**MORALE Erasmus+ Project**

**598318-EPP-1-2018-1-LB-EPPKA2-CBHE-JP**

**“Capacity provision:towards sustainable NGOs management and operation with special focus on refugees/Morale.” building for curricula modernization of Syrian and Lebanese HEIs and lifelong learning**

| **Title** | **1st Zoom Meeting of MORALE** | **Date** | **13 May 2020** |
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| **Place** | **Virtual** | **Time** | **3.00 pm CET** |
| **Attendants** | **Sobhi Abou Chahine (BAU), Abulrahman Baydoun (BAU), Riad AbdulRaouf (DU), Moaz Alsherfawi Aljazairli (DU), Anmar Orabi (DU), Sulaiman Mouselli (AIU), Chadi Azmeh (IUST), Ahmad Fayez Altabba’ (Bilad Acham University), Saeed Barazi (Bilad Acham University), Sara Alchareef (Bilad Acham University), Safwan Kayal (Rasheed Association)**Luis Gomez de Membrillera (University of Alicante) ; Rami Chahine (Oldenburg University), Bassem Kaiss (MUBS) ; Sélim Mekdessi (LU), Sarah MAKHOUL(LU) ; **Absent** Marie Abou JaoudeGeorge from Oldenburg University is replaced by Rami Chahine |

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|  | Minutes  |
|  | * **Progress so far**
* **Administrative and Financial Management (BAU+IUST)**
1. **The minutes of Bologna University visit are uploaded to the secure area of MORALE website**
2. **Partners prepared the questionnaires and surveys for academics and NGOs and Syrian partners translated the questionnaires into Arabic in coordination with the project coordinator, Dr Sobhi Abou Chahine, to make it easy to answer for non-English speakers.**
3. **Efforts to transfer money from BAU to University of Alicante and Lebanese University hopefully will be solved soon,**
4. **Money transfer to Syrian partners will be on the completion of Preparation WP**
* **Logo & website & internal disseminations (DU+BAU)**
1. **DU subcontracted the Logo and sent versions that partners voted on and selected one. DU is requested to send the receipt to be paid by BAU.**
2. **The website link is sent to partners with username and password for the secure area**
3. **Dr. Soubhi navigated through the website and asked for feedback. The secure area contains minutes and PowerPoint presentations. He also briefly presented the minutes of Bologna study visit.**
4. **Dr.Soubhi to resend the username and password for the secure area**
* **Internal Quality Control Report (UA)**
1. **Luis Gomez from University of Alicante has collected satisfaction surveys upon finishing the Kick-off meeting but not yet collected them for Bologna visit.**
2. **Luis will distribute the satisfaction surveys of Bologna visit soon.**
* **Study visit minutes to University of Bologna (UNIBO): discussed briefly and partners are invited to provide their comments**
* **Surveys and Interviews Design (All Partner):**

**Dr. Bassem raises the issue of preparing a structured interview template for authorities dealing with NGOs such as the Ministry of Social welfare and Ministry of Higher education. He proposed also to distribute the questionnaire to students/alumni.**1. **Partners agree to develop this structured interview template and Dr. Moaz (DU) wants it to be simple and ask on opinions and views.**
2. **A zoom meeting will be arranged to agree on the interview content and structure between LB and SY partners**
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|  | * **Current Activities**
* **Templates for study visits’ reports & National Reports: will be prepared once data is collected**

**After finalizing the data collection and data analysis, we will be able to write the study visit report. Expected to be done by July-Augus**t* **Surveys to NGOs & Academics (Lebanon+Syria)**

**Surveys in Syria:****Academic Questionnaire: 85 (Arabic)+ 33 (English)🡺 118 academic respondents to the questionnaire (90 is the minimum)****NGO Questionnaire: 165 respondents (90 is the minimum)****Surveys in Lebanon:****Academic Questionnaire: 33 respondents** **NGO Questionnaire: 33 respondents****Interviews in Syria of NGOs:****Damascus University collected: 8, IUST:7, AIU:4, Bilad Alcham: 5, RA:2🡺26 interviews (20 is the minimum)****Surveys and Interview progress in Lebanon*** **Interviews with NGOs & Academics (Lebanon+Syria)**

**Interviews in Syria and in Lebanon with Academics: Not yet started.****Partners agree to speed up the process of data collection to be performed by end of June** |
| 1.
 | * **Postponed Activities**
* **Study visit to University of Alicante & Study visit to University of Oldenburg:**

**Sulaiman (AIU) suggests that the aim of the visits be changed from study visit to capacity building on preparing curricula and TOT on Lifelong learning skills that appear because of the survey and interviews.*** **Internal & External Dissimination**

**Dr. Bassem (MUBS) raised some concerns regarding the dissemination activities. That is:****1. He inquires about the possibilities of having Arabic version of the website****2. The importance of disseminating an e-newsletter to be published every quarter (more productive dissemination)****3. To formulate dissemination strategy****4-More use of social media****Riad (DU) will prepare in cooperation with BAU a draft for the dissemination strategy*** **Regional Round Tables with Authorities (Once study reports are ready)**
* **National Seminars (Once study reports are ready)**
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|  | * **Other issues**
* **The Possibility of arranging Virtual visits to University of Alicante & University of Oldenburg**
1. **University of Alicante will be available to organize virtual study visit in July but Rami need to consult University of Oldenburg about this possibility. It is more likely that it will be after October when university goes to function.**
* **Data Analysis (UO+LU)**

**Rami (University of Oldenburg) will familiarize himself with the project content as he joins the project recently** * **Hold next online meeting at the end of June.**
* **Proposed dates for study visits**

**Luis to suggest dates in July for virtual study visit****Physical visits to be discussed when Covid-19 situation improves, not expected before next academic year and will aim at building capacity in preparing the NGO curricula and TOTs*** **Other issues**
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