SAMPOERNA UNIVERSITY
UNIVERSITY EXECUTIVE MEETING
MINUTES

NOTICE IS HEREBY GIVEN THAT the Sampoerna University on University Executive Meeting AY 2024-2025 was held virtually on **Thursday, March 6th, 2025** (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	*Regret*
Wahdi Salasi April Yudhi*	WY	*Present*
Surya D. Liman	SDL	*Present*
Endriyani Widyastuti	EW	*Present*
Elan Merdy	EM	*Regret*
Lauren Clarke	LC	*Present*
Soepriyatna	SOE	*Present*
Antonius Siahaan	AS	*Present*
Farid Triawan	FT	*Present*
Erik H. Krauss	EK	*Present*
Ade Iva Murty	AIM	*Present*
Christianus I.W.E. Budiartha	CIWEB	*Present*
Novi Kusumaningrum	NK	*Present*
Lorensia Soegiarto	LS	*Present*
Guruh Tri Nugroho	GTN	*Present*

Present, Absent, Proxy, Expert **Chair*

Guests		
Maryke Ayu Kinasih	MAK	Executive Secretary
Dian Mayasari	DM	Administrative Assistant

2) Agenda

AGENDA

University Executive Meeting

Thursday, March 6th, 2025

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 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	**Standing Committee of Academic Affairs**		
	5.1.1 Task Force for “GenAI Policy”	Noting	SDL
	5.1.2 Task Force for “Standard for Developing, Evaluating & Monitoring PLOs and SLOs”	Noting	SDL
	5.1.3 New Course Code	Approval	SDL
6.	**Items for Consideration**		
6.1	Task Force for SU Strategic Plan 2025-2030	Approval	SOE
6.2	SUSC Update	Noting	GTN
7.	**New Business**		
8.	**Adjourning the Meeting**		**Chair**

3) Discussion

Agenda	Discussion	Vote	Vote Result	Action
Verification for Quorum	• The quorum is sufficient to start the meeting.			
Consent Agenda	• Minutes of UE meeting on February 6th, 2025 is approved.			
Special Announcement & Reports				
Task Force for "GenAI Policy" **(Noting)**	• **[Chair]** The first agenda today is the Task Force for GenAI Policy, this item is for noting only. • **[SDL]** We have 5 members of GenAI policy: 1. Farid Triawan (Chair) 2. Gilang RR Dewa (FET Member) 3. Budi Kurniawan (FoB Member) 4. Vera Syamsi (FoE Member) 5. Ade Iva Wicaksono (FAS Member) 6. Guruh Tri Nugroho (Library Member) • **[SDL]** Pak Farid will start the discussion about guidelines regarding generative AI. We are planning to use this policy at the beginning of next semester.			
Task Force for "Standard for Developing, Evaluating & Monitoring PLOs and SLOs" **(Noting)**	• **[Chair]** Next agenda is the Task Force for "Standard for Developing, Evaluating & Monitoring PLOs and SLOs". This item is for noting only and will be presented by Pak Surya. • **[SDL]** The formation for this task force because we are moving toward outcome-based education, we need to have a general policy on how we measure our PLO and SLOs. • **[SDL]** The members of this task force are: 1. Djati Wibowo (Chair)			

Agenda	Discussion	Vote	Vote Result	Action
	2. Surya D. Liman (Member) 3. Soepriyatna (Member) 4. Desyarti Safarini (Member)			
New Course Code **(Approval)**	• **[Chair]** Next agenda is also from Pak Surya on New Course Code and this item is for approval. • **[SDL]** This proposal seeks your approval to approve a new course "GSKL" that is a code for General Soft Skill. • **[SDL]** One of the reasons we need to have this new course code is to accommodate MBKM, because we often face difficulty when we try to convert to our normal courses. • **[SDL]** The GSKL courses do not carry grades ABCD, they only "*pass*" or "*fail*" and it will not effect the GPA, it will effect the number of credit hours taken. • **[SDL]** This new course code proposal is already approved in the SCAA Meeting.	Motion: WSAY Second: SDL Aye: SOE, EW, LS, LC, EK, AS, AIM, CIWEB, NK, LC, GTN, FT Nay: -	In Favor – Aye (All member) Oppose – No (none) The ayes have it, and the motion is carried. We will have **New Course Code** **[MSC]**	
Items for Consideration				
Task Force for SU Strategic Plan 2025-2030 **(Approval)**	• **[Chair]** We will move on to items for consideration. The first one is the Task Force for SU Strategic Plan, which will be presented by Pak Pri for approval. • **[SOE]** This is the member of SU Strategic Plan 2025-2030 Task Force: 1. Dr. Soepriyatna (Chair) 2. Dr. Surya Liman 3. Dr. Lauren Clarke 4. Endriyani Widyastuti 5. Lorensia Soegiarto	Motion: WSAY Second: SOE Aye: SDL, EW, LS, EK, AS, AIM, CIWEB, NK, LC, GTN, FT	In Favor – Aye (All member) Oppose – No (none) The ayes have it, and the motion is carried. We will have **Task Force for SU Strategic Plan 2025-2030**	Issue Rector's Decree.

