**MOTIVE PROJECT**

**Project No. 609781-EPP-1-2019-IT-EPPKA2-CBHE-SP**

**“MOnitoringTrends in Vietnamese graduates’ Employment”**

**PROJECT MEETING**

***"How to use graduates surveys on data for supporting governance reform and QA in Higher Education" (WP4.1)***

**Hanoi, 22-25 June 2021**

**Vietnam National University of Agriculture**

**(VNUA)**

**Hanoi, Vietnam**

**Zoom ID:**

**MEETING AGENDA**

**PROJECT CONSORTIUM**

PROGRAMME COUNTRIES

**1.Consorzio Interuniversitario AlmaLaurea – coordinator (ALMALAUREA), Italy**

****

|  |  |
| --- | --- |
| **2.FH JOANNEUM, University of Applied Sciences (FH JOANNEUM), Austria**  **H:\Internazionale\1.MOTIVEProject-Vietnam\WP 5 Dissemination\WP 5.1 Project website\Partners logos\P2 FH Joanneum.png** | **3.Universitat de Barcelona (UB), Spain**  **H:\Internazionale\1.MOTIVEProject-Vietnam\WP 5 Dissemination\WP 5.1 Project website\Partners logos\P3 UBarcelona logo.png** |
| **4.International Consulting and Mobility Agency (INCOMA), Spain**  **H:\Internazionale\1.MOTIVEProject-Vietnam\WP 5 Dissemination\WP 5.1 Project website\Partners logos\P4 INCOMA logo.png** | **5.Agencia Nacional de Evaluacion de la Calidad y Acreditacion (ANECA), Spain**  Logo_ANECA_v2_tamañosmedios |

PARTNER COUNTRY

|  |  |
| --- | --- |
| **6.Hanoi University (HANU), Vietnam**  **H:\Internazionale\1.MOTIVEProject-Vietnam\WP 5 Dissemination\WP 5.1 Project website\Partners logos\P6 Hanu logo.jpg** | **7.Posts and Telecommunications Institute of Technology (PTIT), Vietnam**  **H:\Internazionale\1.MOTIVEProject-Vietnam\WP 5 Dissemination\WP 5.1 Project website\Partners logos\P7 PTIT logo.png** |
| **8.National University of Art Education (NUAE), Vietnam**  **H:\Internazionale\1.MOTIVEProject-Vietnam\WP 5 Dissemination\WP 5.1 Project website\Partners logos\P8 NUAE logo.JPG** | **9.Vietnam National University of Agriculture (VNUA), Vietnam**  **H:\Internazionale\1.MOTIVEProject-Vietnam\WP 5 Dissemination\WP 5.1 Project website\Partners logos\P9 VNUA logo.jpg** |
| **10.Thai Nguyen University (TNU), Vietnam**  **H:\Internazionale\1.MOTIVEProject-Vietnam\WP 5 Dissemination\WP 5.1 Project website\Partners logos\P10 TNU logo.png** | **11.Academy of Journalism and Communication (AJC), Vietnam**  **H:\Internazionale\1.MOTIVEProject-Vietnam\WP 5 Dissemination\WP 5.1 Project website\Partners logos\P11 AJC logo.png** |
| **12.Hanoi University of Home Affairs (HUHA), Vietnam**  **H:\Internazionale\1.MOTIVEProject-Vietnam\WP 5 Dissemination\WP 5.1 Project website\Partners logos\P12 HUHA logo.png** | **13.Hanoi Tourism College (HTC), Vietnam**  **H:\Internazionale\1.MOTIVEProject-Vietnam\WP 5 Dissemination\WP 5.1 Project website\Partners logos\P13 HTC logo.png** |
| **14.Halong University (HALOU), Vietnam**  **H:\Internazionale\1.MOTIVEProject-Vietnam\WP 5 Dissemination\WP 5.1 Project website\Partners logos\P14 HALOU logo.jpg** | **15.Ministry of Education and Training (MOET), Vietnam**  **H:\Internazionale\1.MOTIVEProject-Vietnam\WP 5 Dissemination\WP 5.1 Project website\Partners logos\P15 MOET logo.jpg** |
| **16.Hanoi Small and Medium Enterprises Association (HanoiSME), Vietnam** | **Associate partners: Ho Chi Minh Open City University (OU),Vietnam;Italian Chamber of Commerce in Vietnam**  H:\Internazionale\1.MOTIVEProject-Vietnam\WP 5 Dissemination\WP 5.1 Project website\Partners logos\Ho Chi Minh Open Univ logo.pngH:\Internazionale\1.MOTIVEProject-Vietnam\WP 5 Dissemination\WP 5.1 Project website\Partners logos\ICHAM Logo 2018 White background.jpg |

