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MODERNISATION OF HIGHER EDUCATION IN CENTRAL ASIA
THROUGH NEW TECHNOLOGIES
(HiEdTec)

MINUTES and MAIN RESULTS
of the MEETING
held on 12-15 March 2019 in Ruse, Bulgaria

In this Meeting **49 representatives from 9 partners institutions** took part, including Bulgaria, Italy, Luxembourg, Portugal, Kazakhstan, Kyrgyzstan, Tajikistan, Turkmenistan and Uzbekistan. Among the official guests were the Ambassador of Republic of Kazakhstan, Deputy Minister of the Education and Science of Tajikistan and the Deputy Mayor of Ruse.

Agenda of Day 1

12 March Tuesday	09:00 – 09:15	Hall 2Г.204 SIEMENS Registration of the participants in the meeting
	09:15 – 09:30	WELCOME :-)
	09:30 – 09:45	OPENING CEREMONY Speaker: Prof. DSc HRISTO BELOEV, Rector of the University of Ruse Mr. STRAHIL KARAPCHANSKI Deputy Mayor of Ruse
	09:45 – 10:15	Brief introduction of participants Speakers: each participant
	10:15 – 10:30	Presenting the University of Ruse Speaker: Prof. Tzvetomir Vassilev
	10:30 – 11:00	Presenting the Universities P2, P3, P4 Speakers: representatives of universities
	11:00 – 11:30	Coffee Break - foyer
	11:30 – 12:30	Presenting the Universities P5, P6, P7, P8, P9, P10 Speakers: representatives of universities
	12:30 – 13:30	Lunch Break - foyer
	13:30 – 15:00	Presenting the Universities P11, P12, P13, P14, P15, P16, P17, P18, P19 Speakers: representatives of universities
	15:00 – 15:30	RULES MANAGEMENT STRUCTURE PARTNER AGREEMENTS Speaker: Assoc. Prof. Stoyanka Smrikarova
	15:30 – 15:45	Photo of the Project Meeting participants in front of the main building of the University
	15:45 – 16:45	Visit of the University of Ruse Visit to the Museum of the University
	16:45 – 17:00	Closing time
	19:00	Joint dinner, "Amphibia" Restaurant 2 Doctor Mustakov Square

WELCOME :-)

The participants in the meeting were welcomed with bread and salt in an old Bulgarian custom.

And also with a Bulgarian folk dance.

The meeting was opened by Prof. Angel Smrikarov – coordinator of the project.

The participants at the meeting.

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There was a greeting address presented by Prof. DSc. HRISTO BELOEV, rector of the University of Ruse.

There was a greeting address presented by the Deputy Mayor of Ruse, Dr. STRAHIL KARAPCHANSKI.

There was a greeting address presented by the DEPUTY MINISTER of Tajikistan Mr. Saifiddin Davlatzoda.

Prof. Tzvetomir Vassilev presented the University of Ruse.

Presenting the Almaty Technological University, Kazakhstan

Presenting the L.N.Gumilyov Eurasian National University, Kazakhstan

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Presenting the Innovative University of Eurasia (Pavlodar), Kazakhstan

Presenting the Ala-Too International University, Kyrgyzstan

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Presenting the Issyk-Kul State University named after K.Tynystanov, Kyrgyzstan

Presenting Kyrgyz State Technical University named after I. Razzakov, Kyrgyzstan

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Presenting the Khorog State University named after M.Nazarshoev, Tajikistan

Presenting the Tajik Technical University named after academician M.Osimi, Tajikistan

Presenting the Technological University of Tajikistan, Tajikistan

Presenting the International University for the Humanities and Development, Turkmenistan

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Presenting the Oguz Han Engineering and Technology University of Turkmenistan, Turkmenistan

Presenting the State Power Engineering Institute of Turkmenistan, Turkmenistan

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Presenting the Andijan Machine-Building Institute, Uzbekistan

Presenting the Tashkent State University of Economics, Uzbekistan

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Presenting the Tashkent University of Information Technology, Uzbekistan

Presenting the Università degli Studi di Pavia, Italy

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Presenting the University of Luxembourg, Luxembourg

Presenting the Coimbra University, Portugal

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Assoc. Prof. Stoyanka Smrikarova presented the project rules, management structure and the structure of the partnership agreements (PA). Within 6 month after the project start, copies of all PA must be sent to the EACEA. For most partners they were signed and the first payment already made. The PA for Turkmen partners will be signed very soon after the meeting. The deadline for signing the unsigned PA – 15 April 2019.

A photo of the Project Meeting participants was taken in front of the main building of the University of Ruse.

Visit of the University of Ruse and the Museum of the University

The representatives of the Ministries of Education and Science at a meeting with the Mayor of Ruse.

