

UMAP

UNIVERSITY MOBILITY IN ASIA AND THE PACIFIC

**UMAP INTERNATIONAL STEERING COMMITTEE
MEETING**

BEECHWORTH, AUSTRALIA

8 MARCH 2001

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AGENDA

1. Welcome and introductions
2. Confirmation of the record of the last meeting
3. Financial Report to 31 December 2000
4. Report on Work Plan for 2000
5. UMAP Budget 2001
6. Draft Work Plan for 2001
7. Changes to UMAP Constitution
8. Other business
9. Next meeting

1 WELCOME AND INTRODUCTIONS

The following representatives from International Steering Committee members have indicated their intention to attend the meeting:

Australia

Professor Michael Osborne, UMAP Chairperson
Bob Goddard, Australian Vice-Chancellors' Committee
Sara Cowan, Department of Education Training and Youth Affairs

Japan

Dr Mineo Nakajima, UMAP International Secretariat Secretary General
Professor Akira Ninomiya, UMAP International Secretariat Under-Secretary General
Professor Ichiro Tanioka, President, Osaka University of Commerce
Mr Hiroshi Tsuboi, Director, Student Exchange Division, Ministry of Education, Culture, Sports, Science and Technology
Professor Yuzo Kato, President, Yokohama City University

Korea

Dr Hyun Chong Lee, Korean Council for University Education

New Zealand

Lindsay Taiaroa, New Zealand Vice-Chancellors' Committee

Thailand

Dr Chantavit Sujatanond, Ministry of University Affairs
Dr Channarong Pornrunroj, Council of University Presidents of Thailand

Taiwan

Dr Mu-Lan Hsu, National Taiwan University

USA

Bradley Smith, President, Laurasian Institution
Jane Spalding, Laurasian Institution

Committee members will be invited to nominate items under 'Other business'.

2 CONFIRMATION OF RECORD OF LAST MEETING

Attached for confirmation by the Committee is the record of the meeting of the International Steering Committee held in Seoul on 15 October 2000.

Recommendation

It is recommended that the Committee approve the record of the last meeting of the International Steering Committee.

**UMAP International Steering Committee
October 15, 2000**

Lotte Hotel, Seoul

Members

Australia
Japan
Korea
New Zealand
Taiwan
Thailand
International Secretariat

1. Dr Hyun-Chong Lee, Chair of UMAP 1999/2000, provided the opening address.

2. Minutes of the previous Steering Committee meeting were submitted

Minutes are to be provided to members within a reasonable period of time after the meeting has taken place. Members agreed to the minutes and other documents being distributed by email.

3. Reports on UMAP activities and programs for 2000 were given.

3-2 Establishment of Host Country Support Committee of UMAP

The meeting called for the provision of a work plan for the Host Country Support Committee for 2001.

3-3 UMAP Endowment Fund

Professor Ninomiya provided a report detailing the amount available in the bank account.

4. Financial Reports 1999/2000

4-1 Financial Report of IS

Prof. Ninomiya provided financial reports for the International Secretariat.

The Report was noted by the Committee.

Members called for the IS to consider ways of minimizing expenditure and investigate alternative funding options. In the future, IS financial reports are to be prepared in US dollars.

4-2 Financial Report on the UMAP Fund-in-Trust

The Committee noted the Report.

5. Revision of the UMAP Constitution

Members discussed the submission of two proposals to bring about some changes to the Constitution. The changes already approved at the previous ISC meeting in Kobe were also reviewed. Given the significant nature of the proposed changes, members agreed the matter should be raised for discussion at the Reference Group, allowing all full members of UMAP to comment. It was agreed that a proposal to establish a working party to consider the various proposals should be submitted to the Reference Group.

6. UMAP Budget 2001-2002

Details of a draft Budget for 2001-2002 were presented to the Committee. It was agreed that a final Budget could not be approved until there was a clearer picture of income for the years in question. It was agreed that the Committee reconsider the UMAP Budget at its meeting in March 2001.

7. UMAP Work Plans 2001

7-1 Short-term Student Exchange Promotion Program to UMAP

The Committee considered a proposal by Japan to establish a Short-term Student Exchange Program. The Japanese Government has agreed to make 2,500,000,000_yen yearly available for the program. The program, which will be launched next year, will be managed by the Association of International Education, Japan (AIEJ). Japan proposed that an overhead cost of 0.1% (approx. 2.5 million yen) will be given to UMAP for administrative purposes. This was unanimously supported by the International Steering Committee.

Information regarding this program will be posted on the website.

7-2 UMAP Virtual University Programs

The meeting determined it was more appropriate at this juncture to concentrate on the promotion of actual UMAP exchange programs rather than concentrate on virtual programs.

8. Performance Assessment of International Secretariat

The task force established at the previous ISC meeting in Kobe presented its findings. The Committee, comprising of Dr. Lee, Prof. Osborne and Dr. Mu-Lan Hsu, circulated surveys to the four officers of the IS.

