



MINUTES FROM WG5 GROUP MEETING IN BERGEN, NORWAY 29. SEPTEMBER – 2. OCTOBER 2004

Present at the meeting: Robert Sanders, Rina Masoch, Rachid Safi (new), Klas-Göran Olsson (new), Carsten Otte, Annamaria Campanini (Wednesday + Thursday), Malgorzata Ciczowska-Giedziun (new), Maria Martinez Roman, Vincenzo Fortunato, Julija Eidukeviciute, Eduardo Marques, Kjell Henriksbø, Anne Karin Larsen (group leader and organizer) Not present: Jouni Kylmäla, Andres Arias Astray.

29. September 2004: 0900 - 1700

Agenda for the day:

- Report from the Board meeting last week
- Summer School planning.
- Board meeting in the VIRCLASS project

Anne Karin Larsen welcomed all to the meeting and started to present the agenda for the day and the new participants in this meeting.

Report from the Board meeting:

Annamaria Campanini made a short report about the new situation for EUSW-TN after the last decision from the EU-commission that there will be no financial support for the third year for our project. She then reported from the Board meeting last week in Gothenburg and the decisions taken there.

The Board want the project to go on for the next year with some reduced activity. Meanwhile there will be made a new proposal for a full three year period. The preproposal must be finished till 1. November and for this proposal we all need to collect new partners to join the new project.

During the following year 2004/05 this will be done:

- *The Board will prepare an agreement for the survival of the network (a new letter of intent has to be signed by the partners)*
- *An invitation letter for new partners will be made and must be distributed by the existing partners in their work on recruiting new members*
- *Activities to be carried out: Newsletters (sent by e-mail to partners)*
- *The second book is finished and will be printed*
- *Set up of the web-site either eusw.org or eusw.net*
- *The international educational programme and the summer school will be carried out, with some limitations:
There will be a reduction of participating students at the residential period in Parma (module 3). Only 2 students from each participating institution.
Institution (or the students) pay travel costs, students pay meals, network budget pays accommodation*

- *Teachers will either be able to use TS-money or will find an agreement for support from their home university/institution*
- *The Board suggest that we keep the acronym for the new project EUSW, but change the name to this: “European Platform for Worldwide Social Work”*
- *The new network will be a platform for new projects and applications for specific new activities*

Summer School Planning:

Eduardo started to present his daily plan for the two weeks summer school in Parma. His proposal included social activities, creative and academic work.

Kjell had based on the proposal from Eduardo made a short reversed proposal and this was also presented.

After the two presentations there was time to sort out some questions. By lunchtime WG5 split into two groups and after lunch the groups continued to discuss the two proposals. One of the groups looked into the proposal for the preparatory part of Module 3.

We ended the meeting all together and agreed on a weekly program for the two weeks in Parma (look at attachment). Still things can be changed when we go on with more detailed planning, but so far the group is satisfied with the plan.

In the evening the participants was invited to a dinner together with the Dean Lene Bakke and the Institute leader Knut Simonsen from Bergen University College.

30. September 2004: 0900 – 1700

Agenda for the day:

- Introduction to the use of the e-learning platform ITS LEARNING.
Instructor: Morten Fahlvik from Bergen Media Centre, Bergen University College.
- Discussion about the application form and other documents

All participants got entrance with username and password to the ITS LEARNING platform. The most basic elements in how to use this platform were presented and worked on during the time. Morten Fahlvik had made up a test subject called “Social Work in Europe –e-learning”, and this gave us all a good starting point.

The two last hours of this meeting the group members concentrated on working with the application form and the text for the flyer with information about the educational programme. Changes were made and will be implemented in the documents.

The text for the flyer was sent to Alessandro for making a new pdf-file ready for printing. We decided that there has to be reference on this flyer to web-information. Because of the difficulties at the moment to include information on the eusw.org, we suggest to use the <http://home.hib.no/ahs/virclass> which will give information about the whole educational programme. This is what students need if they are going to apply for the courses.

To day's meeting ended with a guided tour in Bergen. Our guide was the historian Egil Ertresvaag from Bergen University College.



1. October 2004: 0900 – 1600

Agenda for the day:

- How to be an e-learning pedagog?
- Starting the implementation of Module 1 and Module 2

The morning started with some more information about elements in ITS LEARNING, then Morten Fahlvik had a short powerpoint presentation about e-learning pedagogy (this lecture is now presented on European social work – e-learning).

Anne Karin presented how she has started to present the learning materials week by week in Module 1 on the course called Social Work in Europe. She and Klas-Göran will continue with finishing this work.

After lunch all the participants divided into thematic groups: Klas-Göran and Anne Karin continued on Module 1. While the others worked on: Theme 2.1.A: Bob and Eduardo; Theme 2.1.B: Julija, Masun and Kjell; Theme 2.2: Carsten and Vincenzo +(Klas-Göran); Theme 2.3: Rachid, Malgorcata, Rina + (Anne Karin).

This way of starting the work was useful, but may be too short. However this gave us all a starting point.

Theme 2.1.C was not worked on this time since Andres was not present. He has promised to go on working on this theme and may be come to Bergen later this month to start the process.

2. October 2004: 0900 – 1600

Agenda for the day:

To go to Lysøen for the meeting and combine pleasure with work.

- Time for final appointments and agreements on how to go on working
- Reading and discussions about some of the important letter of information for new partners and agreements for participating teachers in the educational program
- Decisions about time table for next meetings and when to start the information about the educational programme.

