

**CUTC/SUT
Project Review Committee Meeting**

Proposed Agenda

1. **Review of Project Activities to Date**
 - ▶ CUTC consultancies in Thailand
 - ▶ SUT customized study tours in Canada

2. **Issues for Discussion Regarding Project Activities**

Thai Transfer Students in the International Program

- ▶ Academic Qualifications and ESL Proficiency
- ▶ Admissions to the partner institutions:
 - TUNS:** Chemical Engineering, after completion of 2nd year at SUT
10-15 students
 - Ryerson:** Electrical and Computer Engineering, after completion of 1st year at SUT
10-15 students
 - Guelph:** Food Technology, after completion of 2nd year at SUT
8-10 students
 - Waterloo:** Mechanical Engineering, after completion of 2nd year at SUT
3-5 students
- Student's Fees:** Common or separate structures (by University)?
Canadian \$10,000 - \$14,000
We need the Ministry's approval not to count the transfer students as visa students i.e., contract students/CIDA supported? Who will write to the Ministry requesting their approval: collectively or separately?

Implementation of the International Programs

Curriculum

- Food Technology: Separate curriculum
 - Common first-year engineering with program specific courses in second semester
 - Mechanical, Electrical, Chemical Engineering: Separate programs after first year
- SUT received full curriculum descriptions of all four programs. Any required missing information?

Timing of start of programs (specify all or some of)

Timing of semester offerings for 1st year and the remaining years 2-4 (May - August offerings?)

For 1st year Engineering: Separate ESL terms (two) and Academic terms (two) or integrated Academic/ESL and one separate ESL?

Availability of Canadian Faculty Members

- ▶ Number by program per year (2 short term + 7 on sabbatical/retirement)
- ▶ Remuneration external to project: \$2500 per month (Canadian or U.S.) + Travel + Living Expenses
- ▶ Agree on date to specify names (+C.V.) of available faculty for 1995/96 academic year.

Collaborative Ph.D. Program

- ▶ Number of scholarships/candidates
- ▶ Timing of implementation (September 1995?)
- ▶ Specific areas of required specializations
- ▶ Availability of co-supervisors at Thai Universities?
- ▶ Matching Ph.D. areas with CUTC partner universities
- ▶ Timing for visits of Canadian co-supervisors

3. Confirmation of Activities for Year 2 (1995)

- ▶ What steps should be contemplated in case the one year extension request is not approved? Who will request extension and when?
- ▶ Present status of project:
 - funds saved from completed activities?
 - Which activities should the available funds be used in?
 - Should changes be made to the other activities/funded allocations of the project, particularly those activities that will be most affected by the non-extension of the project?

4. Set Date and Location for next PRC Meeting

SUT-CUTC

Institutional Linkage and Technical Cooperation

Project Review Sub-Committee (SUT)

Tel: (66-44) 216191-8 ext. 1155, 1156

Fax: (66-44) 216127, 254843

Ref.no 5145/35

6 December 1994

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- Attn:
1. Vice Rector, Administrative Affairs
 2. Vice Rector, Academic Affairs
 3. Vice Rector, Planning and Development
 4. Dean, Institute of Resources Technology
 5. Dean, Institute of Industrial Technology
 6. Dean, Institute of Agricultural Technology
 7. Dean, Institute of Science
 8. Associate Dean, Institute of Social Technology
 9. Director, Centre for Library Resources and Educational Media
 10. Director, Centre for International Affairs
 11. Assistant Rector for Planning and Development
 12. Chair, School of English

Re: Meeting of the Project Review Sub-Committee 10/1994

The chairman of the Project Review Sub-Committee (SUT) is respectfully calling a meeting from 1:30 pm. on Friday 9 December, at the room 1002, Administrative building to discuss the following issues:

1. Follow up Activities of PRC Meeting
 - Finalization of Report of PRC Meeting
 - Preparation of Brochure for IUP
 - Scheduling of Promotional Activities for IUP
 - Preparation of TOR for the next mission to Canada

- Preparation of Semi-Annual Report, Due 31 December

2. Other Matters

Thank you for your kind attention.

