ANNUAL REPORT
July, 1999 - June, 2000

SEAMEO Regional Open Learning Center
INDONESIA
I. EXECUTIVE SUMMARY

This Annual Report covers the period from July 1999 to June 2000 and is presented by the Key Result Areas (KRAs) the Center wishes to achieve.

KRA-A Enhanced Program Excellence and Relevance
During the FY 1999/2000 SEAMEO SEAMOLEC conducted three major activities in enhancing excellence and relevance of its programs, i.e. research and development, training, symposium and seminars.

In the field of research, the Center conducted two researches, namely, (1) the use of Internet for instructional, and (2) the open and distance learning providers in Indonesia.

The Center had developed promotional video programs on community nutrition and environment, science and mathematics. It also started developing online training course.

In term of training, the Center had conducted 4 in-country training i.e. planning an open and distance learning system, self-learning materials development, student support services, and data management for rural development.

The 5th International Symposium on “Improving Workforce Productivity” was a yearly program of the Center for sharing knowledge, expertise and experiences on ODL. While the Second Governing Board Meeting in Yogyakarta constituted a regionally specific working mechanism of SEAMEO Centers.

KRA-B Enhanced Quality and Efficiency of Management.
To maintain consolidation efforts among regional centers, SEAMEO SEAMOLEC attended regular meetings that are conducted by SEAMEO Secretariat, and at national level SEAMEO SEAMOLEC participated in the regular Indonesian SEAMEO National Coordinating Committee (SNCC) meetings.
In the effort of developing in-house capacity building towards efficiency of management, the Center had also sent their management staff during this period to various training, international seminars, and study visit.

**KRA-C  Ensured Financial Viability**
SEAMEO SEAMOLEC has submitted proposals to the Government of Indonesia in order to finance the future program.

To ensure viability of its operation, the Center had hired an Interim Director during the provisional period and recruited, selected as well as hired several project staff.

The Center’s annual budget consists of operating fund, which is obtained from the Government of Indonesia, special fund that the Center receives from SEAMEO Secretariat, other fund that the Center receives from donors and sponsors, and unallocated fund that the Center gets from income generating activities. The operating fund from the Government of Indonesia constitutes major portion of the Center’s total budget for this fiscal year.

To support its operation, the Center had conducted some in-house training. The Center has also been selling symposium proceedings, books and other publications as well as providing consulting services in instructional learning materials development.

**KRA-D  Increased Access to Markets of SEAMEO SEAMOLEC Programs**
SEAMEO SEAMOLEC has developed its homepage that can be accessed through its web site at the URL http://www.seamolec.or.id. To elicit social and public awareness on its operation, services, and products, the Center did some marketing and promotional activities through the publication of leaflet, newsletter, book series, proceedings, and product releases.

**KRA-E  Strengthened and Increased Linkages with National, Regional, and International Institutions.**
Within this context, during this period the Center had developed an Inter-Center collaborative program with the SEAMEO SEARCA in training on Data Management for Rural Development, and SEAMEO VOCTECH in training on Management Information System. In collaboration with Camosun College, Canada, the Center had conducted training on Web-based Course Development using WebCT. The Center had also participated in
the SEAMEO-Ministry of Education (MOE) Thailand Sister Program in Bangkok, Thailand.

SEAMEO SEAMOLEC had established linkages with the national, regional and international institutions, both public and private, in the field of open learning and distance education. Nationally, it established linkages with the Indonesian Distance Learning Network (IDLN), the Center for Communication Technology and Information (Pustekkom), some universities and institutes, some directorates of the Ministry of the National Education, and some private sectors. Regional/International linkages were established with the International Council for Open and Distance Education (ICDE), UNESCO-PROAP, UNDP, the French embassy, World Bank, JICA, other SEAMEO Centers, and some educational institutions in Thailand, China, Philippines, and United Kingdom, Canada.

For the current fiscal year (July 1999 to June 2000), SEAMEO SEAMOLEC strengthened its established ties with national, regional, and international institutions referred to above and expand its outreach with any other potential linkages whether they be government, non-government, or private institutions.
II. HIGHLIGHTS

The following highlights of SEAMEO SEAMOLEC’s activities relate to SEAMEO five KRAs (Key Result Areas):

A. Enhanced Program Excellence and Relevance
SEAMEO SEAMOLEC’s programs include:

1. Training on Planning an Open and Distance Learning System was conducted in Bogor, West Java, on 22 to 29 August 1999, attended by 19 participants representing public and private institutions. The objective of the training workshop was to improve the knowledge and skills of the training participants in planning distance education and training system for their respective institutions.

