of education and research

With the need to cater to the requirements of the world of work, we are re-aligning our degree programmes and course units wherever necessary to be relevant and perceptive to these needs so that the employability of our graduates will be enhanced.

5. Improving governance including effective and efficient management of University and their resources.

In an environment where greater accountability and transparency is required from state institutions, the university will take policy decisions in the administration and financial discipline of the university based on the concepts of 'good governance'. This will ensure efficiency and productivity of the university.

OBJECTIVES AND STRATEGIES

Goal 1 - Expand access to Education and Research

Objectives:

1. 1 Increase intake

1.2 Introduce online / distant courses

1.3 Promoting effective exchange programmes with external organizations

1.4 Establishment of common credit transfer system among Faculties /Universities

1.5 Expansion of Post Graduate programmes

1.6 Extending/Expanding educational programmes to the community

1.7 Development of infrastructure facilities

1.8 Enhancing capacity and facilities in research

Through following strategies will be used to achieve the above objectives.

1.1 Strategies for increase intake

1.1.1 To introduce new degree programmes.

1.1.2. To expand existing degree programmes

1.1.3. To introduce lateral entry to undergraduate programmes

1.1.4. To Introduce new Diploma / Certificate courses

1.1.5. To expand existing diploma and certificate courses

1.2 Strategies for introducing online / distant courses

1.2.1 Development of web based / computer based learning programmes

1.2.1 Capacity building programmes

1.2.3 Expanding infrastructure and IT facilities

1.2.4 To increase access to other learning resources

1.3 Strategies for promoting effective exchange programmes

1.3.1 To improve the publicity (web sites and brochures)

1.3.2 To promote Ruhuna as a center of learning in special study areas eg. Fisheries

1.3.3 To allow flexibility in selection of elective programme

1.4 Strategies for establishment of common credit transfer system among Faculties/Universities

1.4.1 To standardize credit system at U.G.C. standing committee level

1.4.2 To standardize credit system among faculties

1.5 Strategies for expansion of postgraduate programmes

1.5.1 To establish new postgraduate programmes

1.5.2 To expand existing postgraduate programmes

1.5.3 To establish a faculty of graduate studies

1.5.4 To introduce split postgraduate programmes nationally and internationally

1.6 Strategies for extending and expanding educational programs to the community

1.6.1 To introduce outreach programmes

1.6.2 Establishing and strengthening linkages with community based organisations

1.6.3 Establishing an information and outreach centre

1.7 Strategies for development of infrastructure facilities

1.7.1 Construction of new buildings for academic / administrative needs.

1.7.2 Expansion of IT network (fibreoptics)

1.7.3 Constructions of student hostels, canteens, toilets and staff housing

1.7.4 Strengthening and upgrading electricity, water and communication systems.

1.7.5 Construction of boundary walls, street lamps and security requirements.

1.7.6 Rehabilitation of roads, and waste water drainage and sewerage systems.

1.8 Strategies for enhancing capacity and facilities in research

1.8.1 Provision of personal computers for academics

1.8.2 Establishing assistantships to recruit graduate researchers.

1.8.3 Establishing Research & Development Centres.

1.8.4 Institutionalising annual academic sessions.

1.8.5 Establishing a University Research Fund.

1.8.6 Establishing fund for career development activities of staff.

Goal 2 - Enhance quality of education and research

Objectives:

2.1 To improve skills and innovative teaching and learning methods / programmes

2.2 To reach the benchmark proposing by UGC or other accrediting bodies

2.3 To improve the quality skills and competencies of academic /administrative staff.

2.4 To achieve recognized international standards.

2.5 To establish research ethics committee.

2.6 To improve the learning environment.

2.1 Strategies for improving skills and innovative teaching and learning methods / programmes

2.1.1 Improve English language competency

2.1.2 Introduce new learning methods

2.1.3 Develop skills development laboratory

2.1.4 Peer evaluation of teachers

2.2 Strategies for reach the benchmark proposing by UGC or other accrediting bodies

2.2.1 Prepare for institution / programmes /subject review by the quality assurance accredit council

2.2.2 Establish an internal quality assurance panel (Faculty wise)

2.2.3 Prepare for accreditation by professional bodies

2.3 Strategies for improvement of quality skills and competencies of academic /administrative staff.

2.3.1 Conducting continuing professional development program (CCPD)

2.3.2 Expanding opportunities for CCPD nationally and internationally

2.3.3 Introduce performance based rewards

2.3.4 Effective utilization of existing facilities

2.3.5 Improvement of facilities

2.4 Strategies for achieving recognized international standards.

2.4.1 Develop staff development program

2.4.2 Establishing linkages with institutes with high academic reputation

2.4.3 Increase the opportunities for academics to get an international exposure

2.4.4 Encourage and facilitate staff/student exchange programmes

2.5 Strategies for establishing research ethics committee

2.5.1 Increase awareness of research ethics among academics

2.5.2 Establish Ethical Review Committees at university and in each faculty

2.6 Strategies for improving the learning environment.

2.6.1 Improving access to, and dissemination of, knowledge/ information

2.6.2 Improving student welfare infrastructure and services

2.6.3 Increase and enhance the resource allocation to meet recreational requirements

Goal 3 - Ensuring equity and justice

Objectives:

3.1 To cater to the needs of the differently abled students and staff

3.2 To establish a plan for resource sharing within the university

3.3 Enhancing student and staff counseling

3.4 Establishment for economic and social support system for staff and students

3.5 Ensuring gender equity

3.6 Establishing a policy for transparency and accountability for decision making

3.1 Strategies to cater to the needs of the differently-abled staff and students

3.1.1 To re-establish the medical examination system

3.1.2 Identification of remedial measurement for differently-abled staff and students.

3.1.3 Establishment of a learning 'Centre for Physically Challenged Students'.

3.1.4 Construct infrastructure to facilitate mobility of physically-challenged persons.

3.1.5 Create special intake of differently-abled students.

3.1.6 Provide opportunities for employment of differently-abled persons.

3.2 Strategies for establishing a plan for resource sharing within the university

3.2.1 To update the fixed assets register and human resource data base.

3.2.2 Prepare utilization charts for all resources.

3.2.3 Establish intrafaculty and interfaculty co-ordinating committees for resource sharing.

3.3 Strategies for Enhancing student and staff counseling

3.3.1 Establish Counseling Centres with a professional counseling service.

3.3.2 Establish a Student Support Service in each faculty.

3.3.3 Provide training opportunities for staff in counseling.

3.3.4 Establish individualized mentoring system for students.

3.4 Strategies for Establishing economic and social support system for staff and students

3.4.1 Establish a data base of economically deprived students.

3.4.2 Establish funds to assist economically deprived students.

3.4.3 Establish a centre for staff welfare.

3.4.4 Formalise existing Child Development Centre.

3.4.5 Provision of sports, physical fitness and recreational facilities for staff and students.

3.5 Strategies for ensuring gender equity

3.5.1 Establish by-laws to ensure participation of women in student unions, staff and student societies and associations.

3.5.2 Create dialogue and increase awareness of women's issues.

3.6 Strategies for establishing a policy for transparency and accountability for decision making

3.6.1 Establish protocols and procedures for dissemination of information of administrative decision-making.

3.6.2 Enhance channels to entertain and attend to staff and student complaints and grievances.

3.6.3 Create mechanisms for ensuring administrative response to staff student requests (feedback).

3.6.4 Formalise procedure for verification of examination marks.

3.6.5 Formalise feedback to students on their academic performances and evaluations.

Goal 4 - Enhancing relevance and quality in education and research

Objectives:

4.1 Introducing demand driven courses

4.2 To improve existing courses to increase undergraduates' employability

4.3 Establishing monitoring systems for academic programmes

4.4 Conducting tracer studies on graduates.

4.1 Strategies for introducing demand driven courses

4.1.1 Studying of current and future trends for employment patterns

4.1.2 Maintaining continuous dialogs with stakeholders

4.1.3 Syllabus revision at regular intervals

4.2 Strategies for improving existing courses to increase the employability of graduates

4.2.1 Introduce and improve internships in-course training, industrial training, etc.

4.2.3 To introduce a policy to include transferable skills in to degree programmes

4.3 Strategies for Establishing monitoring systems for academic programmes

4.3.1 Activating quality assurance process

4.3.2 Subject benchmarking

4.3.3 Feed back from students

4.3.4 Regular curriculum development activities to meet national needs

4.4 Strategies for Conducting tracer studies on graduates

4.4.1 Administering a questionnaire during convocation.

4.4.2 Conducting surveys in public and private sector institutions.

Goal 5 - Improving governance including effective, efficient and ethical management of University and its resources.

Objectives:

5.1 To train academic and administrative staff towards efficient management and good governance.

5.2 To formulate policies for conflict management.

5.3 To ensure that financial management will continue to be characterized by prudence, flexibility and diversity of income sources

5.4 To develop existing sources and identify new sources of fund generation for effective and efficient management

5.5 To establish accountability and transparency in decision-making and resource allocation.

5.6 To develop a monitoring and evaluation system.

5.1 Strategies for training academic and administrative staff towards efficient management and good governance.

5.1.1 Establish a Citizen's / Client's Charter.

5.1.2 Initiate certificate courses/workshops etc. for newly recruited academic and administrative staff in administration, communication and human relation skills and management

5.1.3 Introduce refresher courses/ workshops for confirmed academic and administrative staff in administration, communication and human relation skills and management

5.1.4 Facilitate access to short term national and international programme in administration and management

5.1.5 Improve and enhance existing CCPDHE programme

5.2 Strategies for formulating policies for conflict management

5.2.1 Establish a conflict management committee.

5.2.2 Establish Appeals Board for student and staff grievances.

5.3 Strategies for ensuring financial management will continue to be characterized by flexibility and diversity of income sources

5.3.1 Establish a Financial Management Information System.

5.3.2 Regular review of financial policy within the framework of government regulations.

5.3.3 Innovative development of programmes for generating income.

5.4 Strategies for developing existing sources and identify new sources of fund generation for effective and efficient management

5.4.1 Improving existing fund generating programmes

5.4.2 Establishing new fund generating projects

5.4.3 Establishing a University Development Fund

5.6 Strategies for developing a monitoring and evaluation system.

5.6.1 Establish monitoring and evaluation committee

5.6.2 Establish benchmarks and performance indicators

5.6.3 Identify system failures and corrective measures

PROGRAMMES AND ACTION PLANS

Faculty of Agriculture

Programmes & Action Plan

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2008				2009				2010				2011				2012			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1	GOAL 1: EXPAND ACCESS TO EDUCATION AND RESEARCH																					
1.1	Objective: Increase intake																					
1.1.1	To introduce new degree programmes																					
1.1.1.1	B.Sc. Bio Resource Technology	Dean/ Heads						x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.1.1.2	Bachelor of Food Science & Technology	Dean/ Heads					x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.1.1.3	B.Sc. Agric Business Management & Extension	Dean/ Heads					x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.1.2	To expand existing degree programmes																					
1.1.2.1	Revision of the curriculum of existing degree program	Dean/ Heads				x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.1.2.2	Introduce new subject areas- Microbiology, Environmental Ecology, Agro eco Systems, Pollination Ecology, Apiculture, Worm culture, Toxicology	Dean/ Heads				x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.1.2.3	Introduce practical programmes in Molecular Biology, Ecological Research	Dean/ Heads																				
1.1.3	To introduce lateral entry to undergraduate programmes																					
1.1.3.1	Admission of diploma holders to the B.Sc. Agric degree	Dean	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.1.4	To Introduce new Diploma / Certificate courses																					
1.1.4.1	Diploma in Agribusiness Management																					
1.1.4.2	Postgraduate Diploma in Agribusiness Management																					
1.1.4.3	Postgraduate Diploma in Food Science &	Heads									x	x	x	x	x	x	x	x	x	x	x	x

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2008				2009				2010				2011				2012			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	Technology																					
1.1.4.4	Postgraduate Diploma in Animal Feeding	Heads									x	x	x	x	x	x	x	x	x	x	x	x
1.1.4.5	Postgraduate Diploma in Dairy Technology	Heads													x	x	x	x	x	x	x	x
1.1.5	To expand existing diploma and certificate courses																					
1.1.5.1	Land Escaping & Horticulture	Dean/Heads													x	x	x	x	x	x	x	x
1.1.5.2	Project Management	Dean/Heads													x	x	x	x	x	x	x	x
1.1.5.3	Agric. Entrepreneurship	Dean/Heads														x	x	x	x	x	x	x
1.1.5.4	Agri- Business Management																					
1.1.5.5	Certificate of Agri- Business Management																					
1.1.5.6	Certificate of Agro Entrepreneurship																					
1.1.5.7	Certificate of Project Planning and Management																					
1.1.5.8	Poultry Management	Dean/ Heads															x	x	x	x	x	x
1.1.5.9	Farm equipment repairing & maintenance	Dean/ Heads			x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.1.5.10	Engineering Technology for Protected Agriculture	Dean/ Heads			x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.1.5.11	Post Harvest Technology	Dean/ Heads							x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.1.5.12	Green Technology for Waste Management	Dean/ Heads							x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.1.5.13	Ground Water Hydrology	Dean/ Heads											x	x	x	x	x	x	x	x	x	x
1.2	Objective: Introduce online / distant courses																					
1.2.1	Introduce External degree program (Distant Learning)- B.Sc. Life Sciences	Dean/ Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.2.2	Development of web based / computer based learning programmes																					
1.2.2.1	Increase no of web based exams	Heads		x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.2.2.2	Increase no of published learning materials	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2008				2009				2010				2011				2012			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	in the web																					
1.2.2.3	Publish learning & teaching materials such as e-mail facilities in the faculty	Heads			x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.2.2.4	Expand IT facilities such as e-mail facilities in the faculty	Heads			x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.2.2.5	Provide above all facilities to postgraduate programmes	Heads			x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.2.1	Capacity building programmes																					
1.2.3	Expanding infrastructure and IT facilities	Heads					x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.2.4	To increase access to other learning resources	Heads							x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.3	**Objective: Promoting effective exchange programmes with external organizations**																					
1.3.1	To improve the publicity (web sites and brochures)																					
1.3.1.1	To utilize foreign students coming to the university through exchange programmes to improve English language, communication, presentation skills etc. of undergraduate, postgraduate, academic and technical staff	Dean/ Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.3.1.2	Rearrange the faculty web site, alumni web site, IPO web site, web based Newsletter, Journal web site	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.3.1.3	Update faculty brochure	Dean/ Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.3.2	To promote Ruhuna as a center of learning in special study areas eg. Fisheries																					

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.3.2.1	Center of excellence of medicinal plants & Cinnamon at the Faculty of Agriculture	Dean/ Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.3.3	To allow flexibility in selection of elective programme eg. Optional courses	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.4	Objective: Establishment of common credit transfer system among Faculties/Universities																					
1.4.1	To standardize credit system at U.G.C. standing committee level																					
1.4.1.1	Adopted the standardized credit system accepted for Agric. Faculties at UGC standing committee	Dean/ Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.4.2	To standardize credit system among faculties	Dean/ Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.5	Objective: Expansion of Post Graduate programmes																					
1.5.1	To establish new postgraduate programmes																					
1.5.1.1	Master of Food Science & Technology (MFST)	Dean/ Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.5.1.2	M.Sc in Agric. Business Management	Dean/ Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.5.1.3	M.Sc in Animal Science	Dean/ Heads		x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.5.1.4	M.Sc in Agro-Technology	Dean/ Heads					x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.5.1.5	M.Sc of Integrated water resource management	Dean/ Heads							x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.5.1.6	M.Sc of GIS & remote sensing	Dean/ Heads									x	x	x	x	x	x	x	x	x	x	x	x
1.5.1.7	M.Sc in Natural Resource Management	Dean/ Heads							x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.5.1.8	M.Sc in Agro-Meteorology	Dean/ Heads											x	x	x	x	x	x	x	x	x	x
1.5.2	To expand existing postgraduate programmes																					
1.5.2.1	Increase intake of M.Sc Agric. Resource Management	Dean/ Heads			x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.5.2.2	Transfer the M.Sc programme on Plant Protection to Faculty of Agriculture	Dean/ Heads			x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.5.3	To establish a faculty of graduate studies																					
1.5.4	To introduce split postgraduate programmes nationally and internationally																					
1.6	Objective: Extending/Expanding educational programmes to the community																					
1.6.1	To introduce outreach programmes																					
1.6.1.1	Strengthening the activities of the Industrial Placement Office (Industry-community cell)	IPO	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.6.2	Establishing and strengthening linkages with community based organizations																					

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.6.2.1	Conduct workshops to the community	IPO	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.6.2.2	Seeking jobs for undergraduates	IPO	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.6.2.3	Conduct workshops to undergraduate in collaboration with different organizations	IPO	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.6.3	Establishing an information and outreach centre																					
1.6.3.1	Outreach programmes	IPO	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.7	Objective: Development of infrastructure facilities																					
1.7.1	Construction of new buildings for academic / administrative needs																					
1.7.1.1	Expand income generated activities at department level and use generated funds	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.7.1.2	Establishment of Rural Agri-Business Center																					
1.7.2	Expansion of IT network (fibreoptics)																					
1.7.2.1	Establishment of Department of Interdisciplinary (Computer Unit, English Unit & Other supportive units)	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.7.3	Constructions of student hostels, canteens, toilets and staff housing																					
1.7.4	Strengthening and upgrading electricity, water and communication systems.																					

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			Q_1	Q_2	Q_3	Q_4	Q_1	Q_2	Q_3	Q_4	Q_1	Q_2	Q_3	Q_4	Q_1	Q_2	Q_3	Q_4	Q_1	Q_2	Q_3	Q_4
1.7.4.1	Expanding essential services such as water, electricity, telephone and etc.	Dean/AB	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.7.5	Construction of boundary walls, street lamps and security requirements																					
1.7.6	Rehabilitation of roads, and waste water drainage and sewerage systems																					
1.7.6.1	Development of proper garbage management system	AR	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.7.6.2	Maintaining the landscape and protecting biodiversity	AR	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.8	Objective: Enhancing capacity and facilities in research																					
1.8.1	Provision of personal computers for academics																					
1.8.1.1	Purchase of personal computers for permanent academic staff	Heads/SAB	x				x				x				x				x			
1.8.2	Establishing assistantships to recruit graduate researchers																					
1.8.2.1	M.Sc Programmes- (mentioned earlier)	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.8.3	Establishing Research & Development Centres																					
1.8.3.1	Creating cadre and recruitment of scientific assistant	Dean	x																			
1.8.4	Institutionalizing annual academic sessions																					
1.8.4.1	Student and staff research sessions	Dean/ Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.8.5	Establishing a University Research Fund																					
1.8.6	Establishing fund for career development activities of staff																					
1.8.6.1	Encourage to absorb local & foreign projects by the staff	Dean/ Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2	Goal 2 – Enhance quality of education and research																					
2.1	Objective: To improve skills and innovative teaching and learning methods / programmes																					
2.1.1	Improve English language competency																					
2.1.1.1	Enhancing English teaching facilities	English Instructor	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.1.1.2	English language and level exams will be conducted	English Instructor	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.1.2	Introduce new learning methods		x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.1.2.1	Learning- Industrial training & Internship, field classes, project etc. for students	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.1.2.2	Final year research project; Field visits	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.1.2.3	Subject reviews have been already conducted (by 3 departments) and will be conducted in 4 departments	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.1.3	Develop skills development laboratory																					

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
2.1.4	Peer evaluation of teachers																					
2.1.4.1	Peer evaluation for teachers	Dean/ Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.1.4.2	Student peer evaluation	Dean/ Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.2	**Objective: To reach the benchmark proposing by UGC or other accrediting bodies**																					
2.2.1	Prepare for institution / programmes /subject review by the quality assurance accredit council	Dean/ Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.2.2	Establish an internal quality assurance panel (Faculty wise)																					
2.2.3	Prepare for accreditation by professional bodies																					
2.3	**Objective: To improve the quality skills and competencies of academic /administrative staff**																					
2.3.1	Conducting continuing professional development program (CCPD)																					
2.3.1.1	CCPDHE course for probationary lecturers	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.3.1.2	CCPDHE workshops for academics other than probationary lecturers	Dean/ Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
2.3.2	Expanding opportunities for CCPD nationally and internationally																					
2.3.2.1	Encourage staff to participate in national and international programmes	Dean	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.3.3	Introduce performance based rewards																					
2.3.4	Effective utilization of existing facilities																					
2.3.4.1	Organizing training programmes and workshops for faculty staff by the available expertise in the Faculty/ University	Dean/ CGA	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.3.5	Improvement of facilities																					
2.4	**Objective: To achieve recognized international standards**																					
2.4.1	Develop staff development program																					
2.4.1.1	Encourage and facilitate staff to follow internally accepted staff development programme	Dean/ Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.4.2	Establishing linkages with institutes with high academic reputation	Dean/ Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.4.2.1	Initiating collaborative research with international organizations	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.4.2.2	Encourage and facilitate staff to establish academics links with international organizations	Dean/ Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.4.2.3	Inviting reputed academics as visiting/ adjunct professors to the faculty	Dean/ Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.4.2.4	Organizing national symposium	Dean/ Heads		x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
2.4.3	Increase the opportunities for academics to get an international exposure	Dean/ Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.4.3.1	Facilitate staff to find overseas postgraduate study opportunities	Dean/ Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.4.4	Encourage and facilitate staff/student exchange programmes	Dean/ Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.5	**Objective: To establish research ethics committee**																					
2.5.1	Increase awareness of research ethics among academics																					
2.5.2	Establish Ethical Review Committees at university and in each faculty																					
2.6	**Objective: To improve the learning environment**																					
2.6.1	Improving access to, and dissemination of, knowledge/information	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.6.1.1	Acquisition of books, periodicals and other library materials through purchasing and donations	SAL	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.6.2	Improving student welfare infrastructure and services																					
2.6.2.1	Enhancing the Career Guidance programmes in the faculty	CGA/IPO	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.6.2.1	Enhancing the facilities at the Medical center	AR	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.6.3	Increase and enhance the resource																					

