

## National staff meeting for ASEAN University Network / Southeast Asia Engineering Education Development Network Project

**Date:** Monday, 24 April 2006

**Venue:** Alumni Building, Faculty of Engineering

**Participants from JICA Offices:**

1. Mr. Peong Vattana; Cambodia
2. Ms. Sri Widyastuti; Indonesia
3. Ms. Vithanya Noonan; Laos
4. Ms. Shirlyna Hassan; Malaysia
5. Mr. Hiroyuki Tanaka; Malaysia
6. Ms. Grace Ciego; Philippines
7. Ms. Rungsinee Chaiyakoon; Thailand (afternoon session only)

**Agenda/Program**

Time	Agenda	Remarks
9:00-9:10	Opening Speech Explanation of purpose of the meeting	Ajarn Krisada
9:10-10:00	Self-introduction and explanation of scope of work of national staff (NS)	Short (5-10 minutes) presentation on scope of work, explanation and issues on training program (especially AUN/SEED-Net PhD Sandwich Program) by NS
10:00-10:15	Coffee Break	
10:15-11:45	Explanation of concept, strategy, and progress of the project	<ol style="list-style-type: none"> <li>1. Presentation: Ms. Siriporn (L)               <ul style="list-style-type: none"> <li>➤ Concept of AUN/SEED-Net project</li> </ul> </li> <li>2. Questions &amp; Answers</li> </ol>

11:45-13:00	Lunch	
13:00-14:30	Discussion on the procedures for the project	<ol style="list-style-type: none"> <li>1. Presentation: Mr. Iwadate &amp; Mr. Yamada <ul style="list-style-type: none"> <li>➤ Explanation of the procedure for PhD SWP</li> <li>➤ Result of the questionnaire (Procedure part)</li> </ul> </li> <li>2. Discussion <ul style="list-style-type: none"> <li>➤ Procedure for training program (e.g., PhD in Japan and PhD SWP, Visa, and other JICA training program)</li> <li>➤ Communication between AUN/SEED-Net students and NS</li> <li>➤ Arrangement of business trip</li> <li>➤ Difficulty specific to each country</li> </ul> </li> </ol>
14:30-14:45	Coffee Break	
14:45-16:15	Discussion on further collaboration between JICA office and AUN/SEED-Net secretariat	<ol style="list-style-type: none"> <li>1. Presentation: Ms. Parichart &amp; Ms. Rungchalai <ul style="list-style-type: none"> <li>➤ Result of the questionnaire (Further collaboration part) &amp; Alumni</li> </ul> </li> <li>2. Discussion <ul style="list-style-type: none"> <li>➤ Alumni of AUN/SEED-Net (Follow up of AUN/SEED-Net graduates)</li> <li>➤ Further involvement of national staff (e.g., monitoring visit, FWS, and other activities, communication and information sharing among NS and AUN/SEED-Net)</li> </ul> </li> </ol>

## Report on JICA National Staff Meeting for AUN/SEED-Net

AUN/SEED-Net Secretariat

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**Date:** Monday 24 April 2006

**Venue:** Alumni Building, Faculty of Engineering  
Chulalongkorn University

**Participants:**

**from JICA Country Office;**

1. Mr. Peong Vattana (Cambodia Office)  
Program Assistant (Training Affairs & Youth Invitation Program)
2. Ms. Sri Widyastuti (Indonesia Office)  
Program Officer
3. Ms. Vithanya Noonan (Laos Office)  
Assistant Program Officer, Education
4. Mr. Hiroyuki Tanaka (Malaysia Office)  
Assistant Resident Representative
5. Ms. Shirlyna Hassan (Malaysia Office)  
Assistant Program Manager (South-South Cooperation)
6. Ms. Grace M. Ciego (Philippines Office)  
Program Assistant (Human Resource Development Program Section)
7. Mr. Kazuya Suzuki (Thailand Office)  
Assistant Resident Representative (partial participation)

