

MARS-NET KA220 PROJECT
„Maritime Simulators and Training Facilities Network for Enhancing the
Exchange of Good Practices and Digital Learning”

1st TRANSNATIONAL MEETING
ROMANIAN NAVAL ACADEMY “MIRCEA CEL BATRAN” (RNA),
CONSTANTA, ROMANIA
March 22nd - 23rd , 2022

MINUTES of MEETING

M1 Transnational Project Meeting in Romania (Constanța)

The transnational Project Meeting of the MarsNet Project was held in Romanian Naval Academy (Mircea cel Batran), in Constanta, main campus, on March 22nd-23rd, with the participation of 10 representatives from 4 partner countries as following: Romanian Naval Academy (Popa Cătălin, Cucu Marius, Cotorcea Alexandru and Pocora Andrei), Lithuanian Maritime Academy (Rima Mickiene and Elena Voloniene), Bulgarian Naval Academy (George Dimitrov and Ivaylo Bakalov) and Polish Naval Academy (Marcin Kluczyk and Andrzej Gradziela). Due to objective reasons the PiriReis University representatives had cancelled their venue in due time, attending an online session with the steering committee for consultations.

The major purpose of the meeting had been the project management settings and implementation plan enactment with the revision of the time line and results assignment. The meeting had been organized by residentially on Romanian Naval Academy campus, in Constanta, for 22-23rd of March.

The meeting agenda had listed the following points, concluded as following listed below.

a. **General objective of the project** – no remarks, the partners have agreed upon the main objectives, outputs/results and activities, agreeing to follow up the initial application, under the same partnership, with a flexible perspective of the events planning. For project management a steering committee has been establish, with the following members:

- Project director: Toma Alecu
- Project responsible RNA: Lupu Sergiu
- Project responsible PRU: Taner Albayrak
- Project responsible LMA: Rima Mickiene
- Project responsible NVNA: Giorgi Dimitrov
- Project responsible PNA: Marcin Kluczyk

The steering committee meetings will be further organized monthly in online environment, via marplat.eu platform, according to the management plan.

The teams have agreed to complete the working groups for IO2 (course modules) on each topic and also the working groups for study cases (IO4).

b. Project implementation progress:

O1 “Building the updated pool of competencies for maritime education to improve the value of simulating facilities in maritime education”

PRU as coordinator has developed a draft for the harmonized curriculum for 9 chosen modules, that have been already sent for consultations to all partners and uploaded in the marplat.eu. PRU will collect the feed-back from all partners for two weeks deadline, the partners agreeing to send their amendments sooner possible (deadline 10th of April). The Radar navigation syllabuses will be drafted by the LMA team in due time and extended for consultations to all partners to complete the curriculum package. On the occasion of C2, held in Poland – 27-29 of April the partners will engage discussions to agree upon the last form of the syllabuses in order to conclude IO1, under the coordination of PRU team.

O2 “Digital media tools to enhance the simulating teaching efficiency in maritime education”

PNA will coordinate IO2 that will be started after the syllabuses’ approval. In the next online meeting, the teams should decide upon the standard format of the training materials (i.e. 7 theoretical topics, 7 practical activities and 5 video tutorials).

The partners will nominate representatives for assigning the working groups for each module.

O3 “Virtual digital campus for teachers, researchers and students”

RNA will coordinate this IO that will be onset based on marplat.eu implementation and further development. According to the project plan 5 subjects shall to be uploaded on the platform available to facilitate the dual education system for cadets onboard the ships - each partner will be responsible for one course, as assigned in IO2:

- ✓ Ship Handling and Manoeuvring (Navigation simulator) – RNA;
- ✓ Navigational Watchkeeping (Navigation simulator) – PNA;
- ✓ Radar Navigation (Navigation simulator) – NVNA;
- ✓ Engine Room Watchkeeping (Engine Room Simulator) – PRU;
- ✓ Cargo handling (Cargo handling Simulator) – LMA.

RNA will provide each team with the respective directory under marplat.eu as administrators, to be able to handle the training/learning materials.

O4 “Joint scientific research partnership for building a more efficient and effective teaching learning environment based on simulation facilities”

NVNA will coordinate IO4 with all partners’ support. Each partner will have assigned a study to be developed, in cooperation with all other partners as agreed, in working groups – for this purpose, the partners shall appoint one team member in each working group. Also, on further identified occasions, the partners will contribute with paperworks in this domain to support the achievement of this output.

