



Innovations for University Non Academic Staff to contribute Universities to become World Class

- Universiti Putra Malaysia
(270th in the world)





Universiti Putra Malaysia

Universiti Putra Malaysia (UPM) is one of Malaysia's major public universities located near the Kuala Lumpur, established on 1931 and one of the top government educational institutions in Malaysia ranking among the top thousand Universities globally. In 2016 UPM was ranked **270** globally and it is considered one of the Top Universities in Asia. UPM consists of 16 faculties, 16 Centers, one Academy, one school and nine Institutes. Presently there are more than 26,500 students including undergraduates, postgraduates and doctoral students.

UPM was one the pioneering Universities in Malaysia to offer International Collaborations such as research exchange programs and International Training Programs. The strength gained through knowledge over many years and the quality of staff members has always produced the finest International Training Programs in South East Asia.

<http://www.upm.edu.my/>



The University System of Sri Lanka is considered to be high in many standards. University grants commissions is the driving force behind the state university system of Sri Lanka. This program focuses on operational aspects of international higher educational institutes focused on administrative aspects suitable for a Developing Nation. Further this study visit will be comprised of exposing the administrative staff on similar higher educational institutions in Malaysia, mainly the world class Universiti Putra Malaysia to study about their infra-structure and management.

Course Objectives

- Innovation of Trade Union Leadership style in UPM / Malaysia
- Maintenance of Trade Union activities for Performances of the World class Universities
- Use of Innovations for better Union Leadership towards Services Delivery of Higher Education Institutes
- Concepts of Modernization in Union and Welfare structure of Universities.
- Modern Union and Welfare concepts in Higher Education and organization in Malaysia
- Maintenance of facilities and Assets of a World Class University
- Modern concepts of Asset & Facilities Management of Universities and the optimize the existing facilities for better delivery of degrees
- Latest developments of information Technology for University systems
- Importance of long term strategies to become a world class University
- Setting goals for the Management of the UPM to support the overall objective of becoming world class
- Management and maintenance of the vast areas of lands and assets belong to UPM
- Efficient utilization of available assets and service of UPM
- Top level strategies to support the Universities to become world class from the perspective of Malaysia.
- Strategic importance of Higher Educational Institutes as a developing Nation
- Use of innovation for better financial and student welfare services for University system



Preferred Course Outcomes

- The Participants will be Exposed with the Innovations of Management and Non Academic Administration in UPM and will be Encouraged to apply the same to Sri Lanka
- The Participants will be familiar with the Mechanisms of Maintenance of Facilities and Assets of a World Class University
- The Participants will Engage with the Use of Innovations for Better Service Delivery of Higher Education and Setting of KPIs to enhance the Delivery of Services
- The Participants will Learn about the Concepts and Modernization in Union & Staff Welfare Structures in Universities
- The Participants will be familiar with the mechanisms and Modern Concepts of Asset & Facilities Management of Universities and to optimize the existing facilities for better Delivery of Degrees
- The Participants will be Exposed to Modern Financial and Student Welfare Concepts in Higher Education Organizations in Malaysia and Drawing Parallels to be used in Sri Lanka
- The Participants will Identify the Latest Developments of Information Technology for University Management
- The Participants will be Stressed with the Importance of Long Term Strategies to become a World Class University
- The Participants will be familiar with the mechanisms of Setting Goals for the Management of the UPM to support the Overall Objective of becoming World Class
- The Participants will be familiar with the mechanisms of Efficient Utilization of available Assets and Services of UPM

Cost of the Program

- Course Fee (Includes Foreign Coordination, Logistics, Transport, Overheads, Study Visits, Lectures, Airfare, VISA fee, Study Materials and Refreshments in Malaysia) - (USD 1350 per Participant)

Please note that the course fee does not include Meals and Accommodation

Transfer the **payment on or before Two Weeks of Start of the Program** and Please note that this fee is applicable strictly for a **Group of 30 or more**.



Day 1 - in Kuala Lumpur

7.00	Arrival and Pick up at KLIA Airport
12.00	Lunch and Check-in at Hotel
13.00	Overall University Visit
18.00	Dinner

Day 2 - in Universiti Putra Malaysia

09.00	Lecture Session - Introduction to Management and Administrative Divisions of the University while emphasis the use of Innovations for Non Academic Administration, Finance, Union and Welfare structure
12.00	Lunch
13.00	Visit to Key Facilities maintained by UPM such as the Hospital, Farm, Gymnasium, Grounds, Conference Centers, etc. while exploring the strategies of facilities management in a world class University

Day 3 - in Universiti Putra Malaysia

09.00	Discussion Session - Strategies to Create World Class Universities and the Milestones Achieved from the Ministry of Higher Education Malaysia
12.00	Lunch
13.00	Discussion Session with Students – The Student perspective of University Services for better learning



Day 4 - in Universiti Putra Malaysia

- 09.00 Group Discussion Session and Presentations
- 13.00 Lunch
- 14.00 Group Discussion Session and Presentations
- 18.00 Dinner

Day 5 - in Universiti Putra Malaysia

- 09.00 Lecture Session - Concepts and Modernization of Trade Unions attached to higher educational institutions in Malaysia
- 12.00 Lunch
- 13.00 Discussion Session with Trade Union Officials of UPM – Knowledge and Experience sharing session

Day 6 - in Universiti Putra Malaysia

- 09.00 Lecture Session - Use of Innovations for better Union Leadership towards Services Delivery of Higher Education Institutes
- 12.00 Lunch
- 13.00 Visit to each and every Administrative Division of Universiti Putra Malaysia to observe the Innovative Management Strategies to support the Academic Layer to become a World Class University
- 17.00 *Certificate Awarding*

Day 7 - in Kuala Lumpur

- 10.00 Check Out from Hotel
- 12.00 Lunch at KLCC
- 13.00 Twin Towers and City Visit
- 18.00 Depart to KLIA for Departure

END OF THE PROGRAM

