



4th STEERING COMMITTEE MEETING

May 24-25, 2018
University of Palermo
Department of Mathematics and Computer science
Via Archirafi 34, Palermo
Italy

AGENDA

Thursday, May 24 th 2018		
09:30	10:00	Registration
10:00	10:30	SC meeting opening and welcome, logistic information provision, mathematics and computer science library services presentation – Biagio
10:30	10:45	Meeting agenda review and final adoption - Branko
		<u>WP 2&3 (Development):</u>
		A): Tasks and open deliverables (concrete format of each partner):
		1. Planning documents:
		a. Didactic pattern
		b. Final sequencing table
		Presenting all expected documents and collecting partners' documents, announced in the Online meeting (15 min) - Tim
10:45	11:45	2. Contents
		a. Contents of F2F units (courses)
		b. Contents of e-learning and self-learning units (=materials and tasks; 2-5 bullet points in EN if contents are in local language)
		c. Contents of potential student learning projects (activities, assignments and learning objectives)
		d. Contents of the study visits (themes, units, activities) and learning objectives
		3. Presenting the state of documents and materials by the partners (each non-EU partner 5 min , 45 min total)
11:45	12:15	Coffee break
		<u>WP 2&3 (Development, continued):</u>
		B): Hands on session: (60 Min)
12:15	13:00	1. Inserting and delivering units in the REBUS LMS
		2. Organising learning projects in the REBUS e-Portfolio
		3. Demonstration on how to embed the basic LEVEL5 self-validation
		a. Presentation of a potential case with preformatted LEVEL5 reference system
		b. Discussing a preformatted reference system for entrepreneurial competences
		c. Embedding the validation into a Moodle course - Tim
13:00	14:00	Break for lunch
		<u>WP 2&3 (Development, continued):</u>
14:00	14:45	C) Which entrepreneurial sub-competences are expected to be developed in the



		learning programmes: 1. Presentation and discussion of a. competence matrix b. learning fields 2. Allocation of learning units in the learning fields - Tim
14:45	15:30	<u>WP 2&3 (Development, continued):</u> D) How to develop suitable assessments which fit to the envisaged learning outcomes and competence levels. 45 min 1. Formative vs. Summative assessments 2. Matrix of suitable assessment methods 3. How to allocate the results in the reference systems 4. Scenarios of self-assessments/trainer assessments - Tim
15:30	15:45	Coffee break
15:45	17:00	<u>WP 4 (Development):</u> Piloting (18 national pilots, 2 per partner), accreditation and certification, training of students in EU universities - training agenda harmonization at three locations, participants, responsibilities of hosts and incoming partners with final deadlines, contracts with students participating, logistics for students' visits; pilot documentation and reporting (WP Leader responsibilities) - CLARIFYING INCOMING TASKS FOR BOTH EU and NON-EU PARTNER Developing an action plan for the pilots 1. Blended learning concepts a. Each partner sets up his/her timeframe (workshop 15 min) b. Blended learning modalities filled with bullet points (grid with units and dates) i. F2F ii. Project iii. E-Learning-units iv. Study visits v. Validation phase 2. Envisaged deliverables a. Reports with planning and delivery documents b. Validations (assessments and certificates) c. User profiles (staff and students in e-Portfolios) - Tim/Christoph 3. Training of students in EU universities, training agenda harmonization at three locations, participants, responsibilities of hosts and incoming partners with final deadlines, contracts with students participating, logistics for students' visits - representatives of Essen, Gratz, Palermo
17:00	17:30	Day 1 wrap up - TO DO list - Tim
19:30		Joint Dinner (to be paid by participants)

Friday, May 25th 2018

09:30	10:00	Obligation for recording of procured equipment into assets books, use of procured computers and software – Branko
10:00	10:30	<u>WP6 (Dissemination and exploitation)</u> –reminder to partners' obligations towards preparation of 9 Institutional mainstreaming plans; info on intended papers on project activities and results to be published; REBUS National Info days; expected dissemination activities, in line with REBUS dissemination strategy – Branko



Friday, May 25th 2018

10:30 11:30 **WP7 Management** - Financial reporting obligations for the next period and review of mid-term financial reporting – **Branko**

11:30 11:45 **WP5 (Quality plan)**: continuous process evaluation – **Christoph**

11:45 12:00 Break

Final remarks

12:00 12:30 Q&A and next meeting dates - **Branko**

12:30 13:00 Conclusions, tasks & responsibilities, quality evaluation for the SC meeting - **Branko**

13:00 14:00 Break for lunch

Afternoon Team Building activities

LIST OF PARTNERS:

	PARTNER	COUNTRY
P1	Mechanical Engineering Faculty University of Sarajevo, FBiH / UNSA	BiH
P2	dieBerater / dB	Austria
P3	University FH Joanneum Gesellschaft M.B.H / FH JOANNEUM	Austria
P4	Blended learning institutions' cooperative / blinc eG	Germany
P5	University of Duisburg Essen / UDE	Germany
P6	University of Palermo / UNIPA	Italy
P7	Mechanical Engineering Faculty University of East Sarajevo, RS / UES	BiH
P8	European University of Tirana / UET	Albania
P9	University of Elbasan "Aleksander Xhuvani" / UEAXH	Albania
P10	Universum College Prishtinë / UC	Kosovo
P11	"Kadri Zeka" University in Gjilan / KZUG	Kosovo
P12	Mechanical Engineering Faculty University of Montenegro, Podgorica / UOM	Montenegro
P13	Volga State University of Technology / Volga Tech	Russia
P14	Siberian State University of Telecommunications and Informatics / SIBSUTIS	Russia