Vision

to be a Center of Expertise in Open and Distance Learning

Mission

to Assist SEAMEO Member Countries in identifying educational problems, and finding alternative solutions for sustainable human resource development through the dissemination and effective use of open and distance learning
In the FY 2004-2005, SEAMOLEC acknowledged its eight years of being the SEAMEO Open Learning Center providing services to Southeast Asian Countries in the area of open and distance learning. From its beginning in 1997, SEAMOLEC has expanded its organization as well as its services.

During the year in review, SEAMOLEC has made special efforts to answer the challenge of the constant educational changes, adapting to the new techniques and instructional technology, responding to the diverse and changing needs of its clients, while trying to seize opportunities to collaborate and promote its national as well as regional mission.

Internally, the turnover of directorship in the beginning of 2005 has effected the course of SEAMOLEC, in addition to the inevitable need to develop its resources and assets, to restructure its organization and management system, and to evaluate the impact of its program and services toward the predetermined objectives.

Based on its basic strengths, and despite of its constraints, in FY 2004-2005, SEAMOLEC was able to accomplish its mandated programs. It continued to carry out the final part of collaborative projects on CAE-e-Learn, SchoolNet Project, and HIV-Aids Preventive Education Database with some sponsoring agencies. Its training programs were also implemented in the region, focusing on self-learning materials development, ICT in instruction, e-Learning, and management of open and distance learning.

Its research program aimed at promoting the open and distance learning which offers flexibility in learning, increases proximity, and timeless learning process for all, regardless of time and space constraints.

The Center’s information dissemination programs also endeavor to share information in the area of open and distance learning through its publications, seminars and conferences. In addition, new linkages were also initiated.

SEAMOLEC was also involved in coordinating a joint efforts of 6 SEAMEO centers in providing assistance to Aceh and Nias post tsunami rehabilitation effort, especially in the education sector. Internally, upgrading of the quality of human resources through a series of staff development programs were conducted.

Accordingly, SEAMOLEC’s management system was also improved to be more flexible, transparent, and accountable through implementation of good governance principles, while assessment of SEAMOLEC’ strength, weakness, opportunities, and threats are still in progress.
Through all its commitment, its past as well as future endeavors, supported by many parties, nationally as well as internationally, SEAMOLEC is making a special effort to set its course forward to achieve its mission and vision.

For this purpose, SEAMOLEC continues to seek support from the Government of Indonesia, as well as donors and partners from foreign governments and or foreign agencies. SEAMOLEC believes that through such a strategic alliances, SEAMOLEC will be able to grow meaningfully and to carry out its programs in a professional manner.

SEAMOLEC is highly indebted to all partners, the Government of Indonesia, c.q., Ministry of Education, colleagues, SEAMEO family, and SEAMOLEC staff members. Please accept our highest appreciation to their continuing supports which enable SEAMOLEC to accomplish its programs.

Jakarta, June 2005

Prof. Dr. Paulina Pannen,
Director of SEAMOLEC
## EXECUTIVE SUMMARY

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<td>B. Digital Publication</td>
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## SPECIAL ACTIVITY

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## FUTURE AGENDA

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## APPENDICES:

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<td>A. SEAMOLEC Governing Board Members</td>
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<td>B. SEAMOLEC Staff</td>
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EXECUTIVE SUMMARY
This Annual Report covers the period from **July 2004 to June 2005** and is presented by the Key Result Areas (**KRAs**) the Center wishes to achieve.

**KRA-1: Enhanced Program Excellence and Relevance**

During the FY 2004/2005 SEAMOLEC conducted five major activities in enhancing excellence and relevance of its programs, i.e. research & development, trainings/workshops, seminars, IT development, and consulting services.

In the field of **research**, the Center conducted two researches, namely:
1. Study on the Learning Persistence of Open Junior High School Students, and
2. Research on the Use of Internet for Instruction.

The Center had participated in the **development** of database on HIV-AIDS Preventive Education Website and Pilot System e-Learning Course using WebCT and iAula.

In term of **training**, the Center had conducted 8 in-country and 3 trainings conducted in Southeast Asian countries, i.e.:
1. Packaging Self-learning Material for e-Learning,
2. Self-learning Material Development,
3. Basic ICT for Teaching and Learning,
4. The Use of ICT in Teaching Math, Science, and English, and
5. ICT for Professional Development of Academic Staff.

Two **seminars** conducted, namely:
1. National Seminar on “Open and Distance Learning (ODL) in Time of Crisis”, and
2. International Seminar on “ODL for Sustainable Development”.

![Image of a seminar scene](image-url)
**KRA-2: Enhanced Quality and Efficiency of Management**

To maintain consolidation efforts among regional centers, SEAMOLEC attended regular meetings conducted by SEAMEO Secretariat, Bangkok.

SEAMOLEC has recorded its historical event as it has conducted directorship turnover from the *Prof. Dr. Soekartawi* as the second Director (2002-2004) to *Prof. Dr. Paulina Pannen* as the third Director on January 2005.

In the effort of developing institutional capacity building towards efficient management, the Center had also sent their management staff during this period to various trainings, meetings/conferences, and seminars, under staff development efforts.

**KRA-3: Enhanced Financial Viability**

The Center’s annual budget consists of operating fund, which was obtained from the GOI, *special fund* that the Center received from SEAMEO Secretariat, *other fund* that the Center received from donors and sponsors, and unallocated fund that the Center got from income generating activities.

**KRA-4: Increased Access to Markets of SEAMOLEC Programs**

SEAMOLEC has developed its website that can be accessed through [http://www.seamolec.org](http://www.seamolec.org). To elicit social and public awareness on its operation, services, and products, the Center did some marketing and promotional activities through the publication of newsletter, leaflet, marketing kits, completion reports, and video of Center’s profile.
KRA-5: 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 SEAMOVOCTECH (Brunei Daerussalam), SEAMEO TROPMED (Thailand), and SEAMEO INNOTECH (Philippines) in developing “Database on HIV-Aids Preventive Education Website”.

In collaboration with ICDE (Norway), UOC (Spain), Fern University (Germany), Tilburg University (the Netherlands), Pole University (France), SEAMEO Secretariat, and SEAMEO VOCTECH, the Center had carrying out a project on “Connecting Southeast Asia and European e-Learning (CAE e-Learn) Project”.

The project on “Strengthening ICT in Schools and SchoolNet in ASEAN Setting” has been conducted by SEAMOLEC in collaboration with Japan ASEAN Solidarity Fund through ASEAN Foundation and UNESCO PROAP (Thailand).

SEAMOLEC had established linkages with the national agencies, both public and private, in the field of open and distance learning, i.e.:

- Directorate of Higher Education of the Ministry of National Education (MONE);
- Directorate of Vocational Education (MONE);
- Bureau of International Cooperation Affairs (MONE);
- Universitas Terbuka;
- SEAMEO Centers;
- Medan State University (UNIMED);
- Padang State University (UNP);
- University of Lambung Mangkurat (UNLAM);
- Tadulako University (UNTAD);
- Udayana University (UNUD);;
- University of Bunda Mulia (UBM);
- Lampung State University;
- Vocational Education Development Center (VEDC) Malang;
- etc..

For the current fiscal year (July 2004 to June 2005), SEAMOLEC strengthened its established ties with national, regional, and international institutions referred to above and expand its outreach with any other potential linkages from government, non-government, and or private institutions.
HIGHLIGHTS

➢ KRA-1 : Enhanced Program Excellence and Relevance
➢ KRA-2 : Enhanced Quality and Efficiency of Management
➢ KRA-3 : Enhance Financial Viability
➢ KRA-4 : Increase Access to Markets of SEAMOLEC Programs
➢ KRA-5 : Strengthened and Increased Linkages with National, Regional, and International Institutions
KRA - 1

ENHANCED PROGRAM EXCELLENCE AND RELEVANCE
A. RESEARCH AND DEVELOPMENT

1. Study on the Learning Persistence of Open Junior High School Students (OJSS)

This study was done in December 2004, to gather information on how persistent the students to finish their learning programs, the number and reason of drop-out students, problems faced and factors that influence the students learning persistence.