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	allocation to meet recreational requirements																					
2.6.3.1	Facilitating students to participate interfaculty and interuniversity sport activities	Dean/AR	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
3	**Goal 3 - Ensuring equity and justice**																					
3.1	**Objective: To cater to the needs of the differently abled students and staff**																					
3.1.1	To re-establish the medical examination system																					
3.1.2	Identification of remedial measurement for differently-abled staff and students																					
3.1.3	Establishment of a learning 'Centre for Physically Challenged Students'																					
3.1.4	Construct infrastructure to facilitate mobility of physically-challenged persons																					
3.1.5	Create special intake of differently-abled students																					
3.1.6	Provide opportunities for employment of differently-abled persons																					

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
3.2	**Objective: To establish a plan for resource sharing within the university**																					
3.2.1	To update the fixed assets register and human resource data base																					
3.2.2	Prepare utilization charts for all resources																					
3.2.3	Establish intrafaculty and interfaculty co-ordinating committees for resource sharing																					
3.3	**Objectives Enhancing student and staff counseling**																					
3.3.1	Establish Counseling Centres with a professional counseling service																					
3.3.1.2	Recruiting academic staff as student counsellors	AR	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
3.3.2	Establish a Student Support Service in each faculty	AR	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
3.3.3	Provide training opportunities for staff in counseling																					
3.3.3.1	Strategies for enhancing student and staff counseling	Dean/ Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
3.3.4	Establish individualized mentoring system for students																					
3.3.4.1	Professional counseling for undergraduates	Dean/ Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
3.4	**Objective: Establishment for economic and social support system for staff and students**		x	x	x	x	x	x	x	x	x											
3.4.1	Establish a data base of economically deprived students																					
3.4.2	Establish funds to assist economically deprived students																					
3.4.3	Establish a centre for staff welfare																					
3.4.4	Formalize existing Child Development Centre																					
3.4.4.1	Establishing and running a Faculty day care centre	AR	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
3.4.5	Provision of sports, physical fitness and recreational facilities for staff and students																					
3.4.5.1	Facilitating students to participate interfaculty and interuniversity sport activities	Dean/AR	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
3.5	**Objective: Ensuring gender equity**																					
3.5.1	Establish by-laws to ensure participation of women in student unions, staff and student societies and associations																					
3.5.2	Create dialogue and increase awareness of women's issues																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2008				2009				2010				2011				2012			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
3.6	Objective: Establishing a policy for transparency and accountability for decision making																					
3.6.1	Establish protocols and procedures for dissemination of information of administrative decision-making																					
3.6.1.1	Reporting decision relevant to the faculty to the Faculty Board	Dean	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
3.6.1.2	Responding administrative decisions in writing	Dean/ Heads/AR	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
3.6.2	Enhance channels to entertain and attend to staff and student complaints and grievances																					
3.6.2.1	Ensure the participation of student representatives in the Faculty Board meetings	AR	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
3.6.3	Create mechanisms for ensuring administrative response to staff student requests (feedback)																					
3.6.3.1	Collecting students' feed back at the end of each semester for each module and analyze and use for improvements	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
3.6.4	Formalize procedure for verification of examination marks																					
3.6.5	Formalize feedback to students on their academic performances and evaluations																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2008				2009				2010				2011				2012			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
4	Goal 4 - Enhancing relevance and quality in education and research																					
4.1	Objective: Introducing demand driven courses																					
4.1.1	Studying of current and future trends for employment patterns																					
4.1.2	Maintaining continuous dialogs with stakeholders																					
4.1.2.1	Obtaining visiting staff from industries	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
4.1.3	Syllabus revision at regular intervals																					
4.1.3.1	Introduction of new degree courses (mentioned in Goal 1)	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
4.1.3.2	Implementing revision of curriculum	Dean/ Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
4.2	Objective: To improve existing courses to increase undergraduates' employability																					
4.2.1	Introduce and improve internships in-course training, industrial training, etc																					
4.2.1.1	Incorporation of IT, Career Guidance & English to existing degree programme	Dean/ Heads/CGA	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
4.2.1.2	Student evaluation and peer evaluation	Dean/ Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
4.2.1.3	Identifying the prospective training places for the students	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
4.2.2	To introduce a policy to include transferable skills in to degree																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2008				2009				2010				2011				2012			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	programmes																					
4.3	Objective: Establishing monitoring systems for academic programmes																					
4.3.1	Activating quality assurance process																					
4.3.1.2	Preparing the annual report of the academic programmes of the faculty	Dean/ Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
4.3.2	Subject benchmarking																					
4.3.3	Feed back from students																					
4.3.4	Regular curriculum development activities to meet national needs																					
4.3.4.1	Surveys, stake holders, workshops, invite stake holders to students sessions, workshops etc.	Dean/ Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
4.4	Objective: Conducting tracer studies on graduates																					
4.4.1	Administering a questionnaire during convocation																					
4.4.2	Conducting surveys in public and private sector institutions																					
4.4.2.1	Surveys will be conducted time to time	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
4.4.2.2	Obtaining the informations from public and private sector organizations	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2008				2009				2010				2011				2012			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
5	Goal 5 - Improving governance including effective, efficient and ethical management of University and its resources																					
5.1	Objective: To train academic and administrative staff towards efficient management and good governance																					
5.1.1	Establish a Citizen's / Client's Charter																					
5.1.2	Initiate certificate courses/ workshops etc. for newly recruited academic and administrative staff in administration, communication and human relation skills and management																					
5.1.2.1	Facilitating the relevant staff to acquire necessary skills through such courses organized by university or other institutes	Dean/ Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
5.1.3	Introduce refresher courses/ workshops for confirmed academic and administrative staff in administration, communication and human relation skills and management																					
5.1.2.1	CCPDHE course for probationary lecturers	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
5.1.2.2	Introduce IT workshops for administrative staff	Heads/AR	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
5.1.2.3	Workshops, seminars conducted by Welfare society for workers	AR	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
5.1.4	Facilitate access to short term national and international programme in																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2008				2009				2010				2011				2012			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	administration and management																					
5.1.5	Improve and enhance existing CCPDHE programme																					
5.1.5.1	Nominate probationary lecturers to advisory board of Staff Development Center of the University	Dean/ Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
5.2	**Objective: To formulate policies for conflict management**																					
5.2.1	Establish a conflict management committee																					
5.2.2	Establish Appeals Board for student and staff grievances																					
5.3	**Objective: To ensure that financial management will continue to be characterized by prudence, flexibility and diversity of income sources**																					
5.3.1	Establish a Financial Management Information System																					
5.3.2	Regular review of financial policy within the framework of government regulations																					
5.3.3	Innovative development of programmes for generating income																					
5.4	**Objective: To develop existing sources**																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2008				2009				2010				2011				2012			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	and identify new sources of fund generation for effective and efficient management																					
5.4.1	Improving existing fund generating programmes																					
5.4.2	Establishing new fund generating projects																					
5.4.3	Establishing a University Development Fund																					
5.5	**Objective: To establish accountability and transparency in decision-making and resource allocation**																					
5.6	**Objective: To develop a monitoring and evaluation system**																					
5.6.1	Establish monitoring and evaluation committee																					
5.6.1.2	Discuss the progress of all staff at regular meetings at Department level	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
5.6.2	Establish benchmarks and performance indicators																					
5.6.3	Identify system failures and corrective measures																					

Faculty of Engineering

Programmes & Action Plan

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1	GOAL 1: EXPAND ACCESS TO EDUCATION AND RESEARCH																					
1.1	Objective: Increase intake																					
1.1.1	To introduce new degree programmes																					
1.1.1.1	Starting interdisciplinary degree programs such as Building Engineering, ICT and Mechatronics	Dean/Heads																	x			
1.1.1.2	Recruitment of new staff in related areas	Dean/Heads									x		x		x		x		x		x	
1.1.1.3	Recruitment of visiting professors	Dean/Heads					x		x		x		x		x		x		x		x	
1.1.1.4	Development of curriculum and preparation of teaching materials	Heads	x		x		x		x		x		x		x		x		x		x	
1.1.1.5	Introduce new modules through E-Learning	Heads													x		x		x		x	
1.1.1.6	Procurement of necessary laboratory equipments and books	Heads/SAB		x				x				x				x				x		
1.1.1.7	Establishment of collaborations with other institutions conducting similar programmes	Heads/SAB													x							
1.1.2	To expand existing degree programmes																					
1.1.2.1	Recruitment of permanent and visiting staff	Dean/Heads	x		x		x		x		x		x		x		x		x		x	
1.1.2.2	Including new optional modules in demanding areas	Heads	x		x		x		x		x		x		x		x		x		x	
1.1.2.3	Procurement of necessary laboratory equipments and books	Heads/SAB		x				x				x				x				x		
1.1.2.4	Facilitating staff to update knowledge in new areas	Dean/Heads	x		x		x		x		x		x		x		x		x		x	
1.1.2.5	Providing much flexibility for students to specialize in chosen areas	Heads													x	x	x	x	x	x	x	x

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.1.2.6	Introducing computer based assessments	Heads						x		x		x		x		x		x		x		x
1.1.2.7	Obtain the service of industrial experts	Heads		x		x		x		x		x		x		x		x		x		x
1.1.2.8	Incorporation intranet for teaching and learning	Dean/Heads						x		x		x		x		x		x		x		x
1.1.2.9	Enhancing the accessibility to the network	Dean/Heads					x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.1.2.10	Recruitment of Training Engineer and Career Guidance Counsellor for the Faculty	Dean							x		x		x		x							
1.1.2.11	Enhancing of networking and web based facilities	Dean/Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x				
1.1.3	To introduce lateral entry to undergraduate programmes																					
1.1.4	To Introduce new Diploma / Certificate courses																					
1.1.4.1	Conducting market survey to identify demanding areas	Heads											x	x								
1.1.4.2	Starting diploma/ certificate courses in ICT, CAD/CAM and other Engineering related areas	Heads			x				x				x				x				x	
1.1.4.3	Taking actions to acquire licence to offer internationally accredited courses	Dean/Heads													x	x						
1.1.4.4	Preparing for offering distance learning courses	Heads																	x	x	x	x
1.1.5	To expand existing diploma and certificate courses																					
1.2	Objective: Introduce online / distant courses																					
1.2.1	Development of web based / computer based learning programmes																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.2.1.1	Preparing learning materials for web/ computer based learning modules	Heads																	x	x	x	x
1.2.1.2	Enhancing of e-learning facilities to existing programmes	Heads												x	x	x	x	x	x	x	x	x
1.2.2	Capacity building programmes																					
1.2.2.1	Providing training facilities for staff on web based teaching	Dean/Heads							x				x				x				x	
1.2.2.2	Recruitment of Network Manager and System Analyst	Dean	x						x		x											
1.2.3	Expanding infrastructure and IT facilities																					
1.2.3.1	Enhancing the accessibility to the network	Dean/Heads					x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.2.3.2	Enhancing of networking and web based facilities	Dean/Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x				
1.2.4	To increase access to other learning resources																					
1.2.4.1	Subscribing to on line journals	SAL/Heads					x				x				x				x			
1.2.4.2	Providing video conferencing facility	Dean/Heads			x	x	x															
1.3	Objective: Promoting effective exchange programmes with external organizations																					
1.3.1	To improve the publicity (web sites and brochures)																					
1.3.1.1	Recruitment of System Analyst	Dean					x		x		x											
1.3.1.2	Development and maintenance of an attractive web	Dean/Heads							x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.3.1.3	Development of attractive and informative brochures	Dean/Heads													x	x						

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.3.2	To promote Ruhuna as a center of learning in special study areas eg. Fisheries																					
1.3.2.1	Incorporating/ Enhancing special modules/ courses in Coastal Engineering, Marine Engineering, Biomedical Engineering, Aeronautical Engineering, Robotics and Nanotechnology	Heads															x	x	x	x	x	x
1.3.2.2	Offer flexibility in curriculum to accommodate credit transfer	Dean/Heads																	x			
1.3.3	To allow flexibility in selection of elective programme																					
1.3.3.1	Offer more elective modules	Heads						x		x		x		x		x		x		x		x
1.3.3.2	Synchronization of interfaculty programmes within the University	Dean/Heads																	x			
1.3.3.3	Offering interdepartmental modules	Dean/Heads																x				
1.4	**Objective: Establishment of common credit transfer system among Faculties/Universities**																					
1.4.1	To standardize credit system at U.G.C. standing committee level																					
1.4.1.1	Adopting generally accepted modules, credit levels, training requirements and graduation requirements	Dean/Heads					x															
1.4.1.2	Synchronization of academic programmes among universities	Dean/Heads															x					
1.4.1.3	Making provisions in the regulations to accommodate credit transfer	Dean/Heads																	x			
1.4.2	To standardize credit system among faculties																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.4.2.1	Adopting generally accepted modules, credit level, training requirement and graduation requirements	Dean/Heads					x															
1.4.2.2	Synchronization of academic programmes among faculties and preparation of a flexible timetable	Dean/Heads															x					
1.4.2.3	Preparation of a flexible curriculum allowing students to follow courses from other Faculties in the University	Heads																	x			
1.4.2.4	Improve the transportation facilities between faculties	Dean/Heads																	x			
1.5	**Objective: Expansion of Post Graduate programmes**																					
1.5.1	To establish new postgraduate programmes																					
1.5.1.1	Development of regulations for postgraduate programmes	Dean/Heads				x	x															
1.5.1.2	Improving the facilities at laboratories for postgraduate research works	Heads					x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.5.1.3	Start of postgraduate programmes in engineering	Heads					x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.5.1.4	Subscribing to online journals and web based learning materials	SAL/Heads					x				x				x				x			
1.5.1.5	Providing of video conferencing facility	Dean													x	x						
1.5.1.6	Enhancing the accessibility to the network	Dean/Heads					x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.5.1.7	Enhancing of networking and web based facilities	Dean/Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x				
1.5.1.8	Acquiring research grants to attract best students for research	Heads					x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.5.1.9	Enhancing the research environment in the laboratories	Heads													x	x	x	x	x	x	x	x
1.5.1.10	Promoting industry sponsored research	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.5.1.11	Establishment of research and development center at the Faculty and appointment of a coordinator	Dean/Heads																	x			
1.5.1.12	Recruitment of visiting/ adjunct professors	Dean/Heads					x				x				x				x			
1.5.2	To expand existing postgraduate programmes																					
1.5.3	To establish a faculty of graduate studies																					
1.5.3.1	Incorporating the postgraduate studies in the Faculty of Engineering with the Faculty of Graduate Studies	Dean																	x			
1.5.4	To introduce split postgraduate programmes nationally and internationally																					
1.5.4.1	Establishing academic links with other organizations in the country and overseas	Dean/Heads													x	x	x	x	x	x	x	x
1.5.4.2	Establishment of collaborative research and capacity building projects with overseas organizations	Dean/Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.5.4.3	Development of supportive environment at the Faculty	Dean/Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.6	Objective: Extending/Expanding educational programmes to the community																					
1.6.1	To introduce outreach programmes																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.6.1.1	Offering workshops/ seminars for the community	Dean/Heads		x				x				x				x				x		
1.6.1.2	Hosting exhibitions/ open day	Dean/Heads/ ESU													x	x						
1.6.1.3	Offering technical support services to the community	Dean/Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.6.1.4	Producing informative bulletins for the community usage	Dean/Heads																	x	x	x	x
1.6.2	Establishing and strengthening linkages with community based organisations																					
1.6.2.1	Encourage students to select community projects for their case/ research studies	Heads													x	x	x	x	x	x	x	x
1.6.2.2	Facilitating community based organization through human resource development	Dean/Heads			x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.6.2.3	Offering technical support services to the community	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.6.2.4	Organizing joint activities	Dean/Heads														x				x		
1.6.3	Establishing an information and outreach centre																					
1.6.3.1	Appointing a coordinator at Faculty	Dean																	x			
1.6.3.2	Development of information booklets, leaflets and broachers	Heads																	x	x		
1.7	Objective: Development of infrastructure facilities																					
1.7.1	Construction of new buildings for academic / administrative needs																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.7.1.1	Construction of new building complex for lecture theatre, drawing office and auditorium	Dean		x	x	x	x	x	x	x	x	x	x	x								
1.7.1.2	Construction of building complex for library and computer resources centre	Dean													x	x	x	x	x	x	x	x
1.7.1.3	Development of laboratories by providing necessary equipment and furniture	Heads	x	x	x	x	x	x	x	x	x	x	x	x								
1.7.1.4	Providing some access to library, computer centre and other facilities after the regular working hours	Dean/Heads/ SAL	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.7.2	Expansion of IT network (fibreoptics)																					
1.7.2.1	Providing fibre optics line from Galle to Faculty through SLT	Dean			x	x	x	x	x	x												
1.7.3	Constructions of student hostels, canteens, toilets and staff housing																					
1.7.3.1	Construction of new hostels for male students	Dean		x	x	x	x	x	x	x	x	x	x	x								
1.7.3.2	Construction of new hostel complex for female students	Dean										x	x	x	x	x	x	x	x	x	x	x
1.7.3.3	Construction of a new canteen	Dean															x	x	x	x	x	x
1.7.3.4	Construction of new bachelor/ married quarters	Dean																	x	x	x	x
1.7.4	Strengthening and upgrading electricity, water and communication systems.																					
1.7.4.1	Expanding essential services such as water, electricity, telephones and etc.	Dean	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.7.5	Construction of boundary walls, street lamps and security requirements																					
1.7.5.1	Construction of boundary wall	Dean		x	x	x	x	x	x	x	x	x	x	x								

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.7.5.2	Installing street lamps within the faculty premises	AR				x	x										x	x	x			
1.7.6	Rehabilitation of roads, and waste water drainage and sewerage systems																					
1.7.6.1	Creating cadre and recruitment of works engineer, work supervisor and other supporting staff	Dean			x		x		x		x		x		x		x		x		x	
1.7.6.2	Rehabilitation of road and drainage systems	AR							x				x				x				x	
1.7.6.3	Rehabilitation of buildings	AR					x				x				x				x			
1.7.6.4	Development of proper garbage management system	AR													x	x	x	x				
1.7.6.5	Maintaining the landscape and protecting biodiversity	AR	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.8	Objective: Enhancing capacity and facilities in research																					
1.8.1	Provision of personal computers for academics																					
1.8.1.1	Purchase of personal computer for permanent academic staff	Heads/SAB	x				x				x				x				x			
1.8.2	Establishing assistantships to recruit graduate researchers																					
1.8.2.1	Creating cadre and recruitment of research associates	Dean											x		x		x		x		x	
1.8.3	Establishing Research & Development Centres																					
1.8.3.1	Conducting awareness programmes on research facilities available to the academic staff and facilitating with available funds	Dean/Heads										x				x				x		
1.8.3.2	Establishing and maintaining a data base on research grants available from both domestic	Dean/Heads										x	x	x	x	x	x	x	x	x	x	x

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	and foreign sources																					
1.8.3.3	Establishing a research fund at the Faculty	Dean																	x			
1.8.3.4	Subscribing to the online journals and other materials	SAL/Heads					x				x				x				x			
1.8.3.5	Implement an incentive schemes to motivate research	Dean													x	x	x	x				
1.8.3.6	Creating a cadre and recruitment of scientific assistant	Dean							x		x		x		x							
1.8.4	Institutionalising annual academic sessions																					
1.8.5	Establishing a University Research Fund																					
1.8.6	Establishing fund for career development activities of staff																					
2	**Goal 2 - Enhance quality of education and research**																					
2.1	**Objective: To improve skills and innovative teaching and learning methods / programmes**																					
2.1.1	Improve English language competency																					
2.1.1.1	Enhancing English teaching facilities	C-EEC			x	x	x	x	x	x	x	x	x	x								
2.1.1.2	Providing continuous support for improving English language competency	C-EEC	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.1.1.3	Enhancing self learning facilities	C-EEC				x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.1.1.4	Establishing carder position for a resource	Dean											x		x		x		x			

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	person for providing services related to English																					
2.1.2	Introduce new learning methods																					
2.1.2.1	Advanced use of audio visual and e-learning facilities	Dean/Heads/ AR			x	x	x	x	x	x	x	x	x	x								
2.1.2.2	Promoting problem based learning methods to improve their innovative skills	Heads				x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.1.2.3	Establishment of Video conferencing facilities at the Faculty	Dean					x	x	x	x	x											
2.1.3	Develop skills development laboratory																					
2.1.4	Peer evaluation of teachers																					
2.1.4.1	Introducing peer reviewing process and use of comments for improving	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.2	**Objective: To reach the benchmark proposing by UGC or other accrediting bodies**																					
2.2.1	Prepare for institution / programmes /subject review by the quality assurance accredit council																					
2.2.1.1	Preparation of Self Evaluation Report of Department of Electrical and Information Engineering	Heads		x	x																	
2.2.1.2	Continuing peer review of staff members	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.2.1.3	Continuing the usage of students' feed back	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.2.1.4	Continuing the usage of feed back from industry and alumina	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.2.2	Establish an internal quality assurance																					

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	panel (Faculty wise)																					
2.2.2.1	Appointing a panel with members representing all departments for three year period	Dean/Heads											x	x								
2.2.2.2	Preparing of guidelines for faculty quality assurance panel	Dean/Heads											x	x	x							
2.2.3	Prepare for accreditation by professional bodies																					
2.2.3.1	Renewing IESL accreditation in year 2009	Dean/Heads								x	x	x	x	x								
2.2.3.2	Getting prepared for the accreditation by the international professional bodies such as Washington Accord, ICE, IEE, IME	Heads													x	x	x	x	x	x	x	x
2.3	**Objective: To improve the quality skills and competencies of academic /administrative staff**																					
2.3.1	Conducting continuing professional development program (CCPD)																					
2.3.1.1	Facilitating relevant staff to follow CCPD course	Dean/Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.3.1.2	Organizing CCPD workshops in the Faculty	C-SDC		x	x			x	x			x	x			x	x			x	x	
2.3.1.3	Encourage senior staff members to follow advanced CCPD courses	C-SDC	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.3.2	Expanding opportunities for CCPD nationally and internationally																					
2.3.2.1	Encourage staff to participate in national and international programmes	C-SDC	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.3.2.2	Inviting international resource persons to	C-SDC	x		x		x		x		x		x		x		x		x		x	

