



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



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of the European Union

Morale Erasmus+ Project

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



Title	Zoom Consortium Meeting of MORALE	Date	26 May 2021
Place	Virtual	Time	6:00 pm Beirut Time

Attendees: Sobhi Abou Shahin(BAU), Bassem EL Kaissi(MUBS), Selim Mekdessi(LU), Marie Aboujaoude(LU), Sulaiman Mouselli (AIU), Chadi Azmeh (IUST), Mhd Saeed Barazi (Bilad Acham University), Rabih Chattat(UNIBO), Luis Gómez de Membrillera (University of Alicante), Ester M. Kalogeroudi 4-elements (NGO), Ahmad Fayez Altabba' (Bilad Acham University), Jorge Gomez, Laura Sadowski (Oldenburg University), Anmar Orabi (DU), Firas hmadeh (Alrashid association)

Agenda	
1	<p>❖ Welcoming Remarks: Dr Sobhi Abou Chahine :BAU</p> <p>The grant coordinator, Dr Sobhi Abou Chahine, welcomed partners and thanked them for their commitment and attendance of the meeting.</p>

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2	<p style="text-align: center;"> WP1: Management</p> <ul style="list-style-type: none"> ▪ Evaluation result of the mid-term report. The grant coordinator gave a brief presentation about the feedback letter from the EU about the mid-term report, and inform all partners that the feedback was (Good) and discussed with all partners the remarks from EU to be considered in the future. He also noted that the external quality report is appreciated. Representatives of all partners gave their feedback and discussed all issues noted in the mid-term report. ▪ Communicated with the project officer regarding the equipment and staff cost for Lebanese and Syrian partners due to financial restrictions The grant coordinator gave a brief presentation about the virtual meeting with the project officer in Brussels, Mr Clivio Gazali and the National Erasmus+ Officer in Lebanon, Dr Aref Alsoufi. He discussed with all partners the critical financial situation in Lebanon, and presented several scenarios of how to receive the second installment. He explained that the second pre-financing will be paid only if 70% of the first pre-financing amount has been spent. - 1st option: European partners may send back certain amount from their staff costs to buy equipment and these amounts will be sent back to them after receiving the second installment. - 2nd option: Transferring amount from travel cost and cost of stay to equipment budget, It was agreed that the EU partners need permission from the project officer in EACEA to transfer part of the money to buy the equipment ▪ Staff cost documents (waiting the signed and stamped documents as well as the contracts) The grant coordinator asked partners who did not send financial documents to send to BAU as soon as possible. ▪ Next face to face meeting The grant coordinator proposed that next steering committee to be held physically depending (on) the covid-19 pandemic situation, in Greece during the month of September (2021)
3	<p style="text-align: center;"> WP2 Needs Analysis (capacity building)</p> <ul style="list-style-type: none"> ▪ Discussion of evaluation results The grant coordinator confirmed that this work package is accomplished, all documents (2 reports) are on the website, and they are the basis for other WPs (3.4.5). He highlighted that two roundtables were organized in Lebanon and in Syria to disseminate the results ▪ Available programs relevant to NGO at EU partners The grant coordinator asked EU partners to send their available programs relevant to NGO

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❖ WP3 (capacity building),

▪ Evaluation of training modules 1 and 2

The grant coordinator discussed with all partners the current situation, the current activities and the future plan. 2 ToTs have been conducted by the University of Bologna and University of Alicante. He asked partners who are responsible for quality assurance of the project to send questionnaires after each ToT to all participants to assure the quality of the training.

▪ Planning of modules 3 and 4

The grant coordinator informed all partners that the plan for the other remaining two ToTs is as follow:

3rd ToT will be held next June by 4 Elements (15, 16, 17 of June 2021) , and the 4th ToT next July to be held by Oldenburg University (13, 14, 15 of July 2021)

▪ Preparing the modules reports

The grant coordinator insisted on all relevant partners to prepare the modules reports according to the suggested template for all ToT.

▪ Training replication

Concerning Training replication, partners discussed this issue in details and several options were proposed: one of the option was to make one training replication after all ToT in each partner country, and the other option was to hold one training in each country after each ToT and all participants from partner institutions contribute to the trainings. The replication may be face to face or virtual depending on the situation in each country.

Dr. Bassem Kaissi proposed the following scenario:

*To be in line with the comments and recommendations of the EACEA in the project implementation report (specifically : avoiding delays), he suggested a "national" event for the training replication of ToT I in June and for ToT II in July (one in Lebanon and another one in Syria for each ToT - Each for one training day). This will help in creating/delivering synergy and will take into consideration the targets/KPIs included in the project application and the varying sizes (in terms of faculty/student numbers) of the partner universities.

