Annual Report 2010

ASIAN ASSOCIATION OF OPEN UNIVERSITIES

AAOU Secretariat at Universitas Terbuka, Indonesia
2008 - 2010

Annual
Report
2010

Asian Association of Open Universities
Annual Report 2010

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AAOU Secretariat
Universitas Terbuka, Jakarta, Indonesia

Jalan Cabe Raya, Pondok Cabe, Pamulang-15418
28 February 2011

FOREWORD

On behalf of the AAOU, I would like to express my deepest gratitude and appreciation to all AAOU members who have given opportunity to Universitas Terbuka (UT) to lead the AAOU for the period of 2008 - 2010. In addition, I would like to extend our great appreciation to the Executive Committee members for their support and advice during our presidency.

During this period of leadership, UT has tried to amplify this organization's reputation and prestige around the world. As reported to the Meetings hosted by Hanoi Open University, Hanoi, Vietnam, the followings are some breakthroughs made during the last three years:

1. Finalizing the initiative of the Young Innovator Award (YIA) and realizing the inauguration of the YIA in 2010.
2. Developing the following initiatives:
   a. AAOU Quality Assurance (A-QA) framework.
   b. AAOU Shared Curriculum for the Masters Program in Management of Open and Distance Education (A-CMODE).
   c. AAOU Publication Copy Rights (A-PCR) of the AAOU Journal.
3. Refinement of the AAOU membership database, through:
   a. Updating names and addresses of members.
   b. Encouraging suspended AAOU members to renew their memberships.
   c. Inviting more open universities in the World, especially in Asia region, to join the organization.

The most honorable task of UT at the end of our leadership was the successful leadership turnover of the AAOU. Congratulations to Prof. Dr. Wong Tat Meng from Wawasan Open University who was elected by acclamation as the new AAOU President for the period of 2011 – 2013. Also, I also congratulate AAOU members who have been elected to serve as AAOU Executive Committee members for the same period of leadership, from the Open University of Hong Kong, Open University of Japan, Open University of China, Open University of Malaysia, Koreas National Open University, Hanoi Open University, Symbiosis Center for Distance Learning, and Payame Noor University. For this Period, I will be serving as AAOU Immediate Past President.

Finally, I would like to present the AAOU Annual Report 2010. I hope that this Report will depict the highlights of the events and program of the AAOU during the year of 2010. I believe that the AAOU will be more progressive and innovative in the future with continued support and strong commitment from all of us.

Jakarta, 28 February 2011

Prof. Tian Belawati
President

1. INTRODUCTION

The AAOU has mandated that, in 2010 several programs and tasks were to be finalized. The programs and initiatives accomplished were the inauguration of the YIA, development of the AAOU Quality Assurance (A-QA) framework and AAOU Shared Curriculum for the Masters Program in Management of Open and Distance Education (A-CMODE), AAOU membership guidelines that enables the Secretariat to encourage suspended AAOU members to renew their memberships, and inviting more open universities in the World, especially in Asia, to join the organization.

To inaugurate the YIA, the Secretariat had previously invited Prof. Wong Tat Meng, as the key person to finalize the guidelines of the YIA and then implemented this Award as part of the AAOU Annual Conference 2010, hosted by the Hanoi Open University (HOU), Hanoi, Vietnam. With regard to the continuation of the development of A-QA and A-CMODE, the Secretariat has communicated with and invited the A-QA TF team chaired by Dr. Aminudin Zuhairi from Universitas Terbuka (UT) and A-CMODE TF team chaired by Dr. Melinda from University of Philippines Open University (UPOU), to continue working on recommendations made by the 2009 Meetings held in Iran.

Another issue arising in 2010 was continued improvement of the AAOU membership services and database. As usual, invoices had been distributed to all members, followed by email reminders from the Secretariat to those who had not yet fulfilled their payment. In addition, letters were sent to suspended members inviting them to renew their membership. By the end of 2010, communication with some members who had repeatedly not responded remains of concern to the Secretariat as an issue to overcome.

In the 2010 Meetings, leadership turnovers were successfully organized, and resulted in newly elected AAOU President, Prof. Wong Tat Meng from Wawasan Open University (WOU), Malaysia and a new AAOU Executive Committee for the Period of 2011 - 2013. The issue of addressing name of one of the AAOU member institutions from Taiwan arose during the 2010 GB Meeting. As reported in the Minutes of the 2010 General Body Meeting (GBM), the issue on the correct way to address the Open Universities of Taiwan was reported to the 1998 GBM, and the recommendation to use an appropriate way to address these universities had subsequently been endorsed by the 1998 GBM.

This annual report describes the AAOU activities for 2010, including the results of Executive Board Meeting and GBM along with the 24th AAOU Annual Conference 2010, and some actions based on the Minutes of the Meetings.

2. MEETINGS AND CONFERENCES

a. AAOU Annual Meetings of the Executive Board and General Body 2010

The 25th AAOU Annual Meeting of the Executive Board (EBM) and the 24th Meeting of General Body (GBM) took place in Hanoi, Vietnam, on October 26, 2010. The meetings were facilitated by the HOU as part of the 24th Annual Conference.

Minutes of the Meetings have been circulated to the Executive Committee and all the Members via email. Some corrections from members about the GBM minutes were addressed and were accommodated by the Secretariat, and resulted in the revised-version of the GBM Minutes dated 14 January 2011. The revised Minutes were sent to all members.

b. AAOU Annual Conference 2010

The 24th Annual Conference was successfully organized by HOU, Hanoi, Vietnam. More than 200 delegates including Presidents, Chancellors, Vice-Chancellors, Rectors of member institutions, Directors of Centers, keynote speakers, participants and guests of 23 countries from many parts of the world, and 250 Vietnamese participants participated in the Conference.

It was reported by the Organizing Committee, that after the Call for Papers was announced, over 300 paper abstracts were received. Of the 200 accepted abstracts, 188 full papers were developed for conference proceedings. At the conference plenary, 8 keynote speakers presented topics of common concern for ODL development. Another 115 presentations covering 5 main sub-themes, which were divided into 15 parallel sessions by the Program Committee, attracted a great number of attentive participants.

At the closing ceremony, the conference also witnessed the auspicious turnover of AAOU leadership with the official handing over of the AAOU flag from UT to WOU. Prof. Dr. Wong Tat Meng took his new position as President of AAOU and the 6 other new executive members were elected at the General Body Meeting along with 2 Co-op Members.

At the Closing ceremony, President Professor Tian Belawati expressed her sincere gratitude to all speakers and participants who had made the efforts to come to this conference. Her highest appreciation also went to the Vietnam Government and Ministry of Education and Training for supporting the AAOU and the conference.

c. AAOU Awards and the Winners

  ◆ **Meritorious Service Award**

The AAOU proudly announced the Winner of the Meritorious Service Award (MSA) in 2010. Participation of AAOU members in nominating candidates for this Award increased in 2010.

The Adjudication Committee (AC) of the 2010 MSA was setup, consisting of 4 (four) members under the Chairmanship of Prof. John Chi Yan Leong, the President of Open University of Hong Kong (OUHK). The members of the committee are Prof. Cheong Hee Kiat, the President of SIM University (UniSIM); Prof. R.I.M. Aminur Rashid, the Vice Chancellor of Bangladesh Open University (BOU); and Prof. Dr. Davut Aydin, the Rector of Anadolu University (AU).

As recommended by the 2009 MSA-AC and approved by the GBM2009, Dr. Rajan Madhavrao Welukar, the Vice-Chancellor of Yashwantrao Chavan Maharashtra Open University (YCMOU), had also been included in the 2010 MSA nomination. The Secretariat sent a letter to the YCMOU reminding of Dr. Rajan's participation in the 2010 Award and requesting their confirmation on his participation in the Award for 2010. A positive response was received from the YCMOU regarding his nomination in this Award. As a result, the nominees of the 2010 MSA were as follows:

  ◆ Dr. Rajan Welukar (YCMOU), India

  ◆ Prof. Ge Daokai, Open University of China, PR. China

  ◆ Prof. Dr. Atwi Suparman, M.Sc., Universitas Terbuka, Indonesia

  ◆ Dr. Hadi Sharif Moghaddam, Payame Noor University, Iran

  ◆ Prof. Dr. Ali Ekrem Özkul, Anadolu University, Turkey.

During the process of nomination assessment, it was reported by the 2010 MSA AC that the assessment scores between the first two top scores (Professor Ge Daokai with score of 249 and Professor Atwi Suparman with score of 260) were close, two AC members suggested granting 2 (two) MSAs while the other AC members suggested that the AAOU keep to giving the award only to the nominee with the top score (Prof. Atwi Suparman). Based on this, the AAOU president consulted the AAOU EC and received (within the time

given) confirmation from OUM and KNOU which supported the grant of MSA to be awarded only to the 1 (one) person with the highest score. No other responses from the other EC members were received before the deadline. A final decision, therefore, was made by the President following the received confirmations from the EC members, that is, to grant the 2010 MSA to Prof. Atwi Suparman.

