



SESI TOWN HALL PENCAPAIAN SUKU TAHUN KEEMPAT (Q4)

ENVISION UTM 2025: PELAN TINDAKAN 2025 JABATAN PERPUSTAKAAN UTM

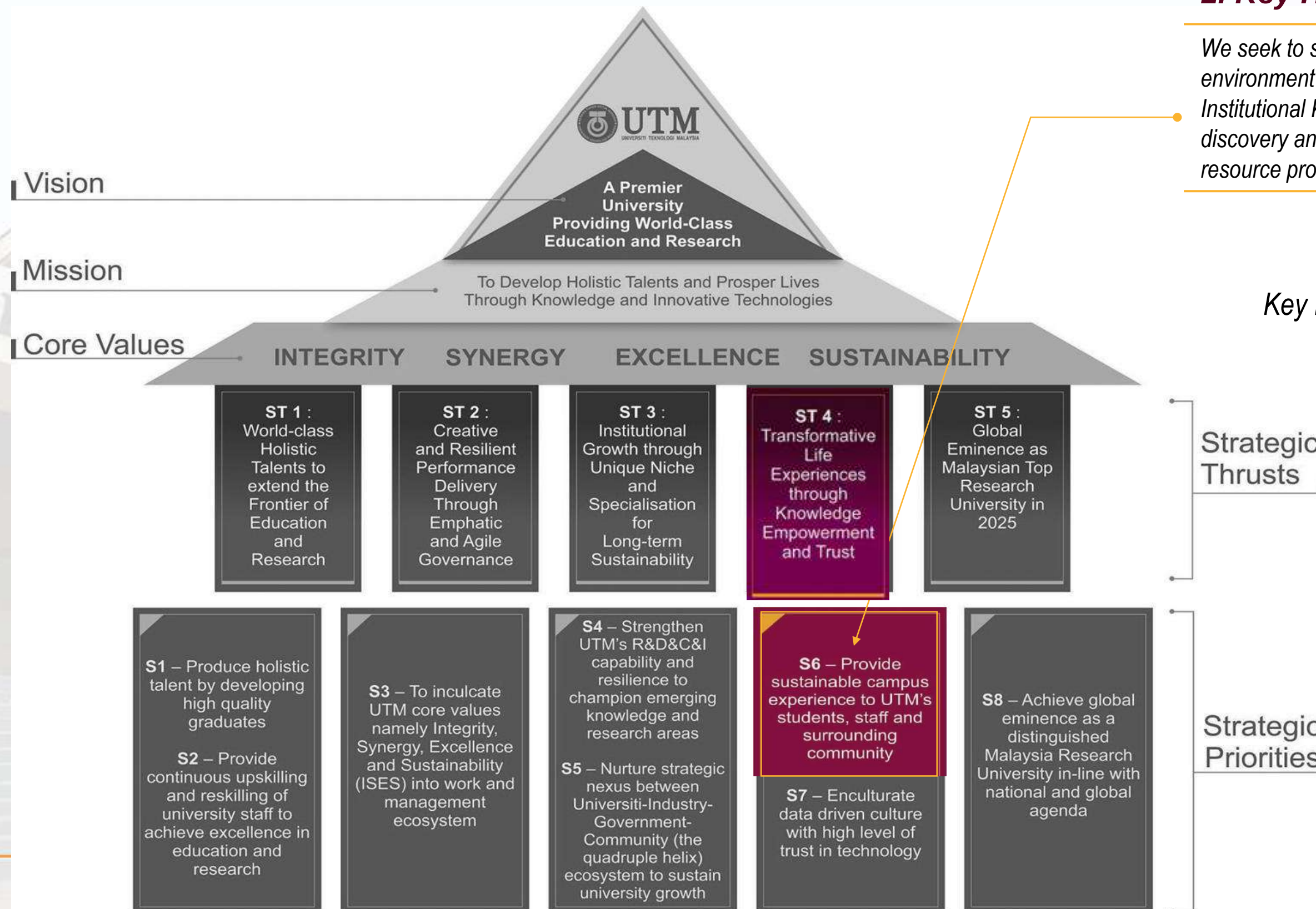
TARIKH : .. JANUARI 2026

MASA : 10.00 SEHINGGA SELESAI

TEMPAT : SECARA DALAM TALIAN (CISCO WEBEX MEETING)

1. KEY HIR Strategic Plan: enVision UTM 2025

Library's Focus in Action Plan 2025



1. Key High-Impact Results

We seek to support a future-learning environment by providing consolidated Institutional Knowledge to drive knowledge discovery and to enforce student-driven resource procurement.

1

Key High-Impact Results
([Key HIRs](#))



1: Key High-Impact Results (KHIR)

The Action Plan for 2025

SP6 – Provide sustainable campus experience to UTM’s students, staff and surrounding community

Key HIR	Future-ready, student-oriented library resources & facilities <i>Target: 85% of users satisfaction with the UTMIK system</i>
The Plan	Customer Satisfaction on one-stop searching platform of UTM Institutional Knowledge (UTMIK) OD: UTMIK (Institutional Knowledge) System is an integrated search system that merges four repository systems to enhance accessibility and utilization of institutional knowledge collection.

Action Plan incl. rollout initiatives (Q1)	Target (Q1)	Action Plan incl. rollout initiatives (Q2)	Target (Q2)	Action Plan incl. rollout initiatives (Q3)	Target (Q3)	Action Plan incl. rollout initiatives (Q4)	Target (Q4)
1. System Development - Development of Institutional knowledge system a) Planning b) Analysis c) Design d) Implementation e) Testing & Maintenance 2. System Integration a) Platform Integration with LDAP & Library Management System (KOHA) 3. Data Migration - a) UTM Institutional Repository (UTM-IR), b) Document Management System (DMS), c) Research Data Management (RDM) d) UTM Lenses	35%	1. Data Migration - a. UTM Institutional Repository (UTM-IR), b. Document Management System (DMS), c. Research Data Management (RDM) & a. UTM Lenses2. 2. System Deployment a) User Acceptance Test (UAT) b) Final Acceptance Test (FAT) c) Fully functional - System (Go-live) 3. Promotion & Training a) Workshops and Training Sessions i) Library staff ii) Student , researcher & UTM staff b. Promotional campaign i. UTM’s website, social media, email newsletters & etc c. User guides, FAQs, and video tutorials	35% (100% system complete)	1. User Satisfaction Survey a) Preparation b) Distribution c) Analysis Result	20% (85% satisfaction survey)	1. System Enhancements : Recommendation	10%

Achievement (Q1 – Q4)
Key High-Impact Results (KHIR)
The Action Plan for 2025

SP6

100%

SP6 – Provide sustainable campus experience to UTM’s students, staff and surrounding community

Key HIR

Future-ready, student-oriented library resources & facilities
Target: 85% of users satisfaction with the UTMIK system

The Plan

Customer Satisfaction on one-stop searching platform of UTM Institutional Knowledge (UTMIK)
OD: UTMIK (Institutional Knowledge) System is an integrated search system that merges four repository systems to enhance accessibility and utilization of institutional knowledge collection.

Action Plan incl. rollout initiatives (Q1)	Target (Q1)	Achievement (Q1)	Action Plan incl. rollout initiatives (Q2)	Target (Q2)	Achievement (Q2)	Action Plan incl. rollout initiatives (Q3)	Target (Q3)	Achievement (Q3)	Action Plan incl. rollout initiatives (Q4)	Target (Q4)	Achievement (Q4)	TOTAL ACHIEVEMENT
1. System Development – Development of Institutional knowledge system a) Planning b) Analysis c) Design d) Implementation e) Testing & Maintenance 2. System Integration a) Platform Integration with LDAP & Library Management System (KOHA) 3. Data Migration – a) UTM Institutional Repository (UTM-IR), b) Document Management System (DMS), c) Research Data Management (RDM) d) UTM Lenses	35%	35% Report for Q1 can be accessed at : https://library.utm.my/skr/wp-content/uploads/sites/63/2025/03/KHIR-BIP-Q1-2025.pdf	1. Data Migration – a. UTM Institutional Repository (UTM-IR), b. Document Management System (DMS), c. Research Data Management (RDM) & d. UTM Lenses2. 2. System Deployment (Dspace CRIS Version Release -2023.02.06) a) User Acceptance Test (UAT) b) Final Acceptance Test (FAT) c) Fully functional – System (Go-live) 3. Promotion & Training a) Workshops and Training Sessions i) Library staff	35% (100% system complete)	35% Report for Q2 can be accessed at : https://library.utm.my/skr/wp-content/uploads/sites/63/2025/06/KHIR-BIP_Q2_2025_23Jun2025_edited-2.pdf	1.System Deployment (continue) a. Final Acceptance Test (FAT) b. Security Audit : Upgrading DSpace CRIS Version Release -2023.02.06 to version DSpace-CRIS Release Dspace CRIS – 2024.02.01, c. Functional and logical testing 2. User Satisfaction Survey a. Preparation on survey materials, distribution channels, and data collection tools 3. Promotional campaign i. Preparation on promotional content for UTM’s website, social media, email newsletters, videos, and other channels.	20% (85% satisfaction survey)	10% Report for Q3 can be accessed at : https://docs.google.com/spreadsheets/d/1zP4VNcFIIRSHOD8KOKeHNm5Ss2SMe9yCuRV6pWeZOkQ/edit?gid=0#gid=0	1.System Deployment (continue) a. Fully functional – System (Go-live) 2.User Satisfaction Survey (continue) a. Distribution b. Analysis Result 3. System Enhancements : Recommendation	10%	10% i. Global access to the UTMIK Repository via UTM Library portal for users was officially opened on 4 November 2025. ii. The UTMIK Repository user survey was conducted from 25 November to 11 December 2025. iii. The target was 380 respondents, and 392 (100%) valid responses were received. iv. Achievement of Customer Satisfaction Index (CSI) Universiti Teknologi Malaysia Institutional Knowledge Repository (UTMIK Repository) :87.59%	100% 87.59% of users satisfaction with the UTMIK Repository i.CSI Universiti Teknologi Malaysia Institutional Knowledge Repository (UTMIK Repository) Report : https://library.utm.my/skr/wp-content/uploads/sites/63/2025/12/CSI-UTMIK-Repository-2025-Report-Final.pdf iii.Details of Q4 can be refered at: https://library.utm.my/skr/wp-content/uploads/sites/63/2025/12/KHIR-BIP_Q4_2025.pdf
TOTAL ACHIEVEMENT	Q1	100%	TOTAL ACHIEVEMENT	Q2	100%	TOTAL ACHIEVEMENT	Q3	50%	TOTAL ACHIEVEMENT	Q4	100%	100%

GERAK KERJA PROMOSI BAGI CUSTOMER SATISFACTION INDEX (CSI) UNIVERSITI TEKNOLOGI MALAYSIA INSTITUTIONAL KNOWLEDGE REPOSITORY (UTMIK REPOSITORY)

a.Promosi bagi edaran Soal selidik: UTMIK REPOSITORY



b.Video Promosi : UTMIK REPOSITORY



[Link video UTMIK Repository](#)

c.Promosi di portal <https://library.utm.my/> : e-banner & pop up bagi Soal selidik UTMIK



d.Promosi di media sosial dan emel kepada pengguna : Soal selidik UTMIK REPOSITORY


CUSTOMER SATISFACTION INDEX
UNIVERSITI TEKNOLOGI MALAYSIA
INSTITUTIONAL KNOWLEDGE REPOSITORY
UTMIK REPOSITORY
Your Central Access to Comprehensive University's Knowledge and Resources
<https://bit.ly/CSIUTMIK>
Participate in our survey to help us improve our system!
Survey period: 24 November 2025 - 8 December 2025




Assalamualaiikum dan Salam Sejahtera,

Warga UTM,

✉ Maklumbalas anda diperlukan! Perpustakaan UTM amat prihatin terhadap kepuasan pelanggan yang menggunakan Universiti Teknologi Malaysia Institutional Knowledge Repository (UTMIK Repository) —gerbang khazanah ilmu pengetahuan Universiti Teknologi Malaysia.

📋 Sertai tinjauan ringkas kami untuk berkongsi pengalaman anda. Tinjauan ini merangkumi soalan tentang pengalaman sebelum dan selepas menggunakan UTMIK Repository, serta pandangan anda mengenai aspek kebolehcapaian, reka bentuk, kualiti kandungan dan tahap kepuasan keseluruhan.

📌 Pautan tinjauan: <https://bit.ly/CSIUTMIK>
📅 Tarikh tutup: 12 Disember 2025
✅ Tempoh menjawab: kurang daripada 5 minit

Layari <https://utmik.utm.my> untuk akses kepada 170,000 koleksi penerbitan dan sumber rujukan UTM, termasuk:

- Tesis pelajar dan kertas soalan peperiksaan
- Data penyelidikan dan kandungan akses terbuka
- Dokumen arkib UTM

Maklum balas anda amat kami hargai. Terima kasih atas sokongan anda.

