MINUTES and MAIN RESULTS
of the MEETING of WP leaders and co-leaders
held on 13-14 March 2015 in Pavia, Italy

The following persons participated in this meeting.

No	Country	University, Company	Name
1	BG	University of Ruse	Angel Smrikarov
2	BG	University of Ruse	Stoyanka Smrikarova
3	BG	University of Ruse	Tzvetomir Vassilev
4	AT	Vienna University of Technology	Hilda Tellioglu
5	BG	University of Plovdiv	Rositsa Doneva
6	BG	Institute of Mathematics and Informatics	Radoslav Pavlov
7	DE	Comhard Berlin	Robert Fischer
8	IT	University of Pavia	Virginio Cantoni
9	IT	University of Pavia	Marco Porta
10	IT	University of Pavia	Luca Lombardi
11	NL	University of Delft	Leon Rothkrantz
12	PT	University of Coimbra	António José Mendes
13	SE	Linnaeus University	Arianit Kurti
14	SE	Linnaeus University	Bahtijar Vogel
15	UK	Liverpool John Moores University	Karl Jones
16	UK	Heriot-Watt University	Lilia Georgieva
17	SRB	University of Novi Sad	Zoran Budimac
18	FYROM	South East European University, Tetovo	Betim Cico
19	TR	Selcuk University	Murat Koklu
20	TR	Selcuk University	Kemal Tutuncu
21	UK	External evaluator	Stanley Oldfield

The project meeting was conducted with the following agenda:

No	ITEM	SPEAKER	TIME
1.	Opening of the Meeting of the MG	Prof. Dr Virginio Cantoni, Assoc. Prof. Dr Marco Porta	9:15 – 9:30
2.	Introduction of the Meeting participants.	All members	9:30 – 9:40
3.	1. What is the Progress report – explanations, instructions 2. Discussion.	Assoc. Prof. Em. Stoyanka Smrikarova	9:40 – 11:30
4.	**WP1** 1. Completed tasks in the work package. 2. Discussion.	Prof. Dr Angel Smrikarov	11:30 - 11:45
5.	**Coffee break**		**11:45 – 12:15**
6.	**WP2** **1.** Presentation and discussion of the **final version** of the report reviewing existing approaches to flexible learning. **(30.09.2014).** **2.** Presentation and discussion of the **final version** of the report synthesizing criteria for optimal learning experience based on findings of WP2. **(31.12.2014)** 3. Discussion.	Assoc. Prof. Lidia Georgieva	12:15 – 13:15
7.	Taking a photo of all meeting participants		13:15 – 13:30
8.	**Buffet Lunch at the cafeteria of the Faculty of Engineering ("La Bouvette dell'Ingegnere")**		13:30 – 14:30
9.	**WP8** 1. Presentation and discussion of the **final version** of the report - Creation of a European Erasmus Network for student and lecturer exchange and practical placement in the field of Computing Education – presentation of the table with signed agreements under Erasmus+ by 31.03.2015; *2.* Organising EMEL-COTest (European Mobile and Electronic Learning in Computing Education Test) for informing the wide public about the project progress and putting pressure on Education Ministries of partner countries continuously about innovative approaches in computing education. Demonstrations*;* 3. Discussion.	Prof. Dr Zoran Budimac Assoc. Prof. Dr Kemal Tutuncu Assoc. Prof. Dr Murat Koklu	14:30 – 15:30
10.	**WP3** **1.** Presentation and discussion of the **final version** of the Literature review, surveys and interviews with experts**. (30.09.2014)** **2.** Presentation and discussion of the **final version** of the report with the results of the critical analysis of literature review, surveys and interviews with experts. **(31.12.2014)** 3. Discussion.	Assoc. Prof. Dr Marco Porta Prof. Dr Betim Cico	15:30 – 16:30
11.	**Coffee break**		**16:30 – 17:00**
12.	**WP4** 1. Creation of Computing Education Quality Assurance Team (CEQAT) - brief information	Prof. Dr Hilda Tellioglu	17:00 – 18:00

	about membership; 2. Presentation and discussion of the **final version** of the Literature review, surveys, and interviews with experts. **(31.12.2014)** 3. The evaluation framework in Computing Education and Training. Report about current progress. ***The final version should be ready by 31.05.2015*** 4. Discussion.		
13.	**Dinner at "Antica Osteria Del Previ"**		**19:30**

14.03.2015, 09:00 h.

