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**MARE -Marine Coastal and Delta
Sustainability for Southeast Asia**

**Meeting in Malaysia 05.07.22-
07.07.22 Minutes**



Title:	MARE - Marine Coastal and Delta Sustainability for Southeast Asia
Number:	610327-EPP-1-2019-1-DE-EPPKA2-CBHE-JP
Coordinator:	School of Mechanical Engineering, Universiti Teknologi Malaysia
Partners:	UniKL, UTM, UTP. UMT
Date:	5th to 7th July 2022

Location:

Universiti Teknologi Malaysia, Malaysia

E07, School of Mechanical Engineering,

81310 UTM Johor Bahru, Johor

<https://engineering.utm.my/mechanical/>



WEBEX ONLINE MEETING (5th and 6th July only)

<https://utm.webex.com/utm/j.php?MTID=m25998e4ca2d494452cca17845b4f81db>

Tuesday, Jul 5, 2022 2:00 pm | 3 hours |
(UTC+08:00) Kuala Lumpur, Singapore

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.....

MARE MALAYSIA PARTNERS PROJECT MEETING
(DAY 2)

Hosted by Arifah Ali

<https://utm.webex.com/utm/j.php?MTID=me5f510964014f8de6ecfb3ed7ea13003>

Wednesday, Jul 6, 2022 11:00 am | 6 hours |
(UTC+08:00) Kuala Lumpur,

Outline

01. Attendees
02. Tuesday, July, 5,
03. Wednesday, July, 6 and Thursday, July, 7
04. Decisions taken and next activities
05. Proposed Next meetings-date and place



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01. Attendees:



MARE Malaysia Partners Project Meeting, Universiti Teknologi Malaysia

Thank you for your responses.

arifahali@utm.my (not shared) [Switch account](#)

* Required



- **Khairul Anuar Mat Saad**, Universiti Kuala Lumpur (UniKL)
- **Amayrol Zakaria**, Universiti Kuala Lumpur (UniKL)
- **Arifah Bte Ali**, Universiti Teknologi Malaysia (UTM)
- **Shamila binti Azman** Universiti Teknologi Malaysia (UTM)
- **Nursahliza Binti Muhamat Yain**, Universiti Teknologi Malaysia (UTM)-online
- **Kang Hooi Siang**, Universiti Teknologi Malaysia (UTM)-online
- **Dr Corrienna Abdul Talib**, Universiti Teknologi Malaysia (UTM)-online
- **Prof. Ir. Dr. Shaharin Anwar Sulaiman**, Universiti Teknologi Petronas (UTP)
- **Haizatul Hafizah Hussain** Universiti Teknologi Petronas (UTP)
- **Muhammad Hafeez Bin Jeofry**, Universiti Malaysia Terengganu (UMT)-online
- **Hing Lee Siang**, Universiti Malaysia Terengganu (UMT)-online
- **Roswati Md Amin**, Universiti Malaysia Terengganu (UMT)-online



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02. Tuesday 05, July, 2022 (Meeting Room, School of Mechanical Engineering, UTM)

The meeting was conducted in Face to Face and Virtual mode. It is hosted by Dr. Arifah from UTM. She started by inviting the representative from UTM to deliver the welcoming speech. Ts. Dr. Haris Ahmad Bin Israr Ahmad, the Director of the Aeronautics, Automotive & Ocean Engineering Program, School of Mechanical Engineering, UTM, welcome all MARE Partners, offering full support for current and future activities between UTM and HEIs of the MARE Network.

Dr Kang Hooi Siang, the Director of Marine Technology Center, UTM gave some introduction on Marine Technology Center, UTM. Dr. Shamila Azman, the Director of Department of Water And Environmental Engineering, School of Civil Engineering, UTM shared information on the facilities and academic and research activities conducted by the department. Both invite HEIs of MARE network to collaborate in MARE related topic.

Dr. Khairul from UniKL MIMET gave briefing on the meeting objectives and highlight the required issue to be discussed for the request of project extension to EACEA. As mentioned in email from Prof Igor and Anton, they agreed with the proposed agenda but some issues need to be added. We discussed on the prior agenda and rearranged the sequence. All meeting members agreed with the final agenda.

