

**MINUTES OF THE 64th ANNUAL GENERAL MEETING HELD ON SATURDAY,
29TH JUNE 2019 AT 2PM AT THE MDIS RESIDENCES @ STIRLING
AUDITORIUM, MDIS CAMPUS**

1.0 Commencement of Meeting

- 1.1 A total of 100 members attended the meeting, of which 91 were voting members and 9 were non-voting members.

2.0 Introduction

- 2.1 The President, Dr Eric Kuan called the meeting to order at 2pm.

3.0 Notice of Meeting

- 3.1 The Secretary-General, Dr R Theyvendran had appointed Council Member, Mr S V Padamanabhan to speak on his behalf and Mr S V Padamanabhan read the Notice of Meeting to convene the 64th Annual General Meeting.

3.2 Opening Address

Financial Performance for 2018

- 3.2.1 The Council Member, Mr S V Padmanabhan reported that MDIS had achieved an overall net loss of S\$5.53 million after depreciation in 2018. It was a decrease in comparison to 2017 where a surplus of S\$172,642 was recorded.

The main reasons for the decline were:

- a) The overall academic revenue had dropped significantly mainly due to the teach-out of the University of Bradford, IT and Engineering courses from Northumbria University. However, replacement programmes were brought in from Bangor University, University of Portsmouth, Coventry University and University of Sunderland. It would take about two years to have the continuing stream of

revenue due to the revenue recognition policy over the period of study.

- b) Delay in the opening of the Kolej MDIS Malaysia which had incurred some extra costs.
- c) Underachievement of the optimum level of MDIS Residences occupancy rate.

3.2.2 Mr S V Padmanabhan reported that MDIS' net assets – MDIS and MDIS Education Trust Fund (METF) stood at S\$248 million (S\$12.8 million for METF and S\$235.2 million for MDIS). This reflected a decrease of 2.2% as compared to 2017 (2017 net assets – S\$253.5 million)

4 Minutes of the 63rd Annual General Meeting held on 30 June 2018

The minutes of the 63rd Annual General Meeting held on 30th June 2018 was approved and unanimously adopted on the proposal of Dr Paramasivam and seconded by Mr Frankie Lim.

5 Approval of the Annual Report and Statement of Accounts for the Year Ended 31st December 2018

5.1 Approval of Annual Report

The Annual Report for the year ended 31st December 2018, having been previously circulated, was taken as read and was unanimously adopted on the proposal of Dr Desmond Lee and seconded by Mr Jackson Lau Chong Teck.

5.2 Approval of Statement of Accounts

The Financial Report for the year 31st December 2018, having been previously circulated was taken as read and was unanimously adopted on the proposal of Mr Lim Kian Lye and seconded by Mr Thomas Leong.

6.0 Election of Office Bearers

6.1 The Council Member, Mr S V Padmanabhan reported that on Nomination Day, 21st June 2019, the following nine (9) Office Bearers were elected unopposed:

1. Dr Christopher Syn Kiu-Choong
2. Dr Wong Sin Yew
3. Dr R Theyvendran
4. Mr Roger Tham Kong Khuan
5. Mr Winston Gan Kuat Cheong
6. Mr Christopher Yeow Shin Shin
7. Mr Srinivasan Venkita Padmanabhan
8. Ms Helen Campos
9. Dr Sarbjit Singh

He further reported that Dr Wong Chow Cher had stepped down as MDIS Council Member and the MDIS Governing Council thanked him for his contribution.

Mr Ben Tan will be co-opted as a new Council Member with effect from 29 June 2019. Mr Ben Tan is the Country CEO of COURTS Singapore Pte Ltd. Prior to COURTS, he headed Andios Pte Ltd, a Challenger subsidiary, as its CEO from 2015 to 2016, and prior to that served as the Chief Operating Officer of Challenger Technologies (Singapore) from 2012 to 2015. Before Challenger, Ben spent almost 17 years with Microsoft in various country and regional leadership roles, including the last held position of General Manager, Retail Sales & Marketing for Microsoft (APAC), from 2005 to 2012.

7. Re-Appointment of External Auditors

7.1 Mr S V Padmanabhan sought mandate from members of the Governing Council to appoint M/S Baker Tilly Singapore as MDIS Group and Subsidiaries' external auditor and fix their audit fee for year 2019 upon recommendation from the Audit Committee. The meeting unanimously

approved the mandate and this was proposed by Dr Krishnamurthy and seconded by Mr Thomas Leong.

