



# Project CENEAST 4th Meeting | MINUTES

Meeting date | time 1/7/2013 9:00 AM | Meeting location Barque "Krusernstern", Kaliningrad

Meeting called by

Prof Valeriy Beley

Prof DrSc PhD Arturas

Kaklauskas

Type of meeting

**Facilitator** 

Note taker

4th project meeting

Andrey Nikishin

Laura Tupenaite

Attenders

Nikolay Vatin, SPbSPU

Olga Emelianova, SPbSPU

Vladimir Prokopenko, NTUU "KPI"

Angela Piatova, NTUU "KPI"

Arturas Kaklauskas, VGTU

Romualdas Cesnavicius, VGTU

Jurga Naimaviciene, VGTU

Loreta Kanapeckiene, VGTU

Laura Tupenaite, VGTU

Nikolai Siniak, BSTU

Ivan Zharski, BSTU

Juriy Ramanouski, UKSUG

Alla Volik, UKSUG

Natalya Samojlenko, NTU "KhPI"

Irina Porunkova, NTU "KhPI"

Vladimir Bairachnyi, NTU "KhPI"

Irene Lill, TUT

Roode Liias, TUT

Chamindi Malalgoda, USAL

Kaushal Keraminiyage, USAL

Igor Pichugin, MSUCE

Alevtina Balakina, MSUCE

Andrey Safonov, MSIU

Vilma Misiukoniene, INFOBALT

Arunas Kleismantas, INFOBALT

Valeriy Beley, KSTU

Elena Beznos, KSTU

Nikolay Elagin, KSTU





Andrey Nikishin, KSTU
Elena Zabolotnova, KSTU
Maxim Kharitonov, KSTU
Anatoliy Gerasimov, KSTU
Igor Alexandrov, KSTU
Aleksandr Gudkov, KSTU
Marina Varenitcina, KSTU

### AGENDA TOPICS: 1ST MEETING DAY

### 1. Welcome and opening of the meeting

Time allotted | 01/07/2013 09:00–9:30 | Agenda topic Welcome speech and organisation issues | Presenter Associate Prof. Vladimir A. Volkogon, Prof. Valeriy Beley

Discussion: Welcome speech by Rector of Kaliningrad State Technical University Associate Prof. Vladimir A. Volkogon. Rector presented Kaliningrad State Technical University, its activities and history. Prof. Valeriy Beley reviewed the organisational issues. Project meeting agenda was discussed. Every participant made a short presentation about himself. Prof. Arturas Kaklauskas noted that the main objective of the 1<sup>st</sup> meeting day is to agree on general list of study modules to be developed.

## 2. Structure and Objectives of the 4th meeting

The objectives of the  $4^{th}$  meeting are:

- WP2: Upgrading of BSc, MSc, PhD degree programmes Report and discussion on common grounds for teaching and learning (Template 1, etc.) and presentations of proposed module specifications by the partners;
- WP3: Development and Exploitation of the Virtual Interuniversity Networked Educational Centre Application of partners' university open source education resources (books, conspectus, video, software, etc.);
- WP4: Project reporting and administrative documents;
- WP5: Dissemination;
- Further meetings.

# 3. WP2: Upgrading of BSc, MSc, PhD degree programmes

Time allotted | 01/07/2013 09:30–10:00 | Agenda topic Presentation of module specifications developed by KSTU | Presenter Prof. Valery Beley, Anatoliy Gerasimov

Discussion: Prof. Valery Beley presented the module specification "Renewable Energy" for BSc students. The module was prepared basing on ground module "Introduction to Renewable Energy". During the presentation aims, learning outcomes, main topics, literature, teaching and learning strategy, etc. were discussed. It was agreed that the co-partners in module development will be TUT and NTUU "KPI". Anatoliy Gerasimov presented the module "Energy Efficiency in Engineering Systems" for BSc students. The module was prepared basing on ground module "Energy Efficiency in Engineering Systems".





During the presentation aims, learning outcomes, main topics, literature, teaching and learning strategy, etc. were discussed. It was agreed that the co-partner in module development will be NTUU "KPI".

