

## PRESIDENT'S ADVISORY COUNCIL

15 October 2008

(week 42)

(Confirmed)

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**Present:**

Said Irandoust  
Izel Ann Dante  
Joydeep Dutta  
Peter Haddawy  
Barbara Igel  
Sivanappan Kumar  
Sudip Rakshit  
Jonathan Shaw  
Ram Shrestha  
Vilas Wuwongse  
**Secretaries:**  
Karma Rana  
Namita Sravat

**Apologies:**

Jayant Routray  
Pakin Santanam  
Worsak Kanok-Nukulchai  
Khin Ni Ni Thein

**Invitees:**

Shawn Kelly  
Jean-Philippe Thouard

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**PAC 08.10.10 Welcome and Apologies**

The President welcomed all present to the PAC meeting and apologies were noted.

**PAC 08.10.11 AIT Strategy 2013**

The short and long versions of the finalized 'AIT Strategy 2013' were presented to the PAC members. The PAC agreed that the specific comments on text would be sent by the members to the Media Specialist, Mr. Shawn Kelly later that afternoon. The President clarified that keeping in mind the suggestion to have fewer goals, he has decided not to include the 10 strategic goals in the short version (that would be distributed to the external stakeholders for marketing purpose). But for the completeness of the strategic directions that he would like to see AIT pursue, all these 10 strategic goals are outlined in the longer version that will be used internally. The key comments on the format were that the photographs selected should reflect the diversity of activities (developmental, technological, and training) conducted in various countries, and also to include small captions for each one of them. The email domain used should be "ait.asia".

The Schools and AIT Extension were requested to include it in the agenda of their respective Retreats for giving specific feedback on text contents. The limited number of printouts will be made for distribution to the Executive Committee and Board of Trustees, and one for each FoS Coordinator, School Deans and Director/AIT Extension.

The "AIT Strategy 2013" printouts would be distributed by Monday, 20 October along with the cover letter that outlines the kind of inputs expected. A soft copy would also be sent.
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Once the feedback from the Executive Committee and the Board of Trustees meetings on 5 and 14 November respectively is incorporated, the final version will then be printed for distribution to institute's stakeholders for marketing purpose.

**PAC 08.10.12 Review of the PAC Meeting Minutes of 8 October 2008**

The minutes of the 8 October 2008 PAC meeting were **confirmed**.

Follow-up Issues:**1] Update on the AIT Center Vietnam (AITCV) Director Position**

As agreed during previous PAC meeting, the concept papers on the AITCV Director's Performance Expectations, Transition Plan, and Terms of Reference were tabled for members' information and comments. In addition, the VP-ER and interim Director of AITCV, Prof. Vilas Wuwongse, presented the proposal on future operations of AITCV that was prepared in consultation with the AITCV staff members. The key activities proposed were: Organization of Training Course and Consultancy, Recruitment of Students and Acquisitions of Scholarships, Provision of Support and Services, and Offer of Degree Programs (initially only Professional Programs will be offered). It was clarified that the first three are current activities of AITCV with the fourth one proposed as expansion of activities and to utilize the opportunities.

The highlights of the deliberations were as follows:

- Clarifications were sought on the competence and resources available at AITCV, especially to run academic programs.
- AITCV will start with only professional programs, but would like to transform itself into a more progressive full-fledged university and accordingly recruit more full-time faculty. It was suggested that if agreed, then they should start with two-phased programs that are currently running, e.g. program run by ISE etc.
- It was suggested that it may be too early to allow running undergraduate programs at AITCV.
- The former AITCV Director had agreed to pay the amount of 12 m baht owed to the AIT mother campus. Prof. Vilas would in consultation with the School Deans decide on this fund's sharing.
- AITCV will work on the same model as schools or AIT Extension, and in that case they will be paying overheads and for services to AIT mother campus, and the surplus generated would also be used accordingly.
- Information on training programs organized by AITCV should be made available, and AIT should be contacted for resource persons for these programs.
- Before SOM starts the unified bachelors-master program with AITCV, and before the turn-over between the interim and new Directors, charges for AITCV services should be clearly defined.
- Dean SOM, Dr. Barbara Igel requested that if one school's surplus is/will be used to cover the deficits of the AITCV director's account or, other schools, the concerned Dean should be notified and given the full record of accounts and amount transferred.
- The decision on the new appointment is subject to Executive Committee and Board of Trustees approval. It has been clarified to the candidate that he will not engage in activities for honorarium. The Director, AITCV will attend the PAC at least twice to provide updates on AITCV activities, and would same time meet School Deans.
- All payments to the AITCV employees will be in Dong currency (and not in US \$) into the future.
- The AITCV Council of Advisors meeting will be held once the new Director is appointed.