8. Appointment of Trustees

8.1 The President, Dr Eric Kuan announced the re-appointment of the following Trustees:

- a) Mr Tan Kah Hoe
- b) Professor Philip Poh
- c) Dr Jayaram Lingamanaicker

This was unanimously approved on the proposal of Mr Frankie Lim and seconded by Dr Desmond Lee.

9. Other Aspects of the Performance

The Council Member, Mr S V Padmanabhan reported on other aspects of the performance as follows:

(a) Kolej MDIS Malaysia

The RM300 million investment project of MDIS' largest overseas campus will be carried out in three phases, and there were delays for the opening of the campus due to the final building approval by the authority.

To date, we welcomed more than 500 students to the City Campus at Johor Bahru City Square and on 5 May 2018, the batch of 244 Diploma graduates at the Kolej MDIS Malaysia inaugural convocation ceremony. The 2nd convocation ceremony will be held on 12 October 2019 and 205 Diploma graduands are expected to graduate.

Kolej MDIS Malaysia students also had the opportunity to participate in the student exchange programme where they experienced campus life in Singapore.

Kolej MDIS Malaysia offers a range of programmes namely:

- Business
- Accounting and Finance
- Media and Communications
- Information Technology and Digital Media
- Tourism and Hospitality

Kolej MDIS Malaysia had also partnered with Bangor University to offer the following Degree programmes:

- Bachelor of Science (Honours) in Marketing
- Bachelor of Science (Honours) in Accounting and Finance
- Bachelor of Science (Honours) in Banking and Finance
- Bachelor of Science (Honours) in Business Studies

There will be 3 intakes (Feb, Jun, Sep/ Oct) every year and to date, two intakes had commenced in Feb and June.

b) MDIS Tashkent

MDIS Tashkent operations started in the Year 2008. It was the first ever venture of a Singapore education provider in Central Asia. From the initial batch of 240, it now has more than 3,000 students from all regions of Uzbekistan studying at MDIS Tashkent, including international students from South Korea, Ukraine, Afghanistan, Kyrgyzstan, Tajikistan and Kazakhstan.

MDIS Tashkent, the best private University in Uzbekistan, celebrated its seventh graduation ceremony with about 720 graduands in October 2018 and has more than 2,400 global alumni to date.

MDIS Tashkent offers 13 postgraduate and degree programmes in collaboration with the University of Sunderland and Bangor University. We have pioneered and initiated a number of international degree programmes such as Master in Business Administration (MBA) in Finance, Marketing, Hospitality Management, Supply Chain Management and Human Resource Management; Bachelor programmes such as Accounting

and Finance, Business and Management, Business and Financial Management, Business and Marketing Management, International Hospitality and Tourism Management, Applied Travel, Tourism and Hospitality Management, Banking and Finance, Industrial Management and Business and Economics amongst others, which were well received. MDIS Tashkent is also scheduled to roll out new programmes from September 2019, with Teesside University and Edinburgh Napier University, UK.

MDIS Tashkent also places great attention to research potential, and has conducted a number of International Conferences in the fields of International Tourism; Banking and Finance; Marketing; Fashion; Entrepreneurship and Industrial Management.

In 2016, the Uzbekistan government approved MDIS Tashkent's campus expansion plan to accommodate another 3,000 students. The construction of the new 4 storey building commenced in Year 2017 and is expected to be completed by September 2019. Expansion plans include the setting up of a financial training centre, multi-purpose hall, fashion lab and additional classroom facilities.

c) Record-breaking First Class Honours Graduates

The President, Dr Eric Kuan reported that:

In 2018, MDIS attained yet another record-breaking number of 283 Distinction and First Class Honours graduates from the graduating classes of the Bangor University, University of Bradford, University of Sunderland, Northumbria University, Nottingham Trent University, Leeds Beckett University and Edinburgh Napier University.

This achievement has endorsed MDIS' high academic standards and is also a reflection of the hard work and commitment by students who have benefitted from MDIS' excellent teaching and learning systems that have been instituted in collaboration with its university partners. As a result, the students have achieved high learning outcomes and employability. Close to 70% of graduands have secured jobs within 6 months of their graduation.

The President added that the hard work of MDIS lecturers must be acknowledged as student learning outcomes greatly depend on the lecturers, the student learning environment and the guided students' learning experience. He said that it is essential that all our lecturers stay on top of their domain knowledge and ideally acquire relevant teaching qualifications to deliver quality standards of teaching in light of the present competition.

During his recent visit to China, he learned that the lecturers with PhD qualifications in China are not considered certified and are required to pursue formal education programmes. Many of them have expressed an interest in joining MDIS' Master of Arts Education Studies programmes offered by Bangor University, including the Educational Leadership's module.