Assalamualaiikum & Greetings,
Citizen of UTM,

✉ We want to hear from you! Help us improve the Universiti Teknologi Malaysia Institutional Knowledge Repository (UTMIK Repository) — your gateway to UTM's universe of knowledge.

📋 Take our short survey to share your experience. It includes questions about your experience before and after using UTMIK, as well as your views on accessibility, design, content quality, and overall satisfaction.

📌 Survey link: <https://bit.ly/CSIUTMIK>
📅 Deadline: 12 December 2025
✅ Takes less than 5 minutes!

Explore UTMIK Repository now at <https://utmik.utm.my> to access over 170,000 publications and resources, including:

- Student theses & past examination papers
- Research data & Open Access content
- UTM archival documents

Your feedback means the world to us. Thank you.

Jabatan Perpustakaan UTM (UTM Library)
Universiti Teknologi Malaysia
81310 Johor Bahru
Johor

Telephone: 07- 553 0136/0044
Email: lib-enquiryib@utm.my / lib-enquirykl@utm.my

18:03 76%

✕ Perpustakaan Universiti Tekn... 🔍

 **Perpustakaan Universiti Teknologi Malaysia**
8 Dec · 🌐

🔔 We want to hear from you!

Customer Satisfaction Survey on UTMIK Repository
Help us improve the Universiti Teknologi Malaysia Institutional Knowledge Repository (UTMIK Repository) — your gateway to UTM's universe of knowledge.

📌 Take our short survey to share your experience. It includes questions about your experience before and after using UTMIK, as well as your views on accessibility, design, content quality, and overall satisfaction.

📌 Survey link: <https://bit.ly/CSIUTMIK>
📅 Deadline: 8 December 2025
✅ Takes less than 5 minutes!

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- Student theses & past examination papers

Write a comment...

📌 Survey link: <https://bit.ly/CSIUTMIK>
📅 Deadline: 8 December 2025
✅ Takes less than 5 minutes!

Explore UTMIK Repository now at <https://utmik.utm.my> to access over 170,000 publications and resources, including:

- Student theses & past examination papers
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- UTM Archival documents

Your feedback means the world to us. Thank you.

#UTMIK #UTMIInstitutionalKnowledge #UTMLibrary #UTM


CUSTOMER SATISFACTION INDEX
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Participate in our survey to help us improve our system!
Survey period: 24 November 2025 - 8 December 2025




Write a comment...

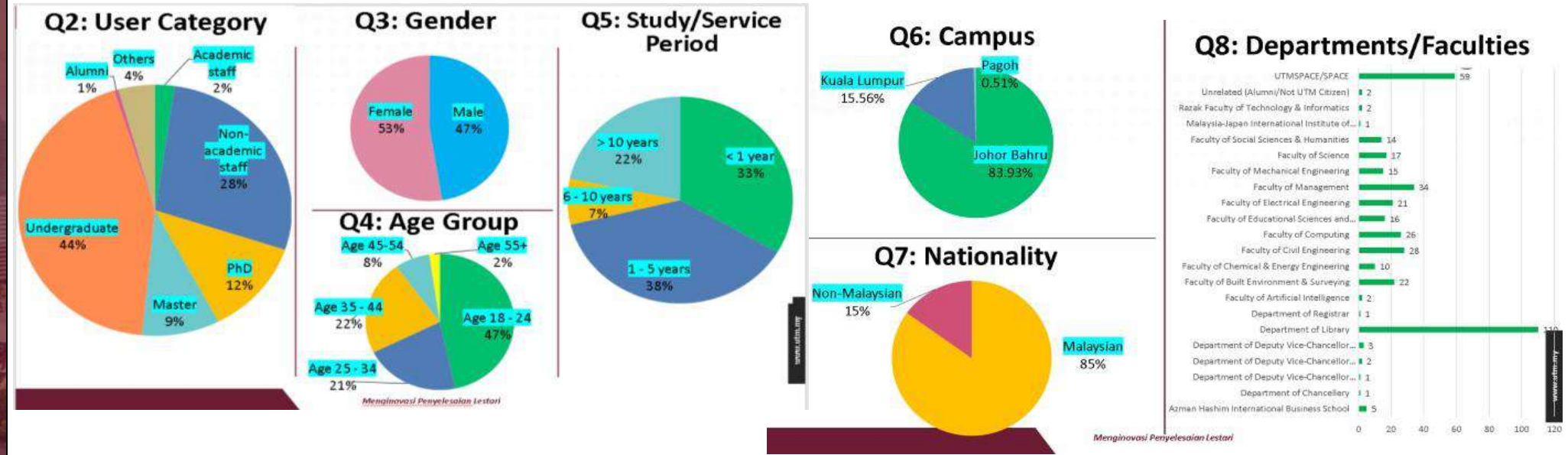
PENCAPAIAN BAGI CUSTOMER SATISFACTION INDEX (CSI) UTM IK REPOSITORY : 2025



Customer Satisfaction Index (CSI)
Universiti Teknologi Malaysia Institutional Knowledge Repository : (UTMIK) Repository
2025

Bahagian Ilmu Pengetahuan Institusi
JABATAN PERPUSTAKAAN UTM

Menginovasi Penyelesaian Lestari





DASHBOARD

UTMIK REPOSITORY
Your Central Access to Comprehensive University's Knowledge and Resources

Access now at <https://utmik.utm.my>

SURVEY DETAILS

392
TOTAL RESPONDENTS

25 NOV 2025 - 11 DEC 2025
CSI PERIOD

SURVEY TOOL

SurveyMonkey

7 MAIN CONSTRUCTS

- SECTION 1 : Demographic profile
- SECTION 2 : Before & After Experience
- SECTION 3 : Digital Experience
- SECTION 4 : Content & Information Quality
- SECTION 5 : Awareness & Support
- SECTION 6 : Trust & Overall Satisfaction
- SECTION 7 : Feedback

APPROACH METHOD

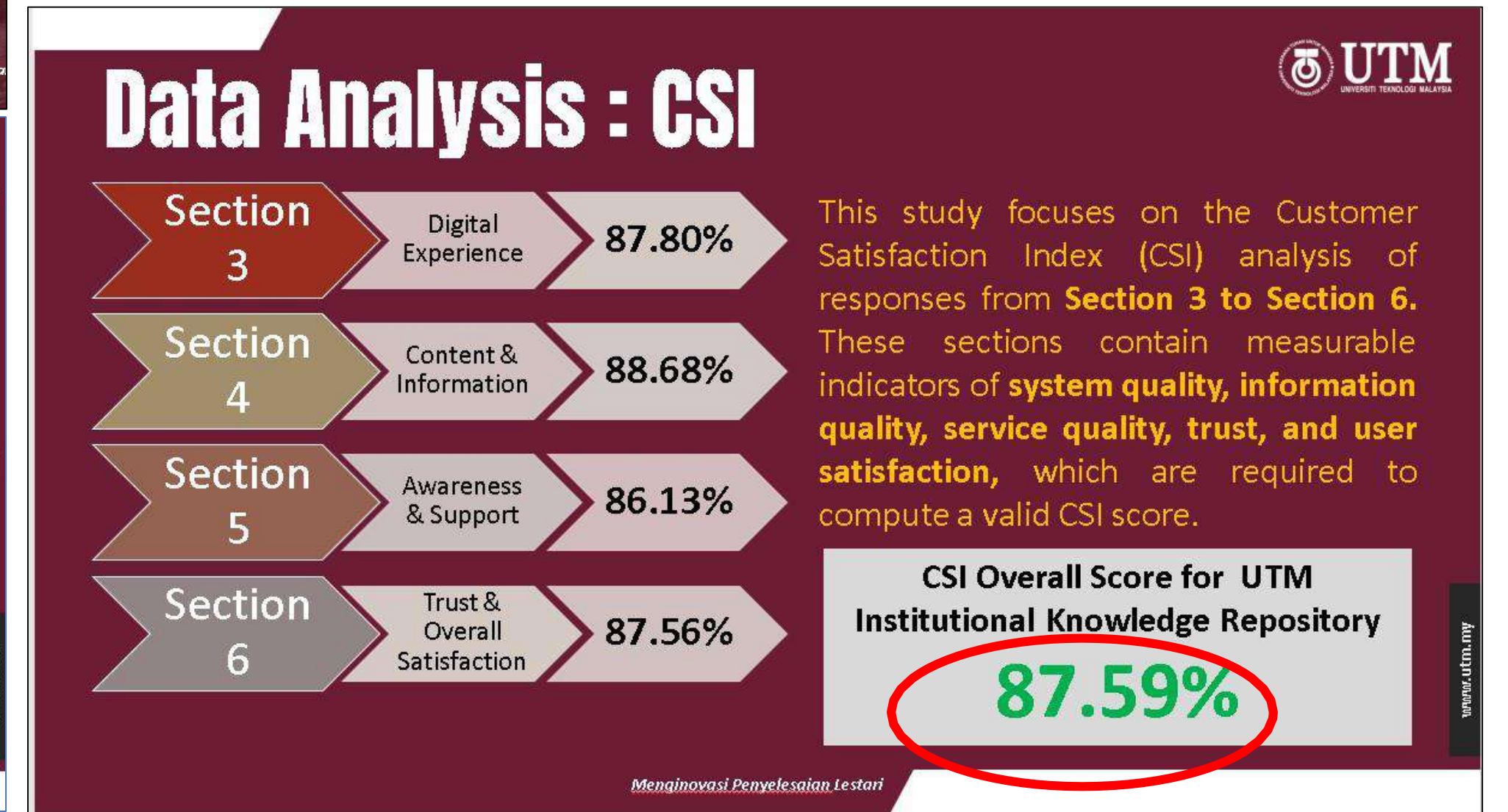
- Email
- UTM Library Portal
- Digital Posters
- Social Media Channels
- Physical Approach

DATA ANALYSIS

Excel

$$CSI = \frac{\sum(\text{Weighted Scores})}{\text{Maximum Possible Score}} \times 100$$

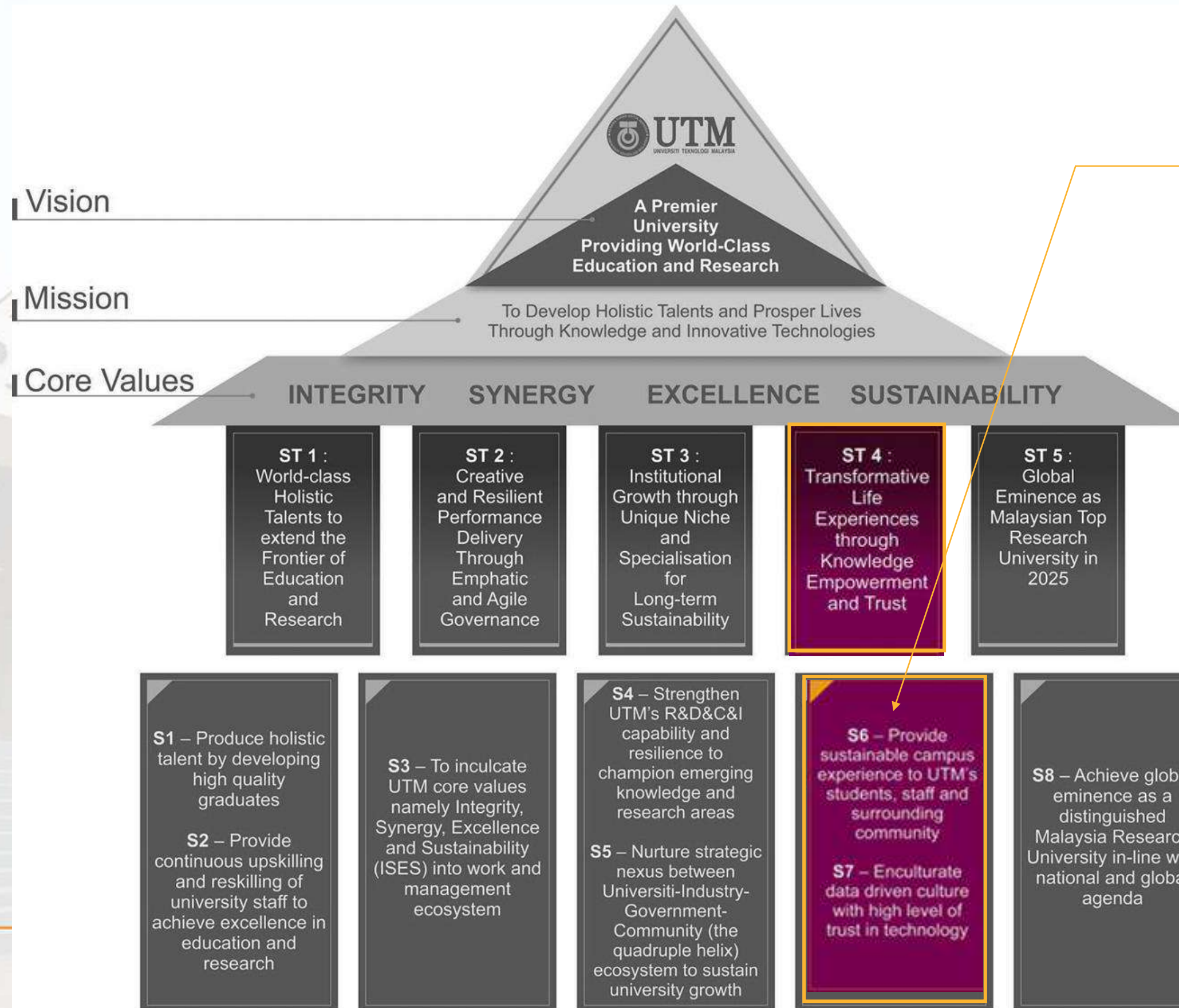
Menginovasi Penyelesaian Lestari



LAPORAN CUSTOMER SATISFACTION INDEX (CSI) UTM IK REPOSITORY : 2025

<https://library.utm.my/skr/wp-content/uploads/sites/63/2025/12/CSI-UTMIK-Repository-2025-Report->

