

Leonardo da Vinci Partnership Project
Project reference number: 2013-1-HU1-LE004-10201
PEST – Partnership for Exchange of experience in Student on-the-job Training

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MINUTES

- Partnership event number: 5. (Fifth) project workshop
- Type of the event: International workshop, study visit and dissemination event
- Date of the event 4-5 June 2015
- Venue of the event: **Budapest, Hungary**
Budapest Chamber of Commerce and Industry
99 Krisztina krt. 1016 Budapest, Hungary
Meeting Room 7th Floor
- Possible Accommodation: **Best Western Hotel Orion ******
13. Döbrentei utca, 1013 Budapest, Hungary
Phone: +36 1 356 8583, Email: orion@bestwestern.at
10 minutes walk from the meeting venue or 1 stop by bus
single room: about 59 EUR/night with taxes, double room:
about 69 EUR/night with taxes + breakfast: 8 EUR
(rooms are available in limited number)
- Mercure Budapest Buda Hotel ******
41-43. Krisztina körút, 1013 Budapest, Hungary
Tel : +36 1 488 8100, E-mail : H1688@accor.com
5 minutes walk from the meeting venue or 1 stop by bus
single room: about 65 EUR/night with taxes, double room:
about 70 EUR/night with taxes + breakfast: 7 EUR
- Eurostars Budapest Center Hotel ******
7-9. Kossuth Lajos utca, 1053 Budapest, Hungary
Phone: +36 1 328 5200, E-mail:
info@eurostarsbudapestcenter.com
2 stop by bus from the meeting venue
single room: about 85 EUR/night with taxes, double room:
about 95 EUR/night with taxes + breakfast: 10 EUR

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Participants:

Host partners:

Budapest Chamber of Commerce and Industry (BCCI – Hungary)

Mr Csaba ELEK
Mrs Nóra SZUHAI
Mrs Adél ARADVÁNYI-DEDICS
Mr András HINTYA

Budapest Business School (BBS – Hungary)

Mr Balázs HEIDRICH
Mrs Andrea MADARASI-SZIRMAI
Mrs Katalin BALÁZSI-FARKAS
Mr Péter SOLTÉSZ
Ms Judit TARSOLY
Mr László VARGA
Ms Anna PÉTER (student)
Ms Viven LÉBÁR (student)
Ms Krisztina PERLAKY-TÓTH (student)
Ms Anett SEBESTYÉN (student)

Visiting partner(s):

Lahti University of Applied Sciences (LUAS – Finland)

Mr Miika KUUSISTO
Mrs Ulla KOTONEN
Mrs Leea KOUHIA
Ms Heidi ALSIO (student)
Ms Nita SAMULA (student)

Babes-Bolyai University (BBU – Romania)

Mrs Adriana TIRON-TUDOR
Mr Vasile CARDOS
Mrs Reka Ildiko CARDOS
Mrs Melinda FULOP
Ms Mara SANTEJUDEAN (student)
Ms Viorica EREMIE (student)
Mr George CORDOS (student)
Mr Dorin CODOREAN (student)

APM Cluj-Napoca (APM – Romania)

Mr Oprean Mircea OLARU-ZĂINESCU
Mrs Roxana TOADER
Mrs Patricia PAVEN

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Lean Enterprise Estonia (LEAN – Estonia)

Mr Aleksandr MIINA
Mrs Ene KOLBRE
Mr Roman ZAHHAROV

MAC-TEAM (MAC - Belgium)

Mrs Monique LANDY – finally not participated because of illness

Programme:

4 June 2015 – Thursday – morning

Forum discussion, workshop with Hungarian stakeholders

- Keynote speech about the PEST project
- Presentation of the Hungarian ECVET system and regulations by the ECVET Committee
- Roundtable discussion with Hungarian stakeholders
 - o Budapest Business School
 - o Budapest Chamber of Commerce and Industry
 - o Hungarian ECVET Committee
 - o SMEs and/or Multinational companies receiving students for internships and other participating partners:
 - Hungarian ERASMUS+ Office
 - Other educational institutions sending students for internships

This forum - workshop will be in Hungarian, we are working on ensuring simultaneous translation into English for the project partners (under preparation)

