



ETF GOVERNING BOARD MEETING

Location: Torino

14 JUNE 2005 – 09.30-17.00

Draft Agenda

1. Adoption of agenda (*ETF-GB-05-002*)
2. Adoption of Minutes of previous meeting (*ETF-GB-05-001*) and report on action points
3. Introductory remarks by the Chairman of the meeting
4. Oral reports:
 - i. Report by the Director on trends in ETF activities and organizational developments during first semester 2005
 - ii. Update on progress on Commission policies and programmes that have an impact on the ETF
 - iii. Update from GB Members on bilateral programmes relevant to the work of ETF
5. Annual Activity Report:
 - i. Draft Annual Activity Report 2004 (*ETF-GB-05-003*) (for adoption)
 - ii. Draft Annual Activity Report 2004 Analysis and Assessment (*ETF-GB-05-004*) (for adoption)
6. Monitoring, Evaluation and Audit:
 - i. Outcomes of the first Audit of ETF by the Internal Audit Service (for information)
 - ii. Final progress report on ETF 2002 External Evaluation (*ETF-GB-05-009*) (for discussion)
 - iii. Analysis of first results from ETF internal Annual Evaluation Programme (*ETF-GB-05-005*) (for information)
 - iv. Progress report on ETF 2005 External Evaluation (for information)
7. Analysis of ETF Research and Development: the Foundation's Yearbook 2005 (for information)
8. Proposed outline of the Advisory Forum Plenary Meeting 2006 (*ETF-GB-05-016*) (for information)
9. Miscellaneous administrative issues and follow up to previous meetings
 - i. Internal Communication policy (*ETF-GB-05-008*) (for information)
 - ii. Advisory Forum revised Rules of Procedure (*ETF-GB-05-015*) (for information)
 - iii. Governing Board revised Rules of Procedure (*ETF-GB-05-018*) (for adoption)
 - iv. Advisory Forum Membership – update of nominations (*ETF-GB-05-019*) (for approval)
10. Date of next meeting – 8 November 2005