

ERASMUS+ PROGRAMME

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

ECO-CAR:

Vocational Training Diploma on Electrical and Hybrid Vehicles

**Minutes of
Steering Committee Meeting
Local Meeting**

The University of Jordan

**Amman-Jordan
24th June, 2021
09:00 – 17:00**



Participant List

No.	Participant Name	No.	Participant Name
The University of Jordan			
1.	Prof. Ahmed Al-Salaymeh	2.	Prof. Mahmoud Irshidat
3.	Prof. Mohammad Hamdan	4.	Dr. Osama Ayadi
5.	Dr. Hussam Khasawneh	6.	Dr. Mohammad Al Rbai
7.	Eng. Mohammad Masad	8.	Eng. Otba Al-Oran
9.	Eng. Rasha Al-Baik	10.	Eng. Sara Al Twassi
11.	Ms. Hanan Hasan	12.	Eng. Tahani Al-Malki
13.	Eng. Sura Al-Sbaihi	14.	Ms. Reham Dannoun
15.	Ms. Yaqeen Al-Qudah		
Jordan University of Science and Technology			
14.	Prof. Suhail kiwan	15.	Eng. Salah Eddin Abu Yahya
Mutah University			
16.	Prof. Omer Maaitah	17.	Prof. Mohammad Almajali
Tafila Technical University			
18.	Dr. Ali Alahmer	19.	Dr. Ahmad Mostafa
Al-Balqa Applied University			
20.	Prof. Rebhi Damseh	21.	Dr. Ma'moun Al-Smadi
Al-Hussein bin Abdullah II Technical University			
22.	Prof. Amjad Al Fahoum	23.	Eng. Yousef Okour
24.	Eng. Momtaz Abadir	25.	Eng. Tahani Gaban
Applied Science University			
26.	Dr. Mohammad Bani-Khaled	27.	Eng. Alaa Al Damseh
Al-Zaytoonah University of Jordan			
28.	Dr. Loai Dabbour	29.	Dr. Nabeel Abu Shaban
30.	Eng. Eman Abdelhafez		

Minutes of the Meeting

The steering committee meeting was conducted face-to-face at the University of Jordan. The meeting started by a welcome speech from the Project Coordinator and highlighting the main required outputs of the meeting by Prof. Ahmed Al-Salaymeh.

Welcoming Speech

The International Affairs Unit (IAU) started the meeting by their welcoming speech represented by Ms. Reham Dannoun (Director of Externally Funded Projects Department).

Prof. Ahmed Al-Salaymeh (the project coordinator) has welcomed the attendance and appreciate their efforts in the project.

ECO-CAR Project in Brief

Prof. Ahmed Al-Salaymeh presented ECO-CAR project in brief. He outlined the project objectives, indicators, progress of work packages and their expected results. Prof. Al-Salaymeh has underlined the achievements of each WP up to date and what is expected from each WP to be achieved in the upcoming months.

WP1: Establishing university-enterprise cooperation

Duration: M1 to M36

Lead University: Jordan University of Science and Technology (JUST)

Co-Lead University: Mutah University (MU), Al-Hussein bin Abdullah II Technical University (HTU) & Universidad de la Iglesia de Deusto Entidad Religiosa (UD)

Overall Plan:

Number	Plan	Duration
1	Proactively identify and seek out network members from different locations.	M1
2	Provide the network members with the needed information about the project aims and activities.	M1
3	Prepare a registration form.	M1
4	Creating a Network of Community Support professionals, potential funders and investors and other stakeholders. The Network members will be involved in different activities of the project.	M5
5	Conduct meetings with enterprises to include them in the design and implementation of the project, to understand stakeholders' interests, concerns and culture.	M5
6	Organise workshops and seminars to exchange information.	M6-M36

7	Sign collaboration agreements with enterprises and training centers to let the students make their internships.	M6
---	---	----

Eng. Salaheddin Abu Yahya (JUST) presented the progress of this work package, registration form as two versions are prepared (Arabic and English) to accommodate with the mother language of the target sector, and the number of registered members in the network since the collected responses are stated below:

Jordanian Partners	Number of network members registered
UJ	13
JUST	10
TTU	10
BAU	8
MU	6
HTU	6
ASU	3
Total	<u>56 members</u>

European Partners	Number of network members registered
TH-OWL	1
UD	2
NTUA	4
Total	<u>7 members</u>

In addition, the partners agreed on the following:

No.	Task	Responsibility	Deadline
1	Contacting stakeholders (JO and EU) partners (extend the deadline).	All partners	29.07.2021
2	ZUJ has to put more efforts to bring some partners to the networking member (extend the deadline).	ZUJ	29.07.2021

WP 2: Baseline Study

Duration: M1 to M6

Lead University: Applied Science University (ASU)

Co-Lead University: Tafila Technical University (TTU), Al-Balqa Applied University (BAU) & Università Degli Studi Dell'Aquila (UNIVAQ)

Overall Plan:

Number	Plan	Duration
1	WP leader will set a detailed plan for the WP.	M1
2	WP leader will design the five surveys in coordination with WP5 leader and submit them to be approved by Technical Committee.	M2
3	Partners will circulate the surveys to the target groups.	M2
4	Co-leaders will analyze the responses under the leader supervision and generate one report.	M4
5	Other WP's will be based on generated results of this surveys.	M5
6	Progress report to be provided by WP leader every 6 months based on collected feedback from Co-Leaders.	M6

Dr. Mohammad Bani Khaled (ASU) presented the progress of this work package and the action plan for the prepared surveys as the report of WP2 has been prepared and it is now under revision by the co-leaders. And agreed on the following:

No.	Task	Responsibility	Deadline
1.	Submit the final report for WP2.	ASU	06.07.2021
2.	Revise the WP2 report by WP6 leader.	UD	13.07.2021

For the remaining WPs presentations it has been cancelled due to the delay of the meeting progress. As the main aim was to focus on the courses preparation for the diploma. At the same time, Prof. Al-Salaymeh has covered the most important tasks and work progress related to each WP.

