

**MINUTES****Skype Meeting #3 -All partners****9 January 2019****Members: Project Partner Coordinators/Representatives**

P1 –PSU	Dr. Chutima Tantikitti Miss Rungrat SaeYang Mrs. Siriporn Prompat Miss Parittiya Saejew
P2– KU	Dr. Buncha Chinnasri
P3 – CMU	Dr. Pornsiri Suebpongsang
P4 – Supagro	Dr. Didier Pillot
P5 – UCPH	Dr. Thilde Bech Brunn ( <i>cannot attend the meeting but sent the message</i> )
P6 – KKU	Dr. Supat Issarangkool na Ayuthaya
P7 – CULS	Dr. Petra Chaloupková
P8 – UHEL	Dr. Ingeborg Hokkanen
P9 – Agrinatura	Absent

**1. Report on the activities and progress of PISAI****1.1 The Field Monitoring Visit by E+ Project Advisor, Miss Antonella Giorgio**

Miss Antonella Giorgio has made the Field Monitoring Visit to PISAI project as well as the institutional visit at PSU for one full day on 22 November 2018 which was held at Office of Higher Education in Bangkok.

*The purposes of the monitoring are as follows:*

- To address general and specific issues related to the implementation of PISAI project
- To ensure effective management of the CBHE funds and visibility of the EU support in Thailand
- To evaluate the impact and assess the sustainability prospects of the project outcomes

*Participants:*

1. Dr. Wongkot Phuphumirat (Assistant to the Vice-President for International Affairs, PSU)
2. Asst. Prof. Dr. Chutima Tantikitti (Project Coordinator), PSU
3. Asst. Prof. Dr. Pornsiri Suenpongsang (CMU coordinator)
4. Asst. Prof. Dr. Supat Issarangoon Na Ayuthaya (KKU coordinator)
5. Dr. Krajana Tainchum (Teaching/research staff, PSU)
6. Mrs. Siriporn Prompat (Project Admin., PSU)
7. Miss Parittiya Saejew (Project Admin., PSU)
8. Mrs. Salma Kosumphant (International Affairs Officer)
9. Miss Chongchit Ratyot (International Affairs Officer)

10. Mr. Zsolt M. Szekely (Foreign English Teacher)

**Activities:**

- Introduction of the participants
- PowerPoint presentation of the overall project activities and proposed outputs
- The organisation of the project team(s) within the partnership
- Presentation of the activities carried out and results achieved
- Impact and visibility of the project in the partner country institutions (and their local/regional/ national environment) as in the presentation
- Questions and recommendation by Miss Antonella Giorgio
- Conclusion

- PowerPoint presentation by Miss Antonella Giorgio (at the Cluster meeting on Nov. 21, 2018 prior to the monitoring visit) is in the **Annex 1** of the #3 Skype Meeting Agenda
- PowerPoint presentation of the PISAI's project activities, proposed outputs and results achieved is in the **Annex 2** of the #3 Skype Meeting Agenda
- Summary of the visit as recorded by Chutima and Pornsiri is in **Annex 3** of the #3 Skype Meeting Agenda (Waiting for the feedback from the Agency)

**1.2 Progress report on PISAI's activities and achievement**

The project has been officially in operation since 15 Oct 2017 although, the intensity of activities has started from the kick-off meeting on 8-10 Jan. To keep pace with the work plan as in the proposal, the activities and achievements are listed in the **Annex 4** of the #3 Skype Meeting Agenda.

Please review the activities and achievement and add activities that you have carried out at each partner institute. This can be informed during the Skype meeting or sent to PSU by 20 Jan 2019.

**1.3 Students under PISAI in the first batch:**

They have successfully participated in Module 1 at CMU and Module 2 at KKU in November. They are now studying and doing their research at home universities and some students have started to run the study at host universities.

**1.4 MOU and MOA between Thai partner universities:**

MOU between Thai partners has been completely signed by the 4 Presidents (PSU, CMU, KKU and KU). Each Thai partner has the original copy to process for the DDMP if needed. MOA has been developed with the participation of 4 Thai partners into 2 forms due to different university policy of partner universities. One set is the MOA among three universities namely PSU, CMU and KKU and the second set is the bilateral MOA between

KU and each partner. The first set was completely agreed and signed by the responsible Presidents. The second set is in the process of fine tuning and signing of the presidents.

The process of both documents is very important for DDMP under PISAI and the quality assurance.

Progress on the bilateral MOA, Dr. Buncha informed that the bilateral MOA between partners will be done by the end of January 2019.

#### 1.5 Purchase of equipment by each Thai university partner:

- CMU has successfully purchased the equipment and sent in the required document including inventory document.
- KKU has done the purchasing and the equipment has been used during the Module 2. The document is not yet sent to PSU.
- PSU is in the process and will be completed by March 2019.
- KU is in the process and will be completed by.....