O5 “Virtual webinar tools to enhance the digitization of learning materials in Maritime Higher Education”

LMA will coordinate IO5 in respect of planning the online courses where the 5 modules to be delivered to a target group of 250 students. Each partner will be responsible with its module as prior developed under IO3 objective. The partners will select 10 students to be enrolled for each online course –

in this scenario, 50 students from all partner universities will attend the online modules. RNA will be in charge to administrate the portal with access rights for lecturers and students.

c. Events/courses planning:

The partners have agreed upon the following dates to be applied for next activities:

C2 -“Digital exercises on engine room simulator – exchange of good practices and building tutorial digital courses”, 5 instructors x 4 partners x 3 days = 20 learners/ instructors – PNA, Gdynia, Poland, period of **25-29 of April 2022** – invitation to be launched, teachers to be nominated and extended to the organizing partner sooner possible (5 teachers/institution);

C1 -“Digital exercises on shiphandling simulator – exchange of good practices and building tutorial digital courses”, 5 instructors x 4 partners x 3 days= 20 learners/instructors – RNA, Constanta, Romania, period of **16-20 of May 2022** – invitation to be launched, teachers to be nominated and extended to the organizing partner (5 teachers/institution);

C3 -“Digital exercises on cargo handling simulator – exchange of good practices and building tutorial digital courses”, 5 pers x 4 partners x 5 days = 20 instructors – LMA, Lithuania, period of **05-09 of September 2022** – invitation to be launched, teachers to be nominated and extended to the organizing partner (5 teachers/institution).

TM 2 “Course Models for Deck and Engine Room Watchkeeping Courses”, two days organizational meeting, to be organized by the Polish Naval Academy in Poland in period of **20th-21st of June** – to be confirmed by the organizer.

E1 “Dual education and digitization of maritime higher education system”, 1 day event, 30 national and 10 international participants, to be organized by the ”Mircea cel Batran” Naval Academy in Romania on 20th of May – SeaConf - invitation to be lanched, each partner will prepare one presentation related to the digitization of MET or related to the simulation environment in their institution (or other articles if the case to be published in the SBNA Bulletin or in the Conference Proceedings);

E2 “Simulation environment in Maritime Education and Training”, 1 day event, 30 national and 10 international participants, to be organized by the Polish Naval Academy in Gdynia, Poland on 14th of October 2022.

To smooth the dissemination process, RNA has uploaded in the portal a directory with invitations to be spread among the partners and also a collecting document, where each partner can upload the links toward different attended event, for recording the dissemination actions.

d. Project budgeting: budget allocations/partner/activity – each partner has been acknowledged about the budget allotments on each activity and also about the financial reporting rules. The further proposal for shifting funds among the budget headlines, if and when the case, will be notified to the Agency with a prior decision of the Steering Committee.

The financial contracts between the leading university and the partners are signed and enacted.

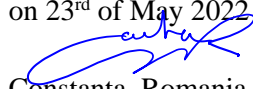
e. Project implementation framework: administrative issues, supporting documents/forms, reporting rules – the project implementation forms will be uploaded for general use of the partners on marplat.eu platform. RNA will make available all the harmonized forms for project implementation.

Working plan and working group settings for intellectual outputs - for each objective (intellectual output) the partners have assigned team members to participate in working groups, as following:

Project implementation procedures: management plan, quality management plan, communication procedure, HR plan, risk plan, cost management plan, dissemination plan, monitoring and evaluation plan – will be drafted by RNA team and reviewed among the partners for the final form.

f. Following **actions and decisions** were taken/enacted during the meeting:

- the marplat.eu platform has been agreed as the communication environment for project implementation and also for sharing the resources among the partners;
- the partners have agreed to value the institutional events for dissemination of scientific papers;
- for each event, the organizing partner should establish the feasible dates, by consulting all other partners in advance;
- the partners will nominate team members for working groups, for course development, but also for research studies;
- each partner shall produce 1 roll-up to be visible during the events (see the model on the marplat.eu)
- also the posting of the project logo on the institutional page of the partners is highly recommended;
- the project management outlines will be available on the portal and will be updated systematically;
- for O1 an online meeting will be set up in due time – in two weeks the partners will send their feedback to PRU, on each syllabuses;
- LMA will send in due time the proposal for Radar Navigation syllabuses in draft;
- in regard of C2, C1 and E1, as close activities, the partners will nominate the attendees sooner possible – the organizing institutions will prepare the invitation and the application form to be available;
- for E1 – presentation of training facilities will be prepared for public presentation during the SeaConf – each partner will communicate sooner possible the title of the presentation;
- the partners will seek to produce articles in co-authorship for SeaConf and Inland Conference, but also for other upcoming events.

Drafted by
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on 23rd of May 2022

Constanta, Romania