

## PRESIDENT'S ADVISORY COUNCIL

9 August 2005  
(confirmed)

---

**Present:** Said Irandoust (*Chair*)  
Teresita del Rosario  
Nazrul Islam  
Chongrak Polprasert  
Kalchana Nettayawichit

Stephen Ogunlana  
Hoang Le Tien  
Ng Eng Wan  
Nusrat Sharmin Huq  
Vilas Wuwongse

*Secretaries:* Karma Rana  
Renedith Calabdan

**By invitation:** Matthew Laszewski  
Jonathan Shaw

**Apologies:** Chainarong Na Lamphun  
N Ramachandran

### PROCEDURAL MATTERS AND FOLLOW-UP ISSUES

#### **PAC 05.08.01 Welcome**

The President welcomed Dr. Jonathan Shaw, the AIT Newsletter Editor, to his first PAC meeting. The information team, together with the AIT Newsletter Editor and the Chair of the Editorial Board, will assist in summarizing the thrusts of the administration, through PAC discussions, and disseminate highlights to the community and the Institute's external partners.

#### **PAC 05.08.02 Review of the Minutes of PEC Meeting of 26 July 2005**

The minutes of the 26 July 2005 PAC meeting were *confirmed*.

#### **PAC 05.08.03 Matters Arising from the Minutes**

##### **1. Appointment of Vice-Presidents / Head of AIT-Extension**

The matrix on the candidates for the three vice-Presidential positions were made available to members. PAC members who were nominated to a particular VP position did not participate in the review of candidates. Once short listed, acceptance of the candidates to stand for the selection process will be sought. The number of applications and nominations are as follows:

| Vice President for:              | No. of Applications | No. of Nominations | TOTAL NO. OF CANDIDATES             |
|----------------------------------|---------------------|--------------------|-------------------------------------|
| <b><i>Education</i></b>          | 4                   | 10                 | 14<br>(Internal = 12; External = 2) |
| <b><i>External Relations</i></b> | 1                   | 12                 | 13<br>(Internal = 9; External = 4)  |
| <b><i>Research</i></b>           | 6                   | 10                 | 16<br>(Internal = 10; External = 6) |

The President thanked the PAC members for their feedback on the candidates. Feedback from the members of the AIT community, such as through the open hearing, personal contact with the candidates and other sources will be sought. The decision on the shortlist for the three vice president positions will be made by the President.

The short listed candidates will be announced to the AIT community next week (during the week of 15 August 2005)

## **2. School / Unit Visits on Institute's Financial Situation**

In preparation to the visits to the Schools and Units the President stressed the need to have consistent figures on education, research, outreach and support activities. In addition it is also important to know the capacity, set targets accordingly and then calculate the required costs to meet those targets. This would enable one to examine whether one is competitive or not and if not to adjust the costs towards making them more comparable. If some programs are not competitive then one needs to make a strategic decision whether to stop or support such programs.

The President urged all members to help efforts to save costs for the Institute wherever possible and stressed that it was important especially for those holding administrative positions to lead by example.

The CFO noted that there has been too much emphasis placed on the presentation of a consolidated budget and will provide both Institute figures and forecasts as well as School performance under all funds, including those for projects and also details on the capital expenditures.

With regard to the reporting format, the CFO will provide trends from FY 2003 – FY 2004, and forecast for FY 2005 to the School Deans/Unit Heads, integrating elements from the reporting format used until 1999 provided by Prof Worsak.

## **3. AIT- TU – NSTDA Task Force**

Thammasat University and the National Science and Technology Development Agency (NSTDA) have provided the names of their representatives to the AIT-TU-NSTDA Task Force. The following were proposed from AIT:

1. President
2. Vice President (Research)
3. Vice President (Education)
4. Vice President (External Relations)
5. School Deans
6. Academic Senate Chair
7. RTG Faculty Representative
8. Director AIT Extension
9. Director of Languages Center
10. Associate Registrar for Community Affairs
11. Head of AIT Library
12. SU President
13. RTG Coordinator

The RTG Coordinator, Ms. Wannapa Pliansri will be requested to follow up with TU and NSTDA in the coordination of the next bimonthly meeting.