NO	AGENDA	STATUS
1	Presentation and discussion of current activities	AS PLANNED
2	Presentation and discussion of the financial status among Malaysia Partners	AS PLANNED
3	Planning of upcoming activities and collaboration among Malaysia Partners	AS PLANNED
4	Discussion on the replacement of Mobility Program among Malaysia Partners	AS PLANNED
5	The stakeholder collaboration platform– national stakeholder workshop	AS PROPOSED BY ANTON
6	The interactive MOOC-like MARE courses	AS PROPOSED BY ANTON
	Cooperation with Vietnam	AS PROPOSED BY ANTON

The Final sequence of meeting:

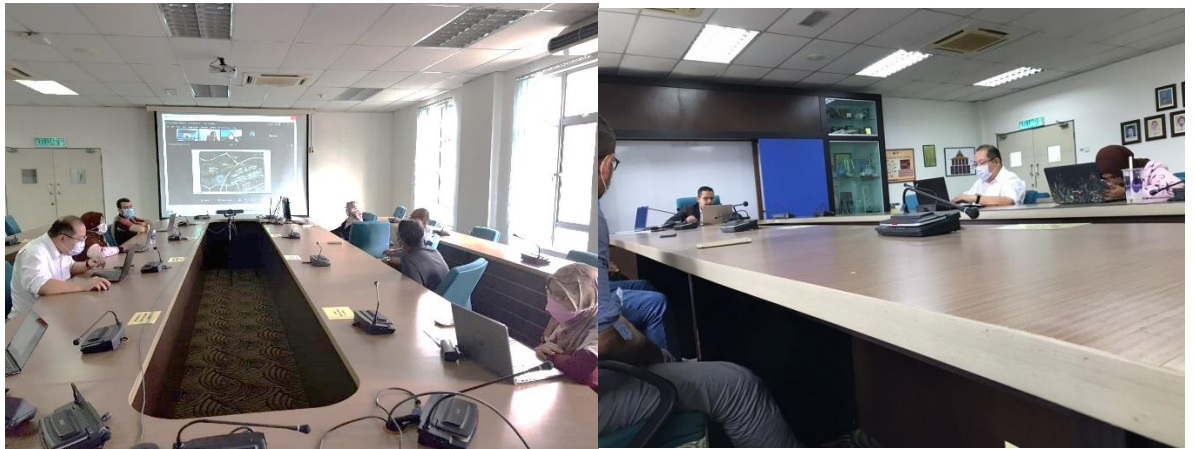
NO	AGENDA	TIME
1	Discussion on the replacement of Mobility Program among Malaysia Partners	6 th July 2022 (10am to 4.30pm)
2	The stakeholder collaboration platform– national stakeholder workshop	
3	The interactive MOOC-like MARE courses	
4	Cooperation with Vietnam	
5	Discussion of current activities	7 th July 2022 (10am to 12noon)
6	Discussion of the financial status among Malaysia Partners	
	Planning of upcoming activities and collaboration among Malaysia Partners	



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MARE MALAYSIA PARTNERS PROJECT MEETING (DAY 1)-... [↓](#) [↻](#) [✎](#)



MARE MALAYSIA PARTNERS PROJECT MEETING (DAY 1)-... [↓](#) [↻](#) [✎](#)





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03. Wednesday 06 and Thursday 07, July, 2022 (ALERT Room, School of Mechanical Engineering, UTM)

Agenda 1: Discussion on the replacement of Mobility Program among Malaysia Partners

Dr. Khairul initiated the discussion and highlighted the requirement of substituting the cancelled mobility to Europe with other Europe mobility programs with the allocated budget. All members are aware that each partner should refer to the latest budget allocation Excel Sheet to plan their mobility. All members also agreed that each MARE partner needs to inform the coordinator if any additional person is included in any mobility program which usually happens to utilise the budget allocated. Dr. Arifah shared the list of cancelled mobility program.

The following programs have been listed:

No	Mobility	Location
1	Onsite seminar MY	Johor Bahru, Malaysia
2	Inception seminar MY+ VN	Haiphong, Vietnam
3	IT Training in Tartu	Tartu, Estonia
4	CG Summer school	Capo Granitola, Italy

The meeting members discussed how to utilize the travel budget and which program can be planned together as Malaysia Partners. All of the group members agreed that this meeting would be reported as **the Onsite Seminar MY** placement. As a result, it can be recorded for reporting travel and lodging costs in the next financial report.

For Mobility **program Inception Seminar in Vietnam**, the meeting members agreed to plan a short visit to Vietnam. Dr. Khairul will contact Dr. Thoa from HCMUNRE, Vietnam to discuss further the possible agenda to be included in the program. In fact, all partners agree that this program can bridge the research and education activities between Malaysia and Vietnam that are related to the MARE key topics.