Time allotted | 01/07/2013 10:00–10:30 | Agenda topic Presentation of module specification developed by NTUU "KPI" | Presenter Prof. Vladimir Prokopenko

Discussion: Prof. Vladimir Prokopenko from NTUU "KPI" presented the module specification "Energy Audit" for BSc students. The module was prepared basing on ground module "Energy Audit for Buildings". During the presentation aims, learning outcomes, main topics, literature, teaching and learning strategy, etc. were discussed. It was agreed that the copartner in module development will be MSUCE.

Time allotted | 01/07/2013 10:30–11:00 | Agenda topic Presentation of module specification developed by NTU "KhPI" | Presenter Dr. Natalya Samojlenko

Discussion: Dr. Natalya Samojlenko (NTU "KhPI") presented the module specification "Environmentally sustainable cities development" for MSc students. The module was prepared basing on ground module "Ecology of the Built Environment". During the presentation aims, learning outcomes, main topics, literature, teaching and learning strategy, etc. were discussed. It was agreed that the co-partner in module development will be NTUU "KPI", MSIU and VGTU.

Time allotted | 01/07/2013 11:00–11:30 | Agenda topic Presentation of module specification developed by UKSUG | Presenter Dr. Alla Volik

Discussion: Dr. Alla Volik (UKSUG) presented the module specification "Construction Materials for Sustainable Built Environment" for BSc students. During the presentation aims, learning outcomes, main topics, literature, teaching and learning strategy, etc. were discussed.

Time allotted | 01/07/2013 11:30–12:10 | Agenda topic Presentation of module specification developed by VGTU and BSTU | Presenter Dr. Nikolai Siniak

Discussion: Dr. Nikolai Siniak presented the module "Smart and Sustainable Built Environment" for PhD students, which was developed by VGTU in collaboration with BSTU. During the presentation aims, learning outcomes, main topics, literature, teaching and learning strategy, etc. were discussed. Prof. Arturas Kaklauskas noticed that except of traditional materials, etchnologies in delivering of this module will be extensively used, i.e. open source materials, intelligent tutoring systems, learning games, etc. It was agreed that the module will be coordinated by VGTU and co-partner will be BSTU.

Time allotted | 01/07/2013 12:10–13:00 | Agenda topic Presentation of module specifications developed by MSUCE | Presenter Prof. Alevtina Balakina

Discussion: Prof. Alevtina Balakina presented three modules prepared by MSUCE: "Sustainable Urban Design" (BSc), "Green Built Environment" (BSc and MSc) and "Sociological methods used for sustainable urban development" (MSc). During the presentation aims, learning outcomes, main topics, literature, teaching and learning strategy, etc. were discussed. It was noticed that the module "Sociological methods used for sustainable urban development" (MSc) was prepared in collaboration with TUT, University of Salford and Bologna University. During discussion Prof. Arturas Kaklauskas stressed out that the topics in each module should not duplicate, this is responsibility of each module coordinator.





Time allotted | 01/07/2013 14:00–14:30 | Agenda topic Report and discussion on common grounds for teaching and learning (Template 1, etc.) | Presenter Chamindi Malalgoda

Discussion: Representative of Salford University Chamindi Malalgoda presented Template 1 "Identification of the appropriate issues for cross institutional module sharing" which is needed for Report on common grounds for teaching and learning. Project partners in detail discussed the content of Template 1.

Time allotted | 01/07/2013 14:30–15:00 | Agenda topic Presentation of Module specifications developed by MSIU | Presenter Dr. Andrey Safonov

Discussion: Dr. Andrey Safonov presented two modules prepared by MSIU: "Buildings in Use and Housing Management" (BSc) and "Energy Efficiency in Built Environment" (MSc). During the presentation aims, learning outcomes, main topics, literature, teaching and learning strategy, etc. were discussed.

Time allotted | 01/07/2013 15:00–15:30 | Agenda topic Additional module specifications to be developed by partners | Presenter All

Discussion: During discussion partners decided that NTUU "KPI" will develop additional module "Human safety, natural and technogenic problems in the 21st century" for MSc students in cooperation with USAL, NTU "KhPI" and SPbGTU.

General Conclusions: Partners presented 13 module specifications. As according to the project 16 modules must be developed, it is decided to continue discussions on modules development during the 2<sup>nd</sup> Meeting day. Report on common grounds for teaching and learning will be prepared basing on Template 1, proposed by University of Salford to be filled by all the partners. Template in English and Russian is available in project Dropbox.