2. The second Governing Board Meeting (GBM) of SEAMEO SEAMOLEC was held at Hotel Santika, Yogyakarta, Indonesia, from 23 to 26 September 1999. It was hosted by the Center in cooperation with the Regional Office of Education (of the Special Territory) of Yogyakarta. It was attended by:
   a) delegates of SEAMEO Member Countries, namely Brunei Darussalam, Cambodia, Indonesia, Lao PDR, Malaysia, Myanmar, the Philippines, Singapore, Thailand and Vietnam;
b) SEAMEO Associate Member Country, namely France;
c) Camosun College, Canada;
d) the Deputy Director of SEAMEO Secretariat;
e) SEAMEO SEAMOLEC Interim Director and staffs; and
f) Members of the Indonesian SEAMEO National Coordinating Committee (SNCC).

There were two GB Members that were not able to come personally: Singapore and Thailand.

3. Training on Self-learning Materials Development was conducted in Bogor, West Java, on 4 to 9 October 1999 and was attended by 20 participants from several institutions such as Ministry of Agriculture, Religious Affairs, Pustekkom, University of Indonesia (UI), Sepuluh November Institute of Technology (ITS) and Bank BRI.
4. Training on Student Support Services was conducted in Bogor, West Java, on 8 to 12 November 1999 attended by 18 participants from five institutions, both public and private. The main aim of the training was to provide the trainees with some knowledge and skills on student support services.

5. The pre conference workshop on “Internet for Education and Training” was conducted on 28 November 1999, a day before the Fifth International Symposium on Open and Distance Learning and organized at the same place in Surabaya. It is a joint program between the Center for Communication Technology and Information, Ministry of National Education, and Indonesian Telecommunication Company.

6. The Fifth International Symposium on Open and Distance Learning. The theme of the symposium was “Improving Workforce Productivity” and was held at Sheraton Hotel, Surabaya, East Java, from 29 November to 2 December 1999. There were 154 participants from 13 countries representing various organizations: public, NGO as well as private sectors. SEAMEO SEAMOLEC, the Center for
Communication Technology and Information (Pustekkom), Indonesian Distance Learning Network (IDLN), ALKON, and the Indonesian Association of Educational Technologists (IPTPI), in cooperation with the International Council for Open and Distance Education (ICDE), and the Australian Education International, jointly organized it.

7. The development of 5 prototype video programs on science and mathematics was conducted from November to December 1999. The objective of developing the programs is to promote science and math as enjoyable and challenging subjects so that (distance) students will love studying them.

8. The development of 5 prototype video programs on community nutrition and environment was conducted from January to February 2000. This is an inter-SEAMEO Centers program aims at promoting the importance of balanced nutrition and environment so that the community will be aware of and enable to live healthily.

9. A preparatory study in the Use of Internet for Instruction at the Senior Secondary School in Indonesia was conducted in February to June 2000.

10. Study on Open and Distance Learning Providers in Indonesia. This study was a follow up study and conducted in March to June 2000. The purpose of this study was to describe kinds of programs offered and their management, and supporting resources in Indonesian Open and Distance Learning Providers.
10. A joint training program on Data Management for Rural Development by distance mode was conducted in collaboration with SEAMEO SEARCA. The pilot of the training took place in Malang, East Java, started on 27 March 2000 and will last for four months.

12. The development of on-line training materials on Data Management for Rural Development using Web Course Tools was done by the Center, from April to June 2000. It can be seen at http://seamolec.or.id:8900 using guest as id and password.

13. Training on Planning an Open and Distance Learning System was conducted in Bogor, West Java, on 19 to 23 June 2000. This intensive program was attended by 7 participants, from Ministry of Industry and Trade, Center of Correspondence Teachers Training, Bank of Indonesia, Ministry of home affairs, and Bank BRI.

B. Enhanced Quality and Efficiency of Management

To increase in-house capabilities, SEAMEO SEAMOLEC has sent their management staff to various training and other regional/international events as described below:

2. Study visit on Open and Distance Learning Management in France, 17 to 27 November 1999.

4. The training on developing Electronic Library, 21 to 25 February 2000, hosted by the Center for Communication Technology and Information, Jakarta.
5. Writeshop of SEAMEO-Canada Program of Cooperation-Project Extension Activities in SEAMEO BIOTROP, Bogor, from 6 to 7 March 2000, organized by SEAMEO Secretariat.
6. The seminar workshop on “Marketing to Development Agencies” conducted by Marine International Institute, Canada, taking place in SEAMEO INNOTECH, Manila, Philippines, from 20 to 24 March 2000. This seminar aimed at (1) targeting a specific potential market segment, developing agencies and IFIs, (2) understanding appropriate marketing strategies and materials, and (3) visiting the Asian Development Bank (ADB).

7. The training on Multimedia Networking for Open and Distance Learning, in collaboration with ACEID and Tokyo Gakugei University, 10 to 20 April 2000, hosted by the Center for Communication Technology and Information, Jakarta.


