

**ERASMUS+ PROGRAMME**  
**Project Number: 101083078**

**ICT4EDU**  
**Enhancing ICT Competencies of Early Childhood Educators at HEIs in MENA Countries**

**Minutes of Meeting**  
**23<sup>rd</sup> Online Management Meeting**

**24<sup>th</sup> July, 2025**

#### ICT4EDU Partners Beneficiaries:

Beneficiary number	Beneficiary name
BE 001	University of Jordan (UJ)
BE 002	Irbid National University (INU)
BE 003	Mutah University (MU)
BE 004	Al-Azhar University (AZHU)
BE 005	Suez Canal University (SCU)
BE 006	Heliopolis University (HU)
BE 007	Palestine Technical University (PTUK)
BE 008	Palestine Technical College (PTC)
BE009	Al Istiqlal University (PASS)
BE010	Frederick University (FredU)
BE011	University of Bucharest (UB)
BE012	University of Porto (IPP)
BE013	University of Padova (UniPd)

#### ICT4EDU Project Coordinator:

<b>Project Coordinator</b>	Prof. Ahmed Al-Salaymeh
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<b>Project Website</b>	<a href="https://sites.ju.edu.jo/en/ict4edu/Home.aspx">https://sites.ju.edu.jo/en/ict4edu/Home.aspx</a>

#### About the Meeting:

<b>Type of meeting</b>	Online Management Meeting
<b>Meeting no.</b>	23
<b>Date</b>	24/07/2025
<b>Place</b>	Zoom video conferencing
<b>Minutes drafted by</b>	Eng. Maram Al-Hijaj

#### Disclaimer

*"This project has been funded by the Erasmus+ Programme of the European Union.  
The publication reflects only the views of the authors, and the European Commission cannot  
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## Participants List

Table 1: Participants list

No.	Participant Name	Position
<b>The University of Jordan</b>		
1.	Prof. Ahmed Al-Salaymeh	ICT4EDU General Project Coordinator
2.	Eng. Maram Al-Hijaj	Research Assistant at the School of Engineering
3.	Dr. Diala Hamaidi	Associate Professor in Early Childhood Education
4.	Dr. Yousef Arouri	Associate Professor in Early Childhood Education
5.	Prof. Mohammad Shraideh	ICT4EDU Technical Project Coordinator
<b>Irbid National University</b>		
6.	Prof. Ahmad Al-khasawneh	Professor of computer information systems
7.	Yanal Almohammad	Research Assistant
<b>Mutah University</b>		
<b>Al-Azhar University</b>		
8.	Prof. Mohamed Farag	Professor at the Faculty of Science
<b>Suez Canal University</b>		
9.	Prof. Nehal Lotfy	Professor at the Educational Psychology Department
10.	Dr. Bassem Abdelghany	Assistant professor at the curriculum and teaching methodology department
<b>Heliopolis University</b>		
11.	Dr. Omar Ramzy	Dean of the Faculty of Business and Economics
12.	Mr. Ahmed Sameh	Teaching Assistant
<b>Palestine Technical University - Kadoorie</b>		
13.	Dr. Mahmoud Jazzar	Professor at the Information Technology Faculty
<b>Palestine Technical College -Deir Elbalah</b>		
14.	Dr. Ezzeldin Edwan	Head of Scientific Research Department

Al-Istiqlal University		
15.	Dr. Fouzia Marmash	Professor at the Department of Psychology
Frederick University		
16.	Prof. Vasileios Makrakis	Professor at the School of Education and Social Sciences
University of Bucharest		
17.	Dr. Anisoara Dumitrache	Lecturer at the Faculty of Psychology and Educational Sciences
Polytechnic Institute of Porto		
18.	Prof. Ana Barata	Professor at IPP-ISEP
University of Padova		
19.	Prof. Marco Pavin	Professor at UniPd
20.	Dr. Eleonora Concina	Researcher at UNIPD

## Minutes of the Meeting

The 23<sup>rd</sup> online management meeting was held on 24<sup>th</sup> of June 2025, at 4:00 PM (Amman Time) and it was conducted via Zoom video conferencing.