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	conduct the workshops in the Faculty																					
2.3.3	Introduce performance based rewards																					
2.3.3.1	Establishing criteria and getting approvals for performance based reward systems for all category of staff	Dean/Heads																	x	x	x	x
2.3.3.2	Getting approvals for incorporation of reward systems in the promotion schemes	Dean/Heads																			x	x
2.3.4	Effective utilization of existing facilities																					
2.3.4.1	Organizing training programmes and workshops for faculty staff by the available expertise in the Faculty/ University	C-SDC							x				x				x				x	
2.3.5	Improvement of facilities																					
2.3.5.1	Getting approvals for increasing the carder	Dean			x				x				x				x				x	
2.3.5.2	Facilitating to obtain appropriate training for the staff	Dean/Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.4	**Objective: To achieve recognized international standards**																					
2.4.1	Develop staff development program																					
2.4.1.1	Encourage and facilitate staff to follow internally accepted staff development programme	Dean/Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.4.2	Establishing linkages with institutes with high academic reputation																					
2.4.2.1	Encourage and facilitate staff to establish academic links with international organizations	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.4.2.2	Initiating collaborative research with international organizations	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
2.4.2.3	Inviting reputed academics as visiting/ adjunct professors to the faculty	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.4.2.4	Organizing international conferences	Dean/Heads					x												x			
2.4.3	Increase the opportunities for academics to get an international exposure																					
2.4.3.1	Facilitate staff to find overseas postgraduate study opportunities	Dean/Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.4.3.2	Encourage probationary lecturers to pass the recognized English language proficiency examinations	Dean/Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.4.4	Encourage and facilitate staff/student exchange programmes																					
2.4.4.1	Encourage and facilitate staff to explore the possibilities for exchange programmes	Dean/Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.4.4.2	Facilitating to receive the exchange staff/ students	Dean/Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.4.4.3	Facilitating our staff/ students to undergo exchange programmes	Dean/Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.5	**Objective: To establish research ethics committee**																					
2.5.1	Increase awareness of research ethics among academics																					
2.5.1.1	Organising seminar and workshops for faculty staff	C-SDC			x				x				x				x				x	
2.5.2	Establish Ethical Review Committees at university and in each faculty																					
2.6	**Objective: To improve the learning environment**																					

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
2.6.1	Improving access to, and dissemination of, knowledge/information																					
2.6.1.1	Improve the ICT and other infrastructure of the library	SAL													x	x	x	x	x	x	x	x
2.6.1.2	Facilitate library staff to obtain relevant training	SAL						x				x				x				x		
2.6.1.3	Enhance the service at library by increasing human resources	SAL					x				x				x				x			
2.6.1.4	Conduct awareness programs to the users	SAL			x				x				x				x				x	
2.6.1.5	Acquisition of books, periodicals, digital and other library materials through purchasing and donations	SAL	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.6.1.6	Increase the SDI and ILL services of the library for sharing of resources	SAL													x	x	x	x	x	x	x	x
2.6.1.7	Enhancing the computerized registration system	SAL					x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.6.1.8	Start of automated circulation system	SAL																			x	x
2.6.2	Improving student welfare infrastructure and services																					
2.6.2.1	Expansion of existing canteen facilities	Dean			x	x	x															
2.6.2.2	Operating a multipurpose shop and facilities at the student center	Dean/AR							x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.6.2.3	Renovation of existing girls' hostels	Dean					x	x	x	x	x											
2.6.2.4	Enhancing the Career Guidance programmes in the Faculty	C-CG			x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.6.2.5	Establishment and maintaining a data base on	C-CG													x	x	x	x	x	x	x	x

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	available job opportunities for faculty graduates																					
2.6.2.6	Recruiting necessary health staff (Nurse, Health Attendant, Pharmacist, Sanitary Labourer)	Dean			x		x		x		x		x		x		x					
2.6.2.7	Enhancing the facilities at the health center	AR	x	x	x	x	x	x	x	x	x	x	x	x								
2.6.3	Increase and enhance the resource allocation to meet recreational requirements																					
2.6.3.1	Construction of a playground, stadium and gymnasium	Dean/C-S				x	x	x	x	x	x	x	x	x	x	x	x	x				
2.6.3.2	Construction of weight lifting room	Dean/C-S			x	x	x	x														
2.6.3.3	Creating a cadre and recruitment of physical education instructor	Dean							x	x	x	x										
2.6.3.4	Facilitating students to participate interfaculty and interuniversity sport activities	AR/C-S	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
3	Goal 3 - Ensuring equity and justice																					
3.1	Objective: To cater to the needs of the differently abled students and staff																					
3.1.1	To re-establish the medical examination system																					
3.1.1.1	Strengthening the facilities at the health centre for differently abled students and staff	AR															x	x	x	x	x	x
3.1.2	Identification of remedial measurement for differently-abled staff and students																					

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
3.1.3	Establishment of a learning 'Centre for Physically Challenged Students'																					
3.1.4	Construct infrastructure to facilitate mobility of physically-challenged persons																					
3.1.4.1	Incorporating provisions for accommodating differently able people in new infrastructure developments	Dean																	x	x	x	x
3.1.5	Create special intake of differently-abled students																					
3.1.5.1	Establishing criteria for admitting differently able students to the Faculty	Dean/Heads																	x	x	x	x
3.1.6	Provide opportunities for employment of differently-abled persons																					
3.2	**Objective: To establish a plan for resource sharing within the university**																					
3.2.1	To update the fixed assets register and human resource data base																					
3.2.1.1	Updating and maintaining fix asset registers	AR/SAB	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
3.2.1.2	Centralizing the resources for common utilization under proper management	Dean/Heads/ AR	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
3.2.2	Prepare utilization charts for all resources																					
3.2.2.1	Making available the utilization chart for available resources at each semester	Dean/Heads/ AR	x		x		x		x		x		x		x		x		x		x	
3.2.3	Establish intrafaculty and interfaculty co-ordinating committees for resource sharing																					
3.2.3.1	Enhancing intrafaculty resource sharing by appointed coordinators or Heads of each department	Dean	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
3.3	**Objectives Enhancing student and staff counseling**																					
3.3.1	Establish Counseling Centres with a professional counseling service																					
3.3.1.1	Getting services of professional counsellors	AR						x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
3.3.1.2	Recruiting academic staff as student counsellors	AR	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
3.3.1.3	Conducting awareness programmes and promotional activities to students to encourage them to use counselling service	AR			x				x				x				x				x	
3.3.2	Establish a Student Support Service in each faculty																					
3.3.2.1	Conduct of regular hostel and canteen committee meeting	Wardens	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
3.3.2.3	Establishment of sport fund for needy students and raising necessary funds	C-S																	x	x	x	x
3.3.3	Provide training opportunities for staff in counseling																					
3.3.3.1	Providing opportunities for staff to be trained as counsellors	Dean/Heads	x				x				x				x				x			
3.3.4	Establish individualized mentoring system for students																					
3.3.4.1	Assigning mentors/ advisors to every students through out their studies	AR	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
3.3.4.2	Providing opportunities for staff to be trained as mentors/ advisors	Dean/Heads	x				x				x				x				x			
3.4	**Objective: Establishment for economic and social support system for staff and students**																					

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
3.4.1	Establish a data base of economically deprived students																					
3.4.1.1	Collection of information and prepare a data base of economically deprived students	AR														x	x	x	x	x	x	x
3.4.2	Establish funds to assist economically deprived students																					
3.4.2.1	Establishment of welfare fund for needy students and raising necessary funds	Wardens																	x	x	x	x
3.4.3	Establish a centre for staff welfare																					
3.4.3.1	Intervention to solve the schooling problems of children of the staff	Dean/Heads				x	x			x	x			x	x			x	x			x
3.4.3.2	Making arrangements to provide accommodations for academic staff due to severe shortage as incentive to attract them	Dean/AR	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
3.4.4	Formalise existing Child Development Centre																					
3.4.4.1	Establishing and running a Faculty day-care centre	AR																	x	x	x	x
3.4.5	Provision of sports, physical fitness and recreational facilities for staff and students																					
3.4.5.3	Facilitating students to participate interfaculty and interuniversity sport activities	AR/C-S	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
3.5	Objective: Ensuring gender equity																					
3.5.1	Establish by-laws to ensure participation of women in student unions, staff and student societies and associations																					
PRG																						
3.5.2	Create dialogue and increase awareness of women's issues																					

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
3.5.2.1	Establishment of female circle of staff and stduents	AR																	x	x	x	x
3.6	**Objective: Establishing a policy for transparency and accountability for decision making**																					
3.6.1	Establish protocols and procedures for dissemination of information of administrative decision-making																					
3.6.1.1	Reporting crucial decision relevant to the Faculty to the Faculty Board	Dean	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
3.6.1.2	Responding administrative decisions in writing	Dear/Heads/ AR					x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
3.6.1.3	Incorporate results in the faculty web and upgrading	Dean/AR									x	x	x	x	x	x	x	x	x	x	x	x
3.6.2	Enhance channels to entertain and attend to staff and student complaints and grievances																					
3.6.2.1	Conduct frequent meetings with student representatives	Dean/Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
3.6.2.2	Ensure the participation of student representatives in the Faculty Board meetings and relevant other forums	AR	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
3.6.3	Create mechanisms for ensuring administrative response to staff student requests (feedback)																					
3.6.3.1	Introducing a discussion forum in the faculty web and maintaining	Dean/Heads									x	x	x	x	x	x	x	x	x	x	x	x
3.6.3.2	Collecting students' feed back at the end of each semester for each module and analyse and use for improvements	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
3.6.4	Formalise procedure for verification of examination marks																					
3.6.4.1	Introducing a process for verification of marks/ grades and implementation of the process	Dean/Heads							x	x	x	x	x	x	x	x	x	x	x	x	x	x
3.6.5	Formalise feedback to students on their academic performances and evaluations																					
3.6.5.1	Conduct department level discussions with students or their representatives	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
4	Goal 4 - Enhancing relevance and quality in education and research																					
4.1	Objective: Introducing demand driven courses																					
4.1.1	Studying of current and future trends for employment patterns																					
4.1.1.1	Conducting need assessments in regular intervals	Heads												x	x			x	x			
4.1.1.2	Conducting tracer studies on graduates	Heads										x				x				x		
4.1.1.3	Conducting assessment on future trends of the industries	Heads				x	x			x	x			x	x			x	x			
4.1.1.4	Offering the demand driven courses for the southern region	Heads									x	x	x	x	x	x	x	x	x	x	x	x
4.1.2	Maintaining continuous dialogs with stakeholders																					
4.1.2.1	Obtaining the feed back from stake holders	Heads						x				x				x				x		
4.1.2.2	Obtaining visiting staff from industries	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
4.1.3	Syllabus revision at regular intervals																					
4.1.3.1	Establishing curriculum reviewing committee	Dean/Heads											x	x	x							
4.1.3.2	Implementing revision of curriculum in year 2011	Dean/Heads																	x	x	x	x
4.1.3.3	Incorporating international accreditation requirements in the reviewed curriculum	Dean/Heads																	x	x	x	x
4.2	**Objective: To improve existing courses to increase undergraduates' employability**																					
4.2.1	Introduce and improve internships in-course training, industrial training, etc																					
4.2.1.1	Implementing a monitoring system for industrial trainees	C-EEC							x	x	x	x	x	x	x	x	x	x	x	x	x	x
4.2.1.2	Identifying the prospective training places for the students	C-EEC	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
4.2.2	To introduce a policy to include transferable skills in to degree programmes																					
4.2.2.1	Providing self learning facilities to improve the transferable skills	Head-IS	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x				
4.2.2.2	Introducing modules particularly targeting to improve the transferable skills	Head-IS	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
4.2.2.3	Designing assessments to improve the transferable skills	Head-IS	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
4.3	**Objective: Establishing monitoring systems for academic programmes**																					
4.3.1	Activating quality assurance process																					
4.3.1.1	Establishing a Faculty Board sub-committee to monitor the academic programmes	Dean/Heads											x	x								

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
4.3.1.2	Preparing the annual report of the academic programmes of the Faculty	Dean/Heads				x	x			x	x			x	x			x	x			x
4.3.1.4	Implementing a system to ensure the evaluation of examination papers and answer scripts by external moderators	Heads											x	x	x	x	x	x	x	x	x	x
4.3.2	Subject benchmarking																					
4.3.2.1	Use the subject bench marks established by UGC	Heads											x	x	x	x	x	x	x	x	x	x
4.3.3	Feed back from students																					
4.3.3.1	Maintaining peer review and student feed back of the individual staff member	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
4.3.4	Regular curriculum development activities to meet national needs																					
4.3.4.1	Obtaining the feed back from stake holders	Heads						x				x				x				x		
4.4	**Objective: Conducting tracer studies on graduates**																					
4.4.1	Administering a questionnaire during convocation																					
4.4.1.1	Facilitating the departments to conduct tracer studies in every year for selected batches	AR					x				x				x				x			
4.4.2	Conducting surveys in public and private sector institutions																					
4.3.4.1	Obtaining the informations from public and private sector organizations	Heads						x				x				x				x		
5	**Goal 5 - Improving governance including effective, efficient and ethical management of University and**																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	its resources																					
5.1	Objective: To train academic and administrative staff towards efficient management and good governance																					
5.1.1	Establish a Citizen's / Client's Charter																					
5.1.1.1	Appointment of Faculty Board Coordinator and facilitate to establish a citizen's charter	Dean													x	x	x	x				
5.1.2	Initiate certificate courses/workshops etc. for newly recruited academic and administrative staff in administration, communication and human relation skills and management																					
5.1.2.1	Facilitating the relevant staff to acquire necessary skills through such courses organized by University or other institutes	C-SDC	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
5.1.3	Introduce refresher courses/ workshops for confirmed academic and administrative staff in administration, communication and human relation skills and management																					
5.1.3.1	Facilitating the relevant staff to follow such courses at other institutes	C-SDC	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
5.1.4	Facilitate access to short term national and international programme in administration and management																					
5.1.4.1	Seek assistance from the External Resources Division of the Ministry of Finance on the foreign training opportunities	C-SDC										x	x	x	x	x	x	x	x	x	x	x
5.1.4.2	Facilitating relevant staff to follow short term courses in local institutes	C-SDC	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
5.1.5	Improve and enhance existing CCPDHE																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	programme																					
5.1.5.1	Nominate Faculty Board member(s) to advisory board of Staff Development Center of the University and facilitating the programme unit to be held in the Faculty	Dean	x	x			x	x			x	x			x	x				x		
5.2	**Objective: To formulate policies for conflict management**																					
5.2.1	Establish a conflict management committee																					
5.2.1.1	Establish a Faculty Board sub-committee on conflict management	Dean													x							
5.2.2	Establish Appeals Board for student and staff grievances																					
5.2.2.1	Establish a committee to look in to the grievances of student and staff	Dean/AR													x							
5.3	**Objective: To ensure that financial management will continue to be characterized by prudence, flexibility and diversity of income sources**																					
5.3.1	Establish a Financial Management Information System																					
5.3.1.1	Introduce a systematic planning process in which the faculty updates annually a rolling five year financial plan which integrates its objectives and strategies in teaching, research and community service	Dean/Heads/ AR/SAB													x	x	x	x	x	x	x	x
5.3.1.3	Compare the cost per student in different programmes within the University and to those of other institutions														x	x	x	x	x	x	x	x
5.3.1.4	Devise methods to reduce cost per student															x	x	x				

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
5.3.2	Regular review of financial policy within the framework of government regulations																					
5.3.2.1	Participating in Finacial Committee meetings arranged by University	Dean	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
5.3.3	Innovative development of programmes for generating income																					
5.3.3.1	Establishment of Consultancy Unit at Department level	Heads													x	x	x	x	x	x	x	x
5.4	**Objective: To develop existing sources and identify new sources of fund generation for effective and efficient management**																					
5.4.1	Improving existing fund generating programmes																					
5.4.1.1	Revising of disbursement formular for income generation	Bursar						x	x	x												
5.4.1.2	Encorage staff to carry out more fund generating programmes	Heads				x	x	x	x		x	x	x	x	x	x	x	x	x	x	x	x
5.4.2	Establishing new fund generating projects																					
5.4.2.1	Start of new fund generating programmes	Heads							x	x	x	x	x	x	x	x	x	x	x	x	x	x
5.4.3	Establishing a University Development Fund																					
5.4.3.1	Establishment of Faculty Development fund	Dean													x	x	x	x	x	x	x	x
5.5	**Objective: To establish accountability and transparency in decision-making and resource allocation**																					
5.6	**Objective: To develop a monitoring**																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	and evaluation system																					
5.6.1	Establish monitoring and evaluation committee																					
5.6.1.1	Ensuring the appointment of senior academic staff member as the in-charge of each laboratory	Heads	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
5.6.1.2	Discuss the progress of all staff at regular meetings at Department level	Heads					x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
5.6.2	Establish benchmarks and performance indicators																					
5.6.3.1	Providing performance evaluation sheets to be filled by respective staff in the offices and laboratories and certified by the monitoring officer	Dean/Heads													x				x			
5.6.3	Identify system failures and corrective measures																					
5.6.3.1	Discuss the progress of Heads and administrative staff regular meetings and identify the failures and adopt suitable corrective measures	Dean/Heads					x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x

Faculty of Fisheries and Marine Sciences & Technology

Programmes & Action Plan

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1	GOAL 1: EXPAND ACCESS TO EDUCATION AND RESEARCH																					
1.1	Objective: Increase intake																					
1.1.1	Introduce new degree programmes																					
1.1.1.1	Introduce B.Sc. in Fisheries and Marine Sciences in four specialization areas	Head/ FAQ, OCG, LIM									X	X	X	X	X	X	X	X	X	X	X	X
1.1.1.2	Recruitment of academic staff in the relevant specialties	Head/ FAQ, OCG, LIM	X				X				X				X				X			
1.1.1.3	Establish a fully equipped marine laboratory	Head / OCG													X							
1.1.1.4	Establish a in-situ marine aquarium	Head / OCG													X							
1.1.1.5	Acquisition of the marine research vessel	Head/ OCG													X							
1.1.1.6	Establish department premises for the three departments	Dean / FMST													X							
1.1.1.7	Establish a hydrology lab to the faculty	Head / LIM													X				X			
1.1.1.8	Acquiring freshwater aquarium facilities	Head / FAQ													X							
1.1.1.9	Acquire a computer laboratory to the faculty	Dean /FMST													X							
1.1.1.10	Establish GIS and remote sensing facilities to the computer lab	Head / LIM													X				X			
1.1.2	Expand existing degree programmes																					
1.1.2.1	Apply funds for the new building programme	Dean/ FMST											X									
1.1.2.2	Equip newly acquired Marine Research Laboratory	Head/ OCG											X									
1.1.2.3	Split existing Dept of Fisheries and	Head/ FAQ																	X			

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	Aquaculture into two departments, Dept. of Fisheries and Dept of Aquaculture																					
1.1.2.4	Develop the curriculum and preparation of teaching materials	Head/ FAQ, OCG, LIM	X		X		X		X		X		X		X		X		X		X	
1.1.2.5	Recruitment of permanent academic and non-academic staff	Head/ FAQ, OCG, LIM	X				X				X				X				X			
1.1.2.6	Procurement of necessary laboratory equipments for all the four departments	Head/ FAQ, OCG, LIM									X				X				X			
1.1.2.7	Introduce new optional modules to increase the diversity of different fields	Head/ FAQ, OCG, LIM													X				X			
1.1.2.8	Acquire computer laboratory for the faculty and introduce computer based modules	Head/ FAQ, OCG, LIM											X									
1.1.2.9	Establish collaboration with relevant industries	Head/ FAQ, OCG, LIM													X							
1.1.2.10	Recruit System Analyst and expansion of internet for teaching and learning process	Head/ FAQ, OCG, LIM													X							
1.1.2.11	Upgrade the facilities of freshwater aquarium in order to conduct special degree project	Head/ FAQ										X										
1.1.3	Introduce lateral entry to undergraduate programmes																					
1.1.3.1	Consider to offer few opportunities to the students from other universities to enter our B.Sc. programme	Head/ FAQ, OCG, LIM													X							
1.1.4	Introduce new Diploma / Certificate courses																					
1.1.4.1	Formulate curriculums for new Diploma /Certificate courses on Aquaculture	Head/ FAQ, OCG, LIM																	X			

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	Management, Coastal Zone Management and Water Resource Management																					
1.1.4.1	Acquire license to conduct certificate course on diving	Head/ OCG																	X			
1.1.5	Expand existing diploma and certificate courses																					
1.2	Objective: Introduce online / distant courses																					
1.2.1	Development of web based / computer based learning programmes																					
1.2.1.1	Enhance networking and web based facilities at the new building complex	Head/ FAQ, OCG, LIM																	X			
1.2.1.2	Prepare e-learning materials for web/computer based learning modules	Head/ FAQ, OCG, LIM													X	X	X	X	X	X	X	X
1.2.1.3	Introduce e-learning facilities to existing programmes	Head/ FAQ, OCG, LIM					X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
1.2.2	Capacity building programmes																					
1.2.2.1	Recruitment of System Analyst	Head/ FAQ, OCG, LIM													X							
1.2.2.2	Recruitment of Aquaculturist	Head/ FAQ													X							
1.2.2.3	Provide training to staff on web based teaching process	Head/ FAQ, OCG, LIM														X						
1.2.2.4	Recruitment of a boat operator	Head / OCG																	X			
2.2.2.5	Provide marine training to academic and non academic staff	Head / OCG											X		X		X		X		X	
1.2.3	Expanding infrastructure and IT facilities																					
1.2.3.1	Acquiring sufficient number of computers	Head/ FAQ,											X									