The awarding of the MSA to Prof. Atwi Suparman from Universitas Terbuka was done during the Closing Ceremony of the Conference. The Award was handed to a representative from Universitas Terbuka, the Vice Rector for Academic Affairs, Dr. Yuni Tri Hewindati.

◆ **AAOU Best Paper Award**

The AAOU Best Paper Award (BPA) was also successfully organized in 2010. The BPA Adjudication Committee (AC) for 2010 was comprised of:

➤ Chairman:

Ms. Swati Shantaram Mujumdar, Director of the Symbiosis Centre for Distance Learning (SCDL).

➤ Members:

a. Dr. Grace Javier Alfonso, the Chancellor of The University of the Philippines Open University (UPOU);

b. Prof. Upali Vidanapathirana, the Vice-Chancellor of The Open University of Sri Lanka (OUSL); and

c. Prof. Dr. Hiromitsu ISHI, the President of The Open University of Japan (OUJ).

Twelve (12) papers were nominated for the 2010 BPA by the OC of the Conference at HOU. Of the nominated papers, six (6) papers were selected as the BPA Finalists 2010 by the BPA AC, as follows:

Table 1. AAOU Best Paper Award Finalists

No.	Author(s)	Paper	University
1.	ZHONG Zhixian, SHEN Jianhua	Cyber Social Network Management: Enhancing the Learning Power of Distance Learners in Learning Communities.	JRTVU, China
2.	Melinda dela Pena-Bandalaria	Ensuring Quality Education in ODL Through Global Learning Communities: The UP Open University Experience.	UPOU, The Philippines
3.	Juvy Lizette Gervacio	Tutors and Learners Without Borders: In a Relationship but it's Complicated.	UPOU, The Philippines
4.	Jin Gon Shon	e-Portfolio Standardization for Sustainable Learning Communities.	KNOU, Korea
5.	Ishan Sudeera Abeywardena Ho Sinn Chye	Development of a computer-aided ODL Course Development Tracking System (CDTS).	WOU, Malaysia
6.	Tai Kwan, Woo	Developing Quality Learning Materials for Effective Teaching and Learning in an ODL environment: Making the jump from print modules to online modules.	OUM, Malaysia

On October 26, the BPA AC further distinguished the papers based on quality of presentations. Three (3) papers were selected by the BPA AC and approved by the President as the Winners of the 2010 BPA, namely:

➢ Gold Medal

Paper entitled, "e-Portfolio Standardization for Sustainable Learning Communities," written by Jin Gon Shon, from KNOU, Korea.

➢ Silver Medals

a. Paper entitled, "Development of a computer-aided ODL Course Development Tracking System (CDTS)," written by Ishan Sudeera Abeywardena and Ho Sinn Chye, from WOU, Malaysia.

b. Paper entitled, "Tutors and Learners without Borders: In a Relationship but it's Complicated," written by Juvy Lizette Gervacio from UPOU, The Philippines.

The Awards were granted to the Winners during the Closing ceremony of the Conference.

◆ **AAOU Young Innovator Award**

The year of 2010 was the first time for AAOU to inaugurate the Young Innovator Award (YIA). This inauguration was added by the AAOU EC Meeting in Iran, hosted by the PNU in 2009. The first inauguration was successfully organized by the Secretariat through close coordination with HOU as the host of the 24th Annual Conference in 2010.

The Adjudication Committee (AC) of the YIA for 2010 was comprised of:

➢ Chairman:

Prof. Wong Tat Meng, the Vice Chancellor/Chief Executive Officer, Wawasan Open University (WOU).

> Members:

a. Prof. Ge Daokai, the President of The Open University of China (OUC).

b. Dr. R. Krishnakumar, the Vice Chancellor of Yashwantrao Chavan Maharashtra Open University (YCMOU).

c. Prof. Dr Pham Minh Viet, the President of Hanoi Open University (HOU).

Because of the fact that there were several nominees coming from WOU, the chairman of the YIA-AC recruited another reviewer of the YIA papers on behalf of Prof. T.M. Wong. This was aimed at avoiding any conflict of interest and maintaining the objectivity of evaluation process. Upon the approval from the AAOU President, Prof. Ronnie Carr from OUHK was asked to review the nominees' papers on his behalf.

The 2010 OC of the Conference recommended 12 papers for the 2010 YIA. One nominee was eliminated due to the age limit. Thus, the AC only assessed 11 papers. Based on the consolidated scores, the winners of the 2010 YIA were:

Table 2. AAOU Young Innovator Award Recipients

No.	Paper	Main Author(s)	Decision
1.	The Design and Implementation of Interactive Teaching System Platform	Song Yang, TJRTVU, CHINA	Silver Medal
2.	Students Interaction in the Online Learning Management Systems: A Comparative Study of Undergraduate and Postgraduate Courses	Teoh Al Ping WOU, MALAYSIA	Silver Medal
3.	Mobile Agents (Replication Agent, Snapshot Agent) Approach for Transaction Processing in Mobile Database Systems – Mobile Learning Environment	Sheng-Hung, Chung, WOU, MALAYSIA	Gold Medal

The Awards were presented to the Winners during the Closing ceremony of the Conference.

3. MEMBERSHIP

a. Membership Reactivation

In 2010, in addition to approving two new memberships, namely of the Korea Cyber University (KCU) Korea and International Center for Academics (ICA), Nepal, the AAOU also gladly processed membership reactivations from Nalanda Open University (NOU), India; and Uttar Pradesh Rajarhi Tandon Open University, India.

With regard to the status of membership application of Barkatullah University (BU), Bhopal, India, the 2009 Meetings had requested the Secretariat to further correspond with BU asking for some documents to support their application. The Secretariat afterward made several communications via email with Prof. Dinesh Nagar, the Director of BU. This was reported in the 2010Meetings. The latest communication was made by the Secretariat by sending a formal letter requesting the intended documents. Up to the publication of this Annual Report, there has been no response from BU.

With regard to the membership reactivations, the Secretariat received a formal request for membership reactivation from NOU, Bihar, India on 20 January 2010. Professor Jitendra Singh, the newly appointed Vice Chancellor of NOU had previously initiated correspondence with the AAOU President expressing their interest to reactivate their AAOU membership prior to sending the formal statement. Based on consultation with the Executive Committee on 21 January 2010, it was concluded that the request for reactivation of NOU membership can be approved by the AAOU. This membership reactivation became effective in 2010.

b. Membership Applications for further Processing by AAOU Secretariat at WOU

The Secretariat has received new membership applications from Krishna Kanta Handiqui State Open University, Gunwahati, Assam, India (See Attachment 2); and from Asia e-University (See Attachment 3). Scanned-copy documents are attached to this report, while the original documents will be posted to the Secretariat at WOU, Malaysia. The new Secretariat at WOU is expected to communicate with these universities for further action.

c. Membership Fee Payment

As decided by the 2009 Meetings and as reported to the 2010 Meetings, the Secretariat made the following actions concerning membership payments:

1) Sending reminder emails to the following institutions whose membership payments are in arrears for three years as at 2009, as follows:
   - Full Members
     - (i). Allama Iqbal Open University, Pakistan.
     - (ii). DR. Babasaheb Ambedkar Open University, India.
     - (iii). Karnataka State Open University, Mysore.
     - (iv). Al-Quds Open University, Amman, Jordan.

- Associate Members

    (v). Korean Education Development Institution.

    (vi). Simon Fraser University, Canada.

    (vii). University of British Columbia.

    (viii). Open Learning Agency of Australia Pty Ltd.

2) Closing the disputed past payment of the following institutions:

- UPOU, for payments of 2004 and 2005,

- BOU, for payments of 2005 and 2007, and

- PNU, for payment of 2004.

3) Distributing the approved membership guideline for payment to all of the AAOU members and publishing it through the AAOU Website.

By the time of writing this Report, some members had fulfilled some of their due payments, such as AIOU, which made payments for the 2008 and 2009 Membership fees, and KSOU, fulfilling all their Membership fees for the 5 years of 2004, 2006, 2008, 2009, and 2010.

d. Addressing OUs in China and Taiwan

The issue concerning the correct way to address the universities in Taiwan was raised during the discussion on membership status by Dr. Ming-Jui Hsieh, the representative of National Open University (NOU). After a lengthy discussion and kind reminder from Professor Wong Tat Meng (WOU) the issue was resolved and agreed upon, which is to follow the decision of the GBM Meeting in 1998. The AAOU President supported that this agreed version be adopted and all AAOU formal documents should henceforth use this proper way of addressing member institutions from the China region.

This proper way of addressing the OU in Taiwan was based on the Agenda and Papers for the XII AAOU Executive Board Meeting at Hong Kong" pp 33-35 and 43, prepared by incumbent AAOU Secretary General Dr SK Gandhe and tabled at the EB and GB Meeting in Hong Kong in 1998.

Based on the above documents, the correct way to address universities in this region for all AAOU communications is as follows:

- For member universities in Taiwan, they shall be written as for example: National Open University, Chinese –Taipei.

- For other similar universities in mainland China, they shall be written as for example: Open University of China (OUC), China.

4. AAOU STATEMENT OF ACCOUNTS AND AUDIT REPORT FOR THE YEAR OF 2010

The Statement of Accounts (Revenues and Expenditures) and the Audit Report for the Period of 1 January 2010 to 31 December 2010 is reported in a separate report. According to the audited statement of accounts, there was an opening balance of USD 221,279.68 at the beginning of 2010. The closing balance as of 31 December 2010 was USD 232,294.51.

Cash received for the year totaled USD 25,398.94, consisting of USD 22,794.50 from Full members, USD 1,985.00 from Associate members, and USD 619.44 as earned interest. Due to some reasons, payments from both the International Center for Academics (ICA) and Dr. Paul Kawachi (Individual Supporting Member) were deposited after 31 December 2010. These made total Cash of USD 26,486.94. The Secretariat utilized USD 500 for the AAOU Savings audit 2010. The above description is detailed in the 2010 AAOU Audit Report. Following the completion of the saving audit, the Secretariat at UT received notification of membership payment from Bank Mandiri. The payment of USD603 was from Bangladesh Open University (BOU). This payment was not part of the Audit Report, but is included in the sum amount of AAOU saving transfer made to the New AAOU Account at WOU.

5. THE INTER – UNIVERSITY STAFF EXCHANGE FELLOWSHIP PROGRAM

One of the important activities of the AAOU is the inter-university staff exchange program. In 2009, the program was hosted only by KNOU, Korea and UT, Indonesia. KNOU and UT actively invited AAOU member institutions to nominate their candidates for participation in the program 2010.

The AAOU has encouraged more members to participate in the Inter-University Exchange Fellowship Program (IEFP). In 2010, 5 (five) universities participated in the program. In addition to UT and KNOU, three institutions of BRAOU, OUM, and WOU were also participating in the program in 2010. The secretariat expresses great appreciation to the above institutions who have keenly participated in hosting the program for 2010. The following is the progress reported by the hosts of the program.

KNOU reported that 3 (three) participants have participated in the program starting from August 23rd until September 17th, 2010. The KNOU has increased the number of participants from 2 (two) participants in the previous years to 3 (three) participants for 2010. The 2010 participants were Yao Laiyan, Open University of China (OUC), China; Anirban Ghosh, Netaji Subhas Open University (NSOU), India; and Achara Cheewatragoongit, STOU, Thailand.

Three activities were the focus of the exchange program by the KNOU, namely (1) Visiting KNOU facilities and departments such as the Institute of Distance Education, Digital Media Center, Library, Center for Lifelong Education, Seoul Regional Campus, KNOU Press, and Department of planning; (2) Individual Meetings with KNOU Professors to investigate their research topics; and (3) A seminar that took place in the last week of the program.

WOU was the host for this program in 2010. Two fellows participated in the program, namely Mr. Md. Asaf-Ud-Doula, Lecturer at the School of Business Bangladesh Open University (BOU), who will be focusing on Quality Assurance in ODL, and Mr. Hahn Kiho, the Director of the Digital Media Center of KNOU, who will be focusing on Content Development for E-Learning. The program ran from November 15th to December 14th, 2010.

OUM was also a new participant for this program this year. The program started on October 4th and finished on October 17th, 2010. Two fellows participated in the Program by OUM, namely Mr. Kwang Sik Chung from KNOU and Ms. Liu Yuxia from OUC. Mr. Kwang concentrated his research on designing and establishing a mobile learning environment based on digital textbook (Educational content, M-LMS, Business model, e-Portopilio and evaluation). Meanwhile, Ms. Liu worked on criterion for developing a test question library.

Two other host universities (UT and BRAOU) made several announcements and open invitations, but as yet have not received applications from any AAOU members.

6. AAOU JOURNAL

The AAOU Journal is an international peer-reviewed journal published twice a year. The Journal addresses the need to disseminate the vastly growing theory and practice of open and distance education (ODE). Articles of the Journal provide scientists, managers, and students with valuable information, knowledge, experience case studies, and best practices in the field of ODE.

In 2010, the Secretariat received 14 articles from AAOU members, and 1 (one) article from a non-member. Based on the review process, 6 (six) articles including the 1 (one) from the non-AAOU member were published in the First Issue of the AAOU Journal 2010 Volume 5, Number 1, March 2010. The other 5 (five) articles were published in the Second Issue of the AAOU Journal 2010, Volume 5, Number 2, September 2010. Three articles had been cited as not meeting the criteria set by the AAOU Board of Editors.

By the time of writing this report, the AAOU Secretariat recorded 12 articles for the two following editions of the AAOU Journal publication, namely Volume 6, **Number 1** and **Number 2**, 2011. As practiced by the AAOU Secretariat at UT, the first edition of the year publishes articles which were selected as finalists of Best Paper Award (BPA). Due to inauguration of the Young Innovator Award (YIA) in 2010, three (3) articles need to be considered for publication in the AAOU Journal. If this consideration is agreeable to the next AAOU Secretariat at WOU, there will be six (6) articles from the 2010 BPA and three (3) articles from the 2010 YIA that are ready to be published in the first edition. The following tables detail articles which were selected as the finalists of the 2010 BPA and the Winners of the 2010 YIA. The Secretariat will email document files of the articles to the Secretariat at WOU.

Table 3. Articles for AAOU Journal Volume 6, 2011

No	Author(s)	Contacts	Paper	University
FINALISTS OF the BEST PAPER AWARD, 2010				
1.	1. ZHONG Zhixian, 2. SHEN Jianhua	Jxzzx@126.com Tel: 86-791-8520016 Fax: 8512930	Cyber Social Network Management: Enhancing the Learning Power of Distance Learners in Learning Communities	JRTVU, China

No	Author(s)	Contacts	Paper	University
2.	Melinda dela Pena-Bandalaria	mbandalaria@upou.edu.ph	Ensuring Quality Education in ODL Through Global Learning Communities: The UP Open University Experience	UPOU, The Philipines
3.	Juvy Lizette Gervacio	juvylizette.gervacio@upou.edu.ph Tel.: +632.4261514	Tutors and Learners Without Borders: In a Relationship but it's Complicated	UPOU, The Phillipines
4.	Jin Gon Shon	jgshon@knou.ac.kr Tel.: +82-2-3668-4656 Fax.: +82-2-3668-4208	e-Portfolio Standardization for Sustainable Learning Communities	KNOU, Korea
5.	1. Ishan Sudeera Abeywardena 2. Ho Sinn Chye	ishansa@wou.edu.my, scho@wou.edu.my Tel : +604-2180486, +6042297323	Development of a computer-aided ODL Course Development Tracking System (CDTS)	WOU, Malaysia
6.	Tai Kwan, Woo	woo@oum.edu.my Tel: 603-27732578 Fax: 603-26978831	Developing Quality Learning Materials for Effective Teaching and Learning in an ODL environment: Making the jump from print modules to online modules	OUM, Malaysia
WINNERS OF the YOUNG INNOVATOR AWARD, 2010				
7.	Song Yang	sys20032004@126.com Tel:+86 13821327027 +86 22 2367 9937 Fax: +86 22 2367 9972	The Design and Implementation of Interactive Teaching System Platform	TJRTVU, China
8.	Teoh AI Ping	apteoh@wou.edu.my, apteoh77@hotmail.com, Tel: +6-012-47799831 Fax: +6-04-22693231	Students Interaction in the Online Learning Management Systems: A Comparative Study of Undergraduate and Postgraduate Courses	WOU, Malaysia
9.	Sheng-Hung, Chung	shchung@wou.edu.my, v1cent8@hotmail.com, etkhor@wou.edu.my Tel: + 6012 – 5830399	Mobile Agents (Replication Agent, Snapshot Agent) Approach for Transaction Processing in Mobile Database Systems – Mobile Learning Environment	WOU, Malaysia

In addition to the above articles, three other articles submitted for publication in the AAOU Journal 2011 were received by the Secretariat. **The article titled "The Changing Profile of Distance Learners" by Alexander G. Flor has been reviewed and is to be published in the next AAOU Journal edition**, while the other two articles are to be reviewed prior to their publication in the AAOU Journal. The following are the articles:

Table 4. Articles for AAOU Journal Publication

No	Author(s)	Contacts	Paper	University
1.	Alexander G. Flor	N.A.	The Changing Profile of Distance Learners	UPOU, The Philippines
2.	Yao Laiyan	yaolaiyan@sina.com	A Comparison on Distance Law Education Between the Open University of China (OUC) And Korea National Open University (KNOU)	OUC, China
3.	Ernik Yuliana, Adi Winata	erniky@gmail.com, adit@mail.ut.ac.id	Students' Participation Level in an Online Tutorial Program (Study on Magister of Fisheries Management Program, Universitas Terbuka, Indonesia)	UT, Indonesia

