

Action Plan 2021



**TRINCOMALEE CAMPUS
EASTERN UNIVERSITY
SRI LANKA**

VISION EUSL

Center of excellence for higher learning in Sri Lanka.

MISSION EUSL

To facilitate learning, research and dissemination of knowledge to produce competent graduate through conducive environment with industry-community collaboration to serve socio-economic and cultural needs of the country.

VISION Trincomalee Campus

World recognized educational and research institute with academic excellence and human values.

MISSION Trincomalee Campus

Creating, transforming and dissemination knowledge through teaching, learning and research to fulfill the needs of the dynamic stakeholders and to meet new challenges while upholding the human values for the sustainable development of the region, nation and globe with good governance.

GOALS AND OBJECTIVES

Goal 1: Achieve Excellence in Teaching and Learning to Produce Competent and Employable Graduates

Objectives:

- 1.1 Periodically revise curricula to improve quality and relevance
- 1.2 Improve teaching, learning and assessment strategies.
- 1.3 Introduce new study programmes based on market demand and future trends.
- 1.4 Enhance teaching and learning environment

Goal 2: Achieve Standards of Excellence in Research, Innovation and Postgraduate Training

Objectives:

- 2.1 Achieve standards of excellence in research
- 2.2 Strengthen Research Degree programmes
- 2.3 Enhance industrial interaction and commercialization of research and innovation.

Goal 3: Enhance Institutional Capacity and Governance

Objectives:

- 3.1 Enhance strength and quality of staff
- 3.2 Secure, improve and develop infrastructure facilities
- 3.3 Enhance Governance and Management
- 3.4 Maintain an effective Quality Assurance System

Goal 4: Enhance Community Engagement, Consultancy and Outreach

Objectives:

- 4.1 Widen participation and equitable access to higher education
- 4.2 Enhance community services and outreach programmes
- 4.3 Provide advisory and consultancy services
- 4.4 Promote entrepreneurship and partnership

ACTION PLAN 2021

Faculty/ Center/ Unit: Faculty of Communication and Business Studies/TC

Goal No	Objective No	Strategy No	Strategic Activity No	Activity	Person Responsible	2021				Performance indicators and baseline†	Budget			
						Q1	Q2	Q3	Q4		UGC	AHEAD (Allocation 2021)	Total	
1	1.2	1.2.1	1.2.1.1	a	Interactive session on film	Head/LCS					No of interactive sessions		Rs 4,000.00	Rs 4,000.00
			1.2.1.1	b	LSRW Compulsory Workshop for the 1st Year Students	Head/LCS, Coordinator Ahead					No of workshops		Rs 30,000.00	Rs 30,000.00
			1.2.1.1	b	Speech Competitions	Head/LCS					No of programmes		Rs 2,177.00	Rs 2,177.00
	1.3	1.3.1	1.3.1.2	a	Developing a new Degree Programme : B.Sc. in Tourism & Leisure Management	Rector/ TC Dean, Head / IQAC					No. of students enrolled			
			1.3.1.2	b	Developing a new Diploma Programme : Diploma in Hospitality Management									
			1.3.1.2	c	Extension programmes (BMS) - Diploma in Human Resource Management, Diploma in Computer Based Accounting and Diploma in Tourism									
1.3	1.3.2	1.3.2.1	a	Bifurcation of Faculty of Communication and business studies in to two faculties namely Faculty of Business and Management Studies and Faculty of Languages and Communication studies.	Rector, Dean, Head					No. of students enrolled				
		1.3.2.1	b	Faculty of Business and Management Studies to formulate following departments: 1. Department of Accounting and Finance 2. Department of Marketing Management 3. Department of Human Resource Management 4. Department of Tourism and Leisure Management 5. Department of Information Management.										

