

Meeting Minutes
Annual Steering Committee Meeting 2012

Time: October 31st, 2012, 12:15pm ~ 1:50pm

Venue: Conference Room II, Yunping Building, Kuang Fu Campus, National Cheng Kung University

Call to order

Secretary General, Dr. Su called the meeting to order.

Agenda 1. Welcoming Remarks

Secretary General, Dr. Huey-Jen Su conveyed Chairman Hwung-Hweng Hwung's sincere apologies for not being able to join the meeting. She welcomed the 2011-2012 Steering Committee members and representatives and expressed her appreciation for their dedication for the previous year.

Agenda 2. Approval of the Minutes of 2011 Steering Committee Meeting

Dr. Su informed the Steering Committee members that the Vice President of Taiwanese National Science Council will participate in the forum to introduce the current status including the mechanisms, resources, etc. necessary for "Academia and Industry Collaboration" in Taiwan which is currently an integral effort exercised by the Taiwanese government, higher education institute, and industry. Recognition from these consensuses should serve as the major factors in steering the directions of SATU activities in the upcoming year.

In terms of the Joint Research Schemes, she also noted that as was kindly suggested by Steering Committee members, more dimensions such as the humanity and social science programs should also be incorporated. More partners would also be invited to join these research schemes. Dr. Su also reported on the successful collaboration in the international nursing program at the governmental level between the Higher Education institutes in Taiwan and Indonesia which led the awareness of the Ministry of Education in Taiwan in extending this program beyond the nursing area as just mentioned. The Steering Committee Meeting Minutes from 2011 was adopted. She

then asked the Steering Committee Members to review the other motions and proposals from last fall.

Agenda 3. Matters Arising from last Steering Committee Meeting

Annex 3.1 Amending the Membership Regulation in the Constitution

Dr. Cheng Hung Huang, as Executive Secretary of the SATU Presidents' Forum, briefed on the background information and based on the discussions in 2011 Steering Committee Meeting, a membership fee of USD 500 was supported by the committee with possible application of lower entry fee. The international secretariat now proposed that the annual membership fee of USD 500 be changed to a biennial membership fee of USD 600. Dr. Huang also mentioned that the international secretariat proposed observers may participate in the Forum and associated activities without having to pay for the membership fees but are however required to pay for the registration fees. The membership privileges shall be discussed in a separate motion.

Dr Huang subsequently asked the Steering Committee members to review statement 4 in Article IV. of the Constitution on "Membership " as stipulated:

Maintenance of membership: To support the development and efforts of the SATU Presidents' Forum, membership fee of USD 600 is due biennially to maintain membership. Each member will receive a biennial notice concerning when membership is due to expire, specifying the means by which it can be renewed and the appropriate membership fee. The membership fee collection and notification will be administered by the International Secretariat."

Dr. Su then remarked on the feasibility and that there are two major changes in this motion item regarding membership regulations. The first is on the scale or amount of membership fee and the other being the policy in differentiating the payment of membership fee for either member or non-member. Dr. Su addressed that after discussions in the previous meeting favoring the membership fee to be 500 USD, Dr. Huang on behalf of the SATU International Secretariat Office has gone through several interviews and interactions among several local institutes. She addressed that after internal discussions and calculations with anticipation of sponsoring several future SATU activities in mind and as the General Assembly is held every two years, the membership fee better be a two years term, so it is necessary that the membership

fee be set at the amount of 600USD. Furthermore, the fee payment policy in differentiating members and non-members should assist the strengthening of SATU membership network in building up momentum continually which shall be beneficial to all members.

One Steering Committee enquired and Dr. Su confirmed on the differences in the content of statement 4 Article IV since the previous meeting. Dr. Ester Garcia, the President to University of the East, addressed that according to her previous suggestions in the 2011 Steering Committee Meeting, this membership regulation can be operated in a two-tier format. In order to attract members from South Asia, US\$500 will be set for those members who are eligible for election as Steering Committee members and a lower fee be set for those who are not yet eligible for election as Steering Committee members. Dr. Garcia is wondering whether the situation on her suggestion has changed?

Dr. Huang explained the situation remains the same. Observers do not have to pay for the membership fee. Those who are interested could be observers first. However after payment of the membership fee, these members would then be eligible to be elected in joining the Steering Committee which then of course allows them to vote.

