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

## Steering Committee meeting

**16th October 2023**

**11.30 – 13.30 (CET time)**

**1.00 – 3.00 - pm Iranian Time**

# MINUTE

## 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 used to attend the meeting remotely:
https://meet.google.com/keg-kcme-ecq

All the documents (included the recording video) will be available in the drive folder WP7 MANAGEMENT/MEETINGS/16_SC_Meeting_16October2023

https://drive.google.com/drive/folders/1xFs5FML2TpLNfsd3t3L4PPtVjsXo4jw1?usp=sharing

12:30 – 12:45

**WP5 Quality Assurance**

New Survey and other issues

External Evaluator presentation TBC

13:00 - 13.15         **WP7 Management and Coordination** *Project Coordinator, USGM*

Experimentation in class – Start date?

Next meeting in November with professors ?

Keep proofs of Experimentation in class (Pictures, video, attendance sheets)

Start procedure for Accreditation

Justification for the Extension of the eligibility period (at institutional level and Consortium level)

## Monday 16th October 2023

The meeting started at 11:30 CET time (1 p.m. Iranian Time), the Coordinator welcomed all the partners and introduced the Agenda of the SC meeting. The purpose of the meeting was to point out the state of the art of the WP3-WP4 Activities. The second part of the meeting was focused on Quality Assurance and Management issues.

Dimitris (PRISMA), the leader of the **WP3/UNI-TEL training delivery** introduced the final indicators included in the Training Delivery Report (D3.1). The final version of the document has been presented and the successful indicators have been shared. The achievement ratio has consistently improved since last meeting. 77% of participants have completed the E-course successfully. Prisma confirmed that the Partners would have access to the platform until the end of the project to consult the online material during the experimentation phase. All the Face to Face Training sessions have been organised and mentioned in the Report. Dimitris sent the Report to all the partners asking to check the content.

**(TASK) If some information will be missing in the WP3 Report, please send an email to PRISMA by the 24th of October.**

The final document should be traslated in Farsi and both documents (EN – Farsi) should be published in the UNITEL dissemination channels.

The second discussed topic in the meeting was the **WP4: UNI-TEL curriculum modernisation**.
USGM received several contributions from all the partners. The list of modernised courses and the professors have been included into the excel file USGM Check list.

(TASK) We kindly ask the It has been reminded that, by the end of the project, at least 60 modernised courses should be designed, delivered and accredited at University level.

