

REPORT OF 2ND M-I-T STUDENT MOBILITY PROGRAM REVIEW MEETING

Bali, Indonesia

24 September 2011

Introduction

- 1 The 2nd M-I-T Student Mobility Program Review Meeting was held on 24 September 2011 at Kuta Paradiso Hotel, Bali, Indonesia. The program of the Meeting is shown in **Annex 1**.
- 2 The Directorate General of Higher Education, Ministry of National Education, Indonesia, kindly hosted the event. The Meeting was attended by delegates from Ministry of Higher Education, Malaysia, and Directorate General of Higher Education, Indonesia, Office of the Higher Education Commission, Thailand, representatives from participating Higher Education Institutions (HEIs) from the M-I-T countries, as well as, former Director and staff of SEAMEO RIHED. In addition, this year Meeting was also included policy makers and members of the iAward Preliminary Committee as respective observers. The list of participants is shown on **Annex 2**.

Opening Ceremony

3. Prof. Dr. Supachai Yavaprabhas, former Director of SEAMEO RIHED attended the Meeting on behalf of Assoc. Prof. Dr. Sauwakon Ratanawijitrasin, Director of SEAMEO RIHED. In his remarks, Prof. Supachai expressed his appreciation to the Directorate General of Higher Education, Ministry of National Education, Indonesia, for graciously hosting both the 2nd M-I-T Student Mobility Program Review Meeting and the 2nd iAward Assessment Committee Meeting. Prof. Supachai shared recent update of the M-I-T Program and informed the meeting of the Internationalization Award or M-I-T iAward Project. The M-I-T iAward Project was created as a supporting tool to enhance work capacity of International Relation Offices (IRO) towards the sustainability of the M-I-T Program. Before ending his remarks, Prof. Supachai expressed his gratitude to Dr. Illah Sailah, Director of Learning and Student Affairs, Directorate General of Higher Education, Ministry of National Education, Indonesia and her able staff for the hospitality and thanked participants for their unfailing commitments in the M-I-T program. Introductory Remarks are shown in **Annex 3**.
4. Dr. Illah Sailah, Director of Learning and Student Affairs, Directorate General of Higher Education, Ministry of National Education, Indonesia, delivered a welcome remarks and extended her warm welcome to all participants. She also expressed her special thanks to program officers, SEAMEO RIHED and all able staff, Denpasar Center, DGHE for the close collaboration and wonderful preparation. Dr. Sailah pointed out in her remarks that the M-I-T program has already fulfilled its initial objective for academic and cultural sharing. Dr. Sailah highlighted that efficient transfer of credits and close

communication among all key players will help contribute to the program's success in the future. Dr. Sailah then stated that the idea of future expansion of the M-I-T program both in terms of scopes and participating members was welcoming.

5. Assoc. Prof. Dr. Zarida BT Hambali, Director of Academic Development Division, Department of Higher Education, Ministry of Higher Education, Malaysia, delivered remarks to the Meeting on behalf of Prof. Dr. Rujhan bin Mustafa, Director General, Ministry of Higher Education, Malaysia. In her speech, Assoc. Prof. Hambali shared with the Meeting the importance of Internationalization for Malaysian higher education. She stressed that student mobility is part of the mechanism toward the success of internationalization of higher education. Assoc. Prof. Hambali is strongly committed to joining the program starting from 2011 onwards while emphasizing the importance of finding solutions to cope with existing challenges, especially on credit transfer system. Assoc. Prof. Hambali concluded her remarks by expressing her appreciation to Dr. Illah Sailah and her able staff for the warmest hospitality and wished the Meeting a success.
6. Ms. Aporn Kanvong, Director, Bureau of International Cooperation Strategy, Office of the Higher Education Commission, Ministry of Education, Thailand, expressed her heartfelt appreciation to Dr. Illah Sailah and her team of Directorate General of Higher Education, Ministry of National Education, Indonesia, for hosting the Meeting and for Indonesia's continuous support. In her remarks, Ms. Aporn underlined the success of M-I-T program development and urged all stakeholders to render full administrative and financial support to overcome obstacles and limitations. Ms. Aporn concluded her remarks by expressing her thanks for the unfailing support and cooperation among member countries. The Remarks is shown in **Annex 4**.

Overview of the program and Country Updates

7. The Meeting took note of the overview of the M-I-T Student Mobility Program, timeline, status update, remaining challenges, as well as the emphasis on the program expansion. The Meeting also agreed to review and double check on the number of students taking part in the M-I-T program to ensure its accuracy. Concerning the issue about aligning academic calendar, Prof. Supachai suggested that the M-I-T countries work toward sharing the same ASEAN academic calendar by 2020. The presentation is shown in **Annex 5**.