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	to the new computer laboratory	OCG, LIM																				
1.2.3.2	Procure GIS and other software required	Head/ OCG, LIM											X									
1.2.3.3	Acquire network facilities to the new computer laboratory	Head/ FAQ, OCG, LIM											X									
1.2.3.4	Upgrade the presently available network	Dean/ FMST											X									
1.2.4	To increase access to other learning resources																					
1.2.4.1	Subscribe relevant online journals	Head/ FAQ, OCG, LIM													X							
1.2.4.2	Preparation of a collection of video films on some fields difficult to access	Head/ FAQ, OCG, LIM													X							
1.2.4.3	Purchase of latest books and CDs on aquatic sciences	Dean / FMST												X				X				X
1.3	Objective: Promoting effective exchange programmes with external organizations																					
1.3.1	To improve the publicity (web sites and brochures)																					
1.3.1.1	Introduce an attractive and informative web page	Head/ FAQ, OCG, LIM											X	X								
1.3.1.2	Update the web page regularly with current information	Head/ FAQ, OCG, LIM	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
1.3.1.3	Preparation of attractive and informative broacher	Head/ FAQ, OCG, LIM										X				X				X		
1.3.1.4	Organize, television interviews, newspaper articles by academics	Dean / FMST										X	X	X	X	X	X	X	X	X	X	X
1.3.2	To promote Ruhuna as a center of learning in special study areas e.g. Fisheries																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.3.2..1	Offer selected number of modules to other university students and provide credit transfer facilities	Head/ FAQ, OCG, LIM																	X			
1.3.2.2	Provide extra facilities to some selected special courses such as diving, hydrology and aquaculture	Head/ FAQ, LIM																	X			
1.3.2.3	Provide access to theory course units of the B.Sc. in Fisheries and Marine Sciences to the students other universities, following relevant degree programmes	Head/ FAQ, OCG, LIM																	X			
1.3.2.4	Promote new dimension of marine research and resource explorations	Head / OCG								X		X	X	X	X	X	X	X	X	X	X	X
1.3.3	To allow flexibility in selection of elective programme																					
1.3.3.1	Offer interfaculty modules to increase the spectrum of interested subjects	Head/ FAQ, OCG, LIM																	X			
1.3.3.2	Provide interfaculty credit transfer facility	Head/ FAQ, OCG, LIM																	X			
1.4	Objective: Establishment of common credit transfer system among Faculties/Universities																					
1.4.1	To standardize credit system at U.G.C. standing committee level																					
1.4.1.1	Establish a common academic calendar with the other universities	Head/ FAQ, OCG, LIM																	X			
1.4.1.2	Synchronize our academic programmes with other universities	Head/ FAQ, OCG, LIM																	X			
1.4.1.3	Accept credit transfer from other universities	Head/ FAQ, OCG, LIM																	X			
1.4.2	To standardize credit system among																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	faculties																					
1.4.2.1	Establish a common academic calendar with the other faculties	Head/ FAQ, OCG, LIM												X				X				X
1.4.2.2	Synchronize our academic programmes with other faculties	Head/ FAQ, OCG, LIM																	X			
1.4.2.3	Accept credit transfer from other faculties	Head/ FAQ, OCG, LIM																	X			
1.4.2.4	Spare a common time for inter faculty modules	Head/ FAQ, OCG, LIM																	X			
1.5	**Objective: Expansion of Post Graduate programmes**																					
1.5.1	To establish new postgraduate programmes																					
1.5.1.1	Prepare curriculums for postgraduate programmes	Dean / FMST																	X			
1.5.1.2	Improve facilities at laboratories for postgraduate research works	Head/ FAQ, OCG, LIM																	X			
1.5.1.3	Enhance accessibility through network for web base learning	Head/ FAQ, OCG, LIM																	X			
1.5.1.4	Promoting industry participated research at the university for postgraduate research	Head/ FAQ, OCG, LIM																	X			
1.5.2	To expand existing postgraduate programmes																					
1.5.3	To establish a faculty of graduate studies																					
1.5.3.1	Incorporate faculty programmes with the Faculty of Postgraduate Studies	Head/ FAQ, OCG, LIM																	X			
1.5.4	To introduce split postgraduate programmes nationally and internationally																					
1.5.4.1	Explore the possibility of establishing a	Head/ LIM													X							

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	combine Masters Degree on water resource management																					
1.5.4.2	Start collaborative research with Bodo University Norway and Saitama university Japan	Head/ FAQ, OCG, LIM													X							
1.5.4.3	Development of requited infrastructure facilities at the faculty	Dean/ FMST												X								
1.6	**Objective: Extending/Expanding educational programmes to the community**																					
1.6.1	To introduce outreach programmes																					
1.6.1.1	Offer workshops on ornamental fish farming and fish processing	Head/ FAQ										X										
1.6.1.2	Hosting exhibitions	Dean / FMST	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
1.6.1.3	Technical supportive services on aquaculture, ornamental fish farming, water quality tests and fish diseases identification etc.	Head/ FAQ													X							
1.6.1.4	Community awareness programs on Marine and coastal resource management, depletion of the environment, and sustainable utilization of environmental resources	Head / OCG	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
1.6.1.5	Establishment of a dormitory and visitor room facilities for visiting scientists and students	Dean/ FMST											X	X	X	X	X	X	X	X	X	X
1.6.2	Establishing and strengthening linkages with community based organizations																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.6.2.1	Establishment of a database on community base organizations	Head/ FAQ, OCG, LIM																	X			
1.6.2.2	Organizing joint activities with the community based organizations	Head/ FAQ, OCG, LIM																	X			
1.6.2.3	Identify real community based interests and provide intellectual and technological support to those issues	Head/ FAQ, OCG, LIM																	X			
1.6.2.4	Encourage students to base their research projects on real community needs	Head/ FAQ, OCG, LIM																	X			
1.6.2.5	Provision of data and information on the fishing grounds, coastal hazards	Head / FAQ, OCG																	X			
1.6.3	Establishing an information and outreach centre																					
1.6.3.1	Establish public open aquarium complex and a aquatic history museum	Dean / FMST																X				
1.7	**Objective: Development of infrastructure facilities**																					
1.7.1	Construction of new buildings for academic / administrative needs																					
1.7.1.1	Construction of new faculty with laboratory and aquarium facilities	Dean/ FMST													X							
1.7.1.2	Establish a public open aquarium complex and museum	Dean/ FMST													X							
1.7.1.3	Establish of a new library for FMST staff and students	Dean/ FMST													X							
1.7.2	Expansion of IT network (fiber-optics)																					
1.7.2.1	Computer laboratory for staff and students, with high speed internet connection	Dean/ FMST											X					X				X
1.7.3	Constructions of student hostels,																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	canteens, toilets and staff housing																					
1.7.3.1	Staff housing for FFMST	Dean/ FMST													X							
1.7.4	Strengthening and upgrading electricity, water and communication systems.																					
1.7.5	Construction of boundary walls, street lamps and security requirements																					
1.7.6	Rehabilitation of roads, and waste water drainage and sewerage systems																					
1.7.6.1	Renovation of wastewater treatment system of the freshwater aquarium	Head/ FAQ																	X			
1.7.6.2	Establishment of a waste water treatment facility for the marine aquarium	Head / FAQ, OCG, LIM																	X			
1.8	**Objective: Enhancing capacity and facilities in research**																					
1.8.1	Provision of personal computers for academics																					
1.8.1.1	Request notebook computers for permanent senior academic staff members	Head/ FAQ, OCG, LIM																	X			
1.8.2	Establishing assistantships to recruit graduate researchers																					
1.8.2.1	Establish a good relationship with industries and relevant other organizations	Head/ FAQ, OCG, LIM													X							
1.8.2.2	Undertake research directly from relevant organizations	Head/ FAQ, OCG, LIM													X							

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.8.3	Establishing Research & Development Centres																					
1.8.3.1	A marine research facility will be developed along with a dormitory and guest house facility for the visiting researchers	Dean/ FMST																X				
1.8.4	Institutionalising annual academic sessions																					
1.8.4.1	Commence a new journal for Sri Lankan fisheries and marine sciences	Dean/ FMST, Head/ FAQ, OCG, LIM																	X			
1.8.5	Establishing a University Research Fund																					
1.8.5.1	A faculty fund will be developed and fund raising program will be started	Dean / FMST													X							
1.8.6	Establishing fund for career development activities of staff																					
1.8.6.1	Fund sources will be identified and initial proposals will be submitted	Dean / FMST													X							
2	Goal 2 - Enhance quality of education and research																					
2.1	Objective: To improve skills and innovative teaching and learning methods / programmes																					
2.1.1	Improve English language competency																					
2.1.1.1	Establishment of a multimedia room for English language practice	Head/ FAQ, OCG, LIM																	X			

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
2.1.1.2	Equip the multimedia room with standard test kits and audio visual materials	Head/ FAQ, OCG, LIM																	X			
2.1.1.3	Enhance teaching facilities such as books, films, video players, interactive computer programs	Head/ FAQ, OCG, LIM																	X			
2.1.2	Introduce new learning methods																					
2.1.2.1	Facilitate students to use multimedia room to self improve language competency	Head/ FAQ, OCG, LIM																	X			
2.1.2.2	Establishment of standard language tests similar to IELTS to assets language skills	Head/ FAQ, OCG, LIM																	X			
2.1.2.3	Establishment of Faculty library for student	Head/ FAQ, OCG, LIM													X							
2.1.3	Develop skills development laboratory																					
2.1.3.1	Establish a language laboratory	Dean/ FMST														X						
2.1.4	Peer evaluation of teachers																					
2.1.4.1	Establish a guidelines for peer evaluation of teachers	Dean/ FMST													X							
2.1.4.2	Establish a peer review group and start peer evaluation of teachers	Dean/ FMST																X				
2.2	Objective: To reach the benchmark proposing by UGC or other accrediting bodies																					
2.2.1	Prepare for institution / programmes /subject review by the quality assurance accredit council																					
2.2.1.1	Prepare self evaluation report for three departments	Head/ FAQ, OCG, LIM												X	X	X	X	X	X	X	X	X

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2.2.1.2	Continue peer review of staff members	Head/ FAQ, OCG, LIM	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
2.2.1.3	Continue he usage of students' feedback	Head/ FAQ, OCG, LIM	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
2.2.1.4	Usage of feedback from industry and other institutions	Head/ FAQ, OCG, LIM	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
2.2.2	Establish an internal quality assurance panel (Faculty wise)																					
2.2.2.1	Appoint a panel with members representing all departments for three year period	Dean FMST, Head/ FAQ, OCG, LIM												X								
2.2.2.2	Preparing of guideline for faculty quality assurance panel	Dean FMST, Head/ FAQ, OCG, LIM												X	X	X	X					
2.2.3	Prepare for accreditation by professional bodies																					
2.2.3.1	Apply membership of the Council for Higher Education Accreditation	Head/ FAQ, OCG, LIM																X	X			
2.2.3.2	Prepare three departments for accreditation	Dean FMST, Head/ FAQ, OCG, LIM																				X
2.3	Objective: To improve the quality skills and competencies of academic /administrative staff																					
2.3.1	Conducting continuing professional development program (CCPD)																					
2.3.1.1	Facilitate relevant staff to follow CCPD courses	Head/ FAQ, OCG, LIM	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
2.3.1.2	Organize CCPD workshops in the Faculty	Head/ FAQ,				X				X				X					X			

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
		OCG, LIM																				
2.3.1.3	Encourage senior staff members to follow advanced CCPD courses	Head/ FAQ, OCG, LIM	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
2.3.2	Expanding opportunities for CCPD nationally and internationally																					
2.3.2.1	Encourage staff to participate in national and international programmes	Head/ FAQ, OCG, LIM	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
2.3.2.2	Inviting international recourse persons to conduct workshops in the faculty	Head/ FAQ, OCG, LIM	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
2.3.3	Introduce performance based rewards system																					
2.3.3.1	Establish a criteria and approvals for the criteria for performance based reward system for all category of staff	Head/ FAQ, OCG, LIM												X	X	X	X	X	X	X	X	X
2.3.3.2	Getting approvals for incorporation of rewards systems in the promotion schemes	Head/ FAQ, OCG, LIM																	X	X	X	X
2.3.4	Effective utilization of existing facilities																					
2.3.4.1	Organizing training programmes and workshops for faculty staff by the available expertise in the Faculty / University	Head/ FAQ, OCG, LIM									X	X			X	X			X	X		
2.3.5	Improvement of facilities par with the student intake																					
2.3.5.1	Request to increase carder	Dean FMST, Head/ FAQ, OCG, LIM	X	X			X	X			X	X			X	X			X	X		
2.3.5.2	Facilitate to obtain appropriate training for the staff	Dean FMST, Head/ FAQ, OCG, LIM	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
2.4	Objective: To achieve recognized																					

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	international standards																					
2.4.1	Develop staff development program																					
2.4.1.1	Enhance the activities of staff development programme	Dean/ FMST		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
2.4.2	Establishing linkages with institutes with high academic reputation																					
2.4.2.1	Encourage and facilitates staff to establish academic links with international organizations	Dean/ FMST	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
2.4.2.2	Establish collaborative research with foreign universities/ institutes	Dean/ FMST	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
2.4.2.3	Invite reputed academics as visiting professors to the faculty	Dean/ FMST	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
2.4.3	Increase the opportunities for academics to get an international exposure																					
2.4.3.1	Explore the possibilities finding postgraduate training from established links with the university	Dean FMST, Head/ FAQ, OCG, LIM	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
2.4.3.2	Encourage probationary lecturers to pass the recognize English Language proficiency examinations	Dean FMST, Head/ FAQ, OCG, LIM	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
2.4.4	Encourage and facilitate staff/student exchange programmes																					
2.4.4.1	Explore possibilities to establish link with foreign universities	Dean FMST, Head/ FAQ, OCG, LIM	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
2.4.4.2	Establish links with foreign universities to exchange staff and students	Dean FMST, Head/ FAQ,	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
		OCG, LIM																				
2.5	**Objective: To establish research ethics committee**																					
2.5.1	Increase awareness of research ethics among academics																					
2.5.1.1	Organize workshops on ethics of university academics	Dean FMST, Head/ FAQ, OCG, LIM																X				X
2.5.2	Establish Ethical Review Committees at university and in each faculty																					
2.5.2.1	Establish a faculty level Ethics Board and Ethics Board's Constitution	Dean FMST, Head/ FAQ, OCG, LIM												X	X							
2.5.2.2	Review academic misconduct by the Faculty Ethics Board	Dean FMST, Head/ FAQ, OCG, LIM																			X	X
2.6	**Objective: To improve the learning environment**																					
2.6.1	Improving access to, and dissemination of, knowledge/information																					
2.6.1.1	Acquisition of books, periodicals and e-journals to the Faculty Library	Dean / FMST												X	X	X	X	X	X	X	X	X
2.6.1.2	Increase the ILL services of the library for sharing resources	Dean / FMST																	X	X	X	X
2.6.2	Improving student welfare infrastructure and services																					
2.6.2.1	Construction of hostel facilities to the students	Dean / FMST	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
2.6.2.2	Construction of a Faculty Canteen within	Dean / FMST																	X	X		

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	the Faculty premises																					
2.6.2.3	Construction of a student common room for the Faculty	Dean / FMST																		X	X	
2.6.2.4	Construction of swimming pool for diving and recreation	Dean / FMST																		X	X	
2.6.3	Increase and enhance the resource allocation to meet recreational requirements																					
2.6.3.1	Establishment of a Faculty fund for student/staff recreational activities	Dean / FMST	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
2.6.3.2	Organize field excursions with the support from governmental and non-governmental organizations	Dean / FMST	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
3	Goal 3 - Ensuring equity and justice																					
3.1	Objective: To cater to the needs of the differently abled students and staff																					
3.1.1	To re-establish the medical examination system																					
3.1.1.1	Establishment of a primary medical screening at the commencement of academic programme	AR / FMST													X	X	X	X	X	X	X	X
3.1.1.2	Establishing criterion for recruiting differently -abled students to the academic programme	AR / FMST													X	X	X	X	X	X	X	X
3.1.2	Identification of remedial measurement																					

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	for differently-abled staff and students																					
3.1.2.1	Acquiring special infrastructural facilities required for differently – abled students/staff	AR / FMST										X	X	X	X	X	X	X	X	X	X	X
3.1.3	Establishment of a learning 'Centre for Physically Challenged Students'																					
3.1.3.1	Acquiring special infrastructural facilities required for differently–abled students	AR / FMST													X	X	X	X	X	X	X	X
3.1.4	Construct infrastructure to facilitate mobility of physically-challenged persons																					
3.1.4.1	Acquiring special infrastructural facilities required for differently – abled students/staff	AR / FMST													X	X	X	X	X	X	X	X
3.1.5	Create special intake of differently-abled students																					
3.1.5.1	Select few differently-abled students and provide them a special programme where they need special attention	AR / FMST													X	X	X	X	X	X	X	X
3.1.6	Provide opportunities for employment of differently-abled persons																					
3.1.6.1	Consider recruiting academics and nonacademic staff irrespective of the disability but considering the nature of the job.	AR / FMST															X	X	X	X	X	X
3.2	**Objective: To establish a plan for resource sharing within the university**																					
3.2.1	To update the fixed assets register and human resource data base																					

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
3.2.1.1	Nominate a staff member as the in charge of the Fixed Assets Registry	AR / FMST									X	X	X	X	X	X	X	X	X	X	X	X
3.2.1.2	To centralize expensive and scared resources among the departments	AR / FMST	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
3.2.2	Prepare utilization charts for all resources																					
3.2.2.1	Making available the utilization chart for available resources	AR / FMST	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
3.2.2.2	Update the charts frequently	AR / FMST	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
3.2.3	Establish intrafaculty and interfaculty coordinating committees for resource sharing																					
3.2.3.1	Appointing an academic staff member as the coordinate the activities of the resources sharing committee	Dean / FMST											X	X	X	X	X	X	X	X	X	X
3.3	**Objectives Enhancing student and staff counseling**																					
3.3.1	Establish Counseling Centres with a professional counseling service																					
3.3.1.1	Getting services of professional counsellors	Dean / FMST												X	X	X	X	X	X	X	X	X
3.3.1.2	Providing opportunities for staff to be trained as counsellors	Dean / FMST												X	X	X	X	X	X	X	X	X
3.3.1.3	Conducting awareness programmes and promotional activities to students to encourage them to use counselliing service	Dean / FMST												X	X	X	X	X	X	X	X	X
3.3.2	Establish a Student Support Service in each faculty																					

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
3.3.2.1	Encourage common recreational/ entertainment functions in the Faculty	Dean / FMST	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
3.3.2.2	Allocate common hours to meet staff in weekly basis	Dean / FMST															X	X	X	X	X	X
3.3.2.3	Development of open air theater to promote extra activities	Dean / FMST														X	X	X	X	X	X	X
3.3.3	Provide training opportunities for staff in counseling																					
3.3.3.1	Providing opportunities for staff to be trained as counsellors	Dean / FMST											X	X	X	X	X	X	X	X	X	X
3.3.4	Establish individualized mentoring system for students																					
3.3.4.1	Allocate all students to academic staff and allocate a common time to meet the mentor	Dean / FMST											X	X	X	X	X	X	X	X	X	X
3.4	**Objective: Establishment for economic and social support system for staff and students**																					
3.4.1	Establish a data base of economically deprived students																					
3.4.1.1	Collect information of economically deprive students through metros	Head/ FAQ, OCG, LIM											X	X	X	X	X	X	X	X	X	X
3.4.2	Establish funds to assist economically deprived students																					
3.4.2.1	Organize activities to fatten the Faculty fund	Head/ FAQ, OCG, LIM											X	X	X	X	X	X	X	X	X	X
3.4.2.2	Create few number of scholarships to assist economically deprived students	Head/ FAQ, OCG, LIM											X	X	X	X	X	X	X	X	X	X
3.4.3	Establish a centre for staff welfare																					
3.4.3.1	Establishment of a staff welfare center	Head/ FAQ, OCG, LIM											X	X	X	X	X	X	X	X	X	X

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3.4.4	Formalize existing Child Development Centre																					
3.4.4.1	Nominate member from the Faculty of FMST to the management committee	Head/ FAQ, OCG, LIM											X	X	X	X	X	X	X	X	X	X
3.4.5	Provision of sports, physical fitness and recreational facilities for staff and students																					
													X	X	X	X	X	X	X	X	X	X
3.5	**Objective: Ensuring gender equity**																					
3.5.1	Establish by-laws to ensure participation of women in student unions, staff and student societies and associations																					
3.5.1.1	Establish by-laws accordingly and monitor the representation	Head/ FAQ, OCG, LIM													X	X	X	X	X	X	X	X
3.5.2	Create dialogue and increase awareness of women's issues																					
3.6	**Objective: Establishing a policy for transparency and accountability for decision making**																					
3.6.1	Establish protocols and procedures for dissemination of information of administrative decision-making																					
3.6.2	Enhance channels to entertain and attend to staff and student complaints and grievances																					