			1.3.2.1	c	Faculty of Languages and Communication studies to formulate following departments: 1. Department of English 2. Department of Communication and Media Study 3. Department of English Language Teaching 4. Department of Information and Computer Technology'								
2	2.1	2.1.1	2.1.1.10	a	Conduct undergraduate research forum at faculty level	Rector/TC, Deans					Programmes and Achievement		
		2.1.3	2.1.3.1	a	Annual Literacy Publication							Rs 50,000.00	Rs 50,000.00
		2.1.3	2.1.3.2	a	Promote Students to publish researches in suitable journals	RPC, IT Committee					Number of annual publications in journals indexed by Web of Science & Scopus		
2	2.1	2.1.4	2.1.4.1	d	Workshop on Academic Writing	Head/LCS				No. of Workshops		Rs 20,000.00	Rs 20,000.00
3	3.1	3.1.1	3.1.1.3	a	Workshop on 'Film Making' for the staff	Head/LCS						Rs 50,000.00	Rs 50,000.00
			3.1.1.3	c	Workshop on OBE - LCT for the staff	Dept. of LCS					No. of Workshops		Rs 50,000.00
	3.3	3.3.2	3.3.2.2	a	Purchasing Books & DVD's for LCS	Head/LCS						Rs 100,000.00	Rs 100,000.00
			3.3.2.2	b	purchase goods, furniture, books and other needed materials for BMS	Head/BMS, Coordinator Ahead					No of Students utilizing the facility		Rs 18,912,150.00
	3.2	3.2.2	3.2.2.14	a	Upgrading Movie Theatre	Head/LCS					Percentage of the progress		Rs 11,341,650.00
		3.2.2.14	c	Establishing Web radio	Dept. of LCS							Rs 345,000.00	Rs 345,000.00

Faculty/ Center/ Unit: Faculty of Applied Science/ TC

Goal No	Objective No	Strategy No	Strategic Activity No	Activity	Person Responsible	2021				Performance indicators and baseline†	Budget			
						Q1	Q2	Q3	Q4		UGC	AHEAD (Allocation 2021)	Total	
1	1.1	1.1.1	1.1.1.3	a	Upgrade the existing undergraduate programs 1. B.Sc. (Hons.) in Electronics 2. B.Sc. (Hons.) in Applied Physics 3. B.Sc. (Hons.) in Computer Science	Dean, Head, Faculty Curriculum					No. of students enrolled			
			1.1.1.4	a	Commence Certificate Course in ICT									
			1.1.1.8	a	Revise the existing Curriculum of DIT						% of SPs incorporate			
			1.1.1.8	b	Develop the new curriculum for BSc Honors in IT									
	1.2	1.2.1	1.2.1.1	a	Monitoring Students Feedback	Dean, Head, Coordinator IQAC					Students' grading			
				b	Monitoring Peer review	Dean, Coordinator IQAC					Peers' grading			
			1.2.1.4	a	Monitoring teaching learning facilities (by collecting staff feedback)						Lecturers' Comments			
		1.2.3	1.2.3.1	a	Obtaining feedback from the students after completion of their degree programme	Coordinator IQAC					Students' grading	Rs 5,000.00		Rs 5,000.00
			1.2.3.2	a	Conducting regular IQAC meeting	Dean, Coordinator IQAC					No of Meetings	Rs 12,000.00		Rs 12,000.00
	1.4	1.4.2	1.4.2.1	a	Improving ICT facilities for DCS 1. Completing the computer lab with 100 computers 2. Establishing the research lab with 10 computers	Dean, Heads					No. of students Utilizing the Facilities	6.7 Mn		6.7 Mn
				b	Improving laboratory facilities 1. Installing the basic needs for Hardware lab of DCS									
			1.4.2.1	b	2. Establishing the network practical lab for DCS									
1.4.2.1			b	2. Establishing the network practical lab for DCS										

		1.4.7	1.4.7.1	a	Improving Faculty Web site	Dean/Students Affairs					Satisfaction Rate			
2	2.1	2.1.4	2.1.4.1	a	Promoting Students and staff research activities	Dean, Head, Coordinator IQAC					No of Research Papers			
3	3.2	3.2.3	3.2.3.23	a	Establishing the research lab for DPS	Dean, AR/ Capital Works, TC					No of Students utilizing the facility	7 Mn		7 Mn
			3.2.3.23	b	Enhancing the Electronics lab with sufficient lab equipment									
			3.2.3.23	c	Enhancing the Physics lab with sufficient lab equipment									
3	3.2	3.2.2	3.2.2.14	a	Establishing a seminar hall for FAS	Dean, AR/ Capital Works, TC					Satisfaction Rate with learning Environment			
				b	Establishing students' study hall for FAS									
			3.2.2.14	a	Purchasing tables and chairs for the additional students									
				3.2.2.14	a		Enhancing the Staff Facility of DCS & DPS							
					b		Enhancing the Dean office							
			3.2.2.14	c	Complete the smart lecture hall									
			3.2.2.12	a	Purchasing a Generator		Dean/FAS, AR/Capital						The amount spent on the purchase of item	
3.1	3.1.1	3.1.1.1	a	Filling the Vacant Cadre DCS Senior Lecturer/Lecturer (Prob)- 04, Instructor 01, Demonstrator 01, Management Assistant 01		VC ,Rector/TC, Dean, Registrar, Council					No.of Staffs			
				DPS Senior Lecture/ Lecturer (Prob) – 05, Demonstrator 01, Management Assistant 01, Technical Officer 02, Lab Assistant 01										
3	3.4	3.4.2	3.4.2.1	a	Drafting Faculty Policy on Quality Assurance	Dean, Head, Coordinator IQAC					Progress Report	Rs 25,000.00		Rs 25,000.00
			3.4.2.2	a	Conduction Workshop to enhance the quality of the staff and students of the faculty	Coordinator IQAC					No of workshops	Rs 75,000.00		Rs 75,000.00

