

# UNIVERSITI TEKNOLOGI MALAYSIA

UTM.J.02.02/10.12/2 Jld. 5 ( 5 )

14 Disember 2017  
25 Rabiulawal 1439

## PEKELILING PENTADBIRAN BIL. 44/2017

### PENSTRUKTURAN SEMULA PEJABAT TIMBALAN NAIB CANSOLOR (PEMBANGUNAN)

Dimaklumkan bahawa Universiti Teknologi Malaysia (UTM) melalui Mesyuarat Jawatankuasa Pengurusan Universiti Bil. 21 bertarikh 28 September 2017 telah meluluskan cadangan penstrukturan semula Pejabat Timbalan Naib Canselor (Pembangunan). Penstrukturan semula ini melibatkan pemusatan pengurusan aset utama Universiti seperti berikut:

- i) Penjenamaan semula Pejabat Pentadbiran Timbalan Naib Canselor (Pembangunan) kepada Pejabat Korporat Timbalan Naib Canselor (Pembangunan);
- ii) Pewujudan Bahagian Pengurusan Perniagaan (*Business Management Division – BMD*) yang berfungsi dalam mentadbir urus aset Universiti bagi aktiviti penjanaan pendapatan menerusi aktiviti '*unlocking of asset*' dan '*asset monetization*'. BMD merangkumi 3 (tiga) unit baharu iaitu Unit Pengurusan Hartanah, Unit Pembangunan Perniagaan & Khidmat Korporat dan Unit Kewangan;
- iii) *Business Development Unit* (BDU) diperkasa dan jenamakan semula sebagai Unit Pembangunan Perniagaan & Khidmat Korporat di bawah BMD;
- iv) Unit Perhubungan Alumni (*UTMA Alumni*) dipindahkan strukturnya secara keseluruhan ke bawah Pejabat Timbalan Naib Canselor (Pembangunan).
- v) Satu konsortium *Strategic Business Unit* diwujudkan di bawah pengurusan BMD yang dibahagikan kepada 5 (lima) kluster iaitu Kluster Hospitaliti, Kluster Perkhidmatan, Kluster Sukan & Rekreasi, Kluster Kesihatan dan Kluster Pertanian;

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2. Sehubungan dengan itu, unit yang terlibat dalam menguruskan aset utama Universiti seperti di bawah adalah dipusatkan di Pejabat Timbalan Naib Canselor (Pembangunan) berdasarkan kluster berikut bagi memastikan pengurusan aset secara efisien.

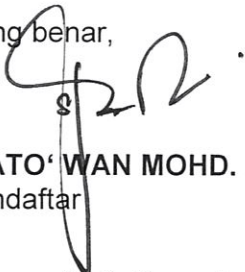
<b>Kluster</b>	<b>Unit</b>
Kluster Hospitaliti	1. Scholar's Inn 2. Unit Pengurusan & Kediaman Kolej (UPKK)
Kluster Perkhidmatan	1. Unit Ruang 2. Unit Pengurusan Arked 3. Unit Kenderaan
Kluster Sukan & Rekreasi	1. Unit Sukan 2. Unit Ekopelancongan 3. Pusat Ekuin
Kluster Kesihatan	1. Pusat Kesihatan 2. Pusat Hemodialisis

3. Pelaksanaan struktur baharu Pejabat Timbalan Naib Canselor (Pembangunan) ini berkuat kuasa mulai 1 Januari 2018. Sehubungan dengan itu, semua staf dan pelajar adalah diminta mengambil maklum berkenaan perkara ini.

Sekian, terima kasih.

**“Berkhidmat untuk Negara kerana Allah”**

Yang benar,



**(DATO' WAN MOHD. ZAWAWI BIN WAN ABD. RAHMAN)**

Pendaftar

- s.k. - Naib Canselor
- Timbalan Naib Canselor (Pembangunan)
  - Timbalan Naib Canselor (Penyelidikan dan Inovasi)
  - Timbalan Naib Canselor (Akademik dan Antarabangsa)
  - Timbalan Naib Canselor (Hal Ehwal Pelajar)
  - Pro-Naib Canselor (Kampus UTM Kuala Lumpur)
  - Pegawai-pegawai Kanan/Dekan/Pengarah

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## ADMINISTRATIVE CIRCULAR NO. 44/2017

### RESTRUCTURING IN THE OFFICE OF THE DEPUTY VICE-CHANCELLOR (DEVELOPMENT)

Please be informed that Universiti Teknologi Malaysia (UTM) through the University Management Committee Meeting No. 21 dated 28 September 2017, has endorsed the proposed restructuring in the Office of the Deputy Vice-Chancellor (Development). This restructuring involves centralization in the management of primary University assets as follows:

- i) Rebranding of the Administration Office of the Deputy Vice-Chancellor (Development) to become the Corporate Office of the Deputy Vice-Chancellor (Development);
- ii) Establishment of the Business Management Division (BMD) that functions to manage University assets for income generation through 'unlocking of asset' and 'asset monetization' activities. The BMD comprises 3 (three) new units, namely, the Property Management Unit, Business Development & Corporate Services Unit and Finance Unit;
- iii) The Business Development Unit (BDU) is empowered and rebranded as the Business Development & Corporate Services Unit under BMD;
- iv) The Alumni Liaison Unit (UTMA*lumni*) is transferred in its entirety to the Office of the Deputy Vice-Chancellor (Development).
- v) A Strategic Business Unit consortium is created under the BMD management which is divided into 5 (five) clusters, namely, the Hospitality Cluster, Service Cluster, Sports & Recreation Cluster, Health Cluster and Agriculture Cluster;

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2. Accordingly, the units involved in the management of primary University assets as stated below are centralized at the Office of the Deputy Vice-Chancellor (Development) based on the following clusters to ensure efficient asset management.

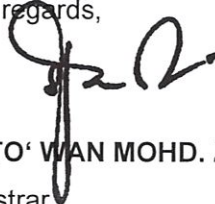
Cluster	Unit
Hospitality Cluster	1. Scholar's Inn 2. College Management & Residential Unit (UPKK)
Service Cluster	1. Space Unit 2. Arcade Management Unit 3. Vehicle Unit
Sports & Recreation Cluster	1. Sports Unit 2. Ecotourism Unit 3. Equine Centre
Health Cluster	1. Health Centre 2. Hemodialysis Centre

3. Implementation of the new structure in the Office of the Deputy Vice-Chancellor (Development) is effective from 1 January 2018. Thus, all staff and students are requested to take note of this change.

Thank you.

**"Berkhidmat untuk Negara kerana Allah"**

Best regards,



**(DATO' WAN MOHD. ZAWAWI BIN WAN ABD. RAHMAN)**

Registrar

- c.c. - Vice-Chancellor
- Deputy Vice-Chancellor (Development)
  - Deputy Vice-Chancellor (Research & Innovation)
  - Deputy Vice-Chancellor (Academic & International)
  - Deputy Vice-Chancellor (Student Affairs)
  - Pro Vice-Chancellor (UTM Kuala Lumpur Campus)
  - Senior Officers/Deans/Directors