

DataPRO 1st Project Meeting

Steering Committee Meeting Agenda (Day 1)

Nicosia, 20th May 2019

Meeting Venue: European University Cyprus

Address: Omega Conference Room, Cultural Center, North Building,
6 Diogenis Str., 2404 Nicosia, 00 357 22 713000

Contact person: Mrs. Anthi Aristodemou **Tel.** +357 97811525

DataPRO Project Partners:

P1. Union of Hellenic Chamber of commerce (UHC), **Greece - Coordinator**

P2. Metropolitan College (AMC), **Greece**

P3. National Organisation for the Certification of Qualifications & Vocational Guidance (EOPPEP),
Greece

P4. Cyprus Chamber of Commerce and Industry (CCCI), **Cyprus**

P5. Center for Risk and Decision Science (CERIDES), **Cyprus**

P6. Accreditation, Certification and Quality Assurance Institute (ACQUIN), **Germany**

P7. Centrum fuer Innovation und Technologie (CIT), **Germany**

P8. Institut de Haute Formation aux Politiques Communautaires (IHF), **Belgium**

P9. IHK-Projektgesellschaft mbH (IHK), **Germany**

P10. Research Innovation and Development Lab (ReadLab), **Greece**

Monday, May 20, 2019

9:15 - 9:30

Participants arrival - Welcome Coffee

DataPRO 1st f2f Project meeting introduction (Coordinator - Host)

9:30 - 9:50

- Partners brief presentation: who is who/role in the project (each partner)
- Overview of the agenda (Coordinator- Host)
- Agreement on the agenda

9:50 – 10:10

The DataPRO Project - Presentation (Overview)

- Rationale - Objectives
- Methodology - Innovative approaches
- Targeted Results
- Key milestones/outputs for upcoming period

10:10 - 11:30

Project management milestones reached, changes, challenges, next steps and priorities (WP1)

- Where we are and what we have achieved so far
- Partnership, Work plan, Project management handbook, GANTT chart
- Discussion on Gantt Chart update
- Next steps, remaining tasks
- Progress report

11:30 to 11:45

Coffee Break

11:45 - 13:30

Communication mechanisms & Project meetings (Coordinator)

- Website presentation – internal area (P10)
- Each partner poses ideas/suggestions on website – internal area – communication mechanism
- Agreement on next SC f2f and online meeting

13:30-14:30

Lunch break

14:30 - 16:00

WP2 Design or improvement of a Joint Qualification in VET (WP leaders)

- T2.1 Building a common Occupational profile (P10-Readlab)
- Overview of the tasks / deliverables
- Where we stand, next steps, actions
- Each partner makes a brief presentation/discussion (5 minutes each) on what has been implemented so far (all partners)

16:00 – 16:30

- WP2 Design of VET Joint Curriculum with a strong WBL (P2 Metropolitan College)
- Moodle platform initial ideas / presentation (P10 Readlab – P5 Cerides - P9-IHK)

16:30 – 17:30

WP3 Establishing a Sustainable cooperation structure and recognition of qualifications for DPOs

- WP3 – Task 3.1 Overview
- Task 3.2 Overview

20:30 –

Partners dinner

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Steering Committee Meeting Agenda (Day 2)

Nicosia, 21th May 2019

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Contact person: Mrs. Anthi Aristodemou **Tel.** +357 97811525

Tuesday, May 21, 2019

08:45- 9:00

Participants arrival - Welcome Coffee

09:00 - 11:30

EC grant - Financial Management

- Budget
- Actual cost approach
- Partners co-funding
- Grant payment schedule
- Supporting documents
- Financial reporting
- Open questions

11:30 -11:45

Coffee break

11:45 – 13:00

WP4 Evaluation and Quality Assurance

Open questions - Wrapping up

13:00- 14:00

Light lunch