7. TASK FORCES

The Secretariat has carried out the AAOU decisions concerning the formation of four AAOU Task Forces and the implementation of their programs. All the TF teams reported their results. Much input was recommended by the Meetings and followed up by the TF teams, and was reported to the Meetings, both in 2009 in Tehran, Iran and 2010 in Hanoi, Vietnam. By the time of this Report's writing, the following are the results:

- The AAOU A-QA TF has continued working on the finalization of the QA Statement of Best Practices using Delphi methodology. To the 2010 Meetings, it was reported that to improve the AAOU QA Framework Draft, the Delphi Study was conducted in two Rounds. The Round I of the Delphi Study was completed in August 2010, in which seven AAOU member institutions responded by giving comments and input to the Draft. These seven AAOU member institutions participating in the Round I Delphi Survey are the following:

  - ✓ ICA- International Centre for Academics,
    College of Distance Education and Online Studies, Nepal.
  - ✓ Open University of Japan, Japan.
  - ✓ University of Philippines OU, Philippines.
  - ✓ Open University Malaysia, Malaysia.
  - ✓ SIM University, Singapore.
  - ✓ Payame Noor University, Iran.
  - ✓ SCDL Pune, India.

  Round II of the Delphi study was conducted to include all other AAOU Member Institutions in order to get more input breadth and share ownership of the QA

Framework among members. This Delphi Survey Round II was completed in the first week of October 2010. Three AAOU Member institutions responding to the Round II Survey are as follows:

- ✓ Open University of Hong Kong, China.
- ✓ Payame Noor University, Iran.
- ✓ Open University of Sri Lanka.

- Due to some difficulties in getting feedback in the Delphi study, the TF has been unable to produce the Key Performance Indicators (KPIs). Therefore, more facilitation from the AAOU will be needed so that the KPIs may be further developed. The final outcome of the AAOU QA TF, namely the AAOU Statements of Best Practices, has been published in the AAOU Website, www.aaou.net . On behalf of the AAOU, the Secretariat expresses sincere gratitude to the Team chaired by Dr. Aminudin Zuhairi from UT, and the Membership of Prof. Sunwoo Lee from KNOU, Korea; Dr. Ghassem Farajollahi from PNU, Iran; Dr. Gayathri Jayatilleke from OUSL, Sri Lanka, and Prof. Fang Muzhen, from OUC, China

- During the 2009 Meetings, there was a recommendation that A-CMODE TF needed to improve the A-CMODE program by concentrating on only the development of a shared curriculum and will not go into program offering. The request for establishment of an expanded task force for conducting the Task Analysis and Delphi Study was approved by the EC in 2010. Some members have indicated their interest to be a part of the expanded task force namely, OUC, KNOU, BRTVU and UT. The OUC has named their candidate for this TF, namely DR. Wei Shunping.

- To follow up the result, the 2010 Meetings recommended that the Secretariat needed to write a letter to the TF team. Therefore, the AAOU President has written a letter addressed to the TF team via the TF Chair, Dr. Melinda (UPOU), asking for further progress the A-CMODE TF Program, including submitting a Report. Through the letter, the President was also suggesting that the expected Report needed to be received by the Secretariat at the latest by 16 December 2010. In addition to the team, the letter dated on 10 November 2010, was also copied/sent to AAOU EC members as well as to Vice Chancellors, Rectors, Presidents of the TF Teams. By the time of this report, there has been no response from any of the TF team.

- The AAOU-YIA was approved to commence in 2010. As described previously in this Annual Report, the AAOU successfully inaugurated the Award. The Secretariat expresses sincere thanks to all AAOU members who participated in the Award. The Secretariat also expresses great respects to Prof. Wong Tat Meng who keenly reviewed the guidelines and to the Organizing Committee of the 24th Annual Conference hosted by HOU, Vietnam for their dedication in facilitating the first presentation of the Award.

- The Secretariat has continued to coordinate with the AAOU Publication Copyright (PCR) TF concerning the adoption of an online Common License. Starting in 2010, the AAOU has successfully applied for the Attribution-Non Commercial-No Derivative License for AAOU Online Journal. On behalf of the AAOU, the Secretariat expresses great appreciation as well as sincere gratitude to Prof. Dr. Zoraini Wati Abbas, Director of Institute of Quality, Research & Innovation (IQRI), OUM who has chaired the Team, and to all the Members, Dr. Jean Saludadez, Director for Office of Academic Support and Instructional Services, UPOU, and Dr. LIU Aijun, Business Director, Foreign Exchange Center, BTVU.

8. LEADERSHIP TURNOVER

The AAOU leadership period led by UT ends in 2010. In accordance with the Constitution, the AAOU Secretary called for nominations for both AAOU Presidential and Executive Committee Membership candidates. A letter calling for these nominations was sent out to all Full Members by the Secretary General on 8 April 2010. A second reminder letter from the AAOU President was sent to the Full Members on 5 May 2010 with the due date for nomination 16 July 2010, at the latest. By the deadline, there were 5 (five) nominations for the post of President, nominated by 7 (seven) institutions, and 7 (seven) nominees to serve on the Executive Committee nominated by 8 (eight) institutions. The following is a description of this election process. Describing the process in this Annual Report is expected to become one of AAOU's Best Practices regarding the matter.
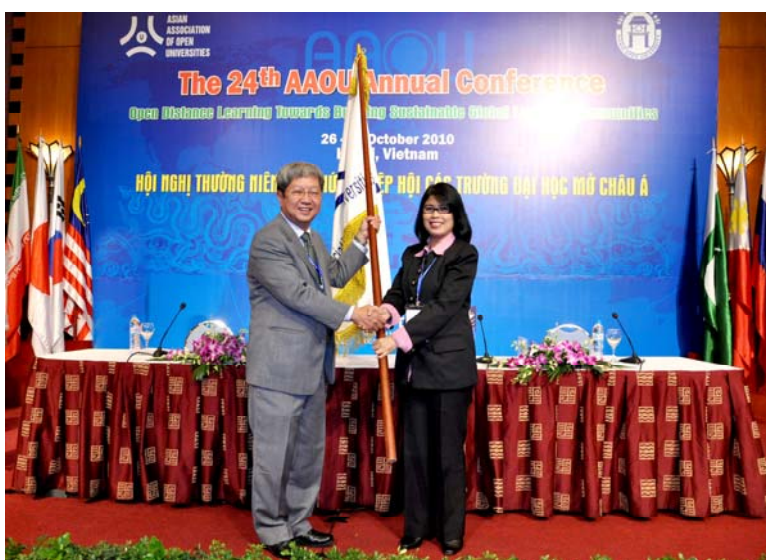
After the nomination deadline of 16 July 2010, the Secretariat received another 5 (five) additional statements of support for Prof. Wong Tat Meng's nomination for the next AAOU President. On agreement with the EB and GB members of the 2010 Meetings, the Secretary General has included these statements as additional support for the candidacy of Prof. Wong. All these candidates were then asked one by one by the President to confirm their willingness to participate in the election. The five eligible candidates were then approved by the EB as follows:

Table 5. Candidates for AAOU President 2011 – 2013

No.	Nominated Candidates:	Nominated by:
1.	Prof. Tian Belawati (Universitas Terbuka - UT, Indonesia)	Open University of Malaysia (OUM), Malaysia
		Hanoi Open University (HOU), Vietnam
2.	Ms. Swati Mujumdar (Symbiosis Centre for Distance Learning - SCDL, India)	Symbiosis Centre for Distance Learning (SCDL), India
3.	Prof. Hassan Ziari (Payamee Noor University – PNU, Iran)	Payame Noor University (PNU), Iran
4.	Prof. Tan Sri Anuwar Ali (Open University of Malaysia - OUM, Malaysia)	Sukhothai Thammathirat Open University (STOU), Thailand
5.	Prof. Wong Tat Meng	Wawasan Open University (WOU),

No.	Nominated Candidates:	Nominated by:
	(Wawasan Open University - WOU, Malaysia)	Malaysia
		SIM University (UniSIM), Singapore
		Open University of Hong Kong (OUHK) , PR China
		Open University of Japan (OUJ), Japan
		Tianjin Radio & TV University (TJRTVU)
		Shanghai TV University (STVU)
		Dr.B.R. Ambedkar Open University (BRAOU), INDIA
		University of Philippines OU (UPOU), The Philippines

During the confirmation process, several candidates withdrew their nomination as President of AAOU for different reasons. Prof. Tian Belawati kindly withdrew her candidacy to maintain AAOU's excellent tradition of taking turns amongst members in hosting the AAOU

Secretariat as well as to increase members' sense of ownership of the AAOU. Prof. Tan Sri Anuwar Ali (OUM), Prof. Hassan Ziari (PNU), and Dr. Swati Shantaram Mujumdar (SCDL) also withdrew their candidacy. As a result, Prof. Wong Tat Meng (WOU) was the only remaining candidate for AAOU president. The GB elected, by acclamation, Professor Wong Tat Meng as the AAOU President for the period of 1 January 2011- 31 December 2013. He will also assume the AAOU Secretariat in accordance with the AAOU Constitution.