RTG Coordinator will follow-up with TU and NSTDA in the coordination of the next bimonthly meeting.

#### **4. Establishment of Working Groups**

Towards better preparing and positioning the Institute to the challenges that lie ahead Institute level working groups shall be formed shortly to consider the following:

1. Review of Cost-Reduction Measures and Improvement of Revenue Sources and Growth
2. Review of Administrative Structure/Processes and Budget Procedures and Processes
3. AIT Long-term Strategy Formulation (2006-2010)

The draft terms of reference of the working groups were provided and comments invited. As part of its working method the President stressed that the Working Groups should actively communicate their work and organize hearings, seminars and invite both members of the community and outside people to provide their inputs in the process. In addition, the Working Groups should look into the reports or outcomes of similar exercises conducted by AIT in the past and also review related results or approaches adopted by other universities and institutions. Another important element would be to ensure that the recommendations are implementable and to clearly outline when, where, how and by whom the actions should be implemented. In case radical or drastic measures are proposed, a consequence analysis should also be conducted, recommending the necessary changes that would be required to implement or accommodate such actions.

The President's Office will issue a memorandum on the composition of the respective WGs.

### **POLICY AND STRATEGY MATTERS**

#### **PAC 05.08.04 Matters to Report from the President's Meeting with the Academic Senate**

The President informed PAC of his participation in the Academic Senate meeting held on 4 August 2005 during which he had the opportunity to discuss various issues with members of the faculty present. The President has expressed his wish to the Chairman of the Academic Senate to participate in the meetings of the Academic Senate on a regular basis and suggested that there be a standing agenda item on "*Information from the President*" wherein he could brief the Academic Senate on certain developments and also seek advice and counsel on other matters.

#### **PAC 05.08.05 AIT Homepage / AIT Newsletter**

Dr. Shaw together with Mr. Laszewski did an initial review of the homepages of other well reputed universities in the west and showed samples of these homepages to the meeting. Suggestions on the needed features in the main webpage and succeeding links were presented. It was pointed out that the AIT homepage may need to be completely redesigned and themes on research as a technology oriented institution need to be highlighted and reflected in a creative manner. The work is anticipated to be completed within two months.

One of the main concerns put forward was on the issue of proper news generation and management which AIT lack at the moment. Students input and contribution towards the improvement of AIT homepage will also be invited.

|  |
|--|
| Comments from PAC members will be sent by email to Dr. Shaw. |
|--|

**PAC 05.08.06 Deferred Agenda Items**

Agenda items under “operation”, including appointment and renewal/reappointment cases were deferred to the next PAC meeting.

**OTHER MATTERS**

**PAC 05.08.07 AIT RTG Budgetary Request FY 2006 and RTG Joint Research Projects Public Seminar**

The Budgetary Committee of the Parliament has approved the AIT budgetary request for FY 2006 in the amount 144,308,400 Baht which was presented by Professor Pavich Thongroach, Secretary General of OHEC.

A public seminar on RTG Joint Research Projects was held at AIT on Monday 8 August 2005 to disseminate the results of the FYs 2002 and 2003 joint research to a wider public. These joint research projects are mostly in the field of technology and technology development, with a potential to benefit and enhance Thailand’s competitiveness in a long run. The audience included academicians, researchers, government officials, industrialists and potential end-users of the research outputs.

**PAC 05.08.08 Symposium and Exhibition on Innovation and Education**

The Dean/SERD/Acting Dean/SCE reported that the Federation of Thai Industries will organize a symposium and exhibition on Innovation and Education in Chiang Mai, Thailand, during September 9-10. AIT is invited to exhibit its academic/research activities to attract prospective students and project sponsors, at a reduced cost for booth.

**Next Meeting**

The next meeting is scheduled for *Tuesday, 23 August 2005*, 1330 hours, in Room 210, Administration Building. Issues (with background information) should reach the secretariat not later than noon of Friday, 19 August 2005.