

## **Minutes of Steering Committee Number 3 of ERASMUS+ FSAMP Project**

561989-EPP-1-2015-1-UK-EPPKA2-CBHE-JP - ERASMUS+ CBHE

27-28<sup>th</sup> October 2016.

Held at the National University of Uzbekistan in Tashkent.

- Preliminary agenda attached (Appendix A).
- Attendance list attached (Appendix B).
- All presentations will be available on the website and the project's "one drive".

**Meeting was opened at 14.30** by Otabek Zhumaev, Vice-Rector of the National university of Uzbekistan.

The following items were discussed:

**1: Presentation on the work of the National University of Uzbekistan** by Anzirat Nigmatzhanova.

**2: Presentation on the work of the Tashkent State Technical University** by Nuriddin Abdujabarov. Nuriddin reported that "Aviation safety" had been maintained in the Ministry of Education's list of categories accepted as subjects for university study.

**3: Minutes of previous meetings** – the minutes of the Stakeholder conference 12<sup>th</sup> May 2016 and Project steering committee 13<sup>th</sup> May 2016 were approved.

**4: Report on the requirements for the development of the masters programme in Flight safety and airworthiness:** Following a presentation outlining the key features of the report by David Campbell and some discussion on the conclusions, the report was accepted with the following amendments:

- i) **"Core competencies of graduates"** should not require, but recommend graduates to have English language skills, there should be specific demands for English skills in certain modules;
- ii) **"Masters programme entry requirements"** should be amended to:

Students entering the masters programme shall have completed either

- a Bachelor level programme (grade 4 or 5) in an approved programme relevant to one of the fields of aviation and/or aeroengineering;
- a Bachelor level programme (grade 4 or 5) in Management or Quality management with relevant experience in the aviation sector;

- ~~the first four years of~~ a specialist programme in one of the fields of aviation and/or aeroengineering.

It was also pointed out that Russian rules require Masters programmes to be open to anyone holding a Bachelor degree, however individual HEIs have the right to establish their own criteria for acceptance onto programmes.

- iii) **“Adaption to professional development courses”** should be expanded to explain that in Russia, it is not normally possible for a person just having work experience without an earlier degree to enrol on a masters course. Normally such a person would participate in professional development courses. It was therefore decided that when developing the modules for the Masters’ programme, courses that could be offered as professional development should also be identified.

**5: Presentation by representative of Erasmus+ in Uzbekistan:** Kudratkhon Bahadirov gave a presentation on the current plans of Erasmus+, including the recently announced deadlines for the next round of projects, which include:

- Erasmus Mundus Joint Master Degrees 16<sup>th</sup> February 2017
- Mobility of individuals in the field of education and training 2<sup>nd</sup> February 2017
- Capacity building in the field of higher education 9<sup>th</sup> February 2017

**Day 1 closed at 1800.**

**Day 2: The meeting opened at 0915.**

Nuriddin Abdujabarov presided.

**6: The project site was presented** by Petr Kuznetsov. The site address is <http://erasmusfsamp.org>.

**The following actions were agreed:**

- a: Partners will submit any useful materials for the site;
- b: Partners will submit a list of persons who should have access to the closed forum together with their e-mail addresses to David Campbell.

**7: A discussion was held on the proposed contents of the previously decided modules** based on the following presentations:

- On the business of aviation by Giuliano Coppotelli;
- On management systems in aviation by Leonid Fedotov and Aleksey Olenev;
- On airworthiness by Yuri Kiselev;
- On meteorology by Bakhtiyar Kholmatjanov.

An outline of a module on human factors was also available but needs developing.

During the discussion the following points were made and in general agreed:

- Many of those who participate in the programme will already work in organisations having policies and documented systems. Given the limited hours of the programme, emphasis should not be on too much detail, but in the practical application of the methods of FSMS;
- For each module, there should be clearly defined learning outcomes;
- The business aviation and legislation modules should be coordinated to avoid overlap, between them they should provide the student with an understanding of the need to balance different interests when managing flight safety within the constraints of legislation and the contradictions between economic interests and safety;
- There should be material included on the costs of safety to allow for an understanding of acceptable levels;
- Each module should be designed so that the key issues are covered within the time restraints of the programme;
- Care should be taken in each module to ensure that a balanced and even approach to the content is used to ensure that all the key issues in the module are covered, without too much emphasis being put on one element at the expense of others (examples: balance between initial and continued airworthiness, emphasis on the risk management, monitoring and safety promotion aspects of management systems);
- Special attention should be paid to risk management systems including ISO 31000;
- Safety management systems, including the use of statistics, should be treated not as formal documents but as instruments to improve safety levels;
- Accident investigation methods should be included at some level;
- All modules should aim to relate their core content to examples of their practical application, maybe using case studies.

**The following actions were agreed:**

a: One-page summary documents for each module should be produced. David Campbell to produce a model summary by 11<sup>th</sup> November. Those responsible for each module to produce their summaries by 12<sup>th</sup> December. These modules to be coordinated and discussed at a skype meeting in third week of December. David Campbell to convene meeting.

**8: Plans for the visits** of Uzbek and Russian staff members and for EU staff to the partners were discussed.

**The following actions were agreed:**

a: Staff from Russia and Uzbekistan (4 persons from each partner – 24 in all) will visit **Valencia for 1 week in April, London for 1 week in May and Rome for 1 week in June.**

b: EU partners will compile suggestions for issues to be covered during these visits by 12<sup>th</sup> December. Uzbek and Russian partners will also define their wishes for discussion and agreement at the December skype meeting.

c: All names and details of participants in these visits to be sent to David Campbell by 1<sup>st</sup> March 2017 to arrange visas and travel.

d: Visits by EU staff to the Uzbek and Russian partners can begin as convenient. Each side should consider what could be offered by visitors and coordinated with the needs of the partners. David Campbell to coordinate.