After the election of the AAOU President, the Secretary General continued with the election of the EC members. The selection process used the following procedure:

a. *Presentation of the candidates for EC Members*

The Meeting of the EC also agreed to accommodate additional nominations for membership of AAOU EC that were received by the Secretariat after the nomination deadline of 16 July 2010. Several member institutions also came forward to nominate themselves during the meeting and approved by the GB. The first list of candidates for the EC members then became as follows:

Table 6. Candidates for AAOU Executive Committee Members 2011 – 2013

No.	Nominated Institutions	Nominated by:	Regions
1.	Symbiosis Centre for Distance Learning (SCDL), India	Symbiosis Centre for Distance Learning (SCDL), India	South Asia
2.	Al-Quds Open University (AQOU), Jordan	Payame Noor University (PNU), Iran	West Asia
3.	The Open University of Japan - OUJ, Japan	Sukhothai Thammathirat Open University - STOU, Thailand	East Asia
4.	Hanoi Open University (HOU), Vietnam	Hanoi Open University (HOU), Vietnam	South-East Asia
5.	Wawasan Open University (WOU), Malaysia	Wawasan Open University (WOU), Malaysia	South-East Asia
		SIM University (UniSIM), Singapore	
6.	Open University of Malaysia (OUM), Malaysia	Open University of Malaysia (OUM), Malaysia	South-East Asia
7.	Allama Iqbal Open University (AIOU), Pakistan	Alama Iqbal Open University (AIOU), Pakistan	South Asia
8.	Open University of China (OUC), China	Tianjin Radio & TV University (TJRTVU), China	China and Far-East Asia
9.	The Open University of Hong Kong (OUHK)	The Open University of Hong Kong (OUHK)	East Asia
10.	Payame Noor University (PNU), Iran	Payame Noor University (PNU), Iran	West Asia
11.	Korea National Open University	Korea National Open University	East Asia

b. *Determining eligibility of nominees for EC Membership*

It was agreed upon that WOU has to be eliminated from EC member candidacy as Prof. T.M. Wong, the President of WOU had been elected as President for 2011-2013. In addition, Al-Quds Open University (AQOU) was also eliminated from candidacy due to its lack of fee membership payment and was not present to be asked for confirmation and its commitment as one of the candidates for AAOU President.

c. *Confirmation of commitment in the selection process for EC Members from each of the candidates*

Based on confirmation from each candidate, the final list of candidates is as follows:

Table 7. Final List of Candidates for AAOU Executive Committee Members 2011 – 2013

No.	Nominated Institutions	Regions
1.	Symbiosis Centre for Distance Learning (SCDL), India	South Asia
2.	The Open University of Japan (OUJ), Japan	East Asia
3.	Hanoi Open University (HOU), Vietnam	South-East Asia
4.	Open University of Malaysia (OUM), Malaysia	South-East Asia
5.	Allama Iqbal Open University (AIOU), Pakistan	South Asia
6.	Open University of China (OUC), China	China and Far-East Asia
7.	Open University of Hong Kong (OUHK), Hong Kong	East Asia
8.	Payame Noor University (PNU), Iran	West Asia
9.	Korea National Open University (KNOU), Korea	East Asia

d. *Election for EC Members uses the following procedure*:

1) Distribution of ballot forms to all eligible voting members.

2) Assuming quorum is met, proceeding with the voting process whereby each eligible voter gives a rank next to the names of six out of all the candidates named on the list (based on the assumption that the EC would consist of six members).

3) Collection of the filled out forms by the Secretariat.

4) Selection of two scrutinizers for scoring the votes (in 2010, Dr. Grace J. Alfonso from UPOU and Dr. R. Krishnakumar from YCMOU).

5) Opening the forms and scoring the votes based on the **rank order** by the selected scrutinizers.

6) Calculating the score is obtained by the following method:
   - Rank 1 will be given a score of 6
   - Rank 2 will be given a score of 5
   - Rank 3 will be given a score of 4
   - Rank 4 will be given a score of 3
   - Rank 5 will be given a score of 2
   - Rank 6 will be given a score of 1

7) Announcing the list of the top **six** candidates based on the ranked scores as the newly elected Executive Committee members. Based on the accumulated weighted scores, the top six scorers in 2010 were:

No.	Institution	Region
1.	Open University of Hong Kong	China Far East
2.	Open University of Japan	East Asia
3.	Open University of China	China Far East
4.	Open University of Malaysia	South east Asia
5.	Korean National Open University	East Asia
6.	Hanoi Open University	South-East Asia

8) Ensuring representation of all regions of the AAOU

To address the lack of representation from the South and West Asia regions, the GB agreed to co-opt two additional members for the EC. The final AAOU EC membership for the period of 2011-2013 is then as follows:

No.	Institution	Region
1.	Open University of Hong Kong	China Far East
2.	Open University of Japan	East Asia
3.	Open University of China	China Far East

4.	Open University of Malaysia	South east Asia
5.	Korean National Open University	East Asia
6.	Hanoi Open University	South-East Asia

EC Co-op Members*	SCDL	South Asia
	PNU	West Asia

Note: Co-opted members of the EC were decided by the GB to seek representation for both South and West Asia regions.

9. AAOU COOPERATIVE INITIATIVE

In the 2010 AAOU Meetings of EB and GB in Hanoi, Vietnam, AAOU policy concerning participation within external ODE institutions was raised and discussed. The discussion was triggered by two invitations, namely from the Asian and the Pacific Training Center for Information and Communication Technology for Development (APCICT-ESCAP) for establishment of cooperation, and from the International Council for Open and Distance Education (ICDE) for associate membership.

A decision was reached that the AAOU would not be taking up membership status of any other membership organizations. Nonetheless, AAOU may develop cooperation and collaboration with other organizations such as APCICT-ESCAP AND ICDE.

In addition, a proposal submitted by G. Dhanarajan from WOU regarding the possibility of AAOU to become a regional catalyst to promote OER movement in the region was also discussed. A detailed proposal on this initiative is in Attachment 1. The AAOU decided to endorse the proposal and assign the coming President and Secretariat to follow up the proposal.

10. CONCLUDING REMARKS

From the AAOU Secretariat, I wish to record our sincere thank you to the President and the Executive Committee members for their continuous guidance and support. The Secretary General also wishes to express high appreciation to members of all Adjudication Committees, the Editorial Board of the AAOU Journal, and all the Task Force team Chairs and Members for their commitment to support AAOU programs, to KNOU, UT, BRAOU, OUM, and WOU for their dedication in sponsoring the Inter-University Staff Exchange Fellowship Program, and to the HOU for its dedication in successfully hosting the 24th AAOU Annual Conference in 2010. We wish to continue our cooperation for a more successful AAOU in the future.

To conclude this Report, we congratulate Prof. Wong Tat Meng as the new President and all the Executive Committee Members elected for the Period of 2011 – 2013. We wish a more successful leadership in the future. We also express great appreciation to WOU for their willingness to host the 25th AAOU Annual Conference in 2011 and OUJ also for their willingness to host the 26th AAOU Annual Conference 2012.

Last but not least, the AAOU Secretariat in Jakarta, Indonesia thanks all the support from all AAOU Members for their trust and active participation during UT's leadership between 2008 and 2010. We hope that all the practices and dedication we have made may contribute as innovations for the best of AAOU.

Jakarta, 28 February 2011

Secretary General
M. Gorky Sembiring

ANNEXURES

Annexure 1

A PROPOSAL FOR THE AAOU TO TAKE ON THE LEADERSHIP TO PROMOTE OER AMONG ITS MEMBER INSTITUTIONS

Preamble

Some 27 years ago Open Distance educators founded the Asian Association of Open Universities in the firm conviction that this method of providing higher education has enormous potential in Asia and therefore needs to be promoted through advocacy, capacity building, building a professional community and sharing of information. The success of the AAOU in doing all of the above is a testimony to their foresight. Today there is a new development in the horizon in the form of Open educational Resources [OERs]. It is catching fire in Europe, N. America and Africa. There is some activity which is sporadic in Asia but not to the extent of building a continent wide community of practice. The AAOU should lead this development and continue to hold to the leadership of pioneers in building an educational community of innovators.

