

COPY

Ref.No. 5136/157  
MS. NIRMALA BASKARAN  
Sri Lanka Telecom Training Center  
Welisara, Sri Lanka

9 April 1998

Fax: 94.1.958148  
Email: baskaran@sri.lanka.net

**RE: TRAINING ON STRATEGIC AND  
OPERATIONAL PLANNING**

**Dear Ms. Baskaran,**

Thank you very much for your email of 6 April. Sorry for the slight delay in response as 6 April was a national holiday in Thailand. It was the Founding day of the Chakri Dynasty of which the present King is the IXth.

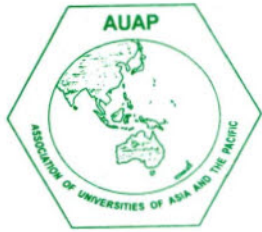
I would be very happy to undertake the training in June. I will be needing the same ZOPP cards, the brown papers, pins and boards as well as flip charts that we used. I will also need the usual over head projector and one computer ,. I hope you could provide someone to assist me enter the results of the workshop into the computer. She must be good in spreadsheets or tables.

I am enclosing a short summary of my CV specially those relevant to the above task that I am supposed to do for the Sri Lanka Telecom Ltd.. As I said, what I would require is preferably a business class air ticket and reasonable hotel in Sri Lanka. However, if economy air fare is your regulation, it is also okay with me since the flight is not very long. I do not know the budget you have and so I cannot tell the honorarium or per diem to charge. I usually adjust it depending upon the sponsoring organization. It should be the least of your worries. Kindly quote me a figure and I will consider it. I am doing this more as service and for friendship rather than as money making.

You will however have to send me more information about your organization and the work being done so that I could prepare .I will be in Shanghai from the 14<sup>th</sup> to 19<sup>th</sup> of this month, but my secretary can forward to me your communications even when I am in Shanghai. As I mentioned to you, I may be in London and Paris during the month of May and so I would rather have the training the 15<sup>th</sup> of June, arriving the 14<sup>th</sup> or earliest the 13<sup>th</sup>. I will need at least one day before the workshop to work with you and your boss so that we can adjust plans.

- 9 APR 1998

**FAXED** + letter



## The Association of Universities of Asia and the Pacific

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AUAP98/

2 April 1998

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### RE: AUAP Participation in the World Conference

This is to acknowledge the receipt of the letter from Mr. Ahmed Sayyad informing us of the 5 slots allotted to AUAP during the Conference. In this connection, we would like to receive your kind advise as to the acceptance of the proposal from AUAP members to present short papers during the Conference (Round Table Discussion). I am enclosing a copy of that original letter which contained the five topics that the AUAP officers have expressed interest. Your reaction would be most appreciated so that they could be advised accordingly.

I am pleased to reiterate my acceptance to participate in the May Organizational meeting in Paris.

Thank you.

Sincerely,

(Prof. Dr. Ruben C. Umaly)  
Secretary-General, AUAP

cc: Ahmed Sayyad  
Louis Kearney

Sorry, I missed the party of your group at AIT. I really enjoyed your batch. I could not return to Bangkok because of a relatively heavy schedule at Nakhon Ratchasima as we had guests during that week. I hope the rest of your stay and training were very pleasant and fruitful. I may have to rely on you as co-facilitator in the workshop.

With best regards and I look forward to the possible training in your country. Feel free to write or send an email if you have further questions.

Yours sincerely,



(Prof. Dr. Ruben C. Umaly)  
Director, Center for International Affairs

## **2.4 Practical order of priorities**

### **How to assign priorities between various distance education and research projects/at the university ?**

- to establish a committee and give priorities through discussion

### **How to assign priorities between various universities for networking ?**

- University organized all Education and Research Network Committee and Decides priorities by them.
- under development
- We do not understand this question.

## **1. Location of multimedia facilities at university campuses**

- General multimedia facilities are at the library, Facilities for distance education will be installed at the central lecture building on campus.
- Refer to John Renner's handout in Penang Summarising the structure of the Virtual Campus System
- Studio, Computer Center, Licence Center
- We have requested a studio classroom to be built and annexed to CSIM building

## **2. Role and function of each university for APDMEN**

- Distance education delivery systems, Legal issues, policies, standards and international linkages
- Virtual Campus functions in an autonomous non-competitive way  
Each Faculty provides practical / functional support  
Coordination by the Pro Vice Chancellor (Teaching, Learning and Technology)
- Co-chair university for UNESCO UNITWIN Program
- We are a new member in APDMEN and have yet to define a particular role in any initiative.