10. Indonesian International Telecommunication, Media and Information Technology Conference and Exhibition 2000, 28 June to 1 July 2000, Jakarta.

To maintain consolidation efforts among regional Centers, SEAMEO SEAMOLEC attended such regular meetings as CDM, HOM, and SEAMEO Council Conference. At the national level SEAMEO SEAMOLEC has also actively participated in the SEAMEO National Coordinating Committee (SNCC) meetings.
C. Ensured Financial Viability

The Center’s annual budget of 1999/2000 consists of the following:

- Operating and Investment Fund – from the Government of Indonesia
- Special Fund – from SEAMEO Secretariat
- Other Fund – from donors and sponsors
- Unallocated Fund from income generating activities.

In order to finance the future programs, SEAMEO SEAMOLEC has also submitted proposals to the Government of Indonesia and to ASEAN Foundation.

For the fiscal year of 1999/2000, the Government of Indonesia provided a budget of about US$ 240,213.00 to SEAMEO SEAMOLEC for its operations and the gradual procurement of Center’s equipment and facilities.

Operating Fund from the Government of Indonesia constitutes a major portion of the Center’s total budget for this fiscal year. To fill the need for SEAMEO SEAMOLEC staff and Directors during the provisional period, an Interim Director, Deputy Director, Secretary, and several project staff have been recruited, selected and hired.
The Center’s Income-Generating Activities

To support its operation, the Center had conducted the following activities:
1. An in-house training on Self-learning Materials Development was conducted in collaboration with the Indonesian Telecommunication Company in Bandung, West Java, on 18 to 23 October 1999. It was attended by 15 participants consisting of instructors and training material developers.
2. An in-house training on Self-learning Material Development was conducted in Jakarta, on 17 to 22 January 2000, at the Training Center for Export and Import, Jakarta, in collaboration with the Ministry of Industry and Trade. It was participated by 20 training instructors from the ministry concerned.


4. The Center has started marketing its consultancy, and learning materials production services:
   a) Assisting the Center for Education and Training, Ministry of Trade and Industry, in designing and developing Distance Training for exporters, July 1999 until now.
   b) Assisting the Center for Health Personnel Training, Ministry of Health, in designing Distance Training, October 1999.
   c) Four senior staff of the Center were hired for two and a half months as short-term consultants in instructional module development for school principles, with SAGRIC International Pty. Ltd., (January to March 2000).

D. Increased Access to Markets of SEAMEO SEAMOLEC Programs
As part of the strategic planning process SEAMEO SEAMOLEC has developed its homepage that can be accessed through its Web site at the URL http://www.seamolec.or.id.
To elicit social and public awareness on its operation, services, and products, SEAMEO SEAMOLEC took the following marketing and promotional procedures:

1. Publishing a leaflet informing the rationale, vision, mission, objectives, functions, and organization of SEAMEO SEAMOLEC. The leaflet will, from time to time be updated as may be deemed necessary.

2. Publishing a four-monthly newsletter called “SEAMOLEC Info” with special concern about open and distance learning issues and activities.

3. Publishing Open and Distance Learning Book Series titled “Open and Distance Learning in Southeast Asia”.

4. Publishing proceedings of seminars/symposia and other publications.


6. Assigning a special staff to be responsible for marketing the Center’s products and services.

7. Making good use of various meetings and promotional activities within and without the Indonesian Ministry of National Education, at the national, regional as well as international level.

E. **Strengthened and Increased Linkages with National, Regional and International Institutions**

In order to strengthen and increase linkages with national, regional and international institutions, SEAMEO SEAMOLEC had conducted the following activities:

2. Participating in the SEAMEO-Ministry of Education (MOE) Thailand Sister Program, “Education for the Future” in Bangkok, Thailand, 7 to 16 March 2000. One of SEAMOLEC staff was appointed to be a chaperon of the delegation of Indonesian students.

3. Training Workshop on Web-based Course Development using Web Course Tools in collaboration with Camosun College, Canada, was conducted from 24 to 28 April 2000. Eighteen participants from SEAMEO SEAMOLEC and its host institution attended the training. The training was limited only to these staff because they were designed to become master trainers in developing online learning materials using Web Course Tools.
4. Assisting SEAMEO VOCTECH in organizing its offshore training program on “Management Information System for Vocational/Technical Education Managers” in Bogor, West Java, from 5 to 23 June 2000. This training was attended by 19 participants from Brunei Darussalam, Cambodia, Lao PDR, Malaysia, Myanmar, Philippines, Thailand, and Indonesia.

5. Coordinating SEAMEO School Internet Project. The 1999 project was creating “Sport Magazines” homepage and the Indonesian team won the first prize. The Indonesian team homepage can be seen at http://www.bpkpenabur.or.id/seameo2. For the year of 2000, the theme of the project focuses on “Culture”.

