

**Meeting of the Erasmus + CBHE Project Skybelt
23rd of March 2020 and 3rd April 2020, Virtual Meeting**

Agenda

Timetable below refers to UK time

23rd March 2020, UNIVERSITÀ TELEMATICA ECAMPUS (UTEC)		
7.00-7.10	Welcome and introductions	Dr Luca Cioccolanti
7.10-7.30	Presentation of NORTHUMBRIA UNIVERSITY (UK)*	Prof Khamid Mahkamov
7.30-7.50	Presentation of CUKUROVA UNIVERSITY (TURKEY) *	Prof Halime Paksoy
7.50-8.10	Presentation of UNIVERSITÀ TELEMATICA ECAMPUS (ITALY) *	Dr Luca Cioccolanti, Prof Matteo Moglie Prof Marco Arnesano
8.10-8.50	Presentation of UNIVERSITI PUTRA MALAYSIA (MALAYSIA)	Dr Ermira Binti
8.50-9.30	Presentation of UNIVERSITI SAINS MALAYSIA (MALAYSIA)	Prof Zainal
9.30-10.10	Presentation of NARESUAN UNIVERSITI (THAILAND)	Prof Kwanchai Kraitong
10.10-10.30	Coffee Break	
10.30-11.10	Presentation of CHIANG MAI UNIVERSITY (THAILAND)	Ass. Prof. Wongkot Wongsapai
11.10-11.50	Presentation of BEIJING UNIVERSITY OF TECHNOLOGY (CHINA)	Prof Chao Chen
11.50-12.30	Presentation of LANZHOU JIATONG UNIVERSITY (CHINA)	Dr Yong Guan
	Conclusions	



3rd April 2020, UNIVERSITÀ TELEMATICA ECAMPUS (UTEC)		
7.00-7.40	Skybelt Project Handbook Financial Reporting & Records Guide	UTEC
7.40-8.20	Discussion of realisation of WP 1 Preparation: Analysis of the market and training needs and Building up the Project Network <ul style="list-style-type: none"> Task 1.1. Identification and selection of national authorities, public organisations and companies for conducting the survey Task 1.2. Conducting the survey Task 1.3. Analysis of survey results Task 1.4. Presentation of recommendations on student numbers Task 1.5. Formation of the Project Network Task 1.6. Communications with national authorities and industrial companies and continuous expansion of the Network by involving new stakeholders 	Dr Luca Cioccolanti UTEC Lead/All
8.20-9.00 With coffee break	Discussion of realisation of WP 2 Development: Modernisation and enhancing of the structure and syllabus of the selected modules on advanced ICEs technology <ul style="list-style-type: none"> Task 2.1. Selection Bachelor, Master and PhD level modules for modernisation; Task 2.2. Modernisation of the selected modules on the Bachelor level Task 2.3. Modernisation of the selected modules on the Master and PhD levels Task 2.4. Preparation of teaching laboratory facilities for selected modules; Task 2.5. Development of teaching web platform, distance learning facilities and e-library; Task 2.6. Finalising teaching plans; Task 2.7. Modernised modules accreditations. 	Prof. Khamid Mahkamov UNN Lead/All
9.00-10.00	Discussion of realisation of WP 3 Quality Plan: Quality assurance of Master and Bachelor curriculum and teaching methods. <ul style="list-style-type: none"> Task 3.1. Development of QA plan Task 3.2. QA of the teaching materials and monitoring Task 3.3. QA of the teaching methods and monitoring 	Prof. Khamid Mahkamov UNN Lead/All
10.00-10.20	Coffee break	
10.20-11.20	Purchase of Equipment	All

	All the Partner Countries Universities have to provide the list of the equipment to be purchased	
11.20-11.50	Discussion of realisation of WP 4 Dissemination & exploitation: <ul style="list-style-type: none"> Task 4.1. Commencing the teaching and examination processes in partner Universities using modernized modules at Bachelor level Task 4.2. Commencing the teaching and examination processes in partner Universities using modernized modules at Master and PhD levels Task 4.3. Distance improvement of Skills Development (SD) of PhD students Task 4.4. Organisation of internships in industrial companies Task 4.5. Organisation of specialised workshops, conferences and information days 	Prof. Halime Paksoy CU Lead/All
11.50-12.20	Discussion of realisation of WP 5 Management: <ul style="list-style-type: none"> Task 5.1. Finalising Management Structure Task 5.2. Organising a kick-off and follow-up meetings Task 5.3. Development of Project Management and Communications Web platform Task 5.4. Project Monitoring and Reporting Tentative date/periods of the following meetings	Dr Luca Cioccolanti UTEC Lead/All
	Conclusions	