### AGENDA TOPICS: 2<sup>ND</sup> MEETING DAY

Meeting date | time 2/7/2013 9:00 AM | Meeting location Conference Hall of Hotel "Volna", Svetlogorsk, Kaliningrad

### 4. WP2: Upgrading of BSc, MSc, PhD degree programmes

Time allotted | 02/07/2013 09:00–09:30 | Agenda topic Presentation of module specifications developed by SPbSPU | Presenter Prof. Nikolay Vatin

Discussion: Prof. Nikolay Vatin from SPbSPU presented two modules: "Advanced construction technologies for energy efficient buildings" and "Project management in construction and construction site management" for BSc students. During the presentation aims, learning outcomes, main topics, literature, teaching and learning strategy, etc. were discussed.

Time allotted | 02/07/2013 09:30–10:00 | Agenda topic Additional modules development | Presenter All

Discussion: Summary of presented modules was made. Partners agreed to develop four additional modules. It was decided that three modules will be developed by SPbSPU: "Advanced construction technologies for energy efficient buildings" (BSc); "Project management in construction and construction site management" (BSc) and "Building Information Modeling" (MSc). One additional module will be developed by BSTU – "Geographical Information Systems" (MSc). List of confirmed modules was prepared.

General Conclusions: WP2 has to be done on June 2014. All the partners have to send Module Specifications prepared in Module Template and Template 1 until June 2014. Template 2 is already prepared by all partners.





#### Work plan of Work Package 2:

| WP   | Delivera<br>ble /   |  | Dura-           |   |     |   |   |     |   |   |      |      |    |    |       |      | Mor | ıth |      |      |    |    |      |      |    |      |      |      |      |       |
|------|---------------------|--|-----------------|---|-----|---|---|-----|---|---|------|------|----|----|-------|------|-----|-----|------|------|----|----|------|------|----|------|------|------|------|-------|
| Туре | Activity<br>Ref. Nº | Activities (as indicated in the LFM)               | tion<br>(weeks) | 1 | 2 3 | 4 | 5 | 6 7 | 8 | 9 | 10 1 | 1 12 | 13 | 14 | 15 16 | 5 17 | 18  | 19  | 20 2 | 1 22 | 23 | 24 | 25 2 | 6 27 | 28 | 29 3 | 0 31 | 32 3 | 3 34 | 35 36 |
| DEV  | 2.1.                | The framework report for the common curricular     |                 |   | x o | X | o | X ( | X |   |      |      |    |    |       |      |     |     |      |      |    |    |      |      |    |      |      |      |      |       |
| DEV  | 2.2.                | Report on common grounds for teaching and learning |                 |   |     |   |   | X C | X | O | X    |      |    |    |       | Г    |     |     |      |      |    |    |      | Т    |    |      |      |      |      |       |
| DEV  | 2.3.                | Module specifications and teaching materials       |                 |   |     |   |   |     |   | X | 0    | x o  | X  | 0  | X O   | X    | 0   | X   | 0    | X    |    |    |      |      |    |      |      |      |      |       |

# 5. WP3: Development and Exploitation of the Virtual Interuniversity Networked Educational Centre

Time allotted | 02/07/2013 10:00–10:15 | Agenda topic Education resources of NTUU "KPI" | Presenter Prof. Vladimir Prokopenko

Discussion: *Prof. Vladimir Prokopenko presented education resources of NTUU "KPI"*: e-campus, e-library, etc. Questions of sharing of the information among project partners were discussed, including copy right agreements.

Time allotted | 02/07/2013 10:15–10:30 | Agenda topic Education resources of MSUCE | Presenter Prof. Igor Pichugin

Discussion: Prof. Igor Pichugin presented distance learning studies and education resources of MSUCE: e-learning platform, e-library, learning materials, etc.

Time allotted | 02/07/2013 11:00–11:15 | Agenda topic Education resources of SPbSPU | Presenter Prof. Nikolay Vatin

Discussion: Prof. Nikolay Vatin presented distance learning studies and education resources of SPbSPU. He emphasized that SPbSPU uses only standard products, i.e. Moodle. Some of the courses are already developed and can be used by project partners. Also Prof. Vatin agreed that project partners will be able to use the resources of SPbSPU with limited copying of materials.

