

SUNWAY UNIVERSITY

MINUTES OF ACADEMIC SENATE MEETING

Meeting held on Monday 3 May 2024 between 3.30pm and 4.30pm at Hall 3, Level 1, Graduate Centre

Members Present

1	Prof. Sibrandes Poppema [Chair]	SP	8	Assoc. Prof. Dr Lin Mei-Hua	LMH
2	Prof. Abhi Veerakumarasivam	AV	9	Dr Cheong Huey Tyng	CHT
3	Prof. Chai Lay Ching	CLC	10	Dr Jane Teh Kimm Lii	TKL
4	Prof. Mahendhiran Sanggaran Nair	MSN	11	Dr Katta Ramesh	KR
5	Prof. Adarsh Kumar Pandey	AKP	12	Dr Low Yeh Ching	LYC
6	Prof. Agamutu Pariatamby	AP	13	Dr Nicholas Lee Boon Kheng	LBK
7	Prof. Angela Amphawan	AA	14	Dr Padma Priya K.R Pillai	PP
8	Prof. Angela Lee Siew Hoong	LSH	15	Dr Paul Linus Andrews	PLA
9	Prof. Bradley Carl Freeman	BCF	16	Dr Stella Ong Kim Yoke	OKY
10	Prof. Cheah You Sum	CYS	17	Gan Joo Ee	GJE
11	Prof. Chua Hui Na	CHN	18	Izah Isa	II
12	Prof. Dato' Elizabeth Lee	EL	19	President of Student Council	PSC
13	Prof. David Andrew Bradley	DAB	20	Prof Andrew Abbott (LU)	AA
14	Prof. Dr Chia Yook Chin	CYC	21	SUPostgraduate Student Council	PGSC
15	Prof. Elil Renganathan	ER			
16	Prof. Goh Bey Hing	GBH			
17	Prof. Keng Shian Ling	KSL			
18	Prof. Kenneth Anthony Cafferkey	KAC			
19	Prof. Ker Pin Jern	KPJ			
20	Prof. Keshab Man Shrestha	KMS			
21	Prof. Khatijah Abdullah @ Lim Geok Khim	KA			
22	Prof. Lim Weng Marc	LWM			
23	Prof. Long Chiau Ming	LCM			
24	Prof. M A Hannan	MAH			
25	Assoc. Prof. Dr Malissa Maria Mahmud	MMM			
26	Prof. Dr Mayco Axel Santaella	MAS			
27	Prof. Mohamed Kheireddine Aroua	MKA			
28	Prof. Mohammad Khalid	MK			
29	Prof. Motoki Watabe	MW			
30	Prof. Ong Hwai Chyuan	OHC			
31	Prof. Patrick Siau Chi Yin	SCY			
32	Prof. Pervaiz K Ahmed	PKA			
33	Prof. Roslina Abdul Manap	RAM			
34	Prof. Saidur Rahman	SR			
35	Prof. Santha Vaithilingam	SV			
36	Prof. Shandre Mugan Thangavelu	SMT			
37	Prof. Susela Devi K. Suppiah	SDS			
38	Prof. Wong Koi Nyen	WKY			
39	Prof. Yap Kian Meng	YKM			
40	Prof. Yeah Kim Leng	YKL			
41	Prof. Yuka Fujimoto	YF			

Absent with Apologies

1	Annyza Tumar	AT
2	Assoc. Prof. Dr Sim Tze Ying	STY
3	Dr Zuhaili Akmal Ismail	ZAI
4	Prof. Alvin Ng Lai Oon	NLO
5	Prof. Dato' Dr Mazlin Mokhtar	MM
6	Prof. Graeme Wilkinson	GW
7	Prof. Ho Chee Kit	HCK
8	Prof. Ir Denny Ng Kok Sum	NKS
9	Prof. Ir. Rosdiadee Nordin	RN
10	Prof. Jarlath Ronayne	JR
11	Prof. Lau Sian Lun	LSL
12	Prof. Lee Chien Sing	LCS
13	Prof. Leong Choon Heng	LCH
14	Prof. Leong Yuen Yoong	LYY
15	Prof. Marcus Lee Stephenson	MLS
16	Prof. Mayeen Uddin Khandaker	MUK
17	Prof. Raja Affendi Raja Ali	RA
18	Prof. Rebecca Wong Shin Yee	WSY
19	Prof. Satesh Narayana Namasivayam	SNN
20	Prof. Tan Sri Dr Jemilah Mahmood	JM
21	Prof. Tan Sri Dr Noorul Ainur Mohd Nur	NAMN
22	Prof. Teo Ee Sing	TES
23	Prof. Teo Kok Lay	TKL
24	Prof. Wong Chin Huat	WCH
25	Rita Lo	RL
26	Siti Fariza Mohd Dahlan	SF
27		

