

Project FlexWBL

(Work-based learning in higher education of Armenia and Russia)

Meeting Minutes

26.05.2021

The project progress overview

LiepU

Prolongation. We have covered most questions about prolongations during the Steree Committee meeting. It is time to start intermediate report progress. The deadline is not written, but we have to start writing it now. Patrick will start to and then we need to agree it with everyone, arranging a new meeting with the Steer Committee.

About the Prolongation, we need a personal plan for activities for year 3 and year 4, and then we need a feedback from all partners, of how we can prolong the project. The plan will be sending by Patrick via emails.

The reporting documents

If you go to WBL Project website on the proposals → intermediate report page → Award Criteria → we need to fill it in – probably we need to arrange a meeting to split the responsibilities to distribute tasks filling in the criteria. We need to fill in the Budget table, Declaration of Honour, Table of achieved results, Dissemination/Exploitation plan, and Quality assurance plan- for intermediate report.

Equipment. Armenian Partners have asked for the 3-parties contract. This contract is prepared and can be send to partners.

Portfolios

Prepare a question list, where will be some basic questions for the interview (for students and employees) with instructions how these portfolios should look like.

Klaipeda University

Database

Workshop in Klaipeda

Workshop in September-October

Linz

Framework FLEXWBL and Manual required in the Work Package – find in email.

Tver State University

Organised the International Research and Practice Conference.

The link for the conference will be available on our Website

http://www.flexwbl.org/wp-content/uploads/2021/04/TvSU-conference-2021_Call-for-papers_Eng.pdf

Don State University

The framework and the Manual, these documents are finalised. These documents can be used by every University and be guiding documents to implement WBL at home institution.

The internal meeting, discussing how we can now move to the next work package, concerning the WBL implementation.

Approval of curricula, preparing the official letter, which state what programs are approved for implementing WBL as part of Project.

Portfolios

Started to think about portfolios samples, what students will be selected as people for describing their portfolios as samples one.

Perm State University

Have started work with equipment, documents are prepared, need to be sent.

Dissemination, in the process, started the approval procedure.

Took part in the Quality report with Kristina and Eduard.

Working on Database, in the process.

ATI

National meeting in Russia, answer from agency. We can organise the meeting, changing the place of the meeting, we should follow the meetings according to the plan. Contact agency one more time.

Had the discussion with the management in Klaipeda regarding official statement how we are going to run the WBL programme, ATI is a corporate University and it offers training opportunity for employees and offers work-based learning for ATI employees. Now we need to make sure is this particular transformation of program for ATI would mean something. Discussed this issue with Nataliya Dobrynina, Perm University, they offered to this proof of

WBL programs, Master degree in Meteorology, interesting to ATI as they serving National Weather Service. How ATI could in cooperate in to this Master Degree Programme offered by Perm State University.

Brusov State University

Had prepared and finalised the evaluation plan, prepared mid-Term survey report on Project Implantation (fist year)

Prepared satisfaction survey on the workshop, took place in April and organised by Linz.

Encourage partners to fill the questionnaire to make the assessment of satisfaction of the workshop.

To give some more time to whom who did not response and answered the questionnaire.

We have 3 partners who didn't response to the questionnaire. The actions required is to have these partners to respond to the questionnaire. We will not include this in the current report because it has already done and finished, but we ask to have a next addition to manual report next year, so in the one year we will have second year report Plus update to the first year report.

Dear Partners, please, whenever you ask something to do, please put a deadline!

Postponed the update of this report by next year. We encourage now 3 partners to provide this information. We need to keep this questionnaire and send only in the end of the Project.

Resend the questionnaire

Gavar State University

Framework, database, integrated curricula, organising the equipment procedure.

NUACA

- 1) Work on the equipment list, the procedures regarding to organisation the tender for equipment. The process is started.
- 2) Development the documents regarding to application of WBL principles in NUACA.

Documents from Tver State University and Theoretical information from European Partners posted on the CLOUD, based this data NUACA developed 3 documents

- 1) Procedures of application of WBL principles in NUACA- regulation doc
- 2) Draft of Manual of Activity of the sender of WBL study programs
- 3) Draft of Agreement between University, employee and student

Include Gavar State University in the discussions regarding the equipment procedure between Armenian Partners – contact Varazdat.

Methodological framework and Database

Framework

Tver State University sent a letter in a beginning of May, Deadline was May 20- for comments, for review the database → The Methodological framework for Work Based learning – European Experience analysis (45 pages)

Documents sent by Linz: WP2.1.1 Framework and WP2.1.2 the Manual → please feedback, comments and suggestions for changes.

Database

To send the data to Tver State University, and they will feed the programme will insert on the data to avoid all technical differences.

Alona and Peje collected some data of the programs.

The template – after Linz training we will come with the better version of the template where it will be clearly understandable when we are describing WBL environment and Curricula.

Shall we upgrade the database or leave it

To arrange a separate meeting between Klaipeda, NUACA and ATI to update the Template based what Linz has provided, to add more fields to the Database and update the Templates.

Peje and Alona- the final Template, the meeting next week for WP 2.2, 2/06/2021 at 12pm Klaipeda time.

The conclusion

Report documents- put on the Cloud, folder MISC- the approval to use travel money to staff cost

No changes in the amount

Video records on YouTube

Instructions how to put videos on YouTube

The next meeting

23/06/2021 – 12pm Latvian Time