

Action Plan 2020
Wayamba University of Sri Lanka

Goal 1: Quality enhanced and accredited education meeting the national and international standards at the level of undergraduate and postgraduate as well as professional

Objective 1.1 Provide high standard updated educational experience to undergraduates, postgraduates and professionals

No		Action	Responsible Person
1.1.1	Facilitate and strengthen the study programmes to meet the benchmarks and standards.	Accreditate the study programmes with the relevant professional bodies.	Dean / CADC
1.1.2		Expand the library facilities by constructing proposed library complex at Kuliyaipitiya and Makandura.	VC / Librarian
1.1.3	Strengthen the Internal Quality Assurance Unit (IQAU) and enhance quality assurance processes and procedures.	Facilitate Study Programme Internal & External Reviews.	IQAU/Dean/FQAU
1.1.4		Establish IQAU office in the Administrative Complex with infrastructure facilities	VC / Registrar / IQAU
1.1.5		Continue to create and publicize reports; monitoring progress towards the university's annual and long range goals.	VC/IQAU/Council

Objective 1.2 Update and streamline the procedures, norms, standards, by-laws and regulations.

1.2.1	Review policies and procedures adopted by Faculties, Departments and Units on teaching and learning, and identify good models.	Periodic review of policies and procedures and introduce new or revise documents (e.g. Prospectus, Students Handbook etc.) related to teaching and learning at faculty level.	ADPSEC (Senate) / Faculty CADC
1.2.2	Establish appropriate procedures, by-laws etc. aiming at excellence in teaching and learning	Formulation and revision of procedures on teaching and learning.	ADPSEC (Senate)
1.2.3		Training the capacity development of academic staff on teaching and learning methodology.	Director ,SDC

Objective 1.3 Improving the competencies and satisfaction of staff at all levels to deliver education of global standards.

1.3.1	Provide opportunities for further learning, skills development and international exposure to staff at all levels.	Develop a mechanism for staff members to undergo industrial training / institutional exposure.	Dean / Coordinator, External Affairs, SDC, BREAD
1.3.2		Establish and expand industry / institutional collaboration.	Coordinator, External Affairs, Dean /Director, BIC
1.3.3		Develop Continuous Professional Development programmes (CPD) for all categories of staff (e.g.. Accreditation of senior teachers in HE)	Director, SDC
1.3.4		Continue conducting tailor-made short courses to address specific training needs /requested by faculty and other divisions	Director, SDC / Dean / Librarian / Registrar / Bursar

Objective 1.4 Enhancing and diversifying the human and physical resources for optimal teaching and learning experience.			
1.4.1	Develop tools for teaching-learning for staff to have an easy access to new pedagogies and "best practices".	Conduct capacity building workshops and courses to train staff on new pedagogies and <u>best practices</u>	Director, SDC
1.4.2		Facilitate use of LMS, e-teaching, webinars etc. in courses conducted in the University.	Dean and HOD / Director, ICTC / Director ,SDC
1.4.3		Conduct capacity building workshops and courses to train staff on new pedagogies and <u>best practices</u>	Director, SDC
1.4.4	Provision and maintenance of updated services and state of the art environmentally-sustainable facilities to create an international standard teaching and learning ambiance	Expand and enhance capabilities of technology-enhanced classrooms, laboratories and related support services to match with the international standards.	VC/Bursar/Dean
1.4.5		Refurbishing and upgrading Lecture Rooms/ Labs/ Student Study Areas.	Dean and HOD / Director, ICTC
1.4.6		Provide facilities to use standard tools such as smart boards, VR boxes, Simulator software.	Director, ICTC / Dean
1.4.7		Refurbishing and upgrading Lecture Rooms/ Labs/ Student Study Areas.	Dean / HOD
1.4.8		Expand university wide Wi-Fi facilities, wired internet connections and networked <u>computing facilities</u>	Director, ICTC
1.4.9		Continue to renovate and modernize open-access computer labs	Director, ICTC
1.4.10		Establishing Faculty Libraries and providing Information facilities.	Librarian/SALs
1.4.11		Enhance a mechanism to digitize all distinctive and unique collections, with particular emphasis on at-risk formats like audio and video, and holdings in Special Collection.	Librarian/SALs
1.4.12		Launching e-repository Wayamba University publications	Librarian/SALs
1.4.13		Establish a new computer laboratory and a computer network test laboratory for increased <u>student intake</u> .	Director, ICTC
1.4.14		Enhance online and distance based learning facilities.	Dean / CADC / Director, ICTC
1.4.15	Recruit and retain highly qualified staff and support teaching, research and public engagement.	Improve infra-structure facilities and services for staff (office equipment, furniture, Guest house, child care, medical facilities, transport etc.).	VC/Registrar/Bursar /Dean
1.4.16		Continue to develop housing scheme for academic and administrative staff through <u>township programme</u> .	VC/Registrar/Bursar/ Dean
1.4.17		Publicize the facilities and resources available for research, teaching and public <u>engagement</u> .	VC
1.4.18		Capacity development through short-term training	Director,SDC
1.4.19	Create and adopt effective mechanisms to reduce administrative burdens on staff.	Develop and implement university wide MIS to facilitate administrative work; recruit staff for management of MIS.	VC/ Registrar/ Bursar/ Dean/Director, ICTC
1.4.20		Capacity development of administrative and management staff.	Director, SDC
1.4.21		Establish an ICT based facility management system for the University.	Director, ICTC