Time allotted | 02/07/2013 11:15–11:30 | Agenda topic Education resources of UKSUG | Presenter Dr. Juriy Ramanouski

Discussion: Dr. Juriy Ramanouski presented distance learning studies and learning resources of UKSUG: learning space, resources of library, e-courses. Issues of sharing the information among project partners were discussed.

Time allotted | 02/07/2013 11:30–11:45 | Agenda topic Education resources of MSIU | Presenter Dr. Andrey Safonov

Discussion: Dr. Andrey Safonov presented distance learning studies and learning resources of MSIU. Main foreign partners of studies were introduced, e-learning resources discussed.

Time allotted | 02/07/2013 11:45–12:15 | Agenda topic Setting Standards for Open Educational Resources and the CENEAST VRE | Presenter Dr. Kaushal Keraminiyage

Discussion: Dr. Kaushal Keraminiyage presented the general idea of Open Educational Standards that University of Salford committed to develop. Partners agreed that standards will be developed basing on the experience from ANDROID project. Draft of the standards will be ready by January 2014.





Time allotted | 02/07/2013 12:15–12:30 | Agenda topic Education resources of TUT | Presenter Prof. Roode Liias

Discussion: Prof. Roode Liias presented distance learning studies (based on Moodle) and education resources of TUT: learning space, resources of library, e-library, data bases, etc. It was agreed that TUT will provide free access to library resources for project partners.

Time allotted | 02/07/2013 12:30–13:00 | Agenda topic Education resources of KSTU | Presenter Elena Zabolotnova

Discussion: Elena Zabolotnova presented distance learning studies and education resources of KSTU: learning space, resources of library, including e-resources, data bases, etc.

Time allotted | 02/07/2013 14:00–14:15 | Agenda topic Education resources of VGTU | Presenter Prof. Arturas Kaklauskas

Discussion: *Prof. Arturas Kaklauskas discussed education resources of VGTU and agreed to that VGTU will provide free access to library resources for project partners.* 

Time allotted | 02/07/2013 14:15–14:30 | Agenda topic Issues on education resources | Presenter All

Discussion: Partners summarized education resources that can be used for the project. Prof. Arturas Kaklauskas discussed open procedure questions.

General Conclusions: During the meeting partners presented their education resources and discussed possibilities to share the resources among project partners. Some of the partners (SPbSPU, TUT, VGTU) agreed to provide free access to their education resources. University of Salford committed to develop Open Educational Standards by January 2014. Open procedure issues were discussed. Project coordinator Vilnius Gediminas Technical University has prepared open procedure documents; tender will start in approximately one moth. Work plan of Work Package 3:

| WP   | Delivera<br>ble /   |   | Dura-           |   |     |     |     |   |   |     |     |     |    |      |     |      | 1  | Mont | h    |     |    |      |     |     |      |    |      |      |      |       |       |
|------|---------------------|---|-----------------|---|-----|-----|-----|---|---|-----|-----|-----|----|------|-----|------|----|------|------|-----|----|------|-----|-----|------|----|------|------|------|-------|-------|
| Туре | Activity<br>Ref. N° | Activities (as indicated in the LFM)              | tion<br>(weeks) | 1 | 2 3 | 3 4 | 5   | 6 | 7 | 8 9 | 10  | 11  | 12 | 13 1 | 4 1 | 5 16 | 17 | 18 1 | 9 20 | 21  | 22 | 23 2 | 4 2 | 5 2 | 6 27 | 28 | 29 3 | 0 31 | 32 3 | 33 34 | 35 36 |
| EXP  | 3.1.                | Development of e-interuniversity networked system |                 |   |     | - 2 | X O | X | 0 | X   | 0   | X O | X  | O    | X   | o x  | O  | X    | 0 2  | K O | ,  |      |     |     |      |    |      |      |      |       |       |
| EXP  | 3.2.                | Development of the virtual research environment   |                 |   |     |     |     |   | X | 0   | X C | o X | 0  | X    | 0   | X O  |    |      |      |     |    |      |     |     |      |    |      |      |      |       |       |
| EXP  | 3.3.                | Training, lecturing and guest visits              |                 |   |     |     |     |   |   |     |     | Т   |    |      |     |      | П  |      |      | Т   | 0  | o    | o   | o   |      |    |      |      |      |       |       |
| EXP  | 3.4.                | Training of students                              |                 |   |     |     |     |   |   |     |     |     |    |      |     |      |    |      |      |     |    |      |     | X : | X X  | X  | X    | X X  | X    | X X   | X X I |