14.	**WP5** 1. Presentation and discussion of the **final version** of the report Best practices of digital curricula in European HEI. **(31.01.2015)** 2. Assessment of emerging technological tools and resources for learning purposes. Report about current progress. ***The final version should be ready by 31.05.2015*** 3. Discussion.	Assoc. Prof. Dr Arianit Kurti Assoc. Prof. Dr Karl Jones	9:00 – 10:00
15.	**WP6** **1.** Presentation and discussion of the **final version** of the report about the results of the Survey of the role of social media in e-learning . **(31.05.2014).** **2.** Presentation and discussion of the **final version** of the report of the Questionnaire on possible roles of social media in e-learning**. (30.09.2014).** 3. Special sessions at the e-learning conference on new didactical models for the use social media in e-learning – proceedings of the e-Learning conference – section on new didactical models for the use of social media in e-learning. 4. Discussion.	Prof. DSc Leon Rothkrantz Prof. Dr António José Mendes	10:00 – 11:00
16.	**Coffee break**		**11:00 – 11:30**
17.	**WP7** 1. Analysis of the surveys for the evaluation of events and developed deliverables 2. Presentation and discussion of the **final version** of the General Progress evaluation - Internal Progress evaluation report 3. Discussion.	Prof. Dr Rositsa Doneva Prof. Dr. Radoslav Pavlov	11:30 – 12:30
18.	**WP9** 1. Presentation of current progress; 2. Discussion.	Prof. Dr A. Smrikarov Mr. Robert Fischer	12:30 – 13:00
19.	1. Opinion of the external evaluator. 2. Discussion.	Mr. Stanley Oldfield	13:30 – 14:00
20.	1. Instructions about the financial part of the Progress report; Deadlines. 2. Discussion.	Assoc. Prof. Em. Stoyanka Smrikarova	14:00 – 15:00
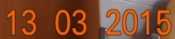
The meeting was opened by Assoc. Prof. Dr Marco Porta and Prof. Virginion Cantoni, representatives of the University of Pavia.

All participants in the meeting introduced themselves and their organisation.

The main objective of this meeting was to discuss the structure and content of the Progress report, which has to be submitted by the end of April and encompasses the period from the project start till the 31 March 2015.

Assoc. Prof. Em. Stoyanka Smrikarova, project financial manager, presented in details the structure and content of the Progress report and how WP leaders and co-leaders are supposed to contribute. The tables to be filled in by WP leaders were discussed in details. They should also publish on the project web site final versions of the deliverable reports, which should be ready by the end of March, and the progress reports for those deliverables, which will finish after 31/03/2015. She also presented in details the financial spreadsheet and how they have to be filled in. In order to receive the next payment we have to report that more than 70% of the first payment was spent.

Prof. Dr Hilda Tellioglu proposed that an abstract and authors are added to the current deliverable report template. All agreed with the suggestion.

Prof. Dr. Angel Smrikarov – Coordinator of the ETN FETCH reported about the completed tasks in WP1. All activities of in this WP are performed according to the workplan and deadlines.

Assoc. Prof. Lilia Georgieva from Heriot-Watt University presented the report reviewing existing approaches to flexible learning and the report synthesizing criteria for optimal learning experience based on findings of WP2. In her presentation she concentrated on the survey on flexible learning and e-learning, its delivery and assessment, key findings, virtual workshop conducted for WP2 participants and the review on these findings. She asked the participants that if they do not agree with some if the key trends identified or have something to add to share their experience and email her. Currently the two reports are in one document. They should be split in two separate deliverable reports.