The President clarified that concept of the AIT Centers need not necessarily be the same, and thus terms of Directors of Centers would not be same. However, basic notion to establish AIT Centers is to get revenues to AIT mother campus. For example, AIT Center in SriLanka is based on concept of working with private sector, and the AITCV on public sector. The AIT Center in Indonesia funding by the ministry will end in June 2009, and if not funded further, the concept including the persons recruited would be changed.

The PAC agreed that in order to ensure the academic quality of the programs to be offered by the AITCV, they will have to actively work with the Schools at AIT Campus, and the approval of the AIT through the Academic Senate would be needed before running any program.

### **3] Progress on the New AIT Charter**

As requested during previous PAC meeting, the finalized text of new AIT Charter was distributed to the PAC members.

### **4] Collaboration with Fairview International School**

The report will be presented after consolidating comments in a week time.

### **5] Outsourcing of Infrastructure, ITServ, HRO and Finance**

The final proposal from Sodexho to take over the management of infrastructure based on our terms for pricing is awaited, which will be presented to the Executive Committee. The terms of reference specifies AIT's expectations on revenue and quality, however to safeguard institute's interest the outsourcing professional lawyers will be consulted.

A member was concerned that the experience gained over the years of managing units that are being explored to be outsourced, would be lost once these units are outsourced; and if outsourcing results are not satisfactory it would be difficult to revert back. Another risk in outsourcing service units is that they might not necessarily give improved services, having profit motive for which they might compromise on the quality.

On receiving final proposal from Sodexho, they will be invited to present it to an extraordinary PAC meeting.

The PAC was also informed that the Sodexho would need 5 months to start functioning and in the meantime the institute needs to upgrade the infrastructure with the 500 m baht funding from ING that is under consideration. A member enquired if the Campus Planning and Environment Committee has seen the funding proposal from ING company.

It was agreed that the Campus Planning and Environment Committee platform would be used in reviewing the ING funding proposal.

A member raised concern regarding a clause on possibility of outsourcing in contract renewal forms for the concerned service units, and it was **agreed** that Ms. Izel would re-formulate this clause.

A task force on outsourcing of ITServ will be established with representatives from each school, relevant professionals from outside AIT, and Dr. Harianto.

Concerns were also raised whether institute is making full use of the News and Media Specialist, and possible outsourcing of this function being explored too. The faculty would like to see News and Media Specialist publishing articles on research conducted by the faculty.

It was agreed to invite Head-ERCO and News and Media Specialist to PAC meeting where face-to-face discussions on modalities of the office.

PAC members also noted that there is a need to review the situation of the cafeteria and to take some steps to revive the cafeteria, in light of concerns raised by students during the Institute Forum on 9 October.

**7] New AIT Promotional Video and Guidelines on the use of AIT logo**

PAC was informed that updates on New AIT Promotional Video and the AIT logo template for each School, Units and Centers is awaited from the News and Media Specialist.

**8] Strategy for Scholarship and Fellowship Awards** (*in follow-up to Discount on Tuition Fees to Children of AIT Employees*)

The concept paper on the Strategy for Scholarships and Fellowship would be deliberated in PAC once the inputs from School Deans are received.
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**9] AIT Academic Calendar 2009**

PAC agreed with a suggestion to include the applet of the AIT Academic Calendar on the website.
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**10] Financial Productivity**

PAC was informed that the Financial Productivity procedures are being finalized based on the Academic Senate and PAC feedback.

**ISSUES FROM PRESIDENT**

**PAC 08.10.13 RTG Meeting**

The President was pleased to inform that the Royal Thai Government (RTG) evaluation result is very positive. That same afternoon he would be attending a brainstorming session on the future roles of AIT for Thailand, in the formulation of the 9th Cooperation Plan (2010-2014) between the RTG and AIT. The VPER, Prof. Vilas noted the names of the distinguished scholars and educational administrators in Thailand who would be attending the meeting.

It was suggested that since nationalities other than Thais can also apply for the RTG Research Fund, AIT faculty members should also be invited to the RTG meetings from next time onwards.

**ISSUES FOR DISCUSSION**

**PAC 08.10.14 Academic Senate Report**

The President informed that as requested by the Academic Senate (AS) Chair, henceforth the formal reports on status of AS recommendations will be sent to the AS Chair. He further noted that the recommendations made by the AS in its meeting held on 30 July, conveyed through the memorandum dated 26 September 2008, have now been approved.

**PAC 08.10.15 Next Meeting**

The meeting was adjourned with the rest of the agenda issues deferred for the next PAC meeting scheduled on Wednesday, 19 November 2008.