4	4.1	4.1.1	4.1.1.5	a	Forming Alumni	Dean, Council					Number of workshops/ services provided per year			
				b	Create a IEEE student for the Trincomalee Campus, EUSL									
				c	Activate Computer Society (ENIGMA)									
	4.1	4.1.2	4.1.2.2	a	Conducting workshops on ODL for academic , academic support and non-academics	SDC					% of Staff covered			
	4.2	4.2.1	4.2.1.1	a	Conducting workshops / training for government officers who need develop their IT knowledge	Dean, Head					Number of activities per year			
				b	Conducting workshop / seminar / webinar for teachers / students on their demand regarding UGC admission policies and other issues									

Faculty/ Center/ Unit: General- Trincomalee Campus

Goal No	Objective No	Strategy No	Strategic Activity No	Activity	Person Responsible	2021				Performance indicators and baseline†	Budget		
						Q1	Q2	Q3	Q4		UGC	AHEAD (Allocation 2021)	Total
1	1.2	1.2.1	1.2.1.1	a	Introduce Cash Awards and Certificate Awards at Department Levels and Faculty Levels	Rector/ TC					Rs 100,000.00		Rs 100,000.00
	1.4	1.4.2	1.4.2.2	a	Improve the Wi-Fi facilities for students	Rector/ TC, ICT Unit							
		1.4.6	1.4.6.1	a	Recruit one Siddha Doctor for University Medical Services	Rector/TC, SAR/General Services							
2	2.1	2.1.1	2.1.1.10	a	Conducting Undergraduate Research Forum	Rector/ TC, VC RMS				Number of annual publications in journals indexed by Web of Science	Rs 500,000.00		Rs 500,000.00
		2.1.3	2.1.3.2	a	Promote Students to publish researches in suitable journal	Deans, Heads, Professors							

3	3.1	3.1.1	3.1.1.1	a	Submit the request to create or suppress cadre posts with the valid justification along with the approval of the Council.	VC, Rector/TC, Dean, Registrar, Council					Number of Staffs per students			
	3.2	3.2.1	3.2.1.14	a	Naming all the Lecture Halls	Rector, Deans, Heads,								
	3.3	3.3.1	3.3.1.7	a	Conduct the inventory survey regarding the electronic devices (Multimedia Projector, Computers, Printers, UPS) & Chairs	Internal Audit Unit					Comprehensive Annual Audit Plan			

Faculty/ Center/ Unit: Physical Education Unit

Goal No	Objective No	Strategy No	Strategic Activity No	Activity	Person Responsible	2021				Performance indicators and baseline†	Budget			
						Q1	Q2	Q3	Q4		UGC	AHEAD (Allocation 2021)	Total	
1	1.4	1.4.5	1.4.5.1	a	Inter faculty championship Trincomalee Campus	Coordinator/ PEU					% engaged in Sports			
				b	Campus sports colors night									
				c	“campus premium league ” Cricket tournament									
				d	Leadership program									
				e	Physical fitness program for Academic and Academic support and Administrative staff									
3	3.2	3.2.2	3.2.2.12	a	Purchasing of Gym equipment	Coordinator/ PEU, AR/Capital					Satisfaction rating	1 Mn		1 Mn

Faculty/ Center/ Unit: Carrier Guidance Unit

Goal No	Objective No	Strategy No	Strategic Activity No	Activity	Person Responsible	2021				Performance indicators and baseline†	Budget		
						Q1	Q2	Q3	Q4		UGC	AHEAD (Allocation 2021)	Total
1	1.4	1.4.4	1.4.1.1	a	Counseling and Advising on Careers (CV Writing Work Shop & Mock Interview)					Highly satisfactory. Satisfactory, above average, average, poor	Rs 50,000.00		Rs 50,000.00
				b	Conducting Job Fair						Rs 100,000.00		Rs 100,000.00
				c	Entrepreneurship Development Programmes - NEDA						Rs 80,000.00		Rs 80,000.00
				d	Training Research and Development						Rs 30,000.00		Rs 30,000.00
				e	Career related information provision						Rs 50,000.00		Rs 50,000.00
				f	Employability skill enhancement						Rs 25,000.00		Rs 25,000.00
				g	Facilitating the young person from School to University						Rs 150,000.00		Rs 150,000.00

