

## SUNWAY UNIVERSITY

### MINUTES OF ACADEMIC SENATE MEETING

Meeting held on Monday 14 June 2024 between 3.30pm and 4.30pm at Hall 3, Level 1, Graduate Centre

#### Members Present

1	Prof. Abhi Veerakumarasivam [Chair]	AV	8	Assoc. Prof. Dr Jason Ng Wei Jian	NWJ
2	Prof. Chai Lay Ching	CLC	9	Assoc. Prof. Dr Katta Ramesh	KR
3	Prof. Mahendhiran Sanggaran Nair	MSN	10	Assoc. Prof. Dr Lin Mei-Hua	LMH
4	Prof. Adarsh Kumar Pandey	AKP	11	Assoc. Prof. Dr Low Yeh Ching	LYC
5	Prof. Adrian Lee Yuen Beng	LYP	12	Assoc. Prof. Dr Padma Priya K.R Pillai	PP
6	Prof. Agamutu Pariatamby	AP	13	Assoc. Prof. Dr Sim Tze Ying	PP
7	Prof. Alvin Ng Lai Oon	NLO	14	Assoc. Prof. Dr Zaheer Anwer	ZA
8	Prof. Angela Amphawan	AA	15	Assoc. Prof. Dr Zuhaili Akmal Ismail	ZAI
9	Prof. Angela Lee Siew Hoong	LSH	16	Dr Cheong Huey Tyng	CHT
10	Prof. Bradley Carl Freeman	BCF	17	Dr Cheong Huey Tyng	CHT
11	Prof. Dato' Elizabeth Lee	EL	18	Dr Nicholas Lee Boon Kheng	LBK
12	Prof. Goh Bey Hing	GBH	19	Dr Stella Ong Kim Yoke	OKY
13	Prof. Graeme Wilkinson	GW	20	Prof Andrew Abbott	AA
14	Prof. Ho Chee Kit	HCK	21	President of Student Council	SC
15	Prof. Ir. Ts. Yap Kian Meng	YKM	22	Puan Izah Isa	II
16	Prof. Jarlath Ronayne	JR	23	Rita Lo	RL
17	Prof. Keng Shian Ling	KSL	24	Sunway University Postgraduate Student (	PGSC
18	Prof. Kenneth Anthony Cafferkey	KAC			
19	Prof. Ker Pin Jern	KPJ			
20	Prof. Khatijah Abdullah @ Lim Geok Khim	KA			
21	Prof. Lau Sian Lun	LSL			
22	Prof. Leong Yuen Yoong	LYP			
23	Prof. Mayco Axel Santaella	MAS			
24	Prof. Mayeen Uddin Khandaker	MUK			
25	Prof. Mohamed Kheireddine Aroua	MKA			
26	Prof. Motoki Watabe	MW			
27	Prof. Patrick Siau Chi Yin	SCY			
28	Prof. Raja Affendi Raja Ali	RA			
29	Prof. Roslina Abdul Manap	RAM			
30	Prof. Saidur Rahman	SR			
31	Prof. Shakila Parween Yacob	SPY			
32	Prof. Shandre Mugan Thangavelu	SMT			
33	Prof. Susela Devi K. Suppiah	SDS			
34	Prof. Teo Ee Sing	TES			
35	Prof. Ts. Lee Chien Sing	LCS			
36	Prof. Wong Koi Nyen	WKY			
37	Prof. Yuka Fujimoto	YF			
38	Prof. Yeah Kim Leng	YKL			
39	Prof. Yuka Fujimoto	YF			
40	Assoc. Prof. Dr Daniel Chong Ka Leong	CKL			
41	Assoc. Prof. Dr Malissa Maria Mahmud	MMM			

#### Ez-Officio

1	Ng Beng Lean	NBL
2	Dr Janaki Sinnasamy	JK

#### By Invitation

1	Assoc. Prof. Dr Alexander Trupp	AT
2	Assoc. Prof. Dr Calvin Cheong Wing Hoh	CWH
3	Assoc. Prof. Dr Catherine Lee Cheng Ean	LCE
4	Assoc. Prof. Dr Chew Jacty	CJ
6	Assoc. Prof. Dr Gan Joo Ee	GJE
7	Assoc. Prof. Dr Jane Teh Kimm Lii	TKL