## **3. Pattern of use**

### **Interactive communication (lecture with question and answer), one way communication (broadcast type)**

- Interactive: student/student, student/teacher, student/courseware
- both

## **Symmetric or/and Non symmetric**

- S use

## CURRICULUM VITAE

Name: Prof. Dr. Ruben C. Umaly

Nationality: Filipino

Birth: 31 December 1938, Pasig City, Philippines

Education:	1958	Bachelor of Science University of the Philippines, Quezon City
	1962	Master of Public Health, University of the Philippines, Manila
	1964	Master of Science (Radiation Biology) University of Birmingham, England
	1967	Doctor of Philosophy (Radiation Biology/Botany) University of Birmingham, England
Career:	1994 - present:	Director, Center of International Affairs, Suranaree University of Technology, Thailand
	1991 - 1994	Director, Southeast Asia Ministers of Education Secretariat (SEAMES), Bangkok, Thailand
	1987 - 1991:	Deputy Director for Programmes: SEAMEO Regional Center for Tropical Biology, Bogor, Indonesia
	1974 - 1987	Professor of Biological Sciences, Institute of Biology, University of the Philippines, Diliman, Quezon City
	1972 - 1974	Research Fellow in Immunoparasitology, Institute of Tropical Medicine, Hamburg Germany (as Alexander Von Humboldt Postdoctoral Research Fellow)
	1969 - 1971	Research Fellow in Radiation Immunology, Foundation Curie, Paris, France (As Postdoctoral Research Fellow of French Government)
	1967 - 1969	Assistant Professor in Public Health, University of the Philippines, Manila
	1963 - 1967	Colombo Plan Fellow, University of Birmingham, England
	1958 - 1963	Instructor in Public Health, University of the Philippines, Manila

### Honors and Awards:

- College and University Scholar, University of the Philippines
- Colombo Plan Scholar to the University of Birmingham, England
- Post Doctoral Research Fellowship to Paris by the French Government
- Alexander Von Humboldt Postdoctoral Research Fellowship at the Institute of Tropical Medicine, Hamburg, Germany
- WHO Postdoctoral Fellowship in Medical Malacology at the University of Michigan, Ann Arbor, USA
- Outstanding Biology Teacher Award, University of the Philippines
- Outstanding University Faculty Award, University of the Philippines
- Professorial Chairs
- Knight of the Order of Academic Palms by the French Government
- Outstanding Professional Award in Biology, University of the Philippines

Publications: 50 Scientific research papers in radiation biology, genetics, and parasitology ; textbooks in genetics and limnology and laboratory manuals in genetics and zoology; 15 monographs and served as editor of 10 proceedings of regional conferences.

Membership to Professional and Scientific Societies: about 25 national, regional and international associations, presently Secretary General of the Association of Universities of Asia and the Pacific (AUAP)

PREVIOUS ACTIVITIES RELATED TO STRATEGIC AND OPERATIONAL PLANNING (1988 to present)

- Prepared the Operational Plans of the Southeast Asia Regional Center for Tropical Biology (SEAMEO BIOTROP) in Bogor, Indonesia (
- Prepared the Strategic Plan of SEAMEO BIOTROP for the 1990s
- Prepared and operationalized the Strategic Plan of the Southeast Asia Ministers of Education Organization (SEAMEO) Secretariat and its 12 Regional Training Centers in Southeast Asia
- Resource Person (Professorial Lecturer) of the Continuing Education Center of the Asian Institute of Technology in Strategic Planning and Project Management (from 1993 to present)
- Served as Resource Person of AIT in the formulation of the Strategic Plan of the University of Phnom Penh-( facilitator of Strategic Planning Workshop)
- Served as Resource Person in Strategic Planning Course at the AIT Vietnam, Hanoi
- Conducted Strategic Planning Workshop for Universities ( Vietnam National Universities in Hanoi, Ho Chi Minh City and Hue)
- Conducted Strategic Planning workshop of the National Polytechnic Institute of Laos under the sponsorship of the Swiss Development Corporation
- Conducted the Third Operational Plan of the IBSRAM Project on Sloping Land Agriculture using ZOPP METHOD at Chang Rai, Thailand
- Conducted the Fourth Operational Plan of the IBSRAM PROJECT ON Slping Land Agriculture using ZOPP Method at Chang Mai, Thailand
- Conducted Training on Team Building for IBSRAM Staff, Pattaya, Thailand
- Conducted Strategic Planning for the Mindanao Advanced Education Project of the Commission on Higher Education of the Philippines participated by University Presidents of Mindanao.
- Conducted Strategic Planning and Project Planning Workshop on Social Forestry in Vietnam for the Swiss Development Corporation
- Facilitator in the Use of ZOPP Method in Strategic and Project Planning

Return-Path: <baskaran@sri.lanka.net>  
Date: Mon, 6 Apr 98 14:12 GMT  
X-Sender: baskaran@sri.lanka.net  
To: cenintaf@ccs.sut.ac.th  
From: baskaran@sri.lanka.net (Gnanasundaram Baskaran)  
Subject: Strategic Planning training programme for SLTL

Center for International Affairs	
No.....	523/2041
Date.....	07 APR 1998
Time.....	10:30
By.....	

Dear Dr. Ruben Umaly,

This is from ex-participant of MTC98 from Sri Lanka Ms. Nirmala Baskaran.  
Regarding the discussion I had with you at CEC, AIT;

My boss, The Head Training Division of Sri Lanka Telecom Limited agreed for our plan to have a one week training programme in early June. That is 3 days for Strategic plan and 2 days for operation plan. As there are some administrative procedure in obtaining approval for the above training programme, I would kindly request you to send your quotation and other requirements with the information about you.

The target audience will be from high and middle level management. All the participants will be from Sri Lanka Telecom Limited.

Will wait for your reply to do further arrangements please.

With best regards.

Nirmala Baskaran  
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