

## PRESIDENT'S EXECUTIVE COUNCIL

### *Summary Report*

May 2004

( 4, 18, 25 May 2004 Meetings)

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#### 1. Campus Environment Committee

As part of the Arboretum project, AIT together with the Ministry of Natural Resources and Environment of Thailand will organize tree planting on 4 June 2004 in celebration of the World Environment Day (5 June) and National Tree Planting Day, and on 6 August 2004 in celebration of H.M. Queen Sirikit's 72<sup>nd</sup> birthday (12 August) and AIT's graduation day. VIP guests will be invited.

#### 2. AIT Community School

The CFO will conduct a cost-benefit analysis of the AIT Community School leading to a revision of the current fee structure. It was emphasized that the proposed revision of the fees should reflect the actual costs incurred in educating a student and be calculated on the basis of costs for capital investments, overheads, salaries etc. This is important so as to avoid any wrong perception that the non-AIT students are subsidizing for the AIT community children and towards reaffirming the not-for-profit nature of AIT.

##### *Offering of Grade 8*

PEC endorsed the proposed arrangement to put Grades 7 and 8 in the same classroom. The parents of the new batch of Grade 8 children have already expressed their support to this arrangement at the meeting between them and the President, Provost, CFO, ARCA and Principal of the AIT Community prior to the PEC meeting. The parents of the current Grade 6 children who would be moving to Grade 7 will be consulted. The information on the offering of Grade 8 will be communicated to the parents immediately at the earliest.

##### *Shuttle Bus Service*

It was agreed in principle to provide shuttle bus service for the AIT Community School within the campus, the scheduling of which will be worked out by the ARCA.

#### 3. Editorial Board

The recently established Editorial Board will be assigned to start work on a promotional article on AIT targeting 8 September 2004, which marks the 45<sup>th</sup> anniversary of the opening of AIT's predecessor organization, the SEATO Graduate School of Engineering.

#### 4. Gender Equality Committee

PEC endorsed the continuation of Prof. Stephen Ogunlana to serve on the Gender Equality Committee, and to formally appoint him as its Chairman.

5. **Institute-wide Courses**

- The title of the course “*The Role of Conflict Minimization and Human Rights on Development in Asia*” will be changed to “*The Role of Conflict Resolution on Development in Asia*” as agreed by the Academic Senate at its 31 March 2004 meeting.
- According to the Institute regulations a student must take a minimum of 2 credits of Institute-wide courses as part of the credit requirement. It was agreed that in case a student takes more than 2 credits of Institute-wide courses with the approval of the advisor / program committee, the extra credits could be counted towards meeting the credit requirements.

6. **Intellectual Property**

The CFO reported on the accounting treatment of intellectual property according to the international accounting standards which will be communicated to the faculty.

7. **Medical Coverage**

The CFO reported that the HRO is working with AON for an insurance medical policy for employees and faculty who wish to opt for higher insurance coverage than what is being offered by AIT. At the same time, HRO is also working out with AON for life insurance policy with higher insurance coverage. Once they are finalized, the details will be announced.

8. **RTG Support**

The President reported on the positive outcome of the 12 May 2004 meeting at the Educational Council during which the Phase 8, five-year (2005-2009) RTG budget proposal for AIT was endorsed for cabinet approval. The meeting was chaired by H.E. Mr. Adisai Bodharamik, Minister of Education who together with Dr. Jingjai Hanchalash, Acting Chairman of the AIT Board Corporate Relations Panel and Dr. Duangthip from the ICT Ministry were very supportive of AIT and highlighted the Institute’s contribution to the development of Thailand and the region.

On behalf of PEC, the President commended Prof. Worsak Kanok-Nukulchai, RTG Faculty Representative for all the preparatory work leading up to the meeting. The RTG Faculty Representative will provide the English translation of the verbatim of the meeting.

9. **MoU with IIUC**

The MoU with the International Islamic University Chittagong (IIUC) will be finalized now that comments have been received from the concerned Deans.

10. **Reimbursement of Student Accommodation Costs**

The current provision stating that “*scholarship holding students who live off-campus will receive refund of the basic rent of Baht 2350 per month*” is no longer in effect and will only be applicable in the event that AIT is not able to provide accommodation on campus.

**11. Reimbursement of Costs for Official Functions held at Residence**

Hosting official functions in one's residence should be avoided. In exceptional cases, prior approval should be sought.

**12. Campus Counsellors**

PEC endorsed the recommendation made by the ARCA to appoint two Campus Counsellors, one man and one woman, who should work closely with the ARCA. The ARCA was authorized to proceed with the appointments in consultation with the administration.

**13. Renovation of Student Dormitories**

In view of the deteriorating condition of some of the old student dormitories PEC agreed to proceed with the renovation of the remaining student dormitories. It was noted that the Board had already approved of the renovations which was part of the five-year capital budget plan.

**14. Disposal of old Assets**

The Purchasing Office will be instructed to remove any items purchased in or before 1997 from the fixed-asset inventory, which depending on the condition could either, be transferred, donated or written-off.