

**Coordination meeting**  
**within the TEMPUS/Tacis SM\_SCM-T017B06-2006 project “Practicum to Improve**  
**Ukrainian eLearning System”**

**Date:** 12.09.2007 – 14.09.2007

**Place:** National Technical University “Kharkiv Polytechnic Institute”, Ukraine

**Participants:** Prof. Andreas Pester, Ms. Angelika Voutsinas (Carinthian University of Applied Sciences, Austria)  
Prof. Matjaz Debevc, Ms. Zivana Hohnjec (University of Maribor, Slovenia)  
Ms. Daina Gudoniene, (Kaunas University, Lithuania)  
Prof. Valeriy Kravets, Prof. Oleksandr Suk, Mrs. Iryna Porunkova (National Technical University “Kharkiv Polytechnic Institute”, Ukraine)  
Prof. Vladimir Lyubchak, Ms. Elena Kuppenko (Sumy State University, Ukraine)  
Prof. Viktor Bulgar (Odesa National Polytechnic University, Ukraine)  
Mr. Andriy Smolyarov, Mr. Mikhail Dontsov (Zaporizhzhya National Technical University, Ukraine)

**Agenda:**

- Presentation of the project partners’ achievements in eLearning.
- Identification of the role, tasks and membership of the organization committee.
- Calendar plan.
- Web-space (technical issues and information content).
- Project management and project documentation.
- Finances.

**Outcomes:**

- Project participants made a brief presentation about the state of eLearning at the partner universities. During the meeting both achievements of the partner universities and problems in this area were emphasized. First of all, it was mentioned that there is a positive dynamics in the development of eLearning system at universities; a growing interest of both full-time and part-time students to eLearning; availability of positive experience of universities’ participation in international projects dealing with eLearning. Such issues as eLearning management, financial and human resources were considered as bottlenecks in eLearning development. During the discussion each partner expressed his/her own expectations concerning the project results. In addition, the main directions of university e-Learning self-analysis to be carried out within the project were identified. After that the primary problems of university eLearning development will be revealed and practicums will be held.
- A special attention was given to identification of roles and tasks of the project participants. National Technical University “Kharkiv Polytechnic Institute” was assigned the function of the main coordinator on Ukrainian part. In this connection it is responsible for preparing a package of recommendations on improvement of the university eLearning system as well as a final report. Other project partners are planned to take an active part in this process by means of permanent information exchange with the usage of contemporary information communication technologies.
- The participants of the coordination meeting were given a corrected workplan. It was discussed, agreed and approved by the meeting participants.
- The project partners formed a project implementation team in each project partner as well as discussed the necessity to create an experts panel in each participating university. In order to ensure the professional capabilities of Ukrainian experts and technical

implementation of the project, some issues concerned with the purchase of equipment were considered. It was decided that NTU “KhPI” will buy the equipment. After that its part will be delivered to other project participants. To identify a potential supplier of equipment, a tender was held between three Ukrainian firms such as Ukrainian-Russian-American Enterprise “SPEZ” ltd, Private enterprise “PRIKOM” and Private firm “Computeri”. Ukrainian-Russian-American Enterprise “SPEZ” ltd, which made the most profitable commercial offer, became the tender winner. The Invoice #80614/07 of 13.09.07 was given to the project grantholder Prof. Andreas Pester for its financing. The payment will be made after the grantholder’s obtaining from NTU “KhPI” a confirmation concerning the delivery of equipment by the Ukrainian-Russian-American Enterprise “SPEZ” ltd.

- The membership of the expert panels was discussed and agreed as well as the dates of their visit to the European partner countries aimed at studying the European experience. It is planned that a familiarization visit of the fist expert panel consisting of 3 persons (Prof. Olexandr Andriyenko, Prof. Volodymyr Lyubchak, Prof. Viktor Bulgar) will be held in Austria on October 21 – 27 2007, of the second expert panel consisting of 5 persons (Prof. Leonid Tovazhnyanskyy, Prof. Valeriy Kravets, Mrs. Iryna Porunkova, Prof. Oleksandr Suk, a representative of the Ministry of Education and Science of Ukraine) will be held in Austria and Slovenia on 2 – 7 December, 2007. Also experts to visit the Kaunas University (Lithuania) and the University of Maribor (Slovenia) will be identified.
- Dissemination of the project results was also discussed during the meeting. It was also decided that NTU “KhPI” will be engaged in developing a web-site and its technical and information maintenance, since it has rich experience in this field. Other project participants will be also involved in its information filling.
- The First National Conference is planned to be held in the second half of May on the basis of Odesa National Polytechnic University. Prof. Pester proposed to invite to the Conference foreign experts as well as to consider the opportunity of getting sponsors’ support.
- In order to ensure the effective communication between the project partners, Prof. Pester suggested to create a Web-space.
- Prof. Pester, Ms. Angelika Voutsinas, and Mrs. Irina Porunkova discussed and agreed the main forms of the project documentation, the mechanism of its submission by the Ukrainian partners to the project grantholder as well as a general system of coordinating the activity within the project. In addition, financial management aspects were discussed.