1.5 Create and sustain a conducive academic culture that supports teaching excellence in all academic units.			
1.5.1	Ensure that academic leaders (Deans, Heads and Professors) and senior academics are committed and engaged in process of teaching and advising	Capacity building on mentoring, counselling and advising for academic and administrative staff.	Director, SDC
1.5.2	Create and nurture constructive dialogue on important intellectual issues among the staff and students within and across the academic units.	Strengthen the undergraduate research component by providing more facilities.	Dean
1.5.3		Strengthen student society work to have a wider participation.	Dean and HOD/ Students' Societies / Student Unions
1.5.4		Create student teacher forums and knowledge sharing platforms across the units.	Dean / HOD
1.5.5		Organizing annual symposia and conferences in subject disciplines.	Deans/ Director, ICTC
1.5.6		Promote intellectually rewarding cross-department, cross-faculty and/or interdisciplinary collaborations among the staff.	Continue to provide university research grants for multi or inter-disciplinary collaborative studies.
1.5.7	Inculcate intellectual harmony within the University and between higher education institutes.	Conduct collaborative workshops, seminars, symposia etc. within the University and with external organizations.	RHDC / Dean
1.5.8		Establish collaborative research links within the university with other institutions.	RHDC / Faculty Staff
1.5.9		Publicize the faculty/department level events to external organizations.	Dean and HODs
1.5.10		Conduct collaborative workshops, seminars, symposia, joint projects, etc.	RHDC / Faculty Staff
1.5.11		Organize cultural events / days	Coordinator Social Harmony / Student Unions / Student Societies
1.5.12		Organize guest lectures and special lectures on current affairs and subject matters.	Deans / HOD
1.5.13		Continue hosting Wayamba University International Conference (WinC) and Wayamba University Research Congress (WURC)	VC, Deans, SRHDC

Goal 2: Fulfilling the growing demand for higher education through an increased student access

Objective 2.1: Strengthen efforts to attract an excellent and diverse body of students.			
No	Strategies	Action	Responsible Person
2.1.1	Establish new study departments/faculties, and introduce new programmes and expand the current programmes in high demand fields that fit with the mission of the University.	Establishment of new academic department at FLN in the mandated areas, <u>Entrepreneurship, Bio-statistics, Plant Food Production</u>	VC/Dean/Senate/ Council
2.1.2		Expand the physical space of the University by acquisition of lands for the University both at <u>Kuliyapitiya and Makandura premises</u>	VC / Registrar
2.1.3		Introduce new degree programmes	Deans
2.1.4		Continue the process of establishing Faculties of Engineering/Graduate studies	VC
2.1.5		Establishment of Business Center, Agric Center, two facility centers, library, staff quarters	Deans
2.1.6		Introduce Postgraduate program (Masters), Diploma / Professional / Short courses in disciplines of strong employment demand	Dean / CADC

