

## **Network on Education Quality Monitoring in Asia-Pacific (NEQMAP) Terms of Reference (TOR)**

### **STEERING GROUP**

The Steering Group will consist of approximately five or seven (5 or 7) members representing the various sub-regions of the Asia-Pacific (including Central Asia, Northeast Asia, Southeast Asia, South and West Asia and the Pacific). The Steering Group should be made up of recognized experts in the area of educational quality with experience in leading international/regional/national assessment programmes.

The Steering Group will meet annually to provide consultation for planning of the network. The potential Steering Group member will be nominated by the NEQMAP Secretariat and endorsed by network members at the annual meeting for a term of up to two years, or up to the next network meeting if earlier, on a renewable basis. A rotational system can be applied in order to allow for new members to join the Steering Group and for others to “retire” after a certain period of time.

#### **Roles and responsibilities:**

The Steering Group members will play crucial roles in making key decisions for management of NEQMAP, as per below:

#### **a. Reviewing/approving new members**

The Steering Group will review application documents for new membership, as per the criteria specified in the TOR for the network membership. The Steering Group will also provide support to the NEQMAP Secretariat in recruiting more members from their respective sub-regions and engaging them in NEQMAP activities.

#### **b. Support and contribution for the NEQMAP activities**

The Steering Group will provide guidance, technical advice and support in planning and implementing the network activities/events under each area; namely, capacity development, research and knowledge sharing. In particular, the Steering Group will:

- Provide guidance/support in selecting relevant topics and mobilizing expert(s) for the regional/sub-regional capacity development workshops;
- Provide guidance/support in selecting research study topics, mobilizing expert(s) to undertake or supervise the research, identifying peer reviewer (s) and reviewing research framework/tools;
- Encourage the members or non-member institutions to submit contributions to the NEQMAP knowledge portal;
- Support the organization of the NEQMAP annual meeting by facilitating or moderating the relevant sessions.

The proposals and suggestions from the Steering Group for the network activities/events will then be discussed and endorsed by the NEQMAP members present at the annual meeting.

**c. Support and contribution for the NEQMAP communication and advocacy**

The Steering Group will contribute to the advocacy and visibility of the network by sharing information on NEQMAP via various platforms including conferences, meetings, workshops, articles, newsletters, blog posts, etc.

**d. Others**

There are other activities that the Steering Group can decide, guide and advise upon suggestion by the Secretariat, including, but not limited to, resource mobilization, public relations, partnerships with other networks and initiatives etc.