2. Library: High Impact Result (HIR) The Action Plan for 2025



High-Impact Results

1. Strengthen the governance of open science
2. Showcasing UTM Institutional Knowledge and Heritage aligning with UTM's vision for academic and cultural excellence
3. Develop Muzium Warisan UTM as a premier space for preserving, showcasing, and promoting UTM's heritage while engaging communities through innovative exhibits, sustainable practices, and educational outreach

3

High-Impact Results (HIRs)

Strategic Thrusts

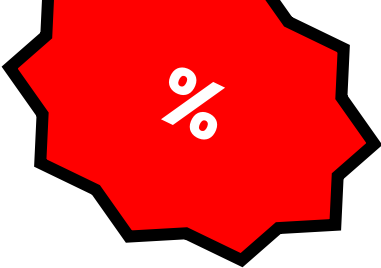
Strategic Priorities



2 : High Impact Results (HIR) The Action Plan for 2025

HIGH IMPACT RESULT (HIR)	Action Plan incl. rollout initiatives (Q1)	Target (Q1)	Action Plan incl. rollout initiatives (Q2)	Target (Q2)	Action Plan incl. rollout initiatives (Q3)	Target (Q3)	Action Plan incl. rollout initiatives (Q4)	Target (Q4)
HIR-BIP-01 Strengthen the governance of open science UTM	Open Science UTM Guideline : 1. Setting up UTM Open Science Task Force – Library and UTM 2. Benchmarking Open Science practices with other universities (local and international)	25%	Develop Open Science UTM Guideline	30%	Proposal of Open Science UTM Guideline to Mesy. J/Kuasa Governan dan Dasar Universiti	30%	Amendment and preview final draft (achievement of 90% complete)	15%
HIR-BIP-02 Showcasing UTM Institutional Knowledge and Heritage aligning with UTM’s vision for academic and cultural excellence.	1. Program: Thematic exhibition i. Collaborative Exhibition with PTJ/Faculty 2. Program: Digital Outreach via UTM-IK Highlights i. Launch first edition of UTM-IK Highlights 2. Create awareness via promotional activities	25%	1. Program: Thematic exhibition i. UTM Heritage Exhibition in conjunction with International Museum Day / International Archives Day 2. Program: Digital Outreach via UTM-IK Highlights i. Launch second edition of UTM-IK Highlights ii. Gather feedback for the first & second issue	25%	1. Program: Thematic exhibition i. Collaborative Exhibition with local agencies 2. Program: Digital Outreach via UTM-IK Highlights i. Launch third edition of UTM-IK Highlights ii. Strengthen engagement/ collaboration	25%	1. Program: Thematic exhibition i. Exhibition on UTM Achievement in Research and Innovation 2. Program: Digital Outreach via UTM-IK Highlights i. Launch fourth edition of UTM-IK Highlights ii. User engagement campaign	25%
HIR-BIP-03 Develop Muzium Warisan UTM as a premier space for preserving, showcasing, and promoting UTM’s heritage while engaging communities through innovative exhibits, sustainable practices, and educational outreach.	1. Finalize the museum’s mission and vision with stakeholder input. 2. Appoint a taskforce to oversee the museum’s development. 3. Draft initial designs and space planning for museum.	25%	1. Commission architectural and interior design plans. 2. Begin cataloging UTM’s artifacts, identifying those for display and preservation. 3. Organize a Muzium Warisan UTM Preview Campaign through social media and website updates	25%	1. Approve and finalize the design plan and allocate resources from the RM300,000 budget. 2. Begin procurement for essential infrastructure (e.g., display cases, lighting). 3. Host a virtual showcase of selected artifacts to build anticipation via UTM Virtual Gallery.	25%	1. Begin initial renovation and construction work. 2. Draft an exhibition roadmap for 2026, including key themes and artifact curation. 3. Host a public feedback session to gather ideas for the museum’s content and programs.	25%

Achievement (Q1 – Q4)
High Impact Results (HIR)
The Action Plan for 2025



HIGH IMPACT RESULT (HIR)	Action Plan incl. rollout initiatives (Q1)	Target (Q1)	Achievement (Q1)	Action Plan incl. rollout initiatives (Q2)	Target (Q2)	Achievement (Q2)	Action Plan incl. rollout initiatives (Q3)	Target (Q3)	Achievement (Q3)	Action Plan incl. rollout initiatives (Q4)	Target (Q4)	Achievement (Q4)	TOTAL ACHIEVEMENT
HIR-BIP-01 Strengthen the governance of open science UTM	Open Science UTM Guideline : 1. Setting up UTM Open Science Task Force – Library and UTM 2. Benchmarking Open Science practices with other universities (local and international)	25%	25%	Develop Open Science UTM Guideline	30%	30%	Proposal of Open Science UTM Guideline to Mesy. J/Kuasa Governan dan Dasar Universiti	30%	15%	Amendment and preview final draft (achiemment of 90% complete)	15%		%
HIR-BIP-02 Showcasing UTM Institutional Knowledge and Heritage aligning with UTM's vision for academic and cultural excellence.	1 Program: Thematic exhibition 5 Februari 2025: Pameran UTM Sanjungan Bangsa Bersempena Majlis Perutusan Naib Canselor ke-8 Tahun Kolaborasi: JPUTM & Pejabat Naib Canselor. 📍Dewan Senat Ainuddin Wahid, BCSI 2. Program: Digital Outreach via UTM-IK Highlights i.Launch first edition of UTM-IK Highlights2. Create awareness via promotional activities	25%	20%	1 Program: Thematic exhibition Pameran Galeri Terbuka bertemakan "Naratif Alam: Biodiversiti UTM melalui Sains Warga 📍: Galeri Terbuka, Aras 3, Bangunan Perpustakaan Sultanah Zanariah Johor Bahru 2. Program: Digital Outreach via UTM-IK Highlights i. Launch second edition of UTM-IK Highlights ii. Gather feedback for the first & second issue	25%	20%	1 Program: Thematic exhibition Pameran Citra UTM- Johor Sempena Majlis Citra Karisma UTM Kolaborasi: JPUTM & Jabatan Pendaftar 📍: DSI & PRZS 2. Program: Digital Outreach via UTM-IK Highlights i. Launch third edition of UTM-IK Highlights ii. Strengthen engagement/ collaboration	25%	20%	1 Program: Thematic exhibition Pameran Dalam Lensa Mata Istiadat Konvokesyen Universiti Teknologi Malaysia (1977 – 1989) 📍: DSI 2. Program: Digital Outreach via UTM-IK Highlights i. Launch third edition of UTM-IK Highlights ii. Strengthen engagement/ collaboration	25%	20%	80%
HIR-BIP-03 Develop Muzium Warisan UTM as a premier space for preserving, showcasing, and promoting UTM's heritage while engaging communities through innovative exhibits, sustainable practices, and educational outreach.	1. Finalize the museum's mission and vision with stakeholder input. 2. Appoint a taskforce to oversee the museum's development. 3. Draft initial designs and space planning for museum.	25%	25%	1. Propose furniture, fixtures, and exhibition equipment requirements for submission to BPA. 2. Series of discussion with taskforce to finalize the design plan consist of : Lukisan Senibina, Lukisan Elektrikal, Lukisan Mekanikal & Lukisan Perabot. 3. Finalize and approve the design plan and allocate resources from the RM300,000 budget.	25%	25%	1. Space planning for refurbishment and upgrade of Galeri UTM to Muzium Warisan (Level 2, PSZ JB) 2. Identify artifacts for display and preservation, and initiate cataloguing for museum documentation. 3. Discussion on the progress of refurbishment and upgrade works with BPA.	25%	25%	1. Identify artifacts for display and preservation, and initiate cataloguing for museum documentation 2. Discussion on the progress of refurbishment and upgrade works with BPA.	25%		%
TOTAL ACHIEVEMENT		Q1	93.3%	TOTAL ACHIEVEMENT	Q2	93.75%	TOTAL ACHIEVEMENT	Q3	76.67%		Q4		

HIGH IMPACT RESULT (HIR) **BAHAGIAN ILMU PENGETAHUAN INSTITUSI (BIP)** **TAHUN 2025**

SEKSYEN KOLEKSI KHAS & REPOSITORI

LAPORAN Q1 – Q4 : JANUARI - DISEMBER 2025

Strategic Thrusts(ST)	ST4: Transformative Life Experiences through Knowledge Empowerment and Trust
Strategic Priorities (SP)	SP 7: Enculturate data driven culture with high level of trust in technology
Strategic Objective(SO)	SO4 - Harnessing Potential Impact of Open Science Citizen

SEKSYEN KOLEKSI KHAS & REPOSITORI - SKR

HIR 2025	Action Plan & Target Q1	Action Plan & Target Q2	Action Plan & Target Q3	Action Plan & Target Q4	Achievement 2025 (%)	Status (Pending / In Progress / Achieved)
Strengthen the governance of open science UTM OD In furtherance of the development of the National Digital Library Governance at UTM:- Open Science	a. Setting up UTM Open Science Task Force - Library and UTM. b. Benchmarking Open Science practices with other universities (local and international) Target : 25% Achievement : 25% a. The UTM Open Science Task Force, comprising the Library and UTM representatives, has been established with the approval of the Chief Librarian on 14 March 2025. b. A benchmarking study and a draft framework for Open Science practices have been submitted for review to the Chief Librarian on 14 March 2025. Compilation link	Develop Open Science UTM Guideline. Target: 30%. Achievement: 30% Justification : Please refer to slide 16.	Proposal of Open Science UTM Guideline to Mesy. J/Kuasa Governan dan Dasar Universiti. Target: 30%. Achievement: 15% Justification : Please refer to slide 15.	Amendment and preview final draft (achivement of 90% complete) Target: 15%. Achievement: 5% Justification : Please refer to slide 14.	80%	In progress



Strategic Thrusts(ST) ST4: Transformative Life Experiences through Knowledge Empowerment and Trust

Strategic Priorities (SP) SP 7: Enculturate data driven culture with high level of trust in technology

Strategic Objective(SO) SO4 - Harnessing Potential Impact of Open Science Citizen

HADAPAN



UNIVERSITI TEKNOLOGI MALAYSIA
GUIDELINES ON

OPEN SCIENCE (OS)
IN PUBLIC FUNDED RESEARCH

SEMAKAN DRAF GARIS PANDUAN SAINS TERBUKA UTM PERINGKAT JAWATANKUASA KERJA UTM

- ✓ Bengkel Bengkel Semakan Garis Panduan Sains Terbuka UTM Peringkat Jawatankuasa Kerja UTM Siri 1 - telah diadakan pada 17 Disember 2025.
- ✓ Pindaan penyediaan Garis Panduan kepada Prosedur telah dipersetujui bagi memastikan kawalan kepada terma yang dibangunkan untuk keperluan Sains Terbuka di UTM lebih mudah difahami, bersifat ringkas yang lengkap dengan peranan setiap pemegang taruh yang terlibat dengan prosedur ini.
- ✓ Perlanjutan pelaksanaan Bengkel Semakan Garis Panduan Sains Terbuka UTM Peringkat Jawatankuasa Kerja UTM Siri 2 dijangkakan akan diadakan pada Januari 2026.
 - i. Penetapan struktur dan format rasmi mengikut yang telah ditetapkan oleh Universiti Teknologi Malaysia dan dikemaskini kandungan dalam Bahasa Melayu.
 - ii. Penukaran Garis Panduan kepada Prosedur bagi meningkatkan kefahaman, dengan kandungan yang lebih ringkas serta penegasan yang jelas terhadap peranan pihak berkepentingan.
 - iii. Perbincangan lanjut bersama UTM Digital, Penerbit UTM Press dan Pejabat Penasihat Undang-Undang bagi menyelaraskan tanggungjawab PTJ/Fakulti di bawah Prosedur ini.
 - iv. Semakan proses penyerahan set data dalam sistem UTMik Repository – Research Data bagi memastikan penyerahan data hanya melalui sistem RADIS, sekali gus mengelakkan penduaan data.
 - Penyeragaman metadata antara sistem UTMik Repository dan RADIS, termasuk fail lampiran set data, serta perbincangan lanjut bersama UTM Digital berkaitan penambahbaikan sistem pada tahun 2026.
 - Pertukaran wakil UTM Digital kepada En. Azmi Kamis, Timbalan Ketua Pegawai Teknologi Maklumat.

