

PRESIDENT'S EXECUTIVE COUNCIL (PEC)

Summary Report

May 2003

(6, 13, 20, and 27 May 2003 Meetings)

1. Participation at PEC by Chairman Designate of the Executive Committee

PEC welcomed Dr. Kopr Kritayakirana, Member of the Board of Trustees (who has been designated as Chairman of the Executive Committee effective 1 July 2003) at its meeting held on 13 May 2003. Dr. Kopr was visiting AIT to learn more about the operations of the Institute, in particular of the Schools and various units.

2. In-charge of School in the Absence of Dean

It was resolved that the longest serving faculty member in each school would be in-charge in the absence of the Dean since there is no more Forum Chair.

3. New (proposed) and Current Faculty Salary Scales

PEC reviewed the new (proposed) and current faculty salary scales which will be presented for adoption at the 9 June 2003 meeting of the Executive Committee. The objectives of the Institute's remuneration system are to attract the best talent available in the market, to retain good performing faculty, to implement performance related reward system, and to raise motivation of faculty. The salary structure is based on accepted practices in comparator academic institutions.

Meetings have been scheduled between the President, Provost and Registrar with the Deans and faculty members of the Schools as follows, to discuss the new personnel policy, including the new salary scale, and also the issue of participation of faculty in Institute committees.

SCE : Wednesday, 28 May 2003, 9:00-11:00 a.m.

SOM : Wednesday, 4 June 2003, 1:30-3:30 p.m.

SERD : Thursday, 5 June 2003, 10:00-12:00 noon

SAT : Thursday, 5 June 2003, 1:30-3:30 p.m.

4. Review of Academic Centers

It was decided that the review of the Academic Centers of the Schools would take place as follows:

- SERD, 3 June 2003
- SOM, 10 June 2003
- SAT, 17 June 2003
- SCE, 24 June 2003

5. Draft P&P on Externally Sponsored and Contracted Research

PEC endorsed the draft P&P on *Externally Sponsored and Contracted Research*. A section on the dissemination of the research results will be featured. As an additional control measure, it was decided that with immediate effect, the Chief Internal Auditor would from now onwards audit all the sponsored project accounts prior to their closure.

In accordance with the directive given by the Executive Committee, a complete and thorough review of all the balances of both positive and negative sponsored project accounts remaining open after their contract duration period is underway. The Deans of Schools and Extension will be provided with a detailed list of all such accounts in their respective units for discussion with the concerned project investigators to determine their current status and to provide justification of those accounts which need to be kept open. The outcome of the above exercise will be presented at the 9 June 2003 meeting of the Executive Committee.

6. Conversion of Golf Course into Nature Park / Botanical Garden

As part of the auspicious celebration of Her Majesty Queen Sirikit's Sixth Cycle Anniversary next year, the Ministry of Natural Resources and Environment, Royal Thai Government has favourably considered AIT's proposal to jointly work with the Ministry in transforming the AIT golf course into an environmentally friendly nature park or botanical garden. This endeavour falls directly in line with the desire of the Prime Minister of Thailand to develop more nature parks and botanical gardens in the Bangkok metropolis and neighbouring areas. This proposal will be brought to the attention of the Executive Committee at its 9 June 2003 meeting.

7. Asia-Link Proposals

The following Asia-Link proposals have been submitted by AIT as of the 7 May 2003 deadline.

AIT as the main applicant

- (a) Development of an International Curriculum on Appropriate Sanitation Integrated with Agricultural Practices Based on Natural Systems (NS), EEM/SERD/Dr. Oleg Shipin.
- (b) Asia Euro Distance Education Development (ASEDED) DEC/Dr. Kanchana
- (c) Human Resources Development through research collaboration in Sustainable Management of Arsenic (As) Rich Sludge through composting, UEM/SERD Dr. Preeda

AIT as Partner Institution

- (a) AUNP (ASEAN-EU University Network Programme)

The contribution of Mrs. Renedith Ariola-Calabdan in the efficient handling of the preparations for the submission was duly acknowledged.