#### Absent with Apologies

1	Annyza Tumar	AT
2	Prof. Arshian Sharif	AS
3	Prof. Cheah You Sum	CYS
4	Prof. Chua Hui Na	CHN
5	Prof. Datin Dr Chia Yook Chin	CYC
6	Prof. Dato' Dr Mazlin Mokhtar	MM
7	Prof. David Andrew Bradley	DAB
8	Prof. Eliil Renganathan	ER
9	Prof. Harold Thwaites	HT
10	Prof. Ir. Denny Ng Kok Sum	NKS
11	Prof. Ir. Ong Hwai Chyuan	OHC
12	Prof. Ir. Rosdiadee Nordin	RN
13	Prof. Ir. Satash Narayana Namasivayam	SNN
14	Prof. Keshab Man Shrestha	KMS
15	Prof. Leong Choon Heng	LCH
16	Prof. Lim Weng Marc	LWM
17	Prof. Long Chiau Ming	LCM
18	Prof. M A Hannan	MAH
19	Prof. Pervaiz K Ahmed	PKA
20	Prof. Rebecca Wong Shin Yee	WSY
21	Prof. Santha Vaithilingam	SV
22	Prof. Sibrandes Poppema	SP
23	Prof. Tan Sri Dr Jemilah Mahmood	JM
24	Prof. Tan Sri Dr Noorul Ainur Mohd Nur	NAMN
25	Prof. Teo Kok Lay	TKL
26	Prof. Wong Chin Huat	WCH
27	Prof. Yeah Kim Leng	YKL

#### In Attendance

Dr Sukhdev Singh

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

Item			Action
<b>1.0</b>	<b>Introductions and Apologies</b>		
	<p>The Chair welcomed the following new members: Prof. Prof Arshian Sharif and Assoc. Prof. Dr Daniel Chong Ka Leong.</p> <p>The Chair thanked Prof. Harold Thwaites whose contract ends on 30<sup>th</sup> June 2024 and Prof. Graeme Wilkinson who is leaving to take a break. Prof. Wilkinson is a long standing and much loved Vice Chancellor of Sunway University. The Chair expressed his sincere appreciation for all the amazing work that he has done. He said that we can all agree the University in its transformation and trajectory can only happen because of the solid foundation that Prof. Wilkinson had placed during his tenure.</p> <p>Apologies were noted as in the attendance list.</p>		Info
<b>2.0</b>	<b>Confirmation of Minutes of the Previous Meeting</b>		
		The minutes of the last meeting held on 3 <sup>rd</sup> May 2024 were accepted as a correct record.	Info
<b>3.0</b>	<b>Matters Arising from Previous Minutes</b>		
	3.1	There were no matters arising. However, the chair recapped that in Section A the Senate established a number of different committees and introduced the Dean's list award. The operations for this have been confirmed and there will be a briefing for all schools to ensure that the calculation for the awards is not complicated and how the certificate will be delivered. There were several title changes and the committee TORs that have been circulated in this Senate meeting. In Section B, Senate approved several awards and in Section C Senate noted sub and standing committee reports.	
<b>4.0</b>	<b>Consideration of the Agenda:</b>		
	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
<b>5.0</b>	<b>Comments from the Chair:</b>		
	5.1	The Chair informed Senate members that we have made the biggest leap for QS which places us in the top 10. The rankings are used by different stakeholders for different purposes. For Sunway University, the students, especially international students use these rankings as a measure of our perceived quality. We are doing much better in the other rankings and the Chair thanked everyone for the amazing results in THE Impact Ranking 2024. We are number 5 in Malaysia after jumping more than a hundred points which puts us in the 200-300 bracket in the world. The Times Higher Impact Ranking measures an average of the two years, 2022 and 2023 but if the data for 2023 is looked at, we are number 2 in Malaysia.	Info

Section A: Recommendations from Steering Committee for Confirmation		
6.0	<b>Proposal to Change the Academic Standards and Quality Office to the Centre for Quality Management</b>	
		<p><i>Some restricted information.</i> Senate approved the proposal.</p>
7.0	<b>Proposal to Establish the Centre for Academic Development (CAD)</b>	
		<p>AV presented the proposal for the establishment of the Centre for Academic Development. This centre is required because we are stepping up our efforts towards establishing self-accreditation with quality assurance embedded in the schools.</p> <p>As part of harmonizing the standards with other universities, the University needs to have an independent body outside the schools that is involved in enhancing the academics to deliver programmes to the standards that we aspire. Aniza and team have agreed, to help Prof Chai's office to develop this centre for academic development that would have three function:</p> <ol style="list-style-type: none"> <li>1. To help in the review and development of and support the development of new programmes.</li> <li>2. To continue the efforts in terms of professional development training for the staff.</li> <li>3. To drive some of the innovations that we need to make.</li> </ol> <p>The proposal is to establish the Centre of Academic Development under the Office of the Pro Vice Chancellor of Education</p>

		<p>Employability and Alumni engaging very closely with the University Education Committee previously known as the University Teaching and Learning Committee to drive and support this. The team will have a dotted line working with the QA office of the newly established Centre of Quality Management. The centre does not require any additional staffing for now and as shown in the organisation chart four staff plus Aniza will be moving into this centre.</p> <p>Senate approved the proposal.</p>	
<b>8.0</b>	<b>Intellectual Property Policy</b>		
		<p><i>Some restricted information.</i></p> <p>Senate approved the policy.</p>	
<b>9.0</b>	<b>Nomination of External Examiners approved in the UTLC</b>		
		<p>CLC presented the nominations of external examiners that have been approved in the UTLC meeting. There are three external examiners presented for approval:</p> <p><i>Some restricted information.</i></p> <p>Senate approved the appointments.</p>	

