

**Skybelt Project**  
**4<sup>th</sup> Virtual Meeting**  
**8<sup>th</sup> March and 9<sup>th</sup> March 2021**  
**UTEC, Italy**

**Minutes from the 1<sup>st</sup> day of the 4<sup>th</sup> Meeting**

8th March 2021

**Present:**

UTEC: Luca Cioccolanti, Matteo Moglie, Ramin Moradi, Giorgio Anglani

CU: Halime Paksoy, Gulfeza Kardas, Sevgi Göçük

UNN: Khamid Mahkamov

BJUT: Chao Chen, Chen Zhao

LZJTU: Yong Guan, Zhou Wenhe, Jianyun Wu

UPM: Ermira Abdullah, Mohd Amran Mohd Radzi, Suhaidi Shafie

USM: Yew Heng Teoh, Muhamad Azman bin Miskam, Mohamad Yusof Idroas, Mohd Azmier Ahmad

NU: Kwanchai Kraitong

CMU: Det Damrongsak

**Apologies: None**

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The meeting starts at 8.00 (UK time) with the welcome by Prof. Luca Cioccolanti, that briefly introduces to all the participants the agenda of the meeting. During the introduction of the agenda, Luca Cioccolanti asks to all the partners to explain how COVID-19 pandemic has affected their usual activities and if the activities of the Skybelt project have been affected.

According to the agenda, Prof. Luca Cioccolanti gives an update on the overall progress of the project. All the Asian Partners have selected the modules to be modernized and some of them have been already taught at some Universities. Further details on syllabuses of the selected modules at CMU are still required.

Moodle platform for e-learning has been created and it will be shared soon with the partners. Eventually, regarding the purchase of equipment, the tendering process is ready to start in some Universities but it has to be speed up in order to close the entire procedure and the installation of the equipment within the second year of the project.

Eventually the next steps of the project are briefly presented: the project website will be upgraded soon with all the materials collected from the partners. Partners from Malaysia and Thailand have to send the material as soon as possible. UTEC will send information about e-learning platform. All the partners have to prepare the financial documentation in order to submit the interim report of the project.

According to the agenda, Prof. Luca Cioccolanti gives an update on the initial survey. So far more than 100 organizations have filled the questionnaire but most of them are from China. Therefore, Prof Luca Cioccolanti asks to Malaysian and Thai partners to continue working on the survey by inviting more institutions..

As regards the results of the survey, a paper has been presented to an online conference in October 2020. The paper presented and published is available at the following link ([https://www.e3s-conferences.org/articles/e3sconf/abs/2021/14/e3sconf\\_100res2021\\_07004/e3sconf\\_100res2021\\_07004.html](https://www.e3s-conferences.org/articles/e3sconf/abs/2021/14/e3sconf_100res2021_07004/e3sconf_100res2021_07004.html))

With respect to the project network, a webpage is activated and already 20 stakeholders will be included soon (final target of 45 companies, 12 Governments organizations...). While info from Chinese partners have been received, the same is expected from the other partners.



The, according to the agenda Prof. Khamid Mahkamov gives an update on the progress on WP2: Modernization and enhancing of the structure and syllabus of the selected modules in Integration of Sustainable Renewable Energy Solutions into Built Environment. All the information about teaching materials will be clearer in this two-day meeting.

According to the agenda, Prof. Kwanchai Kraitong discusses with colleagues about modernized modules, tendering procedure and PhD students at NU. Prof. Kwanchai Kraitong specifies the Thai organizations that were interviewed and Luca Cioccolanti asks if they can be included in the project network with logos and names.

Regarding the modernized modules at NU, Prof. Kwanchai Kraitong reports the scheduled timetable for their teaching. Discussion arises about the impact of the modernized modules in terms of overall number of ECTS modernized; indeed, while the modernized ECTS are higher than the target (40 modernized ECTS) the overall ECTS of the selected modules are lower than 80. In order to be closer to this second target, it has been asked to NU to increase a bit the number of modules to be modernized. In addition, Prof. Khamid Mahkamov suggests enrolling PhD students to one or more master level modules. Furthermore, he recommends to specify the kind of equipment to be purchased that will be used in each modernized module. Eventually, he also suggests to make some pictures while teaching the modernized modules showing the power point presentations of Skybelt behind.

About students' internships, Prof. Kwanchai Kraitong reports that due to Covid situation, they will be performed in Research Unit of Department. Prof Luca Cioccolanti asks to give information about topics and activities of internships. Prof. Khamid Mahkamov asks to produce a formal document for student's internship similarly to a signed timesheet reporting the student's attendance.

Eventually, Prof. Kwanchai Kraitong discusses about the equipment list and the timeline of the tendering procedure at NU.

Then, Prof. Det Damrongsak reports the progresses at CMU. Prof. Luca Cioccolanti suggests increasing the modernization percentage of the modules because at the moment it is too low and far from the target of at least 50% (40 modernized ECTS). Moreover, Prof. Luca Cioccolanti asks Prof. Det Damrongsak to communicate all the update expected (survey, internships, partners to be included in the project network, etc) by the end of March in order to be included in the interim report to be submitted to EACEA.

According to the agenda, Prof. Chao Chen and Dr. Caiyun Li discuss the progresses at BJUT. Then, Prof. Khamid Mahkamov presents the Quality Assurance Plan of the project. According to the QA plan, the partners should implement some quality assurance procedures to further promote the quality assurance despite already good. Furthermore, Prof. Khamid Mahkamov suggests to share the internal QA plans of each Institution among all the partners in order to promote the discussion on quality assurance within the all consortium.

