

Meeting Minutes Report

Meeting Subject:	General Meeting		
Date of Meeting:	13 February 2018	Time:	9:30-12:00, 13:15-16:00
Minutes Prepared by:	Duangthida Hussadintorn Na Ayutthaya	Location:	B108, AITCC
1. Attendance at Meeting			
Name		University	
1. Prof. Worsak Kanok-Nukulchai		Asian Institute of Technology	
2. Prof. Voratas Kachitvichyanukul			
3. Dr. Pisut Koomsap			
4. Dr. Huynh Trung Luong (MC-Afternoon Session)			
5. Dr. Mongkol Ekpanyapong			
6. Dr. A.M. Harsha S. Abeykoon			
7. Duangthida Hussadintorn Na Ayutthaya (Secretary)			
8. Danielle Celine Bildan (MC-Morning Session)			
9. Dr. Kanchana Sethanan		Khon Kaen University	
10. Dr. Komkrit Pitiruek			
11. Dr. Thitipong Jamrus			
12. Dr. Sirorat Pattanapairoj			
13. Prof. Athakorn Kengpol		King Mongkut's University of Technology North Bangkok	
14. Dr. Warapoj Meethom			
15. Mr. Pongpon Udomchaidate			
16. Dr. Thanate Ratanawilai		Prince of Songkla University	
17. Dr. Supapan Chaiprapat			
18. Dr. Suriya Jirasatitsin			



Name	University
19. Dr. Wuttinan Nunkaew	Thammasat University
20. Dr. Aninthaya Khamkanya	
21. Prof. Szuder Andrei	University Politechnica of Bucharest
22. Prof. Tom Savu	
23. Prof. Cristian Vasile Doicin	
24. Prof. Livia Veronica Lazar	
25. Prof. Rui Manuel de Sá Pereira de Lima	University of Minho
26. Prof. Maria Teresa Torres Monteiro	
27. Prof. Diana Isabel de Araújo Mesquita	
28. Prof. Tomasz Nitkiewicz	Częstochowa University of Technology
29. Prof. Robert Ulewicz	
30. Prof. Anna Wiśniewska-Salek	
31. Mr. Theerasak Sa-nguanmanasak	Western Digital (Thailand) Co., Ltd.
32. Mr. Kongsak Jirawat	
33. Dr. Jutamas Arunanondchai	Rajburi Sugar Co., Ltd.



2. Purpose of Meeting
<ul style="list-style-type: none"> (1) To meet in person for the first time (2) To learn about the rules and regulations for implementing the project (3) To update the project status (4) To acknowledge the work plan of WP 1, 4, 5
3. Meeting Agenda
<p>Morning Session:</p> <ul style="list-style-type: none"> (1) Opening Remarks by AIT President (2) Management of Capacity Building in Field of Higher Education: Operation and Financial Aspects by Project Coordinator (3) Gap Analysis Work Plan by WP1 Leader (4) Quality Control and Monitoring Work Plan by WP4 Leader (5) Dissemination, Exploitation and Sustainable Work Plan by WP5 Leader (6) Industry Views <p>Afternoon Session:</p> <ul style="list-style-type: none"> (7) Smart Development of Competences for Smart Industries (8) Industry 4.0's Challenges for the Industrial Engineering Curricula in the Politechnica University of Bucharest (9) Industry 4.0: Implication to the Higher Education (10) Identifying key criteria in development of Industrial Engineering education (11) Building up quality assurance system on University – perspective of Industrial Engineering Master Program (12) Closing Remarks by Project Coordinator
4. Meeting Notes, Decisions, Issues
<p>Morning Session:</p> <p>(1) Opening Remarks by AIT President</p> <p>Meeting Notes: AIT President, Prof. Worsak Kanok-Nukulchai, gave his opening speech where he welcomed everyone and underlined the importance of the project towards Thailand Education and Thailand Sustainable and Smart Industry. After his speech, the MC invited everyone to have a group photo session at the clock tower before continuing the next sessions.</p> <p>Decisions: None</p> <p>Issues: None</p> <p>(2) Management of Capacity Building in Field of Higher Education: Operation and Financial Aspects by Project Coordinator</p> <p>Meeting Notes: Project Coordinator (PC), Dr.Pisut Koomsap, presented the Management of Capacity Building in Field of Higher Education: Operation and Financial Aspects to all members.</p>



- PC explained the project consortium which is structured in four levels: PEC; PC; Work package leaders (WPLs) and Work package members (WPMs). PEC is the highest and ultimate decision-making board, and its main task is project governance. He also explained the structure of QC board, which has been approved by PEC yesterday.
- PC introduced the six work packages (WPs) and its corresponding work package leaders (WPLs) and co-work package leaders (CWPLs). PC also presented the tasks and deliverables of each WP.
- PC updated on the official website that was initially developed. Everyone will be given access to the website, where all documents will be uploaded.
- PC mentioned that besides the website, his team had created Facebook page as an additional channel to help create visibility of the project to the public. The posts on the Facebook page are for announcement, news and activities. He requested members to visit the Facebook page and help sharing to their social communities.
- PC further underlined the rules and regulations, the importance of creating visibility, and penalties of the project.