**-MOTIVE Project Consortium dissemination workshop-**

**22 June 2021**

|  |  |
| --- | --- |
| 9.00 - 9.30 | Registration of participants |
| 9.30 –11.00 | Reviewing the preparation: content, equipment for the seminar  **MOTIVE Project Dissemination strategies: presentation of best practices (I)**  -partners |
| 11.00 - 11.30 | break |
| 11.30 –13.00 | **Introduction to the meeting**  Dang Thi Phuong Thao, HANU – National coordinator + Hoang Thu Thuy HANU  -partners |
| 13.00 – 14.00 | Lunch break |
| 15.00 – 17.00 | **Management meeting with Vietnamese partners**  **Staff characteristics for the MOTIVE Project**  Dang Thi Phuong Thao, HANU – National coordinator  Workshop with Country partner participants  Role of staff categories in the Project and instruction regarding the reporting period:   * Managers * Researchers/Teachers/Trainers * Technicians * Administrative staff   **16.15 – 17.00: Q&A and Conclusion** |

*Vietnamese-English and English-Vietnamese simultaneous translationavailable*

**-MOTIVE Workshop and dissemination event-**

**23 June 2021**

|  |  |
| --- | --- |
| 8.30–9.00 | Registration of participants |
| 9.00 – 12.30 | **Workshop on WP 2.2: Graduates tracking: scope and questionnaire definition (follow up of NUAE meeting)**  Moderator: Ngo Phuong Dung and HANU research team  Topics:  A) **Platform to be used for survey:** Google form – each University will have its own link in order to collect its own data (Confidentiality topic)  B) **Analysis of the Ministry request**: survey at 1 year after graduation (as decided at NUAE meeting: to be surveyed 2020 graduates)  C) **Questionnaire approval: discussion on** compulsory indicators (MOET request) and eventual specific questions to be added |
| 12.30 – 14.30 | Lunch |
| 14.30 – 17.30 | **WP 5.2 Dissemination event**  EU partners connects to Meeting online, external stakeholders  **Welcome address**  **14.30 - 14.40: Prof. Dr Nguyen Thi Lan – President of VNUA**  **14.40 – 14.50: Ass Prof. Dr Nguyen Ba Chien** – **Rector of HUHA**  **14:50 – 15:00: Dr. Dorel Manitiu - Interuniversity Consortium Almalaurea**  **15:00 – 15:15: Some results on MOTIVE project in Vietnam since the NUAE conference: Dr. Chu Anh Tiep – Scientific committee**  **15:15 - 15-45:** **WP 4 “Enhancing staff capabilities to support the reform policies”**  **Moderator : ANECA**  **Launching of the call for papers** ( **WP 4.2)**  Dorel Manitiu, AlmaLaurea  **How to use graduates surveys on data for supporting governance reform and QA in Higher Education (WP 4.1)**  **15.45-16.15**: Graduates Tracking - suggestions for further steps and survey  Silvia Galeazzi, Claudia Girotti (AlmaLaurea)  **16.15-17.00:** Quality assurance mechanisms and approaches and its governance within the Vietnamese institutions  National Agency for Quality Assurance (ANECA)  **17:00 – 17.30: Q&A and Conclusion** |