**9: Plans for the purchase of equipment** were discussed based on the written report and presentation by David Campbell. It was agreed that the general approach outlined in the report should be followed with priority given to the purchase of a system that will be of equal use to all partners. If any money remains in the budget, this could be used to buy individual items of equipment for the partners.

**The following actions were agreed:**

a: A technical specification will be defined and discussed with partners for presentation and agreement at the December skype meeting. David Campbell responsible.

**10: Next meetings** – it was agreed that a skype meeting would be held in December and that the next Steering Committee would be brought forward to April 2017, possibly in Valencia to coincide with the staff visit to Spain. The next meeting to discuss practical projects and research aspects of the programme and programme launch plans. Responsible for convening – David Campbell.

**11: Meeting closed:** Peter Barrington closed the meeting at 1700 with thanks to the National University of Uzbekistan and the Tashkent State Technical University for their work in organising the meeting.

## Appendix A

### Agenda:

#### **27 October:**

**14.00 – 14.20**

Opening:

Welcome from the

- Rector of the National University of Uzbekistan, Rector of the Tashkent State Technical University and other guests
- Presentation on the work of the two universities

**14.20 -14.30**

Approval of minutes and matters arising from –

- Stakeholders conference of the project 12<sup>th</sup> May
- Project steering committee 13<sup>th</sup> May

**14.30 – 15.30**

Report on the requirements for the development of the masters programme in «Flight safety and airworthiness» – Presentation and discussion

**15.30 – 16.00** Coffee break

**16.00-18.00**

Discussion on report continues: The following questions to be decided:

- Future of graduates;
- Key graduate competencies;
- Requirements for students enrolling on course;
- Program structure.

**19.00 Project dinner**

#### **28 октября**

**09.30 – 11 . 00**

Discussion of draft program contents (curricula) for the modules:

- Introduction to the aviation sector and legislation (reporter – Igor Milyukov);
- Business economics for the aviation sector (reporter – Giulliana Koppotelli);
- Management systems in aviation (reporter – Aleksei Olenov, Leonid Fedotov);
- Airworthiness (reporter – Yuri Kiselov)

**11.00 – 11.30** Coffee break

**11.30 – 13.00**

Continue of discussion of draft programs.

**13.00 – 14.00**

Lunch

**14.00-15.00**

Discussion and decision on equipment purchase: (reporter Leonid Fedotov, David Campbell)

**15.00 – 15.30**

Planning further actions for the development of the programme.

**15.30 – 16.00** Coffee break

**16.00 – 17.30**

Discussion on aims of staff exchange in 2017 r., planning of exchange visits.

**17.30 – 18.00**

Information and discussion of other opportunities in the Erasmus+ and Horizon 2020 programs.

List of participants in steering committee 27-28<sup>th</sup> October Tashkent

Name	Name in Russian	Institute	Position
Avaz Rakhimovich Marakhmiov	Марахмиов Аваз Рахимович	National University of Uzbekistan	Rector
Otabek Zhumaev	Жумаев Отабек -	National University of Uzbekistan	Project coordinator
Bakhtiyar Kholmatzhanov	Холматжанов Бахтияр	National University of Uzbekistan	Senior lecturer in Dept of "Astronomy and Atmospheric physics"
Anzirat Nigmatdzhanova	Нигмаджанова Анзират	National University of Uzbekistan	Project manager at NUUZ
Farkhod Khamidullaevich Rizaev	Ризаев Фарход Хамидуллаевич	Tashkent State Technical University	Rector
Dmitrii Viktorovich Bystrov	Быстров Дмитрий Викторович	Tashkent State Technical University	Head of International department
Nuriddin Anvarovich Abduzhabarov	Абдузжабаров Нуриддин Анварович	Tashkent State Technical University	Coordinator of working group
Tulkun Akhmadzhanovich Sagdiev	Сагдиев Тулкун Ахмаджанович	Tashkent State Technical University	Head of department
Dzhakhangir Abduvalievich Islamov	Исламов Джахангир Абдувалиевич	Tashkent State Technical University	Senior lecturer
Peter Barrington	Питер Баррингтон	Kingston University	Head of school of aerospace engineering
Paul Wagstaff	Пол Вагстафф	Kingston University	Senior lecturer and consultant School of aerospace engineering
Giuliano Coppotelli	Джулияно Коппотелли	University of Rome (La Sapienza)	Director of programme for aerospace structures
Andres Carrion Garcia	Андрей Каррион Гарсиа	Polytechnical university of Valencia	Director of the centre of quality and change mangement
Elena Vasquez Barrachina	Елена Васквез Баррачина	Polytechnical university of Valencia	Centre for quality, professor of statistics and operations.
David Campbell	Дэйвид Кэмпбелл	Kingston University	Dept of aerospace engineering, project manager
Iurii Kiselev	Киселев Юрий Витальевич	Samara University	Senior lecturer Dept of the use of aviation technology
Petr Kuznetcov	Кузнецов Петр Анатольевич	Far Eastern Federal University	School of economics and management, director for development
Iuliia Kuznetcova	Кузнецова Юлия Геннадьевна	Far Eastern Federal University	Head of design office in School of engineering
Leonid Fedotov	Федотов Леонид Викторович	Ulyanovsk Institute of Civil Aviation	Head of scientific research
Alexey Olenev	Оленев Алексей Анатольевич	Ulyanovsk Institute of Civil Aviation	Vice rector for investment and innovation