

AIMS CAMPUS

AIMS College of Business & IT (Pvt.) Ltd

MANAGEMENT MEETING

AGENDA

DATE : 08th January 2024

TIME : 03:00 PM

VENUE : Board Room – AIMS Campus, Negombo

PARTICIPANTS

ONSITE :

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

ONLINE :

- Dr. Neil Bogahawaththa
- Prof. Prathiba Mahanamahewa
- Prof. Jagath Edirisinghe

APOLOGIES :

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 rd 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

NO.	ITEM		PRESENTED BY
2.	Appoint a new business consultant to prepare a business strategy plan for the next 5 years.	Upon reviewing the business strategy report submitted by Mr. Dinusha Rajarathnam, the chairman along with two Board of Governors members, Prof. Mahanamahewa and Prof. Waidyasekara, have analyzed it and requested minor amendments to be made.	Chairman
3.	Revamping of the campus website	BOG suggested that Tranzform International be instructed to refresh all professional courses available on the website.	Prof. Waidyasekara
5.	Recruitment of new academic staff & counsellors	Recruitment in progress	AGM HR
6.	Application for a non-state university status for AIMS Campus from Higher Education Ministry and University Grants Commission of Sri Lanka	In progress	Prof. Waidyasekara Nilusha De Silva
7.	NC - UK	Finalized. It is cost-intensive to provide services tailored to the Sri Lankan community.	Nilanthi Wijayasinghe Hasini Perera
8.	Propose to shift the Colombo Branch to new premises with the following requirements – minimum of 10,000 SQF and a separate building with a road frontage. Within the areas of Colombo 2/3/4/5 or 7	The renovation project has commenced in the new building	Divinston David
9.	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.	In progress	Chairman
11.	Proposing to link CRM, SMS and Accounting System via API	In progress	Prof. Waidyasekara

12.	TVEC registration renewal for the next 2 years	TVEC visited the premises for an inspection. Approval is in progress	Hasini Perera
13.	Registration renewal of University of Colombo for the BIT program	In progress	Nilusha De Silva
14.	Registration renewal of University of Moratuwa for the BIT program	In progress	Lakshika Fernando
16.	Seeking instruction from the board to clear outstanding	In progress	Sanduni Dilrukshika
17.	Seeking approval to conduct another staff development program for the year 2023	A Staff Development Programme was conducted by Dr. Sanjeewa Amarasinghe on 23rd of September	Mariza Karandawala
18.	Seeking approval to conduct career guidance programs and open-day programs to attract new prospects (date, time and venue to be approved by the board)	The upcoming Open Day is scheduled to be held on the 4th of November. As part of the program, career guidance will be provided	Divinston David
19.	Proposed the new fee plan for the Cambridge programs for the year 2024 – seeking approval from the board.	The Board of Governors (BOG) has approved the new fee plan for Cambridge programs	Nilusha De Silva
20.	Seeking approval for the conduction of NILET programs for further 2 years	It is imperative to obtain approval for MOU	Hasini Perera
21.	Seeking approval to purchase Cambridge textbooks for the year 2024	In progress	Nilusha De Silva
22.	Giving an update on the construction of the new study concept – Hamlet	In progress. Approved by the board.	Chairman
23.	Seeking approval to conduct 2+1 programs with UEL and start the promotions once we receive the relevant agreement from UEL	In progress	Chairman