Digital transformation of HEIs education process in Ukraine and Moldova for sustainable engagement with enterprises, DIGITRANS

101127683 — DIGITRANS — ERASMUS-EDU-2023-CBHE

Project targets, deliverables, work plan

April 11-12th 2024

Dr.ing.sc. Anatolijs Zabashta,
Project coordinator
Riga Technical University

Agenda on April 11th

- Opening of the meeting, Introducing of meeting participants
- Welcome by NKUA
- Adoption of agenda and targets of the meeting NKUA/RTU

Work package 1
- D1.2 Ex-Ante reports
- D1.3 Studies and Report on curricula, needed to the labor market of UA and MD

Work package 2
- WP2 development NKUA
- Guidelines on e-learning course preparation NKUA
- Discussions and content confirmation of four electronic of e-Books

Work package 3
- Sharing Remote Experiment Environment D3.1 SREE Scope & Features CPNU

- Coffee break 11:30-12:00
- Visiting of NKUA laboratories 13.00   NKUA
- Lunch   13.30-14.45
- Coffee break 16.00-16.30

Agenda on April 12th

<u>MC meeting</u>

- Project progress, deliverables, milestones, meetings

- Purchase of equipment

- Quality Assurance issues and risks RTU

- Acceptance of D6.2 Project handbook

- Acceptance the D1.3 Studies and Report on curricula, needed to the labour market of UA and MD

- Further tasks and the next steps

- Coffee break   12.00-12.30
- Lunch   13.30-14.30

Work Package 1

✓ D1.2 Ex-Ante reports

✓ D1.3 Studies and Report on curricula, needed to the labour market of UA and MD

Work Package 2

✓WP2 development NKUA

✓Guidelines on e-learning course preparation NKUA

✓Discussions and content confirmation of four electronic of e-Books

New teaching e-books for students and teachers

1. «Electric drive, automotive electronics and energy-saving technologies for modern transport» - **KhNAHU**

2. «Integrated course of Automotive transport» – **LNTU**

3. "Design of Digital Control Systems« - **CPNU**

4. "Digitalization in entrepreneurship" - **RTU**

Work Package 3

✓Sharing Remote Experiment Environment D3.1 SREE Scope & Features CPNU

Agenda on April 12th

MC meeting

- Project progress, deliverables, milestones, meetings, reporting
- Purchase of equipment
- Quality Assurance issues and risks RTU
- Acceptance of D6.2 Project handbook
- Acceptance the D1.3 Studies and Report on curricula, needed to the labour market of UA and MD

- Further tasks and the next steps
- Coffee break   12.00-12.30
- Lunch   13.30-14.30

Progress

T1.1. The study of compatibilities of educational regulations, curricula, e-learning platforms of EU-UA-MD partners.				
T1.2. EU-MD-UA programs analysis and development of a plan of the Double Diploma programs (DDP).				
T1.3. Finalising of the studies to define specific needs of the labour market of Moldova and Ukraine. Report on studies.				

Deliverables

Deliverable No	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (mon)
D1.1	Ex-ante report from MD-UA universities and a consolidated report	1	NKUA	report	Public	2
D1.2	A plan for the implementation of Double Diploma programs	1	RTU	report	Public	3
D1.3	Studies and Report on curricula, needed to the labour market of UA and MD.	1	RTU	report	Public	4
D3.1	SREE Scope & Features	3	CPNU	*Document*	*Public*	3

Progress

No	Ms No	Milestone Name	WP No	Lead Beneficia	Description	Due Date
1	MS1.1	WP1 implementation plan	1	RTU	At the 1st WS, which is arranged in parallel with a Kick-off meeting the partners confirmed WP1 implementation plan.	M1
2	MS1.2	Completing of implementation WP1	1	NKUA	At the 2nd WS (in Athens, in M4) the partners confirmed a) the preliminary content of four electronic text e-Books; b) discussed feedback from MD and UA representatives in order to get more deep analysis of the labour market.	M4
8	MS3.1	SREE concept	3	CPNU	Development of a concept of the SREE	M4
23	MS6.1	Detailed Project Activity Schedule	6	RTU	A draft of detailed Project Activity Schedule (PAS) (Gantt chart including mile stones and deliverables) will be discussed at the Kick-off meeting and will be accepted at 1st MC meeting.	M3
24	MS6.2	Partner agreements	6	RTU	Partner agreements (PA) between Leading partner and other partners will be signed as a bilateral document between LP and each beneficiary. PA defines: relationships, financial procedures, obligations, the terms of the reports, advance payments, etc.	M3
3	MS2.1	Developing and translating to teaching language BCs and MCs level study programs and courses.	2	NKUA	Developing and translating to teaching language BCs and MCs level study programs and courses.	M12