Background

New emerging technologies and innovations in pedagogy such as OER present opportunities for collaborating in and sharing of curriculum and learning materials. These advancements technology and pedagogy of the technologies has excited of many to share especially learning materials free of legal as well as logistical restrictions. The OER movement is a product of these developments and over the last five years has excited and motivated many, for whatever reasons, to be part of it. The Open Courseware [OCW] facility of the Massachusetts Institute of Technology[1], in the United States of America has drawn global attention to the OER phenomenon of how high powered and quality curriculum can be made portable, under certain conditions, from institution to institution, across national and geographical jurisdictions. The conditions include appropriate legal environments that almost free IPR restrictions through arrangements such as Creative Commons. From about early 2000 the OER movement has grown exponentially with more than 2500 open access courses and growing becoming available from about 200 universities world wide. Geographically these breaks down to about 2000 in the USA, 450 in China, 350 in Japan and about 180 in France. More OER projects are emerging at educational institutions in Australia, Brazil, Canada, Cuba, Denmark, Hungary, India, Iran, Ireland, the Netherlands, Portugal, Russia, South Africa, Spain, Sweden, Thailand, the UK, the US, and also Vietnam.

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[1] [1] http://ocw.mit.edu/OcwWeb/web/about/about/index.htm

OCW arrangements have helped, in promoting the OER development, in a few instances[2] in Asia but by and large, the current scale and scope of many OER enterprises present considerable challenges to those who stand to gain the most from these initiatives; these are the teachers and learners from the developing world where for many reasons the quality of the curriculum and its design, the transformation and the development of the curriculum into a learning experience, the availability of the tools to utilize OER products are all impediments to taking full advantage of the OER potentials.

Contemporary dialogue and debate on the subject seems mostly around:

- The three elements associated with the OER movement. These are the tools especially software programs [standards etc], the Open Courseware [OCW] development and the Reusable Learning Objects and their repositories.

- A need for clarity on policy related issues.

- An uncertainty about availability of human capacities to manage the entire venture and,

- A lack of knowledge on costs and benefits of using OERs in a variety of situations.

A focused leadership by the AAOU to address some if not all of the above issues can help enhance a greater level of co operation among members. For instance AAOU can help members develop legal frameworks such as Creative Commons for IPR purposes; AAOU can help build capacities and broker partnerships and alliances; it can also begin to generate information of value. In other words the organization can become a forum to help its members build their own OER interest in many different ways.

Proposal

It is proposed that AAOU accepts the role of being a regional catalyst to promote development and greater use of OER in the region, working with its member institutions and regional Inter Governmental Organisations. To help realize this effort AAOU allocate a modest sum of money for development of this idea and take it to fruition. It may wish to appoint one of its members to take a lead on this.

Paper submitted by G. Dhanarajan of Wawasan Open University to Rector Tian Belawati, UT, President of the AAOU

21 October 2010.

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[2] UNESCO Virtual University.

Annexure 2

Asian Association of Open Universities
Membership Application Form

_____

I wish to apply for **Institutional Membership**

on behalf of **Krishna Kanta Handiqui State Open University, Guwahati, Assam, India**.

Full membership (Annual Membership Fee: US$600) Open and distance teaching institutions located within the Asian continent and whose primary mode of institutional delivery is through the distance mode

Title and Name: **Professor Srinath Baruah**

Position: **Vice Chancellor**

Mailing Address: Housefed Complex, Dispur, Guwahati – 781006, Assam, INDIA.

Telephone:0361-2235971 Fax: 0361-2235398

Email:kkh_sou@yahoo.com and srinath_baruah@yahoo.com

Signature _23/10/2010_ Date

Vice-Chancellor
Krishna Kanta Handique
State Open University
Guwahati.

INSTITUTIONAL PROFILE

1.Name and address of institution

Name: Krishna Kanta Handiqui State Open University

Address **Housefed Complex, Dispur, Guwahati – 781006, Assam, INDIA.**

Telephone: **+91361-2235971**, Fax: **+91361-2235398**

Email: **kkh_sou@yahoo.com**, Website: **www.kkhsou.org**

2.Institution model : State Open university

3.Background

Date of establishment of institution: **2006 (December)**

Date of establishment of distance education component:-**Does not arise as the University itself is a State Open University**

4.Head of institution

Name: **Professor Srinath Baruah**

Title: **Vice Chancellor**

5.Person in charge of distance education (for dual mode institution): Not Applicable

Name:_____

Title:_____

6.Budget

Estimated annual budget of institution during 2010-11 for the provision of distance education in US Dollars:___$_2.67__million_____

7.Name(s) of school(s) / department(s) / centres(s) offering programs of studies in the distance mode

a) **School of Professional Studies**

b) **School of Management (including Commerce)**

c) **School of Sciences**

d) **School of Technological Studies**

e) **School of Humanities**

f) **School of Social Sciences**

8.(a) **Programs and courses offered in the distance mode**

Number of programs: 32

Titles of programs **(Separate Sheet enclosed)**

BPP : 3 disciplines (Arts, Commerce and Business Studies, Computer Science)

Certificate Programmes: Total 9 (CCA, CMPR, CMRAE, CMREDA, CSPF, CCGR, CCBF, CCDF & CCLF)

Diploma Programmes: Total 6 (DJMC, DAJ, DHM, DTM, DCHN & DCWE)

Bachelor Degree Programmes: Total 5 (BCA, BBA, B Com BMC & BA)

PG Diploma Programmes : Total 6 (PGDCA, PGDBM, PGDTHM, PGDBJ, PGDMC & PGDHRM)

Master's Programme : Total 3 (MBA, MCA & MMC)

8(b) **Programme offered in regular mode** : PhD and, vocational certificate and Diploma courses. Ph.D programme is offered in the Head Quarter and has a maximum of 15 seats annually confined within the subjects of Distance Education, Social Sciences, Management, Computer Science, Humanities and Languages.

Prospectus of BPP programme, Graduate and Under Graduate Programme, Post Graduate Programme and PhD have been attached.

9.**Students and graduates of Distance Education programs**

Number of current enrolment: _25000 Plus _____

Estimated number of annual intake: Not yet applicable

Number of graduates:__The first batch of graduate will come out in   2011

10.Staff involved in distance education

Number of full-time academic staff: 25

Number of part-time academic staff: 6

Number of full-time support staff: 48

Number of part-time support staff: 4

11.Please describe media used for the provision of distance education(i.e. printed, audio-visual, broadcast media, ISDN Internet based)

Printed Self Learning Material (SLM)s are provided to learners. For the BPP, Certificate, Diploma and Degree (BA, B Com, BMC) are offered in English and Assamese. Other Programmes are offered in English only.

Gyan Tarang (FM Radio Station of the University @ 90.4 MHz) started functioning. Formal inauguration is being done by Hon'ble Governor ofg Assam on 13th. November, 2010. . KKHSOU is the first University in the North East Region of India to launch local educational FM Radio station.

Multi-media Audio-Visual Programmes have been started.

12.Please describe support services rendered to distance education students(i.e. library, services, study centres, aboratories, tutorials, counselling, student clubs)

More than 200 Study Centres have already been set up across the state / region.

Study centres have been set up in 3 District Jails in Assam. These study centres offer free education to the jail inmates.

Counselling sessions are regularly conducted in the study centres during Sundays and holidays.

Access to library services are offered to the learners of the study centres. University has provided books to set up library in the study centres.

E-library has been set up. These provide students access to available e-resources.

University has subscribed to JSTOR to provide to quality research materials to its Academic Staff and Research Scholars.

Live lectures, audio lectures, recorded lectures are provided to the learners.

Phone-in-Programme through All India Radio are broadcast covering the whole region every 4th Sunday of the month. This programme seeks to directly redress the issues of its learners and make them and the general public as a whole aware of the activities of the University.

Please attach any relevant publications / pamphlets demonstrating fulfillments of the membership category criteria to facilitate the assessment process.

