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**"An innovative model of SMART Farm adjacent to  
VET institution for students work-based learning  
towards better employability of graduates."  
CB4WBL**

Project# 101129071  
ERASMUS+ Capacity Building

**KICK-OFF MEETING AGENDA**

February 27-28, 2024

**Address:** Stepanavan State Agricultural College  
Yeritasardakan st bld 47, Stepanavan



Ministry of Education,  
Science, Culture and Sports  
of Armenia



February 27, 2024

Working language: French and Armenian with simultaneous translation

<b>10:30-11:00</b>	<b>Registration of participants</b>
<b>11:00-11:30</b>	<b>Chair: Mr. Ara Chobanyan</b> , Director of Stepanavan State College  <b>Welcome remarks:</b> <b>Ms. Araksia Svajyan</b> , Deputy Minister, Ministry of Education, Science, Culture and Sport of the republic of Armenia <b>Mrs. Lucile Bousquet</b> , attachée pour la coopération universitaire et les partenariats, French Embassy in Armenia <b>Mr. Armen Grigoryan</b> , Head of Stepanavan Community <b>Mrs. Lana Karlova</b> , Programme Coordinator, National Erasmus + Office in Armenia.
<b>11:30-12:00</b>	<b>Group photo &amp; Coffee Break</b>
<b>Session 1</b>	<b>Chair: Dr. Alexandra COSTA ARTUR</b> , CB4WBL Coordinator, Director of Imanovation
<b>12:00-12:30</b>	<b>Getting to know each other - short presentation of partners/teams and project external evaluator (5 min)</b>
<b>12:00-12:45</b>	<b>CB4WBL project: Objectives, work plan, deliverables/milestones and organization of the project</b>  <b>Dr. Alexandra COSTA ARTUR</b> , CB4WBL Coordinator, Director of Imanovation  Discussion
<b>12:45-13:30</b>	<b>WP1 – PREPARATION: Capacity building on WBL within agricultural specialties</b>  WP1 Leader: Etablissement Public Local d'Enseignement et de Formation Professionnelle Agricole de Bourg en Bresse (EPLEFPA de Bourg en Bresse)  <b>Mr. Vincent Chaverot</b> , teacher in agronomy <b>Mr. Pierre Mouroux</b> , teacher in animal husbandry  Discussion
<b>13:30-14.30</b>	<b>Lunch</b>
<b>14:30-15:15</b>	<b>WP2 - DEVELOPMENT: Model of SMART Farm adjacent to VET institution</b>  WP2 Leader: "National Center for Education Development and Innovation" (NCEDI) <b>Mrs. Tatevik GASPARYAN</b> , Director of National Center for VET Development  Discussion
<b>15:15-16.00</b>	<b>WP3 - DEVELOPMENT: Piloting WBL within established SMART Farm adjacent to SSAC</b>  WP3 Leader: Stepanavan State Agricultural College Named After Professor A. Kalantar State Non-Profit Organization (SSAC) <b>Mr. Ara CHOBANYAN</b> , Director of SSAC  Discussion

<b>16:00-16:30</b>	<b>Coffee Break</b>
<b>16:30-17:15</b>	<p><b>WP4 - QUALITY PLAN: Project review, quality monitoring, control and assurance</b></p> <p>WP4 Leader: Armenian Center for Education Policy and Management (ACEP)  <b>Dr. Arayik NAVOYAN</b>, President of ACEP  <b>Mrs. Marie France Costagliola</b>, Project external evaluator</p> <p>Discussion</p>
<b>18:00-18:15</b>	<b>Closing Remarks</b>
<b>19:00-21:00</b>	<b>Social dinner</b>

## February 28, 2024

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<b>10:00-10:30</b>	<b>Registration of participants</b>
<p><b>Session 2</b></p> <p style="text-align: center;"><b>Chair: Dr. Alexandra COSTA ARTUR</b>, CB4WBL Coordinator, Director of Imanovation</p>	
<b>10:30-11:15</b>	<p><b>WP5 - DISSEMINATION &amp; EXPLOITATION</b></p> <p>WP4 Leader: Armenian Center for Education Policy and Management (ACEP)  <b>Dr. Arayik NAVOYAN</b></p> <p>Discussion</p>
<b>11:15-12:00</b>	<p><b>WP6 - MANAGEMENT</b></p> <p>WP6 Leader: Imanovation  <b>Dr. Alexandra COSTA ARTUR</b></p> <ul style="list-style-type: none"> <li>- Methodology and structure for project coordination and daily management</li> <li>- Financial management rules: budget, reporting (forms, periods)</li> <li>- Special focus on activities for the 1<sup>st</sup> year</li> </ul> <p>Discussion</p>
<b>12:00-12:30</b>	<b>Coffee Break</b>
<b>12:30-14:00</b>	<p><b>CB4WBL Project Governing Board 1<sup>st</sup> coordination meeting</b></p> <p><b>Approval by the Project Governing Board of:</b></p> <ul style="list-style-type: none"> <li>● Project coordination and methodology (Management Structure, Partnership Agreements, financial and daily management, etc.)</li> <li>● Project Dissemination Strategy (PDS)</li> <li>● Project Review and Quality Assurance Strategy (RQAS)</li> <li>● Announcement of equipment purchase.</li> <li>● Detailed plan of activities for 1<sup>st</sup> 12 months of the project (January - December)</li> <li>● Next coordination meeting day</li> <li>● Other questions.</li> </ul>
<b>14:00-14:15</b>	<b>Q&amp;A Closing remarks</b>
<b>14:15-15:30</b>	<b>Lunch</b>
<b>15:30</b>	Departure to Yerevan