The target of this study is the headmasters of the six schools and students in every level OJSS in Surabaya (East Java) and Pontianak (West Kalimantan), they were: (1) SLTP Terbuka Negeri (SLTPN) 11 Surabaya, (2) SLTPN 15 Surabaya, (3) SLTPN 25 Surabaya, SLTPN 1 Siantan, SLTPN1 Sungai Raya, and SLTPN 1 Sungai Kakap.

In Pontianak, we found only 25-30% dropout students in a year, and in Surabaya, it is less than 5%. The main reason is because the students are not able to organize the time to study, work and other activities, having no time because they have to work to support the family and getting bored to learn the OJSS learning materials.

There is also the tradition that the girls are expected to get married in relatively young age, so they are not able to finish their school. To prevent high dropout rate, OJSS has done several efforts including: 1) gathering the parents to give information about OJSS, 2) involving the public figure, and 3) Dinas Pendidikan to attract the attitude of the public.

2. Research on the Use of Internet for Instruction

The research was conducted at SMA 1 and SMA 5 in Surabaya, East Java in December 2004, with the population of 6 teachers and 30 students from SMA 1, and 14 teachers and 31 students from SMA 5.

Both schools are involved in the project called the Use of ICT for Teaching Science, Math and Language conducted by SEAMOLEC, PPPG Matematika, and Australian Government.

The objective of the survey is to find out how the two schools use internet as the media for teaching and learning. In specific, the survey would like to know how long they have used internet for
instruction, in what subjects, and the reason they use internet, and how they use it.

The result of the survey indicated that most of the teachers have used computer as teaching and learning media. They believe that computer can motivate their students to provide variation in learning, examples, and an acceleration higher level of thinking.

3. Ongoing Research Projects

In the year 2005, the research division has been doing three research projects. The descriptions of the research projects are as follow:

(1) The first research project is about the implementation of ICT policy in the development of ICT human resource through the Vocational Education System. The project is a cooperation work between SEAMOLEC and Directorate of Technical & Vocational Education. The research is studying the understanding of the stakeholders about the policy and the impact of the policy to the technical and vocational education system in Indonesia. The result of this investigation is supposed to yield models of ICT policy implementation for the teaching and learning system for educational systems at the Asian Countries.

(2) The second project is the development of models of web-based courses for lecturers of graduate programs. This project is a cooperation between SEAMOLEC and Directorate of Higher Education. The project is supposed to determine models and to try them to deliver courses at graduate level. The result of the research is supposed to be extrapolated to all level and kind of educational systems.

(3) The third project is an investigation about the perception of distance learners toward ICT utilization in teaching and learning. The distance learners has taken two courses which made them to utilize ICT. The result of the study is recommended consideration about the content, support system for and follow-up of courses in ICT.

The three projects necessitate all SEAMOLEC staff to participate in one of the project so that they can appreciate the research activities.

SEAMOLEC also invites an expert in education research from Yogyakarta State University as to facilitate the research activities. The expert, Dr. Sumarno, conducts training at SEAMOLEC to teach the staff how to do research. The expert also acts as research advisor to each research team.
B. TRAINING/WORKSHOP

In the Fiscal Year 2004-2005, several training programs have been conducted to pursue quality and relevance on open and distance learning.

The total number of training activities are 8 programs conducted in Indonesia and 3 conducted in Southeast Asian countries.

The participants joining the activities are 239 people with 185 males, and 54 females. The participants in general consisted of teachers, lecturers, instructors, administrators, and ODL provider staff.

They mostly stated that they gained knowledge, skills and experience from those various trainings. We believe that their successful will have a positive impact on their institutions. The data of trainings are shown as follow:

1. National

a. Packaging Self-learning Material for e-Learning

1) At Udayana University (Bali, 14-18 September 2004)

The training is regarded very important to the university because it is chosen to be one of the three sub-centers for Global Development Learning Network (GDLN) in Indonesia. GDLN uses distance learning technologies and methods to facilitate interactive, cost-effective learning and knowledge-sharing for sustainable development and poverty reduction.

The training is supporting the effort in implementing open and distance learning, especially e-Learning practices at the tertiary level.

There were 16 participants, 14 males and 2 females, attending the training. They are lecturers from Udayana University, STIKOM Bali, AMIK Denpasar, STIM Dhyanapura, STP Bali and teachers from local vocational high schools. The instructors in this training were from SEAMOLEC.
2) At Padang State University (Padang, 29 November to 3 December 2004)

As a contribution to the development of human resources in the Southeast Asia, SEAMOLEC in collaboration with UNP conducted the training/workshop on “Packaging Self-learning Material for e-Learning”. There were 15 participants joining the training. They were facilitated by instructors from SEAMOLEC.

They were 11 topics presented and discussed during the training, namely: e-Learning principles in teaching and learning, online self-learning materials, course builder, change setting, glossary, audio visual & images, manipulating files, self-test, quizzes, communications, and student management.

b. Self-learning Material Development

1) At Lambung Mangkurat University (Banjarbaru, 5-8 October 2004)

SEAMOLEC in collaboration with Faculty of Fishery of UNLAM held training on Self-learning Material Development to train the faculty members of UNLAM to be able to develop self-learning materials.

This training was attended by 15 participants from UNLAM and IAIN Banjarmasin. The instructors in this training were from SEAMOLEC.

In this training, participants were introduced to principals of e-learning in open and distance learning, principals of self-learning, concept and format of self-learning materials, developing content outlines, active learning, evaluation, and introduction to e-Learning tool (WebCT).
2) At Islamic University of Sumatera Utara (Medan, 6-9 October 2004)

UISU, which has established in 1952, has become one of the biggest private universities in the island. It has no less than 15,000 students in their three main campuses, comprises of 9 faculties, 28 undergraduate programs and 1 postgraduate program. Having a large number of students, the university realizes the importance of expanding their mode of teaching to open and distance learning, especially e-Learning. Corresponding to the need, the university collaboratively conducted training on “Self-learning Material Development” with SEAMOLEC.

There were 25 participants, 23 males and 2 females, participated in the training. They are officials, faculty members and administrators from the university. There were 4 instructors from SEAMOLEC.

There were seven training materials delivered during the training, i.e., principles of e-Learning in ODL, content outline development, self-learning materials: the concept and format, test construction, evaluation on self-learning materials, the concept of virtual learning, and e-Learning overview.

3) At Medan State University (Medan, 7-10 December 2004)

The training was attended by 24 participants from UNIMED, each faculty represented by four participants. They were 15 males and 9 females. The training assisted the participants in mastering the skill on how to develop modules for open and distance learning program. Due to the limited time of training, the participants were only requested to write one chapter or one learning activity of module.

The resource persons of this training were from SEAMOLEC. The representative from the participants, Miss Hj. Siti Aisah Ginting was saying that the training was indeed essential for their professionalism. She also hoped that this training would be continued with training on developing e-Learning material itself.
4) At Tadulako University (Palu, 7-11 December 2004)

Some observations and information from the fields indicate that many higher education institutions intend to establish ODL systems do not yet have sufficient, skillful, and knowledgeable staff in developing self-learning materials or modules. Therefore, SEAMOLEC and UNTAD jointly conducted a training/workshop on "Self-learning Materials Development".

There were 23 participants, 17 males and 6 females, participating in the training. The participants were from various disciplines and faculties throughout the university.

In the four-days training, there were eight training materials delivered. All of the instructors were from SEAMOLEC.

c. Basic ICT for Teaching and Learning

1) At Tarakan Education and Training Center (Tarakan, 11-15 October 2004)

A collaborative effort among SEAMOLEC, Tarakan Education and Training Center (Bandiklat), and Vocational Education Development Center (VEDC) Malang, was materialized through training/workshop on 'Basic ICT and e-Learning for Instruction' at SMKN 2 Tarakan, Tarakan, East Kalimantan.

The training was attended by 24 Junior High School and High School teachers in northern region of East Kalimantan (Berau, Nunukan, Malinau, Tarakan).

The training aimed at equipping the participants to be able to explain potentials of basic ICT in instruction; operate computers in the daily use (Ms. Word, Ms. Excel, and Ms. PowerPoint); and communicate through the internet (email, chatting, etc) in their teaching activity.

