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MINUTES

Skype Meeting # 1 -

Thursday June 7, 2018

15.00 Thailand time (10.00AM EU time)

Members: Project Partner Representatives and PSU Team

1. Chutima Tantikitti
2. Buncha Chinnasri
3. Pornsiri Suebpongsang
4. Supat Isarangkool na Ayuthaya
5. Didier Pillot
6. Petra Chaloupková
7. Krajana Tainchum
8. Rungrat Sae-Yang
9. Siriporn Prompat
10. Thapanat Pengmak
11. Parittiya Saejew

1. Welcome members

2. Partnership Agreement - Waiting for few partners to send back the signed copies and hoping to get them back by mid June.

3. Report on Activities

- Communication platform has been created - Web page, Facebook, Google drive (Annex 1 of the meeting document)
- Meeting with KU team and Assoc. Prof. Dr. Thilde Bech Brunn (UCPH partner) for KU Module details - Feb 14, 2018
- Workshop on participatory sustainable agricultural production (CMU drafted paper), defining learning objective for the master programs under PISAI, guideline for students and co-supervision between Thai partners - held at CMU on March 8-9, 2018 (Annex 2 of the meeting document)



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- On-line application system created for both Thai and EU student recruitment
- Announcement for student application into double degree program – Application period was from 1 April – 20 May 2018.
- Drafted Modules 1-3 were circulated for comments
- Module review by review team - 24 May – 1 June 2018 (Annex 3 of the meeting document)
- Student interview was conducted by selection committee at KKU, KU and PSU on May 25, 30 and June 5, 2018, respectively. List of 16 selected candidates is in (Annex 4 of the meeting document).

4. Issues for consideration

- Module sequence and code – proposed as in the table below**

Current	Adjusted
Module 1 – Agricultural Production (KU and UCPH)	Module 1 – Value Chain Management (CMU and CULS)
Module 2 – Sustainable Agriculture Environment (KKU, SupAgro, UHEL)	Module 2 – Sustainable Agriculture Environment (KKU, SupAgro, UHEL)
Module 3 – Value Chain Management (CMU and CULS)	Module 3 – Agricultural Production (KU and UCPH)

Responses:

The partners agreed to the changes of the sequence and code. Therefore, the project will refer to the modules according to the revised sequence and code.

- Preparation for CMU Module – EU Students and teaching staff**

Students

1. Accommodation – CMU is seeking for the best choice of shared rooms for both PISAI supported and self-supported students. PISAI is responsible for the cost for 2 students.
2. Living allowance (10,000 baht/student for the period of 21 days for 4 students, 2 from CULS and 2 from UHEL)



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3. Tickets, Travel and Health insurance (advanced payment and will be reimbursed once at CMU, the allowed fund for tickets is 1,100 Euros including all travelling tickets and taxi)
4. Do's and Don't's in Thailand – PSU's team will prepare for the list and send to Petra and Ingeborg to distribute to students before departure to Thailand

Responses:

Agreed and well noted.

Suggestions: It will be good if both Thai and European students are staying at the same place so that there will have an interaction. However, if there is a constraint on finding enough rooms for all students then it is acceptable that they have to be separated.

Teaching staff

1. Accommodation – CMU is seeking for the best choice. Payment to the landlord/companies is needed to reserve the rooms including deposit of at least 1 month rent. CMU will make the reservation and PISAI will transfer the fund for this including the deposit. Permission from CULS to deduct the rent and deposit is needed before making a contract with the property.
2. The budget for teaching in Module, after payment for accommodation - Will it be acceptable to hand to you in Thailand?
3. Tickets, Travel and Health insurance (advanced payment and will be reimbursed once at CMU, the allowed fund for tickets is 1,100 Euros including all travelling tickets and taxi)

In both cases for teaching staff and students, what is the preferred currency – Thai baht or Euro?

Responses:

Agreed and well noted.

Suggestions: It will be good if both Thai and European students are staying at the same place so that there will have an interaction. However, if there is a constraint on finding enough rooms for all students then it is acceptable that they have to be separated.

It's acceptable for a currency that is convenient for the coordinator.



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- **Thai Faculty member and staff for efficient and effective program delivery and student supervision.** Activity 2.4 (as in work plan – 15 Oct. – 14 Dec. 2018)

According to the plan, PISAI will support 3 teaching staff from each Thai partners to EU partners (during the 3-year project lifetime).

From the pre-meeting with Thai partners together with Drs. Didier and Thilde held at KU on 1 June 2018, it was agreed that those who will be at EU partners should be teaching staff who involves and contributes in PISAI Project either as the operation team or student advisors.

