

## Project: CADEO

**Date:** 19 February 2024 (09:00 – 11:00 CET)

**Place:** online

### Subject: Minutes Management Council Meeting

**Participants:** Maria Antonia Brovelli (POLIMI), Daniele Oxoli (POLIMI), Vasil Yordanov (POLIMI), Ali Mansourian (LU), Hà Thúc Viên (VGU), Quang Minh Nguyen (HUMG), Hoang Khanh Linh Nguyen (HUE), Le Phuoc Thanh (VidaGIS), La Vinh Trung (VGU), Pham Thai Son (VGU)

1. Maria Antonia Brovelli (POLIMI, CADEO project leader) presented the agenda:
  - Update on WP1 – Maria Brovelli
  - Update on WP2 – Ali Mansourian
  - Update on WP3 & review of course syllabi feedback collected by pilot experts through the questionnaire - Nguyen Quang Minh
  - Update on WP5 – Nguyen Hoang Khanh Linh
  - Linh + All: Planning and discussion of 2nd Year meeting in Vietnam
  - Introduction of courses to partner universities.
  - Setting the date for MC meeting in May 2024

### 2. WP1

#### Upcoming deliverables in 2024

Maria Antonia Brovelli (POLIMI) reported that WP1 activities are ongoing without any particular problem. Presented the deliverables for the 2024 year:

- 31 May 2024
  - D.1.3 – Mid-term meeting (POLIMI)
  - D2.3 – eLearning System (LU)
  - D5.4 - Training of trainers courses report (HU)
- 30 November 2024
  - D1.4 - 2nd year general meeting (POLIMI)
  - D3.2 – Involvement of students/associate partners for syllabuses revision and approval (HUMG)
  - D4.1 – Survey and pilot students and users report (VGU)
  - D5.2 – Dissemination events report (HU)
  - D5.4 - Training of trainers courses report (HU)

MAB presented the currently active tasks as Y1 Q2. Discussed the upcoming training of trainers for May 2024 and planned schedule with overview presentations for each course under development and one sample/example lecture per each course. During

the ToTs will be held a presentation from LU related to student-centred teaching approaches. The ToT should be attended by a minimum of 25 people (at least 5 people from each institution). Two weeks before the ToT VN partners will be asked to prepare a list of the participants.

### Status of official declaration from VN universities to teach the CADEO courses in existing study programmes

Maria Antonia Brovelli (POLIMI) asked each responsible of VN partners for an update on the status of the declaration in which it is stated that the different VN faculties recognize the CADEO courses in their existing study programmes. Responses were the following:

- o PU: Declaration in progress. They intend to teach all four courses as optional in their existing programmes (Earth Observation and Geospatial Web both in BS.c and MS.c programmes, Digital Twin Earth and Geospatial Intelligence only in MS.c programmes).
- o HUMG: Declaration still needs to be prepared. All four courses will be recognized.
- o VGU: Declaration ready.
- o HUE: Declaration ready.

Maria Antonia Brovelli reminded about the letter declaration of the partner HEIs for adopting the course. HU and VGU already sent, but **POLIMI needs the other partners to send the letters.**

### Defining the dates for the Managing Committee Meeting and Training of Trainers activities in May 2024

The MCM and ToTs planned for May 2024 will be held on the **6<sup>th</sup> and 7<sup>th</sup> of May 2024**.

The agenda is:

#### **Day 1 – 06 May 2024 - 09:00 - 13:00 CEST**

- 09:00-09:45 Presentation from LU (45mins) student-centred teaching approach (45 min, tentative title: “European Standards in Education”)
- 09:50-11:20 Earth Observation course overview presentation (20min) + sample course presentation (45mins) + discussion (15mins)
- 11:20-13:00 Managing Committee Meeting

#### **Day 2 – 07 May 2024 - 09:00 - 13:00 CEST**

- 09:00-10:20 Geospatial Web Applications course overview presentation (20min) + sample course presentation (45mins) + discussion (15mins)
- 10:20-11:40 Digital Twin Earth course overview presentation (20min) +

sample course presentation (45mins) + discussion (15mins)

- 11:40-13:00 Geospatial Intelligence course overview presentation (20min) + sample course presentation (45mins) + discussion (15mins)

### 3. WP2

Ali Mansourian (LU) reported that WP2 activities are almost concluded and on time within the project timeline. Preparation, syllabus, eLearning is already setup as Moodle on LU server. VN partners can upload materials. LU waits for a confirmation from WP3 leader HUMG that all materials are ready to transfer for VN server. PU are in charge of the VN server side – PU will update **by the end of the week** whether the server is ready. LU needs something as a Remote Desktop for the transfer. PU will send an email to Ali and Rashid. By end of May

### 4. WP3

#### Status of the course development

**All course responsible should send an update to Maria by the end of February for the course development status.**

Daniele Oxoli presented the status of DTE course.

Ali presented the status of Geospatial Web Applications – met all current internal deadlines. Most of the courses are ready, need some polishing. The course will be ready by end of February at most mid-March.

Earth Observation – no one in the meeting to the update.

Geospatial Intelligence – no one in the meeting to the update.

### 5. WP5 and discussing the upcoming 2nd year project meeting in Vietnam

Hoang Khanh Linh Nguyen (HUE) presented a draft program of the activities. First ToT will be in VGU. General overview of the schedule:

- Partners arriving in Vietnam on 2<sup>nd</sup> of October till 6<sup>th</sup> Oct in Ho Chi Minh City hosted by VGU.
- 6<sup>th</sup> Oct morning flight to Hue.
- 7<sup>th</sup> Oct dissemination events in Hue University.
- 8<sup>th</sup> Oct morning flight to Hanoi.
- 9<sup>th</sup> Oct Dissemination event HUMG.
- Leaving Vietnam on 13<sup>th</sup> Oct.