



**1st Steering Committee Meeting of the Centres of Excellence Network
for the Americas Region**

**Brasilia, Brazil
14-15 February 2019**

DRAFT AGENDA

Day 1 (14 February 2019)

Time	Items
09:00 – 09:30	Opening and election of the Chair <ul style="list-style-type: none">• Welcome remarks by Host• Welcome remarks by ITU• Election of the Chair• Remarks by Chair
09:30 – 10:30	Introduction to CoE programme <ul style="list-style-type: none">• ITU/HCB – Introduction to new cycle 2019-2022• ITU/AMS – Regional introduction to CoE network<ul style="list-style-type: none">➤ Discussion
Group picture and coffee break	
11:00 – 12:30	CoE presentations: Each CoE will present their institution and their detailed operational/business strategy for the upcoming CoE cycle, including their marketing strategy. Each presentation should be around 15-20 minutes and will be followed by Q&A with the audience. <ul style="list-style-type: none">• Argentina: Universidad Blas Pascal (UBP)• Brasil: Instituto Nacional de Telecomunicaciones (INATEL)• Ecuador: Universidad Técnica Particular de Loja (UTLP)
Lunch	
14:00 – 15:30	CoE presentations: <ul style="list-style-type: none">• Perú: Instituto Nacional de Investigación y Capacitación de Telecomunicaciones (INICTEL-UNI)• Uruguay: Administración Nacional de Telecomunicaciones (ANTEL)

Coffee break	
16:00 – 17:00	<p>CoE network operational procedures and processes: ITU will present in detail how the CoE network operates, including training delivery, fees and funding, certificates, performance evaluation and governance aspects, as well as ITU support provided throughout.</p> <ul style="list-style-type: none"> • ITU/HCB - presentation of OPP 2018 key elements <ul style="list-style-type: none"> ➤ Discussion

Día 2 (15 February 2019)

Time	Items
09:00 – 10:30	<p>Centres of Excellence training plans for 2019: Each CoE will present their proposals for the training courses they are planning to deliver in 2019, including the topics, dates, training fees charged, audience targeted etc. CoEs are expected to deliver at least 2 training courses per priority area per year. In addition, CoEs may offer courses on emerging topics outside their priority areas if not covered by any other CoE in the region. The objective of the discussion is to agree on the training schedule for 2019.</p> <ul style="list-style-type: none"> • Ecuador: Universidad Técnica Particular de Loja (UTLP) • Argentina: Universidad Blas Pascal (UBP) • Brasil: Instituto Nacional de Telecomunicaciones (INATEL)
Coffee break	
11:00 – 12:30	<p>Centres of Excellence training plans for 2019 (continued)</p> <ul style="list-style-type: none"> • Perú: Instituto Nacional de Investigación y Capacitación de Telecomunicaciones (INICTEL-UNI) • Uruguay: Administración Nacional de Telecomunicaciones (ANTEL)
Lunch	
14:00 – 15:00	<p>ITU Academy platform</p> <ul style="list-style-type: none"> • ITU/HCB – ITU Academy platform presentation <ul style="list-style-type: none"> ➤ Discussion
15:00 – 15:30	<p>Presentation by others (partner or expert) on marketing and promotion.</p> <ul style="list-style-type: none"> ➤ Discussion
Coffee break	
16:00 – 17:00	Discussion and adoption of draft report
17:00 – 17:30	Closing