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3.6.2.1	Make available faculty counsellors and mentors in order to meet the requirements	Head/ FAQ, OCG, LIM												X	X	X	X	X	X	X	X	X
3.6.3	Create mechanisms for ensuring administrative response to staff student requests (feedback)																					
3.6.3.1	Prepare a complain and suggestion box and leave it in proper place	AR/ FMST													X	X	X	X	X	X	X	X
3.6.4	Formalise procedure for verification of examination marks																					
3.6.4.1	Create a standard application to apply for verification of examination marks	Head/ FAQ, OCG, LIM													X	X	X	X	X	X	X	X
3.6.4.2	Declare a period after the examination to apply for verification of marks	Head/ FAQ, OCG, LIM													X	X	X	X	X	X	X	X
3.6.5	Formalise feedback to students on their academic performances and evaluations																					
4	Goal 4 - Enhancing relevance and quality in education and research																					
4.1	Objective: Introducing demand driven courses																					
4.1.1	Studying of current and future trends for employment patterns																					
4.1.1.1	Conducting needed assessments in regular intervals	Head/ FAQ, OCG, LIM								X	X			X	X			X	X			
4.1.1.2	Conducting tracer studies on graduates	Head/ FAQ, OCG, LIM								X				X				X				X

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
4.1.1.3	Conducting assessment on future trends of the industries	Head/ FAQ, OCG, LIM				X	X			X	X			X	X			X	X			
4.1.1.4	Offering the demand driven courses for the southern region	Head/ FAQ, OCG, LIM	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
4.1.2	Maintaining continuous dialogs with stakeholders																					
4.1.2.1	Obtain feedback from partner industries	Head/ FAQ, OCG, LIM	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
4.1.2.2	Obtain feedback from visiting staff	Head/ FAQ, OCG, LIM	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
4.1.3	Syllabus revision at regular intervals																					
4.1.3.1	Appoint a Faculty curriculum reviewing committee	Head/ FAQ, OCG, LIM				X				X				X				X				X
4.1.3.2	Review the curriculum every year and suggest changes to the Faculty Board	Head/ FAQ, OCG, LIM	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
4.1.3.3	Incorporate international accreditation requirements in the reviewed curriculum	Head/ FAQ, OCG, LIM				X				X				X				X				X
4.2	**Objective: To improve existing courses to increase undergraduates' employability**																					
4.2.1	Introduce and improve internships in-course training, industrial training, etc																					
4.2.1.1	Implementing a monitoring system for industrial training	Head/ FAQ, OCG, LIM													X	X	X	X	X	X	X	X
4.2.1.2	Identify the prospective training places for the students	Head/ FAQ, OCG, LIM													X	X	X	X	X	X	X	X
4.2.2	To introduce a policy to include transferable skills into degree programmes																					
4.2.2.1	Provide self leaning facilities to improve	Head/ FAQ,													X	X	X	X	X	X	X	X

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	the transferable skills	OCG, LIM																				
4.2.2.2	Introduce modules targeting to improve the transferable skills	Head/ FAQ, OCG, LIM													X	X	X	X	X	X	X	X
4.2.2.3	Designing assessments to improve the transferable skills	Head/ FAQ, OCG, LIM													X	X	X	X	X	X	X	X
4.3	**Objective: Establishing monitoring systems for academic programmes**																					
4.3.1	Activating quality assurance process																					
4.3.1.1	Establish a Faculty Academic Board to monitor the academic programme	Head/ FAQ, OCG, LIM													X	X	X	X	X	X	X	X
4.3.1.2	Prepare the annual report of the academic programmes	Head/ FAQ, OCG, LIM													X	X	X	X	X	X	X	X
4.3.2	Subject benchmarking																					
4.3.2.1	Prepare subject benchmarks and track progress over time	Head/ FAQ, OCG, LIM													X	X	X	X	X	X	X	X
4.3.2.2	Reform subject curriculums based on the progress	Head/ FAQ, OCG, LIM													X	X	X	X	X	X	X	X
4.3.3	Feed back from students																					
4.3.3.1	Maintain student feedback of the individual staff member	Head/ FAQ, OCG, LIM													X	X	X	X	X	X	X	X
4.3.3.2	Implementing a system to evaluate the student feedback and advise on necessary adjustments	Head/ FAQ, OCG, LIM													X	X	X	X	X	X	X	X
4.3.4	Regular curriculum development activities to meet national needs																					
4.3.4.1	Prepare subject benchmarks and track progress over time	Head/ FAQ, OCG, LIM													X	X	X	X	X	X	X	X
4.3.4.2	Reform subject curriculums based on the progress	Head/ FAQ, OCG, LIM													X	X	X	X	X	X	X	X
4.4	**Objective: Conducting tracer**																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	studies on graduates																					
4.4.1	Administering a questionnaire during convocation																					
4.4.2	Conducting surveys in public and private sector institutions																					
4.4.2.1	Conducting meetings with the public and private sector organizations to introduce new degree programme of FMST and get the feedback	Head/ FAQ, OCG, LIM													X	X	X	X	X	X	X	X
5	**Goal 5 - Improving governance including effective, efficient and ethical management of University and its resources**																					
5.1	**Objective: To train academic and administrative staff towards efficient management and good governance**																					
5.1.1	Establish a Citizen's / Client's Charter																					
5.1.1.1	Prepare Citizen /Client Charter relevant the Faculty of FMST	Head/ FAQ, OCG, LIM															X					
5.1.1.2	Implement the Citizen /Client Charter	Head/ FAQ, OCG, LIM																X				
5.1.2	Initiate certificate courses/workshops etc. for newly recruited academic and administrative staff in administration, communication and human relation skills and management																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
5.1.2.1	Organizing training programmes and workshops for faculty staff by the available expertise in the Faculty / University	Head/ FAQ, OCG, LIM														X	X	X	X	X	X	X
5.1.2.2	Provide assistance to acquire related skills through such courses organizes by other institutes	Head/ FAQ, OCG, LIM														X	X	X	X	X	X	X
5.1.3	Introduce refresher courses/ workshops for confirmed academic and administrative staff in administration, communication and human relation skills and management																					
5.1.3.1	Facilitate the relevant staff to acquire related skills through such courses organizes by other institutes	Head/ FAQ, OCG, LIM														X						
5.1.4	Facilitate access to short term national and international programme in administration and management																					
5.1.4.1	Facilitate relevant staff to follow short term courses from local institutes	Head/ FAQ, OCG, LIM														X						
5.1.5	Improve and enhance existing CCPDHE programme																					
5.1.5.1	Active represent to the Advisory Board of Staff Development Center of the University	Head/ FAQ, OCG, LIM													X							
5.2	**Objective: To formulate policies for conflict management**																					
5.2.1	Establish a conflict management committee																					
5.2.1.1	Appoint a faculty board sub committee on conflict management	Head/ FAQ, OCG, LIM													X							

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
5.2.2	Establish Appeals Board for student and staff grievances																					
5.2.2.1	Forward grievances of students and staff to university appeals board	Head/ FAQ, OCG, LIM													X							
5.3	**Objective: To ensure that financial management will continue to be characterized by prudence, flexibility and diversity of income sources**																					
5.3.1	Establish a Financial Management Information System																					
5.3.1.1	Establish a Financial Management Information System in the Faculty	Head/ FAQ, OCG, LIM													X							
5.3.1.2	Introduce a systematic planning process through Financial Management Information System	Head/ FAQ, OCG, LIM													X							
5.3.1.3	Evaluate and prioritize current and proposed programmes of studies and activities	Head/ FAQ, OCG, LIM													X							
5.3.1.4	Find a suitable way to reduce cost per student	Head/ FAQ, OCG, LIM													X							
5.3.2	Regular review of financial policy within the framework of government regulations																					
5.3.2..1	Discuss the monthly financial report for any unexpected violation of finical regulations	Head/ FAQ, OCG, LIM													X	X	X	X	X	X	X	X
5.3.3	Innovative development of programmes for generating income																					
5.3.3.1	Academic Board appointed by the Faculty will explore the potentials of new income generating programmes	Head/ FAQ, OCG, LIM																X				

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
5.4	**Objective: To develop existing sources and identify new sources of fund generation for effective and efficient management**																					
5.4.1	Improving existing fund generating programmes																					
5.4.2	Establishing new fund generating projects																					
5.4.2.1	Establish a center for technical know-how on related industries	Head/ FAQ, OCG, LIM									X	X	X	X	X	X	X	X	X	X	X	X
5.4.2.2	Workshops on fish processing, ornamental fish farming and aquaculture with the collaboration of other institutes	Head/ FAQ, OCG, LIM									X	X	X	X	X	X	X	X	X	X	X	X
5.4.3	Establishing a University Development Fund																					
5.4.3.1	Establish a faculty development fund for faculty activities	Head/ FAQ, OCG, LIM														X	X	X	X	X	X	X
5.5	**Objective: To establish accountability and transparency in decision-making and resource allocation**																					
5.5.1	Establish a Faculty Board appointed committee to monitor decision making and implementation process	Head/ FAQ, OCG, LIM																X	X			
5.6	**Objective: To develop a monitoring and evaluation system**																					
5.6.1	Establish monitoring and evaluation system																					
5.6.1.1	Establish a Faculty Academic Board to	Head/ FAQ,																	X			

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	monitor the academic programme	OCG, LIM																				
5.6.1.2	Reform subject curriculums based on evaluation	Head/ FAQ, OCG, LIM																	X			
5.6.2	Establish benchmarks and performance indicators																					
5.6.2.1	Establishment of standard language tests similar to IELTS to assets language skills	Head/ FAQ, OCG, LIM																	X			
5.6.2.2	Prepare monitoring and evaluation benchmarks and assess the progress over time	Head/ FAQ, OCG, LIM																	X			
5.6.3	Identify system failures and corrective measures																					
5.6.3.1	Discuss the progress of administrative and administrative support staff at regular meetings and get a feedback	Head/ FAQ, OCG, LIM									X	X	X	X	X	X	X	X	X	X	X	X

Faculty of Humanities & Social Sciences

Programmes & Action Plan

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1	GOAL 1: EXPAND ACCESS TO EDUCATION AND RESEARCH																					
1.1	Objective: Increase intake																					
1.1.1	To introduce new degree programmes																					
1.1.1.1	Introduction of a B.A Special degree programme in English in 2008/2009 academic year by ELTU transforming the existing ELTU as a Department of English	Head/ ELTU								x												
1.1.1.2	Introduction of 'IT for Social Sciences as a degree programme by the Computer Center of the Faculty of H. & S. S.	Coordinator, Computer Center													x							
1.1.1.3	Introduction of a multidisciplinary degree programme in Economics, IT and Mathematics in 2009 by Department of Economics	Head/ Dept. of Economics									x											
1.1.1.4	Introducing a degree programme in Media Studies in 2010 by Department of Sinhala	Head/ Dept. of Sinhala													x							
1.1.2	To expand existing degree programmes																					
1.1.2.1	Introduction of IT for social sciences as a course unit in 2008/2009 academic year by the Computer Center of the Faculty of H. & S. S.									x												
1.1.3	To introduce lateral entry to undergraduate programmes																					
1.1.4	To Introduce new Diploma / Certificate courses																					
1.1.4.1	Diploma/Postgraduate Diploma courses in GIS, Remote Sensing for Resource Survey and Manual Cartography & Digital Mapping by the Department of Geography	Head/ Dept. of Geography					x															

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.1.4.2	Professional Certificate Course in Teaching and Literature by the ELTU	Head/ ELTU					x															
1.1.4.3	One year Diploma Course in Language Proficiency by the Department of Sinhala	Head/ Dept. of Sinhala					x															
1.1.4.4	One year Certificate Course in Photography by the Cultural Centre	Coordinator, Culture Center					x															
1.1.4.5	One year Diploma Course in Buddhist Counseling by the Department of Pali & Buddhist	Head/ Dept. of Pali & Buddhist					x															
1.1.5	To expand existing diploma and certificate courses																					
1.2	Objective: Introduce online / distant courses																					
1.2.1	Development of web based / computer based learning programmes																					
1.2.1.1	Introduction of a B.A. degree programmes under distance education modernization project (DEMP) by the External Examination Unit	Director/ External Exam. Unit					x															
1.2.1.2	NOMA funded Masters Degree programme in Development Management Programme	Head/ Economics					x															
1.2.2	Capacity building programmes																					
1.2.2.1	Establishing a Distant Education Unit with human and IT resources (computers, a server software etc) under the DEMP project	Director/ External Exam. Unit													x							
1.2.2.2	Local and overseas training for the staff of the Distant Education Unit	Director/ External Exam. Unit													x							
1.2.3	Expanding infrastructure and IT facilities																					
1.2.3.1	Construction of a building for the External Examination unit and distant education unit	Director/ External Exam. Unit													x							

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.2.3.2	Expansion of the computer laboratory for about 100 students at the completion of the proposed Examination Hall for Faculty of H. & S. S.	Coordinator, Computer Unit													x							
1.2.4	To increase access to other learning resources																					
1.3	**Objective: Promoting effective exchange programmes with external organizations**																					
1.3.1	To improve the publicity (web sites and brochures)																					
1.3.1.1	Establishing an Information Desk on the academic programmes offered by the faculty with the establishment of the Information Technology Unit of the Faculty	Coordinator, Computer Unit													x							
1.3.2	To promote Ruhuna as a center of learning in special study areas eg. Fisheries																					
1.3.3	To allow flexibility in selection of elective programme																					
1.4	**Objective: Establishment of common credit transfer system among Faculties / Universities**																					
1.4.1	To standardize credit system at U.G.C. standing committee level																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.4.1.1	Introducing a common credit transfer system in collaboration with IRQUE project and the Standing Committee for Social Sciences.														x							
1.4.1.2	Synchronizing academic calendar of the faculty on par with the other faculties /other universities																x					
1.4.2	To standardize credit system among faculties																					
1.5	**Objective: Expansion of Post Graduate programmes**																					
1.5.1	To establish new postgraduate programmes																					
1.5.2	To expand existing postgraduate programmes																					
1.5.2.1	Master of Arts (MA) degree programme in Community Development by the Department of Sociology	Head/ Dept. of Sociology					x															
1.5.2.2	Master of Arts (MA) degree programme in Business Statistics by the Department of Economics	Head/ Dept. of Economics					x															
1.5.2.3	Master of Arts (MA) degree programme in Economics by the Department of Economics	Head/ Dept. of Economics					x															
1.5.2.4	Incorporating IT component into the existing postgraduate programmes conducted by the relevant departments	Heads of relevant Departments					x															
1.5.3	To establish a faculty of graduate studies																					
1.5.4	To introduce split postgraduate programmes nationally and internationally																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.5.4.1	Introduction of a postgraduate programme in Peace, Conflict and Development in collaboration with University of Life Sciences in Norway, Tribhuan University in Nepal and Eastern University in Sri Lanka	Coordinator, Conflict Study Center					x															
1.6	**Objective: Extending/Expanding educational programmes to the community**																					
1.6.1	To introduce outreach programmes																					
1.6.1.1	Conducting Gender Equity and Social Harmony programmes at close vicinity to the University of Ruhuna	Coordinator, Conflict Study Center					x															
1.6.1.2	Maintaining a Meteorology Centre by the Department of Geography	Head/ Dept. of Geography					x															
1.6.2	Establishing and strengthening linkages with community based organisations																					
1.6.3	Establishing an information and outreach centre																					
1.7	**Objective: Development of infrastructure facilities**																					
1.7.1	Construction of new buildings for academic / administrative needs																					
1.7.1.1	Completion of the construction of partially built Examination Hall cum Auditorium for faculty of H. & S. S.										x											
1.7.1.2	Construction of an Examination Unit for the faculty.								x													

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.7.1.3	Construction of building complex for External Examination Unit .	Director, External Exam. Unit									x											
1.7.1.4	Construction of a Hostel for Bhikku students with the financially assistance of the Egeku Mayeda Foundation									x												
1.7.2	Expansion of IT network (fibreoptics)																					
1.7.3	Constructions of student hostels, canteens, toilets and staff housing																					
1.7.4	Strengthening and upgrading electricity, water and communication systems.																					
1.7.5	Construction of boundary walls, street lamps and security requirements																					
1.7.6	Rehabilitation of roads, and waste water drainage and sewerage systems																					
1.8	**Objective: Enhancing capacity and facilities in research**																					
1.8.1	Provision of personal computers for academics																					
1.8.1.1	Increase the availability of Annual Faculty Research Grant.										x											
1.8.1.2	Introducing an 'Annual Faculty Research Forum'										x											
1.8.2	Establishing assistantships to recruit graduate researchers																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.8.3	Establishing Research & Development Centres																					
1.8.3.1	Establishment of a Faculty Research Center	Coordinator									x											
1.8.4	Institutionalising annual academic sessions																					
1.8.4.1	Introduction of a 'Annual Book Launching Ceremony ' of the staff of the faculty of H. & S. S.													x								
1.8.5	Establishing a University Research Fund																					
1.8.6	Establishing fund for career development activities of staff																					
1.8.6.1	Establishment of a 'Staff Development Fund of H. & S. S.'						x															
2	Goal 2 - Enhance quality of education and research																					
2.1	Objective: To improve skills and innovative teaching and learning methods / programmes																					
2.1.1	Improve English language competency																					
2.1.1.1	Introducing two course units in English medium at 4000 level	Head, ELTU							x													
2.1.1.2	Transforming the existing Sinhala and English Proficiency Courses into Certificate Courses	Relevant Heads of Depts.															x					
2.1.1.3	Conducting workshops for faculty members on innovative teaching and learning methods												x									
2.1.2	Introduce new learning methods																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
2.1.3	Develop skills development laboratory																					
2.1.4	Peer evaluation of teachers																					
2.2	**Objective: To reach the benchmark proposing by UGC or other accrediting bodies**																					
2.2.1	Prepare for institution / programmes /subject review by the quality assurance accredit council																					
2.2.2	Establish an internal quality assurance panel (Faculty wise)																					
2.2.2.1	Appointing a committee with senior professors to implement a quality assurance standers for academic programmes in the Faculty										x											
2.2.3	Prepare for accreditation by professional bodies																					
2.3	**Objective: To improve the quality skills and competencies of academic /administrative staff**																					
2.3.1	Conducting continuing professional development program (CCPD)																					
2.3.1.1	Introducing a course component on Humanistic Approach to Qualitative Research for the CCPD Programme										x											
2.3.2	Expanding opportunities for CCPD nationally																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	and internationally																					
2.3.3	Introduce performance based rewards																					
2.3.4	Effective utilization of existing facilities																					
2.3.5	Improvement of facilities																					
2.4	**Objective: To achieve recognized international standards**																					
2.4.1	Develop staff development program																					
2.4.2	Establishing linkages with institutes with high academic reputation																					
2.4.2.1	Strengthening link programme with University of Durham, Adger university, Life sciences, University of Otawa and United Nations University										x											
2.4.3	Increase the opportunities for academics to get an international exposure																					
2.4.3.1	Implementing a programme to visit and conduct seminars by foreign scholars through voluntary service of the External Resource Department.														x							
2.4.3.2	Encouraging academic staff to participate in international conferences.					x																
2.4.3.3	Encouraging academic staff to publish their research papers in international journals.		x																			
2.4.4	Encourage and facilitate staff/student																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	exchange programmes																					
2.5	Objective: To establish research ethics committee																					
2.5.1	Increase awareness of research ethics among academics																					
2.5.2	Establish Ethical Review Committees at university and in each faculty																					
2.6	Objective: To improve the learning environment																					
2.6.1	Improving access to, and dissemination of, knowledge/information																					
2.6.2	Improving student welfare infrastructure and services																					
2.6.3	Increase and enhance the resource allocation to meet recreational requirements																					
3	Goal 3 - Ensuring equity and justice																					
3.1	Objective: To cater to the needs of the differently abled students and staff																					
3.1.1	To re-establish the medical examination system																					
3.1.2	Identification of remedial measurement for differently-abled staff and students																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
3.1.3	Establishment of a learning 'Centre for Physically Challenged Students'																					
3.1.3.1	Establishment of a Self Learning Center for differently able students							x														
3.1.4	Construct infrastructure to facilitate mobility of physically-challenged persons																					
3.1.5	Create special intake of differently-abled students																					
3.1.6	Provide opportunities for employment of differently-abled persons																					
3.2	**Objective: To establish a plan for resource sharing within the university**																					
3.2.1	To update the fixed assets register and human resource data base																					
3.2.2	Prepare utilization charts for all resources																					
3.2.2.1	Establishing a strategy to ensure the optimal use of the existing space, equipment and other resources of the faculty									x												
3.2.3	Establish intrafaculty and interfaculty co-ordinating committees for resource sharing																					
3.3	**Objectives Enhancing student and staff counseling**																					
3.3.1	Establish Counseling Centres with a professional counseling service																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
3.3.1.1	Special training programmes for Student Counselors of the faculty						x															
3.3.1.2	Establishing a centre for student counseling.						x															
3.3.1.3	Establishing a centre for Meditation & Spiritual Development under the Department of Pali and Buddhist						x															
3.3.2	Establish a Student Support Service in each faculty																					
3.3.3	Provide training opportunities for staff in counseling																					
3.3.4	Establish individualized mentoring system for students																					
3.4	**Objective: Establishment for economic and social support system for staff and students**																					
3.4.1	Establish a data base of economically deprived students																					
3.4.2	Establish funds to assist economically deprived students																					
3.4.2.1	Establishing a hardship fund to assess the students confronted with economic difficulties and to help them continuing studies.						x															
3.4.2.2	Identification of practical needs of the faculty community and implementing programmes/ fund to fulfill such needs and priorities						x															

