

Mission Report
SEAMEO QITEP in Science Governing Board Meeting
25-27 September 2013
GOODWAY HOTEL AND RESORT, NUSA DUA, BALI – INDONESIA

I Handoko

A. SEAMEO Official and Staff Member on Mission

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B. Background, Description and Objectives of the Activity

SEAMEO QITEP in Science is one of SEAMEO Regional Centres located in Bandung, Indonesia. This is a relatively a new centre which was conducting the forth Governing Board Meeting, and was preparing the Second Five Year Development Plan.

C. Participants

Dr. Abi Sujak, GB member of Indonesia, Dr. Chong Kui Kian, GB member of Brunei Darussalam, Mr. Sun Bunna GB member of Cambodia, Mr. Keth Phanhack, GB member of Lao PDR, Dr. Lorna D. Dino, GB member of the Philippines, Dr. Pornpun Waitayangkoon, GB member of Thailand, Prof. Ismunandar, the Director of SEAMEO QITEP in Science, and Prof. Dr. Handoko, the Deputy Director for Programme and Development of SEAMEO Secretariat.

Unable to attend: Dato' Misrah Haji Ibrahim, GB member of Malaysia, Dr. Than Soe, GB member of Myanmar, and Dr. Le Phuoc Minh, GB member of Vietnam

D. Organizer/s

SEAMEO QITEP in Science

E. Highlight of the Activity/Summary Points

Prior to the GBM of QITEP in Science, there was a Pre-Governing Board Meeting that involved three QITEPs in Indonesia presenting Draft 2nd Five Year Development Plan (FYDP) on 23-24 September 2013.

The important issues during the GBM were on Report Auditing, 2nd FYDP, Ki Hadjar Dewantara Award and PRAISE Project. SEAMEO QITEP in Science does not have Public Accountant for financial auditing, yet. Hence, the financial audit report could not be approved by GBM, rather it was note taken. In the 2nd FYDP, the draft should be revised based on GBM inputs and resubmitted

by referendum by April 2014 for approval by GBM prior to further submission to CDM, HOM and SEAMEC. Ki Hadjar Dewantara Award is the award for Teachers and PRAISE (Promoting Real Australian Indonesian Science Education) both are for regional level were approved by GBM.

F. Role/Participation of SEAMEO

1. As the acting Chairman of GBM since the Chair from Malaysia was unable to attend until the new elected Vice-Chairman was elected.
2. Provide comments and answers.

G. Follow-up Actions Needed

SEAMEO Secretariat is to organize a workshop on Financial Auditing for Centres' auditors for them to comply with the requested terms by SEAMES' Auditor.

H. Appendices/Related Conference Materials and Outputs

Proceedings of the GBM Report

**4th GOVERNING BOARD MEETING
PROCEEDINGS**

GOODWAY HOTEL AND RESORT, NUSA DUA, BALI - INDONESIA
25 – 27 SEPTEMBER 2013



**Southeast Asian Ministers of Education Organization
Regional Centre for Quality Improvement of Teacher and Education Personnel (QITEP) in Science**

PROCEEDINGS
The 4th GOVERNING BOARD MEETING of SEAMEO REGIONAL CENTRE FOR QITEP IN
SCIENCE
Goodway Hotel and Resort, Nusa Dua, Bali, Indonesia
25 – 27 September 2013

INTRODUCTION

1. The 4th Governing Board (GB) Meeting of SEAMEO Regional Centre for Quality Improvement of Teachers and Education Personnel (QITEP) in Science was convened from 25 to 27 September 2013 at the Goodway Hotel and Resort, Nusa Dua, Bali, Indonesia.
2. The GB members who attended the meeting were Dr. Abi Sujak, GB member of Indonesia, Dr. Chong Kui Kian, GB member of Brunei Darussalam, Mr. Sun Bunna GB member of Cambodia, Mr. Keth Phanhack, GB member of Lao PDR, Dr. Lorna D. Dino, GB member of the Philippines, Dr. Pornpun Waitayangkoon, GB member of Thailand, Prof. Ismunandar, the Director of SEAMEO QITEP in Science, and Prof. Dr. Handoko, the Deputy Director for Programme and Development of SEAMEO Secretariat. Meanwhile, the GB Members who could not attend the meeting were Dato' Misrah Haji Ibrahim, GB member of Malaysia, Dr. Than Soe, GB member of Myanmar, and Dr. Le Phuoc Minh, GB member of Vietnam (**Appendix 1**).

OPENING CEREMONY

3. The opening ceremony was conducted jointly with SEAMEO QITEP in Mathematics and SEAMEO QITEP in Language on Wednesday, 25 September 2013 at 13.30 pm, at Belnum Room of Goodway Hotel and Resort, Jalan Dalem Tarukan, No. 7 Taman Mumbul, Nusa Dua, Bali, Indonesia.
4. The opening ceremony was attended by GB members of SEAMEO QITEP in Language, Mathematics, and Science. During the opening ceremony, the meeting was also attended by Prof. Handoko, Deputy Director for Programme and Development of SEAMEO Secretariat, Dr. Tinsiri Siribodhi, Deputy Director for Administration and Communication of SEAMEO Secretariat, and Mr. Rawude Sukmongkol, Finance Manager of SEAMEO Secretariat, Dr. Harris Iskandar, Director of Senior High School Development, Dr. Abi Sujak, Secretary of Board of Human Resources Development in Education and Culture and Education Quality Assurance, the Ministry of Education and Culture of the Republic of Indonesia, Dr. I Made Alit Mariana, Head of Education Quality Assurance of Bali Province, Mr. I Gusti Ngurah Aryasa, Secretary of Provincial Education Office of Bali, Dr. Thereska Setiawan, Head of Centre for Development and Empowerment of Teachers and Education Personnel (CDETEP) in Language, Prof. Widodo, CDETEP in Mathematics, Dr. Felicia N. Utorodewo, Director of SEAMEO QITEP in Language, Prof. Subanar, Director of SEAMEO QITEP in Mathematics, and Prof. Ismunandar, Director of SEAMEO QITEP in Science.
5. The opening ceremony was commenced with the SEAMEO song entitled *Building the Future* presented by the students of SMAN 4 Denpasar.

Welcome Remarks by Prof. Ismunandar, the Director of SEAMEO QITEP in Science

6. Prof. Ismunandar, Director of SEAMEO QITEP in Science, delivered a warm welcome to all the attendees. He expressed a sincere gratitude to all GB Members for their contributions to the three SEAMEO QITEP Centres.
7. He extended several brief notes about the 4th Governing Board Meeting. Firstly, the needs to improve the quality of education. During the four years of three QITEP Centres' operation, they continuously afforded to do their best to increase the capacity while making every effort to improve the quality of teachers and education personnel in the region. Secondly, that they are currently preparing for the 2nd Five Year Development Plan (FYDP). This will provide direction and guidance for the decision-making processes for the Centre to achieve its vision, missions, and goals.
8. He also expressed his gratitude to all GB members and the SEAMEO Secretariat for providing the three QITEP Centres with valuable inputs and suggestions during the pre 4th GB Meeting before the formal GB Meeting.
9. His welcome remarks are attached in **Appendix 2**.

