Kingdom of Cambodia
Nation Religion King

Ministry of Education, Youth and Sport
Directorate General of Higher Education
Second Higher Education Improvement Project

Agenda
For
Training Workshop on Need Analyses for Academic Program Modernization in Line with the FutureFit Educational Framework for Outcome-Based Education For 10 Programs from Non-Target Higher Education Institutions

15-17 November 2026, Royal Angkor Resort, Siem Reap

Day/Date	Time	Topic/Activity	PIC
Day 1 15 November 2026	7:30-8:30 am	❖ Registration ❖ Arrival of Quests of Honor	- All participants - DGHE Team
	8:30:8:45 am	❖ Welcome Remark	- H.E. Mak Ngoy, Director General & HEIP Manager
	8:45-9:00 am	❖ Opening Remark ❖ Photo Session	- H.E. Dr. Som Ratana, Under Secretary of State & Deputy Director of HEIP - All participants
	9:00 – 9:15 am	❖ Overview of training workshop: objectives and flow	- Dr. Kao Sovansophal Deputy Director of DHEM and Deputy Head of DGHE-OBE technical committee
	9:15 – 10:30 am	❖ Concept and Process of Needs Analysis in line with FEF-for-OBE	- Trainers - Program Teams - All participants
	10:30 – 10:45 am	Tea Break	
	10:45 – 12:00 pm	❖ Stakeholder/Market Analysis: Concepts and Requirements ❖ Practical Exercise 1: Review and finalize questionnaires framework for each academmic programme	- Trainers - Program Teams - All participants
	12:00 –13:30 pm	Lunch Break	
	1:30 – 3:00 pm	❖ Stakeholder/Market Analysis: Concepts and Requirements (Con't) ❖ Methods and Tools for Collecting Stakeholder/market Needs ❖ Practical Exercise 2: Develop Questionnaires/Tools, Interview and/or Focus-Group Questions	- Trainers - Program Teams - All participants

	3:00 – 3:15 pm	Tea Break	
	3:15 – 4:30 pm	❖ Stakeholder/Market Analysis: Concepts and Requirements (Con't) ❖ Practical Exercise 2: Develop Questionnaires/Tools, Interview and/or Focus-Group Questions ❖ Presentation, Feedback and Implication for Academic Program Modernization (Con't)	- Trainers - Program Teams - All participants
End of Day 1			
Day 2 16 November 2026	8:00 – 10:00 am	❖ Stakeholder/Market Analysis: Concepts and Requirements (Con't) ❖ Practical Exercise 2: Finalize Questionnaires/Tools, Interview and/or Focus-Group Questions	- Trainers - Program Teams - All participants
	10:00 – 10:15 am	Tea Break	
	10:15 – 12:00 pm	❖ Staff Needs Analysis: Concepts and Requirements ❖ Practical Exercise 3: Program Staff Capacity and Gap Analysis	- Trainers - Program Teams - All participants
	12:00 – 1:30 pm	Lunch Break	
	1:30 – 3:15 pm	❖ Staff Needs Analysis: Concepts and Requirements (Con't) ❖ Practical Exercise 3: Program Staff Capacity and Gap Analysis	- Trainers - Program Teams - All participants
	3:15 – 3:30 pm	Tea Break	
	3:30 – 4:30 pm	❖ Staff Needs Analysis: Concepts and Requirements (Con't) ❖ Practical Exercise 3: Program Staff Capacity and Gap Analysis ❖ Presentation, Feedback and Implication for Academic Program Modernization (Con't)	- Trainers - Program Teams - All participants
End of Day 2			
Day 3 17 November 2026	8:00 – 10:00 am	❖ Facilities, Equipment and Learning Resources Needs Analysis ❖ Practical Exercise 4: Assessing Current Capacity Against Program Requirements	- GIP Trainers - Program Teams - All participants
	10:00 – 10:20 am	Tea Break	
	10:20 12:00 pm	❖ Facilities, Equipment and Learning Resources Needs Analysis (Con't) ❖ Practical Exercise 4: Assessing Current Capacity Against Program Requirements	- Trainers - Program Teams - All participants
	12:00 – 1:30 pm	Lunch Break	
	1:30 – 2:40 pm	❖ Draft key outline of the program needs analysis reports	- Trainers - Program Teams

		❖ Action Plans to Complete Need Analysis	- All participants
	2:40 – 3:00 pm	Tea Break	
	3:00 – 4:30 pm	❖ Closing Remarks and Next Steps.	- H.E. Ngoy Mak, Director General & HEIP-2 Project Manager

Note: The agenda is subject to change to meet the unexpected occurrence.