BELAKANG



UTM Library

JUSTIFICATION – Q4

1. Reconsideration of the extension of the guideline approval period until the first quarter of 2026 for:
 - i. Presentation of the approval paper Universiti Teknologi Malaysia Prosedures on Open Science (OS) in Public Funded Research at the Mesyuarat Jawatankuasa Pengurusan Kualiti Jabatan Perpustakaan.
 - i. Presentation of the approval paper Universiti Teknologi Malaysia Guidelines on Open Science (OS) in Public Funded Research at the UTM Senate Meeting.
 - i. Submission of the complete guideline document to the Bahagian Pengurusan Operasi for serial number application and circular dissemination by the Seksyen Governance.

JUSTIFICATION – Q3

- a. Preparation of the complete draft by the Library Working Committee on Open Science Guidelines – Completed.
- a. Contents of Universiti Teknologi Malaysia Guidelines on Open Science (OS) in Public Funded Research:
 - Chapter 1: Introduction
 - Chapter 2: Open Access to Scholarly Publications and Research Data
 - Chapter 3: Infrastructure on Open Science in Universiti Teknologi Malaysia
 - Chapter 4: Governance of Open Science in Universiti Teknologi Malaysia
 - Chapter 5: Implementation of Open Science in Public Funded Research
- b. The proposed review and verification for approval by the UTM Open Science Guidelines Working Committee and the UTM Open Science Steering Committee could not be carried out as the members of the UTM Open Science Guidelines Working Committee were unable to convene due to their commitments and responsibilities at their respective Faculties/Departments. An alternative schedule for the UTM Open Science Guidelines Working Committee meeting has been arranged as follows, prior to submitting the final draft to the UTM Open Science Steering Committee for further action:
 - 29 October 2025 / Wednesday
 - 13 November 2025 / Thursday
 - 27 November 2025 / Thursday
- c. Reconsideration of the extension of the guideline approval period until the first quarter of 2026 for:
 - i. Presentation of the approval paper Universiti Teknologi Malaysia Guidelines on Open Science (OS) in Public Funded Research at the Mesyuarat Jawatankuasa Pengurusan Kualiti Jabatan Perpustakaan.
 - i. Presentation of the approval paper Universiti Teknologi Malaysia Guidelines on Open Science (OS) in Public Funded Research at the UTM Senate Meeting.
 - i. Submission of the complete guideline document to the Bahagian Pengurusan Operasi for serial number application and circular dissemination by the Seksyen Governance.

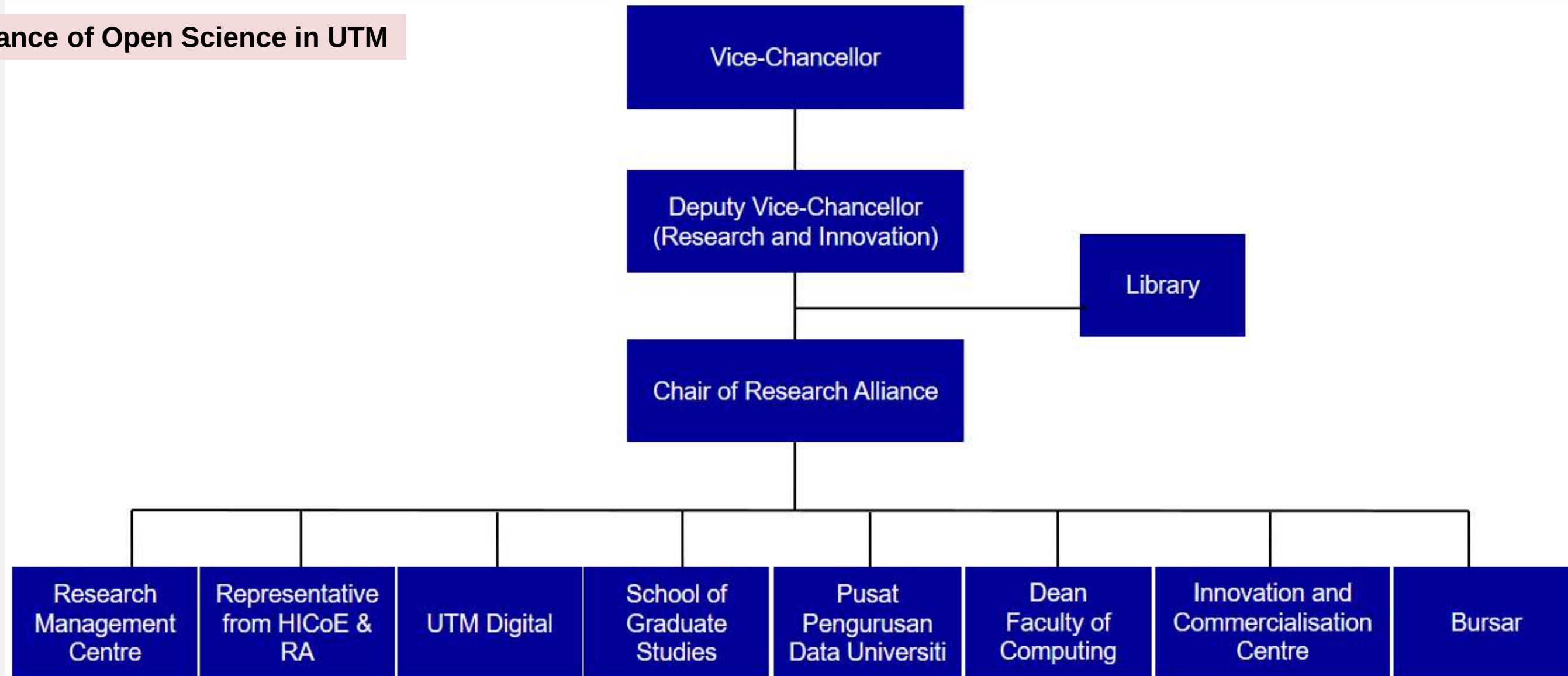
JUSTIFICATION - Q2

- a. A discussion with the Chief Librarian on 25 May 2025 finalized the appointment of committee members who will represent the following groups:
 - i. Universiti Teknologi Malaysia Steering Committee on Open Science
 - ii. Universiti Teknologi Malaysia Working Group on Guidelines
 - iii. Universiti - Teknologi Malaysia Library Working Group on GuidelinesRefer slide 5-7

- b. A discussion session with researchers from the Faculty of Computing was held on 13 May 2025 to gather input and provide guidance for the development of guideline content, specifically focusing on aspects related to research data. The outcomes of the session were as follows:
 - i. A new working group was established to assist UTM Library with the deposit of raw research data into a new repository system as part of a pilot project - University Research Raw Data Development Committee Members.
 - ii. A proposal was made to develop a Data Management Plan (DMP) template to serve as a reference for UTM researchers.
 - iii. A guide was suggested for citing datasets using the latest version of the APA Style.Refer slide 8
Refer URL:
 - [Data Management Plan \(Draft\)](#)
 - [Dataset citation APA Style 7th ed.](#)

- c. A complete draft of the guideline has been prepared and is now ready for review by the UTM Library Working Group on Guidelines Committee before being submitted to the UTM Working Group on Guidelines Committee for further consideration and endorsement.
Refer URL: [Draft UTM Open Science Guidelines](#)

LEVEL 1: Governance of Open Science in UTM



UNIVERSITI TEKNOLOGI MALAYSIA STEERING COMMITTEE ON OPEN SCIENCE

- Deputy Vice-Chancellor (Research and Innovation) - Chairperson
- Chair of Health & Wellness Research Alliance - Deputy Chairperson: Prof. Ir. Ts. Dr. Roshanida A. Rahman
- Director of Research Management Centre - Prof. Dr. Zulkurnain Abdul Malek
- Director of the Innovation and Commercialisation Centre - Assoc. Prof. Ts. Dr. Noor Azurati Ahmad @ Salleh
- Chair of Associate Research - Assoc. Prof. Dr. Mohd. Farid Muhammad Said
- Chair of School of Graduate Studies - Assoc. Prof. Dr. Noor Hazarina Hashim
- Director of Health & Wellness Research Alliance - Assoc. Prof. Dr. Noor Hazarina Hashim
- Director of University Data Management Centre - En. Mohd. Subha Salleh
- Director of Advanced Membrane Technology Research Centre (AMTEC) - Assoc. Prof. Ts. Dr. Juhana Jaafar
- Dean, Faculty of Computing - Prof. Ts. Dr. Wan Mohd Nasir Wan Kadir
- Director Department of Digital Services (UTMDigital) - En. Nik Kamal Izuddin Nik Ibrahim
- Legal Advisor - En. Kamarudin Md. Yusof
- Bursar - Tn. Hj. Abu Bakar Mohd. Salleh @ Ahmad
- Secretariat - Chief Librarian
- Secretariat - Deputy Chief Librarian (Institutional Knowledge)

SEKSYEN KOLEKSI KHAS & REPOSITORI - SKR

LEVEL 2: Working Group Committee in UTM

UNIVERSITI TEKNOLOGI MALAYSIA WORKING GROUP ON GUIDELINES

1. Head, Department of Applied Computing and Artificial Intelligence, Faculty of Computing - Dr. Sharin Hazlin Huspi – Pengerusi baharu
 - *Deputy Dean (Research, Innovation & Development), Faculty of Computing - Chairperson: Prof Dr. Siti Zaiton Mohd. Hashim – telah bersara pada November 2025.*
2. Deputy Director of the Innovation and Commercialisation Centre - Dr. Ma Kalthum Ishak
3. Deputy Director of Research Management Center - Assoc. Prof. Ir. Ts. Dr. Zaki Yamani Zakaria
4. Representative from the Social Sciences field - Dr. Mohamed Ayyub Hassan
5. Representative from the Engineering field - Prof Ts. Dr. Mohd. Hafiz Dzarfan Othman
6. Representative from the Natural Sciences field - Prof. Dr. Mohd Shahir Shamsir Omar
7. Director of University Data Management Centre - En. Mohd. Subha Salleh (Performing the Function of Director)
8. Deputy Director, Division of Digital Strategy, Department of Digital Services (UTM Digital) - En. Jaffar Sidek Haron
9. Chief Librarian - Pn. Khairulbahiyah Yaakub
11. Deputy Chief Librarian (Planning & Development) - En. Md. Razib Karno
12. Secretariat Library - Cik Haslina Othman
13. Secretariat Library - Pn. Haslina Hussin
14. Secretariat Library - Pn. Norazila Safri
15. Secretariat Library - Mohamad Fahiezan Md. Zan

JAWATANKUASA KERJA PEMBANGUNAN GARIS PANDUAN SAINS TERBUKA UNIVERSITI TEKNOLOGI MALAYSIA

Pengerusi: Dr. Sharin Hazlin Huspi.

TOR:

1. Latar Belakang

Sains Terbuka menggalakkan ketelusan, kebolehcapaian, perkongsian dan kerjasama dalam penyelidikan. Selaras dengan inisiatif di peringkat kebangsaan dan antarabangsa, UTM komited untuk mewujudkan persekitaran penyelidikan yang menyokong amalan Sains Terbuka secara menyeluruh. Penubuhan jawatankuasa ini adalah penting bagi membangunkan garis panduan yang komprehensif sebagai kerangka pelaksanaan Sains Terbuka di peringkat universiti.

2. Objektif

Untuk membangunkan garis panduan universiti yang menyokong dan menggalakkan penerapan prinsip Sains Terbuka dalam kalangan penyelidik UTM, selaras dengan dasar kebangsaan dan amalan terbaik di peringkat global.

3. Skop Kerja

Jawatankuasa ini bertanggungjawab untuk:

- i. Menenal pasti komponen utama Sains Terbuka yang relevan untuk pelaksanaan di UTM merangkumi akses terbuka, data terbuka, metodologi terbuka, sains rakyat dan lain-lain elemen yang berkaitan.
- ii. Mencadangkan mekanisme pematuhan, pemantauan, keselamatan dan penambahbaikan berterusan yang mampan.
- iii. Mencadangkan strategi pelaksanaan, termasuk penyediaan latihan, program kesedaran, dan sokongan institusi bagi memastikan kefahaman dan penglibatan warga penyelidik UTM.
- iv. Berinteraksi dengan pihak berkepentingan dari fakulti, pusat penyelidikan dan perpustakaan bagi mendapatkan maklum balas dalam membangunkan garis panduan.
- v. Menyediakan draf Garis Panduan Sains Terbuka UTM dengan mengadaptasi dasar dan kerangka kerja Sains Terbuka yang sedia ada di peringkat kebangsaan dan antarabangsa untuk disesuaikan dan diterapkan dalam konteks Universiti Teknologi Malaysia.

