

Progress Meeting Minutes CRETE Project

1st of February 2021

Topics Discussed

- The Development of the Modules (T1)
- The Evaluation of the Modules (T2)
- The Organization of Online Events instead of the f2f (T3)
- The Organization of remote Multiplier Events (T4)
- The transfer of funds from the travel costs to staff costs or exceptional costs (T5)
- The plan for the exploitation of these modules (T6)
- Send me your financial statements (December 2019 - October 2020) (T7)

Decisions Made

- **T1:** All the modules **should have been completed by the end of this month.**
The developers of the courses: (a) An Introduction to Automations & Embedded Systems (TM - Phaedra); (b) An Introduction to IoT (TM - Phaedra), (c) Quantum Computing (UW - Andrzej Witowski), (d) 5G Communications (HMU - Kokkinos), and (e) Principles of Blended Teaching (IPP, Nuno). All of you have access to the other courses and please follow similar examples: transparencies with at least the authors' notes/examples per lecture/final & middle exam papers
- **T2:** Dr. Zourou has already sent an email with the steps we should follow regarding the evaluation of our modules. This should **be done by us and two external evaluators (two colleagues that can be from our Institution but are not part of the CRETE project). By the end of this week, we can do our self-evaluation and by the end of this month to have secured the evaluation done by the external evaluators**
- **T3:** As we have discussed yesterday is almost impossible for a face-to-face event to take place in Porto earlier than this September. So is safer to organize two online training event. The topics we have decided on yesterday could be:

- **A series of CRETE colloquial talks on modern teaching methods and trends in Higher Education** (stakeholders: students and Academics). If you agree I can plan such an event, starting from April (let's say every two weeks). Speakers from the ATHENA European University also can join us as attendees. Possible topics could be: Problem Based Learning, Project-Based Learning, Gamification during Teaching, How to teach & Learn Online, Scrum in Education, Blended Mobility Approach, Microcredentials in Higher Education, the European student card ...**and more that you are free to suggest me**
- **An online training course (two-three days) on the topic of Smart Cities** (suggested period 23 - 29th of May 2021 during which invited talks on topics such as, Smart Lighting (AAU), Smart Sensing (Siegen - ATHENA partner), Smart Materials (UW, invited speakers from the HMU & EVM network), Digitalization of the Societies (EVM), 5G Communications (HMU), IoT (TM, EVM), Cloud Computing, AI can be introduced. The invitation if you agree - is something that I will discuss with Nuno today at 1900 Greek time, will be sent also to the ATHENA European University Partners
 - During these events, **the multiplier events** will be run
- **T4:** Depending on the ceiling will have regarding the budget we can use for the running of digital multiplier events, separate multiplier events will be planned with the technical support of EVM
- **T5:** The extra tasks you will have along with the running of the digital events will justify the transfer of funds from the travel budget to the staff costs. I will check if we can transfer funds from the travel budget to the exceptional costs so as to be able to have funds to invite in our actions some exceptional invited speakers. I would speak with my NA. Many thanks to Dr. Triantafylou for sending me the respective guidelines from the Danish NA
- **T6:** Please send me all of you how do you plan to leverage the modules we have developed within the framework of the CRETE project (all the modules or some of them or parts of a specific module). Please do it not later than the end of February

- **T7**: For this task, I will speak on Friday with Ms. Tsitou and I will come back to you with another email. But start to prepare your supporting documents (timesheets, and excel form)

As we have agreed from now and then, we will meet every month: **the First Monday of the month. I will establish a link in zoom. So the next meeting will be at 1400 CET, on the 1st of March**

In case you want to view again the meeting please check this link:

All the best

Kostas