SAMPOERNA UNIVERSITY
STANDING COMMITTEE ON ADMINISTRATIVE AFFAIRS
MINUTES

NOTICE IS HEREBY GIVEN THAT the Sampoerna University Standing Committee on Administrative Affairs **Meeting 004.AY2021-2022** was virtually held on 07 January 2022, Friday, 13:30. The meeting has established the quorum as voting members attended it with the following details:

1. Attendance at Meeting

Committee Members	
Endriyani Widiastuti (**EW**) - Chair	Absent
Elan Merdy (**EM**)	Absent
Dr. Farid Triawan (**FT**)	Present
Grhadini Lukitasari Tasya (**GLT**)	Present
Andrey Hasiholan Pulungan (**AHP**)	Present
Eko Sulistyo (**ES**)	Present
Desyarti Safarini (**DS**)	Present
Rahajeng Tyas Astari (**RTS**)	Present
Triana Sulaiman (**TS**) – Secretary	Present

Present, Absent, Proxy, Expert

Guests	
Guruh Tri Nugroho (**GTN**)	Additional Member of Ad hoc Team for Facility

Note

Meeting was chaired by	
Grhadini Lukitasari Tasya (**GLT**)	As mandated by Ibu Endriyani Widiastuti

2. Discussion

	Agenda	Discussion	Action	Vote
2.1	Updates for Working Groups	Progress report on framework	The draft Manuals from HR and Campus Community will be sent for proofreading and finalization	NA
2.1	SU Framework Tracking	Policies Updates	Technology Replacement Policy and Data Security & Integrity will be sent to University Executive Meeting	NA

* Results of votes taken (i.e. MSC= moved, seconded carried or MSF=moved, seconded, failed or MST=moved, seconded, tabled)

3. Minutes Prepared By:
Triana

4. Approval of Minutes for January 2022
Minutes were approved as amended.

5. Next Meeting Date
25 February 2022

6. Attachments
6.1. Meeting Attendance

Meeting Attendance – 07 January 2022

No.	Name	Sign	
1.	Endriyani Widiastuti	Absent	
2.	Elan Merdy		Absent
3	Andrey Hasiholan Pulungan	Present	
4.	Desyarti Safarini		Present
5.	Dairion	Absent	
6.	Eko Sulistyo		Present
7.	Farid Triawan	Present	
8.	Grhadini Lukitasari Tasya		Present
9.	Guruh Tri Nugroho	Present	
10.	Rahajeng Tyas Astari		Present
11.	Triana	Present	