2nd SEAMEO Polytechnic Network Meeting
9-10 October 2017
The Empress Hotel and Rajamangala University of Technology Lanna
Chiang Mai, Thailand

CONCEPT NOTE

1. Background Information

Since the launch of ASEAN integration in 2015, all Southeast Asian countries have positioned Technical and Vocational Education and Training (TVET) in the mainstream of education systems and setting it as a priority in their education agenda in view of the fact that this type of education plays an important role in the socio-economic development of a nation (Paryono 2013). In addition, TVET has been identified as one of the seven priority areas in education in Southeast Asia, which were agreed at the Strategic Dialogue of Education Ministers (SDEM) meeting in September 2014.

Over the years, the polytechnic sector has played a significant role in producing quality manpower in the technical and professional areas to meet the needs of the economy. Engaging learners with internship or training experiences in other countries become a pivotal strategy of TVET institutions that will improve graduates with languages, advanced skills and knowledge, global competitiveness, and employability.

In this connection, the Southeast Asian Ministers of Education Organization (SEAMEO) 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 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. To develop partnership and commitment among polytechnics and TVET institutions, 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 VOCTECH International Conference on 1-2 June 2016 in Brunei Darussalam. The meeting was participated by 62 participants who are management from polytechnics and TVET institutions from 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 will organize 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.

2. Objectives of the Meeting

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.

3. Participants

It is expected that the 2nd SEAMEO Polytechnic Network Meeting will be attended by 20-30 representatives who are management level (Director, Deputy Director, Head of Programme, Head of International Relations, Head of Academic Affairs and others) from Community Colleges, Polytechnics, Universities of Technology who have been members of SEAMEO Polytechnic Network and SEA-TVET Consortium in Southeast Asian countries.

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

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

4. Expected Outcomes

1) Experiences and lessons learned are shared for future improvement of student internship exchange programme.
2) Agreements on student internship exchange period (1-6 months) are signed between institutions and start the implementation in January 2018.
3) Details of implementation plan such as budgeting, programme, duration, preparation, evaluation & report, and certification for student exchange are agreed among participating institutions.