MALAYSIA

8. Assoc. Prof. Hambali presented the Malaysian M-I-T Country Report, updated number of participating students, problems and obstacles, recommendations and the readiness for expansion. The presentation is shown in **Annex 6**.

9. Status/Number of students

Assoc. Prof. Hambali informed the Meeting on the mismatch of student numbers being reported and emphasized on the need for all 3 countries to ensure data's accuracy and consistency. Overall, the number of outbound and inbound students (by country), reported by Malaysia, showed a satisfying rate of increase in 2011 (from 8 to 49 students). However, from 2010-2011, the number of outbound students appeared to be much less than those of inbound students (57 outbound from Malaysia to 163 inbound students from Indonesia and Thailand).

10. Problems/Obstacles: Policy Level

Assoc. Prof. Hambali raised three points of concern including the lack of proper agreement document signed by all parties, funding arrangement and visa matters. An official agreement is believed to help secure the funding and quickening the process. At the moment, Malaysia is facing with insufficient funding for inbound students, especially in Universiti of Malaya (UM) and Universiti Institute of Teknologi Mara (UiTM), as well as issues with visa, entry clearance and leave to remain.

11. Problems/Obstacles: Institutional Level

Assoc. Prof. Hambali informed the Meeting that the Malaysian Qualifications Framework (MQF) is now enforced and all higher education institutions or HEIs throughout Malaysia are in compliance with the MQF standards. She further pointed out that Malaysia is facing with some challenges such as health insurance for inbound students, grading and academic record.

12. Recommendations

In order to avoid issues arising from MQF implementation, Assoc. Prof. Hambali proposed to the Meeting to consider exchanging students for industrial training placement/ attachment program, community service placement, or final year project as part of exchanging criteria. Another point of suggestion by Malaysia was for SEAMEO RIHED to develop a common certificate of attendance with M-I-T logo, logos of the 3 Ministries, and if possible the signature of Director Generals/Secretary General from the 3 countries.

13. Readiness for expansion

Assoc. Prof. Hambali extended a sincere welcome toward future expansion of the M-I-T program both by discipline and by member country. By discipline, the Meeting took note of UiTM's interest in including Language and Culture and Information Management and UKM's interest in Mechanical Engineer in the M-I-T main disciplines. By country, the Meeting took note of Vietnam's interest in joining the M-I-T program, especially its focus on industrial placement, community placement and final year project.

INDONESIA

14. Dr. Sailah presented Indonesia's M-I-T Country Report on current status and the readiness of the program's expansion. The Meeting took note of Indonesia's commitment in the M-I-T Program through active involvement in such activities as iAward Committee Meetings and M-I-T Program Guidebook. The presentation is shown in **Annex 7**.

15. Status/Number of Universities

The Meeting took note that, currently, there are 11 Indonesian HEIs participating in the M-I-T program. The Meeting also took note on the change of participating HEIs. Trisakti School of Hospitality and Tourism (TSHT) has left the M-I-T program while Indonesian Institute of the Arts Surakarta (ISI Surakarta) has entered the program since 2011.

16. Status/Number of students

Overall number of students showed the imbalance of inbound and outbound students. In total, Indonesia received 50 students and sent out 140 students (2010-2011). From this number, Dr. Illah Sailah raised concerns to the Meeting that in order to secure scholarship funding, it is important to maintain the reciprocity of 25:25 students as initially agreed.

17. Problems/Obstacles

Dr. Illah Sailah indicated that an official document like a Joint Statement, Letter of Intent or Memorandum of Understanding (MoU) will be essential to secure funding support from the government. She also suggested that all the parties work together to streamline communications and key aspects of operation such as the available number of courses and criteria for matching courses.

18. Recommendations

The Meeting requested SEAMEO RIHED to prepare Certificate of Participation and General Guidebook of M-I-T program. Dr. Sailah also suggested that participating universities provide details of courses offered in advance for a better preparation process.

19. Readiness for expansion

Dr. Sailah informed the Meeting that Indonesia is ready for the expansion, on both disciplines and member countries of M-T-T Program. By discipline, the Meeting took note of Indonesia's interests in expanding to Engineering, Natural Science, and Information and Technology. By country, countries such as Vietnam, the Philippines, Singapore, China, Japan, Korea, and Australia are all welcomed.