<b>10.0</b>	<b>Direct Entry from Bachelor to PhD</b>	
	<p>MSN reported that the first candidate for direct entry has a medical doctor degree from a Russian university. He has some conference papers and the school is of the view that he has the capacity to do his PhD in this area.</p> <p>The second candidate has a first-class degree with a 3.84 and so he is qualified based on that first class standing. The school has recommended that he be given special admission.</p> <p>Senate approved the direct entry for the 2 candidates.</p>	
<b>Section B: Matters for Discussion</b>		
<b>11.0</b>	<b>Review of the Terms of Reference for the Academic Governance Committees</b>	
	<p>AV informed Senate that the terms of references for the academic governance committees are being presented in the business paper for members to review the TORs and provide feedback. A small team have gone through the TORs to try and harmonise the TORs because these have been updated quite independently of each other previously and since there are some new committees. He requested all members to go through the TORs carefully to see how these relate to the functions of the school and aligns to the University and provide feedback by 28 June. He added that her centre will send out a link to the form for the feedback.</p> <p>The TORs will be updated after the feedback and circulated for Senate approval.</p>	
<b>11.0</b>	<b>Approval of Awards</b>	
	<p><i>Some restricted information.</i> Senate approved the awards.</p>	
<b>Section C: Reports Received for Noting</b>		
<b>12.0</b>	<b>Approval of Awards by Senate Chair's Action on 5 June 2024:</b> Undergraduate awards – Approved on 6 June 2024 Postgraduate awards – Approved on 16 May 2024	
	<p><i>Some restricted information.</i> Senate ratified the awards.</p>	

<b>13.0</b>	<b>Establishment of Departments within the School of Hospitality and Service Management - Approved by the Academic Senate through the Chair's action:</b>		
		AV reported that the School of Hospitality and Service Management Senate needed to set up two academic departments urgently, the Department of Culinary and Food Studies and the Department of Hospitality and Events. The proposal was approved by Senate Chair's action on 15 May 2024.	
<b>14.0</b>	<b>Status of Programme Approval and Accreditation</b>		
		<i>Some restricted information.</i>	
<b>15.0</b>	<b>Academic Senate Sub and Standing Committee Reports</b>		
	15.1	Senate noted the following Reports of Award Classifications Confirmed by Programme Assessment Boards (PAB): 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: 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 following University Research Degrees Committee (URDC) report: Awards by circulation on 22 Feb. 2024	
	15.4	Senate noted the following Library Committee report: Meeting held on 21 Feb. 2024	
<b>16.0</b>	<b>Any Other Business</b>		
	16.1	The Chair encouraged members to attend the Sir Jeffrey Cheah Distinguished Speakers Series next week by Prof. Salmaan and Prof. Mercedes Becerra, public health experts from Harvard.	
	16.2	The Chair informed all that the evening with the Chancellor has been postponed because many staff were not available. The Chancellor would really like all staff to attend. The new date is 16	

		<p>November 2024, so please book your calendar and make it a point to attend.</p>	
16.3		<p>NBL informed Senate members that the Examination Unit has produced a draft Final July examination timetable, and it has been circulated to the Provost, PVC and Deans. The Exam Unit team had to work on the schedule several times to finally get a draft that best fits the students and subject combinations. The checking involved 22,000 lines. This is the first time we had to schedule exams on a Saturday (first Saturday of the exam period) to minimise consecutive exams and students having 2 exams in a day. Only 4 students will have 2 exams in a day and 2 students will have 1 exam per day for 4 consecutive days. Subjects with large student numbers have been prioritized for earlier scheduling in week 2.</p> <p>The Chair thanked the Exam Unit for their effort in reducing such cases. It was noted that due to the large number of students sitting for the examinations and due to the deferred/repeating students or students who take subjects across schools this cannot be avoided. Having exams on the first Saturday only was agreed upon and since there are no exams scheduled on the second Saturday, this will not affect students returning to their homes after the exam period. He also encouraged schools to manage the invigilation and rely less on the external invigilators. Lecturers invigilating the exams provides assurance, mitigate all kinds of issues that might happen during the exam and is cost efficient.</p>	
16.4		<p>CLC presented the extension of an external examiner's appointment for the Diploma in Hotel management that was approved by UEC on 13<sup>th</sup> June.  <i>Some restricted information.</i>                  Senate approved the extension.</p>	
16.5		<p>The Chair acknowledged the support of the two Presidents of the Student Councils for their support and for galvanising the support of all students to support the efforts of the university.</p>	

The meeting ended at 4.15pm with a note of thanks from the Chair. The next meeting is scheduled for 20<sup>th</sup> September 2024.

Minutes confirmed by:

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 Chair

Date: