

Vietnam Network for Agroforestry Education – VNAFE

MINUTES OF GENERAL MEETING OF VNAFE

Time: In 2 days, from 15 – 16 February, 2008

Venue: Northern Mountainous Agriculture and Forestry Science Institute (NOMAFSI), a member institution of VNAFE, Phu Tho Town.

Participant: There are 21 participants from 8/9 member institutions of VNAFE, and representative of ICRAF Vietnam, Forest Science Institute Vietnam (FSIV), Vietnam Forest Technology and Science Association (List of participants in Annex)

Objectives of the General Meeting:

- Review VNAFE activities in 2007 and progress of 2 projects: Market of Agroforestry Tree Products and Agroforestry Landscape
- Share and update experiences in agroforestry education/research/extension among members of VNAFE
- Decide network management: Expansion of membership, membership fee, re-elect Chair and Board of VNAFE for period 2008 - 2010
- Plan VNAFE activities 2008 and toward strategy till 2010
- Seek solution to link VNAFE to national agriculture and forestry development programs

1. Review VNAFE's activities in 2007

✚ Coordination of the network Coordination of 2 projects: Market of Agroforestry Tree Products and Agroforestry Landscape

Regarding Market project progress, the network supported to organize the training in Market for Agroforestry products with participation of lecturers, researchers, extensionists from members of VNAFE. All case studies of 5 country networks translated into Vietnamese to deliver to all members and updated to VNAFE web site

For Agroforestry Landscape project, the network coordinate to establish a research team and initiative the first step of study with title: "Study on Upland Maize based on Agroforestry Landscape in Son La province"

✚ Maintain and update the VNAFE web site: <http://www.socialforestry.org.vn>

Web site is well-managed and regularly updated. Results of network, workbook, research results, ... updated in the web, it contribute to share experiences in agroforestry. Students, pupils, lecturers are interested in the web site, in particularly, farmers also assess the web and communicate to web master for their concern in agriculture and forestry practices.

✚ Documentation of agroforestry models to serve training/education

With purpose of provision of information/experiences for training in agroforestry, in 2007 the network carried out a survey popular agroforestry models in 3 ecological zones. Young lecturers, students involved from Tay Nguyen, Thai Nguyen and Nong Lam HCMC University documented 07 agroforestry models. The results are delivered all members of VNAFE and published into the web site.

✚ Support to Master's Thesis

In 2007, one selected Master's Thesis has been granted by SEANAFE/SIDA. He is a Master student of Tay Nguyen and Forestry Universities, studied thesis with the title: "*Forecast CO₂ sequestration of ever green forest in Tuy Duc District, Dak Nong province, Vietnam*". The thesis presented to National Master Council and got excellent score.

✚ Not implemented activities

In 2007, there were 2 activities have not been implemented: i) NAFEC meeting and ii) Workshop on resources mobilization. The NAFEC meeting intergrated in the general meeting on 15 – 16 February, 2008, in Phu Tho

✚ Contribution of idea from the guests

- Representative of ICRAF Vietnam

Dr. Hoang Minh Ha indicated strategy of ICRAF Vietnam including 4 programs: i) Agroforestry and livelihood in the uplands, ii) Agroforestry for climate change, iii) Awarding the poor in the uplands by their environment services and iv) The role of trees in the landscape. And she also suggested some areas can be collaborated between VNAFE and ICRAF Vietnam such as publication, extension of research results, seeking resources for agroforestry training/research

- Representative of Forestry technology and science association Vietnam

Prof. Dr. Nguyen Ngoc Lung

- Sustainable network is to depend on demand of collaboration of members and capacity of mobilization of resources.
- VNAFE is facing on legalization, so that there is need to involvement of leaders of Universities, Institutes to recognize the role, function of the network.
- VNAFE and ICRAF Vietnam should make more clear task for collaboration and the specific tasks of ICRAF Vietnam support to VNAFE?

- Representative of FSIV

Dr. Vo Dai Hai, Vice Director: In order to well-manage the network:

- Firstly all members must be actively in sharing, collaborating
- Mobilization of resources from another projects
- And information in the web should be published in quality concern

✚ Plenary discussion:

Based on report of VNAFE 2007 review, all members joined the discussion and got consolidation as follows:

- Activeness of membes play important role in maitainance and development of the network
- Updated and upgraded web site is key activity of the network, and all members have responsibility in this task
- There is high demand in collaboration for training, research, extension in agroforestry among members, therefore the network is opportunity to encourage solving this

✚ Participatory evaluation of VNAFE’s activities in 2007

Activities	Contribution	Limitation	Recommendation
1. Coordination of network, web site	<ul style="list-style-type: none"> - The web site well-updated/upgraded - The web last was a good tool to provide information to many stakeholders - The web is a good way to share and introduce the network - The activities of VNAFE have coordinated smoothly 	<ul style="list-style-type: none"> - Limitation of sharing information form members to the web - Limitation of time to manage the network of the board and Chair 	<ul style="list-style-type: none"> - Get commitment from members for contribution to web site - There is need to indicate the regulation on contribution to web site
2. Documentation of Agroforestry models / practices	<ul style="list-style-type: none"> - Reflection of diversity of agroforestry in Vietnam for training/learning - Provision of materials as case studies for education on agroforestry 	<ul style="list-style-type: none"> - The progress was going slowly - Few models, lack of models in another regions 	<ul style="list-style-type: none"> - Continuation of documentation in the whole country - Systematic and deliver documentation

Activities	Contribution	Limitation	Recommendation
3. Support to Master thesis	- Encourage a new and challenge thesis in Vietnam	- Few master student granted	- Continuation of supporting the thesis to expand in the country - The grant can be slipped to 2-3 students
4. Market of Agroforestry Products project	- Gain new information/knowledge - Train some core lecturers in market of agroforestry products		- Design training materials
5. Agroforestry landscape project			- The research team should make clear the output/results of research

2. Expansion of VNAFE's membership and membership fee

✚ Expansion of membership

In 2007, some institutions submitted their application to join VNAFE, at the general meeting all members had agreement to accept 5 institutions to be member of VNAFE as follows:

1. Dalat University, Faculty of agriculture and forestry. Representative: Msc. Pham Ngoc Tuan
2. Anh Sao Ltd. Company. Representative: Bui Van Han
3. College of Job on construction and agriculture and forestry, Binh Dinh province. Representative: Pham Van Hoa
4. Sub-FIPI in Middle and Central highlands. Representative: Do Van Nhan
5. Forestry technology and science association Vietnam. Representative: Prof. Dr. Nguyen Ngoc Lung

Besides, the board will invite some institutions at central level to attend the NAFEC meeting in this year to introduce the network and get their support

✚ Regulation on membership fee

To contribution resources for the network and also increase duty of all memberships, at the general meeting an important agreement on membership fee is accepted

- Each membership has responsibility to contribute membership fee 2 million VND/year
- The membership fee is managed by the board and used for common activities of network, in particular for maintaining web site and coordinating the network

3. Re-elect the members of NAFEC and Chair of VNAFE for period 2008 - 2010

Each representative of members of VNAFE to attend the election, there were 8 members to re-elect the Chair and the board of NAFEC. Assoc.Prof.Dr. Bao Huy is re-elected Chair and 7 members are selected to be members of NAFEC as follows:

1. Assoc.Prof.Dr. Bao Huy – Chair of VNAFE, Tay Nguyen University
2. Dr. Le Quoc Doanh, Member, NOMAFSI
3. Dr. Duong Viet Tinh, Member, Agriculture & Forestry University, Hue
4. Msc. Pham Quang Vinh, Member, Forestry University Vietnam
5. Msc. Dang Hai Phuong, Member, Nong Lam University, HCMC
6. Msc. Dam Van Vinh, Member, Agriculture & Forestry University, Thai Nguyen
7. Mr. Nguyen Van Tu, Member, Extension Center, Lam Dong

4. VNAFE's 2008 planning and strategy till 2020

At the general meeting all members discussed, revised and developed vision, objectives and priority activities of VNAFE till 2020. The result has been updated in the Brochure of VNAFE in web site in both languages English and Vietnamese.

And the VNAFE's 2008 plan established with some main following activities: (Some of them added, revised based on idea of SEANAFE board meeting in Lao)

1. Contribution 02 articles to SEANAFE's Newsletter No32: Summary of Master's Thesis granted by SEANAFE, results of General Meeting of VNAFE and its progress.
2. Management of the network and sharing information in the web site, in which each member has duty to contribute at least 2 articles/news/papers/results of research, training per year
3. Organize NAFEC meeting in November, 2008 in Da Lat, at that event representatives from MRAD, MoET should invited
4. Improve and revise workbook of agroforestry subject in Tay Nguyen University and share with all members
5. Develop an agroforestry curriculum belongs to credit system to apply in the whole country, it is hold by Hue University
6. Translation of documentation of agroforestry practices, models to share with other country network in SEANAFE
7. Continuation of implementation of agroforestry landscape which hold by NOMAFSI. Design a training course for members of VNAFE
8. Carry out a study on CO₂ sequestration of Agroforestry
9. Select and support 2 Master's Thesis

Annex 1: List of participants

Id	Full name	Sex	Position	Institution
1.	Phạm Quang Vinh	Male	Deputy Dean	Silviculture Faculty of Forestry University
2.	Trần Bình Đà	Male	Lecturer	Silviculture Faculty of Forestry University
3.	Dr. Dương Viết Tình	Male	Dean	Forestry Faculty, Agri. & Forestry University Hue
4.	Dương Văn Thành	Male	Lecturer	Forestry Faculty, Agri. & Forestry University Hue
5.	Assoc.Prof.Dr. Đặng Đình Bôi	Male	Lecturer	Forestry Faculty, Agri. & Forestry University HCMC
6.	Msc. Đặng Hải Phương	Male	Lecturer	
7.	Nguyễn Văn Tú	Male	Director	Extension Center, Lam Dong Province
8.	Msc.. Nguyễn Quốc Phương	Male	Lecturer	Forestry vocational school, Gia Lai Province
9.	Dr. Lê Sỹ Trung	Male	Dean	Forestry Faculty, Agri. & Forestry University Thai Nguyen
10.	ThS. Đàm Văn Vinh	Male	Deputy Dean	Forestry Faculty, Agri. & Forestry University Thai Nguyen
11.	Assoc.Prof.Dr. Bảo Huy	Male	Chair	Forestry Faculty, Agri. & Forestry University Tay Nguyen
12.	Dr. Võ Hùng	Male	Lecturer	Forestry Faculty, Agri. & Forestry University Tay Nguyen
13.	Dr. Lê Quốc Doanh	Male	Director	NOMAFSI
14.	Nguyễn Thị Thanh Thủy	Female	Vice head	NOMAFSI
15.	Lê Huy Hoàng	Male	Head of department	NOMAFSI
16.	Nguyễn Lê Thăng	Male	Researcher	NOMAFSI
17.	Msc. Phạm Tuấn Anh	Male	Director	Coffee Company, Dak Nong Province
18.	Dr. Võ Đại Hải	Male	Vice Director	FSIV
19.	Prof.Dr. Nguyễn Ngọc Lung	Male	Vice Chair	Forestry Technology and Science Association Vietnam
20.	Dr. Hoàng Minh Hà	Female	Head	ICRAF Viet Nam
21.	Mr. Quan	Male	Staff	ICRAF Viet Nam