SEAMEO SEAMOLEC has established linkages with the following national, regional as well as international institutions, public and private, in the field of open learning and distance education to meet the needs of its clients and in its effort to develop in-house institutional capabilities.

1. National Linkages have been established among others with:
   a. Indonesian Distance Learning Network (IDLN);
   b. The Center for Communication Technology and Information;
   c. Jakarta Institute of Teachers Training;
   d. University of Surabaya;
   e. Christian University of Petra;
   f. The Indonesian Open Learning University;
   g. Bogor Institute of Agriculture;
7. SEAMEO SEAMOLEC and PUSTEKKOM held a one-week workshop on English audio-script writing for OJSS students in cooperation with Department of Education and Children Services (DECS), South Australia. A prototype program was developed and field-tested in November 1997 to three OJSS respectively, in West Java, Yogyakarta and Bali.

8. The Third International Symposium on Open and Distance Learning with Future Vision as its main theme was held in Denpasar, Bali from November 17 to November 20, 1997. The participants came from Australia, the United State of America, Norway, New Zealand, Japan, India, and some Asian countries. The workshop was jointly sponsored by SEAMEO SEAMOLEC, IDLN, UNDP, UNESCO, and PUSTEKKOM and was appreciated by most participants.

9. A Three-week Regional Workshop on Interactive CD-ROM Program Development jointly sponsored by SEAMEO SEAMOLEC, PUSTEKKOM, IDLN and UNESCO was held at PUSTEKKOM from April 17 to May 8, 1998.

The Workshop provided first hand experiences to produce pre-master CD-ROM program and was participated by 37 participants from various institutions such as SEAMEO SEAMOLEC, SEAMEO VOCTECH, SEAMEO SEARCA, IDLN, Bank of Indonesia, the Teachers’ Training Center, some Senior Secondary Schools in Jakarta, and PUSTEKKOM.

The instructor of the Workshop was Mr. Kym Schutz, multimedia consultant from Adelaide, South Australia. The output of the workshop was one Alpha-tested pre-master CD-ROM program with five topical aspects to deal, respectively: Chemistry, Physics, English, Electronics, and Procedures of Export.
The main issues that concern SEAMEO SEAMOLEC is how it can actualize its vision to be a Center of expertise in open and distance learning in the region by 2010; to be able to assist other ODL institutions based on their needs; and to be a self-finance regional institution.

Due to the Indonesian economical turbulence, the limited financial support received by the Center from its host country, Government of Indonesia (GOI), has forced it to set priorities of its planned programs. Accordingly, (1) some programs had to be carried over for the following year, (2) some personnel could only be hired as part-timers, and (3) an expatriate Deputy Director was still let vacant.
IV. FUTURE DIRECTION

To elicit the sense of belonging in the part and to the interest of SEAMEO member countries, future direction of strategic planning as referred to in the Second SEAMEO SEAMOLEC Governing Board Meeting approved Working Paper No.8, will be initiated with a joint needs analysis on open and distance learning with the other governing board members at the coming GB Meeting.

With the growing demands for flexibility, easy access and multimedia-based learning in the new paradigm of the future, open and distance learning has grown more and more in function and role in providing alternative solutions. Within this context, while maintaining accomplishment stages of SEAMOLEC's vision, direction of the Center will be focused on:

1. expanding its activities by offering online courses on open and distance learning.
2. developing improved marketing strategies to make the Center capable of self-supporting and sustaining.
3. consolidating all activities and resources into solid integrated initiatives.
4. improving performance and assured quality standard of its products and services.
5. strengthening and expanding networking performance in the field of open and distance learning, nationally, regionally as well as internationally.

To support its operation for the next FY 2001/2002 the Center will continue:

1. Marketing its products and services such as production, publication, research, training and consultancy.
2. Developing database management system and clearinghouse of information for quick, easy, and efficient references in decision-making processes.
3. Hiring more full timer personnel and improving the staff professional skills and competencies.
4. Improving the Center's office and training facilities.
List of SEAMEO SEAMOLEC Staff

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2. Dr. Anung Haryono
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3. Drs. Sudirman Siahaan, MPd.
   Secretary

4. Dr. WBP Simanjuntak
   Head of Research and Development Division

5. Dr. AP Hardhono
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6. Dr. Djoko Purwanto
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7. Drs. Raphael Rahardjo, MSc.
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8. Dra. Harina Yuhetty, MPd.
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9. Drs. Abubakar Alatas, M.Sc
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11. Drs. Muh. Lukman, MA.
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12. Yanny Rakhmayani, S.Pd.
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13. Dra. Rahmi Rivalina
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14. Indriya Garini Anggriani, SE
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