**from AUN/SEED-Net Secretariat;**

1. Assoc. Prof. Krisada Visavateeranon, Executive Director
2. Mr. Naoki Umemiya, Program Coordinator
3. Mr. Hiroshi Iwadate, Program Coordinator
4. Mr. Sakae Yamada, Program Coordinator
5. Ms. Siriporn Rungrueangtanya, Senior Program Officer
6. Ms. Kalayaporn Teungfung, Program Officer
7. Ms. Parichart Thammajinda, Program Officer
8. Ms. Rungchalai Punninda, Program Officer
9. Ms. Siriporn Laosang, Program Officer
10. Ms. Vantanee Arunotai, Program Officer

**from Japan (special guests with partial participation) ;**

1. Mr. Shunsuke Iwasawa, Ministry of Foreign Affairs
2. Mr. Nobuyuki Konishi, JICA HQs

**Objectives:**

1. To deepen national staff's understanding of the AUN/SEED-Net project
2. To discuss problems and improvements on current logistic matter (e.g. procedure of PhD SWP)
3. To discuss further collaboration between JICA office and SEED-Net secretariat and further involvement of national staff of JICA office

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Assoc. Prof. Krisada Visavateeranon, Executive Director of AUN/SEED-Net, opened the meeting with his welcome speech, then Mr. Sakae Yamada, Program Coordinator of AUN/SEED-Net, explained the objectives and agenda of the meeting. After that, participants made their own self-introduction, which included their roles and responsibilities in their respective offices. They expressed their expectation that the first meeting of this kind would help them not only deepen their understanding on the Project but also establish the network among them and, therefore, should be held on a regular basis.

The meeting had three major parts, each of which had a brief presentation and a subsequent open discussion. Each part is summarized as follows.

**1. Concept, Strategy and Progress of AUN/SEED-Net Project**

Ms. Siriporn Laosang, Program Officer of AUN/SEED-Net, made a short presentation as attached introducing the concept, strategy and progress of AUN/SEED-Net Project. The presentation received the following comments and opinions from the participating National Staff.

- ✚ Participants had very limited knowledge about Project activities except for some specific operations such as logistics support and A2A3 Form arrangements, which required their direct involvement, mainly due to lack of information provided by AUN/SEED-Net Secretariat.
- ✚ This meeting could help participants have better understanding on the Project and enhance their commitment to it.

In response, AUN/SEED-Net Secretariat confirmed its willingness to share as much information as possible about the Project activities. It also requested them to visit the Project Web-Page to get the latest information about Project.

**2. Procedures for Ph.D in Japan & Ph.D Sandwich Programs (Long & Short Term Trainings)**

Mr. Hiroshi Iwadate and Mr. Sakae Yamada, Program Coordinators of AUN/SEED-Net, jointly made a short presentation as attached explaining procedures for Ph.D in Japan and

Ph.D Sandwich Programs with a special focus on the difference in A2A3 Form arrangement between the two. They asked the participating National Staff to pay careful attention to the irregular arrangement required for Ph.D Sandwich Program. They expressed the following comments and opinions.

- ✚ The concerned National Staff need to understand well the complicated irregular operation for Short Term Study in Japan (Short Term Training in Japan) of Ph.D Sandwich Program through the information provided by AUN/SEED-Net Secretariat.
- ✚ Successful candidates or students of Ph.D in Japan or Ph.D Sandwich Programs should keep close contact with the concerned JICA Country Offices to prevent any misunderstanding and/or delay in terms of A2A3 Form arrangement. The concerned JICA Country Offices also should keep in touch with each other in this regard.
- ✚ The list of expected Long Term (Ph.D in Japan Program) and Short Term (Ph.D Sandwich Program) Trainees should be provided for the concerned JICA Country Offices at the beginning of each Japanese fiscal year.
- ✚ In general, A2A3 Form should arrive at the concerned JICA Country Office about four months prior to the scheduled departure of a trainee for Japan.
- ✚ A2A3 Form arrangements are different from one country to another and, therefore, AUN/SEED-Net Secretariat should consult with the concerned JICA Country Office and get necessary information to prevent any mistakes.
- ✚ AUN/SEED-Net Secretariat should well be aware of certain disadvantage Laotians may suffer in terms of GPA when it conducts screening of candidates for scholarship.
- ✚ AUN/SEED-Net scholarship should be available to those from private sectors.
- ✚ It was also suggested informally during the break that important information about scholarship awarding and A2A3 Form arrangement should be shared with the concerned governments offices and Japanese Embassies in respective countries.

