

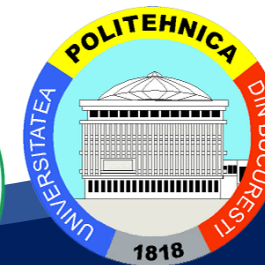


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Erasmus+ Programme
of the European Union



WP4 Report

Livia LAZAR



Curriculum Development
of Master's Degree Program in
Industrial Engineering for Thailand Sustainable Smart Industry



Discussion topics

- Deliverables evaluation, according to the evaluation criteria and Work Project Plan
- Internal Quality Controls and Monitoring
- External quality and financial audit planning
- WP's final report





Evaluation Criteria Identification and Deliverables Evaluation

WP	Task no.	Description	QCM responsible	YES/NO	Start Time, (PMCP-V2)	Outcomes evaluated (QCMB – last date)
1	1.1	Developing a gap analysis working plan	Wasawat Nakkiew	Yes	Jan, 2018	GD-T1.1_O1.1(V3) Final -21.01.2019
	1.2	Analysing of MSIE curricula being offered, and of learning and teaching methods being applied	Teresa Monteiro	Yes	Mar, 2018	GD-T1.2_O1.2 (V5) 12.11.2018
	1.3	Assessing needs of industry and students	Wasawat Nakkiew	Yes	Apr, 2018	GD-T1.2_O1.3(V4) 13.11.2018 GD-T1.3_O1.4(V5) 14.01.2019
	1.4	Identifying gaps	Teresa Monteiro	Yes	Aug, 2018	GD-T1.4_O1.5(V4) 24.01.2019
	1.5	Identifying competitive factors for the curriculum	Wasawat Nakkiew	Yes	Aug, 2018	GD-T1.5_O1.6 (V4).docx 14.02.2019
	1.6	Developing recommendations for the specifications and areas of specialization for the curriculum	Wasawat Nakkiew	Yes	Sep, 2018	GD-T1.6_O1.7 (V2).docx 06.03.2019





Evaluation Criteria Identification and Deliverables Evaluation

WP	Task no.	Description	QCM responsible	YES/NO	Start Time (PMCP-V2)	Outcomes evaluated
2	2.1	Developing curriculum structure and academic program learning outcomes	Robert ULEWICZ	Yes	jan, 2019	CDD-T2.1_O2.1 (V8) Final -04.05.2020
	2.2	Developing courses and course learning outcomes based on a matrix that maps course learning outcomes with program learning outcomes, and also teaching and learning methods,	Robert ULEWICZ	Yes	Febr, 2019 End proposal: 23.05.2020	No (draft report – V4)
	2.3	Conducting pilot test of the key courses	Huynh Trung Luong	Yes	Aug, 2019 End proposal: end spring semester	partial (10/16 Pilot courses conducted) – Teacher, student, course surveys
	2.4	Assessment of pilot test of the key courses and finalize the curriculum and the courses	Robert ULEWICZ	Yes	May,2020 End proposal: June 2020	https://forms.gle/Pscpv2TKgn1DqqMj8 https://forms.gle/bH8kJ6ckkwFpe77g9 https://forms.gle/dQmK7DrY8b4uC2Xt8
	2.5	Preparation for accreditation of the curriculum	Thitipong Jamrus/ Komkrit Pitiruek	No	Nov, 2019	No



Evaluation Criteria Identification and Deliverables Evaluation

WP	Task no.	Description	QCM responsible	YES/NO	Start Time (PMCP-V2)	Outcomes evaluated
3	3.1	Developing teaching materials	Teresa Monteiro	No	May, 2019	Through teachers and students surveys 6/ 16 available materials on https://msie4.ait.ac.th/
	3.2	Translating teaching materials between English and Thai	Anintaya Kumkalya	YES	Jun, 2019	No information
	3.3	Developing a web-portal for online learning	Huynh Trung Luong	Yes	Apr, 2018	No (CD-T3.3_O3.1 (V1) on going)
	3.4	Training of staff on new tools and best practice exchange on modern teaching techniques	Teresa Monteiro	No	Febr, 2018	No (Project-Based Learning (PBL), 13-15.09.2019) MSIE 4.0 Training (Task 3.4) is not updated on https://msie4.ait.ac.th/
	3.5	Adapting learning materials developed to the online learning	Huynh Trung Luong	No	Jul, 2019	No
	3.6	Purchasing and installing of teaching equipment	Huynh Trung Luong	No	Jan, 2019	Lecturer and students evaluation forms in V-classes
			Developing a laboratory and online remote	Huynh Trung		



