

CHST/24/01 CHST Meeting Minutes (2024)

Meeting of Centre of Healthcare Science and Technology

Date	05 March 2024 (Tuesday)
Time	11am-12pm
Venue	FE19 and online for Kampar CHST members

Attendance

Members Present		22 December 2023	Jan – Dec (2024)
1.	Ir. Dr. Chee Pei Song (Chairman)	1	1/1
2.	Ir. Ts. Dr. Hum Yan Chai (Secretary)	1	1/1
3.	Dr. Tan Chun Hui (Facebook)	1	1/1
4.	Ir. Dr. Goh Choon Hian (Treasury)	1	1/1
6.	Dr. Tee Yee Kai	1	1/1
7.	Dr. Tang Pek Yee	1	1/1
8.	Ts. Dr. Loo Joo Ling	1	1/1
9.	Dr. Lee Poh Foong	1	1/1
10.	Mr. Chong Yu Zheng	1	1/1
11.	ChM. Ts. Dr. Tee Shiau Foon	1	1/1
12.	Ts. Dr. Humaira Nisar	1(online)	1/1
13.	Dr. Tan Lee Fan	1	1/1
14.	Ms. Tan Yin Qing	1	1/1
15.	Premala Krishnan	1	1/1
16.	Dr. Chan Siow Cheng	1	1/1

Absent with Apology

1	Ts. Dr. Kong Sing Guan	-	0/1
2	Ms. Kamala Krishnan	-	0/1
3	Dr. Mok Siew Ying	-	0/1
4	Ir. Dr. Danny Ng Wee Kiat (Webmaster)	-	0/1
5	Dr. Kwan Ban Hoe	-	0/1

Absent

1.	Dr. Chang Jing Jing	-	0/1
3.	Dr. Ahmed Waleed Khalid Hendi	-	0/1

Meeting Minutes

Agenda	Minutes	Action
24/001	<p><u>Opening remarks by CHST Chairman:</u></p> <p>The meeting commenced with a warm welcome extended to Dr. Lee Soon Poh, who has joined our team as a CHST Postdoctoral Fellow.</p>	All
23/002	<p><u>Confirmation of previous meeting minutes</u></p> <p>The meeting proceeded with the confirmation of the minutes from the previous meeting held on 22 December 2023. Members were directed to access the minutes through the provided link:</p> <p style="text-align: center;">Link: https://shorturl.at/cmSz8.</p> <p>it was noted that there were no amendments or corrections to be made to the minutes.</p>	All
24/003	<p><u>CHST account updates</u></p> <p>The Chairman updated the members regarding the CHST Operational Account and Excellent Award Account:</p> <ul style="list-style-type: none"> a. Center Operational Account (vote: 6203/017) Link: https://m5.gs/a3VPUW b. Center Excellent Award Account (vote: 6297/001)Link: https://m5.gs/Y0pQNU <p>The Chairperson provided an update to members regarding the utilization of the Center Excellent Award Account. A presentation was given, detailing the allocation and usage of funds for each research group, as presented in the table provided below during the meeting.</p>	All

	Working Group	Applicant	Budget	Status	Remaining	
Brain	Dr Tee Shiau Foon	10, 000	Granted			
	Dr Tang Pek Yee & Dr Mok Siew Ying	20, 000	RDCC Meeting on 21/12/2023		10, 000	
Signal Processing	Prof. Humaira Nisar	9, 505	Granted		30, 495	
Sensors and Robotic	Dr. Kwan Ban Hoe	40, 000	Pending		0	
Biomechanics	Dr. Chan Siow Cheng	40, 000	Granted		0	
Total		119, 505			40, 495	
	It was highlighted that the grant can be utilized to support students during their transition to postgraduate study.					
24/004	<p><u>Executive Committee 2024 and Research Group Leadership.</u></p> <p>(a) Administrative: New Executive Committee 2024</p> <p>The Executive Committee for the year 2024 was announced and confirmed as follows:</p> <p>Secretary: Ir. Ts. Dr. Hum Yan Chai Treasurer: Ir. Dr. Goh Choon Hian Webmaster/LinkedIn: Dr. Tan Chun Hui</p> <p>(b) Research Group (RG) Leadership and Responsibilities</p> <p>The leaders of the research groups were designated as follows:</p> <p>Signal Processing: Ir. Ts. Dr. Hum Yan Chai (Leader) Biomechanics: Dr. Chan Siow Cheng (Leader) Brain: Dr. Tang Pek Yee (Leader) Sensors and Robotics: Dr. Kwan Ban Hoe (Leader)</p> <p>The Chairperson announced a leadership change within the Sensors and Robotics Research Group. Dr. Kwan Ban Hoe will be replacing Ir. Dr. Danny as the leader of the Sensors and Robotics Research Group. The Chairperson expressed gratitude to Ir. Dr. Danny for his contributions as the previous leader of the group.</p>					All

