

MINUTES OF PROJECT BOARD MEETING (15 JUNE 2020, ONLINE)

AGENDA

- 1) approval of the minutes of TRAMIG project board meeting 1,
- 2) proposal of the contents of TRAMIG edited volume,
- 3) TRAMIG edited volume – deadlines,
- 4) TRAMIG edited volume – stylesheet,
- 5) Stakeholders' forum organised by Reggio Emilia team
- 6) A.O.B

PARTICIPANTS

The following Project Board members participated via ZOOM application (9.15-10.30):
Hanne Skaaden, Antonio Chiarenza, Simos Grammenidis, Anja Kociper, Maurizio Viezzi, Sara Pistotnik and Nike K. Pokorn.

POINT 1 – APPROVAL OF THE MINUTES OF TRAMIG PROJECT BOARD MEETING 1

After minor clarifications members of the TRAMIG project board unanimously approved the minutes of TRAMIG project board 1 that was held on 29 May 2020.

POINT 2 - PROPOSAL OF THE CONTENTS OF TRAMIG EDITED VOLUME

Members of project board discussed the following proposal of the contents of TRAMIG edited volume:

Teaching/Training Community Interpreter and Intercultural Mediator Teachers – Selected Chapters

Table of Contents

Acknowledgements

Preface (ideally by some outside scholar – t.b.d.)

1. General introduction (description of the project) – Ljubljana > Existing practice of community interpreters and of intercultural mediators in Slovenia, Italy, Greece and Norway – Ljubljana
2. The Community Interpreter and translator and/or Intercultural Mediator Trainer Profile: Competences of the trainer of community interpreters and translators and/or intercultural mediators – Ljubljana
3. Developing Learning and Teaching Methodologies (OsloMet)
 - teaching in pairs and role plays (student-centred teaching and learning, problem-based learning and project-based learning)
 - blended learning (combining on-line learning with face-to-face tutorials)
4. Project-based learning through simulation (University of Trieste)
 - simulations of real-life assignments in the classroom;
 - Codes of ethics and standards of practice as guides for professional conduct
5. Project-based learning through immersion (Azienda unita' sanitaria locale di Reggio Emilia)
 - the role and structure of practical training (placement and internship)
 - Assessment and validation of placement and internship
6. Final examination and quality control (Aristotle University of Thessaloniki)
 - Assessment: final examination and different testing techniques
 - Quality control
7. Evaluation of training?

Members of the project board agreed on the provisional table of contents. They present the topics we wish to cover not pre-determined title of the volume, headlines of particular articles, used concepts etc. Every partner should write two chapters. Other colleagues can participate in writing but they have to agree on their work to be published in this framework.

Edited volume will be edited by Nike K. Pokorn, Maurizio Viezzi (and possibly Tatjana Radanović Felberg). It will be published (in online and printed version) by National Institute of Public Health, if possible in co-publishing with University of Ljubljana to give it academic credentials. Our goal is that publication is scientific but freely/publicly available.

TRAMIG project board members unanimously accepted the proposed table of contents for TRAMIG edited volume.

POINT 3 – TRAMIG EDITED VOLUME – DEADLINES

Partners agreed on the following schedule for TRAMIG edited volume:

- Extended chapter abstract (approximately from 500 to 1,000 words) to be submitted to the editor for review by 30 June 2020.
- Feedback returned to contributors by 15 July 2020.
- Final manuscripts to be submitted to the editors by 1 September 2020.
- Feedback by 20 September 2020.
- Revised versions to be submitted to the editors by the 30th of September 2020
- Final editorial work until end of October 2020.
- Publication: 5 November 2020.

TRAMIG project board members unanimously accepted the proposed deadline for TRAMIG edited volume.

POINT 4 – TRAMIG EDITED VOLUME – STYLESHEET

Members of TRAMIG project board went together through the document Style Sheet to agree on the text presentation, structure of the chapter, file format etc. of the chapters for edited volume. Document Style Sheet is attached to the minutes.

POINT 5 - STAKEHOLDERS' FORUM ORGANISED BY REGGIO EMILIA TEAM

On 24 June 2020 (from 14:30 until 16:30) Reggio Emilia is organizing online stakeholders forum with five invited guests. Nike K. Pokorn will present TRAMIG project. Interpretation service will be organized for Italian – English translation. An email with invitation, programme and link to stakeholders forum will be send as soon as possible. All the partners will invite their volunteers and any other persons that might be interested in the topic.



Since we need to find a way how to make a participants list, a name of the platform will be send in advance.

Guests of the stakeholders forum will be invited to fulfil an evaluation form that will be provided by National Institute of Public Health.

POINT 6 – ANY OTHER BUSINESS

No comments.

Minutes prepared by NKP and SP, and proposed to the participants on 16 June 2020. Approved by all participants on 25 June 2020.

Attachments:

TRAMIG edited volume - stylesheet