(Dr. Chalida Rojanawathanavuthi)

Assistant Secretary

SUT/CUTC
Institutional Linkage and Technical Cooperation
Project Review Sub-Committee (SUT)

Ref.no 5145/20

2 November 1994

- Attn:
1. Vice Rector, Academic Affairs
 2. Vice Rector, Planning and Development
 3. Dean, Institute of Resources Technology
 4. Dean, Institute of Industrial Technology
 5. Dean, Institute of Agricultural Technology
 6. Dean, Institute of Science
 7. Dean, Institute of Social Technology
 8. Director, Centre for Library Resources and Educational Media
 9. Director, Centre for International Affairs
 10. Assistant Rector for Planning and Development

Re: Meeting of the Project Review Sub-Committee 9/1994

The chairman of the Project Review Sub-Committee (SUT) is respectfully calling a meeting from 14.00-16.30 pm. on Tuesday 8 November, at room 1002, Administrative building. Kindly find five enclosed documents.

Thank you for your kind attention.



(Dr.Chalida Rojanawathanavuthi)

Assistant Secretary

- Encl: 1. AGENDA 9/1994
2. International Program
Implementation: Issues
 3. IP Admission
 4. IP Admission Committee: A Suggestion
 5. CUTC Fax dated 27 October 1994

SUT/CUTC

Institutional Linkage and Technology Cooperation

Project Review Sub-Committee (SUT)

14.00-16.30, Tuesday 8 November 1994

Room 1002, Administrative Building

AGENDA 9/1994

1. Definition of Admission Requirements
 2. Application Procedures
 - Form
 - Papers to be required
 - Deadlines
 3. Promotion
 - Brochures
 - Slides, Videos
 - Tours, team composition, schedule
 4. Other Matters
 5. Review of Minutes 7/1994 and Minutes 8/1994
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SUT-CUTC
PROJECT REVIEW COMMITTEE MEETING
INTERGRATED PROPOSED AGENDA
28-30 November 1994

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2.3 International Program Implementation (WP6)

Issues:

- 2.3.1 How many programs can be realistically offered in September ? Which ones ? Scheduling of programs and subjects
- 2.3.2 Status of the curricula of the four programs
- 2.3.3 Status of the teaching staff
- how many courses will be offered by the local professors ? by CUTC professors ? by SUT-CUTC team ? Which ones for each case ?
 - Availability of Canadian professors
 - number per program per year; scheduling; remuneration
 - Availability of local professors
 - any contingency plan of recruitment ?
- 2.3.4 Academic qualifications and ESL proficiency to be required at SUT and CUTC
- 2.3.5 Number of students that can be admitted at SUT ? at CUTC ? What contingency plans can be put into action if number of qualified students exceed the quota ? Can other universities be considered ?
- 2.3.6 Students fees and other expenses at SUT ? at CUTC ?
- Can students be considered as non-visa students ? Contract students ? CIDA supported ?
 - Who will request the Canadian ministry ? collectively or separately

2.3.7 Preparations for the intensive English course; passing the TOEFL prior to departure for Canada

2.3.8 What GE courses are included in the curricula ? When are they to be taken ?

2.3.9 How ready is SUT with the laboratory facilities ? library materials, textbooks, IP Dormitories

2.3.10 Is there sufficient time for the promotion/marketing of the program ? in Thailand ? Outside of Thailand ?

2.3.11 CEAB accreditation; MUA-Engineering Professional Association in Thailand

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IP ADMISSION

1. ADMISSION REQUIREMENTS

- * A weighted general average in GPA and the core subjects, i.e. mathematics and sciences of 3.00 or better
- * An English TOEFL score of at least 500
- * High school leaving certificate and scores in National Examination

2. APPLICATION PROCEDURES

- * Mail to the Centre for International Affairs, Suranaree University of Technology the accomplished admission application form with a bank draft for baht 250 (US\$ 10) as application fee; academic records and certificate (High School Diploma), and four 2x2 photos on or before 30 March 1995.
- * For qualified pre-screening candidates an acknowledgement slip will be sent specifying the date, time and venue of the Qualifying Entrance Examination in English, Mathematics, Sciences and General Knowledge.
- * Candidates will be required to reconfirm their intention taking the exam by sending the accomplished form and bank draft of baht 300 (US\$ 12) as examination fee.
- * The results of the examination will be reviewed by the Admission Committee and would determine the students to be admitted of the program. The result will be made known the first week of May.
- * The successful candidate must confirm their registration by sending the acceptance form on or before the third week of May. Registration for the Intensive English Course will be the first week of June.