Decisions: None

Issues: None

(3) Gap Analysis Work Plan by WP1 Leader

Meeting Notes: Co-work package 1 leader, Prof. Rui M. Lima, on behalf of work package 1 leader, Dr. Wichai Chattinnawat, provided updates on the outputs obtained from the work package 1 meeting.

Decisions: None

Issues: None

(4) Quality Control and Monitoring Work Plan by WP4 Leader

Meeting Notes: Work package 4 leader, Prof. Livia Veronica Lazar, presented the outputs obtained from the work package 4 meeting and provided explanations of some important documents.

Decisions: None

Issues: None

(5) Dissemination, Exploitation and Sustainable Work Plan by WP5 Leader

Meeting Notes: Work package 5 leader, Dr. Kanchana Sethanan, gave her presentation on the outcomes obtained from the work package 5 meeting and requested other WPLs to send their plans to her to finalize the WP5 work plan.

Decisions: None

Issues: None



Afternoon Session:

Besides project members, there were 11 people attended the public seminar session.

(6) Industry Views

Meeting Notes: Dr. Jutamas Arunanondchai from Rajburi Sugar Co., Ltd., Mr. Kongsak Jirawat and Mr. Theerasak Sa-nguanmanasak from Western Digital (Thailand) Co., Ltd., together with Prof. Athakorn as the moderator, gave their insights and needs towards the Curriculum Development of Master's degree in Industrial Engineering for Thailand Sustainable Smart Industry (MSIE 4.0).

- Rajburi Sugar Co., Ltd.
 - Dr. Jutamas explained that the company production line is a labor-intensive system and relies on sugarcane crushing season, which is only 80 days/year. During that time, lots of labors is required and all machines are occupied with full workload to support the huge amount of sugarcane from farmers. She then emphasized the need on the development of a production system towards automation and pointed out the importance and requirement of reliable maintenance service system to ensure the readiness and performance of m/c for the sugarcane-crushing season. In addition, the company also emphasizes on project management and pays attention to environmental impacts.
 - She concluded that the company is looking for IE graduates who are able to support the needs and the development plan which have been mentioned.
- Western Digital (Thailand) Co., Ltd.
 - The representatives mentioned that the company highly emphasizes on training graduates, as they typically lack the required skills and competency, before they start working on the real work setting. They further explained that the company views realistic practice learning as a key competency and, therefore, provides 'Talent mobility program project based six months to one-year internship'.
 - Moreover, they underlined that IE graduates for their company are ones who are skillful at 1) Big Data, 2) Forecasting, 3) Simulation, 4) ERP, and 5) Augmented Reality (AI).

Decisions: None

Issues: None

(7) Smart Development of Competences for Smart Industries

Meeting Notes: Prof. Rui M. Lima introduced the University of Minho to all and gave his presentation entitled 'Smart Development of Competences for Smart Industries'.

Decisions: None

Issues: None

(8) Industry 4.0's Challenges for the Industrial Engineering Curricula in the Politechnica University of Bucharest



Meeting Notes: Prof. Tom Savu, together with Prof. Cristian Vasile Doicin, introduced their university to all and gave a presentation on Industry 4.0's Challenges for the Industrial Engineering Curricula in the Politechnica University of Bucharest.

Decisions: None

Issues: None

(9) Industry 4.0: Implication to the Higher Education

Meeting Notes: Dr. Pisut Koomsap gave his presentation entitled 'Industry 4.0: Implication to Higher Education' and underlined his insights toward education 4.0.

Decisions: None

Issues: None

(10) Identifying key criteria in development of Industrial Engineering education

Meeting Notes: Prof. Tomasz Nitkiewicz, gave an introduction of Czestochowa University of Technology and shared his expertise on 'Identifying key criteria in development of Industrial Engineering education'.

Decisions: None

Issues: None

(11) Building up quality assurance system on University – perspective of Industrial Engineering Master Program

Meeting Notes: Prof. Robert Ulewicz gave his presentation on Building up quality assurance system on University – perspective of Industrial Engineering Master Program.

Decisions: None

Issues: None

(12) Closing Remarks

Meeting Notes: PC gave the closing remarks and thanked everyone for their hard work and presence in AIT. He further shortly mentioned about the program on the following days.

Decisions: None

Issues: None

5. Action Items

Action	Assigned to	Due Date
None		

6. Attachments (documents/handouts to bring, reading material, etc.)

Description	Prepared by

Management of Capacity Building in Field of Higher Education: Operation and Financial Aspects (available on the project website)	Pisut Koomsap
WP1: Research Development (available on the project website)	Wichai Chattinnawat and Rui M. Lima
Quality Control and Monitoring Work Plan (available on the project website)	Livia Lazar
WP 5: Dissemination & Exploitation (available on the project website)	Kanchana Sethanan
Smart Development of Competences for Smart Industries (available on the project website)	Rui M. Lima
Industry 4.0's Challenges for the Industrial Engineering Curricula in the Politechnica University of Bucharest (available on the project website)	Tom Savu and Cristian V Doicin
Industry 4.0: Implication to the Higher Education (available on the project website)	Pisut Koomsap
Częstochowa University of Technology and Its Industrial Engineering Experience (available on the project website)	Tomasz Nitkiewicz
Building up quality assurance system at University – perspective of Industrial Engineering Master Program (available on the project website)	Robert Ulewicz
6. Next Scheduled Meeting	
Date: September 10-14, 2018	Time: TBC
Location: University of Minho	