4 June 2015 – Thursday – afternoon

Partner meeting, workshop with the project partners

- Collecting expectations - Evaluation of the meeting
- Presentations of best internship practices by Budapest Business School and/or Budapest Chamber of Commerce and Industry
- Presentation the nearly final version of the synthesis report – discussion on finalization
- Discussion on the Memorandum of Understanding for international internships
- Discussion on the students' work with the questionnaires
- Discussion on the follow-up possibilities

5 June 2015 – Friday – morning

Site visits in enterprises receiving learners for internship

- Planned companies (under preparation):
 - o UCMS Hungary
 - o Deloitte

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Detailed programme:

Day1 – 4 June 2015 (Thursday)

Morning session – Dissemination event with roundtable discussion

timing	programme	responsible
09:00	Arrival, registration, coffee	
09:30	Welcome by the hosts	Csaba ELEK (BCCI) and Andrea MADARASI-SZIRMAI (BBS)
09:45	Keynote speech – introduction of the PEST project and questioning for the roundtable	Andrea MADARASI-SZIRMAI (BBS)
10:05	Presentation of the Hungarian ECVET system and development activities by the National ECVET Expert Network	György MÁRTONFI (National ECVET Expert Network)
10:30	Roundtable discussion on ECVET based international internships in case of the Higher Vocational Training – problems and possible solutions	Participants from Hungarian stakeholders – ECVET Network, chamber, universities, enterprises / companies
11:45	Closing remarks by the PEST project coordinator	Andrea MADARASI-SZIRMAI (BBS)
12:00	Lunch break – with buffet lunch	

Afternoon session – Partner meeting and workshop

timing	programme	responsible
13:00	Collecting expectations about the final meeting and follow-up	
13:20	Presentations of best internship practices by Budapest Business School and/or Budapest Chamber of Commerce and Industry	Anett SEBESTYÉN (BBS student) and TBC
13:50	Discussion on the students' work with the questionnaires – introduction of the results	Anna PÉTER (BBS student)
14:30	Coffee break	
14:50	Introduction the nearly final version of the synthesis report	Andrea MADARASI-SZIRMAI (BBS)

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15:10	Discussion on the finalization of the synthesis report – suggestions for the Commission	moderated by Andrea MADARASI-SZIRMAI (BBS)
15:40	Discussion on the Memorandum of Understanding for international internships	moderated by Péter SOLTÉSZ (BBS)
16:10	Discussion on the follow-up possibilities	moderated by Miika KUUSISTO / Ulla KOTONEN (LUAS)
16:40	Final reporting – administrative and financial issues	László VARGA (BBS)
17:10	Evaluation of the day – preparation of the site visits	Andrea MADARASI-SZIRMAI (BBS)
17:20	Closing of the day	Andrea MADARASI-SZIRMAI (BBS) and Csaba ELEK (BCCI)
19:00	Project dinner – Trófea Grill Restaurant (2 Margit krt., H-1027 Budapest)	

Day2 – 5 June 2015 (Friday)

Morning session – Site visits

timing	programme	responsible
09:00	Site visit I. – UCMS Hungary (17. Hermina út, H-1146 Budapest)	Béla KAKUK and Angéla BARKASZI (UCMS Hungary)
10:30	Travel (walking) between the companies' locations	
11:00	Site visit II. – Deloitte (84/c. Dózsa György út, H-1068 Budapest)	Bálint JÓZAN and Zoltán NAGY (Deloitte)
12:30	Closing of the meeting and the project	Andrea MADARASI-SZIRMAI (BBS)
12:45	Lunch break – lunch on own costs – Paprika Csárda (72. Dózsa György út, H-1071 Budapest)	

More information:

László Varga
Budapest Business School
Phone: +36 1 301 3427
E-mail: varga.laszlo@bgf.hu

Meeting minutes:

Expectations:

Collection of expectations provided by the participants of the workshop and the partner meeting (students as well) – main topics:

1. ECVET:
 - Get to know ECVET better – to learn more about ECVET
 - Examples of how ECVET functions are covered by competent institutions involved in ECVET projects
 - The position of ECVET in different countries
 - How students can find information about programmes?

