



## **Modernisation and internationalisation of Iranian HEIs via collaborative TEL-based curriculum development in engineering and STEM/UNI-TEL**

### **Steering Committee meeting**

**11st September 2023**

**11.30 – 13.30 (CET time)**

**1.00 – 3.00 - pm Iranian Time**

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# **MINUTE**

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### **Participants**

P1 - USGM, Università degli Studi Guglielmo Marconi, Italy  
P2- UTU, Turun Yliopisto, Finland  
P3 – UaB, Universidade Aberta, Portugal  
P4 – PRISMA, Prisma Electronics ABEE, Greece  
P5 – IKIU, Imam Khomeini International University, Iran  
P6 – USB, University of Sistan and Baluchestan, Iran  
P7 – SU, Shiraz University, Iran  
P8 – UI, University of Isfahan, Iran  
P10 – SCU, Shahid Chamran University of Ahvaz, Iran  
P12 - NAMVARAN P&T COMPANY, Iran

### **Link to attend the meeting remotely:**

<https://meet.google.com/bmh-cpri-zoi>

All the documents (included the recording video) are available in the drive folder WP7

MANAGEMENT/MEETINGS/15\_SC\_Meeting\_11Sept

<https://drive.google.com/drive/folders/1YnaXyQpmF8anLlyHhz19KamQdzRo8buW?usp=sharing>

## Monday 11st September 2023

The meeting started at 11:30 CET time, the Coordinator, Ilaria, welcomed all the partners and introduced the Agenda of the SC meeting. She then left the floor to Dimitris (PRISMA), the leader of the **WP3/UNI-TEL training delivery**. Dimitris shared the Training Delivery Report (D3.1) to show partners. He explained that most of the Certificate Achievement Ratio are below the threshold of 75%. Dimitris showed all the main features and the raw data related to the Professors' participation in the e-course and the description of the face-to-face training sessions.

There are still several participants who haven't completed the self-assessment yet and haven't received the certificate yet. It has been clarified that, if the delivery of the certificate is due to a technical issue, the partners should send an email to PRISMA asking for assistance.

The coordinator received an email from UI with F2F training sessions report and asked Dimitris to update the report.

It has been highlighted that the certificate achievement ratio is not satisfactory. For some IR Universities is very low.

Aware of the WP3 report's results, partners agreed that:

- Each Iranian University will carefully check the content of the WP3 Report in order to finally approve it ([deadline 27<sup>th</sup> September](#))
- Partners will contact the professors already enrolled in order to motivate them to conclude the training and receive the certificates ([deadline 27<sup>th</sup> September](#))
- Partners could also contact new professors to join the ecourse and focusing with a medium -term perspective they will contribute to the modernisation of the courses. ([deadline 27<sup>th</sup> September](#))

Dimitris highlighted that, introducing new professors is possible but we should be careful and do not decrease even more the achievement ratio introducing non active professors.

USGM reminded that, in order to comply with the Project Proposal indicators, by the end of the project, partners will have to report: at least 75% of achievement ratio (for the ecourse/WP3) and at least 60 accredited courses (WP4) by the end of the project. Both indicators are crucial for a final successful EU evaluation.

Matti (Turku University) asked for the titles of participants (professors/teachers and instructional designers) to check their background as the proposal states that there should be about 30 % of instructional designers. The coordinator explained that, based on the Baseline research results, in most universities there are no instructional designers.

The second topic discussed in the meeting was the **WP4: UNI-TEL curriculum modernisation**.

The coordinator explained that we would need to reschedule activities, as we have not received documents yet from all partners.

Matteo (USGM) explained that we have received 13 google form responses. 11 of them are related to traditional courses; only 1 is related to Engineering statistics plus 2 word doc filled templates received from SU. Matteo pointed out the different ways in which courses can be modernized. The coordinator asked about the state of the art of the implementation of project's activities related to WP4. All the universities joined the discussion.

The missing professors should send the filled forms (using or the google form link or the word template provided by SU) by [the 30<sup>th</sup> of September](#). The filled form should be sent to USGM.