5. Tentative Programme

<table>
<thead>
<tr>
<th>Sunday 8 October 2017</th>
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</thead>
<tbody>
<tr>
<td>Arrival of participants and check in at the Empress Hotel</td>
</tr>
<tr>
<td>Pick-up from the airport to hotel is arranged by Chiang Mai Rajabhat University</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>Monday 9 October 2017</th>
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</thead>
<tbody>
<tr>
<td>Evaluation Meeting of the 4th Batch of Pre-Service Student Teacher Exchange in Southeast Asia (SEA-Teacher Project)</td>
</tr>
<tr>
<td>Venue: The Imperial Ballroom, Empress Hotel</td>
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<tr>
<td>0830 - 0900 hrs</td>
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<tr>
<td>Opening Ceremony</td>
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<td>0900 - 0920 hrs</td>
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<tr>
<td>Welcome Remarks by Asst Prof Ponpimon Wongsuk, Acting President of Chiang Mai Rajabhat University (CMRU)</td>
</tr>
<tr>
<td>Opening Remarks by Dr Gatot Hari Priowirjanto, Director of SEAMEO Secretariat</td>
</tr>
<tr>
<td>0920 - 0930 hrs</td>
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<tr>
<td>Cultural Performance</td>
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<tr>
<td>0930 - 0950 hrs</td>
</tr>
<tr>
<td>Overview of the SEA-Teacher Project by Ms Anti Rismayanti, Programme Officer, SEAMEO Secretariat and Assoc. Prof. Dr. Sombat Kotchasit, President, Valaya Alongkorn Rajabhat University (VRU), Thailand</td>
</tr>
<tr>
<td>0950 - 1000 hrs</td>
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<tr>
<td>Group Photo Session</td>
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<tr>
<td>Time</td>
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<tr>
<td>1000 - 1030 hrs</td>
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<td>1030 - 1200 hrs</td>
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<td>1200 - 1300 hrs</td>
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<td>1300 - 1400 hrs</td>
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</table>
| 1400 - 1500 hrs | Discussions on Collaboration of the 5<sup>th</sup> Batch of Pre-Service Student Teacher Exchange in Southeast Asia, Chaired by Dr Gatot Priowirjanto, Director of SEAMEO Secretariat  
  - 5<sup>th</sup> Batch Agreement  
  - Pre-Service Teacher Exchange: expand to more than 1-month practicum period  
  - In-Service Teacher Exchange  
  - Use of ICT in increasing the impacts of the programme |
| 1500 - 1530 hrs | Coffee/tea break                                                        |
| 1530 - 1630 hrs | Wrapping up & Next Steps  
  Signing of the Agreement |
| 18.00 onwards | Dinner (Free programme and by own arrangement)                           |
| Tuesday 10 October 2017 | 2<sup>nd</sup> SEAMEO Polytechnic Network Meeting: Implementation of Student Exchange  
  Venue: Meeting Room 1, Administrative Building, Rajamangala University of Technology Lanna |
| 0800 hrs | Depart the hotel to Rajamangala University of Technology Lanna by bus (All SEAMEO Polytechnic NW's participants are requested to be ready at lobby) |
| 08.30 – 09.00 | Opening of 2<sup>nd</sup> SEAMEO Polytechnic Network Meeting  
  - Remarks by Prof Numyoot, President of Rajamangala University of Technology Lanna  
  - Group Photo  
  - Overview of programme by Ms Piyapa, SEAMEO Secretariat |
| 09.00-09.45 | Sharing Student Exchange Experiences  
  - Sharing Experiences from Rajamangala University of Technology Lanna  
    o Student Exchange Activities with Langkawi Tourism Academy (Malaysia), Ho Chi Min University of Technology (Vietnam), and Singapore Polytechnic.  
  - Sharing Experiences from Polytechnic of Indonesia |
| 09.45-10.00 | Presentation on SEA-TVET Massive Open Online Courses (MOOCs) by SEAMEO Secretariat |
| 10.00-10.30 | Coffee/tea break                                                        |
| 10.30-12.00 | Discussions on Collaboration of the 1<sup>st</sup> Batch of Polytechnic Student Internship Exchange in 2018, Chaired by Dr Gatot Priowirjanto, Director of SEAMEO Secretariat  
  - Agreements on the following areas:  
    - Timeline  
    - Exchange duration and programme (1-6 months)  
    - Study areas and number of students |
- Selection of industry for internship
- Budget sharing among institutions
- Visa, language and cultural preparation
- Report and evaluation mechanism
- Certification
- Coordination mechanism

<table>
<thead>
<tr>
<th>12.00-13.00</th>
<th>Lunch</th>
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<tr>
<td>13.00-14.30</td>
<td>Discussions on Collaboration of the 1st Batch of Polytechnic Student Exchange in 2018, Chaired by Dr Gatot Priowirjanto, Director of SEAMEO Secretariat (Continued)</td>
</tr>
<tr>
<td>14.30-15.00</td>
<td>Conclusion and next steps</td>
</tr>
<tr>
<td>15.00-15.30</td>
<td>Coffee/tea break</td>
</tr>
<tr>
<td>15.30-16.30</td>
<td>Study visit to Rajamangala University of Technology Lanna</td>
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</tbody>
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<thead>
<tr>
<th>Wednesday 11 October 2017</th>
<th>Departure of participants</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>(The transportation from hotel to the Chiangmai International Airport should be arranged with the hotel shuttle bus service by own arrangement.)</td>
</tr>
</tbody>
</table>

### 6. Meeting Venue
- The Meeting on 9 October will be organised at the Empress Hotel, the Imperial Ballroom, www.empresshotels.com
- The Meeting on 10 October will be organised at the Rajamangala University of Technology Lanna. The transportation from the Empress Hotel to the university will be provided.

### 7. Administrative Arrangements
1) Accommodation
- Hotel reservation will be made for all participants at The Empress Hotel. Please indicate your room type in participants’ form as attached.

