Advisory Committee on Hisar Technology and Innovation Policy Guidelines

Item 1: Purpose of the guidelines

To create the Advisory Committee on Hisar Technology and Innovation Policy, to describe the work and activities that the committee intends to achieve, to provide the committee's purpose, primary goals and objectives, and to explain the functions, responsibilities and the business conduct of the committee.

Item 2: Authority

The Committee is authorized by the HEV Board and will serve at the pleasure of the Founder's Representative and the Hisar Executive Committee. It is the role and the sole prerogative of the Hisar Executive Committee to enact technology policy. The Advisory Committee is expected to provide advice to the general manager and the Executive Committee on Hisar's technology, innovation and creativity policies, strategies, priorities and the related instructional programs in support of teachers and students.

Item 3: Purpose of the Committee

The Committee is created to carry out work in collaboration with all relevant parties and shall limit its activities to advising on matters that directly concern technology and innovation development. The specific objectives of the Committee may include but not limited to the following responsibilities:

a. To review the current teaching and learning practice at Hisar in terms of its attainment of learning objectives to well-prepare Hisar students for the future of technology and for the Knowledge Society,
b. To evaluate Hisar's current technology and innovation performance with all its strengths and limitations (projects, programs, structure, syllabus etc.),
c. To help modernize, integrate and support STE(A)M curricula, recognizing the increased importance of inter-disciplinary, multidisciplinary and transdisciplinary approaches embedded in the K12 structure and designing experiential opportunities to promote creativity across all disciplines, especially digital art and design,
d. To recommend innovative technology where applicable throughout the school in order to create impact on the current and future curricula,
e. To recommend methods that will increase the awareness of the students about the impact of technology on societal norms and public policy,
f. To help incorporate the principles of social innovation into coursework,
g. To teach Hisar students the essentials of entrepreneurship and intellectual property rights and to carry out mentoring in the art of pitching and the process of designing and building a prototype,
h. To connect Hisar with different schools, universities, business and public sector experts, to facilitate the exchange of best practices and to promote the uptake of relevant STE(A)M subjects and projects at Hisar,
i. To help the School develop a STE(A)M strategy,
j. To establish critical indicators to measure the impact of educational climate upon creativity and to redefine technology roadmap so as to guide towards a clear designation for a challenging but at the same time joyful learning process for Hisar students,

k. To recommend solutions that will foster research spirit and capability and shape the educational climate towards analytical, creative and critical thinking and reasoning,
l. To recommend vital coaching strategies for the school's leadership to grow in technology and creativity to remain relevant and responsive to innovation,
m. To assess and review all kinds of opinions, ideas and suggestions put forward by the teachers, parents and students.

Item 4: Membership

a. **Composition:** The Committee members will be selected and invited by the General Manager and the Executive Committee. The Committee will consist of national and international experts and partners from academia, industry, business organizations including venture capital firms, start-ups, innovation labs, NGO's and other academic and research institutions actively mandated in the relevant areas. All members will receive the same voting privileges.
b. **Term:** A term of membership shall last for 3 years and will be renewable upon the completion of an earlier term.
c. **Chairperson:** The committee chair will be elected by the committee members and appointed by the General Manager and the Executive Committee for a period of one year.
d. **Officers:** A recording secretary will be elected for a renewable one-year term by the members.

Item 5: Committee Procedures

a. The Committee will draft and adopt a set of written by-laws which will guide and govern the committee operation.
b. The main activities of the Committee are the taskforce meetings. The Committee meets at least once a semester. Members are notified in writing by the Chair of the Committee of the date, time and agenda of the meeting at least a week prior to this.
c. The Committee may be called to convene to discuss an urgent agenda item by the Chair.
d. Meetings are conducted by the participation of the absolute majority.
e. The quorum requirement for the number of votes is half the number of participants plus one. In case the votes are tied, then the final decision of the party for which the Chair has voted is considered as valid.
f. The committee secretary is assigned to take the minutes of the meeting. Before and/or at each assembly, members are distributed the minutes of previous the meeting. Decisions reached are communicated to the Founder's Representative and the Executive Committee by the Chair.

Item 6: Enforcement and Execution

a. These guidelines go in effect upon approval by the Board of Directors of Hisar Education Foundation.
b. Provisions stated in these guidelines are enforced by the General Manager. General Manager is responsible against the Founder's Representative in all these provisions.