

Skybelt Project
14th Meeting of the Erasmus + CBHE Project Skybelt
6st-9th November 2023,
CUKUROVA, Adana Turkey

Minutes from the 1st day of the 14th Meeting
6th November 2023

Present:

UTEC: Luca Del Zotto, Matteo Moglie, Luca Cioccolanti (online)

CU: Gulfeza Kardas, Halime Paksoy, Sevgi ...

UNN: Khamid Mahkamov (online)

BJUT: Chao Chen, Hang Yu

LZJTU: Yong Guan

UPM: Ermira Junita Abdullah, Haslina Jaafar, Syamimi Saadon

USM: Yew Heng Teoh, Mohd Azmier Ahmad, Mohamad Yusuf Idrosas, Muhamad Azman Bin Miskam

NU: Kwanchai Kraitong, Ninnart Rachapradit, Saowarot Chongchitwatthanakun, Jirawadee Polprasert

CMU: Det Damrongsak, Wongkot Wongsapai, Chatchawan Chaichana

Apologies: None

The meeting starts at 9.00 with the welcome by Prof. Halime Paksoy, that briefly introduces to all the participants the planned agenda of this four days meeting.

According to the agenda, Prof. Luca Cioccolanti give an update on the status of the project and discuss with the partners about WP1: Final status on analysis of the market and training needs and Project Network.

At the end of the discussion, Prof Luca Cioccolanti anticipate to all partner what are the documents required for the reporting procedure and relative's deadlines. The main documents required are as follows:

- Summary of the tendering procedure (invoices, proof of payments,)
- Travels (Individual travel reports, boarding passes, hotel receipt,)
- Timesheet
- Declaration of honors

Dr. Yew Heng Teoh discuss on activities in WP2 and WP4 at USM giving an update on the status of the project. After discussion Prof. Cioccolanti shares an excel file with the missing information, to be recovered by the end of the project.

Lunch break from 12:45 to 14:30



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Dr. Ermira Junita Abdullah discuss on activities in WP2 and WP4 at UPM give an update on the status of the project. After discussion Prof. Cioccolanti shares an excel file with the missing information, to be recovered by the end of the project.

Prof. Kwanchai Kraitong discuss on activities in WP2 and WP4 at NU give an update on the status of the project. After discussion Prof. Cioccolanti shares an excel file with the missing information, to be recovered by the end of the project.

Coffee break from 17:00 to 17:20

Dr. Det Damrongsak discuss on activities in WP2 and WP4 at CMU give an update on the status of the project. After discussion Prof. Cioccolanti shares an excel file with the missing information, to be recovered by the end of the project.

Prof. Luca Cioccolanti recall to all partner to share their presentations.

The first day meeting ends at 18:00

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Skybelt Project
14th Meeting of the Erasmus + CBHE Project Skybelt
6st-9th November 2023,
CUKUROVA, Adana Turkey

Minutes from the 2nd day of the 14th Meeting
7th November 2023

Present:

UTEC: Luca Del Zotto, Matteo Moglie, Luca Cioccolanti (online)

CU: Gulfeza Kardas, Halime Paksoy, Sevgi...

UNN: Khamid Mahkamov (online)

BJUT: Chao Chen

LZJTU: Yong Guan

UPM: Ermira Junita Abdullah, Haslina Jaafar, Syamimi Saadon

USM: Mohd Azmier Ahmad, Mohamad Yusuf Idrosas, Muhamad Azman Bin Miskam

NU: Kwanchai Kraitong, Ninnart Rachapradit, Saowarot Chongchitwatthanakun, Jirawadee Polprasert

CMU: Det Damrongsak

Apologies: None

The meeting starts at 9.00 with the welcome by Prof. Halime Paksoy, that briefly introduces to all the participants the agenda of the day.

Prof Yong Guan discuss on activities in WP2 and WP4 at LZJTU give an update on the status of the project. After discussion Prof. Cioccolanti shares an excel file with the missing information, to be recovered by the end of the project.

Prof. Chao Chen discuss on activities in WP2 and WP4 at BJUT give an update on the status of the project. After discussion Prof. Cioccolanti shares an excel file with the missing information, to be recovered by the end of the project.

Coffee break from 10:45 to 11:00

Prof. Khamid Mahkamov discuss about activities in WP3: Implementation of Quality Assurance Plan.

Lunch break from 12:45 to 14:30

Network within partners till the end of the second day of the meeting, at 18:00



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Minutes from the 3rd day of the 14th Meeting
8th November 2023

Present:

UTEC: Luca Del Zotto, Matteo Moglie

CU: Gulfeza Kardas, Halime Paksoy

UNN:

BJUT: Chao Chen

LZJTU: Yong Guan

UPM: Ermira Junita Abdullah, Haslina Jaafar, Syamimi Saadon

USM: Mohd Azmier Ahmad, Mohamad Yusuf Idrosas, Muhamad Azman Bin Miskam

NU: Kwanchai Kraitong, Ninnart Rachapradit, Saowarot Chongchitwatthanakun, Jirawadee Polprasert

CMU: Det Damrongsak

Apologies: None

The meeting starts at 9.00 with the welcome by Prof. Halime Paksoy, that briefly introduces to all the participants the agenda of the day.

Industry site visit to BARIS (<https://www.barismuhendislik.com.tr/en>)

Lunch break from 13:00 to 14:00

Visits to Cukurova University Laboratory

The third day meeting ends at 18:00

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Minutes from the 4rd day of the 14th Meeting
9th November 2023

Present:

UTEC: Luca Del Zotto, Matteo Moglie, Luca Cioccolanti (online)

CU: Gulfeza Kardas, Halime Paksoy

UNN: Khamid Mahkamov (online)

BJUT: Chao Chen

LZJTU: Yong Guan

UPM: Ermira Junita Abdullah, Haslina Jaafar, Syamimi Saadon

USM: Mohd Azmier Ahmad, Mohamad Yusuf Idrosas, Muhamad Azman Bin Miskam

NU: Kwanchai Kraitong, Ninnart Rachapradit, Saowarot Chongchitwatthanakun, Jirawadee Polprasert

CMU: Det Damrongsak

Apologies: None

The meeting starts at 9.00 with the welcome by Prof. Halime Paksoy, that briefly introduces to all the participants the agenda of the day.

Prof Halime Paksoy discuss about final status on WP4: Dissemination and exploitation.

Prof. Luca Cioccolanti, take a presentation on WP5: Management of the project and Conclusions: Financial, reporting, and organizational issues, discussing with partner how to prepare all the financial reporting materials. Prof. Cioccolanti also share with partners the procedure for codes generation required for the ITR and Declaration of Honor.

Coffee break from 11:00 to 11:20

Network within partners till Lunch break

Lunch break from 13:00 - 14:00

Network within partners till the end of the fourth day of the meeting.

Meeting finish at 18:00



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