Agenda of Day 2

13 March Wednesday	09:30 – 10:00	Project aims and objectives Speaker: Prof. Tzvetomir Vassilev
	10:00 – 10:15	The educational system and the digital generation Speaker: Prof. Angel Smrikarov
	10:15 – 11:00	Innovative educational technologies in the UK and China Speaker: Prof. Angel Smrikarov
	11:00 – 11:30	Coffee Break - foyer
	11:30 – 11:45	**WP1** **Cooperation for sharing experience and exchange of good practices in the field of innovative educational technologies and didactic models** T1. Studying the knowledge and experience of the EU partners in the implementation of innovative educational technologies and didactic models in the process of teaching and learning in higher education. Compiling a list of good practice examples. Plan, activities Speaker: MSc Stefanie Östlund
	11:45 – 12:15	WP1-T1 – Discussion Discussion leaders: MSc Stefanie Östlund & Assoc. Prof. Tsvetelina Harakchiyska
	12:15 – 12:30	WP1-T1 – Summing up around the activity
	12:30 – 13:30	Lunch Break - foyer
	13:30 – 14:00	T2. Developing a Google forms survey for getting feedback on the level of implementation of digital tools in the higher educational institutions in the partner countries. Analysing the results. Generating "Recommendations for Adapting the Central Asian HE System to the Needs of the Digital Learners". Plan, activities Speaker: MSc Stefanie Östlund
	14:00 – 14:15	WP1-T2 – Discussion Discussion leaders: MSc Stefanie Östlund & Assoc. Prof. Tsvetelina Harakchiyska
	14:15 – 15:15	WP1-T2 – Working in groups (in partner countries)
	15:15 – 16:00	WP1-T2 – Presenting results of group discussions
	16:00 – 16:15	WP1-T2 – Summing up around the activity
	16:15 – 16:30	Closing time

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Prof. Tzvetomir Vassilev presented briefly the project aims and objectives and what outputs the project should produce in the end. The project methodology and main work packages were also presented. There were questions to provide the presentations. They will be published on the project cloud space after the meeting.

Prof. Angel Smrikarov made an interesting presentation about educational system and the digital generation and why we should adapt the educational system to this generation.

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His second presentation was about Innovative Educational Technologies in the UK and China. He presented his impressions of the Bett exhibition of Innovative Educational Technologies in London and of the IET used in some Chinese universities.

The next speaker was Mrs. Stefanie Östlund from the University of Luxembourg. She presented WP1-T1. Studying the knowledge and experience of the EU partners in the implementation of innovative educational technologies and didactic models in the process of teaching and learning in higher education. Compiling a list of good practice examples.

Plan, activities. D1.1- Questionnaire for gathering the knowledge and experience of the EU partners in the implementation of innovative educational technologies and didactic models in the process of teaching and learning in higher education was completed. 13 responses were collected. Results were presented. A first draft version of D1.2 - Compendium of Good Practices was produced. WP1-T2 Questionnaire for Central Asian partners as Google forms survey was also presented as well as its processed results.

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After that there was a discussion about WP1-T2 lead by Mrs. Stefanie Östlund. The main question was whether we concentrate on Technology or Methods. There several opinions:

- They go together and are inseparable;
- It depends on the subject;
- Methods are most important, technology is just a tool.

Working in groups (in partner countries).

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Prof. Tzvetomir Vassilev noted that the results of the WP1-T2 questionnaire should be processed in countries and 1 report per country should be produced.

There were discussions in countries about WP1-T2 and 1 representative of each country presented the results of the discussion.

Deadline for completing WP1 tasks

1. The final version of the Compendium of Good Practices in EN, RU must be completed and published in the project's cloud space by 31 March 2019.
2. Recommendations for Adapting the Central Asian HE System to the Needs of the Digital Learners in EN, RU must be completed and published on the project web site by 14 April 2019.
3. Sustainable academic network for sharing experience and exchange of good practices in the field of innovative educational technologies and didactic models. At first the network will comprise of project partner universities from the partner countries, but it will be open for other HEIs in the PCs to join at a later stage – deadline 14 August 2019.
4. Inter-project coaching - Exchange of information with other projects in the area of implementing innovative educational technologies approach – deadline 14 June 2019.

