



**TECHNOLOGICAL  
EDUCATION INSTITUTE**  
OF STEREA ELLADA



**Erasmus+**

**ΤΕΙ ΣΤΕΡΕΑΣ ΕΛΛΑΔΑΣ**  
ΣΧΟΛΗ ΤΕΧΝΟΛΟΓΙΚΩΝ ΕΦΑΡΜΟΓΩΝ  
ΤΜΗΜΑ ΗΛΕΚΤΡΟΛΟΓΩΝ ΜΗΧΑΝΙΚΩΝ Τ.Ε.  
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**LABORATORY OF ELECTRICAL INSTALLATIONS & ELECTROTECHNICAL APPLICATIONS**  
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## **ELEMEND KICK – OFF MEETING**

### **Day 1: Wednesday January 17<sup>th</sup>, 2018**

- 14:00 – 14:30 Welcome – Introduction
- 14:30 – 15:00 Aphrodite Ktena (TEISTE), **ELEMEND overview**
- 15:00 – 15:30 Christos Tatsiopoulou (TEISTE), **Management WP7 progress report**
- Management structures and documents: SC, PQMC, scope, duties, reporting
  - Plan of activities per partner **to be agreed on by all**
  - Detailed timetable **to be agreed on by all**
  - Communication Tools
  - Consortium Agreement **to be signed by all**
  - Mobility Plan **to be agreed on by all**
- 15:30 – 16:30 Discussion
- 16:30 – 16:50 Coffee Break*
- 16:50 – 17:30 Vesna Spasic- Jovic (University of Novi Sad) **Preparation WP1 progress report**
- WP Overview and management structures
  - Survey
  - Analysis of related courses/programmes and practices at EU universities
  - Analysis of existing energy and ICT studies in WBC HEIs / SWOT analysis of existing WBC energy and ICT studies and market needs
  - Competence matrix based on inputs from labour market and industry
  - Learning outcomes for both the updated BSc and new MSc programmes
  - First workshop
- 17:30 – 18:30 Discussion

**End of first day**

## Day 2: Thursday January 18<sup>th</sup>, 2018

- 9:00 – 9:40 Nadezhda Kunicina (RTU), **Quality Monitoring WP5 progress report**
- WP Overview and management structures
  - Accreditation procedures for new programmes in EU countries
  - Accreditation procedures for new programmes in partner countries
  - ELEMEND Quality Control Structures and Procedures
  - ELEMEND Questionnaires and evaluation procedures for learning outcomes of new programmes
  - ELEMEND Quality Monitoring Plan **to be agreed on by all**
- 9:40 – 10:30 Discussion
- 10:30 – 10:50 Coffee Break*
- 10:50 – 11:30 Jasmin Kevric (IBU), Radovan Stojanovic (MANT) **Dissemination WP6 progress report**
- WP Overview and management structures
  - ELEMEND Web site presentation
  - Dissemination plan **to be agreed on by all**
  - The university – enterprise network in each partner country
  - Sustainable cooperation with labour market
  - TOC of the financial and institutional sustainability strategic plan
  - WP6 Progress report and sustainability plan/strategy
- 11:30 – 12:30 Discussion
- 12:30 – 14:00 Lunch at TEISTE*
- 14:00 – 14:20 Reinhard Haas (TUV & UES), **Development of new courses WP2**  
WP Overview and management structures
- 14:20 – 14:40 Rebeca P. Díaz Redondo (UVIGO), **Capacity Building WP3**  
WP Overview and management structures
- 14:40 – 15:00 Prof. Nermin Sarajlic (UnTz & Mediteran), **Implementation WP4**  
WP Overview and management structures
- 15:00 – 16:00 Discussion
- 16:00 – 16:20 Coffee Break*
- 16:20 – 17:00 Any Other Business
- Dissemination Material
  - Partner network between all institutions involved in the project (ERASMUS KA103, KA107 and MOUs)

## End of meeting

### NOTES

#### **Venue: Laboratory of Electrical Installations, TEI of Sterea Ellada, Psachna, Evia, Greece**

<https://www.google.gr/maps/place/TEI+Central+Greece/@38.5772071,23.6343568,15z/data=!4m13!1m7!3m6!1s0x14a13b91f56799e1:0x49561cc0bdfee92!2sPsachna+344+00!3b1!8m2!3d38.5774849!4d23.6417373!3m4!1s0x14a13bf574adf7f1:0x94047268839aff44!8m2!3d38.5701419!4d23.6484602>

Transfer to and from the hotel will be arranged.