Opening Remark delivered by Dr. Tinsiri Siribodhi, Deputy Director for Administration and Communication of SEAMEO Secretariat

10. Dr. Tinsiri Siribodhi, Deputy Director for Administration and Communication of SEAMEO Secretariat, warmly greeted the representatives of the Ministry of Education and Culture of the Republic of Indonesia, the GB Members, the Centre Directors and all the attendees. She expressed her appreciation on the convening of the 4th GB Meeting of the three SEAMEO QITEP Centres and she also appreciated and congratulated for the great efforts of the three Centres which had successfully conducted their programs and activities and the progress they achieved.
11. She implied that the SEAMEO Secretariat took pleasure to support the three SEAMEO QITEP Centres in implementing SEAMEO programmes. She also expressed appreciation and acknowledged the strong leadership of QITEP in Language, Mathematics and Science despite they are newly established Centres.
12. She mentioned that the three SEAMEO QITEP Centres made a history of SEAMEO as the three Centres i.e. SEAMEO QITEP in Language, Mathematics, and Science convened the GB meeting together for the very first time.
13. She concluded the speech by her wise saying that the ordinary people in SEAMEO member countries can become the extraordinary ones when they work together, as one body.

Official Keynote Address by Dr. Harris Iskandar, Director of Senior High School Development, on behalf of the Vice Minister for Education, Ministry of Education and Culture of the Republic of Indonesia

14. Dr. Harris Iskandar, Director of Senior High School Development, warmly greeted the GB Members, the Centre Directors and all participants. He expressed his gratitude on the convening of the 4th GB Meeting of three QITEP Centres.
15. He stated that the Government of the Republic of Indonesia would like to extend sincerest gratitude and appreciation to all educational community including the individuals, organisations, regional governments, and other stakeholders for their initiatives, attempts, and concerns to develop education in general.
16. He emphasized that there is a sustainable need to improve education in general, particularly in areas of language, mathematics, and science, to disclose approaches for better teaching and learning activities. It is important that we continually look for different ways to engage, develop each individual student to explore this rich environment and to prepare them to face many problems and challenges ahead so as to accomplish the model building effort, and to be able to elicit and communicate students' perceptions and their interpretations.
17. He officiated the opening of The 4th GB Meeting of the three SEAMEO QITEP Centres (see **Appendix 3**).

Cultural Performance

18. At the opening ceremony, the students of SMAN 4 Denpasar performed a dance entitled *Prabasastra* which reflects the beauty of Goddess Saraswati, the goddess of knowledge.

Photo sessions

19. To conclude the opening ceremony the following photo sessions were carried out:
 - 1) The first group consisted of Dr. Harris Iskandar, Dr. Handoko, Dr. Tinsiri Siribodhi, Mr. Rawude Sukmongkol, Dr. Abi Sujak, Dr. I Made Alit Mariana, Dr. Thereska Setiawan, Prof. Widodo, Dr. Felicia Utorodewo, Prof. Subanar, and Prof. Ismunandar.
 - 2) The second group consisted of the first group, and all GB Members.
 - 3) The third group consisted of the first and the second groups, and the dancers from SMAN 4 Denpasar.

GOVERNING BOARD MEETING

Introduction of Delegates

20. After the opening ceremony, the three QITEP Centres conducted parallel GB Meeting session. The meeting of SEAMEO QITEP in Science was conducted in Roof Garden Room 1.
21. Due to the absence of GB Member of Malaysia as the incumbent Chairperson, Prof. Handoko, the Deputy Director for Program and Development of SEAMEO Secretariat, took the chair and led the meeting as the acting Chairperson. He requested for self introduction by each of the Governing Board Members, started from Dr. Chong Kui Kian, GB member of Brunei Darussalam, Mr. Sun Bunna, GB member of Cambodia, Dr. Abi Sujak, GB member of Indonesia, Mr. Keth Phanhack, GB member of Lao PDR, Dr.

Lorna D. Dino, GB member of the Philippines, Dr. Pornpun Waitayangkoon, GB member of Thailand, Prof. Ismunandar, Director of SEAMEO QITEP in Science, and Prof. Handoko, Deputy Director for Program and Development of SEAMEO Secretariat.

22. The acting Chairperson informed the meeting about the quorum of the meeting as stated in article 34 of the Guideline of the GB of SEAMEO Regional Centres and Networks, that the meeting shall be two-third of its voting members. As informed by the Director of SEAMEO QITEP in Science, the total number of GB members currently is nine members. Therefore, the quorum was fulfilled by the presence of the six members.

Election of Vice-Chairperson

23. The acting Chairperson informed the meeting that there was agreement in the 2nd GB Meeting that the Vice-Chairperson will be decided by means of the meeting. Dr. Pornpun Waitayangkoon, GB member of Thailand, nominated Dr. Lorna D. Dino, GB member of the Philippines, as the Vice-Chairperson and all GB members agreed to this nomination.
24. The acting Chairperson handed over the chairmanship to the new elected Vice-Chairperson. The elected Vice-Chairperson thanked the support of all GB members.

Election of the Chief Rapporteur

25. The elected Vice-Chairperson of the 4th GB Meeting led the election of the Chief Rapporteur of the Meeting. The meeting agreed to choose Dr. Chong Kui Kian, GB member of Brunei Darussalam, as the Chief Rapporteur of the 4th GB Meeting.

Adoption of Tentative Agenda and Programme

26. The GB Members unanimously approved the proposed agenda (See **Appendix 4**).

Presentation of Working Papers

I. Matters for Acknowledgment (QITEP in Science 4th GBM/WP 1)

27. The working paper was announced by Dr. Lorna D. Dino, the Vice-Chairperson of the 4th Governing Board Meeting. The paper informed the meeting of the changes at ministerial and the highest official levels in the Ministry of Education of SEAMEO Member Countries, and personnel changes in the SEAMEO Regional Centre for QITEP in Science.

Discussion:

28. Dr. Pornpun Waitayangkoon, GB Member of Thailand, informed that the current Minister of Education of Thailand is H.E Mr. Chaturon Chaisaeng replacing Mr. Phongthep Thepkanjana who was promoted to be the Deputy Prime Minister.

Decision:

29. The 4th Governing Board Meeting:
- 1) **took note** of the appointment of H E Dr. Mya Aye, Union Minister of Education, Myanmar; H E Mr. H.E Mr. Chaturon Chaisaeng , Minister of Education, Thailand

and H E Mr. Bendito dos Santos Freitas, Minister of Education, Timor Leste as the present ministers of the member countries.