The resource persons involved in the training were from SEAMOLEC.
d. Training on ICT for Professional Development of Academic Staff in Higher Education

1) At SEAMOLEC (Jakarta, 6-9 June 2005)

SEAMOLEC in collaboration with Directorate for Supervision of Education Personnel Development, Directorate General of Higher of Education (MONE), conducted a workshop on ICT for Professional Development of Academic Staff in Higher Education.

The workshop was held at SEAMOLEC Training Facility in Jakarta on June 6–9, 2005. There were 25 participants attending the workshop. They came from various higher education institutions in Indonesia. The objective of the workshop is to train university lecturers to explore and demonstrate the use of ICT to improve the quality of teaching and for professional development.

2. Southeast Asian Countries

a. Self-learning Material Development

1) At Universiti Sains Malaysia (Malaysia, 27 September to 2 October 2004)

In the effort of extending the collaboration between the two institutions and considering the positive results gained in the two previous trainings, the third batch of the training on “the Self-learning Materials Development” was agreed to be conducted at the USM Campus, Penang, Malaysia on 27 September to 2 October 2004.

There were 24 participants attending the training workshop consisting of 12 males and 12 females. The participants were coming from various institutions in Malaysia and one institution in Indonesia. All participants were faculty members, lecturers and instructors from university and training
institution in the region. The resource persons for the training workshop were 2 persons from SEAMOLEC and 5 persons from USM.

During the training, an individual and group consultation was provided for participants in intensifying the writing of self-learning materials (module). The participants were divided into two groups and each group was accompanied by one instructor to facilitate and assist the participants in carrying out their assignments and discussing the problems encountered.

At the end of the training all participants were able to write at least one learning activity of a module and presented their module in front of the class. In the closing ceremony, certificates of participation were awarded to both participants and instructors.

**b. The Use of ICT in Teaching Math., Science, and English for Secondary School Teachers (Vietnam, 4-13 November 2004) and (Malaysia, 24 November to 3 December 2004)**

This training is a part of “Strengthening ICT in Schools and SchoolNet Project in ASEAN Setting” sponsored by the Japan ASEAN Solidarity Fund through ASEAN Foundation. The main objective of the training is to train teachers to explore and demonstrate how ICT can be used in schools and improve the quality of teaching.

There were 31 senior teachers and 4 school administrators attending the training in Hanoi and 12 senior teachers and 4 school administrators attending the Penang training. The participants from Myanmar would not able attend the training due to their internal problem. The respective Ministry of Education did the selection of the training participants.

Instructors and training facilitators were from SEAMOLEC (Soekartawi, Anung Haryono, Rismayanti), UNESCO (Cedric Wachholz and Tinsiri Siribodhi), NIE-Singapore (P. Wong and Lim C. Ping), UK (Marilyn Jeffery), and ASEAN Foundation (Gusman Yahya).

The training activities consist of 40% theory and 60% practice in using ICT for teaching. Participants had individual, pair, and group practices. Result of evaluation showed that the training was able to meet the objectives of the training, i.e. training participants were able to explore and use ICT for improving their teaching.
In terms of organizing the training, such as preparation and implementation, it was also considered very good as indicated by either evaluation done by event organizer (SEAMOLEC) or by independent evaluation (ASEAN Foundation).

The output of this training was 51 participants who are skillful in the use of basic ICT in their teaching, including the capability in operating computer in the daily use, knowledge in management of ICT in schools, and virtual environment such as java applets resources to be implemented in their teaching and learning process.

**Table-1**

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<td><strong>Basic ICT for Teaching and Learning</strong></td>
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<td>11-15 October 2004</td>
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<td><strong>Professional Development of Academic Staff in Higher Education</strong></td>
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### Table 2

**List of SEAMOLEC Training Program (Southeast Asian Countries)**

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<th>M/F</th>
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<td>Cambodia, Lao PDR, and Vietnam)</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>3</td>
<td>The Use of ICT in Teaching</td>
<td>SEAMEO RECSAM</td>
<td>M: 11</td>
<td>Indonesian, Malaysian, Filipino</td>
</tr>
<tr>
<td></td>
<td>Math, Science, and English for</td>
<td>Malaysia</td>
<td>F: 5</td>
<td>and Thai</td>
</tr>
<tr>
<td></td>
<td>Secondary School Teachers (for</td>
<td>24 Nov-3 Dec 2004</td>
<td></td>
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<tr>
<td></td>
<td>Indonesia, Malaysia,</td>
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<td></td>
<td>Philippines, and Thailand)</td>
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</tbody>
</table>

**Sub Total**

| M: 51 | F: 23 | 74 |

**Total**

3. **Future Agenda of Training**

Starting January 2005, SEAMOLEC has a policy on its core training. The training is basically clustered into the three main topics:

1. Training on Self-Learning Materials Development
2. Training on the Use of ICT in Instruction
3. Training on the Management of Open and Distance Learning

The training on the Use of ICT in Instruction may then be broken into elementary-intermediate and advance levels. While training on the management of ODL can be broken into components of “ODL and issues & trends of ODL”.

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C. SEMINAR/MEETING/CONFERENCE

In the Fiscal Year 2004-2005, SEAMOLEC conducted some seminars (national and international), meetings, and conference. SEAMOLEC also has participated in various seminar/workshop and meeting.

1. Seminar

   a. International Seminar on Open and Distance Learning for Sustainable Development (Jakarta, 2-3 September 2004)

      The agenda was followed by the run-down of speakers from all over the world. On the list there were included two key-note speakers, Mr. Sheldon Shaeffer from UNESCO Bangkok and Mr. Reider Roll from ICDE, Norway.

      The seminar was attended by 150 participants. They came from Japan, India, Papua New Guinea, international institutions, etc. There were 20 papers presented on the seminar.

   b. National seminar on Open and Distance Learning in Time of Crisis (Jakarta, 28 February 2005)

      SEAMOLEC started its first activity in 2005 by conducting a one-day seminar on “Open and Distance (ODL) in Time of Crises” at Directorate General of Higher Education of MONE, Jakarta on 28 February 2005. This is also meant to celebrate the eight SEAMOLEC anniversary. Basically, the seminar is to find out ideas for helping educational needs during the crises particularly the post-Tsunami recovery program. The seminar was officially opened by the Director General of Higher Education Ministry of National Education of Indonesia (MONE), Mr. Satryo S. Brodjonegoro. It was attended by about 50 participants.

      The first panel consisted of three speakers, they were Mr. Satrio S. Brodjonegoro (Director General of Higher Education, MONE), Mr. Hiranaka (JICA, and Ms. Suratinah (Universitas Terbuka). The second panel was with and Mr. Gatot Priyo Handoko (Directorate of Vocational Education of MONE), Mr.
The seminar was closed by the Director of SEAMOLEC Director, Ms. Paulina Pannen, by presenting the wrap-up and the summary of the seminar.

2. Meeting

a. **Internal Meeting on Overview of CAE e-Learn Project (Jakarta, 7-8 October 2004)**

The meeting on overview of CAE e-Learn Project was conducted in SEAMOLEC. SEAMOLEC was assigned as a leading center in developing and experimenting a Southeast Asia Virtual model under direction of the Coordinator.

b. **ICT and HIV-Aids Preventive Education Project Meeting (Jakarta, 7-8 October 2004)**

On 7–8 October 2004, SEAMOLEC was visited by Dr. Ma Sandra B. Tempongko accompanied with Ms. Vimolsri Panichyanon. The purpose of the visit to SEAMOLEC was to have a meeting with SEAMOLEC on evaluation the progress of ICT and HIV Aids Project.

During the meeting evaluation the progress of ICT and HIV-Aids Preventive Education in the Cross – Border Areas of the Greater Mekong Sub-Region website was done, improvement of the content of the website by adding news, photos, and other things was recommended to be carry out by SEAMOLEC.

c. **Meeting on the Preparation of Piloting the Virtual Learning Model using iAula (Jakarta, 22 October 2004)**

Preparation on the pilot test of the virtual learning model using iAula (CAE e-Learn Project), was conducted in University of Bunda Mulia (UBM, Jakarta).
The piloting has conducted on November to December 2005, participated by 41 participants from three institutions, i.e.: 27 from UBM (Jakarta), 6 from State University of Lampung (Lampung), and 8 from SEAMOLEC.

d. Meeting with the Director of Technical and Vocational Education (Dikmenjur), Directorate General of Primary & Secondary Education of MONE (Jakarta, 21 April 2005)

In the meeting, an Memorandum of Understanding (MoU) was assigned by Prof. Dr. Paulina Pannen (Director of SEAMOLEC) and Dr. Ir. Gatot Hari Priyowirjanto (Director of Dikmenjur) to strengthen their collaboration in the coming activities.

e. Meeting with the Director of Supervision of Education Personnel Development (P2TK & KPT), Directorate General of Higher Education of MONE (Jakarta, 26 April 2005)

The meeting is focused on the agreement for conducting collaborative training in some public universities in Indonesia.