Ez-Officio

1	Ng Beng Lean	NBL
2	Dr Janaki Sinnasamy	JK

In Attendance

1	Alykusno Aziz
2	Tan Yoong Theng

By Invitation

1	Assoc. Prof. Dr Adrian Lee Yuen Beng	LYB
2	Assoc. Prof. Dr Alexander Trupp	AT
3	Assoc. Prof. Dr Calvin Cheong Wing Hoh	CWH
4	Assoc. Prof. Dr Catherine Lee Cheng Ean	LCE
5	Assoc. Prof. Dr Chew Jacty	CJ
6	Assoc. Prof. Dr Daniel Chong Ka Leong	CKL
7	Assoc. Prof. Dr Jason Ng Wei Jian	NWJ

The meeting commenced with a note of welcome from the Chair.

Item		Action
1.0	Introductions and Apologies	
	<p>The Chair welcomed the following new members:</p> <ol style="list-style-type: none"> 1. Prof. Rosdiadee Bin Nordin 2. Prof. Roslina Binti Abdul Manap 3. Prof. Keng Shian Ling 4. Prof. Keshab Man Shrestha 5. Prof. Ker Pin Jern <p>The Chair also thanked Siti Fariza who has left the university for her contributions while she was at Sunway University.</p> <p>Apologies were noted as in the attendance list.</p>	Info
2.0	Confirmation of Minutes of the Previous Meeting	
	The minutes of the last meeting held on 4 th March 2024 were accepted as a correct record.	Info
3.0	Matters Arising from Previous Minutes	
	3.1 Nil	
4.0	Consideration of the Agenda:	
	4.1 <p>The Chair informed the Senate that the agenda is divided into 3 sections: Section A for Senate approval, Section B for discussion and Section C for noting. Members may also request for any item to be moved to Section B for a full discussion.</p> <p>There was no request for any item to be moved to Section B for a full discussion.</p>	Info
5.0	Comments from the Chair:	
	5.1 <p>The Chair informed Senate members that he is happy to have had a very successful Planetary Health Summit two weeks ago and the Times Higher Education Asia Summit this week. This was the result of the work of so many academics, administrative staff, and students. The participation of our alumni in one of the sessions at both summits was also impressive and appreciated. The university got a lot of publicity not only in Malaysia but also in Australia, Japan, China, Vietnam, Korea, India, Brunei and Singapore in terms of how well we are known. This was a very important moment because Sunway University was exposed to so many people. He acknowledge that many schools are also organizing many conferences and that serves the same purpose.</p> <p><i>Some restricted information.</i></p>	Info

Section A: Recommendations from Steering Committee for Confirmation			
6.0	University Research and Enterprise Committee – Terms of Reference		
		MSN informed Senate that this paper will be deferred until the next Senate meeting in view of the committee structure changes that the Provost is going to present.	
7.0	Proposal to Introduce the Dean’s List Award		
		<p>AV presented the proposal for the introduction of the Dean’s List award. The objectives of this proposal are:</p> <ul style="list-style-type: none"> ▪ To acknowledge and recognise the dedication, hard work and academic achievements. ▪ To encourage students to maintain high academic standards and motivate students to consistently perform well throughout their studies. ▪ To potentially enhance student resume or opportunities for scholarships, academic pursuits, and career prospects. ▪ To set high standards of academic achievement and encourage students, faculty, and the broader academic community to strive for excellence in teaching, learning, and research. <p>The award will be awarded across all semesters for MQF Level 4 Diploma (including Diploma in Nursing) and MQF Level 6 Bachelor’s programmes (including ADTP). A minimum GPA of 3.50 for the given semester (which corresponds to a distinction/first class award) with 12 credits for a long semester and 6 credits for a short semester is required to qualify for the award. Students will not be eligible for the Dean's List award if they have any failing grades for the semester or have committed any academic malpractice or misconduct during the semester.</p> <p>AV further clarified that the minimum credit requirements is mandatory and there is no limitation on the number of Dean’s list awards. LMH suggested that the award be indicated on the transcript. Senate approved the proposal.</p>	
8.0	Modification of Names of Titles: Pro Vice-Chancellors (PVCs) and Associate Deans (ADs)		
Item 9.0 of Agenda		AV explained that the reason for the change in the names of titles is to enhance the clarity of the primary role and responsibilities and facilitate greater alignment between the various schools and university committees. The new title of Pro Vice-Chancellor (Education, Employability and Alumni) is for alignment and	

