



Co-funded by
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18 – 19 February 2016
Cracow University of Technology

Kick-Off Meeting
TEMPUS DOCMEN

**Development of two cycle innovative
curricula in microelectronic engineering**

Agenda

Venue: Jana Pawła II 37 A, room: D212

18.02.2016

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|---------------|---|
| 9:30 – 10:00 | Registration of the conference participants |
| 10:00– 10:30 | Opening of the conference.

Welcome by Kinga Korniejenko, coordinator

Opening by Janusz Mięka, Head of the Institute |
| 10:30 – 11:00 | Presentation of the DOCMEN project: goals, project team (Elena Eyngorn and Dr. Arnold Sterenharz) |
| 11:00-11:15 | Coffee Break |
| 11:15 – 12:30 | Presentation of European partners (info about the organisation, role in the project; presentation on academic content and curricula by each western partner (10 min per presentation): <ul style="list-style-type: none">• Sofia University of Technology, BGR• Politecnico di Torino, IT• Technische Universitaet Berlin, DE• Cracow University of Technology, PL• ECM, DE |
| 12:30 – 13:30 | Lunch |
| 13:30 – 15:00 | Presentation of each partner: about the university/faculty/role in the project (max. 5 min): <ul style="list-style-type: none">• Tel Aviv University, IL• Sami Shamoon College of Engineering, IL• Bar-Ilan University, IL• Holon Institute of Technology, IL• L.N. Gumilyov Eurasian National University, KZ• Caspian Public University – KZ• Shakarim State University of Semey, KZ• North Kazakhstan State University named after M. Kozybayev”, KZ |

- Yerevan State University, AM
- National Polytechnic University of Armenia, AM
- European Regional Educational Academy Foundation, AM
- Gavar State University, AM

15:00 – 15:15

Coffee break

15:15 – 18:00

Workshop on management of the ERASMUS + project DOCMEN - detailed discussion of the project plan implementation, activities and expected project results: workshop on project activities, report requirements, deadlines

- Budget
- Organization of project trainings at EU universities and master-classes at target universities
- Purchase and installation of Equipment
- Establishment of MicSO (business incubators)
- Sustainability and dissemination strategy of the project
- Regulations for all budget headings expenditures
- Reporting on project activities and contract amendments
- Financial management of the grant

18:30 -21.00

Dinner

19.02.2016

9:00 – 9:30

Presentation experiences form project MMATENG (TEMPUS) by Peter Arras, coordinator of MMATENG

9:30 – 12:00

Workshop on the methodology of new curricula development: reviewing of the existing curricula and update/adoption of a developed curricula. European recommendations on Bologna Process including ECTS.

12:00 - 12:30

Lunch

12:30 – 14:30

Summary meeting: discussion and adoption of the working protocol to ensure the implementation of the project work plan; formation of the project member board, discussion of the venue and dates of the next project meeting.