

CHST/25/02 CHST Meeting Minutes (2025)**Meeting of Centre of Healthcare Science and Technology**

Date	2 September 2025 (Tuesday)
Time	2 pm – 3pm
Venue	Online

Attendance

Members Present		2 September 2025	Jan – Dec (2025)
1.	Ir. Dr. Chee Pei Song (Chairman)	1	2/2
2.	Ir. Dr. Goh Choon Hian (Treasury)	1	2/2
3.	Dr. Tan Lee Fan	1	2/2
4.	Dr. Tang Pek Yee	1	2/2
5.	Dr. Kwan Ban Hoe	1	2/2
6.	Mr. Chong Yu Zheng	1	2/2
7.	ChM. Ts. Dr. Tee Shiau Foon	1	2/2
8.	Ts. Dr. Kong Sing Guan	1	2/2
9.	Dr. Mok Siew Ying	1	2/2
10.	Dr. Chan Siow Cheng	1	2/2
11.	Ts. Dr. Humaira Nisar	1	1/2
12.	Dr. Tee Yee Kai	1	1/2
13.	Dr. Tan Chun Hui (Webmaster/ LinkedIn)	1	1/2
14.	Ts. Dr. Loo Joo Ling	1	1/2
Absent with Apology			
1.	Ms. Kamala Krishnan	0	1/2
2.	Premala Krishnan	0	1/2
3.	Ms. Tan Yin Qing	0	1/2
4.	Ir. Ts. Dr. Hum Yan Chai	0	1/2
5.	Ts Dr Saw Seow Hui	0	0/2
6.	Ir. Dr. Danny Ng Wee Kiat	0	0/2
Absent			
1.	Dr. Chang Jing Jing	0	0/2
2.	Dr. Ahmed Waleed Khalid Hendi	0	0/2

Meeting Minutes

Agenda	Minutes	Action
25/02-001	<p><u>Opening remarks by CHST Chairman:</u></p> <p>Chairperson welcomed members and acknowledged everyone's commitment despite busy schedules.</p> <p>Introduction of new affiliate member, Dr. Saw Seow Hui.</p>	All
25/02-002	<p><u>Confirmation of previous meeting minutes</u></p> <p>The meeting proceeded with confirmation of the minutes from the previous meeting held <u>on 19 March 2025</u>. Members were directed to access the minutes through the provided link:</p> <p>Link: https://tinyurl.com/5h9dsrfd</p> <p>It was noted that there were no amendments or corrections to be made to the minutes.</p>	All
24/02-003	<p><u>CHST account updates</u></p> <p>The Chairman reminded members that the Centre Operational Account (Vote: 6203/017) has RM5,000 available per cycle and can be used for travel, refreshments, souvenirs, and promotional expenses. He emphasized that IPSR now enforces stricter rules, limiting claims to activities involving only CHST members. If students are included, events must go through faculty channels. Members were encouraged to adopt the practice of claiming refreshments for centre members and speakers to secure approval.</p> <p>The details were summarized as follows:</p> <p>a. Center Operational Account (vote: 6203/017)</p> <p>Link for application: https://shorturl.at/0IHuV</p> <p>Report Submission: https://tinyurl.com/mtmtjhrp</p> <p>The following expenditures ARE ELIGIBLE under the Research Centre allocation and administrative activities organized by the Research Centre members:</p> <ul style="list-style-type: none"> a) Traveling incurred to meet industry/collaborators, b) Refreshment such as tea breaks for the meet or seminars organized for the member of the research centre. c) Souvenirs or honorarium (max. RM200.00) for speakers/guests. d) Meal expenses for entertaining external speakers, collaborators and visitors. e) Promotional expenses for networking purposes, e.g posters, brochures. <p>On the Centre Excellent Award Account (Vote: 6297/001), the Chairman reiterated that the fund can support hiring of</p>	All