LEVEL 3: Library Working Group Committee

PERPUSTAKAAN UNIVERSITI TEKNOLOGI MALAYSIA WORKING GROUP ON GUIDELINES

1. Chief Librarian - Pn. Khairulbahiyah Yaakub
2. Deputy Chief Librarian (Planning & Development) - En. Md Razib Karno
3. Deputy Chief Librarian (Services) - Pn. Khairulbahiyah Yaakob
4. Deputy Chief Librarian (Research) - En. Mohd. Fuad Mohamed Yusof
5. Deputy Chief Librarian (Institutional Knowledge) - Cik Haslina Othman
6. Head of Automation Section - En. Yusrul Hisyam Mohd. Yusof
7. Head of Special Collection & Repository Section - Pn. Haslina Hussin
8. Senior Librarian, Repository & Digital Document Unit - Pn. Norazila Safri
9. Senior Librarian, Research Publication Unit - Pn. Norsyuhada Shafie
10. Senior Librarian, Corporate and Business Strategic Unit - Pn. Haslinda Sabari
11. Librarian, Promotion Unit - Pn. Nor Shaliza Mohd Basarudin
12. Librarian, Library Management System Unit - Cik Aida Nadhirah Rodzuan
13. Senior IT Officer - En. Sharul Ismail

JAWATANKUASA UTM LIBRARY WORKING GROUP ON GUIDELINES

Pengerusi: Ketua Pustakawan

TOR:

1. Latar Belakang

Perpustakaan UTM sentiasa menyokong aspirasi universiti dalam membangunkan persekitaran penyelidikan dan pembelajaran yang mampan. Bagi memperkukuh dasar dan amalan terbaik dalam perkhidmatan serta pengurusan data, satu jawatankuasa kumpulan kerja dalaman ditubuhkan untuk membangunkan garis panduan yang relevan dan strategik.

2. Objektif

Untuk merangka dan membangunkan garis panduan Sains Terbuka UTM berkaitan akses terbuka, data terbuka, dan amalan penyelidikan terbuka yang selaras dengan dasar universiti.

3. Skop Kerja

Jawatankuasa ini bertanggungjawab untuk:

- i. Menyemak polisi dan amalan sedia ada berkaitan garis panduan Sains Terbuka.
- ii. Menjalankan semakan literatur dan rujukan kepada amalan terbaik di institusi lain.
- iii. Merangka struktur, kandungan dan susun atur garis panduan.
- iv. Mengadakan sesi perbincangan dan libat urus dalaman (in-house engagement).
- v. Menyediakan draf akhir garis panduan untuk semakan dan kelulusan oleh Jawatankuasa Kerja Pembangunan Garis Panduan Sains Terbuka Universiti Teknologi Malaysia.
- vi. Mencadangkan strategi pelaksanaan dan promosi kepada warga penyelidik UTM.

HIGH IMPACT RESULT (HIR) **BAHAGIAN ILMU PENGETAHUAN INSTITUSI (BIP)** **TAHUN 2025**

SEKSYEN GALERI

LAPORAN Q1- Q4 : JANUARI - DISEMBER 2025

Strategic Thrusts(ST)	ST4: Transformative Life Experiences through Knowledge Empowerment and Trust
Strategic Priorities (SP)	SP 6: Provide sustainable campus experience to UTM's students staff and surrounding community
Strategic Objective(SO)	SO2 - Enculturate University Institutional Knowledge and Heritage

SHOWCASING UTM INSTITUTIONAL KNOWLEDGE AND HERITAGE ALIGNING WITH UTM'S VISION FOR ACADEMIC AND CULTURAL EXCELLENCE.



Q1: Januari – Mac
Pameran UTM Sanjungan Bangsa Bersempena Majlis Perutusan Naib Canselor ke-8 Tahun 2025

Pameran ini bertujuan memperingati perjalanan gemilang UTM, mengangkat nilai warisan, dan menginspirasi warga universiti untuk terus memacu kecemerlangan. Pengunjung berpeluang menghayati pelbagai koleksi unik dan artifak bersejarah yang merangkumi:

Koleksi Bahan Artifak

- Lambang UTM: Emblem “Untuk Tuhan Dan Manusia”
- Keris Ganja Seiras Melela
- Jubah Canselor
- Tanjak Canselor
- Koleksi Poster Naib Canselor UTM
- Mesin Taip
- Alat Ukur Jarak Dan Sudut
- Digital Bunting
- Koleksi Bahan Terbitan Naib Canselor
- Menelusuri Sejarah UTM Di Layar Digital (Television)

**📍Dewan Senat Ainuddin Wahid (Aras 3)
Bangunan Canseleri Sultan Ibrahim UTMJB**



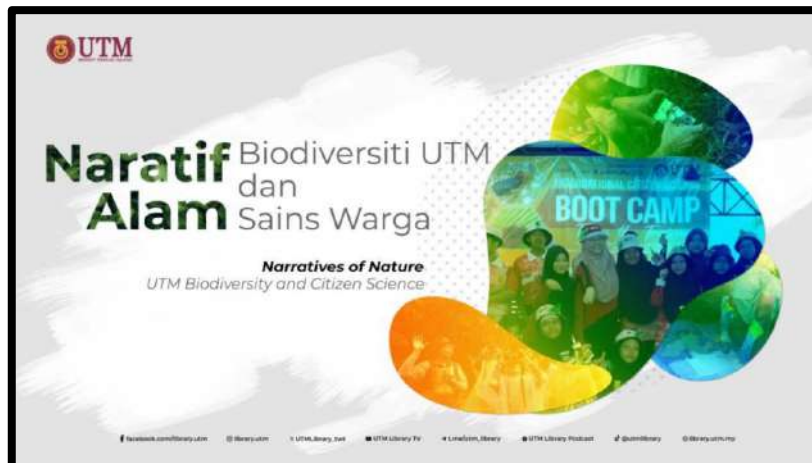
TERBITAN MEMPROMOSI AKTIVITI PAMERAN



[Link : Pameran UTM Sanjungan Bangsa Bersempena Majlis Perutusan Naib Canselor ke-8 Tahun 2025](#)



[Link : Pameran UTM Sanjungan Bangsa Bersempena Majlis Perutusan Naib Canselor ke-8 Tahun 2025](#)



Q2: April – Jun
Pameran Naratif Alam: Biodiversiti UTM dan Sains Warga

Pameran Naratif Alam: Biodiversiti UTM melalui Sains Warga, yang menggabungkan keindahan alam semula jadi kampus dengan ekspresi seni dan keterlibatan komuniti kampus.

Pameran ini mengetengahkan dua segmen utama yang mencerminkan kekayaan biodiversiti UTM iaitu Burung-burung UTM dan Karya Cetakan Eko (Eco Print Artworks). Burung-burung UTM memaparkan koleksi fotografi burung yang dirakam oleh Profesor Madya Muhammad Mun'im Ahmad Zabidi

**📍Ruang Galeri Terbuka ,
Perpustakaan Sultanah Zanariah**



TERBITAN MEMPROMOSI AKTIVITI PAMERAN



[Link : Pameran Naratif Alam: Biodiversiti UTM dan Sains Warga](#)



[Link : Pameran Naratif Alam: Biodiversiti UTM dan Sains Warga](#)



Q3: Julai- September
Pameran Citra UTM – Johor Sempena Citra Karisma 2025

Pameran ini telah dirasmikan oleh Yang Berhormat Tuan Aznan bin Tamin, Pengerusi Jawatankuasa Pendidikan dan Penerangan Negeri Johor merangkap wakil rasmi YAB Menteri Besar Johor, bersempena dengan Majlis Citra Karisma UTM 2025 yang berlangsung di Dewan Sultan Iskandar, Universiti Teknologi Malaysia (UTM) Johor Bahru.

Kini, pameran ini ditempatkan di ruang foyer Bangunan Perpustakaan Raja Zarith Sofiah, Johor Bahru.

**📍Dewan Sultan Iskandar, UTMJB
&
📍Lobby, Perpustakaan Raja Zarith Sofiah**



TERBITAN MEMPROMOSI AKTIVITI PAMERAN



[Link : Pameran Citra UTM-Johor sempena Citra Karisma 2025](#)



[Link : Pameran Citra UTM-Johor sempena Citra Karisma 2025](#)



Q4: Oktober - Disember
Pameran Dalam Lensa Masa
Istiadat Konvokesyen
Universiti Teknologi Malaysia
(1977 – 1989)

Q4		
HIR	TARGET	ACHIEVEMENT
HIR-BIP-02	25%	25%

📍Dewan Senat Ainuddin Wahid (Aras 3)
Bangunan Canseleri Sultan Ibrahim UTMJB

Pameran ini menampilkan pelbagai artifak bersejarah yang mendokumentasikan perjalanan Istiadat Konvokesyen Universiti Teknologi Malaysia dari tahun 1977 hingga 1989. Majlis Konvokesyen pertama Universiti Teknologi Malaysia telah berlangsung pada 3 Disember 1977 di Bangunan Parlimen, Kuala Lumpur. Manakala, pada tahun 1989 pula, Majlis Konvokesyen Universiti Teknologi Malaysia mencatat sejarah tersendiri apabila buat pertama kalinya istiadat tersebut diadakan di Dewan Sultan Iskandar, Skudai, Johor Bahru.

KOLEKSI PAMERAN

- Poster petikan teks ucapan Tan Sri Dato' Ainuddin bin Abdul Wahid, Naib Canselor pertama UTM
- Poster mengenai Majlis Konvokesyen UTM yang pertama.
- Poster berkenaan Keris Ganja Seiras Melela
- Poster Logo Kebangsaan UTM
- Digital Display Panel : D.I.A.N.A (Digital Intelligent Avatar & Neural Assistant).

KOLEKSI BAHAN ARTIFAK

- Tanjak Canselor
- Jubah Canselor
- Songkok Graduan
- Lapel Konvokesyen

TERBITAN MEMPROMOSI AKTIVITI PAMERAN



[Link : Pameran Dalam Lensa Mata Istiadat Konvokesyen Universiti Teknologi Malaysia \(1977 – 1989\)\)](#)



[Link : Pameran Dalam Lensa Mata Istiadat Konvokesyen Universiti Teknologi Malaysia \(1977 – 1989\)\)](#)



DEVELOP MUZIUM WARISAN UTM AS A PREMIER SPACE FOR PRESERVING, SHOWCASING, AND PROMOTING UTM'S HERITAGE WHILE ENGAGING COMMUNITIES THROUGH INNOVATIVE EXHIBITS, SUSTAINABLE PRACTICES, AND EDUCATIONAL OUTREACH.

PERKEMBANGAN GERAK KERJA BAGI CADANGAN PEMBANGUNAN MUZIUM WARISAN UTM 2025

Q1

28 Januari 2025	6 Februari 2025	19 Februari 2025	25 Februari 2025	11 Mac 2025	13 Mac 2025	17 Mac 2025	21 Mac 2025	27 Mac 2025
Perbincangan & Pembentangan Kertas Konsep Muzium Warisan UTM - SGL	Mesyuarat Penyelaras Teknikal Muzium Warisan UTM 1/2025 - JPUTM & BPA	Perbincangan Muzium Warisan UTM (Bil. 1/2025) - SGL & SMM	Perbincangan Muzium Warisan UTM (Bil. 2/2025) - SGL & SBK	Lukisan Rekabentuk (Senibina & Perabot) daripada BPA	Perbincangan Muzium Warisan UTM (Bil. 3/2025) - SGL & BPA	Perbincangan Muzium Warisan UTM (Bil. 4/2025) - SGL	Muzium Warisan UTM Lukisan Rekabentuk (Pindaan 01)	Perbincangan Muzium Warisan UTM (Bil.5/2025) - SGL

Q2

30 April 2025	9 Mei 2025	21 Mei 2025	27 Mei 2025	30 Mei 2025	9 Jun 2025
Muzium Warisan UTM: Pengesahan Rekabentuk - JPUTM & BPA	Perbincangan Muzium Warisan UTM (Bil. 6/2025) - JPUTM & OSCA	Pengesahan dan Cadangan Pindaan pada Lukisan Reka Bentuk Kerja Baik Pulih dan Naik Taraf Ruang Galerium UTM kepada Muzium Warisan UTM	Perbincangan Muzium Warisan UTM (Bil. 7/2025) - JPUTM, OSCA & BPA	Cadangan Pindaan Rekaan <i>Signboard</i> dan Logo Muzium Warisan Universiti	Pemakluman Penjualan Sebutharga



