

SAMPOERNA UNIVERSITY

UNIVERSITY EXECUTIVE MEETING

MINUTES

NOTICE IS HEREBY GIVEN THAT the Sampoerna University on University Executive Meeting AY 2023-2024 was held virtually on **Thursday, September 5, 2024** (Jakarta Time) at SU and on MS Teams. The meeting has established the quorum as voting members attended it with the following details:

1) Attendance at Meeting *(add rows as necessary)*

Committee Members		
Marshall Schott	MS	<i>Present</i>
Wahdi Salasi April Yudhi*	WY	<i>Present</i>
Soepriyatna	SP	<i>Present</i>
Endriyani Widyastuti	EW	<i>Present</i>
Elan Merdy	EM	<i>Regret</i>
Lauren Clarke	LC	<i>Present</i>
Antonius Siahhaan	AS	<i>Regret</i>
Surya D. Liman	SDL	<i>Present</i>
Erik H. Krauss	EK	<i>Present</i>
Ade Iva Murty	AIM	<i>Present</i>
Christianus I.W.E. Budiarta	CIWEB	<i>Present</i>
Novi Kusumaningrum	NK	<i>Present</i>
Dorita Setiawan	DS	<i>Present</i>
Lorensia Soegiarto	LS	<i>Present</i>

Present, Absent, Proxy, Expert

**Chair*

Guests		
Maryke Ayu Kinasih	MAK	Executive Secretary
Dian Mayasari	DM	Administrative Assistant
Rahajeng Tyas Astari	RTA	CFO

2) Agenda

AGENDA

University Executive Meeting

Thursday, September 5th, 2024

No.	Particulars	Action	Presented by
1.	Opening by the Chair of the University Executive		
2.	Convene Regular Meeting		
2.1.	Calling the Meeting to Order	Noting	Chair
3.	Verification for Quorum		
3.1.	The Chair (directly or through a delegate) verifies a quorum	Approval	Chair
4.	Consent Agenda		
4.1	Minutes of Previous Meeting Approved as presented	Noting	Chair
5.	Special Announcement & Reports		
5.1	SC on Academic Affairs		
5.1.1.	CS Roadmap Update	Approval	SOE, IS
6.	Items for Consideration		
6.1	FOB Update	Noting	AS
6.2	Update from VRIR		
6.2.1.	SOP for institutional partnerships agreement.	Noting	LC
6.2.2.	Update on new grants		
6.2.1.	Update on Refugee Pathway Program		
6.3	Update on NECHE	Noting	MS
7.	New Business		Chair
8.	Adjourning the Meeting		Chair

3) Discussion

Agenda	Discussion	Action	Vote	Vote Result
Verification for Quorum	The quorum is sufficient to start the meeting.			
Consent Agenda	Minutes of UE meeting on August 15th, 2024 is approved.			
Special Announcement & Reports				
CS Roadmap Update	[SOE] We are proposing for approval for the CRCS Roadmap update. CRCS is required to have a map that reflects our goal for 2021-2030. [IW] We divided the roadmap into 3 parts, the CS Direction, CS Focus and Output. The roadmap can be seen in the file attachment. CS focus and output remain the same from 2021 to 2030. [MS] We need to build an internal research plan and add the impact for students. [IW] We will revise and add the item suggested by Dr. Schott to our roadmap.	- University Senate for noting; - Rector's Decree	Motion: WSAY Seconded: SOE Aye: EW, LS, EK, NK, PP, AIM, LC, CIWEB, DS, SDL Nay: -	In Favor – Aye (All member) Oppose – No (none) The ayes have it, and the motion is carried. We will have the CS Roadmap Update. [MSC]
Items for Consideration				
FOB Update	[AS] The Faculty of Business is now processing the license for Recognized Prior Learning (RPL). So we will be able to accept students other than the regular high school graduate. This is to diversify our program. We will launch this in Accounting Study Program. [AS] FOB is also planning to establish the Business Incubator Unit from Management study program. I would like to request that we have some space for Business Incubator unit.			

Agenda	Discussion	Action	Vote	Vote Result
	• [MS] I want to refer Dr. Clarke to discuss with Pak Toni regarding NECHE's credit rules about prior learning. We need to align what DIKTI and NECHE required for the prior learning. We need to have university policy about it, so it can be aligned. • [LC] I can bring the criteria to the next meeting and will discuss them with Pak Toni first • [AS] We will try to align the criteria from NECHE, DIKTI as well as SU policies and hopefully this program can be launched in the next academic year. • [NK] Currently, we are revising our transfer credit policy. We will take detail on prior learning from this policy and will create a separate policy for prior learning. So, the new transfer policy only regulates student mobility. • [SOE] Once the academic paper on this program is ready must be submitted for SCAA approval and then UE's • [SOE] The official MBA program will start in fall 2025 and we are currently waiting to hear from ASU. We already have 1 institution who is interested in joining our MBA class. • [MS] Initially we will submit a substantive change in October or November, so they can consider the December commission meeting. We get the result in January and then we can start recruiting. We can't submit the substantive change until we get the agreement with ASU, because it will regulate our curriculum and price point.			
Update from Vice Rector of International Relations	• [LC] We want to propose the SOP for partnership. Currently, we have a lot of			

Agenda	Discussion	Action	Vote	Vote Result
	agreements without any activities. So, we would like to propose that all partnership must be approved by UE and the requestor must fill out the form. The SOP for partnership is: 1. Complete the proposal template and attachments. 2. Secure approval of unit head (Dean, Director, VR). 3. Unit head presents to the UE for approval. 4. If approved, goes to the Rector or President for signature. 5. Proposals should have pilot time periods to test viability. 6. Approved documents go to Legal Counsel at PSF. • [LC] Currently we have new grants from the US Embassy, Diplomacy Academy and American Corners. • [LC] As you know we have a number of refugee students at SU through internal funding. However, they are not enrolled through SU, they enrolled from our US Partner, Broward and now we're changing that to Keiser and they want to continue their study to UA. However, the UA programs have quota. If there's an empty slot for UA quota, we'd rather have a refugee to be able to take advantage of it and get the credits. Currently, we have 3 students who are interested in doing this.			

Agenda	Discussion	Action	Vote	Vote Result
Update on NECHE	[MS] We have NECHE Data Workshop virtually in October and the annual meeting in December. We will circulate the information on NECHE Data Workshop, so we can send some people.			
New Business				
Graduation Update	[EK] We will have the Graduation Ceremony on Thursday, September 12th, and everything has been set. The graduating class is a lot smaller than last year. Overall, we are on schedule for our graduation preparation.			
Adjourning the Meeting				
The Meeting is adjourned at 10.12 am.				

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

1) Minutes Prepared by:

MAK

2) Approval of Minutes for July 11th, 2024

Minutes were approved as presented.

3) Next Meeting Date

September 5th, 2024