Dr. Hang Hai Tan, the Director of Global Office Education and Mobility in Nanyan Technological University and Dr. Alfredo E. Pascual, President of University of the Philippines both agreed that the membership fee policy should be one-tier since the major distinction is between members or non-members. Universities who pay the membership fee are members whereas those who choose to be observers do not have to pay for the fee yet. Moreover a membership fee of 300 US dollars per year is quite reasonable.

Dr. Su concluded that there will be one-tier membership fee of 600 US dollars for a two years term, participant who do not pay the membership fee will be observers. Dr. Su also suggested that there should possibly be an upper time limit for universities in the observer status. The adoption of this amendment will be presented in the General Assembly. The amendment of the membership fee is adopted.

Agenda 4. Summary of 2011-2012 Activities

Annex 4.1 Academic Exchange: Doctoral Program in the Institute of Creative Industries Design

Dr. Huang stated that the purpose of this program is to create a fellowship package for our member universities students to study in our NCKU's prestigious doctoral program in Institute of Creative Industries Design (ICID). He then mentioned that in order to serve this purpose, Prof. Hsiao-Ling Chung from ICID has visited India this August and she will present her trip report later on in the General Assembly meeting this afternoon.

As an introduction to newly served committee members, Dr. Su addressed that since 4 years ago, SATU has aimed to either put together or integrate a program for our member universities who will then have options of either following the network upon the SATU platform or see this program as being a new module to be adopted in their home institutes. Alternatively member universities may also choose to establish interrelationship with institutes here in Taiwan. She indicated particularly that this program in ICID has attracted and brought many young talents for economy development as was seen by the Taiwanese government. This is why this topic was specifically identified and highlighted as being the seed in the year 2011 and 2012.

Dr. Pascual inquired whether the discipline of this creative industry program includes engineering, architecture or fine arts. Dr. Su explained that it is an on campus and university level invested program which covers all the disciplines mentioned. She also mentioned that although most of the faculty members in this program are from Industrial Design and Architecture Departments, this program started with involvement of faculties from the Institute of Art also. Currently this creative program being the Crown Jewel of NCKU has evolved into many focuses which are not only highly appreciated and welcomed by students but has gained recognition and international visibility from competitions such as Red Dot and IDF. In addition, she indicated that one of the niches to this creativity program is that students come with the mindset and anticipation of launching their own entrepreneurship in the future.

Dr. Edwan Kardena, the Director of Partnership and International Relations from

Institut Teknologi Bandung suggested that detail information on this creative program be distributed to all member universities in order to be delivered to their students for the purpose of collecting more applications.

Dr. Huang responded that information of the program had been announced to all member universities last year. He also remarked that the SATU International Secretariat has placed emphasis on the application of the program and for further promotion a delegation team was formed to visit India in hope of attracting more members into our SATU platform through this perspective. He then said that as will be reported in more details by Prof. Chung, the three Directors from our strategic alliances visited in India has agreed to join the SATU platform, although they are not able to come this year.

Dr. Su suggested that SATU website can be further enhanced by the International Secretariat to improve the internet communication when it comes to any collaboration related announcement. Meanwhile, she indicated that it is also necessary for SATU members to actively follow up on the comments or information on SATU website.

Annex 4.2 Industry-Academia Collaboration: Summer Intensive Program Workshop on Knowledge Innovation

Dr. Huang gave a brief history of the Summer Intensive Program in that since NCKU is very strong in Industry-Academia Collaboration, member universities were then invited to also take partnership in this industry and academia collaboration. With regards to this, the Summer Intensive Program which was organized by the Office of International Affairs with help from the Technology Transfer and Business Incubation Center (TTBIC), aimed in promoting and establishing collaboration among SATU members. Dr. Huang addressed that TTBIC invited many well know lecturers all over the world to deliver courses primarily in the areas of Intellectual Property, Management, and Start-Up Incubations with more than 20 participants from our members. Dr. Huang further addressed that this summer intensive program received positive feedback from all the participants and hence suggested to continue this activity next year.