Sesi perbincangan antara JPUTM, BPA & Pusat Komunikasi Korporat

PERKEMBANGAN GERAK KERJA BAGI CADANGAN PEMBANGUNAN MUZIUM WARISAN UTM 2025

Q3

7 Julai 2025

**Mesyuarat
Penyelarasan
Gerak Kerja
Naik Taraf Aras
2 kepada
Muzium
Warisan
Universiti Bil.
1/2025**

Dipengerusikan
oleh Pemangku
KP & dihadiri
oleh semua
wakil Seksyen

8 Julai 2025

**Mesyuarat
Penyelarasan
Gerak Kerja
Naik Taraf Aras
2 kepada
Muzium
Warisan
Universiti Bil.
2/2025**

- SGL, SBK, SMM,
STK & SUK

14 Ogos 2025

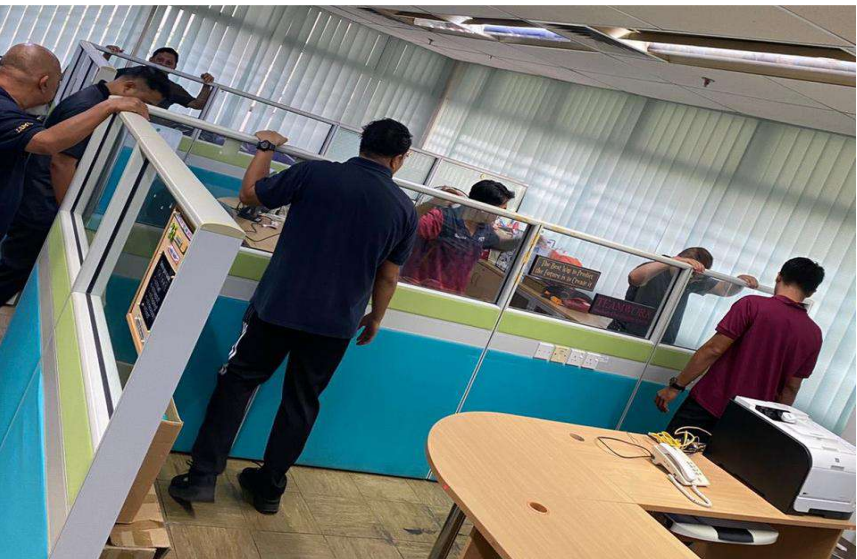
**Mesyuarat
Pemilikan
Tapak
Sebutharga**
- *kick off* di
Kompleks BPA,
JTNC(P).
KGL & En. Abdul
Hadi (PJ)

18 Ogos 2025

**Mesyuarat
Teknikal &
Lawatan Tapak**
- Wakil BPA, wakil
JPUTM &
kontraktor
dilantik

4 Sep 2025

**Perbincangan
Perancangan
Gerak Kerja**
- Pengurusan
JPUTM & Wakil
BPA



8-11 Sep 2025

**Gerak Kerja
Pengosongan
Aras 2, PSZ JB**
- SGL, SBK & SMM

12 Sep 2025

**Gerak Kerja Naik
Taraf Bermula**



26 Sep 2025

**Perbincangan
Muzium
Warisan UTM
(8/25)**
- SGL

Q4

2 Okt 2025

**Perbincangan
Muzium
Warisan UTM
(9/25)**
- SGL & Pusat
Komunikasi
Korporat

6 Okt 2025

**Pembentangan
Konsep Muzium
Warisan
Universiti
bersama KP &
HOD**

10 Okt 2025

**Mesyuarat
Tapak Muzium
Warisan Bil.
1/2025**
- JPUTM, BPA &
kontraktor

13 Okt 2025

**Perbincangan
bersama
Pengarah
KALAM (Warna
& Hiasan
Dalaman)**



Gerak Kerja Perpindahan Pejabat dan Pengosongan Aras 2

Sesi Lawatan Tapak bersama BPA & Pusat Komunikasi Korporat

PERKEMBANGAN GERAK KERJA BAGI CADANGAN PEMBANGUNAN MUZIUM WARISAN UTM 2025

Q4		
HIR	TARGET	ACHIEVEMENT
HIR-BIP-03	25%	25%

- 2 Oktober
2025

Perbincangan Pembangunan Muzium Warisan UTM
Dipengerusikan oleh TKP IP & dihadiri oleh En. Ahmad Sharifuddin (HEK) KGL, wakil Seksyen
- 6 Oktober
2025

Mesyuarat Pelaporan Pembangunan dan Perkembangan Muzium Warisan UTM
HOD, Wakil Seksyen
- 10 Oktober
2025

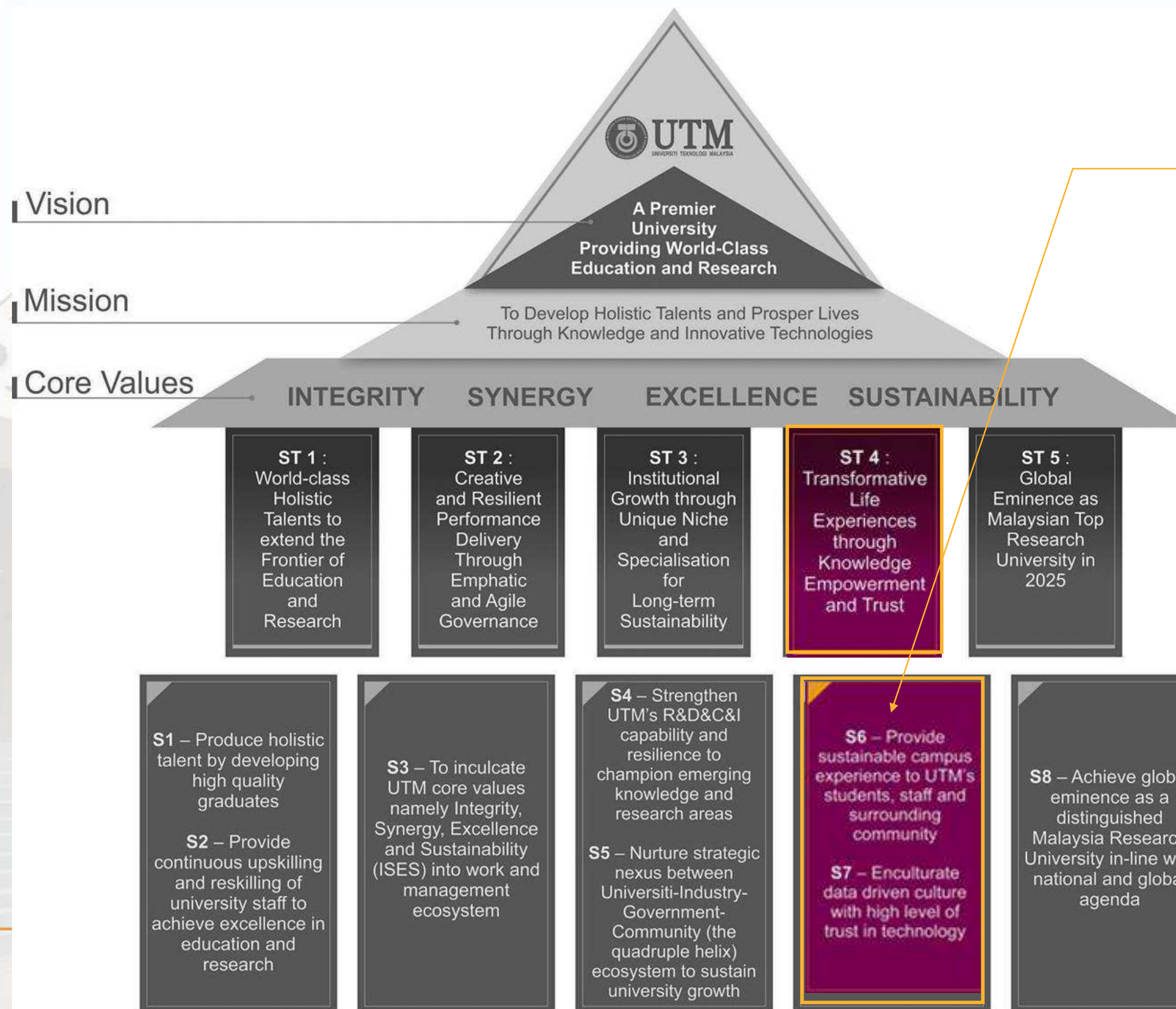
Mesyuarat Tapak Muzium No.1
TKP PP, Timbalan Ketua Bahagian Perkhidmatan, Wakil BPA
- 17 November
2025

Lawatan dari Pihak JTNCN ke aras ruang Muzium Warisan Universiti di Bangunan Perpustakaan Sultanah Zanariah
Tiimbalan Naib Canselor (Pembangunan) Ketua Pustakawan UTM, wakil pengurusan Jabatan Perpustakaan UTM.
- 26 November
2025

Mesyuarat Perbincangan Konsep & Hiasan Dalaman Muzium Warisan Universiti
Dipengerusikan oleh TNCP, turut hadir KP, TKPIPKGL & Wakil seksyen)



3. Library: KEY AMAL INDICATOR (KAI) The Action Plan for 2025



High-Impact Results

1. Strengthen the governance of open science
2. Showcasing UTM Institutional Knowledge and Heritage aligning with UTM's vision for academic and cultural excellence
3. Develop Muzium Warisan UTM as a premier space for preserving, showcasing, and promoting UTM's heritage while engaging communities through innovative exhibits, sustainable practices, and educational outreach

3

High-Impact Results (HIRs)

Strategic Thrusts

Strategic Priorities



3 : Key Amal Indicator (KAI) The Action Plan for 2025

KEY AMAL INDICATOR (KAI)	Action Plan incl. rollout initiatives (Q1)	Target (Q1)	Action Plan incl. rollout initiatives (Q2)	Target (Q2)	Action Plan incl. rollout initiatives (Q3)	Target (Q3)	Action Plan incl. rollout initiatives (Q4)	Target (Q4)
KAI-BIP-01 Number of new materials representing institutional knowledge preserved.	Collaborations with 'PTJ', Faculty etc.	25 Titles	Collaborations with 'PTJ', Faculty etc.	25 Titles	Collaborations with 'PTJ', Faculty etc.	25 Titles	Collaborations with 'PTJ', Faculty etc.	25 Titles
KAI-BIP-02 Number of research data deposited in Research Data Management (RDM) repository.	Number of open research data deposited in Research Data Management (RDM) repository.	-	Number of open research data deposited in Research Data Management (RDM) repository.	50 titles	Number of open research data deposited in Research Data Management (RDM) repository.	150 titles	Number of open research data deposited in Research Data Management (RDM) repository.	150 titles
KAI-BIP-03 Number of publication on institutional knowledge. 1) Oral History : 2 (two) figures in the field of Librarianship	Appointment & Term of Reference (TOR) -Conducting task force meeting - Identify Participants Research and Prepare Questions	15%	Conduct the Interview -Conduct the Recording	25%	-Transcribe the video recordings into a text format. -Edit and annotate -Analyze the Content -Final checking of the i.Transcripts Documentation ii. Video	40%	- Organize and Preserve the output -Share and Distribute -Follow-Up and Acknowledge Contributions	20%
KAI-BIP-04 Virtualization of UTM Institutional Knowledge Heritage collection	Number of artifacts deposited in the UTM Virtual Gallery portal- 1 artifacts (SGL) Number of rare selected documents uploaded to the UTM Virtual Gallery Portal- 2 documents (1 SGL, 1 SKR - URK) share@UTM-IK - 1 issue (SGL) UTM-IK portal- Short articles- 2 articles (SKR-URK)	6 Tittle	Number of artifacts deposited in the UTM Virtual Gallery portal- 1 artifacts (SGL) Number of rare selected documents uploaded to the UTM Virtual Gallery Portal- 3 documents (2 SGL, 1 SKR - URK) share@UTM-IK - 1 issue (SGL) UTM-IK portal- Short articles- 2 articles (SKR-URK)	7 Tittle	Number of artifacts deposited in the UTM Virtual Gallery portal- 2 artifacts (SGL) Number of rare selected documents uploaded to the UTM Virtual Gallery Portal- 2 documents (1 SGL, 1 SKR - URK) share@UTM-IK - 1 issue (SGL) UTM-IK portal- Short articles- 2 articles (SKR-URK)	7 Tittle	Number of artifacts deposited in the UTM Virtual Gallery portal- 1 artifacts (SGL) Number of rare selected documents uploaded to the UTM Virtual Gallery Portal- 3 documents (1 SGL, 2 SKR - URK) share@UTM-IK - 1 issue (SGL) UTM-IK portal- Short articles- 2 articles (SKR-URK)	7 Tittle

Achievement (Q1 – Q4)

Key Amal Indicator (KAI)

