

**ERASMUS+ PROGRAMME**

**Project Number: 618509-EPP-1-2020-1-JO-EPPKA2-CBHE-JP**

**ECO-CAR:**

**Vocational Training Diploma on Electrical and Hybrid Vehicles**

**10<sup>th</sup> Online Management Meeting**

**Agenda**

**The University of Jordan**

**Wednesday, January 26th, 2022**

**16:00 – 18:00  
(Amman time)**



Co-funded by the  
Erasmus+ Programme  
of the European Union

This Project has been funded with support from the European Commission. This publication reflects the views only of the author, and the Commission cannot be held responsible for any use which may be made of the information contained therein.



**Wednesday, January 26th, 2022**

**16:00 – 18:00**

**15:45 - 16:00** Registration

**16:00 - 16:10** Welcoming Speech, by:

Prof. Ahmed Al-Salaymeh, General Project Coordinator at the University of Jordan.

**Work Packages Discussion**

**Moderator of the sessions Eng. Rasha Albaik & Eng. Sara Tweissi**

**16:10 - 16:15**

**WP1:** Establishing university-enterprise cooperation plan, by Prof. Fahmi Abu Al-Rub and Eng. Salaheddin Abuyahya, JUST

The co-leaders of the WP1 are: MU, HTU, UD

- Task 1.1: Establishing EV/HEV Vehicles Network.
- ❖ Discussion of Wp1

**Progress**

Task	Status
Collecting networking registration forms from JO partners	ASU still need more members.
Status of collecting networking registration forms from EU partners	Partners still need more members
Sign collaboration agreements with enterprises and training centers for internships, hiring graduates, lecturing in university etc. to achieve the benefit for both parties.	UJ signed agreement with VTC. Other JO partners have to start with this task. UJ will contact VTC to start the process for JO partners.
Preparing networking report	Continuous process - a new updated report has to be submitted by WP leader after the last two workshops

**16:15– 16:20** **WP2:** Baseline Study Plan, by **Dr. Mohammad Bani Khaled & Prof. Ayman Abu baker, ASU**  
**The co-leaders of WP2 are: TTU, BAU, UNIVAQ**

- **Task 2.1:** Summary of the key competencies needed by employers in Jordan in the field of EV/HEV.
- **Task 2.2:** Workshop with Enterprises and Vocational training centres.
- ❖ **Discussion of Wp2**

#### Progress

Task	Status
A workshop with enterprises in Jordan will be conducted to review the report and agree on the final list of 8 courses.	Accomplished by 2 <sup>nd</sup> of September.
Start for preparing the scientific paper based on the survey analysis results	The paper is finalized and in the process of publishing.

**16:20 – 16:35** **WP3:** Capacity Building Plan, by **Prof. Dimitrios Koulocheris, NTUA**  
**The co-leaders of WP3 are: ASU, RWTH Aachen, BME**

- **Task 3.1:** Capacity Building Plan
- **Task 3.2:** Developing Training Materials
- **Task 3.3:** Training Workshops in Europe for staff and students
- ❖ **Discussion of Wp3**

#### Progress

Task	Status
<b>Preparing capacity-building plan.</b> The plan will include: - a programme for the proposed trainings in European partner's institutions, - a quality and impact assessment prepared in cooperation with the Quality committee.	Submitted
<b>Training Workshops in Europe for staff and students</b>	Online workshops are mostly done, as the last workshop is on 20/12/21.  Physical workshops have been selected.



<b>Developing Training Materials</b>	<b>Start preparing for the teaching material for staff and students workshops. (Set outlines, objectives, goals, teaching methods, etc.)</b>
<b>An online workshop will be held by TH-OWL</b>	<b>The workshop subject is: Charge Transport in Batteries and Hydrogen Vehicles</b>

- 16:35–16:40 WP4: Establishment of EV/HEV labs plan, by Prof. Rebhi Damseh, BAU**  
**The co-leaders of WP4 are: UJ, JUST, NTUA**
- **Task 4.1:** Lab design and equipment list
  - **Task 4.2:** Implementation of labs and prepare manuals
  - ❖ **Discussion of Wp4**

**Progress**

<b>Task</b>	<b>Status</b>
<b>Purchasing equipment for JO partners</b>	<b>The tendering process is now in the level of purchasing.</b>
<b>Implementation of labs and location of ECO-CAR center at each university. In addition to Smart Classrooms equipped with Smart Board will be established for students in partner universities.</b>	<b>A template will be sent by BAU to select the center/labs locations</b>
<b>Start preparing the manual for experiments</b>	<b>Upcoming task</b>
<b>A server will be acquired by the university of Joran to host the project website and virtual learning platform.</b>	<b>The process has already started</b>

- 16:40– 17:30 WP5: Developing ECO-CAR Professional Diploma Plan, by Dr. Máté Zöldy, BMU**  
**The co-leaders of WP5 are: UJ, TH-OWL, RWTH Aachen, UNIVAQ**
- **Task 5.1:** Develop Diploma Study Plan and course description
  - **Task 5.2:** Virtual Learning Portal
  - **Task 5.3:** Accreditation of the diploma/courses
  - **Task 5.4:** Develop courses content
  - **Task 5.5:** Tuning Workshop
  - **Task 5.6:** Piloting and implementation of ECO-CAR Professional Diploma
  - **Task 5.7:** Integrating some new modules in existing programmes
  - ❖ **Discussion of Wp5**