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 <u>the 30th of September</u>. 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 <u>30th of September</u>.
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 **30th 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 **30th 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 **16th October at 11.30 CET time (1.00 PM IR time).**
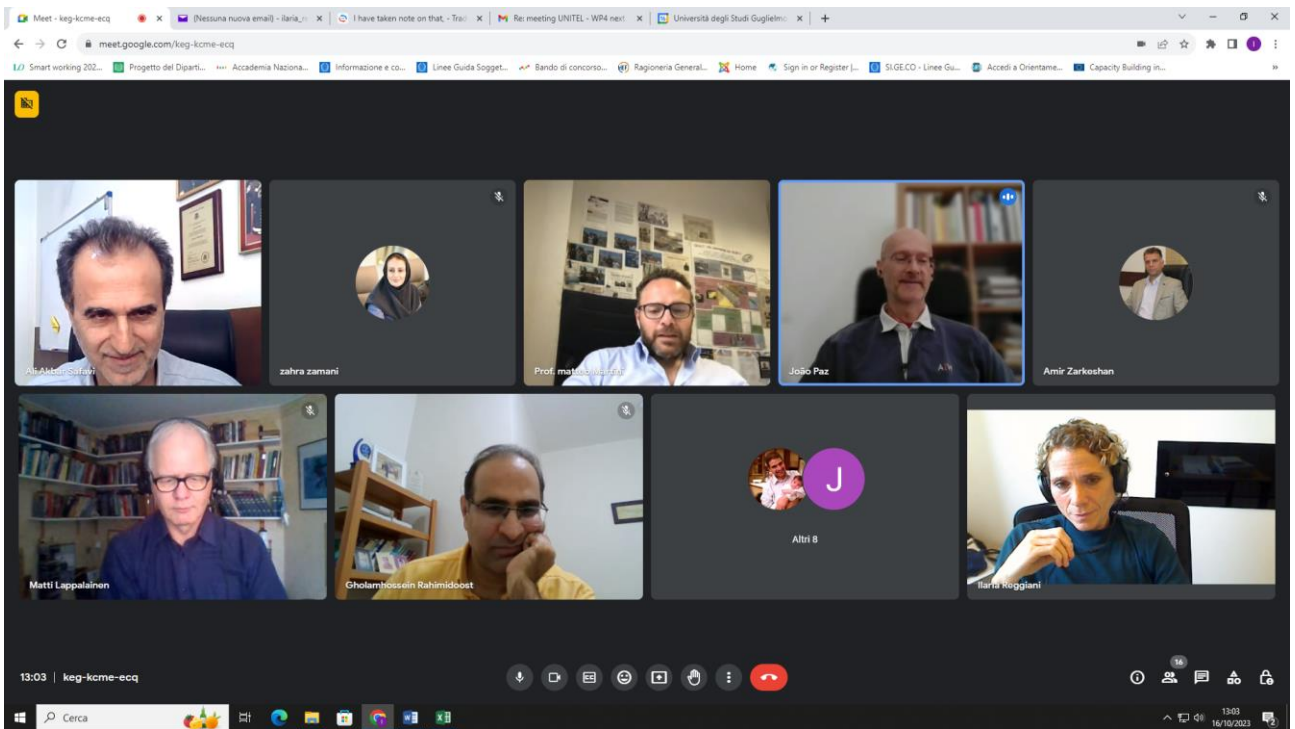It will be discussed the WP4 progress on activities.