- 2) **expressed** its gratitude and deep appreciation to of H E Dr. Chan Nyein, the former Union Minister of Education, Myanmar; H E Prof. Dr. Suchart Thada-Thamrongvech and Mr. Phongthep Thepkanjana, the former Ministers of Education, Thailand, and H E Dr. Joao Cancio Freitas, the former Minister of Education, Timor Leste, for the continued support and dedication to the achievement of SEAMEO during their term as former ministers of the member countries.
- 3) **took note** of the appointment of H E Jose Ignacio Wert Ortega, Minister of Education, Culture and Sport, Spain as present minister of the associate member countries.
- 4) **expressed** its gratitude and deep appreciation to of H E Dr. Angel Gabilondo Pujol, the former Minister of Education, Culture and Sport, Spain for the continued support to SEAMEO.
- 5) **took note** of the appointments of Dr. Haji Junaidi bin Haji Abd. Rahman, Permanent Secretary (Core Education), Ministry of Education, Brunei Darussalam; Ms. Chantavone Phandamngong, Director General, Department of External Relations, Ministry of Education and Sports, Lao PDR; Mr. Atty Alberto T. Muyot, Undersecretary for Legal and Legislative Affairs, Department of Education, the Philippines; Ms. Chan Lai Fung, Permanent Secretary, Ministry of Education, Singapore; Ms. Panita Kambhu, Permanent Secretary, Ministry of Education, Thailand; and Mr. Antoninho Pires, Director General of Corporate Service, Ministry of Education, Timor Leste as the present high officials of the member countries.
- 6) **expressed** appreciation to Mr. Haji Mahrub bin Haji Murni, the former Permanent Secretary (Core Education), Ministry of Education, Brunei Darussalam; Mr. Sengsomphone Viravouth, Director General, Department of Planning and Cooperation, Ministry of Education and Sports, Lao PDR; Mr. Rizalino D. Rivera, Undersecretary, Department of Education, the Philippines; Mrs. Tan Ching Yee, the former Permanent Secretary, Ministry of Education, Singapore; Dr. Sasithara Pichaichannarong, the former Permanent Secretary, Ministry of Education, Thailand; and Mr. Apolinario Magno, the former Director General, Ministry of Education, Timor Leste to their support to SEAMEO activities as the former high officials of the member countries.
- 7) **took note** of the appointments of Dr. Chong Kui Kan, Brunei Darussalam; Dato' Misrah Haji Ibrahim, Malaysia; and Dr. Lorna D. Dino, Philippines, as the present governing board member of their respective countries.
- 8) **expressed** appreciation to Ms. Nadia Lee Siew Hoon binti Abdullah, former Governing Board Member of Brunei Darussalam, Datuk Dr. Haili bin Dolhan, former Governing Board Member of Malaysia, and Dr. Carolina S. Guerrero, former Governing Board Member of the Philippines for their continued support and dedication to the achievement of SEAMEO QITEP in Science during their term.
- 9) **welcomed** and expressed congratulations on the appointments of Ms. Lidiya Sinulingga, as the present Head of Division of Personnel, Finance, and Infrastructure of SEAMEO QITEP in Science.
- 10) **expressed** appreciation to Ms. Eneng Susilawati, the former Head of Division of Personnel, Finance, and Infrastructure of SEAMEO QITEP in Science.

II. Proposed Three-Year Budget of SEAMEO QITEP in Science for FY 2013/2014, 2014/2015, and FY 2015/2016 and Personnel Strength Budget for FY 2013/2014 (QITEP in Science 4th GBM/WP 2/AC)

30. The working paper was presented by Dr. Maman Wijaya, Deputy Director for Administration of SEAMEO QITEP in Science, to seek approval from the 4th Governing Board Members on the Proposed Operational Budget covering fiscal year 2013/2014, 2014/2015 and 2015/2016 and Personnel Strength Budget for fiscal year 2013/2014 for further submission to the SEAMEO High Officials Meeting for endorsement and to the SEAMEO Council Conference for approval.

Discussion:

31. Dr. Pornpun Waitayangkoon, GB Member of Thailand, raised questions about the correct fiscal year of the Centre's proposed three-year budget. Prof. Handoko, Deputy Director for Program and Development of SEAMEO Secretariat, implied that the correct year should be 2014/2015 instead of 2013/2014.
32. Dr. Pornpun Waitayangkoon, GB Member of Thailand, and Dr. Chong Kui Kian, GB Member of Brunei Darussalam, referred to annex of WP 2 and found the number of Centre's personnel was 24 persons which were different from the personnel list of WP 1. Prof. Ismunandar, Director of SEAMEO QITEP in Science, clarified that the correct personnel number of the Centre was 26 as stated in WP 1.

Decision:

33. The 4th Governing Board Meeting **approved** the Centre's Proposed Three-Year Budget of SEAMEO QITEP in Science for FY2013/2014, FY2014/2015, and FY 2015/2016 and Personnel Strength Budget for FY2013/2014, for further submission to SEAMEO HOM for endorsement and the SEAMEO Council for final approval.

III. Financial Report of SEAMEO QITEP in Science for FY 2012/2013 (QITEP in Science 4th GBM/WP 3)

34. The working paper was presented by Dr. Maman Wijaya, Deputy Director for Administration of SEAMEO QITEP in Science, to seek approval from the 4th Governing Board Meeting on the Centre's Financial Report covering fiscal year 2012/2013.
35. The paper informed that the main fund for the operation of the SEAMEO Regional Centre for QITEP in Science derives from the Government of Indonesia. The budget system applied in Indonesia is based on Performance-Based Budgeting and Medium Term Expenditure Framework. The paper also described that the Centre's Financial report of the Operational Budget covers budget for Fiscal Year 2012/2013 which include budget for Capital Fund, Operation Fund, and Special Fund consist of Training, Research, Seminar and Conference, and Governing Board Meeting.

Discussion:

36. Dr. Handoko, Deputy Director for Program and Development of SEAMEO Secretariat, inquired for the result of financial audit.

37. Prof. Ismunandar, Director of SEAMEO QITEP in Science, explained that the SEAMEO QITEP in Science does not have yet an audited financial report due to absence of authority to pay the public auditor. Prof. Ismunandar then asked Dr. Abi Sujak, who is a GB member of Indonesia and an official of the Ministry of Education and Culture of the Republic of Indonesia, to explain further regarding this matter.
38. Dr. Abi Sujak, GB member of Indonesia and the Secretary of Board of Human Resources Development of Education and Culture and Education Quality Assurance, the Ministry of Education and Culture of the Republic of Indonesia, informed that the Indonesian government has three internal auditor institutions which are free of charge. Currently, SEAMEO QITEP in science still share the account with its host institution (CDETEP in Science). It is the reason why the auditing system should be taken by the government auditor. Then, he hoped that the Ministry of Education and Culture of the Republic of Indonesia could meet the SEAMEO Secretariat's request concerning engaging a public auditor. He suggested that a special account need to be created for SEAMEO QITEP in Science.
39. Prof. Handoko, Deputy Director for Program and Development of SEAMEO Secretariat, explained that the capital and operating funds coming from the government should be audited by the government auditor. The other accounts, the special fund and unallocated fund, should be audited by the public auditor. If a Centre had not been audited by a public auditor, the auditor of the SEAMEO Secretariat would take the responsibility to conduct the audit of the respective Centre with SEAMEO Secretariat expenses and it would burden the SEAMEO Secretariat. However, the SEAMEO Secretariat intended to invite the selected auditor from each Centre to join the workshop on SEAMEO Auditing System following the Financial Operating Manual (FOM) to discuss further regarding this issue.
40. Dr. Abi Sujak, GB member of Indonesia, requested the SEAMEO Secretariat to invite auditors of the Ministry of Education and Culture of the Republic of Indonesia to the workshop.
41. Prof. Handoko, Deputy Director for Program and Development of SEAMEO Secretariat, emphasized that SEAMEO QITEP in Science should have a public accountant and follow the Finance Operating Manual of SEAMEO.