For mobility **program IT Training in Tartu**, the meeting members agreed to request the Europe partners to offer the IT training as planned. This is because Malaysia partners believe the training will be very beneficial for the staff in contributing to this research aligned with the objective of capacity development and sustainability for this MARE project. The reasons for this request are as follows: Malaysia partners are not fully involved in the online training due to time differences and have other commitments. Physical training will be more effective than online training as it will be clearer, the participants can be more focused and the program can involve face-to-face discussion and hands on sessions. Malaysia partners believe that it is crucial to see physically the IT facilities of European partners so that all members can learn about any advanced technologies and possible improvements for our facilities. Malaysia partners have yet to implement the input obtained from the online training in the teaching and learning modules because they are not very confident about the implementation. Also, partner universities must evaluate



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staff development according to the training results. So, it is best to get additional information for the application in face to face training. The IT training can become a knowledge transfer program for Europe university

For mobility **program Summer School in Capo Granitola**, which involves a large allocation of budget, all members agreed and understood the need to plan some substituted programs as proposed by Prof Igor Novopashenny (UNIHB) in the Catania meeting. He suggested all partners substitute the mobilities with short-term bilateral mobilities, to and from the EU which are related to curriculum development and the MARE research framework. All meeting members agreed to prepare the plan individually as the partners' expertise and interests might differ with each other. All partners were reminded to select the research topics among EU partners based on the list of experts and topics in the google sheet provided during the Catania meeting. Then, Malaysia partners need to identify the number of people and the period for the mobilities to estimate the amount required for expenses and match it with the unused travel money.

Dr. Hafiza from UTP presented an example of a substituting plan that has been decided by UTP. All members agreed to prepare a similar plan for bilateral research with European partners. Dr. Khairul reminds all members to carefully figure out the budget so that it is close to the amount in the proposal, even though the number of days and people involved might be different depending on how the partners' plan works out.

	Persons	Travel costs	Costs of stay	days	Total	Changes	Changes (Original + Changes)	Remarks
Original								
P12 UTP					10830			
PM Bremen	2	1500	3000	120	4	960	3960	Done
Onsite seminar MY	May 2020	2	180	360	120	3	720	1080
Inception seminar MY+ VN	May 2020	2	275	550	120	3	720	1270
PM Catania	May 2022	3	1500	4500	120	4	1440	5940
IT Training in Tartu	May 2020	2	1500	3000	120	4	960	3960
CG Summer school	Oct 2020	3	1500	4500	120	4	1440	5940
CG Summer school	Oct 2020	3	1500	4500	55	14	2310	6810
Conference KUL	Dec 2022	2	180	360	120	3	720	1080
Conference Kuala Nerus	Nov 2022	3	180	540	120	3	1080	1620
PM Ho Chi Minh City	May 2023	1	275	275	120	4	480	755
Catania (Dr Hee Min) 1 staff		1	1500	1500	120	8	960	2460
Catania (Dr Hee Min) 2 students		2	1500	3000	55	14	1540	4540
Bremen (Dr Syazwan) 1 staff		1	1500	1500	120	4	480	1980
Bremen (Dr Syazwan) 1 student		1	1500	1500	55	14	770	2270
Total Original							32415	
Total Change								32525
Stranded money (cancellation)								19060

In summary, the action to be taken for the mobility plan is as follows.

- Tartu IT Training
Plan: 4 days, End of November



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- Meeting in Hai Phong,
Plan: 3 days, Early December
- Meeting in JB – replacing MY Seminar
- Collaboration with Europe Universities-replacing CG Summer School
Plan: to be discussed among each Malaysia partners individually

Agenda 2: The stakeholder collaboration platform– national stakeholder workshop

All partners are informed about the requirement for collaboration between partners from Malaysia, Vietnam and Europe. Dr. Khairul highlighted the requirement to fulfil at least four collaboration agreements within partners and advised Malaysia partners to prepare collaboration documents such as Letter of Intent or Letter of Collaboration with other Malaysia partners, Vietnam partners, and European partners. The scope of collaboration can cover sharing facilities, mobility, and joint collaboration. Prof. Shaharin from UTP shared the concern of Prof. Igor for the stakeholder platform. He highlighted that knowledge transfer should be conducted by MARE members to other people on the platform. Therefore, MARE Malaysia partners should invite any EU partners to deliver talks at any time. Also, the presence of EU MARE members during UTP Summer School, UMT Conference, and UniKL Conference should be utilised to expose them to IGM-GSM and other Malaysia stakeholders. Face-to-face meetings can be planned for any of these programs. It is good to discuss a long-term collaboration of MARE with Malaysia stakeholders.