20. New names for the program's expansion

The Meeting took note of the names proposed, which are:

- SAMAR (Student Mobility in ASEAN Region)
- SMART (Student Mobility in ASEAN Regional Territory); and
- Asia Pacific Student Mobility

21. M-I-T Publications

Dr Sailah presented M-I-T publication series prepared by Indonesian students and DGHE, Indonesia.

THAILAND

22. Ms. Aporn presented Thailand's M-I-T Country Report. The Meeting took note of updated student numbers, challenges, recommendations, as well as its readiness for future expansion. The presentation is as shown in **Annex 8**.

23. Current Status and Implementation

Ms. Aporn reported on Thailand's ongoing actions as agreed in the previous M-I-T meetings. The Meeting expressed its appreciation on Thailand's launch of the M-I-T section at www.inter.mua.go.th, and the development of Student Manual for M-I-T students. The manual will be posted on the previously mentioned website to facilitate the readiness of expansion.

24. Current number of students

Ms. Aporn informed the Meeting on the current development in 2011 that there are 39 outbound and 56 inbound students. Since the program inception, there are 75 Thai students participating in the program.

25. Problems/Obstacles

The Meeting took note of the problems Thailand has been facing related to communication, courses offered, visa, academic calendar, exceeding number of agreed outbound students and insufficient of information sharing.

26. Recommendations

Ms. Aporn suggested that the Meeting find solutions for the aforementioned problems and also stressed the importance of regular information updates, a complete list of subject and courses available, 'just-in-time' letter of acceptance, assistance on student housing and the official signing of the Letter of Intent by the three countries.

27. Readiness for expansion

In terms of expansion, Ms. Aporn informed the Meeting of Thailand's readiness for the country but not discipline expansion.

Group Discussion

28. Group discussion focused on the implementation progress challenges and issues, readiness for future expansion. Outputs from group discussions are summarized as follows:

29. Reports from Discussion: Government/Policy Makers/SEAMEO RIHED

Recommendation 1: Letter of Intent

Letter of Intent will be drafted by SEAMEO RIHED and signed by the 3 Ministries of Education

Recommendation 2: Reciprocity

All countries agreed on the principle of balancing inbound and outbound exchange of 25:25. Any extra number must be agreed on bilateral basis and home university must be responsible for the full amount of tuition and other fees.

Recommendation 3: Visa

Host Universities are to make sure that all required admission documents, including letter of acceptance are sent by the given deadlines. It is recommended that the visa application procedure be started as soon as all the required documents are received.

Recommendation 4: M-I-T Guidebook/Manual for new member(s) joining

SEAMEO RIHED was tasked to develop an M-I-T Guidebook for the expansion of new member(s)

Recommendation 5: Expansion of the Program (New Member)

Priority is given to ASEAN countries. New countries/HEIs should be invited as observer before the assessment process by the existing members and governments is carried out.

Recommendation 6: Expansion of the Program (New Institution)

Discussion will be pending for the program expansion and the Meeting will be focusing more on country expansion in the upcoming Meeting.

Recommendation 7: Expansion of the Program (New discipline)

Expansion of new disciplines will be reviewed and discussed in the 2012 Meeting.

Recommendation 8: New Proposal

Malaysia proposed for the internship options for outgoing students. This proposal will be discussed later in the upcoming Meeting.

Recommendation 9: The 3rd M-I-T Student Mobility Program Review Meeting

The Meeting shall be convened in early 2012 in Penang, Malaysia, hosted by MOHE, Malaysia.

30. Reports from Discussion: Food Science & Technology

Matter 1: Status of students

The number of participating students is to be increased from 25 in 2010 to 30 in 2011.

Matter 2: Communication problems

In order to avoid delays in sending and receiving students and post arrival problems, the group suggested the Meeting that, establishing appropriate focal point to keep communication channel open and immediate should help solve the issues coordinate and improve the situations.

Matter 3: Visa issues

The group reported that, for Malaysia, student must renew the visa status every 1-2 months to extend the duration of stays. For Indonesia, the concerns over processing time were raised to remind the Meeting that it is an obligation for students to submit document 3 months in advance.

Matter 4: Accommodation

The Meeting agreed to work on exploring the possibility for setting up policy on lowering the cost of accommodation for international students residing in Malaysia.

Matter 5: Pick-up service provision

The Meeting agreed that the host university shall provide pick-up services for incoming students.

Matter 6: Orientation prior to departure

The Meeting agreed that home university provide an orientation session prior to the student departure. The preparation information shall include necessary details, such as accommodation, pick-up provision, and different credit systems and so on.

