

**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  
13th Online Management Meeting**

**The University of Jordan  
Amman-Jordan**

**Wednesday, Nov 16th, 2022  
16:00 – 17:30  
(Amman time)**





## Participant List

No.	Participant Name	No.	Participant Name
<b>The University of Jordan</b>			
1.	Prof. Ahmed Al-Salaymeh	2.	Eng. Dania Sreihin
3.	Eng. Rasha Al-Beek	4.	Ms. Hanan Hasan
<b>Jordan University of Science and Technology</b>			
5.	Eng. Salaheddin Abu Yahya		
<b>Mutah University</b>			
6.	Dr. Mohammad Almajali		
<b>Tafila Technical University</b>			
7.	Dr. Wael Adaileh		
<b>Al-Balqa Applied University</b>			
8.	Prof. Rebhi Damseh	9.	Dr. Mamoun smadi
<b>Al-Hussein bin Abdullah II Technical University</b>			
10.	Dr. Tarek Tutunji	11.	Eng. Yousef Okour
<b>Applied Science University</b>			
12.	Dr. Hanan Saleet	13.	Prof. Mohammad Hamdan
<b>Al-Zaytoonah University of Jordan</b>			
14.	Eng. Eman Abdelhafez		

## Minutes of the Meeting

The 13<sup>th</sup> management meeting was conducted via ZOOM video conferencing for the Jordanian Partners to follow up with the implementation of ECO-CAR diplomas at each university and other follow-ups. The meeting started by a welcome speech from the Project Coordinator and viewing the agenda of the meeting by Prof. Ahmed Al-Salaymeh.

### ECO-CAR Diplomas status

#### University: The University of Jordan (UJ)

Prof. Ahmed Al-Salaymeh presented ECO-CAR Diplomas status at The University of Jordan. The Vocational Diploma started on the 2<sup>nd</sup> of October 2022 with 23 students enrolled and the Professional Diploma will start on the 2<sup>nd</sup> semester with an estimated date of 1<sup>st</sup> of February 2023.

Prof. Al-Salaymeh has underlined the achievements of each university up to date and what is expected from each university to be achieved in the upcoming months.

Prof. Al-Salaymeh asked the universities to Sign collaboration agreements or Memorandum of Understanding MoU with enterprises and training centres to let the students make their internships.

The overall plans are as follows:

#### University: Al-Balqa'a Applied University (BAU)

Presented by: Prof. Rebhi Damseh and Dr. Ma'moun Al-Smadi

#### Overall Plan:

Number	Plan	Status
1.	Diplomas Implementation status	
1. A.	Associate degree Diploma	Started 2/10/2022 with 56 students enrolled.
1. B.	Vocational Diploma	Accreditation was obtained and the announcement has been published, estimated date to start is 15/12/2022.
2.	Equipment status	Equipment has been received and a lab opening ceremony has been conducted.
3.	Online workshop	The date and subject of the online workshop to be sent to Eng. Dania within 1 week.
4.	Agreements signed	5 Agreements (MoU) to be signed.
5.	In-house training	Staff who attended Aachen workshop to conduct In-house training.
6.	Travel documents for Aachen workshop	Submitted.



7.	Video recordings for (FG3 course), Dr. Ma'moun Al-Smadi	The videos to be ready and uploaded within 1 week.
8.	Dr. Rebhi suggested a Task Management Plan for all remaining tasks with deadlines to be established.	

**University: Applied Science University (ASU)**

Presented by: Dr. Hanan Saleet

**Overall Plan:**

Number	Plan	Status
1.	<b>Diplomas Implementation status</b>	
	Vocational Diploma	Started 15/11/2022 with 17 students enrolled.
2.	Equipment status	The equipment has been received.
3.	Lab opening	A lab opening ceremony will be conducted after the renovation of the labs is done.
4.	Info-Day	An Info-Day to be along with the lab opening ceremony.
5.	Agreements signed	5 Agreements (MoU) to be signed.
6.	In-house training	Staff who attended BME and Aachen workshops to conduct In-house training.
7.	Travel documents for Aachen workshop	Submitted.
8.	Video recordings for (FG3 course), Dr. Hanan Saleet	The videos to be ready and uploaded within 1 week.