2) Transportation
- Chiang Mai Rajabhat University provides all participants a free transportation from airport-hotel-airport. Please fill in your flight details in the attached form.

3) Meals
- During the meeting period (9-10 October 2017), lunch and coffee breaks will be provided for all participants.

### 8. Funding Support
The Hosts are pleased to support luncheons and coffee breaks on 9-10 Oct, resource persons, meeting venue, administration and airport transfer for arrival.

**Return airfare ticket** and **hotel** in Chiangmai of participants should be supported by the participant’s institution. Besides, participants are requested to arrange airport transfer for departure with the hotel directly (The shuttle bus service is available).
9. **Focal Persons**

Ms Piyapa Su-angavatin  
SEA-TVET Coordinator  
SEAMEO Secretariat  
Mobile: +66 9 5165 5002  
E-mail: piyapa@seameo.org; tvet@seameo.org
Appendix II

Brief Information of SEAMEO Polytechnic Network

I. Background:

Over the years, the polytechnic sector has played a significant role in producing quality manpower in the technical and professional areas to meet the needs of the economy. Moreover, Technical and vocational education and training (TVET) has been one of the seven priority areas for education in the Southeast Asian region and SEAMEO for the period of 2015 to 2035.

By engaging learners with more visible investment and a curriculum that focuses on creativity and innovation, TVET can become a pivotal tool in improving higher education, regional labour mobility, skills and learners’ mobility. The population of Southeast Asia will be enhanced through experience-based policy, and visible employability of graduates with multiple pathways for continuing training.

In this connection, the Southeast Asian Ministry of Education Organization (SEAMEO) initiated the SEAMEO Polytechnic Network as part of SEA-TVET Consortium to enhance quality and partnership of Polytechnics and TVET institutions in the region through cross-country internship placement programme. This is to deepen the students' advanced skills with industry-relevant training, language and communication knowledge and skills, and desirable work habits as well as the mindset for the global community.

To this end, the project will create a sustainable network of polytechnics, TVET colleges/institutions and industries in Southeast Asia with other regions that showcase student mobility, internship placement programme and industry involvement for the successful TVET education system in the region.

II. Overall Objectives

The overall objectives of the SEAMEO Polytechnic Network are as follows:

1. To enhance global competitiveness, knowledge and skills of TVET diploma-bachelor students through cross country internship placement experiences in other Southeast Asian countries.

2. To create a sustainable network platform among polytechnics and TVET colleges/institutions in Southeast Asia and to develop partnership with TVET institutions in other regions beyond Southeast Asia such as Germany, United Kingdom, Japan, China and South Korea.

3. To strengthen and encourage the participation of industry for the improvement of TVET education in Southeast Asia.

III. Participants and Priority Areas

The members of SEAMEO Polytechnics Network include the following:

- Polytechnics, Universities of Technology, TVET Colleges/ Institutions in Southeast Asian countries that provide “Diploma” (or equivalent to post secondary certificate), “Higher Diploma” and “Bachelor Degree” (Articulating from Diploma to Bachelor Degree).

- As the initial stage of this programme, the members and implementation of the SEA Polytechnic
Network will be focused on the following four fields of study according to the agreement from the Chiangmai Joint Statement derived from the 1st High officials Meeting on SEA-TVET in August 2015.

- Hospitality and Tourism (1st Priority);
- Agriculture, and Fisheries;
- Electronics, Mechatronics, Manufacturing; and
- Construction.

- Industry partners who are global/international companies, and manufacturers, located in Southeast Asia and beyond.

- Polytechnics, TVET Colleges/Institutions and Universities of Technology beyond Southeast Asian countries such as Germany, China, Japan, Korea

IV. Current Members of SEAMEO Polytechnic Network

Below is the list of the SEAMEO Polytechnic Network’s members which were officially nominated by the related Ministries in May 2016. Some members were participated by invitation.

