

MEETING MINUTES
2018 Annual Conference

Date: 25 April 2018

Participants:

1	Attilio Deffenu (IT)	Mr. Giovanni Antonio Addis
2		Ms. Stefania Murru
3	Dudley College (UK)	Mr. Sanjeev Ohri
4	Escola Profissional ValdoRio (PT)	Mr. António E. Pereira Esteves
5		Ms. Francisco J.C. Ferreira
6	Handwerkskammer Koblenz (DE)	Mr. Petra Laudemann
7	Izmit Mesleki ve Teknik Anadolu Lisesi (TR)	Mr. Mehmet Aktas
8		Mr. Ibrahim Adiguzel
9		Mr. Hasan Burcin Menteş
10		Mr. Haluk Giray
11		Mr. Firat Arslan
12		Mr. Can Baran Unal
13	Kokaeli Ticaret Odasi Teknik Anadolu Lisesi (TR)	Mr. Özcan Bedel
14		Ms. Esra Akgün
15	Konya Mesleki ve Teknik Anadolu Lisesi (TR)	Mr. Şükrü Kaan Can
16		Mr. Hasan Demirbağ
17		Mr. Ahmed Zafer Koka
18		Mr. Ömer Tezel
19	Lycee Isaac Newton (FR)	Mr. Radouane Boussalem
20	Markiezaat College – ROC Wes-Brabant (NL)	Mr. Wim Appels
21	TEC – Technical Education Copenhagen (DK)	Mr. Kristian Stagis
22		Ms. Vibeke Holtum
23	Xabec – Vocational Training School (ES)	Mr. Antonio Mir
24		Mr. Gregorio Blanco

1. Official reception

In the evening of Monday 23th of April, the participants are welcomed at Sapphire Vista Café & Bistro by the Principal of Izmit Mesleki ve Teknik Anadolu Lisesi, Mr. Mehmet Aktas.

The President of InnMain says also some words of gratefulness to the organizers and welcomes the participants. He highlights the fact of being in a historical place where East and West joins: the suitable place for establishing international cooperation.

2. Welcome and Introduction to the meeting

Mr. Mehmet Aktas welcomes the participants and expressly wish that all participants have a productive meeting and a pleasant stay in Istanbul. Mr. Hasan Burcin Menteş outlines the program of the meeting and provides some details regarding the organization of the meeting.

3. WORKSHOP 1: WORLD CAFE: EXPLORING OPPORTUNITIES OF COLLABORATION

In the first part of this workshop, each institution makes a reflection about the following matters:

1. What are their areas of interest
2. What is the offer they can present to the InnMain partners, related with the following actions:
 - a) KA1 Mobility of Teachers (for job shadowing or for teaching)
 - b) KA1 Mobility of Students (Short term & Long Term mobility)
 - c) KA2 Strategic Partnerships (for job shadowing or for developing a project)
 - d) SCR – Social Corporate Responsibility Program. Possible actions
 - e) Others

(See results in annex document TK 05¹).

Afterwards all the institutions have particular chats each other to explore possible opportunities of future collaboration. This activity has been very positive and this activity has been highly valued by the participants.

(See the organization in annex document TK 06 and results in annex document TK 07).

4. WORKSHOP 2: PRESENTATION FROM THE PARTNERS

TEC makes a presentation about “The Danish Consortium for Academic Craftsmanship”. We can consider three levels: mobility (KA1), projects (KA2) and Business/Commercial. This third point can include students and teachers programs, counselling, projects, franchising, customized activities, etc.

This approach of course doesn’t exclude the Corporate Social Responsibility within InnMain: on the contrary, we can use it to support each other with the strengths of everyone. But all of us have to face financial needs: all our projects must be profitable.

They show their activity done up to now with InnMain institutions.

They suggest creating a school summer course focused on Industry 4.0 and Automatic Installations.