For the purpose, MoU was signed by Prof. Dr. Paulina Pannen (SEAMOLEC Director) and Prof. Dr. Sukamto (Director of P2TK & KPT).
3. Conference

a. The Seventh SEAMOLEC Governing Board Meeting (GBM)

As has been discussed and decided at the 6th SEAMOLEC GBM in UPSI Tanjong Malim Malaysia, the 7th SEAMOLEC GBM was conducted at Universitas Terbuka (UT), Jakarta, Indonesia, from 31 August – 1 September 2004.

The meeting was carried out by the Board to (1) determine policies for the operation of the Center; (2) approve the annual programs and budgets of the Center within the framework of the Center’s Five-Year budget; (3) make the annual evaluation and reviews of the Center’s programs and budgets; (4) to approve the annual report, and (5) discuss necessary issues.

From the 10 members of the Board, two Members representing Malaysia and Lao PDR were not able to attend the meeting for some reasons. The Members attending the meeting were: (1) Dr. Haji Mahali bin Momin from Brunei Darussalam; (2) Dr. Nath Bunreun from Cambodia; (3) Prof. Dr. Atwi Suparman from Indonesia; (4) Prof. Dr. Mya Oo from Myanmar; (5) Prof. Dr. Felix Librero from the Philippines; (6) Dr. Koh Thiam Seng from Singapore; (7) Dr. Sawat Tichuen from Thailand accompanied by his colleague Dr. Sunthorn Promratanapong, and (8) Dr. Prof Phan Van Que from Vietnam.
b. Participated in Various Seminar/Workshop and Meeting


Faculty of Computer Science, University of Indonesia conducted national seminar on “e-Learning in Higher Education” at Depok Campus, Jakarta 15-17 September 2004. The seminar was officially opened by Director General of Higher Education Ministry of National Education. About 150 participants were present in the seminar. SEAMOLEC, represented by Prof. Dr. Soekartawi, participated in the seminar. He presented his paper entitled “the Development of e-Learning in Education”.

b. ASEAN-China Distance Education Workshop (China, 3-12 July 2004)

SEAMOLEC was invited by the China Government to attend “the China-ASEAN Workshop on Modern Distance Education” at Beijing, China, 3-12 July 2004. There were 22 participants from ASEAN Countries and China involved in the said workshop.

The objective of the workshop is to share experience in managing distance learning between ASEAN Countries and China. In this occasion, SEAMOLEC, represented by Prof. Dr. Soekartawi presented his paper entitled: “ICT in Distance Education in Indonesia at Glance”.

c. Steering Committee on Integration ICT in Teaching Math and Science (Thailand, 21-23 October 2004)

SEAMOLEC was invited by Australian Government to attend the Steering Committee (SC) meeting for “Implementation Plan for Indonesia-Australia Pilot Project: Teacher Education Models for Using ICTs in Mathematics and Science Education”, at Bangkok 21-23 October 2004.

The meeting was participated by representatives from SEAMEO Secretariat, Ministry of Education Indonesia, Vietnam, Malaysia and Thailand, SEAMOLEC and consultants from Western Sydney University. About 20 persons were in the meeting.

The main objective of the meeting was to evaluate a proposal on Piloting the Use of ICT (Graphic Calculators) in the Secondary Schools. In the case of Indonesia, the pilot
project will be implemented in Bandung (2 High Schools), Yogyakarta (2 High Schools) and Surabaya (2 High Schools).

d. Seminar on e-Learning Strategy (Semarang, 25 May 2005)

Prof. Dr. Paulina Pannen (SEAMOLEC Director) and Mr. Rinaldi (SEAMOLEC Training Officer) were invited by Universitas Islam Sultan Agung (UNISSULA) to participate in the seminar on “e-Learning Strategy: e-Learning, IT or Educational Development Policies” at Semarang, Central Java 25 May 2005.

SEAMOLEC Director presented her paper entitled “Between e-Learning and Distance Learning”.
D. IT DEVELOPMENT

As the Center for open and distance learning (ODL) in the Southeast Asian, SEAMOLEC pays a great attention to the advanced technology especially for ODL. The Center, in corresponding with the development of information technology, has done some program for supporting its vision and mission.

1. Increased SEAMOLEC Facilities

Information and Communication Technology (ICT) plays an important role in the implementation of Open and Distance Learning (ODL) program at SEAMOLEC. Technological support program in SEAMOLEC can be grouped into: audio tools technology, video tools technology, computer and its software, e-Learning development, and delivery system.

During the fiscal year 2004/2005, the Government of Indonesia (GOI) through the Ministry of National Education as the host country of SEAMOLEC kept on continuing its support to the operation of SEAMOLEC by providing additional equipment and facilities, there are 9 computers (for staff, desktop publishing, and video editing), 15 computers for computer lab, 2 hubs/switches, 1 mini DV camera, 1 telephone line, 2 Laptops, and 2 LCD projector.

In the daily activities SEAMOLEC is allowed to use other IT equipment and facilities owned by Center for Information and Communication Technology for Education (Pustekkom).

In the future, SEAMOLEC is expected to gradually be equipped with the necessary ICT equipment and facilities. Therefore, this Second Five-year Development Plan, procurement, development, and delivery system of ICT are needed urgently for SEAMOLEC.
2. Developing e-Learning Software on WebCT and other Open Sources

Since Year 2000 SEAMOLEC has developed its e-Learning program using WebCT. The WebCT license was covered by Canada International Development Agency (CIDA) Project. Since year 2004, SEAMOLEC has to pay the license by itself.

The URL of WebCT server is http://webct.seamolec.org. Beside the license of e-Learning platform (WebCT), SEAMOLEC has developed the open source system.

As SEAMEO Secretariat Director stated that SEAMOLEC or other SEAMEO Centers not only use expensive learning software, but also use the open source learning software instead”. On April 2005, SEAMOLEC has installed Moodle at SEAMOLEC server, the address is http://moodle.seamolec.org

3. Piloting Virtual Learning Model using WebCT Platform (July to September 2004)

Connecting Southeast Asia and Europe (CAE) is a project that aims to improve the understanding of Southeast Asian culture in ODL, its values and pedagogical models, through the partnership of Southeast Asian-European in order to provide values to the Southeast Asian and European initiatives that are interested in offering suitable e-learning solutions for Southeast Asian countries.

For this purpose, SEAMOLEC held an online training using WebCT as a pilot program of CAE. The training material was on “Self-Learning Material (Module) Development: the Concept and Format” in 3 months starting from July to September 2004.
4. Piloting Virtual Learning Model using iAula Platform

Connecting Southeast Asia and European e-Learning Project (CAE-e-Learn) is a collaborative project done by four higher education institutions in Europe and three institutions of SEAMEO in Southeast Asia.

The four institutions are University of Oberta Catalunya (UOC, Spain), Fern University (FE, Germany), Tilburg University (TU, the Netherlands) and Pole University. European de Montpellier et du Languedoc Roussillon (France). The three institutions in Southeast Asia are SEAMEO Secretariat, SEAMEO VOCTECH and SEAMOLEC.

5. SEAMEO Regional School Internet Project

SEAMEO Regional School Internet Project (SEAMEO RSIP) is Singapore’s contribution (SEAMEO RELC) to education in the region and has been successful in providing interaction opportunities among students and teacher participants throughout the region. The project allows participating schools in the region to create web sites highlighting important aspect of the lives of the citizens of the countries in the region.

The objective of the project are to provide opportunities for students to interact with their peers across the region and build connectivity, and to promote the use of the English language among the students. All SEAMEO Member Countries have been invited to participate in this project.