In response, AUN/SEED-Net Secretariat mentioned the following points.

- Short Term Study in Japan (Short Term Training in Japan) of Ph.D Sandwich Program needs special arrangements which are quite different from those for regular Long or Short Term Training in Japan in terms of arrangement of A2A3 Form, visa and air ticket for an AUN/SEED-Net student (trainee). It involves JICA Country Office in a student's (trainee's) host country as well as the one in his/her home country.
- AUN/SEED-Net Secretariat requests kind cooperation from concerned JICA Country Offices, especially from their National Staff, for which it has to maintain good communication and share relevant information with them on a regular basis.
- As mentioned by participating National Staff, A2A3 Form arrangements are different from one country to another, concerned JICA Country Offices are requested to examine and amend, if necessary, the flow chart of A2A3 Form arrangements drafted by AUN/SEED-Net Secretariat.
- AUN/SEED-Net Secretariat examines different factors in selecting its scholarship awardees. They include an applicant's performance (school record) at under graduate and post graduate levels, decision of his/her expected host institution, current or future (possible) affiliation with his/her home institution as a teaching staff member, age and nationality (country balance). It understands well that the comparison of performance in one institution with that in another is not easy and sometimes quite misleading.

- AUN/SEED-Net scholarships are available to those in private sectors. It gives priority, however, to those who are or will be teaching staff in their home institutions. This is simply because it still finds great needs of human resources development in most member institutions and it has severe financial constraints.
- AUN/SEED-Net Secretariat will reconsider sharing information about scholarship awarding and A2A3 Form arrangement; what, with whom, when, etc.

### **3. Further Collaboration between JICA Country Office and AUN/SEED-Net Secretariat**

Ms. Parichart Thammajinda and Ms. Rungchalai Punninda, Program Officers of AUN/SEED-Net, jointly made a short presentation as attached explaining the AUN/SEED-Net activities regarding public relations and alumni and also sharing major findings obtained through a questionnaire survey. The participating National Staff voiced the following comments and opinions.

- ✚ As establishing a separate alumni network only for S/N students is difficult and time-consuming as well in most countries, it was suggested that AUN/SEED-Net graduates should be included in the existing JICA alumni network. In this regard, AUN/SEED-Net graduates need to contact JICA Offices in their respective home countries to register for the alumni network.
- ✚ This meeting helped enhance mutual understanding among National Staff working in different JICA Offices. It is proposed that an active network among them should be established and/or strengthened with an effective use of e-mail communications. In this regard, it would be appreciated if AUN/SEED-Net Secretariat could create some space in its Web-page for the communication among the concerned National Staff of JICA country offices.
- ✚ Unlike the Japanese Staff, National Staff have had rare opportunity to get together and exchange views and ideas. Therefore, it would be appreciated if AUN/SEED-Net could provide such an opportunity in the future as well.

In response, AUN/SEED-Net Secretariat mentioned the following points in appreciation of the strong commitment of the participating National Staff to the enhancement of cooperation with AUN/SEED-Net Secretariat.

- AUN/SEED-Net Secretariat highly appreciated the realistic suggestions from participating National Staff about the alumni network among AUN/SEED-Net graduates. These suggestions should be taken into serious consideration to formulate an appropriate future plan on alumni related activities of AUN/SEED-Net Project.
- AUN/SEED-Net Secretariat appreciated also the willingness of participating National Staff to strengthen their collaborative relationship with AUN/SEED-Net Secretariat as well as among themselves.
- AUN/SEED-Net Secretariat believes that the meeting has made a useful contribution to the enhancement of mutual understanding and cooperation and that there will be more areas of collaboration to be explored jointly.
- AUN/SEED-Net Secretariat hopes that it will be able to organize another meeting of this kind in the near future.

End

**List of participants for National Staff Meeting**

JICA Office	Name of Participants	Contact Address	Remark
Cambodia	Mr. Peong Vattana	<a href="mailto:vattana@jica.org.kh">vattana@jica.org.kh</a>	
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