# Exhibit 4.1-1 Regular program committee meetings

# The Gems and Jewelry Program Management Committee Report

## June 5, 2019

Topics to be discussed and approved:

- 1. Summary report on progression of SAR-AUNQA development
- 2. Internship process
- 3. Stakeholders survey development and revision
- 4. The program website development

## 1. Summary report on progression of SAR-AUNQA development.

As the program are going to have assessment by the AUNQA standard certification on September 17-19, 2019, the program would like to present the progression of the program documents as attached.

## 2. Internship and cooperative education process revision

As the 2<sup>nd</sup> students required to be internship for at least 300 hours in any organizations related to jewelry industry, the program has revised the process of fitting-in as follows:

- Students submitted their interests to the internship coordinator.
- The program management committee (PMC) and the T&LO committee arrange the meeting to match the needs of industry with the interests of the students.
- Alumni network will assist in providing internship sites and professional suggestions in meetings. Specific internship coach will be provided for particular needs. This year, the major internship coaches are Pam Jew#9 and Ploen Jew#21.
- Follow-up visits and assessment will be managed by the program committee and supervisors and internship coach, respectively.
- Students must receive problems from business owners/supervisors and present progress of the problem continuously.

The cooperative education process will be revised as follows:

- Arrange senior projects that relate to courses offered
- Find cooperative education sites by December, 2019.

In addition to the internship fitting-in process, the program has received useful comments from employers who are also the alumni, regarding the sequence of program study. The comments have been further discussed among academic staff and current students. This then results in switching study plan between the courses in production and those in gemology, effectively used in 2019.

#### 3. Stakeholders survey development and revision

The PMC agreed to have its own stakeholders survey development and thus assigned asst. prof. Duangkhae and asst. prof. Thanut operate the survey revision which would further be reviewed by Dr. Porngarm. In addition, the committee assigned asst. prof. Kageeporn to collaborate with alumni network, asst. prof. Duangkhae collaborate with current students, and asst. prof. Thanut collaborate with other academic staff.

#### 4. The program website development

The PMC assigned Dr. Bhuwadol to be responsible for developing the website, including put the program's information on in timely manner. Academic staff should provide the most updated version of his/her own CVs as well.

The next meeting will be on August 7, 2019.



Figure of Internship meeting with Coach Pam and the students.