During the discussions Prof. Leon Rothkrantz asked if the questionnaire was sent only to TN FETCH partners. The answer was yes. Prof. Betim Cico commented that the document should also include review of literature and research papers. The answer was that some were included and Lilia requested that other relevant papers are send to her.

Prof. Dr Zoran Budimac presented two reports: Deliverable 8.1. Current state of the European Erasmus Network for student and lecturer exchange in the field of Computing Education regarding to partners and Deliverable 8.2. Current state of the European Erasmus Network for practical placements of traineeship in the field of Computing Education. The information collected in the two tables was discussed. He noted that some 37% of the partners reported agreements with different parameters, e.g. Partner A sends 2 students to Parnter B and Partner B sends 3 students to Partner A. After discussions it was decided that such cases are possible and this is quite normal.

Assoc. Prof. Dr Kemal Tutuncu presented the current progress in WP8-T3: Organising EMEL-COTest (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. He demonstrated the current version of the web system at www.emelcotest.com.

Prof. Dr. Marco Porta from University of Pavia and Prof. Dr. Betim Cico from South East European University, Tetovo, as a leader and co-leader of WP3, presented final version of the D3.1 Literature review, surveys and interviews with experts and the final version of D3.2 Report with the results of the critical analysis of literature review, surveys and interviews with experts. The review contains four parts and the questionnaire was prepared as three Google forms: for professors, for alumni and for industry representatives. The response rate was fine except for the industry representatives, which was 35.

Prof. Dr Hilda Tellioglu from Vienna University of Technology presented WP 4. The following points were discussed: Creation of Computing Education Quality Assurance Team (CEQAT) – already finished and the membership is published; The final version of the Literature review, surveys, and interviews with experts – a virtual workshop was conducted, the deliverable 4.2 is being formatted now and is almost finished; The current progress of the European Evaluation Framework in Computing Education and Training. The final version should be ready by 31.05.2015. Prof. Betim Cico noted that evaluation of teaching and professors is very difficult and should be student centred. Prof. Leon Rothkrantz commented that if questionnaires are to be used for evaluation, probably suitable models should be applied. Assoc. Prof. Em. Stoyanka Smrikarova read again the details about this framework in the project description. After a discussion it was decided that the framework should concentrate on the evaluation of curricula and syllabi and then if there is time and resources other elements of computing education could be included, too.