Decision:

42. The 4th Governing Board Meeting **took note** the Centre's Financial Report covering Fiscal Year 2012/2013, and the GBM hoped that the Centre's Financial Report FY 2013/2014 and onwards be audited by the public auditor.

IV. Annual Report on SEAMEO QITEP in Science's Programmes and Activities for Fiscal Year 2012/2013 (QITEP in Science 4th GBM/WP 4/AP)

43. The Working Paper was presented by Prof. Ismunandar, Director of SEAMEO QITEP in Science, to seek approval of the 4th Governing Board Meeting 2013 on the Annual Report of SEAMEO Regional Centre for QITEP in Science Fiscal Year 2012/2013.

44. The paper explained that in the Fiscal Year 2012/2013, the Centre conducted the following programmes and activities: i) Training Courses, ii) Workshops on Curriculum and Material Development of each six training courses, iii) 3rd International Conference on Science Education and Teacher Professional Development, iv) Staff Capacity Building, v) Collaboration and Networking, and vi) Promotion of the Centre programmes and activities through various strategies, such as: displays, printed materials, website, visits, and seminars.

Discussion:

45. Dr. Lorna D. Dino, the Vice-Chairperson, appreciated and acknowledged the achievement of the Centre in the implementation of the programmes. She however also stressed the importance of evaluation of the programmes.

Decision:

46. The 4th Governing Board Meeting 2013 **approved** the Annual Report on SEAMEO QITEP in Science's Programmes and Activities for Fiscal Year 2012/2013.

V. Proposed Programmes of SEAMEO QITEP in Science for FY 2014/2015 (QITEP in Science 4th GBM/WP 5/AP)

47. The working paper was presented by Dr. Indarjani, Deputy Director for Program of SEAMEO QITEP in Science, to seek approval of the 4th GB Members on the programmes of the SEAMEO Regional Centre for QITEP in Science for Fiscal Year 2014/2015.

48. The Meeting was informed that in the Fiscal Year 2014/2015, the Centre will conduct the following programmes and activities: i) Training Courses on five areas, ii) Workshops on Curriculum and Material Development of each training courses, iii) The 5th International Conference on Science Education and Teacher Professional Development and presentation of Ki Hajar Dewantara Award for the best regional science teacher, v) Staff Capacity Building, vi) Collaboration and Networking, v) Research and Development, and vii) Promotion of the Centre's programmes and activities.

Discussion:

49. Dr. Pornpun Waitayangkoon, GB member of Thailand, suggested that the Centre should also include learners' assessment in science into its professional training programmes. The Centre Director explained that the focus of the Centre is to train teachers in only six those areas as stated. However, the Centre will consider including assessment as part of the training programme.

50. Mr. Sun Bunna, GB member of Cambodia, suggested the Centre to conduct in-Country training especially in Cambodia. The Centre Director said that the Centre welcomes any invitation from SEAMEO member countries to conduct the in-country trainings. The training will be based on resource sharing between the Centre and host countries, i.e. the Centre will provide instructors and learning materials, while the host country provides the support for the participants.

51. Prof. Handoko, Deputy Director for Program and Development of SEAMEO Secretariat, found that there was inconsistency of the schedule in the proposed programmes, as

written in the annex of WP 5. It was written that there were several programmes scheduled before July 2014.

52. Dr. Abi Sujak, GB member of Indonesia, sought information from the SEAMEO Secretariat on the mechanism that can be used if there are any changes of programmes in the middle of the fiscal year. Prof. Handoko explained that there is a possibility to adjust the program in the middle of the fiscal year.

53. Dr. Pornpun Waitayangkoon, GB member of Thailand, suggested that Staff Capacity Enhancement should be moved from KRA 1 to KRA 3.

Decision:

54. The 4th Governing Board Meeting **approved** the proposed programmes of the SEAMEO Regional Centre for QITEP in Science for Fiscal Year 2014/2015 after the revision has been made within the targeted dates.

VI. Follow-up Actions on the Decisions of the 3rd Governing Board Meeting (QITEP in Science 4th GBM/WP 6/IN)

55. The working paper was presented by Prof. Ismunandar, Director of SEAMEO QITEP in Science, to seek approval of the 4th Governing Board Meeting on the Follow-up Actions on the Decisions of the 3rd Governing Board Meeting.

Discussion:

56. Dr. R. Indarjani, Deputy Director for Program of SEAMEO QITEP in Science, informed that the correct date of the Centre Directors Meeting as stated in WP 6, was 1 – 3 July 2013, instead of 16 – 18 July 2013.

Decision:

57. The 4th Governing Board Meeting **approved** the follow-up actions on the decisions of the 3rd Governing Board Meeting of SEAMEO QITEP in Science.

VII. Proposal for the Ki Hajar Dewantara Award for Regional Best Science Teacher (QITEP in Science 4th GBM/WP 7/AP)

58. The working paper was presented by Dr. Indarjani, Deputy Director for Programmes of SEAMEO QITEP in Science, to seek approval Proposal for the Ki Hajar Dewantara Award for Regional Best Science Teacher.

59. The paper covered the objectives, descriptions and details as well as the nomination of the award.

Discussion:

60. GB member of Indonesia enquired if it is possible to include the school principals in the competition to get the award, since they also contribute greatly to the enhancement of science education. Prof. Ismunandar, Director of SEAMEO QITEP in Science, replied that the award is intended for science teachers, but if the school principals serve also as the science teachers, it is possible to nominate them for the award. Dr. Lorna D. Dino, the Vice-Chairperson, added that it might also be possible to initiate other award particularly for school principals for their excellent leadership in science education.