Please return completed form by mail or fax to:

Vice-Chancellor
Krishna Kanta Handique
State Open University
Guwahati

List of Enclosures along with the Application Form:

1) Copy of the Act of the University
2) University's Newsletter (4 copies)
3) Prospectus : 4 copies (BPP, Graduae & Undergraduate Programmes, PG programmes and PhD (Regular Programme)
4) Copy of the Admission Notice 1/2010 (For list of programmes offered by the University)

23/10/2010

Vice-Chancellor
Krishna Kanta Handique
State Open University
Guwahati

Annexure 3

Asian Association of Open Universities
Membership Application Form

I wish to apply for (please tick)

Institutional Membership
on behalf of _____ **Asia e University** _____
(name of institution)

√___Full membership (Annual Membership Fee: US$600) Open and distance teaching institutions located within the Asian continent and whose primary mode of institutional delivery is through the distance mode

___Associate membership (Annual Membership Fee: US$400) Institutions active in promoting or delivering education by the distance mode through departments, facilities, centers or schools of external or off campus studies and programs

Supporting Membership
on behalf of_____
(name of organization, if applicable)

___Donor supporting membership (One Off Membership Fee: US$20,000) individuals and organizations wishing to make significant financial contributions in support of AAOU's objectives

___Corporate supporting membership (Membership Fee: US$10,000 per 5 years)business corporations wishing to be linked to the AAOU in a mutually beneficial way

___Individual supporting membership (Membership Fee: US$500 per 5 years)individuals wishing to contribute to the AAOU's activities

Title and Name: Professor Dato' Dr. Ansary Ahmed

Position: President/Chief Executive Officer

Mailing Address: Ground Floor, Main Block, Dataran Kewangan Darul Takaful, No.4 Jalan Sultan Sulaiman, 50000 Kuala Lumpur, Malaysia

Telephone: 03-2785 0002   Fax: 03-2785 0001

Email: president@aeu.edu.my

_____ Signature   Date: 2nd August 2010

INSTITUTIONAL PROFILE

1.Name and address of institution
Name: Asia e University
Address: Ground Floor, Main Block, Dataran Kewangan Darul Takaful, No.4 Jalan Sultan Sulaiman, 50000 Kuala Lumpur, Malaysia
Telephone:03-2785 0002   Fax: 03-2785 0001
Phone: 03-2785 0000   Fax: 03-2785 0001
Email: enquiries@aeu.edu.my   Website: http://www.aeu.edu.my

2.Institution model
Open university/open learning institution
Conventional university with extension/external off-campus programs

3.Background
Date of establishment of institution: 18 April 2007
Date of establishment of distance education component: 18 April 2007

4.Head of institution
Name: Professor Dato' Dr. Ansary Ahmed
Title   : President/Chief Executive Officer

5.Person in charge of distance education (for dual mode institution)
Name : Professor Dato' Dr. Ansary Ahmed
Title   : President/Chief Executive Officer

6.Budget
Estimated annual budget of institution for the provision of distance education in US Dollars: USD 7.75 million

7.Name(s) of school(s) / department(s) / centres(s) offering programs of studies in the distance mode
  i.   School of Management
  ii.   School of Education & Cognitive Science
  iii.   School of Information & Communication Technology
  iv.   School of Foundation Studies
  v.   School of Professional & Executive Education

8. Programs and courses offered in the distance mode
Number of programs : 20
Title of programs : Refer Appendix 1
Number of courses : 306

9.Students and graduates of Distance Education programs
Number of current enrolment: 2928
Estimated number of annual intake: 1500
Number of graduates: First batch end of the year, around 40 postgraduate students.

10.Staff involved in distance education

Number of full-time academic staff: 17
Number of part-time academic staff: 51
Number of full-time support staff: 68
Number of part-time support staff: 151

11.Please describe media used for the provision of distance education (i.e. printed, audio-visual, broadcast media, ISDN Internet based)

Open and distance learning (ODL) in Asia e University (AeU) is supported by a comprehensive network of services from AeU Learning Management System, AeU Library, Student Portal, as well as tutors, student services and support staff. Students are able to learn independently with the support of self-instructional materials (internet, CDs, books, journals) and minimal supervision from lecturers through self-managed learning.

Lectures conducted at AeU are digitally recorded and are available to students across the globe via video streaming. Interactive student-tutor participation via the AeU Learning Management System enhances the student learning environment. Student learning is further enriched via the adoption of digital materials freely available on the web, for example Open Courseware and Google for Educators.

Learning materials at AeU are designed and developed incorporating learning activities that promote active participation using case studies of real world authentic settings, virtual trips allowing for the application of concepts and principles, examples illustrating main concepts, principles and theories, online self-tests to encourage self-study and independent learning and video and audio clips to enhance understanding of concepts.

As part of AeU's e-Learning effort, AeU has at its disposal, a team of highly experienced educational technologists to maximise the e-education experience. Placed under the Content Development Unit (CDU), the team comprises of instructional designers, graphic designers, animators, multimedia developers, and audio/video specialists, and is responsible for developing, monitoring and proposing the adoption of the latest tools to enhance e-Learning at AeU, whose materials are written by highly experienced and recognised academics teaching at AeU. Learning materials are therefore of the same high standard as those received by students studying at AeU main campus. The team also provides consulting and professional services to various organisations and Institutions of Higher Learning in Malaysia and overseas in developing their e-content. AeU in addition simultaneously engages in exchange of best practices between other educational and relevant industries and institutions.

12. Please describe support services rendered to distance education students (i.e. library, services, study centres, laboratories, tutorials, counselling, student clubs)

AeU students are given the option to study independently, taking full and active responsibility of managing their study at a pace suitable for them. Alternatively, students can opt for additional educational support at AeU's local learning centres where available, and benefit from face-to-face academic support and interaction with fellow students.

Students engaging in fully online mode will be given a set of learning materials containing study guides and handbooks written by AeU academics, which are designed to guide students throughout the duration of their studies. Textbooks are also provided, written by authoritative experts in their respective fields. The academic regulations, past examination papers and examiners' reports are also provided to facilitate the student's learning process. CD-ROMs containing AeU modules and access to online digital resources, online libraries and journals, study materials and databases.

Student interaction is facilitated via a discussion forum, e-mail and 'chat room'; through the online conferencing system using virtual learning platform. Students will join a community of learners from all over Asia to discuss and share ideas about learning activities included in the course materials, discuss and collaborate on assignments and projects and share ideas on preparation for examinations.

The following instructional methods were deployed in order to facilitate student personal development, namely learning contracts, action learning projects, learning logs, role play, and structured experiences in groups, reflective documents, self-assessment and profiling. This serves to develop the capacity of students to plan and manage their independent learning. Specifically designed Self-Instructional Materials (SIMs) provide for the acquisition of knowledge and skills whereby attitudes are developed through case studies and solution of real-world examples, essays, projects, thesis and dissertation are related to authentic real-world settings which prepares them for their future work as well as reflective learning logs and diary.

The AeU Learning Management System (LMS) is designed to support students' learning experience. It is a platform for teaching and learning activities whereby learners can communicate with instructors and/or facilitators via the Internet and gain access to their learning materials and engage in real-time discussion with fellow classmates via moderated forum and chat rooms, supervised by an AeU academic facilitator. The LMS also provides access to learners for viewing and submission of assignments as well as question bank and case studies.

Student academic services are also being carefully looked after via the AeU Student Portal which serves as the main online space for learners studying with AeU, be it face-to-face or fully online mode. This secure access website offers an announcement system where learners will be able to view the latest events and updates posted by the university administrator. It is through the Student Portal that students are able to undertake academic related matters with the Admission and Records department for

activities such as adding or deferring courses, application for programme/course and as a communication link between students and Finance and Examination departments. Online counselling services are also available for students encountering academic difficulties.

The backbone of our student support service is the AeU Knowledge Center or Library. The 7,000 square foot library is stocked with close to 3000 physical titles, subscriptions to 18 printed journals and 4 newspapers, and 20 theses titles. There are also over 100 magazines covering various areas and over 100 CD-ROM titles to assist learning. The real value of the library is of course the availability of electronic materials. This includes Books 24x7 with more than 6,500 titles, Ebrary which has close to 40,000 titles, Springer with more than 100,000 titles, and Proquest with over 85,000 full text management titles. Also part of the electronic resources is the e-Theses with sources from Malaysian Theses Online, Australian Research Repositories Online, OhioLINK Electronic Theses and Dissertations Center, and Networked Digital Library of Theses and Dissertations.

The AeU library is also equipped with a cafe, two study rooms, a book shop, a conference room, reading areas, print on demand services, a book drop, self check service, computer workstations, wireless internet access and OPAC – Online Publication Access Catalogue – which is linked to the e-resources and makes searching for titles easier. The library also provides an inter-library loan system which we share with 500 other local and international universities.

Student support is also available at the AeU's learning centres. AeU's learning centers are well equipped to make the face-to-face learning experience a conducive one. The air-conditioned classrooms have access to WiFi, a lounge, and a cafeteria. Our learning center administrators are trained to serve students when it comes to academic time tabling scheduling, fee related matters, academic facilitators management, and student counselling. Students at AeU's international learning centres also enjoy the same learning experience as local students.

Our Learner Support Centre (LSC) is a one-stop-centre for student services and support. The LSC serves as the first point of contact for incoming calls and walk-in customers in addition to handling student inquiries regarding their fees, registration status, and clarifications on subjects etc. The LSC constantly liaises our various schools, partners, and support units to ensure seamless integration of service delivery and operations to the students. Any issues, comments, complaints or feedback from students are closely monitored for immediate response to be taken by the appropriate schools or units.

Customer relationships are effectively managed through the e-CRM system (electronic customer relationship management) which tracks and stores customer data in a database. This data can easily be retrieved whenever needed. Additionally, the e-CRM system is also used for storing data for all activities related to services, products, souvenirs, vendors and much more. All calls and emails from students all over the world are logged for record keeping.

