



The Institute of Ismaili Studies

**Minutes of the Board of Governors
Held on 2 December 2019 at the Aga Khan Centre
Meeting No. 11/19**

- Governors Present:** Professor Afzal Ahmed
Dr Aziz Esmail
Dr Mohamed Keshavjee
Mr Naguib Kheraj
Mr Zauhar Meghji
Dr Shafik Sachedina
- Governors Absent:** None
- Quorum present:** Yes
- Others present:** Dr Farhad Daftary (permanent guest)
Mr Aryn Kassim-Lakha (permanent guest)
Mrs Selina Ramji (permanent guest)
Mr Shams Vellani (permanent guest)
- Others absent:** None

The meeting was called to order at 3.00pm

1. Conflicts of interest
 - a) It was noted there were no conflicts of interest arising from matters to be discussed.
2. Co-Director's Report
 - a) The Co-Director's report for November 2019 was noted.
3. Draft 2020 Operational Plan and Budget (OPB)
 - a) The draft OPB was considered and the following points were noted:
 - i. The budget underspend in 2019 is higher than at any point in the Institute's history.
 - ii. Proposals for additional staff can only be accommodated within our total headcount number.
 - iii. It was agreed that we should budget for 30 new STEP students.
 - b) The next version of the 2020 OPB will be reviewed at the 6 January 2020 meeting before submission to the Board of Trustees.
4. Department of Graduate Studies (DGS) – Digital Strategy

- a) The submission from DGS was considered and approved.
 - b) The proposal to purchase a new student management system was approved subject to proper due diligence of the supplier and user needs.
 - c) The proposal to develop our own bespoke Virtual Learning Environment (VLE) for academic literacy was approved.
5. Department of Graduate Studies (DGS) – Post Graduate Preparatory Programme (PGPP) – UCA programme suspension and reorganisation
- a) The submission from DGS was considered and approved. The governors agreed to a temporary suspension of the UCA programme for one year.
 - b) During the year, DGS would use consultants and TKN volunteers to train a cohort of students, run a training programme for UCA teachers and work with UCA to reformulate the programme which would in future be run in Khorog only.
6. Department of Graduate Studies (DGS) – Post Graduate Preparatory Programme (PGPP) – Country specific strategy
- a) The proposal was considered and approved in principle.
 - b) DGS were requested to provide further details regarding the cost of the various initiatives in the proposal; how do they compare with what we have spent in the past and what “steady state” looks like.
7. Lead Governor for Prevent role
- a) Professor Afzal Ahmed was appointed as the Lead Governor for Prevent.
8. Any other business
- a) None.

The meeting closed at 6.40pm.

Selina K Ramji
IIS Board Secretary
December 2019