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ERASMUS+ PRINTeL Project

“Change in Classroom: Promoting Innovative Teaching & Learning to Enhance Student Learning Experience in Eastern Partnership Countries”

MINUTES OF THE 2ND COORDINATION MEETING

17 May 2019

Venue: Yerevan State University

Room: YSU Academic Council Hall

Republic of Armenia, Yerevan, 0025, 1 Alex Manoogian Str.

Agenda is attached to this document

Attendees: 20 contact persons and work group leaders from PC and EU partner institutions

(See the attached attendance list of the Second Coordination Meeting)

Working language: English

The second coordination meeting started after the final session of the international conference-workshop, at 15:50 on **May 17** (in accordance with the defined agenda). The meeting commenced with the opening speech delivered by Project Coordinator A. Budaghyan. He firstly expressed his gratitude to the representatives of all the partner universities for their active participation and favorable collaboration in the workshop.

Afterwards A. Budaghyan presented in detail the operational plan of the activities and tasks to be implemented by the end of 2019 in accordance with the work plan of the PRINTeL Project (the operational plan was tentatively sent to all the coordinators of the partner universities).

After A. Budaghyan's presentation the discussion of the operational plan's activities and tasks per work packages took place.

At first, the activity 2.3 *“Adoption of the TT courses at TSDCs by 9 PC HEIs”* of the *WP.2 Capacity building of teaching staff* was discussed, in relation to which the Coordinator of partner Belarus State University A. Rytov asked how the 5 new courses can be organised in Teaching Staff Development Centres (TSDCs). A. Budaghyan answered that the problem can be solved by the universities proceeding from their TSDC plans and organizational peculiarities. It was decided that all the regular trainings of the 1st stage at PC HEIs TSDCs

with submission of corresponding support documents should be completed by December, 2019.

The Coordinator of KU Leuven, Prof. Wim Van Petegem, came up with the suggestion concerning the 2nd work package. He remarked that the PC HEIs TT trainers suggested him to deliver master classes at YSU. A. Budaghyan responded that such an initiative was not envisaged either in the project work plan or in the budget of the project, but it can be accommodated if appropriate financial resources are available in the budget. Conceivably, an opportunity may arise as a result of merging some coordination meetings, but this matter needs to be further explored. However, in all cases, a master class of a kind could be carried out at KU Leuven where the trainer-representatives of all the PC universities could take part. The attendees remarked that such an initiative would be very important for the development of further courses as well.

Fernando Remião, professor at the University of Porto, also mentioned that suchlike master classes delivered by the teaching staff members of the EU partner universities would be very useful for training of trainers. Wim Van Petegem remarked that those master classes could be conducted in 2020 as well.

A. Budaghyan also presented and explained how and in what timeframe the activity 2.4 *“Piloting innovative T&L methods in PC HEIs curricula”* by TT trainers and teachers of the PC HEIs would be implemented by the end of 2019.

For the specific activities envisaged in the *WP.3 Creating Virtual Academy of T&L (VATL)* A. Budaghyan pointed out that within the activity 3.4 *“Development of procedures & guidelines for publishing OER content”* A. Avagyan from YSU and G. Shvarkova from BSU (as well as other members of Work Group-4) who developed the VATL portal should elaborate an electronic E-Guide covering the information about the implementation of VATL, how it can be exploited by beneficiaries, how they can upload their developed e-courses into VATL, etc. It was decided to finalize the activities relating to the production of the E-Guide by 31 July 2019, so that in September it could be disseminated amongst the project partners.

In regard to the activity 3.5 *“Training of TSDC’s trainers on preparation of OER materials”* it is envisaged to conduct a two-day training and one-day workshop for TSDCs trainers by KU Leuven on production of OERs. Workshop participants will develop OERs meeting the defined standards. It was decided that 28 teacher trainers from PC universities TSDCs will take part. The date 24-26 September 2019 defined in the initial work plan was suggested to be shifted and conducted on 15-17 October 2019.

Prof. Wim Van Petegem suggested as well that the trainers should be selected from various professional/subject areas so that the trainings could be more effective and engaging. It was decided that by 30 June Wim Van Petegem will present a range of requirements demanded from the trainers and the selection of the trainers will be carried out on the basis of those requirements.

In relation to the task 3.6.1 *“Appointment of general and institutional VATL administrators from all PC HEIs”* of the activity 3.6 *Operationalization of the VATL*, it was decided that

within the mentioned period of 1-15 September 2019 the universities will have their own VATL administrators.

