



ANNUAL GENERAL MEETING
General Secretary's Report (Dated 31st March 2010)

REPORT TIME-LINE

The General Secretary's Report covers the period from 25th March 2009 to the present, prepared by the General Secretary, Mr. Raja Mohan. Mr. Raja Mohan was elected into this position at the Annual General Meeting 2008 on 25th March 2008, held at the PJ Hilton in Petaling Jaya.

The year 2009-2010 has been an active one, with new ideas and programmes being implemented by the National Council while maintaining and carrying out its routine annual events.

NATIONAL COUNCIL 2008 – 2009

The National Council has been very active in promoting the interests of its members and association in numerous ministerial, departmental and organizational meetings and activities. Our regular contact with these agencies has ensured that the voice of our members is well heard in their forums and meetings. Napei has participated in 42 such meetings throughout the year which reflects the commitment and dedication of the Council to serve members.

The respect and attention that Napei got in these meetings has indeed resulted in Napei becoming a major consultative partner in dialogues. This has also put enormous responsibility to ensure that Napei is an institution of quality and high standards. As a result of the recommendation of MoHE, more institutions concerned with education have applied for membership. Napei in considering these applications, took great precautionary measures to ensure the genuineness and eligibility of institutions applying to join Napei.

The National Council itself sat 10 times between 25th March 2009 and 31st January 2010 to deliberate, discuss and to decide on matters brought to the attention of Napei by its members and to chart the direction of Napei for the future. The National Council is proud to acknowledge that most elected Council Members were able to put in average good attendance in the numerous Council Meetings held during the year 2009.

I thank the Council Members for their time and effort in carrying out their tasks and responsibilities.

During the course of the year, two (2) Council Members, Mr. Chiu Hong Choy of Kojadi Institute and En Sahak Ahmad of Stamford College withdrew due to work commitments.

The Deputy Gen Secretary, Dr. Rajalingam of Mayang Institute, had to take long medical leave to seek medical treatment overseas.

NEW MEMBERSHIP STATUS

Since the last Annual General Meeting, one (1) new member was approved and admitted into the Association even though a number of applications were received. The Council had to ensure that all supporting documents, licences and M&A related to education services were submitted before approval is given.

The new member for 2009-10 is PJ College of Art and Design. Congratulations- PJCAD for joining our family. We now have 61 active members.

NAPEI REPRESENTATIONS

The President and his team have represented Napei 42 times at important meetings to further the goals and issues related to its members. Some of the important ones included in this list are:

1. Meeting with Ministry of Finance (MOF)

- a. Budget 2009 Consultation meeting-** Budget Consultation 2009 at the Ministry of Finance in Putrajaya on 22nd May and 11 June 2009.

The Chairman of the meeting, the Second Finance Minister, requested NAPEI to submit a Memorandum to the Ministry for consideration in the Budget 2009 and the said memorandum was submitted to MOF on 22nd May 2009.

Napei received two thank you letters from Deputy Minister of Finance II and Deputy Minister of Higher Education I in appreciation of NAPEI's contribution as a Discussion Panelist in the above event.

- b. Focus Group Meeting –** Pembangunan Modal Insan on 10 August 2010

2. Economic Planning Unit (EPU) Meeting

Napei played a major role in safeguarding the interests of its members by voicing its concerns at the various Economic Planning Unit meetings at Putrajaya.

Meetings attended by Napei include the following:

- Discussion on developing the 10th Malaysia Plan on 26th Oct 2009.
- Discussion on the final 10th Malaysian Report on Education on 17th Nov 2009
- Steering committee meetings on the 10th Malaysia Plan –Education and Training Chapters on 17th Sep and 26th Oct 2009
- Brainstorming on liberalization of services sector on 15th June 2009.
- Meeting with Mc Kenzie Consulting on developing 10th Malaysia Plan on 11th Nov 2009

3. Follow up on the Australian Big Skills Conference 2nd-5th Mar 2009.

The President and Secretary were approved by the National Council to represent NAPEI in the Australian Big Skills Conference held in Australia on 2nd -5th March 2010. As a result of this, it was agreed that Napei will organise a similar Skills Conference in 2010 in Malaysia in cooperation with the Australian High Commission and the Australian TAFE Board. This will immensely benefit our members who offer skills courses.

