

EMEU4ALL STEERING GROUP MINUTES 27 March 2019

Topic	Comments	Actions for the final report	Responsible partner
THE PAST	I/Os to be delivered		
The intellectual Outputs	<p>We promised to deliver</p> <ul style="list-style-type: none"> - 40 study Modules, 2 per partner - 40 Virtual Communication activity descriptions - A revised ECVET manual - A Virtual Communication Activity Manual - Feedback on tested SMs and VAs <p>We have delivered (almost) all the I/O's.</p>	<ol style="list-style-type: none"> 1. Ensure that the developed Study Modules are uploaded (Active/Archived) 2. Send the final update/upgrade of ECVET manual. 3. Provide summary for the final report of the status of ECVET in E4ALL 4. Provide revised QA procedure 5. Update and upload VCA manual onto website 6. Website guide adjustment 7. Compiling data and writing the final report 	<p>All</p> <p>Rea</p> <p>Rea</p> <p>Rea/Louise/Jessica/Flemming Frans</p> <p>Flemming Frans</p>
SurveyMonkey questionnaire	<p>Recommendations</p> <p>A The revised QA procedure should still include a SurveyMonkey procedure with fewer and simpler questions;</p> <p>B The HOSTING section should include the instruction for staff to fill in the questionnaire <u>with</u> the students</p>	To put the revised QA procedure and the recommendations to the EMEU network SG	Jon

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SurveyMonkey questionnaire	<p>C The SENDING section should include the instructions that students:</p> <ol style="list-style-type: none"> 1. Make a presentation to evaluate their experiences whilst abroad and 2. To use this presentation at their own college to promote the EMEU program <p>Additional suggestion: could this be part of the assessment procedure?</p>	To put this recommendation to the EMEU network SG	Frans
E4ALL Partner experiences			
BBSW1 Ludwigshafen	<p>EMEU concept is excellent. BBSW1 unfortunately will leave the EMEU network due to other and larger national projects *¹)</p> <p>SM: Due to restrictions sending students was a problem; VA: very popular; excellent results</p> <p>Recommendation: Add to SENDING section on the website that students should report to their contact person/company (obliged by law!) if they need to break off their stay in case of an emergency</p> <p>*¹) Their sister college, BBSW2, will join the EMEU network for RETAIL.</p>	To put this recommendation to the EMEU network SG	Frans

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BATH College	<p>EMEU great concept.</p> <p>Experienced financial restrictions. Despite that BC sent 4 students, received 22 students and 30 additional students from Horizon College. BC experiences large staff turnover which doesn't help embedding the work on EMEU</p> <p>We believe that students benefit really well; in some students the change after an EU experience has been phenomenal</p> <p>The responsibility and roles requires commitment internally, from one's own organization first and foremost We should make the benefits for the college more visible.</p> <p>BC strategies for continuing the project:</p> <ol style="list-style-type: none"> 1. Study Modules transfer to staff at Bath 2. Acquisition of new Bath teams continuing (Social Care and Early student years) 	<p>BC strategies for continuing the project:</p> <ol style="list-style-type: none"> 1. Study Modules transfer to staff at Bath 2. Acquisition of new Bath teams continuing (Social Care and Early student years) 	Jessica
mboRijnland	<p>EMEU4ALL project has been very successful</p> <p>Recommendation:</p> <p>Visit one's EMEU Team partners and industries</p> <p>Hosted 30 students from Bath</p> <p>Expands with new EMEU teams: ICT/ELECT-ENG</p>		

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	Guus has been made EMEU coordinator		
AarhusTech	<p>EMEU concept proves to be very beneficial to college; Good student experiences; Expansion to other teams: Painters / Industrial technicians and possibly to bricklayers, bakers, and hairdressers;</p> <p>SM: The EMEU format (3wks) fits our system and employers schedule (Basic courses I-II (16+) VA: Try to start with Virtual Activities in Basic I to motivate them; will help motivate Basic II to go</p> <p>Marketing: have involved our marketing department to get staff interested in international activities Have implemented a new LMS Have developed a preparatory module for outgoing students</p> <p>Recommendations A Improve communication on all network levels; it makes everybody's life much easier B The network should meet twice a year</p>	<p>ACTION: will share Preparatory Module for outgoing students with EMEU partners</p> <p>To put these recommendation to the EMEU network SG</p>	<p>Flemming</p> <p>Flemming</p>

