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## ERASMUS + Capacity Building in the Field of Higher Education (CBHE) CATALYST-PROJECT MANAGEMENT MEETING 18<sup>th</sup>- 21<sup>st</sup> November 2018, Limerick, Ireland.

\*\*\*Location on Monday 19<sup>th</sup> November is Main Lecture Theatre, Limerick School of Art and Design, Clare Street, Limerick.

\*\*Location on Tuesday 20<sup>th</sup> November and Wednesday 21<sup>st</sup> November is Abbey Suite 1, The Absolute Hotel, Sir Harrys Mall, Limerick

Sunday 18 <sup>th</sup> November 2018 - Travel for delegates to Limerick	
Monday 19 <sup>th</sup> November 2018 (Location: Limerick School of Art and Design, Clare Street, Limerick city)	
09.00 – 09.30	Registration
09.30 – 10.00	Opening and Welcome address from Limerick Institute of Technology-  Professor Vincent Cunnane, President of Limerick Institute of Technology  Jerald Cavanagh, Institute Librarian, Limerick Institute of Technology  Opening and Welcome address: Elisabeth Lazarou – CBHE Project Leader (Project 573873) University Politehnica of Bucharest, Bucharest, Romania.
10.00 – 10.15	Update on progress since project commencement CBHE project 573873: <i>Communicative Approaches in University Vocational Teaching Methodology Focusing on Improving Educational Yield and Sustainability</i> [CATALYST] – Elisabeth Lazarou (UPB), Jerald Cavanagh (LIT), Pdraig Kirby (LIT), Gerard Cullen (TU Dresden), Dr David Allan (EHU) and The Pyramid Group.
10.15 – 11.00	Project Management Committee Meeting: Each PC institution partner will <b>Briefly</b> (5 mins per partner): <ol style="list-style-type: none"><li>1. Present progress in the project since project commencement</li><li>2. Present the team that have been involved in the project since project commencement</li><li>3. Outline future plans for integration of CATALYST results into curricula and university systems in general</li></ol>
10.15 – 10.20	Ho Chi Minh University of Technology and Education [HCMUTE]

10.20 – 10.25	Ho Chi Minh University of Technology [HUTECH], Vietnam
10.25 – 10.30	Hanoi University of Science and Technology [HUST], Vietnam
10.30 – 10.35	University of Languages and International Studies – Vietnam National University, Hanoi [ULIS-VNU], Vietnam
10.35 – 10.40	Hung Yen University of Technology and Education [UTEHY], Vietnam
10.40 – 10.45	Vinh University of Technical Education [VUTED], Vietnam
10.45 – 10.50	National University of Laos [NUoL], Laos
10.50 – 10.55	University of Health Sciences [UHS], Laos
11.00 – 11.30	<b>Tea/Coffee Break</b>
11.30-12.30	<b>Update from EU project partners (5 minutes per partner)</b>
11.30 – 11.35	Limerick Institute of Technology [LIT], Ireland
11.35 – 11.40	Edge Hill University [EHU], United Kingdom
11.40 – 11.45	Paul Francis East [PFE], Germany
11.45 – 11.50	Technical University of Dresden [TUD], Germany
11.50 – 11.55	University Politehnica of Bucharest [UPB], Romania
11.55-12.30	QA feedback, discussion on needs and roles
12.30 – 1.45	<b>Lunch</b>
2.30-6.00	<b>Documentary Trip- visit to the University of Limerick (UL) Library and Campus, tour of facilities. Tour of UL Library and Campus</b>
6.00	Close of Day
<b>TUESDAY 20th NOVEMBER 2018 (Location: The Absolute Hotel, Sir Harrys Mall, Limerick Limerick City) -</b>	
9.00-10.30	<b>Other Administrative matters (Led by Elisabeth Lazarou- UPB)</b> <ul style="list-style-type: none"> <li>• Intermediate Report (Submitted by UPB May 2018)</li> <li>• Briefing on Requirements for the Final report (Due October 14<sup>th</sup> 2019)</li> <li>• Deliverables and Dates</li> <li>• Project sustainability</li> <li>• Action Plan and Next Steps</li> </ul>
10.30-11.00	Review of Training held in Dresden (March 2018)- led by EU partners with

	contribution from PC's.
<b>11.00-11.30</b>	Tea/Coffee
<b>11.30-1.00</b>	Update on use of Finances and budget for CBHE project 573873 CATALYST – as per <i>Guidelines for use of the Grant</i> (led by UPB with contributions from EU and PC institutions).
<b>1.00-2.00</b>	Lunch
<b>2.00-3.30</b>	Review and Discussion on implementation of CATALYST Curriculum modules Including Review of Piloting of CATALYST Modules to date.
<b>3.30-4.00</b>	Tea/Coffee
<b>4.00—5.30</b>	Review and Discussion on implementation of CATALYST Curriculum modules Including Review of Piloting of CATALYST Modules to date.
<b>5.30-6.00</b>	Feedback and Discussion
<b>6.00</b>	Close of Day
<b>8.30</b>	<b>Networking Evening for EU and PC's in Limerick City (Venue to be confirmed)</b>

**WEDNESDAY 21st November 2018 (Location: The Absolute Hotel, Sir Harrys Mall, Limerick City) (\*\*Meeting for EU and PC main contact persons only).**

<b>9.30-11.00</b>	Update on the Dissemination Workpackage (LIT)
<b>11.00-11.30</b>	Tea/Coffee
<b>11.30-12.30</b>	Update on Dissemination WP elements and implementation covering: <ul style="list-style-type: none"> <li>• Dissemination Strategy (Proposed)</li> <li>• Ongoing population of CATALYST Online Platform</li> <li>• National PC Project Status Awareness Day Conferences</li> <li>• Sustainability – Official Accreditation Process for Core Curricula including Inter-university Module Recognition Agreements</li> <li>• Final Project Conference</li> </ul>



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<b>12.30-1.30</b>	<b>Lunch</b>
<b>1.30-3.30</b>	<b>Final Discussion, summary and wrap up</b>
<b>4.00</b>	<b>Close of Day</b>

**Thursday 21 November 2017**

Travel for delegates from Limerick city, Ireland