

**8ª REUNIÓN DE COORDINACIÓN/TRABAJO  
ORGANIZADA POR LA UNIVERSIDAD LISBOA  
(PT)**

**JULY 6-7, 2008**

## **ACTA DE LA REUNIÓN**

## **MEMBERS ATTENDING THE MEETING**

**Dr Piedad Martín (ES)**

**Dr Lina Sierra (ES)**

**Dr. Ana Freire (PT)**

**Prof. Conceição Vilela (PT)**

**Dr Natalia Cruz (PT)**

**Dr Laurence Rogers (UK)**

**Dr. Christopher Comb (UK)**

**Dr Eva Tandlichova (SK)**

**Dr. Jari Lavonen (FI)**

**Dr Annica Gullbert (SE)**

**Dr. Eva Kellner (SE)**

**Dr.Nedim Alev (TK)**

# AGENDA

1. General information
2. Preparation of the final report
3. Follow up of the course, evaluation
4. Document of conclusions
5. Mobility evaluation
6. CD implementation report
7. Dissemination
8. Project webpage
9. Sustainability of the project. Future tasks
10. Other aspects: sustainability of the project, future tasks

## 1 General information

Dr Freire welcomes all partners to Lisbon University. Dr. Martín answers her that everybody is very happy to be in Lisbon again, Dr. Martín starts the meeting thanking Dr Freire, Dr Cruz, Prof. Vilela, Miss Baptista and Miss Pires for their work as this meeting and the course are being held at the same time, which means an enormous effort for them as organizers and coordinators of the course.

Dr. Martín excuses Dr. Pérez de Landazabal who has not been able to come as she has a meeting of *AFIRSE* an association of experts in Physics, and she is the general Secretary of the association.

## 2 Preparation of the final report

As we had the individual meetings yesterday to solve possible doubts in order to prepare the final report, we suggest we have to establish a deadline for having all the documents in Alcalá and this could be July 31. Dr Martin asks partners to send final report documents to Alcalá by registered post. She also asks them to send an e-mail to Alcalá at the same time and to keep two copies one in electronic support, the other on paper at their University, just in case the post does not work properly. Postal address:

UNIVERSIDAD DE ALCALÁ

Piedad Martín Pérez

Servicio de Orientación al Estudiante

Plaza de Cervantes 10 – 2 planta

Alcalá de Henares

28804-Madrid

SPAIN

Dr Martín will send some models for certificates to partners by mail, also Dr. Lavonen and Dr Tandlichova's tables will be sent to everybody as a model to be followed for the final report.

### **3 Follow up of the course, evaluation**

Dr Martin says that the course is a great success, it is the first time we have achieved to have more than enough participants and we like to thank Dr Lavonen, Dr Rogers and Dr Combe for the publicity done among teachers of their respective countries. Again we have to give especial thanks to Dr Freire, Dr Cruz and Prof. Vilela as the organization of the course has been a great task from the very beginning: planning the course, meeting with the Portuguese Socrates Agency, correspondence with participants, payments, program, lodging, activities, sessions, etc. Dr Martín thank and congratulate the Potuguese team again for the course organization and coordination.

Then, Dr Freire gives administrative, economical and academic information about the organization of the course. She also informs about the reception of participants in Lisbon in July2 and July3, and about the opening session of the course (July 3) which was presided over by the Dean of the Faculty of Science Dr. Nuno Guimarães. After the opening session, all course participants and lecturers had the honour of being received by the Rector of the University of Lisbon, Dr António Nóvoa, and the Vicerector, Dr. António Vallera.

Dr Martín says this meeting, prepared by Dr Freire, was of great interest for everybody, it emphasizes for all of us the hospitality and kindness of the University of Lisbon, and also as the Rector, Dr Nóvoa, has said the interest of this University in European projects. It was a fruitful and warm meeting for both course participants and members of the project, says Dr Martín.

