

## 6th Steering Committee Meeting of the Centers of Excellence Network for Asia and the Pacific Region

**29 November 2021 | 14:00 – 17:00 Bangkok time | Online Meeting**

### PROVISIONAL AGENDA

Time	Agenda
13:30 – 14:00	<b>Online networking and testing of video and audio</b>
14:00-14:20	<b>Opening</b> <ul style="list-style-type: none"> <li>• Welcome remarks by <i>ITU Regional Director for Asia and the Pacific</i></li> <li>• Introductory Remark by <i>Chief, Digital Knowledge Hub Department, ITU/BDT</i></li> <li>• Remarks by the outgoing <i>Chair, Ministry of Communication and Multimedia, Malaysia</i></li> <li>• Confirmation of and remarks by the <i>incoming Chair, Department of Telecommunication, India</i></li> </ul>
	<b>Group Picture</b>
14:20-14:40	<b>AGENDA ITEM 1: Update on CoE strategic issues</b> <p>ITU updates CoEs on the issues relating to the implementation of the CoE strategy and the process towards the end of the CoE cycle.</p> <ul style="list-style-type: none"> <li>• ITU updates on <ul style="list-style-type: none"> <li>○ Global performance of the CoEs for the year</li> <li>○ CoE strategic review</li> <li>○ End of cycle activities</li> <li>○ 2022 CoE webinars</li> </ul> </li> <li>• Discussion</li> </ul>
14:40-15:40	<b>AGENDA ITEM 2: Centres of Excellence presentations: 2021 implementation and training plans for 2022</b> <p>ITU will share the current status of implementation for each CoE. EachCoE will report on the implementation of their 2021 activities. Each presentation should cover the courses that were implemented throughout the entire year (number of participants, feedback received, certificates issues etc), issues faced and lessons learnt, including those from COVID-19.</p>

	<p>Each CoE will also present their proposals for the training courses they are planning to deliver in 2022, including the topics, exact dates, training fees charged, audience targeted etc. The objective of the discussion is to agree on the draft training schedule for 2022.</p> <ul style="list-style-type: none"> <li>• ITU Regional Office for Asia and the Pacific <ul style="list-style-type: none"> <li>○ Current status of implementation for All CoEs in the region</li> </ul> </li> <li>• Advanced Level Telecom Training Centre (ALTTC), India</li> <li>• China Academy of Information and Communications Technology (CAICT) P.R China</li> <li>• IoT Academy, Iran</li> <li>• National Information Society Agency (NIA), R.O. Korea</li> <li>• Wireless Communication Centre, Universiti Teknologi Malaysia (UTM), Malaysia</li> <li>• State Radio Monitoring Center / State Radio Spectrum Management Center (SRMC), P.R China</li> <li>• Discussion</li> </ul>
15:40 – 15:50	<p><b>AGENDA ITEM 3: Approval of the 2022 training plan</b></p> <p>The CoE chair presents the proposed training plan for 2022 and invites the CoEs to approve the plan.</p>
15:50 – 16:00	<p><b>Break</b></p>
16:00-16:40	<p><b>AGENDA ITEM 4: Discussion on promotional activities carried out by CoEs and ITU for the past year.</b></p> <ul style="list-style-type: none"> <li>○ ITU</li> <li>○ <b>Each CoE is expected to present 3 slides to answer the following 3 questions. ITU will also present a brief overview of ITU’s promotional strategy:</b> <ul style="list-style-type: none"> <li>○ From the promotional activities shared during the mid-year SC meeting, which ones did you use to advertise/promote your courses?</li> <li>○ That are the two main successes you had with the promotion and what are the two main challenges?</li> <li>○ How do you evaluate the success of your promotion?</li> </ul> </li> </ul> <p>Discussion</p>
16:40 – 16:50	<p><b>AGENDA ITEM 5: CoE operational Issues</b></p> <p><b>ITU makes a presentation which highlights the following operational issues</b></p> <ul style="list-style-type: none"> <li>• Updates on the planning and implementation of courses</li> <li>• Updates on the implementation of the quality assurance process</li> <li>• Updates on the transition from face to face to online courses</li> <li>• Reminders for CoEs</li> </ul> <p>Discussion</p>
16:50 -17:00	<p><b>Closing</b></p> <ul style="list-style-type: none"> <li>• Closing Remark from <i>Head of Capacity and Digital Skills Development, ITU/BDT</i></li> <li>• Closing Remark from Chairman</li> </ul>