



Mission Report

2nd SEAMEO Polytechnic Meeting

Back to back with the 4th Evaluation Meeting of the SEA-Teacher Project
9-10 October 2017, Rajamangala University of Technology Lanna, Chiang Mai

Hosted by Rajamangala University of Technology Lanna

Prepared by

Piyapa Su-angavatin, External Relations Officer

1) SEAMEO Officials and Staff Member on Mission

- Dr Gatot Hari Priowirjanto, Director
- Ms Piyapa Su-angavatin, External Relations Officer and Coordinator
- Ms Anti Rismayanti, Programme Officer
- Ms Kansiripak Muangnoycharoen, SAC

2) Background, Description and Objectives of the Activity

The SEAMEO Secretariat initiated the **SEAMEO Polytechnic Network** in April 2016 as part of SEA-TVET Consortium to enhance internationalisation and partnership of Polytechnics and TVET institutions in the region through **cross-country internship placement programme**. The majority members of the SEAMEO Polytechnic Network were nominated from the Ministries of Education and related Ministries from Cambodia, Indonesia, Malaysia and Thailand during April-May 2016.

The Inception Meeting of SEAMEO Polytechnic Network to refine the concept and identify the possibility of implementation was conducted during the 2nd High Officials Meeting on SEA-TVET in May 2016, Bali, Indonesia. The Inception Meeting was participated by 35 participants who are High Officials of TVET and representatives from polytechnics from 8 countries: Brunei Darussalam, Cambodia, Indonesia, Lao PDR, Malaysia, Philippines, Thailand, and Vietnam. The 1st SEAMEO Polytechnic Meeting was conducted back to back with the 7th SEA-TVET Country Level Workshop on Student Mobility and Harmonisation, and SEAMEO VOCKETH International Conference on 1-2 June 2016 in Brunei Darussalam. The meeting aimed at developing partnership and commitment among polytechnics and TVET institutions and was participated by 62 participants from polytechnics and TVET institutions in Brunei Darussalam, Cambodia, Indonesia, Malaysia, Philippines, and Thailand.

To evaluate the collaborative programmes, and identify commitments and implementation steps among participating institutions in SEAMEO Polytechnic Network, the SEAMEO Secretariat in collaboration with the Rajamangala University of Technology Lanna organised the 2nd SEAMEO Polytechnic Network on 10 October 2017 in Chiang Mai. The meeting will be held back to back with the 4th Evaluation Meeting: Pre-Service Student Teacher Exchange in Southeast Asia on 9 October 2017, hosted by Chiang Mai Rajabhat University.

Objectives

- 1) To share and learn the successful practices of student and teacher exchange from the participating institutions
- 2) To review and evaluate the implementation of the student and teacher exchange of SEAMEO Polytechnic Network
- 3) To discuss and plan for the student exchange to be implemented in January 2018.

Participants

The 2nd SEAMEO Polytechnic Network Meeting was participated by approximately 60 participants who are management level (Director, Deputy Director, Head of Programme, Head of International Relations, Head of Academic Affairs and others) from TVET Community Colleges, Polytechnics, Universities of Technology in Indonesia, Malaysia, Philippines, Thailand and Vietnam.

The participating TVET institutions should provide **Diploma**, and **Higher Diploma/TVET Bachelor** in the following 3 priority areas of the meeting.

- Hospitality and Tourism
- Mechatronics/Electronics and Manufacturing
- Creative Industry and IT

3) Organisers

1. Host Organisation: Rajamangala University of Technology Lanna
2. Co-organiser: SEAMEO Secretariat

4) Highlights of the Activity

- The meeting was started by the remarks of Prof Dr Numyoot, President of RMUTL and Dr Gatot, Director of SEAMEO Secretariat
- Ms Piyapa and Ms Anti delivered a presentation on proposed mechanisms, programme structures, responsibility of expenses, and timeline to the participants.
- Ms Piyapa and Ms Anti facilitated the discussion and concluded the agreements in the Letter of Agreement (LOA).
- The participating institutions agreed on the proposed LOA and signed the documents.
- The participants visited RMUTL and observed the collaborative workshop between Singapore Polytechnic and RMUTL.

5) Role/Participation of SEAMEO

| Staff | Details/ Roles |
|---|--|
| 1. Dr Gatot Hari Priowirjanto, Director | <ul style="list-style-type: none">• Delivering a Remarks• Facilitating the discussion in the morning session |
| 2. Ms Piyapa Su-angavatin, External Relations Officer and Coordinator | <ul style="list-style-type: none">• Overall programme coordination• Preparing presentations and draft LOA• Coordinating with participants for registration, hotel booking, airport pick-up• Documenting the agreements and contact details of participants• Issuing certificates of participants• Coordinating with RMUTL for meeting venue arrangement |
| 3. Ms Anti Rismayanti Programme Officer III | <ul style="list-style-type: none">• Presenting the proposed mechanism |

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|---------------------------------------|---|
| | <ul style="list-style-type: none"> Facilitating the discussion and agreements |
| 4. Ms Kansiripak Muangnoycharoen, SAC | <ul style="list-style-type: none"> Collecting profile of participants and contact details Taking photos of the meeting and participants |

6) Side Meeting/s

- n/a

7) Follow-up Actions Needed

Piyapa

1. Uploading all documents, presentations, and photos on website (DONE)
2. Issuing e-certificates for additional participants and sending by email. (DONE)
3. Sharing all presentations, photos, documents to all participants within 1 week after the meeting (DONE)
4. Developing a Directory and sharing to participants within 2 weeks after the meeting (DONE)
5. Developing “**Institutional Application Form**” and “**Student Profile Form**” and sharing to all participants by 13 Oct. (DONE)
6. Following up the missing signatory of participating institutions in the LOA (DONE)
7. Preparing a Summary Report and a write-up for website within 2 weeks after the meeting (On-going –will be finished by 27 Oct)
8. Creating a webpage under SEA-TVET Consortium and SEAMEO Website about the **TVET Student Internship Exchange Programme**. (On-going)
9. Coordinating the Student Internship Exchange for the 1st batch starting 8 Jan 2017.

Kansiripak

1. Uploading photos in the shared folder (DONE)
2. Reorganising photos of participants for directory (DONE)
3. Coordinating with participants for missing photos (On-going)

Hasanthi

1. Developing a Directory of Participants (DONE)
2. Issuing e-certificates for additional participants and sending by email. (DONE)

8) Appendices/Related Meeting Materials and Outputs

1. Concept Note
2. Directory
3. Agreements on mechanism
4. LOA
5. SEAMEO Polytechnic Booklet

9) Photos