The Action Plan for 2025



KEY AMAL INDICATOR (KAI)	Action Plan incl. rollout initiatives (Q1)	Target (Q1)	Achievement (Q1)	Action Plan incl. rollout initiatives (Q2)	Target (Q2)	Achievement (Q2)	Action Plan incl. rollout initiatives (Q3)	Target (Q3)	Achievement (Q3)	Action Plan incl. rollout initiatives (Q4)
KAI-BIP-01 Number of new materials representing institutional knowledge preserved.	Collaborations with 'PTJ', Faculty etc.	25 Titles	100%	Collaborations with 'PTJ', Faculty etc.	25 Titles	4%	Collaborations with 'PTJ', Faculty etc.	25 Titles	100%	Collaborations with 'PTJ', Faculty etc.
KAI-BIP-02 Number of research data deposited in Research Data Management (RDM) repository.	Number of open research data deposited in Research Data Management (RDM) repository.	0 Title	- Justification	Number of open research data deposited in Research Data Management (RDM) repository.	50 Titles	- Justification	Number of open research data deposited in Research Data Management (RDM) repository.	150 Titles	- Justification	Number of open research data deposited in Research Data Management (RDM) repository.
KAI-BIP-03 Number of publication on institutional knowledge. 1) Oral History : 2 (two) figures in the field of Librarianship	Appointment & Term of Reference (TOR) -Conducting task force meeting - Identify Participants Research and Prepare Questions	15%	15%	Conduct the Interview -Conduct the Recording	25%	25%	-Transcribe the video recordings into a text format. -Edit and annotate -Analyze the Content -Final checking of the i.Transcripts Documentation ii. Video	40%	30%	-Organize the output Distribute Acknowledgement
KAI-BIP-04 Virtualization of UTM Institutional Knowledge Heritage collection	Number of artifacts deposited in the UTM Virtual Gallery portal- 1 artifacts (SGL) Number of rare selected documents uploaded to the UTM Virtual Gallery Portal- 2 documents (1 SGL, 1 SKR - URK) share@UTM-IK - 1 issue (SGL) UTM-IK portal- Short articles- 2 articles (SKR-URK)	6 Title	5 Title (83%)	Number of artifacts deposited in the UTM Virtual Gallery portal- 1 artifacts (SGL) Number of rare selected documents uploaded to the UTM Virtual Gallery Portal- 3 documents (2 SGL, 1 SKR - URK) share@UTM-IK - 1 issue (SGL) UTM-IK portal- Short articles- 2 articles (SKR-URK)	7 Title	6 Title (86%)	Number of artifacts deposited in the UTM Virtual Gallery portal- 2 artifacts (SGL) Number of rare selected documents uploaded to the UTM Virtual Gallery Portal- 2 documents (1 SGL, 1 SKR - URK) share@UTM-IK - 1 issue (SGL) UTM-IK portal- Short articles- 2 articles (SKR-URK)	7 Title	9 Title (129%)	Number of artifacts deposited in the UTM Virtual Gallery portal- 2 artifacts (SGL) Number of rare selected documents uploaded to the UTM Virtual Gallery Portal- 2 documents (1 SGL, 1 SKR - URK) share@UTM-IK - 1 issue (SGL) UTM-IK portal- Short articles- 2 articles (SKR-URK)
TOTAL ACHIEVEMENT		Q1	94.33%	TOTAL ACHIEVEMENT	Q2	47.5%	TOTAL ACHIEVEMENT	Q3	68.75%	TOTAL ACHIEVEMENT

KEY AMAL INDICATOR (KAI) **BAHAGIAN ILMU PENGETAHUAN INSTITUSI (BIP)** **TAHUN 2025**

SEKSYEN KOLEKSI KHAS & REPOSITORI

LAPORAN Q1- Q4 : JANUARI - DISEMBER 2025



UTM
UNIVERSITI TEKNOLOGI MALAYSIA

KANDUNGAN LAPORAN

UNIT PEMBANGUNAN KOLEKSI KHAS

KAI: Number of new materials representing institutional knowledge preserved.

OD: Increase number of item received in IKLAS (Institutional Knowledge Library Acquisition System)

UNIT REPOSITORI & DOKUMEN DIGITAL

KAI: Number of research data deposited in Research Data Management (RDM) repository.

OD: Increase number of research data which meet principles of FAIR (Findable, Accessible, Interoperable, Reusable).

1. Collaborations with postgraduate students conducting research funded by UTM / non UTM grants.
2. Collaboration with UTM Community (RG,CoE)/ Government Bodies/Schools/NGOs: 3 records.

KAI 2025	Action Plan & Target Q1	Action Plan & Target Q2	Action Plan & Target Q3	Action Plan & Target Q4	Achievement 2025 (%)	Status (Pending / In Progress / Achieved)
Number of new materials representing institutional knowledge preserved. OD Increase number of item received in IKLAS (Institutional Knowledge Library Acquisition System) Note: 1. Decision to include thesis account in Q3. 2. Data from Q1–Q4 has been revised in accordance with the decision made in Q3.	Collaborations with ‘PTJ’, Faculty etc. Target 25 titles Achievement 44 titles @ 176% out of 25 titles. ▪ Exam paper – 41 ▪ Archive - Book - 3 (up to 4 March 2025) Notes: 1. There will be fluctuations in file delivery through the IKLAS system depending on the availability of digital content produced by PTJs. 2. Out of 100 titles (cumulative), current achievement is 44%.	Collaborations with ‘PTJ’, Faculty etc. Target 25 titles Achievement 4% @ 1 title out of 25 titles. ▪ Poster - 1 Notes: Out of 100 titles (cumulative), current achievement is 45%. Justification: Please refer to slide 34.	Collaborations with ‘PTJ’, Faculty etc. Target 25 titles Achievement 1392% @ 348 out of 25 titles • Thesis - 255 • Examination papers – 67 • Report – 1 • Annual report – 4 • Book – 1 • Poster – 20 Total - 348 titles Notes: Out of 100 titles (cumulative), current achievement is 795% Justification: Please refer to slide 33.	Collaborations with ‘PTJ’, Faculty etc. Target 25 titles Achievement 324% @ 81 out of 25 titles. Thesis – 49 Book – 1 Bulletin – 2 Poster – 16 Report – 10 Certificate – 3 Total – 81 titles Justification: Please refer to slide 32.	918% @ 918 titles (up to 21 December 2025)	Achieved

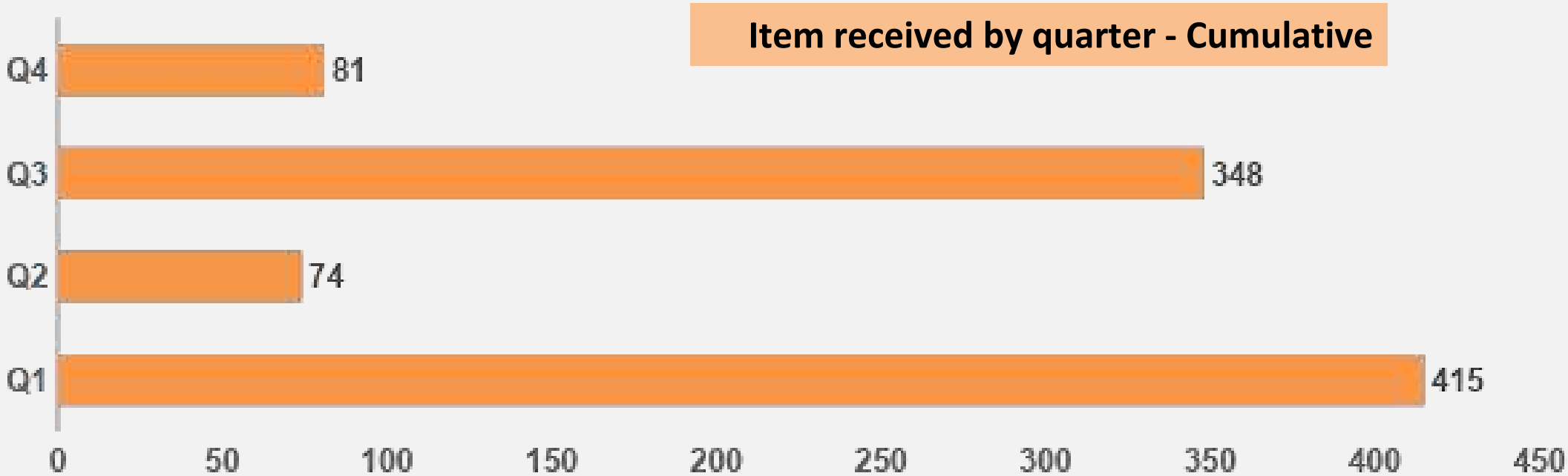
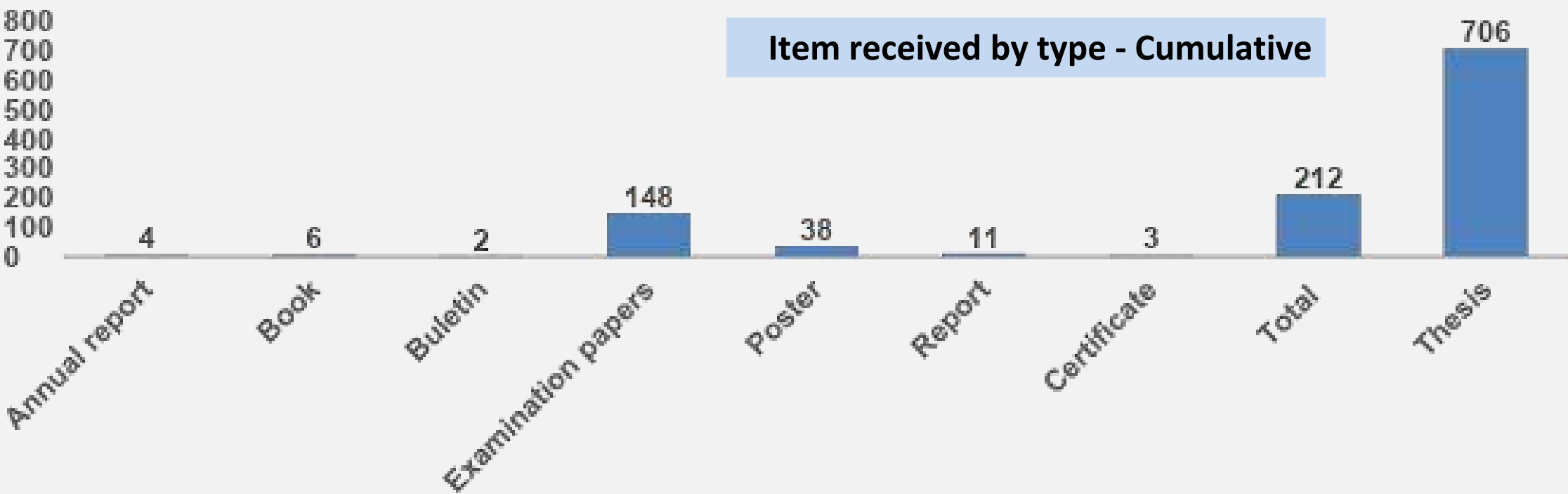
JUSTIFICATION – Q4:

- The cumulative overall performance calculation has been updated following revisions made in Q3 related to thesis submissions in the IKLAS system and a technical error in the submission totals by material type, which was corrected in the final Q4 calculation (as of 21 December 2025).
- The 2026 target will be revised due to changes in the current development of the UTM E-Theses System and revisions to the terms and conditions for item acquisition in the IKLAS system.

Item Type	Q1	Q2	Q3	Q4	TOTAL
Annual report	0	0	4	0	4
Book	4	0	1	1	6
Buletin	0	0	0	2	2
Examination papers	81*	0	67	0	148
Poster	1	1	20	16	38
Report	0	0	1	10	11
Certificate	0	0	0	3	3
Total	86	1	93	32	212
Thesis	329	73	255	49	706
Total	415	74	348	81	918

Notes:
 * Correction for total item received.

QUARTER	TOTAL
Q1	415*
Q2	74
Q3	348
Q4	81
Total	918



JUSTIFICATION – Q3:

- i. TKPIP and KKR have agreed to include the calculation of digital theses as items received through IKLAS, since UTM has yet to launch the e-thesis system after two years of development. Without including these digital theses, the number of digital contents recorded as received by the library will appear lower than it actually is.

Therefore, to adjust the total receipts for 2025 from Q1 to Q3, the number of items received through the IKLAS system has been updated and listed by material type for reference.