Apart from that, Malaysia partners agrees to allocate one special session for MARE meeting or project presentation when organizing MARE Malaysia program.

Agenda 3: The interactive MOOC-like MARE courses

Dr. Khairul shared the question from Anton about MOOC courses. He claimed that it was included in the scope of MARE.

After some discussion, it was known that UTM and UMT have MOOC courses that are related to MARE topics. However, it is concerned that MOOC courses are under the copy-right of institutions, and some procedures might be taken if the course can be claimed as under MARE. Dr. Shamila from UTM and Dr. Hafeez from UMT shared their experience in preparing MOOC courses. Starting from scratch, MOOC course preparation might take a long time. However, it can be finished within three months if all the necessary materials are already available. A workshop for MOOC preparation will be helpful to accelerate the course development. One alternative for developing MOOC-like MARE courses is to take only a few parts of courses to be converted into MOOC courses. Another option is to take the content of the previous MOOC courses which are related to MARE, but the procedures involved in publishing it as part of the MARE project should be confirmed with the institution.



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University Teknologi Malaysia (UTM), an innovation-led and graduate-focused Research University. It is located both in Kuala Lumpur, the capital city of Malaysia and Johor Bahru, the southern city in Iskandar Malaysia, which is a vibrant economic corridor in the south of Peninsular Malaysia.

The divine law of Allah is the foundation for science and technology. UTM strives with total and unified effort to attain excellence and technology for universal peace and prosperity in accordance with His will.

UTM Students MOOC Credit Transfer Process

For UTM students, credit transfer can be applied at your Faculty/School upon completing your MOOC. Visit: <https://utmcdex.utm.my/moocs-utm/> to know more.

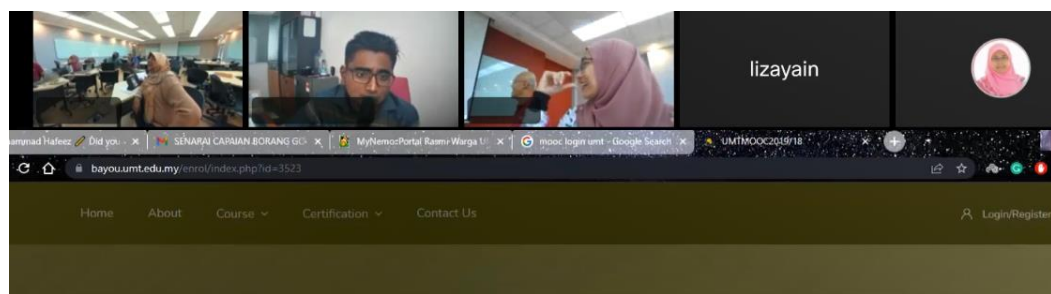
Contact utm-mooc@utm.my for any inquiries

Credential type
Certificate of completion

Duration
Flexible

CLOSED

In this Marine, Oil & Gas (MOG) Project Management Course with nine (9) modules, the learner will learn the project management principles and methodologies on how to plan, manage, execute, and deliver marine, oil & gas projects in an effective and systematic way. This MOG PM is structured and benchmarked against the global international standard focusing on providing a practical framework for undergraduate and continuing and professional development pertaining to the marine, oil & gas as well as infrastructure, and building industries.



Enrolment options



Coastal Sciences And Engineering

The study of physical processes and depositional landforms along deltaic and coastal ecosystems. The hydrodynamic processes includes waves and tidal formation and movement along the coastal area. The response of coastal dynamics towards the natural and anthropogenic changes. Additionally this course discuss the application coastal engineering and management in sustaining the coastal environment.