#### 5. WP4: Monitoring and reporting project results

Time allotted | 02/07/2013 14:30–15:00 | Agenda topic Project results | Presenter Prof. Arturas Kaklauskas

Discussion: Prof. Arturas Kaklauskas summarized the results of the project. He admitted that all the module specifications should be provided in Module Template proposed by University of Salford. Templates should be finished till the next meeting. Also he stressed out that all the partners have to prepare Template 1 for the Report on common grounds for teaching and learning.

General Conclusions: Work plan of Work Package 4:

| WP<br>Type | Delivera<br>ble /<br>Activity<br>Ref. No | Activities (as indicated in the LFM)          | Dura-<br>tion<br>(weeks) | 1 | 2 | 3   | 4 5 | 5 6 | 7 | 8 | 9 | 10 | 11 1 | 2 1: | 3 14 | 15 | 16 | $\overline{}$ | Iont<br>8 1 | $\overline{}$ | 21  | 22 2 | 3 24 | 4 25 | 26 | 27  | 28 2 | 9 30 | 31  | 32 3 | 3 34 | 35 36 |
|------------|--|---|--------------------------|---|---|-----|-----|-----|---|---|---|----|------|------|------|----|----|---------------|-------------|---------------|-----|------|------|------|----|-----|------|------|-----|------|------|-------|
| QPLN       |  | Report on internal CENEAST monitoring results |                          |   | П | X ( | ) X | O   | Х | О | X | o  | x c  | X    | 0    | X  | 0  | X C           | )           |               | T   | T    | T    |      |    | T   |      |      | T   | Ť    |      | T     |
| QPLN       | 4.2.                                     | Report on external CENEAST monitoring results |                          |   |   |     |     |     |   |   |   |    |      | Х    | О    | X  | 0  | X C           | X           | 0             | X ( | o x  | 0    | X    | o  | X C | X    | o    | X ( | X    | o    | x o   |
| QPLN       | 4.3.                                     | Analyses and recommendations                  |                          |   |   |     |     |     |   |   |   |    |      |      |      |    |    |               |             |               |     |      |      | X    | 0  | X C | X    | O    | X ( | X    | o    | X O   |





### 6. WP1: Management

Time allotted | 02/07/2013 15:00–15:30 | Agenda topic Questions concerning administrative part: Submitting Individual mobility reports, Staff conventions and Timesheets | Presenter Romualdas Cesnavicius

Discussion: Romulaldas Cesnavicius (VGTU) discussed questions concerning administrative part with special emphasis on financial issues: submitting individual mobility reports, staff conventions and timesheets. Questions by partners were answered.

General Conclusions: Implementation of the project is progressing as scheduled. Project Work plan:

| WP   | Delivera            |  | Dura-           |   |   |     |   |     |     |   |   |    |      |      |    |              |    | N    | font | h    |    |    |      |    |    |      |      |      |    |      |      |      |       |
|------|---------------------|--|-----------------|---|---|-----|---|-----|-----|---|---|----|------|------|----|--------------|----|------|------|------|----|----|------|----|----|------|------|------|----|------|------|------|-------|
| Туре | Activity<br>Ref. Nº | Activities (as indicated in the LFM)               | tion<br>(weeks) | 1 | 2 | 3 4 | 4 | 5 6 | 7   | 8 |   | 10 | 11 1 | 2 13 | 14 | 15           | 16 | 17 1 | 8 1  | 9 20 | 21 | 22 | 2 23 | 24 | 25 | 26 2 | 27 2 | 8 29 | 30 | 31 3 | 2 33 | 3 34 | 35 36 |
| MNGT | 1.1.                | Development of communication infrastructure        |                 | 0 | X | 0   | X | 0 2 | Z . |   |   |    |      |      |    |              |    |      | 2    | Č.   |    |    |      |    |    |      |      |      |    |      |      |      | 0     |
| MNGT | 1.2.                | Continual management and reporting                 |                 |   | • | 0   | X | 0 3 | 0   | X | 0 | X  | 0 3  | O    | X  | 0            | X  | 0    | X C  | X    | О  | X  | 0    | X  | o  | X    | 0 2  | š o  | X  | 0    | x o  | X    | o x   |
| DEV  | 2.1.                | The framework report for the common curricular     |                 |   | X | 0   | X | 0 3 | O   | X |   |    |      |      |    |              |    |      |      |      |    |    |      |    |    |      |      |      |    |      |      |      |       |
| DEV  | 2.2.                | Report on common grounds for teaching and learning |                 |   |   |     |   | 2   | O   | X | 0 | X  |      |      |    |              |    |      |      |      |    |    |      |    |    |      |      |      |    |      |      |      |       |
| DEV  | 2.3.                | Module specifications and teaching materials       |                 |   |   |     |   |     |     |   | X | 0  | X C  | X    | 0  | X            | 0  | X    | 0 3  | Č O  | X  |    |      |    |    |      |      |      |    |      |      | Т    |       |
| EXP  | 3.1.                | Development of e-interuniversity networked system  |                 |   |   | 1   | X | 0 3 | O   | X | 0 | X  | 0 3  | O    | X  | 0            | X  | 0    | X C  | X    | O  |    |      |    |    |      | Т    |      |    |      |      | Т    |       |
| EXP  | 3.2.                | Development of the virtual research environment    |                 |   |   | Т   | П | Т   | X   | O | X | o  | X C  | X    | 0  | $\mathbf{X}$ | 0  |      | Т    | Т    | Т  | Γ  |      |    |    |      | Т    |      |    |      |      | Т    |       |
| EXP  | 3.3.                | Training, lecturing and guest visits               |                 |   |   | Т   | Т | Т   |     |   |   |    |      | Г    |    |              |    |      | Т    | Т    | Т  | 0  | 0    | 0  | 0  |      | Т    |      |    |      |      | П    |       |
| EXP  | 3.4.                | Training of students                               |                 |   |   | Т   | Т | Т   |     |   |   |    |      | Г    |    |              |    |      | Т    |      | Т  | Γ  |      |    | Х  | x    | X 2  | x x  | X  | X Z  | x x  | X    | X X   |
| QPLN | 4.1.                | Report on internal CENEAST monitoring results      |                 |   |   | X   | 0 | x c | X   | 0 | х | o  | X C  |      |    |              |    |      |      |      | Т  | Γ  |      |    |    |      | Т    |      |    |      |      |      |       |
| QPLN | 4.2.                | Report on external CENEAST monitoring results      |                 |   |   | T   | Т |     |     |   |   |    |      | х    | O  | X            | 0  | X    | 0 2  | ζO   | X  | 0  | X    | 0  | Х  | 0    | X C  | X    | o  | X (  | o x  | O    | хо    |
| QPLN | 4.3.                | Analyses and recommendations                       |                 |   |   |     |   |     |     |   |   |    |      | П    |    |              |    |      |      |      |    |    |      |    | Х  | 0    | X C  | X    | o  | X (  | o x  | O    | хо    |
| DISS | 5.1.                | Dissemination through branch organizations         |                 |   |   |     |   |     |     |   |   |    |      |      |    |              |    |      |      |      |    |    |      |    |    |      | (    | X    | o  | X (  | o x  | O    | хо    |
| DISS | 5.2.                | Dissemination through international conferences    |                 |   |   | T   | T |     | Τ   |   |   |    |      | Г    |    |              | T  |      |      |      | Τ  | Γ  |      |    |    | T    |      | X    | 0  | X (  | o x  | O    | хо    |
| DISS | 5.3.                | Dissemination through websites                     |                 |   |   | T   | T |     | Τ   |   |   |    |      | Г    |    |              |    |      |      |      | Τ  | Γ  |      |    |    | T    |      | X    | 0  | X (  | O X  | O    | хо    |
| DISS | 5.4.                | Printed dissemination material                     |                 |   |   | T   |   |     |     |   |   |    |      | Г    |    |              |    |      |      |      | Τ  |    |      |    |    | T    |      |      |    |      | X    | O    | хо    |

#### 7. WP5: Dissemination

Time allotted | 02/07/2013 16:00–16:30 | Agenda topic Project dissemination | Presenter Prof. Irene Lill

Discussion: Prof. Irene Lill presented general statistics on project dissemination results.

