



## 3<sup>rd</sup> STEERING COMMITTEE MEETING

### MINUTES OF THE MEETING

<b>Project Acronym:</b>	<b>COOPERA</b>
<b>Project No:</b>	617490-EPP-1-2020-1-MD-EPPKA2-CBHE-SP
<b>WP / Deliverable/ Action:</b>	WP7/D7.2/A7.2.1 – 3 <sup>rd</sup> Steering Committee Meeting
<b>Project partner (s)</b>	P1-ASEM/MD
<b>Place/ Date</b>	<b>ASEM, Building A, Senate room – 24.11.2023</b>

1. Welcome from the COOPERA Grant Coordinator – Dr. Olesea SIRBU.

2. DELIVERABLE PLAN PRESENTED:

#### WP1: PREPARATION (Leader: P1-ASEM/MD; Co-Leader: P11-UdL/ES)

- All activities completed within the following Work Package;

#### WP2: FLEXIBLE AND GENERIC DUAL HIGHER EDUCATION MODEL (DHEM) (Leader: P13-AWSB/PL; Co-Leader: P12-VUM/BG)

##### *A2.1.1/ Formation of Project Working Groups:*

- All partners are asked to upload the updated working groups on TRELLO until in order to justify the participation at the Experts Workshops;

##### *A2.1.2/ Study Visit on DHE:*

- In order to secure the sustainability of the piloted DHE study programmes through the improvement of individual employability, increase suitability and continuity between the demands of the professional world and the initial training of university students the consortium proposed to ask EACEA for authorisation of the new mobility plan, taking into account the number of mobilities, which were not realised due to the war in Ukraine.
- The Grant coordinator will prepare the new mobility plan and authorisation letter, which will further be sent to EACEA for authorisation.
- The additional Study Visit will be organised to the University of Lleida if authorised by EACEA and will be dedicated to knowledge transfers and best EU practices on career counselling, consolidation of the DHE ecosystem (university-student-company), employability tracking of graduates, nation facilities to stimulate involvement of business representatives in the curriculum



development and implementation of DHE study programmes. The date of realisation, number and type of participants will be agreed after the authorisation is received.

- P11-UdL/ES has supported the initiative and conformed that University is ready to host the partners for realisation of training.

### **WP3: CREATION OF LEGAL AND OTHER CONDITIONS FOR IMPLEMENTATION OF DHE (Leader: P11-UdL/ES; Co-Leader: P10-DHBW/DE)**

#### ***A3.1.2/ Elaboration of White Paper on DHE:***

- Working group created by the order of the Minister, draft version available in 2024;
- In Ukraine, White Paper on DHE including Action Plan was elaborated and registered in 2018;

#### ***A3.2./ Creating amendments to the Law on Dual Education and Law on Higher Education:***

- In Moldova, Regulation was adopted and published in Official Monitor of Moldova;
- Recommendation of the using dual form of education higher and pre-higher institutions. The recommendation will be elaborated for the use of the institutions. Recommendations will be approved by end of 2023.

#### ***A3.3/ Elaboration of guidelines on DHE implementation:***

- Regulation for Higher Dual Education implementation is being currently elaborated by the Ministry of Education and Research of Moldova and final version available in December 2023.
- Ministry of Education and Science of Ukraine is currently working of the guidelines on DHE and typical forms of two and three-party contracts. The Guidelines on DHE implementation are expected to be approved on the level of order by the end of 2023. The contracts must be approved by the cabinet of the Ministers of Ukraine in 2024.

### **WP4: PILOT TESTING OF THE FLEXIBLE AND GENERIC DHEM (Leader: P10-DHBW/DE; Co-Leaders: P13- AWSB/PL)**

#### ***A4.1.1/ Identification and conceptual definition of Dual Study Programs:***

- All Ukrainian partners are asked to upload the confirmative documents on TRELLO, as Confirmation Letter with the DHE program and model selected, confirmative documents of the meetings with companies, Study programs, Agreements elaborated and signed. The Deliverable's plan states the missing specific missing documents by partner institution. Monthly tasks will be sent in October with guidelines.

#### ***A4.2./ Development of training materials:***

- Training materials developed by P3-ULIM in Romanian and in Ukrainian developed by P6-KROK.

#### ***A4.3./ Purchase of equipment:***

- The purchase of equipment in Ukraine has been almost finalized, several partners are currently waiting for the remaining items to be delivered and installed.
- All partners must check that supporting documents are issued by December 14, 2023, otherwise it will not be considered eligible and money must be returned. Ukrainian partners are asked to react to



suppliers immediately. All invoices must be issued before the December 14, 2023 as the last eligible day.