Then, there were comments on the following up of the course. As the members of *PEC* project are the lecturers giving the course, all *PEC* partners express their opinions and points of view on the sessions already held and on the next week sessions. This follow up was very interesting for everybody, though most *PEC* members have attended every session, they do no limit themselves to their own session. As participants and lecturers were together all the time (lunch, dinner, etc.) many interesting observations and comment took place at this time. Cultural activities were also organized by Dr. Freire and her team (they appear in the course programme) and are very successful, we are going to mention as

examples: the visit to Lisbon, the visit to Jeronimos Monastery and tower of Belem and the visit to Sintra.

Then, Dr Martin presented the course evaluation questionnaire prepared by the University of Alcalá with the suggestions of all *PEC* partners (As it usually has been done with every product, the evaluation form has been prepared by a partner, in this case by Alcalá, an e-mail has previously been sent to all partners, and then partners' suggestions or modifications have been included in the evaluation document). The course evaluation questionnaire/document is approved in the meeting and it is decided that it will be handed to participants the last day to be filled in.

#### **4 Document of conclusions**

Dr Martin thanks everybody their collaboration in this document, and especially thanks Dr Combe for summarizing part of the document, as summarizing the ideas, observations, opinions, etc written by several persons means a lot of work. Dr Combe explains how he has summarized the seven documents written by every partner. Then some little details were added to this summary during the meeting. *The Document of Conclusions* is approved and the final document ready to be printed should be in Alcalá by July 31. This document will be distributed among student teachers, tutors, mentors, secondary school teachers, universities, secondary schools/centres, other teacher training centres, didactic authorities, academic authorities, etc.

#### **5 Mobility evaluation**

Dr Martin says that the mobility action has been a great success according to the results of the evaluation done by student teachers and mentors. She shows both evaluations which were analysed and commented during the meeting. All partners agree that evaluation was successful in every country, student teachers, mentors and teachers have defined mobility as an interesting and satisfactory experience for them. Every partner also summarizes his/her own experience about mobility. This feeling that mobility has been a fruitful and successful action has been confirmed by mobility evaluation. Dr. Martín thanks all partners for this action which meant a hard work in several aspects: administrative, academic, cultural and social.

## 6 CD implementation: report

Dr Martín thanks all partners for the report about CD implementation, and then partners comment the most outstanding points of the implementation of the CD in their respective countries. Dr Rogers will send the final report to Alcalá in two weeks, and Dr Gullberg and Dr Kellner will send the whole report in English, as the one received has some parts in Swedish.

## 7 Dissemination

Dr Martín says that there is a lot of dissemination done about the project, even though, she asks if partners have planned to do anything else. All partners confirm that they have distributed CDs to student teachers, schools and mentors, and of course they have been used before, after and during mobility in both Secondary schools and teacher training courses. Dr Freire points out the work done with the CDs by her colleague Dr. Cecilia Galvao in several of her teacher training courses. Then, partners explain their dissemination plans for the future:

First of all, as the course is being so successful, Dr Freire proposes to repeat a course of the same characteristics for next July in Lisbon. All partners agree in celebrating the course and participating in it as lecturers.

Dr. Rogers will participate in a Conference in Cyprus August 18/22, 2008.

Dr Alev will teach in-service teachers courses using *PEC* methodology and CDs in Turkey. The National Socrates Office in Turkey has asked Dr. Alev to prepare a course for in-service teachers using *PEC* methodology. He will organize it for next year.

Dr Tandlichova will have a special section for in-service teacher training where *PEC* methodology and CDs will be used. CDs will also be implemented in in-service and also in the pre-service courses as materials for five years.

Dr Gullberg and Dr Kellner will participate in a Conference addressed to researchers, teachers and student teachers in Sweden in October 24, 2008. They will also organize an in-service course for next spring in Sweden where CDs will be used.

Dr Freire, Dr. Martín and their teams will present a paper in ICERI Conference which will be held in Madrid in November 2008.

Dr Martín, Dr. Freire and Dr Tandlichova and their respective teams will present a paper in the Conference which will be held in Tatra (Slovakia) in September 10/13, 2008.

Also Dr Martín and Dr Freire with their teams will present a paper in a Conference which will be held Valencia (Spain) in October 2008.

Dr Martín reminds all partners that the Socrates logo, the project number and the sentence about the European grant financing the project should appear in all the documents produced for the project.