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

Presented by: Eng. Salaheddin Abuyahya

**Overall Plan:**

Number	Plan	Status
1.	Diplomas Implementation status	
1. A.	Professional Diploma	Accreditation was obtained and the announcement has been published, estimated date to start is 01/02/2023.



1. B.	Vocational Diploma	Accreditation was obtained and the announcement has been published, estimated date to start is 15/12/2022.
2.	Equipment status	The equipment has been received.
3.	Lab opening	A lab opening ceremony will be conducted.
4.	Info-Day	An Info-Day to be along with the lab opening ceremony.
5.	Agreements signed	5 Agreements (MoU) to be signed.
6.	In-house training	Staff who attended BME and Aachen workshops to conduct In-house training.
7.	Travel documents for Aachen workshop	Submitted.
8.	Video recordings for (FG3 course), Eng. Salaheddin Abuyahya	The videos to be ready and uploaded within 1 week.
9.	Network from BME and UNIVAQ	Eng. Salaheddin Abuyahya will contact BME and UNIVAQ to get stakeholders to join the network.

**University: Mu'tah University (MU)**

Presented by: Dr. Mohammed AlMajali

**Overall Plan:**

Number	Plan	Status
1.	Diplomas Implementation status	
1. A.	Professional Diploma	Accreditation was obtained and the announcement has been published, estimated date to start is 01/02/2023.
1. B.	Vocational Diploma	Accreditation was obtained and the announcement has been published, estimated date to start is 15/12/2022.
2.	Equipment status	The equipment has been received.
3.	Lab opening	A lab opening ceremony will be conducted.
4.	Agreements signed	5 Agreements (MoU) to be signed.
5.	In-house training	Staff who attended BME and Aachen workshops to conduct In-house training.



6.	Travel documents for Aachen workshop	Submitted.
7.	Video recordings for (FG3 course), Dr. Mohammed AlMajali	The videos to be ready and uploaded within 1 week.

**University: Al-Zaytoonah University of Jordan (ZUJ)**

Presented by: Eng. Eman Abdelhafez

**Overall Plan:**

Number	Plan	Status
1.	Diplomas Implementation status	
1. A	Vocational Diploma	Accreditation was obtained and the announcement has been published, estimated date to start is 15/12/2022.
2.	Equipment status	The equipment has been received.
3.	Lab opening	A lab opening ceremony will be conducted.
4.	Info-Day	An Info-Day to be along with the lab opening ceremony.
5.	Agreements signed	5 Agreements (MoU) to be signed.
6.	Online workshop	The date and subject to be sent to Eng. Dania within 1 week.
7.	In-house training	Staff who attended BME and Aachen workshops to conduct In-house training.
8.	Travel documents for Aachen workshop	Submitted.
9.	Video recordings for (FG3 course), Eng. Eman Abdelhafez	The videos to be ready and uploaded within 1 week.

**University: Tafila Technical University (TTU)**

Presented by: Dr. Wail Adaileh

**Overall Plan:**

Number	Plan	Status
1.	<b>Diplomas Implementation status</b>	
1. A.	Associate degree Diploma	Started 2/10/2022 with 10 students enrolled.
1. B.	Vocational Diploma	Accreditation was obtained and the announcement has been published, estimated date to start is 15/12/2022.

2.	Equipment status	The equipment has been received.
3.	Lab opening	A lab opening ceremony will be conducted.
4.	Agreements signed	5 Agreements (MoU) to be signed.
5.	In-house training	Staff who attended the Aachen workshop to conduct In-house training.
6.	Travel documents for the Aachen workshop	Submitted.
7.	Video recordings for (FG3 course), Dr. Wail Adaileh	The videos to be ready and uploaded within 1 week.

**University: Al-Hussein bin Abdullah II Technical University (HTU)**




Presented by: Prof. Tarek Tutunji, Eng. Yousef Okour

**Overall Plan:**

Number	Plan	Status
1.	<b>Diplomas Implementation status</b>	
2. B.	Vocational Diploma	The diploma started on 11/09/2022 at Hakama (Vocational Training Cooperation-VTC) in cooperation with HTU for 1 year with 26 students.
3.	Equipment status	The equipment has been received.
4.	Lab opening	A lab opening ceremony will be conducted.
5.	Agreements signed	5 Agreements (MoU) to be signed.
6.	In-house training	Staff who attended the Aachen workshop to conduct In-house training.
7.	Travel documents for the Aachen workshop	Submitted.
8.	Video recordings for (FG3 course), Eng. Yousef Okour	The videos to be ready and uploaded within 1 week.

