DeCAIR Steering Committee

Meeting 7
September 17, 2021 (10:00 – 11:30)
Zoom Meeting

Attendance

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

- Also: Nikitas, Sofia, Mario, Iyad, Mohammad, Issam, Adel

Agenda

- WP10: Presentation of the nominated External Expert (Dr. Nikitas Nikitakos) - Coordinated by Sofia

- Project update – 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
    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
    5. WP10: Evaluation of the first training course
        - Presented by Sofia

- Scheduling the next SC meeting

Minutes of the Meeting

Presentation of the nominated External Expert

- Dimos briefly introduced Dr. Nikitas Nikitakos.

- Dr. Nikitakos briefly described his education and experience focusing on experience related to the DeCAIR project.

- The committee welcomed him to the project.

Project Update by Gheith – 1/2

- The **equipment tender** for the three Jordanian universities was announced on 30/8/2021.
  - Closes on 20/9/2021
- We are in the final step in "**WP2.3 Securing Approval**"
  - The BSc in ISE has all required approvals.
  - Approval by the Jordanian AQACHEI for the **MSc in AIR** is expected soon
  - AQACHEI has suggested **some changes** to the MSc program plan (attached)
- **List of relevant courses** to develop or update (attached) for:
  - WP2: New programs: MSc in AIR and BSc ISE
  - WP5: ~~Existing MSc programs~~ – *these courses are handled separately in WP5.*
  - WP6: Existing BSc programs
- This list should be reviewed and finalized by 21/9/2021
- Please **share** your syllabi of related courses

Project Update by Gheith – 2/2

- Guidelines for reporting **staff cost**
  - It is recommended to report staff cost in 4 periods, 9 months each.
  - By October, should report about 9 / 36 = **25%** of the staff cost budget
  - Refer to Section **E.7** of the *Detailed Description of the Project* that has the detailed staff cost budget distribution.

- Please perform project **awareness** activities in your university.

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

- Francesco went over the plan for concluding Activity 2.2: *Designing and developing syllabi and content for the agreed upon courses in the new programs.*
  - The leads of the focus groups should form sub-teams from the two focus groups to prepare syllabi for the 13 AI courses and 13 Robotics courses.
  - Each sub team should include members from the universities that offer each course and other experts.
  - After preparing a general syllabus for a certain course, versions can be customized for each university involved.
  - All syllabi should be ready by Jan 2022.
  - Material will be added to the syllabi later.

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

- Mario briefed about the progress and plan for Activity 5.1: *Developing syllabi and content for added/modified courses in existing master programs in universities of partner countries.*
    - The drafts of all the eleven courses to develop are ready now.
    - Each course syllabus will be reviewed by at least one member from the offering university, a European expert, and possibly another expert from another partner.

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

- Lucia presented some details about the finished Python course.
  - A total of 154 persons attended some of the course's training sessions.
  - However, only 24 persons have met the successful participation criteria.
- Planning under way now for the ROS course (Robotics Operating Systems)

4. WP8: Establishing and developing AIR labs

- Clovis informed the committee that the tender for purchasing equipment for LU is announced and will be closed in 1/10/2021.

- Sobhi informed the committee that the tender for purchasing equipment for BAU will be announced in September 2021.

5. WP10: Quality Assurance

- Sofia summarized the results of the evaluation survey for the Python course.

- It was decided that such surveys should be at the end of the last session of the training course to ensure that enough trainees participate in the survey.

Next Meeting

- Tentative: The next meeting is on Friday 22/10/2021 (10:00 am – 11:30 am, Amman time)
  - (9:00 am – 10:30 am, CEST – Central European Summer Time)
  - Gheith will poll for another time other than Friday.

- The committee is planning to hold a next meeting face-to-face.
  - Pisa and Genoa – Jan or Feb 2022

Thank you