



ASIAN PRODUCTIVITY ORGANIZATION

PROJECT NOTIFICATION

28 March 2013

1. **Project Code:** 13-RP-08-GE-WSP-B
2. **Title:** Workshop on Raising Productivity in Higher Education
3. **Duration & Timing:** Five days, 7-11 October 2013
4. **Venue:** Yogyakarta, Indonesia
5. **Implementing Organizations:**

Directorate of Productivity and Entrepreneurship
Directorate General of Training and Productivity Development
Ministry of Manpower and Transmigration R.I.
Address: Jl. Jend. Gatot Subroto Kav. 51
Floor VI-B, Jakarta Selatan 12950, Indonesia
Phone: 62-21-52963356/5255733 (Ext.237/348)
Fax: 62-21-52963356
e-Mail: npoindonesia@yahoo.co.id
suhanda@binaprod.org
6. **Number of Overseas Participants:**

Up to 18 qualified overseas participants from the following targeted member countries: Bangladesh, Cambodia, Republic of China, Fiji, India, IR Iran, Republic of Korea, Malaysia, Nepal, Pakistan, Philippines, Singapore, Sri Lanka, Thailand, and Vietnam

Other member countries that have strong interest in the subject may be considered and they should communicate with the Secretariat of their intention prior to submitting a nomination.
7. **Number of Local Participants:** Up to six qualified participants
8. **Closing Date for Nominations:** 30 June 2013
9. **Objectives:**

To examine existing frameworks and methodologies for measuring productivity in higher education; and to identify and promote suitable measurement methodologies and best practices for improving productivity in higher education.

10. Background:

A good higher education system is a critical element to the sustained, long-term economic development of a country. The proportion of students who are able to receive higher education and the quality of the services of educational institutions will determine the quality of the future workforce. There is increasing concern, especially in Asia, about the cost of higher education in most countries. Annual increases in tuition, especially among private colleges and universities, have made higher education less accessible. These institutions usually hike tuition fees in the face of rising operational costs. If this trend continues, it will have serious implications on the quality of manpower in the future as more students will drop out. There is thus a need to explore and utilize new modes and techniques to improve the quality of education while reducing operational costs. Productivity improvement is seen as a necessary strategy for increasing efficiency and effectiveness in higher education. Measures to cut costs, as some institutions have done in the wake of serious budgetary constraints, only address the cost-efficiency dimension of productivity. Sound management practices to improve productivity in higher education must also look at the effectiveness of the organization, be it an academic department or the entire university.

11. Scope and Methodology:

Scope:

The tentative topics to be covered in this workshop include the following:

- Concept of productivity and its application in higher education;
- Methodologies for the measurement of productivity in higher education;
- Importance of productivity measurement to education policy formulation;
- Application of business management concepts in the operations of colleges and universities;
- Emerging modalities for enhancing the efficiency and effectiveness of educational programs; and
- Selected case studies on best practices in improving productivity in higher education.

Methodology:

The workshop will consist of resource paper presentations, country case studies, knowledge-sharing sessions, visits to relevant institutions, and development of an agenda for the activities at the national and regional levels to address issues of productivity in higher education.

12. Qualifications of Candidates:

CEOs, presidents/chancellors, and/or vice presidents/vice chancellors of colleges and universities and senior officials of government involved in setting national policies related to higher education.

13. Financial Arrangement:

(a) To be borne by the APO

- i) All assignment costs of overseas resource persons; and
- ii) Round-trip economy-class international airfare for overseas participants between the nearest international airport from the place of work and Yogyakarta by the most direct route. As far as practicable, all participants should purchase discounted tickets (following IATA PEX, ZONE PEX, or other applicable discount fares). *It is noted that neither the APO nor the host organization will be responsible for paying any additional per diem allowances and hotel accommodation costs due to early arrival, delayed departure, rerouting of tickets, or any other reason whatsoever.*

- (b) To be borne by the host country (Indonesia)
- i) Per diem allowances and hotel accommodations for 18 overseas participants for up to six days;
 - ii) Assignment costs for local resource persons; and
 - iii) Other local implementation costs.
- (c) To be borne by participants or participating countries
- i) All participants should be fully insured against accident and illness (including hospitalization) for the principal sum of US\$10,000 for the entire duration of the project and travel. All participants must submit to the APO a copy of the comprehensive travel insurance certificate valid in Indonesia before participation. The cost of such insurance will be borne by the participant or participating country. This insurance requirement is in addition to existing government insurance coverage in some member countries. If any participant is unable to insure himself/herself as stipulated above, he/she should secure this insurance in the host country at the commencement of the project and pay the premium himself/herself. *The APO Secretariat or the implementing organization will not be responsible for any eventuality arising from accident or illness;*
 - ii) Any expenses incurred by participants for stopovers on the way to and from the project venue or for extra stay at the project venue before and/or after the official project period due to early arrival, late departure, or any other reason whatsoever; and
 - iii) Any expenses related to visa fees and airport taxes.

14. **Actions by Member Countries:**

- (a) Nomination of candidates
- i) Member countries are requested to nominate up to two candidates in accordance with item 12 above. The key criterion for selection is whether their qualifications and work experience match the nature of the project. Nonselection of candidates is not a reflection on their competence.
 - ii) Member countries are also requested to inform the Secretariat as soon as possible if they do not wish to participate in the study meeting, so that vacancies thus created can be allocated to other member countries.
 - iii) Nominations, accompanied by the candidate's biodata on the APO standard form in duplicate along with a passport-sized photograph and the Medical and Insurance Declaration/Certification Form, should reach the Secretariat **no later than 30 June 2013**. The biodata form is available on the APO website. Downloading information is also available from <http://www.apo-tokyo.org/project/participants.html>. If a digital photograph is not submitted electronically, a hard-copy photograph should be sent to the APO Secretariat by postal mail, with the candidate's name and project code clearly marked on the back. NPOs are encouraged to submit their nominations in electronic form.
 - iv) Every candidate must complete and submit a copy of the APO Medical and Insurance Declaration/Certification Form with his/her biodata at the time of nomination. Please note that self-declaration is sufficient for candidates without any of the health conditions or illnesses enumerated on the reverse side of the medical form. However, for all others, medical certification by a recognized physician on the reverse side of the medical form is required.

- v) Accepted participants should be advised not to bring family members or engage in any private business activity during the entire duration of the project. Further, they should be requested to inform the APO promptly of their inability to participate and the reason for last-minute withdrawal.

15. Country Paper Preparation

Each participant is required to prepare a country paper prior to departure for the project venue for presentation during the workshop. In preparing the paper, participants are expected to follow the *Guidelines for Preparation of Country Papers* to be provided later to those accepted.

16. Other Conditions

Other conditions for participation are given in the *APO Guide for Participants*, which is available from APO Liaison Officers/NPOs in member countries and on the APO homepage (<http://www.apo-tokyo.org>) and will be sent to the selected participants.



Ryuichiro Yamazaki
Secretary-General