Minutes of the 5th Up2University General Assembly

11-12 September 2019, Poznan, Poland

Table of Contents

Agenda and presentations:

The agenda and all presentations can be found at:
https://wiki.geant.org/display/UP2U/5th+Up2U+General+Assembly

Action items

Number	Owner	Action
GA-01	Michal Zimniewicz, Gytis Cibulkis, Dimitris Pantazatos, Nadia Sansone	Create plan, framework and processes
GA-02	Eli Shmueli	Arrange meeting with the Community Engage Working Groups before Webinar (30 September)
GA-03	National pilot coordinators	To inform WP4 which courses can be deleted.
GA-04	All pilot countries	To provide cost models to GÉANT. Due: 25 September
GA-05	WP8	Monthly progress reports on funding. Starting end of September
GA-06	Eli Shmueli, Mary Grammatikou, Allan Third	To investigate the case of adopting the Competency framework on the Moodle for the evaluation phase (starting with Greece, Hungary, Italy)
GA-07	UK, Israel	Start pilot activities in Israel and the UK based on Soft CPD methodology.
GA-08	WP2	To create standardised email
GA-09	WP2	To create infographics based on pilot results
GA-10	WP5	To share analysis and materials with WP2
GA-11	WP3, WP4	To create an inventory for infrastructure and services.

GA-12	PCT, WP8	To examine if NRENs are willing to host Up2U services after the project lifetime.
GA-13	PCT	To clarify how long should the tools be up and running after the project life time.
GA-14	PSNC	PCT to clarify how long it can maintain the infrastructure of the Up2U.
GA-15	WP3, WP4	To identify possible constraints that prevent scalability of the Up2U learning platform.
GA-16	Hungary, Lithuania, Portugal	To translate the Privacy Notice and to upload it to https://wiki.geant.org/display/UP2U/Privacy+notice
GA-17	PCT	Assign a person responsible for the content of the landing page of the Up2u Learning Platform
GA-18	PCT, WP3, WP4 WP6	To complete KWS integration to-do list: https://docs.google.com/document/d/1ZaXqLHajXu8HvfBbnFzfPzot75kxKSh5BB5Z5GLuCkw/edit#heading=h.fqwm5anvonkb
GA-19	GWDG	To solve SSO issues and find a solution to share SSO source code.
GA-20	Tool developers, national pilot coordinators	To organise (bi-)weekly updates.

Summary per agenda item

Introduction & project management overview
Presenter: Erik Kikkenborg - NORDUnet

On behalf of the Project Coordination team (PCT) Erik presented a high-level overview on the new workplan (May 2019 - May 2020). The main implication of the workplan on the project is a request for an extension of five months. This request has been submitted for comments from the EC Project Officer and will be submitted for approval shortly.

During the preparations of the workplan the deadlines of the deliverables and milestones were revised. The extension should be used for reaching more pilot schools and users, a qualitative and quantitative evaluation of the pilots and measuring the impact of Up2U's learning environment. At the end of the project a sustainable business plan must be presented.

The extension will have implications on the remaining budget. The EC made it clear that however an extension will be granted, no extra budget will be available. This means that the remaining budget must be spread over five extra months. The work package leader have been asked to carefully plan their activities until the end of the project. Based on Q9 financial statements the PCT has calculated expected costs until the end of the project. Reallocation of budget between cost codes within consortium partners as well as reallocation between consortium members will be required to keep within budget and relevant partners have been contacted.

GDPR update
Presenter: Casper Dreef - GÉANT

After update on work done by the GDPR team was provided the General Assembly had a discussion on the implementation of the consent collection tool (KWS).

Discussion outcomes
Consent collection must take place on SSO-level and must roll down to all the tools in the application toolbox. It was considered a risk not having collected consent from parents for minors in situations students have deadlines, e.g. a virtual meeting outside school hours or deadlines for assignments.

As the integration of KWS will take place during the next iterations of the pilots, the other main risk identified was loss of data, especially content created by the users.

Actions for the GDPR task force can be found here: https://docs.google.com/document/d/1ZaXqLHajXu8HvfBbnFzfPzot75kxKSh5BB5Z5GLuCkw/edit#heading=h.fqwm5anvonkb

The interim solution for consent collections relies on the following actions that are already in place:
- Consent gathered by pilot schools
- Moodle v3.6.2 covers consent collection for all Moodle tools

Introduction new workplan per work package
Presenters: WP leaders

All work package leaders presented on the (changed) actions and the timelines of their work packages for the remaining time in the project.

Some proposals from the GA for the upcoming months:
- WP2 should apply parallel dissemination processes: 1) Through NRENs; 2) Through universities.

- WP5 should create a matrix to make clear in what way formal and informal learning paths fulfill the goals of the project (to bridge the gap between secondary and higher education).
- Uploading content by teachers under Creative Commons licensing should be included in the competency framework (WP5, WP6, WP7).

