

## PRESIDENT'S ADVISORY COUNCIL

22 April 2009

(week 17)

(Confirmed)

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**Present:**

Said Irandoust  
Izel Ann Dante  
Peter Haddawy  
Barbara Igel  
Worsak Kanok-Nukulchai  
Sivanappan Kumar  
Jayant Routray

Jonathan Shaw  
Ram Shrestha  
Vilas Wuwongse

**Secretariat:**

Karma Rana  
Namita Sravat

**Apologies:**

Khin Ni Ni Thein  
Sudip Rakshit  
Mr. Akhtar Nawaz Khan

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**PAC 09.05.01 Welcome and Apologies**

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

**PAC 09.05.02 Approval and Review of the Minutes of the PAC meeting - 1 April 2009**

The minutes of the PAC meeting held on 1 April 2009 were **approved** with the change in the number of nominations/applications received for the position of D/SERD to be corrected as 7 (reported as 8 during previous meeting).

Follow up Issues:

- 1] **Updates on AIT Charter and Bye-Laws:** The President informed that the preliminary draft of the new bye-laws prepared as AIT's input to the "Friends of Chair" has been submitted. The draft bye-laws attempts to provide detailed rules and procedures referred to in the new AIT Charter, taking into account the comments received from the delegation of Japan on the main elements to be included, as well as drawing from the current AIT bye-laws and examples of other international organizations. The first meeting of the "Friends of Chair" that will start work on new bye-laws, as agreed by the Intergovernmental Working Group, will be held on coming Friday, 24 April 2009.
- 2] **Visit to China:** The President reported that his visit to China along with the Chair of the Board of Trustees has been now confirmed for 14-15 May 2009.
- 3] **Updates on the August 2009 Student Enrollment:** The updates on student applications for August 2009 intake were circulated. It was noted that separate meetings with the School Deans on admissions will be held on 28 April 2009. Further updates will be provided to PAC on a regular basis to monitor the progress.
- 4] **Updates on Dean-SET and Dean SERD Position:** It was reported that the separate Search Panels for the Dean-SET and Dean-SERD positions have already been constituted and were announced to the AIT Community. The Search Panel for the Dean/SERD position will have their first meeting in the afternoon of the same day. Once the Search Panel shortlist the candidates for the Deans position, open hearing will be held in the 3<sup>rd</sup> week of May 2009, and feedback will be consolidated. The candidates selected will also be considered by Faculty Evaluation Panel (FEP) to place them appropriately in the faculty rank, after which by end of May 2009 the candidates will be appointed.
- 5] **Engagement of Faculty Beyond Age of 60 -** The 'P&P on Faculty Engagement Beyond Retirement Age of 60' re-titled as "*P&P on Faculty Engagement Beyond Age of 60*" was revised as per the 25 March 2009 Executive Committee meeting feedback and was circulated for members review. The editorial corrections were noted by the Head-Administration and the key points of the discussions were as follows:

- Submission of School Report on reemploying faculty after age of 60 should be included in the P&P which covers aspects like whether faculty reemployment will have impact on thesis supervision in the FoS, whether School has already considered hiring a new faculty instead, etc.
- The “Objective” of the P&P needs to be re-written to add more rationale for employment or reemployment of faculty beyond the age of 60.
- Separate sections should be there for the reemployment of AIT’s faculty after age of 60, and employment of external professionals/faculty after age of 60, followed by section on common requirements for the both the categories.
- It was agreed that the P&P should be for both faculty and staff reemployment after age of 60, noting that reemployment in both the cases is done only for exceptional and highly productive employees.

It was **agreed** that the P&P will be discussed again in next PAC meeting after the revisions are incorporated by the Head-Administration.

- 6] **P&P on Faculty Financial Productivity** – The revised *“P&P on Faculty Financial Productivity”* incorporating comments from the previous PAC meeting and later comments received from the VP-AA and Dean-SET was circulated for members review and approval.

The P&P was **approved** with following to be incorporated:

- To remove from section III.A. reference to the minimum teaching load requirement as they are already stipulated in the “P&P on Employment of Faculty: General Work Regulations”.
- To restore in section III.B the policy on crediting 100% of the revenues generated from student research supervision to the Chair (80%) and members (20%). Deducting a portion to cover for the use of laboratories and student research supervision would complicate the policy. Moreover, the P&P is for looking at financial productivity and expenses should not be covered in this P&P.
- To reformulate the clause on Sabbatical Leave (SL) with the part regarding the period of exclusion and option to include the SL to be in this P&P and the conditions for the approval of sabbatical leave be stipulated in the section on SL in the “P&P on Employment of Faculty: General Work Regulations”.

Furthermore, it was noted that the P&P would be effective from 1 May 2009. For project-purchased equipment the FoS Coordinator and School Dean shall verify the amounts against the amounts originally budgeted from central funds (Fund 10, Fund 41, or Fund 23) to confirm that the project-purchased equipment indeed lowers the cost from central funds. Until School and FoS budgets are made as precise as possible to include academic equipment plans, project-purchased equipment should clearly demonstrate that they are used or contributed towards the academic programs/activities of the Institute, School or FoS to be credited to a faculty member’s financial productivity.

- 7] **P&P on Direct and Indirect Incentives** – The Head-Administration reported that the section on uses of PDF, which was deemed not appropriate in the P&P on Faculty Financial Productivity during the previous PAC meeting, has now been included in the “P&P on Direct and Indirect Incentives” which is actually a compilation of existing policies.

It was **agreed** to circulate it to the faculty members for feedback/inputs before finalizing it during the next PAC meeting.

