



Tempus158989-Tempus-1-2009-1-BE-Tempus-JPHES  
Creation of university-enterprise cooperation networks for education on  
sustainable technologies

# Coordination Meeting in Novi Sad, RS

25 – 27, January 2012



# Tempus158989-Tempus-1-2009-1-BE-Tempus-JPHES Creation of university-enterprise cooperation networks for education on sustainable technologies

## 5<sup>th</sup> Coordination meeting

### AGENDA

Thursday, 26<sup>th</sup> January 2012.

Faculty of Technology

1. **The words of welcome**

Geert De Lepeeler  
Zoltan Zavargo

2. **Approval of the Minutes of the 4<sup>th</sup> Coordination Meeting**

The Minutes of the 4<sup>th</sup> Coordination Meeting were approved by all participants.

3. **Intermediate Report on implementation of the project**

Geert De Lepeeler

The intermediate report evaluation was reported by Geert De Lepeeler. The Evaluation of EACEA was sent to coordinator of the project in August 2011. The Evaluation was forwarded to all participants.

The Intermediate Report that was sent to EACEA on 14<sup>th</sup> July has been approved. The EACEA found that results and activities that have been produced so far are very positive. The Report is comprehensive and provides a complete picture of the current state of your project".

The EACEA gave some suggestions:

- Project's website  
Enrich its content further and make it more attractive to external readers. In particular, the content of the dissemination section;
- Complete the purchase of the equipment;
- Regarding sustainability, the final report should provide information on how it is planned to secure and sustain the collaboration established with industry;
- In the final report there should be detailed information about the implementation phase as well as the information about the potential impact of the project on the ordinary teaching activities of the partner universities.

On the basis of the information provided in the Interim evaluation, EACEA concluded that requirements foreseen by Article 1.5.2 of the Grant Agreement have been met and the corresponding pre-financing payment of 30% of the maximum grant amount will be transferred.

Geert De Lepeeler informed the participants of the meeting that pre-financing payment of 30% was transferred to KaHo Sint-Lieven.

### Decision

All suggestions of the EACEA given in the Intermediate Evaluation report were accepted.

4. **Report: Course development workshop 3**

Zoltan Zavargo

Zoltan Zavargo made a short report of the Course development workshop 3:

- All the written material were presented
- The whole written material will be given to each partner
- Each partner will correct and reduce their own text in the next 4 weeks
- The corrected material will be sent to Zoltan Zavargo and Gyula Vatai. After final revision the designer will made the final outlook of the text. Printable version of the material (spiral bund) will be prepared by the end of March, together with CDs.
- The courses should start in the middle of March 2012. After the courses are conducted, the evaluation will be done.

## Decisions

All the written materials will be put together on the CDs and will be given to each partner during this meeting.

The extension of the whole written material is too huge. Some chapters look overloaded.

Chapters. The numbers of chapters will be adjusted.

Abstract. Instead of an abstract planned to be at the end of each chapter there should be an Introductory text at the beginning of each chapter. There should be the aim of the chapter and the necessary knowledge and competences that will be gained in order to meet this aim.

Figures. Layout of figures and pictures and corresponding subtitles should be identical in all contributions. Whenever possible, authors should make their own pictures/figures. Mind the copyright imposed on pictures, especially for those found on the internet.

References. References should be done in the identical way in all contributions.

Layout. The layout of the text will be standardized.

According to conclusions from Workshop, reviewer remarks and the above decisions the authors will correct and adjust the written materials in the next 4 weeks. The written materials will be sent to Zoltan Zavargo and Vatai Gyula. After final revision the final layout of the text will be done by designer.

## Courses

The courses should start by 15<sup>th</sup> March. After the courses there should be an examination and course evaluation. The courses should be approved by university and offered on the website.

There will be teachers exchange among partner universities. The detail plan of the teachers exchange should be sent to Geert De Lepeeler.

### 5. Administration and equipment

Geert De Lepeeler

Short report about administration was done by Geert de Lepeeler. Each partner university should precede the **CONVENTION for Staff Costs**, and afterwards, the payment for the activities of the second year will be done.

The purchase of the equipment will be completed at the universities which are late.

### 6. Tasks for the next year

Zoltan Zavargo

In the 3<sup>rd</sup> year of the project the following activities is to be done:

- Implement the newly developed curricula for the staff from industry
- Creation of the Strategic Plan for education on sustainable industry in cooperation with Chambers of commerce
- 3<sup>rd</sup> Dissemination conference, Novi Sad, RS
- 6<sup>th</sup> Coordination Meeting, Tuzla, BA
- Dissemination booklet writing
- Writing a Final report
- 7<sup>th</sup> Coordination Meeting, Skopje, MK
- External experts visits:

Gyula Vatai will visit MK and BA at the end of the 3<sup>rd</sup> year and

Adam Pawelczyk will visit MK in February and RS at the end of the 3<sup>rd</sup> year.

### 7. Planning the 6<sup>th</sup> Coordination meeting

Geert De Lepeeler

Zoltan Zavargo

The 3<sup>rd</sup> Dissemination conference will be held in Novi Sad, RS and after the 6<sup>th</sup> Coordination meeting in Tuzla, BA. This will be done in June 2012 from 18<sup>th</sup> till 22<sup>th</sup> (Monday to Friday).

The last, 7<sup>th</sup> Coordination meeting will be held in Skopje, MK from 9<sup>th</sup> till 12<sup>th</sup> January 2013.

### 8. Any other business

**Friday, 27<sup>th</sup> January 2012.**

Preparing the report

Geert De Lepeleer

Zoltan Zavargo

Damjan Tomanek

Departure of the participants