Annex 2: Plan of Activity and Budget Requirement in 2008 for VNAFE

Activity	Expected Outputs	Date & Venue	Person/ Institution In-charge	Budgetary Requirement (USD)	Expected Source of Fund	Remarks
A. Network Management and Sustainability						
1. NAFEC and General Meeting	<ul style="list-style-type: none"> • Review of 2007 accomplishments • Updated AF education profiles of member institutions • Coordination of 2 project: Market and Landscape • Mechanism to expand membership and dues/fee • Election of new NAFEC and Chair of VNAFE • Strategic Plan for 2008 and beyond 	15 – 16 February 2008 NOMAFSI, Phu Tho Province	Tay Nguyen University Bao Huy	5,500	SEANAFE	Budget is based on SEANAFE allocation of \$2,500 for NAFEC meeting and \$3,000 for General meeting Already done
2. Contribution of Papers/articles to SEANAFE Newsletter	<ul style="list-style-type: none"> • A summary of Master Thesis supported by SEANAFE • A summary of result of VNAFE General Meeting 	March, 2008	Pham Tuan Anh Bao Huy			
3. Network administration, and website maintenance	<ul style="list-style-type: none"> • Network managed smoothly • Network information shared on the Internet • <i>Each membership contribute at least 2 papers/articles/news to web site</i> • <i>Collect Membership fee: 2 million VND/institution/year</i> 	Year-round/ Vietnam	Tay Nguyen University Bao Huy	1,500	SEANAFE	Budget is part of SEANAFE allocation per network for information exchange
4. Allowances for	<ul style="list-style-type: none"> • Support to the Chair in 	Tay Nguyen	Tay Nguyen	1,000	SEANAFE	

Activity	Expected Outputs	Date & Venue	Person/ Institution In-charge	Budgetary Requirement (USD)	Expected Source of Fund	Remarks
secretariat of VNAFE	administration issues <ul style="list-style-type: none"> • Translation of documents • Information exchange 	University Year round 2008	University Cao Thi Ly			
5. NAFEC meeting <i>Involved key stake holders, policy makers</i>	<ul style="list-style-type: none"> • Review of 2008 accomplishments • Plan for 2009 • Agreement on supporting to VNAFE (Budget, projects, etc) by stakeholders/policy makers/MARD 	November, 2008 Extension Center Lam Dong Province, Da Lat city	Tay Nguyen University Bao Huy Nguyen Van Tu	2,500	2,500: SEANAFE <i>Membership fee: 2 million VND (125USD) /institution/year (Contribute to Chair Institution account) = Tota of 1,200USD</i>	<i>Added by Membership Dues/Fee</i>
B. Capacity Building						
6. Review and revise curriculum, workbook of Agroforestry Subject	<ul style="list-style-type: none"> • A revised curriculum and workbook • Topic on Market of Agroforestry Products added in the subject • The results is updated in the web site and delivered to all members 	February – April, 2008	Tay Nguyen University Vo Hung	1,000	SEANAFE	Market project phase II Contract already signed and the budget advance tranfered
7. Develop a curriculum of Agroforestry Subject based on credit for the whole country application	<ul style="list-style-type: none"> • Common curriculum to be applied at all Universities • The curriculum shall be updated new concepts such as Market and Landscape which were produced by 2 projects of the network 	August, 2008 Agriculture and Forestry University Hue	Agriculture and Forestry University Hue Duong Viet Tinh	4,000	SEANAFE	Participation of all members of Univeristies, Institutes, Extension Centers and stakeholder (MoET, MARD, ..)
8. Translation of Agroforestry Practices of Vietnam into English	<ul style="list-style-type: none"> • 07 Models of agroforestry practices of Vietnam translated in English • The results shared on the web site of SEANAFE/VNAFE 	March - July, 2008 Tay Nguyen University	Tay Nguyen University Nguyen Thi Thanh Huong (TNU)	100 pages x 10USD = 1,000	SEANAFE	
C. Research and Extension						

Activity	Expected Outputs	Date & Venue	Person/ Institution In-charge	Budgetary Requirement (USD)	Expected Source of Fund	Remarks
9. Agroforestry Landscape Project	<ul style="list-style-type: none"> • A report of case study • Curriculum of Landscape Agroforestry • Train at least 15 lecturers/ extensionists/ researchers in agroforestry landscape concept • The results of case study, curriculum shall be updated in VNAFE web site 	August, 2008 NOMAFSI, Phu Tho	NOMAFSI Le Quoc Doanh		SEANAFE	Landscape Agroforestry Project
10. Ability of CO ₂ sequestration of agroforestry models comparing with mono- tree plantation in the Central Highlands of Vietnam	<ul style="list-style-type: none"> • Documentation for education/training in agroforestry link to climate change • Provide information to extension centers, managers to enhance their awareness on agroforestry development • Published in the web site of VNAFE/SEANAFE 	March – December, 2008	Tay Nguyen University and other members Bao Huy and other	4,000	SEANAFE	
Total				20,500		