4. Ministry of Higher Education (MoHE)

Napei held a number of discussions with MoHE on matters concerning its members as follows:

- An exploration Dialogue with the Director General on issues faced by smaller institutions with enrolments below 80 on 7th April 2009. At this meeting, Napei's objective was to protect the interests of smaller colleges which otherwise might be closed by MoHE.
- Discussion with stakeholders on problems faced by international students on 3rd April 2009; this meeting was also attended by the immigration and police departments.
- Discuss the outcome of the amendments to Akta 555 that could affect Napei members on 9th April 2009.
- Mobility Programme through Edu-Tourism on 24th July 2009.
- Meeting to discuss Higher Education Conference by MoHE on 1st Sept 2009.
- AKEPT Seminar on Education on 20 November 2009

5. Malaysian Qualifications Agency (MQA)

The year 2009 saw Napei actively participating in MQA discussions and this year the follow up meetings were as follows :

- Discussion on standards and its effects on smaller institutions with MQA 1st April 2009
- Technical Committee Meeting on MQF on 11th June 2009

We are happy to announce that following the above meetings, two of our Council Members have been appointed in the MQA Standards Review Board.

1. Dr. Justin Xaxier - Kolej Sri
2. Mr. Henry Wong – PJ CAD (Inti Education Group)

BUSINESS OPPORTUNITIES FOR MEMBERS

Napei has always looked into ways and means of creating business opportunities for its members. This year Napei participated and organised the following sessions to further this goal.:

- A dialogue session with the Australian delegation on Technical and Vocational Education at UCTI on 26th Oct 2009.
- Discussion of business opportunities for NAPEI members with British Delegates on 4th May at UCTI and 5th May at British High Commission
- To discuss collaboration with Australian Education International (AEI) in the education sector at the Australian High Commission on 1st Sept 2009.
- Meeting with STAR Publications which has agreed to give us a platform at the audio section on education on 28th July 2009.
- Business discussion with Australian Trade delegation at Mahsa College on 17th April 2009
- Meeting with Michael Roads and British Delegates on education in the UK at UCTI and the British High Commission respectively on 28th Sept and 30th Sept 2009.

BANK BALANCE AND CASH IN HAND

Napei has been prudent and efficient in the management of funds raised through membership subscriptions. We are thus able to present a healthy bank balance for the year. More details on the financial status of the Association will be presented in the General Treasurer's Report.

EVENTS ORGANISED BY NAPEI

MALAM NAPEI 2009

The annual NAPEI DINNER (MALAM NAPEI 2009) was cancelled due to an advisory notice received from the Ministry of Higher Education as a consequence of outbreak of the H1NV1 FLU.

NAPEI EXCELLENCE AWARDS 2009

The Napei awards evaluation and assessment committee headed by Deputy President, Mr.Felix Lee has evaluated the applications that were received and the winners have been finalized. However, as the NAPEI EXCELLENCE AWARDS is usually held during our annual NAPEI DINNER (which was cancelled due to H1NV1 flu), the Council has decided that the awards would be given out at an awards ceremony to be determined by the new National Council for 2010-2012.

NAPEI MALAYSIAN EDUCATION FAIRS

Napei organised three (3) MALAYSIAN EDUCATION FAIR as follows:

1. 26th NAPEI MALAYSIAN EDUCATION FAIR at Mid Valley Exhibition Centre, KL on 14th – 15th March 2009
2. 27th NAPEI MALAYSIAN EDUCATION FAIR at Mid Valley Exhibition centre, KL on 20th – 21st June 2009
3. 28th NAPEI MALAYSIAN EDUCATION FAIR at Mid Valley Exhibition centre, KL on 19th – 20th December 2009

TAFE – AUSTRALIA DELEGATION

The Australian TAFE delegation made a reciprocal visit to NAPEI via Australian Education International (AEI) on 26th October 2009. NAPEI Council was represented by Associate Prof Elajsolan Mohan, Mr. Raja Mohan, Mr. Henry Wong, Mr Reginald Pereira, Ms Jean Monteiro and Dr. Justin Pereira.

The meeting with the delegation was held at University College of Innovation and Technology (UCTI), followed by visits to the Engineering Faculty of UCTI, the Medical Faculty of Mahsa University College and the Hospitality School of Stamford College.

