

PRESIDENT'S ADVISORY COUNCIL

MINUTES 26 January 2011 (week 04)

Present :

Said Irandoust
Nitin Afzulpurkar
Kazi M. Ahmed
Rian Beise-Zee (*Representing D/SOM*)
Izel Ann Dante
Joydeep Dutta
Jonathan Shaw
Weerakorn Ongsakul
Worawaj Onnom
Lawal Umar Kankia

Secretariat :

Karma Rana
Namita Sravat

Apologies:

Amrit Bart
Barbara Igel
Manukid Parnichkun
Sudip K Rakshit
Worsak Kanok-Nukulchai

PAC 11.01.01 WELCOME AND APOLOGIES

The President welcomed the members attending the PAC meeting and the apologies were noted.

PAC 11.01.02 CONFIRMATION OF MINUTES

The minutes of the PAC meeting held on 6 December 2010 were **confirmed** with minor editorial corrections noted by the Secretary.

Follow-up Issues:

1] The following issues were deferred for the next meeting:

A. To be followed up by VPAA:

- Research Format Form
- Certificate of Originality for the student's signature
- Revised P&P on Introduction of New Program
- Delays in Netlink services

B. The Faculty Position and Salary Placement Exercise will be taken up in forthcoming PAC meetings upon receiving it from SOM and SERD.

C. To be followed up by Head-Administration:

- P&P on Entertainment and Travel Expenses (Upon receiving feedback from Dr. Jonathan Shaw).

In this relation, the President informed that the data on faculty travel including administrative staff, for year 2010 is being collected. Upon receiving it, this would be further discussed in the PAC meeting to make conclusions. The key points of the discussion that followed was that the exercise could be useful in different ways; while punching system is absolutely not needed, there is a need to make sure that there is not a single complaint from students regarding faculty unavailability; to avoid confusion for students in distinguishing between regular faculty and adjunct faculty, this aspect

would be included in the student's orientation; and faculty orientation should be done by Registry, and faculty including adjunct should be informed to be accessible to students one hour before and after lecture. The *VPAA agreed to follow-up on Scheduling and program designing for orientation of all newly hired faculty.*

D. To be followed up by VPRD:

- Follow-up with RTG/CHE on the requests regarding the working visa for AIT fresh graduates, and Thai visa renewal for AIT foreign students
- AIT joining the Thai Library Consortium
- Setting up a meeting for the President with the National Innovation Agency (NIA) on AIT's plan to set up AIT Innovation and Entrepreneurship Center (AIT-IEC).

In this regard, the School Deans also requested for the information regarding RTG fellowships for 2011.

- 2] **Asian Water Research and Education Center (AWARE)** - The President informed that he had received three nominations for the Director of AWARE Center, and he would soon appoint Dr. Mukand S Babel as Director of this Center who had been involved and instrumental in establishing it.
- 3] **UG and Professional Programs** - Dr. Afzulpurkar informed that in mid-February an open house will be conducted for the Undergraduate Programs at AIT. The SU President suggested that the open house should not only address academic issues but also social issues, and that there should be some kind of training and orientation for UG students. Dr. Afzulpurkar clarified that the social issue will be solved with the construction of new campus for UG that is in pipeline.

The President stated that he would meet Dr. Afzulpurkar together with the VPAA to further discuss the issue of evaluation of UG and Professional Programs.

PAC 11.01.03 ISSUES FROM PRESIDENT

The President briefed the members on the outcomes of the Institute-Level Advisory Board, Executive Committee and Board of Trustees meeting held on 19 and 20 January 2011, in particular the issues that need to be followed up. The reports of these meetings were made available to the members for their further information.

The President noted that three Task Forces have been formed to further work on the details of the Satellite Model for Nepal, Sri Lanka and Vietnam to be lead by Dr. Pritam Shrestha (Head-ERCO), Mr. Sanjeev Jaisinghe (Director, Fund Raising) and Dr. Amrit Bart (Director/AIT Vietnam) respectively. In next Board of Trustees meeting at least one full proposal might be considered for initiating.

The President emphasized that the Director/AIT Extension and School Deans need to give highest priority in fulfilling budget for 2011. In case for any reason they find at any point that it would not be possible, it needs to be brought to his attention at once so that necessary measures are taken in time. Starting February 2011, President would along with the VPAA have a meeting with School Deans every 3rd week to monitor and support the student recruitments for next semester. Dean/SET noted that the institute should focus more on UG and Professional Programs rather than just relying on the traditional academic programs. In SET, there might be

less than projected income from Masters Program but it could be matched through other programs like UG and Professional Programs. Dean/SERD also mentioned that in SERD too they are working on various new initiatives and the budget target is along the line. The Deans welcomed the meeting with the President and VPAA.

The Academic Senate (AS) Chair noted that it is important to focus and invest on recruiting faculty also and not just rely on adjunct faculty, to which President informed that to some extent it is included in the budget for this year, but it is important that the FoS that need to be focused and where there is demand should be identified. The Dean/SERD mentioned that he would like to suggest having additional position of 'Senior Instructor' which would allow more flexibility to schools in recruiting faculty. The VPAA suggested discussing this in the next AS meeting and bringing it back to PAC meeting for discussion, and opined internal promotion from Instructor to Assistant Professor Level should not be encouraged.

The President requested the VPAA to form of a sub-group to report on the library services and define its ToR. It was agreed that the photocopying service provider in the Library should be relocated to some other place that will be followed-up by the Head-Administration.

The President also informed that AIT's Project Office in Shanghai, China would be inaugurated on 24 February 2011 that will be attended by himself along with the Chair of the Board of Trustees, Dr. Tej Bunnang and Dr. Jonathan Shaw, and welcomed any representative from school to join in case they find it interesting. This project office concept would be tried for a year to see the impact.

The President also briefed members on his meeting with the delegation from German-ASEAN Science and Technology Network (GAST) who were interested to discuss with AIT and some other potential partner the selecting of a new focal institute in Thailand for the German-ASEAN Science and Technology Network (GAST); and that they were considering AIT for this. Another important meeting he had was with the Chairman of Human Resources Development Commission, Bureau for Education and Culture, Government of Aceh, Indonesia, where it was discussed to provide higher education opportunities for their professional staff/faculty members in order to help in the development of human resources necessary for achieving long-term sustainable development of Aceh. Nearly 100 students in 5 years will be sponsored by Government of Aceh to pursue master's or doctoral degree programs at AIT, and also short-term training programs for staff members from Government of Aceh was discussed.

PAC 11.01.04 ISSUES FROM VPAA

The VPAA presented the data on number of courses offered every semester over the last five years, and changes in doctoral program committee chairship from July 2010 to January 2011. It was agreed that this be also presented to the next AS meeting for member's information and reflection.

A suggestion was made to revise requirements for doctoral program students vis-à-vis coursework grading and publication requirements, and categorizing courses for UG-Masters-Doctoral levels.

The VPAA also requested the School Deans to provide their feedback on online application process.

PAC 11.01.05 NEXT MEETING AND PAC RETREAT

The next PAC meeting will be held on 2 February. Also, PAC Retreat will be scheduled in February for whole day to discuss some important academic and administrative issues in details. Members were requested to identify 2-3 issues that they wish to be addressed in the PAC Retreat.

/ns 1 February 2011