**Finally, Prof. Ahmed Al-Salaymeh thanked all participants in the conducted online meeting.**

**Attachments**

- Events template  [ECO-CAR word template 1.docx](#), in order to be filled with every event (Seminar, Workshop, Info-Day, etc.) each institution conducts.
- Memorandum of Understanding (MoU) Example:  [TVTA-ECO-CAR-JO-MoU.docx](#) in order to be signed with different stakeholders in cooperation with each institution.
- Attendance sheet for ECO-CAR diplomas template  [Attendance sheet templete.doc](#), to be modified to suit diplomas at each intuition.



## Photos

University of Jordan...

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**Wednesday, November 16th, 2022**  
**16:00 – 17:30**

<b>15:50-16:00</b>	<b>Registration</b>
<b>16:00 - 16:05</b>	<b>Welcoming Speech, by:</b> <b>Prof. Ahmed Al-Salaymeh, General Project Coordinator at the University of Jordan.</b> <p style="text-align: center;"><b>Jordanian Universities</b>  <b>Moderator of the sessions Eng. Dania Sreihin</b></p>
<b>16:05-16:10</b>	<b>Main Points to discuss</b>
<b>16:10 - 16:20</b>	<b>Partner:</b> Al-Balqa'a Applied University (BAU) <b>Presented by:</b> Prof. Rebhi Damseh, Dr. Ma'moun Al-Smadi <ul style="list-style-type: none"> <li>✓ Diplomas Implementation status</li> <li>✓ Equipment status</li> <li>✓ Online workshop</li> <li>✓ Agreements signed</li> <li>✓ In-house training</li> <li>✓ Travel documents for Aachen workshop</li> <li>✓ Video recordings for (FG3 course), Dr. Ma'moun Al-Smadi</li> </ul>
<b>16:20 - 16:30</b>	<b>Partner:</b> Applied Science University (ASU)



Ahmed Al-Salaymeh



Ahmed Al-Salaymeh



Rebhi Damseh

Yousef Okour | L...

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University of Jordan...

ECO-CAR Vocational Training Diploma on Electrical and Hybrid Vehicles

Erasmus+ Programme of the European Union

**Wednesday, November 16th, 2022**  
**16:00 – 17:30**

**15:50-16:00 Registration**  
**16:00 - 16:05 Welcoming Speech, by:**  
**Prof. Ahmed Al-Salaymeh, General Project Coordinator at the University of Jordan.**  
**Jordanian Universities**  
**Moderator of the sessions Eng. Dania Sreihin**

**16:05-16:10 Main Points to discuss**  
**16:10 - 16:20 Partner: Al-Balqa'a Applied University (BAU)**  
**Presented by: Prof. Rebhi Damseh, Dr. Ma'moun Al-Smadi**

- ✓ Diplomas Implementation status
- ✓ Equipment status
- ✓ Online workshop
- ✓ Agreements signed
- ✓ In-house training
- ✓ Travel documents for Aachen workshop
- ✓ Video recordings for (FG3 course), Dr. Ma'moun Al-Smadi

**16:20 - 16:30 Partner: Applied Science University (ASU)**

Zoom Meeting

Ahmed Al-Salaymeh

Ahmed Al-Salaymeh

Rebhi Damseh

Dania Sreihin

Dr. Wael Adailleh

Dr. Wael Adailleh

Recording...

Ahmed Al-Salaymeh

Ahmed Al-Salaymeh

Yousef Okour | LOONJET for Water Sport Equipment

Dania Sreihin

Rebhi Damseh

Tarek Tutunji

mamoun smadi

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**Dr. Wael Adailleh**

**mamoun smadi**

**Hanan Saleet**

**Salah Abu Yahy...**

Dr. Wael Adailleh

mamoun smadi

Hanan Saleet

Salah Abu Yahya Sabbarene

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