



The Institute of Ismaili Studies

**Minutes of the Board of Governors
Held on 4 November 2019 at the Aga Khan Centre
Meeting No. 10/19**

- Governors Present:** Professor Afzal Ahmed
Dr Aziz Esmail
Dr Mohamed Keshavjee
Mr Zauhar Meghji
- Governors Absent:** Dr Shafik Sachedina
Mr Naguib Kheraj
- Quorum present:** Yes
- Others present:** Dr Farhad Daftary (permanent guest)
Mrs Selina Ramji (permanent guest)
- Others absent:** Mr Aryn Kassim-Lakha (permanent guest)
Mr Shams Vellani (permanent guest)

The meeting was called to order at 3.00pm

Minutes of Meeting No. 09/19, held on 30th September 2019, were approved as submitted.

1. Conflicts of interest

- 1.1 It was noted there were no conflicts of interest arising from matters to be discussed.

2. Co-Director's Report

- 2.1 The Co-Director's report for October 2019 was considered.
- 2.2 It was noted that the Post Graduate Preparatory Programme with the University of Central Asia in Tajikistan will be suspended for one year as an interim measure while UCA faculty are trained up.
- 2.3 It was noted that 83 eligible applications for STEP have been received.

3. Department of Curriculum Studies (DCS) – Presentation on the prototype of eBooks and related objectives for 2020

- 3.1 The submission from DCS was considered.
- 3.2 For 2020, DCS proposed to digitise four books in four languages as well carrying out an end to end pilot testing of the system. The Governors supported this proposal noting the following:
- 3.2.1 STEP teachers should be provided access codes for the books.
- 3.2.2 The students who currently participate in the *Encounters* programme at the Aga Khan Centre could provide useful input on the prototypes.
- 3.2.3 DCS should submit a paper to the Finance Committee on the commercial aspects of this endeavour.

4. Department of Academic Research and Publications (DARP) – Impact Study Part III on translations
 - 4.1 The submission from DARP was considered.
 - 4.2 It was noted that there needs to be a systematic process in place to measure impact. Additionally, agreed criteria for the translatability of the Institute’s publications needs to be implemented.
 - 4.3 DARP were requested to undertake a mapping of all IIS publications to determine which ones must be translated into one or more of the 10 languages in which the Institute’s curriculum materials are produced, and to identify which titles are important in specific languages and how their impact should be measured.
 - 4.4 An executive summary of the Impact Report should be developed for submission to the Board of Trustees.
5. Ismaili Special Collections Unit (ISCU) – Typology of special collected to be managed by the ISCU
 - 5.1 The submission from ISCU was considered.
 - 5.2 The Governors were comfortable with the approach of the paper. They emphasised that there should be close co-operation with other Aga Khan Network institutions.
6. Aga Khan Library (AKL) – Inauguration of the Arkoun Archive
 - 6.1 The submission from AKL was considered.
 - 6.2 With regard to the launch of the archive, the Governors agreed to an evening reception followed by a one-day academic seminar.
 - 6.3 It was recommended that the launch events be held later in 2020, ideally sometime in Q3.
7. Any other business
 - 7.1 As regards to the letter from the Office for Students (OfS) dated 21st October, the Board of Governors noted the instance of lateness which had prompted the automated standard letter. The Quality Assurance Unit (QAU) had checked with OfS whether we were required to submit a return and were advised to refer to the guidance. But the guidance was not clear as to whether we were required to submit a return even though we do not have any undergraduate students. To prevent such occurrences in future, the QAU was advised to: (a) Promptly consult OfS when any written guidance is unclear; (b) Explicitly ask whether a nil return is necessary; and (c) If in doubt submit a nil return.

The meeting closed at 5.30pm.

Selina K Ramji
IIS Board Secretary
November 2019