Purchase of equipment

Working plan for 2024

E1.1 E6.5	All	1st workshop of WP1 Kick-off meeting	11-12.01.2023	-The purpose of 1st WS: the partners will confirm WP1 implementation plan. -WS1 will be arranged in parallel with the Kick-off meeting.	Riga, LV
E1.2	All	2nd workshop of WP1	April 11-12th 2024	-To confirm the content of Five electronic courses of e-Books; - To confirm the Ex-Ante reports from MD-UA universities - To discuss the finding of a preliminary survey of stakeholders, which is arranged in a frame of WP1. -To discuss the Report on recommendation, which will be used for curriculum, syllabuses, didactic materials.	Athens, GR
E2.1	All	Workshop on Double Diploma programs	June 19-21 2024	-Beneficiaries will discuss the results of EU-MD-UA education programs analysis -Will discuss and accept a plan of the Double Diploma programs (DDP).	Balti, MD
E6.2		MC meeting		- MC will approve the QAMT; - Consortium will discuss and approve the Project Quality Assurance plan (PQAP), and PAS. -It will follow up the project progress, providing corrective actions if necessary	
E4.4	Universities	School for the training of teachers in Riga	September11-13th 2024	The group of teaching staff of MD-EU universities will be retrained in the premises and labs of RTU on the topics of newly developed curricula. Trainees will be introduced in EU university's education and research practices. Cultural awareness program and study visit to industrial partners will be included in the program of the school.	Riga, LV
E4.1	All	1st Workshop on innovative teaching methods & digital environments	On 22-23 of October 2024	- At the 1st Workshop all partners will present their experience on innovative teaching methods & digital environments experience, and how the methods and tools will be implemented in newly developed programs and courses. - The teaching and learning schedule for teaching/ academic/ technical staff and students will be confirmed, therefore preparation of trainees will be started	Galati, RO
E6.5		2nd MC meeting		-Management Committee meeting will follow up the project progress, providing corrective actions if necessary.	

Progress Reporting

External reports for EACEA

- **Continuous reporting** via FTOP Portal: milestones, deliverables, dissemination activities
- **Technical** reports: after 18 and 36 months *(30.05.25; 30.11.26)*
- **Financial report**: after 36 month *(30.11.26)*

Internal partner's reports

- **Dissemination & communication** reports: *30.05.24; 30.11.24; 30.05.25; 30.11.25; 30.05.26; 30.11.26 (6 reports).*
- **Purchasing, installation** and lay off of equipment (**MS6.3)**: *30.05.25.*
- **Quality Assurance** reports: *30.11.24; 30.11.25. (2 reports)*
- **Financial** reports: *30.11.24; 30.11.25; 30.11.26 (3 reports)*
- **Technical** reports: *after 18 and 36 months (30.05.25; 30.11.26)*
- **Curricula (new and modernized courses) testing report with feedback from students and teaching staff: one report in year 2026.**

ANNEX 4 XXX LUMP SUM MGA — MULTI & MONO

FINANCIAL STATEMENT FOR THE ACTION FOR REPORTING PERIOD [NUMBER]

	EU contribution											
	Eligible lump sum contributions (per work package)											Requested EU contribution
	WP1 [name]	WP2 [name]	WP3 [name]	WP4 [name]	WP5 [name]	WP6 [name]	WP7 [name]	WP8 [name]	WP9 [name]	WP10 [name]	WP [XX]	
Forms of funding	[Lump sum contribution]/[Financing not linked to costs]	[Lump sum contribution]/[Financing not linked to costs]	[Lump sum contribution]/[Financing not linked to costs]	[Lump sum contribution]/[Financing not linked to costs]	[Lump sum contribution]/[Financing not linked to costs]	[Lump sum contribution]/[Financing not linked to costs]	[Lump sum contribution]/[Financing not linked to costs]	[Lump sum contribution]/[Financing not linked to costs]	[Lump sum contribution]/[Financing not linked to costs]	[Lump sum contribution]/[Financing not linked to costs]	[Lump sum contribution]/[Financing not linked to costs]	
Status of completion	COMPLETED	COMPLETED	COMPLETED	COMPLETED	COMPLETED	COMPLETED	COMPLETED	PARTIALLY COMPLETED	PARTIALLY COMPLETED	COMPLETED	NOT COMPLETED	
	a	b	c	d	e	f	g	h	i	j	k	l = a + b+ c + d+ e+ f+ g+ h+ i+ j+ k
1 – [short name beneficiary]												
1.1 – [short name affiliated entity]												
2 – [short name beneficiary]												
2.1 – [short name affiliated entity]												
X – [short name associated partner]												
Total consortium												

