

Appendix A

Report of the Ministerial Steering Committee on Programme Priorities

At its meeting on 10 August the Steering Committee of Officials recognised that in view of the large number of recommendations made by the Meeting of Officials for Commonwealth co-operation in education, and the possibility that further recommendations were likely to be made by the theme committees, it would be necessary to consider priorities for action by the Commonwealth Secretariat in relation to the limited resources directly available to the Secretariat for implementing the recommendations.

Accordingly it appointed a sub-committee to examine and recommend programme priorities for action in the light of available resources. This sub-committee was composed of Sir Roy Marshall (Chairman), Mr. W. L. Renwick, Dr. J. A. Mwanza, Mr. L. T. Bowen, Dato Rahman Arshad, Dr. J. M. Mitchell, Mr. J. Carter, Miss J. S. Attah and Mr. E. Rawlins.

The Steering Committee of Ministers considered the Report of the sub-committee and noted that the recommendations with a resource implication can be grouped into six categories: (i) regional workshops, (ii) commissioned studies and publications, (iii) regional meetings, (iv) experts' meetings, (v) pan-Commonwealth conferences, and (vi) liaison visits, with categories (i), (iii) and (iv) usually being funded from the CFTC's allocation to the Education Division of the Commonwealth Secretariat, and categories (ii), (v) and (vi) being funded from the Education Division's regular vote.

In selecting items for the work programme of the Secretariat from among these categories, *the Steering Committee recommends the adoption of the following criteria*, subject always to the level of resources available to the Secretariat:

- (a) High priority should be given to: (i) new initiatives; (ii) support to Commonwealth Associations; and (iii) strengthening the links between the Education Division's workshops and seminars and its publications programme.
- (b) Certain projects may need to be continued in order to complete a regional pattern.
- (c) The value of disseminating information is highly rated, to the extent that the number of commissioned studies may have to be reduced so that the number of circulated copies can be increased.

(d) In putting this programme into operation, the Secretariat should continue to maintain close liaison with UNESCO and other international organisations so as to avoid duplication of activities.

The Steering Committee also notes that the Seventh CEC recommended that the Commonwealth Education Liaison Committee should determine the programme of priorities within the recommendations made by that Conference, because priorities for Commonwealth co-operation differ from region to region and depend on the level of funding available. The Steering Committee sees a definite advantage in this procedure so as to give member governments time to consider the recommendations of the present Conference. It therefore recommends that this procedure should be followed on this occasion also, and during the review period the method of implementing recommendations should be carefully examined.

However, the views of member governments on the priority order of the recommendations will have to be transmitted to their High Commissions in London, and the Steering Committee notes that such briefings are of vital importance in the consultative process. Not all the Commonwealth High Commissions in London enjoy the services of a full-time education attaché, and this underlines the need for Ministries of Education to pass on their views regularly to their High Commissions.

Finally, the Steering Committee believes that the programme of activities proposed by the Conference is of much potential value to member countries of the Commonwealth and that where the Secretariat is unable to undertake them with the funds directly available to it, external sources of funding should be sought.

Appendix B

Report of the Working Party on the CSFP

Following a wide-ranging discussion of the everyday working of the Commonwealth Scholarship and Fellowship Plan, it is agreed that such working party meetings are of value in providing an excellent opportunity for those directly interested in the CSFP to reach agreement on matters or problems of common concern and not least because of changing personnel in Commonwealth Scholarship agencies who might need to be reminded of the agreed procedures as recorded in the *Administrative Handbook on the CSFP*.

The course of discussion on particular aspects of operation is set out below:

Prospectus for Awards

It is noted that in some countries the Commonwealth Scholarship prospectus is not frequently revised. In order to attract the best and widest field of candidates, it is important that the prospectus should be updated in time for each competition.

Publicity

The meeting endorses the references in the *Handbook* to the value of awarding agencies' disseminating concise and up-to-date information about facilities for study in their countries.

Invitation to Nominate

Attention is drawn to the difficulties arising if this invitation is not issued in sufficient time, and if the closing dates for receipt of nominations are not observed.

It is suggested it would be helpful if countries which in the past have offered awards and do not propose in a particular year to invite nominations, should make that fact clear at an early stage.

Information to Candidates

Awarding countries wish to stress the need to remind candidates that the CSFP is a competition and that nomination does not necessarily secure an award.

Annual Report on the CSFP

On the assumption that the Conference will accept the recommendation of Sector Committee 3 that Reports on the CSFP, compiled by the Association of Commonwealth Universities, should again appear annually, note should be taken of the importance of each scholarship agency supplying to the Association of Commonwealth Universities prompt and complete replies to the annual questionnaire. It is pointed out that any exercise in evaluation, such as might be carried out in connection with the proposed Ten Year Review of the CSFP for 1971-1980, could depend in part on the accuracy of information in the Annual Reports.

