

**Skybelt Project**  
**2<sup>nd</sup> Virtual Meeting**  
**9<sup>th</sup> July and 10<sup>th</sup> July 2020**  
**UTEc, Italy**

**Minutes from the 1<sup>st</sup> day of the 2<sup>nd</sup> Meeting**

9th July 2020

**Present:**

UTEc: Luca Cioccolanti, Matteo Moglie

CU: Halime Paksoy

UNN: Khamid Mahkamov

BJUT: Chao Chen, Chen Zhao

LZJTU: Yong Guan, Zhou Wenhe, Jianyun Wu

UPM: Ermira Abdullah, Mohd Amran Mohd Radzi, Suhaidi Shafie

USM: Yew Heng Teoh, Muhamad Azman bin Miskam, Mohamad Yusof Idroas, Mohd Azmier Ahmad

NU: Kwanchai Kraitong

CMU: Det Damrongsak

**Apologies: None**

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The meeting starts at 8.00 (UK time) with the welcome by Prof. Luca Cioccolanti, that briefly introduces to all the participants the agenda of the meeting.

According to the agenda, Prof. Luca Cioccolanti give an update on the Progress on the project

Prof. Luca Cioccolanti asks the following:

- CMU has to send the list of selected modules and their relative syllabuses by the mid of July 2020.
- UTEc, CU and UNN have to provide feedbacks to NU about the new modules
- UPM needs to send its new selection soon

All the Asian partners need to provide the timetable about the preparation and teaching of the selected modules to be modernized

According to the agenda, Prof. Luca Cioccolanti discusses about WP1: Progress on Analysis of the market and training needs and Building up the Project Network. Survey results and building up the project network.

Prof. Luca Cioccolanti briefly describes the results of the survey according to which the selection of the modules to be enhanced can be finalised. The survey has reached 120 organizations (78 from China, 17 from Malaysia and 12 from Thailand). The Chinese partners has reached the goal of the survey, but partners from Malaysia and Thailand need to increase the number of the organizations reached.

The preliminary results obtained by the survey will be presented in an international conference in October 2020.

Another objective of the project is the development of a high-quality project network, with a final target of 45 companies, 20 additional partners and EU Universities and 12 Government organizations.

Prof. Luca Cioccolanti asks to all partner to collect all the information (name, website and logo) about the organizations being part of the network.

According to the agenda, Prof. Khamid Mahkamov discusses about WP2: Progress on Modernization and enhancing of the structure and syllabus of the selected modules in Integration of Sustainable Renewable Energy Solutions into Built Environment.



Prof. Khamid Mahkamov shows the preliminary selection, already made by partners, of the selected modules to be enhanced with the exception of CMU University.

Later on, Prof. Khamid Mahkamov discusses about WP3: Progress on Quality assurance of Bachelor. Master and PhD curriculum and teaching methods. Prof. Khamid Mahkamov is preparing a report on quality assurance on teaching materials, syllabuses highlighting the importance of collecting also students' feedbacks by means of a short questionnaire. This report will be ready soon and then it will be shared with the partners.

Prof. Luca Cioccolanti asks to all partners to share their internal procedures on quality assurance and students' questionnaire already in practice in order to find a common strategy.

Then, according to the agenda, Prof Halime Paksoy discusses about WP4: Progress on Dissemination & exploitation of result. PhD student's activities. Prof Halime Paksoy discusses about distance improvement of PhD students.

According to the agenda, Prof. Luca Cioccolanti reports also some progresses on WP5: Management of the project. In particular, he gives a quick update on the partnership agreement signing procedure, mentioning that UNN and CMU have not yet signed the partnership agreement. He also highlights the importance to conclude the procedure and sent the paper version signed in order to proceed with the prefinancing.

Another important question for the implementation of the project is the purchase of the equipment. More precisely, the list of the equipment to be purchased needs to be finalized. At the moment only NU and CMU have confirmed the equipment listed in the proposal while UPM and USM asked for additional equipment since they have found lower quotations in Malaysia. LZJTU asks to change the education PEM with an air source heat pump. Prof. Luca Cioccolanti states that he will check the feasibility of such requests with the project officer. Prof. Luca Cioccolanti also recalls the timeline of project monitoring in order to claim and report the expenses of the project.

Later on, according to the agenda, Prof Chao Chen presents the progresses in terms modernized modules, PhD students at BJTU and list of equipment. Prof. Chao Chen starts the presentation enlisting the final version of the PhD student involved in the Skybelt project and the list of the selected modules to be enhanced. She also gives some information about the syllabuses of each modules and the progress on the enhancement. Eventually, she also reports the finalized list of the equipment.

Then, Prof Yong Guan discusses the progresses at LZJTU. Prof Yong Guan presents the list of selected modules to be enhanced and a quick description for each module and the progresses on their modernization. He also shows the finalized list of the equipment.

Prof. Luca Cioccolanti asks to European partners to provide feedbacks on the syllabuses of the selected modules and to the other partners to collect all the evidences of the courses already taught.

The first day meeting ends at 12:30.

## Minutes from the 2<sup>nd</sup> day of the 2<sup>nd</sup> Meeting

10 July 2020

### Present:

UTEC: Luca Cioccolanti, Matteo Moglie

CU: Halime Paksoy

UNN: Khamid Mahkamov

BJUT: Chao Chen, Chen Zhao

LZJTU: Yong Guan, Zhou Wenhe, Jianyun Wu

UPM: Ermira Abdullah, Mohd Amran Mohd Radzi, Suhaidi Shafie, Haslina Jaafar, Syamimi Saadon

USM: Yew Heng Teoh, Muhamad Azman bin Miskam, Mohamad Yusof Idroas, Mohd Azmier Ahmad

NU: Kwanchai Kraitong

CMU: None

### Apologies:

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The meeting starts at 8.00 (UK time) with the welcome by Luca Cioccolanti. Luca Cioccolanti briefly introduces to all the participants the agenda of the 2nd day.

According to the agenda, Dr Ermira Junita Abdullah presents to the colleagues the progresses at UPM. Dr Ermira Junita Abdullah gives an overview of the selected modules and their content, the list of the equipment to be purchased and the list of PhD students. Dr Ermira Junita Abdullah reports some difficulties in the calculation of the modernization percentage of a module and her worries about the possibility that the equipment will arrive late.

Prof Luca Cioccolanti, better explain the methodology about percentage calculation and recalls that the tendering procedure should be closed within month 22 of the project.

According to the agenda, Prof Zainal Alauddin discusses with colleagues the progresses at USM. Prof Zainal Alauddin gives an overview of the modules and their related content to be modernized, as well as the list of equipment that will be needed.

Prof. Luca Cioccolanti recalls the tendering procedure general rules: the budget foreseen in the proposal could not be increased and the number of suppliers should be reduced as much as possible.

According to the agenda, Prof. Kwanchai Kraitong discusses with colleagues the progresses at NU. Prof. Kwanchai Kraitong gives an overview of the selected modules and their content, the list of equipment required and the list of PhD students. He also enlists those modules that have been already enhanced and taught. Prof. Luca Cioccolanti recommends to increase the number of practice hours for enhanced modules once the equipment will be purchased.

Prof. Kwanchai Kraitong also reports the situation about CMU. Colleagues at CMU have to decide on module selection next week. After that CMU will communicate with all the partners.

Prof. Luca Cioccolanti will reply to all question arisen during this two-day meeting by the end of next week.

The second-day meeting ends at 12:45.



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