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ERASMUS+ Strategic Partnerships for Higher Education

MIND - Development of Mechatronics skills and innovative learning methods for Industry 4.0, strategic partnership

2019-1-RO01-KA203-063153

Transnational Project Meeting 1. Minutes of meeting 7 – 8 Novembre 2019, Cluj-Napoca, Romania

Presentation of project overview, timeline, budget, financial rules. Communications strategy. Dissemination and exploitation of results. Discussing roles and responsibilities for achieving the first intellectual output.

Hosted by: Faculty of Automotive, Mechatronics and Mechanical, Technical University of Cluj-Napoca, Romania

Location and venue: UTCN building - Room D18c, Faculty of Automotive, Mechatronics and Mechanical Engineering, Bd. Muncii, Nr.104-105 Cluj-Napoca, Romania

Local host: Assoc. Prof. **Sergiu-Dan STAN**

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MINUTES

Thursday 7th November - Room D18c, Faculty of Automotive, Mechatronics and Mechanical

Welcome speech by Technical University of Cluj-Napoca, **Sergiu-Dan STAN**;

Getting to know each other. Presentation of partner institutions:

- Technical University of Cluj-Napoca (UTCN) - **Sergiu-Dan STAN, Emil Teutan, Dan Mândru, Alin Pleșa, Doina Suci, Alexandru Ianoși**
- (SU) - **Simon Janos**
- Pelcer (PEL) - **Dragan Jovanovic**
- Integra HR (IHR) - **Andreea Muresan, Alina Babasan**
- Slovak University of Technology in Bratislava (STU) - **Peter Kostal, Vanessa Prajova**
- Subotica Tech – College of Applied Sciences - **Laszlo Gogolak, Igor Fürstner**

The first day of the meeting began with a presentation about each partner as well as their role in the project. After this presentation, the tasks were presented in detail, starting with Information from the Erasmus National Agency, Contracts and annexes and project

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management information, such as the eligibility of the personnel involved in the project (employment issues) and the collection of activity reports by the coordinator: organization and calendar (worksheets), also the use of mobility tools to generate the premises for the positive achievement of the intellectual results of the project, the role of the leaders of the intellectual results, tools (Dropbox, WhatsApp group, Trello), validation of the distribution of tasks - each partner will present the plan for each activity he has, these topics were part of the first part of the meetings.

In the second part of the day, we discussed the planned format for results and their languages, the organization of the translation, when necessary the program / terms / stages of the project, the state of progress of the production of intellectual results, validation of the distribution of tasks - each partner will present the plan for each activity they have.

And in the third part of the day, we discussed organizational issues such as: staff training: who? who needs it? what data? communication in our institutions / how to involve colleagues in the project, calendar of the following events.

At the end of the day there was a conclusion of the whole day pointing out the main topics discussed.

Friday 8th October - Room D18c, Faculty of Automotive, Mechatronics and Mechanical

On the second day of the meeting, the main topics from the previous day were resumed for those who were newcomers. After this introduction, the tasks were validated for each partner, we discussed the experience of each partner in mechatronics and the implementation of industry 4.0 in partner countries, the possibilities of project implementation in partner institutions, mechatronic projects for students were proposed.

Finally, some general conclusions were drawn from the two-day meeting, the partners presented feedback on the two days of the meeting.

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The members of the MIND project will collaborate to produce high quality reports, which will be posted on the project site: <https://www.project-mind.eu/>. You will find updates and details on project implementation phases supported by EU funded program ERASMUS +.



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