Matter 7: Expansion of the Program

The Meeting recommended the signing of the MoU between universities and proposed the inclusion of additional bilateral exchange of faculty and staff, joint conferences and seminars, research collaborations and benchmarking visits.

Matter 8: Process of expansion

The Meeting suggested that the assessment and evaluation process on a new country and its interested HEIs as new member be conducted prior to officially joining, for instance, conducting site-visit and review.

31. Reports from Discussion: International Business

Matter 1: Visa process

Information on visa application processing, issuance fees, and related matters are to be clearly written and given to M-I-T country and HEIs coordinators.

Matter 2: Medical Check-up

Information on medical check-ups, health insurance, such as types, conditions and coverage, should be clearly written and given to M-I-T country and HEIs coordinators.

Matter 3: Academic Calendar

The Meeting acknowledged that academic calendars of the participating countries are not compatible and difficult to match. It is therefore suggested in the Meeting that further adjustment is needed among member countries.

Matter 4: Credit Transfer System

It has been suggested to the Meeting that using 'raw scores' instead of alphabet (for example, A, B, C, D, or F), or as a range (for example 4.0–1.0) for credits transfer, should be considered to avoid the complications of having different grading system among member HEIs.

Matter 5: Choice of Subjects Selection

The Meeting agreed to work on improving the availability of subjects for students.

Matter 6: Application Deadline

The Meeting encouraged participating countries to start the process of sending student application early, especially in the case of Malaysia and Indonesia, in order to expedite the funding procedures at the ministerial level.

Matter 7: Future Direction

The Meeting agreed to expand the scope of exchange to include non-academic activities such as travelling, community engagement, internship, and so on.

Matter 8: Expansion of countries

The Meeting expressed its interest in expanding the M-I-T project to other ASEAN and non-ASEAN countries such as Singapore, the Philippines, Japan and South Korea.

32. Reports from Discussion: Language and Culture**Matter 1: Communication**

The Meeting agreed to strengthen communication channels across all levels involved, among universities, international offices and faculties. In order to improve the time consuming and communication loss, the Meeting requested that internal management, at the administrative and faculty level – be improved to accommodate the workflow of international offices.

Matter 2: Funding

The Meeting agreed to add more flexibility in terms of funding arrangement to meet with living expenses in different countries and also extra funding for students to cover non-curriculum activities, such as traveling, joining cultural events, and so on.

Matter 3: Student Assessment

In order to ensure transparency and increase the level of student satisfaction, student assessment on grade received and credit transfer should be allowed upon requests. If students are discontent with the result, requesting for review or appeal is possible.

Matter 4: Subject and Discipline

The Meeting suggested that the clarification from policy levels on interpretation of subjects and the scope of exchanging within the discipline of Language and Culture is needed.

Matter 5: Health Insurance coverage

The Meeting requested that a clarification and guidance for health insurance for students on the plan provided, coverage limits, scope of benefit is needed.

Matter 6: Current problems as priority

The Meeting agreed to set out priorities and work with existing problems, such as visa issues, criteria of reciprocity, communication and so on.

Matter 7: Readiness for expansion

The Group concerned about the readiness of expansion and recommended that the Meeting review and evaluate the Pilot Project before advancing to the next step.

Matter 8: Process for expansion

In order to avoid losing track on promoting cooperation in the Region, ASEAN countries should be the first priority for expansion. The group welcomed Vietnam as the new member of the M-I-T program but suggested that Vietnam join or host upcoming M-I-T meetings as to introduce the country to learn more about the program and also for existing member countries to learn more about Vietnam.

33. Reports from Discussion: Hospitality and Tourism**Matter 1: Current Status**

Currently, there are 6 universities participating in the Hospitality and Tourism Studies Program, Bina Nusantara University (BINUS), UPI, Trisakti School of Hospitality and Tourism (TSHT), UiTM, UPM, Prince of Songkla University (PSU).

Matter 2: Housing

The Meeting expressed its concern regarding housing fees at UiTM and requested that the pricing be reviewed.

Matter 3: Communication loss

It has been proposed to the Meeting that in case of coordination change, information on new assigned person must be informed and circulated among member countries and HEIs.

Matter 4: Academic Calendar

The Meeting raised its concern on the non-alignment of participating universities' academic calendars. The Meeting was informed by Kasetsart University that its academic calendar will be changed to comply with others from 201 onwards.

Matter 5: Student preparation

The Meeting suggested for a better collaboration among HEIs in submitting necessary documentation (admission letter, course outline, etc) for processing student VISA and exchanging process at least 1 or 2 months in advance of students' expected arrival date.