4
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4 Courses

UMTMOOC Courses / 2020

Search courses



2020

Biological Classification Of
Marine Organisms

0

FREE



2020

Fundamental Of Our Blue
Planet

0

FREE



2020

Olericulture

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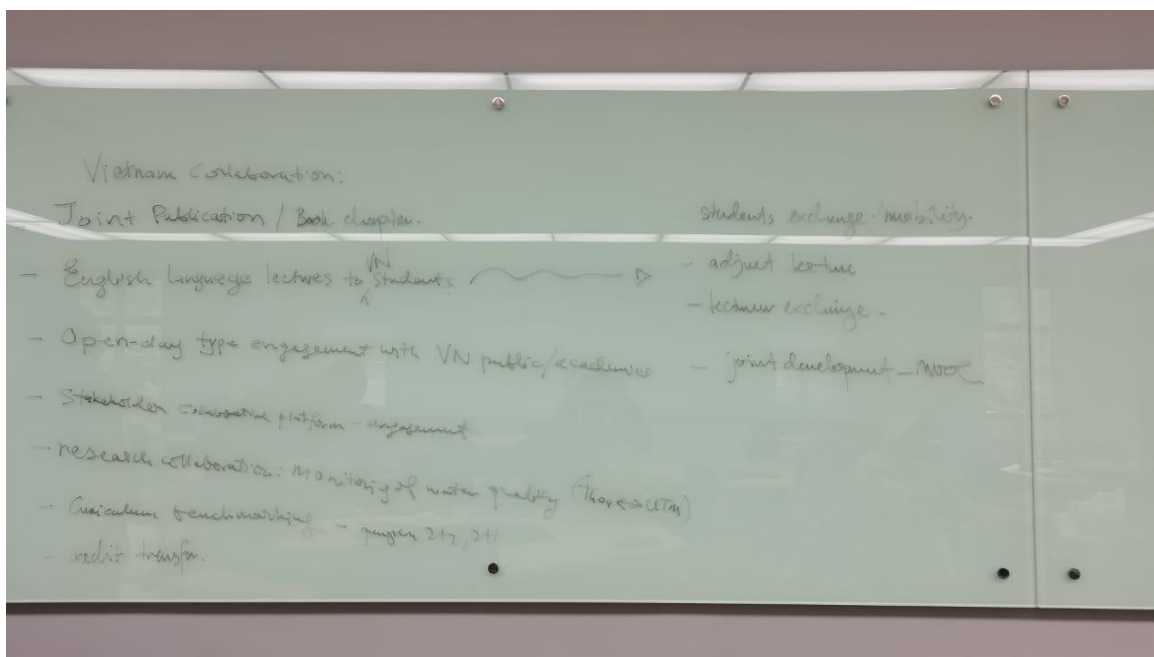
FREE

Agenda 4: Cooperation with Vietnam

All partners are aware that they need to enhance the collaboration with Vietnam. Thus, the activities for a short visit to Vietnam should be suitable for the purposes. We had a brainstorming session to decide the potential activities that we would propose to our Vietnam partners. The list of activities is as follows:

- Lecture in English for Vietnamese students.
- Open-day type engagement with Vietnam universities
- Participation of stakeholders in collaborative platforms
- Research collaboration on monitoring water quality
- Curriculum benchmarking or evaluation.
- Student credit transfer programme
- Student exchange/ mobility Lecturer exchange
- Joint development of MOOC content

However, all the members agreed that not all of the proposed activities could be done in such a short amount of time. They decided **that discussions, lectures, or talks by Malaysian partners, visits to Vietnam facilities, and open-day-style engagement with Vietnam universities** would be the best things to do during the short trip. However, any research activities or other collaboration activities can be conducted in the future with the MARE budget if the project is still on-going. Dr. Khairul will contact Dr. Thoa from HCMUNRE in finalizing the planning.



Agenda 5,6, and 7:

- Discussion of current activities

- Discussion of the financial status among Malaysia Partners

-Planning of upcoming activities and collaboration among Malaysia Partners

All partners aware that they need to make request for the next payment if they need the money for the mobility, especially for Europe mobility. However, Dr. Khairul highlight that it is better to have planning first on how the money will be utilized. All members should use the correct and updated document of the budget allocation, which was emailed by Prof Igor on **26th May 2022 along with the financial report template for Period 5 and 6.**

All partners also realized the need to have official collaboration documents between Partners in Malaysia, Vietnam and Malaysia. All meeting members reported that they are in progress of preparing documents for collaboration among Malaysia partners as the process needs the paperwork and Letter of Collaboration content to be approved in University Senate Meeting.

It is recalled that Igor presented the Quality Control Matrix in Catania meeting and mention about the one of quality assurance process is the the peer review of Syllabi and Teaching and Learning Materials (TLM) by the partner universities. Therefore, the evaluation can also become one of collaboration activities.

For the coming task, all members aware about the next financial report deadline which is July, 15th.



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04. Next meetings - date and place

The partners agreed to have meeting and special session for the next meetings/events:

- Summer School Malaysia 15-28 August 2022, proposed to have meeting regarding bilateral research partners and program in Vietnam
- Conference in Kuala Nerus, November 2022, proposed to have MARE Special Session .

The following is the timeline for the remaining activities involving Malaysia partners.