Since the commencement of this project (1998), Indonesian team has actively participated. Ministry of National Education and Director of SEAMOLEC assigned Mr. Abubakar (SEAMOLEC IT Manager) to be responsible to coordinating the Indonesian team.
E. CONSULTING SERVICES

In order to provide assistance for universities/institution on disseminating information about ODL, SEAMOLEC by sending its staff has conducted series of guest lecturing in various universities in Indonesia.

1. At the State University of Malang (9 August 2004)

About 100 attendances were in the lecture. Prof. Dr. Anwar Sanusi, Vice Rector for Academic Affairs informed to the seminar audience that e-Learning is nowadays getting very important in education and there all UM professors and staff should follow the development of e-Learning in teaching and learning process. The topic of lecturing are (a) the important of e-Learning and distance education, (b) why we need them, and (c) the possibility to implement e-Learning and distance education at UM.

2. At the University of Muhammadiyah (9 August 2004)

About 85 lecturers, students and invited guests were present in the lecture. Participants were very interested in having more information about e-Learning and distance education and they were realized that e-Learning and the conduct of open and distance learning are not necessarily need big investment.

3. At Islamic University of Yogyakarta (15 September 2004)

The topic of the guest lecturing is Towards e-Learning Era in Teaching and Learning in Higher Education. About 120 participants were present. Dr. Muhammad Akhyar Adnan, Vice Rector of UII, informed to the seminar attendances that topic discussion is very important to be taken into account if UII would like to implement e-Learning. This is because people can see the strength, weakness, opportunity and threat of the use of e-Learning.

4. At the Institute of Technology Bandung (24 September 2004)

This lecture was conducted in connection with the workshop and social gathering conducted by the Indonesian Association of Master of Management Program. The topic is the Importance of e-Learning and Its possibility to be implemented in Master Management Program.
5. At University of Mataram (9 October 2004)

This event was conducted by Directorate of Higher Education. SEAMOLEC Director presented paper about Networking and the Importance of e-Learning for enhancing international cooperation.

6. At State University of Makassar (20 December 2004)

The lecture was open by Vice Director of Graduate School, Prof. Dr. Sofyan Salam, MA, Ph.D. Prof. Salam. He hoped that the guest lecture would be followed up by a collaboration between SEAMOLEC and State University of Makassar, especially at Graduate School in dissemination of information and communication technology.

There were 24 faculty members and graduate students attended the guest lecture. The guest lecture is broken down into three sessions: 1) Introduction to e-learning (Web-based Learning), 2) Demo on e-Learning course using WebCT, and 3) Discussions.

7. At Lambung Mangkurat University (22 December 2004)

The topic of the guest lecture was “Introduction to Web Based and Non Web Based Learning”. There were 22 faculty members from Lambung Mangkurat University participated in this guest lecture. This topic is importance for developing e-Learning program and its possibility to be implemented in higher education.
KRA - 2

ENHANCED QUALITY AND EFFICIENCY OF MANAGEMENT
A. THE TURNOVER OF SEAMOLEC DIRECTORSHIP

SEAMOLEC has recorded its historical event as it has conducted directorship turnover from the Prof. Dr. Soekartawi as the second Director (2002 - 2004) to Prof. Dr. Paulina Pannen as the third Director at the Ministry of National Education on 24 January 2005. Prof. Paulina was officially appointed as the third SEAMOLEC Director on 17 January 2005.

The main agenda of the program was the signing of the document of the turnover of the directorship between Prof. Dr. Soekartawi and Prof. Dr. Paulina which was witnessed by His Excellency Prof. Dr. Bambang Sudibyo, MBA, the Minister for Ministry of National Education of Indonesia.

His Excellency Prof. Dr. Bambang Sudibyo presented his speech on this occasion. He expressed his congratulation to Ms. Paulina Pannen as the new Director of SEAMOLEC. He also hoped the new Director would continue the success made by the previous Director.

B. A COURTESY MEETING WITH THE MINISTER OF NATIONAL EDUCATION OF INDONESIA

The Director of SEAMOLEC accompanied by the Managers had a courtesy meeting with the Minister of National Education, on Friday 3 June 2005 at the Ministerial of National Education, Senayan, Jakarta. His Excellency, Mr. Bambang Sudibyo, was accompanied by Mr. Dody Nandika, the Secretary General to the Ministry and Ms. Yun Widiati from KLN.

After introducing the party, the Director exposed some issues for the future of SEAMOLEC, among others, the plan to have its own building, internal management, and SEAMOLEC’s programs. The Minister suggested SEAMOLEC to take part in the Televisi Edukasi programs together with Pustekkom, particularly in open and distance learning, and also to collaborate with Directorate General of Teachers and Educational Personnel in teachers education programs.
C. COURTESY VISIT OF SEAMEO COUNCIL PRESIDENT

SEAMEO Council President, H.E. Pehin Orang Kaya Laila Dato Haji Abdul Aziz Umar, the Minister of Education of Brunei Darussalam paid a visit to SEAMOLEC, Jakarta, on 23 November 2004. His Excellency was accompanied by the Director of PR/International Cooperation of Ministry of National Education of Indonesia (MONE) and SEAMEO Desk staff.

After SEAMOLEC Director who represented by Dr. Anung Haryono (SEAMOLEC Deputy Director) gave a brief description about SEAMOLEC, His Excellency delivered some speech in the welcome ceremony. The Director of Pustekkom (SEAMOLEC host institution) invited him to have a tour on the media production facilities and the newly program on Education Television (Televisi Edukasi) studio.

D. COURTESY VISIT OF SEAMEO SECRETARIAT DIRECTOR

On March 2005, SEAMEO Secretariat Director, Mr. Edilberto de Jesus visited SEAMOLEC. The aim of his visit is his introduction as the new SEAMEO Secretariat Director continuing his predecessor, Mr. Arief S. Sadiman.

Mr. Edilberto de Jesus explained the highlight of the 40th SEAMEO Council Conference in Hanoi, Vietnam on 14-18 March 2005.

Among them, there are three interesting issues to be exposed, they are SEAMEO Regional Workshop on Value-based Water Education, SEAMEO Regional Cooperation on Quality and Equity in Education in SEAMEO Member Countries, and the issue on the aid for the Post-Tsunami recovery programs.
E. STAFF DEVELOPMENT

In facing the globalized era in which competition will become tighter and tighter, SEAMOLEC prioritizes the quality improvement of its staff. Therefore SEAMOLEC keeps on enhancing staff development.

The events/programs participated by SEAMOLEC staffs are as follows:

1. **Online Course on e-Authors and e-Administrators for iAula Platform (5 – 24 September 2004)**

   This online course has provided by University of Oberta de Catalunya (UOC, Spain) as a part of the CAE e-Learn Project in preparing for piloting virtual model.

   This course consisted of theory and practice (one week, 5-10 September 2004), and consultation (two weeks, 12-24 September 2004). They were assisted by Mr. Sergi Ventanilla, expert from UOC as a facilitator.

   There were 3 (three) SEAMOLEC staff participated on the online course (Mr. Abubakar Alatas, Mr. Timbul Pardede, and Ms. Anti Rismayanti). The instructor was Mr. Sergi Ventanilla from UOC. The training was conducted on 6-9 September 2004.

2. **Workshop on Managing the Integration of Culture into Development Programs**

   Ms. Aulia D. Palupi (SEAMOLEC Administration Officer) to be one of the participants at the workshop on “Managing the Integration of Culture into Development Programs” held by SEAMEO SPAFA, Bangkok, from 30 August up to 3 September 2004.

   The workshop teaches them how to be interactive with people from different countries, cultures and habits. They can learn the personality of other participants and also add our knowledge in organize our personal trait including manage the conflict. The participants come from Ghana, Myanmar, Malaysia, Indonesia, Singapore, Thailand, and Vietnam.

By the increasing number of foreign cooperation in education between the Ministry of National Education (MONE) and foreign countries or with other foreign institutions, so the numbers of either formal or informal visit of foreign visitors increase too. The Bureau of International Cooperation Affairs of MONE (KLN) considered the importance for upgrading its staff including staff from SEAMEO Centers and other education offices under MONE in Indonesia through a short and comprehensive protocol training.

