



New CURricula in Precision Agriculture using GIS technologies and sensing data (CUPAGIS)

Erasmus+ 597962-EPP-1-2018-1-EE-EPPKA2-CBHE-JP

Extraordinary CUPAGIS coordination meeting – Minutes

Date	10, 11 and 12 October 2021
Format	Lunch meeting with Exolaunch partners on Sunday, 10 October, sketch of redistribution of tasks and visit of the coordinator to partner Exolaunch on 11 October, discussions with ex-members of the Technical University Berlin (TUB) staff on 10-12 October
Participants:	Tallinn University of Technology: Tarmo Soomere Exolaunch: Svetlana Jasic, Arnold Sterenharz Ex-members, TUB (remotely or by phone): Elena Eyngorn, Dmitry Ostroverkhov

Agenda:

1. Information about status of the delivery of equipment
2. Application of partner TUB to withdraw from the project
3. The remaining duties of TUB
4. Plan for redistribution of duties of TUB and activities for the additional project year

1. Status of the delivery of equipment

The equipment has been customs cleared and dispatched to all partner universities. The process has been handled by University Oran1. They have hired an experienced person to manage these operations. It is natural to increase the amount of their staff costs to cover the related expenses.

2. Application of partner TUB to withdraw from the project

Mrs Caroline Schmidt, Team Lead Financial Administration EU Office, Technische Universitaet Berlin (TUB) contacted the coordinator by e-mail on 22. The correspondence went on and 23 September and on 05 October. The message was: because of personnel changes in regards to project responsibilities, TUB is unable to continue its work in the project and would like to discuss a potential withdrawal from the project.

The coordinator recommended that TUB could make an attempt to continue in this project with the new personnel, and possibly modified amount of tasks and budget. The TUB representative did not object directly.

The coordinator proposes that first of all we should clarified the status of prepayments, received documents with claims of performed staff work and travels, and the share of duties performed from the



agreed tasks. Then, we could offer TUB the idea that the rest of the budget foreseen to TUB and unperformed tasks would be redistributed among other consortium members, and that TUB will remain in the consortium without any direct duties.

3. The remaining duties of TUB

The coordinator presented the list of duties of TUB and their status:

In WP1 (Preparation): to consult P6-P10 at review/upgrade current curricula in target area inclusive ECTS. — This WP is completed.

In WP2 (Development): as the lead to coordinate all the activities. In WP2 developing and presenting curricula according to plan; consulting in developing new teaching materials/ new instructional strategies; web-based platform; in preparing a set of documentation for PAGIS [Precision agriculture using GIS] and VCR [Virtual Class Room]; in purchasing equipment; in developing retrain program with P1; P3-P5 [= the EC partners]; conducting one retrain course / Master Classes at P6-P10 [=the Algerian partners] according schedule; supporting P6-P10 at pilot teaching students in new curricula using PAGIS and VCR. — This WP is the central one for the success of the project, and has been completed by about 70% now. TUB has been the coordinator of this WP.

In WP3 [Quality] and WP4 [Dissemination]: to participate in all activities according to workplan sharing its experience and best practices. To support P1 [=the coordinator] in coordinating and management, sharing own experience. — We have had quite some support from TUB in these aspects and I was expecting continuing support and contribution into the final report.

A more detailed description of tasks and deliverables in WP2:

WP2: Developing new core curricula and transferable modules inclusive learning environment: PAGIS and VCR; Retraining academic teachers in new curricula and agreed instructional strategies and methods; master classes; pilot teaching of students; pilot operation of PAGIS and VCR; Updating the current BA/MSc curricula in the target area according to the Bologna requirements and the new developments.

Deliverables:

D2.1 Prepare a set of new core curricula and transferable modules inclusive innovative teaching/ learning facilities; develop syllabi; adopt new curricula and modules on institutional /accredit on national level. — Mostly completed except in accrediting on national

D2.2 Prepare a set of documentation for PAGIS and VCR; purchase the equipment incl. software; install the equipment — Largely completed. The equipment has arrived and now the Algerian partners need information about how to install it.



D2.3 Casting criteria for participants and retraining program for academic teachers. Retrain academic teachers in new curricula using innovative teaching/ learning facilities and agreed instructional strategies. — Completed partially. Retraining is in progress.

D2.4 To update the current BA/MSc curricula/create updated programs in the target area according to the Bologna requirements and the new developments — Largely completed.

The largest gaps are in D2.5 Master Classes in new curricula /pilot operation of PAGIS and VCR. Each EU partner agreed to provide several master classes by 2 persons, each 5 days. This workload needs to be redistributed now.

D2.6 Pilot teaching/operation of PAGIS and VCR — This task was delayed because of delay in purchasing equipment, and has just started. It needs to be redistributed as well.

4. Plan for redistribution of duties of TUB and activities for the additional project year

The participants agreed that, given the prolongation of the project, it is possible to redistribute the remaining duties of TUB between different partners.

Tallinn, Prague and Plovdiv experts can present more master classes and presentations and instructions to the re/training events. Exolaunch and Tallinn University of Technology can take over the remaining coordination activities.

Doing so may to some extent erode the quality of implementation of single activities as it is not easy to replace the highly competent in project management TUB staff. However, it is unlikely that the possible shortages would lead to substantial quality problems provided necessary measures are taken timely.

Still, the participants considered of utmost importance physical meetings and visits between EU partners to resolve and recover details of remaining duties of TUB, to (i) harmonise their implementation in a shared manner and (ii) keep high quality of management and documentation of activities. Such visits are also necessary to match and synchronise contributions of single EU partners, especially in the light of the external evaluator towards organizing a high-level final event of the project.

Such visits are also necessary to properly plan activities, including dissemination as recommended by the external evaluator, for the extension year of the project (2021/2022). These should include special training events for the use of equipment, discussions about the content of master classes, and the format and content of the final event.

The coordinator will discuss with TUB about the status of their funds and their relocation.

Notes taken by Tarmo Soomere from the entire sequence of contacts and discussions on 10–12 October.

14 October 2021