

# AIMS CAMPUS

AIMS College of Business & IT (Pvt.) Ltd

## MANAGEMENT MEETING

## AGENDA

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

**TIME** : 03:00 PM

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

### **PARTICIPANTS**

**ONSITE** : Dr. Kithsiri Manchanayakke  
Prof. Sirimewan Waidyasekara  
Prof. Jagath Edirisinghe  
Dr. Neil Bogahawaththa  
Mr. Upul Dasanayakke

**ONLINE** : Dr. Godwin Kodithuwakku  
Prof. Udith Jayasinghe

**APOLOGIES** : Prof. Prathiba Mahanamahewa

**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

NO.	ITEM		PRESENTED BY
1.	Appoint a new Marketing Consultant for the Campus.	Selected a marketing consultant (Dr.Sanjeewa Samarasinghe) He started working for AIMS Campus effective from 01st March, 2023.	Chairman
2.	Appoint a new business consultant to prepare a business strategy plan for the next 5 years.	Appointed Mr. Dinusha Rajarathnam as a Business Consultant for AIMS effective from 01st April, 2023	Chairman
3.	Revamping of the campus website	Tranzform International started operations on the revamping of 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	Documentation in progress	Prof. Waidyasekara Nilusha De Silva
7.	NC - UK	Application work in progress	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	A few places have been identified for the Board Members to visit. The Board appointed a few members to visit the places	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.	Chairman expressed the progress of the affiliation and in anticipation of a date for the arrival of the delegation	Chairman
10.	Proposed to revise the organizational structure to enhance the campus operations	Completed	Prof. Udith Jayasinghe

11.	Proposing to link CRM, SMS and Accounting System via API	In progress	Prof. Waidyasekara
12.	TVEC registration renewal for the next 2 years		Hasini Perera
13.	Registration renewal of University of Colombo for the BIT program		Nilusha De Silva
14.	Registration renewal of University of Moratuwa for the BIT program		Lakshika Fernando
15.	Change of commission structure for the counsellors		Dr. Sanjeewa Samarasinghe
16.	Seeking instruction from the board to clear outstanding		Sanduni Dilrukshika
17.	Seeking approval to conduct another staff development program for the year 2023		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)		Divinston David