

Record of Meeting (ROM)

The First Steering Committee Meeting of the ASEAN Cyber University Project

Venue: Son Tay Room, Crown Plaza Hotel, Hanoi, Vietnam
Date: 22 March 2012
Day: Thursday

Present:

- Kingdom of Cambodia
 1. Mr. Virak You, Deputy Director, the Ministry of Education, Youth and Sport
 2. Mr. Sopheap Seng, the Head, Institute Technology
- Lao People's Democratic Republic
 1. Mr. Sengkeo Vongsakit, Deputy Head, the Ministry of Education and Sports
 2. Dr. Phonekeo Chantamaly, Director, National University of Laos
- Republic of the Union of Myanmar
 1. Dr. Thanda Shwe, Deputy Director, the Ministry of Science and Technology
 2. Dr. Ei Ei Hlaing, Professor, Faculty of ICT, University of Technology
- Socialist Republic of Vietnam
 1. Dr. Quach Tuan Ngoc, Director General, the Ministry of Education and Training
 2. Dr. Ha Duyen Tu, Vice President, Hanoi University of Science and Technology
- ASEAN University Network
 1. Dr. Nantana Gajasen, Executive Director, ASEAN University Network
- Republic of Korea
 1. Mr. Sunhak Cho, Director of e-Learning Division, the Ministry of Education, Science and Technology
 2. Dr. Goosoon Gwon, Director of ACU TF, Seoul Cyber University

Purpose:

The ACU Project Steering Committee (hereinafter referred to as the Committee) shall be formed for efficient promotion of ACU Project. The Committee shall review and make decision on the followings;

1. Progress and performance of the ACU Project
2. Operation plan of collaborative e-learning program for higher education in ASEAN region
3. Operation plan of credit exchange program between ASEAN - ROK
4. Election of additional ACU member institutions
5. Collaboration and development plan for e-learning
6. Any issues relevant to the ACU Project and the Committee

Subjects discussed:

Promotion of the ACU Project: Representatives of Cambodia, Laos, Myanmar, Vietnam (hereinafter referred to as CLMV) and Republic of Korea (hereinafter referred to as ROK; hereinafter referred to CLMV and ROK as the Parties) reviewed and discussed agenda on the following;

1. Terms of Reference of the ACU Project
2. Election of the Chairperson of the ACU Project Steering Committee
3. Credit Exchange Program between CLMV- ROK
4. Memorandum of Understanding on the ACU Project

Conclusion and Recommendations:

1. Overall, the Parties agreed to seek the ways of contributing the development of higher education through e-learning in each state with joint efforts.
2. The Terms of Reference of the ACU Project Steering Committee was duly adopted, motioned by Mr. Cho, acting chairperson and seconded by all members of the Committee. Upon adoption, the Terms of Reference was agreed to be in effective.
3. The Parties agreed to elect Mr. Sunhak Cho as the Chairperson of the ACU Project Steering Committee, recommended by Dr. Nantana Gajasen and unanimously voted by all members of the Committee. As such, Mr. Cho shall perform all duties observing regulations of the ACU Steering Committee during his term of office. The new chairperson (Mr. Sunhak CHO) has designated Seoul Cyber University as the secretariat of the ACU Steering Committee to assist matters of the Committee.
4. The Credit Exchange Program was also approved by all members of the Committee. Furthermore, Dr. Quach Tuan Ngoc proposed that Cyber Universities in Korea provide forms of templates and references for e-learning content development so that each CLMV member institution may build capacity accordingly. Mr. Sopheap Seng also expressed necessity of follow-up activities after the Project is completed. In response to requests, Dr. Kwon stated that materials regarding e-learning content development will be considered in that relevant procedure shall be taken according to the legal and procedural issues including copyright and contractual agreements, referring to the Ministry of Education, Science, and Technology of Korea. Finally, Chairperson stated that members were encouraged to contact the Secretariat for further comments and/or requests.
5. The draft of Memorandum of Understanding (MOU) was reviewed by all members of the Committee. Also all members agreed to give comments on specific contents of MOU by the 15 April and written notice of final confirmation will be submitted by 15 May.
6. Dr. Nantana Gajasen suggested that AUN would host the 2nd Steering Committee meeting from 17 (WED) – 19 (Fri) October in Bangkok. All members of Committee agreed the proposal. Further notice will be informed as specific schedule is confirmed.

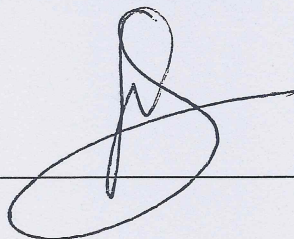
For the Ministry of Education, Youth
and Sport of Kingdom of Cambodia

Mr. Virak You



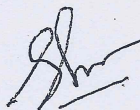
For the Ministry of Education and Sports of
Lao People's Democratic Republic

Mr. Sengkeo Vongsakit



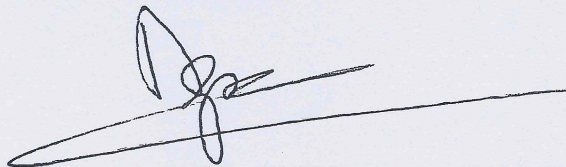
For the Ministry of Science and Technology
of Republic of the Union of Myanmar

Dr. Thanda Shwe




For the Ministry of Education and
Training of Socialist Republic of Vietnam

Dr. Quach Tuan Ngoc



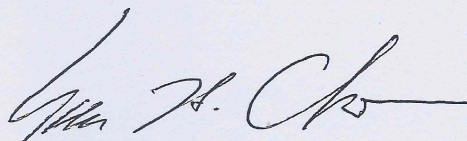
For ASEAN University Network

Dr. Nantana Gajasen



For the Ministry of Education, Science
and Technology of Republic of Korea

Mr. Sunhak Cho



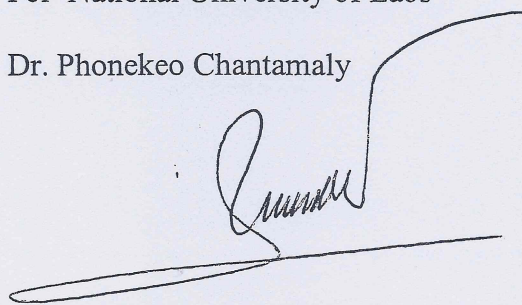
For Institute of Technology of Cambodia

Mr. Sopheap Seng



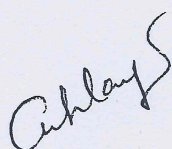
For National University of Laos

Dr. Phonekeo Chantamaly



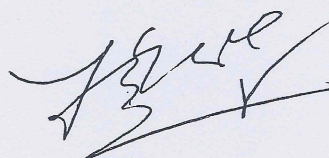
For University of Technology of Myanmar

Dr. Ei Ei Hlaig



For Hanoi University of Science and Technology
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Dr. Ha Duyen Tu



For Seoul Cyber University

Dr. Goosoon Gwon


April 22, 2012