As concerns the Remote Lab, no descriptive document have been received by USGM.

All IR Universities should send the two pages description of the actually implemented remote lab by the 30<sup>th</sup> of September.

The two descriptive pages should include at least the following information:

1. Please describe what kind of lab you want to remotize (specify expected activities, number of students involved, expected results and what kind of equipment will be used).
2. Please describe if you are actually using a lab in your teaching classes (specify: technical features, if it is remote or not, the activities and results you are testing/practising and the additional results you expect with the remote version)

REVISIONED Action Plan

#### **WP4: UNI-TEL curriculum modernisation WP4 Leader P1 USGM**

- Trained lecturers modernise their curricula through integration of ICT-based approaches and contents. (August – October 2023)  
Google form on Modernised course <https://meet.google.com/bmh-cpri-zoi> (Prof. Martini) or Word Form (Dr. Safavi) duly filled by **30<sup>th</sup> September**  
Status: 13 Google Forms uploaded /2 Word Form sent
- Trained lecturers develop at least 1 remote lab (August – October 2023)  
TASK: Two pages of description related to the Remote Lab Implementation sent to USGM by **30<sup>th</sup> September 2023**  
Status: None received
- Piloting of the modernised curricula with a testing groups of students. (October – December 2023)

With reference to the WP6 Dissemination and Exploitation is concerned, SU introduced the next important opportunities to disseminate UNITEL project:

Engineering education Conference 2023 (<https://iseec.ut.ac.ir/>)

the ICELET 2024 Conference in March, led by UI

The coordinator thanked SU for the strong commitment; she moreover reminded that all the Iranian Institutions should contribute with the project dissemination at local level in their University and through social network.

At least 2 Exploitation events should be organised by each IR university.

As concerns the last topic, WP7 Management and Coordination, the partners agreed on the next meeting date. The Next meeting will be held on **16<sup>th</sup> October at 11.30 CET time (1.00 PM IR time)**.

It will be discussed the WP4 progress on activities.

