

M E E T I N G S **MINUTES and MAIN RESULTS** **of the MEETING** **held on 22 June 2016 in Palermo, Italy**

In this Meeting **86 representatives from 58 partners institutions of 29 European countries** took part, including Bulgaria, Austria, Cyprus, Denmark, Estonia, Finland, France, Germany, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, The Netherlands, Poland, Portugal, Romania, Slovak Republic, Slovenia, Spain, UK, Croatia, Island, Lichtenstein, Norway, Serbia, The Former Yugoslav Republic of Macedonia, Turkey.



The project meeting was conducted with the following agenda:

No	ITEM	SPEAKER	TIME
0.	Meeting and conference registration		9:00 - 9:30
1.	Opening of the Fifth meeting	Prof. Dr. Domenico Tegolo	9:30 – 9:35
2.	Welcome Address to the Meeting participants.	- Prof. Dr. Fabrizio Misari Rector of Palermo University - Prof Dr. Velizara Pencheva Rector of University of Ruse	9:35 – 9:45
3.	Introduction of the Meeting participants.	All members	9:45 – 10:00
4.	WP1 1. Completed tasks in the work package. 2. Discussion.	Prof. Dr A. Smrikarov	10:00 - 10:20
5.	WP3 1. Completed tasks in the work package. 2. Discussion.	Prof. Dr Marco Porta Prof. Dr. Betim Cico	10:20 – 10:40
6.	WP4 1. Completed tasks in the work package. 2. Discussion.	Prof. Dr Hilda Tellioglu	10:40 – 11:00
7.	Coffee break		11:00 – 11:30
8.	WP5 1. Assessment of emerging technological tools and resources for learning purposes. Presentation and adopting final version . 2. Discussion.	Dr. Rebecca Bartlet Dr. Karl Jones	11:30 – 12:15

9.	WP6 1. Presentation and discussion new didactical models for the use social media in e-learning. Presentation of current progress. 2. Discussion.	Prof. DSc Leon Rothkrantz Prof. Dr. Antonio Mendes	12:15 – 13:00
10.	Taking a photo of all meeting participants		13:00 – 13:15
11.	Lunch		13:30 – 14:30
12.	WP7 1. Analysis of the surveys for the evaluation of events and developed deliverables 2. Discussion.	Prof. Dr Rositsa Doneva	14:30– 15:15
13.	WP8 1. Completed tasks in the work package. 2. Discussion.	Ass. Prof. Dr Kemal Tutuncu Prof. Dr. Zoran Budimac	15:15 – 16:00
14.	Coffee break		16:00 – 16:30
15.	WP9 1. Presentation of current progress; 2. Discussion.	Prof. Dr A. Smrikarov Mr. Robert Fischer	16:30 – 17:00
16.	1. Summary report about completed work and specifying future activities; 2. Planning the next meeting; 3. Discussion.	Prof. Dr A. Smrikarov Prof. Dr Daniela Chuda	17:00– 17:30

The contact person of the hosting university, Prof. Domenico Tegolo, welcomed all meeting participants and introduced Prof. Dr. Fabrizio Micari, Rector of Palermo University, who opened the meeting.



Prof. Dr. Fabrizio Micari introduced the University of Palermo, welcomed all partners and wished them a fruitful meeting.



Prof. Dr. Velizara Pencheva, Rector of University of Ruse, welcomed the participants in the meeting on behalf of the coordinating institution. She awarded the Rector of the University of Palermo with the crystal sign of the University of Ruse as a token of desire to further develop this beneficial cooperation. Prof. Fabrizio Micari also handed a crystal sign of the University of Palermo to Prof. Velizara Pencheva.



All participants in the meeting introduced themselves and their organisation.



The main objective of this meeting was to discuss the work plan activities and the presentations by WP leaders about completed work, problems, and future activities. Special attention was paid to WP5 and WP6 which have to be finalized by the end of the project in September, 2016.

Prof. Dr. Angel Smrikarov, Coordinator of the ETN FETCH, presented WP1 activities. Four FETCH meetings have been convened. Two CompSysTech and two e-Learning conferences were organised. Two meetings of WP leaders and co-leaders were conducted in Pavia and Konya. Many thanks to all partners and mainly to WP leaders for their help.