General Conclusions: Some of the partners did progress in project dissemination, especially scientific publications. Other partners should follow them.

General Conclusions: Implementation of WP5 should start on January 2015, indeed some dissemination results are already achieved.

Work plan of Work Package 5:

| WP<br>Type | Delivera<br>ble /<br>Activity<br>Ref. N° | Activities (as indicated in the LFM)            | Dura-<br>tion<br>(weeks) | 1 | 2 | 3 4 | 5 | 6 | 7 8 | 3 9 | 10 | 11 1 | 12 13 | 14 | 15 1 | 16 1 | Mor<br>18 | _ | 0 21 | 22 | 23 | 24 2 | 5 26 | 27 | 28 2 | 9 30 | 31  | 32 3 | 3 34 | 35. | 36 |
|------------|--|---|--------------------------|---|---|-----|---|---|-----|-----|----|------|-------|----|------|------|-----------|---|------|----|----|------|------|----|------|------|-----|------|------|-----|----|
| DISS       | 5.1.                                     | Dissemination through branch organizations      |                          |   | П |     |   |   | T   |     |    | T    | Г     | П  | T    | T    |           | T |      |    | T  |      |      | -  | o x  | 0    | X ( | X    | О    | X   | o  |
| DISS       | 5.2.                                     | Dissemination through international conferences |                          |   |   |     |   |   |     |     |    |      |       |    |      |      |           |   |      |    |    |      |      |    | X    | O    | X ( | X    | 0    | X   | 0  |
| DISS       | 5.3.                                     | Dissemination through websites                  |                          |   |   |     |   |   |     |     |    |      |       |    |      |      |           |   |      |    |    |      |      |    | Х    | О    | X ( | o x  | O    | X   | 0  |
| DISS       | 5.4.                                     | Printed dissemination material                  |                          |   |   |     |   |   | Т   |     |    |      |       | П  |      |      | П         |   |      |    |    |      |      |    |      | П    |     | X    | 0    | X   | o  |





#### AGENDA TOPICS: 3RD MEETING DAY

#### 6. Project management: host university

Time allotted | 03/07/2013 08:45–12:00 | Agenda topic Visit to Curonian Spit | Presenter Prof. Valeriy Beley

Discussion: Prof. Valeriy Beley organized a visit to Curonian Spit. History of Kaliningrad was presented.

Time allotted | 02/07/2013 12:00–13:00 | Agenda topic Summary of the meeting | Presenter All

Discussion: Discussion and actions for the next meeting. General summing up. Closing of the meeting.

General Conclusions: Next project meeting is foreseen on 1st-3rd October 2013 in Saint-Petersburg (Saint-Petersburg State Polytechnical University). Until this meeting all the partners have to send requested Module Templates and Template 1 and fill in administrative documents (individual mobility reports, staff conventions and timesheets).

#### **NEXT MEETINGS:**

5<sup>th</sup> Meeting: 1<sup>st</sup> – 3<sup>rd</sup> October 2013, Saint-Petersburg, Russian Federation