2022						2023				
Aug	Sep	Oct	Nov		Dec	Jan	Feb	Mar	Apr	May
15-28			6-7	21-25	12-14	TBC				TBC
UTP Summer School, Perak, Malaysia			UMT Conference TOMSY, Terengganu, Malaysia	IT training in Tartu, Estonia	Meeting in Vietnam (TBC place)	UniKL Conference, KL, Malaysia				Project Meeting in Ho Chi Minh, Vietnam
planned			planned	proposed	proposed	planned				planned

Prepared by:

Dr. Arifah binti Ali,
Secretary,
UTM Partners,
MARE ERASMUS Project

Dr. Khairul Anwar,
Malaysia Partners Representative,
MARE ERASMUS Project



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APPENDIX A-ATTENDANCE

MARE Meeting Malaysia Partner (5-7 July 2022) (Responses)				
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A	B	C	D	E
timestamp	Email	Name	Institution	Date of meeting
7/5/2022 14:29:01	lshing@umt.edu.my	Hing Lee Siang	UMT	5/7/2022
7/5/2022 14:37:14	hafeez.jeofry@umt.edu.my	Muhammad Hafeez Jeofry	UMT	5/7/2022
7/5/2022 14:39:13	roswati_ma@umt.edu.my	Roswati Md Amin	UMT	5/7/2022
7/5/2022 14:43:39	kanghs@utm.my	Kang Hooi Siang	UTM	5/7/2022
7/5/2022 14:43:40	liza.yain@gmail.com		UTM	5/7/2022
7/5/2022 15:25:38	shamila@utm.my	SHAMILA AZMAN	UTM	5/7/2022
7/6/2022 11:03:33	corrienna@utm.my	DR CORRIENNA ABDUL	UTM	6/7/2022
7/6/2022 11:04:04	roswati_ma@umt.edu.my	Roswati Md Amin	UMT	6/7/2022
7/6/2022 11:04:17	liza.yain@gmail.com	Nursahliza binti Muhama	UTM	6/7/2022
7/6/2022 11:06:22	hafeez.jeofry@umt.edu.my	Muhammad Hafeez Jeofry	UMT	6/7/2022



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MARE MALAYSIA PARTNERS PROJECT MEETING, UNIVERSITI TEKNOLOGI MALAYSIA
MARE: Marine Coastal and Delta Sustainability for Southeast Asia" funded under
Erasmus+/ Key Action 2 - Capacity building in the field of higher education.

MEETING OBJECTIVES

1. Presentation and discussion of current activities among Malaysia Partners
2. Presentation and discussion of the financial status among Malaysia Partners
3. Planning of upcoming activities and collaboration among Malaysia Partners
4. Discussion on the replacement of Mobility Program among Malaysia Partners
5. Open problems or critical points should be discussed and solved

ATTENDANCE DAY 1 (5/7/2022)

NO	NAME	INSTITUTION	SIGNATURE
1	Prof. Ir. Dr. Shaharin Anwar Sulaiman	UTP	
2	Ir. Halzatul Hafizah Hussain	UTP	
3	Ts. Dr. Khairul Anuar Mat Saad	UTM	
4	Ts. Amayrol Zakaria	UTM	
5	SHAMILA AZMAN	UTM	
6	Aifah Ali	UTM	



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MARE MALAYSIA PARTNERS PROJECT MEETING, UNIVERSITI TEKNOLOGI MALAYSIA
MARE: Marine Coastal and Delta Sustainability for Southeast Asia" funded under
Erasmus+/ Key Action 2 - Capacity building in the field of higher education.

ATTENDANCE DAY 2 (6/7/2022)

NO	NAME	INSTITUTION	SIGNATURE
1	Prof. Ir. Dr. Shaharin Anwar Sulaiman	UTP	
2	Ir. Haizatul Hafizah Hussain	UTP	
3	Ts. Dr. Khairul Anuar Mat Saad	UnikL	
4	Ts. Amayrol Zakaria	unim	
5	Shamila Azman	UTM	
6	Arifah Ali	UTM	



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ATTENDANCE DAY 3 (7/7/2022)

Attendance Day 3 (7/7/2022)

- 1) Arifah Binti ALI UTM
- 2) Sharila Azman UTM
- 3) HAIZATUL HAFIZAH HUSSAIN UTP
- 4) Khairul Anwar Mat Saad UnikL
- 5) Shaharun A-Sulaiman UTP
- 6) Anafiol D. Zakaria UnikL



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APPENDIX B-PHOTO AFTER MEETING





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