Annex 2: Approval of the Minutes of 2015 Steering Committee Meeting

Annual steering committee meeting 2015
Time: November 27th, 2015, 9:30 am ~ 12:30 pm
Venue: Gedung Achmad Bakrie, Institut Teknologi Bandung, Bandung, Indonesia
Chairperson: Prof. Huey-Jen Jenny Su
    President, National Cheng Kung University, Taiwan
Secretary General: Prof. Cheng-Hung Huang
    Executive Vice President, National Cheng Kung University, Taiwan
Executive Secretary: Prof. Yueh-Min Ray Huang
    Vice President for International Affairs, National Cheng Kung University, Taiwan

Committee Members:

BRUNEI
1. **Prof. Dr. Malai Haniti**
   Deputy Director of Research, Universiti Brunei Darussalam

INDIA
2. **Prof. Sushil**
   Deputy Director (Operations), Indian Institute of Technology Delhi

INDONESIA
3. **Prof. Kadarsah Suryadi**
   Rector, Institut Teknologi Bandung
4. **Prof. Dr. Djoko Santoso**
   Vice Rector for Academic and Student Affairs, Universitas Airlangga

MALAYSIA
5. **Prof. Noorsaadah Abd Rahman**
   Deputy President for Research and Innovation, University of Malaya
6. **Prof. Dr. Shahril Yusof**
   Deputy Vice Chancellor (Research & Innovation), Universiti Malaysia Sabah

PHILIPPINES
7. **Dr. Myrna P. Quinto**
   Vice President for Academic Development, Far Eastern University
8. **Dr. Aaron Joseph L. Villaraza**

Deputy Director of the Office of International Linkage, University of the Philippines

SINGAPORE
9. **Prof. Lalit Goel**
   Director, Office of Global Education and Mobility, Nanyang Technological University

THAILAND
10. **Prof. Kua Wongboonshin**
    Advisor to the President, Chulalongkorn University
11. **Asst. Prof. Dr. Kewalin Thammasitboon**
    Assistant President for International Relations, Prince of Songkla University

TAIWAN
12. **Dr. Lin, Feng-Tyan**
    Vice President, Asia University

VIETNAM
13. **Le Quan**
    Vice-President, Vietnam National University, Hanoi
14. **Prof. Dr. Duong Anh Duc**
    Vice-President, Vietnam National University, Ho Chi Minh City

Prof. Huey-Jen Jenny Su called the meeting to order at 9:30 am.

Prof. Kadarsah Suryadi delivered the opening speech, stated that it was an honor to be the host and also the first time SATU president forum event to be carried out outside Taiwan. He then highlighted higher education is facing global challenges and the world is moving towards high globalization, the border between countries are disappearing. SATU president forum can be used as a platform to share and learn from each other on how universities should react to global challenges.

Prof. Huey-Jen Jenny Su welcomed all the members and started off by thanking ITB colleagues for their support, friendship and hard work in organizing this event. She mentioned that for SATU to become sustainable, it is necessary to have every member institutions engaged in different ways through the time. She briefly talked about the original intention of SATU platform which was organized by NCKU 12 years ago and the progress it has made so far. She also mentioned that there have always been 2 member institutions elected every year to become steering committee member and the election is decided by the member institutions of respective countries. She then thanked the commitment of steering committee members and would like to see more contributions from SATU peer institutions in the future.

Each institution representative gave a brief self-introduction (how to pronounce their

names, interest, anticipation, what to accomplish from the event)

Prof. Yueh-Min Ray Huang presented a brief overview of SATU activity report from the past 1 year.

Prof. Huey-Jen Jenny Su provided more details about the report highlights.

Prof. Huey-Jen Jenny Su asked the approval to proceed with the meeting agenda. The adoption of agenda was approved.

Prof. Huey-Jen Jenny Su asked the approval for the minutes of 2014 steering committee meeting. The minutes was approved.

Agenda 1: Implementation of Membership Fee
Prof. Yueh-Min Ray Huang stated the motion for approval of the 2015 activity expenditure and financial lease, approval of SATU membership guidelines as in attachment to SATU contribution for membership fee collection, and approval of next year financial planning.
Prof. Huey-Jen Jenny Su said that SATU international secretariat will continue to invite and propose new members to join the platform. Through recruitment process based on academic reputation and regional importance, applicant can send forward a list of references, and also recommendation from existing member institutions. She reiterated that guidance for collection of membership fee is attached in the booklet.

Agenda 2: Proposal of steering committee meeting
Prof. Yueh-Min Ray Huang proposed a motion to explore the possibility of steering committee meeting using video conference, allowing member's votes to be cast by internet video transmission, with the resolution of meeting requires attendance of more than one half of the members.
Prof. Yueh-Min Ray Huang were asked to further elaborate the reason behind the proposed motion by *Prof. Huey-Jen Jenny Su.*
Prof. Yueh-Min Ray Huang replied that since member universities are scattered across a wide region, internet video conference will connect the president or rector of member universities so that they can actively participate in the meeting.
Prof. Huey-Jen Jenny Su added that heavy schedules could be a problem for rector or vice rector. The alternative option for having audio video conference and at the same time for the votes to be legally adopted in the resolution are being taken into consideration for next year committee meeting. However, she also emphasized the importance of physical presence in strengthening friendship which could bring out different ambience of friendly human interaction.
Prof. Sushil commented that for those members who could not come, they may be present by using mobile phone.
There were no objection and the motion was approved.