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
3.4.3	Establish a centre for staff welfare																					
3.4.4	Formalise existing Child Development Centre																					
3.4.5	Provision of sports, physical fitness and recreational facilities for staff and students																					
3.5	**Objective: Ensuring gender equity**																					
3.5.1	Establish by-laws to ensure participation of women in student unions, staff and student societies and associations																					
3.5.2	Create dialogue and increase awareness of women's issues																					
3.6	**Objective: Establishing a policy for transparency and accountability for decision making**																					
3.6.1	Establish protocols and procedures for dissemination of information of administrative decision-making																					
3.6.1.1	Formation of Task force as they constitute with relevant representatives to implement various tas and development programmes of the Faculty										x											
3.6.2	Enhance channels to entertain and attend to staff and student complaints and grievances																					
3.6.2.1	Establishment of 'Review Committee for Student Requests'												x									
3.6.3	Create mechanisms for ensuring																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	administrative response to staff student requests (feedback)																					
3.6.4	Formalise procedure for verification of examination marks																					
3.6.5	Formalise feedback to students on their academic performances and evaluations																					
4	**Goal 4 - Enhancing relevance and quality in education and research**																					
4.1	**Objective: Introducing demand driven courses**																					
4.1.1	Studying of current and future trends for employment patterns																					
4.1.1.1	Conducting stakeholder surveys on expectation needs and attitudes towards graduates														x							
4.1.2	Maintaining continuous dialogs with stakeholders																					
4.1.2.1	Maintaining continues dialog with the world of work through the Career Guidance Unit		x																			
4.1.3	Syllabus revision at regular intervals																					
4.1.3.1	Conducting departmental and faculty level workshops to update and revise the existing curricula						x								x							
4.2	**Objective: To improve existing courses to increase undergraduates'**																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	employability																					
4.2.1	Introduce and improve internships in-course training, industrial training, etc																					
4.2.1.1	Introducing internship programme into B.A. Special Degree programmes								x				x				x					
4.2.2	To introduce a policy to include transferable skills in to degree programmes																					
4.3	**Objective: Establishing monitoring systems for academic programmes**																					
4.3.1	Activating quality assurance process																					
4.3.1.1	Implementing a peer evaluation system at Departmental level										x											
4.3.2	Subject benchmarking																					
4.3.3	Feed back from students																					
4.3.4	Regular curriculum development activities to meet national needs																					
4.4	**Objective: Conducting tracer studies on graduates**																					
4.4.1	Administering a questionnaire during convocation																					
4.4.1.1	Conducting annual tracer studies through the Career Guidance Unit									x				x								
4.4.2	Conducting surveys in public and private sector institutions																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
5	Goal 5 - Improving governance including effective, efficient and ethical management of University and its resources																					
5.1	Objective: To train academic and administrative staff towards efficient management and good governance																					
5.1.1	Establish a Citizen's / Client's Charter																					
5.1.2	Initiate certificate courses/workshops etc. for newly recruited academic and administrative staff in administration, communication and human relation skills and management																					
5.1.3	Introduce refresher courses/ workshops for confirmed academic and administrative staff in administration, communication and human relation skills and management																					
5.1.4	Facilitate access to short term national and international programme in administration and management																					
5.1.5	Improve and enhance existing CCPDHE programme																					
5.2	Objective: To formulate policies for																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	conflict management																					
5.2.1	Establish a conflict management committee																					
5.2.2	Establish Appeals Board for student and staff grievances																					
5.3	**Objective: To ensure that financial management will continue to be characterized by prudence, flexibility and diversity of income sources**																					
5.3.1	Establish a Financial Management Information System																					
5.3.2	Regular review of financial policy within the framework of government regulations																					
5.3.3	Innovative development of programmes for generating income																					
5.4	**Objective: To develop existing sources and identify new sources of fund generation for effective and efficient management**																					
5.4.1	Improving existing fund generating programmes																					
5.4.2	Establishing new fund generating projects																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
5.4.3	Establishing a University Development Fund																					
5.5	**Objective: To establish accountability and transparency in decision-making and resource allocation**																					
5.6	**Objective: To develop a monitoring and evaluation system**																					
5.6.1	Establish monitoring and evaluation committee																					
5.6.2	Establish benchmarks and performance indicators																					
5.6.3	Identify system failures and corrective measures																					

Faculty of Management & Finance

Programmes & Action Plan

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1	GOAL 1: EXPAND ACCESS TO EDUCATION AND RESEARCH																					
1.1	Objective: Increase intake																					
1.1.1	To introduce new degree programmes																					
1.1.1.1	BBA Degree Specialization in Production and Operations Management																		x			
1.1.1.2	BBA Degree Specialization in Finance																		x			
1.1.2	To expand existing degree programmes																					
1.1.2.1	Introduction of Capital Market related subjects with the special concentration on practical component														x							
1.1.2.2	Introduction of Microfinance in the BBA Degree programme														x							
1.1.3	To introduce lateral entry to undergraduate programmes																					
1.1.4	To Introduce new Diploma / Certificate courses																					
1.1.4.1	Diploma in Entrepreneurship																		x			
1.1.4.2	Diploma in Marketing														x							
1.1.4.3	Diploma in Human Resource Management																		x			
1.1.4.4	Certificate in Entrepreneurship														x							
1.1.4.5	Certificate in Microfinance														x							
1.1.4.6	Certificate in Computer Applications														x							
1.1.4.7	Certificate in Computer Applications in Accounting														x							
1.1.5	To expand existing diploma and certificate courses																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.2	Objective: Introduce online / distant courses																					
1.2.1	Development of web based / computer based learning programmes																					
1.2.1.1	Development of the Learning Management System													x								
1.2.2	Capacity building programmes																					
1.2.3	Expanding infrastructure and IT facilities																					
1.2.3.1	Renovation of the Computer Unit and the E-Learning Center, and the computer network of the Faculty												x									
1.2.3.2	Increase the number of computers, UPS, printers, scanners etc													x								
1.2.3.3	Purchase software for the Computer Center and E-Learning Center													x								
1.2.4	To increase access to other learning resources																					
1.2.4.1	To increase the number of multimedia projectors, cameras, Laptop Computers.														x							
1.2.4.2	Obtain the access to academic databases (JStore, Emerald Insight and Ebscohost)														x							
1.3	Objective: Promoting effective exchange programmes with external organizations																					
1.3.1	To improve the publicity (web sites and brochures)																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.3.1.1	Modify the Faculty web, web mail Launch the E-Newsletter of the Faculty											x										
1.3.1.2	Develop the Faculty brochure											x										
1.3.1.3	Develop the brochures of each specialization area											x										
1.3.2	To promote Ruhuna as a center of learning in special study areas eg. Fisheries																					
1.3.2.1	To strengthen the Center for Research and Training in Microfinance to be the center of excellence Microfinance research and education														x	x	x	x	x	x	x	x
1.3.3	To allow flexibility in selection of elective programme																					
1.3.3.1	Specialization students are allowed to select electives from any other specialization area		x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.4	**Objective: Establishment of common credit transfer system among Faculties/Universities**																					
1.4.1	To standardize credit system at U.G.C. standing committee level																					
1.4.1.1	Change the existing credit system of the BBA Degree program to the standard of the Standing Committee of the UGC													x								
1.4.2	To standardize credit system among faculties																					
1.4.2.1	Review the existing credit system Among faculties and implement necessary changes													x								
1.5	**Objective: Expansion of Post**																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	Graduate programmes																					
1.5.1	To establish new postgraduate programmes																					
1.5.2	To expand existing postgraduate programmes																					
1.5.2.1	To introduce MBA electives in Microfinance													x								
1.5.2.2	Increase the intake of MBA programme													x								
1.5.3	To establish a faculty of graduate studies																					
1.5.4	To introduce split postgraduate programmes nationally and internationally																					
1.5.4.1	Sign MOUs with foreign Universities												x	x	x	x	x	x	x	x	x	x
1.6	**Objective: Extending/Expanding educational programmes to the community**																					
1.6.1	To introduce outreach programmes																					
1.6.1.1	Introduce outreach programmes related to Accounting and Finance, HRM, Marketing, and Entrepreneurship															x	x	x	x	x	x	x
1.6.1.2	Training of trainers programmes in IT															x	x	x	x	x	x	x
1.6.1.3	Training of trainers programmes in Microfinance															x	x	x	x	x	x	x
1.6.2	Establishing and strengthening linkages with community based organizations																					
1.6.2.1	Developing networks with business organizations and community											x	x	x	x	x	x	x	x	x	x	x

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.6.2.2	Developing networks with government organizations and educational institutions											x	x	x	x	x	x	x	x	x	x	x
1.6.2.3	Strengthening the strategic partnerships with business organizations											x	x	x	x	x	x	x	x	x	x	x
1.6.3	Establishing an information and outreach centre																					
1.7	Objective: Development of infrastructure facilities																					
1.7.1	Construction of new buildings for academic / administrative needs																					
1.7.1.1	Development of the building facilities for the faculty										x	x	x	x	x	x	x	x	x	x	x	x
1.7.1.2	Air-conditioning Computer Labs, conference rooms and Multimedia Labs										x	x	x	x	x	x	x	x	x	x	x	x
1.7.1.3	Development of teaching equipments and other related facilities										x	x	x	x	x	x	x	x	x	x	x	x
1.7.2	Expansion of IT network (fibreoptics)																					
1.7.2.1	Expansion of the IT facility and network facility for the new buildings																					
1.7.2.2	Strengthening IT facilities of the faculty and maintaining existing network facility																					
1.7.3	Constructions of student hostels, canteens, toilets and staff housing																					
1.7.3.1	Upliftment of welfare related infrastructure facilities of students										x	x	x	x	x	x	x	x	x	x	x	x
1.7.3.2	Obtain 20 bachelor quarters										x	x	x	x	x	x	x	x	x	x	x	x
1.7.3.3	Obtain five houses for married staff members										x	x	x	x	x	x	x	x	x	x	x	x

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.7.4	Strengthening and upgrading electricity, water and communication systems.																					
1.7.4.1	Expand the existing intercom and direct phone line system												x	x								
1.7.4.2	Purchasing power generators and Ultra Power Supply (UPS)												x	x								
1.7.4.3	providing water supply for proposed renovations												x	x								
1.7.5	Construction of boundary walls, street lamps and security requirements																					
1.7.6	Rehabilitation of roads, and waste water drainage and sewerage systems																					
1.7.6.1	Renovation of the existing Water Closet of the academic staff								x													
1.8	**Objective: Enhancing capacity and facilities in research**																					
1.8.1	Provision of personal computers for academics																					
1.8.1.1	Supply of personal computers and networking facility for all the members of the academic and academic supportive staff											x	x	x	x	x	x	x	x	x	x	x
1.8.2	Establishing assistantships to recruit graduate researchers																					
1.8.3	Establishing Research & Development Centres																					
1.8.3.1	Establishment of Research Laboratory in the Faculty											x	x	x	x	x	x	x	x	x	x	x

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.8.3.2	Strengthen the research and development activities of the Capital Market Information Center of the Faculty											x	x	x	x	x	x	x	x	x	x	x
1.8.4	Institutionalising annual academic sessions																					
1.8.4.1	Joint Book Project, Bødo Graduate School of Business, Norway and University of Ruhuna											x	x	x	x	x						
1.8.5	Establishing a University Research Fund																					
1.8.5.1	Strengthen the existing research fund											x	x	x	x	x	x	x	x	x	x	x
1.8.6	Establishing fund for career development activities of staff																					
1.8.6.1	Develop a fund for the "Short Term Foreign Training for the Academic Staff"											x										
2	Goal 2 - Enhance quality of education and research																					
2.1	Objective: To improve skills and innovative teaching and learning methods / programmes																					
2.1.1	Improve English language competency																					
2.1.1.1	Organize workshops on English Language with English Unit												x	x	x	x	x	x	x	x	x	x
2.1.1.2	Organize Annual English Day for Each level																x					
2.1.1.3	Establish a centre for English language at the Faculty																x					
2.1.1.4	Develop links with Foreign universities to improve English Language Competencies													x	x	x	x	x	x	x	x	x

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
2.1.1.5	Purchase Audiovisual materials and other equipments to develop English language knowledge and competencies												x									
2.1.2	Introduce new learning methods																					
2.1.2.1	Organize subject related competitions and exhibition											x	x	x	x	x	x	x	x	x	x	x
2.1.2.2	Preparing a study manual for each subject.											x	x	x	x	x	x	x	x	x	x	x
2.1.2.3	Introduce case study based learning for specialization areas											x	x	x	x	x	x	x	x	x	x	x
2.1.2.4	Introduce computer based learning management system (moodle)											x	x	x	x	x	x	x	x	x	x	x
2.1.2.5	Teaching through audio visual materials and equipments.											x	x	x	x	x	x	x	x	x	x	x
2.1.2.6	Introduce active learning methods like group discussions, workshops, field trips for specialization areas											x	x	x	x	x	x	x	x	x	x	x
2.1.3	Develop skills development laboratory																					
2.1.3.1	Purchasing VCD collections on team working , innovation creativity and leadership and other important management topics											x										
2.1.3.2	Purchasing Facilitative equipments for self and team learning activities											x										
2.1.3.3	Develop a Skills Laboratory and Recruit an outstanding graduate as a person in charge of the laboratory.																x					
2.1.3.4	Outsource the experts to share their knowledge and their skills												x	x	x	x	x	x	x	x	x	x
2.1.4	Peer evaluation of teachers																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
2.1.4.1	At the beginning of each academic semester, distributing peer evaluation sheet for academic staff.											x	x	x	x	x	x	x	x	x	x	x
2.1.4.2	Conducting Workshop on peer Evaluation											x	x	x	x	x	x	x	x	x	x	x
2.1.4.3	Maintaining records on peer evaluation											x	x	x	x	x	x	x	x	x	x	x
2.2	**Objective: To reach the benchmark proposing by UGC or other accrediting bodies**																					
2.2.1	Prepare for institution / programmes /subject review by the quality assurance accredit council																					
2.2.1.1	Organize quality assurance programmes annually with the support of Quality Assurance and Accreditation Council												x				x				x	
2.2.2	Establish an internal quality assurance panel (Faculty wise)																					
2.2.2.1	Establishing a quality assurance committee for the faculty by appointing members from each department											x										
2.2.3	Prepare for accreditation by professional bodies																					
2.2.3.1	Obtain memberships and exemptions in the examinations of professional institutes (ICASL, CIMA, CIM, SLIM, IPM)															x						
2.3	**Objective: To improve the quality skills and competencies of academic /administrative staff**																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
2.3.1	Conducting continuing professional development program (CCPD)																					
2.3.1.1	Sending the academic staff for short term training locally and internationally												x	x	x	x	x	x	x	x	x	x
2.3.2	Expanding opportunities for CCPD nationally and internationally																					
2.3.2.1	Sending academics for Short term internship programmes														x	x	x	x	x	x	x	x
2.3.2.2	Organizing an academic staff trip to visit best performing organizations in the country per semester												x				x				x	
2.3.3	Introduce performance based rewards																					
2.3.3.1	Establishing a dean's fund to reward Annual award for best researcher and best lecturer												x									
2.3.4	Effective utilization of existing facilities																					
2.3.4.1	Introducing external courses in weekends												x	x	x	x	x	x	x	x	x	x
2.3.5	Improvement of facilities																					
2.3.5.1	Establishing staff common room.												x									
2.3.5.2	Providing entertainment facilities for the staff common room (color TV, DVD Player, Carrom Board												x									
2.3.5.3	Developing a video conferencing center																x					
2.3.5.4	Purchasing multimedia equipments													x								
2.3.5.5	Purchase office automation equipments (Scanners, computers printers and faxes for each department													x								
2.3.5.6	Establishing a conference room and mini library for the faculty																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
2.3.5.7	Increasing the number of computers up to 500 for E learning center																					x
2.3.5.8	Purchasing a vehicle (BUS) for the faculty																					
2.4	**Objective: To achieve recognized international standards**																					
2.4.1	Develop staff development program																					
2.4.1.1	Introducing a new staff development course with the assistance of the reputed international university																				x	
2.4.1.2	Sending staff members for foreign training Masters Degrees and PhDs												x	x	x	x	x	x	x	x	x	x
2.4.2	Establishing linkages with institutes with high academic reputation																					
2.4.2.1	Starting affiliated courses from reputed universities at the faculty. Signing MOUs with internationally reputed universities																		x	x	x	x
2.4.3	Increase the opportunities for academics to get an international exposure																					
2.4.3.1	Conducting International workshops, Research conferences at the Faculty													x	x	x	x	x	x	x	x	x
2.4.3.2	Invite eminent professionals for guest lectures.													x	x	x	x	x	x	x	x	x
2.4.4	Encourage and facilitate staff/student exchange programmes																					
2.4.4.1	Signing Mou s with foreign universities to introduce staff/student exchange programmes.														x	x	x	x	x	x	x	x
2.5	**Objective: To establish research**																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	ethics committee																					
2.5.1	Increase awareness of research ethics among academics																					
2.5.1.1	Conducting workshop series on Research Ethics												x				x				x	
2.5.2	Establish Ethical Review Committees at university and in each faculty																					
2.6	Objective: To improve the learning environment																					
2.6.1	Improving access to, and dissemination of, knowledge/information																					
2.6.1.1	Providing internet facility to each and every student																x					
2.6.1.2	Introducing faculty newsletter and journal															x						
2.6.1.3	Encouraging research and other publications among staff members											x	x	x	x	x	x	x	x	x	x	x
2.6.1.4	Establishing mini library for the faculty																x					
2.6.1.5	Popularizing the established Capital Market Information Centre among the students and expand its facilities											x	x	x	x	x	x	x	x	x	x	x
2.6.2	Improving student welfare infrastructure and services																					
2.6.2.1	Increasing number of scholarship programs																x					
2.6.2.2	Establishing a faculty welfare fund with the help of private sector organizations												x									

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
2.6.2.3	Setting up a quality low priced canteen operated by the Entrepreneurship Study Circle at the faculty premises																	x				
2.6.3	Increase and enhance the resource allocation to meet recreational requirements																					
2.6.3.1	Renovate and prepare the allocated space for the Staff Common Room											x										
2.6.3.2	Set up a film club, musical band and drama society for raising funds in order to meet the recreational activities														x							
3	Goal 3 - Ensuring equity and justice																					
3.1	Objective: To cater to the needs of the differently abled students and staff																					
3.1.1	To re-establish the medical examination system																					
3.1.2	Identification of remedial measurement for differently-abled staff and students																					
3.1.3	Establishment of a learning 'Centre for Physically Challenged Students'																					
3.1.4	Construct infrastructure to facilitate mobility of physically-challenged persons																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
3.1.5	Create special intake of differently-abled students																					
3.1.6	Provide opportunities for employment of differently-abled persons																					
3.2	**Objective: To establish a plan for resource sharing within the university**																					
3.2.1	To update the fixed assets register and human resource data base																					
3.2.2	Prepare utilization charts for all resources																					
3.2.3	Establish intrafaculty and interfaculty co-ordinating committees for resource sharing																					
3.3	**Objectives Enhancing student and staff counseling**																					
3.3.1	Establish Counseling Centres with a professional counseling service																					
3.3.2	Establish a Student Support Service in each faculty																					
3.3.2.1	Establishing a Counseling Centre at the Faculty																x					
3.3.2.2	Appointing a chief counselor and counseling team who are qualified within the academic		x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	staff																					
3.3.2.3	Recruiting officer in charge for the Faculty Counseling Center																				x	
3.3.3	Provide training opportunities for staff in counseling																					
3.3.3.1	Conducting workshop series on counseling with the help of faculty of Medicine.													x				x				x
3.3.4	Establish individualized mentoring system for students																					
3.3.4.1	Introducing mentoring program during the student orientation period													x				x				x
3.4	**Objective: Establishment for economic and social support system for staff and students**																					
3.4.1	Establish a data base of economically deprived students																					
3.4.1.1	Establish and maintain a database of economically deprived students												x	x	x	x	x	x	x	x	x	x
3.4.2	Establish funds to assist economically deprived students																					
3.4.2.1	Establish a scholarship scheme with the help of the private sector organizations to assist economically deprived students													x								
3.4.3	Establish a centre for staff welfare																					
3.4.3.1	Establish a Staff Welfare and Recreational Club												x									
3.4.3.2	Arrange an annual trip for the member of the academic staff												x									
3.4.4	Formalize existing Child Development Centre																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
3.4.4.1	Improve the facilities and functioning of the University Nursery with affiliation of outside organizations												x	x	x	x	x	x	x	x	x	x
3.4.5	Provision of sports, physical fitness and recreational facilities for staff and students																					
3.5	**Objective: Ensuring gender equity**																					
3.5.1	Establish by-laws to ensure participation of women in student unions, staff and student societies and associations																					
3.5.2	Create dialogue and increase awareness of women's issues																					
3.6	**Objective: Establishing a policy for transparency and accountability for decision making**																					
3.6.1	Establish protocols and procedures for dissemination of information of administrative decision-making																					
3.6.1.1	Establish an internal e-mail system to disseminate the administrative decisions to the academic staff												x									
3.6.2	Enhance channels to entertain and attend to staff and student complaints and grievances																					
3.6.2.1	Create a “grievances and suggestions box in each department												x									

