

**MINUTES
and
MAIN RESULTS
of the
ETN TRICE WORK MEETING
held on 03 & 04.12.2010, in
Comhard GmbH, Berlin, Germany**

On the 3rd and 4th of December a project meeting in the framework of the ETN Trice project was held in Berlin. The host institution Comhard GmbH invited all heads of the work groups for an adjustment meeting. The target of the meeting was to update and adjust all work packages to reach the necessary end results in the project. Twenty one persons participated, representatives of 12 partner institutions.



The work meeting should have been conducted with the following agenda:

1. Welcome address of the host organisation
[Mrs. Marlis Kujawa](#), Managing director of Comhard GmbH
2. Main objectives, activities, target groups, links between project WP – [Mrs. Stoyanka Smrikarova](#)
3. Presentations of WP activities, which still have to be completed:
 - **WP1 - Management and Coordination.**
 - [Assoc. Prof. Angel Smrikarov](#). Discussion.
 - **WP2 - Studying the existing situation. Presentation of the developed WEB application.**
 - [Prof. Olegas Vasilecas](#), [Mr. Justas Trinkunas](#). Discussion.
 - **WP3 - Reorganising teaching and course delivery on the basis of innovative educational technologies.**
 - [Assoc. Prof. Dieter Wuttke](#). Discussion.
 - **WP4 - Introducing Research in the Teaching Process.**
 - [Prof. Fernand Vandamme](#), [Assoc Prof. Candelaria Hernández-Goya](#). Discussion.

- **WP5 - Promoting innovations through close cooperation with companies. Presentation of the developed INFO-SYS.**
Mr. Vladimir Dochev. Discussion.
 - **WP6 - Quality Assurance**
Academician Peter Kenderov. Discussion.
 - **WP7 - Exploitation of Project Results. Presentation of the developed WEB - PORTAL Student's European-Job-Factory (SEJF).**
Mr. Robert Fisher, Prof. Wladimir Bodrow. Discussion.
 - **WP8 - Dissemination of Project Results**
Assoc. Prof. Angel Smrikarov. Discussion.
4. Recommendations from the Commission after the monitoring visit and planning measures to accomplish them.
Mrs. Stoyanka Smrikarova. Discussion.
 5. Discussing project budget and accounting of funds
Mrs. Stoyanka Smrikarova. Discussion.
 6. Planning the next meeting.
Assoc. Prof. Angel Smrikarov.
 7. Any other business.

Taking a photo

The meeting was opened by Mrs. Marlis Kujawa - Managing director of Comhard GmbH. Because of the snow chaos in Europe some of the partners were delayed and the first part of the meeting was leaded by Robert Fischer - Comhard GmbH/work package leader WP7. This imposed some changes in the order of the items on the agenda.



The meeting started with the presentation of the Students European Job Factory, which is a product in WP7. The developers of the software described the functionalities, features and the technical infrastructure of the tool. The core of the SEJF is the documentation of projects, their supervision and control of any traffic in the tool but not the documentation and work together in a project management surrounding. The focus on projects must be adapted to the qualification and personal skills of students. When searching for projects

every co-working student should be found via specific criteria. The main benefit of the tool for potential employers is that they can find a qualified student with experience shown in documented projects.

After the project coordinator and manager arrived, they took over the chairing and the meeting continued following the original agenda. The project coordinator, Assoc. Prof. Angel Smrikarov, presented brief information about the aim of this meeting and achieved results so far. After the presentation Prof. Olegas Vascilecas presented the status in WP2. The tasks of the work package were finished in December 2009. Open up to now is the evaluation of the questionnaires because the target of 300 answers was not reached. It was decided to give further time until 15th of March 2011.



The work package 3 was represented by Dieter Wuttke (TU Ilmenau), who replaced Karl Jones. There are still open tasks which are mainly: The updating of curricula especially for master and doctoral degrees. The documentation of good practice by introduction of innovative forms of teaching in computing (3.3). Further innovations are needed and should be transferred from the network partner of ETN Trice. Moreover a virtual network of universities which provide such innovative forms should be created in form of a website with links and description of such institutions. The work on WP3 must be also adapted to the results of WP2 which will come from the evaluation of the questionnaires.



Work package 4 was presented by Candelaria Hernandez-Goya who replaced Fernand van Damme. The coordination of WP4 is taken over by Candelaria. She is responsible for the work package 4 until the end of the project. A WP4 project meeting will be held on 31st of January in Tenerife, hosted by the University of La Laguna. To reach the targets, which have to be delivered, the whole group has to support the leaders. Open and to push are the Assessment parameters for the relevance of research topics for teaching, the database of research topics for bachelor, master degrees and the creation of teaching specialist courses for bachelor and master degrees. Professor Iwainsky (IIEF GmbH) can contribute by providing research topics, which have relevance in computing.