6th Meeting: 5th - 7th February 2014, Kharkov, Ukraine

7th Meeting: 9th – 11th April 2014, Minsk, Belarus

8th Meeting: 30th June – 6th July 2014, Vilnius, Lithuania





# ANNEX I: 4TH MEETING AGENDA





# Tempus Project CENEAST: Reformation of the Curricula on Built Environment in the Eastern Neighbouring Area

# 4th PROJECT MEETING

# 01-03 July, 2013 "Kaliningrad State Technical University"

| Time /<br>Location | Content  | Chairman/   |
|--------------------|--|-------------|
| Location           |  | Speaker'    |
|                    | Sunday, June 30, 2013.   | Speaker     |
|                    | Participants arrival in Svetlogorsk and accommodation          |             |
| (nyofay            | rable in Hotel "Volna", 68b, Kaliningradskiy prospekt, Svetlog | onals)      |
| (prefer            | Monday, July 1, 2013.  | orskj.      |
|                    | At: Barque "Krusernstern".                                     |             |
| 07.30 - 07.45      |  |             |
|                    | Meeting at the entrance of the Hotel "Volna".                  |             |
| 07.45 - 09.00      | Bus transfer to Barque "Krusernstern".                         | All MOTH    |
| 09.00 – 09.30      | Introduction of Partners.                                      | All, VGTU,  |
| 00.20 40.20 7      | Introduction to the meeting.                                   | KSTU        |
|                    | WP2: Report and discussion on common grounds for               | VGTU,       |
|                    | teaching and learning (Template 1, etc.) and Module            | UNIBO,      |
|                    | specifications. 20 min/partner.                                | USAL        |
| 10.30 - 11.00      | Coffee Break   |             |
|                    | WP2: Report and discussion on common grounds for               | TUT, BSTU,  |
|                    | teaching and learning (Template 1, etc.) and Module            | YKSUG       |
|                    | specifications. 20 min/partner.                                |             |
|                    | WP2: Report and discussion on common grounds for               | MSUCE,      |
|                    | teaching and learning (Template 1, etc.) and Module            | SPSPU, KSTU |
|                    | specifications. 20 min/partner.                                |             |
| 13.00 - 14.00      | Lunch Break  |             |
|                    | WP2: Report and discussion on common grounds for               | MSIU,       |
|                    | teaching and learning (Template 1, etc.) and Module            | NTUU "KPI", |
|                    | specifications. 20 min/partner.                                | NTU "KhPI"  |
| 15.00 - 15.30 \ \  | WP1: Management. Questions concerning administrative           | VGTU, All   |
| 1                  | part   |             |
| 15:30 - 16.00      | Coffee Break   |             |
| 16.00-18.00        | Excursion to Kaliningrad                                       |             |
| 18:00 - 19.00      | Bus transfer to the Hotel (Svetlogorsk).                       |             |
| 19:00 - 20.00      | Free time in the City  |             |
| 20:00              | Dinner at Hotel "Volna" Restaurant.                            |             |
|                    | Informal discussion of project issues.                         |             |









|               | Tuesday, July 2, 2013   |                    |
|---------------|---|--------------------|
|               | In: Conference Hall of Hotel "Volna" (Svetlogorsk)  |                    |
| 09.00 - 10.00 | WP3: Development of the Open Source Education Resource<br>Standards   | USAL, All          |
| 10.00 - 10.30 | WP3: Application of partners' university open source education resources (books, conspectus, video, software, etc.). 10 min/partner | VGTU, USAL,<br>All |
| 10.30 - 11.00 | Coffee Break  |                    |
| 11.00 - 13.00 | WP3: Application of partners' university open source education resources (books, conspectus, video, software, etc.). 10 min/partner | VGTU, USAL,<br>All |
| 13.00 - 14.00 | Lunch Break   |                    |
| 14.00 - 14.30 | WP3: Application of partners' university open source education resources (books, conspectus, video, software, etc.). 10 min/partner | VGTU, USAL,<br>All |
| 14.30 - 15.30 | WP4: Monitoring and Reporting of Results<br>(Report on internal CENEAST monitoring results)   | KSTU, VGTU,<br>All |
| 15.30 - 16.00 | Coffee Break  |                    |
| 16.00 - 17.30 | WP5: Dissemination  |                    |
| 17:30 - 18.00 | Summing up of the $2^{nd}$ meeting day.   | VGTU, KSTU,<br>All |
| 18:00 - 20.00 | Free time in the City   |                    |
| 20:00         | Dinner.<br>Informal discussion of project issues.   |                    |
|               | Wednesday, July 3, 2013   |                    |
| 08.45 - 09.00 | Meeting at the entrance of the Hotel "Volna".   |                    |
| 09.00 - 10.00 | Bus transfer to Curonian Spit.  |                    |
| 10.00 - 12.00 | WP1: Management. Questions concerning administrative part: Submitting Individual mobility reports, Staff conventions and Timesheets | VGTU, All          |
| 12.00 - 13.00 | Discussion and actions for the next meeting. General summing up. Closing of the meeting   | VGTU, All          |
| 13.00 - 15.00 | Lunch Break   |                    |
| 15:00 - 16.00 | Bus transfer to the Hotel (Svetlogorsk).  |                    |
| 16:00         | Free time in Svetlogorsk  |                    |
|               | Participants departure  |                    |