The responsible partners for completing the WP1 tasks:

Leader P18

PC leaders – P2, P5, P9, P12, P15

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Agenda of Day 3

14 March Thursday	9:30 – 10:00	**WP2** **Development of Concepts of adapting the education system to the digital generation** T1. Developing Concepts of adapting the education system to the digital generation considering the specific conditions of each of the countries – agreed with the Ministries of Education. Plan, activities Speaker: Prof. Marco Porta
	10:00 – 10:30	WP2-T1 – Concept of adaptation of the higher education system to the digital generation of the University of Ruse Speaker: Prof. Angel Smrikarov
	10:30 – 10:45	WP2-T1 – Discussion Discussion leaders: Prof. Marco Porta & Prof. Angel Smrikarov
	10:45 – 11:00	WP2- T1 – Summing up the activity
	11:00 – 11:30	Coffee Break - foyer
	11:30 – 11:45	**WP5** **Quality Assurance (QA) Plan** T1. Developing internal evaluation procedures and Quality Assurance Plan. Speaker: MSc Stefanie Östlund
	11:45 – 12:15	WP5-T1 – Discussion Discussion leaders: MSc Stefanie Östlund & Prof. Tzvetomir Vassilev
	12:15 – 12:30	WP5-T1 – Summing up the activity
	12:30 – 13:30	Lunch Break - foyer
	13:30 – 13:45	**WP6** **Dissemination & Exploitation of Project results** T1. Preparing a Dissemination and Exploitation Plan. Speaker: Prof. Tzvetomir Vassilev
	13:45 – 14:15	First results Speaker: Prof. Angel Smrikarov
	14:15 – 14:30	T1 – Discussion Discussion leaders: Prof. Angel Smrikarov & Prof. Tzvetomir Vassilev
	14:30 – 14:45	T2. Project cloud based project space Speaker: Prof. Tzvetomir Vassilev
	14:45 – 15:00	T2. Project website Speaker: Dr. Yordan Kalmukov
	15:00 – 15:15	T2. HiEdTec group in Facebook Speaker: Prof. Angel Smrikarov
	15:15 – 15:30	Closing time
	19:30	Joint dinner, Mehana "Chiflika" 2 Otets Paisii Str

Prof. Marco Porta, University of Pavia presented WP2-T1. Developing Concepts of adapting the education system to the digital generation. He set some important days and deadlines, which can be found in the presentation. All partners agreed with them.

Prof. Smrikarov presented Concept of adapting of the higher education system to the digital generation of the University of Ruse as an example concept that the PC universities can use, when devising their concepts and programmes.
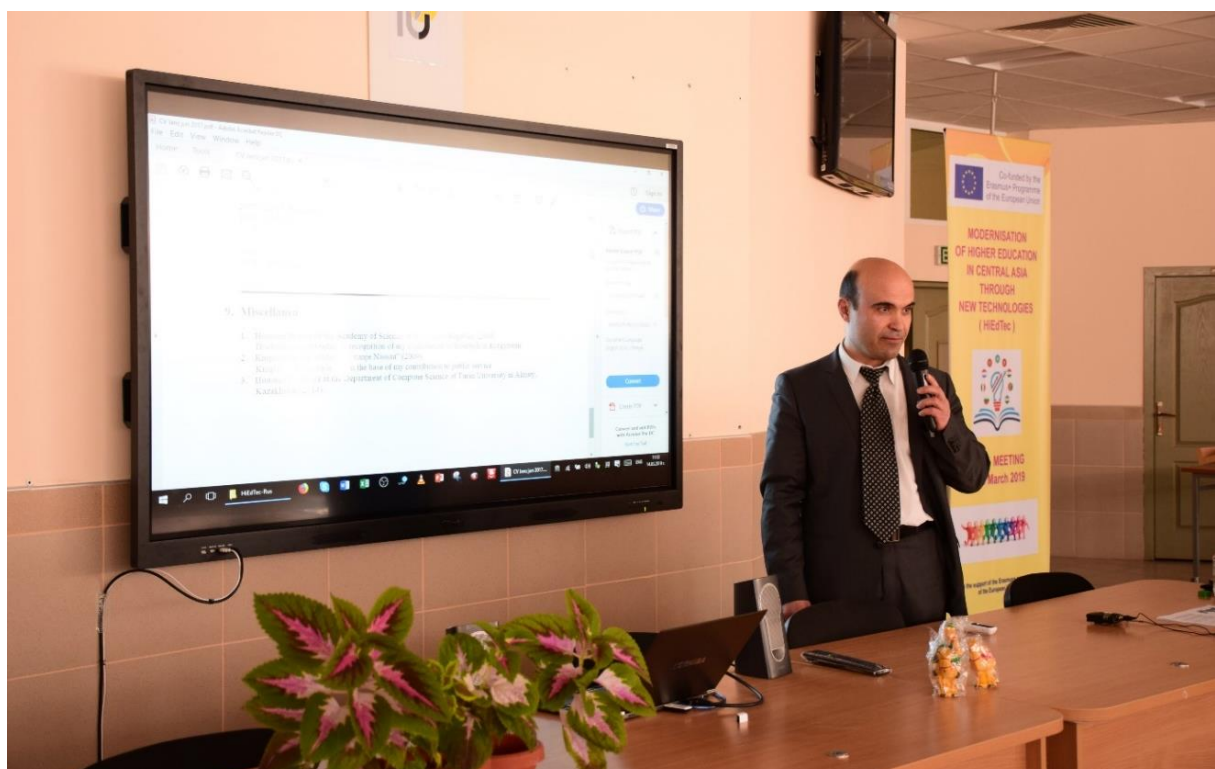
MSc Stefanie Östlund presented WP5 Quality Assurance and more specifically WP5-T1 Developing internal evaluation procedures and Quality Assurance Plan. The nomination of Mr. Robert Janz as an external project evaluator was proposed. The partners were familiarized with his CV and the nomination was adopted by all.

