



COUNCIL MEETING
Abridged Version

Minutes of the 02/2024 UCSI University Council Meeting held on **Wednesday, June 26, 2024**, at **9:00 a.m.** at **Senate Meeting Room**, 11th Floor, Block G, **UCSI University**

ATTENDEES:

UNIVERSITY COUNCIL	
1. Dato' Peter T. S. Ng, FASc [PN]	Chairman
2. Prof. Datuk Ir. Ts. Dr. Siti Hamisah Tapsir, FASc [HT]	Member
3. Academician Prof. Emeritus Tan Sri Dr. Omar Abdul Rahman [OR] (Absent with Apology: Unwell)	Member
4. Academician Tan Sri Dr. Salleh Mohd Nor, FASc (Online) [SN]	Member
5. Dr. Rosli Mai Lam [RL]	Member
6. Assoc. Prof. Tang Chong Ming [TM]	Member
7. Mr. Christopher Byran Ng [CN]	Member
8. Senior Prof. Dr. P'ng Tean Hwa, FASc [PH]	Member

BY INVITATION: UC PRESENTERS	
1. Prof. Ir. Dr. Jimmy Mok Vee Hoong [JM] Pro Vice-Chancellor (Springhill Campus)	
2. Mdm. Mukvinder Kaur Sandhu [MS] (Online: Sarawak) Pro Vice-Chancellor (Kuching Campus)	
3. Prof. Datuk Dr Rohana Yusof, FASc [RY] Deputy Vice-Chancellor, Academic and Internationalisation (Kuala Lumpur Campus)	
4. Mr. Chan Joe Jim [CJ] (Online: Bangladesh) Provost (Bangladesh Branch Campus)	
5. Distinguished Prof. Dr Phang Siew Moi, FASc [PM] (Absent with Apology: Annual Leave) Deputy Vice-Chancellor, Research and Postgraduate	
6. Mdm. Lilian Kek Siew Yick [LK] Associate Deputy Vice-Chancellor, Quality Assurance	
7. Ts. Khalid Abdullah Abu Bakar [KA] Registrar, UCSI Education Group; Senior Director, Group Human Resource	
8. Mdm. Wong Ming Fang [WF] Chief Finance Officer	
9. Mr. Leong Sat Sing [LS] Vice President, Group Sustainability Office	
10. En. Sheikh Fahmy Sheikh Mohamed [SF] Vice President, SDG Secretariat Office	
11. Mr. Richard Lim Ming Jye [RJ] Vice President, Group Corporate Affairs	
12. Mr. James Thang Joo Ming [JT] Chief Information Officer	

BY INVITATION: UC INVITEES

1. Prof. Ts. Dr. Lee Ming Tatt **[LT]**
Director, Office of Postgraduate Studies
2. Prof. Ts. Dr. Lionel In Lian Aun **[LI]**
Director, Centre of Excellence for Research, Value Innovation and Entrepreneurship
3. Mr. T. Kumaresh Kumar **[KT]**
Director, Student Affairs and Alumni
4. Asst. Prof. Ts. Dr. K. Raenu **[RK]**
Dean, Institute of Computer Science and Digital Innovation
5. En. Ahmad Nor Alifa A. Razap **[AR]**
Head, Data Management Centre

