

**MINUTES OF MEETING**  
**2nd MUWAREC MALAYSIA MEETING 2010**

Meeting: 2/2010

Date : 6 April 2010

Time : 3.00 pm

Venue : Civil and Structural Eng. Dpt. Meeting Room, Engineering Faculty, UKM

**Present (UKM)**

Prof Dr Rakmi Abdul Rahman

Datuk Fuad Embi

Dr. Ir. Othman Jaafar (Chairperson)

Dr Mohd Mukhlisin

PM Dr Rozaimah Sheikh Abdullah

PM Dr Fatihah Suja' (Secretary)

Ms Shahrom Md Zain

**Present (Outside Representatives)**

Dr Badronnisa Yusof (UPM)

Dr Fauzi Baharudin (UiTM)

Dr Wan Mohd Faizal Wan Ishak (Pusat Penyelidikan Sumber Alam (CGRRM), UMP)

Ms Rohana Kamarudin (PROATEK)

Mr Mohd Zuhairi Hitam (PROATEK)

**1. Chairperson's opening remarks**

The meeting started with the recitation of Surah Al-Fatihah. The chairperson then welcomed all members to the 2<sup>nd</sup> MUWAREC Malaysia meeting for the year 2010 and thanked them for coming.

**2. Management committee for MUWAREC Malaysia.**

The committee unanimously approved the following operational structure proposed in the 1<sup>st</sup> 2010 meeting. Outside representatives were also included as part of the committee.

Internal Advisor	: Prof Dr Rakmi Abdul Rahman
External Advisor	: Datuk Fuad Embi
Head	: Ir Dr Othman Jaafar
Secretary	: Dr Fatihah
Treasurer	: Pn Shahrom Md Zain
Web master	: Sr Khairul Nizam
Committee members	:
Research Coordinator	: Prof Bakar Muhammad Dr Ahmed El-Shafie

PM Dr Noor Ezlin Ahmad Basri  
Dr Badronnisa Yusof (UPM)  
Dr Fauzi Baharudin (UiTM)  
Dr Wan Mohd Faizal Wan Ishak (Pusat Penyelidikan  
Sumber Alam (CGRRM), UMP)

Training and Workshop Coordinator:

Prof Amir Hassan Khadum  
Dr Mukhlisin  
PM Dr Siti Rozaimah Sheikh Abdullah  
**Ms Rohana Kamarudin (PROATEK)**  
Mr Mohd Zuhairi Hitam (PROATEK)

- The activities carried out by this association in UKM will be mainly attached to Environmental Technology and Cleaner Production Group Researches.
- MUWAREC Malaysia meeting will be held once every two months.

### **3. MUWAREC Malaysia Website**

- Existing website must be updated more regularly for progress of the association.
- All members are encouraged to provide any information regarding MUWAREC and related activities to Mr Khairul Nizam (<http://pkukmweb.ukm.my/~muwarec>).
- Mr Khairul Nizam would also decide on whether or not to have a web technician to assist him for updating the information once a week.
- The appointed web technician will be given a monthly allowance of RM200/month starting on 1<sup>st</sup> April 2010.
- Mechanism for registration should be established which include the role of an introducer (points of contacts).
- Research grouping must be established in the website.
- Mailing list and simple CV of all the members must be made available.
- Website should include points of contact for representatives in Malaysia, adding of linkage with countries that have our representatives such as Libya, and coming events.

#### ***Action***

*Mr Khairul Nizam*

*Dr Fatihah*

*All members*

### **4. MUWAREC letterhead**

- Letterhead for MUWAREC Malaysia will be made and should be used for all written communication that relates to MUWAREC activities.
- Logo printed on the letterhead should be the same as that on the website. Dr Wan Faizal (UMP) is yet to design the logo.

- Correspondence should be addressed to MUWAREC Malaysia Secretariat, Faculty of Engineering and Built Environment, UKM and the website address shall be printed underneath.
- Faculty front office suggested the mail box dedicated for MUWAREC letters be located in the department office (UKM1.18/237/2).