*Vietnamese-English and English-Vietnamese simultaneous translation available*

**-Researcher, IT and administrative staff meeting-**

**24 June 2021**

|  |  |
| --- | --- |
| 09.00 – 12.30 | **Technical meeting – follow up of WP 2**  Moderator: HANU Research and IT team  **Data collection method**:   * Each university will have its own link for the survey; each university will clean the data and make the file “anonymous” * IT solution for merge the aggregate data of all Universities (no graduates names, no University names, no Department names) * Decision on how and who will collect the data in order to remain anonymous   **Report**   * The report will be drafted in aggregate way for all universities involved: the description of the indicators present in the questionnaire will give an aggregate picture of the Vietnamese graduates employment status * Each university will send its own report to MOET, with respect of Confidentiality of data   **WP.6 Center for Graduates Tracking: general structure definition**  **HANU IT staff will suggest possibilities for creation of the portal**  **Topics:**  -Portal domain: motive.hanu.vn?? graduatetracking.hanu.vn?? other??  Contents of the portal:  -information about the center and its mission;  -structure of the center and management;  -national Center’staff;  -functions and Services;  -main publication (Graduates Tracking and Graduates Profile Survey);  -Working Paper Series;  -how to join;  -database on Center’ National Stakeholders (stakeholders network: new companies, new unievrsities, other associations, etc) |
| 12.30 – 14.30 | Lunch |
| 14.30 – 15.30 | **WP 5 Handbook f best practices**  Moderator: Almalaurea, JSC, VNUA  **WP 5.4 Presentation of the state of art of "Handbook of best practices for dissemination"**  AlmaLaurea  **Open discussion**  Project Consortium |
| 15:30-17:00 | - Sharing experiences in implementing the MOTIVE project of HALOU  - Sharing experiences in implementing the MOTIVE project of TNU  - Discuss the implementation plan on all of Universities to support students to register and create MOTIVE CV on motive.edu.vn  MC: Mr. Huan - VNUA |
| 17:00 – 17:30 | Results of expansion of the MOTIVE project to Universities and Colleges in Vietnam.  **Dr. Chu Anh Tiep - Scientific committee** |

*Vietnamese-English and English-Vietnamese simultaneous translation available*

**- Financial meeting -**

**25 June 2021**

|  |  |
| --- | --- |
| 09.00 – 9.30 | Introducing the MOTIVE project to new universities and combaníe  Dr. Chu Anh Tiep - Comitato Scientifico |
| 9:30 – 9:50 | Statements of some university and expectations to deverlopment with MOTIVE  Phu Xuân University (PXU)  Tây Bắc University (TBU) |
| 9:50 – 10:20 | Statements of Copanies in finding humen resources, expectations from the MOTIVE system  - CP Vietnam Corporation  - Nicotex Joint Stock Company  - |
| 10:20 – 10:30 | Tea brecks |
| 10:30-1130 | Discussing the connecting companies and students joint MOTIVE webside for building CV  MC: Tiệp - VNUA |
| 11:30-12:00 | Discuss the managemnet and access to use on motive.edu.vn  Mr. Dương - HANU |
|  | Lunch |
| 14:30-15:15 | Discussion of the WP 4.2. Launch of the writing contest for students from the universities of the MOTIVE project joint “Graduations and the labor market”  Almalaurea. VNUA |
| 15:15-15:30 | Tea brecks |
| 15.30 – 17.00 | WP.8**: Managment meeting**   * State of Art of the financial documentation: documents for reporting to be sent to coordinator, * State of Art of expenduture done   Planning next meetings, contents, participants and modalities (HUHA campus meeting in June( ?) and TNU meeting in September/Octber(?)  **Moderator: National coordinator HANU**  WP.8:   * Financial rules for: staff costs, travel costs, cost of stay * Equipment purchase and supporting documents (quotations, contract, invoices, payment of invoices) * Subcontracting (interpreters and printing and publishing): supporting documents ( contract, invoices, payment of invoices) |
| 17:00 | Conclution |

*Vietnamese-English and English-Vietnamese simultaneous translation available*