

PRESIDENT'S ADVISORY COUNCIL

21 October 2009

(week 43)

(Confirmed)

Present:

Said Irandoust
Barbara Igel
Izel Ann Dante
Jayant Routray
Nitin Afzulpurkar
Shankar Tagad

Sudip Rakshit
Vilas M Salokhe
Worsak Kanok-Nukulchai

Invitees:

Ann Lopez-Fontanilla
Athapol Noomhorm

Apologies:

Amrit Bart
Jonathan Shaw
Karma Rana
Namita Sravat
Peter Haddawy
Weerakorn Ongsakul

PAC 09.10.01 Welcome and Apologies

The President welcomed all present to the PAC meeting, especially Professor Athapol Noomhorm, who was attending on behalf of the SERD Dean, and Ms Ann Lopez-Fontanilla. The apologies were noted.

PAC 09.10.02 Approval and Review of the Minutes of the PAC meetings – 23 September 2009

The minutes of the PAC meeting held on 23 September 2009 were **approved**.

Follow-up Issues:

The Head-Administration was requested to convey the following follow-up issues:

- On **Guidelines on Inventory Lists (PAC 09.09.07)**, the Head-Finance shall be requested to look into strengthening the current inventory system/unit (or in setting up a new system, if necessary). The unit should first actively work in clearing up current inventory lists. Likewise, the current policy on fixed assets need to be revisited to consider asset lifespan with the asset value, as well as systematic writing off of fully depreciated assets. An example cited for consideration is the recording of computers as consumables rather than fixed assets as they depreciate fast, and recording its multiple parts is quite tedious and impractical.
- On **Sodexo Services (PAC 09.09.11)**, Sodexo shall be requested to increase their online maintenance request service to multiple simultaneous users. It was reported that currently their system can only accommodate one user at a time, and remains unusable to succeeding users until the previous user logs out.

- Considering that bicycle losses still prevail, Sodexo shall also be requested to consider setting up a bicycle deposit system wherein bicycle owners entrust their bicycles to an assigned custodian in exchange for a deposit tag (an identical tag is also attached to the deposited bicycle). Nominal payments can be charged for this system.
- On **Student Union and Administration Meeting (PAC 09.09.07)**, Sodexo is expected to submit their proposals on several matters (drinking facilities, Korea House, public toilets, HBO room, SU Café, Faculty Lounge) by mid-November 2009. It was also reported that an open forum on Sodexo services is scheduled during week 44.
- To cover for minor repairs and maintenance of the Korea House, it was suggested for Student Union to consider increasing its reservation fees/deposit.
- It was also further suggested for Student Union to be involved and actively participate in discussion venues, as well as promote cultural interaction among students. Students were encouraged to initiate philosophical cafés and informal discussion groups. While cultural presentations are encouraged, national competitions (sports, etc) should be discouraged. School or FoS groupings in competitions also promote better cultural interaction. The SOM Dean shared their School practice of requiring international groupings (not less than three nationalities) in student projects/assignments.
- School Deans were requested to restrict the offering of weekend classes, especially for the regular programs, so as to encourage students to participate in SU-organized activities.
- On **Follow-up Issues from the Executive Committee (PAC 09.09.07)**, the Paper on “AIT Retirement Age Policy” for the 2 November 2009 meeting of the Executive Committee was circulated for feedback and revised accordingly. The proposed revision of the retirement age for AIT employees from 60 to 65 was welcomed. Suggested revisions include upholding the Institute’s current policy that all employment contracts terminate when the employee reaches 60 years of age; any contract renewal (on part- or full-time basis) after an employee’s 60th birthday shall be subject to a full evaluation with clearly defined tasks and remuneration; and sabbatical leave shall not be granted to faculty members beyond the age of 60. With the Institute’s flexibility to address its staffing needs through its P&P on “Engagement of Faculty and Staff beyond retirement age”, the Deans have the prerogative to retain or recruit required faculty profiles for their Schools. The Institute’s faculty evaluation process should be strengthened, including those carried out at the School level.

PAC 09.10.03 Matters Arising from the Minutes

1] Finalization of P&P on Financial Model for Academic Programs in Fund 30

The PAC **agreed to endorse** the P&P on Financial Model for Academic Programs in Fund 30 (AA-2-2-3) with the following revisions:

- It was confirmed that professional and executive degree programs both employ a pedagogical approach different from regular programs, and are customized as knowledge-based to enhance professional practice for industries or targeted clients.
- For academic programs under the Fund 30 financial structure, it was confirmed that the sum of the following components, which are contributions to Fund 10, shall not be less than 20% of the projected net revenues: degree surcharge, payroll recovery, and surplus (all or part to meet the minimum requirement). The distinction of the minimum required financial margin among academic programs was removed.

