



## **ETUCE Project European eLearning Forum for Education 2 – ELFE 2**

### 6th Steering Committee meeting

Bled, 15 September 2009, 14.00-17.30

### Conference Hotel

**President  
Président**  
*Ronnie Smith*

**Vice-Presidents  
Vice-Présidents**  
*Paul Bennett  
Odile Cordelier  
Kounka Damianova  
Jörgen Lindholm  
Ulrich Thöne*

**General Secretary  
Secrétaire Général**  
*Martin Rømer*

**Treasurer  
Trésorier**  
*Walter Dresscher*

### Present:

#### Trade union members:

**Hans Laugesen**, GL, Denmark - ELFE 2 Project Coordinator  
**Ilze Trapenciere**, LIZDA, Latvia  
**Andreja Vehovec**, ESTUS, Slovenia  
**Dorota Obidniak**, ZNP, Poland  
**Karen Robinson**, NUT, UK

#### Project experts and evaluator:

**Ulf Fredriksson**, Senior Lecturer in Education at Mid Sweden University, Sweden - ELFE 2 pedagogical expert  
**Elzbieta Gajek-Kawecka**, Associate Professor at the Institute of Applied Linguistics, Warsaw University, Poland - ELFE 2 pedagogical expert  
**Gunilla Jedeskog**, Associate Professor at Linköping University, Sweden - ELFE 2 External evaluator

#### ETUCE Secretariat:

**Iva Obretenova**, ETUCE Policy Coordinator, Belgium  
**Susan Flocken**, ETUCE Policy Assistant, Belgium  
**Agnete Hansen**, ETUCE Stagiaire, Denmark

### Minutes

#### **1. Approval of the agenda and of the 5<sup>th</sup> Steering Committee meeting minutes.**

The agenda of the meeting and the 5<sup>th</sup> Steering Committee meeting minutes have been approved.

#### **2. Discussion on the final project conference – outcomes.**

The conference was good, as the participants engaged in constructive discussions and the presenters were well-selected for the purpose. The electronic voting system was appreciated by the participants. There could have been more for Q&A. The school and trade unions presentations were a good introduction to the conference, even though there were very many presentations. The working group sessions could be planned better using creative and active methods.

#### **3. Final discussion on the policy recommendations report.**

The participants agree with the policy recommendations. They became a starting point for good discussions on the use of ICT in education. The recommendations will be presented at the Executive Board on 12 October 2009.

Hans Laugesen and the ETUCE secretariat will restructure the policy recommendations by September 28<sup>th</sup> 2009. Then they will be sent out for comments to the Steering Committee. **Deadline for comments is the 1<sup>st</sup> of October, 2009.**

Attention should be paid to use soft wording and it should be underlined that the recommendations have been framed around the 21<sup>st</sup> century competences.

The recommendations should be kept as short as possible and start with some highlights based on target groups followed by the whole list divided into topics. Here it is important to stress that all groups addressed in the recommendations depend on each other for the implementation of the recommendations.

#### **4. Third internal evaluation report**

Dorota Obidniak will send the draft of the third internal evaluation report **by 25<sup>th</sup> of September**. There will be one week for comments for everyone as the internal evaluation should be available to Gunilla Jedeskog for her evaluation report end of October 2009.

#### **5. Final project report**

The final project report for the European Commission will be a compilation of three elements:

- A description of the concrete project activities
- The final report (Ulf Fredriksson and Ela Gajek) with its annexes
- The final policy recommendations

The descriptions of the national education systems involved in this project will be included as an annex to Ulf Fredriksson and Ela Gajek's report. The descriptions will consist of a table of the school systems based on EURYDICE reports compiled by the ETUCE, and Ulf Fredriksson and Ela Gajek will write one page per country covering:

- Secondary education
- Teacher education
- Number of pupils per computer

The deadline for finishing the final report for the Commission is the end of February at the very latest. Contributions should be sent to the ETUCE secretariat by the **1<sup>st</sup> of December 2009**, to allow time for translation of the corrections and changes.

#### **6. Final project brochure on outcomes**

The brochure will be written by the ETUCE secretariat and printed in 1000 copies – a certain number in French and English. It will summarise the project activities, findings and the policy recommendations. A table of the recommendations showing the two dimensions – target groups and topics could go in this final brochure.

The brochure should have a practical approach towards the implementation of the policy recommendations and be a document that can be easily translated into other languages.

We should also refer to the ELFE-homepage discussion forum, where people can respond, discuss, and give examples of their work.

The ETUCE will send the draft of the brochure to the Steering Committee for comments, beginning of December 2009 to allow time for translation of the corrections and changes, and printing.

#### **7. Any other business**

- Gunilla Jedeskog will send the external evaluation report to the ETUCE secretariat by the end of October.

- The ETUCE secretariat will produce a certificate for the teachers and representatives of the schools and TEIs visited and interviewed. The final report will be sent to the schools, including a letter with thanks for their contribution.
- The ETUCE secretariat asks the steering committee to be informed about conferences and articles written on the ELFE 2 project results, so the information can be published on the website and used to inform the European Commission. So far upcoming events are:
  - Findings from ELFE 2 will be presented at the ECER 2009 - European Conference on Educational Research - in Vienna (<http://www.eera-ecer.eu/ecer/ecer-2009-vienna/>) by Ulf Fredriksson, Ela Gajek and Gunilla Jedeskog. They will send their paper for this conference and for other conferences where they present the ELFE 2 project to the Steering Committee to be uploaded on the web-page.
  - Hans Laugesen will present the project at the conference “Uddannelsesforum“(Educational Forum) arranged by the Danish Ministry Agency on ICT in Education ([www.uddannelsesforum.dk](http://www.uddannelsesforum.dk)) in Odense, Denmark in November 2009.

*Follow-up*

The ETUCE secretariat will contact the steering committee members should an occasion for funding a follow-up project arise.

**Annex 1: 6<sup>th</sup> Steering Committee meeting agenda**

**ETUCE Project  
European eLearning Forum for Education 2 – ELFE 2**

**6th Steering Committee meeting**

**Bled, 15 September 2009, 14.00-17.30**

**Conference Hotel**

**Agenda**

1. Approval of the agenda.
2. Approval of the 5<sup>th</sup> Steering Committee meeting minutes.
3. Discussion on the final project Conference – outcomes
4. Final discussion on the policy recommendations report.
5. Third internal evaluation report.
6. Final project report.
7. Final project brochure on outcomes
8. Any other business.
  - Time sheet and salary slip of steering group members