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
3.6.2.2	Establish a faculty committee to handle the grievances of academic staff												x									
3.6.3	Create mechanisms for ensuring administrative response to staff student requests (feedback)																					
3.6.4	Formalise procedure for verification of examination marks																					
3.6.4.1	Provide the re-correction facility to the undergraduate and postgraduate students in the semester-end examinations											x										
3.6.4.2	Establish a system to re-distribute reports, term papers and case analysis submitted by students in the continuous assessments													x								
3.6.5	Formalise feedback to students on their academic performances and evaluations																					
3.6.5.1	Introduce the "Reward System for highly performing students" to all the departments of study											x										
4	Goal 4 - Enhancing relevance and quality in education and research																					
4.1	Objective: Introducing demand driven courses																					
4.1.1	Studying of current and future trends for employment patterns																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
4.1.1.1	Supply the facilities for the members of the academic staff to conduct research on employment trends													x	x	x	x	x	x	x	x	x
4.1.2	Maintaining continuous dialogs with stakeholders																					
4.1.2.1	Conducting an annual discussion with internship providers												x				x				x	
4.1.2.2	Establishment of an industry review system												x				x				x	
4.1.3	Syllabus revision at regular intervals																					
4.1.3.1	Conducting syllabus revision workshops with the help of outside expertise resource persons	Head												x								x
4.1.3.2	Department level discussions on subject revisions											x				x				x		
4.2	Objective: To improve existing courses to increase undergraduates' employability																					
4.2.1	Introduce and improve internships in-course training, industrial training, etc																					
4.2.1.1	Six-month internship programme for 4000 level second semester students							x	x			x	x			x	x			x	x	
4.2.1.2	Conducting monthly viva during the internship period							x	x			x	x			x	x			x	x	
4.2.1.3	Develop an assessment scheme for internship programme												x									
4.2.2	To introduce a policy to include transferable skills in to degree programmes																					
4.3	Objective: Establishing monitoring																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	systems for academic programmes																					
4.3.1	Activating quality assurance process																					
4.3.1.1	Minimum quality standards are set up and introduced for each course to main the teaching quality													x								
4.3.2	Subject benchmarking																					
4.3.3	Feed back from students																					
4.3.3.1	Obtaining the feedback from students in each semester using a formal evaluation form									x	x	x	x	x	x	x	x	x	x	x	x	x
4.3.3.2	Recording feedback in the end of semester and reflections are taken into account for each course unit.									x	x	x	x	x	x	x	x	x	x	x	x	x
4.3.4	Regular curriculum development activities to meet national needs																					
4.3.4.1	Conduct curriculum development workshops with the industry experts													x				x				x
4.4	Objective: Conducting tracer studies on graduates																					
4.4.1	Administering a questionnaire during convocation																					
4.4.1.1	Developing a questionnaire by the coordinator of each specialization area to administer during convocation													x				x				x
4.4.1.2	Student circles of each specialization are assigned administering the survey													x				x				x
4.4.2	Conducting surveys in public and private sector institutions																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
4.4.2.1	Selecting best performing alumni students working in the private sector and administering the survey through them												x				x				x	
5	Goal 5 - Improving governance including effective, efficient and ethical management of University and its resources																					
5.1	Objective: To train academic and administrative staff towards efficient management and good governance																					
5.1.1	Establish a Citizen's / Client's Charter																					
5.1.2	Initiate certificate courses/workshops etc. for newly recruited academic and administrative staff in administration, communication and human relation skills and management																					
5.1.2.1	Introduce an annual workshop series for the development of the academic and administrative staff with the support of the senior academic and administrative staff												x									
5.1.3	Introduce refresher courses/ workshops for confirmed academic and administrative staff in administration, communication and human relation skills and management																					
5.1.3.1	Introduce an annual workshop series for the development of the confirmed academic and administrative staff with the support of													x								

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	external resources																					
5.1.4	Facilitate access to short term national and international programme in administration and management																					
5.1.5	Improve and enhance existing CCPDHE programme																					
5.1.5.1	Getting the participation from outside resource persons from private sector organizations for the unit offered by the Faculty in the CCPDHE Program												x									
5.1.5.2	Introduce an Outward-bound Training program in the CCPDHE programme												x									
5.2	**Objective: To formulate policies for conflict management**																					
5.2.1	Establish a conflict management committee																					
5.2.1.1	Formulating a committee representing members from each department under the faculty proctor													x								
5.2.2	Establish Appeals Board for student and staff grievances																					
5.2.2.1	Assign the Student Councellors with the task of handling student grievances		x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
5.2.2.2	Establish a Faculty Appeal Board to handle staff grievances													x								
5.3	**Objective: To ensure that financial management will continue to be characterized by prudence, flexibility**																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	and diversity of income sources																					
5.3.1	Establish a Financial Management Information System																					
5.3.1.1	Introduce a faculty fund allocation review in each year													x	x	x	x	x	x	x	x	x
5.3.1.2	Develop quarterly progress report and produce it to the faculty board													x	x	x	x	x	x	x	x	x
5.3.2	Regular review of financial policy within the framework of government regulations																					
5.3.2.1	Conduct an annual workshop to review the current trends and changes in the financial policy													x				x				x
5.3.3	Innovative development of programmes for generating income																					
5.3.3.1	Diploma in Marketing														x	x	x	x	x	x	x	x
5.3.3.2	Diploma in Entrepreneurship														x	x	x	x	x	x	x	x
5.3.3.3	Diploma in Human Resource Management														x	x	x	x	x	x	x	x
5.3.3.4	Certificate in Entrepreneurship														x	x	x	x	x	x	x	x
5.3.3.5	Certificate in Microfinance														x	x	x	x	x	x	x	x
5.3.3.6	Certificate in Computer Applications														x	x	x	x	x	x	x	x
5.3.3.7	Certificate in Computer Applications in Accounting														x	x	x	x	x	x	x	x
5.4	Objective: To develop existing sources and identify new sources of fund generation for effective and efficient management																					
5.4.1	Improving existing fund generating programmes																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
5.4.1.1	Increase the student intake of the MBA programme														x	x	x	x	x	x	x	x
5.4.2	Establishing new fund generating projects																					
5.4.2.1	Establish a research laboratory to attract external research projects and enter into agreements with government and private sector organizations															x						
5.4.2.2	Diploma in Marketing Diploma in Entrepreneurship Diploma in Human Resource Management Certificate in Entrepreneurship Certificate in Microfinance Certificate in Computer Applications Certificate in Computer Applications in Accounting														x	x	x	x	x	x	x	x
5.4.3	Establishing a University Development Fund																					
5.4.3.1	Establish a Faculty Development Fund														x							
5.5	**Objective: To establish accountability and transparency in decision-making and resource allocation**																					
5.5.1	Introduce a quarterly review of utilization and allocation of resources														x	x	x	x	x	x	x	x
5.5.2	Recruit an Assistant Bursar to the Faculty																		x			
5.6	**Objective: To develop a monitoring and evaluation system**																					
5.6.1	Establish monitoring and evaluation committee																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q_1	Q_2	Q_3	Q_4	Q_1	Q_2	Q_3	Q_4	Q_1	Q_2	Q_3	Q_4	Q_1	Q_2	Q_3	Q_4	Q_1	Q_2	Q_3	Q_4
5.6.2	Establish benchmarks and performance indicators																					
5.6.3	Identify system failures and corrective measures																					

Faculty of Medicine

Programmes & Action Plan

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1	GOAL 1: EXPAND ACCESS TO EDUCATION AND RESEARCH																					
1.1	Objective: Increase intake																					
1.1.1	Introduce new degree programmes																					
PRG	The Faculty is hoping to start the following new degree programmes • 2008 (2007 A/L) BSc Nursing 50 Students • 2008 (2007 A/L) BSc Medical Laboratory Science 25 Students • 2009 (2009 A/L) BSc Pharmacy 25 Students Provision should be made to increase the staff and infrastructure for the above paramedical degree programmes.									* *						*						
1.1.2	Expand existing degree programmes (MBBS)																					
PRG	Increase its intake to undergraduate medical training programme by about 5% provided there is an increase in staff, infrastructure facilities and clinical training								*													
1.1.3	Introduce lateral entry to undergraduate programmes																					
PRG	No plans to introduce lateral entry																					
1.1.4	Introduce new Diploma / Certificate courses																					
PRG	No plans to introduce new diploma or certificate courses																					
1.1.5	Expand existing diploma and certificate courses																					
PRG	No existing diploma and certificate course to expand																					
1.2	Objective: Introduce online / distant courses																					
1.2.1	Development of web based / computer based learning programmes																					
PRG	• Train staff and improve facilities to complement teaching of medical students through web-based / computer based learning programmes. • Introduce changes to curriculum and assessments to incorporate this change.												*									
1.2.1	Capacity building programmes																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
PRG	• Conducting regular workshops for staff and students to enhance capacity building. • The Faculty is conducting workshops with the help of Medical Education and Staff Development Unit, GaRNET (Galle Research Network), SDC and also with the help of outside experts especially recruited out of IRQUE funding. These include workshops on AIMS (Administrative Interpersonal Management and Skills) modules, Research Methodology, and those in Teaching/Learning Methodology. The Faculty is regularly sending its members overseas as a method of Capacity Building. The staff who has been trained includes academic, clerical and technical staff		*	*	*	*	*	*	*	*	*	*										
1.2.3	Expanding infrastructure and IT facilities																					
PRG	• The Faculty has made available 80 Computers for students and more than 30 computers for staff access. • Improve existing students to computer ratio from 1 in 10 to 1 in 5. • Provide every staff member a computer. • Improve broadband access to the internet for all users.					*	*	*	*	*					*							
1.2.4	To increase access to other learning resources																					
PRG	• Improve broadband access to the internet for all users. • There is internet access to about half the available number of computer and the Faculty hopes to increase access to internet, while expanding the Broadband services. • Encourage staff to develop web-based and computer based locally relevant learning materials. • The Faculty also hopes to provide licensed copies of learning material and to encourage the local staff to develop suitable learning material (Web-based and computer based programme).													*	*							

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q_1	Q_2	Q_3	Q_4	Q_1	Q_2	Q_3	Q_4	Q_1	Q_2	Q_3	Q_4	Q_1	Q_2	Q_3	Q_4	Q_1	Q_2	Q_3	Q_4
1.3	**Objective: Promoting effective exchange programmes with external organizations**																					
1.3.1	To improve the publicity (web sites and brochures)																					
PRG	Improve web presence giving emphasis to student exchange programmes for local as well as foreign students in the website information.				*	*	*	*	*	*	*	*										
1.3.2	To promote Ruhuna as a center of learning in special study areas eg. Fisheries																					
PRG	• Promoted centres such as Filarial Research Unit among local and international students for research and learning. • Encourage staff to develop centres of excellence on regionally relevant areas of study.		* *	*	*																	
1.3.3	To allow flexibility in selection of elective programme																					
PRG	• Develop an elective exchange with local and if possible with foreign medical faculties/schools. • Develop a group of "selective" appointments in the interim measure from with students can choose during an uncommitted period in their clinical training.					*	*	*	*	*	* *	*										
1.4	**Objective: Establishment of common credit transfer system among Faculties/Universities**																					
1.4.1	To standardize credit system at U.G.C. standing committee level																					
PRG	No plans for introducing credit transfers.																					
1.4.2	To standardize credit system among faculties																					
PRG	No plans for introducing credit transfers.																					
1.5	**Objective: Expansion of Post Graduate programmes**																					
1.5.1	To establish new postgraduate programmes																					
PRG	No plans to introduce new postgraduate programmes.																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.5.2	To expand existing postgraduate programmes																					
PRG	Introduce a structured postgraduate training programme for postgraduate trainees in areas such as Communication Skills, IT, research methodologies.														*							
1.5.3	To establish a faculty of graduate studies																					
PRG																						
1.5.4	To introduce split postgraduate programmes nationally and internationally																					
PRG																						
1.6	**Objective: Extending/Expanding educational programmes to the community**																					
1.6.1	To introduce outreach programmes																					
PRG	• Strengthen the current participation of staff as on TV, radio and other media. • Train and involve students in carrying out health education in the community during rural health and community attachment programs.		*	*	*	*	*	*	*	*	*				*							
1.6.2	Establishing and strengthening linkages with community based organisations																					
PRG																						
1.6.3	Establishing an information and outreach centre																					
PRG	Medical Exhibition Centre											*										
1.7	**Objective: Development of infrastructure facilities**																					
1.7.1	Construction of new buildings for academic / administrative needs																					
PRG	Allied Health Sciences Building										*											
1.7.2	Expansion of IT network (fibreoptics)																					
PRG																						
1.7.3	Constructions of student hostels, canteens, toilets and staff housing																					
PRG	Kuwait Hostel Mage Hostel										*	*										
1.7.4	Strengthening and upgrading electricity, water and communication systems.																					
PRG																						

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q_1	Q_2	Q_3	Q_4	Q_1	Q_2	Q_3	Q_4	Q_1	Q_2	Q_3	Q_4	Q_1	Q_2	Q_3	Q_4	Q_1	Q_2	Q_3	Q_4
1.7.5	Construction of boundary walls, street lamps and security requirements																					
PRG																						
1.7.6	Rehabilitation of roads, and waste water drainage and sewerage systems																					
PRG																						
1.8	**Objective: Enhancing capacity and facilities in research**																					
1.8.1	Provision of personal computers for academics																					
PRG	• Support good quality research through a competitive bid for research allocation. • Encourage multidisciplinary research activities. • Discuss and promote sharing of facilities and expertise.		* *	* *	* *	* *	* *	* *	* *	* *	* *		*									
1.8.2	Establishing assistantships to recruit graduate researchers																					
PRG																						
1.8.3	Establishing Research & Development Centres																					
PRG																						
1.8.4	Institutionalising annual academic sessions																					
PRG																						
1.8.5	Establishing a University Research Fund																					
PRG																						
1.8.6	Establishing fund for career development activities of staff																					
PRG																						
2	**Goal 2 - Enhance quality of education and research**																					
2.1	**Objective: To improve skills and innovative teaching and learning methods / programmes**																					
2.1.1	Improve English language competency																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
PRG	• Students will continue to be provided and ongoing training in English in addition to an introductory course. • The Faculty of Medicine identified a benchmark level that is compulsory to attain in English for all students from the 29th batch (A/L 2005). • The Faculty has established and English Language Lab to facilitate improvement of English.		* * *	* *	* *	* *	* * *	* *	* *	* *	* *											
2.1.2	Introduce new learning methods																					
PRG	• Integrate Self Directed Learning (SDL) into many components of learning activities in the Curriculum. • Strengthen the Community Based Learning in the form of a Rural Health Programme for its 3rd year students at Akuressa Hospital. • The Faculty is enhancing its capacity to provide web and computer based teaching/learning through staff and student training, improvement in facilities and making suitable revision to the curriculum to include this method of learning.		*						*	*	*	*										
2.1.3	Develop skills development laboratory																					
PRG	Equip the skills lab with the funds from the IRQUE Project. This will help to improve psychomotor skills of medical students.									*	*											
2.1.4	Peer evaluation of teachers																					
PRG																						
2.2	**Objective: To reach the benchmark proposed by UGC or other accrediting bodies**																					
2.2.1	Prepare for institution / programmes / subject review by the quality assurance accredit council																					
PRG	The Faculty has been subject to a programme review this year. Discuss and implement recommendations in the report to be made available soon by the team of reviewers from the QA & Accreditation Council of the UGC.		*																			
2.2.2	Establish an internal quality assurance panel (Faculty wise)																					
PRG	Strengthen the activities of the Internal QA Panel (already in existence) to monitor various aspects of its study programs.						*															

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
2.2.3	Prepare for accreditation by professional bodies																					
PRG	The Faculty is working towards attaining benchmarks specified by the UGC & SLMC for subsequent accreditation. These benchmarks will be one of the goals to be achieved during curriculum revision.														*							
2.3	**Objective: To improve the quality skills and competencies of academic /administrative staff**																					
2.3.1	Conducting continuing professional development program (CCPD)																					
PRG	Encourage and promote continuing professional development and work more closely with the professional organizations, Staff Development Centre and other organization to provide this aspect.		*																			
2.3.2	Expanding opportunities for CCPD nationally and internationally																					
PRG	Develop a policy to actively support national and international participation of staff.		*																			
2.3.3	Introduce performance based rewards																					
PRG	Promote a university scheme to introduce performance related rewards.																					
2.3.4	Effective utilization of existing facilities																					
PRG	• Introduce and implement a scheme of sharing and better utilization of lecture halls, tutorial rooms and laboratories. • Develop a software package for efficient use of all learning / teaching areas.						*	*	*	*	*											
2.3.5	Improvement of facilities																					
PRG	Expand on clinical training sites by using nearby hospitals.																					
2.4	**Objective: To achieve recognized international standards**																					
2.4.1	Develop staff development program																					
	Commence a structured program for staff development in collaboration with ME & SDU and SDC based on needs.		*	*	*	*	*	*	*	*	*											
2.4.2	Establishing linkages with institutes with high academic reputation																					
PRG	• Strengthen the existing links with Universities of Durham, Duke University (USA) and Liverpool School		*																			

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	of Tropical Medicine. • Establish new links with institution of excellence to develop staff exchanges and research collaboration.		*																			
2.4.3	Increase the opportunities for academics to get an international exposure																					
PRG	MOU with Foreign University		*																			
2.4.4	Encourage and facilitate staff/student exchange programmes																					
PRG																						
2.5	**Objective: To establish research ethics committee**																					
2.5.1	Increase awareness of research ethics among academics																					
PRG			*																			
2.5.2	Establish Ethical Review Committees at university and in each faculty																					
PRG	Ethical Review Committee - Faculty		*																			
2.6	**Objective: To improve the learning environment**																					
2.6.1	Improving access to, and dissemination of, knowledge/information																					
PRG																						
2.6.2	Improving student welfare infrastructure and services																					
PRG	Through IRQUE		*	*	*																	
2.6.3	Increase and enhance the resource allocation to meet recreational requirements																					
PRG			*	*	*	*	*	*	*	*	*											
3	**Goal 3 - Ensuring equity and justice**																					
3.1	**Objective: To cater to the needs of the differently able students and staff**																					
3.1.1	To re-establish the medical examination system																					
PRG	• Reestablish a system to complete a medical examination of all new entrant medical students during the first three months. • Establish a Medical Board to certify fitness to pursue medical studies for students with chronic medical conditions.		* *																			

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q_1	Q_2	Q_3	Q_4	Q_1	Q_2	Q_3	Q_4	Q_1	Q_2	Q_3	Q_4	Q_1	Q_2	Q_3	Q_4	Q_1	Q_2	Q_3	Q_4
3.1.2	Identification of remedial measurement for differently-able staff and students																					
PRG	Provide aids to students incapacitated by illness during the course such as crutches, wheel chair etc.		*																			
3.1.3	Establishment of a learning 'Centre for Physically Challenged Students'																					
PRG																						
3.1.4	Construct infrastructure to facilitate mobility of physically-challenged persons																					
PRG																						
3.1.5	Create special intake of differently-able students																					
PRG																						
3.1.6	Provide opportunities for employment of differently-able persons																					
PRG																						
3.2	**Objective: To establish a plan for resource sharing within the university**																					
3.2.1	To update the fixed assets register and human resource data base																					
PRG	Identify existing resources and utilization of learning, recreational, accommodation facilities and equipment.											*										
3.2.2	Prepare utilization charts for all resources																					
PRG	• Introduce and implement a scheme of sharing and better utilization of lecture halls, tutorial rooms and laboratories. • Monitor the use of facilities. • Develop a software package for efficient use of all learning / teaching areas.							*														
3.2.3	Establish intrafaculty and interfaculty co-ordinating committees for resource sharing																					
PRG																						
3.3	**Objectives Enhancing student and staff counseling**																					
3.3.1	Establish Counseling Centres with a professional counseling service																					
PRG	• Training of staff and arrange for refresher courses in counselling. • Improve publicity of counseling services. • Prompt filling of vacancies of counselors.		*																			

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q_1	Q_2	Q_3	Q_4	Q_1	Q_2	Q_3	Q_4	Q_1	Q_2	Q_3	Q_4	Q_1	Q_2	Q_3	Q_4	Q_1	Q_2	Q_3	Q_4
	• Maintain strict confidentiality of all encounters of students with counselors.		*																			
3.3.2	Establish a Student Support Service in each faculty																					
PRG			*																			
3.3.3	Provide training opportunities for staff in counseling																					
PRG			*																			
3.3.4	Establish individualized mentoring system for students																					
PRG																						
3.4	**Objective: Establishment for economic and social support system for staff and students**																					
3.4.1	Establish a data base of economically deprived students																					
PRG	• Lease with organization willing to support students in the form of scholarships and bursaries. • Explore the possibility of obtaining loans for housing etc. at concessionary rates for staff. • Improve hostel accommodation for students through two large scale building projects (already in progress). • Secure land for sporting activities for students.										*											
3.4.2	Establish funds to assist economically deprived students																					
PRG	Self Help Fund		*																			
3.4.3	Establish a centre for staff welfare																					
PRG																						
3.4.4	Formalise existing Child Development Centre																					
PRG																						
3.4.5	Provision of sports, physical fitness and recreational facilities for staff and students																					
PRG			*	*	*	*	*	*	*	*	*											
3.5	**Objective: Ensuring gender equity**																					
3.5.1	Establish by-laws to ensure participation of women in student unions, staff and student societies and associations																					
PRG																						
3.5.2	Create dialogue and increase awareness of women's issues																					
PRG																						

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
3.6	**Objective: Establishing a policy for transparency and accountability for decision making**																					
3.6.1	Establish protocols and procedures for dissemination of information of administrative decision-making																					
PRG																						
3.6.2	Enhance channels to entertain and attend to staff and student complaints and grievances																					
PRG																						
3.6.3	Create mechanisms for ensuring administrative response to staff student requests (feedback)																					
PRG																						
3.6.4	Formalise procedure for verification of examination marks																					
PRG																						
3.6.5	Formalise feedback to students on their academic performances and evaluations																					
PRG			*																			
4	**Goal 4 - Enhancing relevance and quality in education and research**																					
4.1	**Objective: Introducing demand driven courses**																					
4.1.1	Studying of current and future trends for employment patterns																					
PRG																						
4.1.2	Maintaining continuous dialogs with stakeholders																					
PRG																						
4.1.3	Syllabus revision at regular intervals																					
PRG																						
4.2	**Objective: To improve existing courses to increase undergraduates' employability**																					
4.2.1	Introduce and improve internships in-course training, industrial training, etc																					
PRG	Embed the AIMS module into the MBBS course.		*																			
4.2.2	To introduce a policy to include transferable skills in to degree programmes																					
PRG																						