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Gradia	<p>Aino Malin is getting used to the routines of hosting and sending students</p> <p>The EMEU concept is very inspiring, also to staff</p> <p>Gradia is involved in EMEU with 9 teams</p> <p>At the moment Masonry new module is tested by Denmark</p> <p>Challenges in EMEU:</p> <p>A Commitment in team necessary</p> <p>B In Gradia there will be discussions with managers over idea, facilitation, Jyvaskyla conference, impact</p> <p>At Gradia it now possible to send students for 3 weeks (previously: 6 weeks only)</p> <p>Gradia sent out 15 students / received 20 students. Gradia has 2 accommodation dorms</p> <p>Recommendations</p> <p>Network should look at preparing students (Issue, expectations)</p> <p>(Advice: (See Flemmings Preparatory Module)</p>		

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Sophie-Scholl	<p>EMEU concept is wonderful; Unfortunately Sophie-Scholl cannot continue in the EMEU network due to low student motivation Project started out well and we sent quite a large number of students In EMEU team we offer 8 places, but interest from students declined;</p> <p>VAs: tried Virtual Activities but this didn't help to motivate students SMs: Duisburg doesn't seem to be attractive for students</p> <p>Other reasons: Sophie-Scholl's new management has made different choices due to Government Quality Assessment</p> <p>Future: A Perhaps we will use the EMEU network again as the EMEU experience is very positive;</p> <p>Recommendation: Training of how to organize and run a Virtual Activity may be beneficial</p>	<p>Action: put to EMEU network Steering Group Offer training in how to set up and run a Virtual Activity during the annual partner meetings (optional programme item)</p>	Frans

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HYRIA	<p>The EMEU network is great; Hyria involved with Child care and Elderly care and Retail (new);</p> <p>Very grateful for the project. Our main target group has been our own students; In Health Care English/intercultural diversity very important. EMEU is improving their skills. English is a problem for lots of students</p> <p>Health Care: Necessity to speak English/citizenship embedded in the curriculum</p> <p>Work load quite heavy on Tanja Korteharju (coordinator) as Hyria lost many skilled staff</p>		
Bridgwater & Taunton	<p>EMEU experiences have been very positive, many students sent and received;</p> <p>Experienced staff problems due to merger: changes in the college, lots of pressure on teaching, reduced teachers. B&T has had 9 retail teachers since start of the project! Communication and English, obviously, less of a problem;</p> <p>Two members of staff on a module is almost impossible;</p> <p>EMEU great success: normally lots of students never leave the area (Bridgwater/Taunton)</p>		

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	<p>Aims to stimulate work experience more through work-based learning (now optional, will become compulsory)</p> <p>Unfortunately N&T cannot offer Cabinetmakers anymore due to pressure on staff.</p>		
IES ZubiriManteo	<p>ZM can only get funding for 3 weeks; cannot finance activities and therefore has to leave the network;</p> <p>Experiences in Teams Retail and Marketing: have been very satisfactory experience for ZM's students and staff;</p> <p>ZM has experienced internal reorganizations EMEU has been a great experience</p> <p>Recommendation: create stability in partner college contacts</p>		
ROC Horizon College	<p>HC is involved with 6 teams in E4ALL and 13 teams in entire EMEU network;</p> <p>All teams have hosted and sent many students;</p> <p>The EMEU concept is very attractive: offers possibilities for young(-er) students as a threshold to study modules or work placements.</p>		