Dr. Su then continued in suggesting that inspired by the invention of the Cabaret

Balloon in Stanford University, next year this Summer Intensive Program shall have focuses primarily in the area of Medical Devices for two main reasons. One reason is that, as was announced by our nation's Vice President Wu as well as Minister Chu this morning, NCKU has been urged to dedicate efforts and charged with responsibilities in collaboration with the Southern Science and Industrial Park in Taiwan particularly in the key thematic area of medical device related program. Another reason as stated by Dr. Su is on the maturity of the industrial culture in Taiwan, thus R&D prototype is ready to begin as well as the manufacturing type of design and process. She remarked that once a linkage between higher education institutions and industries has been built, our government will facilitate the last portion of the program. Thus, an efficient and smooth transfer of the human capital and talents are anticipated with the dedicated responsibility of NCKU.

Annex 4.3 Joint Research Scheme

Dr. Huang remarked that the four research centers namely Center of Infectious Disease and Signaling Research, Medical Device Innovation Center, Center of Energy Technology and Strategy, and Advance Optoelectronic Technology Center were invited to present their research outcome yesterday. Dr. Huang mentioned, since the schemes were launched in a relatively short time span, there were not as much outcomes. In the end, he proposed that in the future, some topics aside from the engineering and science such as liberal arts and humanities could also be taken into account.

Dr. Su remarked that the intention is more on inspiring and motivating new collaborations than purely providing research needs through the scheme. Furthermore, she noted that the SATU International Secretariat shall enhance the announcement and communication system to make sure that this information will be conveyed to all members. Of course, these will in turn improve the communication systems managing in the coming years. To sum up, she addressed that Dr. Huang will move to accommodate more areas of interest, such as humanity, social science, the cultural challenges in Southeastern Asia, etc. in this joint research scheme.

Dr. Awang Mahmud, the Deputy Vice Chancellor from University of Malaya, provided positive response in extending the areas of research schemes to include say

social sciences, etc. He further inquired whether funds will be provided by SATU in supporting multi-disciplinary research so that member universities may then provide matching funds in order to expand the scope of these researches. For example, the University of Malaya is willing to provide matching funds to projects with SATU fund support. Dr. Huang mentioned that this matter will be revisited in the annex 5.2.

Dr. Kardena mentioned that since this program is meant to provide joint research among member universities, he is wondering on the possibility for students with ongoing research projects to then participate in this program? Dr. Su responded that what Dr. Kardena mentioned is a very good idea. However, the International Secretariat should need to straighten out the policies and regarding these joint research efforts in facilitating the Joint Research Scheme. Dr. Su mentioned for example on the technical work required in setting up the regulations for joint advisory of PhD students. Dr. Su mentioned that the International Secretariat will come up with a policy draft which describes the mechanisms in regulating the Joint Research Schemes. This policy draft will be circulated via email among member universities before the next Steering Committee meeting.

Agenda 5. 2013 Tentative Activity Plans

Annex 5.1 2013 SATU Annual Steering Committee Meeting

Dr. Huang mentioned that there were suggestions in the 2011 Steering Committee Meeting to hold the meeting at locations other than Taiwan. He then inquired if there are member universities who would be interested in hosting the 2013 Steering Committee Meeting. The date of this meeting may also be discussed at this moment.

Dr. Su stated to the Steering Committee members that the scale of the SATU Steering Committee Meeting, with maximum twenty attendees, is smaller than the SATU Presidents' Forum and noted that the Steering Committee Meeting in 2013 could be hosted somewhere other than Taiwan or Tainan. Dr. Ching-Hua Lo, Vice President of the National Taiwan University, shared the same opinion and he also mentioned that having the meeting at different locations will help member universities understand each other even more. National Taiwan University could possibly be hosting the 2013 SATU Steering Committee meeting in Taipei. Dr. Kardena agreed that as in other

conferences or meetings, it is a good idea to roll or rotate the locations for hosting the Steering Committee Meeting each year.

Dr. Su concluded that after the new Steering Committee members are decided, the SATU International Secretariat Office will make a list and offer a formal written invitation to inquire institution for the willingness of hosting the 2013 SATU Steering Committee Meeting. Dr. Su mentioned that NCKU has been taking care of the funding for hosting this meeting from several different resources both inside and outside of the university. Of course this should not also be expected from other universities interested in hosting this event. Hence, she addressed that through the discussions and decisions of the Steering Committee, partial funds collected from the first batch of membership fee will be diverted to invest and support the member university who will be hosting the 2013 Steering Committee Meeting. Dr. Su also elaborated somewhat on the technicalities in the tremendous accounting procedures she had gone through in the financial sponsorship of a meeting in Bangkok.