### Work Package 1

Title [Duration]	Major Activities	Coordination		
		Coordinator	Co-Coordinator	partners involved
WP1: Project Coordination [M1-M36]	<b>Task 1.1:</b> Kick-off Meeting	UJ	-	All
	<b>Task 1.2:</b> Steering Committee			
	<b>Task 1.3:</b> Biannual progress reports			
	<b>Task 1.4:</b> Operational Staff (Financial Management )			

- Final Conference:
  - Jordan's minister of higher education will be invited to patron the ICT4EDU final conference.
  - The GE-MENA conference will take place in the same time frame as the final conference partners are welcome to join for synergies.
- ICT4EDU 6<sup>th</sup> management meeting:
  - All partners need to apply for the visa soon.
  - Agenda preparation will begin soon
- Financial management: if a partner submitted the updated financial statements and all supporting documents and has exceeded expenditure; UJ will transfer the 3<sup>rd</sup> payment for them.
- WP leaders need to send the progress reports form M24-M30.
- Partners need to fill the information for the participants in the Cyprus management meeting here:  
<https://docs.google.com/spreadsheets/d/1vOxln9RTC-Uq-GDYRZCDDrFFsnKaShMmNre7lwsdxw/edit?gid=0#gid=0>
- Final Conference date was set to be 4-6 Dec 2025.
- Tasks for this WP are:

Task	Responsibility	Due Date
Upload 2 <sup>nd</sup> financial statements	All partners	-
6 <sup>th</sup> management meeting agenda	UJ & FredU	September 1, 2025
Progress reports	WP leaders	August 31, 2025

## Work Package 2

Title [Duration]	Major Activities	Coordination		
		Coordinator	Co- Coordinator	partners involved
WP2: Preparation [M2-M7]	<b>Task 2.1:</b> In-depth Survey on State Of art of ICT in ECE. (Curriculum Verification).	PTUK	INU, MU, FredU, SCU	All
	<b>Task 2.2:</b> In-depth Survey on Teachers and Students Digital Competences			
	<b>Task 2.3:</b> In-depth Survey on available facilities and resources at EC departments			
	<b>Task 2.4:</b> Analysis of surveys' results and elaboration of final Reports			

- The research paper was published in The Italian Journal of Educational Research.
- Partners who are interested in contributing to the second paper should contact Dr. Mahmoud Jazzar.

## Work Package 3

Title [Duration]	Major Activities	Coordination		
		Coordinator	Co- Coordinator	partners involved
WP3: Curricula Development [M7-M36]	<b>Task 3.1:</b> Definitions and Selection of Courses to be designed / Updated.	UB	INU, PASS, SCU	All
	<b>Task 3.2:</b> Design of new courses and restructuring of existing courses.			
	<b>Task 3.3:</b> Regional Workshop on Curricula Development			
	<b>Task 3.4:</b> Accreditation of the courses into study plan.			
	<b>Task 3.5:</b> Implementation of the courses into Curricula.			

- The possibility of using the results of the implementation surveys analysis reports for a research paper was discussed. The reports are shared with the partners and if they find them interesting they can contact Dr. Anisoara.
- Deliverable revision: The syllabi and study plan deliverable was opened for revision.

- The responses for the student survey for the end of the 2<sup>nd</sup> semester are low so surveys need to be resent.
- Dr. Anisoara will have a meeting with the UJ website developer next week to discuss some issues with the E-learning platform.
- E-learning use report needs to be presented in the Cyprus meeting.
- Regarding the implementation of the children with SEN course; partners implementing it as a module/training course should provide Dr. Anisoara with the necessary documents.
- SCU have updated more courses to include ICT and they will send the courses to Dr. Anisoara and Dr. Ana for revision.

