

UNIVERSITI TEKNOLOGI MALAYSIA

UTM.J.02.02/10.12/2 Jld. 7 (31)

28 April 2020
5 Ramadan 1441

PEKELILING PENTADBIRAN BIL. 27/2020

PENJENAMAAN, PEMERKASAAN DAN SINERGI PENSTRUKTURAN SEMULA PEJABAT PENGAJIAN PRASISWAZAH (UGS) DAN PUSAT INOVASI MAHASISWA & KEUSAHAWANAN TEKNOLOGI (UTMXCITE) KEPADA INSTITUT SISWAZAH TERSEDIA KEHIDUPAN ATAU *INSTITUTE FOR LIFE-READY GRADUATE (UTM iLeaGue)*

Sukacita dimaklumkan bahawa merujuk kepada surat daripada Timbalan Ketua Pengarah Pendidikan Tinggi [No. Rujukan : JPT.S(G)2000/016/06/015(5)] bertarikh 22 April 2020, Kementerian Pengajian Tinggi telah bersetuju dengan penjenamaan, pemerksaan dan sinergi penstrukturan semula Pejabat Pengajian Prasiswazah (UGS) dan Pusat Inovasi Mahasiswa & Keusahawanan Teknologi (UTMXCITE) kepada Institut Siswazah Tersedia Kehidupan atau *Institute for Life-Ready Graduate (UTM iLeaGue)* di bawah Jabatan Timbalan Naib Canselor (Akademik & Antarabangsa). Penstrukturan baharu ini akan melibatkan perkara berikut:

- 1.1 Penggabungan Pejabat Pengajian Prasiswazah (UGS) dan Pusat Inovasi Mahasiswa & Keusahawanan Teknologi (UTMXCITE) kepada Institut Siswazah Tersedia Kehidupan atau *Institute for Life-Ready Graduate (UTM iLeaGue)*
- 1.2 Penutupan Pusat Ko-Kurikulum dan Pembelajaran Servis (CCSL) dan Pusat Pembangunan Akademik (ADC) di bawah Pejabat Pengajian Prasiswazah
- 1.3 Penjenamaan semula Pejabat Pengajian Prasiswazah kepada Pusat Akademik & Pengalaman Pembelajaran atau *Centre for Academic & Experiential Learning (CAEL)*
- 1.4 Pewujudan jawatan Pengerusi UTM iLeaGue di UTM Johor Bahru
- 1.5 Pewujudan jawatan Pengarah UTM iLeaGue (UTMKL)
- 1.6 Pewujudan jawatan Pengarah (CAEL) dan Timbalan Pengarah (CAEL)
- 1.7 Pewujudan jawatan Timbalan Pengarah (UTMXCITE)
- 1.8 Pewujudan jawatan Felo Institut dan Felo Institut Bersekutu
- 1.9 Pengekalan jawatan Pengarah (UTMXCITE)
- 1.10 Penjumudan jawatan Pengerusi Pejabat Pengajian Prasiswazah

- 1.11 Penjumudan jawatan Timbalan Pengerusi (CCSL)
- 1.12 Penjumudan jawatan Timbalan Pengerusi (ADC)
- 1.13 Penjumudan jawatan Pengurus Akademik (Kursus Umum)
- 1.14 Penjumudan jawatan Timbalan Pengarah (Keusahawanan) dan Timbalan Pengarah (Inovasi) di UTMXCITE
- 1.15 Penjenamaan semula jawatan tersebut di dalam struktur UTM iLeaGue seperti yang berikut:
 - a. Timbalan Pendaftar - Pengurus Kanan
 - b. Penolong Pendaftar Kanan
 - c. Penolong Pendaftar
 - d. Pegawai Penyelidik

2. Objektif penubuhan Institut Siswazah Tersedia Kehidupan atau *Institute for Life-Ready Graduate (UTM iLeaGue)* adalah seperti berikut:

- 2.1 Melaksanakan inisiatif kurikulum tersedia masa hadapan dengan penambahbaikan polisi akademik pelajar prasiswazah;
- 2.2 Menawarkan program akademik bersifat *transdisciplinary* serta sijil kompetensi yang diperlukan oleh industri.
- 2.3 Memperkayakan pengalaman pelajar yang bersedia untuk mendepani kehidupan;
- 2.4 Meningkatkan program pembudayaan inovasi dan keusahawanan dalam kalangan pelajar;
- 2.5 Menyediakan program bagi meningkatkan pembangunan kerjaya pelajar dengan kerjasama Pusat Kerjaya UTM (UTMCC) dan Pusat Tanggungjawab lain;
- 2.6 Menawarkan program pensijilan untuk meningkatkan kompetensi sebelum bergraduan;
- 2.7 Menjalankan penyelidikan dalam kemenjadian pelajar dengan menggunakan pendekatan analitik data raya (*Big Data Analytics*);
- 2.8 Menerajui inisiatif bagi meningkatkan kebolehpasaran global siswazah.

3. Alamat surat-menyurat dan lokasi UTM iLeaGue di UTM Johor Bahru dan UTM Kuala Lumpur adalah seperti berikut :

UTM Johor Bahru

Institute for Life-Ready Graduate (UTM iLeaGue)

Universiti Teknologi Malaysia

Blok L52,

81310 UTM, Johor Bahru,

Johor

UTM Kuala Lumpur

Institute for Life-Ready Graduate (UTM iLeaGue)

Universiti Teknologi Malaysia Kuala Lumpur,

54100 Jalan Sultan Yahya Petra,

Wilayah Persekutuan Kuala Lumpur

4. Penjenamaan dan penstrukturan ini akan berkuat kuasa bermula dari tarikh pekeliling ini dikeluarkan. Sehubungan dengan itu, semua staf diminta mengambil maklum mengenai penjenamaan dan penstrukturan ini.