61. Dr. Chong Kui Kian, GB member of Brunei Darussalam, inquired whether it is possible to include the selection criteria in the annex, such that has already been set for the two previous awards to ensure consistency for all member countries in their selection process. Prof. Ismunandar, Director of SEAMEO QITEP in Science, responded that there are several general criteria set for the nomination, such as a scientific paper of their science teaching practices and innovation. For foreign participants, the Centre allowed the respective Ministry of Education to set their own criteria because each country may have their own justification for the award.
62. Mr. Sun Bunna, GB member of Cambodia, agreed the idea to set standard criteria for the award. However, he emphasized that the criteria should take into consideration of the situation of each SEAMEO member country, for example, Cambodia is quite different from Brunei Darussalam, in terms of science education development and facilities. Dr. Lorna D. Dino, the Vice-Chairperson, underlined that the Board of Selection will set the criteria which are applicable to all member countries. The Centre will take the responsibility to organize the Board of Selection as soon as possible to allow the member countries to nominate the awardees based on the criteria.

Decision:

63. The 4th Governing Board Meeting **approved** the Proposal for the Ki Hajar Dewantara Award for Regional Best Science Teacher.

VIII. Proposed 2nd FYDP 2015/2016 – 2019/2020 (QITEP in Science 4th GBM/WP 8/IN)

64. The working paper was presented by Prof. Ismunandar, the Director of SEAMEO QITEP in Science, to inform the 4th Governing Board Meeting on the progress of the Proposed 2nd Five Year Development Plan (FYDP) 2015/2016 – 2019/2020.
65. This paper described the Centre’s 2nd FYDP which included the introduction, strategic planning process, contexts consisting of drivers, issues, trends and SEAMEO QITEP in Science’s preferred scenarios of formulating the 2nd FYDP, SEAMEO QITEP in Science 2nd Five Year Development Plan consisting of vision statement, mission statement, goals, core values, program thrusts, and closing.

Discussion:

66. Prof. Handoko reiterated that it was agreed by the Board that the draft of the 2nd FYDP will be submitted to GB members after revision according to suggestions from GB members and representative during the pre GBM workshop for approval through a referendum by April 2014 for further submission to the Centre Directors Meeting 2014, SEAMEO High Officials Meeting 2014, and SEAMEO Council Conference 2015.
67. Dr. Lorna D. Dino, the Vice-Chairperson, added that the Centre will accommodate all applicable inputs from all the GB members of the three SEAMEO QITEP Centres at the pre-GBM session to the 2nd FYDP.

Decision:

68. The 4th Governing Board Meeting **took note** and **agreed** that the Centre will accommodate all applicable inputs from all the GB members of the three SEAMEO QITEP Centres at the pre-GBM session to the 2nd FYDP and the draft of the 2nd FYDP for approval by GB members through a referendum by April 2014 for further submission to the Centre Directors Meeting 2014, SEAMEO High Officials Meeting 2014, and SEAMEO Council Conference 2015.

IX. PRAISE (Promoting Real Australian Indonesian Science Education) (QITEP in Science 4th GBM/WP 9/AP)

69. The working paper was presented by Dr. Indarjani, Deputy Director for Program of SEAMEO QITEP in Science, to inform the 4th Governing Board Meeting on the Reports of the PRAISE Project conducted by SEAMEO QITEP in Science in collaboration with the Australian Government (represented by AUSAID and QUESTACON).

70. The paper stated that the Centre has had an ongoing collaboration with Australian Academy of Science, particularly with “Science by Doing” (SbD) Centre. “Science by Doing” is a national initiative of the Australian Academy of Science, funded by the Australian Government. It seeks to improve secondary science education by engaging teachers and students using inquiry-based approach, and encouraging teachers and students to work as effective teams, focusing on student learning outcomes.

71. The project is entitled PRAISE project standing for Promoting Real Australian Indonesian Science Education, which has been funded by the AUSAID, QUESTACON (Australia) and SEAMEO QITEP in Science. It symbolized by a logo that depicted below.



72. The project intends to implement the Inquiry-Based Science Education at the second grade of junior secondary school where integrated science is applied. The project is expected to produce a textbook as learning resource for science teacher and students. There will be 50 teacher guidance books and 2.800 student books produced as the target. The project runs in the following phases: (1) materials’ preparation; (2) consolidation with the participating school; (3) pre-pilot implementation; (4) production of learning materials; (5) materials’ implementation; (6) evaluation; and (7) overall report. To date the project has gone up to the pre-pilot phase of implementation and will soon be followed by the material's implementation (during October - November 2013).

Discussion:

73. Dr. Chong Kui Kian, GB member of Brunei Darussalam, inquired about the teacher training what will happen with the trained teachers. Prof. Ismunandar, Director of SEAMEO QITEP in Science, explained that the teachers were involved in the 3-day pre-implementation workshop, and then they implement the initiatives in their school for 2 months. The Centre will send staff to assist the school in case of problems arise during

the implementation. After the implementation the teachers will participate in reflection workshops.

74. Dr. Chong Kui Kian, GB member of Brunei Darussalam, also questioned whether the program will be expanded if the pilot is successful. Prof. Ismunandar, Director of SEAMEO QITEP in Science, responded that the Centre is keen to continue the collaboration with Australia and it is expected to be implemented throughout the country and develop more units.
75. GB member of Indonesia commented that the Praise project is a very good project. He also suggested that the video format of hands-on activities is compiled in the DVD.
76. Dr. Chong Kui Kian, GB member of Brunei Darussalam, highlighted that Brunei Darussalam is also implementing the IBSE, hence, it provides good opportunities to have collaboration among the countries to synchronize about the matter.
77. Mr. Sun Bunna, GB member of Cambodia, sought for clarification concerning the title of the project, and he inquired whether the project is provided only for Indonesian teachers as the title suggested. Prof. Ismunandar, Director of SEAMEO QITEP in Science, clarified that the title only shows the parties involved in the project, but the project itself can also accommodate the science teachers in the region.

Decision:

78. The 4th Governing Board Meeting **took note and supported** the PRAISE (Promoting Real Australian Indonesian Science Education) project.

X. Progress of Centre's Capacity Building for Inquiry Approach in Science Education and Professional Development (QITEP in Science 4th GBM/WP 10/IN)

79. The Working Paper was presented by Dr. Indarjani, Deputy Director for Program of SEAMEO QITEP in Science, to inform the 4th Governing Board Meeting on the progress of Centre's capacity building for inquiry approach in science education and professional development and to request suggestions from the Meeting on the improvement of Centre's capacity building for inquiry approach in science education and professional development.
80. The paper informed the workshop on collaboration and networking conducted by the Centre in increasing the capacity of the Centre's staff, science teachers, and education personnel about the inquiry approach in science education.

Discussion:

81. Dr. Chong Kui Kian, GB member of Brunei Darussalam, raised the idea that the Centre can be invited to observe the IBSE training in Brunei Darussalam since Brunei Darussalam has started its IBSE training in 2008. She expressed the collaboration effort could produce a better result.
82. Dr. Lorna D. Dino, the Vice-Chairperson, informed that the Philippines has science schools under the department of science and technology and University of the

Philippines – NISMED that help the DepEd in curriculum development and training of teachers. They can be invited by the Centre to be its partners.