*August is normally a vacation in Europe, Lebanon, and Syria.

*ToT III training replication in September and ToT IV training replication in October. Face-to face events might be considered/arranged based on the COVID-19 status in the relevant country(ies).

It was agreed to adopt the last scenario.

▪ Morale e-Learning platform

The grant coordinator noted that all materials need to be available on one server after the end of the project, currently, they are hosted on a BAU server.

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❖ WP4 (Curricular enhancement)

▪ Finalization of the courses to be enhanced and completion of the relevant template, Deadline (April 5th)

Concerning the finalization of the courses to be enhanced and completion of the relevant template, the Deadline was (April 5th, 2021). Based on the request of Dr. Luis from Alicante University (Leader of WP4), all participants agreed to extend the deadline to send the first draft of the courses after 4 weeks (end of June 2021)

▪ Starting dates of implementation according to mid-term report evaluation

Based on the recommendations of the mid-term report, the grant coordinator asked all partners to take action to begin the implementation of at least one course next fall, and to implement other courses before the end of the project.

▪ Purchasing of equipment

Purchasing of equipment has to be done as soon as possible, as mentioned above

❖ WP5 (LLL)



▪ Finalization of the course materials and updated timetable for implementation

Concerning the Finalization of the course materials, Dr. Bassem from MUBS (Leader of WP5) asked to extend the deadline and give more time for all partners to finalize the work according to the following proposed new timetable:

Activity	Updated Status	Recommended Timetable (LLL Strategy)	Suggested / Updated Timetable
3 LLL course titles from each PC HEI	Completed	January 30, 2021	April 30, 2021
3 LLL courses completed by each PC HEI	In-Progress	March 30, 2021	June 30, 2021
3 LLL courses marketing campaign completed by each PC HEI	Planned	April 30, 2021	July 30, 2021
3 LLL courses delivery and implementation at each PC HEI	Planned	May 15, 2021	August 15, 2021 – Onward

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7	<p> WP6: Dissemination</p> <ul style="list-style-type: none"> ▪ Website, Facebook page Dr. Sobhi noted that based on the recommendations of the mid-term report, all partner should put all information on the Website.. All documents need to be uploaded on the eplatform. He also asked Dr. Anmar to put all news on the Facebook page in Arabic and English. ▪ Organized roundtables in Syria and in Lebanon Two roundtables were organized in Syria and in Lebanon ▪ Relevant project news on partners' websites He also insists of putting all news and activities on each university websites. ▪ Project brochures Concerning the Project brochures, Dr. Sobhi asked DU and BAU (leader and co-leader) of the WP to hold a meeting to discuss the details about the next brochure and all relevant issues of WP6. ▪ Next activities Dr. Firas Hamadah from Bilad Alsham Univeristy proposed to work on a Linkedin page for the project.
8	<p> WP7</p> <ul style="list-style-type: none"> ▪ Internal Evaluation Dr. Sobhi asked to send a questionnaire for Internal Evaluation after each activity during the lifetime of the project and to prepare a report after each training (Training evaluation report) ▪ Meeting with External quality expert He asked all partners to agree to fix a date to meet virtually with the external quality expert.
9	<p>Other issues</p> <ul style="list-style-type: none"> ▪ Next Monitoring visit The grant coordinator reminded the participants about the date of the second monitoring visit of the project that will be conducted by NEO-Lebanon on July 27th 2021, at 11:00 am (Beirut time)



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Zoom Meeting

Participants (11)

Find a participant

- JM Jorge Marx Gómez
- CA chadi azmeh
- R rabihchattat
- Ahmad Firas Hamadeh - Al-Rashi...
- AO Anmar Orabi-DU-Syria
- BK Bassem Kaissi MUBS, LB
- LS Laura Sadowski - UOL
- Marie K. ABOUJAOUDE - LU
- S Saeed Al Barazi
- Sélim Mekdessi

EN (1:55) 6:24 PM 26/05/2021

Zoom Meeting

Recording...

Participants (15)

Find a participant

- AO Anmar Orabi-DU-Syria
- CA chadi azmeh
- JM Jorge Marx Gómez
- LS Laura Sadowski - UOL
- LG Luis Gómez - UA
- Marie K. ABOUJAOUDE - LU
- R1 Room 1_ ahmad faye alabbas_S...
- S Saeed Al Barazi
- S Sarah Sawaf
- Sélim Mekdessi

EN (1:06) 7:10 PM 26/05/2021