ASEM Expert Working Group on Interregional Credit Transfer
Mechanisms and Learning Outcome Systems

Terms of Reference

A. Background

Referring to Paragraph 18 and Paragraph 21 of the Conclusions by the Chair of the Fourth and Fifth Asia-Europe Meeting of the Ministers for Education (ASEMME4&5) held respectively on 13~14 May, 2013 in Kuala Lumpur, Malaysia and 27~28 April 2015 in Riga, Latvia, Ministers supported to establish an Expert Working Group discussing interregional credit transfer mechanisms and learning outcome systems among ASEM member countries to develop this initiative and agree on the aims and activities of the Expert Working Group. In 2015, the ASEM Secretariat invited the Ministry of Education of P. R. China to coordinate this Expert Working Group.

On March 24-25 2016, the Inaugural Assembly/First ASEM Expert Working Group Meeting on Interregional Credit Transfer Mechanisms and Learning Outcome Systems was held and chaired by China Academic Degrees and Graduate Education Development Center (CDGDC) with supports by the Chinese Ministry of Education, in Beijing, P. R. China. Representatives from Brunei Darussalam, China, Germany, Estonia, Indonesia, Latvia, Lithuania, Malaysia, Thailand and UK, as well as ASEAN University Network attended the meeting. Belgium (Flemish Community), Portugal, Romania, and the ASEM Education Secretariat were unable to attend.

B. Mission

The mission of the Expert Working Group is to facilitate dialogue, enhance understanding, strengthen mutual-trust, and promote cooperation in areas of credit transfer mechanisms and learning outcomes systems, with emphasis on working out concrete and feasible plans and activities while taking into consideration of diversified realities in the ASEM member countries in accordance with the Conclusions by the Chair of the ASEMME5, in order to foster the establishment of ASEM interregional credit transfer mechanism, and establishment of criteria for interregional recognition of credits and learning outcomes learning outcomes.

C. Mechanism

1. Structure

- The Expert Working Group shall be established under the Asia-Europe Meeting of Ministers for Education;
- The Expert Working Group shall report to the Senior Officials Meeting and Ministers Meeting on a regular basis, and shall keep close contacts with the ASEM Education Secretariat.
2. Membership

- The Expert Working Group shall be open in the ASEM region to ensure wider participation;
- To ensure the continuity and stability of the Expert Working Group, one regular expert shall be officially designated by government of each member country, who has expressed interests in the Conclusions by the Chair in Ministers Meetings;
- Regional and international organizations, like the ASEAN University Network (AUN) shall be invited to participate as experts, when necessary and appropriate;
- The ASEM Education Secretariat shall be invited to participate as an observer;
- The designated ASEM countries shall ensure the nominated experts to attend the Expert Working Group Meetings and to undertake tasks set by the Expert Working Group; Membership shall be invalidated after two successive absences from the Expert Working Group Meetings.

3. Expert Working Group Meeting

- The Expert Working Group Meeting shall be held at least once a year;
- The country for hosting the Expert Working Group Meeting shall be rotated between Asia and Europe member countries, and shall be determined on voluntary basis after being approved by the Expert Working Group;
- The Expert Working Group Meeting shall be chaired by China and co-chaired by the rotating hosting country. The Co-chair shall assist the Chair, and serve as acting Chair when necessary;
- The expenses of participating in Expert Working Group Meetings shall be in principle borne by the participants while the hosting country is encouraged to provide accommodation, necessary administrative supports, the arrangements of facilities, documentation and hospitality;

4. Secretariat

- The Secretariat shall be established in China Academic Degrees and Graduate Education Development Center to assist the Chair with tasks in relation to sharing information among experts, setting meeting agenda, drafting documents when required for the Expert Working Group’s consideration and etc.;

D. Activities

In line with the Conclusions by the Chair of the ASEMME5, the Expert Working Group should:

- identify the difficulties and challenges in interregional credit transfer mechanisms and learning outcomes systems among the ASEM member countries based on researches;
- propose and support policy implementation and action plans to promote interregional credit transfer mechanisms and learning outcomes systems among
the ASEM member counties;

- share information of typical cases and current good practices on interregional credit transfer mechanisms and learning outcome systems, collaborating with regional and international organizations, in order to push forward the goal of realizing credit transfer and recognition of learning outcome on a global scale;

E. Other matters

The Terms of Reference shall be reviewed regularly and amended accordingly if/when consensus is reached by the Expert Working Group.