BY INVITATION: STUDENT COUNCIL

1. Nur Farhath Safiullah **[NS]**
President, UCSI Student Council

SECRETARIAT

1. Ms. Parveen Kaur Gill **[PG]**
Manager, Secretariat Office

NO	PARTICULARS
1.0	ADMINISTRATIVE MATTERS
1.1	Official Welcome Address by the Chairman
	<p>1.1.1 The 1/3 quorum for the meeting was confirmed. The Chairman called the meeting to order.</p> <p>1.1.2 Demise of UCSI University Council Member: Dato' Mohd Karim Abdullah Omar</p> <p>1.1.3 Demise of Former UCSI Group Chairman: Tan Sri Musa Mohamad</p>
1.2	Confirmation of Minutes of University Council Meeting No. 01/2024
	1.2.1 The motion to approve the minutes of the previous meeting, held on March 20, 2024 , was initiated by PN and seconded by SN. The minutes were approved without any amendments.
1.3	Matters Arising from Minutes of University Council Meeting No. 01/2024
	1.3.1 Prioritization of FAS, FETBE, GBS, FOSSLA, and the Foundation Programmes
	1.3.2 Formal Announcement: Utilization of Lunch Breaks for Staff to Pick Up Children from School
	1.3.3 Microwave and Toaster Availability in Block A
	1.3.4 Meetings to Be Organized to Discuss: (A) Categories of Student Numbers; and (B) Strategies Aimed at Boosting Student Numbers
	1.3.5 Warnings Letters to be Issued to TNE Students
	1.3.6 (A) Completion of Phase 1 of the ICSDI Labs; and (B) Cyber Security Hackathon in May 2024
	1.3.7 (A) Formulation of Statute for Centre for Business Informatics and Industrial Management; and (B) Updates on All the Statute
	1.3.8 List of Non-Takers to be Provided to Trust Office
	1.3.9 Roadmap for Electricity and Petrol Usage Plans
1.4	University Council E-Circulation

	1.4.1 Proposed Appointment of Professor for the Institute of Computer Science and Digital Innovation
	1.4.2 Proposed Appointment of Pro-Vice Chancellor of Bangladesh Campus; and Professor for the Faculty of Engineering, Technology and Built Environment
2.0	OFFICE OF GROUP CEO AND VICE CHANCELLOR
2.1	HT presented the Quarter 2 Progress Report and Way Forward.
3.0	OFFICE OF BURSARY
3.1	WF presented the Summary of May 2024 Financials.
4.0	BRANCH CAMPUSES
4.1	Springhill Campus
	4.1.1 JM presented the updates for Springhill Campus.
4.2	Sarawak Campus
	4.2.1 MS presented the updates for Sarawak Campus.
4.3	Bangladesh Campus
	4.3.1 CJ presented the updates for Bangladesh Campus.
5.0	OFFICE OF DVC ACADEMIC AND INTERNATIONALISATION
5.1	RY presented the updates for Academic Management Report.
5.2	KT presented the updates for Student Affairs and Alumni.
5.3	NS presented the updates for UCSI Student Council.
6.0	OFFICE OF RESEARCH AND POSTGRADUATE STUDIES
6.1	LT sought endorsement for the Proposed Appointment of Post-Doctoral Research Fellow for the Faculty of Applied Sciences.

6.2	LT also sought endorsement for the Proposed Appointment of Visiting Post-Doctoral Research Fellow for the Faculty of Engineering Technology and Built Environment
6.3	LI sought endorsement for the Proposed Intellectual Property and Commercialization Policy (Approved in the Top Management Meeting on May 28, 2024).
6.4	On behalf of PM, LI presented the Research and Postgraduate Studies Report.
7.0	OFFICE OF GROUP SUSTAINABILITY
7.1	LS sought endorsement for the Proposed Establishment of the Integrity Unit.
7.2	LS also presented the Sustainability Development Goals Report.
8.0	OFFICE OF ASSOCIATE DVC (QUALITY ASSURANCE)
8.1	LK presented the Self-Accrediting University Statues Report.
9.0	OFFICE OF GROUP CORPORATE AFFAIRS
9.1	RL sought endorsement for UCSI University's Battle Cry.
9.2	RL also presented the Group Corporate Affairs Report.
10.0	OFFICE OF GROUP STRATEGIC
10.1	SF presented the Student Enrolment and Global Engagement Reports.
11.0	DATA MANAGEMENT CENTRE
11.1	AR presented the Data Collection Strategies.
12.0	OFFICE OF GROUP HUMAN RESOURCES
12.1	KA sought approval for the Proposed Appointment of Professor in Education for the Faculty of Social Sciences and Liberal Arts (Recommended by Selection Committee on June 6, 2024).
12.2	KA also presented the Total Number of Staff Report (As of May 2024).
13.0	OFFICE OF REGISTRAR

13.1	KA announced that the next University Council Meeting will be held on September 18, 2024 (Wednesday), and the next convocation ceremony (Session 2) is scheduled for September 21, 2024.
14.0	OTHER MATTERS
14.1	On behalf of UCSI University, HT congratulated PN on being elected as a Fellow of the Academy of Sciences Malaysia in the Industry and Technology category. PN thank everyone for their contribution.

ADJOURNMENT:

The meeting was adjourned at **1:39p.m.** with a vote of thanks from the Chairman.

RECORDED BY:

Parveen Kaur Gill
 Manager, Secretariat Office

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