DeCAIR Steering Committee

Meeting 8

Oct 22, 2021 (10:00 – 11:30)

Zoom Meeting

Attendance

- Gheith Abandah
- Wafa Batayneh
- Murad Alaqtash
- Clovis Francis
- Soubhi Abou-Chahine
- Lucia Pallottino
- Francesco Masulli
- Jorge Casillas
- Peter Eberhard
- Dimos Papakonstantinou

- Also: Sofia, Mario, Iyad, Ramzi, Musa, Ahmed, Mohammad, Adham, Issam, Adel

Agenda

- Venue Selection for November SC meeting – Presented by Gheith

- Status review and planning for the following work packages:
    1. WP2: Development of new MSc and BSc programs in AIR
        - Presented by Francesco, Murad, and Musa
    2. WP5: Improving curricula of current MSc programs in JO and LB
        - Presented by Peter and Mario
    3. WP7: Building capacity in AIR in universities of Partner Countries
        - Presented by Lucia
    4. WP8: Establishing and developing AIR labs
        - Presented by Sobhi, Clovis, and Gheith

- WP11: Collaboration with industry and community

- Group Photo

Minutes of the Meeting

Venue Selection for November SC Meeting 9

- Gheith presented the following consortium responses on holding the next SC meeting in Jordan.

Partner	Response
UJ	Can participate
JUST	Can participate
TTU	Can participate
LU	Can participate
BAU	Can participate
UNIPI	No good connection found until now
UNIGE	Cannot participate physically
UGR	Cannot participate physically
UST	Can participate (Mario)
CTD	Can participate (Sofia)

Venue Selection for November SC Meeting 9

- The following meeting details were discussed:
- **Meetings on Saturday 27/11/2021**
  - SC Meeting 9, 9:00 am 8:00 am CET
  - Technical meetings to develop syllabi (small work groups)
- **Visits** to some of the **Jordanian partner institutions** on Sunday 28/11/2021
- **Venue**: one of the hotels in the Dead Sea, Jordan
  - Hilton: Single €63, Double €76 (tentative)
- **Optional visits** to some of the most interesting and unique Jordanian tourist attractions like Petra and Wadi Rum.
- Gheith asked the committee to **advise who can participate** and **flight details** and optional interests.

1. WP2: Development of new MSc and BSc programs in AIR

- Francesco confirmed that the courses to be developed are assigned to work groups for syllabi development in the Robotics and AI focus groups.

- For the **AI focus group**, Murad presented the subgroups formed to handle the 12 AI courses. The adopted plan:
  1. Preparing the syllabi drafts: Deadline is 5 Nov, Responsible: Experts listed in the Excel sheet attached.
  2. Discussion and reviewing syllabi by each subgroup: Date: 6 - 19 Nov, Responsible: Subgroup members.
  3. Discussion and reviewing syllabi by all members of AI focus group: Date: 22 Nov. - 17 Dec. (including the Dead Sea meeting), Responsible: All members of the AI focus group.
  4. The final course syllabi should be finalized in a meeting in Feb 2022 and approved by the Steering and Quality Committees.

1. WP2: Development of new MSc and BSc programs in AIR

- For the **Robotics focus group**, Musa presented the three subgroups formed to handle the three Robotics course areas. The adopted plan:
  1. The contact person of each subgroup needs to fill the agreed template for the course syllabus, then send it to the sub-group members (Due: 8/11/2021).
  2. The sub- group members should give notes about each syllabus (Due: 15/11/2021).
  3. A meeting needs to be held to discuss each course syllabus (During the period 20-29/11/2021).
  4. The feedback from the meeting should be reflected on the course syllabus by the contact person.
  5. The final course syllabi should be finalized in a meeting in Feb 2022 and approved by the Steering and Quality Committees.

2. WP5: Improving curricula of current MSc programs in JO and LB

- Peter presented the progress on **Activity 5.1** "Develop syllabi and content for added/modified courses".

- The previous plan of this activity has 22/10/2021 as the finish date.

- Peter reported that some course developments are behind schedule and suggested **new finish date** (12/11/2021).

- Some communication problems where identified and corrective actions were adopted including keeping the coordinator of each partner cc'ed on the assignments involving her/his team members.

- It was reemphasized that assignments should be carried out diligently according to the plan.

3. WP7: Building capacity in AIR in universities of Partner Countries

- Lucia briefed about the progress in organizing the **ROS training course** offered by UNIPI that will start virtually soon.

- It was agreed to give another virtual course on **AI by UGR** in Jan 2022.

- The first face-to-face **course on AI** will be given by **UNIGE** in early **Feb 2022**.

- Along with this course, the following activities will be held:
  - **SC Meeting**
  - **Finalizing and approving the course syllabi development**
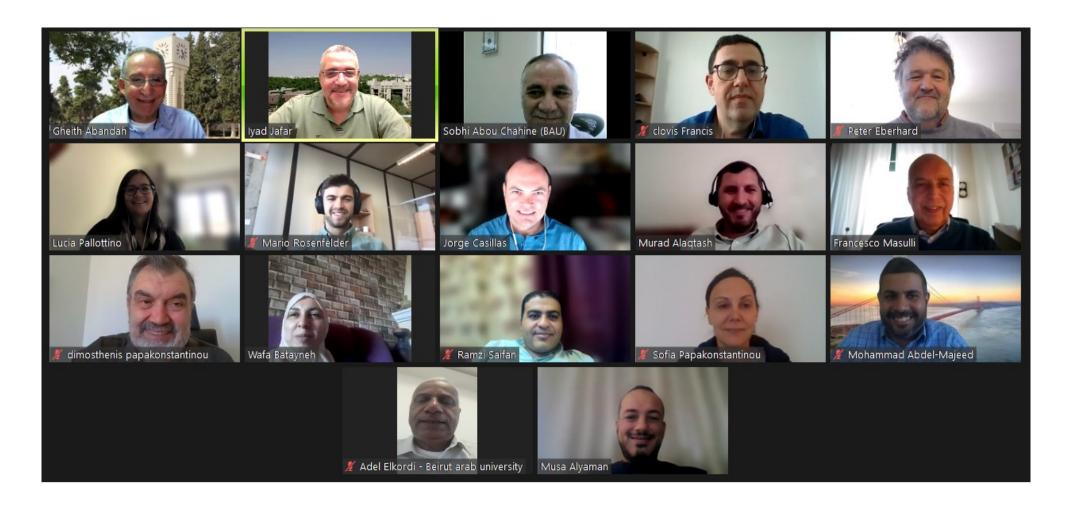 - **Visiting UNIGE labs and relevant centers.**

4. WP8: Establishing and developing AIR labs

- For the **Jordanian universities tender**, Gheith reported that three offers were received, and a committee will be formed soon to study these three offers.

- For the **LU tender**, Clovis reported that three offers were received, and purchase decisions will be taken soon after studying the three offers.

- For **BAU tender**, Sobhi reported that they got one offer and they will extend the tender deadline to get more offers.

WP11: Collaboration with industry and community

- It was agreed that LU should start planning and coordinating this work package.

Group Photo

Next Meeting

- Tentative: The next meeting is on Saturday 27/10/2021 (10:00 am – 11:30 am, Amman time)

Thank you