2.1.7		Expand the student enrolment	Dean and HOD
2.1.8		Introduce IT Certificate, Diploma and Higher National Diploma courses	Director, ICTC
2.1.9		Introduce IT based courses on current industry demand (e.g.: Hardware, Graphic designing, Web)	Director, ICTC
2.1.10		Introduce professional certificate courses (e.g.: CCNA, RHCE, Microsoft) - ICTC (Makandura)	Director, ICTC
2.1.11		Acquisition of the land of the Faculty of Medicine	VC/Registrar
2.1.12	Introduce and facilitate lateral entry from government organizations.	Open the degree programmes for employees of government as lateral/special entries	Dean
2.1.13		Reserve enrolments for lateral entry from government organizations in non-degree courses conducted by ICTC-Makandura.	Director, ICTC
2.1.14		Reserve enrolments for lateral/special entry for teachers - FAS	Dean / HOD
2.1.15	Enrol foreign students to the existing academic programs.	Advertise undergraduate and postgraduate placements for foreign students.	Deans
2.1.16		Participation in international educational fairs to promote internal courses.	VC, Dean, Registrar
2.1.17		Introduce on-line courses in high demanding disciplines	CADC
2.1.18		Establish educational links by signing MOUs with foreign universities for student exchange programmes.	Dean, Registrar and HOD
2.1.19	Enhance the university's national and international reputation through media and communication channels	Continue hosting and participating at Exhibition, Conferences, Open Days, Media Production on University and Degree Programmes, etc.	Dean / Student Societies / Student Union
2.1.20		Continue conducting Social Responsibility Programmes and Outreach Programmes.	Dean / HOD / Student societies / Student Union
2.1.21		Encourage more commercially and socially valuable research activities.	RHDC / Coordinator, External Affairs
2.1.22		Partner with schools and related organizations to promote study programs and change higher education mindset and preparedness.	Dean / Coordinator, External Affairs
2.1.23	Establish study centres on regional basis.	Set up regional study centres in Colombo, Kurunegala and in Up-country.	Dean (FAPM / FBSF) and HOD
2.1.24		Establish study centres in selected schools or government offices in different regions on shared basis	Director ICTC
2.1.25		Conduct feasibility studies to find out possibilities to offer English courses (e.g. Diploma in English) at regional centres	Course Directors/Course Coordinators
2.1.26	Initiate collaborative academic programs with the potential national, regional (Asian) and other international institutes.	Establish new collaborations with foreign universities/institutions for postgraduate and undergraduate studies	Dean / HODs
2.1.27	Introduce/further strengthen fee levying courses to cater into the market demands for education	Restructure the existing diploma in English as Certificate course in English. Diploma in English and Higher diploma in English; Start short courses for professional (teachers, nurses etc.)	Coordinator/ Course Director
2.1.28		Establish External Degrees and External Courses Unit (EDECU)	VC/Registrar
2.1.29		Introduce foreign training component to the MBA programme – FBSF	Director MBA

Objective 2.2 Enhance academic and personal support programs aiming the effective transition, retention and success of students			
2.2.1	Provide academic and personal support (Tutorial, Peer mentoring, English language skills, specialist academic workshops, tailored learning support, study facilities, internet and computer access, library space, employment placements after graduation and volunteer opportunities, career guidance etc.) for overall academic success of the students.	Strengthening Faculty Counselling System; Establish counselling centres	Senior Students Counsellors
2.2.2		Implementation of e-portfolio	Dean (FLFN)
2.2.3		Review and revise ongoing English language teaching programmes and conduct English Language Proficiency courses and special classes for weak students in specific and identified areas.	Head/DELT
2.2.4		Provide interactive study areas ("think spaces") for students.	Dean
2.2.5		Develop Special IT Facilities for specialized modules	Dean / Director,ICTC
2.2.6		Conduct well-focused Career Guidance Programmes through CGU on personal development, skill development and study skills.	Director , CGU
2.2.7		Introduce a mechanism for peer mentoring	Dean and HOD
2.2.8		Expand the virtual learning environment and encourage staff and students to use in degree programmes	Dean / Teaching Learning Committees / Director,ICTC
2.2.9		Enhance ICT facilities - Expand Wi-Fi and internet coverage; Increase internal backbone bandwidth; Establish research lab with high performance computers and software; Implement video conferencing system; Use smart boards and high-tech teaching tools effectively; Construct new building facilities to provide internet and computer services	Director,ICTC
2.2.10		Training academics on mentoring and counselling to facilitate peer tutoring and peer counselling by students	Director,SDC
2.2.11		Establish Libraries at Faculty level	SALs and Librarian
2.2.12		Expansion of library space	SALs and Librarian
2.2.13		Holding Career fairs; Organizing job fairs , Mock interviews with industry.	Director,CGU
2.2.14	Provide financial assistance (Needy students' scholarships, Bursaries etc.) for the students from low-socio economic status to support the successful completion of their studies.	Provide scholarships to enrol in fee-levying courses	Directors of Courses
2.2.15	Build a network to get the support of the alumni to mentor students for career and research opportunities	Conduct career guidance workshops and mentoring sessions through Alumni Associations	Director,CGU

