



Mission Report

**19th SEAMEO RETRAC Governing Board Meeting
22-23 September 2016
SEAMEO RERETRAC, Ho Chi Minh City, Vietnam**

Prepared by
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Deputy Director for Programme and Development

A. SEAMEO Officials and Staff Member on Mission

Dr Ethel Agnes Pascua-Valenzuela
Deputy Director for Programme and Development, SEAMEO Secretariat

B. Background, Description and Objectives of the Activity

1. SEAMEO Governing Board Meetings (GBM) are conducted annually and aims to set ways forward for the Centre's direction for the coming fiscal year.
2. SEAMEO RETRAC's 19th GBM provided opportunities for SEAMES to present updates and to coordinate activities within the regional inter-governmental organizations and SEAMEO Centres.
3. SEAMEO Secretariat seats as Ex-Officio member of SEAMEO RETRAC GBM. It is mandatory function of SEAMES to update GB members of SEAMEO Centres on the key activities, policies and projects undertaken by SEAMEO as a regional organization.
4. SEAMEO DDPD presented an opening remarks and a presentation of updates on significant activities, policies and programs from several SEAMEO meetings from FY 2015-2016.

C. Participants

1. SEAMEO RETRAC Director and Staff
2. SEAMES Deputy Director representing the SEAMEO Director
3. Governing Board Members of 11 member countries
4. Observers (Dr Wittaya former SEAMEO Director) and MOE reps from Vietnam and Thailand

D. Organizer/s

1. SEAMEO RETRAC in Ho Chi Minh, Vietnam and in cooperation with Ministry of Education and Training of Vietnam.

E. Highlight of the Activity/Summary Points

The 19th GB Meeting of SEAMEO RETRAC completed the ff activities:

1. Opening Ceremony with Welcome speeches presented by:
 - a. Dr Ho Thanh My Phuong, SEAMEO RIHED Director
 - b. Dr Ethel Agnes P Valenzuela, DDPD SEAMES

Group Photo followed

F. Election of Chairperson, Vice Chairperson and Rapporteur

- DDPD as Ex-officio opened the meeting for election of chairperson, vice – chairperson and rapporteur. The elected officers are from Vietnam, as the Chairperson; Brunei Darussalam as the Vice Chairperson and Singapore as the Rapporteur.
- The Chairperson delivered his speech that highlighted SEAMEO RETRACs accomplishments and major events for the fiscal year.

G. Adoption of agenda, programme and business arrangements

H. Matters for Acknowledgements

- c. New GB Members
- d. SEAMEO RIHED Annual Report

I. Reports

- a. Report on Significant policy, pointsm agreements, and actions taken on key agenda items from SEAMEO Meetings in FY 2015/2016
 - DDPD presented the items using the SEAMEO prepared ppt.
 - Cambodia inquired if the research outputs of SEAMEO College will be used by the Ministers for policy decisions
 - Philippines shared the leadership programs strategies and if the SEAMEO centres follow a new way to train teachers, of using 10-20-70 approach.
 - Observer, Dr Witaya asked about SEAMEO College 7 priority areas and how it supports the overall Golden SEAMEO Strategic Plan. He aslso asserted the aim of SEAMEO College.
- b. Report of 2016 SEAMEO Centre Directors Meeting
 - Manager of Retrac International Cooperation reported the CDM summary of agreements, and on-going projects and the networking sessions.
- c. SEAMEO RETAC Annual Report FY 2015-2016
 - Dr Thi Hoi Thu, Dean of SEAMEO Retrac Division of Education presented the Centre's Annual Report and elaborated on plans for FY 2016-2017.

The programs are related to education and also the upgrading of infrastructure of RETRAC, She emphasized the capacity of staff of RETRAC to do the diverse programs and noted the efforts of the Centres in increasing fund sources.

- Dr Phuong added that the SEAMEO RETRAC was one of the few Centres which was financially self-sufficient from the government, as such it generates income from some of its programs.

d. Financial Report

- Financial report was given by Mr Nguyen Hung and shared that the financial report was audited by Baker Tily Auditing Consulting CO Ltd., independent agency.

e. SEAMEO RETRAC's Video Highlights

- RETRAC presented the highlights of the activities via video.

f. Date and Venue of Next Meeting

The meeting agreed that the next meeting will be in Vietnam in September 2017.

J. Role/Participation of SEAMEO

1. SEAMEO Sec presented Welcome Remarks during the Opening and the presentation of the Significant Points, Agreements, and Actions Taken on Key Agenda Items from SEAMEO Meetings in FY 2015-2016, which generates interests from GB members.
2. DDPD also moderated in the 20th Anniversary Celebration with Opening Message presented to all the Guests and members of the Diplomatic Corps and the MOET family.
3. DDPD also moderated the session during the Educational Innovation Forum and presented a paper on Innovation in Internationalization, harmonization and mobility in Southeast Asia.

K. Side Meeting/s

1. DDPD met with SEAMEO CELLL to discuss the SEAMEO College research project and suggested ways to continue with the pending research.
2. The ASEM LLL Regional Conference participation was discussed.
3. The GBM of CELLL is needing quorum so the CELLL Director requested help to follow up on Indonesia, Philippines and Thailand. An expert meeting on 4-5 Oct has been set to present country case studies on LLL.