Prof. Dr. Marco Porta from University of Pavia as a leader of WP3 and Prof. Betim Cico from the South-East University of Tetovo (Co-leader) presented the work of WP3. All Deliverables 3.1, 3.2 and 3.3 have been completed. The final version of deliverable 3.3. European Strategic Framework for Computing Education and Training 2020 (ESFCET 2020) was presented. The presentation concentrated on the following main points: ESFCET 2020 roadmap, Relation with the “Europe 2020” initiative, European ICT job market trends in the period 2000 – 2020, outcomes of FETCH relevant for ESFCET 2020, links with EQF, Vision, Mission, Strategic objectives, Priority areas, Benchmarks, Work cycles and Stakeholders of the ESFCET 2020, next steps. The framework was printed on paper and a CD and all partners are welcome to get one copy for each institution. In order to update in the future, Prof. Porta asked the partners to fill in more surveys. The link will be sent again. Stoyanka Smrikarova thanked the WP3 leaders for the excellent job.



Prof. Dr Hilda Tellioglu from Vienna University of Technology, the WP leader, presented WP4. All deliverables have been delivered. She presented the final version of the last and the most important one: European Evaluation Framework in Computing Education and Training 2020 (EEFCET 2020). It was produced on paper and CD and all partners were invited to get one copy for each institution. The document is above 100 pages and 90 copies were produced. Prof. Hilda Tellioglu thanked Tsvetelina Harakchiyska from the University of Ruse for her contribution.



WP5 was presented by Dr. Karl Jones, Princy Johnson, Colin Robinson and Rebecca Bartlett from Liverpool John Moores University as the leader of this WP. D5.1. Identification of current best practice of digital curricula in European HEI has been completed and presented in Ruse. Deliverable 5.2 Assessment of the emerging technological tools and resources for learning has already been published on the project web site. What was presented in Dublin was summarised. D5.3 is Preparation of a set of recommendation for digital curricula and has to be finalized by the end of the project. A form was sent to all partners with a request to fill it in. Karl Jones thanked to everyone, who responded to this email and send back the filled in form. More responses are needed. Betim Cico: when shall we expect any draft version?

Karl Jones: Very rough version will be sent soon.



Prof. DSc Leon Rothkrantz reported about current progress in WP6 e-Learning and m-Learning in Computing supported by social media. Examples of didactic experiments were presented in the last e-Learning conference in Berlin, results of such experiments have to be also presented in the next e-Learning conference in Bratislava. He also presented a MOOC experience for a course in Prague.

Rober Fischer: The MOOC in Prague was it a real MOOC or a practical experience?

Leon Rothkrantz: You can run it as a MOOC or practical experience.



Prof. Rositsa Doneva presented WP7 Quality assurance as a leader of WP7. We are now in the third evaluation period. She presented performed activities from the third period and some statistics from the project web site like number of shared documents per WP, per partner, partner activeness in forums, etc. She appealed to WP4, WP5 and WP6 Leaders to fill in and send the necessary forms - Annex 5 and Annex 6 from the QA plan.



Prof. Dr. Zoran Budimac presented the progress in tasks 8.1 and 8.2: Erasmus student and lecturer exchange in Computing Education and Organizing practical placements of computing undergraduate, postgraduate and doctoral students. Different statistical analysis and diagrams were presented that can be found in the presentation of the project web site.

Betim Cico: It would be good to also divide the realized mobilities in incoming and outgoing for each partner.



Assoc. Prof. Dr. Kemal Tutuncu presented WP8.3 Organising EMEL-CO Test (European Mobile and Electronic Learning in Computing Education Test) for informing the public about project progress and petitioning Education Ministries about innovative approaches in computing education. EMEL-CO Test is a WEB-Platform for exploitation of the project outcomes. All features of the platform (www.emelcotest.com) were demonstrated to all partners. Published Newsletters and e-Journals were also presented.

Betim Cico: We organized a good webinar in February. I hope more partners will take part in the next one.