Another the idea was about of creating a KNOWLEDGE HUB in InnMain, distinguishing two levels: the organization level and the operational level *(see annex document TK 08)*.

Izmit Mesleki ve Teknik Anadolu Lisesi makes a presentation about the implementation of Industry 4.0 in the College: the Industry 4.0 Laboratory *(see annex document TK 09)*. We have to convince the Industry on how important is to make investments in this field.

Dudley College gives a folder including some information: *(see annex document TK 10)*

- Dudley College Erasmus+ Activity
 - Dudley College International offer
 - Dudley College Leadership & Management
- They provide a leaflet:
- Leaflet: “Outstanding Results – Through Capacity Building

They talk about “Transparency” -putting on the website all the results they produce in the College- and about their experience of sending the teachers each year to be trained in the company: this is not easy to do in all the countries.

They make a presentation about the topic: “*InnMain: A network of professionals and friends coming together for the benefit of our students*” *(see annex document TK 11)*. One suggestion: to promote a competition involving the InnMain schools, and giving awards in some way.

The companies know that do they want from the schools; so we should have clear what do we want from the companies.

¹ All annex documents are available in the InnMain Intranet

There is an important reflection to make: are we really promoting InnMain within our own institutions? It is well-known? We need to have sustainable actions in time.

XABEC makes a proposal about promoting tutorials in ITD (International Technical Departments) and developing social skills in the activity “Professional Excellence Days” (see annex document TK 12). They also make a presentation about how they are implementing some aspects of Industry 4.0 in the school (see annex document TK 13). And they offer to all the partners information about the strategic plan they made to extend the school cooperation with countries in America, which has been very successful.

5. WORKSHOP 3: DEVELOPMENT OF COOPERATION WITH COMPANIES

Dudley College makes a presentation about the topic: “Employers Engagement” and “Skills for employability.” (see annex document TK 14).

HWK-Koblenz makes a presentation about the Dual Training System in Germany and the role of the Chamber.

There is a **presentation of experts** from University of Istanbul: successful examples of implementation of Industry 4.0. Partners ask them about how they identify the needs of the companies, and how they can measure the return of the investment.

Attilio Deffenu makes a short presentation about the school and the new degree about Nautical studies.

XABEC makes a presentation about how they have organized a network of companies called “The Professional Development Forum”, which gives support to the school in technology, equipment and hosting students (national and international) (see annex document TK 15).

6. EVENT: HARMONIZATION WITH EUROPEAN UNION

The InnMain partners attend the first part of this presentation in which our hosting partner makes a presentation about the **European Credit Transfer System for VET**.

7. EXECUTIVE BOARD ANNUAL REPORT

Because of a regrettable misunderstanding, the InnMain partners had to spend more time in the Event before described and we had to reduce the time for this part of the meeting. Some partners have come from far away only to attend this day and they feel unhappy because of this situation. We take experience so that this does not happen again.

Antonio relates the On-Line meeting we held in December 2017 to make proposals of KA1 and KA2 projects. It has been a good experience to program the activities we would like to do within the Erasmus+ funding.

He remakes the original starting point of the network, based in what we can “offer” to the others more than what we can “obtain” from the others. We have to promote transparency in the network.

It is presented the program for the ITD meetings programmed along 2018/19 (see annex document TK 16).

- **School Management and Project Management:** they have been held the day before the starting of this Annual Meeting
- **Human Factors and Social Skills:** it will take place in Mallorca, November 2018
- **Electricity & Electronics:** it will take place in Paris, October 2018

- **HVAC and Renewable Energies:** it will take place in Copenhagen, November 2018
- **Languages:** it will take place in Lisbon, November 2018
- **Welding & Mechanics:** it will take place in Valencia, March 2019
- **Relationship with Companies:** it will take place in Chur, September 2018
- **ICT:** it will take place in Pitesti, October 2018

Along next month of May all the organizers should confirm the dates and make a proposal of a draft of the Program. The attendants will be teachers and trainers.