Thai teaching staff do not need to travel at the same time but can manage to travel at their own preference. The travelling period should be, at the latest, by March 2019. This activity will have to be reported in the mid-term report to Erasmus Plus

The potential activities will be:

- UCPH – 5-day short course on how to supervise master and Ph.D. students and arrangement to meet with teaching in the similar research areas
- SupAgro – the field course of 14 days. PISAI will be responsible for 7 days including travelling days.

- CLUS - ???

- UHEL ???

Responses:

It is not compulsory that Thai teaching staff from 4 universities have to travel at the same period of time but, it should not be too late according to the plan. They can be in a small group or individually depending upon their research and proposed activities for sustainability of consortium/ networking in the future.

UCPH has given the link to the short courses on **Introduction to University Pedagogy** being offered - https://www.ind.ku.dk/english/course_overview/iup/

CLUS will propose a short program for Thai teaching staff to decide for their short term visit in Europe.

Chutima will ask UHEL to propose activities for short term visit of Thai teaching staff.



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5. Summary

- Next steps –
 - Budget transfer for staff cost (50% of total allowed budget) as soon as the partnership agreement is done.
 - MoU between Thai partners to be signed at OHEC
 - Enrolment of students into each home and host university
 - Orientation for students and advisors
 - Meeting between Thai partners for sharing experience after completing CMU's Module

Responses:

- Agreed and well noted.
- The meeting between Thai partners to learn from CMU experiences in implementing Value Chain Management Module is proposed to be on September 5. For the meeting place, this will be considered later.
- KKU has set the dates for Module 2 to be 5-25 November 2018.

- Timetable: Planning of next Skype meeting dates

Responses:

Agreed to be during the Module 1 at CMU. For the meeting date, it will be set later depending upon the appropriate schedule in relation to module activities.

The meeting ended at 16.15 PM Thailand time



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Introduction to University Pedagogy

IUP

The course gives the participants capability to plan, carry out and evaluate their own teaching. Participants will experience various examples of teaching and use these to make informed decisions about their own teaching. Participants will also learn selected pedagogical principles.

Objectives

The participants will be able to:

- Formulate clear and precise learning goals
- Use student activation in their lessons
- Engage students through problem based activities

One of the main activities of the course is a series 20-minute lesson exercises conducted by the participants. These lesson exercises are used as the basis for giving specific feedback to each participant as well as a vantage point to discuss general principals of teaching.

The course is passed based on active participation throughout the course.

Format

The course is an intensive 4 day course (Monday, Wednesday-Friday), all within the same week. Please note that you will be expected to do coursework on Tuesday as well. Participants are expected to give a short lesson during the course and contribute to discussions and the exchange of ideas based on the other participants' lessons.

Dates, hours and registration, spring 2018

January 29. - February 2. From 09:00 - 16:00. English and Danish spoken

February 26. - March 2. From 09:00 - 16:00. English spoken

March 19. - 23. From 09:00 - 16:00. English and Danish spoken

April 16. - 20. From 09:00 - 16:00. English and Danish spoken

May 14. - 18. From 09:00 - 16:00. English spoken

Dates, hours and registration, fall 2018

September 3. - 7. From 09:00 - 16:00 English spoken

Oktober 1. - 5. From 09:00 - 16:00. English and Danish spoken

December 3. - 7. From 09:00 - 16:00. English and Danish spoken

This course is evaluated through an electronic written evaluation in a format like this example.

Course weight
3 ECTS

77 working hours (47 for preparation, and 30 for course).

Location

Institut for Naturfagenes Didaktik, Øster Voldgade 3, 1350 København K.

Contact-information

If you have any questions please contact course secretary Nadja Nordmaj, nnordmaj@ind.ku.dk, tel. +45 353-20388

Course responsible

Marianne Achiam, Associate professor.

Participation fee

DKK 4.500

Your registration is considered binding and the following rules apply: 3 weeks before the start of the course, it is possible to opt out, without having to pay participation fees. If you opt out beyond this date or do not show up on the course you will be charged the full participation fee, unless another participant are able to sign up for the course instead.

PhD-students and assistant professors/postdocs attending UP from SCIENCE will have their participation fees paid for by the Faculty, IF they pass the course. IF they do not pass, participation fees will be send to the financially responsible body (typically the home institute).

PhD students from the Faculty of Health and Medical Sciences are paid for through their Graduate School.

All other participants are required to cover any and all costs pertaining to this course themselves.

www.ku.dk

as part of the statistics work on its website www.ku.dk any time.

Each participant is responsible for ensuring that the financially responsible