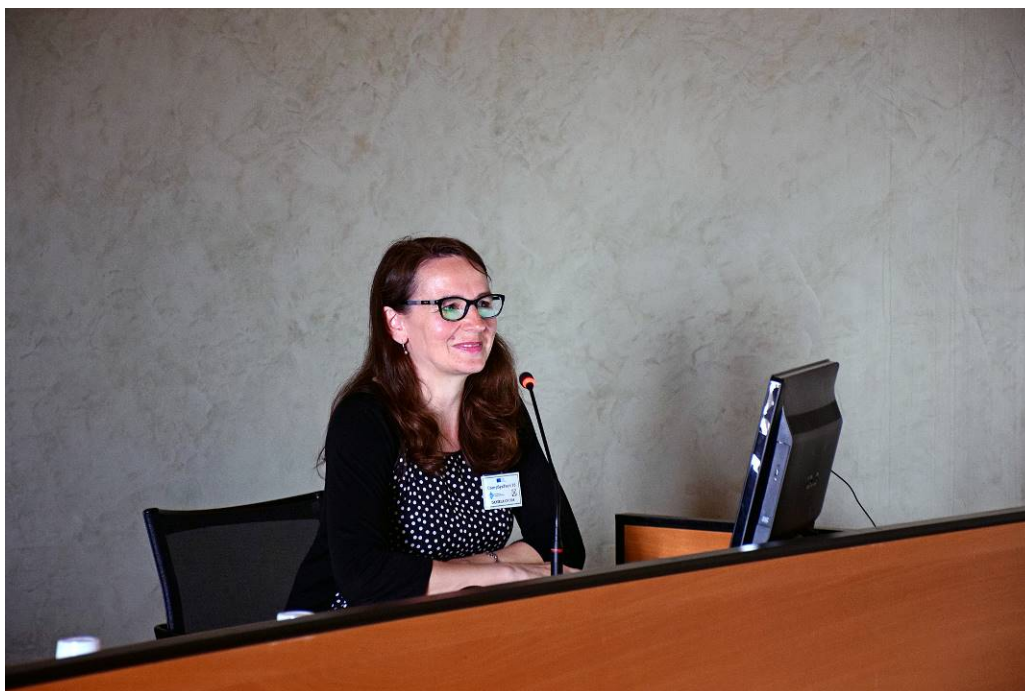
Prof. Dr Angel Smrikarov familiarised the audience with the objective and tasks of WP9 - dissemination of project results. The TN Coordinator presented a detailed report about the completed work and gave ideas about possible dissemination activities to be organized.

Betim Cico: I guess other activities are also possible like international seminars, papers in conferences or journals.

Angel Smrikarov: Of course, these are just some ideas.



Assoc. Prof. Dr. Daniela Chuda talked about the next meeting in Bratislava, which will be hosted by the Slovak University of Technologies. She introduced Slovakia, Bratislava, the university, the campus, etc.



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The meeting continued on the next day with the following agenda

No	ITEM	SPEAKER	TIME
0.	Meeting and conference registration		9:00 - 9:30
1.	1. Information about the sent Progress report. 2. Clarifying some of the financial rules for project work; 3. Discussion.	Assoc. Prof. Em. Stoyanka Smrikarova	9:30 – 10:30
2.	Coffee break		10:30 – 11:00
3.	Work meeting WP5 Work on WP5 – Discussing the Recommendations for future digital curricula in Computing Education and Training 2020.	Dr. Rebecca Bartlet Dr. Karl Jones	11:00 - 12:30
4.	Work meeting WP6 Work on WP6. Discussing the new didactical models for the use social media in e-learning. Report - Experiments results from testing didactical models	Prof. DSc Leon Rothkrantz Prof. Dr. Antonio Mendes	12:30 – 13:00
5.	Lunch		13:30 – 14:30
6.	Coffee break		14:30 – 15:00
7.	CompSysTech'16 – Plenary Session		15:00 – 17:00

Assoc. Prof. Smrikarova, as ETN FETCH manager, presented the financial reports to be prepared by the end of the project. She concentrated on financial rules for project work. Detailed explanations were given about reporting the main three budget headings Staff costs, Travel & Subsistence costs, Other costs as well as about the AUDIT 1, which must be performed by an EXTERNAL FINANCIAL EXPERT. Only the costs, verified by the external auditor, may be included in the final report to the commission! IMPORTANT: all original supporting documents must be kept in the institution's financial department, because the coordinator transfers the grant to the partners who spend it. All documents must be kept for at least 5 years after the project end, i.e. until 30.10.2021. Not only the coordinator, but every partner can be a subject of an audit ordered by the Commission!



Some issues related to the Final report were also discussed.

The following **DEADLINES** were adopted by all partners:

Up to 31.07.2016 all partners are expected to send all the originals of the documents by POST as follows:

1. **Staff costs** - The declarations for the month of 2015 not yet reported and declarations of this year until June (incl.).
2. **Travel costs** - The declarations for the meeting in Palermo along with verified copies of all financial documents.
3. **Other costs** - A declaration about the paid conference fee.

Up to 30.09.2016 all partners are expected to send all the originals of the documents by POST as follows:

1. **Staff costs** - The declarations for July and August
2. **Travel costs** - The declarations for the Final meeting in Bratislava along with a verified copy of all financial documents.

Up to 15.10.2016 all partners are expected to send all the originals of the documents by POST as follows:

Staff costs - The declarations for September

Up to 30.10.2016

The financial part of the Final report must be completely ready!

Up to 15.11.2016

All documents supporting the financial part of the Final report must be verified by the external auditor!

Up to 20.11.2016

The Final report must be completely ready!

Up to 30.11.2016

Final report must be sent to Brussels!

The meetings continued with sessions of the WP5 and WP6.



The social evening after the first day!