Application Form for Commonwealth Scholarships

No desire exists to alter radically the wording and layout of the questions on the application form or the agreed procedure under which each scholarship agency prints it (with the appropriate variations in detailed wording) for use by Commonwealth Scholarship candidates of its own country.

It is recommended that the Association of Commonwealth Universities again be asked to circulate a sample application form to incorporate the following amendments:

Question 8 : Add : Do not name your spouse if she/he is to accompany you to the awarding country.

Question 20 : Amend : footnote to read: When candidates are selected for a scholarship, the awarding country will find places for them. A candidate, after signing the form, should take no steps to secure a place at an educational institution *in connection with this scholarship*.

Question 23 : Delete: Attention is drawn to the practical disadvantages of printing the application form in a local language alongside the questions in their English form; and the hope is expressed that all countries will find it sufficient to print only the English version.

Administrative Handbook on the CSFP

It is recommended that the *Administrative Handbook*, revised by the ACU to take account of the points discussed above and to incorporate the specific amendments noted below, should be reissued and circulated for use by all Commonwealth Scholarship agencies.

It is recognised that some agencies pay insufficient attention to the *Handbook* (even to the extent of impairing their ability to profit from the availability of the awards) and that some way should be found, perhaps by more frequent reminders to agencies, of making those dealing with CSFP matters aware of its provisions. It is suggested also that any review of the CSFP should include consideration of the desirability of a wider circulation of the *Handbook*.

The amendments proposed are:

Page 16 : Under Invitations to Nominate *add* after (third paragraph) for which they apply*. "Prospectuses should be regularly updated in time for each competition."

Page 27 : To Appendix Two (List of Scholarship Agencies) *add* a footnote as follows: "An updated version of this list may be found in successive issues of the Commonwealth Universities Yearbook Appendix)."

Appendix C

Conference Documents

GENERAL

8CEC/GEN/1 Provisional Conference Agenda and Draft Timetable
8CEC/GEN/2 Conference Documentation

WORKING PAPERS

8CEC/WP/1 Commonwealth Co-operation in Education
8CEC/WP/2 Education in the Island Developing and other
Specially Disadvantaged States
8CEC/WP/3 The Contribution of Higher Education to Non-Formal
Education
8CEC/WP/4 Commonwealth Scholarship and Fellowship Plan - A
Case Study
8CEC/WP/5 A Feasibility Study for the Establishment of a
Commonwealth Regional Training Centre for Educational
Administration
8CEC/WP/6 A Feasibility Study for the Establishment of a Teacher
Exchange Programme for the Commonwealth
8CEC/WP/7 Curriculum Reforms in Secondary Schools - A Commonwealth
Survey
8CEC/WP/8 Overseas Student Fees
8CEC/WP/9 Commonwealth Scholarship and Fellowship Plan: Seventeenth
Report for the Periods 1976-77, 1977-78 and 1978-79

LEAD PAPERS

8CEC/LEAD/1 The Role of First and Second Cycle Institutions
Dr. M. K. Bacchus
8CEC/LEAD/2 The Role of Tertiary Institutions
Dr. K. Legg
8CEC/LEAD/2a The Role of Tertiary Institutions - the Universities
Prof. A. Wandira
8CEC/LEAD/3 The Role of Non-Formal Education
Dr. M. Ahmed

REPORTS

Report of the Meeting of Officials
Report of the Theme Committees on Education and the
Development of Human Resources
Report of the Ministerial Steering Committee on
Programme Priorities
Report of the Working Party on the CSFP

COUNTRY PAPERS

| | |
|-------------|------------------|
| 8CEC/CP/AUS | Australia |
| BAH | Bahamas |
| BAN | Bangladesh |
| BAR | Barbados |
| BER | Bermuda |
| BOT | Botswana |
| BRI | Britain |
| CAN | Canada |
| CYP | Cyprus |
| FIJI | Fiji |
| GAM | The Gambia |
| GHA | Ghana |
| GRE | Grenada |
| GUY | Guyana |
| IND | India |
| JAM | Jamaica |
| KEN | Kenya |
| KIR | Kiribati |
| LES | Lesotho |
| MLW | Malawi |
| MLY | Malaysia |
| MAL | Malta |
| MAU | Mauritius |
| NZ | New Zealand |
| NIG | Nigeria |
| PNG | Papua New Guinea |
| StV | St. Vincent |
| SEY | Seychelles |
| SIL | Sierra Leone |
| SIN | Singapore |
| SRL | Sri Lanka |
| SWA | Swaziland |
| TAN | Tanzania |
| TUV | Tuvalu |
| UGA | Uganda |
| ZAM | Zambia |
| ZIM | Zimbabwe |

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