Objective 2.3 Facilitate access to specially-able students to University

2.3.1	Support the students with disabilities with various combinations of assistance in accomplish their educational objectives	Establish a sub-committee or Unit to accommodate matters related to specially-abled students	Dean and HOD / SAR, Student Welfare
2.3.2	Provide infrastructure (attempts to maintain a barrier free environment, easily accessible to the physically disabled and to others) and resources / facilities to cater into the unique needs of differently-abled students.	Provision of required teaching and learning equipment as the necessity arises-specialized equipment/software for differently-abled access of computer systems	Dean and HOD / AR SW

Goal 3. Entrepreneurial graduates with high employability to meet the legitimate expectations of the stakeholders**Objective 3.1 Enhance overall employability of both internal and external graduates**

No	Strategies	Action	Responsible Person
3.1.1	Timely curricular revisions to meet the needs of job market.	Continue conducting annual employability survey	Coordinator, External Affairs
3.1.2		Conduct need assessment surveys	Coordinator, External Affairs / Dean
3.1.3		Hold stakeholder meetings / industry forums	CADC
3.1.4	Improve social-emotional skills (soft skills) of students.	Continue conducting career development activities	Director , CGU
3.1.5	Provide career options, outcomes and information on career pathways	Continue conducting job fairs, career fairs and recruitment fairs.	Director , CGU
3.1.6		Conduct student awareness programs on job opportunities and access	Dean and HODs / Faculty representative of career guidance / CGU / SUST

Objective 3.2 Improve entrepreneurship

3.2.1	Ensure students are offered with a range of enterprise skill development opportunities and guidance	Introduce on-line modules (extra/co-curricular) on enterprise skill development.	CADC / Director - BREAD / Dean
3.2.2		Conduct entrepreneurial skill development workshops/training (e.g. Business consultation meetings).	HODs, Academic Staff / Director BREAD
3.2.3	Provide career services that encourage students to consider new venture creation and self-employment as valid graduate career options.	Provide on-line modules on business venture start-up	Director - BREAD / CGU
3.2.4		Facilitate formation of student companies to carryout internal and external projects	Deans / Director BREAD
3.2.5		Organize experience sharing / sessions, workshops with support of Business Incubation Centre	Deans / Director-BREAD

Goal 4. Conducive environment for research, innovations, scholarships and outreach / commercialization

Objective 4.1: Promote and Coordinate all activities related to research and development

No	Strategies	Action	Responsible Person
4.1.1	Develop a mechanism to coordinate research and development in the University.	Establish a repository of publications of the staff	Librarian / Director, ICTC / SRHDC
4.1.2	Implement strategically focused, cost-effective enhancements to the infrastructure in support of research, scholarship, and creativity – facilities in university	Establish Centre for Food Innovation & Technology / Research Centres for the faculties	VC/Deans
4.1.3		Reference library for Thesis/online catalogue for thesis	Librarian/Library Committee
4.1.4		Acquisition of e-books	Librarian/Library Committee
4.1.5	Develop mechanisms that allow undergraduate and graduate students to engage in research as part of their coursework.	Co-ordinate research collaborations through Research Facilitating Mechanism	VC / RHDC

Objective 4.2: Improve institution-wide services for the administration and support of research grants

4.2.1	Develop and implement an efficient and effective financial accounting and research administrative system/s	Develop e-financial management system.	Bursar / Registrar
4.2.2		Streamline financial and administrative system in the faculties	VC, Registrar, Bursar. Deans
4.2.3		Train research staff on administration and financial aspects	Director, SDC/ Registrar / Bursar

Objective 4.3: Recognize the innovations, scholarships and commercialization activities of university staff and students.