The paper produced by the Committee which contains concrete recommendations for the IS can be seen in the attached report.

The Committee accepted the report and its recommendations.

9. Election of International Steering Committee Members

It was decided that the election of ISC Members should be undertaken at the Reference Group to allow any interested members country/territory the opportunity to indicate any interest they may have.

10. UMAP Membership

The Committee was advised that Full members attending the Reference Group Meeting 2000 include: Australia, Canada, Hong Kong, Japan, Korea, New Zealand, Taiwan, Thailand and the USA. Associate members included Cambodia, Malaysia, Papua New Guinea, Philippines, Russia and Vietnam

11. Other Business

11-1 Macau submitted a letter requesting that the Reference Group consider their participation in UMAP as eligible members. The Committee agreed to strongly support Macau's request.

11-2 Southeast Asia Membership awareness strategy

Ms Brock visited Laos, Myanmar, Cambodia and Vietnam in an attempt to raise awareness about UMAP in the region. She promoted active participation and membership by the countries. Ms Kanjananiyot accompanied her to Myanmar, Cambodia and Vietnam. The Ministry of University Affairs, Thailand, was thanked for its support and cooperation in undertaking this program. (see Attachment 14)

12. Next Meeting

2001 Reference Group Meeting will be held in Australia in March.

3 FINANCIAL REPORT TO 31 DECEMBER 2000

Professor Akira Ninomiya will present the UMAP Financial Report to 31 December 2000. Committee members can find this report attached to Agenda Item 5 of the Reference Group meeting papers.

The International Steering Committee is invited to discuss the Report and endorse it for presentation to the UMAP Reference Group.

Recommendation

It is recommended that the Committee endorse the UMAP Financial Report to 31 December 2000 for presentation to the UMAP Reference Group.

4 REPORT ON WORK PLAN FOR 2000

Dr Mineo Nakajima will introduce this item.

Professor Akira Ninomiya and Ms Melanie Brock will present the report. Committee members can find a copy of the report at Agenda Item 6 of the Reference Group meeting papers.

The International Steering Committee is invited to discuss the Report and endorse it for presentation to the UMAP Reference Group.

Recommendation

It is recommended that the Committee endorse the UMAP Work Plan 2000 report for presentation to the UMAP Reference Group.

5 UMAP BUDGET 2001

Dr Mineo Nakajima will introduce this item.

Professor Akira Ninomiya will present the draft Budget for 2001. Committee members can find a copy of the draft Budget attached to Agenda Item 7 of the Reference Group meeting agenda papers.

An annual budget has been prepared rather than a biennial budget reflecting the anticipated change to annual subscription arrangements.

The International Steering Committee is invited to discuss the draft Budget and endorse it for presentation to the UMAP Reference Group for adoption.

Recommendation

It is recommended that the Committee endorse the draft UMAP Budget for 2001 for presentation to the UMAP Reference Group.

6 DRAFT WORK PLAN FOR 2001

Dr Mineo Nakajima will introduce this item.

Professor Akira Ninomiya and Ms Melanie Brock will present the draft Work Plan for 2001. Committee members can find a copy of the draft Work Plan attached to Agenda Item 8 of the Reference Group meeting agenda papers.

An annual Work Plan has been prepared rather than a biennial one consistent with the anticipated move to an annual budget.

The International Steering Committee is invited to discuss the draft Work Plan and endorse it for presentation to the UMAP Reference Group for adoption.

Recommendation

It is recommended that the Committee endorse the draft UMAP Work Plan 2001 for presentation to the UMAP Reference Group.

7 CHANGES TO UMAP CONSTITUTION

Dr Lee, as chair of the UMAP Constitution Working Party, will introduce this item.

A copy of the report of the Working Party is at Attachment A to the Reference Group meeting Agenda Item 4. The report has been circulated to all UMAP members.

The Committee is invited to discuss the report and to consider developing recommendations to put to the Reference Group for adoption.

Recommendation

It is recommended that the Committee develop recommendations to put to the Reference Group to amend the UMAP Constitution.

8 OTHER BUSINESS

Committee members are invited to discuss items of other business.

8.1 Letter of Appreciation

Australia would like to propose that a letter of appreciation be sent by the UMAP Chairperson on behalf of all UMAP members to Ms Porntip Kanjananiyot for her contribution to UMAP over many years. Porntip has recently been promoted to head Thailand's new Bureau of Academic Standards.

Recommendation

It is recommended that the Committee agree that a letter of appreciation be sent to Porntip Kanjananiyot.

9 NEXT MEETING

At the Seoul 1999 Reference Group meeting Samoa offered to host a meeting of the International Steering Committee.

Samoa has recently reconfirmed its interest in hosting the next International Steering Committee meeting.

Committee members are invited to consult their diaries for a meeting in the week beginning 8 October or 15 October.

Recommendation

It is recommended that the International Steering Committee agree to hold its next meeting in Apia, Samoa in October 2001.