Agenda 3: Joint Research Center among members

Prof. Yueh-Min Ray Huang gave an overview of the industrial collaboration within the past 1 year and encouraged members to join GAIA.

Prof. Sushil asked whether the SATU membership also included membership to GAIA.

Prof. Huey-Jen Jenny Su replied that member institutions are automatically part of it, yet the success of GAIA has to be based on real substance, resulting from the effort of steering committee to go back to each member's institutions as a foundation to jointly mobilize ideas in becoming a consortium network. The network itself goes beyond the member institutions but must be in specific industry or sector, and need to have the real things to happen because it is based on academia industry collaboration. The outcome or value cannot be realized if it's only among the member's institutions themselves.

Dr. Aaron Joseph L. Villaraza asked about whether the signing of MOU is between partner academic institutions or with SATU in general.

Prof. Huey-Jen Jenny Su replied that as long as it is signed, any feasible experimented model which has been proven to be successful will be implemented for the entire SATU platform. She also mentioned that the financial support and working items can be negotiated each time, and those who have paid membership fee or put in extra efforts will receive more benefits. She emphasized relying on new seeds to be formulated since different industries have different level of maturities which can affect their readiness to work with academia institutions.

Prof. Noorsaadah Abd Rahman asked to clarify the conflict with other institutions who are also interested in the same industry.

Prof. Huey-Jen Jenny Su indicated SATU platform as another complimentary mechanism to consider and get things going, since all institutions are academic partners and hopefully new memorandum will bring new incentives for member's institutions to work more effectively.

Prof. Dr. Shahril Yusof asked about the SATU joint research center, especially how the platform can be used to link the research interests and specialties of particular center in different institutions.

Prof. Huey-Jen Jenny Su explained that SATU will proactively collect, summarize, and promote the information to highlight the update and strength of each member institutions to be shared with others. In addition, SATU will also rely on its own resources to experiment few models that seem to be successful, and then bring them over to the platform so as to allow the member universities smooth participation in the network alliance. It is also possible for institutions to invite their industry partners or

government supporters into the platform while maintaining 1 by 1 relationship among them.

Prof. Feng-Tyan Lin asked whether the subcommittee of industrial academia cooperation will be in charge of joint research center and also other project under the network, such as GAIA.

Prof. Huey-Jen Jenny Su replied that it was a precise understanding. She welcomed the contribution of any appropriate models from member institutions to be proposed in the meeting.

Dr. Aaron Joseph L. Villaraza asked how will the MOU work out in terms of intellectual property issue.

Prof. Huey-Jen Jenny Su pointed out that the details come along in every specific memorandum which is based on previous successful models. The workable mechanism of assigning the right of intellectual property percentage, such as resource input and outcome, as well as protecting academic independence of research institution are offered to member's institution for their specific objective which will be detailed in proposal.

Agenda 4: Proposed alignment of University Museum

Prof. Yueh-Min Ray Huang gave a brief overview of NCKU success story from joint exhibition with museums in Czech Republic.

Prof. Huey-Jen Jenny Su elaborated more details on matters regarding museum exhibition as greater possibility for alliance.

Prof. Feng-Tyan Lin declared his support for the proposal.

Short break for 15 minutes.

Prof. Kadarsah Suryadi presented a brief overview of Indonesian higher education and Institut Teknologi Bandung.

Prof. Djoko Santoso gave a brief introduction of Universitas Airlangga.

Dr. Dodi Sudiana gave a brief introduction of Universitas Indonesia.

Agenda 5: Continuing SATU Joint Research Scheme

Prof. Yueh-Min Ray Huang gave a brief overview of project summary report done by NCKU and SATU member universities. He added that researchers are welcomed to submit proposals to secretariat which are then matched to the respective institutions.

Prof. Huey-Jen Jenny Su explained that the best way to sustain academia exchange is through research scheme. The way it works is by reserving seed money for the proposed faculty to invite counterparts from SATU member institutions and allowing

them to have face to face workshop or detailed planning of their joint research scheme. She elaborated further that through financial support to identify the top list of those faculties, institutions can use the support to invite counterparts of their interests to meet and plan their joint scheme in more details. There are many opportunities to request for support on international collaboration as quite a few successful partnerships have been supported through the platform, one of the example is EU project. She also expressed her favor for the setting to continue in the future. Besides that, she said that seed money is very affordable and the purpose of SATU platform is to announce and network so that member's information can be accessible to many institutions. Every year general assembly will invite teams to come forward and give academic presentation based on their stories which are being used to identify even more partnerships.