Matter 6: Syllabus/Course materials

The Meeting proposed that HEIs collaborate on sending course syllabus and materials in advance for better comparison and decision making.

Matter 7: Coordination

To avoid delay and miscommunication, the Group recommended that the IROs take part as program facilitators and faculty as liaison unit to help coordinating on technical and subject matters as well as to attend necessary internal meetings relating to M-I-T issues at their HEIs.

Matter 8: Future Direction

The Meeting suggested that the M-I-T program expand to cover activities such as internship program and staff exchanges.

34. Reports from Discussion: Agriculture**Matter 1: Review Progress**

The Meeting took note on the recent update on student numbers.

Matter 2: Course Syllabus

The Meeting suggested the sharing of course syllabus in advance and for clarification of the exchanging criteria among HEIs. The Group suggested that the process take place when the course shows its similarity at a minimum of 80 percent.

Matter 3: Academic calendar

The Meeting agreed that academic calendars of participating universities must be aligned. The Meeting took note on the change of academic calendar of Kasetsart University

Matter 4: Research project

The Meeting acknowledged the proposal made by Malaysia (UPM) to allow M-I-T students for to participate in the industrial training and research project.

Matter 5: Reciprocity

The Meeting took note of different views on 'reciprocity' criteria between maintaining 5:5 ratios of inbound and outbound students or being flexible with numbers. The Meeting agreed that the extra cost incurred by exceeding

number of students, including tuition fees, will be borne by the home government/ministries.

Matter 6: Future Direction

The Meeting took note on the report of student numbers to be exchanging next year.

Matter 7: Readiness for expansion

The Meeting welcomed all type of program expansion for the expansion of country member, the preference is given to ASEAN countries as well as ASEAN plus 3 (Japan, China and Korea).

Matter 8: Country Coordinator

The Meeting agreed that each country nominate a country coordinator to manage the program and facilitate related processes for students.

Concluding Matters

35. Prof. Dr. Supachai expressed his appreciation to all contributors and raised several important points of concerns to the Meeting, including the target feasibility, new member admission, new program expansion and the relationship of the iAward and M-I-T program.

36. Feasibility of the Target

The Meeting took note that the program has achieved mobility of 524 students in 5 disciplines from 3 countries, which exceed the targets set for 2010 and 2011. For the next target of having 300 students, 7 disciplines, with the involvement of 5 countries by 2013, Prof. Dr. Supachai raised his concern over the issue of budget constraint and funding allocation at the ministerial level.

Recommendation: Feasibility of the Target

The Meeting suggested that a Meeting for policy makers of M-I-T countries be held to discuss the readiness for program's expansion and to prepare the budget, as well as its allocation for the prospect of future preparation.

Action Line: Ministries responsible for Higher Education

37. The Meeting took note of the commitment to move forward the program's expansion and the readiness for improvement of all stakeholders.

38. The Inclusion of new member

Prof. Dr. Supachai pointed out the advantage of having Japan, Korea, Vietnam, and other ASEAN countries to join the M-I-T Program. Concerning the issue on budget constraint, the Meeting proposed that:

Recommendation 1: The Inclusion of New Member (Country)

The Meeting agreed that the expansion should start from small steps, with interested countries such as Vietnam or Brunei Darussalam.

Recommendation 2: The Inclusion of New Member (HEIs)

The Meeting suggested that a reviewing and evaluating process such as through site-visits be made on HEI applying for new membership prior to official admission. The Meeting took note that due to the differences in budgeting calendars among M-I-T countries, the program expansion may occur in the end of 2012 or beginning of 2013.

39. New acronyms of the M-I-T program

The Meeting agreed that SEAMEO RIHED compile a list of new M-I-T program acronyms and arrange a voting session in the upcoming Meeting.

Action: SEAMEO RIHED

- 40.** The Meeting noted that the 3rd M-I-T Review Meeting will be held in early 2012 and will be hosted by MOHE, Malaysia

41. Additional Matter: iAward

Prof. Dr. Supachai mentioned the 2nd iAward Assessment Committees Meeting, which convened back-to-back to the Meeting. The Meeting acknowledged the agreed timeline for site-visit assessment of HEIs in 2012 proposed by representatives of the three ministries Implementation Procedure and Timeline of the M-I-T iAward from 2011-2013 is shown in **Annex 9**.

- 42.** Prof. Dr. Supachai commended the DGHE, MONE, Indonesia, for the hard work in organizing the Meeting. Prof. Dr. Supachai also expressed his gratitude to the participants for their active participation and sharing of ideas.