## **8 Project Webpage**

Dr Martín especially thanks Dr Lavonen for his valuable work with the project webpage, and also thanks all partners for their contribution to the page and everybody for the contribution with mobility documents but we suggest that you send to Jari abstracts or other dissemination documents to be included. Dr Martín reminds partners to send all contributions to Dr Lavonen to be introduced in the web-page.

## **9 Other aspects: sustainability of the project, future tasks**

Dr Martín likes to say that this meeting is held at the same time than the course as we all work as lecturers in this course.

As it has been appointed in the “Dissemination” (point 7 of the Agenda) the sustainability of the project has been taken into account by partners. Here we will summarize the main future events after the project is finished.

Dr. Freire and Dr. Alev propose to present a course with the same characteristics as the one just held in Lisbon in their respective Socrates Agencies for 2009.

Dr. Lavonen and Dr. Tandlichova will celebrate two courses for training teachers at national level in their respective countries in 2009, they will use PEC methodology and materials.

All partners agree to celebrate teacher training seminars at local level in 2009. All these courses and seminars will use PEC methodology and materials too.


Dr Tandlichova will have a special section for in-service teacher training where *PEC* methodology and CDs will be used. CDs will also be implemented in in-service and also in the pre-service courses as materials for five years.

All partners agree with the maintenance of PEC webpage.

All partners agree in continuing with presentation of papers in conferences to disseminate PEC project and PEC products as well as presenting articles to specialized *Journals*.

All partners will go on working with PEC project and PEC products in their training courses in their universities, and also they will continue working with the collaborating secondary schools and, if it is possible, with other schools.

Dr Martín, on the name of all partners, likes to thank to Dr Freire, Dr. Cruz and Prof.Vilela's hospitality, she says everything has been perfect, the organization of the meeting and course: opening sessions, sessions, cultural visits, meals, hotels, etc. Dr Martín emphasizes again the hard work of preparing and organizing both the meeting and the course being held at the same time. She says that she has already known she can count on Dr Freire and the Portuguese team. Dr Martín also thanks all partners for their dedication, cooperation and contribution to the project, the well done work but she thanks them especially for their contribution to the wonderful atmosphere we all have had during the project. Dr Martín says: 'We all have worked very hard, sometimes extremely hard, but I think that our best achievement has been our personal relationship among all of us. Though this is our last meeting, in any case, we will continue with the follow up of *PEC* project, perhaps working together in other projects and we will continue with our professional and personal relationship. Thanks to all very warmly we are going to celebrate the end of the project with this nice dinner at Ana's home (Dr Freire) . It is very kind of you to have invited us at your home, even with all the work you have with the meeting and course you have found time to cook for us. Many, many thanks, Ana, for your hospitality again'. All partners also thank Dr Martín and her team for the coordination of the project and for the nice atmosphere created during these three years working together.



# ANNEX I

## AGREEMENTS

### 1) Preparation of final report

We have agreed a deadline for having all the documents in Alcalá and it could be by end July 31. Send them by **registered post**, also **one copy by mail, and please keep two copies one on paper, the other in electronic support.**

Address:

UNIVERSIDAD DE ALCALÁ  
Piedad Martín Pérez  
Servicio de Orientación al Estudiante  
Plaza de Cervantes 10 – 2 planta  
Alcalá de Henares  
28804-Madrid  
SPAIN

### OUTCOMES (CD + DISSEMINATION + MOBILITY DOCUMENTS + COURSE DOCUMENTS AND REPORT + DOCUMENT OF CONCLUSIONS)

- Send to Alcalá **six copies**
  - 4 for Brussels (1 original + 3 copies)
  - 1 for external evaluator
  - 1 to be kept in Alcalá as an exact copy to the one we will send to Brussels

Please, also send, boarding cards, receipts and bills.

2) Alcalá will send to you a copy from Eva and Jari tables and model of certificate

3) Dr Combe will send document of conclusions to Alcalá by the end of July

4) Dr Freire will send all the documents of the course to Alcalá.

5) Dr Rogers will send CD implementation report in a couple of weeks.

6) Everybody will send Dr. Lavonen contributions to be introduced in the web-page.