Task	Responsibility	Due Date
Revising the “Study Plan and Syllabi” Deliverable	UB	August 22
Increasing the number of responses for the surveys	All partners	August 22
Finalizing any issues with the content on E-learning	All partners	September 15
Sending the documents regarding the implementation of the Children with SEN course	Partners offering the course as a module/training course	August 22

## Work Package 4

Title [Duration]	Major Activities	Coordination		
		Coordinator	Co-Coordinator	partners involved
WP4: Capacity Building and Training Workshops (Teacher/Technician Staff and Students) [M12-M36]	<b>Task 4.1:</b> Elaboration of Capacity Building Plan and Selection Criteria.	IPP	HU, PTC, MU	All
	<b>Task 4.2:</b> Academic and Technician Visits to EU Partners			
	<b>Task 4.3:</b> Students Visits to EU Partners			
	<b>Task 4.4:</b> Academic workshops for transferring knowhow and skills			

- Regarding Staff ToT: There is a shortage of total 6 participants from the target of staff trained. The possibility of having an additional ToT will be discussed.
- Regarding student trainings: students from PTC can't travel outside Gaza therefore it was agreed to have an 2 week long online student training for PTC students and students who couldn't travel due to visa issues.



- The online student training will likely be in November, all EU partners will participate as trainers, Dr. Ana from IPP will prepare the plan for this and share it with the partners.
- The EU partners visit to Egypt is set to be on the following dates:
  - 7-9 October: for partners from UNIPD and FredU
  - 28-30 October: for partners from UB and IPP
  - The project officer will likely join in one of these dates.

Task	Responsibility	Due Date
Submitting missing in-house training reports for Bucharest ToT	UJ, INU, PTC	31 August 2025
Submitting missing student selection reports	All partners	31 August 2025
Preparing the initial plan for the online student training	IPP	31 August 2025
Decision regarding additional staff training	-	-
Sending training agendas and travel guides	FredU and UB	31 August 2025

## Work Package 5

Title [Duration]	Major Activities	Coordination		
		Coordinator	Co-Coordinator	partners involved
WP5: Development of the ICT Lab to Support the New Curriculum [M12-M24]	<b>Task 5.1:</b> Final List of Equipment	FredU	AZHU, PASS, UJ	All
	<b>Task 5.2:</b> Purchase, installation of equipment and Lab operation			

- Deliverable revision: The "Final List of Equipment" and the "Purchase, installation of equipment and Lab operation" deliverables were opened for revision.
- Prof. Makrakis asked partners for information to update the reports.

Task	Responsibility	Due Date
Revising the Deliverables	FredU	August 22

## Work Package 6

Title [Duration]	Major Activities	Coordination		
		Coordinator	Co-Coordinator	partners involved
WP6: Quality Control and Monitoring [M2-M36]	<b>Task 6.1:</b> Quality Committee	UniPd	UJ, HU, PTC	All
	<b>Task 6.2:</b> Quality and Monitoring Plan			
	<b>Task 6.3:</b> Quality and Monitoring Reports			
	<b>Task 6.4:</b> External Evaluation			

- Prof. Michele is in contact with the external evaluators regarding the 2<sup>nd</sup> external evaluation report.

## Work Package 7

Title [Duration]	Major Activities	Coordination		
		Coordinator	Co-Coordinator	partners involved
WP7: Dissemination and Exploitation [M1-M36]	<b>Task 7.1:</b> Dissemination Committee and Dissemination plan	AZHU	PTUK, INU, UB	All
	<b>Task 7.2:</b> Project Website			
	<b>Task 7.3:</b> Promotional Materials and Dissemination days			
	<b>Task 7.4:</b> E-Learning platform			
	<b>Task 7.5:</b> Final Conference			

Task	Responsibility	Due Date
3 <sup>rd</sup> Info day reports	All partners	August 15

❖ **Next meeting:** 10 Sep 2025 @ 3PM Amman time/ 2PM CET.