Workshop Progress

The main objective of the meeting was to conduct a workshop to prepare the courses study plan for the diploma. Prof. Suhail Kiwan and Prof. Ahmed Al-Salaymeh have organized the main ideas regarding the courses preparation with the audience. As a result, 3 main diplomas were created depending on the targeted groups: Professional Diplomas, Vocational Diploma, and Community College Diploma. Consequently, focus group was established for each diploma as stated below:

#	Group 1 Professional Diploma	Group 2 Community College Diploma	Group 3 Vocational Diploma
1.	Prof. Ahmed Al-Salaymeh, Moderator	Eng. Sara Al Twassi, Moderator	Eng. Rasha AlBeek, Moderator

2.	Prof. Suhail kiwan	Prof. Rebhi Damseh	Dr. Osama Ayadi
3.	Prof. Mohammad Almajali	Dr. Ma'moun Al-Smadi	Dr. Loai Dabbour
4.	Prof. Omer Maaitah	Dr. Ahmad Mostafa	Eng. Mohammad Masad
5.	Prof. Amjad Al Fahoum		Eng. Alaa Al Damseh
6.	Prof. Mohammad Hamdan		Eng. Otba Al-Oran
7.	Prof. Mahmoud Irshidat		Eng. Yousef Okour
8.	Dr. Hussam Khasawneh		Eng. Momtaz Abadir
9.	Dr. Mohammad Al Rbai		Eng. Tahani Gaban
10.	Dr. Ali Alahmer		Eng. Eman Abdelhafez
11.	Dr. Nabeel Abu Shaban		Eng. Salah Eddin Abu Yahya
12.	Dr. Mohammad Bani-Khaled		

GROUP 1

This group has studied the courses selection for the Professional Diploma. Consequently, a committee has been established to follow up with the courses selection, as stated below:

#	Name	Position
1.	Dr. Husam Khasawneh	Committee Chairman
2.	Prof. Amjad Al Fahoum	Committee Member
3.	Prof. Mohammad Almajali	Committee Member
4.	Dr. Mohammad Bani-Khaled	Committee Member
5.	Dr. Nabeel Abu Shaban	Committee Member
6.	Dr. Ali Alahmer	Committee Member

The committee has ended up the meeting by the following decisions:

- The committee will select the courses for the professional diploma within 2 weeks
- The committee will visit one of the car's company's in Jordan to study the local market and its competences.

Group 2

This group has selected the courses for the Community College Diploma (2 years diploma), the selected courses are:

#	Course Name	Credit Hours
1.	Vehicle's Engineering	3
2.	Vehicle's Engineering Workshop	2
3.	Internal Composition Engine Lab	1



4.	Automotive Electrical and Electronic Systems	3
5.	Automotive Electrical and Electronic Systems Workshop	1
6.	Hybrid and Electric Vehicle Technology	3
7.	Hybrid and Electric Vehicle Workshop	2
8.	Vehicle Measurement and Control Systems	2
9.	Vehicle Measurement and Control Systems Lab	1
10.	Vehicle Diagnostics and Repair	3
11.	Vehicle Diagnostics and Repair Workshop	2

The following actions have been taken for the selected courses:

1. The short description of the materials will be developed based on the feedback of both the lecturers and students,
2. Add some experiences based on the materials to be purchased by the project
3. Modify the detailed description of the courses

Group 3

The group has prepared a first draft of courses selection for the Training and Vocational Diploma (9 months), which are stated below:

#	Course Name
1.	Safety Systems
2.	Basic Electricity and Electronics
3.	Hybrid Vehicles Systems
4.	Cooling & Lubricant
5.	Exhaust System
6.	Injection & Ignition
7.	I.C Engine
8.	Control Systems
9.	Gear System

The following actions have been taken:

- The Training and Vocational Diploma will be a total of 300 contact hours, distributed to: 100 hours for theoretical courses, 100 hours for applied courses (workshops and labs), and 100 hours for practicing at vehicles companies and centres.
- The group will arrange another meeting (online internal group meeting) to review the prepared list and set out a final list.
- Modify the detailed description of the courses.

Meeting Outcomes

In addition, the following actions have been taken in the meeting:

No.	Action	Responsibility	Date
Management Meeting			
1.	Organize with Budapest University of Technology and Economics a face-to face Management Meeting in Budapest.	Budapest University of Technology and Economics	Proposed Dates 23-24.09.2021 30.09-01.10.2021 07-08.10.2021
Monitoring Visits			
1.	In compliance with Erasmus+ office at UJ, a monitoring visit has been planned to Mutah University.	Local partners	14.7.2021
Courses Selection and Study Plan			
1.	8 courses were/will be selected for each diploma.	Each focus group	
2.	Developing the short description of the courses depending on the feedback of the course's students and lecturers	Each focus group	
3.	Integrating between the lab experiments and the purchased materials by the project	Each focus group	
4.	Developing the syllabus for the selected courses	Each focus Group	

Meeting Photos:













