

Third meeting of the GCREAS Project International Steering Committee

Panamá, September 25, 2009

Aide Memoire

I. Minutes of the meeting's closed session

A. Introduction

- 1.1 Following the work agenda for the third day of the meeting, the members of the GCREAS Project ISC moved into a closed session, to cover the pending points in the agenda..
- 1.2 Present in the closed session were the following delegates: Martin Candanedo, Carlos Mc Lean, Violeta Cumberbatch, Modaldo Tuñón, Rafael González, Miguel Escala, Rafael Leónidas Rodríguez, Justo Pedro Castellanos, Arturo García, Pedro Taveras, José Antonio Lomba, Carlos Cordero, Garth Kiddoe, Victor Watt, Noel Brown, Steve Dixon and René Rochette, members of the International Steering Committee of the Project for the Greater Caribbean Regional Engineering Accreditation System, GCREAS.
- 1.3 The decision was made to sign, in a solemn act this very day, the Memorandum of Understanding with ABET that was announced at the beginning of this 3rd ISC meeting. So, in order to accommodate the act of signature, the day's work program was adjusted, concentrating on (i) concluding the deliberations advanced on the previous day on GCREAS' constitutional documents; (ii) submitting the report on the project's operational advance, current status and future activities; (iii) agree on the critical dates for the project's immediate future.

B. Review and final conclusions on the GCREAS constitutional documents.

- 1.4 During the first part of the meeting the debate on GCREAS' constitutional documents was concluded, and the final amendments were made to the text as expressed in the documentation attached to the present Aide Memoire.

C. Report on the Project's operational status

- 1.5 Dr. Hugo Pirela presented to the delegates an update on the GCREAS project operational advance at the point of the meeting's closing, pointing out that the Project runs basically "on schedule" in reference to the expected progress to date.
- 1.6 Dr. Pirela stressed that the Project is about to start the process toward its third and final expected output, which is the actual launching of the GCREAS system and its validation through a pilot test of operation. He indicated that, although during 2010 the Project will continue to support the process advanced during 2008 and 2009, soon the transition process will be initiated between the project and the start of the GCREAS system itself. Of prime importance for this upcoming phase is not only to identify the founding members of GCREAS' governing body (Board of Directors) and



technical body (Accreditation Council), but also to identify which engineering programs will be subject to the System's pilot accreditation exercise for validation.

- 1.7 Finally, Dr. Pirela identified the main commitments for the immediate future of the Project, for which it was necessary to define specific deadlines and actions by the founding members. They are summarized as follows:

D. Review/ratification of dates in the work Schedule for the last quarter 2009

- 1.8 The delegates debated and agreed on the following critical dates in the work schedule for the subsequent phases of the Project.


- (i) **October 15, 2009:** Distribution to the delegates of the *Final Consensus Document*, the *Charter Accord* and the *By-Laws* for ratification by the NSC;
- (ii) **October 15, 2009:** Reception of the letter from CODIA ratifying office space and related facilities for GCREAS' Headquarters;
- (iii) **October 31, 2009:** Reception of letters of intention from member organizations to sign GCREAS Charter Accord;
- (iv) **November 15, 2009:** Reception of powers of attorney, as necessary, to officially sign GCREAS Charter Accord;
- (v) **December, 2009:** Meeting to sign GCREAS Charter Accord.

- 1.9 The delegates also agreed to join efforts to advance on the following actions concerning the training process in accreditation.

- Obtain, by November 2009, CEAB's list of visits, to see if GCREAS shadow visitors can be sent as companion of such visits, for training purposes;
- Procure possible funds from DAAD of Germany and the USA and Canada embassies, to cover training trips;
- Contact ICACIT from Perú, for possible identification of candidates as evaluators for programs in Spanish speaking countries;
- Procure possible training funds from Panamá's SENACYT programs;
- Procure possible funds from DR's SEESCYT Korean programs, to cover summer courses or other training activities;

- 1.10 Starting in November 2009 and well into 2010 first quarter, the Project will endeavor to select Engineering Programs and train their leadership for GCREAS Pilot Accreditation.

  
\_\_\_\_\_  
Dr. Miguel Escala  
Rector of INTEC

  
\_\_\_\_\_  
Dr. Hugo Pirela  
GCREAS Project Coordinator