The training was conducted on 11-13 October 2004 at Wisma Argamulya, Bogor, West Java. The Objective was to provide participants with the technical ability and to give more knowledge about handling and organizing visits of foreign visitors to MONE. There were 30 participants, and SEAMOLEC assigned a staff, Ms. Nurhajati to participate in the training.

The training was conducted due to the lack of knowledge of officers in receiving foreign visitors. The procedure for receiving foreign visitors is called as a protocol. The protocol needs to be well organized so that the visits will reach the objective that has been planned.

4. SEAMOLEC Staff Attended Some Courses

In this fiscal year, SEAMOLEC has sent some staff to attend some courses, they were:

1. Ms. Nurhajati (Secretary for the Director), training on Management of Secretary at Lembaga Manajemen PPM (Jakarta, 21-23 March 2005).
2. Mr. Setyo Adhiputro (IT Officer), one month training on "Digital Video Fundamental (May 2005).

Another staff development activity that is in progress is training/workshop on "Research Writing. The training will last for 10 sessions starting from 5 April up to September 2005.
KRA-3

ENSURED FINANCIAL VIABILITY
A. OPERATING FUNDS

The Operating Funds in the Financial Year (FY) 2004/2005 was US$ 411,764.70 increase 53.17% compared with 2003/2004.

This was indication that the Government of Indonesia has a strong hope that SEAMOLEC will bring a good image for Indonesia in regional countries especially in education.

B. SPECIAL FUNDS

For the Special Funds there was no significant increasing as it can see in the FY 2004/2004 Special Funds was US$ 14,358 and in FY 2004/2005 increase 6.17% (or US$ 15,245).

This is indication tend to be normal, because special fund is normally budgeted by SEAMEO every year with a justification only in important factor.

C. OTHER FUNDS

During June 2004 to July 2005 there wasn't any funds for Donor. It was because during the Fiscal Year, the project with ASEAN Foundation and other Donor still in progress and the Fund has received in FY 2003/2004.

D. UNLOCATED FUNDS

Unallocated funds for FY 2004/2005 was US$ 256,96, decreased 81.75% from FY 2004/2005. In FY 2004/2005 there were any other income generating from the selling of SEAMOLEC publications.
### SEAMOLEC BUDGET FY 2003/2004 COMPARED WITH 2004/2005

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<td>Operating Fund</td>
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<td>$411,764.70</td>
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<td>Special Fund</td>
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<td>3</td>
<td>Other Fund</td>
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<td>4</td>
<td>Unallocated Fund</td>
<td>$1,408.51</td>
<td>$256.96</td>
<td>-$1,151.55</td>
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<td><strong>TOTAL BUDGET</strong></td>
<td><strong>$511,938.77</strong></td>
<td><strong>$447,854.66</strong></td>
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**USD**

- $600,000.00
- $500,000.00
- $400,000.00
- $300,000.00
- $200,000.00
- $100,000.00
- $0.00

**FISCAL YEAR**

- FY. 2003/2004
- FY. 2004/2005
KRA - 4

INCREASE TO MARKET OF SEAMOLEC PROGRAM
To increase SEAMOLEC marketing program, the Center direction setting for Fiscal Year 2004/2005 stated that publication is one the major activities that should be accomplished.

The main objective is not only for sharing information but also intensifying promotion of SEAMOLEC. It is expected that by having more publications, SEAMOLEC and its activities will be known better, and its contribution to the novel of knowledge in the field of open and distance learning will be recognized.

There were 2 types of publications producing (printed and digital) and broken down as follows:

A. PRINTED PUBLICATIONS

To elicit social and public awareness on its operation, services, and products, SEAMOLEC took the following marketing and promotional procedures on publishing:

1. **Leaflet** : SEAMOLEC brochure for informing the rationale, mission, vision, objectives, functions, and organization of SEAMOLEC. The leaflet will from time to time be updated as may deem necessary.

2. **Newsletter** : It’s called "SEAMOLEC Info" with special concern about open and distance learning issues and activities. There were two editions published: Vol. VIII/No. 18/November/2004 and Vol. IX/No. 19/April 2005.

3. **Annual Report** : Report of SEAMOLEC program based on its activities conducted from July 2004 to June 2005. This report will be submitting to Center Directors Meeting (CDM) and SEAMOLEC Governing Board Meeting.

4. **Marketing Kits** : Marketing kits is providing for Center’s profile. It’s more details information than a leaflet, like a Center programs on training/research/seminar (last and on going), specialization, facilities, etc.
5. **Completion Reports**: This publication is a report of each SEAMOLEC activities on training/workshop, seminar, meeting/conference, and other activities.

6. **Posters**: In conducting some exhibitions on various events, SEAMOLEC has updated its posters to view the last and ongoing program with some photos. It makes people easy to understand what is SEAMOLEC done.

7. **Papers/Articles/Module**: SEAMOLEC staff is encouraged to participate in various activities either in the country and/or outside the country. The objective is not only for enhancing staff capability to participate to share their ideas but also try ways in solving the problems facing by open and distance learning. By converting the idea into the written document (papers, modules, etc) everybody will benefited by this accomplishment.
Publications written by SEAMOLEC staff during the year under review, July 2004 – June 2005, are as follows:

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<tr>
<th>No</th>
<th>Title</th>
<th>Event</th>
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<tbody>
<tr>
<td>1</td>
<td>Agribusiness: Module for Distance Education</td>
<td>Supplement Module for DMRD (SEAMOLEC, 2004)</td>
</tr>
<tr>
<td>2</td>
<td>Why Distance Education: Distance Education in Higher Education</td>
<td>Article for Journal (UT, 2004)</td>
</tr>
<tr>
<td>3</td>
<td>The Use of ICT in Teaching and Learning Activities for Promoting Open and Distance Learning</td>
<td>Research Report Summary (SEAMOLEC, 2004)</td>
</tr>
<tr>
<td>4</td>
<td>ICT in Distance Education in Indonesia at Glance</td>
<td>China-ASEAN Training Program on Modern Distance Education (China, 3-12 July 2004)</td>
</tr>
<tr>
<td>5</td>
<td>Constraint in Implementing e-Learning</td>
<td>International Seminar on Development of e-Learning System as a Tool for Distance Education in Agriculture and Bio-Industry in Asia (Nagoya University, Japan, 27-30 September 2004)</td>
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<tr>
<td>8</td>
<td>Principles and Strategies of the Use of ICT in Teaching</td>
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<tr>
<td>9</td>
<td>Pedagogical Issues in the Use of IT/ICT in Teaching</td>
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<tr>
<td>10</td>
<td>Piloting e-Learning Using WebCT</td>
<td>the CAE-eLearn Project Meeting (Brunei Darussalam, 13-15 December 2004)</td>
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<tr>
<td>11</td>
<td>Development of Web-Database Project of ICT &amp; Preventive Education in Cross-Border Areas of GMS</td>
<td>Project Final Review (Bangkok, 14-17 December 2004)</td>
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<tr>
<td>No</td>
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<td>Event</td>
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2. Training on Packaging Self-learning Material for e-Learning at University of *Udayana* (UNUD, Bali, 14-18 September 2004) |
| 13 | The Importance of e-Learning and Its Possibility to be Implemented in Magister Management Program | Seminar at Institute of Technology Bandung (Bandung, 15 September 2004)                                                          |
| 14 | Towards to e-Learning Era in Teaching and Learning in Higher Education | Seminar at the Indonesia Islamic University (Yogyakarta, 15-16 September 2004)                                                   |
| 15 | Collaborative Learning in Online Teaching: New Approach in Running MM Program in Indonesia | MM Program at ITB (Bandung, 24 September 2004)                                                                                   |
2. Training on SLMD at Padang State University (UNP, Padang, 29 November – 3 Desember 2004)  
3. Training on SLMD at the University of *Tadulako* (UNTAD, Palu, 7-12 Desember 2004) |
| 17 | Enhancing Quality of Higher Education through Cooperation           | Directorate General of Higher Education at Jayakarta Hotel, Mataram (NTB, 8-10 October 2004)                                     |
| 18 | Culture, Content and Competency towards English Learning of Students of Open Junior Secondary School | International Seminar on Open and Distance Learning for Sustainable Development (*Universitas Terbuka*, Jakarta, 2-3 September 2004) |
| 19 | Comparative Assessment of Selected Online Learning Platform         |                                                                                                                                 |
**B. DIGITAL PUBLICATIONS**

1. Updating SEAMOLEC Website

SEAMOLEC keeps on updating information in SEAMOLEC website every month. The information, provided in the website consist of: Center profile; program; calendar of events; SEAMOLEC GB Members; articles on open and distance learning in Southeast Asia countries; e-learning platform (WebCT); training alumni; linkages; publication; HIV/AIDS Project, etc.