Agenda	Discussion	Vote	Vote Result	Action
	6. Erik Krauss 7. Farrah Mahdaly 8. Anak Agung Ngurah Perwira Redi 9. Desyarti Safarini 10. Rahajeng Tyas Astari 11. Maryke Ayu Kinasih • **[SDL]** We have been working to develop our Strategic Plan and for the governance, we seek your approvals to issue a rector's decree for this task force.	Nay: -	**[MSC]**	
SUSC Update **(Noting)**	• **[Chair]** Our next item for consideration is the SUSC Update and will be presented by Pak Guruh as noting. • **[GTN]** We want to report to the UE members that Dies Natalis will be held on March 17, 2025 at 4-6pm. We will be using the classrooms on 7th fl and there will be some classes that we will move to other classes, and some will be asynchronous. We will inform these changes to the respected lecturers. • **[AS]** We heard that the MBA will be launched at the Dies Natalis and the material is being prepared by Marketing. ➔ **[SDL]** We are still waiting for the signing of the agreements with ASU. Once the agreement is signed, we can launch MBA at Dies Natalis. But if it's not signed yet until our Dies Natalis, then we will take the MBA launch out from the rundown.			

Agenda	Discussion	Vote	Vote Result	Action
New Business				
Update from VRAA	• **[SDL]** ELEd will have field accreditation assessment from Lamdik on 13-14 March. • **[SDL]** Yesterday we submitted LED and LKPS for Psychology program. • **[SDL]** Academic Program Review (APR) is on going right now for Management, Accounting, IE and VCD.			
Internship for Foreign Students	• **[AS]** We have a concern regarding our internship for foreign students. One of our partners, EY is not accepting the internship from foreign students. ➔ **[SDL]:** Our internship program is actually one of the courses we offer, so basically students don't get paid. If EY has a policy that doesn't accept foreign students, there is nothing we can do because it's the company's policy.			
Adjourning the Meeting				
The Meeting is adjourned at 10.15 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 February 6th, 2025

Minutes were approved as presented.

3) Next Meeting Date

April 3rd, 2025

University Executive

Meeting 022 – AY24/25

March 6th, 2025

Document Name: Meeting Agenda UE022 – AY 24/25 **Date:** March 6th, 2025 **Appendix No:** 1 **Corresponding Agenda Item:** Meeting Agenda
Brief Description of Document: A structured outline that organizes the topics to be discussed in UE meeting. The topic discussed ranges from administrative and academic updates, strategic initiatives and policy reviews, budget/finance overviews, and an open forum for additional topics or concerns. This agenda ensures that meetings are efficient and that all essential matters are addressed.
Relevance of Document: -
History of Document: -
Suggested Action: Noting

SAMPOERNA UNIVERSITY

AGENDA
University Executive Meeting
Thursday, March 6th, 2025

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 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	**Standing Committee of Academic Affairs**		
	5.1.1 Task Force for “GenAI Policy”	Noting	SDL
	5.1.2 Task Force for “Standard for Developing, Evaluating & Monitoring PLOs and SLOs”	Noting	SDL
	5.1.3 New Course Code	Approval	SDL
6.	**Items for Consideration**		
6.1	Task Force for SU Strategic Plan 2025-2030	Approval	SOE
6.2	SUSC Update	Noting	GTN
7.	**New Business**		
8.	**Adjourning the Meeting**		**Chair**

Document Name: Meeting Agenda UE022 – AY 24/25 **Date:** March 6th, 2025 **Appendix No:** 2 **Corresponding Agenda Item:** Task Force for "GenAI Policy"
Brief Description of Document: SU is developing SU GenAI Policy and will appoint task force for the GenAI policy. Members: 1. Farid Triawan (Chair) 2. Gilang RR Dewa (FET Member) 3. Budi Kurniawan (FoB Member) 4. Vera Syamsi (FoE Member) 5. Ade Iva Wicaksono (FAS Member) 6. Guruh Tri Nugroho (Library Member) This Task Force has been approved by SCAA members through SCAA meeting on February 20, 2025.
Relevance of Document:
History of Document: -
Suggested Action: Noting

Gen-AI Guidebook Taskforce

SAMPOERNA UNIVERSITY

- Chair : Farid Triawan
- Member :

1.	Gilang RR Dewa	FET Member
2.	Budi Kurniawan	FoB Member
3.	Vera Syamsi	FoE Member
4.	Ade Iva Wicaksono	FAS Member
5.	Guruh Tri Nugroho	Library Member

Document Name: Meeting Agenda UE022 – AY 24/25
Date: March 6th, 2025

Appendix No: 3
Corresponding Agenda Item: Task Force for “Standard for Developing, Evaluating & Monitoring PLOs and SLOs”

Brief Description of Document:

Formation of Taskforce for “Standards for Developing, Evaluating, and Monitoring PLOs and SLOs.”

