

## AIMS CAMPUS

AIMS College of Business & IT (Pvt.) Ltd

### MANAGEMENT MEETING

### AGENDA

**DATE** : 10<sup>th</sup> April 2023

**TIME** : 03:00 PM

**VENUE** : Board Room – AIMS Campus, Negombo

#### **PARTICIPANTS**

**ONSITE** :

- Dr. Kithsiri Manchanayakke
- Prof. Udith Jayasinghe
- Prof. Sirimewan Waidyasekara
- Dr. Godwin Kodithuwakku
- Dr. Neil Bogahawaththa
- Mr. Upul Dasanayakke

**ONLINE** : Prof. Prathiba Mahanamahewa

**APOLOGIES** : Prof. Jagath Edirisinghe

**MINUTE TAKER** : Meeting minutes done by Geethika.

**MEETING CALLED BY** : Dr. Kithsiri Manchanayakke

**OBJECTIVE** : To address the following agenda items together with the matters arising from the previous meeting and to discuss or to suggest solutions/actions necessary.

**AGENDA ITEMS**

01.	Reading & adapting of the previous meeting minutes held on 23 <sup>rd</sup> January 2023
02.	Confirmation of the minutes
03.	Matters arising from the previous meeting.
04.	New Business
	1. Update on the accounts/ as in the outstanding/ pending payments
1.	Any other business
2.	Adjournment of the meeting

**MATTERS ARISING FROM THE PREVIOUS MEETING**

<b>NO.</b>	<b>ITEM</b>		<b>PRESENTED BY</b>
1.	<b>Appoint a new Marketing Consultant for the Campus.</b>	Decided to Advertise	Chairman
2.	<b>Appoint a new business consultant to prepare a business strategy plan for the next 5 years.</b>	Applications were short listed, and the BOG appointed the Chairman and another 2 BOG members (Prof. Mahanamahewa and Prof. Waidyasekara) to conduct the interviews.	Chairman
3.	<b>Revamping of the campus website</b>	After evaluating all the proposals submitted by the various vendors, BOG appointed a subcommittee (Prof Widyasekara, Mr. Upul Dassanayke and Ernaga Mendis), who decided to appoint Transform International to revamp the AIMS Campus website	Prof. Waidyasekara
4.	<b>Refurbishment of the Negombo branch</b>	Completed	CEO
5.	<b>Recruitment of new academic staff &amp; counsellors</b>	Advertisement published	AGM HR
6.	<b>Application for a non-state university status for AIMS Campus from Higher Education Ministry and University Grants Commission of Sri Lanka</b>	Requested for an application to proceed further	Prof. Waidyasekara Nilusha De Silva
7.	<b>NC - UK</b>	Decided to collaborate as a study center	Nilanthi Wijayasinghe Hasini Perera
8.	<b>Propose to shift the Colombo Branch to a new premises with the following requirements - minimum of 10,000 SQF and a separate building with a road frontage. Within the</b>		Divinston David

	<b>areas of Colombo 2/3/4/5 or 7</b>		
9.	<b>Provide an update on the current status of UEL Collaboration and discuss how to facilitate the upcoming UEL Institutional Accreditation Event upon the visit of the UEL Delegation.</b>		Chairman
10.	<b>Proposed to revise the organizational structure to enhance the campus operations</b>		Prof. Udith Jayasinghe
11.	<b>Proposing to link CRM, SMS and Accounting System via API</b>		Prof. Waidyasekara