The consortium hereby confirms that:

The information provided is complete, reliable and true.

BE NR/AE	Acronym	WP 001 Need analysis of DIGITRANS stakeholders	WP 002 Development of a practical and students-oriented curricula and innovative teaching, learning methods	WP 003 Development of Sharing Remote Experiment Environment (SREE)	WP 004 Acquisition and piloting Digital Learning Ecosystem of DIGITRANS	WP 005 Communication, Dissemination and Exploitation beyond DIGITRANS	WP 006 Management, Coordination and Quality Assurance	Requested EU contribution
Completed / Partially compleated / Not completed								
Riga Technical University	RTU	9 033	10 569	10 569	14 271	5 412	34 215	84 069
Dunarea de Jos University of Galati	UDJG	3 606	12 914	7 087	14 301	4 180	10 198	52 286
NATIONAL & KAPODISTRIAN UNIVERSITY OF ATHENS	NKUA	4 757	11 296	7 102	10 804	5 788	11 874	51 621
Chernihiv Polytechnic National University	CPNU	3 953	12 760	39 300	21 706	4 565	10 487	92 771
Kharkiv National Automobile and Highway University	KhNAHU	3 953	12 693	29 347	19 260	3 987	10 487	79 727
Lutsk National Technical University	LNTU	3 953	12 211	27 927	19 092	3 987	10 487	77 657
Subsidiary SNT Ukraine	SNT	3 227	3 043	3 043	9 649	4 016	6 674	29 651
Technical University of Moldova	UTM	3 606	12 789	27 716	17 334	6 491	10 198	78 134
Alecu Russo Balti State University	USARB	3 606	11 960	27 715	17 334	2 966	10 198	73 780
Cahul State University B.P. Hasdeu	USC	3 606	11 960	26 840	17 334	2 966	10 198	72 905
ICS DRA Draexlmaier Automotive SRL	Draexlmaier	2 879	4 873	2 696	6 972	3 448	6 057	26 925
TOTAL	**Consortium**	**46 180**	**117 068**	**209 343**	**168 058**	**47 805**	**131 072**	**719 526**

Financial reporting

- "You have no contractual obligation to keep financial records for the project. There is no reporting of actual costs or of resources."

D6.2 Project handbook

1.   Introduction
2.   Project activities and methodology
3.   Main Key Performance Indicators
4.   Project management

    4.1 Obligations and role of the coordinator and partners

    4.2 Management structure and procedures

5.   Quality control and monitoring
6.   Progress reporting
7.   Conflict of interest

Attachment 1: Events, meetings, training and mobility for the year 2024
Attachment 2: Events, meetings, training and mobility by the end of the project

Quality Assurance issues and risks RTU

Next steps

1. Dissemination and Communication Plan (meeting on May 20th)

2. Double Diploma agreements (Meeting on June 19-21)

3. Developing and translating to teaching language BCs and MCs level study programs and courses (MS2.1, D2.1, Nov 2024)

4. SREE platform with web interface (D3.2, Nov 2024)

5. We refused to develop competence matrixes for each partner, because we will ask to send national competence framework related to the study program. Then we will create a one common document.

6. European Credit Transfer and Accumulation System (ECTS) template for description of curricula: programs and courses (NKUA)

7. Curricula in local language will be described according to local legislation

8. Teaching / learning material should be stored and accessed in such way:

   - In local language: to create user accounts and give an access to external users (partners)

   - In English language: NKUA will develop a cloud (Google drive for example). Teaching materials will be shared among the partners. It provides a added value for all interested partners.

Thank you for the questions!