WP5 was presented by Assoc. Prof. Dr. Arianit Kurti from Linneus University as a leader of this WP. He concentrated on the two deliverables: 5.1. The report on Best practices of digital curricula in European HEI, which is almost ready; and 5.2. Assessment of emerging technological tools and resources for learning purposes. He reported current progress and interesting experience of e-learning courses for lifelong learning students at LNU. The courses were conducted with small groups of 5-6 students, which made them more expensive, but the results were very good, students motivated and the dropout rate was very low. Assoc. Prof. Antonio Mendes commented that these course cannot be called MOOCS as they were not massive. Prof. Leon Rothkrantz commented on the open or closed type questions and that it also depended on the pedagogical model of the university. Assoc. Prof. T. Vassiled added that the results were good, but experience of other WP5 partners should be studied, too.
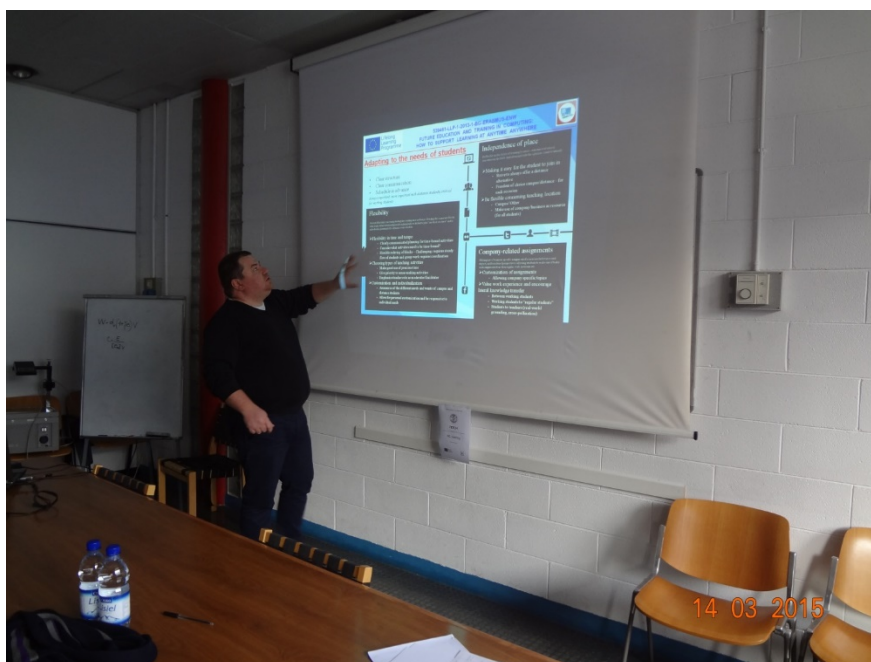
Prof. DSc Leon Rothkrantz reported current results of WP6 implementation. He presented the three main deliverables to be included in the progress report: 6.1. The report about the results of the Survey of the role of social media in e-learning – final version ready, some formatting needs to be done.
6.2. Report of the Questionnaire on possible roles of social media in e-learning – final version ready.
6.3. Special sessions at the e-learning conference on new didactical models for the use social media in e-learning – proceedings of the e-Learning conference – section on new didactical models for the use of social media in e-learning – a report with a review of some interesting paper presented at the E-Learning conference was prepared.
Assoc. Prof. Em. Stoyanka Smrikarova noted that the most important and interesting deliverables in the project were the two frameworks in WP3 and WP4 and the new didactical model for the use of social media in learning to be developed in WP6.

Prof. Dr. Rossitsa Doneva presented the current progress in WP7, namely results of the analysis of the surveys for the evaluation of events and developed deliverables. The following has been achieved so far: Quality Assurance Plan, WP7 workplan and QA tool were created; Evaluation Board (EB) was set up; Two Virtual Meetings of the EB were conducted; events and deliverables have been evaluated. Prof. Doneva presented some results of the evaluation of project meetings, conferences and deliverables.

Prof. Dr Angel Smrikarov concentrated objective and tasks of WP9 - dissemination of project results. He noted that there were still partners, who hadn't sent reports about dissemination events and materials at their institutions and should do this as soon as possible.

DECISIONS

1. By 22/03 all participants in the meeting should send the project manager the travel & subsistence declarations for the trip to Pavia. Depending on the number of hotel nights 2 or 3 nights can be claimed and subsistence costs for 2,5 or 3,5 days and staff costs for 1,5 days in manager category. Verified copies of all tickets, invoices, boarding passes should be attached too.

2. By 22/03, all presentations and discussed materials should be published on the project web site, if they are not there, so that all TN members can access them.

3. By 25/03 all WP leaders and co-leaders should send information which partners of the participants in the corresponding WP, have not participated in WP activities, i.e. have sent no information yet.

4. By 31/03 WP leaders and co-leaders should send all tables of the Progress report forms. The file will be sent to all participants by Wednesday, 19/03 at latest.

5. By 31/03 at latest WP leaders and co-leaders should send the full deliverable reports, which should be ready by the end of March, and the progress reports for those deliverables, which will finish after 31/03/2015. The final version of the template for the reports with additional details about authors will be sent by Wednesday, together with the progress report form.

Dinner at "Antica Osteria Del Previ"