



Mission Report

3rd Evaluation Meeting: Pre-Service Student Teacher Exchange in Southeast Asia (SEA-Teacher Project)

28-29 March 2017
Cebu Grand Hotel
Cebu City, Philippines

Prepared by
Anti Rismayanti and Kanokwan Arreenich

A. SEAMEO Officials and Staff Member on Mission

1. Dr Gatot Hari Priowirjanto, Director
2. Ms Anti Rismayanti, POIII
3. Ms Kanokwan Arreenich, DO

B. Background, Description and Objectives of the Activity

The SEAMEO Secretariat in collaboration with University of San Jose - Recoletos (USJ-R) held the meeting title **‘the 3rd Evaluation Meeting: Pre-Service Student Teacher Exchange in Southeast Asia (SEA-Teacher Project)** on 28-29 March 2017 at Cebu Grand Hotel, Cebu City, Philippines. The purpose of the meeting is to review and evaluate the implementation of the 3rd batch of SEA-Teacher project and to discuss and plan for the 4th batch with more universities and more practicum subject areas in August 2017.

A total of 46 universities from Cambodia, Indonesia, Malaysia, Myanmar, Philippines, and Thailand attended the meeting. The 4th batch, which is agreeable to be during 7 August – 5 September 2017, have new participating countries – Malaysia and Myanmar. It is expected to have increasingly double volume or more than 400 exchange students in the 4th batch.

The SEA-Teacher Project or the “Pre-Service Student Teacher Exchange in Southeast Asia” aims to provide opportunity for pre-service student teachers from universities in Southeast Asia to have 1-month teaching experiences (practicum) in schools in other Southeast Asia countries. The project is for the 3rd - 4th year of pre-service student teachers whose majors are in math, science, English, and pre-school. For the 4th batch, there are additional practicum subject areas as agreed at the meeting - economics, physical education, and elementary school. The students’ roles and responsibilities are assigned weekly during the one month period (observe, assist in teaching, teach and reflect). The host universities will provide mentors to supervise and monitor the students throughout the practicum period. The project uses the mechanism of cost sharing basis.

C. Participants

The meeting was participated by 46 universities as follows:

Cambodia

1. National Institute of Education (NIE)

Indonesia:

1. Indonesia university of Education
2. Isalamic University of Indonesia
3. Lambung Mangkurat University
4. Pakuan University
5. Pasundan University
6. PGRI University of Yogyakarta
7. Sebelas Maret University
8. Syiah Kuala University
9. Tadulako University
10. Tanjungpura University
11. UHAMKA
12. University of Borneo
13. University of Lampung
14. University of Mataram
15. University of Muhammadiyah Purwokerto
16. University of Muhammadiyah Tangerang
17. University of Sarjanawiyata Tamansiswa

Malaysia:

1. Universiti Pendidikan Sultan Idris (UPSI)

Myanmar:

1. Taungoo Education College

Philippines:

1. Ateneo De Naga University
2. Bulacan State University
3. Far Eastern University, Manila
4. Mirriam College
5. Negros Oriental State University
6. Notre Dame of Marbel University
7. Pangasinan State University
8. Roosevelt College Inc.
9. Saint Louis College (La Union)
10. Saint Louis University
11. Saint Mary's University
12. Technological Institute of the Philippines

13. University of San Jose-Recoletos
14. University of San Carlos
15. University of Southeastern Philippines
16. Xavier University

Thailand:

1. Chiang mai Rajabhat University
2. Chiang Rai Rajabhat University
3. Khon Kaen University
4. Lampang Rajabhat University
5. Nakhonpathom Rajabhat University
6. Suratthani Rajabhat University
7. Thepsatri Rajabhat University
8. Udon Thani Rajabhat University
9. Uttaradit Rajabhat University
10. Valaya Alongkorn Rajabhat University