TF Engaging community update
Presenter: Eli Shmueli - IUCC

Multiple levels of engagement were identified. The follow-up actions for the Task Force:
1) National level
   a) Working group: Michal Zimniewicz, Gytis Cibulkis, Dimitris Pantazatos, Nadia Sansone
   b) Describe processes, implementation plan, expected outcomes
   c) **GA-01: Timeline 3 weeks after GA: create plan, framework and processes**
   d) After: implementation
2) International level
   a) Working group: Gyongyi Horvath, Mary Grammatikou, Stefano Lariccia, Eli Shmueli, Antonio Castro de Viera
   b) Describe processes, implementation plan, expected outcomes
   c) **GA-02: Timeline: arrange meeting before Webinar (30 September)**

The following suggestions arose from the discussion after the presentation:
- Define 'learning community'. What / who is our target?
- Target teaching and learning communities on social media
- Create a forum for Up2U teacher on up2university.eu

TF Uniformed content & pilot activities update
Presenter: Antonio Castro de Vieira

The scope of the Task Force is to categorise courses to become reusable for Up2U's users, primarily teachers. There should be 3 different types of courses:
1) Internal. For existing pilot countries. The courses will be in national languages.
2) Extrernernal. Open content for new users. In english.
3) Tutorial for teachers: how to use this content?

The General Assembly asked the Task Force to define the type of courses that could be defined as uniform courses. A second request was to clean up the courses on the test instance and move them to production instance.

GA-03: pilot coordinators to inform WP4 which courses can be deleted.

Stabilized SSO and other technical constraints discussion

During this open discussion all attendees had the opportunity to raise technical issues on the Up2U ecosystem. The following issues were identified:

Category	Issue	Solution / Comments
Reporting	Why don't we use the existing procedures? (GitHub)	For SSO, we use them but effects are not satisfying, i.e. a large number of issues on SSO remains open for a longer time: https://github.com/up2university/single-sign-on/issues
	Size of Upload files on Moodle	We need to follow the existing procedure
AAI	Active roles: definition of the roles a new generalized collection of Roles and Permission give to students and indipendent learners (https://docs.moodle.org/37/en/Roles_and_permissions)	
	Group management to control the roles	We don't have a group management solution. We need to mitigate this somehow. The lack of group mgmt affects LA, platform operations on the large scale, usefulness.
SSO	Stabilizing SSO	
	How to change your password in Up2U?	
Learning analytics	a plugin upgrade needed in Moodle, from-scratch development needed in other tools	
GDPR	KWS integration	
	Clarify the procedures of GDPR	must we ask users to enter with a new ID account?

Miscellaneous	Who will create courses after the end of the project	SOLVED: We can put a teacher as a course creator
	URGENT: questionnaire plugin on the central instance ASAP	Will be integrated in next Moodle release
	Move all the existing courses on TEST platform to LEARN	Clean all the empty (trash courses)
		DSPACE upload to a specific collection

Pilot updates

Presenter: Michal Zimniewicz - PSNC, and the national pilot coordinators

After the presentation the General Assembly discussed how success rates of the existing pilots can be increased based on the success stories.
Three implementation actions were identified as means to improve pilot implementations:
1) Badges and certificates for teachers are incentives for teachers and students to finish training and complete courses.
2) Offering high quality content.
3) Using the platform for other purposes like contests, workshops and one-off events like Olympiads.

Work package 7 was reminded to analyse the success rate of the Continuous Professional Development (CPD) modules. Previously it was identified that a number of teachers drop out of training during or right after CPD module 1. WP7 was asked to analyse why teachers drop out at that stage and report it in its final deliverable.

Sustainability and exploitation

Presenter: Faraz Fatemi Moghaddam - GWDG

Two main sustainable exploitation models have been identified:
1) Centralised
   a) Hosted on the GÉANT network
   b) This model must be approved by GÉANT's General Assembly
2) Decentralised
   a) Hosted by NRENs
   b) Funded by local governments and funding bodies

Two more exploitation models were identified during the session:
1) CS3MESH4EOSC
2) University-as-a-Hub

The following actions arose from the discussion:
GA-04: All pilot countries to provide cost models to GÉANT. Due: 25 September
GA-05: Monthly progress reports on funding. Starting end of September

For notes and WP8 actions and elaborate notes of this session, please visit
https://docs.google.com/document/d/1HN2aPo7PAlJCdhAv0YczfUh2Fh2fASw8iFG0JY8bNuM/edit#heading=h.x814srugaa0u

Pedagogy roadmap

Presenter: Stefano Lariccia - UROMA

After the presentation the GA had discussions on the following topics:
- The outline of D5.5. The link to the notes can be found on
  https://wiki.geant.org/display/UP2U/5th+Up2U+General+Assembly
- Survey plugin on Moodle. This plugin will be available from the next planned update onwards.
- Follow up after the WP5 - WP7 meeting in Rome.
    - Evaluation
    - Survey
    - Learning Analytics based on tools extensions
    - Soft CPD planning and schedule (Greek case example starting in September)
- Competency framework adaptation for teachers based on Moodle Competency Framework.