This activity is delayed as it's supposed to be by the end of October 2018 as in the work plan.

If the process can be speeding up to complete by Feb. 2019, this will help for the financial report to the Agency as required to be submitted by March 2019.

#### 1.6 Teaching staff going to EU partners: Activity 2.4 (as in work plan) –(15 Oct.–14 Dec. 2018). The teaching staff and trips are in the table below.

PISAI staff to EU							
Univ.		Name		EU country	University	Period of course*	Duration
<b>PSU</b>	1	Dr. Ladawan Lerslerwong	Asst.Prof.	Denmark	University of Copenhagen	20-24 May, 2019	5 days
	2	Dr. Teeyaporn Keawtawee	Lecturer	Denmark	University of Copenhagen	20-24 May, 2019	5 days
	3	Dr. Krajana Tainchum	Lecturer	Denmark	University of Copenhagen	20-24 May, 2019	5 days
<b>KU</b>	1	Dr. Sudsaisin Kaewruang	Asst.Prof.	France	SubAgro	19 Sept to 5 Oct, 2018 (completed)	17 days
	2	Dr. Buncha Chinnasri	Asst.Prof.	France	SubAgro	19 Sept to 5 Oct, 2018 (completed)	17 days
	3	Dr. Oranutda Chinnasri	Asst.Prof.	Denmark	University of Copenhagen	20-24 May, 2019	5 days
<b>CMU</b>	1	Dr. Jirawan Kitchaichareon	Asst.Prof.	Denmark	University of Copenhagen	March 2019	5 days
	2	Dr. Saowaluck Yammuen-art	Asst.Prof.	Czech	Czech University of Life Sciences Prague (CULS)	December 2018 (completed)	5 days
	3	Dr. Pornsiri Suebpongsung	Asst.Prof.	Czech	Czech University of Life Sciences Prague (CULS)	April 2019 (planned)	5 days
<b>KKU</b>		???			???	???	
		???			???	???	
		???			???	???	

## 2. Module implementation

### 2.1 Report on Module 2 at KKU

Reported by Dr. Supat in the Skype meeting.

- The full report will be by KKU submitted in February 2019.
- KKU has summarized the students' feedback in the minutes of Thai partners' Skype meeting which was held on 14 Dec 2018 as seen below and also in **Annex 5**.

#### Week 1: Common farming systems in the Northeast Thailand

##### **Feedback from students:**

Several students reflected on the Module 2 that the first week was very good and useful. However, the lecture contents/teaching materials such as PowerPoint should be provided to students before the class in order for students to follow the lecture as there were a lot of contents and new for them. Then, they can study and prepare for the class and will help reduce too much time spent in the class. Students also suggested to have more time for the interview with famers.

##### **Suggestion for improvement:**

- Coordination with our EU universities should be improved in order to have a clearer picture for the module activities.
- The budget for field work should be flexible.

#### Week 2: Soil quality assessment and Biofunctool workshop

##### **Feedback from students:**

- The contents in week 2 were very intense particularly in the fields of soil sci. and the environment and entomology. They have gained knowledge in statistical method using R-Stat program. The contents during the week 2 were very bevy good but very specific which some students might not be able to follow that well, albeit the pretest was conducted and briefing was given before the field study. It would be better to reduce the measured parameters in order that there will be more time for data analysis.

##### **Suggestion for improvement:**

- It would be better to have an increased number of teaching assistants so that the time for parameter measurement could be shortened.

#### Week 3: Animal science and fisheries

##### **Feedback from students:**

Students were satisfied with the contents of week 3.

##### **Advice for Module 3 from KKU**

- Prepare the content materials to be given to students before the Module 3 starts
- The contents in each part of the module should be suitable, not too much not too less.

Dr. Supat informed that KKU will submit the Module 2 report by Feb, 2019 and will contact Dr. Pornsiri for advice as how to prepare the report and the publisher.

## 2.2 Module 3 - Preparation (KU and UCPH)

Module 3 - Agricultural Production: To be implemented *during 17 March – 6 April 2019*  
at 2 places:

- 17-23 March 2019 - Activities at Kasetsart University, Bangkok (Lecture, preparation etc.)
- 24 March - 6 April 2019 - Field work at Tambon Klang Dong, Pak Chong District, Nakhon Rachasrima Province.

Dr. Buncha will explain to the meeting and the details was sent on Jan 8, 2019 to every partner.

### Preparation:

*Accommodation* – KU is seeking for the best choice.

1. For students - shared rooms for both PISAI supported and self-supported students
2. For Teaching staff – 10 rooms have been booked at KU Home for the first week of the module.