## Photos

23rd Online Management Meeting

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**16:00 - 16:05** **Welcoming Speech, by:**  
**Prof. Ahmed Al-Salaymeh, General Project Coordinator at the University of Jordan**

**Remaining tasks Discussion**  
**Moderator of the sessions Eng. Maram Al-Hijaj**

**16:05- 16:15** **WP1: Project Coordination**  
by Prof. Ahmed Al-Salaymeh, UJ

- ✓ Financial Statements
- ✓ 6<sup>th</sup> Management meeting in Cyprus
- ✓ Progress reports (M24-M30)

**16:15- 16:20** **WP2: Preparation**  
by Prof. Mahmoud Jazzar, PTUK

- Research Paper Submission
- 2<sup>nd</sup> Research paper draft

**16:20- 16:50** **WP3: Curricula Development**  
by Dr. Anisoara Dumitrache

Ahmed Al-Salaymeh

Ahmed Al-Salaymeh

Ahmed Sameh S...

Ahmed Sameh Saad

Maram

Maram

Basem Abdelghany SCU

ICT4EDU

Students Training at EU Partners (T4.3)

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

**B T4.3 STUDENTS' visits to EU Partners \_ CALENDAR / DESTINATION**

WS	Location	Dates	Number of Participants
1	Padova, Italy (Universita Degli Studi Di Padova)	10th to 21st of February 2025	Planned: 9   Attended: 7
2	Nicosia, Frederik University	15th to 26th September 2025	Planned: 9   Plan to attend: 17
3	Porto, Portugal	-----	-----
4	Bucharest, Romania (Universitatea Din Bucharest)	6th to 17th October 2025	Planned: 9   Plan to Attend:

**MS14: Activities Report for the Students Visits to EU partners**

Erasmus+ Programme - ICT4EDU Project Number: 101083078

P. PORTO

Ana Barafa

Ahmed Al-Salaymeh

Ahmed Al-Salaymeh

Anisoara Dumitr...

Anisoara Dumitrache,...

Omar's iPhone

Omar's iPhone

VASSILIOS MAK...

VASSILIOS MAKRAKIS

Ahmed Sameh S...

Ahmed Sameh Saad


23rd Online Management Meeting | GE-MENA Poster Final Version.pdf | You are screen sharing | Stop share

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
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<b>17:30–17:45</b>	<b>WP6: Quality Plan</b> by Prof. Michele Biasutti <ul style="list-style-type: none"> <li>✓ External Evaluation</li> <li>✓ Impact Evaluation</li> </ul>
<b>17:45 – 17:00</b>	<b>WP7: Dissemination and Exploitation</b> by Prof. Mohamed Farag <ul style="list-style-type: none"> <li>✓ Dissemination events reports from partners</li> <li>✓ 5<sup>th</sup> issue of ICT4EDU Newsletter (M24-M30)</li> </ul>
<b>18:00</b>	<b>Closing</b> <ul style="list-style-type: none"> <li>✓ Next meeting date</li> <li>✓ Evaluation of the meeting</li> <li>✓ Group photo</li> </ul>




Ahmed Al-Salaymeh



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


Ahmed Sameh Saad




Basem Abdelghany SCU

Prof. Mohamed...




Prof. Mohamed Farag


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Ana Barata




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Ahmed Al-Salaymeh




Anisoara Dumitrache, University of Bucha...




Omar's iPhone



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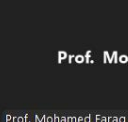


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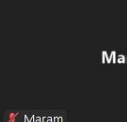
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Prof. Mohamed...



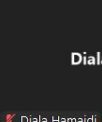
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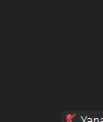
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Diala Hamaidi

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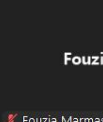
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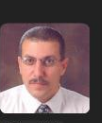
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Marco Pavin



Mohammad Alshraideh



Mahmoud Jazzar



Ezzaldeen Edwan