Terima kasih.

“Berkhidmat untuk Negara kerana Allah”

Saya yang menjalankan amanah,



(ABDUL RAZIB BIN HJ. SHAHUDDIN)

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)
- Pengarah Pusat Penyelidikan UTM Pagoh
- Pegawai-Pegawai Kanan/Dekan/Pengarah

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ADMINISTRATIVE CIRCULAR NO. 27/2020

RE-BRANDING, EMPOWERING AND SYNERGY RESTRUCTURING OF UTM OFFICE OF UNDERGRADUATE STUDIES (UGS) AND UTM CENTRE FOR STUDENT INNOVATION & TECHNOLOGY ENTREPRENEURSHIP (UTM XCITE) TO THE INSTITUTE FOR LIFE-READY GRADUATE (UTM iLeaGue)

With reference to the letter from the Deputy Director-General of Higher Education [Reference No.: JPT.S(G)2000/016/06/015(5)] dated 22 April 2020, we are pleased to announce that the Ministry of Higher Education has agreed with the Re-Branding, Empowering and Synergy Restructuring of UTM Office of Undergraduate Studies (UGS), and UTM Centre for Student Innovation & Technology Entrepreneurship (UTM XCITE), to the Institute For Life-Ready Graduate (UTM iLeaGue), under the Office of the Deputy Vice Chancellor (Academic & International). The new structure will include the following:

- 1.1 Merger of the Office of Undergraduate Studies (UGS) and the Centre for Student Innovation & Technology Entrepreneurship (UTM XCITE) to the Institute For Life-Ready Graduate (UTM iLeaGue)
- 1.2 Closure of the Co-Curriculum and Service Learning Centre (CCSL) and Academic Development Centre (ADC) under the Office of Undergraduate Studies
- 1.3 Re-branding of the Office of Undergraduate Studies to the Centre for Academic & Experiential Learning (CAEL)
- 1.4 Create a position of Chair at UTM iLeaGue in UTM Johor Bahru
- 1.5 Create a position of Director at UTM iLeaGue (UTMKL)
- 1.6 Create a position of Director (CAEL) and Deputy Director (CAEL)
- 1.7 Create a position of Deputy Director (UTMXCITE)
- 1.8 Create a position of Fellow of the Institution and Joined Fellow of the Institution
- 1.9 Maintain the position of Director (UTMXCITE)
- 1.10 Make obsolete the position of Chair Office of Undergraduate Studies

- 1.11 Make obsolete the position of Associate Chair (CCSL)
- 1.12 Make obsolete the position of Associate Chair (ADC)
- 1.13 Make obsolete the position of Academic Manager (General Courses)
- 1.14 Make obsolete the position of Deputy Director (Entrepreneurship) and Deputy Director (Innovation) at UTMXCITE
- 1.15 Rebranding of the position within the UTM iLeaGue structure as follows:
 - a. Deputy Registrar - Senior Manager
 - b. Senior Assistant Registrar
 - c. Assistant Registrar } Manager
 - d. Research Officer

2. The objectives of the establishment of the Institute for Life-Ready Graduate (UTM iLeaGue) are as follows:

- 2.1 Implement initiatives on future ready curriculum with improvements on the academic policy of undergraduate students;
- 2.2 Offer transdisciplinary academic programs as well as competency certification needed by the industry;
- 2.3 Enrich students' life-ready experiences;
- 2.4 Improve programs that inculcate a culture of innovation and entrepreneurship among students;
- 2.5 Provide programs to enhance students' career development in collaboration with the Career Centre (UTMCC) and other Centre of Responsibility;
- 2.6 Offer certification programs to enhance competency before graduation;
- 2.7 Carry out research on the nurturing of students using Big Data Analytics approach;
- 2.8 Lead the initiative to increase the global marketability of graduates.

3. The mailing address and location of UTM iLeaGue at UTM Johor Bahru and UTM Kuala Lumpur are as follows:

UTM Johor Bahru

Institute for Life-Ready Graduate (UTM iLeaGue)

Universiti Teknologi Malaysia

Blok L52,

81310 UTM, Johor Bahru,

Johor

UTM Kuala Lumpur

Institute for Life-Ready Graduate (UTM iLeaGue)

Universiti Teknologi Malaysia Kuala Lumpur,

54100 Jalan Sultan Yahya Petra,

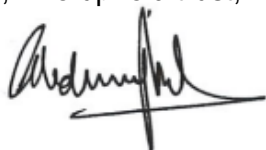
Wilayah Persekutuan Kuala Lumpur

4. All staff are requested to be aware of this rebranding and restructuring which will take effect from the date the circular is issued.

Thank you.

“Berkhidmat untuk Negara kerana Allah”

I, who uphold trust,



(ABDUL RAZIB BIN HJ. SHAHUDDIN)

Registrar

- c.c. - Vice-Chancellor
- Deputy Vice-Chancellor (Development)
- Deputy Vice-Chancellor (Research and Innovation)
- Deputy Vice-Chancellor (Academic and International)
- Deputy Vice-Chancellor (Student Affairs)
- Pro-Vice-Chancellor (UTM Kuala Lumpur)
- Director Research Centre – UTM Pagoh
- Senior Officers / Deans / Directors