Prof. Tzvetomir Vassilev talked about WP6 Dissemination & Exploitation of Project results and concentrated on T1 Preparing a Dissemination and Exploitation Plan. This deliverable was already produced and the partners had a chance to send comments. The final version will be uploaded to the project cloud space.

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Prof. Angel Smrikarov also discussed tasks regarding Dissemination & Exploitation of Project results and presented the first results. He noted that there were still partners who would have to send proofs of project dissemination in their institutions and city.

Prof. Tzvetomir Vassilev showed the cloud based project space. It is built on Microsoft Sharepoint and the partners will have to send an email address of their Microsoft account to be given access to it. They can publish news and share project documents and presentations.

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Dr. Yordan Kalmukov presented the HiEdTec Project website. The partners can find a lot of information about the project there. Everyone working on the project must register there with a photograph. In this way they will also have an access to a common project space. The deadline for registering all people working in the project – 31 March 2019.

Prof. Angel Smrikarov also demonstrated the HiEdTec group in Facebook, which is successfully used as a project dissemination tool.

Agenda of Day 4

15 March Friday	09:30 – 11:00	**WP7** **Project Management & Coordination** **Administrative and financial management rules** **Speaker: Assoc. Prof. Stoyanka Smrikarova**
	11:00 – 11:30	Coffee Break - foyer
	11:30 – 12:30	**WP7 – Discussion** **Discussion leader:** **Assoc. Prof. Stoyanka Smrikarova**
	12:30 – 13:30	Lunch Break - foyer
	13:30 – 14:00	What we have to do to the next meeting in Kazakhstan Speaker: Assoc. Prof. Stoyanka Smrikarova
	14:00 – 14:15	2nd project meeting plan Speaker: Prof. Angel Smrikarov Speaker: MSc Lyazzat Uvakassova
	14:15 – 14:45	Final discussion Speaker: Prof. Angel Smrikarov
	14:45 – 15:00	Closing time

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The first speaker for the day, Assoc. Prof. Stoyanka Smrikarova, talked about WP7 Project Management & Coordination, and concentrated on the Administrative and financial management rules. She explained the rules of expenditure in the different budget headings:
- Travel costs & costs of stay – unit costs
- Staff costs – unit costs
- Equipment – actual costs

There were some questions about reporting documents that were answered and clarified.

The documents for reporting Staff costs, which must filled-in, are Time sheet and Declarations. Both documents must be signed by the employer, i.e. by the Rector or an authorized by him person, for which we must have a document. A proof that the person, who reported staff costs, works for this institution must be provided. This happens with a copy of the Contract or Declarations. Such copies must be sent by 31 March 2019!

By 31 March 2019 each participant in the meeting in Ruse must send by email scanned Individual travel report, copies of tickets, boarding passes, taxi receipts and invoices.

The selection of a company supplier of equipment must be accelerated. The following universities will manage the equipment purchase in countries: Kazakhstan - P3 Innovative University of Eurasia, Kyrgyzstan – P7 Kyrgyz State Technical University, Tajikistan – P9 Tajik Technical University and Uzbekistan – P16 Tashkent University of Information Technology. In regards to the delivery of equipment to Turkmenistan a public procurement procedure for selecting a supplier was started at the University of Ruse.

Assoc. Prof. Stoyanka Smrikarova listed the tasks to be performed until the next meeting in Kazakhstan. They are given in the details in the corresponding invitation.
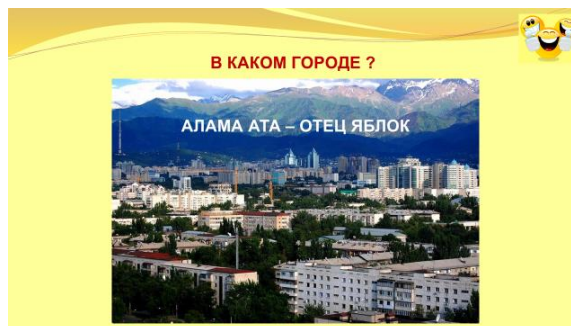
Prof. Angel Smrikarov presented the 2nd project meeting plan.

The next host university, Almaty Technological University, was introduced.

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The first meeting was closed!