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	<p>All in all very positive experiences have had impact on other HC teams: Bakers, doctors-assistants, hairdressers and painting now wish to join.</p> <p>Recommendation the sustainability of the EMEU network: We need to discuss the criteria for joining the network (Expectations, commitment, roles and tasks).</p>	Action: put recommendation to the EMEU network Steering Group	Frans
IMPACT	<p>Project Manager explains the need for his (new) IMPACT form for quick overview of impact on all stakeholders</p> <p>All partners agree that the impact on students and staff has been high. Embedment into curricula is still a challenge.</p>	Action: send all partners the impact form	Frans
FINAL REPORT REQs	All partners provide input for the Final Report.	Action: All partners provide before 21 st April: timesheets, calculator sheet, dissemination and impact documents	All
THE PRESENT: EMEU NETWORK	Frans shows overviews of the current EMEU4Engineering network and EMEU4ALL network: the two will from now on be one large EMEU network	Action: 27-30 November 2019 Jyväskylä college will host the first annual EMEU network meeting.	Gradia and EMEU network Steering Group

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EMEU NETWORK COORDINATION	<p>The current network is coordinated by 3 partners:</p> <p>Horizon College. Frans van Schaik: network coordinator for general issues</p> <p>mboRijnland. Guus Wismans: network coordinator for NEWS items)</p> <p>SAVO. Jaana Räsänen: network coordinator for organizing (SKYPE) meetings</p>	<p>Action: to put forward at first annual meeting we need to discuss the organization for the new network; roles, tasks and responsibilities of</p> <p>Network president (f/m) Steering Group members EMEU Team leaders and EMEU team members</p> <p>Action: Election of new EMEU president</p>	Aino/Frans
EMEU WEBSITE	Flemming shows a PowerPoint on the website and what should be done in case of desired changes	Action: Provide PowerPoint on the EMEU Website to project manager	Flemming
The FUTURE Ownership and Communication	<p>These items have been discussed at length. In order to keep the network sustainable, partners should commit themselves to the network rules and the need for quick and effective communication at all levels. It's vital that a Team Leader and the EMEU Team members take control of their role in accordance with the cooperation agreement text.</p> <p>We see that EMEU Teams that take ownership work best: e.g. in case partners are lost, actions</p>	Action: Put to and ask for suggestions from the Steering group to keep the network sustainable and the commitment to quality as high as possible.	Aino/Frans

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	are taken to approach the EMEU network first and then new EU college partners.		
ROADMAP	<p>1 Requests to the EMEU network for a new Team Member is not effective enough.</p> <p>Recommendation: to give the network max 1 month to respond to a EMEU Team's request. After that, as per current RoadMap, a partner can go external.</p> <p>Observations 1 Within the EMEU teams students participate in their TEAM's study modules;</p>	Action: put recommendation to SG	Frans
	<p>2 Students indicate they wish to participate in a study module within <u>another</u> vocational area (e.g. ICT to Welders, Health Care to Sport</p>	Action: discuss this options fully in next SG meeting	Frans
	<p>3 Partners wish to work with other vocational teams to create cross-over modules, e.g. ICT-Health Care, Marketing and Retail etc.</p>	Action: put observations 2 and 3 to the SG	Frans
The NEW QA procedure	As discussed earlier	Action: Partners will revise the current procedure which is largely based on SurveyMonkey	Rea, Louise and Jessica/Flemming/Jon

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NEW EMEU KA2 initiative	The E4ALL steering group discusses ideas for a new KA2 cross-over project.	Action: partners discuss this idea at their own college and report their interest and willingness to participate	All
Roles and Tasks In partner meeting	The allocated tasks for the organization of the EMEU partner meeting (Thursday/Friday) are discussed and agreed upon.		
16.15	End of Steering Group meeting Frans thanks everybody for their enthusiastic input during the meeting Frans thanks BBSW1 partners, Bastian and Dennis for the organization of this Final Conference		

General items

1. **ACTION:** REQUEST TO UPLOAD **NEWS**

2. **WEBSITE:** Flemming

- Procedure when introducing a new sector (DON'T) and new education
- To avoid confusion the SG should look at the suggestion before the partners do a lot of work
- Adjust the RoadMap
- Use Chrome
- Send out an email to update the personnel data
- **ACTION:** overview of all modules
- **ACTION:** web-text needs to be checked for ENGLISH
- **ACTION:** Uploading news items
- **ACTION:** inform Flemming of mistakes in the WEBSITE TEXT
- **ACTION:** Add showcases (approved)
- **LINK:** Flemming shows OYSTER video

3.