

ENACT Training Strategy

University of Peradeniya

University Grant Commission of Sri Lanka (UGC) being the regulatory apex body of Sri Lankan Universities in its mission statement has mentioned that it ensures improved state Higher Educational Institutions equipped with efficient and quality human resources. Major source of human resource comprises of Non-academic employees which consist of around 6500 in number, contribute mainly to the university community engage in all activities other than teaching. It is necessary to adequately train Non-academic staff to support organizational performance and to contribute to achieving the objectives of higher education, while also improving their job satisfaction, motivation and career prospects. Strategic Plan 2019–2023 of the UGC as identified in one of its goals is to establish clear direction and policy for the professional development of all Non-academic staff of the university system. Through the ENACT Project it is envisaged that developing their quality, skills and expertise, creating capacities while strengthening the knowledge and good practice. Further the training multiplier staff necessary for proper and long-term training, encourage attitudinal change, good management practices and a working culture of excellent performance which will affect the overall performance of the higher education institutions.

Strategic Plan of the University of Peradeniya in its Goal 4 specify a strategic action to strengthen administrative and financial management within a sustainable good governance framework by improving efficiency and effectiveness of existing administrative and financial framework. In order to achieve it, an action to be taken to fulfil training needs of staff involved in financial and administrative functions, and provide necessary and suitable trainings. Therefore, in the strategic planning and policy formulation training for Non-academic staff involved in General and Financial Administration has made important in the University of Peradeniya. By establishing Staff Development centre and Staff development Cell under ENACT Project is significant in achieving the objectives.

Staff Development Center (SDC) of the University of Peradeniya involve in providing required systematic training for both the Academic and Non-academic staff which contribute to achieve goals and objectives of the university. Staff Development Cell under the ENACT project is established with the approval of the Governing Council of the university and it will continue to train Non-academic staff in the areas identified at the stake holder events conducted at the university which will also contribute to overall training need of the staff. Staff Development Cell will have a training calendar for a year which will continue in a sustainable manner.

Training programmes are arranged at present in the following subject areas

1. Trends and opportunities in Internationalization for HE in the World- Strategy and Action
2. Project Management- Project costing budgeting and financing
3. Mobility management
4. How to run an International Office
5. Modern Human Resource management practices
6. University Administration and Financial Management,
7. Networking for learning and transfer of good practices of university administration,
8. Accounting and Auditing in higher education
9. Modern systems and procedures to improve organizational efficiency and productivity
10. Development of soft skills of non-academic staff, managing diversity and promoting equality.

Training workshops and courses are anticipated to benefit 18 directly as trainers and thereby conducting training programmes to around 250 direct and 1500 staff indirectly through dissemination.

Course design will involve input from the Director/SDC, Dean of the Faculty of Management, Registrar and Bursar of the University, the Deputy Registrar of the Non-Academic establishment under supervision of the Vice Chancellor

Courses will be delivered in physical lectures with group discussions and Q&A sessions. Resource persons who participate in designing courses will be responsible for session delivering. Director/ SDC and the project team members will be responsible for administration.

- 100% of the equipment budget has been spent for purchasing items
- Staff Development Cell is established under Staff Development Center with the approval of the Governing Council of the University of Peradeniya is in a separate distant building in scenic, calm and quiet environment conducive for learning with all the basic facilities.

Hierarchical Position of the ENACT Cell

Vice Chancellor



Director/SDC



Staff Development Center (SDC)



ENACT Staff Development Cell

Governing Council approval is obtained to conduct the training under SDC with the supervision of the Director/SDC

- Resource persons from faculties as Management, Arts etc. will be selected among academic staff.
- Resource persons from General Administration and Financial Administration
- Project Administration team
- One Technical staff member, Audio Visual Technical Officer, Management Assistant and Works Aid
- Planned to deliver ENACT results through the Staff Development Cell of the trainings scheduled throughout the year.
- Publish details in the University Web, Newsletter, Leaflets, paper articles, and in social media as Facebook, Twitter, and LinkedIn etc.

Planned to disseminate information to the UGC for policy development to all universities in Sri Lanka, Public Institutions, ministries (especially Ministry of education) corporations through official communications and informal communications,