2. Working on the project:
 - Exchange of good practices
 - Networking – new project ideas
 - Mainly interested in the questionnaire work and the results arranged by the students
 - Create the basics of a Memorandum of Understanding (MoU)
 - Show the good experience/international experience for those students who are planning to participate at mobility
 - Finalise the synthesis report
 - Clarify the technical aspects of the final report and to explore new opportunities for future collaborations

3. Internships – international student mobility:
 - Improve the evaluation sheet regarding the compulsory internship
 - Share experiences in student thinking – learn from those
 - How universities cooperate with business environment with internships?
 - Define clearly the process of validation
 - Understand the Hungarian internship practices for students
 - Increase number of students who participated in an internship programme
 - A comparable facility in recognising the grades which they got abroad during the exchange programme
 - Increase scholarship's amount provided by the mobility programmes – because mobility costs are very high and most of the students cannot afford it
 - An efficient organisation within the mobility offices from the universities
 - A more transparent collaboration between universities implied in an exchange programme
 - Provide more support and information regarding the exchange programme procedures

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Dissemination workshop:

Keynote speech

Andrea MADARASI-SZIRMAI summarized the history of the project – the background the idea behind the implementation of the PEST project. Listed the different steps of the development process – emphasizing the role of the partners – both higher educational partners and the non-university partners. As the professional coordinator of the project introduced the results compared to the original project proposal and prepared the roundtable discussion with questioning.

Presentation of the Hungarian ECVET expert

György MÁRTONFI talked about the ECVET in general and the Hungarian situation of the ECVET development process. Summarized the history of ECVET, the main steps in the recent time, the difficulties and problems of ECVET thinking and implementation on national and European level. He shared his experiences about working the Hungarian ECVET expert network and about the Leonardo da Vinci projects focusing the ECVET topic.

Roundtable discussion

Moderated by Andrea MADARASI-SZIRMAI

Participants: Katalin BALÁZSI-FARKAS (BBS), Nóra SZUHAI (BCCI and Legjobb vagyok Non-profit Ltd.), Angéla BARKASZI (UCMS Group) and György MÁRTONFI (ECVET expert)

The main questions of the discussion:

1. How uniformly regulated the mobility issues at national and international level in the EU?
2. Advantages, disadvantages, barriers and support of ECVET
3. On what education level and/or at what age is the (international) mobility the most realistic for the students?
4. What is the situation here in Hungary in practice? Presentation of Best Practices
5. Validation/Adoption of the skills acquired in trainings, degrees
6. Proposals, suggestions for the future on national and international level

The roundtable discussion went around the key questions and problems of international ECVET-based mobility on internships, the participants talked about almost all aspects analysed difficulties.

Finally Andrea MADARASI-SZIRMAI introduced the results and outcomes of the project – together with the summary of the roundtable discussion. All these information are available in the synthesis report in details.

The presentation of Andrea MADARASI-SZIRMAI and György MÁRTONFI are available at the project website.

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Partner meeting:

Introduction of student internships – as best practices

There were two interesting and meaningful presentation/lecture by the Hungarian students - Krisztina PERLAKY-TÓTH and Anett SEBESTYÉN about their internship after their Higher Vocational Training courses at different workplaces – one in the public sector and the other at an international company.

The presentation of Anett SEBESTYÉN is available at the project website.

Student questionnaires

After the Tallinn meeting the students from Hungary, Romania and Finland compiled a questionnaire about the international student mobility (involving the internships in foreign countries) – advantages, disadvantages, difficulties, barriers, etc.

They had the first results for the Budapest meeting and they presented the analysis of the results for the participants.

It was one of the most interesting part of the meeting, because of the high quality presentations. The results are suitable for future, more detailed evaluation and publication.

Synthesis Report

Andrea MADARASI-SZIRMAI talked about the final steps of the work on the Synthesis Report – checking by the partners, completion by BBS (site visit experiences) and finalisation. She did not want to speak in details again after the dissemination workshop in the morning session. The partners agreed on the last steps and the deadlines of the development.

Memorandum of Understanding (MoU)

The most important part of the MoU is the following:

Declaration of the Memorandum of Understanding

- The partners declare their willingness to pursue the cooperation and elaborate new, follow-up projects to ensure the financial basis of it.
- The partners declare their intention to keep trying to find possibilities of student placements bilaterally in partner countries.

Both of these objectives ensure strong sustainability of the results of the PEST project.