Members:

1. Djati Wibowo (Chair)
2. Surya D. Liman (Member)
3. Soepriyatna (Member)
4. Desyarti Safarini (Member)

This Task Force has been approved by SCAA members through SCAA meeting on February 20, 2025.

Relevance of Document:

History of Document:

Suggested Action:
Noting

PLO/SLO Taskforce

- Outcome-Based Education
- Success is measured by students' achievements of outcomes

PLO/SLO Taskforce:

- Chair : Djati Wibowo
- Members :
  1. Surya D. Liman
  2. Soepriyatna
  3. Desyarti Safarini

Document Name: Meeting Agenda UE022 – AY 24/25 **Date:** March 6th, 2025 **Appendix No:** 4 **Corresponding Agenda Item:** SU New Course Code
Brief Description of Document: The need to have General Skills course code to accommodate free form courses or activities from outside Study Program.
Relevance of Document:
History of Document:
Suggested Action: Approval

New Course Code Group (GSKL####)

The need to have General Skills course code to accommodate free form courses or activities from outside Study Program.

Sample of Enrichment Courses

Contoh MK *Freeform (Enrichment Course)*

Mencakup beragam kegiatan berupa MK atau aktivitas yang dapat dipenuhi oleh mhs dari kegiatan di luar program studi

No.	Nama MK	Nama Inggris	SKS	SKS Aktual
1	Pengembangan Talenta	Talent Development	2(0-2)	0 - 2
2	Manajemen Even	Event Management	2(0-2)	0 - 2
3	Pembelajaran Emosi & Sosial	Social & Emotional Learning	2(0-2)	0 - 2
4	Komunikasi dan Kerjasama Tim	Communication & Teamwork	2(0-2)	0 - 2
5	Kepemimpinan Inklusif	Inclusive Leadership	2(0-2)	0 - 2
6	Empati dan Kecerdasan Emosial	Empathy & Emotional Intelligence	2(0-2)	0 - 2
7	Pengambilan Keputusan Efektif	Effective Decision Making	2(0-2)	0 - 2
8	Pemecahan Masalah Kompleks	Complex Problem Solving	2(0-2)	0 - 2
9	Kewirausahaan Sosial	Sociopreneurial Mindset	2(0-2)	0 - 2
10	Berpikir Kritis dan Kreatif	Creative & Critical Thinking	2(0-2)	0 - 2
11	Strategi Negosiasi	Negotiation Strategy	2(0-2)	0 - 2
12	Etika Profesional	Professional Ethics	2(0-2)	0 - 2

Source: Presentasi Belmawa, 2023

SU Soft Skills Code

Code	Course Name	Credit	Proposed by
GSKL3201	Communication and Teamwork	2	ELEd & VCD
GSKL3202	Diversity and Multiculturalism	2	ELEd
GSKL3303	Professional Experience	3	ELEd & VCD
GSKL3304	Talent Development	3	ELEd & VCD

Document Name: Meeting Agenda UE022 – AY 24/25
Date: March 6th, 2025

Appendix No: 5
Corresponding Agenda Item: Task Force for SU Strategic Plan 2025 – 2030

Brief Description of Document:

SU is developing its Strategic Plan and will appoint the following members:

1. Dr. Soepriyatna (Chair)
2. Dr. Surya Liman
3. Dr. Lauren Clarke
4. Endriyani Widyastuti
5. Lorensia Soegiarto
6. Erik Krauss
7. Farrah Mahdaly
8. Anak Agung Ngurah Perwira Redi
9. Desyarti Safarini
10. Rahajeng Tyas Astari
11. Maryke Ayu Kinasih

Relevance of Document:

History of Document:

Suggested Action:
Approval

Taskforce for Strategic Plan 2025-2030

SAMPOERNA UNIVERSITY

- Chair : Dr. Soepriyatna
- Secretary : Maryke Ayu Kinasih
- Members:
  1. Dr. Surya Liman
  2. Dr. Lauren Clarke
  3. Erik Krauss
  4. Endriyani Widyastuti
  5. Lorensia Soegiarto
  6. Desyarti Safarini
  7. Anak Agung Ngurah Perwira Redi
  8. Rahajeng Tyas Astari
  9. Farrah Mahdaly