2] Finalization of Sabbatical Leave section of the P&P on Employment of Faculty: General Work regulations

The PAC **agreed to endorse** the section on Sabbatical Leave of the P&P on Employment of Faculty: General Work regulations (PA-1-1-1) with the following revisions:

- Sabbatical shall accrue at the rate of one month per year of service up to twelve months.
- A faculty member is required to have served the Institute for at least four years upon return from a previous sabbatical leave before a subsequent sabbatical leave is granted.
- Sabbatical leave shall not be granted to faculty members beyond the age of 60.

3] Proposal on Internship Unit

The PAC received the proposal for an AIT Internship Desk, and the Head-Student Office was commended for the initiative. It was confirmed that this initiative is very important and will be provided full support.

The PAC **agreed to endorse** the initiative for careful consideration by the Institute Education Council. IEC should develop and recommend through the Academic Senate a clear structure, to include, among others, integration of internship in the curriculum; revision or development of relevant policies; non-disclosure agreements; assignment of advisors (AIT and company); clear learning expectations/benefits, etc, to facilitate internship opportunities for AIT students, as well as to receive interns from partner institutions.

PAC members noted the hurdles mentioned in the presentation, and offered the following suggestions:

- Actively make use of AIT alumni, who can, in addition to promoting their companies to register in the internship database, can also serve as coaches/mentors of AIT student interns in their workplace.

- The Chambers of Commerce in Thailand and in the region, the network of AIT faculty, UNEP-RRC.AP, as well as RTG project partners, can be good sources of possible companies that can be invited to register to receive AIT student interns. The students can also directly search for possible companies for their own internships with the assistance of the Internship Desk.

PAC 09.10.04 Issues from the President

The President briefed the members on following:

- **Academic Degree Titles** – The PAC received the proposed new regulations from the Institute Education Council, through the Head-Student Office.

The PAC **agreed to endorse** the proposed new regulations for submission and consideration of the Executive Committee through the Academic Senate with the following revisions:

- Each Field of Study can select more than one degree title to award to their students but with a clear rationale/justification and clearly defined admissions criteria. Only in circumstances when a student's choice of elective courses results in a significantly different specialization stream that the degree title to award can be individualized.
 - The degree title to be awarded should be according to the curriculum of the offered program, as well as reflect the competencies/skills acquired by the successful candidates.
- **Executive Committee Meeting Agenda** – The President informed PAC members of the agenda items for the 2 November 2009 meeting of the Executive Committee.
 - **Talk of Mr. Douglas Becker** – The President invited PAC members to actively participate in the extramural lecture of Mr. Douglas Becker, Chairman and CEO of Laureate Education Inc. on the topic “*Public-Private Partnerships (PPPs) in the Context of Higher Learning: A Future Model for Collaboration*” on 28 October 2009, from 2 to 4 p.m. at the Milton E. Bender Jr. Auditorium. This will provide an excellent opportunity for members of the AIT community to learn from Mr. Becker more about the new PPP concept in the context of higher learning, which AIT is currently exploring, and to also put forward any questions or comments they may have. Laureate Education Inc. is one of the potential partners with whom AIT has had preliminary discussions on the PPP concept. The President also requested the School Deans to suspend afternoon classes on that day to enable the participation of faculty and students.

PAC 09.10.05 Other Matters

1] Open Debate cum Presentation Competition

The Student Union was commended for organizing an Open Debate cum Presentation Competition. PAC members offered the following suggestions:

- To reduce the suggested thematic areas to three.
- To reschedule the event to a slightly later date to allow an advertisement period through the media network of MCU, and find sponsors for the prizes.
- To include external (non-AIT) experts in the panel of judges.
- To include an interface to allow the audience (fellow students or AIT alumni) to provide feedback to submitted entries or presentations.

2] P&P on Employment of Students as Assistants/Associates

The PAC **agreed to endorse** the revised P&P on Employment of Students as Assistants/Associates (AA-7-1-2), which added stipulations to guide part-time employment of Bachelor students as assistants and associates.

3] SET Organogram

The PAC received from the SET Dean the SET organogram with Associate Dean positions, as well as SET's administrative structure in Vietnam. Due to time constraints, discussion on this matter will be deferred to the next PAC meeting.

PAC 09.10.06 Deferred Item

Discussion on the Report from the Academic Senate meeting of 26 August 2009 was deferred to the next PAC meeting.