Work package 5 was presented by Vladimir Dochev on behalf of the partners from Dublin City University, who were unable to participate in the meeting. After a short introduction of WP5 he drew attention on what still needs to be done under this WP. In regard to Task 5.3. - Development of the INFO-SYS system: the DCU team is in an urgent need of test data and feedback about the test version of the system which is already accessible to all partners. Once enough feedback has been received it will be summarized and then the system will be modified accordingly in order to finalize its development. The last stage under this task is to populate INFO-SYS with real project proposals.

In regard to Task 5.4. – Define a Structure for an Integrated Programme: The Integrated Programme is currently under development. This task should be completed in the first quarter of 2011.

In the work package 6 Petar Kenderov spoke about the future tasks to keep the quality Assurance. Because of the delay in some work packages it is up to now not possible to evaluate the quality and the timeframe will be very narrow. For that reason from now on the project must be re-focused and the work should be done very intensive.

The following decisions were made:

1. WP2

The WP2 leader should request additional information from all partners, who have not submitted anything yet about the links between teaching, research and innovations in their countries. For this purpose a table will be prepared which show the countries for which there is such information and those for which there is still nothing. The partners from the latter countries will be asked to submit this information until 28.02.2011. Until now out of 70 partners only 13 send their responses.

Another table will be produced which marks all partners and those, who collected responses from at least 5 companies and institutes about the connection between education, research and innovations in the field of computing education. Until 28.02.2011 all other partners should also collect responses, using the developed questionnaire, from at least 5 institutions.

Until 31.03.2011 a final version of WP2 report will be produced, by updating the current version with the new information. The WP2 head, Prof. Olegas Vasilecas, is responsible for updating the report and sending it to the coordinator, together with the software for processing the results, to be published on the project web site in Documents!!!

2. WP3

The head of WP3 will produce a report until 15.03.2011, which consists of 3 sections: for bachelor, master and doctoral students. Each section should reflect the new moments in the curricula, the new courses with abstracts, which should follow the model of the abstracts from the last two projects.

By 28.02.2011 information should be collected from every partner about innovative centres and distance learning centres so that a virtual network of innovative educational technologies centres can be established. For this purpose a table will be prepared which includes all partners and an additional column to specify web addresses of such centres. By 31.03.2011 the network should be created and a report should be produced and sent to the coordinator for publication on the project web site.

3. WP4

The head of WP4 will produce a table with all partners and will ask them to enter web site addresses, in order to establish contacts with research-oriented thematic networks in the field of computing, centres of excellence and other research teams of private companies, active in research projects. This list should be ready by 15.03.2011.

Developing assessment parameters for the relevance of research topics for teaching – By 01.03.2011 Assoc Prof. Candelaria Hernández-Goya will compile and send to the consortium a report with list and comments on the parameters, which will be applied to assess the relevance of research topics for teaching.

By 01.04.2011 a list with new teaching specialist courses for bachelor/master programs should be compiled. The developed curricula for Bachelor and Master students in the last two Thematic networks will be used for this purpose. The list should comprise the new

courses, which we propose, and will include a title and short summary. This activity will be coordinated by the University of Ruse, namely Elitsa Arsova.

Creating two databases (for Bachelor and Master Degree) with teaching and research topics – A decision was made that the database will be one with two sections – Research topics for a bachelor's degree in Computing, Research topics for a master's degree in Computing. The draft database structure will be presented for discussions by 01.03.2011, and will be developed by 01.07.2011. The University of Ruse is responsible for this activity and it will be coordinated by Dr. Irena Valova and MSc. Elitsa Arsova.

4. WP5

Assist the DCU team in developing the final version of the INFO-SYS Online Database System. The partners from DCU need test data and feedback about the current test version of the system in order to improve it, eliminate possible errors, etc. Project partners should propose sample or real projects using the system, test its functions and provide the DCU partners with suggestions for improvements, remarks, bug reports, etc. by 15.02.2011.

Distribute an INFO-SYS project proposal form to all partners. The form is to be used for collecting real project proposals until the final version of INFO-SYS is implemented. This is necessary because the work of other work packages depends on the information about real project proposals under WP5 and currently there is a delay as INFO-SYS is still in a test phase. Deadline – 31.01.2011

5. WP6

The evaluation of the developed products and organized events from the project work plan will continue. An external evaluator will be contacted and if he agrees to take the job, all necessary processed results of surveys and products will be submitted to him for evaluation.

6. WP7

The Students European Job Factory system will be further developed considering the suggestions and ideas during the meeting and a link will be made with the INFO-SYS Online Database System developed in WP5. HTW will coordinate this activity, namely Prof. Wladimir Bodrow. Deadline 31.04.2011.

A table of all partners with 2 additional columns will be produced, the first with information about signed Bilateral agreements for Practical placements, and the second about signed Bilateral agreements for teaching students in the field of computing. Mr. Robert Fisher from Comhard will coordinate this. Deadline: 31.03.2011.

Analysis of Erasmus Mundus mechanisms for sharing content and joint degree awards will be performed. Coordinator: Coimbra University – Prof. Antonio Mendes. Deadline: 31.04.2011.

It can be concluded that this was a successful two day project meeting, but if it will play its role it depends mainly on the heads of WPs and all project participants.