83. GB member of Indonesia supported Dr. Chong's as well as Dr. Lorna's ideas to have a collaboration in developing the IBSE. Previously the Centre for Development and Empowerment of Teachers and Education Personnel (CDETEP) in Science had collaborated with the National Science Resource Centre and the Smithsonian Institute in Washington as the example of the collaboration. Therefore, it was suggested that the Centre could have collaboration with the mentioned institutions.
84. Dr. Lorna D. Dino, the Vice-Chairperson, emphasized that in order to improve the capacity building of the Centre, the Centre needs to formulate the required competencies and number of employees that the Centre needs, and to begin to build an inventory of all resources available in each respective Centre.

Decision:

85. The 4th Governing Board Meeting:
- 1) **took note** the Progress of Centre's Capacity Building for Inquiry Approach in Science Education and Professional Development.
 - 2) **suggested** that:
 - a) the Centre has to formulate the concepts of level of competence in IBSE and functional staff.
 - b) the Centre should strengthen collaboration with other SEAMEO Centres, SEAMEO member countries, and other institutions beyond the region, in terms of IBSE development.

Other Matters

Date and Venue

86. The Meeting agreed that the next Governing Board Meeting will be conducted on 22 – 26 September 2014 in Solo, Central Java, Indonesia.

Follow Up Action from SEAMEO Meeting and Updates on the Recent Developments in SEAMEO

87. The GB meeting took note of the key points, agreements, and actions resulted from major SEAMEO meetings, and supported the initiatives presented by SEAMEO Secretariat.

Review and Adoption of the Final Proceedings

88. The 4th GB meeting reviewed and adopted the final proceedings of the meeting. The final proceedings reviewed in this GB Meeting will be sent to the GB members two weeks after the GB meeting.

Closing Remarks

89. Prof. Handoko, Deputy Director for Programme and Development of SEAMEO Secretariat, congratulated and acknowledged the Centre Director and staff for convening the GB meeting. He also extended his appreciation and expressed his gratitude to the GB members for the support and contribution during the meeting, and


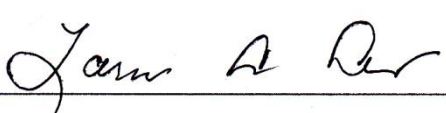

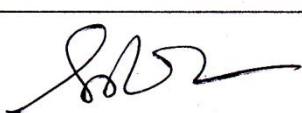
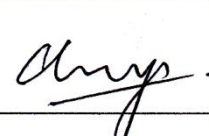
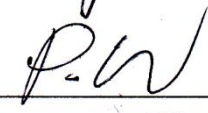

thanked the Vice-Chairperson and Chief Rapporteur for their contribution to make the meeting effective and efficient. Finally, he greeted all the attendees to have a pleasant and safe trip home.

90. The 4th Governing Board Meeting was formally closed on 26 September 2013 by Prof. Ismunandar, Director of SEAMEO QITEP in Science. He warmly thanked Prof. Handoko of the SEAMEO Secretariat, GB members for the supports and the directions for the incoming years. He also showed deep appreciation to the staff for their hardworking. He apologized for any inconvenience during the meeting. Finally he closed the meeting officially. All Governing Board members looked forward to the 5th GB Meeting on 22 - 26 September 2014 in Solo, Central Java, Indonesia.

Annex

1. List of Delegates and Observers
2. Welcome Remarks and Report by the Director of SEAMEO QITEP in Science
3. Official Keynote Address by the Deputy Director for Programme and Development of SEAMEO Secretariat
4. Agenda of the 4th SEAMEO QITEP in Science Governing Board Meeting
5. Working Papers

Nusa Dua, 26 September 2013
Approved by,

No.	Name	Signature
1	HANDOKO	
2.	Lorna D. Dias	
3	SUN BENWA	
4	Keth Phonhach	
5.	Chong kui man	
6.	P. Wirogja	
7.	Dr. Abi Sujak	

List of Participants
4th Governing Board Meeting
Goodway Hotel and Resort, Nusa Dua, Bali, Indonesia
25 – 27 September 2013

No.	Name	Institution	Origin	Position in GBM
1.	Dr. I Handoko	SEAMEO Secretariat	Thailand	Ex-Officio
2.	Prof. Dr. Ismunandar	SEAMEO QITEP in Science	Indonesia	Ex-Officio
3.	Dr. Abi Sujak	Directorate General of Quality Improvement of Teachers and Education Personnel, Ministry of Education and Culture	Indonesia	GB Member/ Chairperson
4.	Dr. Chong Kui Kian	Department of Schools Inspectorate, Ministry of Education	Brunei Darussalam	GB Member
5.	Mr. Sun Bunna	Department of Curriculum Development, Ministry of Education, Youth and Sport		GB Member
6.	Mr. Keth Phanlack	Ban Kuen Teacher Training College	Lao PDR	GB Member
7.	Dr. Lorna Dig-Dino	Bureau of Alternative Learning System, Department of Education,	Philippines	GB Member/ Vice Chairperson
8.	Dr. Pornpun Waitayangkoon	Institute for the Promotion of Teaching Science and Technology	Thailand	GB Member
9.	Dato' Misrah Haji Ibrahim	Institute of Teacher Education, Ministry of Education	Malaysia	GB Member
10.	Dr. Le Phuoc Minh	Institute for Education Management	Vietnam	GB Member
11.	Dr. Than Soe	Patheingyi University	Myanmar	GB Member
12.	Dr. I Made Alit Mariana	Education Quality Assurance of Bali Province	Indonesia	Observer
13.	Ratih Dewanti	Planning and International Cooperation Bureau	Indonesia	Observer

4th Governing Board Meeting
Goodway Hotel and Resort, Nusa Dua, Bali, Indonesia
25 – 27 September 2013

Welcome Remarks
by Prof. Dr. Ismunandar
Director of SEAMEO Regional Centre for QITEP in Science

His Excellency, Prof. Musliar Kasim, Vice Minister of Education and Culture of the Republic of Indonesia represented by Dr. Harris Iskandar, Director of Senior High School Development. The honourable Governing Board Members of SEAMEO QITEP in Language, Mathematics, and Science.

Distinguished Representatives of SEAMEO sister centres and partner agencies.

Assalamu'alaikum warahmatullahi wabarakatuh,

Selamat sore and warmest welcome to all distinguished guests, ladies and gentlemen. It is an honour to have the presence of His Excellency Prof Musliar Kasim in the opening formalities of the Governing Board Meeting (GBM) of the 3 centres. On behalf of three SEAMEO Centers: SEAMEO QITEP in Language, SEAMEO QITEP in Mathematics, and SEAMEO QITEP in Science, it is really my honour to welcome every one of you to the 4th GB Meeting. Distinguished ladies and gentlemen, at this precious moment, allow me to extend several brief notes about this 4th Governing Board Meeting.

Firstly, the need to improve the quality of education, hence the quality of teachers in SEAMEO member countries is very real. During four years of three QITEP operations, we continuously afford to do our best to increase our capacity while making every effort to improve the quality of teachers and education personnel in the region. We do hope that in the meeting we will have more discussion, advices and supports on how we could do more strategic efforts and make more beneficial impacts to the region.