The President further said that we continue to have increasing numbers of enrolment in Malaysia and MDIS Tashkent, with a slow enrolment in Singapore. The decline in numbers for Singapore is attributed to several factors, and in particular, to the government's offer of 70% course fee subsidy. Previously, students from ITEs, N Levels and diplomas used to enrol with MDIS but now because of the heavily subsidised course fees, they prefer to go to the polytechnics and eventually join public universities. As such, MDIS is faced with challenges in getting students to join us. He appealed to all lecturers to treat students well and to teach them well so that by word of mouth we would have the cutting edge over the public universities.

He added that we offer care and quality education and this can be endorsed if we all undergo formal education training programmes. All new lecturing staff will be encouraged to sign up for these certified programmes, similar to those that are done by other university partners. Lecturers are given one year to achieve the teaching certification, otherwise their contracts will not be renewed or be given new assignments. For all MDIS long serving lecturers, they will be given a choice. However, MDIS can only be competitive if all of its lecturers are certified in teaching.

d) MDIS Student Numbers

As of 30 May 2019, we have about 9,521 students (including MDIS Tashkent, MDIS Kolej Malaysia, Zhejiang and MDIS College).

Over the last three years, the private education sector was affected by declining student enrolment, particularly the local students.

This was attributed to an increase in university places, with the relatively new Singapore Institute of Technology and Singapore University of Social Sciences. The number of local students is expected to fall further, as the government has pledged to increase the intake of the six universities from 15,000 to 16,000 by 2020.

Not all is smooth sailing on the international front either. Students from abroad have declined, largely caused by the rising cost of living as well as competition from other countries such as the US, the UK, Australia and Canada.

With the escalated US-China trade war which begins to hit the Chinese students studying in US, we hope more Chinese students will change their destination of study to Singapore.

MDIS is not deterred by the choppy conditions and the uncertain journey and we remain positive in our future plans.

e) New Programmes @ MDIS

The President reported that MDIS is preparing and gearing up for the future and looking at the possibility of running new field of unique programmes that require new expertise and knowledge. He added that they intended to convince the university partners to allow MDIS to deliver these programmes with local lecturers instead of fly-in lecturers, in order to save on costs.

10 new programmes (3 pre-degrees, 3 degrees and 4 masters) were introduced and approved by CPE. Two current University Partners, Coventry University and Teesside University have offered new programmes in the areas of Mechanical, Electronic and Electrical, Applied Psychology, Medical and Pharmacological Sciences and Pharmacology and Drug Discovery.

MDIS Business School

- International Foundation Diploma in Science, Technology, Engineering, Mathematics and Art, awarded by MDIS

School of Engineering

- Master of Engineering (Hons) Electronic and Electrical, awarded by Teesside University, UK
- Master of Engineering (Hons) Mechanical, awarded by Teesside University, UK

School of Fashion & Design

- Bachelor of Arts (Hons) Fashion and Textile Design, awarded by University of Portsmouth, UK

School of Health & Life Sciences

- Master of Science Pharmacology and Drug Discovery, awarded by the Coventry University, UK
- Bachelor of Science (Hons) Biomedical Science, awarded by the Coventry University, UK
- Bachelor of Science (Hons) Medical and Pharmacological Sciences, awarded by the Coventry University, UK

School of Languages & Education

- Certificate in English, awarded by MDIS

School of Psychology

- Master of Science Applied Psychology, awarded by Coventry University, UK

School of Technology

- Higher Diploma in Ethical Hacking and Forensic Investigations Countermeasures, awarded by MDIS

f) Corporate Social Responsibility

Mr S V Padmanabhan reported that on 26 May 2018, MDIS awarded \$230,000 in scholarships and bursaries to over 400 beneficiaries, including 36 children from the Special Education Schools at the MDIS 23rd Scholarship and Bursary Awards 2018. To date, MDIS has awarded 8,844 scholarships and bursaries totalling over S\$6 million through the MDIS Education Trust Fund set up in 1999. Funded entirely by public donors and contributions from MDIS, this fund aims to support deserving students who have financial difficulties in pursuing their education in Singapore.

In addition, MDIS awarded its largest number of international scholarships to Vietnamese students, to pursue higher education at MDIS in Singapore. A total of 32 scholarships worth S\$100,000 (equivalent to VND 1.71 billion) were offered by the MDIS Business School, School of Engineering, School of Technology and School of Media and Communications.