L. Follow-up Actions Needed

Planning meeting with RETRAC on the new SEAMEO College Cycle 3 proposals.

M. Photos of 19th SEAMEO RETRAC GBM

a) 19th GBM of SEAMEO RETRAC (22 Sept 2016)



b) Opening Address during the 20th Anniversary of RETRAC





SEAMEO RETRAC 20th Anniversary
SEAMEO RETRAC 19th Governing Board Meeting
Educational Forum on “Educational Innovation for an ASEAN Integration”
September 22-23, 2016

PROGRAM

TIME	PROGRAM	NOTES
Wednesday, September 21, 2016		
Arrival of Governing Board Members/Observers and Distinguished Guests		
Thursday, September 22, 2016		
19th GOVERNING BOARD MEETING SEAMEO RETRAC 20th Anniversary		
08:30 – 09:00	Registration	
09:00 – 09:45	<i>Section A: Opening Formalities</i>	
	SEAMEO Colors and SEAMEO Song	
	Introduction of Guests and Observers	
	Welcome Speech by Dr. Ho Thanh My Phuong Center Director SEAMEO RETRAC	
	Remarks by Dr. Ethel Agnes P Valenzuela Deputy Director SEAMEO Secretariat	
	Group Photo	
09:45 – 10:00	Morning Tea Break	
10:00 – 12:00	<i>Section B: Matters of Acknowledgement/ Discussion</i>	

TIME	PROGRAM	NOTES
10:00 – 10:10	Election of the Governing Board Meeting Chairperson and Vice Chairperson Election of the Rapporteur	
10:10 – 10:15	Welcome Speech by Chairperson	
10:15 - 10:20	Adoption of Agenda	
10:20 – 10:25	Matters of Acknowledgement	
10:25 – 10:45	Significant Policy, Points, Agreements and Actions Taken on Key Agenda Items from SEAMEO Meetings in FY 2015/2016	Dr. Ethel Agnes P Valenzuela
10:45 – 11:00	Report on the 2016 Center Directors Meeting	Mr. Truong Bao Duy
11:00 – 11:15	SEAMEO RETRAC Annual Report for FY 2015/2016 and Highlights of SEAMEO RETRAC Action Plans for FY 2016/2017	Dr. Ho Thanh My Phuong
11:15 – 11:35	Video Report	
11:35 – 11:45	Financial Report for FY 2015/2016	Mr. Nguyen Tan Hung
11:45 – 12:00	Q & A	
12:00 – 13:30	Lunch <i>Venue: To be confirmed</i>	
14:30 – 16:00	School Visit	<i>Pick up time:</i> 14:00 at RETRAC Lobby
SEAMEO RETRAC 20th Anniversary		
17:00 – 18:30	SEAMEO RETRAC 20th Anniversary Ceremony <i>Venue: SEAMEO RETRAC International Hall</i>	Program attached
18:30 – 21:00	Dinner Reception <i>Venue: Lotte Legend Hotel Saigon 2A-4A Ton Duc Thang St., Dist. 1, HCMC</i>	<i>Note:</i> Please gather at SEAMEO RETRAC Lobby for transportation to the Lotte Legend

TIME	PROGRAM	NOTES
Friday, September 23, 2016		
09:30 – 10:30	Review and Adoption of the GBM Proceedings <i>(for GB Members only)</i>	
10:30 – 10:45	Discussion on Date and Venue of 20 th Governing Board Meeting	
10:45 – 11:00	Closing Formalities	
11:30 – 13:30	Lunch <i>Venue: Liberty Restaurant Corner Dong Khoi & Dong Du St.</i>	
13:30 – 17:00	Educational Forum on <i>“Educational Innovation for an ASEAN Integration”</i>	Presentations by Governing Board Members and invited guests
18:00 – 20:00	Dinner <i>Ngoc Suong Marina Saigon 172C Nguyen Dinh Chieu St.</i>	<i>Pick-up time:</i> 17:45 at RETRAC Lobby
Saturday, September 24, 2016		
9:00 – 16:00	Field Trip to Mekong Delta	<i>Pick-up time:</i> 8:30 at RETRAC Lobby
Sunday, September 25, 2016		
Departure of the Delegation		



SEAMEO RETRAC 20th ANNIVERSARY CEREMONY
Ho Chi Minh City, Vietnam
September 22, 2016

PROGRAM

TIME	PROGRAM	NOTES
<i>17:30 - 17:40</i>	Welcome SEAMEO Colors & SEAMEO Song Introduction of Guests	Master of Ceremony
<i>17:40 - 17:50</i>	Welcome Speech by Center Director Dr. Ho Thanh My Phuong	
<i>17:50 - 18:05</i>	Report: SEAMEO RETRAC - A 20-Year Journey	
<i>18:05 - 18:25</i>	Remarks by <ul style="list-style-type: none">• Dr. Ethel Agnes P Valenzuela Deputy Director, SEAMEO Secretariat• H.E. Assoc. Prof. Dr. Phung Xuan Nha Minister of Education and Training, Vietnam	
<i>18:25 - 18:30</i>	Gift Presentation	
<i>18:30 - 21:00</i>	Dinner Reception <i>Lotte Legend Saigon Hotel</i> <i>2A-4A Ton Duc Thang St., Ben Nghe Ward,</i> <i>Dist.1, HCMC</i>	