Prof. Dr. Shahril Yusof acknowledged and shared his opinion regarding increased publication ranking and citation, reward and recognition from joint research scheme project.

Dr. Myrna P. Quinto mentioned that her university would like to increase research collaboration and asked whether there is any topic proposal or research priority agenda that can be submitted to the secretariat.

Prof. Huey-Jen Jenny Su replied that on average, internationally co-authored papers received more favorable citations regardless of the field or sector as is evident from QS database. Also, according to dollar to dollar match principle, SATU can only afford seed money which is based on individual proposal. She emphasized the platform as another added value for member institutions to invite partners and be recognized by more universities as well as extra opportunities to organize efforts.

Prof. Noorsaadah Abd Rahman confirmed her support for the research scheme and pointed out previous successful collaboration with NCKU.

Dr. Aaron Joseph L. Villaraza asked whether the seed money covers airfare and accommodation for interested partners to meet up.

Prof. Huey-Jen Jenny Su clarified that once a project turns out to be successful, it will automatically receive extra seed money. There is no research money in the initial phase so as to have enough time to observe whether the group can actually work out. Also, for those people involved in environmental information, it could be the mechanism and venue to exchange information and enlarge database; therefore, money is not the main focus.

Prof. Noorsaadah Abd Rahman asked about the timing of seed money application.

Prof. Cheng-Hung Huang replied that the call for once a year proposal and its related information will be announced to all member's universities beforehand. Members are welcomed to host the joint research scheme and submit the topic, after that SATU will disclose the information to other institutions. The information will then be forwarded to host institution for member selection purpose and discussion on research will begin once it passed the evaluation process. Hence, seed money provides the airfare and accommodation fees for the visitation to host institution. Joint research scheme can

then send representatives to general assembly for presentation to all member universities.

Prof. Huey-Jen Jenny Su agreed that the scheme is very affordable and useful.

Prof. Cheng-Hung Huang asked member universities to include SATU in their acknowledgement should there be any publications in the future.

Prof. Huey-Jen Jenny Su said she is eagerly awaiting new initiatives and proposals which can attract European and US partners to acknowledge SATU being another alliance platform in western countries. She emphasized that the goal is quite possible through identifying intensive short terms and specifically oriented workshops or training courses.

Agenda 6: Actions to be discussed

Prof. Yueh-Min Ray Huang gave an overview of motions to be discussed**,** which consisted of 4 actions: date of next year general assembly, host university, provisional themes for general assembly, and approval for next year activity plans. The provisional themes include mobility research education cooperation between SATU member universities and international internship.

Prof. Huey-Jen Jenny Su clarified that usually the general assembly is held on Friday and Saturday due to the heavy schedule of rector and president of universities. She stated that internship enables students to be more in touch with the real world of respective countries as part of the higher institution community. The key is to provide smooth connection from curriculum design and credit recognition so that industry can play a much bigger role in the design. She also pointed out the challenging issues of credit transfer system and semester schedule planning within the Asian communities.

Prof. Dr. Shahril Yusof welcomed the next SATU general assembly to be held in University Malaysia Sabah.

Prof. Sushil welcomed the next SATU general assembly to be held in New Delhi, India but hinted that there will be much travel involved.

Prof. Huey-Jen Jenny Su appreciated the enthusiasm, support, and willingness to co-host the meeting. She proposed to settle for a few options regarding the dates first and then international secretariat will go back and lay out the appropriate financial arrangement and level of responsibility. She elaborated that financial resources could vary between institutions but must be transparent to reflect the rough estimation of financial arrangement. She called for each member to discuss with their respective universities in looking for the most feasible way to share the responsibility together.

Asst. Prof. Dr. Kewalin Thammasitboon welcomed the next SATU general assembly to be held in Phuket, Thailand.

Prof. Huey-Jen Jenny Su commented that NCKU relies on the support from its alumni in Thailand, Indonesia, Malaysia, and Brunei to co-host with partner institutions.

Prof. Dr. Shahril Yusof recommended that the theme can be something related to security.

Prof. Huey-Jen Jenny Su agreed with the idea and came up with security and safety, which encompasses broad important issues, such as cyber security and environmental security. She emphasized that it can be the focal point for academic disciplines to link

with government and non-governmental organizations. In addition, steering committee members will volunteer as working committee to design a program and correspondent will be notified through email. She also urged member institutions to have designated staff or contact person be made available to SATU secretariat.

Prof. Sushil proposed the date to be October 28 - 29.
Prof. Sushil proposed the date to be November 4 - 5.
Prof. Sushil proposed the date to be November 20 - 21.
Prof. Le Quan shared that representatives from Vietnam disapprove November 20 – 21 because of teacher's day.

Based on majority votes, the date is temporarily settled on October 28 – 29.

Prof. Huey-Jen Jenny Su clarified the need to phrase the theme in order to better reflect safety and security issues.

Prof. Huey-Jen Jenny Su announced that SATU platform will help to advertise summer intensive program from member institutions.

Adjournment
Prof. Huey-Jen Jenny Su adjourned the meeting at 12:30 pm.