Throughout the year, MDIS had also contributed more than S\$150,000 in sponsorships/ donations to the various constituencies, organisations and associations, namely Queenstown CCC, Singapore Indian Chamber of Commerce & Industry (SICCI), Education Services Union, Tamil Representative Council (TRC), TCC Credit Cooperative, Singapore Indian Development Association (SINDA), SG Enable, Ceylon Sports Club, National Trade Union Congress and Jurong Central CO Youth Executive Committee.

The contributed amount includes the sponsorship/donation of S\$25,000 to National Cancer Centre Singapore in support of its national publicity

drive “Survivors” to help the cancer patients in Singapore and S\$20,000 was donated to Amalgamated Union of Public Daily Rated Workers (AUPDRW)’s continuous effort in taking care of the welfare of the Public Daily Rated Workers.

Furthermore, MDIS’ CSR Committee had conducted pizza baking workshop for children from less privileged background and MDIS Angel Heart Club’s student volunteers had participated in The Purple Parade (Singapore’s largest movement to support inclusion and celebrate abilities of persons with special needs).

g) Local and Overseas Joint Ventures and Collaborations

The President, Dr Eric Kuan reported that MDIS proactively looks to spread its programmes to countries beyond Singapore.

Gabon (West Central Africa)

MDIS and the School of National Administration of Gabon (ENA) are currently exploring more projects to upgrade the skills of public administration workforce in order to support the transformation of the country of Gabon.

As at 2016, MDIS has trained 5 batches of students from Gabon. Currently there are no Gabonese trainees for 2019 due to their heavy work schedules. However, the programme will resume in 2020 with trainees fresh from University joining the public service.

Furthermore, we are also promoting other training workshops and short course programmes to the Gabon officials. Information on the workshops and programmes are currently being reviewed by the officials.

Zhejiang (China)

MDIS and ZJTIE have arrived at new strategies and collaborative model to mark the next decade of partnership. A Memorandum of Understanding (MOU) was signed between MDIS, MDIS Kolej Malaysia and ZJTIE on 29 December 2016. The new collaboration between MDIS and ZJTIE includes a third-party agreement for both MDIS and ZJTIE to work with UK

university partners to deliver globally recognized degrees with vocational training to equip students with the necessary skills and competencies that are required in a changing global economy.

Another MOU was signed on 29 December 2016 between MDIS, MDIS Malaysia, ZJTIE and National E-commerce Vocational Education Steering Committee (NEVESC), China.

On top of that, two parties also made significant achievements in other areas, such as:

- Annually Visiting Students Programme
- International Barista Coffee Competition

Over the last 9 years, MDIS has had an average of 100 ZJTIE students annually enrolled into two programmes – the Advanced Diploma in International Trade and Commerce (ADITC) and the Advanced Diploma in Travel, Tourism & Hospitality Management (ADTHM). Currently, we still have 57 ZJTIE students studying in these programmes. The current agreement will expire in year 2020 and we are exploring new business models.

MDIS President Dr Eric Kuan, together with MDIS' International Management Department had explored new collaboration business model and were in discussion with ZJTIE VP. MDIS team will continue to explore in other areas of possibility collaborations for the next 10 years. This direction would be the new future business development model.

The President also shared that they have explored two collaborations with Myanmar partners. The first fell through and currently they are in the negotiations with another. As the collaboration involves the extension of the main contract to its numerous subsidiary companies, MDIS is currently studying on how best it should be managed.

Jewellery Design and Management International School (JDMIS)

In August 2018, MDIS inked a joint venture with the Jewellery Design and Management International School (JDMIS), adding jewellery design to the institute's portfolio of diverse skills-based programmes and courses.

JDMIS commenced operations at MDIS Campus, Franklin block, with the renovation of 5,200 square feet of MDIS classrooms into specialized workshops, training facilities, a Computer Aided Design lab with state-of-the-art 3D jewellery software, a Designer's Lounge and a Creative Jewellery Studio. One of the highlights of the new facility is JDMIS' Gem Vault, housing over 1,500 gems and jewellery exhibits for learners.

Currently, JDMIS offers certificate and diploma programmes and MDIS is reviewing the possibility of connecting JDMIS to offer degree programmes. The offer of degree programmes requires EduTrust certification by the Committee for Private Education and MDIS is assisting JDMIS with the EduTrust certification process.

10. Other Matters

10.1 Council Member, Mr S V Padmanabhan spoke from his heart about the spirit of MDIS and said that despite having received medical attention recently, the Secretary-General, Dr R Theyvendran had made a special effort to attend the Annual General Meeting and for that he deserved a standing ovation. All those who were present stood up and gave him a rousing applause. He thanked Dr R Theyvendran for all that he had done and how much it meant to each of us.

10.2 The Secretary-General, Dr R Theyvendran responded by saying that the management of MDIS had laboured very hard to do their very best, and will continue to do so. He thanked all for the pleasure of serving MDIS. Dr R Theyvendran added that the present leadership will continue to lead the way and stand up for what is right.

He requested that a proper valuation of the business be done for MDIS Group, including Tashkent and Kolej MDIS Malaysia to assess the monetary value, and to publicise the current value of MDIS' cash position to its stakeholders.

He also thanked Dr Eric Kuan for the diligent support over the many years that they have worked together, and that the friendship and working

relationship should be brought to a greater height for the benefit of the institute.

- 10.3 The President, Dr Eric Kuan acknowledged the 30 years of working relationship and friendship, the trials and tribulations that they have shared since 1989 and assured him that the management will look into his concerns and address them. He said that they will also work out a plan with key council members and submit a proposal to evaluate MDIS' cash position.

The President also shared that the enrolment numbers had declined with some universities withdrawing and their programmes being phased out. He said that they are keeping a close watch on costs to ensure that actions carried out will not hamper the progress and role of the organisation.

He further added that in view of the numerous overseas teaching assignments and the introduction of new programmes, the pool of lecturers will also be expanded for the benefit of the learning outcomes of students.

Also, in light of the competition and university partners' concern over the quality of teaching, the President reiterated the importance for lecturers to undergo a teaching certification programme. He said that it was common practice that new lecturers undergo a postgraduate certification in education if they wish to continue into the second year of their contract. The existing pool of lecturers will be encouraged while new lecturers will definitely have to comply.

- 10.4 Speaking from his heart, the Council Member, Mr S V Padmanabhan commended the Council Members for their voluntary services, some of whom have put in 30 years of dedication, which is immense and immeasurable. On behalf of the Council Members, he said that they will ensure that MDIS will be taken to greater heights and held in high esteem. He further added that based on market value and including the goodwill created, the institution may have high-net-worth, subject to a proper valuation report.

10.5 The Secretary-General, Dr R Theyvendran supported that the valuation be carried out to affirm the estimated market value and to publicise the institute's financial strength to the stakeholders i.e. students and members. He said that it should be highlighted that being a not-for-profit Institution on its own is now worth close to a billion dollars, and this will boost the image of the institute, and increase MDIS membership.

He also stated that we must continue to have good people in the Council to maintain the dignity of the institute and thanked all for their commitment and years of support.

11. Questions & Answers

11.1 Voting Member, Dr Paramasivam said that MDIS' sustainability and progress is due to MDIS President, the Secretary-General, Governing Council Members, Senate Members, academics and management who have worked relentlessly to uplift the standing of the institute and contributed to the tremendous growth of the institute.

He added that MDIS is not an ordinary educational institution. Since 1956 till today, the institute has withstood the test of time. It has evolved an efficient system with quality teaching and services. It is doing much to increase and widen the range of courses and facilities in spite of the many challenges.

To the students, he assured them that they are in one of the best institutions and encouraged them to learn more as leaders of the future and also to improve their knowledge and skills through conferences, seminars and skills development.

He requested them to tell their friends that MDIS is a premium educational institution they should join to improve their qualifications for a rewarding future as professionals.

11.2 Dr Desmond Lee enquired about the S\$1,000 incentive offered to students who recommend students to study at MDIS and the number of referrals that were received for this programme. Senior Director, Communications,

Ms Jesline Wong replied that over the last eight years when the Friend-refer-friend scheme was rolled out, on an average each year, about 300 referrals were received from this scheme. For each successful degree programme enrolment, the recipient received S\$600 with additional step-up incentives for subsequent referrals. It is therefore not a direct S\$1000 offer for each degree student enrolled.

Ms Jesline Wong cited an example of a student, who was faced with financial difficulties in his 4th year of studies last year, and how the scheme had helped him with the timely payment and completion of his studies. The engineering student was encouraged to refer friends to study at MDIS and he referred nine other engineering friends. By doing so, he was able to settle his outstanding course fees through the incentive received whilst spreading the goodwill of MDIS as a trusted heritage brand of excellence. She therefore urged the students present to refer friends and to spread the good name of the institute so that they can benefit together with their friends.

12. Termination of Meeting

Dr Eric Kuan thanked everyone for their presence at the meeting. There being no other business, the meeting ended at 3.00pm on the proposal of Mr Thomas Leong and seconded by Mr Jackson Lau Chong Teck.

Recorded by:



Dila Mahendran
Manager, Communications

Vetted by:



Dr R Theyvendran, PBM
Secretary-General, MDIS

Confirmed by:

Dr Eric Kuan Choon Hock
President, MDIS