Secondly, at the present we are preparing for the 2nd Five Year Development Plan (FYDP). This will provide direction and guidance for the decision-making processes of the Centre to achieve its vision, missions, and goals. We do thank all Governing Board (GB) members and Secretariat for providing us with the very valuable inputs and suggestions on the last two days workshop organised right before this GBM.

On this occasion, once again I wish to extend our sincere gratitude and appreciation to Prof Musliar Kasim for his continuous support and kindly ask His Excellency to officiate the 4th GBM of the 3 centres. Our sincere gratefulness is also extended to the Ministry of Education and Culture of the Republic of Indonesia for the continuous financial and other supports. I

would also like to thank the Centre for Development and Empowerment of Teachers and Education Personnel (CDETEP) or P4TK in Language, Mathematics and Science as the host institutions for us, the 3 centres. My sincere thanks are also for all GB members who always provide directions, supports, and feedbacks on the policies, programs and activities of the centre. Last but not least, I would like to thank for all staff of 3 centres so far for the hard work on the preparation and the accomplishment of this meeting.

Once again thank you and may we have the success of the 4th Governing Board Meeting.

Billahitaufik wal hidayah, wassalamualaikum warrahmatullahi wabarokatuh.

The 4th Governing Board Meeting of SEAMEO QITEP in Science
25-27 September 2013
Goodway Hotel and Resort, Nusa Dua, Bali - Indonesia

OPENING REMARKS

Prof. Dr. Musliar Kasim

Vice Minister of Education and Culture of the Republic of Indonesia

1. His Excellency Director of SEAMEO Secretariat Dr. Witaya Jeradechakul and the deputies;
2. Honourable Chairman and Governing Board Members of SEAMEO QITEP in Language, QITEP in Mathematics, and QITEP in Science;
3. Honourable Secretary of Board for Human Resource Development in Education and Culture and Education Quality Assurance of Republic of Indonesia (BPSDMPK dan PMP);
4. Honourable Head of Education, Youth, and Sport Office of Bali (Dinas Pendidikan, Pemuda, dan Olahraga Provinsi Bali);
5. Honourable Head of Education Quality Assurance of Bali (LPMP Provinsi Bali);
6. Honourable Heads of Centre for Development and Empowerment of Teachers and Educational Personnel in Language, Mathematics, and Science (PPPPTK Bahasa, PPPPTK Matematika, and PPPPTK IPA);
7. Honourable Directors of SEAMEO QITEP in Language, QITEP in Mathematics, and QITEP in Science;
8. Distinguished guests, ladies, and gentlemen,

Assalamu'alaikum wr, wb,

A very well good afternoon,

Praise to Allah the Almighty for blessing us with health and prosperity that we have the opportunity to converge on Bali this afternoon. It is a great honour for me to stand here and welcome you all at the opening of the 4th Governing Board Meeting of the three centres: SEAMEO QITEP in Language, SEAMEO QITEP in Mathematics, and SEAMEO QITEP in Science.

Today, I am pleased to tell you at glance about an island where you will stay in to have meetings for several days, Bali. Ladies and gentlemen, Bali is well known as "the paradise island" because of its reputation in the world as a tropical paradise of untold beautiful nature and wonderful fascination. The island is also famous as "the island of gods" because worship colours every facet of life among the Hindu Balinese in their daily activities. The reputation of its cultural richness and beauty of nature has soared all over the world. Bali is also the largest tourist destination in Indonesia with many sophisticated arts; like traditional and modern sculpture, leather, painting, dance, music, and metalworking. That was Bali at a glance, and you must enjoy its beauty.

Ladies and gentlemen,

In this opportunity, the Government of the Republic of Indonesia would like to extend sincerest gratitude and appreciation to all educational community including the individuals,

organisations, regional governments, and other shareholders for their initiatives, attempts, and concerns to develop education in general.

Excellencies, distinguished participants, ladies, and gentlemen, We must understand that in the educational field, human beings are the leading actors as both subject and object. And, knowledge is the media, so it is our task as the educational personnel to help students construct the understanding of knowledge in which they become the central of learning that they can learn and enjoy the process of learning.

In every single field of education, students need to construct their own understanding of concepts, so that the primary role of teaching is not to lecture, to explain, or to 'transfer' knowledge, but to create situations for students that will foster their making of necessary mental constructions. The challenge in teaching is to create experiences that engage students and support their own explanation, evaluation, communication, and application of the models needed to make sense of these experiences.

Consequently, ladies and gentlemen, there is a sustainable need in education in general, and especially in language mathematics, and science, to disclose approaches for improving teaching in order to look for different ways to engage individual student, develop rich environments for exploration, prepare coherent problem sets and challenges that focus the model building effort, elicit and communicate students' perceptions and interpretations.

Ladies and gentlemen,

The future of a nation depends on the quality of its young generation, and this fact puts education in a central point as a building block of the future of the young generation to create prosperous and civilised society. The three Centres are expected to continuously contribute to the quality improvement of language, mathematics, and science education in the region. We will be hand in hand creating high quality generations in interdisciplinary aspects involving intellectual, moral, cultural, and religious aspects.

On this occasion, I would like to extend my sincere gratitude to the Governance Board Members of the three QITEPs who have given important input during the development of QITEPs' Second Five Year Development as a strategic plan, to enable the Centres to seize the emerging needs of clients and new opportunities throughout the Centre's operation in the next five years.

My greatest appreciation also goes to the SEAMEO Secretariat who always guides and facilitates all SEAMEO Centres, especially the triplet QITEPs to run their programmes

Last but not least, I would like to thank to SEAMEO QITEP in Language, SEAMEO QITEP in Mathematics, and SEAMEO QITEP in Science as the organising committee for conducting this very important meeting in Bali. It is our sincere hope that you can enjoy your time in Bali and have fruitful discussions to develop programmes and policies which will advance the education in Southeast Asia.

Distinguished ladies and gentlemen,

It is now my pleasure to declare the 4th Governing Board Meeting of SEAMEO QITEP in Language, SEAMEO QITEP in Mathematics, and SEAMEO QITEP Science in is officially opened.

