27 March 2009

Dr Vikneswaran Nair Sehkaran
Present

Dear Dr Vikneswaran Nair

Appointment as Secretary, Research & Scholarly Development Committee

We are pleased to inform you that you have been appointed as a Secretary of the Research & Scholarly Development Committee. This appointment is for a period of one (1) year, effective from 1 January 2009 to 31 December 2009.

The Chairperson of the Committee is Dr Patrick Kee Peng Kong.

The other members of the Committee are:

Dr Logendra Stanley – Teaching & Learning
Dr Mushtak Talib - Engineering
Dr Wong Kong Yew - Hospitality & Tourism
Dr Lokasundari Narayanaswami - Communication
Mr Sanath Sukumaran – Computing & IT
Pn Norhayati Hussain – Architecture & Design
Mr Prasad Chunduri – Biomedical

The Chairperson of the Research & Scholarly Development Committee will communicate directly with you.

We are confident that you will participate actively and positively towards creating a scholarly environment in Taylor’s University College/ Taylor’s College.

Yours sincerely

Prof. Dato' Dr Hassan Said
Vice Chancellor/ President

c.c. Group Human Resources
RESEARCH/SCHOLARLY DEVELOPMENT COMMITTEE (RSDC)
TAYLOR'S UNIVERSITY COLLEGE
Terms of Reference [Modified on 1 January 2009]

The Terms of Reference for the committee is as follows:

1. Membership

1.1 Composition
The committee comprises members who are appointed by the Vice
Chancellor/President of Taylor's University College. The committee comprises:

i. Dr Patrick Kee (Chairman)
ii. Dr Vikneswaran Nair (Secretary)

Members
i. Dr Logendra Stanley Ponniah – Teaching & Learning
ii. Dr Mushtak Talib - Engineering
iii. Dr Wong Kok Yew - Hospitality & Tourism
iv. Dr Lokasundari Narayanaswami - Communication
v. To be advised - Business
vi. Mr. Sanath Sukumaran – Computing & IT
vii. Pn. Norhayati Hussain – Architecture & Design
viii. Mr. Prasad Chunduri – Biomedical

The Chairman of the Committee may invite any person(s) to attend a meeting for
general or specific input.

1.2 Term of Appointment
The members of the RSDC are appointed by the Vice Chancellor/President of
Taylor's University College and may be re-appointed. The term of appointment is
for a period of one year beginning from 1 January and ends on 31 December.

1.3 Chair
The Chairman of RSDC shall preside at all meetings. In his absence, any such
person nominated by the Chairman shall chair a meeting of the Committee.

2. Quorum

Six (6) members of the committee (including the Chairman) present shall constitute
the quorum.

3. Abstention

If there is a research application/proposal from one of the committee members,
he/she will have to abstain from sitting in the meeting that will deliberate his/her
research application/proposal.