Concerning the task 3.6.2 *“Production & publication of course materials for the VATL repository by EU and PC partners in their subject areas”* of the same activity, it was decided that within the established period of 15 September – 25 December 2019 each EU partner will prepare per 1 TOT course and the 96 TT trainers from PC HEIs will prepare per 1 TT course and will upload them in the VATL portal.

Chris Van Keer, professor at KU Leuven, suggested preparing the mentioned courses in 2 languages: English and native language. In response to this suggestion A. Budaghyan pointed out that it will be very hard for the PC partners to prepare the e-courses in both languages at once and suggested to prepare the course in one language at first, then during the course of project lifetime to prepare it in the 2nd language as well.

The initial timeline of 01 June – 30 September 2019 established for implementation of the task 4.4.1 *“Development of general guidelines, criteria and procedures for fostering and appraisal of innovative T&L at HEIs by U. PORTO”* envisaged within activity 4.4 of the WP.4 *“Raising Awareness on Innovative T&L”* was extended to 30 September, 2019.

The date determined for activity 4.4.2. *“Accommodation of the developed criteria and procedures by the PC HEIs for internal adoption”* was decided to be shifted to 31 October.

Activity 6.2 *“Publication and dissemination of the project E-newsletters # 2 & 3 by PC partners”* of WP.6 *“Dissemination & Exploitation”* was discussed during the meeting. And accordingly, in relation to task 6.2.1 it was decided that deadlines of the below-presented activities should be prolonged:

- E-newsletter N2: On 5 TOT trainings in EU HEIs and 96 trained trainers to be issued by ISU (deadline: 15 July 2019)
- E-newsletter N3: On 96 in-house TT trainings and trained 1,750 teachers by NPUA (deadline: 31 July 2019).

The Project Coordinator suggested the EU partners to involve in the work groups for the creation of the Project leaflets the TT trainers from the PC partner universities who were trained in the corresponding EU universities and to include in each group 3-4 trainees. This initiative was put forward for the purpose of implementation of the task 6.2.2 *“Preparation and publication of 5 brochures on innovative and technology-enhanced T&L methods and pedagogical approaches by EU partners”* of the activity 6.2 within WP.6:

- Active Learning with special focus on Technology Enhanced Collaborative Learning by KU Leuven,
- Active learning & ICT-enhanced teaching: M-learning & gamification by UB,
- Video as a Learning tool for teachers & students: Video Lecturing & promoting Interaction in the Classroom by U. PORTO,
- Active Learning in the Flipped Classroom by LiU,
- Hybrid/Blended Teaching & Learning by FHJ.

It was determined that the date 01 June – 31 October 2019 defined for the task 6.2.2 should be prolonged until 30 November in order to perform the planned activities at the appropriate level.

In regard to task 6.3.1 *“Organization of one internal dissemination meeting with participation of teachers and students by PC HEIs”* of the activity 6.3 *“Organization of project dissemination activities”* it was decided that within September-October 2019 at all the PC universities the meetings involving wide participation of teaching staff members and students of the universities should be organised.

Concerning task 6.3.2, A. Budaghyan remarked that within the frame of the corresponding activity 6.3 the representatives of 3 Belarusian partner universities already managed to publish several articles and information materials in newspapers and academic journals. He pointed out as well that during the period outlined above each PC university should publish at least one article.

As a result of the discussion of activity 6.5 it was determined to preserve the dates defined in the initial schedule. In relation to task 6.5.2 *“Organization of a 1.5-day conference by ISU to bring local staff and students into a common discussion platform, present the results, lessons learned and raise awareness and interest towards the project”* it was decided to conduct the conference on the determined days and place: 13-14 November 2019 at ISU.

The present local coordinators expressed their gratitude for the detailed and accurately structured workplan and they remarked as well that this timeline/schedule and the conducted discussions will contribute to the timely organisation of the activities at the appropriate level.

The attendees discussed as well the issues related to procurement of the equipment within the frame of the Project. A. Budaghyan briefly presented all the activities undertaken related to the tendering process and purchase of the equipment and the current problems and constraints related to the national legislation on procurement. He pointed out as well that letters concerning these issues were sent both to the corresponding officials of European Commission (EACEA) and the Ministry of Finance of the RA in order to obtain clear explanations concerning the above-mentioned issues.

At the end of the day Armen Budaghyan thanked the participants for their contribution, involvement and commitment. He expressed his hope that during the coming days they will start the foreseen activities within the presented detailed workplan.

In turn, all the participants once again thanked the PRINTeL project management team for great organization of the Conference-Workshop as well as the Coordination Meeting.

The meeting finished at 18:15 almost according to the initially announced timeline and agenda.