BBS and BCCI starts the signing of the MoU, next partners will be BBU and APM in Cluj-Napoca, Romania, they will post the originals to the LUAS, Finland and after to LEAN Estonia, and the final partner will be MAC-Team, Belgium. Yves Boisselier should post all copies but one to BBS and finally László Varga will send one-one copies to the partners.

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Follow-up possibilities

- Sample on national level follow-up by the Finnish partner
- Discussions on the follow-up in the framework of the ERASMUS+ by the partnership – different topics connecting to the international internships in higher vocational training and BSc level for a possible KA2 Strategic Partnership project in the next round (Spring 2016).

Final reporting

- End of the project: 31 July 2015
- All partners have to submit the final report of the project to the national agency one by one (in national language) – Online report form + the host declarations about the mobilities have to be submitted (deadline: 30 September 2015)
- BBS will prepare the summary and some descriptions to nearly all parts of the report first by English – helping the partners in the completion of the final report (before 30 August 2015), besides BBS will send the partners and upload to the project website (helped by MAC-Team) the following results as well:
 - o Document about the redistribution of the tasks at the beginning of the project
 - o Meeting minutes
 - o Synthesis report
 - o Memorandum of Understanding – signed
 - o Brochure/flyer – English and Hungarian version
- Compulsory element also the completion of the EST (European Shared Treasure) database of the EC about the PEST project (introduction and results).
- BBS completed both the ‘Project introduction’ and the ‘Results’ parts in English and in Hungarian, partners have to complete the description in national languages.
- Partners received the accesses to this platform from the national agencies at the time of the interim reporting (and again together with the final report form). Main site: <http://www.europeansharedtreasure.eu/>

Site visits

1. UCMS Group
Hosts: Béla KAKUK and Angéla BARKASZI
2. Deloitte
Hosts: Bálint JÓZAN and Zoltán NAGY

Introduction of the companies and the system of the internship at the companies together with discussions with the representatives of the companies.

UCMS is a medium-sized player at the market, with more specialised intern strategy, Deloitte is a multinational company, one the Big4, with more or less typical multinational system for internships in different levels (secondary schools, higher vocational training,

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BSc, MSc). At Deloitte one BBS student, member of the internship programme, also talked about his experiences about the intern programme from the students' points of view. Both site visits were interesting and drew the attention for barriers, problems have to solve for the increasing number of international internships in the financial – accounting area of vocational and higher education. The participating students got useful information to the planning of their own internships either at their home country or in other parts of Europe.

Evaluation of the event

Completed questionnaires by the participants:

In average 4/5 points for almost all parts of the partner meeting & workshop

- interesting site visits (the visit at the UCMS Group received the best evaluation)
- useful discussion on the Synthesis Report and the follow-up possibilities together with the Memorandum of Understanding
- the students' work on the questionnaires in Hungary, Romania and Finland was a very good part of the project – interesting results
- the dissemination workshop with the Hungarian stakeholders was also important part of the event – the participants likes the brochure/flyer of the project and the website of the project

To do list:

Student questionnaires – finalisation of the query with 100-100 participants – evaluation of the results – the 3 analysis can be part of the final report

Responsible: BBS, BBU and LUAS

Deadline: 30 August 2015

MoU – signing the documents by all partners in original, circulating the documents between partners (and back to BBS at the end)

Responsible: All partners (BBS and BCCI did)

Deadline: 30 August 2015

MoU – sending one-one copy of the document to the partners

Responsible: BBS

Deadline: 15 September 2015

Synthesis Report – checking the report again – every partner should read through at least their local/national parts and indicating to the BBS any modification, completion requests

Responsible: All partners

Deadline: 30 June 2015

Synthesis Report – finalisation of the report (after completion with the missing descriptions of the Hungarian site visits)

Responsible: BBS

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Deadline: 15 September 2015

EST database – completion of the different parts of the platform in local languages

Responsible: All partners

Deadline: 31 July 2015

Final Reporting – suggestions for the completion and summary of the project in English to the partners' reports.

Responsible: BBS

Deadline: 30 August 2015

Final Reporting – sending the final results/deliverables to the partners as annexes of the final report

Responsible: BBS

Deadline: 15 September 2015

Final Reporting – submission of the final reports to the national agencies

Responsible: All partners

Deadline: 30 September 2015