Thesis only: Q1-Q3

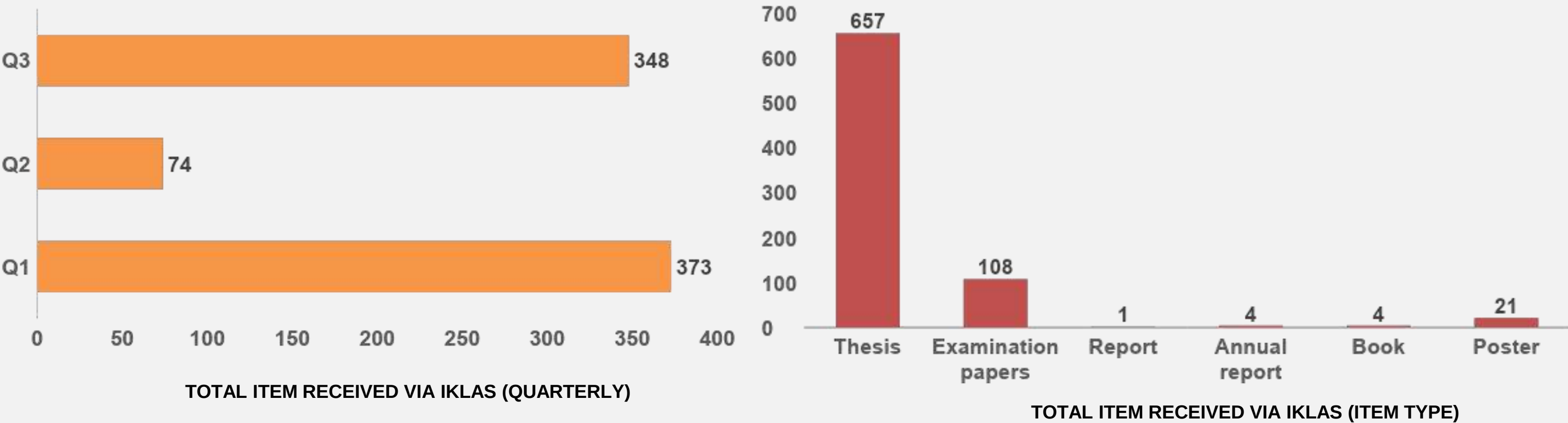
- Q1 - 329 titles
- Q2 - 73 titles
- Q3 - 255 titles

Total - 657 titles

Achievements for Q3

- Thesis - 255
- Examination papers – 67
- Report – 1
- Annual report – 4
- Book – 1
- Poster – 20

Total - 348 titles



- ii. Total item received up to Q3 = 795 titles.
- ii. The target for 2026 will be revised due to changes in the current situation of the UTM E-Theses System development.

JUSTIFICATION - Q2:

- i. The faculty/department (PTJ) is still unaware of the process for submitting archival materials through IKLAS. UGK will implement promotional efforts to raise awareness and increase the volume of materials received.
 - a. The promotional session with FKT, initially scheduled for March 2025, was postponed by the Deputy Dean (Academic) due to her involvement in examination mark entries and meetings related to the examination process. A follow-up was conducted by P(GK) in May 2025, but a response is still pending as they are awaiting the appointment of a new officer to replace the current Deputy Dean (Academic), who is retiring soon. P(GK) remains in contact with FKT to arrange a briefing on the submission of materials through IKLAS.
 - b. P(GK) contacted the Undergraduate Coordinator of FABU in May 2025 to offer a briefing on the submission of materials through IKLAS. However, discussions are still ongoing as the person-in-charge has yet to respond. A follow-up on this matter is currently under consideration.
 - c. In June 2025, P(GK) approached representatives of the Student Representative Council (Majlis Perwakilan Pelajar) to arrange a briefing on the submission of materials through IKLAS. UGK is still awaiting feedback from them to confirm a suitable date for the session.

CURRENT EFFORTS TO HELP INCREASE SUBMISSIONS VIA IKLAS

- i. Any digital documents found on social media will be considered for posting via IKLAS through the efforts of P(GK) to increase the submission of digital documents.
- ii. Internal staff of UTM Library are encouraged to submit any digital documents they have created—such as slides for the Anugerah Kualiti Perkhidmatan, Anugerah Inovasi Perkhidmatan, Kumpulan Inovatif & Kreatif, Department/Section Annual Reports, etc.—as best examples to help develop the UTM Archive collections.
- iii. UGK is interested in participating in library-led events, such as roadshows to faculties or departments (PTJs), to further enhance the promotion and visibility of IKLAS.

KAI 2025	Action Plan & Target Q1	Action Plan & Target Q2	Action Plan & Target Q3	Action Plan & Target Q4	Achievement 2025 (%)	Status (Pending / In Progress / Achieved)
Number of research data deposited in Research Data Management (RDM) repository. OD Increase number of research data which meet principles of FAIR (Findable, Accessible, Interoperable, Reusable). 1. Collaborations with postgraduate students conducting research funded by UTM / non UTM grants. 2. Collaboration with UTM Community (RG,CoE)/ Government Bodies/Schools/NGOs: 3 records.	Number of open research data deposited in Research Data Management (RDM) repository. Target 0 titles Achievement No achievement Justification: 1. UTM-RDM underwent significant system platform migration, which included data verification, metadata structuring, and confirmation of completed data migration. 2. The requirements for the Temporary Daily Staff application related to data deposition have been submitted to the HR department for further action, as discussed in the Mesyuarat Jawatankuasa Pembangunan Bakat dan Pelan Penggantian (PBPP) of the UTM Library Department, Bil. 1/2025, dated 31st January 2025.	Number of open research data deposited in Research Data Management (RDM) repository. Target 0 titles Achievement No achievement Justification: Please refer to slide 36.	Number of open research data deposited in Research Data Management (RDM) repository. Target 0 titles Achievement No achievement Justification: Please refer to slide 36.	Number of open research data deposited in Research Data Management (RDM) repository. Target 0 titles Achievement No achievement Justification: Please refer to slide 36.	No achievement	Pending

JUSTIFICATION – Q4:

1. No research data deposition was recorded in the Research Data Management (RDM) repository during Quarter 4 (Q4). This was due to the limited implementation period following the official go-live of the UTMiK system on 3 November 2025. Consequently, the focus during this reporting period was on preparatory activities, coordination, and implementation planning prior to the commencement of active research data deposition.
1. In addition, initial planning to implement a pilot test for research data deposition was agreed upon on 10 November 2025 with Research Data Development Committee (Raw Data) . However, the pilot implementation had to be postponed to allow for more structured implementation coordination and alignment with the current planning priorities.
1. For information, a discussion on Open Science guidelines was held on 17 November 2025 with the relevant responsible parties. During the discussion, preliminary planning for research data deposition targeted for implementation in 2026 was addressed, including the need for further alignment in terms of workflows, implementation coordination, and readiness before comprehensive data deposition can be carried out.

JUSTIFICATION – Q3:

1. As of Quarter 3 (Q3) 2025, the UTM Institutional Knowledge (UTMiK) system is still not operational and has yet to be officially launched for the research data deposit process.
1. For information, during Quarter 3 (Q3) 2025, the development of the research data deposit template in UTMiK system is still in progress. The template is currently under review to evaluate its functionality and usability within the system, and is undergoing vendor-level refinements to resolve existing errors and ensure system stability prior to the official launch.
1. The Library has successfully completed a series of workshops on the Bengkel Pembangunan Garis Panduan Sains Terbuka UTM Peringkat Perpustakaan, conducted in five sessions held on 18 July 2025, 24 July 2025, 28 July 2025, 4 August 2025, and 8 August 2025. The workshops aimed to establish a structured and practical framework to support the implementation of the UTM Open Science initiative.

JUSTIFICATION - Q2:

1. As of June, the target has not been achieved because the UTM Institutional Knowledge (UTMiK) system has not been officially launched for the data deposit process. The deposition of open research data is planned to be done through self-deposit by academic staff and UTM researchers once the system is fully operational. Only raw research data will be deposited into the system at this stage.
2. The Library has just finished the Data Management Plan (DMP) template and is now preparing to send it to the appointed team for review before it can be used by all UTM researchers.
3. A discussion on Open Science data development was held with a research group from the Faculty of Computing, led by Prof. Dr. Siti Zaiton Mohd. Hashim. The group has agreed to collaborate and serve as the pioneer group for this initiative.
4. Following the discussion, a committee has been established to support and implement the initiative effectively.
5. Target for Q3 and Q4 will be revised from current target to 50 records for each quarter.

KEY AMAL INDICATOR (KAI) **BAHAGIAN ILMU PENGETAHUAN INSTITUSI (BIP)** **TAHUN 2025**

SEKSYEN GALERI

LAPORAN Q1- Q4 : JANUARI - DISEMBER 2025

KAI-BIP-03

NUMBER OF PUBLICATION ON INSTITUTIONAL KNOWLEDGE.

ORAL HISTORY : 2 (TWO) FIGURES IN THE FIELD OF LIBRARIANSHIP



BUTIRAN TOKOH:

Tokoh: **Nor Asikin Binti Mohamad**

Jawatan: **Ketua Pustakawan**

BUTIRAN PROGRAM:

Tarikh: **11 Mar 2025 (Selasa)**

Masa: **10.00 pagi – 12.00 tengahari**

Tempat: **Sudut Bacaan YBhg. Tan Sri Dr. Salleh bin Mohd Nor, Aras 2, Bangunan Perpustakaan Raja Zarith Sofiah UTM Johor Bahru**

Penemu bual: **Haslina binti Othman**



[Link: Program Temu Bual Sejarah Lisan Tokoh Akademik Dan Pengurusan UTM Di Bangunan Perpustakaan Sultanah Zanariah Johor Bahru](#)



Pemeliharaan Khazanah Ilmu Pengetahuan Institusi :
Tokoh Akademik, Penyelidik & Pengurusan UTM Melalui Sejarah Lisan (Oral History)
OD: Compile and publish/ unpublish the university tacit or explicit knowledge in printed/digital format

ACTION PLAN		TARGET	ACHIEVEMENT	TOTAL ACHIEVEMENT
incl. rollout initiatives (Q1)	Appointment & Term of Reference (TOR) -Conducting task force meeting - Identify Participants Research and Prepare Questions	15%	15%	100%
incl. rollout initiatives (Q2)	Conduct the Interview -Conduct the Recording	25%	25%	100%
incl. rollout initiatives (Q3)	-Transcribe the video recordings into a text format. -Edit and annotate -Analyze the Content -Final checking of the i.Transcripts Documentation ii. Video	40%	30%	75%
incl. rollout initiatives (Q4)	-Organize and Preserve the output -Share and Distribute -Follow-Up and Acknowledge Contributions	20%		



BUTIRAN TOKOH:

Tokoh: **Haslina Binti Nasir**

Jawatan: **Timbalan Ketua Pustakawan**

BUTIRAN PROGRAM:

Tarikh: **27 Februari 2025 (Khamis)**

Masa: **10.00 pagi – 12.00 tengahari**

Tempat: **Galerium UTM, Aras 2, Bangunan Perpustakaan Sultanah Zanariah Johor Bahru.**

Penemu bual: **Nas Rashidah binti Mohd Muztaza**



[Link : Program Temu Bual Sejarah Lisan Tokoh Akademik Dan Pengurusan UTM Di Bangunan Perpustakaan Raja Zarith Sofiah UTM Johor Bahru](#)



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AKTIVITI PROGRAM

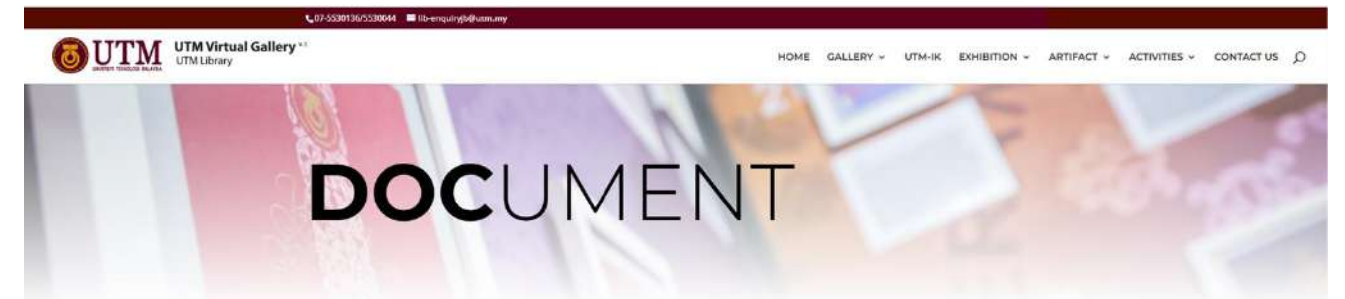
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KAI-BIP-04

VIRTUALIZATION OF UTM INSTITUTIONAL KNOWLEDGE HERITAGE COLLECTION

NUMBER OF ARTIFACTS DEPOSITED IN THE UTM VIRTUAL GALLERY PORTAL
(SHARE@UTMIK)

NUMBER OF ARTIFACTS DEPOSITED IN THE UTM VIRTUAL GALLERY PORTAL
(ARTIFACT DOCUMENT)



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Melela"



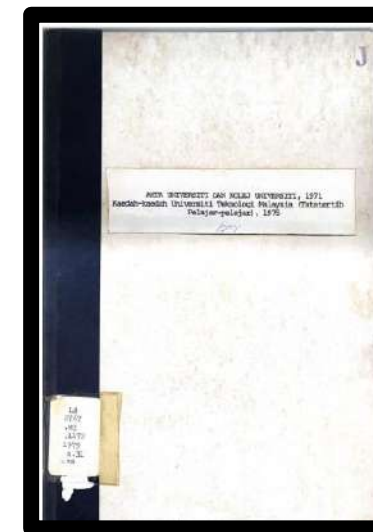
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Universiti Teknologi Malaysia (Tatatertib Pelajar-pelajar),
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Diupacara Penyampaian Diploma UTM di Dewan Tuanku
Abdul Rahman, Kuala Lumpur, 20hb. Julai 1975

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Thank you!