	<p>It was emphasized that the leaders of each research group are responsible for discussing the utilization of funding and the Key Performance Indicators (KPIs) of their respective groups.</p> <p>The Chairperson addressed the utilization of materials and equipment purchased with the CHST Excellence Award.</p> <p>It was emphasized that all materials and equipment acquired through the CHST Excellence Award will be shared among all members of the research group. This decision aims to foster collaborative research efforts within the group and ensure equitable access to resources for all members.</p>	
24/005	<p><u>Calling for CHST Best Publication Award 2023</u></p> <p>The Chairperson announced the call for submissions for the CHST Best Publication Award 2023. The registration link for submissions is available at: https://shorturl.at/mqEZ3 A rubric for evaluating the submissions is provided at https://shorturl.at/kswyR</p> <p>The submission period will be open from 05/03/2024 until 05/04/2024.</p>	All
24/006	<p><u>Outreach and Collaborative Initiatives</u></p> <p>(a) Taiwan-Malaysia Oversea Science and Technology Innovation Center (TMSTIC)</p> <p>i. Introduction: The Chairperson introduced the Taiwan-Malaysia Oversea Science and Technology Innovation Center (TMSTIC) outreach initiative.</p> <p>ii. Dual Degree Program: Discussion was held regarding the Dual Degree Program offered by TMSTIC.</p> <p>iii. Taiwan-Malaysia Semiconductor Forum: From Technology to Applications:</p> <p>The Taiwan-Malaysia Semiconductor Forum: From Technology to Applications was announced. Date: 10 July 2024 (Wednesday) Venue: Connexion Conference & Event Centre, Kuala Lumpur</p>	All

	<p>Lumpur Admission: Free Link for meeting minute: https://shorturl.at/eotGL</p> <p>(b) Potential Collaboration Projects with FMHS</p> <p>The Chairperson informed members about potential collaboration projects with FMHS. FMHS has proposed a series of research projects and is seeking collaboration with our research center.</p> <p>Members were encouraged to indicate their interest in exploring collaboration opportunities by filling out a document containing details of the proposed research projects by FMHS. Link: https://docs.google.com/document/d/1N7Tu7XdPhZM-34y2xhV9CXGnkFk_Ux1w/edit</p>	
24/007	<p><u>Internal Grant: UTARRF</u></p> <p>The Chairperson informed the members about the candidates who have applied for the UTARRF (University Tunku Abdul Rahman Research Fund). Candidates who have applied are Ts. Dr. Lee Poh Foong and Ts. Dr. Kong Sin Guan.</p> <p>The date for the grant interview is scheduled as follows: Date: 14 March 2024, Thursday Time: 02:00 pm – 05:30 pm Venue: KB803, Meeting Room, Level 8, KB Block, UTAR Sg Long Campus</p>	All
24/008	<p><u>External Grant</u></p> <p>(a) MTSF</p> <p>The Chairperson encouraged members to consider applying for the MTSF (Malaysian Young Researcher Fellowship) grant, specifically designed for researchers below 40 years old. It was noted that this grant offers an excellent opportunity for young researchers to advance their research initiatives. The Chairperson informed that collaboration with postgraduate students could enhance the application process and increase the likelihood of success. Members were encouraged to explore potential collaborations with postgraduate students and jointly apply for the MTSF grant.</p> <p>: Link to IPSR form: https://research.utar.edu.my/External_Grant_Application.php</p>	All

	<p>By 22 March 2024</p> <p>(b) MCMC DIGITAL SOCIETY RESEARCH GRANT (CYCLE 1)</p> <p>The Chairperson informed the members about the opening of the grant application for the MCMC Digital Society Research Grant (Cycle 1). Members were encouraged to explore this grant opportunity and consider submitting proposals aligned with the objectives of the grant.</p> <p>Project Duration: The term of a project is up to nine (9) months, including six (6) months of research activities until the submission of the research report at the end of the sixth month.</p> <p>Maximum amount: RM10,000.00</p> <p>Further information can be obtained from MCMC website: https://mcmc.gov.my/en/grants/2024-dsrg-cycle-1</p> <p>By: 18 March 2024 (Monday)</p> <p>Link to IPSR documents: https://research.utar.edu.my/External_Grant_Application.php</p> <p>(c) Chrysalis Award</p> <p>Tomorrow's Leaders: Cultivating Innovation and Impact for Our Nation and Communities</p> <p>Eligibility:</p> <p>Malaysian citizens aged 35 years and below as of January 1st, 2024.</p> <p>Final year PhD students currently enrolled in Malaysian universities.</p> <p>Closing date: 14 March 2024</p> <p>For more information, visit https://ysn-asm.org.my/chrysalis-award/</p>	
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24/009	<p><u>Other matter</u></p> <p>(a) Proposal to Rename the Research Centre</p> <p>The Chairperson proposed changing the name of the research centre to better reflect its focus on robotics. Members were urged to provide ideas and suggestions for the new name that would accurately represent the center's research areas and activities.</p> <p>Among the suggestion were:</p> <p>Centre for Health Technology and Robotics Centre for Healthcare Technology and Robotics Centre of HealthTech Innovation Centre of Healthcare Technology Innovation Centre of Health Technology Centre of Healthcare and Robotics Technologies Centre of MedTech and Robotics</p> <p>(b) Presentation Slide for Each Research Group</p> <p>The Chairperson proceeded to show presentation slides for each research group. The purpose of the Research Group Presentation Slide is to showcase key research projects within our research center. These slides will be utilized for various purposes, including: Highlighting the research capabilities and expertise of our center to external stakeholders, potential collaborators, and funding agencies. Enhancing our presence on platforms such as LinkedIn to attract international partnerships and collaborations. Providing a visual representation of our research achievements and ongoing projects for the CHST video. Members were encouraged to review the slides and provide feedback or suggestions for improvement.</p>	All
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Adjournment

There being no other matters, the meeting adjourned at 2.55 pm.

Prepared by:  Secretary Ir. Ts. Dr. Hum Yan Chai Date: 06/03/2024	Approved by: Chairman Ir. Dr. Chee Pei Song Date: xx/xx/2024
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