Faculty/ Center/ Unit: Capital Works/ TC

Goal No	Objective No	Strategy No	Strategic Activity No	Activity	Person Responsible	2021				Performance indicators and baseline†	Budget		
						Q1	Q2	Q3	Q4		UGC	AHEAD (Allocation 2021)	Total
3	3.2	3.2.2	3.2.2.14	a	Implementation of Volley ball and Netball					Percentage of the physical progress	9 Mn		9 Mn
				b	Construction of Maintenance Workshop (Phase 1)						1.8 Mn		1.8 Mn
				c	Common Vehicle Park						4 Mn		4 Mn
				d	Students walking path						2 Mn		2 Mn
				e	Sun shade for family and bachelor staff quarters						1.2 Mn		1.2 Mn
				f	Renovation of Labs						2 Mn		2 Mn
				g	Construction of FCBS Building Complex						110 Mn		110 Mn
				h	Construction of Multipurpose Auditorium						25 Mn		25 Mn
				i	Construction of 3km asphalt surface road network						15 Mn		15 Mn

Faculty/ Center/ Unit: Establishment/ TC

Goal No	Objective No	Strategy No	Strategic Activity No	Activity	Person Responsible	2021				Performance indicators and baseline†	Budget		
						Q1	Q2	Q3	Q4		UGC	AHEAD (Allocation 2021)	Total
3	3.1	3.1.1	3.1.1.1	a	Increase the number of Cadre from 300 to 325 with the consideration of ethnic ratio and good credential	SAR/ Establishment							

Faculty/ Center/ Unit: Supplies & Finance

Goal No	Objective No	Strategy No	Strategic Activity No	Activity	Person Responsible	2021				Performance indicators and baseline†	Budget			
						Q1	Q2	Q3	Q4		UGC	AHEAD (Allocation 2021)	Total	
3	3.3	3.3.2	3.3.2.2	a	Acquisition of Fixed Asset including plant & machineries, books & periodical, furniture & lab equipment.	Bursar, Registrar, Council					% of capital spent on infrastructure for research and learning environment.	29 Mn		29 Mn
				b	Research & Development (Research Symposium & Accreditation)							0.5 Mn		0.5 Mn
				c	Rehabilitation & improvements of Building Structure							20 Mn		20 Mn
				d	Continuation of construction project							150 Mn		150 Mn
				e	Human Capital Development Projects (Quality Assurance & Accreditation)							0.5 Mn		0.5 Mn
			3.3.2.1	g	Managing resources efficiently and effectively						Audit report	200 Mn		200 Mn

Faculty/ Center/ Unit: Students Affairs

Goal No	Objective No	Strategy No	Strategic Activity No	Activity	Person Responsible	2021				Performance indicators and baseline†	Budget		
						Q1	Q2	Q3	Q4		UGC	AHEAD (Allocation 2021)	Total
1	1.4	1.4.7	1.4.7.3	a	Allocation of rooms based on the policy of sharing rooms with other ethnic students					Satisfaction level of students			
				b	Conducting competitions between hostels on theme of strengthening ethnic cohesion and social harmony								
		1.4.7	1.4.7.4	a	Training programme on the role of mentors in the life of students through SDC,TC						Rs 75,000.00		Rs 75,000.00
				a	Awareness programme on sexual gender based violence and its consequences for the 2 nd year students before enrolling new students through gender equity and equality cell of TC						Rs 100,000.00		Rs 100,000.00

Faculty/ Center/ Unit: Unit of Gender Equity and equality

Goal No	Objective No	Strategy No	Strategic Activity No	Activity	Person Responsible	2021				Performance indicators and baseline†	Budget		
						Q1	Q2	Q3	Q4		UGC	AHEAD (Allocation 2021)	Total
3	3.1	3.1.2	3.1.2.1	a	Workshop on gender equity and equality for Academic, non-academic and academic supportive staffs					No of Programme	Rs 10,000.00		Rs 10,000.00
3	3.1			b	Workshop on gender discrimination						Rs 50,000.00		Rs 50,000.00
3	3.1			c	Interfaculty Gender Festival						Rs 60,000.00		Rs 60,000.00
4	4.3	4.3.2	4.3.2.1	a	Conducting Awareness program on gender equity and equality for A/L Students					Rs 40,000.00		Rs 40,000.00	