	<p>defining and stating the importance of what we put on employability and as an extension on alumni engagement is very critical. Similarly, the Pro Vice-Chancellor (Research and Sustainability) is important as we are already the sustainability champions. It is critical to have a clear leader in this area. As for Associate Deans it is proposed to rename this title to Deputy Deans to harmonise the nomenclature with many other institutions in Malaysia and to make it clear that they are the deputies of the deans with a slight difference in their roles. The new title for Associate Dean (Education) will be Deputy Dean (Education) with the additional role of managing the school APEL-related processes and managing School Micro-credentials and Short Courses.</p> <p>The Associate Dean (Research and Postgraduate Studies) will now be Deputy Dean (Research and Sustainability) and the rationale for this is to align with the portfolio of the PVC Research and Sustainability. The role does not include the management of taught Masters as this will be by the Deputy Dean (Education). The role is expanded to drive the sustainability agenda in a more cohesive manner. Mixed mode master programmes will be under the Deputy Dean Education with the research component overseen by the Deputy Dean Research and Sustainability.</p> <p>The new title for Associate Dean (Employability and Engagement) is Deputy Dean (Employability and Alumni). The reason for the change is to reflect the University needs to drive the employability and alumni relations agenda. Engagement function should be a part of every Deputy Dean’s portfolio.</p> <p>The Associate Dean (Internationalisation) will now be Deputy Dean (Internationalisation). The role will include to drive the University’s ranking and reputation agenda.</p> <p>Senate approved the proposed names of titles.</p>	
<p>9.0 Item 8.0 of Agenda</p>	<p>Establishing Sunway University Institutional Review Board (SU-IRB) as a Standing Committee in the Senate</p>	
	<p>AV presented the proposal for the establishment of an independent Institutional Review Board. Typically, an IRB must be outside the funding body i.e. the Research Office. The IRB is therefore being moved to outside the research portfolio so that it is an independent committee that can make decisions on behalf of the Senate. The ethics review board decisions therefore need not come to Senate. The Chair will be the Provost and the members will comprise of the Chair of the IRB Committees, Deputy Deans - Research and Sustainability (or Head of School Research Committees for schools without the corresponding Deputy Deans) and the Director – Research Management.</p> <p>There will be 5 committees: Medical Ethics Committee, Non-Medical Ethics Committee, Biosafety Committee, Animal Ethics Committee and the School Ethics Review Committee. These are not meant to increase the bureaucracy, but decisions can be</p>	

	<p>made at each level because these are not sub-committees. To a comment that good practice is to have external members, AV agreed it was a good point and the committees can have representation from external members. EL suggested that the committees meet often enough or have ad-hoc meetings to make decisions on matters that need attention. AV agreed that the committees will certainly meet on an ad-hoc basis if needed or take decisions by circulation. In fact, Mr Chua of the Research Office is creating an online portal to facilitate this and it will be able to communicate the decisions to students.</p> <p>Senate approved the establishment of the IRB.</p>	
<p>10.0</p>	<p>Revision of Academic Governance Committees at University and School Level</p>	
	<p>AV presented a revision of academic governance committees to facilitate organized and collaborative approaches to advancing University’s strategic priorities. He proposed the formation of the following new University-level and School-level academic governance committees:</p> <ol style="list-style-type: none"> 1. University Sustainability and ESG Committee (USEC), chaired by Pro Vice-Chancellor (Research and Sustainability) 2. University Employability and Alumni Committee (UEAC), chaired by Pro Vice-Chancellor (Education, Employability and Alumni) <p>In addition, there is the existing committee:</p> <ol style="list-style-type: none"> 3. University Internationalisation Committee (UIC) that is now being put on the Senate academic governance and will be reporting to the Provost. <p>In tandem we will have the following school committees:</p> <ol style="list-style-type: none"> 4. School Sustainability Committee (SSC) 5. School Employability and Alumni Committee (SEAC) 6. School Internationalisation Committee (SIC) 7. School Research Degrees Committee (SRDC) <p>The proposal also includes the formation of two advisory committees to support and help prepare the initiatives of the relevant sub-committee of Senate:</p> <ol style="list-style-type: none"> 1. Academic Standards and Policy Review Panel (ASPRP) that will provide support to the current Academic Standards and Policy Committee. 2. Partnership Review Panel (PRP) that will provide support to the current Partnership and Programme Approval Committee. <p>In addition to the proposal for the formation of the new academic governance committees, the following revisions to the names for existing academic governance committee was proposed to allow for a broader scope of responsibility, enabling committees to address a wide range of related issues or initiatives within their designated area.</p>	