SEAMOLEC is also in the process to upgrading the information based on database with the new appearance. The upgrading is based on RDBMS (Relational Database Management System) and containing internal and external information including all information about SEAMOLEC employees. The website address can be accessed at [http://www.seamolec.org](http://www.seamolec.org).

In the website, WebCT application is also installed as the tool for developing and delivering interactive course over the web, available at [http://webct.seamolec.org](http://webct.seamolec.org), and soon we will upload Moodle as open source for course management system online. Each staff of SEAMOLEC has a private email account with the domains is seamolec.org. The Center common email address is secretariat@seamolec.org.

The website about the ICT and HIV/AIDS Prevention Education is also available in the SEAMOLEC website. The website contains project description, project sites, project activities, learning materials, etc which was already updated and can be accessed at [http://hiv-aids.seamolec.org](http://hiv-aids.seamolec.org).
2. Developing SEAMOLEC Database

To increase the performance on information capabilities, SEAMOLEC is developing the database system for the Center. The database consists for internal and external information.

Internal information provides internal published information, such as staff rules, enabling instrument, five year development plan, etc. External information, provides shared information about ODL, including papers, experts, institutions, etc.

3. Publishing Video on SEAMOLEC Profile

In introducing SEAMOLEC institution and its activities, SEAMOLEC has produced some video programs since 2001.

The first video was “Distance Learning in Action” produced 2000 in cooperation with Pustekkom, the SEAMOLEC’s host institution.

The second video was produced in conjunction with the SEAMEO Council President visit to SEAMOLEC in 2002, titling “SEAMOLEC: Expanding Learning Opportunities through Open and Distance Learning (ODL)”.

The third video was produced and used to accompany of SEAMOLEC Director for his presentation at the seminar in Malaysia (2003).

The fourth video was SEAMOLEC profile “Expanding Learning Opportunities through ODL” had been updated in 2003 and used for SEAMOLEC GB Meeting (2003) in Malaysia.

The fifth video was SEAMOLEC report on “SEAMOLEC Annual Report 2002-2003” used for presentation of SEAMOLEC activities in the visual format.

In the fiscal year 2005, SEAMOLEC is intended to produce a new video profile of SEAMOLEC. This program will inform the audience about ODL in general and SEAMOLEC’s role in expanding learning opportunities for people through ODL in the Southeast Asia region.

It is hoped that this program will be completed in September 2005, thus it will be ready for the SEAMOLEC GB Meeting (2005) in Bali.
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 SEAMEO VOCTECH, SEAMEO TROPMED (Bangkok), and SEAMEO INNOTECH in developing “Database on HIV-AIDS Preventive Education Website.

In collaboration with International Council for Open and Distance Learning (ICDE, Norway), University of Oberta de Catalunya (Spain), Fern Universitat of Hagen (Germany), Tilburg University (the Netherlands), Pole Universitaire Europeen de Montpellier et Languedoc Roussillon (France), SEAMEO Secretariat, and SEAMEO VOCTECH the Center had carrying out a project on “Connecting Southeast Asia and European e-Learning (CAE e-Learn) Project”.

The project on “Strengthening ICT in Schools and SchoolNet in ASEAN Setting” has been conducted by SEAMOLEC in collaboration with Japan ASEAN Solidarity Fund through ASEAN Foundation and UNESCO PROAP (Bangkok).

The Center had also conducted collaborative training with Universiti Sains Malaysia (USM), Penang on “Self-learning Material Development”.

SEAMOLEC had established linkages with the national agencies, both public and private, in the field of open and distance learning, i.e.:

1. University of Oberta de Catalunya (UOC), Spain
2. Tilburg University, the Netherlands
3. Fern University, Germany
4. International Council of Distance Education (ICDE), Norway
5. Pole University, Montpellier, France
6. Australian Education International
7. Universiti Pendidikan Sultan Idris (UPSI), Malaysia
8. Universiti Sains Malaysia (USM), Penang
9. Central Luzon State University (CLSU), Philippines
10. Hanoi Open University (HOU), Vietnam
11. Maejo University, Thailand
12. Korean International Cooperation Agency (KOICA), Korea
13. Japan Solidarity Fund, Jakarta
14. ASEAN Foundation, Jakarta
15. UNESCO PROAP, Bangkok
16. Directorate of Higher Education (MONE), Jakarta
17. Directorate of Vocational Education (MONE), Jakarta
18. Bureau of International Cooperation Affairs (MONE/SEAMEO Desk), Jakarta
19. Universitas Terbuka (UT), Jakarta
20. SEAMEO Centers
21. Padang State University (UNP), Padang
22. Medan State University (UNIMED), Medan
23. Islamic University of Sumatera Utara (UISU), Medan
24. Lambung Mangkurat University (UNLAM), Banjarmbaru
25. Udayana University (UNUD), Denpasar
26. VEDC Technology, Malang
27. Merdeka University (UNMER), Malang
28. Tadulako University (UNTAD), Palu
29. Tarakan Education and Training Center
30. Bunda Mulia University (UBM), Jakarta
31. Lampung State University (UNILA), Lampung
32. Trisakti University, Jakarta
33. UPN “Veteran” Surabaya
34. Bogor Agriculture University (IPB), Bogor
35. Brawijaya University (UNIBRAW), Malang
36. Hasanuddin University (UNHAS), Makassar
37. Pustekkom (MONE), Jakarta, etc ...

For the current fiscal year (July 2004 to June 2005), SEAMOLEC strengthened its established ties with national, regional, and international institutions referred to above and expand its outreach with any other potential linkages from government, non-government, and or private institutions. In addition to the accomplished activities during the fiscal year 2004-2005, there are some activities that will be continued:

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<th>No</th>
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<tr>
<td>1</td>
<td>TOT: Training on the Integration of ICT in Teaching French Language</td>
<td>French Embassy, Jakarta</td>
<td>In progress</td>
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<tr>
<td></td>
<td>for High School French Language Teachers</td>
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<td>2</td>
<td>Proposal on HELP for Aceh and North Sumatera</td>
<td>UNICEF</td>
<td>In progress</td>
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<td>3</td>
<td>TOT: Trainings on the Use of ICT in Instruction and on the Management of Open and Distance Learning (ODL)</td>
<td>Directorate General of Higher Education, MONE</td>
<td>In progress</td>
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<tr>
<td>4</td>
<td>TOT: Training/workshop on the Self-Learning Material Development (SLMD)</td>
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<td>5</td>
<td>TOT: Training/workshop on SLMD</td>
<td>Central Luzon State University (CLSU), Philippines</td>
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<td>6</td>
<td>TOT: Training/workshop on SLMD</td>
<td>Hanoi Open University, Hanoi (HOU), Vietnam</td>
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<td>7</td>
<td>TOT: Packaging Self-Learning Material into Online</td>
<td>Medan State University (UNIMED), Medan</td>
<td>In progress</td>
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<tr>
<td>8</td>
<td>TOT: Packaging Self-Learning Material into Online</td>
<td>Tadulako University (UNTAD), Palu</td>
<td>In progress</td>
</tr>
<tr>
<td>9</td>
<td>TOT: ICT for Instruction for Advanced Level</td>
<td>Islamic University of Sultan Agung, Semarang</td>
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SPECIAL ACTIVITY

(Respond to Statement of 40th SEAMEO Council Conference on the Earthquake and Tsunami Disaster in Southeast Asia: Aceh and North Sumatera)
The great earthquake and Tsunami that occurred on last December 26th, 2004 in the land of many Asian countries, especially in Aceh and North Sumatera Provinces had been devastating. In addition to the losses in education sector, much of the local and provincial government infrastructure that supports service delivery has been damaged.

