

1st Transnational Meeting | Kick-off | Nov. 05-06, 2017 | SAFRANBOLU | Hosted by TOBB ETU

Attendees

Nur Çağlar

Sibel Acar

Günsu Merin Abbas

Irene Curulli

Juliette Bekkering

Figen Gül

Mine Özkar Kabakçioğlu

Tim Christossek

Vaso Trova

Manuel Couceiro da Costa

Nuno Mateus

Agenda items:

The following items are discussed and issued.

1. There are three work teams in the project as: WT P (Platform), WT MQD (Management, Quality Assessment and Dissemination), and WT RT (Research and Teaching).

WT RT: All attendees are the participants of WT RT.

WT MQD: Figen Gül, Manuel Couceiro da Costa, Martin Weischer, Juliette Bekkering, Vaso Trova, Günsu Merin Abbas, Nur Çağlar, Sibel Acar

WT P: Mine Özkar Kabakçioğlu, Nuno Mateus, Tim Christossek, Irene Curulli, Günsu Merin Abbas, Nur Çağlar, Sibel Acar

2. AHO - The Oslo School of Architecture and Design is accepted to partnership. Accordingly, participants from AHO will be distributed to the work teams.
3. Bilateral Agreements will be delivered to the partners after the completion of the budget distribution due to the inclusion of AHO. All budget details will be explained in detail.

4. Partners will be delivering the account details to the MQD (TOBB ETU), prior to the Bilateral Agreements.
5. All partners will create an ECAS account via <https://webgate.ec.europa.eu/eac/mobility>, to be logged in to Mobility Tool.
6. For document sharing, **Google Drive** is accepted as a medium and its account details are delivered to the partners. For time management, **Google Calendar** will be used.
7. The formation of the **Project Manual** is agreed on, that includes all abbreviations, work-teams and work-packages, and budget details.
8. For the first IP (coded as C1-2-3); the date options were discussed and concluded as two options; (1) March 12th -22nd, and (2) April 10th -20th.

The site and theme of the first IP will be delivered to the partners till the end of the November by the hosting partner (TOBB ETU).

The IP details will be published via the website and the suggestions will be collected from the partners.

Accordingly, partners will be submitting their IP details to the hosting partner till the end of January 2018.

9. The WT RT will start researching on the alternative pedagogies. Accordingly, evaluation criteria will be formed and shared by each partner. TOBB ETU will share several examples with partners.

Action items	Owner(s)	Deadline	Status
Project Manual	TOBB ETU	December 15 th	In Progress
Account Details	All Partners	November 30 th	In Progress
Bilateral Agreements	TOBB ETU	Depends on National Agency	In Progress
Google Drive	TOBB ETU	-	Done
Google Calendar	TOBB ETU	-	Done
ECAS Accounts	All Partners	-	In Progress
IP- site and theme	TOBB ETU	December 4 th	In Progress