GA-06: Greece, Hungary and Italy to investigate the case of adopting the Competency framework on the Moodle for the evaluation phase

GA-07: Start pilot activities in Israel and the UK based on Soft CPD methodology.

Break out sessions

Session chair: Mary Grammatikou - NTUA. Moderators: Eli Shmueli - IUCC; Stefano Lariccia - UROMA; Antonio Vieira de Castro - ISEP

The participants split up in break out groups. In two sessions these groups tried to answer the following questions:

WP2 - WP8 Dissemination and sustainability	- How the analysis of Up2U evaluation results can be disseminated? - What actions should be taken for a

	sustainable learning community after the project's lifetime? - What channels should be used for dissemination large scale pilot activities?
WP3 - WP4 Maintenance on both infrastructure and platform	- Which tools can provide learning analytics? - How the maintenance of the Up2U Learning platform can be sustainable after the project lifetime? - Is Up2U platform ready to cope with large scale pilot activities regarding the current technical solutions like SSO (from the infrastructure and the application point of view)?
WP6 - WP7 Secure pilot activities	- How the security guidelines and online courses can be a part of the pilot activities? - Privacy policy for the Up2U Learning platform (next steps)? - Which actions should be taken to secure large scale pilot activities?
WP2 -WP4 Look and Feel of the Up2U Learning Platform	- What Badges should be created and how can be implemented on the Up2U Learning Platform? - What are the possible extensions on the tools (e.g. sharing education material to social media)? - What actions (e.g. improvements, updates) should be taken on the Up2U Learning platform regarding the look and feel?
WP3 - WP6 GDPR and Infrastructure security Guidelines	- Identifying the Infrastructure security guidelines - How GDPR is implemented on the infrastructure level? - Which security tests and actions should be taken until the end of the project?
WP7 - WP8 Sustainable large scale pilot activities	- Sustainability of the pilots' large scale activities - The role of the schools and teachers' communities after the project lifetime (e.g. training on the Up2U platform, support) - How the schools and NRENs can support the Up2U Learning platform sustainability after the project lifetime?

Actions leading from the break out sessions
- Messaging future users:
    - Webinars
    - Infographics
    - Email; standard message including a link to https://up2university.eu/contact/

GA-08: WP2 to create standardised email

GA-09: WP2 to create infographics based on pilot results
- In order to communicate the Up2U's strengths WP2 needs a better understanding of the results we expect from the pilot activities and what recipients expect when they visit the platform:
    - Light CPD
    - the material we have
    - what certificates teachers can have
    - other specific items?

GA-10: WP5 to share analysis and materials with WP2
- As the Up2U NGDLE is not limited to secondary education only, universities should targeted as new users of the platform.
- Licensing of the tools need to be need to sorted out for after the project's lifetime.

GA-11: WP3 & WP4 to create an inventory for infrastructure and services.
On this inventory specifications etc. should be addressed. In services we have also have to provide the current status regarding the L.A. integration.

GA-12: PCT & WP8 to examine if NRENs are willing to host Up2U services after the project lifetime.

GA-13: PCT has to clarify how long should the tools be up and running after the project life time.

GA-14: PSNC to clarify how long it can maintain the infrastructure of the Up2U.

GA-15: WP3 & WP4 to identify possible constraints that prevent scalability of the Up2U learning platform.

GA-16: Hungary, Lithuania, Portugal to translate the Privacy Notice and to upload it to https://wiki.geant.org/display/UP2U/Privacy+notice

GA-17: PCT Assign a person responsible for the content of the landing page of the Up2u Learning Platform

GA-18: PCT, WP3, WP4, WP6 to complete KWS integration to-do list: https://docs.google.com/document/d/1ZaXqLHajXu8HvfBbnFzfPzot75kxKSh5BB5Z5GLuCk w/edit#heading=h.fqwm5anvonkb

GA-19: GWDG to solve SSO issues and find a solution to share SSO source code.

GA-20: Tool developers and national pilot coordinators to organise (bi-)weekly updates.

Detailed notes of the break-out sessions can be found here:
https://drive.google.com/file/d/1BFvy3u7oFEjObwcYlq9dg0J5p44S9h8I/view

Wrap up
Presenter: Casper Dreef - GÉANT

During the final session the PCT presented a brief overview of the outcomes of the General Assembly.
The participants were thanked for their contributions and there was a special thanks to the local host, PSNC.