4.3.1	Develop a mechanism to promote and sustain the contributions of university staff and students towards innovations and commercialization	Provide staff members industry exposure.	Deans / HODs
4.3.2		Rewarding outstanding academics in teaching and community engagement.	
4.3.3		Acquire facilities for plagiarism checking	ADPSEC
4.3.4		Establishment of ERC covering the whole university	SRHDC
4.3.5	Develop linkages between university and public, semi-government and private institutions.	Strengthen Outreach mechanisms of the faculties through establishment of Outreach Centres / Outreach arms	Deans
4.3.6		Establishment of Centre of Food Innovation & Technology and other dedicated Centres	Deans
4.3.7		Develop web-based portals and social networks (such as Twitter, SMS) to educate general public and industry stakeholders	Deans / Publication Committee
4.3.8		Create a database of stakeholders presently having links/collaboration	Deans /Coordinator, External Affairs / Director BIC / SUST (Only Director - External Affairs)
4.3.9		Establish a mechanism to take industry and employers feedback	Director,CGU/Coordinator , External Affairs

5. Committed university community serving the mankind

Objective 5.1: Inspire the sense of roles and responsibilities as world citizens among university community

No	Strategies	Action	Responsible Person
5.1.1	Strengthen mentoring system of the university	Train the academic staff on mentoring	Director, SDC
5.1.2	Promote environment sustainability in all actions of the University community	Develop green policy (e.g.. free from polythene, reduce carbon footprint, e-communication etc.) for the Faculties and the University	Committee appointed by the VC
5.1.3		Training and awareness programme on green campus concept and eco friendly office practices to all staff and students	Director, SDC / IQAU
5.1.4	Encourage staff offering their expertise to the external community	Conduct outreach programs and consultancy services	Deans / Director, BREAD
5.1.5		Establish Centre for Food Innovation & Technology and other centres dedicated for R&D	Deans
5.1.6		Conduct outreach programs and consultancy services	Deans / Director BREAD

Objective 5.2: Develop rigorous, systematic evaluations of all outreach and extension programs

5.2.1	Develop explicit criteria for evaluating programs that emphasize quality, importance to the university, and impact on society.	Establish procedures, guidelines and mechanism for the function of Centre for Food Innovation & Technology and similar centres for R&D	Deans
5.2.2	Establish an institutional mechanism for collecting data and information on the quality and impact of extension and outreach programs and for conducting evaluations.	Establish monitoring process for out-reach activities	Deans
5.2.3		Establish feedback mechanism for the function of R&D Centres	Deans
5.2.4		Publicize reports and profiles of the Centres for R&D	VC, Registrar, Statistical officer, Deans, Directors of BREAD / Coordinator, External Affairs
5.2.5		Develop a database on individuals, agencies, and resources within the university with the capacity to offer quality consultancy and advisory services	
5.2.6		Conduct surveys to receive feedback and for need analysis for future outreach activities	Coordinator, External Affairs & Directors of Centres

Objective 5.3: Inculcate human values, respect for diversity and commitment for equality/equity and social justice

5.3.1	Facilitate achieving multi-lingual proficiency /competency	Make available library resources - Develop the collection on multi-lingual reference sources (e.g.. Dictionaries, Glossaries, Proverbs, Bibliographies etc.); Develop the collection of general readings on multi-lingual materials (e.g.. Story books, fictions, dramas, poetry etc.); Develop the collection of AV materials on multi-lingual materials (e.g.. Audio CDs, DVDs etc.)	SALs and Librarian
5.3.2		Conduct programmes for developing skills and competencies in IT, Communication and English of administrative staff and incorporate these in the recruitment criteria for administrative staff	Registrar / Bursar
5.3.3		Organizing Multi-Cultural events	Co-ordinator Social Harmony

5.3.4	Promote student / staff activities in community service, outreach, social harmony, sports and leadership building	Streamline Out-reach activities	Deans / HoDs
5.3.5		Hold Freshers' sports championship, inter-faculty championship, Open championships; Participation at Inter-University Championship	Director / Physical Education; Sports Council / Sports advisory Board
5.3.6		Promote Staff sports activities; hold staff sports championship; conduct sports awareness sessions for staff and students	Director / Physical Education; Staff Sports Club
5.3.7		Continue holding Colours Awarding Ceremony	Director / Physical Education; Sports Council / Sports advisory Board
5.3.8		Outreach activity for outside Library Community	Librarian