- All equipment items installed at the Partner Universities must have a sticker with project and Erasmus+ logos, which states that the following items were purchased within COOPERA project with the support of the EACEA programs.
- All partners from Ukraine must provide the confirmation statement on the place where all equipment items were installed, with pictures that demonstrate that all visibility rules were respected regarding the sticker's placement. The stickers and door signs were distributed to the Ukrainian partners.

#### ***A4.4./ Piloting of Dual Study Programs:***

- All supporting documents, concerning the piloting of DHE programs realized by MD and UA partners must be uploaded on TRELLO, in folders dedicated to each partner under specific activity. If partners struggle to find the folder to upload the documents, they may e-mail them to the coordinating team.
- The promotional materials elaborated for the promotion of DHE programs and used at the admission will be considered eligible only if the visibility rules were respected.
- The confirmative documents on organization of meetings with students, companies and teachers must be supported by attendance list with the visibility rules respected. Otherwise, it is not considered eligible.
- All partners may use the remaining amount of the subcontracting costs dedicated to the elaboration of the promotional package for DHE programs for admission company to be realized in summer 2024. All invoices must be issued until 14<sup>th</sup> of August 2024, being the last eligible date.

#### ***A4.5./ Securing stakeholders feedback on Dual Study Programs:***

- P2-TUM has elaborated the template of the questionnaire on securing stakeholders' feedback on Dual Study Programs for teachers and companies. Each PCU will monitor the completion of the questionnaires. P1-ASEM will be responsible for elaboration of the report on stakeholders' feedback report in Moldova, P7-KhNU/UA stakeholders' feedback report in Ukraine.

### **WP6: DISSEMINATION, EXPLOITATION & SUSTAINABILITY (Leader: P12-VUM/BG; Co-Leaders: P1-ASEM/MD)**

#### ***A6.2.1/ National mass-media dissemination***

- P1-ASEM will ensure the dissemination of the information on national level in Moldova through national mass-media channels. P6-KROK as national coordinator in Ukraine is responsible for national dissemination activities which must be planned to be realized in remaining period and included in dissemination calendars for 15.01.2024-14.08.2024.

#### ***A6.3.1/ University`s level dissemination events:***

- P5-UzhNU and P7-KKNU must realize at least one institutional dissemination event by the end of the project. The planned event must be included in the dissemination calendar for 15.01.2024-14.08.2024.
- When reporting any institutional dissemination event, partners must provide the confirmative documents, which include the attendance list, pictures, program. The visibility rules must be respected when reporting, otherwise the event will not be considered eligible!



#### ***A6.3.2/ Institutional mass-media dissemination:***

- The visibility rules must be respected on all institutional mass-media publications (university web and Facebook pages). Both, project and Erasmus+ logos must be present and visible, including the full project title. If the visibility rules are not respected, the activity is not considered eligible and cannot be reported.

#### ***A6.4./Preparation of dissemination and sustainability reports:***

- Revised COOPERA dissemination report for the 2nd project year: period 15.01.2022-15.01.2023 must be submitted by all partners. After submission, the annual dissemination report for the 2<sup>nd</sup> project year will be published on project web page and TRELLO.
- COOPERA dissemination report for the 3rd project year: period 15.01.2023-14.01.2024 must be submitted by 30<sup>th</sup> of January 2024. An email will be sent to all PCUs.
- All Partner Country Universities must continue carrying out the dissemination of the project's activities and results by the end of the project, considering the extension period and following the reporting requirements as stated in the deliverable plan. The dissemination plan for the 15.01.2024-14.08.2024 must be sent by each project partner by 30<sup>th</sup> of January 2024.

#### ***A6.6./ Organization of Final Conference:***

- COOPERA concluding F2F Conference will be organized in Chisinau on 3-4 July 2024 based on the selections from Doodle. Date is fixed for organization of travel arrangements. The program and venue will be shared with consortium prior to the event.

### **WP7: PROJECT MANAGEMENT (Leader: P1-ASEM/MD)**

#### ***A7.3.1/ Elaboration of Intermediate report***

- Partners must submit the 3<sup>rd</sup> financial report for the period of **October 2022 – September 2023**. Partners who submitted the financial reports as asked will receive the budget planned for them but without the 10% balance sump, which will be received after the final report submitted to EACEA based on the request for payment.
- 3. Presentation of the project budget by dr. Olesea SIRBU, including real expanses by each partner.**
  - 4. CLOSING AND THANKS.**