Dr. Pascual agreed with Dr. Su for subsidizing the university who will host this event. Dr. Lo asked that are non-SATU Steering Committee Members eligible for hosting the meeting? Dr. Su responded that the opportunity is for all member institutions and remarked that formal invitation shall be sent to all SATU members who might be interested in either hosting the SATU Steering Committee Meeting in year 2013 or the SATU General Assembly Meeting in 2014. Therefore, a formal inquiry invitation will be sent to all member universities afterward.

Dr. Tan addressed that regarding to the hosting of this event, the difficulty for Nanyang Technological University is that the financial cost of the SATU activity is not clear, as this has to be reported to higher officials back in the university. In response to that, Dr. Su mentioned that the SATU International Secretariat Office should come up with a rough estimate on the scale of the financial cost of the SATU event. And for the purpose of continuing the SATU event, NCKU will help fund the event as possible as we can.

Dr. Huang asked the Steering Committee for discussion under situations when either no university or many universities respond to the hosting invitation. Dr. Tan

responded that if many universities respond, the hosting university shall be determined by voting. If there is no university responding then the responsibility will be back to NCKU. Dr. Su addressed that if there is none, the event will be held in Taiwan, and the event probably will be hosted by National Taiwan University. Also, she addressed that once the university is specified; the date of the event will be settled.

Annex 5.2 2013-2014 Activities –area of focus

Dr. Huang mentioned that the international secretariat proposed to continue the three programs in the Doctoral Program in ICID, Industry-Academia Collaboration, and the Joint Research Schemes, in the year 2013. In addition, he proposed three possibilities which can be established in the first program. One is the possibility of member universities other than NCKU in rendering fellowship package to SATU members. Second is to have joint advisory system in the co-advising of students among member universities, so that students from the member university can be co-advised. Another possibility is to have a dual degree program, for example, NCKU has this program with the University of Malaya. Dr. Huang asked for the discussion on the possibility of setting up a similar dual degree program upon the SATU platform.

Concerning the Intensive Program Workshop on Knowledge Innovation, Dr. Huang reminded the Steering Committee members that the Industry-Academia Collaboration program will focus on the area of Medical Devices as was suggested by Dr. Su earlier in the meeting.

For the program of Joint Research Scheme, Dr. Huang suggested that more topics shall be involved instead of merely Science and Engineering. Moreover, he proposed and inquired the possibility of having member universities in supporting or hosting this Joint Research Scheme. Furthermore, symposium like mini workshops or conferences can be held to present the result of Joint Research Schemes instead of having merely reports in the Steering Committee Meeting.

Dr. Tan mentioned that regarding to the research area of medical devices; the Nanyang Technological University could recommend keynote speakers like his NTU colleague, a surgeon in the field of human body such as transplant of new skull in Material

Sciences. Dr. Mahmud addressed that the University of Malaya would help to host the symposium for medical devices related project, but it may be too early to have symposium if insufficient results can be presented or discussed. But they are interested in hosting this jointly with other members.

Dr. Tan agreed that three projects will be too small to have a symposium, but in respond to this, it will be a good idea to start collaboration early especially to the doctoral program and to help combine interested partners with PhD funds. In addition, he addressed that Nanyang Technological University is keen on collaborating with partners in Taiwan or other universities. Dr. Mahmud wondered if this symposium activity should be substantiated within one or two years' time span. Dr. Huang responded it shall be substantiated within one year time span.

Dr. Mahmud expressed expectation and interest in cooperating with Nanyang Technological University. He also mentioned that there are research centers with similar program that have been engaged with countries in Southeast Asia organizing small symposium in one or two years' time span. Dr. Tan asked that whether the scope of the program that Dr. Mahmud mentioned concerning more of the medical side or in general. He also noted that it may be easier if they focus on the team. If the teams from both universities have common strength they may then proceed with the exploration of research. Dr. Mahmud addressed that there are many things they have in mind and are considering, such as their interest in protonic themes, medical devices or EV 71 Enterovirus.

Dr. Tan suggested that if one or two critical teams could be assigned by the Steering Committee, then other members can participate and discuss about the theme for a 2 days symposium later on. He also place emphasis on the importance of team and the area of focus. Dr. Pascual addressed that the area of medical devices is not only the interest of University of Philippines but also one of their major research area. He also suggested that a two years time program will help to make contribution in terms of the result.

