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 |
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>09:15 – 09:30</td>
<td>WELCOME :-)</td>
<td></td>
</tr>
</tbody>
</table>
| 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.
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
Presenting the Innovative University of Eurasia (Pavlodar), Kazakhstan

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

Presenting Kyrgyz State Technical University named after I. Razzakov, Kyrgyzstan
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
Presenting the Oguz Han Engineering and Technology University of Turkmenistan, Turkmenistan

Presenting the State Power Engineering Institute of Turkmenistan, Turkmenistan
Presenting the Andijan Machine-Building Institute, Uzbekistan

Presenting the Tashkent State University of Economics, Uzbekistan
Presenting the Tashkent University of Information Technology, Uzbekistan

Presenting the Università degli Studi di Pavia, Italy
Presenting the University of Luxembourg, Luxembourg

Presenting the Coimbra University, Portugal
Assoc. Prof. Stoyanka Smrikarova presented the project rules, management structure and the structure of the partner agreements. They must be signed within the first 6 months of the project. 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.

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**

<table>
<thead>
<tr>
<th>Time</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>09:30 – 10:00</td>
<td>Project aims and objectives&lt;br&gt;Speaker: Prof. Tzvetomir Vassilev</td>
</tr>
<tr>
<td>10:00 – 10:15</td>
<td>The educational system and the digital generation&lt;br&gt;Speaker: Prof. Angel Smrikarov</td>
</tr>
<tr>
<td>10:15 – 11:00</td>
<td>Innovative educational technologies in the UK and China&lt;br&gt;Speaker: Prof. Angel Smrikarov</td>
</tr>
<tr>
<td>11:00 – 11:30</td>
<td>Coffee Break - foyer</td>
</tr>
<tr>
<td>11:30 – 11:45</td>
<td><strong>WP1</strong>&lt;br&gt;Cooperation for sharing experience and exchange of good practices in the field of innovative educational technologies and didactic models&lt;br&gt;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.&lt;br&gt;Plan, activities&lt;br&gt;Speaker: MSc Stefanie Östlund</td>
</tr>
<tr>
<td>11:45 – 12:15</td>
<td>WP1-T1 – Discussion&lt;br&gt;Discussion leaders:&lt;br&gt;MSc Stefanie Östlund &amp; Assoc. Prof. Tsvetelina Harakchiyska</td>
</tr>
<tr>
<td>12:15 – 12:30</td>
<td>WP1-T1 – Summing up around the activity</td>
</tr>
<tr>
<td>12:30 – 13:30</td>
<td>Lunch Break - foyer</td>
</tr>
<tr>
<td>13:30 – 14:00</td>
<td>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”.&lt;br&gt;Plan, activities&lt;br&gt;Speaker: MSc Stefanie Östlund</td>
</tr>
<tr>
<td>14:00 – 14:15</td>
<td>WP1-T2 – Discussion&lt;br&gt;Discussion leaders:&lt;br&gt;MSc Stefanie Östlund &amp; Assoc. Prof. Tsvetelina Harakchiyska</td>
</tr>
<tr>
<td>14:15 – 15:15</td>
<td>WP1-T2 – Working in groups (in partner countries)</td>
</tr>
<tr>
<td>15:15 – 16:00</td>
<td>WP1-T2 – Presenting results of group discussions</td>
</tr>
<tr>
<td>16:00 – 16:15</td>
<td>WP1-T2 – Summing up around the activity</td>
</tr>
<tr>
<td>16:15 – 16:30</td>
<td>Closing time</td>
</tr>
</tbody>
</table>
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.
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.
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).
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.
<table>
<thead>
<tr>
<th>Time</th>
<th>WP</th>
<th>Activity</th>
</tr>
</thead>
</table>
| 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 | WP5    | **Quality Assurance (QA) Plan**  
T1. Developing internal evaluation procedures and Quality Assurance Plan.  
Speaker: MSc Stefanie Östlund |
| 11:30 – 11:45 | WP5-T1 | Discussion  
Discussion leaders:  
MSc Stefanie Östlund & Prof. Tzvetomir Vassilev |
| 11:45 – 12:15 | WP5-T1 | Summing up the activity |
| 12:15 – 12:30 | WP5-T1 | Summing up the activity |
| 12:30 – 13:30 | WP6    | **Dissemination & Exploitation of Project results**  
T1. Preparing a Dissemination and Exploitation Plan.  
Speaker: Prof. Tzvetomir Vassilev |
| 13:30 – 13:45 | WP6    | First results  
Speaker: Prof. Angel Smrikarov |
| 13:45 – 14:15 | T1     | Discussion  
Discussion leaders:  
Prof. Angel Smrikarov & Prof. Tzvetomir Vassilev |
| 14:15 – 14:30 | T2     | Project cloud based project space  
Speaker: Prof. Tzvetomir Vassilev |
| 14:30 – 14:45 | T2     | Project website  
Speaker: Dr. Yordan Kalmukov |
| 14:45 – 15:00 | T2     | HiEdTec group in Facebook  
Speaker: Prof. Angel Smrikarov |
| 15:00 – 15:15 | T2     | Closing time |
| 15:15 – 15:30 | 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.

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.
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.
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.

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**

<table>
<thead>
<tr>
<th>Time</th>
<th>Session</th>
</tr>
</thead>
</table>
| 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                                                           |

- 27 -
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.
Assoc. Prof. Stoyanka Smrikarova listed the tasks to be performed until the next meeting in Kazakhstan.

Prof. Angel Smrikarov presented the 2nd project meeting plan.

The next host university, Almaty Technological University, was introduced.
The first meeting was closed!