**Action**

*Dr Fatihah*

*Dr Wan Faizal*

*Mr Khairul Nizam*

**5. Training and workshop activities**

- A series of workshop will be carried out in order to disseminate information as well as to generate fund.
- Main targets are overseas students in the faculty, but may also attract international participants through dissemination in the MUWAREC website.
- Each workshop will cater for small groups (around 20 participants) with a registration fee of about RM150 (case to case basis).
- Upcoming workshops:
  - (a) A Two Day MUWAREC Hands-On Workshop on Water Analysis.
    - Tentative dates 15 & 16 June 2010.
    - Use the same modules as those carried out for KPKT workshops.
    - Concentrate on 4 common parameters.
    - For MUWAREC members, the charge is RM 200.00
  - (b) UMP is planning to have another MUWAREC workshop with certificate from EimAS and CPD hours.

**Action**

*Prof Amir Khadum*

*Dr Siti Rozaimah*

*Dr Wan Faizal*

**6. Cooperative Extension of MUWAREC Association**

- Main targets are government water research bodies such as DID, NAHRIM and SPAN. Ms Rohana (PROATEK) is to meet Mr Marzuki Muhammad, Bahagian Standard Teknikal dan Pematuhan, (SPAN) to establish the link.
- For universities, invitation letter shall be sent to Dr Noraini Ali (UMT).
- Datuk Fuad will help to initiate contact for bridging university innovations using forefront technologies/innovative solutions with government bodies by proposing simple topics for final year students, drafting the invitation letter and making the follow-ups. Projects may be attached to university courses.

**Action**

*Datuk Fuad*

*Ms Rohana (PROATEK)*

## **7. MUWAREC Brochure**

- To make MUWAREC internationally known and increase its memberships, a flyer for MUWAREC Association has been prepared by Dr Ahmed El Shafie and is being edited by Prof Rakmi.
- They will soon be made available to those who wants to travel overseas.

*Action*  
*Prof Rakmi*

## **8. MOU with other universities**

- Prof Bakar is expected to follow up the MOU planned in April 2010 between Department of Chemical and Process Engineering, UKM and Chemical Department, UGM, Indonesia.

*Action*  
*Prof Bakar*

## **9. Collaborative Research**

### **(a) Neural network modeling**

- Dr Ahmed is to venture various possible ways to make the collaboration with UGM a reality.

### **(b) Green roof system**

- Should be the first MUWAREC cooperative research with UGM and may be followed with Pakistan.
- Should trigger communication with UGM.
- Liaison officer: Dr Mukhlisin

### **(c) Roof coating**

*Action*  
*Dr Ahmed El Shafie*  
*Dr Mukhlisin*

## **10. MUWAREC Seminar 2010 in Jamshoro Pakistan (15-17 September 2010)**

- Substantial representatives will be made known in the next meeting and plan for the trip.
- *Full paper must have been submitted to the International Conference on Sustainable Water Management (SWM2010) and full paper acceptance notification on 15 June 2010. <http://www.wedc.com.pk/swm2010>.*
- Suggested place for next MUWAREC meeting in 2011 Uzbekistan.

*Action*  
All members

## **11. MUWAREC Fund**

- Account presentation must be made in each meeting including the activities that generate fund (eg selling of books “Caring Verses”).
- The treasurer should always have some cash in hand
- Muwarec can also be co organizers for workshops.
- Prepare rubber stamp
- Besides the workshops, a few other activities to raise fund.
- Eg Selling of a book written by Prof Rakmi “Caring Verses”.

***Action***

*Ms Shahrom*

## **12. Adjournment of meeting**

The chairman thanked all members for being present for the day. There being no other matter to discuss, the meeting was adjourned at 6.00 pm with Surah Al-Asr recitation. Next meeting was set tentatively on 8<sup>th</sup> June 2010.