



**Boosting the role of HEIs in the industrial transformation towards the Industry 4.0 paradigm
in Georgia and Ukraine
609939-EPP-1-2019-1-BE-EPPKA2-CBHE-JP**

Event: Consortium meeting HEIn4
Venue: On-line (Microsoft Teams)
Moderator: Mr. Geert De Lepeleer
Time: 10.00– 12.00 C.E.T
Date: 10.03.2023
Excused: Ellen Matthijs, Ani Chelishvili

Minutes of the Meeting

1 Approval and follow up of meeting report 09.02.2023 (see annex)

Minutes are approved.
Victor has normally sent the presentation of his son to Ellen.

2 Prolongation until 14/1/2023

The prolongation request for 1 more year was approved by EACEA and the project remains active until 14.01.2023.

3 Financial Management

The project remains active financially as well. The partners involved in the project have the option to renew their financial commitment to fund the project activities. The partners are allowed to renew the spending for the project activities. It is also mentioned that a new installment of funds has been initiated and is being processed to support the project activities in LUTSK. Furthermore, there are some costs associated with the project in Odessa that have been introduced by Iryna; Ellen will process it as soon as possible after her return. FESTO has questions with Ellen related to the financial management of the project. Ellen will be in touch with Ievgen.

4 Dissemination strategy, Evaluation methods and Sustainability plans: what is missing? (cfr. Overview of Ellen)

During the past week, Geert received the following documents from the partners:

Sustainability plan - USUST
Sustainability plan - Lutsk

Both of them were checked and returned to the partners with recommendations. They can upload the files to the portal in the deliverables section now.

Dissemination strategy - Donetsk
Dissemination strategy - USUST

Kutaisi mentioned that they've already prepared the Dissemination strategy paper and that they will upload it to the portal. Geert and Ellen will check if they receive it.

GITA has to prepare a *Sustainability plan & Dissemination strategy*. Annie left the meeting earlier so Geert couldn't inform her about her tasks.

As the project was prolonged for one more year, after the summer break in September/October Geert will once again ask the partners to update the Dissemination strategy and Sustainability plan.

Additional information was shared by Geert related to the Dissemination; as he stated, Social Media coverage remains an obstacle. Donetsk shared the comprehensive report of their activities in Social Media, which looks great. Logos are requested to be added, which will be taken into account.

Geert requested to reactivate partners' efforts in this direction and suggested preparing the framework, which will be used for the activities in Social Media. Geert will reach out to his colleague to prepare the framework with logos. Iryna from Odessa also expressed her interest to help Geert in this direction as well.

Irina from Donetsk also suggested activating the YOUTUBE account of the project. Olexandr will see if it's possible technically to grant access to all the partners and will follow up accordingly.

Feedback report – USUST file is still missing. Olexandr will provide the file before the next coordination meeting.

5 Inventory of taught courses to Students and Industry: presentation of figures in Excel on Google Drive by all partner universities.

Philippe has received the unified excel file prepared and shared by Georgian colleagues. He also has the file prepared by Irina from Odessa. LUTSK has finalized the data in the original excel file included in the Google drive. Geert will check with Philippe if he has access.

USUST and Donetsk will also finalize the files from their side and share it with Philippe in due time. FESTO needs additional meeting with Philippe for further proceedings.

6 Development of Methodology Concept Higher Education 4.0 (Act. 1.2) in Ukraine: what is the situation?

Olexandr is finalizing the file from his side.

7 Development of recommendations for updating Engineering Curriculum (Act. 2.3) ?

- Situation In Georgia

Ani has finalized the file in Georgian Language. The file is approved by Geert.

- Situation in Ukraine

A fruitful meeting has been organized in Ukraine to finalize the Ukrainian file. The deliverable will be shared to Prof. Shatokha and will be updated according to his suggestions. The final version will be shared with Geert.

8 Publications on paper

As prolongation was approved by EACEA, we are ready to proceed further and print the publications using subcontracting costs. Ellen will double check if it was foreseen within the application budget.

9 Any Further project activities:

Geert will try to find the external evaluator for the project next week in Greece.
 Planning the courses for industry – Ani from BTU and Philippe are planning the event jointly; Ani will share the meeting link and invitation to all partners.
 Planning the courses for students – please continue further.
 Suggestion from Geert that FESTO could plan some events and/or courses and develop the plan for industry – the numbers have to increase.
 Visits to EU partners (Geert will include the purpose of the visits) – 1 study visit to KTH, to Gent and 1 study visit to Porto.
 HEIn4 Conference planning in Georgia for October 2023 (Batumi and/or Kutaisi).
 Stakeholders Roundtable to be organized in Georgia and in Ukraine.
 Please read the activities foreseen within the WP6 before the next coordination meeting to plan the activities accordingly.
The main target remains to retrain as many participants from industry as possible.

10 Any other Business

n/a

11 Next meeting: 03.04.2023 at 10 AM CET.

TO DO:

| WHAT | WHO | DEADLINE |
|--|--|------------|
| Finalize sustainability plan KUTAISI | David Gegechkori | ASAP |
| Develop sustainability plan GITA | Annie Vashakmadze | 03.04.2023 |
| Prepare dissemination strategy GITA | Annie Vashakmadze | 03.04.2023 |
| Prepare the framework for Social Media | Geert De Lepeleer & Iryna Nyenno | 03.04.2023 |
| Youtube access check | Olexandr Zhadanos | ASAP |
| Feedback report USUST | Olexandr Zhadanos | ASAP |
| Inventory of taught courses Excel file to be completed by USUST & Donetsk One on one meeting with levgen Ryzenkho from Festo | Philippe Saey | ASAP |
| Finalize development of methodology concept file | Olexandr Zhadanos | ASAP |
| Development of recommendations for updating engineering curriculum UA | All UA partners coordinated by Olexandr Zhadanos | ASAP |

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| Publications on Paper BTU & USUST | Ani Chelishvili & Olexandr Zhadanos | Open deadline |
| External evaluator for the project | Geert De Lepeleer | 03.04.2023 |
| Planning the Digital transformation gaps in Industry 4.0 event | Ani Chelishvili, Philippe Saey | 05.04.2023 |
| Homework – List of WP6 activities | All project partners | 03.04.2023 |