COUNCIL MEETING
Abridged Version

Minutes of the UCSI University Council Meeting **No. 03/2024** held on **Thursday**, **September 24, 2024**, at **9:00 a.m.** at Hospital Boardroom, Level 4, **UCSI University Springhill Campus**, **Port Dickson**

ATTENDEES:

UCSI UNIVERSITY COUNCIL MEMBERS	
1. Dato' Peter T. S. Ng, FASc **[PN]** Founder and Executive Chairman of UCSI Group	Chairman
2. Prof. Datuk Ir. Ts. Dr. Siti Hamisah Tapsir, FASc **[HT]** Vice Chancellor and President, Group Chief Executive Officer	Member
3. Academician Prof. Emeritus Tan Sri Dr. Omar Abdul Rahman **[OAR]**	Member
4. Academician Tan Sri Dr. Salleh Mohd Nor, FASc (Online) **[SN]**	Member
5. Academician Datin Paduka Setia Dato' Dr. Aini Ideris, FASc **[DA]**	Member
6. Dr. Rosli Mai Lam **[RL]**	Member
7. Assoc. Prof. Tang Chong Ming **[TM]**	Member
8. Mr. Christopher Byran Ng **[CN]**	Member
9. Senior Prof. Dr. P'ng Tean Hwa, FASc **[PH]**	Member

UCSI UNIVERSITY COUNCIL PRESENTERS [MEMBERS OF THE TOP MANAGEMENT TEAM]
1. Prof. Ir. Dr. Jimmy Mok Vee Hoong **[JM]**   Pro Vice-Chancellor (Springhill Campus)
2. Mdm. Mukvinder Kaur Sandhu **[MS]**   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]**   Provost (Bangladesh Branch Campus)
5. Distinguished Prof. Dr. Phang Siew Moi, FASc **[PM]**   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

UCSI UNIVERSITY COUNCIL 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. Asst. Prof. Dr. Loh Yue Fang **[LF]** Dean, Faculty of Business and Management
6. Assoc. Prof. Dr. Cheong Ku Wing **[CW]** Head of Research and Postgraduate Studies, Institute of Music

BY INVITATION: STUDENT COUNCIL
1. Nil

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

LIST OF ABBREVIATIONS

AMO	Academic Management Office
BC	Bangladesh Campus
BoD	Board of Directors
BoS	Board of Studies
CAQA	Center for Academic Quality and Assurance
CBIIM	Centre for Business Informatics and Industrial Management
CEC	China Engagement Centre
CEO	Chief Executive Officer
CERVIE	Centre of Excellence for Research, Value Innovation and Entrepreneurship
CSD	Computer Service Department
FAS	Faculty of Applied Sciences
FBM	Faculty of Business and Management
FETBE	Faculty of Engineering, Technology and Built Environment
FHTM	Faculty of Hospitality and Tourism Management
FMHS	Faculty of Medicine and Health Sciences
FOSSLA	Faculty of Social Sciences and Liberal Arts
FPS	Faculty of Pharmaceutical Sciences
GBS	UCSI Graduate Business School
GEO	Global Engagement Office
IASDA	Institute of Computer Science and Digital Innovation
ICAD	De Institute of Creative Arts and Design
IISDS	International Institute of Science Diplomacy Sustainability
IMUS	Institute of Music
IO	International Office
IoL	Institute of Languages
KLC	Kuala Lumpur Campus
LD	Legal Department
OADVCQA	Office of Associate DVC for Quality Assurance
OB	Office of Bursar
ODL	Open and Distance Learning
ODVCAI	Office of DVC Academic and Internationalization
ODVCRPGS	Office of DVC Research and Postgraduate Studies
OGCA	Office of Group Corporate Affairs
OGHR	Office of Group Human Resources
OGLM	Office of Group Logistics Management
OGS	Office of Group Strategic
OGSIA	Office of Group Sustainability and Internal Audit
OPS	Office of Postgraduate Studies
OR	Office of Registrar
OVCP	Office of Vice Chancellor and President
PRE-U	Pre-U Studies
SAA	Student Affairs and Alumni
SABE	School of Architecture and Built Environment
SC	Sarawak Campus
SHC	Springhill Campus
SM	Senate Meeting
SMM	Senior Management Meeting
SO	Secretariat Office
TMM	Top Management Meeting
UCM	University Council Meeting

NO	PARTICULARS
1.0	**ADMINISTRATIVE MATTERS**
1.1	Official Welcome Address by the Chairman
	1.1.1 Meeting Convened Following Quorum Confirmation
	1.1.2 PN Expresses Gratitude to University Council and Highlights Springhill Campus
1.2	Confirmation of Minutes of the UCSI University Council Meeting **No. 02/2024**
	1.2.1 The motion to approve the minutes of the previous meeting, held on June 26, was initiated by PN and seconded by SN. The minutes were approved without any amendments.
1.3	Matters Arising from Minutes of the UCSI University Council Meeting **No. 01/2024**
	1.3.1 Microwave and Toaster Availability in Block A
	1.3.2 Submission of Meeting Report via E-Circulation
	1.3.3 (A) ICSDI Cybersecurity Lab and (B) UCSI Hackathon Cyber Security Beyond Thinkable
	1.3.4 (A) Amendments to Statute 8 and (B) Amendments to UCSI University Statutes
	1.3.5 Roadmap for Electricity and Petrol Usage Plans
1.4	Matters Arising from Minutes of the UCSI University Council Meeting **No. 02/2024**
	1.4.1 Honouring the Late Dato' Mohd Karim and the Late Tan Sri Musa
	1.4.2 Phase out Outdated Programmes & Relocating of ICAD to CMC
	1.4.3 Implementation of the Face Recognition System
	1.4.4 Production of Subject-Attendance Lists
	1.4.5 Focusing on Pontianak, West Kalimantan