- 8] **2009 HM King’s and HM Queen’s Scholarship** –Prof. Worsak, Dean/SET and the Royal Thai Government Coordinator reported on the progress of the new selection process (based on the nomination of candidates) for the HM King’s and HM Queen’s scholarship recipients, which has generated interest and made AIT more visible among potential candidates. He further noted that there are many eligible candidates (as most of them higher than 3.5 GPA, the requirement for getting scholarship) who have not paid the application fees; and requested for PAC advice on the possibility of waiving this fees. PAC members felt that payment of application fees by the nominee ensures their seriousness in considering admission to AIT. Thus, it was agreed that the nominators would be

requested to provide contact details of their respective nominees, so that the School concerned could contact them directly to pay the fees in order for them to be considered for admission. Awardees must accept the offer within one month, otherwise offer will expire, and the next reserved candidates who accept will replace them.

#### **PAC 09.05.03 Issues from the President**

- 1] **Public-Private Partnership model** - The President mentioned that he is working with a group of people on public-private partnership model, who are willing to invest in endowment fund for AIT and to upgrade and renovate campus. They are also keen to establish several campuses in different countries. He further stated that further details will be provided in due course and the model will also be presented to the Executive Committee of the Board of Trustees. He will need to sign a confidentiality agreement before further details can be presented.

A member noted as follows:

- It is an innovative idea, but challenge lies in how to balance independence of Board of Trustees, the implications to the AIT Employees etc.
  - It is an opportunity to capitalize on the interest in brand of AIT and the institute needs to be open to it.
- 2] **AIT Degree Title** - The President informed that Prof. Haddawy will be in-charge of follow-up and preparation of report for Board of Trustees (BoT) and Executive Committee of BoT on the issues regarding AIT Degree Titles raised at BoT meeting.
- 3] **Vice President Resources and Development** - The President mentioned that he has appointed Prof. Worsak Kanok-Nukulchai as Vice-President Resources and Development and will soon make formal announcement to the AIT Community members.
- 4] **French Government Secondment** - The President stated that the French Government is renewing secondment of expert to AIT and Mr. Olivier Dreant will replace Mr. Jean-Philippe Thouard for French Regional Cooperation at AIT.
- 5] **Update on Outsourcing** - The President mentioned that he has appointed a Transition Monitoring team constituted of Dr. Noppadol Phien-wej, Dr. Naveed Anwar, Dr. Hoang Le Tien, D. Somkiert Kojchavivong, and Ms. Elizabeth Chaloevares, to oversee the implementation and monitor the progress of the Mobilization Plan. The team will also develop the structure. Modality, manpower of a Monitoring & Evaluation Team (to include Contract Manager Mr. Stephen Andrews appointed by Sodexo) that would manage the operation of the Service Agreement and carry out regular performance reviews.

#### **PAC 09.05.04 Report of the Academic Senate** (based on 25 February 2009 meeting)

The President approved the recommendations on the 'Late Advancement to Candidacy' and 'Regulation for the Graduation Requirement' reported from the Academic Senate meeting held on 25 February 2009.

#### **PAC 09.05.05 AIT City Campus Location**

The Head-Infrastructure presented a comparison between the 4 new premises namely, the Srinakharinwirot University, Lake Rajada Office Complex, Shinawatra Tower II, and Shinawatra Tower III; and the SM Tower. The President along with the Dr. Tien and Prof. Vilas Wuwongse will meet the Srinakharinwirot University management to further discuss and negotiate with them. In the meantime, the division of the cost payment for each school and their needs should be agreed upon.

#### **PAC 09.05.06 P&P on Faculty/Staff Housing** (section on replacement)

Following the 24 February 2009 PAC meeting advice that the Head-Infrastructure consults the Sodexo on the policies related to replacements and refurbishments of the housing units, Dr. Tien presented similar policies from the book on Hotels and Resorts - Planning, Design and Refurbishments.

The President requested the Head-Infrastructure to further collect information from the Serviced Apartment in Bangkok; and then report it to the PAC for further discussion.

In relation to this a member requested the information on following from the Head-Infrastructure:

- The drainage problems near the SU Snack Bar.
- The results of the investigation report on the housing unit's allocation that was not done as per the waiting list.

**PAC 09.05.07 Overhead Allocation**

The Dean/SERD raised some concerns as indicated in a paper on Overhead Allocation with proposals for PAC's consideration. The President stated that he is in favor of ERCO-School coordinated budget preparation for promotions; welcomes the School Dean's participation in the budget committee meeting discussion but not as members of the Budget Committee; clarified that the Directors appointed under the VP-AA are not as administrators but to involve faculty members in the strategic areas of the institute; and the transparency so that the schools could see how the use of the 35% overhead resource paid by schools is planned and how it is actually used is already there as the financial figures are presented in the Institute Forums conducted from time-to-time, and further details could be provided also. The President requested the Head-Administration to conduct survey of administrative costs over total revenue of various Thai universities.

**PAC 09.05.08 Eligibility Criteria for Sabbatical Leave**

The 'P&P on Eligibility Criteria for Sabbatical Leave' was approved with following corrections:

- Last line of section 1.1.2 to read as "A sabbatical leave normally cannot be combined with annual leave or leave without pay. However, if it is combined with annual leave or leave without pay, the total absence from the Institute cannot exceed one year."
- Section 1.1.4 to read as "Requests for sabbatical ....., for approval by the President "
- Section 1.1.6 to be reformulated to make it clearer.

**PAC 09.05.09 Other Business**

Due to the time constraints and since all the School Deans had to leave for their other engagements, it was agreed to defer rest of the agenda items for the next PAC meeting that will be held on 6 May 2009.