Next Meeting:

The next group meeting will be in the end of February 2005. The meeting will start the morning 25th and go on till Sunday the 27th February at 15:00. Participants will arrive Thursday evening and can leave Sunday afternoon or the next day.

The agenda for this meeting is the final implementation of Module 2 on the platform.

Equipment needed for this meeting: A data lab with internet connection and another meeting room with possibilities for group sessions.

We did not decide where to have the meeting. Suggestions: Jönköping in Sweden, Bergen once more or in Poland.

A second meeting for the WG5 for more detailed planning for the summer school periode was suggested to be held in Calabria at the University of Consenza by Vincenzo. The idea was to combine the meeting with a conference going to take place that spring. Vincenzo don't know the exact date, so we will come back to this very soon.

(When writing this minutes I'm thinking that we perhaps need to go to Parma for this second meeting to look at the facilities for the summer school and to be able to do the more proper planning for that part of the programme?).

How to work together with the teaching and study plan for the themes in Module 2?

We split into smaller groups as on Friday and continued the work on the themes in Module 2. Decisions were taken how to go on with the work. The smaller groups will communicate with each other by e-mail and on the "Its learning" platform, by bringing in the material they create. The final implementation of the curriculum plan into a teaching plan and concrete instructions and tasks for the students to do, + a final reading list should be **finishing until 1. December.**

Module 3:

During the work with module 2 we believe that the content of the lections and lectures at the summer school period will become clear too.

One of the tasks students have to do as a preparatory task for the summer school period is to present general information about social work related matters in their country. We started a brainstorming about what we want students to prepare. The list and task will be finished by Carsten.

Participating teachers during the educational programme and the summer school period:

During the Hungary meeting people filled in a form where they signed in for work in different parts of the educational programme.

It seems that there will be enough people willing to work at the programme, which is very good.

All members of WG5 will try to get the possibilities to be part of the summer school period, except for Rina, Malgorzata and may be also Rachid. Eduardo and Vincenzo might also have trouble with staying there for the whole period.

Responsible for the assessments:

We had a discussion about how to do the assessment and who will do the job with the accreditation. In Module 1 there will be two teachers involved. These two will be part of the accreditation group. In addition we need 4-6 more teachers from different part of Europe to take part in the accreditation of the students from his country. At most this mean 20-25 written assessments/assessor. Then all assessors should read 5 assignments together with one other assessor to test the level of grants given.

In Module 2 the accreditation will be done by the teachers involved in running of the specific themes. In addition to these, we need a sort of referee group to consult when the teachers are in doubt about the content of what students present.

In Module 3 responsible teachers for the specific themes in Parma will be assessors for students; the preparatory tasks, the oral task in Parma and the final individual written assessment. (For more details see appendix)

Letters and documents to be distributed:

The group members looked into the agreement for educational co operation and decided to send the document with some changes.

We looked into the new letter for partnership and some suggestions for changes were made. These will be sent to Parma who will send the document to the other members.

We also looked into the letter for renewing the existing partnership and there where made suggestions for several changes in the content and why of phrasing the question for new partnership. Bob and Carsten will work on this on Sunday and send it to Anne Karin and Parma very quickly.

Distribution of information about the educational programme:

We decide to print 50 copies of the flyer about the school program to each participating institution, asking them to distribute the flyer to institutions and students and teachers at their university and other universities. Even if there are few students who can attend this program now we want to make this program known to people.

Each partner will distribute information to colleagues, students, professionals, journals if possible and their own web-site/homepage for their university.

Anne Karin will present a PowerPoint presentation of the curriculum program at the Virclass home page. This can be used for presentations.

Because the **deadline for application is 29. November**, we have to try to keep the **deadline for information about the program to be ready and presented before the 15. October**.

Each partner institution is asked to collect 3 new partner institutions before the 25. October.

Each partner institution is asked to find money for meetings and summer school program.

Bergen, 6.October 2004 – Anne Karin Larsen

Appendix to minutes from Bergen meeting 2004

This list must be confirmed by all persons mentioned below, especially those with ?-marks, Please respond to Anne Karin as soon as possible.

Module 1:

E-learning teachers: Anne Karin Larsen + Klas-Göran Olsson

Assessors for all students in Module 1: Anne Karin Larsen + Klas-Göran Olsson, Liz Frost, Carsten Otte, Staffan Højer, Ewa Kantowicz

(This list is a result of the questionnaire partners filled in, in Hungary. Still this need confirmation by the involved persons.

Module 2:

Teachers at e-learning:

2.1.A: Bob Sanders + Eduardo Marques

2.1.B: Julija Eidukeviciute, Kjell Henriksbø, Maria Martinez Roman

2.1.C: Andres Arias Astray +? Jouni Kylmäla??

2.2: Carsten Otte, Klas-Göran Olsson, Vincenzo Fortunato

2.3: Anne Karin Larsen, Rachid Safi, Malgorzata Ciczowska-Giedziun

Assessors: The same teachers + backup teachers from other countries in Europe

Module 3:

Key note speakers:

Walter Lorentz

Jane Dalrymple

+ social work education, skill training and profession?

+ ethics in social work

Annamaria will take the responsibility to look for more keynote speakers

Teachers and assessors at the summer school:

3.1.A: Bob (hopefully Eduardo)

3.1.B: Julija and Kjell

3.1.C: Andres + Elena Roldan? + Jouni Kylmäla??

3.2: Carsten + Klas-Göran (Vincenzo?)

3.3: Anne Karin + Rachid? + Malgorzata?? + Annamaria?

I suggest that one of the teachers from each theme in Module 3 together with an other partner (perhaps assessors from Module 1) will do the assessment for the final written papers.