Those meetings have the aims of:

- Strengthen the ITD, encouraging the attendants to involve themselves within InnMain;
- To explore what the host organization is doing,
- To learn about the cooperation between the school and the companies
- And to talk about future cooperation; each ITD will present proposals to the ExB.

It is made a brief presentation of the applications KA2 presented in the call KA2 for 2018: (*see annex document TK 17*)

- a) **LODESTAR.** Applicant institution XABEC. Partners involved: Dudley College, Järvamaa and Konya Mesleki ve Teknik Anadolu Lisesi. The main objective of this Project is to learn, to reflect and to enrich the methodologies used in the participating institutions with the experiences observed in others in order to improve Teachers and Trainers skills as Counselors students and trainees.
- b) **VET 4.0.** Applicant institution IZMIT Mesleki ve Teknik Anadolu Lisesi. The main objective of this Project is to Develop modules for teacher to introduce the Industry 4.0 technologies, sharing the experiences and best practices in 9 areas: Big data analyze, Augmented Reality, 3D manufacturing, cloud computing, Cyber security, Co-robots, Vertical/horizontal system integration, simulation, Internet of things.

We did not apply for the other two Partnerships suggested in the on-line meeting because lack of applicants institutions:

- c) **Tracking tool of learning process in company**
- d) **Virtual Mobility in Mechatronics**

Antonio makes a presentation about "What is InnMain at present time" (*see annex document TK 18*). We have a look on the map of partners and the main documents we have produced up to now:

- Cooperation Agreement
- InnMain Scope
- InnMain Strategic Plan 2016 – 2020
- Corporative Social Responsibility Program
- Document: "This is my offer"
- Corporate image: there is a new version of the InnMain brochure and an updated Fact-sheet (*see annex document TK 19*)
- InnMain Website
- InnMain Wiki
- InnMain Video: there is a proposal of the script of the video (*see annex document TK 20*). We will use former images and in the next InnMain conference we will record some Interviews.

Finally there is a presentation about the InnMain website: the partners check the contents of the website.

8. ANNUAL MEETING OF THE GOVERNMENT BOARD

There is a **general opinion** about the following matters:

1. We should respect the traditional activities we have used to do in the International Meetings: to visit the hosting school, to interact with the students and teachers and to visit some company. These activities are really valuable for the partners, to learn about Vocational Education in different countries, and to see what is happening in the hosting school: sharing information and learning from each other. We must give priority to interaction between the partners.
2. Instead of having Expert's Lectures or conferences, the Annual Meeting has to be focused in making job shadowing and spending time to talk about the InnMain network. In this sense, we should improve the preparation of the meeting: all partners are responsible of the preparation of the meeting, not only the hosting institution.
3. Something that has been repeated in the last meetings is that we have had little time to talk about the internal affairs of the organization. There is a proposal to extend the duration of the meeting to three full days, to ensure that the objectives are met; and start the meeting with the Annual Meeting of the Government Board.
4. We should separate the meeting of School Management from the Annual Conference, in order to not repeating the contents.

We talk about the following topics:

- a) The sustainability of the initiatives. For example, the Jubilee Project about Efficiency Energy in buildings. We should keep working in those good initiatives.
- b) Searching new partners to join our network. For the moment we have a limit of 3 partners from each participant country. Valdorio has a possible partner: they will invite them to the next InnMain conference. Attilio Deffenu has another possible partner.
- c) In general the main obstacle we have in order to boost the mobility of teachers and students is the barrier of language skills. To send a student to an internship in a company it is necessary to have basic language skills
- d) Motivation is another important issue: nothing is possible in our network with lack of motivation. The passage of time has as a consequence the loss of motivation. We have to be creative to innovate with new possibilities, projects, ideas...
- e) We want our network to be very practical, something "stuck to the ground", not for making reflections about theoretical approaches. Since the beginning we have the moto "we do it for our teachers and for our students".