3. DEADLINES :

Application : *30 March 1995*

Confirmation of Intention to take the Qualifying Exam : *15 April*

Entrance Exam : *1 May*

Confirmation of Intention to Register : *3rd week of May*

Registration : *1st week of June*

4. ADMISSION SCHEDULING

September	- <i>Start of Classes</i>
August	
July	- <i>English Course</i>
June	
May	- <i>Admission Confirmation</i>
April	- <i>Examination</i>
March	- <i>Deadline for Application</i>
February	
January	

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IP Admission Committee : A Suggestion

The Committee will be composed of the following:

1. Vice Rector for Academic Affairs
2. Vice Rector for Planning and Development
3. Dean, Institute of Science
4. Dean, Institute of Social Technology
5. Dean, Institute of Industrial Technology
6. Dean, Institute of Resources Technology
7. Dean, Institute of Agricultural Technology
8. Director, Centre for Educational Services
9. Director, Centre for International Affairs
10. Chair, School of English

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International

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DATE: 27 October 1994
DESTINATION FAX #: 011-66-44-254-843
 Please deliver attached pages to:
NAME/TITLE: Dr. Sam-arng Srinilta
COMPANY/INSTITUTION: Suranaree University of Technology
ADDRESS: Thailand

You will receive 4 page(s) of copy including this cover sheet. If the entire transmission is not received, please contact us as soon as possible. Our operator can be reached at (416) 979-6026.

FROM: Jennifer Sherwood

Dear Dr. Sam-arng:

RE: SUT/CUTC Institutional Linkage Project

I am attaching a proposed agenda for the upcoming Project Review Committee to be held at SUT. This agenda is based primarily on discussions held between CUTC and SUT personnel during the recent SUT mission to Canada, and has been approved by all CUTC participants. Please review and respond with any changes, additions and/or comments. We would suggest that the meeting be held all day on Monday and Tuesday November 28 and 29 and conclude during the morning of Wednesday November 30. It is hoped that Canadian personnel could then travel to Bangkok on Wednesday afternoon and meet with ARA and CIDA personnel on Thursday December 1 to discuss outcomes of the PRC meetings.

Travel arrangements for the group to Bangkok have been made and I seek your assistance in arranging accommodation and transportation arrangements between Bangkok and Korat. The following are confirmed arrangements (*in italics*) and requirements:

Dr. Stalin Boctor

Friday November 18

AC793 Toronto 7:10 pm Los Angeles 9:16 pm

Saturday November 19

TA771 Los Angeles 11:15 am Bangkok 10:35 pm (Sunday November 20)

Requires:

- one night accommodation in Bangkok (November 20)
- transportation Bangkok-Korat (November 21)
- accommodation in Korat (November 21-30)
- transportation Korat-Bangkok (November 30 afternoon)

RYERSON POLYTECHNIC UNIVERSITY

Mailing Address: 350 Victoria Street, Toronto, Ontario, Canada M5B 2K3
 Business Location: 133 Mutual Street, 2nd floor, Suites 200-207. (416) 979-5026. Fax (416) 979-5352

- two nights accommodation in Bangkok (November 30-December 1)
- per diems for duration of stay

Ms. Jennifer Sherwood

Sunday November 20

Cathay Pacific 829 Toronto 11:00 pm Hong Kong 7:00 am (November 22)

Tuesday November 22

Cathay Pacific 713 Hong Kong 9:10 am Bangkok 10:50 am

Indra Regent Hotel, Bangkok

November 22-24

Requires:

- transportation Bangkok-Korat (November 24 afternoon)
- accommodation in Korat (November 24-30)
- transportation Korat-Bangkok (November 30 afternoon)
- three nights accommodation in Bangkok (November 30-December 2)
- per diems for duration of stay

Dr. William Caley

Saturday November 26

A 621 Manila 2:55 pm Bangkok 5:00 pm

Requires:

- transportation Bangkok-Korat (November 26 after 5:00 pm)
- accommodation in Korat (November 26-30)
- transportation Korat-Bangkok (November 30 afternoon)
- two nights accommodation in Bangkok (November 30-December 1)
- per diems for duration of stay

Dr. Gerry Schneider

Wednesday November 23

Canadian Air 7 Toronto 10:45 am Bangkok 10:10 pm (November 24)

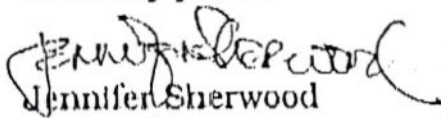
Requires:

- one night accommodation in Bangkok (November 24)
- transportation Bangkok-Korat (November 25)
- accommodation in Korat (November 25-30)
- transportation Korat-Bangkok (November 30 afternoon)
- two nights accommodation in Bangkok (November 30-December 1)
- per diems for duration of stay

Please fax arrangements to me as they are confirmed and I will pass information on to the others on the mission.

I look forward to hearing from you soon and to seeing you next month.

Sincerely yours,


Jennifer Sherwood
Project Officer