The TAFE Delegation was represented by the following :

1. Ms. Kath Marnane
Director, Export Office
2. Mr. Micheal Hall
Executive Officer, Australian Council of Private Education and Training (ACPET) for Queensland and Northern Territory
3. Ms Rachel Hall
International Education Business Consultant, Australian Technical College.
4. Ms. Judy Cook
Business Development Manager, Captain Cook's College
5. Ms Helen Cherry
Business Development Manager, Brisbane National Institute of TAFE
6. Ms. Angela Li (*arrived later in the week*)
Country Manager, Goldcoast Institute of TAFE
7. Mr. Kelvin Teoh
Country Manager, Southbank Institute of TAFE

TRAINING Programmes ORGANISED BY NAPEI

NAPEI took the opportunity to apply for the grants under the Services Sector Capacity Development Fund (SSCHDF) via the Malaysian Industrial Development Authority. It was a rigorous and tedious task in preparing the documents for submission, with numerous follow ups but the result was outstanding with NAPEI been granted a sum of RM 340,800.00 to conduct outreach training for its members to be conducted by authorised training providers approved by MIDA.

The first disbursement of RM170,400.00 was received in December 2009. This disbursement had to be used by 30th June 2010. The second disbursement and balance of the fund from the grant will be released to Napei when we have submitted relevant documents to show that we have successfully completed a series of training programmes for the 1st disbursement of RM 170,400. We have started the training programmes for the benefit of members effective from January 2010 and hope to complete at the earliest by June 2010 to enable us to seek the balance of the grant which must be utilized by 6th November 2010.

We estimate 60 participants from our member institutions to benefit from this project. Thus far 60 representatives from our members have benefited from the following training programmes conducted.

The approved trainings are as follows:

Training Programmes	Status
1) Mind Mapping in Teaching and Learning	completed on 23 rd and 24 th Jan 2010
2) Branding and Marketing	completed on 18 th and 19 th Feb 2010
3) Strategic Planning	completed on 24 th , 25 th and 26 th Mar 2010
4) Technology Integration in Teaching	to be conducted on 5 th - 7 th April 2010
5) Business Model Innovation	to be conducted on 28 th - 30 th Apr 2010
6) Nurturing the Effective Teacher	to be conducted by May 2010

COMPILING OF 1ST BATCH OF TRAINING REPORTS TO MIDA AND REQUISITION FOR 2ND HALF OF THE GRANT

7) Classroom Assessment & Examination	Tentative August 2010
8) Pedadogy on On – Line Learning	Tentative September 2010

Note : Please refer to the attached approval letter from MIDA.
To view submission documents please contact the Secretariat.

NAPEI ADVISOR

We would like to highlight that NAPEI Advisor, Dr Haji Mohd Thalha Alithamby has resigned from this role as his education consultancy has ceased to operate. However, in recognition of his long and outstanding service to NAPEI and the private education industry in Malaysia, the National Council decided to confer Honorary Membership to Dr.Haji Mohd Thalha. We hope in this role, Dr Thalha will continue to be closely associated with NAPEI.

NAPEI SECRETARIAT

Napei Scretariat had been efficiently supported by Ms Jercy Choo of Sureworks Sdn Bhd in an agreement between Napei Sureworks Sdn Bhd. Under this agreement the secretarial expenses of Napei were offset against the NAPEI endorsement fee for the Malaysian Education Fairs managed by Sureworks Sdn Bhd. This arrangement had been in practice for 10 years during which the Secretariat was run smoothly.

This agreement was terminated when Sureworks expressed their intention to discontinue this service with effect from 31st December 2009. The Council would like to take this opportunity to thank Sureworks Sdn Bhd for their strong support all these years.

As the activities of NAPEI have increased the Council felt the need for a full time Secretariat administrator.

Council faced some teething problems in managing the NAPEI secretariat for the period of Jan-Mar 2010. However, this has been resolved by engaging an administrative assistant on a month-to-month basis for a three-day week service.

We also take this opportunity to thank our members for having understood and cooperated with us on the issues relating to communication with the Secretariat. We believe much more can be done to improve the Secretarial service in the months to come. With this in mind, the Council has decided to engage a full time secretary and an administrative assistant to manage the secretariat in order that the Secretariat can undertake the various administrative tasks and provide efficient support to members.

In conclusion we believe that it is by identifying and working to resolve the challenges and issues raised by members that NAPEI will progress to greater heights in the future. In this respect we thank the members for their continued support to our Association and we request all members to maintain unity in our diversity as our membership consists of university colleges, colleges, institutions, schools, kindergartens, service providers, consultants and publishers. We need to work together to protect and preserve our education industry against global and national challenges.

With this I thank you for the opportunity given to me to serve this Association to the best of my ability.

Prepared by

*Mr. Raja Mohan
General Secretary*