Logistics:

*Thai students and teaching staff* - the same process as agreed and already applied in Modules 1 and 2 is also for the Module 3

*EU students and teaching staff* - the same process as agreed and already applied in Modules 1 and 2 is also for the Module 3

*Transportation* – Information from both Thai and EU partners are needed for arrangement of the transportation.

### Suggestion:

- To prepare for the logistics for different groups, a table for partners to provide the participation dates and transportation requirement should be circulated soon. Both CMU and KRU have the template which can be used for module 3.
- Invitation others universities to participate in Module 3 or module 1-3 next year to learn about how to run the program in each module.

## 3. Issues for consideration and report

### 3.1 For preparation of Module 3

Thilde has sent questions and suggestions as follows:

**First:** It is very important that we get a report from the module in Khon Kaen and preferably also access to all the slides that were used in the lectures. This is important for the planning of Module 3 to secure that we are building on the knowledge that the students have already acquired and avoid overlaps.

**Second:** It is still not clear to me what the staff from Helsinki are expecting to contribute to Module 3. I tried to ask directly in a previous email, but the answer only concerned the economic aspects of their participation not the point of participating. I think that this issue should be properly addressed.

**Conclusion:**

- KKU will send the report in February.
- Dr. Ingeborg Hokkanen informed that the subjects that she can contribute are "Properties on insect pest suppressive soils" and Ecology of corn production with emphasis on ecosystem services affecting productivity."
- Since the program is already set, Dr. Buncha will consult UHEL interest to join Module 3 with Thilde, the main EU partner of Module 3.

- Suggesting by Didier, Petra and Thilde for improvement of modules 1-3 for better delivering the programme with the batch 2. Collectively- a serious transversal and self-critical evaluation of the modules given for the batch one should be carried out before we move forward for batch 2. Issues such as the coordination, complementarity (prerequisites) or duplication between modules need to be critically assessed on the basis of the real experience of the implementation in the first year which is a basic rule in the quality assurance system not to go for the second year without taking all the lessons learned from the first year.

### 3.2 KKU for staff development activities at EU partner institutes

To be decided and informed ASAP.

**Conclusion:**...Dr. Supat informed that 3 persons, Dr. Supat, Dr. Arunee and Dr. Pruksa are interested to attend the UCPH course in May 2019. However, if there is the registration/course fee they will reconsider for the EU host university.

### 3.3 Financial reporting - Reporting document is needed urgently.

The deadline to submit as informed and agreed in the previous Skype meeting was Oct. 31, 2018. Please send the following document urgently because the project has to submit interim/mid term report before March:

- Employment contract and salary slips
- Time Sheet (EU document)
- Joint Declaration (Annex II of EU)
- Individual Travel Report (Annex III of EU), for those who have not submitted for the trips made.

The templates as well as an example of how to fill up the document have already been sent to all partners with the project number in the template.

For the next activities that will happen, please provide the document soon after completing the activity.

**Conclusion:**...All partners will submit the documents ASAP.

### 3.4 Annex V- Technical Implementation Report (Progress report on implementation of action)

- The Annex V's table which partly filled by Coordinator has been sent to all partners since Oct. 22, 2018.
- Please fill in the implementing activities accordingly and return to coordinator by Jan. 21, 2018
- The table will be sent once again after the meeting.

### 3.5 Communication platform and Dissemination activities

- Web page, Facebook, Google drive has been created as informed in the e-mail and the Skype meeting #1. Please use this and link to your university web page as it is required by Erasmus+ project for dissemination purposes.
- Please send the link or captured web page for PISAI with EU logo by **8 Feb 2019**.

**Conclusion:**...Noted by partners.

### 3.6 Dissemination Strategic Plan

This is an important task suggested by the Agency during the field monitoring visit in Nov. 2018.

*Consideration: CULS to draft the strategic plan for dissemination as firstly plan in the proposal, please.*

**Conclusion:**...Petra agreed to be responsible for the task and suggesting to summarize the activities for few pages for circulation..

### 3.7 First group of Thai students going to CULS

As in the work plan, first group of Thai students will go to EU partner which has been identified during the Kick-off meeting to be CULS. The tentative period is 15 Aug-14 Oct. 2019. The duration will be for 10 days including travelling days.

*Consideration: For CULS to host the activity and inform of a possible duration*

**Conclusion:** The suitable time will be in September 2019. The activities for Thai students during the study trip to CULS can be 1) Mini-conference 2) Attending conference in Germany and 3) Attending lectures. All partners should inform students at each Thai university to be prepared for the trip.

### 3.8 Timetable: planning of next meeting dates

*Consideration:* After completing Module 3 – April 30, 2019 at 3.00 pm Thailand time

**Conclusion:** **April 9, 2019 at 3.00 pm Thailand time.**

**The meeting ended at 5.15 pm Thailand time**



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