Prof. Khamid Mahkamov will send to the coordinator the QA plan by the end of March and it will circulate among partners.

Prior to the end of the first day meeting, Prof. Luca Cioccolanti says that UTEC will deliver all the minutes of the previous meeting as soon as possible asking to project leaders of each team to verify them.

The first day meeting ends at 12:30

## Minutes from the 2<sup>nd</sup> day of the 4<sup>th</sup> Meeting

9 March 2021

### Present:

UTEC: Luca Cioccolanti, Matteo Moglie, Ramin Moradi, Giorgio Anglani

CU: Halime Paksoy, Gulfeza Kardas, Sevgi Göçük

UNN: Khamid Mahkamov

BJUT: Chao Chen, Chen Zhao

LZJTU: Yong Guan, Zhou Wenhe, Jianyun Wu

UPM: Ermira Abdullah, Mohd Amran Mohd Radzi, Suhaidi Shafie, Haslina Jaafar, Syamimi Saadon

USM: Yew Heng Teoh, Muhamad Azman bin Miskam, Mohamad Yusof Idroas, Mohd Azmier Ahmad

NU: Kwanchai Kraitong

CMU: Det Damrongsak

### Apologies:

The meeting starts at 8.00 (UK time) with the welcome by Luca Cioccolanti. Luca Cioccolanti briefly introduces to all the participants the agenda of the 2nd day.

Prof. Luca Cioccolanti gives some information about how prepare all the materials for the deliverables providing the following example:

"Master" folder

a) "Heat Pipes for Renewable Energy Applications" folder

i) folder with evidence of module teaching (photos during teaching, list of students attending the modules, results of examination...)

ii) folder with teaching materials (slides using PowerPoint format with Skybelt and European logos, assignments, videos of laboratory activities etc)

iii) folder with module specifications (syllabuses in original language of old module and modernized module, syllabus of the modernized module in Skybelt format)

Then, according to the agenda Prof. Giorgio Anglani gives an update on the Partnership Agreement Amendments and the transfer of pre-financing. Prof. Giorgio Anglani reports that UTEC has received the signed electronic copies of the partnership agreement from all the partners. UTEC also received the signed paper copy from most of the partners. Prof. Giorgio Anglani also reports that with respect to the amendment of the partnership agreement, UTEC has received the electronic version from BJUT, LZJTU, USM and NU. The other partners (CMU and UPM) have not signed yet the electronic version.

Prof. Luca Cioccolanti asks to all the partners to send an update once the prefinancing will be available in the bank account of their Institutions and asks to Prof. Giorgio Anglani to send to all the partners the electronic version of the partnership agreement and the related amendment signed by UTEC.

Prof. Giorgio Anglani and Prof. Luca Cioccolanti recall the importance to start the process of tendering procedure, due to its complexity and fundamental role in the project. Prof. Khamid Mahkamov asks if UTEC has already sent the pre-financing for the purchase of the equipment. Prof. Giorgio Anglani and Prof. Luca Cioccolanti claim that by the end of March all the partners should receive the entire prefinancing in the bank account of their Institution.

Prof. Khamid Mahkamov suggests to start the collection of the financial document in order to prepare the interim report by June 2021. Prof. Luca Cioccolanti proposes, and all partners agree, a new meeting in the next month in order to collect all the financial materials for claiming the expenses.

According to the agenda, Prof. Yong Guan and Dr. Jianyun Wu present the progresses at LZJTU.

Dr. Jianyun Wu shows all the documents and the timetable related to the tendering procedure at LZJTU. Prof. Luca Cioccolanti asks to send an email with this information in order to avoid any legal errors in the procedure.



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According to the agenda, Dr Ermira Junita Abdullah discusses with colleagues the progresses at UPM. She highlights that at UPM they have moved to online teaching and they have changed the scheduling of some teaching activities due to covid. However, Electrical power engineering laboratory planned in October 2022 has to be scheduled again because the project end in November 2022. Then, Dr Ermira Junita Abdullah shows the equipment list and the tendering procedure timeline. Moreover, she presents also some evidences on the dissemination action performed at UPM and recorded in the YouTube channel of the institution.

According to the agenda, Prof Yew Heng Teoh presents the progresses at USM. Prof. Luca Cioccolanti suggests to USM colleagues to introduce the corresponding number of hours for each modernized topic in order to better quantify the modernized percentage for each module.

Then Prof Yew Heng Teoh shows the equipment list and the tendering procedure timeline at USM. Moreover, he asks if there is any special fund to sponsor a conference on the topic of the project. Prof Luca Cioccolanti and Prof. Khamid Mahkamov reply that such expenses are not eligible in the Skybelt funding scheme.

Eventually, Prof. Luca Cioccolanti asks to USM colleagues to compile the internship students list.

According to the agenda, Prof. Halime Paksoy gives an update on WP4: Progress on Dissemination & exploitation of result. PhD student activities. Prof. Halime Paksoy asks about Skybelt Mentors for PhD students and when they will be defined. All partners agree to discuss in the next weeks, once the PhD students list will be finalized. Furthermore, she proposes a plan of seminars for year 2021.

Later on, Prof. Luca Cioccolanti gives an update on WP5: Management of the project. In order to ask for second prefinancing it is fundamental to conclude the tendering procedure by October 2021. Then Prof. Luca Cioccolanti says that next meeting will be arranged in the mid of April to discuss about how claiming the expenses and about planning a meeting with PhD students.

Prof. Khamid Mahkamov suggests also to think about an extension of the project in order to increase the impact of the project and the alignment between EU and Partner Countries University with frontal meetings.

The second day meeting ends at 12:45.