**Progress**



Task	Due Date	Status
Follow up with the latest updates for the diplomas courses selection with the responsible committees	Continuous process	
Courses selection based on WP2 report results	14.07.2021	Accomplished
<b>Accreditation of the diploma/courses</b> -The accreditation application will be done during the first year to avoid the delays and risks	14.01.2022	UJ has already started in the accreditation process. Other JO Universities have to start the action of accreditation
Courses mapping - Clustering	Continuous process	To be discussed
Some modules will be integrated in the existing courses of bachelor and master programmes in Mechanical, Mechatronics and Electrical Engineering.	14.01.2022	To be discussed
Preparing a study plan template with learning outcomes		Upcoming task
Preparing a course outline template include ECTS component and learning outcomes	14.09.2021	accomplished
<b>Develop diploma courses content</b> The courses will be prepared as online courses (i.e. power point videos, quizzes) and uploaded on a virtual learning platform created specifically for the project purposes, so the partners will have a full access to its content.	14.04.2022	To be discussed
<b>Tuning Workshop</b> Professors from each university will meet in Jordan to agree on the teaching methods, assessment procedures and delivery methods so that a consistent quality is achieved among partners. WP Leader and representatives from European partners will attend the workshop.	14.04.2022	To be discussed
<b>Create Virtual Learning Portal</b> - The Portal will be in English with at least 100 users - This platform could also be used for distance learning -Different roles will be allocated to different type of users (lecturers, students, visitors) -New pedagogical tools will be used to be more interactive that will include many pictures, videos and interactive activities		Upcoming task

**The link of the courses clusters:**

[https://docs.google.com/spreadsheets/d/1JDJ4ox4911dxQ\\_GF7DD75UINwTEBC5\\_v/edit?usp=sharing&ouid=103480218674595258682&rtpof=true&sd=true](https://docs.google.com/spreadsheets/d/1JDJ4ox4911dxQ_GF7DD75UINwTEBC5_v/edit?usp=sharing&ouid=103480218674595258682&rtpof=true&sd=true)

17:30 – 17:35

**WP6:** Quality and Impact Evaluation Plan, by Dr. Ivan Dyukarev, UD

The co-leaders of WP6 are: TTU, ZUJ, BME

- **Task 6.1:** Quality Assurance and Evaluation Plan
- **Task 6.2:** Applying Quality Assurance Tools
- **Task 6.3:** Impact Evaluation Reporting
- **Task 6.4:** External Evaluation.



❖ Discussion of Wp6

**Progress**

Task	Due Date	Status
<b>Applying Quality Assurance Tools</b> -Impact of first five meetings (analysis report) -Lab design checklist	<b>Continuous process during the project life</b>	<b>Continuous task</b>
<b>Hiring EE</b>	<b>During the end of the first year</b>	<b>An email has been sent to the project officer (waiting for response)</b>
<b>Quality Assurance and Evaluation Plan</b>	<b>14.04.2021</b>	<b>submitted</b>

17:35 – 17:40

**WP7: Dissemination and Sustainability Plan, by Dr. Tarek Tutunji & Dr. Feras.Kafiah, HTU**

**The co-leaders of WP7 are: MU, ZUJ, TH-OWL**

- **Task 7.1:** Dissemination and sustainability plan
- **Task 7.2:** Project Website and Social Networks
- **Task 7.3:** Printed and Electronic dissemination material.
- **Task 7.4:** Seminars, Workshops, and info days
- **Task 7.5:** Tester course workshop
- **Task 7.6:** Final Conference on Sustainable technologies in transportation
- ❖ **Discussion of Wp7**

**Progress**

Task	Due Date	Status
<b>Dissemination and Sustainability plan</b>	<b>14.04.2021</b>	<b>Final version to be submitted</b>
<b>Design roll-up and brochure</b> <b>Disseminate ECO-CAR info through partners' official websites</b>		<b>Accomplished</b>
<b>Collecting partners info (website)</b>		<b>Accomplished by UJ</b>
<b>Project Website and Social Networks</b>		<b>Need to be followed by the WP leaders</b>
<b>Newsletter</b>	<b>Every 6 months</b>	- <b>1<sup>st</sup> issue is now designed by HTU. Final version is received and will be published this week.</b>  - <b>Start preparing for the 2<sup>nd</sup> issue</b>
<b>Based on National Erasmus+ feedback, a marketing plan has to be prepared</b>	<b>15.01.2022</b>	<b>Collecting reviews from partners</b>
<b>Workshops, seminars, and info days for staff and students will be conducted in each partner university (at least one annual activity per partner university in Jordan)</b>	<b>Over project life</b>	
<b>Dissemination activities (i.e. Publication in scientific journals, and documentary film)</b>	<b>By the end of the first year</b>	<b>WP2 report results will be published in scientific journals</b>



**17:40 – 18:00**

**WP8: Project Management Plan, by Prof. Ahmed Al-Salaymeh, UJ**

- **Task 8.1:** Kick-off Meeting and other Consortium Meetings.
- **Task 8.2:** Establishment of Management and Operational Structures and running the project
- **Task 8.3:** Financial Management.
- **Task 8.4:** Reporting (Progress, Intermediate and Final Reports)
- **Task 8.5:** Hiring Financial Auditor
- ❖ **Discussion of Wp8**

**Progress**

Task	Due Date	Status
The progress report has to be submitted by each WP leader. (Submitted each 6 months)	15.01.2022	The template will be sent to the partners
Select the date of the next steering committee meeting in Greece.	09.March.2022 - 11.March.2022	To be discussed in the meeting
Summary of the meeting		Submitted within one week from the meeting
Schedule the 11 <sup>th</sup> meeting		After one month Wed, 23/02/2022 at 4.00 PM

**18:00**

**Wrap up & End of the meeting**