



---

**Event:** Consortium meeting HEIn4

**Venue:** Skype for Business (accessible via web-browser)

**Moderator:** Mr. Geert De Lepeleer

**Time:** 10:00 – 12.00 C.E.T

**Date:** 17.09.2020

---

## AGENDA

1. Approval of meeting report 10/07/2020
2. Approval of COVID\_19 survey EACEA
3. Planning of webinars from EU partners: what, who and when?
4. Seminars by Festo
5. Study of Teaching Methodology as elaborated by BTU: discussion (see annex)
6. Literature study in each partner university: overview
7. Selection and purchase of equipment
8. Development of project website
9. Financial reporting tables
10. Monitoring by NEO
11. Semi-annual dissemination leaflets
12. Planning of further project activities: physical study visits and other activities
13. Other questions
14. Fixing dates for monthly meetings