

## PRESIDENT'S ADVISORY COUNCIL

24 February 2009

(week 9)

(Confirmed)

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### Present:

Said Irandoust	Jayant Routray
Izel Ann Dante	Jonathan Shaw
Peter Haddawy	Vilas Wuwongse
Barbara Igel	
Worsak Kanok-Nukulchai	<b>Secretariat:</b>
Mr. Akhtar Nawaz Khan	Karma Rana
Sivanappan Kumar	Namita Sravat

### Apologies:

Sudip Rakshit	
Ram Shrestha	Khin Ni Ni Thein

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### PAC 09.02.11 Welcome and Apologies

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

### PAC 09.02.12 Approval and Review of the Minutes of the PAC meeting - 4 February 2009

The minutes of the PAC meeting held on 4 February 2009 were **approved**, with the second paragraph under section PAC 09.02.06 on page 3, to read as *"The Dean/SOM, Dr. Barbara Igel stated that the DBA should not be used as a base reference. As a short-term strategy SOM will fill-up MBA programs and add a few specializations such as Energy and Service Science. The President suggested looking into possibility of starting new specializations in the fields of tourism, service sciences, hospital management and health care, etc. Dr. Igel mentioned that strong partners and product champions are needed with clear ownership by one school or co-ownership across two schools"*.

#### Follow up Issues:

1] **Honorary Doctorate Degree:** The President requested the VP-AA to convey on his behalf to the Academic Senate (AS) meeting on 25 February 2009 that proposed candidate from HEC Pakistan for the AIT Honorary Doctorate Degree is still under consideration by the administration. After collating information from various informal sources, if candidate is found suitable it will be presented to the Executive Committee on 25 March 2009 for its approval.

The President further requested the VP-AA to convey on his behalf to the Academic Senate on 25 February 2009, that appointment of the members to the Task Force on Undergraduate is highly urgent.

2] **Updates on AIT Charter:** The bye-laws of the AIT Board of Trustees will be soon revised and drafted in line of AIT new Charter that is expected to be adopted by end of May 2009. The Chair of the Board of Trustees, Dr. Tej Bunnag has been requested to draft it and the AIT administration will assist him.

3] **Dean-SET and Dean SERD Position:** Following the mandatory retirement from the Institute after reaching the age of 60, Professor Worsak Kanok-Nukulchai will be completing his term of office as Dean/SET on 30 June 2009. Likewise, Professor Sivanappan Kumar will be completing his term of office as Dean/SERD on 30 June 2009, and has decided not to seek a further renewal of his appointment. The President informed that he had separate meetings with SET and SERD faculty members on 13 February 2009 to obtain their inputs on their respective Dean's profile and selection process.

By Friday, 27 February 2009, the advertisements will be finalized and announced to the ATI community through one email for both positions for which nominations and applications shall be invited both from within and outside AIT. The deadline for application for both the positions will be end of March 2009.

**3] Evaluation of Administration Process:** The face-to-face meetings with different constituencies of AIT have been completed now. The reflective meetings with the Vice Presidents, School Deans, Director AIT Extension, Head of Administration, and Heads of Administrative Offices will be held in mid-April 2009.

**4] Report on January 2009 Enrollment:** The School Deans were requested to pay attention to the January 2009 student enrollment figures and work towards August 2009 intake which is the major intake for AIT.

The Dean/SOM informed that the January 2009 student enrollment figures are misleading and there is a need to rectify the database. The President requested the Dean/SOM to directly communicate with the Registry to rectify the database.

**5] Summary of Honorarium for Year 2008:** The strictly confidential document on 'Summary of Honorarium for Year 2008' was circulated to the PAC members for their information. The School Deans were requested to be observant and take any actions necessary accordingly.

#### **PAC 09.02.13 Issues from the President**

**1] Executive Committee Meeting Agenda:** The Agenda of the Executive Committee meeting on 25 March 2009 was circulated for member's information and noted.

**2] AIT's involvement in Science Park management Board:** The President stated that he has been informed that as per AIT's involvement from the beginning in the Science Park and agreement, the AIT should be on the Management Board of the Science Park. All members felt that it will be beneficial for AIT to be on the Board and the VP-ER was requested to pursue this matter and at some stage AIT should move this request to the Science Park.

**3] Indonesia Visit Outcomes:** The President briefed the members on the outcomes of his visit to Indonesia especially with regards to new scholarship scheme by ASEAN Foundation, and scholarships possibility for the students in Pulp and Paper Technology FoS. The School Deans and Director AIT Extension were requested to refer to the weekly newsletter of 23 February 2009 to follow-up. The VP-ER was requested to make sure that AIT is included in the MoU of the ASEAN Foundation that includes SCG, PTT and CP Group of Companies.

**4] Japan Visit:** The President stated that he will be giving presentation in Japan on 26 February 2009 on "Asian Experience in Promoting Education for Sustainable Development", and Dr. Roland Amoussou-Gueno will join him in this visit.

**5] AIT Strategy 2013:** The President informed that it has been decided to only have one full version of the 'AIT Strategy 2013' document printed which will be ready for distribution by the end of the next week and it will cost 50 baht per unit.

**6] AIT Center in Indonesia:** The President informed that according to our agreement with the Ministry of Public Works Indonesia, funding from the Government of Indonesia will end by June 2009. He is planning to set up an AIT task force, to review and evaluate the status of the AITCI after 3 years of operations, and to suggest possible changes that may be necessitated in terms of the structure of the organization, its operations, and other modalities. Although the direct support for the operations of the AITCI will come to an end, the Ministry of Public Works has assured AIT that they would continue to support AITCI through the granting of projects.

**PAC 09.02.14 Progress on Outsourcing**

**1] Outsourcing of Infrastructure and related facilities:** The President stated that AIT has received the revised draft of the agreement, prepared by SCG Legal Counsel, based on the recommendations of the Outsourcing Committee and meeting with the SCG Legal. AIT has provided the Draft KPI to the SCG Legal Counsel for incorporation into the Agreement Draft. The Current Draft contains a lot of remarks and suggestions and comments for the review by AIT which must be cleared before the Draft becomes acceptable. After confirmation of the Draft, the SCG Legal will prepare the final AIT-Draft to be sent to Sodexo. However, Sodexo may still come back with proposed revisions and modifications, which will need further negotiations between Sodexo and AIT's Legal Counsel and AIT representative. After agreement with Sodexo, an agreed Final Draft will be prepared by SCG Legal Counsel by 5 March 2009 and for presentation and approval of the Executive Committee on 25 March 2009.

The Head of Infrastructure was requested for his active participation and feedback on the types of services covered by the Infrastructure unit and if any service is being missed in the contract.

**2] Report from the Task Force on Outsourcing of IT Services:** Prof. Peter Haddawy, the Chair of the Task Force on Outsourcing of IT Services (constituted of Prof. Peter Haddawy, Dr. Matthew Dailey, Dr. Ranamukhaaracchi S, Dr. Sundar Venkatesh and Dr. Harianto) presented the report of the task force from its two meetings to the PAC members. The task force has concluded to initially issue a Request of Expression of Interest to the potential providers and also announced broadly. Selected candidates will then be requested to make presentations on their organization structure, services and general scope on how they want to provide the services to the Institute. Subsequently, the short listed candidates will be invited to submit their full proposals.

It was suggested that the task force also visit some of the academic institutes that are using outsourcing for IT services. An example of Thammasart University outsourcing their email services to the Google was cited and information on their experience could be collected. The PAC **agreed** to launch the announcement as recommended by the TF.

**PAC 09.02.15 Salary Rationalization and Reclassification of Position**

It was reported that several productive meetings were held with the Head of Human Resources and the previously constituted Task Force members. It has been found that there are significant number of differences between the Black Inc reclassified positions and the ones recommended by the internal Task Force. The final report will be ready by end of next week for submitting it to the President, which will be then presented to the Institute Forum on 16 March 2009 afternoon for AIT Community information and feedback. This will be then be presented to the Executive Committee on 25 March 2009 for approval.

**PAC 09.02.16 Report of the Academic Senate Meetings**

All the recommendations made by the Academic Senate from its meetings of 26 November 2008, 16 December 2008 and 14 January 2009 (as in Paper 9.1 and Paper 9.2 of the 4 February 2009 PAC meeting) were **approved**.

It was noted that for the Professional Masters Program in Software Engineering the honorarium payment will be made as per current regulations.

**PAC 09.02.17 P&P on Ethical Behavior and Grievances**

The 'P&P on Ethical Behavior and Grievances' was **approved** with some revisions under section on campus counselors noted by the Head of Administration, and will be uploaded on the website soon.

**PAC 09.02.18 Review of the Scheme for Fund 30 Academic Programs**

The scheme for Fund 30 Academic Programs was discussed at length and suggestions were noted by the Head of Administration. The scheme will be discussed again for its approval during next PAC meeting after suggestions made during the meeting are incorporated. The Head of Administration will circulate the document in tracked change mode so that members can note and review the suggestions made during the meeting.

**PAC 09.02.19 Pending Issues**

1] **AIT City Campus Location and P&P on Faculty/Staff Housing:** On receiving awaited information from the Head of Infrastructure, the location for the AIT City Campus and the section 'Furnishings and Replacements' of the P&P on Faculty/Staff Housing will be discussed during the next PAC meeting.

2] **AIT Internal Scholarship/Fellowship:** School Deans were reminded and requested to review the concept proposal for AIT Internal Scholarship/Fellowship that was circulated during one of the previous PAC meetings upon which it will be finalized.

**PAC 09.02.20 Next Meeting**

The next PAC meeting will be held on 22 April 2009, and in case there are any urgent issues the PAC may be convened earlier in President's absentia with the VP-AA to chair it.

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/ns 26 February 2009