	<p>PRA/SA/RSS for two months, postgraduate conference participation (with prior IPSR approval), and purchase of chemicals and equipment. He stressed the importance of students preparing conference reports for LinkedIn and the CHST webpage to enhance visibility. Budget updates were provided for each working group, noting pending applications and remaining balances. The details were summarized below:</p> <p>b. Center Excellent Award Account (vote: 6297/001) Link: https://rb.gy/3fqjv</p> <p>The following ARE ELIGIBLE:</p> <ul style="list-style-type: none"> a) To hire Project Research Assistant (PRA)/SA/RSS for RM 1200/month for a project parked under CHST. Maximum 2 months/project, bridging fund to support new or old postgraduate students parked under CHST. b) To support postgraduates to attend conferences. The postgraduate student is required to submit a report and the approval letter from IPSR for the claiming purpose. c) To purchase chemicals and equipment- Research Cluster <table border="1"> <thead> <tr> <th>Working Group</th><th>Applicant</th><th>Budget</th><th>Status</th><th>Remaining</th></tr> </thead> <tbody> <tr> <td rowspan="2">Brain</td><td>Dr Tee Shiau Foon</td><td>10,000</td><td>Granted</td><td rowspan="2">10,000</td></tr> <tr> <td>Dr Tang Pek Yee & Dr Mok Siew Ying</td><td>20,000</td><td>Granted</td></tr> <tr> <td rowspan="2">Signal Processing</td><td>Prof. Humaira Nisar</td><td>11,185.30</td><td>Granted</td><td rowspan="2">19,309.70</td></tr> <tr> <td>Prof. Humaira Nisar</td><td>9,505</td><td>Granted</td></tr> <tr> <td>Sensors and Robotic</td><td>Dr. Kwan Ban Hoe</td><td>40,000</td><td>Pending</td><td>40,000</td></tr> <tr> <td>Biomechanics</td><td>Dr. Chan Siow Cheng</td><td>40,000</td><td>Granted</td><td>0</td></tr> </tbody> </table>	Working Group	Applicant	Budget	Status	Remaining	Brain	Dr Tee Shiau Foon	10,000	Granted	10,000	Dr Tang Pek Yee & Dr Mok Siew Ying	20,000	Granted	Signal Processing	Prof. Humaira Nisar	11,185.30	Granted	19,309.70	Prof. Humaira Nisar	9,505	Granted	Sensors and Robotic	Dr. Kwan Ban Hoe	40,000	Pending	40,000	Biomechanics	Dr. Chan Siow Cheng	40,000	Granted	0	
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25/02-004	<p>Matter Arising</p> <p>The Chairman emphasized the importance of KPI submissions. He informed members that individual KPI scores will be circulated before system entry, and members were encouraged to consolidate publications and grants under CHST for proper recognition. Achievements for 2024–2025 included active postgraduate supervision, significant external funding, strong publication output, and collaborative activities. The link for KPI can be obtained from our dropbox folder.</p> <p>Link for Submisison of RC KPI: https://tinyurl.com/3fnsb6c4</p> <p>In terms of website, Dr. Tan Chun Hui presented the ongoing renovation of the CHST webpage. The Chairman highlighted that the new design allows sorting of publications by year and type and urged members to enter proper DOIs in the Web2 system to streamline updates.</p>	All																															

25/02-005	<p>Outreach</p> <p>The Chairman informed the members of upcoming outreach activities and opportunities for research collaboration:</p> <p>The Chairman emphasized the upcoming visit of Assoc. Prof. Hou Han Wei (NTU) on 8 September 2025, encouraging members to attend and share 2–3 slides on their research to foster collaboration. Lunch will be provided, and attendance will be recorded via a Google Form. The details are summarized below:</p> <p>Visitation of Assoc Prof Hou Han Wei from NTU</p> <p>Date: 08 September 2025 Research Area: BioMicroSystems Link: Itenerary- https://tinyurl.com/4jfjn238 Collaborative opportunities: co-supervise postgraduate students, research</p> <p>Chairman also reminded members about the Malaysia Science Endowment (MSE) programme, which closes on 30 October 2025. The Chairman stressed that applications require HoD approval and align with themes such as energy storage, advanced materials, blockchain, vaccines, space, and microelectronics. The details are summarized below:</p> <p>Malaysia Science Endowment (MSE)</p> <p>Webpage: https://tm-semibio-stic.nycu.edu.tw/en/home/ Date: 30 October 2025 Duration: 6 months Theme: Energy storage, Advanced Materials, Block chain</p>	All
25/02-006	<p>Grants</p> <p>The Chairman updated the members on the research grants available for application.</p> <p>(A) Internal Grant: UTARRF</p> <p>The Chairman informed that the internal grant submission is closed. Applications were submitted by Dr. Hum Yan Chai, Prof. Humaira Nisar, and Dr. Tee Shiau Foon.</p> <p>(B) External Grant</p> <p>Chairman stressed importance of aligning research with RMK-13 and 10-10 MySTI Framework.</p> <p>He mentioned that most funds now require TRL 3+ readiness.</p> <p>Discussion with members includes: MCMC Digital Society, TechFund, Crest, PRGS, FRGS, Malaysia Grand Challenge, MSE (Malaysia–UK, Malaysia–Japan), E-Asia, Horizon EU.</p>	All

	Members were advised to develop core technologies first and map them to national priority areas.	
25/02-007	<p>Other matter (2025 matter)</p> <p>Chairman emphasized on preparing strong proposals ahead of grant openings.</p> <p>Members were encouraged of networking with external collaborators.</p> <p>Meeting adjourned with thanks from Chair.</p>	

Adjournment

There being no other matters, the meeting adjourned at 3:00 pm.

Prepared by:  Secretary Hum Yan Chai Date: 29/09/2025	Approved by:  Chairman Prof. Ir. Dr. Chee Pei Song Date: 01/10/2025
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