The coordinator reminded that the Next tranche of payments would be activated through Condor Service in late September 2023 for the partners who have:
1. Sent to Renzo/USGM the New document requested by Condor signed and stamped.
2. spent at least 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.
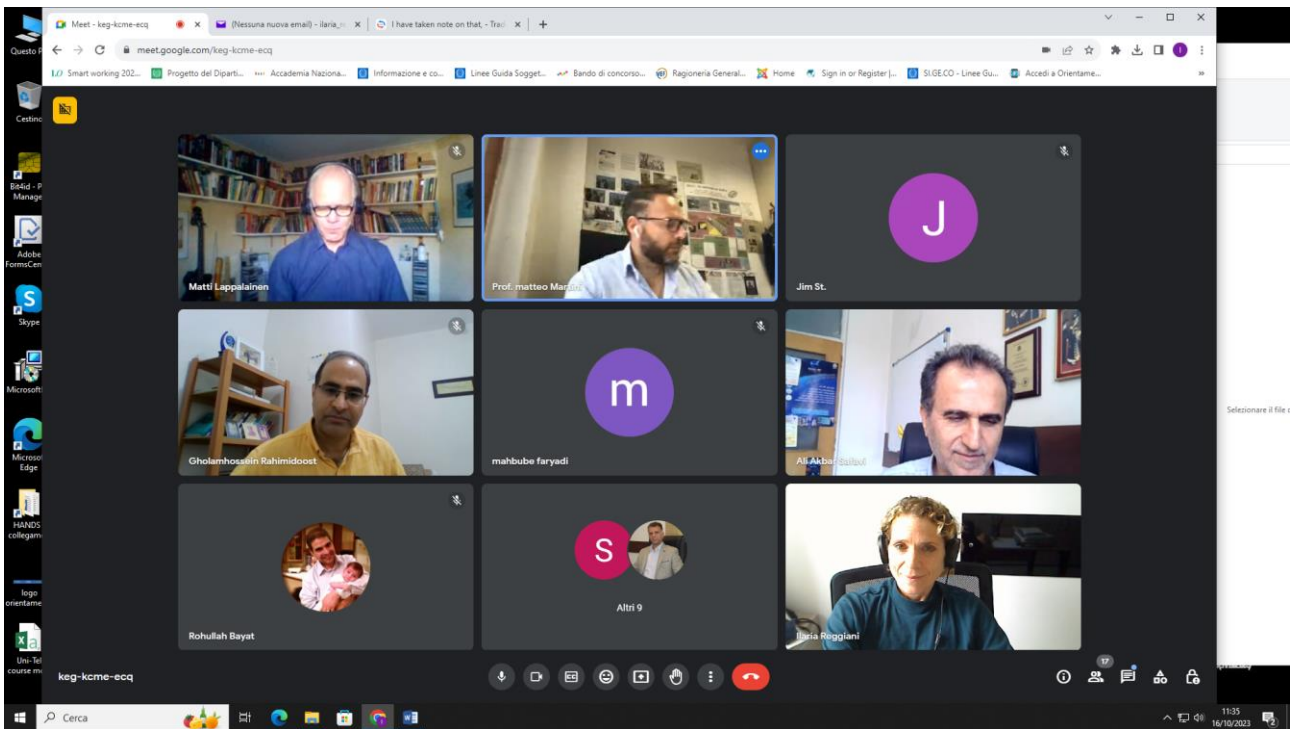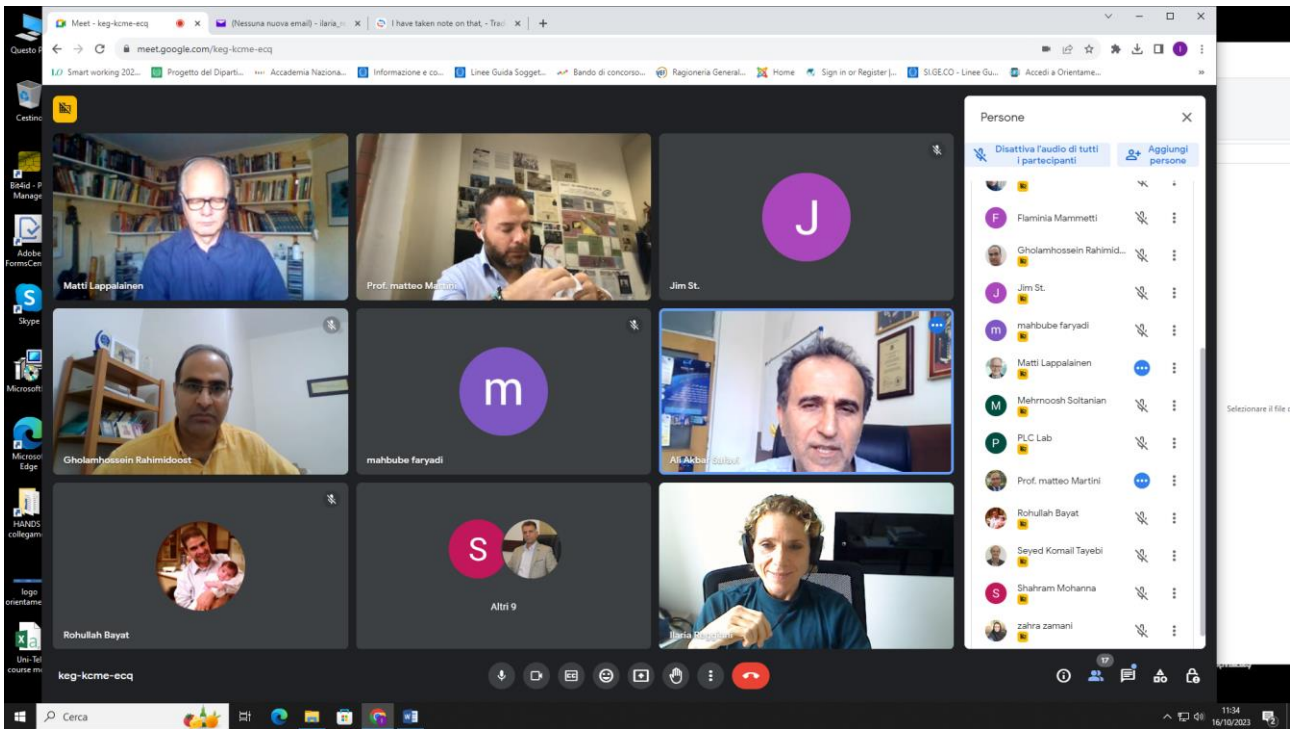
A brief reminder regarding the fair Progress Evaluation:
• Lack of UNITEL dissemination at Institutional level