D. Organizer/s

1. University of San Jose - Recoletos (USJ-R)
2. SEAMEO Secretariat

E. Highlight of the Activity/Summary Points

- The meeting started with the welcome remarks by Rev Fr Cristopher C. Maspara, OAR, Rector of University of San Jose- Recoletos (USJ-R) followed by opening remarks (VDO) from Dr. Gatot Hari Priowirjanto, Director of SEAMES and cultural performance by USJ-R students.
- Ms. Anti Rismayanti, Programme Officer III started the meeting with the presentation of SEA-Teacher Project Overview. She explained in brief the background, objective of the project, the criteria of selected students and lessons learned from SEAMES view.
- Assoc. Prof. Dr. Sombat Kotchasit, the president of Valaya Alongkorn Rajabhat University (VRU), Thailand shared experiences on behalf of the Thai universities that collaborated with SEA-Teacher project since the 1st batch.
- Testimony session presented by the student representatives from Indonesia, Philippines and Thailand. The session was conducted in both face to face and online video conference via Webex. The students wished that the programme could continue with additional duration of more practices in the school.
- The discussion on collaboration of the 4th batch of SEA-Teacher project chaired by Dr Gatot Hari Priowirjanto, SEAMES Director. The results of the discussion are as follow:

1. Mechanism for 4th batch exchange
 - Duration of exchange will be 1 month from 7 August to 5 September 2017
 - Year of the Students: 3rd and 4th
 - Programmes of the students (English, math, science, Pre-School, economics, physical education, and elementary school)
 - Credit for students will be 2 credits
 - Sharing of the cost:
 - Airfare, meals, health and accident insurance by home university
 - Accommodation & transportation service from and to the nearest airport by host university
 - Structure of program:
 - 1st week – introduction & class observation
 - 2nd week – teaching assistant
 - 3rd week – teaching in classroom
 - 4th week – reflection and lesson learned
2. Sending of Students
 - English proficiency is a must for eligible students
 - Students' orientation before departure to host universities
 - Preparation for teaching plan
 - Evaluation Forms will be in 2 versions: one common version created by SEAMES and one created by each university
3. Receiving of Students
 - Logistic arrangements (pick up transportation – request students to land at the nearest airport at the same time so that the host university can arrange transportation in a more convenient way)
 - Information about the students (Bio Data, Email address for emergency contact)
 - Interview short-listed students from home universities for confirmation of eligible students
 - Coordination with practicum school
 - Mentor(s) should be lecturer(s) who have enough time to supervise students
 - School selection:
 - Identifying schools that meet the criteria
 - Schools that have English curriculum
 - Host universities should explain to their school network about the project in the school for avoiding misunderstanding
4. Evaluation
 - Evaluation form
 - Self Report via Blog
5. Communication Channel
 - WhatsApp group for all coordinators
 - Line group for for Thai coordinators
 - Line group for students

6. Others

- Online orientation for students by SEAMES
- Pictures of dormitory/housing of students should be informed with one another by partner universities before their departures
- The 4th batch activity schedule is as follow:

Date/Week	Activities
31 May 2017	Submission deadline of application form
19-25 Jun 2017	Announcement of partner universities
26-30 Jun 2017	Confirmation of partner universities
1-9 Jul 2017	Submission of practicum school, grade to teach, and topic to teach
10-14 Jul 2017	Interview by the host universities
15 Jul-6 Aug 2017	Students' preparation
1 Aug 2017	Online orientation by SEAMES
7 Aug - 5 Sep 2017	Practicum period

F. Role/Participation of SEAMEO

1. Co-hosting with University of San Jose-Recoletos
2. Send invitation letter and coordinate with prospective universities
3. Present project overview and lead the session of the 4th batch collaboration
4. Draft the Letter of Agreement to be signed by representative universities

G. Follow-up Actions Needed

1. Update SEA-Teacher website (Kanokwan)
 - Post power point presentation
 - Announce activity schedule of the 4th batch
 - Write up news article of the 3rd evaluation meeting
2. Send LoA to the universities that would like to join the 4th batch for signing and then put online (Kanokwan)
3. Send thank you letter to participants who attended the meeting and request them to submit the application form by 31 May 2017 (Kanokwan)
4. Revise evaluation form (Anti and participating universities of the 4th batch)
5. Revise SEA-Teacher Guidebook and then put online (Kanokwan and Anti)

H. Appendices/Related Conference Materials and Outputs

1. Picture from the meeting
2. Meeting documents are stored on the SEA-Teacher Project website