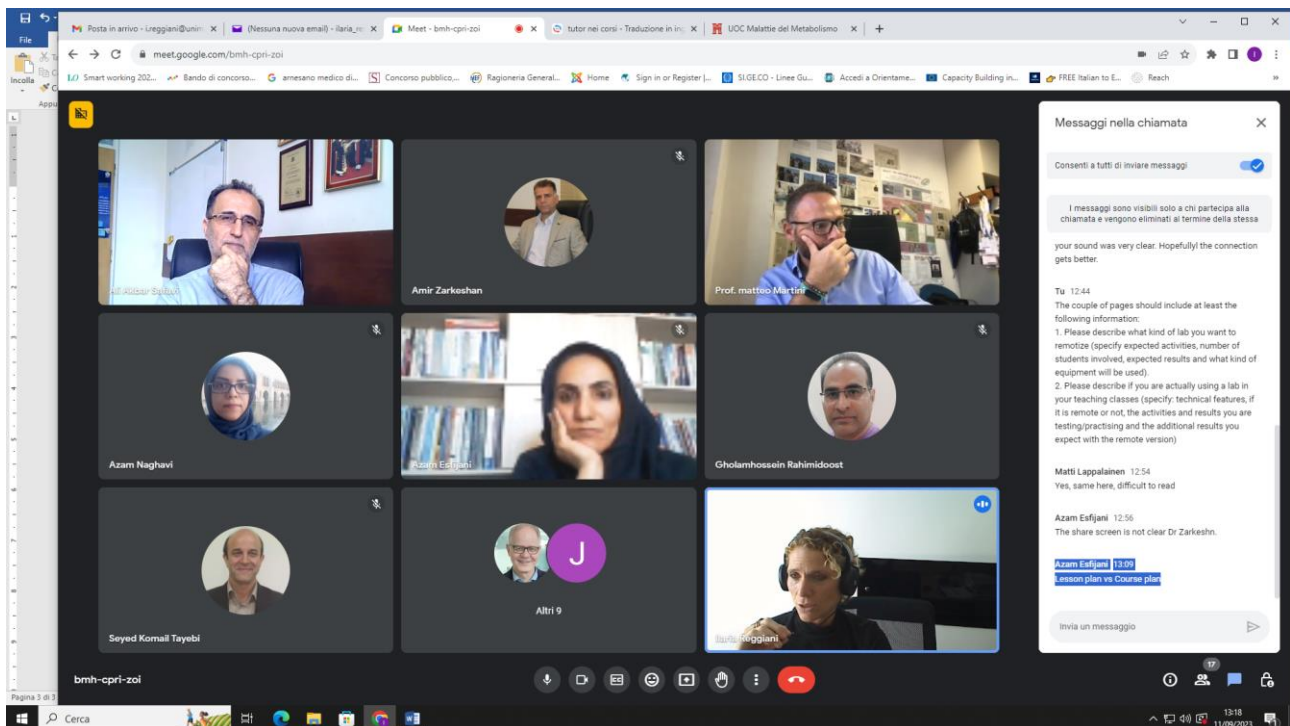
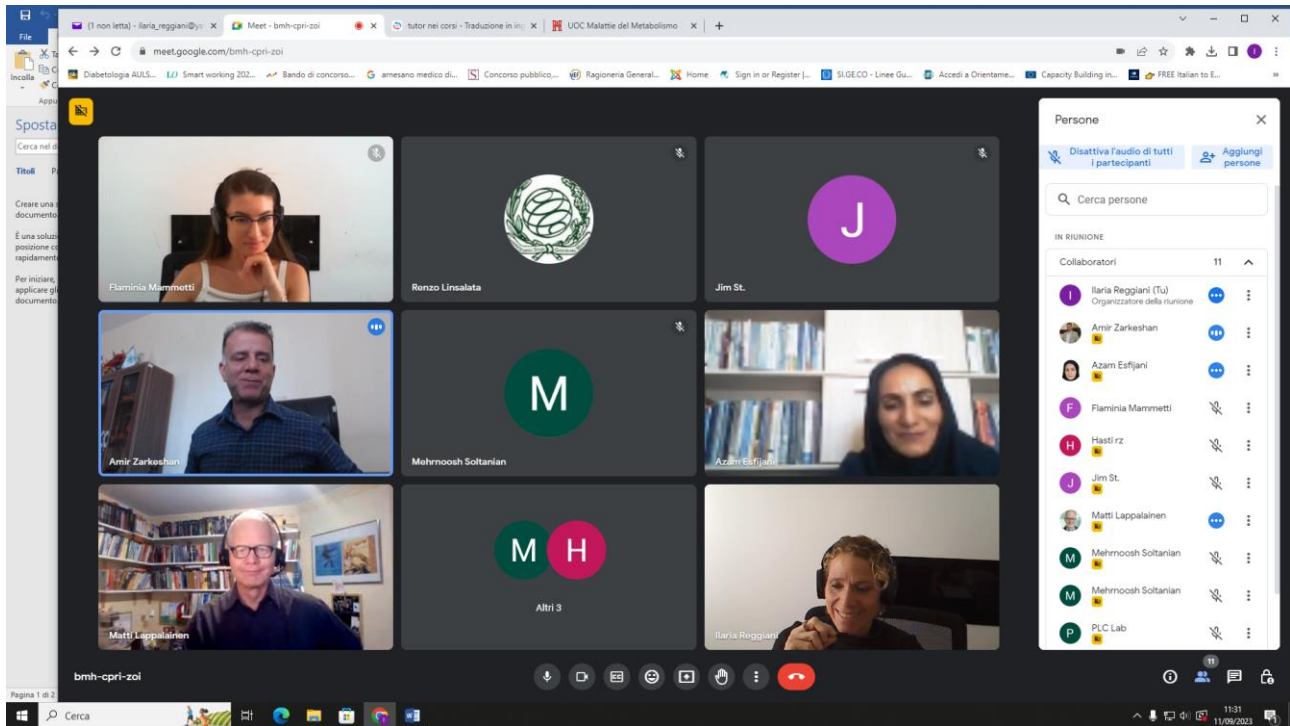
The coordinator reminded that the Next tranche of payments would be activated through Condor Service in late September 2023 for the partners who have:

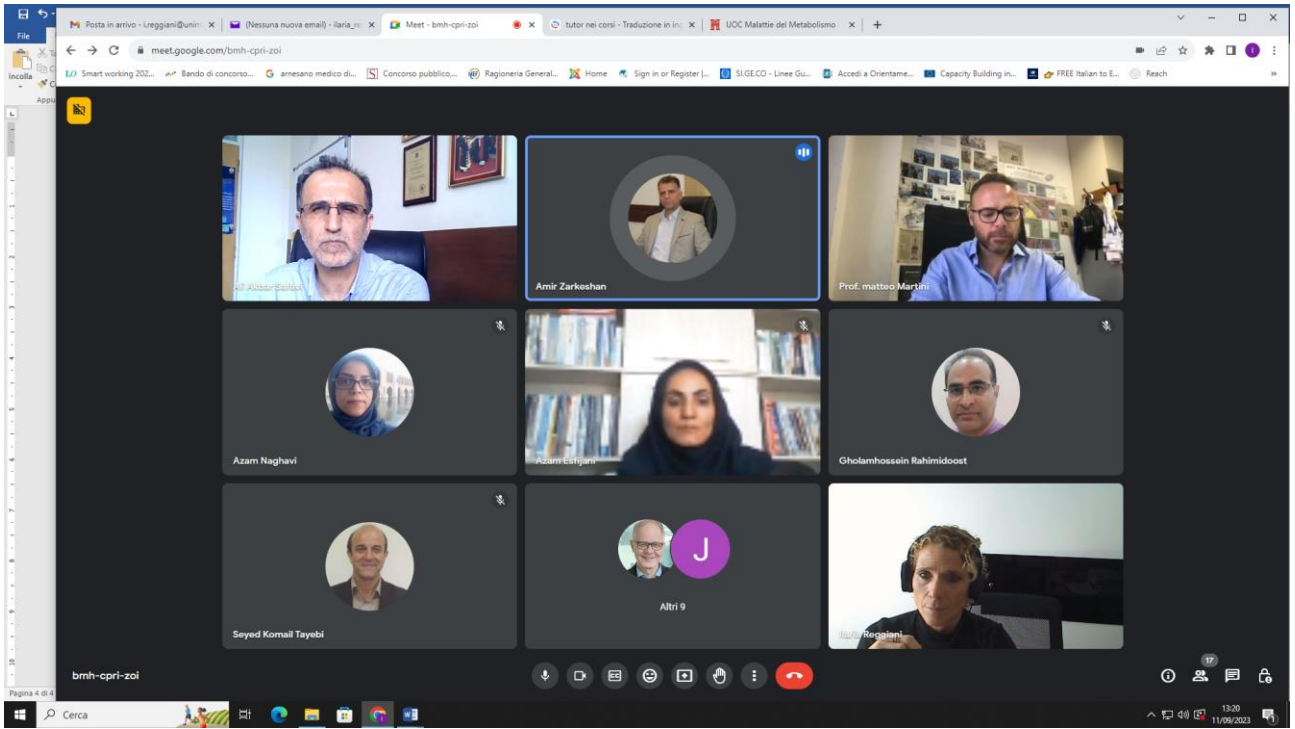
1. Sent to Renzo/USGM the New document requested by Condor signed and stamped.
2. spent at least 80% of received funding
3. provided all the reliable completed financial documents on STAFF, TRAVEL, EQUIPMENT and SUBCONTRACTING
4. completed all the WP3 TASKS

This will be the last tranche until the end of the Project. The Balance of the funding will be transferred after the approval of the final report.

A brief reminder regarding the fair Progress Evaluation:

- Lack of UNITEL dissemination at Institutional level
- Lack of Dissemination impact (i.e. social media likes/followers): better contribution to the project dissemination via Social media, in particular through LinkedIn and Research gate.
- Increase of the numbers of women involved in the UNITEL project





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