	Current Committee Name	New Committee Name	
	<p>University Teaching and Learning Committee (UTLC)</p> <p>University Research and Enterprise Committee (UREC)</p> <p>School Teaching and Learning Committee (STLC)</p> <p>School Research and Enterprise Committee (SREC)</p>	<p>University Education Committee (UEC)</p> <p>University Research Committee (URC)</p> <p>School Education Committee (SEC)</p> <p>School Research Committee (SRC)</p>	
	<p>AV shared the Academic Governance Committee Structure in Appendix 2 of the agenda item paper. The committees shaded grey will be making decisions on behalf of the Senate whereas the ones in blue shade will bring the decisions to Senate for approval.</p> <p>To a question on the difference between the University Research Degrees Committee (URDC) and the University Research Committee (URC), AV explained that the URDC that has always been in existence is at the moment like a baby for the future School of Graduate Studies. At some point, it will be the home for all the postgraduate research degrees that can undergo the same level of rigor to ensure the conferring of the Master and PhD is at the level that is required. It will be maintained as a committee for the next few years as a gate keeper for all research degrees.</p> <p>MSN added that it is important to put in a lot of effort on the research intensity and quality. Other areas include research training, improving supervision and monitoring completion on time. Research training is an important area so that we attract good research students.</p> <p>AV informed Senate members that the next stage will be for the Deputy Deans and the Deans to come together with the PVCs to develop and harmonize all the TORs for the various committees.</p> <p>Senate approved the revisions of the academic governance committees.</p>		
Section B: Matters for Discussion			
11.0	<p>Analysis of Results of the March 2024 Exam Cycle and Approval of Awards Confirmed by Programme Assessment Boards and URDC</p>		

		<i>Some restricted information.</i> Senate approved the awards.	
Section C: Reports Received for Noting			
12.0	Approval of PGR Awards by Senate Chair's Action on 2 April 2024		
		<i>Some restricted information.</i>	
13.0	Direct Entry from Bachelor to PhD - Approval by Senate Chair's Action on 2 April 2024		
		MSN reported that the candidate has a Class I bachelor's degree in medical biotechnology and related research work experience. The review panel had found that the candidate had adequate knowledge in the field of study and recommended direct entry to the PhD programme. Senate ratified the direct entry.	
14.0	Appointment of External Examiner for BSc (Hons) in Statistical Data Modelling programme (previously known as BSc (Hons) in Industrial Statistics) – Approved by Chair's Action on 5 Apr. 2024		
		<i>Some restricted information.</i> Senate ratified the appointment.	

15.0	Status of Programme Approval and Accreditation		
		<i>Some restricted information.</i>	
15.0	Academic Senate Sub and Standing Committee Reports		
	15.1	Senate noted the following Reports of Award Classifications Confirmed by Programme Assessment Boards (PAB): <ul style="list-style-type: none"> - School of Arts - Sunway Business School - School of Engineering and Technology - School of Hospitality and Service Management - School of Mathematical Sciences - School of Medical and Life Sciences 	
	15.2	Senate noted the following School Board of Studies reports: <ul style="list-style-type: none"> - Sunway Business School – Meeting held in Mar. 2024 - School of Education – Meetings held on 25 Feb. and 25 Mar. 2024 - School of Hospitality and Service Management – Meeting held on 27 Oct. 2023 - 	
	15.3	Senate noted the University Research Degrees Committee (URDC) report: <ul style="list-style-type: none"> - Awards by circulation on 22 Feb. 2024 	
	15.4	Senate noted the following Library Committee report: <ul style="list-style-type: none"> - Meeting held on 21 Feb. 2024 	
16.0	Any Other Business		
		Nil	

The meeting ended at 4.30pm with a note of thanks from the Chair. The next meeting is scheduled for 26th April 2024.

Minutes confirmed by:

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Chair

Date