



## AGENDA

### Kick-off Meeting of Standing Working Group

9-10 December 2019 - Savoy Hotel, Berlin (Garden Salon)

<b>Day 1: 9 December 2019</b>	
<b>9.00-9.30</b>	<b>Welcome Coffee</b>
<b>9.30-9.45</b>	<b>Introduction</b> <ul style="list-style-type: none"> <li>- Welcome remarks, AES Belgium</li> <li>- Adoption of Agenda</li> <li>- Introduction of participants</li> <li>- Expectations of participants</li> </ul>
<b>9.45-11.15</b>	<b>Discussion: SWG and Chairs</b> <ul style="list-style-type: none"> <li>- Expectations of the Standing Working Group (SWG) and the Chairs</li> <li>- Organization structure and roles of the SWG and Chairs</li> <li>- Appointing the Chairs</li> </ul> <b>Group work and Discussion: Aims of the Vision &amp; Strategy 2030</b> <ul style="list-style-type: none"> <li>- Setting the aims of the Vision &amp; Strategy 2030: Group Work</li> <li>- Formulation the aims of Vision &amp; Strategy 2030: Plenary discussion</li> </ul>
<b>11.15-12.00</b>	<b>Plenary Discussion: Input documents</b> <ul style="list-style-type: none"> <li>- Presenting potential input documents (existing strategy &amp; policy documents)</li> <li>- Discussion and selection of input documents</li> </ul>
<b>12.00-13.00</b>	<b>Lunch</b>

<b>13.00-15.00</b>	<p><b>Discussion and group work: Strategy Framework</b></p> <ul style="list-style-type: none"> <li>- Developing the strategy framework (elements and building blocks, outline, NOT content...): group work</li> <li>- Presentation of the group work</li> </ul>
<b>15.00-15.30</b>	<b>Coffee Break</b>
<b>15.30-17.00</b>	<p><b>Conclusions</b></p> <ul style="list-style-type: none"> <li>- Finalizing strategy framework: presentation group work plenary discussion</li> <li>- Wrap up and conclusions of the day</li> </ul>
<b>18.45-</b>	<p><b>Departure from lobby to restaurant</b></p> <p><b>19.00 - Dinner</b> (Ottenthal Restaurant, Kantstraße 153, Berlin. 5 minutes walk from hotel)</p>
<b>Day 2: 10 December 2019</b>	
<b>9.00-9.45</b>	<p><b>Presentation:</b> Prof. Dr. Azirah Binti Hashim (Executive Director, Asia-Europe Institute, UM) and M.Miandy Munusamy (PhD Student) - "An analysis of the ASEM Education Process and its role in higher education"</p> <p><b>Presentation:</b> Leonie Nagarajan (ASEF) about the new proposal for the organisation and structure of the ASEF's Rectors Conference and Students Forum</p>
<b>9.45-10.15</b>	<b>Finalising the SWG Terms of Reference (based on input of day 1)</b>
<b>10.15-12.00</b>	<p><b>Discussion and Group Work: milestones and road map</b></p> <ul style="list-style-type: none"> <li>- Defining the milestones: plenary discussion</li> <li>- responsibilities and tasks of the Vision &amp; Strategy 2030 Development Process: group work</li> <li>- Developing Roadmap: plenary discussion</li> </ul>
<b>12.00-13.00</b>	<b>Lunch</b>
<b>13.00-15.00</b>	<ul style="list-style-type: none"> <li>- First discussion on content of the Vision</li> <li>- Preparation of ISOM: how to use ISOM for input collection V&amp;S 2030</li> <li>- Next SWG meeting</li> </ul>
<b>15.00-15.30</b>	<b>Wrap-up and next steps</b>