<table>
<thead>
<tr>
<th>Country</th>
<th>Nominated by</th>
<th>Name of Institutions</th>
</tr>
</thead>
</table>
| Brunei Darussalam | Participated in the 1st SEAMEO Polytechnic Network Meeting and SEAMEO VOCTECH International Conference in Brunei Darussalam on 1-2 June 2016 | • Politeknik Brunei, School of Business  
• Institute of Brunei Technical Education (IBTE), Nakhoda Kagam Campus  
• Institute of Brunei Technical Education (IBTE), Sultan Saiful Rijal Campus  
• Institute of Brunei Technical Education (IBTE), Jefri Bolkiah Campus  
• Institute of Brunei Technical Education (IBTE), SVNR Campus |
| Cambodia          | Nominated by Ministry of Labour and Vocational Training in May 2016          | • National Polytechnic Institute of Cambodia  
• Regional Polytechnic Institute Techo Sen Siem Reap  
• Regional Polytechnic Institute Techo Sen Battambang  
• Industrial Technical Institute (ITI)  
• Preah Kossomak Polytechnic Institute |
| Indonesia         | Nominated by Ministry of Research, Technology and Higher Education in May 2016 | • Politeknik Elektronika Negeri Surabaya  
• Politeknik Negeri Jakarta  
• Politeknik Manufaktur Negeri Bandung  
• ATMI Surakarta  
• Politeknik Negeri Batam |
|                   | Participated in the Inception Meeting of SEAMEO Polytechnic Network, back to back with the 2nd HOM on SEA-TVET in Bali, 12 May | • IPB Vocational School - Bogor Agriculture University  
• Politeknik LPP Yogyakarta  
• State Polytechnic of Padang |
<table>
<thead>
<tr>
<th>Year</th>
<th>Participating Institutions and Details</th>
</tr>
</thead>
</table>
| 2016       | • Shipbuilding Institute of Polytechnic Surabaya  
             • Polytechnic Aceh  
             • State Polytechnic of Manufacture Bangka Belitung  
             • State Polytechnic of Lhoksumawe  
             • Caltex Riau Polytechnic  
             • Politeknik Negeri Malang  
             • State Polytechnic of Sriwijaya  
             Participated by invitation and joined in the 1st SEAMEO Polytechnic Network Meeting and SEAMEO VOCTECH International Conference in Brunei Darussalam in June 2016  
             • Politeknik Santo Paulus Surakarta  
             Expressing interest to participate in the 2nd SEAMEO Polytechnic Meeting on 9-10 October 2017 in Chiangmai (Information is as of 14 September 2017)  
             • Polytechnic Kota Malang  
             • Polytechnic Aceh  
             • College of Informatics & Computer Indonesia STIKI Malang  
             • Atlas Nusantara Engineering College  
             • STIMIK Bina Insani Bekasi  
             • Polytechnic TEDC Cimahi  
             • Polytechnic Tegal  
             • Vocational School of University Jogjakarta  
             • Vocational School of University Brawijaya Malang  
| Malaysia   | Nominated by Department of Polytechnic Education, Ministry of Higher Education in May 2016  
             • Politeknik Merlimau (PMM)  
             • Politeknik Ibrahim Sultan (PIS)  
             • Politeknik Sandakan Sabah (PSS)  
             • Politeknik Jeli Kelantan (PJK)  
             • Politeknik Tuanku Sultanah Bahiyah  
             • Politeknik Sultan Salahuddin Abdul Aziz Shah  
             • Politeknik Melaka (PMK)  
             • Poliknik Ungku Omar (PUO)  
             Nominated by Department of Community College Education, Ministry of Higher Education in May 2016  
             • Langkawi Tourism Academy @ Langkawi Community College  
             • Kepala Batas Community College  
             • Kuantan Community College  
             • Jerantut Community College  
             • Kuala Langat Community College  
             • Sabak Bernam Community College  
             Nominated by Technical and Vocational Education Division, Ministry of Education in May 2016  
             • Chenor Agriculture Vocational College  
             • Balik Pulau Vocational College  
             • ETR Azizah Vocational College  
| Philippines| Participated in the 1st SEAMEO Polytechnic Network Meeting and SEAMEO VOCTECH International Conference in Brunei Darussalam on 1-2 June 2016  
             • Ilocos Sur Polytechnic State College  
             • University of the Northern Philippines  
             • Rogongon Agricultural High School  
             • Concordia College – TESDA |
As of 26 September 2017