Dr. Su reminded that since Dr. Huang propose an immediate program in year 2013, the area of focus should be feasible and something could be presented. Of course

within the two year time span between now and the next General Assembly, more outcomes can then be expected to be presented. Thus, in a broader sense, not only the collaborative teams, but the key is in the identification of focus of interest or theme.

Then she concluded with the suggestion of the identification of the theme or area of focus anticipated to be presented in the General Assembly in 2014. This bilateral or trilateral communication should be finalized before the end of year 2013. Tentatively, the University of Philippines would work with NTU Singapore in the area of Medical devices. University of Malaya in Malaysia would then move towards the infectious disease side such as Deng Fever and EV 71 or maybe Singapore Nanyang Technological University's area. Hence these three universities will be the core team in identifying the research work and mechanisms for collaboration upon the SATU platform.

In addition Dr. Su foresees a symposium which could be hosted mainly by the University of Philippines in the area of medical devices and shall be co-sponsored by the University of Malaya and NTU in Singapore and SATU. On the contrary, University of Malaya will take the lead in hosting symposiums in the infectious disease area with University of Philippines and NTU Singapore, and the SATU Secretariat being co-sponsors. Furthermore, Dr. Su addressed on the importance of identifying the faculty members in corresponding research fields in forming Technical Program Committee where as SATU should be the logistic committee.

Dr. Su then continued discussions of academic exchange for the doctoral program mentioned, and that an umbrella agreement among members regarding the dual degree program maybe too early at the current stage. However, much alike many consortiums such as UMAP, ARU, etc, we will start with a bilateral kind of communication upon the SATU platform in providing networking match making in order to start and to move on with further collaboration.

Annex 6.1 Message from Mahidol University

Dr. Huang addressed the message of positivity from Mahidol University in expressing their support of the membership fee.

Annex 6.2 SATU Membership Privileges

Dr. Huang called for the discussion on the mechanisms in joining SATU, the terms of membership, membership fee due, and also the membership privileges. Dr. Garcia addressed and confirmed with Dr. Su that the two year SATU membership will be from 2013 till 2015. Dr. Omang Al-Haj, the Vice Chancellor of University of Malaysia Sabah, mentioned that according to Annex 6.2, to join SATU, application may take eleven months to process. Dr. Su agreed with Dr. Omang Al-Haj and responded that the changes will be written as formal document and be circulated among member universities. Since there are only statements in the constitute describing the mail voting process for general SATU members as was pointed out by Dr. Huang, Dr. Su suggested to amend statements in specifying the mail voting process of Steering Committee Members as follows:

When matters arise of necessity, the committee can vote their decision through circulation of formal document.

Dr. Pascual raised questions and Dr. Su responded that the membership fee could be prorated or be collected annually. Hence November 1st every year will be the boundary between one and two year membership cutoff date. Dr. Pascual proposed 300USD per year. Dr. Huang explained on the simpler membership fee collection process every two years. Dr. Tan asked how complicated it would be to collect the fees either with 300USD per year or with proportionate or prorated manner. Dr. Su expressed that we can put more thoughts into the process.

Dr. Garcia proposed membership fee either USD 600 or USD 300 in certain period of time. **Dr. Su agreed with Dr. Garcia and concluded that before Nov. 1st will be USD 600 and USD 300 the date after Nov. 1st.** Dr. Omang Al-Haj, the Vice Chancellor to University of Malaysia Sabah, suggested that the title of Annex 6.2 shall remove the word “Privileges” and Dr. Su agreed. Dr. Achjari, Vice Rector of University Gadjah Mada, addressed that the SATU Membership Privileges shall be further detailed in specifying the activities such as collaborations which the members and non-members can or cannot participate in. Dr. Su agreed with Dr. Achjari and responded that it is not specific now, but the International Secretariat Office will articulate and provide a formal statement with regards to SATU Membership

Privileges in the near future with higher priorities for members. Dr. Huang mentioned that for example member universities will receive financial aid from SATU secretariat.

Dr. Omang Al-Haj conveyed his thankfulness and appreciation to the National Cheng Kung University for making lots of leading efforts to SATU presidents' forum and requested to keep this statement on record. Dr. Su thanked Dr. Omang Al-Haj for the comment.

With no further discussion, Dr. Su adjourned the meeting.