



**Modernization of Mechatronics and Robotics for Bachelor degree in  
Uzbekistan through Innovative Ideas and Digital Technology  
(MechaUz)**

**609564-EPP-1-2019-1-EL-EPPKA2-CBHE-JP**

## MechaUZ\_5.1 Minutes of 6<sup>th</sup> ZOOM Meeting\_V.0.1

Project Acronym:	MechaUZ
Grant Agreement No.	609564
Deliverable Editor(s)	SEERC
Dissemination level:	Institution (Consortium Internal)



25 February 2021

## Revision History

<i>Version</i>	<i>Date</i>	<i>Organisation</i>	<i>Author</i>	<i>Changes</i>
0.1	28/02/2021	SEERC	T.Chatzi-Sotiriou	Creation of Minutes of Meeting

## Document Contact Information

<i>Name</i>	<i>Organization</i>	<i>Contact information</i>
T.Chatzi-Sotiriou	SEERC	<a href="mailto:tsotiriou@seerc.org">tsotiriou@seerc.org</a>

25 February 2021

### **Welcome and Introduction**

- Roll Call
- Present: IHU, SEERC, VGTU, LIEPU, ViA, IPVC, AndMI, TUIT, TTPU, FPI, KEEI, TSTU, MHSSERU
- Introduction and Agenda
- Short presentation on the WP activities that have been completed, are currently under completion and our next steps (SEERC)
- All partners agreed to the video-recording of the meeting.

### **Workplan Discussion**

#### **Work Package 2:** Curriculum Development

- Presentation from VGTU on the topic of the development of the “Mechatronics and Robotics” curriculum. Analysis of the aims and results of the study program, as well as of the courses, ECTS credits and hours per semester. The presentation can be found in our Dropbox folder (6 MEETINGS -> WEB MEETINGS -> 6<sup>th</sup> WEB MEETING -> PRESENTATIONS).
- Q&A Section – Discussion on the topics of
  - Percentage of subject categories
  - Bachelor Thesis
  - Internships
  - Courses of the program
- VGTU asks partners to provide a **written response** on the aforementioned discussion points.

#### **Work Package 4:** i-Labs

- Analytical presentation by AndMI on the progress on equipment purchasing for the iLabs and the Training Centre.
- Analysis of timetables, tendering procedure and equipment.
- According to AndMI’s presentation, all equipment will be purchased by the end of April 2021.

25 February 2021

- The presentation can be found on our Dropbox folder (6 MEETINGS -> WEB MEETINGS -> 6<sup>th</sup> WEB MEETING -> PRESENTATIONS).

**Work Package 5:** Quality Assurance

- Hellenic Consulting Ltd → ALL partners should complete the questionnaires sent by our external evaluators.
- DO NOT FORGET to fill them in in English.
- Brief discussion and arrangement of the time and date of the “face to face” questionnaires.

**Work Package 6:** Dissemination and Exploitation

- WP6 is heavily supervised by the EACEA.
- Our coordinator suggested:
  - More announcements on a local level
  - Participation on radio shows
  - Newsletters
  - Extra content and promotion of our social media platforms
- Partners who have disseminated the project should contact FPI so that the disseminated actions can be properly recorded in our shared Dropbox Word file. ([tursunaliyevismoil@gmail.com](mailto:tursunaliyevismoil@gmail.com) – WhatsApp: +998934836160)

***Further Discussion/Other Issues/Important News from Coordinator:***

- Update from the project coordinator, Dr. Thomas Thomidis, on the financial documentation.
- REMEMBER to check the presentation regarding the Financial Reporting, which will be uploaded in our shared Dropbox file (6 MEETINGS -> WEB MEETINGS -> 6<sup>th</sup> WEB MEETING -> PRESENTATIONS).
- Update from the project coordinator on the reports – NEW REPORTING PERIOD for which all required documents should be submitted → **15<sup>th</sup> November 2019 – 28<sup>th</sup> February 2021.**
- Deadline for submission: **20<sup>TH</sup> MARCH 2021**
- Update about the equipment → ALL equipment must be installed by June **(the latest).**

---

25 February 2021

- Reminder: There needs to be direct correlation between the submitted Timesheets and the performed tasks!
- If there are delays with the payments included in the reporting period – send all documents you DO have.
- Reminder: If some payments are VAT-free, you need to **send proof** from your country's tax office!