Alternative Programme
- Mariano Marcos State University

Thailand
Nominated by the Office of the Vocational Education Commission, Ministry of Education in May 2016
- College of Agriculture and Technology, Bang Sai Royal Folk Arts and Crafts Centre
- Petchburi College of Agriculture and Technology
- Tinsulanond Fisheries College
- Buriram College of Agriculture and Technology
- Minburi Technical College
- Sichon Technical College
- Samuprakan Technical College
- Kanchanaburi Industrial and Community Education College
- Samusongkram Technical College
- Ubonratchathani Vocational College
- Nakhon Srithammarat Vocational College
- Krabi Technical College
- Pitsanulok Vocational College
- Nongkai Technical College
- Saraburi Polytechnic College
- Chacheangsao Vocational College

Participated by invitation and joined the 1st SEAMEO Polytechnic Network Meeting and SEAMEO VOCTECH International Conference in Brunei Darussalam on 1-2 June 2016
- Rajamangala University of Technology Lanna
- Eastern Technological College (E TECH)

Vietnam
By invitation as a member of SEA-TVET Consortium
- Kien Giang Vocational College
- Hue Industrial College

V. Meetings on SEAMEO Polytechnic Network during 2016-2017

Since the establishment of the SEAMEO Polytechnic Network in May 2016, SEAMEO Secretariat organized the following meetings with the purposes of partnership development among the members.

<table>
<thead>
<tr>
<th>Meeting</th>
<th>Schedule/Venue</th>
<th>Objectives</th>
<th>Participants and Outputs</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Inception Meeting of SEAMEO Polytechnic Network in May 2016</td>
<td>Back to back with the 2nd HOM on SEA-TVET on 12 May 2016 at 16.30-18.00 hrs, Bali, Indonesia</td>
<td>To brief details of SEAMEO Polytechnic Network Programme To discuss on opportunity and challenges of this programme To briefly identify supporting mechanism from countries, regional strategies, partners and framework for the successful</td>
<td>Approximately 35 participants who are High Officials of TVET and representatives from polytechnics from 8 countries: Brunei Darussalam, Cambodia, Indonesia, Lao PDR, Malaysia, Philippines, Thailand, Vietnam</td>
</tr>
</tbody>
</table>
### Outputs:
- Recommended strategies to implement the student exchange through internship programme among polytechnics
- Commitment to participate in the 1st SEAMEO Polytechnic Network Meeting in Brunei Darussalam

#### 2) 1st SEAMEO Polytechnic Network Meeting in June 2016
- Hosted by SEAMEO VOCTECH
- Back to back with the Brunei Country Level Workshop on SEA-TVET and SEAMEO VOCTECH International Conference on 1-2 June 2016, Brunei Darussalam
- To identify partnership agreement on student & teacher exchange and other collaborations among participating institutions

Approximately 62 participants from Brunei Darussalam, Cambodia, Indonesia, Malaysia, Philippines, Thailand

#### Outputs:
- 6 Frameworks of Cooperation were signed by 46 institutions for collaborative areas of agriculture, fisheries, food processing, hospitality, electronics, constructions

#### 3) 2nd SEAMEO Polytechnic Network Meeting in October 2017
- Hosted by Rajamangala University of Technology Lanna
- Back to back with SEA-Teacher Project Meeting on 9-10 October 2017, Chiangmai, Thailand
- To review and evaluate the student exchange during 2016-2017
- To identify partnership agreement on student exchange of 1-6 months for Hospitality and Tourism; Mechatronics/Electronics and Manufacturing; and Creative Industry/IT

Approximately 15-30 participants from Thailand, Indonesia, Malaysia, Vietnam and Cambodia