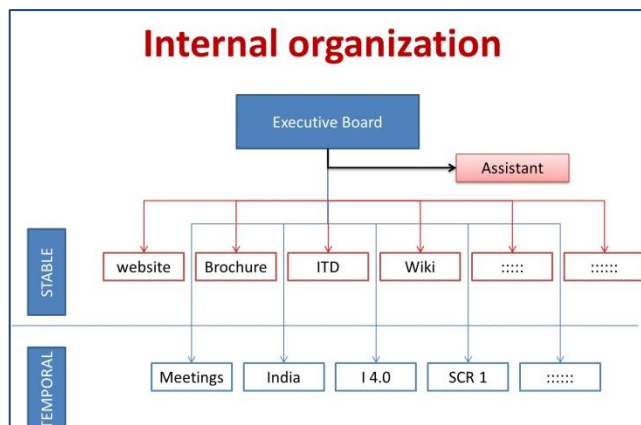
Once more there is a discussion about the need to strengthen the structure of the organization. Basically what we need is TIME of some person to do the institutional work: somebody who is connecting the ExB and the partners. We need to identify the needs, the tasks and responsibilities: we have to write a "work-plan" according to what do we need. This is being a repetitive topic since two years ago. There are two opinions:

- a) To establish a fee for the partners to contribute in the organization of the network.
- b) To distribute the responsibilities between the partners.

Option A has the advantage of moving forward a professional organization, but has the disadvantage of reaching the necessary quantity of money to make it possible, whilst some partners can be unable to contribute with high quantities of money due to the nature of their institutions.

Option B has the advantage of being accessible to all the partners, according to each particular situation, but has the disadvantage of creating a real commitment from the partners.

We delay the decision once more to the next conference. We need to know exactly what the tasks this Assistant should do are. Meanwhile Antonio suggests testing the possibility of having a trainee/apprentice to support the Executive Board in their tasks. Kristian Stagis suggested the day before creating two different levels of organization: one stable in time and a second one temporal: for some partners, for a concrete time of development. As an example, something as this:



Regarding the cooperation between the partners, it is important to know what we can ask and what we can offer to the other partners; in this sense, it is important to have clear documents “This is my offer”. It would be good if we can make a matrix in which each institution writes the fields in which they are good and the activities they offer to the other partners.

Staff training is a general concern among all the partners: the continuous development of their skills in order to send them abroad.

Elections to the post of Vice-President of the Executive Board

There is only one candidate, Dudley College. After the voting, Dudley College is accepted to take over the post of Vice-President of the InnMain network.

Mr. Sanjeev Ohri says some words of gratefulness.

The partners give to Mr. Wim Appels a plate of acknowledge for all the efforts and good job done since the origin of the institution as Vice-President. He also says some words of gratefulness.

Place for the Annual Conference 2018

After due consideration, Valdorío is proposed as the place to held the next InnMain conference. They agree.

Partners’ contributions

In the last part of the Annual Meeting of the Government Board each partner was asked if they wanted to add anything to the previous discussions.

The following was note in addition to the points above:

1. A greater focus on the InnMain network
2. Closure of outstanding actions in a timely manner
3. A greater understanding of the host institutions college which requires a visit around the school. To meet with students and interact with like minded teachers
4. The overall promotion on the network. Marketing and website is only important if updated and visited by other institutions.
5. A greater focus on the mission and vision without loosing the core values.
6. Greater support to the President.
7. There are some positive outcomes from these meetings.

8. Certain discussions should take place before the annual meeting so that we can spend more time discussing the way forward.
9. Highlighting and promoting the positive outcomes from InnMain partners.
10. More time spent on the “speed dating” exercise where we learn about each partners offer
11. We should spend possibly three days at the next annual meeting and not repeat the situation where less time was allocated to a key important meeting.

9. CLOSING CEREMONY

The partners fill in the Quality Survey of the meeting, and say some final words congratulating for such productive meeting