8. AIT Promotion and Student Recruitment

PEC received an update on the AIT promotion and student recruitment drive underway in some of the targeted countries. The "Plan of Action" has been distributed to the faculty for inputs and comments. The need to have a medium term along with a longer

term strategy was emphasized. The CFO will prepare a forecast for the August 2003 intake based on the projections on student intake provided by the Schools.

9. Draft P&P on AIT Extension Administrative Structure

PEC endorsed the draft P&P on *AIT Extension Administrative Structure*. Further discussion as to how the Schools and AIT Extension could better work together in the delivery of non-degree granting activities will be held.

10. Milton E. Bender Jr. Auditorium

PEC endorsed the reservation and usage policy of the fully renovated Milton E. Bender Jr. Auditorium which provides for Internet-based VDO conferencing facilities and is planned to be used for classes, which rely heavily on ICT and distance learning. It was agreed that the reservation and usage policy of the Milton E. Bender Jr. Auditorium under the "*Internal*" category would include meetings, seminars, conferences organized by AIT Schools, AIT Extension, other AIT units and organizations such as UNEP.RRC.AP located at the Outreach Building whose accounts are processed through AIT and / or contribute an overhead to the Institute. The external rates would be 20% more than that of the internal category except in the case of the use of the video conferencing facilities for which the rates would be decided on a case to case basis.

11. ADB-AIT Networking

The operations of the *ADB-AIT Networking Project* are well underway. The project office at AIT and its counterpart project office at the ADB headquarters serve as focal points for exchange of information and coordination of all networking activities within and both institutions. The AIT project office is currently producing the proceedings of the curtain raiser workshop held in February of this year and is also creating a database that contains information about AIT expertise, and recent and ongoing research activities in areas which are of interest to ADB and of relevance to its developing member countries. The Schools and AIT Extension are in the process of being contacted by the ADB project office and were requested to assist in providing further information on their offerings.

12. World Environment Day Celebrations

PEC received the proposal from Dean SERD on the *World Environment Day 2003* celebrations planned jointly with UNEP.RRC.AP, Student Union and the AIT Community School which includes planting of trees, lectures, debates and screening of a movie.

13. Week on Buddhism at AIT

A week on Buddhism from 23-28 June 2003 is being planned at AIT which would also coincide with some of the cultural events organized by the Student Union. Activities would include a week long practice session of dhamma to be held in the Korea House, exhibition on Buddhism by the Mae Fah Luang Foundation (established under the patronage of Her Royal Highness the Princess Mother in 1972), and display of CD ROMs on the teachings and life of Lord Buddha.

14. Conferment of Honorary Doctorate on Dr. Shoichiro Toyoda

Dr. Shoichiro Toyoda has conveyed through the Chairman of the Board, his acceptance to the Institute's award of an Honorary Doctorate degree, at the 98th Graduation Ceremony which will be held on Thursday, 7 August 2003.

15. Dissolution of the IT Steering Committee

It was decided that in line with the dissolution of the Reform Steering Committee and since the IT related reforms at the Institute level which include initiatives such as the preparation of the master plan, setting up of the IT Serv etc. have been completed, the IT Steering Committee would also be disbanded. PEC took the opportunity to acknowledge with grateful appreciation the contribution made by the Chair and the members of the IT Steering Committee.

Mr. Jean-Philippe Thouard, Assistant to the President, who also served as the Secretary to the IT Steering Committee, will be appointed as the Institute IT Coordinator responsible for the coordination of the various IT activities and initiatives.

16. Special Agreement with KIST

PEC endorsed the draft special agreement between AIT and the Korea Institute of Science and Technology (KIST) aimed at materializing the dual degree and faculty exchange programs.

17. MoU between AIT and K-JIST

PEC endorsed the draft MoU presented between AIT and the Kwang Ju Institute of Science and Technology (K-JIST), Korea. The initial general MoU will be followed by a more specific agreement with a financial clause to ensure equal reciprocity in the exchange of students.