Thank you

Wassalamu'alaikum wr, wb,

Vice Minister of Education and Culture of the Republic of Indonesia

Prof. Dr. Musliar Kasim



TENTATIVE AGENDA
GOVERNING BOARD MEETING
SEAMEO REGIONAL CENTER FOR QITEP IN SCIENCE
23 – 28 SEPTEMBER 2013,
GOODWAY HOTEL, BALI, INDONESIA

TIME	PROGRAMME	NOTES
	PRE GOVERNING BOARD MEETING	
DAY 1	Monday, 23 September 2013	
08.00-16.00	Arrival of Participants/Delegates Check in	Committee
16.00-18.00	Registration	Committee
18.00-19.00	Dinner	Committee
19.00-20.30	Opening Ceremony	
	1) Official Song of SEAMEO, Building the Future	
	2) Welcome Remarks by the Director of SEAMEO QITEP in Mathematics on behalf of 3 SEAMEO QITEPS	Prof. Dr. Subanar
	3) Opening Remarks by Director of the SEAMEO Secretariat	Dr. Vitaya Jeradechakul
	4) Photo Session	MC
20.30-21.00	Pre GB Meeting Program Orientation	Center's Deputy Directors
DAY 2	Tuesday, 24 September 2013	
08.00-09.30	Plenary session 1: Presentation on Draft 2nd FYDP - Qitep in Language -Qitep in Mathematics -Qitep in Science	Moderator : Dr Handoko (Deputy Director for Programme and Development of SEAMES)
09.30-10.00	Refreshment	Committee
10.00-12.00	Plenary session 1 : * SEAMEO perspective on 2nd FYDP	Moderator : Dr Handoko (Deputy

TIME	PROGRAMME	NOTES
	QITEPS * SEAMEO Member countries perspective on 2nd FYDP QITEP - GB member from Brunei - GB member from Cambodia - GB member from Indonesia - GB member from Myanmar - GB member from Malaysia	Director for Programme and Development of SEAMES)
12.00-13.30	Lunch	Committee
13.30-15.30	Plenary session 1 : SEAMEO Member countries perspective on 2nd FYDP QITEP (Continue) - GB member from Lao - GB member from Singapore - GB member from Philippines - GB member from Thailand - GB member from Vietnam - GB member from Timor Leste	Mr Rawude Sukmongkol Finance Manager of SEAMES
15.30-16.00	Refreshment	Committee
16.00-18.00	Centre Working Group Discussion : Reflection on material Session 1	Centre and respective GB Members
18.00-19.30	Dinner	Committee
19.30-21.00	Centre Working Group Discussion : Reflection on material Session 1	Centre and respective GB Members
DAY 3	Wednesday, 25 September 2013	
08.00-9.30	Plenary Session 2 : Report on Revision of Draft 2nd FYDP -SEAMEO Qitep in Language -SEAMEO Qitep in Mathematics -SEAMEO Qitep in Science	Mr Rawude Sukmongkol, Finance Manager of SEAMES
9.30-10.00	- Conclusion of workshop -Closing Formalities of Pre GB Meeting by Director of QITEP Language on behalf of 3 centers)	Dr Handoko (SEAMES) Dr. Felicia N Utorodewo
10.00-13.30	Break	Committee
12.00-13.30	Lunch	Committee
GOVERNING BOARD MEETING of 3 Centres		

TIME	PROGRAMME	NOTES
13.30-14.30	<p style="text-align: center;">OPENING FORMALITIES</p> <p>SEAMEO Colour /Building the Future</p> <p>1. Welcome remarks by the Director of SEAMEO QITEP Science on behalf of 3 Centres</p> <p>2. Opening Remarks by the Director of SEAMEO Secretariat or representative</p> <p>3. Keynote Address and Opening of the 4th Governing Board Meeting of Three SEAMEO QITEPs by Vice Minister of Education and Culture of the Republic of Indonesia</p> <p>4. Cultural performance</p> <p>4. Photo Session</p>	<p>Students from SMAN 4 Denpasar</p> <p>Prof. Dr. Ismunandar</p> <p>Deputy Director of SEAMEO Secretariat- Tinsiri Siribodhi PhD</p> <p>Prof. Dr. Musliar Kasim</p> <p>Students from SMAN 4 Denpasar</p>
SEAMEO QITEP in Science GOVERNING BOARD MEETING		
14.30-15.30	<p style="text-align: center;">Governing Board Meeting</p> <p>1) Introduction of Participants</p> <p>2) Confirmation of Chairman and Vice-chairman</p> <p>3) Remarks by the Chairperson of the Governing Board</p> <p>4) Election of the Chief Rapporteur</p> <p>5) Adoption of Tentative Agenda and Programme</p>	<p>Prof. Dr. Ismunandar Prof Dr Ismunandar</p> <p>Chairman of GB Member</p> <p>Chairman of GB member Chairman of GB member</p>
15.30-16.00	Refreshment	
16.00-18.00	<p>Presentation of Working Papers</p> <p>1. SEAMEO Secretariat : Follow Up Actions from SEAMEO Meetings and Updates on the Recent Developments in SEAMEO</p> <p>2. SEAMEO Qitep Science Matters for Acknowledgement:</p> <p>1) Matters for Acknowledgement</p> <p><u>Maters for Approval</u></p>	<p>Dr Handoko (SEAMES Deputy Director)</p> <p>QITEP in Science 4th GBM/WP1</p>

TIME	PROGRAMME	NOTES
	2) Personnel Strength Budget for FY2013/2014 3) Financial Report on FY 2012/2013 4) Annual Report on Programmes and Activities Year 2012/2013 5) Proposed Programme for FY 2013/2014 6) Follow-up Actions on the Decisions of the 3 rd GBM, CDM 2013 and 34 th HOM	QITEP in Science 4 th GBM/WP 2 QITEP in Science 4 th GBM/WP 3 QITEP in Science 4 th GBM/WP 4 QITEP in Science 4 th GBM/WP 5 Qitep in Science 4 th GBM/WP6
18.00-19.30	Formal Dinner with Vice Ministry and Participants Welcome Remarks by Director of SEAMEO QITEP Language (on behalf of 3 Centers)	Dr Felicia N Utorodewo
DAY 4	Thursday , 26 September 2013	
08.00-10.00	<u>Matters for Approval (Continue)</u> 6) KI HAJAR DEWANTARA AWARD <u>Matters for Consideration</u> 8) Proposed DRAFT 2 nd FYDP 2014/2015 – 2018/2019 <u>Matters for Information</u> 9. PRAISE PROJECT and TOTAL PROJECT 10. Progress of Centre Capacity Building for Inquiry Approach in Science Education and Professional Development <u>Other matters</u> Next Venue and Date of 5 th GBM (5m)	QITEP in Science 4 th GBM/WP 7 QITEP in Science 4 th GBM/WP8 QITEP in Science 4 th GBM/WP12 Qitep in Science 4 th GBM/WP 10 QITEP in Science 4 th GBM/WP 11
10.00-10.30	Refreshment	Commitee

TIME	PROGRAMME	NOTES
10.30-12.00	Free time	Chief of Rapporteur
12.00- 14.00	Lunch	Commitee
14.00- 15.00	Review and Adoption of the Draft Proceedings	Chief of Rapporteur
15.00-16.00	Refreshment	Commitee
16.00-18.00	Review and Adoption of the Draft Proceedings n	
18.00-19.30	Dinner	
19.30-onward	Closing Formalities	
DAY 5	Friday, 27 September 2013	
08.00- onwards	Cultural/Educational Visit	GB Members and Center
DAY 6	Saturday , 28 September 2013	
08.00-	Departure	

Working Papers and the Attachments