	1.4.6 Meeting to Improve QS Ranking for Citation	
	1.4.7 Integrity Unit Deliberation	
1.6	UCSI University Council E-Circulation	
	1.5.1. Proposed Appointment	
	1.5.2 Proposed Appointments	
	1.5.3 Proposed Statute	
	1.5.4 Proposed New Policy	
	1.5.5 Meeting Summary Report	
	1.5.6 Proposed Appointment	
	1.5.7 Proposed New Policy	
	1.5.8 Amendments to Statutes	
2.0	**OFFICE OF VICE CHANCELLOR AND PRESIDENT & GROUP CHIEF EXECUTIVE OFFICER**	
2.1	HT presented the Quarter 3 Progress Report and Way Forward.	
3.0	**OFFICE OF BURSAR**	
3.1	WF presented the Summary of August 2024 Financials.	
4.0	**APPROVALS & ENDORSEMENTS**	
4.1	LF from Faculty of Business and Management sought endorsement for the Proposed Establishment of UCSI Bloomberg Financial Lab, which was approved by the Top Management Meeting on March 11, 2024.	
4.2	LF from Faculty of Business and Management sought endorsement for the Proposed Venue for Bloomberg Financial Lab, which was approved by the Top Management Meeting on August 12, 2024.	

4.3	LF from Faculty of Business and Management sought endorsement for the Proposed Layout for Bloomberg Financial Lab, which was approved by the Top Management Meeting on September 2, 2024.
4.4	LF from Faculty of Business and Management sought endorsement for the Proposed Bloomberg Subscription for Bloomberg Financial Lab, which was approved by the Top Management Meeting on July 15, 2024.
4.5	LF from Faculty of Business and Management sought endorsement for the Proposed Bloomberg Installation Fees for Bloomberg Financial Lab, which was approved by the Top Management Meeting on September 2, 2024.
4.6	LF from Faculty of Business and Management sought endorsement for the Proposed Hardware Specifications, Requirements and Costing for Bloomberg Financial Lab, which was approved by the Top Management Meeting on September 2, 2024.
4.7	RL from Office of Group Corporate Affairs sought approval for the Proposed Renovation Works for the UCSI eSports Arena. The establishment of the eSports Arena was approved by the Top Management Meeting on June 25, 2024.
4.8	CW from the Institute of Music sought endorsement for the Proposed Establishment of the China-Malaysia Music and Cultural Research Center, which was approved by CERVIE on September 6, 2024, and subsequently by the Top Management Meeting on September 9, 2024.
5.0	**BRANCH CAMPUSES**
5.1	Springhill Campus
	5.1.1 JM presented the Springhill Campus Report.
5.2	Sarawak Campus
	5.2.1 MS presented Sarawak Campus Report.
5.3	Bangladesh Campus
	5.3.1 CJ presented the Bangladesh Campus Report.
6.0	**OFFICE OF DVC ACADEMIC AND INTERNATIONALISATION**
6.1	RY presented the Academic Management Report.
6.2	KT presented the Student Affairs and Alumni Report.
7.0	**OFFICE OF RESEARCH AND POSTGRADUATE**

7.1	PM presented the Research and Postgraduate Report.
8.0	**OFFICE OF ASSOCIATE DVC (QUALITY ASSURANCE)**
8.1	LK presented the Self-Accrediting University Statues Report.
9.0	**OFFICE OF GROUP HUMAN RESOURCES**
9.1	KA presented the Total Number of Staff Report (as of August 2024).
10.0	**OFFICE OF REGISTRAR**
10.1 - 10.2	KA also presented the next convocation ceremony and UCSI University Council Meeting dates.
11.0	**OFFICE OF GROUP SUSTAINABILITY AND INTERNAL AUDIT**
11.1	LS presented the Sustainability Development Goals Report.
12.0	**OFFICE OF GROUP CORPORATE AFFAIRS**
12.1	RL presented the Group Corporate Affairs Report.
13.0	**OFFICE OF GROUP STRATEGIC**
13.1	SF presented the Student Enrolment and Global Engagement Report.
14.0	**OTHER MATTERS**
14.1	SN congratulated PN on being elected as a Fellow of the Academy of Sciences Malaysia in the Industry and Technology category.

ADJOURNMENT:
The meeting was adjourned at **1:10p.m.** with a vote of thanks from the Chairman.

RECORDED BY:
Parveen Kaur Gill
Manager, Secretariat Office