Evaluation Criteria Identification and Deliverables Evaluation

WP	Task no.	Description	QCM responsible	YES/NO	Start Time (PMCP-V2)	Outcomes evaluated
4	4.1	Developing a quality control and monitoring system	Livia Veronica Lazar	Yes	Febr,2018	Yes QCMP(V4)
	4.2	Implementing the internal quality control and monitoring of the project	Livia Veronica Lazar	Yes	Sept,2018	A03_QF- QCM - draft - 26.01.19
	4.3	Inviting external evaluation of the project results	Supapan Chaiprapat	Yes	Mar, 2019	Midterm- Audit report_9.1 2.2019
	4.4	Inviting external financial audit	Supapan Chaiprapat	Yes	Aug, 2020	Selected candidate



Evaluation Criteria Identification and Deliverables Evaluation

WP	Task no.	Description	QCM responsible	YES/NO	Start Time (PMCP-V2)	Outcomes evaluation
5	5.1	Development of a Dissemination, Exploitation and Sustainable plan	Livia Veronica Lazar	Yes	Jan, 2018	DESP(V7) 1.10.2018
	5.2	Creating a project website to support the dissemination strategy, and communication and collaboration among	Huynh Trung Luong	Yes	Jan, 2018	Report for Project's Website Assessment (42 participants) 22.09.2018
	5.3	Production and dissemination of project materials	Thitipong Jamrus/ Komkrit Pitiruek	No	Mar, 2018	Reports on Dissemination of Project Materials/ 10.04.2019 – last update on https://msie4.ait.ac.th/
	5.4	Publications in professional journals, newspapers, magazines, brochures, and social media	Teresa Monteiro	No	Feb, 2019	Publications Reports/ 10.04.2019
	5.5	Developing joint short-term courses in the field of Industrial Engineering in cooperation with industry ...	Athakorn Kengpol	Yes	Oct, 2019	No
	5.6	Organizing dissemination events with relevant stakeholders	Wasawat Nakkiew	No	Sep, 2018	Reports on Organizing Dissemination Events/ 10.04.2019 https://msie4.ait.ac.th/qf-eve-event-evaluation/ (10e)
			Organizing the final dissemination-sustainability			



Evaluation Criteria Identification and Deliverables Evaluation

WP	Task no.	Description	QCM responsible	YES/ NO	Start Time (PMCP-V2)	Outcomes available
6	6.1	Finalizing management structure	PEC-CUT	Yes	Nov, 2017	PMCP(V1), PMCP(V2)
	6.2	Organizing kick-off and regular consortium meetings	PEC-TU	No	Feb, 2018	Agendas Minutes meeting Attendance lists
	6.3	Monitoring and controlling the project	PEC-PSU	No	Dec, 2017	MSIE 4.0 midterm report Financial Report submitted for Midway Assessment
	6.4	Closing the project	PEC-KMUTNB	No	Jul, 2020	





Evaluation Criteria Identification and Deliverables Evaluation

General aspects that must be taken in account:

- The developed materials/ different reports and results must be loaded on <https://msie4.ait.ac.th/>
- The upload of the project results (images/videos of the classes held, by example) also on the project website respecting the structure defined for WPs. If one result answer to different tasks, there should be mentioned a link to the source.
- Awareness of the lecturers that offered pilot courses and used V-classes to fill in the evaluation forms
- The dissemination events (seminars/ workshops) must be evaluated. This shall be done accordingly to [QF-EVE-Event Evaluation](#) – So far there are 10 evaluated events





Internal Quality Controls and Monitoring Team

Partner	Role	Name
UPB	TL	Tom SAVU
AIT	CP	Huynh Trung Luong
CMU	CP	Wichai Chattinnawat
KMUTNB	CP	Athakorn Kengpol
TU	CP	Anintaya Kumkalya
KKU	CP	Sirorat Pattanapairoj
PSU	CP	Supapan Chaiprapat
UMinho	CP	Rui Sousa
CUT	CP	Anna WIŚNIEWSKA-SAŁEK