Among the services offered by the LSC are consultation for current and prospective students, receiving enrolment applications, accepting payments for student registrations, producing the student ID card, producing certification letters for EPF withdrawal, provide learning materials from schools, accept submission of assignments, and act as a one-stop centre for updates and news from schools and other departments. This includes international student affairs. The LSC helps to make distance education with AeU a smoother and efficient experience by providing students with care and advisory assistance pertaining to matters relating to their studies, facilities and service delivery.

Please attach any relevant publications / pamphlets demonstrating fulfilments of the membership category criteria to facilitate the assessment process.

Please return completed form by mail or fax to:
Mr. Maximus Gorky Sembiring
Secretary General, AAOU
Universitas Terbuka
Jalan Cabe Raya, Pondok Cabe, Pamulang, Tangerang 15418, Indonesia
Email: *aaou@mail.ut.ac.id*
Phone: +62 21 7401585, 7490941 (ext. 1000)
Fax: +62 21 743 4290

Appendix 1

List of programs and courses offered in the distance mode at Asia e University.

School	Program
School of Management	**Bachelor Programs** i) Bachelor of Business Administration with Honours (BBA Hons) **Master Programs** i) Master of Business Administration (MBA) ii) Master of Management (MIM) iii) Master of Science (MSc) (Management) By Research iv) Master of Knowledge Management (MKM) **Doctorate Programs** i) Doctor of Philosophy (Business Administration) ii) Doctor of Business Administration (DBA) **Executive Programs** i) Executive Master of Business Administration (EMBA) ii) Executive Master of Public Administration (EMPA) iii) Executive Master of Islamic Banking and Finance (EMIBF) iv) Executive Master of Strategic Human Resource Management (EMSHRM)
School of Education & Cognitive Science	**Bachelor Program** i) Bachelor of Education in Teaching English As A Second Language (B.ED TESL) **Master Program** i) Master of Education (M.Ed.) – With Specialisations **Doctorate Program** i) Doctor of Philosophy (Education) **Postgraduate Diploma Program** i) Postgraduate Diploma in Higher Education Teaching (PGDipHET)
School of Information & Communication Technology	**Bachelor Programs** i) Bachelor of Information and Communication Technology - With Specialisations **Master Programs** i) Master of Information and Communication Technology Management (MICT) - With Specialisations **Doctorate Programs** i) Doctor of Philosophy (Information and Communication Technology)

	Executive Master Programs i) Asian Executive Master in Open Source Computing
School of Foundation Studies	AeU Foundation Studies

School of Professional & Executive Education	**Professional Short Courses**
	i) Accounting & Finance
	   • Activity Based Costing & Management
	   • Accounting for Non-Accountants
	   • Cash Flow Management
	   • Finance and Accounting for Non-Financial Executives
	   • Financial Analysis Concepts and Techniques
	   • Financial Accounting
	   • Financial Management
	   • Finance for Non-Finance Managers
	   • Introduction to Cost Management
	   • Management Accounting
	   • Practical Financial & Cash Flow Management
	   • Practitioner's Perspective of Balance Scorecard
	
	ii) Business Administration
	   • Business Ethics
	   • INCOTERMS
	   • Managing Professional Services Organizations
	   • Strategic Risk Management for Senior Management
	
	iii) Entrepreneur Development
	   • International Business for Entrepreneurs
	   • Entrepreneurial Development
	   • Managing Innovation & Entrepreneurship
	   • Designing and Leading the Entrepreneurial Organization
	   • Entrepreneurial Finance
	   • Entrepreneurial Marketing
	   • Technological Entrepreneurship
	   • Social Entrepreneurship
	
	iv) Human Resource Management
	   • Principles of Management
	   • Recruitment Assessment Techniques
	   • Job Analysis
	   • HRM For Line Managers
	   • Malaysian Labour Laws
	   • Strategic HR Planning
	   • Understanding & Managing KPI
	   • Effective Performance Appraisals

- Public Relations Skills

v) Information & Communication Technology
- ADempiere ERP Overview
- Basic Implementation of ADempiere ERP
- Intermediate Implementation of ADempiere ERP
- ADempiere Software Development
- Certified Project Manager for Information Technology
- Certified Project Professional for Information Technology
- IT Project Risk Management
- IT Project Governance

vi) Logistics
- Marketing in Transport
- Logistics Management
- Dangerous Goods Regulations
- Advanced Airfreight Rating
- Airfreight Skills

vii) Marketing
- Services Marketing
- Strategic Brand Communications
- Constructing Marketing Plans
- Strategic Trade Marketing Management
- Constructing Powerful Brand Plans
- Marketing for Results
- Selling for Success

viii) Organisation Behaviour
- Leading Change
- High Performance Teams + Experiential Learning
- Organizational Leadership
- Coaching for Performance Improvement
- Leadership Skills Workshop
- Essential Skills for Consultants
- Changing the New Mindset
- Competitive Advantage and Strategies
- Organizational Performance Management
- Identification and Management of Stakeholder Relationship

ix) Personal Development
- Delivering Winning Presentations
- Embracing Change in Uncertain Times
- Creative Thinking Skills / When Sparks Fly
- Managing Meetings
- Understanding Human Personality
- Intro to Neuro Linguistic Programming (NLP)

- Emotional Intelligence for Effective Management

x) Project Management
- Project Management
- Advanced Risk Management (PMP)
- Advanced Quality Management (PMP)
- Estimating (PMP)
- Recovering Troubled Projects (PMP)
- Earned Value Management (PMP)
- Building and Running a PMO (PMP)
- Building and Managing Portfolios (PMP)
- Project Management Professional (PMP) Preparation

xi) Teaching and Learning
- The Art of Lecturing
- Assessment in Higher Education
- Counselling Students in Higher Education
- Course Design and Development
- Supervising Student Projects and Dissertations
- Academic Leadership
- Nature of Student Learning
- Enhancing Critical Thinking of Students
- Enhancing Creative Thinking of Students
- Integrating Communication Skill Development in Teaching
- Personal Development of Students
- E- learning in Higher Education
- Teaching Adult Learner
- Teaching in Small Groups

Executive Diploma
- Executive Diploma of Mosque Management
- Executive Diploma of Islamic Banking & Finance
- Executive Diploma of Network Marketing
- Executive Diploma of Hospitality Management
- Executive Diploma of Financial Services
- Executive Diploma of Internet Marketing
- Executive Diploma in Business Management
- Executive (Professional) Diploma of Project Management Operations
- Executive (Professional) Diploma of Logistics Operation
- Executive (Professional) Diploma of Operations Management

- Executive (Professional) Diploma of Oil Palm Operations and Technology

Executive Bachelors
- Executive Bachelor of Business Administration
- Executive Bachelor of Management
- Executive Bachelor of Business Management

Executive Masters
- Executive Master of Business Administration
- Executive Master of Business Management
- Executive Master of Human Resource & Organizational Development
- Executive Master of Hospitality Management
- Executive Master of International Human Resource Management
- Executive Master of Leadership and Management
- Executive Master of Strategic Management
- Executive Master of LEAN Supply Chain Management
- Executive Master of Management
- Executive Master of Plantation Management
- Executive Master of Human Resource Development
- Executive Master of Business Project Management
- Executive Master of Business Operations Management
- Executive Master of Human Capital Management
- Executive Master of Business Administration (Marketing)

3rd August 2010

Mr. Maximus Gorky Sembiring
Secretary General, AAOU,
Universitas Terbuka,
Jalan Cabe Raya, Pondok Cabe,
Pamulang,
Tangerang 15418,
Indonesia

Dear Sir,

Asia e University's Application form for AAOU

It gives me great pleasure to introduce Asia e University ('AeU'). AeU is a flexible, international university set in Asia, under the Asia Cooperation Dialogue (ACD). Its establishment was a Malaysian initiative as the prime mover for e-education. Malaysia has the support of 31 ACD Member Countries of which the Republic of India is a founding member. This is confirmed at the Islamabad 2005 and Doha 2006 ACD Ministerial Meetings

The vision of the University is to be a leading educational hub in the promotion of affordable and quality e-learning in Asia. Its mission is to work in collaboration with universities, institutions and corporations, drawing upon this collective expertise and resources to provide quality Higher Education and Lifelong Learning within the Asian geographical reach.

To that end, it would indeed be extremely beneficial for AeU to be a part of the AAOU as it is in line with our intention of spreading knowledge across the region through e-learning. Please find attached the completed Membership Application Form for full membership into the Asian Association of Open Universities.

I do hope that you find the membership application to be completed as per your requirements and please do not hesitate to contact me if you need anything. My email is ridzuan.repin@aeu.edu.my .

Thank you.

Yours Sincerely,

Ridzuan Repin
Assistant Manager
International Office

www.aeu.edu.my

Asia e University, Ground Floor, Main Block, No. 4, Jalan Sultan Sulaiman, 50000 Kuala Lumpur.
General Line : +603 2711 0438   Fax : +603 2711 0436

A Collaborative Multinational University under the 30 Asia Cooperation Dialogue (ACD) Countries