• Lack of Dissemination impact (i.e. social media likes/followers): better contribution to the project dissemination via Social media, in particular through LinkedIn and Research gate.
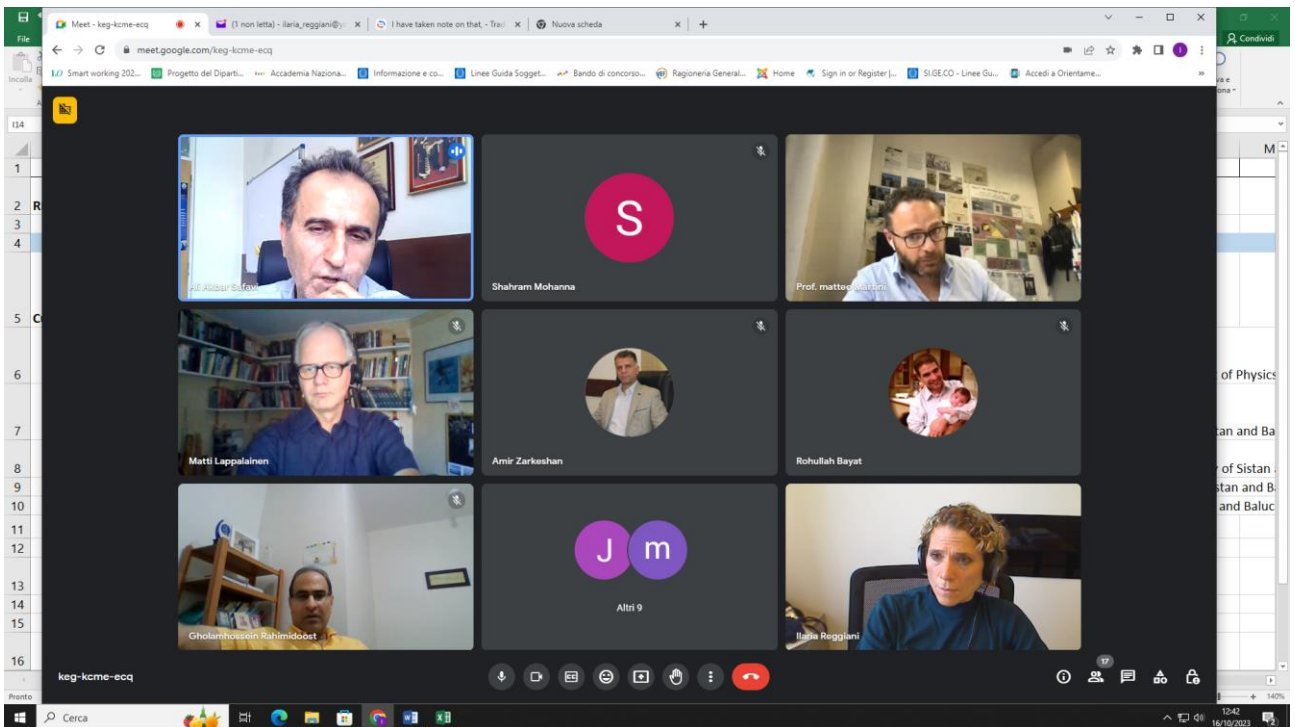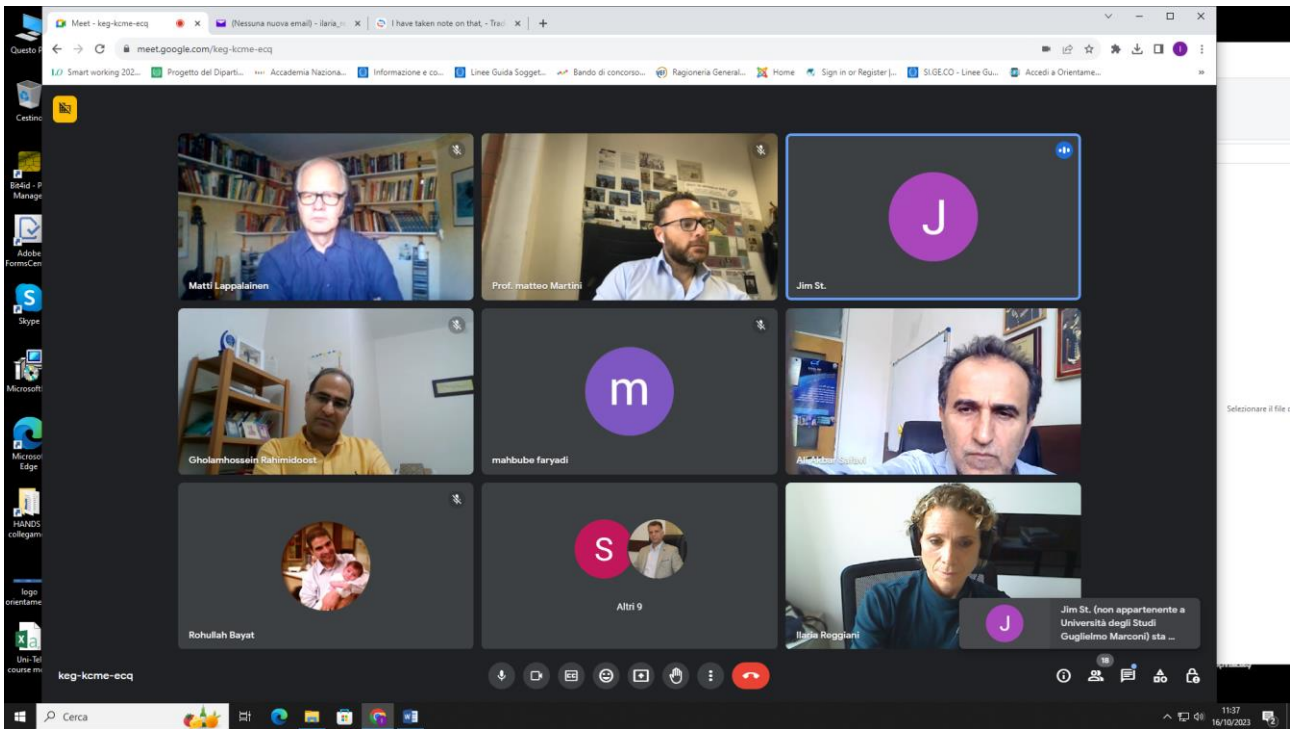• Increase of the numbers of women involved in the UNITEL project

In our case I´m not sure about our answer because of the discontinuation (=closing) of our unit.

60 modernised courses

27 November yes 1 pm Iranian time


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