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
4.3	**Objective: Establishing monitoring systems for academic programmes**																					
4.3.1	Activating quality assurance process																					
PRG	• Establish an internal QA Cell. • Strengthen and regularize the activities of the existing CD & EC and CRC (Curriculum Revision Committee). • Encourage the review of individual departments by external QA reviewers.		*					*														
4.3.2	Subject benchmarking																					
PRG																						
4.3.3	Feed back from students																					
PRG																						
4.3.4	Regular curriculum development activities to meet national needs																					
PRG																						
4.4	**Objective: Conducting tracer studies on graduates**																					
4.4.1	Administering a questionnaire during convocation																					
PRG	• Establish a database of all past and current students. • Systematically follow-up graduates up to 10 years after graduation regarding postgraduate and career progress.																					
4.4.2	Conducting surveys in public and private sector institutions																					
PRG																						
5	**Goal 5 - Improving governance including effective, efficient and ethical management of University and its resources**																					
5.1	**Objective: To train academic and administrative staff towards efficient management and good governance**																					
5.1.1	Establish a Citizen's / Client's Charter																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
PRG	• Strategies for training newly recruited academic and administrative staff towards efficient management and good governance. • Encourage the newly recruited academic staff to follow the certificate course of the University of Ruhuna (CCPDHE). • Initiate certificate courses, workshops and for newly recruited administrative staff in administration and management. • Promote administrative, interpersonal and management skills for academic, administrative and non-academic staff.		*																			
5.1.2	Initiate certificate courses/workshops etc. for newly recruited academic and administrative staff in administration, communication and human relation skills and management																					
PRG																						
5.1.3	Introduce refresher courses/ workshops for confirmed academic and administrative staff in administration, communication and human relation skills and management																					
PRG			*																			
5.1.4	Facilitate access to short term national and international programme in administration and management																					
PRG																						
5.1.5	Improve and enhance existing CCPDHE programme																					
PRG			*																			
5.2	**Objective: To formulate policies for conflict management**																					
5.2.1	Establish a conflict management committee																					
PRG																						
5.2.2	Establish Appeals Board for student and staff grievances																					
PRG																						
5.3	**Objective: To ensure that financial management will continue to be characterized by prudence, flexibility and diversity of income sources**																					
5.3.1	Establish a Financial Management Information System																					
PRG																						

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q_1	Q_2	Q_3	Q_4	Q_1	Q_2	Q_3	Q_4	Q_1	Q_2	Q_3	Q_4	Q_1	Q_2	Q_3	Q_4	Q_1	Q_2	Q_3	Q_4
5.3.2	Regular review of financial policy within the framework of government regulations																					
PRG																						
5.3.3	Innovative development of programmes for generating income																					
PRG	RBL, NMU		*																			
5.4	**Objective: To develop existing sources and identify new sources of fund generation for effective and efficient management**																					
5.4.1	Improving existing fund generating programmes																					
PRG																						
5.4.2	Establishing new fund generating projects																					
PRG																						
5.4.3	Establishing a University Development Fund																					
PRG																						
5.5	**Objective: To establish accountability and transparency in decision-making and resource allocation**																					
PRG																						
5.6	**Objective: To develop a monitoring and evaluation system**																					
5.6.1	Establish monitoring and evaluation committee																					
PRG																						
5.6.2	Establish benchmarks and performance indicators																					
PRG																						
5.6.3	Identify system failures and corrective measures																					
PRG																						

Faculty of Science

Programmes & Action Plan

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1	GOAL 1: EXPAND ACCESS TO EDUCATION AND RESEARCH																					
1.1	Objective: Increase intake																					
1.1.1	Introduce new degree programmes																					
1.1.1.1	Introduce interdisciplinary degree programmes	Dean	x				x				x				x				x			
1.1.1.2	Introduce new streams (i.e. different subject combinations between physical and biological science streams	Dean	x				x				x				x				x			
1.1.1.3	Introduce degree programmes in Computer Science	Head													x							
1.1.1.4	Introduce 04 years degree programmes according to the streams	Dean													x							
1.1.2	Expand existing degree programmes																					
1.1.2.1	Introduce a GPA system and revision of curriculum	Dean									x											
1.1.2.2	Introduce more course units in Computer Science	Head					x				x											
1.1.2.3	Commencement of B.Sc. Special Degree in Computer Science	Head													x							
1.1.3	Introduce lateral entry to undergraduate programmes																					
1.1.3.1	Introduce a common credit transfer system	Dean									x											
1.1.3.2	Admit students to the university system with similar qualifications from other higher	Dean													x							

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	educational institutes																					
1.1.4	Introduce new Diploma / Certificate courses																					
1.1.4.1	Introduce new certificate course in IT	Head										x										
1.1.4.2	New certificate courses on maintenance and repairing of electrical and electronic equipment	Head														x						
1.1.5	Expand existing diploma and certificate courses																					
1.1.5.1	Developing existing certificate courses in Computer Science	Head				x									x							
1.2	**Objective: Introduce online / distant courses**																					
1.2.1	Development of web based / computer based learning programmes																					
1.2.1.1	Developing online course materials	Dean													x							
1.2.2	Capacity building programmes																					
1.2.2.1	Conducting workshops by the Staff Development Center	Dean				x				x				x				x				x
1.2.2.2	Conducting workshops by the department of computer science	Head				x				x				x				x				x
1.2.3	Expanding infrastructure and IT facilities																					
1.2.3.1	Strengthen the facilities for video conferencing	Dean					x															
1.2.3.2	Updating the present IT infrastructure to suit the modern day requirement	Dean				x				x				x				x				x
1.2.4	To increase access to other learning resources																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.2.4.1	Explore the resources from other institutions (local and foreign)	Dean				x				x				x				x				x
1.2.4.2	Maintain the web pages to with links to other recourses	Dean				x				x				x				x				x
1.2.4.3	Expand the Computer pool	Dean						x							x							
1.2.4.4	Equip the existing lecture theatres with audio visual facilities (such as sound system & multimedia)	Dean					x							x								
1.3	**Objective: Promoting effective exchange programmes with external organizations**																					
1.3.1	To improve the publicity (web sites and brochures)																					
1.3.1.1	Formulating a committee for the feasibility study for awareness programmes in school	Dean													x							
1.3.1.2	Conducting awareness programmes	Dean															x				x	
1.3.1.3	Organizing open day for students in schools at the faculty	Dean																x				x
1.3.1.4	Each department to visit schools for promotional activities to increase the intake	Heads																x				x
1.3.2	To promote Ruhuna as a center of learning in special study areas. eg. Fisheries																					
1.3.2.1	Establishment of Biodiversity Information Centre/ Museum of the Faculty of Science	Dean					x												x			
1.3.2.2	Improve infrastructure for Biodiversity and Biotechnological studies with the	Dean										x					x					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	creation of special laboratory																					
1.3.2.3	Development of the department of Computer Science & Computer Unit as the IT Hub for the Southern Province	Head											x						x			
1.3.2.4	Improve the facilities at Ruhuna University Service Lab (RUSL	Vice Chancellor													x							
1.3.2.5	Introduce courses in Pollymer Chemistry, Environmental Chemistry & Natural Products	Dean								x												
1.3.2.6	Introduce courses in physical fitness, health management, etc.	Dean						x					x									
1.3.3	To allow flexibility in selection of elective programme																					
1.3.3.1	Curriculum revision to offer more optional course units	Dean								x				x				x				x
1.4	**Objective: Establishment of common credit transfer system among Faculties/Universities**																					
1.4.1	To standardize credit system at U.G.C. standing committee level																					
1.4.1.1	Introducing standard credit system suggested by U.G.C.	Dean												x								
1.4.2	To standardize credit system among faculties																					
1.4.2.1	Implementing the standard credit system suggested by U.G.C among faculties	Vice Chancellor													x							
1.5	**Objective: Expansion of Postgraduate programmes**																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.5.1	To establish new postgraduate programmes																					
1.5.1.1	Introducing Postgraduate Degree programmes in Environmental science	Dean																	x			
1.5.1.2	Introducing Postgraduate Degree programmes in Industrial Chemistry & Management	Dean																	x			
1.5.1.3	Introducing Postgraduate Diploma/M.Sc. programme in Industrial Mathematics & Statistics	Dean																	x			
1.5.2	To expand existing postgraduate programmes																					
1.5.2.1	Increase the intake of the M.Sc. in Crop Protection and M.Sc. in Molecular Biology programme	Dean													x							
1.5.2.2	Introduce an exit point at postgraduate diploma level in the existing M.Sc. programme	Dean										x										
1.5.3	To establish a faculty of graduate studies																					
1.5.4	To introduce split postgraduate programmes nationally and internationally																					
1.6	**Objective: Extending/Expanding educational programmes to the community**																					
1.6.1	To introduce outreach programmes																					
1.6.1.1	Conducting courses in IT with the support from industry for the community	Head		x				x				x				x						

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	(e.g. RIITS by dept of computer science)																					
1.6.2	Establishing and strengthening linkages with community based organisations																					
1.6.3	Establishing an information and outreach centre																					
1.7	**Objective: Development of infrastructure facilities**																					
1.7.1	Construction of new buildings for academic / administrative needs																					
1.7.1.1	Initiation towards construction of building for department of computer science and computer unit – First Stage	Head/ Dean/ Vice Chancellor					x															
1.7.1.2	Initiation towards construction of building for department of computer science and computer unit – Second Stage	Head/ Dean/ Vice Chancellor									x											
1.7.2	Expansion of IT network (fibreoptics)																					
1.7.3	Constructions of student hostels, canteens, toilets and staff housing																					
1.7.4	Strengthening and upgrading electricity, water and communication systems.																					
1.7.5	Construction of boundary walls, street lamps and security requirements																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.7.6	Rehabilitation of roads, and waste water drainage and sewerage systems																					
1.8	**Objective: Enhancing capacity and facilities in research**																					
1.8.1	Provision of personal computers for academics																					
1.8.1.1	Purchasing PCs for academics	Head				x				x				x				x				x
1.8.2	Establishing assistantships to recruit graduate researchers																					
1.8.3	Establishing Research & Development Centres																					
1.8.4	Institutionalizing annual academic sessions																					
1.8.4.1	Conducting Science Symposium	Dean				x				x				x				x				x
1.8.5	Establishing a University Research Fund																					
1.8.6	Establishing fund for career development activities of staff																					
2	**Goal 2 - Enhance quality of education and research**																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
2.1	**Objective: To improve skills and innovative teaching and learning methods / programmes**																					
2.1.1	Improve English language competency																					
2.1.2	Introduce new learning methods																					
2.1.2.1	Introducing E-Learning Methods	Head				x																
2.1.2.2	Establishing E-Learning Centre	Head					x															
2.1.3	Develop skills development laboratory																					
2.1.4	Peer evaluation of teachers																					
2.1.4.1	Implementing peer evaluation of teachers	Heads				x				x				x				x				x
2.2	**Objective: To reach the benchmark proposing by UGC or other accrediting bodies**																					
2.2.1	Prepare for institution / programmes /subject review by the quality assurance accredit council																					
2.2.1.1	Submission of SER to QAA	Heads			x		x			x			x	x	x							
2.2.2	Establish an internal quality assurance panel (Faculty-wise)																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
2.2.2.1	Appointment of academics for Internal Quality Assurance Panel	Dean								x												
2.2.3	Prepare for accreditation by professional bodies																					
2.3	**Objective: To improve the quality skills and competencies of academic /administrative staff**																					
2.3.1	Conducting continuing professional development program (CCPD)																					
2.3.2	Expanding opportunities for CCPD nationally and internationally																					
2.3.3	Introduce performance based rewards																					
2.3.4	Effective utilization of existing facilities																					
2.3.4.1	Sharing building facilities/ vehicle facilities among the faculties/ administration	Deans/ Vice Chancellor	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2.3.5	Improvement of facilities																					
2.4	**Objective: To achieve recognized international standards**																					
2.4.1	Develop staff development program																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
2.4.2	Establishing linkages with institutes with high academic reputation																					
2.4.3	Increase the opportunities for academics to get an international exposure																					
2.4.4	Encourage and facilitate staff/student exchange programmes																					
2.5	**Objective: To establish research ethics committee**																					
2.5.1	Increase awareness of research ethics among academics																					
2.5.2	Establish Ethical Review Committees at university and in each faculty																					
2.6	**Objective: To improve the learning environment**																					
2.6.1	Improving access to, and dissemination of, knowledge/information																					
2.6.2	Improving student welfare infrastructure and services																					
2.6.3	Increase and enhance the resource allocation to meet recreational requirements																					

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			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
3	**Goal 3 - Ensuring equity and justice**																					
3.1	**Objective: To cater to the needs of the differently abled students and staff**																					
3.1.1	To re-establish the medical examination system																					
3.1.2	Identification of remedial measurement for differently-abled staff and students																					
3.1.3	Establishment of a learning 'Centre for Physically Challenged Students'																					
3.1.4	Construct infrastructure to facilitate mobility of physically-challenged persons																					
3.1.5	Create special intake of differently-abled students																					
3.1.6	Provide opportunities for employment of differently-abled persons																					
3.2	**Objective: To establish a plan for resource sharing within the university**																					
3.2.1	To update the fixed assets register and human resource data base																					
3.2.2	Prepare utilization charts for all resources																					
3.2.3	Establish intrafaculty and interfaculty																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	coordinating committees for resource sharing																					
3.3	**Objectives Enhancing student and staff counseling**																					
3.3.1	Establish Counseling Centres with a professional counseling service																					
3.3.2	Establish a Student Support Service in each faculty																					
3.3.3	Provide training opportunities for staff in counseling																					
3.3.4	Establish individualized mentoring system for students																					
3.3.4.1	Allocation of Senior Academic Staff members as Mentors of students and implementing the mentoring service	Dean/ Deputy Senior Student Counselor								x				x				x				x
3.4	**Objective: Establishment for economic and social support system for staff and students**																					
3.4.1	Establish a database of economically deprived students																					
3.4.2	Establish funds to assist economically deprived students																					
3.4.3	Establish a centre for staff welfare																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
3.4.3.1	Appointment of faculty representative for establishing staff welfare unit	Dean									x											
3.4.4	Formalise existing Child Development Centre																					
3.4.5	Provision of sports, physical fitness and recreational facilities for staff and students																					
3.5	**Objective: Ensuring gender equity**																					
3.5.1	Establish by-laws to ensure participation of women in student unions, staff and student societies and associations																					
3.5.2	Create dialogue and increase awareness of women's issues																					
3.6	**Objective: Establishing a policy for transparency and accountability for decision making**																					
3.6.1	Establish protocols and procedures for dissemination of information of administrative decision-making																					
3.6.2	Enhance channels to entertain and attend to staff and student complaints and grievances																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
3.6.3	Create mechanisms for ensuring administrative response to staff student requests (feedback)																					
3.6.4	Formalise procedure for verification of examination marks																					
3.6.5	Formalise feedback to students on their academic performances and evaluations																					
3.6.5.1	Obtaining feedback on teaching of academic staff	Heads/ Lecturers		x		x		x		x		x		x		x		x		x		x
4	**Goal 4 - Enhancing relevance and quality in education and research**																					
4.1	**Objective: Introducing demand driven courses**																					
4.1.1	Studying of current and future trends for employment patterns																					
4.1.2	Maintaining continuous dialogs with stakeholders																					
4.1.3	Syllabus revision at regular intervals																					
4.1.3.1	Revising curriculum	Heads											x								x	
4.2	**Objective: To improve existing courses to increase undergraduates' employability**																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
4.2.1	Introduce and improve internships in-course training, industrial training, etc																					
4.2.1.1	Sending undergraduates for industrial training	Heads				x				x				x				x				x
4.2.2	To introduce a policy to include transferable skills in to degree programmes																					
4.3	**Objective: Establishing monitoring systems for academic programmes**																					
4.3.1	Activating quality assurance process																					
4.3.2	Subject benchmarking																					
4.3.2.1	Revision of curriculum based on subject benchmarks	Heads/ Dean												x				x				x
4.3.3	Feedback from students																					
4.3.3.1	Obtain feedback on teaching and learning environment provided to students	Heads/ Dean												x				x				x
4.3.4	Regular curriculum development activities to meet national needs																					
4.4	**Objective: Conducting tracer studies on graduates**																					
4.4.1	Administering a questionnaire during convocation																					
4.4.2	Conducting surveys in public and private sector institutions																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
5	Goal 5 - Improving governance including effective, efficient and ethical management of University and its resources																					
5.1	Objective: To train academic and administrative staff towards efficient management and good governance																					
5.1.1	Establish a Citizen's / Client's Charter																					
5.1.2	Initiate certificate courses/workshops etc. for newly recruited academic and administrative staff in administration, communication and human relation skills and management																					
5.1.3	Introduce refresher courses/ workshops for confirmed academic and administrative staff in administration, communication and human relation skills and management																					
5.1.4	Facilitate access to short term national and international programme in administration and management																					
	Improve and enhance existing CCPDHE programme																					
5.2	Objective: To formulate policies for conflict management																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
5.2.1	Establish a conflict management committee																					
5.2.2	Establish Appeals Board for student and staff grievances																					
5.3	**Objective: To ensure that financial management will continue to be characterized by prudence, flexibility and diversity of income sources**																					
5.3.1	Establish a Financial Management Information System																					
5.3.2	Regular review of financial policy within the framework of government regulations																					
5.3.3	Innovative development of programmes for generating income																					
5.4	**Objective: To develop existing sources and identify new sources of fund generation for effective and efficient management**																					
5.4.1	Improving existing fund generating programmes																					
5.4.2	Establishing new fund generating projects																					
5.4.3	Establishing a University Development Fund																					

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
5.5	**Objective: To establish accountability and transparency in decision-making and resource allocation**																					
5.6	**Objective: To develop a monitoring and evaluation system**																					
5.6.1	Establish monitoring and evaluation committee																					
5.6.2	Establish benchmarks and performance indicators																					
5.6.3	Identify system failures and corrective measures																					

Graduate Studies

Programmes & Action Plan

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.	**GOAL :**																					
1.1.	**Objectives :**																					
1.1.1.	Strategies for expansion of postgraduate programmes																					
1.1.1.1.	Expand the roll of the office of graduate studies to improve the existing programmes		x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.1.1.2.	Update By-laws and Regulations and establish a common set of by-laws for MPhil. and Ph.D. Degrees										x	x	x	x								
1.1.1.3.	Update fees for MPhil. and Ph.D. degrees				x	x	x															
1.1.1.4.	Establish a database of postgraduate students							x	x	x	x											
1.1.1.5.	Create a web page with relevant information on all postgraduate degree programmes												x	x	x	x	x	x	x	x	x	x
1.1.2.	Encourage the faculty members to start new postgraduate research programmes																					
1.1.2.1.	Conduct workshops on how to find research grants and how to write research proposals				x				x				x				x				x	
1.1.2.2.	Provide the information on local and foreign donor agencies for postgraduate studies		x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.1.3.	Establish a Graduate studies unit										x	x	x	x	x	x	x	x	x	x	x	x
1.1.4.	Establish a Faculty of Graduate studies														x	x	x	x	x	x	x	x

Library

Programmes & Action Plan

CODE NO	PROGRAMMES & ACTION PLAN	PERSON RESPONSIBLE	2007				2008				2009				2010				2011			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.	GOALS																					
1.1	Objectives																					
1.1.1	Establish a university library committee					x																
1.1.1.1	Acquisition of books, periodicals, digital and other library materials through purchasing and donations		x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.1.1.2	Increase information exchange programs with other organizations and libraries		x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.1.1.3	Increase the SDI and ILL services of the library for sharing of resources		x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.1.1.4	Enhance and popularize the reference service initiated recently		x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.1.2.1	Completing computerization of library information system by retrospective conversion	MAL	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
		ENL	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
		AGL	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
		MEL				x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.1.2.2	Implementing a computerized registration system	MAL	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
		ENL					x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
		AGL	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
		MEL					x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.1.2.3	Implementation of the automated circulation system	MAL				x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
		ENL						x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
		AGL						x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
		MEL							x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.1.24	Establishing an e-mail system to communicate with users					x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.1.3.1	Digitalization of information sources available in the library	MAL					x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
		OFL									x	x	x	x	x	x	x	x	x	x	x	x
1.1.3.2	Enhance the preservation process of the library	MAL							x	x	x	x	x	x	x	x	x	x	x	x	x	x
		OFL									x	x	x	x	x	x	x	x	x	x	x	x

1.1.3.3	Improve the professional and ICT skills of the library staff		x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.1.3.4	Recruit more staff according to the user population and services					x				x				x				x				x
1.1.4.1	Introduce new carder positions to perform new technology related tasks					x				x				x				x				x
1.1.5.1	Incorporate with “Development of information seeking skills of students” as an optional subject module in graduate courses of all faculties						x															
1.1.5.2	Conduct more awareness programs to the users		x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.1.5.3	Publicity through e-newsletters, library web site, alert systems and videos		x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.1.6	Purchase a digital tattle tape system		x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.1.6.1	Introduce a RFID security system	MAL																	x	x	x	x
		ENL													x	x	x	x	x	x	x	x
		AGL											x	x	x	x	x	x	x	x	x	x
		MEL							x	x	x	x	x	x	x	x	x	x	x	x	x	x
1.1.7	Establish a access control gate							x														
1.1.7.1	Security camera system for the library (including faculty libraries)	MAL																	x			
		ENL					x															
		AGL												x								
		MEL									x											
1.1.7.2	Increase the physical space of the library (new buildings)	MAL																				x
		ENL								x												
		MAL												x								
		ENL																x				
1.1.8	Improve the ICT and other infrastructure of the library		x				x				x				x				x			
1.1.8.1	Rehabilitation and renovation of the library		x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x

MAL=Main Library ENL=Engineering Library MEL= Medical Library
AGL= Agricultural Library OFL=Other faculty Libraries