



ERASMUS + CBHE “FoodSTEM”



610052-EPP-1-2019-1-KH-EPPKA2-CBHE-JP

Event	Second Steering Committee
Date & time	15, 16, 17/07/2020
Venue	ITC - Building A - Room 113A - Visioconference
WP and activity Reference	WP6 - 6.2 – Training and follow up in administration and finance
WP leader	Institute of Technology of Cambodia
Description of the Activity	Second Steering Committee of the project, organised at ITC for Cambodian partners and with online sessions with EU partners due to Covid-19 travel restrictions

“Training a new generation of entrepreneurs in sustainable agriculture and food engineering”

Participants

Name(s)	Institution
Adeline Ceccarelli, Sylvie Avallone, Evelyne Galtier	Montpellier SupAgro
Bertrand Pourrut, Marie-Odile Bisch, Frédéric Pichon, Cecile Ruchat, Bruno Dagues, Genevieve Nguyen, Aline Dumont, Loubnah Belahcen	Toulouse INP
Caroline Douny, Marie-Louise Scippo	ULiège
Paul Angles	RULE
In Sokneang, Sopha Try, Lucile Seguin, Hor Sivmey, Didier Lecomte, Hasika Mith, Lay Heng, Yoeun Sereywath	ITC
Lim Seiha, Srey Tethvoleak	UBB
Nguon Samnang, Sang Sileng, Ek Sopheap	RUA

Agenda

Day	Time	Activity	People in charge
Wednesday, July 15	2:00 - 3:30pm (KH) 9:00 am - 10:30 am (EU)	- Welcoming participants - Project progress presentation and updates of activities by work package (by the person in charge of the WP coordination)	TRY Sophal IN Sokneang WP2 : In Sokneang WP3: Angles Paul WP4: Sang Si-leng WP5: Caroline Douny WP6: ITC WP7: Adeline Ceccarelli WP8: Lucile Seguin
	3:30 - 5:00 pm (KH) 10:30 am - 12:00 pm (EU)	- Timeline presentation and revision for the six upcoming month - Update of referent people for activities in each partner university	IN Sokneang TRY Sophal
Thursday, July 16	10:00 am - 12:00 pm (KH)	Discussion on WP3 and the implementation of the new Master Pathway at RULE : - Presentation of the survey results - Presentation of the constraint at RULE - Round table of the expectations of the other KH partners Objectives: - Definition of the public targeted - Definition of the requirements for the pathway - Definition of the evaluation and cursus modalities	Seguin Lucile Angles Paul In Sokneang
	2:00 pm - 3:00 pm (KH) 9:00 am - 10:00 am (EU)	Presentations of the conclusion of the morning discussion Discussion and validation of decisions with the full consortium	In Sokneang Seguin Lucile Angles Paul



	3:00 pm - 4:30 pm (KH) 10:00 am - 11:30 am (EU)	- Presentation by each Cambodian partners of the list of equipment for WP2, WP4 and WP5 (what will be bought and why). - Presentation of equipment installation's in KH Universities (Where the labs will be implemented, access conditions, technical support)	People in charge of equipment lists in partner universities For WP2 : Angles Paul Lay Heng Nguon Samnang Lim Seiha For WP4: Sang Sileng Yoeun Serey-wath Lim Seiha For WP5: Lim Seiha, Srey Tethvoleak Mith Hasika Ek Sopheap
Friday, July 17	10:00 am - 11:00 am (KH)	Workshop on financial reporting (verification of reporting for Staff Costs, Costs of Stay and Travel Costs, update of the European reporting file)	Lucile Seguin
	11:00 am - 12:00 pm (KH)	Financial reporting for equipment and discussion	Lucile Seguin
	2:00 pm - 3:00 pm (KH) 9:00 am - 10:00 am (EU)	Q&A session on financial reporting and Drive organisation reminder	Lucile Seguin
	3:00 pm - 4:00 pm (KH) 10:00 am - 11:00 am (EU)	WP2 - Presentation of e-learning courses syllabus by European lecturers. - Entrepreneurship in Agrifood sector - New product development - FoodMarket in Agrifood industry	Adeline Ceccarelli Frédéric Pichon Aline Dumont
	4:00 pm - 5:00 pm (KH) 11:00 am - 12:00 pm (EU)	Round table for questions and remarks Closing remarks	In Sokneang Try Sophal