CEMCA

MINUTES OF THE FIRST MEETING OF THE ADVISORY COUNCIL OF THE COMMONWEALTH EDUCATIONAL MEDIA CENTRE FOR ASIA HELD ON NOVEMBER 18, 1998 AT 3.00 P.M. IN THE BOARD ROOM, BLOCK NO. 8, IGNOU CAMPUS, MAIDAN GARHI, NEW DELHI 110 068

The following members were present:-

Prof. A.W. Khan, Vice-Chancellor, IGNOU	Chairman
Ms Patricia McWilliams, Sr.Trg. Specialist, The COL	Deputy Chairperson
Prof. Dr. M.A. Wahab Mian,Dean, School of Education, Bangladesh Open University	Member
Mr. Javed Mahmood Kasuri, Director, IET, Allama Iqbal Open University	Member
Dr. Buddhi Weerasinghe, Director, Educational Technology, The OpenUniversity of Sri Lanka	Member
Mr. M.M. Jha, Joint Secretary, Dept. of Education	Member
Mr. Kiran Karnik, CEO, Discovery Channel, India(co-opted)	Member
Dr. Usha Vyasulu Reddi, Director, CEMCA	Member Secretary

Leave of absence was granted to Mr. Haji Abd. Rahmon B. Kasbon, Deputy Director, Educational Technology Division, Ministry of Education, Malaysia, who was unable to attend the meeting.

The following matters were considered:-

ITEM No. 1: To note the constitution of the Advisory Council, CEMCA and its terms of reference

*1.1.1   The composition of the Advisory Council as above was noted, with the amendment that the representative of the Government of the host country would be a regular member and one additional regional member from the South-East Asia Region to be included in due course.

1.1.2   RESOLVED THAT the term of office of the members of the Advisory Council would be three years from the date of this meeting and the Advisory Council would meet at least once in a year.

1.1.3   RESOLVED THAT the Advisory Council would function as the Advisory body to COL on CEMCA affairs, and that no separate governing body for CEMCA be constituted as CEMCA is part of COL under the overall control of the COL Board of Governors

1.1.4   RESOLVED THAT, with the constitution of the Advisory Council, the Steering Committee of CEMCA stands dissolved with immediate effect.

1.1.5   The question of charging membership fees from institutions in the region as per the original proposal for CEMCA was considered and it was RESOLVED that for the present this may not be pursued.

1.1.6   RESOLVED THAT all changes in the project proposal as reflected in these minutes be incorporated in the project document.

ITEM No. 2: To note the status report on CEMCA

1.2.1   Noted.

1.2.2   While noting the status report as contained in the agenda papers, the Advisory Council RESOLVED as under:

(*Stands for meeting number, followed by agenda item and sub-item.)

1.2.3 THAT the objectives of CEMCA be reviewed to broaden its mandate to include research in academic areas; the diffusion of educational technology and media -- these will enable CEMCA to move in other areas;

1.2.4 THAT CEMCA need not stock media resources but should facilitate their exchange through the information included in the database; to promote this activity CEMCA should develop a prototype of a copyright/licensing agreement on the lines developed by COL, to obtain copyright clearances to facilitate exchange of educational media resources; as an initial step CEMCA to obtain copyright clearance for one programme from each of the countries in the region for whom CEMCA has responsibility;

1.2.5 THAT CEMCA should explore the possibilities of using new technologies such as digital technology, multimedia, internet etc., in education and its focus should broaden to cover institutions other than those designated as distance learning and open universities; i.e. open schooling, technical vocational etc.

1.2.6 THAT the budgets, statements of income and expenditure presented for earlier periods was for the information of the Advisory council; in future the annual accounts will be presented to the Advisory Council for review and comment before submission to COL for incorporation in its accounts;

1.2.7 The question of CEMCA's continuance was considered and it was unanimously RESOLVED that with the signing of the agreement between the Government of India and COL, CEMCA should continue and the management of COL should consider this issue so that the uncertainty prevailing in its continuance in the near future is removed;

1.2.8 THAT the international character of CEMCA should be reflected in its staffing position giving adequate regional and international representation;

1.2.9 The Advisory Council unanimously placed on record its appreciation to IGNOU for having hosted CEMCA during the last four years and expressed the hope that this would continue in the future until CEMCA is able to find suitable alternate accommodation for its activities.

ITEM No.3: **To consider and approve the infrastructure for CEMCA**

1.3.1 The Advisory Council noted the procurement of the equipment viz., audio/video/computers/presentation systems and communication links as listed in the agenda note, subject however to adequate funding by COL in the second half-year of 1998-99.While approving the infrastructure facilities, the Advisory Council desired that CEMCA may consider acquiring CD ROM inscripting equipment and a leased line for Internet.

1.3.2 On the question of CEMCA's relations with COL headquarters and non-media COL activities in the region, it was noted that COL does not presently operate regional centres. Further it ws agreed by the Advisory Council that CEMCA should be encouraged to concentrate its efforts on the fulfilment of the agreed upon mandate and objectives of CEMCA.

1.3.3 Relocation options to be investigated by the Director and staff of CEMCA for consideration by COL with a recommendationn to be made to the Advisory Council at its next meeting.

ITEM No. 4: **To consider and approve the plan of action 1999-2000**

1.4.1 While approving the plan of action 1999-2000 as proposed in the agenda note, the Advisory Council RESOLVED as under:-

1.4.2 That the training programmes shown at items 12 and 13 on page 71 of the agenda papers be combined and launched as a single programme;

1.4.3 That the Instructional Design Programme proposed by the OUSL, Sri Lanka with JICA collaboration could be done as a regional programme of CEMCA with CEMCA providing adequate funding;

1.4.4 That training programmes in the area of quality assurance in distance education as it relates to the use of media and instructional design for interactive television be taken up by CEMCA in addition to its present training programmes;

1.4.5 That while the operating language of CEMCA programmes is English, programmes in regional languages are to be considered by partner organisations and a research study be done by CEMCA in this behalf;

1.4.6 That CEMCA should continue its activities in the area of programme production, research as proposed(excepting communication research), updating the data base, and media exchange programme to the extent feasible;

1.4.7 That CEMCA should undertake to develop project proposals for funding from external sources in order to become self-sufficient in its operations;

1.4.8 That a new brochure of CEMCA be brought out indicating the regional contribution and highlighting the fact that the Open Universities in the region are its resource centres.

ITEM No.5: **To consider the proposals for outreach i.e. in-country and regional programmes**

1.5.1. The Advisory Council considered the proposal and agreed to it. The modalities for conducting the outreach programmes are to be worked out and circulated in accordance with discussions under 1.4 above.

ITEM No. 6: **To consider collaborative projects and consultancies--region wide competition for educational media including audio, video, multimedia and innovative use of CITs in Education**

1.6.1 Considered the matter and approved. The proposal is to be drafted and circulated.

ITEM No. 7: **To consider and approve the budget proposals for the second half year of 1998-99**

1.7.1: While considering the budget proposals for the second half-year of 1998-99, the Advisory Council requested the Director, CEMCA to prioritize activities in relation to the funds available from COL.

1.7.2 The Advisory Council encouraged CEMCA to seek consulting contracts with international funding agencies. It was noted that COL is a registered consulting organisation with various IFIs.

The next meeting is to be hosted by Sri Lanka.

The meeting concluded with a vote of thanks to the Chair.

Sd/-
(A.W. Khan)
CHAIRMAN