Responding to emergency and crisis situation in Aceh and North Sumatra’s education post Tsunami, SEAMEO through the 40th SEAMEO Council Conference has made statement to offer prompt and relevance assistance based on its strength and expertise. Particularly SEAMEO will offer assistance for education policy makers and practitioners at all levels of education for rehabilitation of education in Aceh and North Sumatra.

SEAMEO efforts to provide assistance to Aceh and North Sumatra is coordinated by the appointed Tasks Force. Based on this framework, SEAMOLEC has been involved in coordinating the development and compilation of proposals from 6 SEAMEO centers, i.e., SEAMEO TROPMED, SEAMEO RECSAM, SEAMEO RELC, SEAMOLEC, SEAMEO BIOTROP, and SEAMEO SEARCA.

The proposals were developed based on each center’s strength and excellence, to be submitted for funding to donor agencies, i.e., UNICEF, Government of Japan, the Government of Norway via ICDE, etc.

SEAMOLEC has been following up some of the possible activites funded by UNICEF and also private local agency in Indonesia. RECSAM’s activities on teachers training are already being started in Banda Aceh funded by the Government of Malaysia, while TROPMED’s activities need to be followed up with UNICEF. SEAMOLEC is still working with various different proposals to fit the need of the rehabilitation effort.
FUTURE AGENDA
Stepping into the future, SEAMOLEC has set three priorities, i.e., quality services, good governance, and organizational health.

**Quality services** includes the improvement of the current services offered by SEAMOLEC to be more responsive to the changing needs of clients and environment, the improvement of SEAMOLEC’s capacity in offering quality services through professional and competent resource persons, and diversification of services.

**Good governance**, in this case, includes improvement of internal management system of SEAMOLEC to be more accountable, especially in terms of strategic planning, human resources management, financial and asset management, and resource allocation.

Furthermore, for SEAMOLEC to be a *healthy organization*, leadership, commitment, and support from internal organization as well as from clients and stakeholders must be secured and maintained.

**A. QUALITY SERVICES**

In the future, the present four main categories of SEAMOLEC services, i.e., training programs, research and development programs, consulting services, and information dissemination services, are expected to be improved, especially in terms of its focus and coverage, and its underlying principles. Such an improvement is expected to enable SEAMOLEC to continuously meet the needs of its clients while still managing its expectation.

The focus and coverage of SEAMOLEC services will be based on the distinctive features of open and distance learning, where open learning means flexibility in learning across time and space for/by anybody through various means, while distance learning means solving geographical barrier in learning for/by anybody through various means. The underlying principles of SEAMOLEC services is collaboration, accountability, responsiveness and relevance, effectiveness and efficiency.

In offering its services, SEAMOLEC depends highly on collaboration with other centers and experts in the field. Such a collaboration will enable SEAMOLEC to be accountable for its services, which means provision of responsive and relevant services based on the need of clients, effective and efficient services delivery, and credible management of services.
In terms of training, SEAMOLEC will continue its policy to offer in-country training programs and out-of country training programs.

The in-country training programs consists of programs which are open for participants from SEAMEO member countries, and also programs which are specifically requested by the Government of Indonesia to cater for its needs.

The out-of country training programs are prioritized for the Cambodia, Myanmar, Lao PDR, and Vietnam countries, and other SEAMEO member countries based on expressed interest.

Three main thrust of training programs are Issues and Trends in Open and Distance Learning, ICT in Instruction, and Self-learning Materials Development. Based on needs, sub component of the programs can also be designed and developed to be a main training program by itself.

SEAMOLEC’s research and development efforts will continue to focus on providing best evidence and trends of open and distance learning in Southeast Asian countries.

Therefore, a study on the policy and implementation of open and distance learning in Southeast Asian countries will be the priority to SEAMOLEC, in addition to studies and policy analysis on the use of ICT in instruction as a means for flexible learning across time and space in Southeast Asian countries.

The results of training programs, research and development programs, and other activities of SEAMOLEC are continued to be documented through various publication, i.e.: newsletter, book series, activity reports, and also the website which is continuously improved.

In addition, promotion of SEAMOLEC through mass media, and also seminars and conferences are also continued and intensified.

Based on the experience in conducting training programs, research and development programs, IT system development, and its expert resources, SEAMOLEC also continues to render consulting services to various parties, especially in the area of open and distance learning.
B. GOOD GOVERNANCE

In terms of internal management, improvement of the SEAMOLEC’s management system is needed for a more flexible, transparent, and accountable system through establishment of the new corporate culture of SEAMOLEC and implementation of good governance principles.

This includes assessment of SEAMOLEC’s strength, weakness, opportunities, and threats for strategic planning; overhauling the organizational structure; systematic and well-planned staff development of SEAMOLEC’s staff to be more productive, competent, and professional; transparent, and efficient financial management system; improvement of infrastructure and physical facilities, and effective and efficient resources management to support the SEAMOLEC’s effort in achieving its mission.

Self-assessment is to be done by SEAMOLEC to be able to identify its strength, weakness, opportunities, and threats. Based on the present situation and condition, SEAMOLEC can set its course forward, to find a specific market niche, and to offer its excellence. The strategic plan will be guiding SEAMOLEC future programs and activities in accordance to its vision and mission.

The present organizational structure is to be reshaped into a more effective, efficient, and functional organizational structure. The structure is to be supported by productive, competent, and professional human resources. Therefore, in addition to reshaping the organization, the recruitment of new staff members and development of the existing staff members are highly necessary in the foreseeable future.

Corresponding with the future activities, the pursuance of improved quality of SEAMOLEC’s staff members becomes inevitable. All staff members are encouraged to develop their potential. Development of staff through various short-term trainings and courses will be continued, and even expanded to formal degree earning in specific subject matter area supporting the coverage of SEAMOLEC activities.

It is also important to note that for more than eight years, the position of Deputy Director of Research, Development and Information in SEAMOLEC has been vacant, due to the unmet provision of required privileges. Such a condition, certainly needs serious attention for improvement in the near future.

Improvement of physical facilities and infrastructure of SEAMOLEC is highly important. The present physical facilities are no longer adequate for SEAMOLEC to grow organizationally, nor to carry out its
activities and programs. Infrastructure is relatively limited, and needs to be improved as SEAMOLEC is widening its scope of activities and programs.

Meanwhile, transparent, effective, and efficient resource management (including financial management) is an important part of good governance that needs to be cultivated in SEAMOLEC. It is through such an effort that SEAMOLEC will gain credibility, and become accountable center in the area of open and distance learning.

C. ORGANIZATIONAL HEALTH

Achieving organizational health – comprises of excellent leadership, full support, and high commitment, becomes a priority for SEAMOLEC to be able to move forward professionally. Establishment and maintenance of SEAMOLEC’s networks and linkages to gain support and commitment from external parties, clients as well as stakeholders will be needed to provide a strong foundation for SEAMOLEC’s organizational health.

Commitment from the stakeholders, among others, the Government of Indonesia, SEAMEO, Asean Foundation, UNESCO, UNICEF, and AUSAID, non-government organization is needed. Internally, commitment from staff members and experts in the field needs to be secured through a clear and appealing reward system.

Meanwhile, supports from other SEAMEO centers, educational community in Southeast Asian countries, other international agencies should be secured for good collaboration and cooperation. Linkages based on reputable experts, quality services, and accountable system are. It is expected, that through such intensive and significant improvement, SEAMOLEC will be able to achieve its vision and mission.

In addition to the three priorities of development, SEAMOLEC also responds to the working framework from SEAMEO, i.e., the provision of child-friendly learning environments, and the respond to the earthquake and tsunami disaster in Southeast Asia.

The initial collaboration among six SEAMEO Centers, i.e., SEAMEO TROPMED, SEAMOLEC, SEAMEO RECSAM, SEAMEO RELC, SEAMEO BIOTROP, and SEAMEO SEARCA to offer assistance to Aceh Province and Nias in the area of health, education, and livelihood will be continued with the support and involvement of all parties, and be integrated into SEAMOLEC’s activities and development effort.
Appendices

1. SEAMOLEC Staff

2. SEAMOLEC GB Members
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<th>Title</th>
<th>Address</th>
<th>Phone</th>
<th>Fax</th>
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<tbody>
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<td>Thailand</td>
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<tr>
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### Ex-Officio

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Back Row (L-R): Hafida, Rinaldi, Anti Rismayanti, Satyo Adhiputro