Document Name: Meeting Agenda UE022 – AY 24/25 **Date:** March 6th, 2025 **Appendix No:** 6 **Corresponding Agenda Item:** SUSC Update
Brief Description of Document: Updates on upcoming Dies Natalis celebration.
Relevance of Document:
History of Document:
Suggested Action: Noting

SAMPOERNA UNIVERSITY

12th Dies Natalis

Quality Starts from Within

MARCH

MONDAY **17** 4 - 6 PM

2025

Date

Monday, March 17, 2025

Time

16.00 – 18.00

Venue

7th floor

Time			Duration	Activity
10:00	-	11:00	1:00	Rehearsal
15:00	-	15:30	0:30	Preparation
15:30	-	15:50	0:20	Registration
15:50	-	16:00	0:10	Opening
16:00	-	16:05	0:05	Remarks from PSF
16:05	-	16:10	0:05	Remarks from President of SU
16:10	-	16:15	0:05	Remarks from Rector of SU
16:15	-	16:25	0:10	Congratulatory video Internal
16:25	-	16:35	0:10	Academic Oration
16:35	-	16:45	0:10	Congratulatory video External
16:45	-	16:50	0:05	Announcement POTSU's Innovation Award
16:50	-	16:55	0:05	Announcement Teaching Excellence Award
16:55	-	17:25	0:30	Talkshow
17:25	-	17:45	0:20	QnA session
17:45	-	17:50	0:05	Giving token of appreciation/photo
17:50	-	18:00	0:10	Prayer
18:00	-	18:05	0:05	Closing & Survey Filling
18:05	-	~	~	Breakfasting and dinner

Layout

7F.05																		7F.04	7F.03									
	F1	F2	F3	F4	F5									SOFA		PODIUM								F71	F72	F73	F74	F75
	F6	F7	F8	F9	F10																			F76	F77	F78	F79	F80
	F11	F12	F13	F14	F15	VIP 36	VIP 29															VIP 25	F55	F81	F82	F83	F84	F85
	F16	F17	F18	F19	F20	VIP 35	VIP 28															VIP 24	F56	F86	F87	F88	F89	F90
						F41	VIP 34	VIP 27													VIP 23	VIP 39	F57					
	F21	F22	F23	F24	F25	F42	F43	VIP 32	VIP 26											VIP 22	VIP 38	F58	F59	F91	F92	F93	F94	F95
	F26	F27	F28	F29	F30	F44	F45	F46	VIP 31	MC 1	MC 2	VIP 1	VIP 7		VIP 13	VIP 8	VIP 30	Moderator		VIP 37	F60	F61	F62	F96	F97	F98	F99	F100
	F31	F32	F33	F34	F35	F47	F48	F49	F50	VIP 2	VIP 3	VIP 4	VIP 5		VIP 9	VIP 10	VIP 11	VIP 12		F63	F64	F65	F66	F101	F102	F103	F104	F105
	F36	F37	F38	F39	F40	F51	F52	F53	F54	VIP 20	VIP 21	VIP 18	VIP 19		VIP 14	VIP 15	VIP 16	VIP 17		F67	F68	F69	F70	F106	F107	F108	F109	F110
		TOTAL VIP :	36			MC & Moderator :	3																					
		TOTAL FREE :	110			TOTAL SEAT :	149							OPERATOR														

Room will be used: 7F-02 – 7F-06

Room Setup starts at 10.00 AM

7F-02 and 7F-06 will be setup during the event

Class Adjustment

Time	Course Owner	Course Name	Lecturer	Room	Scheduled / Asynchronous
09:30-10:45	Industrial Engineering	Supply Chain Management – A*	Surya Danusaputro Liman	7F-05	Reschedule – 19F-18
10:00-12:30	Accounting	Corporate Risk Management - A	Antonius Siahaan	7F-04	Online / Asynchronous
11:00-12:15	General Education	General Biology - B	Cut Malahayati	7F-03	Online / Asynchronous
11:00-12:15	Mechanical Engineering	Dynamics of Machines - A	Farid Triawan	7F-05	Online / Asynchronous
13:00-15:30	Management	Analytical Methods for Business - A	Muhril Ardiansyah	7F-03	Online / Asynchronous
13:00-15:30	Accounting	Statistical Programming - A	Kenny Fernando	7F-04	Online / Asynchronous
13:00-15:30	Management	Basic Operations Management - B	Sentot Basuki Prayitno	7F-05	Online / Asynchronous
16:00-17:15	General Education	General Biology - C	Iwan Setiawan	7F-02	Asynchronous
16:00-17:15	Computer Science	Artificial Intelligence - A	Gilang Raka Rayuda Dewa	7F-05	Asynchronous

*This is the only class that can be rescheduled due to the available time