General aspects that must be taken in account:

- A greater involvement of QCM team members is in order. The QCM team members as well as each coordinator on partner level and WP leaders need to be aware of the importance of timely and accurate communication.
- The news within the project (reports/ lists/ tables/ events etc.) must be communicated:
 - by the developer within it's own university to the QCM member assigned, **on continually bases and uploaded on the project website respecting the website structure;**
 - by WP Leader or coLeader to QCM Task Leader Tom Savu and cc to WP4 Leader Livia Lazar; PC – Pisut Koomsap; WP5 Leader - Kanchana Sethanan, **on monthly bases.**



Task 4.3 -Inviting external evaluation of the project results

FINAL REPORT

Main responsible: Task 4.3 Leader – Supapan Chaiprapat
- *with the support of all the project members*

Action	Start time	End time
Carrying out actions to contract the auditor <i>The auditor accepted the invitation and was notified of the final audit schedule. The contract will be proposed to the auditor in June when the details of the project and the conference are finalized.</i>	A.S.A.P.	February 28 th , 2020
Assuring support for the auditor on performing the audit process <i>(*) if possible for the auditor to be present during the final dissemination-sustainability conference</i>	August 28 th , 2020 (or sooner)	September 4 th , 2020
Assuring the communication between QCMB, PEC and auditor in the approving process of the final report.	September 4 th , 2020	September 25 th , 2020
Communicate with QCMB, PEC and involved parties in order to ensure the correct establishment of the necessary actions and their implementation (if there is needed according to the auditor's observations)	From the moment that the auditor mentioned in the audit process	October 9 th , 2020



Task 4.4 -Inviting external financial audit

Main responsible: Task 4.4 Leader – Supapan Chaiprapat

- *with the support of all the project members, especially the administrative part*

Action	Start time	End time
Propose for selection the potential candidates (Several prospective auditors were approached, almost all of them turned down the invitation for proposal submission due to lack of experiences with ERAMUS projects. Only one firm accepted and proceeded with the audit proposal.)	Already started	Feb. 28 th , 2020
QCMB auditor's selection (main criteria: experience, availability, budget) (The selection criteria have been established and circulated among QCMB along with the audit proposal for approval. QCMB approved the candidate on 31 March)	Feb. 28 th , 2020	Mar. 3 rd , 2020
PEC auditor's approval (PEC has approved the candidate on 9 April)	Mar. 3 rd , 2020	Mar. 6 rd , 2020
Carrying out actions to contract the auditor (The contract is under consideration. The main concern now is the deadline for the auditor to submit his report to EACEA, awaiting the agency confirmation)	Mar. 6 rd , 2020	Mar. 31 rd , 2020
Assuring support for the auditor on performing the audit process (with submitting the report) <ul style="list-style-type: none"> - First stage for period 15.10.2017 - audit date - Final stage for remaining period (The auditor will start this audit process in June with all the document must be shipped from AIT to his office because travel restriction is still in effect)	April 20 th , 2020 Sep. 28 th , 2020	April 30 th , 2020 Oct. 9 th , 2020
Assuring the communication between QCMB, PEC and auditor in the approving process of the report.		Within 3 days from report



WP's final report

WP's final report structure:

- should respect the [QF_DTM – Deliverable template](#)
- the report should present:
 - ❖ *introduction*: the main objective of the WP, the team, the time reference
 - ❖ *for each task within*:
 - the input data according to the requirements from the Project Details;
 - the main results obtained, according to the reports submitted;
 - the evaluation criteria identified for the task, according to the [QF_ECI](#);
 - the QCMB evaluation result, including the observations received;
 - the PEC evaluation result, including the observations received.
 - ❖ *conclusions*.

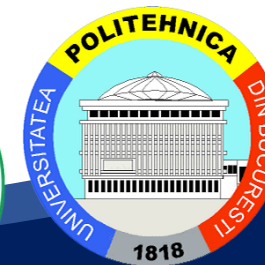




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Thank You



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